

DES PLAINES PUBLIC LIBRARY

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SUPPLEMENTAL NOTICE

Meetings of the Library Board are open to the public under provisions of the Illinois Open Meetings Act. The Library Board President has determined that it is not practical or prudent to schedule an in-person meeting due to the COVID-19 pandemic, therefore, this meeting will be held virtually and in accordance with state statute.

If a member of the public would like to access the live meeting via electronic remote, they should email to PublicComments@dppl.org with their name and email address no later than Wednesday, January 19, 2022 at 5:00 p.m.

A recording of the meeting will be published to the library's website within one week, as usual.



DES PLAINES PUBLIC LIBRARY

BOARD OF TRUSTEES

Agenda for the Regular Meeting
January 20, 2022
7:00 PM

- 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 – December 16, 2021.
 - B. Acceptance of Financial Reports for December 2021.
 - C. Acceptance of Reports.
 1. Director’s Report – January 20, 2022.
 2. Statistics Report – January 20, 2022.

- VII. New Business. (7:25 p.m.)
 - A. Approve Payment of Vendor Checks Report and ACH Payments - \$295,618.73. [Action Item]
 - B. Report Out Building and Grounds Committee Meeting, January 12, 2022 – Nicholas Harkovich. [Action Item]
 - C. Report Out Management Committee Meeting, January 20, 2022 – Denise Hudec. [Action Item]
 - D. Review and Approve Proposals for Backup and Disaster Recovery Server. [Action Item]
 - E. Report on E-Rate – Laurie Papadourakis.

- VIII. Announcements. (7:45 p.m.)
 - A. Filing Statement of Economic Interest begins March 2022.
 - B. February 17, 2022 Board of Trustee Meeting – 5:00 p.m.
 - C. Semi-Annual Board Dinner, February 17, 2022.

- IX. Correspondence.

- X. Other.

- XI. Adjournment. (8:00 p.m.)

This meeting will be recorded for television broadcast.



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DES PLAINES PUBLIC LIBRARY
BOARD OF TRUSTEES

Minutes of the Regular Meeting
December 16, 2021

Vincent Rangel stated that as Vice President he determined that it was not practical or prudent to schedule an in-person meeting due to the Covid-19 pandemic. Therefore, the meeting would be held virtually and in accordance with state statute.

I. CALL TO ORDER

The regular meeting of the Des Plaines Public Library Board of Trustees was held by electronic remote participation on Thursday, December 16, 2021. Vice President Vincent Rangel called the meeting to order at 7:04 p.m.

II. ROLL CALL

Roll call indicated the following board members were present: Lisa DuBrock, Kristen Graack, Denise Hudec, Bruce Lester, Vincent Rangel, Carol Kidd.

Absent: Christine Halblander, Nicholas Harkovich, Michelle Shimon-Hutchison, Gregory Sarlo,

Also present: Jo Bonell, Laurie Papadourakis, Heather Imhoff, Michelle Meyer-Edley, Stephanie Spetter, Joanie Sebastian, John Leach,.

III. PLEDGE OF ALLEGIANCE

IV. CONSIDERATION OF THE AGENDA

MOTION by Kristen Graack, seconded by Denise Hudec, to approve the agenda as presented. ROLL CALL VOTE: AYES: DuBrock, Graack, Hudec, Lester, Rangel. NAYS: None. MOTION CARRIED.

V. PUBLIC COMMENTS AND QUESTIONS

No public comments.

VI. CONSENT AGENDA

MOTION by Bruce Lester, seconded by Kristen Graack, to approve Consent Agenda items, as presented. ROLL CALL VOTE: AYES: DuBrock, Graack, Hudec, Lester, Rangel. NAYS: None. MOTION CARRIED.

VII. NEW BUSINESS

- A. Approve Payment of Vendor Checks Report and ACH Payments - \$237,500.00 [Action Item]

MOTION by Kristen Graack, seconded by Lisa DuBrock, to approve payment of vendor checks and ACH Payments in the amount of \$237,500.00, as listed on the vendor checks report of November 2021 and authorize Library Director Jo Bonell to have transferred the amount required to the library's operating account. ROLL CALL VOTE: AYES: DuBrock, Graack, Hudec, Lester, Rangel. NAYS: None. MOTION CARRIED.

- B. Approve Per Capita Grant Application. [Action Item]

MOTION by Bruce Lester, seconded by Kristen Graack, to approve the Per Capita Grant Application, as presented. ROLL CALL VOTE: AYES: DuBrock, Graack, Hudec, Lester, Rangel. NAYS: None. MOTION CARRIED.

- C. Approve Illinois Library Presents – Intergovernmental Agreement.
[Action Item]

Library Director Jo Bonell explained that this was an agreement between the Des Plaines Public Library and other libraries, forming a mini-consortium, to contract with virtual speakers and authors and share the costs among the group.

Trustee Kristen Graack asked how many libraries were participating in the consortium and Library Director Jo Bonell responded 11 libraries.

Trustees Lisa DuBrock and Kristen Graack asked Library Director Jo Bonell to report results of this program in six-months.

MOTION by Denise Hudec, seconded by Lisa DuBrock, to approve the Illinois Library Presents Intergovernmental Agreement and report back to the board in six-months on the results of the programs. ROLL CALL VOTE: AYES: DuBrock, Graack, Hudec, Lester, Rangel. NAYS: None. MOTION CARRIED.

- D. Resolutions. [Action Item]
1. Appropriation and Levy.

MOTION by Kristen Graack, seconded by Denise Hudec to approve the Resolutions with the Appropriation and Levy and deliver to the Des Plaines City Clerk. ROLL CALL VOTE: AYES: DuBrock, Graack, Hudec, Lester, Rangel. NAYS: None. MOTION CARRIED.

VIII. ANNOUNCEMENTS.

Library Director Jo Bonell reported that the Des Plaines Public Library was a starred library in the Library Journal.

IX. CORRESPONDENCE.

None.

X. OTHER.

None.

MOTION by Denise Hudec, seconded by Kristen Graack, to enter into Executive Session at 7:33 p.m. ROLL CALL VOTE: AYES: DuBrock, Graack, Hudec, Lester, Rangel. NAYS: None. MOTION CARRIED.

XI EXECUTIVE SESSION

- A. Probable or Imminent Litigation.
- B. The Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees.

The Board reconvened at 7:40 p.m.

XII. EXECUTIVE SESSION ACTION

- A. Probable or Imminent Litigation.
- B. The Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees.

MOTION by Bruce Lester, seconded by Lisa DuBrock, to accept the check proceeds in litigation.

Meeting adjourned at 7:42 p.m.

Minutes prepared by Carol Kidd.

Des Plaines Public Library

Monthly Financial Report

For the Month Ended
December 31, 2021

Prepared by:
Lauterbach & Amen, LLP

Financial Statements

Des Plaines Public Library
Governmental Funds Balance Sheet
As of December 31, 2021

	Library Fund	Capital Projects Fund	Total
ASSETS			
Cash and Investments	\$ 2,808,906.68	\$ 1,896,935.26	\$ 4,705,841.94
Prepays	16,010.55	0.00	16,010.55
Receivables			
Receivable - Property Taxes	6,081,490.69	-	6,081,490.69
Receivable - Grants	-	-	-
Receivable - Miscellaneous	-	-	-
Total Assets	\$ 8,906,407.92	\$ 1,896,935.26	\$ 10,803,343.18
LIABILITIES			
Accounts Payable	\$ 122,612.70	\$ -	\$ 122,612.70
Accrued Payroll	40,371.49	-	40,371.49
Due to other funds	302,744.80	-	302,744.80
Total Liabilities	465,728.99	-	465,728.99
Deferred Inflows of Resources			
Property Taxes	6,069,500.00	-	6,069,500.00
Total Liabilities and Deferred Inflows of Resources	6,535,228.99	-	6,535,228.99
FUND BALANCE			
Fund Balance - Unreserved	2,336,428.13	1,896,935.26	4,233,363.39
Fund Balance - Reserved for Prepays	34,750.80	-	34,750.80
Total Fund Balance	2,371,178.93	1,896,935.26	4,268,114.19
Total Liabilities, Deferred Inflows of Resources and Fund Balance	\$ 8,906,407.92	\$ 1,896,935.26	\$ 10,803,343.18

Des Plaines Public Library

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

For the 12 Months Ended December 31, 2021

	General Fund	Capital Improvements Fund	Total
REVENUES			
Taxes	\$ 6,009,391.21	\$ -	\$ 6,009,391.21
Intergovernmental	175,785.84	-	175,785.84
Fines & Fees	17,488.49	-	17,488.49
Interest	1,091.26	784.76	1,876.02
Special Events and Programs	53.94	-	53.94
Miscellaneous	44,738.64	-	44,738.64
Total Revenues	<u>6,248,549.38</u>	<u>784.76</u>	<u>6,249,334.14</u>
EXPENDITURES			
Personnel	\$ 2,867,431.47	\$ -	\$ 2,867,431.47
Operating	2,019,702.77	322.50	2,020,025.27
Library Materails	859,547.46	-	859,547.46
Capital Outlay	72,805.07	207,277.07	280,082.14
Other Expenditures	<u>70,652.68</u>	<u>-</u>	<u>70,652.68</u>
Total Expenditures	<u>5,891,339.45</u>	<u>207,599.57</u>	<u>6,098,939.02</u>
Net Change in Fund Balances	<u>357,209.93</u>	<u>(206,814.81)</u>	<u>150,395.12</u>
FUND BALANCES			
Beginning of the year	<u>2,013,969.00</u>	<u>2,103,750.07</u>	<u>4,117,719.07</u>
End of the period	<u>\$ 2,371,178.93</u>	<u>\$ 1,896,935.26</u>	<u>\$ 4,268,114.19</u>

Supplementary Information

Des Plaines Public Library

Treasurer's Report as of December 31, 2021

<u>Institution</u>	<u>Invested</u>
201-1101000 - Petty Cash	<u>500.00</u>
201-1102015 - First Midwest Operating #8100292260	579,936.36
202-1102015 - First Midwest Operating #8100292260	<u>21,748.58</u>
	<u>601,684.94</u>
201-1102028 - Cash Library Donations	<u>215,241.43</u>
201-1102079 - IL Funds - 151600222591	2,013,228.89
202-1102079 - IL Funds - 151600222591	<u>1,875,186.68</u>
	<u>3,888,415.57</u>
201-1104006 - Investments - Certificates of Deposit	<u>0.00</u>
Total Invested	<u><u>4,705,841.94</u></u>

Des Plaines Public Library
Balance Sheet as of December 31, 2021

	<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 - First Midwest Operating #8100292260	545,582.05	34,354.31	579,936.36
1102028 - Cash Library Donations	215,234.12	7.31	215,241.43
1102079 - IL Funds - 151600222591	2,615,979.93	(602,751.04)	2,013,228.89
1118000 - Receivable - Property Taxes	6,081,490.69	0.00	6,081,490.69
1119301 - Prepaid Expense	16,010.55	0.00	16,010.55
	<u>9,474,797.34</u>	<u>(568,389.42)</u>	<u>8,906,407.92</u>
<u>Liabilities and Fund Balance</u>			
<u>Liabilities</u>			
2401000 - Accounts Payable	185,509.55	(62,896.85)	122,612.70
2430707 - Due to Library Comp Abs	302,744.80	0.00	302,744.80
2450040 - Accrued Payroll	40,371.49	0.00	40,371.49
2470000 - Deferred Revenue - Property Tax	6,069,500.00	0.00	6,069,500.00
	<u>6,598,125.84</u>	<u>(62,896.85)</u>	<u>6,535,228.99</u>
<u>Fund Balance</u>			
3720010 - Fund Balance - Reserved for Prepaid Items	34,750.80	0.00	34,750.80
3730000 - Fund Balance - Unreserved	1,979,218.20	0.00	1,979,218.20
	<u>2,013,969.00</u>	<u>0.00</u>	<u>2,013,969.00</u>
 Total Liabilities and Fund Balance	 <u>8,612,094.84</u>	 <u>(62,896.85)</u>	 <u>8,549,197.99</u>
 Excess Revenues Over Expenses	 <u>862,702.50</u>	 <u>(505,492.57)</u>	 <u>357,209.93</u>

Des Plaines Public Library
Balance Sheet as of December 31, 2021

	<u>Beginning</u> <u>Balance</u>	<u>M.T.D.</u> <u>Changes</u>	<u>Ending</u> <u>Balance</u>
<u>Capital Projects Fund</u>			
<u>Assets</u>			
1102015 - First Midwest Operating #8100292260	24,616.58	(2,868.00)	21,748.58
1102079 - IL Funds - 151600222591	1,872,234.97	2,951.71	1,875,186.68
	1,896,851.55	83.71	1,896,935.26
<u>Liabilities and Fund Balance</u>			
<u>Liabilities</u>			
	0.00	0.00	0.00
<u>Fund Balance</u>			
3730000 - Fund Balance - Unreserved	2,103,750.07	0.00	2,103,750.07
Total Liabilities and Fund Balance	2,103,750.07	0.00	2,103,750.07
Excess Revenues Over Expenses	(206,898.52)	83.71	(206,814.81)
<u>Compensated Absences Fund</u>			
<u>Assets</u>			
1120201 - Due From Library	302,744.80	0.00	302,744.80
	302,744.80	0.00	302,744.80
<u>Liabilities and Fund Balance</u>			
<u>Liabilities</u>			
2450035 - Accrued ST-LT Comp Absence	97,084.56	0.00	97,084.56
2490010 - Compensated Absences Payable	205,660.24	0.00	205,660.24
	302,744.80	0.00	302,744.80
<u>Fund Balance</u>			
3720010 - Fund Balance - Reserved for Prepaid Items	0.00	0.00	0.00
3730000 - Fund Balance - Unreserved	0.00	0.00	0.00
3740000 - Fund Balance - Unrestricted	0.00	0.00	0.00
3750000 - Fund Balance - Temporarily Restricted	0.00	0.00	0.00
Total Liabilities and Fund Balance	302,744.80	0.00	302,744.80

Des Plaines Public Library
Balance Sheet as of December 31, 2021

	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	1,427,309.02	0.00	1,427,309.02
1204300 - Fixed Assets - Vehicles	24,954.39	0.00	24,954.39
1209900 - Fixed Assets - Accumulated Depreciation	<u>(1,353,391.00)</u>	<u>0.00</u>	<u>(1,353,391.00)</u>
	<u>2,560,784.41</u>	<u>0.00</u>	<u>2,560,784.41</u>
<u>Liabilities and Fund Balance</u>			
<u>Liabilities</u>			
<u>Fund Balance</u>			
3730000 - Fund Balance - Unreserved	<u>2,560,784.41</u>	<u>0.00</u>	<u>2,560,784.41</u>
	<u>2,560,784.41</u>	<u>0.00</u>	<u>2,560,784.41</u>
 Total Liabilities and Net Capital Assets	 <u>2,560,784.41</u>	 <u>0.00</u>	 <u>2,560,784.41</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 12 Months Ended December 31, 2021**

_____ Library Fund _____	<u>Received this Month</u>	<u>Received this Year</u>	<u>Budgeted Receipts</u>	<u>Uncollected Receipts</u>	<u>Prct. Collected</u>
<u>Taxes</u>					
201-4810025 - Property Taxes 2012	0.00	0.00	0.00	0.00	0.00
201-4810026 - Property Taxes 2013	0.00	0.00	0.00	0.00	0.00
201-4810027 - Property Taxes 2014	0.00	0.00	0.00	0.00	0.00
201-4810028 - Property Taxes 2015	0.00	0.00	0.00	0.00	0.00
201-4810029 - Property Taxes 2016	0.00	0.00	0.00	0.00	0.00
201-4810030 - Property Taxes 2017	0.00	0.00	0.00	0.00	0.00
201-4810031 - Property Taxes 2018	0.00	0.00	0.00	0.00	0.00
201-4810032 - Property Taxes 2020	<u>3,529.21</u>	<u>6,009,391.21</u>	<u>6,100,000.00</u>	<u>90,608.79</u>	<u>98.51</u>
	<u>3,529.21</u>	<u>6,009,391.21</u>	<u>6,100,000.00</u>	<u>90,608.79</u>	<u>98.51</u>
<u>Intergovernmental</u>					
201-4810800 - Personal Property Replacement Tax	0.00	69,741.00	92,988.00	23,247.00	75.00
201-4822040 - State Grant - Per Capita	0.00	86,086.90	73,000.00	(13,086.90)	117.93
201-4822090 - Grant Revenue	0.00	12,500.00	0.00	(12,500.00)	0.00
201-4822095 - State Grant - Library	<u>0.00</u>	<u>7,457.94</u>	<u>3,000.00</u>	<u>(4,457.94)</u>	<u>248.60</u>
	<u>0.00</u>	<u>175,785.84</u>	<u>168,988.00</u>	<u>(6,797.84)</u>	<u>104.02</u>
<u>Fines & Fees</u>					
201-4850101 - Library Fees	1,163.60	4,975.37	9,000.00	4,024.63	55.28
201-4850201 - Copying Fees	1,334.40	12,194.12	12,500.00	305.88	97.55
201-4850207 - Non-Res Cards	0.00	139.00	1,000.00	861.00	13.90
201-4850208 - Meeting Room Fees	<u>90.00</u>	<u>180.00</u>	<u>1,500.00</u>	<u>1,320.00</u>	<u>12.00</u>
	<u>2,588.00</u>	<u>17,488.49</u>	<u>24,000.00</u>	<u>6,511.51</u>	<u>72.87</u>
<u>Special Programs & Events</u>					
201-4850215 - Friends of the Library Reimbursements	<u>0.00</u>	<u>53.94</u>	<u>10,000.00</u>	<u>9,946.06</u>	<u>0.54</u>
	<u>0.00</u>	<u>53.94</u>	<u>10,000.00</u>	<u>9,946.06</u>	<u>0.54</u>
<u>Interest</u>					
201-4890010 - Interest Income	<u>134.50</u>	<u>1,091.26</u>	<u>28,000.00</u>	<u>26,908.74</u>	<u>3.90</u>
	<u>134.50</u>	<u>1,091.26</u>	<u>28,000.00</u>	<u>26,908.74</u>	<u>3.90</u>
<u>Other Revenue</u>					
201-4899900 - Miscellaneous Revenue	1,666.89	34,321.90	50,000.00	15,678.10	68.64
201-4899910 - Vending Machine Revenue	0.00	490.02	500.00	9.98	98.00
201-4899920 - Library Donations	0.00	1,491.80	5,000.00	3,508.20	29.84
201-4899940 - Friends Book Sale	<u>850.80</u>	<u>8,434.92</u>	<u>0.00</u>	<u>(8,434.92)</u>	<u>0.00</u>
	<u>2,517.69</u>	<u>44,738.64</u>	<u>55,500.00</u>	<u>10,761.36</u>	<u>80.61</u>
Total Library Fund	<u><u>8,769.40</u></u>	<u><u>6,248,549.38</u></u>	<u><u>6,386,488.00</u></u>	<u><u>137,938.62</u></u>	<u><u>97.84</u></u>

Des Plaines Public Library
 Revenue Report
 For the 12 Months Ended December 31, 2021

	<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>83.71</u>	<u>784.76</u>	<u>17,000.00</u>	<u>16,215.24</u>	<u>4.62</u>
	<u>83.71</u>	<u>784.76</u>	<u>17,000.00</u>	<u>16,215.24</u>	<u>4.62</u>
<u>Other Financing Sources</u>					
202-4898902 - Transfer from Library Fund	<u>0.00</u>	<u>0.00</u>	<u>500,000.00</u>	<u>500,000.00</u>	<u>0.00</u>
	<u>0.00</u>	<u>0.00</u>	<u>500,000.00</u>	<u>500,000.00</u>	<u>0.00</u>
Total Capital Projects Fund	<u>83.71</u>	<u>784.76</u>	<u>517,000.00</u>	<u>516,215.24</u>	<u>0.15</u>
Total of All Funds	<u>8,853.11</u>	<u>6,249,334.14</u>	<u>6,903,488.00</u>	<u>654,153.86</u>	<u>90.52</u>

**Des Plaines Public Library
Expense Report
For the 12 Months Ended December 31, 2021**

Library Fund _____	<u>M.T.D.</u> <u>Expended</u>	<u>Y.T.D.</u> <u>Expended</u>	<u>Budgeted</u> <u>Amount</u>	<u>Budgeted</u> <u>Remain.</u>	<u>Prct.</u> <u>Expend.</u>
<u>Salaries</u>					
5910100 - Full-time Salaries	258,048.57	2,227,911.56	2,483,313.00	255,401.44	89.72
5910200 - Part-time Salaries	<u>77,914.41</u>	<u>639,519.91</u>	<u>830,211.00</u>	<u>190,691.09</u>	<u>77.03</u>
	<u>335,962.98</u>	<u>2,867,431.47</u>	<u>3,313,524.00</u>	<u>446,092.53</u>	<u>86.54</u>
<u>Benefits</u>					
5918010 - Unemployment Compensation	0.00	1,056.45	15,000.00	13,943.55	7.04
5918020 - Employer Contribution - FICA	24,771.28	211,098.32	240,329.00	29,230.68	87.84
5918021 - Employer Contribution - IMRF	31,963.34	265,281.99	290,885.00	25,603.01	91.20
5918040 - Life Insurance Premiums	0.00	620.80	1,886.00	1,265.20	32.92
5918050 - PPO Insurance Premiums	(10,939.03)	308,057.06	410,610.00	102,552.94	75.02
5918051 - HMO Insurance Premiums	(5,635.26)	137,351.05	208,034.00	70,682.95	66.02
5918055 - Dental Insurance Premiums	0.00	6,649.40	20,000.00	13,350.60	33.25
5918070 - Workers Compensation	<u>0.00</u>	<u>12,165.00</u>	<u>14,000.00</u>	<u>1,835.00</u>	<u>86.89</u>
	<u>40,160.33</u>	<u>942,280.07</u>	<u>1,200,744.00</u>	<u>258,463.93</u>	<u>78.47</u>
<u>Contractual Services</u>					
5920100 - Legal Fees	22.10	25,173.60	30,000.00	4,826.40	83.91
5920110 - Professional Services	35,020.30	463,741.19	464,296.00	554.81	99.88
5920120 - Communication Services	0.00	16,654.12	19,100.00	2,445.88	87.19
5920140 - Integrated Library System	0.00	88,379.85	88,010.00	(369.85)	100.42
5920202 - Conferences	180.00	3,085.13	5,000.00	1,914.87	61.70
5920204 - Training	0.00	609.30	750.00	140.70	81.24
5920210 - Marketing	5,109.44	35,881.88	51,000.00	15,118.12	70.36
5920220 - Membership Dues	0.00	8,835.09	6,400.00	(2,435.09)	138.05
5920230 - Publication of Notices	0.00	72.90	0.00	(72.90)	0.00
5920990 - Property/Liability Insurance	10,793.00	60,703.58	57,000.00	(3,703.58)	106.50
5930010 - R&M Equipment	0.00	58,750.15	58,635.00	(115.15)	100.20
5930020 - R&M Buildings & Structures	3,373.87	97,461.47	131,325.00	33,863.53	74.21
5930030 - R&M Vehicles	0.00	251.89	1,500.00	1,248.11	16.79
5930210 - Rental of Equipment	0.00	16,839.43	25,600.00	8,760.57	65.78
5930320 - Cleaning/Custodial Services	0.00	48,202.50	73,175.00	24,972.50	65.87
5930490 - Refuse Contract	360.00	4,320.00	7,000.00	2,680.00	61.71
5960040 - Pre-Employment Testing	0.00	2,275.05	3,000.00	724.95	75.84
5960065 - Bank Fees	0.00	0.00	300.00	300.00	0.00
5960070 - Mileage	0.00	0.00	500.00	500.00	0.00
5960210 - Special Event Programming	1,838.67	56,197.95	51,500.00	(4,697.95)	109.12
5960990 - Misc. Contractual Services	<u>6,785.59</u>	<u>89,987.62</u>	<u>101,025.00</u>	<u>11,037.38</u>	<u>89.07</u>
	<u>63,482.97</u>	<u>1,077,422.70</u>	<u>1,175,116.00</u>	<u>97,693.30</u>	<u>91.69</u>
<u>Commodities</u>					
5970100 - Supplies	1,936.79	19,409.21	41,000.00	21,590.79	47.34
5970110 - Meals	327.83	1,416.61	1,500.00	83.39	94.44
5970115 - Supplies - Dept/Other	1,824.76	33,719.73	66,100.00	32,380.27	51.01
5970170 - Janitorial	4,892.50	15,320.97	18,600.00	3,279.03	82.37
5970260 - Postage & Parcel	1,221.67	11,324.86	6,000.00	(5,324.86)	188.75

Des Plaines Public Library
Expense Report
For the 12 Months Ended December 31, 2021

	M.T.D. <u>Expended</u>	Y.T.D. <u>Expended</u>	Budgeted <u>Amount</u>	Budgeted <u>Remain.</u>	Prct. <u>Expend.</u>
5970270 - Printing	0.00	242.58	0.00	(242.58)	0.00
5970500 - Water Bill	831.88	4,748.47	10,000.00	5,251.53	47.48
5970600 - Ebooks/Books	29,511.27	313,733.07	368,000.00	54,266.93	85.25
5970610 - E-audio/Audio	5,799.90	71,021.95	80,000.00	8,978.05	88.78
5970620 - E-Subscriptions/Subscriptions	1,112.59	47,375.27	68,430.00	21,054.73	69.23
5970630 - Visual Materials	16,757.04	143,784.79	167,000.00	23,215.21	86.10
5970640 - Databases	1,614.76	180,692.13	185,000.00	4,307.87	97.67
5970810 - Natural Gas	1,815.38	12,077.87	22,000.00	9,922.13	54.90
5970850 - Gasoline	0.00	0.00	300.00	300.00	0.00
5970900 - Equipment < \$10,000	0.00	4,679.95	5,900.00	1,220.05	79.32
	<u>67,646.37</u>	<u>859,547.46</u>	<u>1,039,830.00</u>	<u>180,282.54</u>	<u>82.66</u>
<u>Capital Expenditures</u>					
5980300 - Improvements	0.00	1,716.22	0.00	(1,716.22)	0.00
5980400 - Equipment	(127.00)	6,429.87	6,310.00	(119.87)	101.90
5980410 - Computer Hardware	3,606.99	9,287.10	6,800.00	(2,487.10)	136.58
5980420 - Computer Software	2,678.53	53,286.41	44,495.00	(8,791.41)	119.76
5980600 - Furniture & Fixtures	0.00	2,085.47	2,700.00	614.53	77.24
	<u>6,158.52</u>	<u>72,805.07</u>	<u>60,305.00</u>	<u>(12,500.07)</u>	<u>120.73</u>
<u>Other Funding Activities</u>					
5990900 - Per Capita Grant Expenditures	0.00	62,217.76	73,000.00	10,782.24	85.23
5990940 - Trans to Library Capital Proj. Fund	0.00	0.00	500,000.00	500,000.00	0.00
5993000 - Contingency Reserve	0.00	0.00	60,000.00	60,000.00	0.00
5999940 - Friends Books Sale	850.80	8,434.92	0.00	(8,434.92)	0.00
	<u>850.80</u>	<u>70,652.68</u>	<u>633,000.00</u>	<u>562,347.32</u>	<u>11.16</u>
Total Library Fund Expenditures	<u>514,261.97</u>	<u>5,891,339.45</u>	<u>7,422,519.00</u>	<u>1,531,179.55</u>	<u>79.37</u>
<u>Capital Projects Fund</u>					
<u>Contractual Services</u>					
5920110 - Professional Services	0.00	0.00	40,000.00	40,000.00	0.00
5960990 - Misc. Contractual Services	0.00	322.50	0.00	(322.50)	0.00
	<u>0.00</u>	<u>322.50</u>	<u>40,000.00</u>	<u>39,677.50</u>	<u>0.81</u>
<u>Capital Expenditures</u>					
5980300 - Improvements	0.00	2,868.00	36,500.00	33,632.00	7.86
5980400 - Equipment	0.00	155,783.70	157,420.00	1,636.30	98.96
5980410 - Computer Hardware	0.00	32,482.37	30,900.00	(1,582.37)	105.12
5980420 - Computer Software	0.00	10,888.87	11,000.00	111.13	98.99
5980600 - Furniture and Fixtures	0.00	5,254.13	4,160.00	(1,094.13)	126.30
	<u>0.00</u>	<u>207,277.07</u>	<u>239,980.00</u>	<u>32,702.93</u>	<u>86.37</u>
Total Capital Projects Fund Expenditures	<u>0.00</u>	<u>207,599.57</u>	<u>279,980.00</u>	<u>72,380.43</u>	<u>74.15</u>
Total of All Funds	<u>514,261.97</u>	<u>6,098,939.02</u>	<u>7,702,499.00</u>	<u>1,603,559.98</u>	<u>79.18</u>

Des Plaines Public Library

Check List

All Bank Accounts

December 17, 2021 - January 20, 2022

Check Number	Check Date	Payee	Amount
Vendor Checks			
18976	01/20/22	ANGELO CERRONE	125.00
18977	01/20/22	ARTHUR J. GALLAGHER RISK MANAGEMENT	10,793.00
18978	01/20/22	BAKER & TAYLOR	17,069.72
18979	01/20/22	BISHOP PLUMBING, INC.	1,500.50
18980	01/20/22	CCH	211.41
18981	01/20/22	CHILDREN'S PLUS, INC.	5,542.77
18982	01/20/22	CITY OF DES PLAINES	831.88
18983	01/20/22	COLLEY ELEVATOR COMPANY	747.00
18984	01/20/22	CRYSTAL MAINTENANCE SERVICES CORP	4,892.50
18985	01/20/22	EBSCO INFORMATION SERVICES	203.51
18986	01/20/22	FINDAWAY WORLD LLC	74.99
18987	01/20/22	FLOOD BROTHERS DISPOSAL & RECYCLING SERVICES	360.00
18988	01/20/22	HOH WATER TECHNOLOGY INC	951.37
18989	01/20/22	INSIGHT PUBLIC SECTOR, INC.	396.48
18990	01/20/22	ITSAVVY LLC	3,473.00
18991	01/20/22	JERRY G DONAHUE	60.00
18992	01/20/22	LAUTERBACH & AMEN, LLP.	1,600.00
18993	01/20/22	LIBRARY IDEAS LLC	526.24
18994	01/20/22	MIDWEST TAPE	22,702.35
18995	01/20/22	OUTSOURCE SOLUTIONS GROUP, INC.	36,525.92
18996	01/20/22	OVERDRIVE, INC.	6,884.20
18997	01/20/22	QUADIENT LEASING USA INC	221.67
18998	01/20/22	RAINBOW BOOK COMPANY	494.94
18999	01/20/22	STERICYCLE INC	175.00
19000	01/20/22	THOMAS INTERIOR SYSTEMS, INC.	585.00
19001	01/20/22	THOMAS KLISE/CRIMSON MULTIMEDIA	480.99
19002	01/20/22	THOMSON REUTERS-WEST	21.86
19003	01/20/22	USBORNE & KANE MILLER BOOKS	51.96
19004	01/20/22	VISOGRAPHIC	5,109.44
19005	01/20/22	ANDREW TROTTER	135.00
19006	01/20/22	AQUARIUM ADVENTURE HOFFMAN ESTATES	820.00
19007	01/20/22	BRAINFUSE INCORPORATED	4,050.00
19008	01/20/22	EBSCO INFORMATION SERVICES	6,671.00
19009	01/20/22	LESLIE GODDARD	300.00
19010	01/20/22	LIBRARIES OF ILLINOIS RISK AGENCY	42,182.00
19011	01/20/22	LIMRICC	48,868.05
19012	01/20/22	OUTSOURCE SOLUTIONS GROUP, INC.	350.00
19013	01/20/22	PROQUEST LLC	5,875.41
19014	01/20/22	RESUMAYDAY INC	350.00
19015	01/20/22	WILD BIRD SHACK	135.00
51841	12/31/21	IMRF	48,357.61
51842	12/31/21	BANKCARD SERVICES	11,245.78
51843	12/31/21	NEOFUNDS BY NEOPOST	1,000.00
51844	12/31/21	NICOR GAS	1,815.38
51845	12/31/21	FRIENDS OF THE DES PLAINES PUBLIC LIBRARY	850.80
Vendor Check Total			295,618.73
Check List Total			295,618.73

Check count = 45

Des Plaines Public Library
Vendor Checks Report
First Midwest Operating
December 2021

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
Vendor Checks						
Angelo Cerrone				18976	01/20/22	<u>125.00</u>
201-5960990	Misc. Contractual Services	December 17th 2021	125.00			
ARTHUR J. GALLAGHER RISK MANAGEMENT						
201-5920990	Property/Liability Insurance	Invoice #4078554	10,793.00	18977	01/20/22	<u>10,793.00</u>
BAKER & TAYLOR						
201-5960990	Misc. Contractual Services	INV# 2036422098	15.42	18978	01/20/22	<u>17,069.72</u>
201-5970600	Ebooks/Books	INV# 2036422098	130.10			
201-5960990	Misc. Contractual Services	INV# 2036413464	28.33			
201-5960990	Misc. Contractual Services	INV# 5017444321	16.10			
201-5970600	Ebooks/Books	INV# 5017444321	452.06			
201-5970600	Ebooks/Books	INV# 2036413463	396.19			
201-5960990	Misc. Contractual Services	INV# 2036434872	12.66			
201-5970600	Ebooks/Books	INV# 2036434871	202.65			
201-5960990	Misc. Contractual Services	INV# 2036371773	24.53			
201-5970600	Ebooks/Books	INV# 2036371773	377.94			
201-5960990	Misc. Contractual Services	INV# 2036349450	6.58			
201-5970600	Ebooks/Books	INV# 2036349450	19.70			
201-5960990	Misc. Contractual Services	INV# 2036365744	3.86			
201-5970600	Ebooks/Books	INV# 2036365744	30.67			
201-5960990	Misc. Contractual Services	INV# 2036347646	4.89			
201-5970600	Ebooks/Books	INV# 2036347646	37.90			
201-5960990	Misc. Contractual Services	INV# 2036368910	3.14			
201-5970600	Ebooks/Books	INV# 2036368910	10.16			
201-5960990	Misc. Contractual Services	INV# 2036345231	5.05			
201-5970600	Ebooks/Books	INV# 2036345231	44.98			
201-5960990	Misc. Contractual Services	INV# 2036349463	3.96			
201-5970600	Ebooks/Books	INV# 2036349463	40.22			
201-5960990	Misc. Contractual Services	INV# 2036333358	6.43			
201-5970600	Ebooks/Books	INV# 2036333358	19.70			
201-5960990	Misc. Contractual Services	INV# 2036359544	4.70			
201-5970600	Ebooks/Books	INV# 2036359544	42.99			
201-5960990	Misc. Contractual Services	INV# 2036349675	2.72			
201-5970600	Ebooks/Books	INV# 2036349675	22.05			
201-5960990	Misc. Contractual Services	INV# 2036380679	10.39			
201-5970600	Ebooks/Books	INV# 2036380679	80.66			
201-5960990	Misc. Contractual Services	INV# 2036337641	11.96			
201-5970600	Ebooks/Books	INV# 2036337641	29.87			
201-5960990	Misc. Contractual Services	INV# 2036339905	6.08			
201-5970600	Ebooks/Books	INV# 2036339905	59.69			
201-5960990	Misc. Contractual Services	INV# 2036352646	9.87			
201-5970600	Ebooks/Books	INV# 2036352646	28.70			
201-5960990	Misc. Contractual Services	INV# 2036349478	2.03			
201-5970600	Ebooks/Books	INV# 2036349478	16.24			
201-5960990	Misc. Contractual Services	INV# 2036333334	21.23			
201-5970600	Ebooks/Books	INV# 2036333334	179.01			
201-5960990	Misc. Contractual Services	INV# 2036329086	13.55			
201-5970600	Ebooks/Books	INV# 2036329086	86.25			
201-5960990	Misc. Contractual Services	INV# 2036368801	2.18			
201-5970600	Ebooks/Books	INV# 2036368801	11.34			
201-5960990	Misc. Contractual Services	INV# 2036381929	8.40			
201-5970600	Ebooks/Books	INV# 2036381929	70.44			
201-5960990	Misc. Contractual Services	INV# 2036344787	6.13			
201-5970600	Ebooks/Books	INV# 2036344787	19.70			

Des Plaines Public Library

Vendor Checks Report

First Midwest Operating

December 2021

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
201-5960990	Misc. Contractual Services	INV# 2036341064	1.09			
201-5970600	Ebooks/Books	INV# 2036341064	14.06			
201-5960990	Misc. Contractual Services	INV# 2036326363	7.46			
201-5970600	Ebooks/Books	INV# 2036326363	63.52			
201-5970600	Ebooks/Books	INV# 2036370017	574.28			
201-5960990	Misc. Contractual Services	INV# 2036370018	56.48			
201-5970600	Ebooks/Books	INV# 2036381923	417.14			
201-5960990	Misc. Contractual Services	INV# 2036381924	36.48			
201-5960990	Misc. Contractual Services	INV# 5017417652	9.10			
201-5970600	Ebooks/Books	INV# 5017417652	185.85			
201-5960990	Misc. Contractual Services	INV# 2036342606	11.96			
201-5970600	Ebooks/Books	INV# 2036342606	42.41			
201-5960990	Misc. Contractual Services	INV# 2036328889	29.46			
201-5970600	Ebooks/Books	INV# 2036328889	69.91			
201-5960990	Misc. Contractual Services	INV# 2036372731	17.22			
201-5970600	Ebooks/Books	INV# 2036372731	138.52			
201-5960990	Misc. Contractual Services	INV# 2036325199	4.36			
201-5970600	Ebooks/Books	INV# 2036325199	35.36			
201-5960990	Misc. Contractual Services	INV# 2036323299	69.58			
201-5970600	Ebooks/Books	INV# 2036323298	812.87			
201-5970640	Databases	INV# 2036323298	98.00			
201-5960990	Misc. Contractual Services	INV# 2036345103	23.84			
201-5970600	Ebooks/Books	INV# 2036345103	421.08			
201-5960990	Misc. Contractual Services	INV# 2036344840	46.95			
201-5970600	Ebooks/Books	INV# 2036344840	246.19			
201-5960990	Misc. Contractual Services	INV# 2036323270	49.53			
201-5970600	Ebooks/Books	INV# 2036323270	499.61			
201-5960990	Misc. Contractual Services	INV# 2036349282	28.95			
201-5970600	Ebooks/Books	INV# 2036349282	234.99			
201-5960990	Misc. Contractual Services	INV# 2036319911	3.24			
201-5970600	Ebooks/Books	INV# 2036319911	30.67			
201-5960990	Misc. Contractual Services	INV# 2036333250	50.54			
201-5970600	Ebooks/Books	INV# 2036333250	674.32			
201-5960990	Misc. Contractual Services	INV# 2036361921	10.24			
201-5970600	Ebooks/Books	INV# 2036361921	68.68			
201-5960990	Misc. Contractual Services	INV# 2036319913	3.14			
201-5970600	Ebooks/Books	INV# 2036319913	8.96			
201-5960990	Misc. Contractual Services	INV# 2036327252	14.95			
201-5970600	Ebooks/Books	INV# 2036327252	47.21			
201-5960990	Misc. Contractual Services	INV# 2036368861	30.77			
201-5970600	Ebooks/Books	INV# 2036368861	234.47			
201-5960990	Misc. Contractual Services	INV# 2036342620	11.47			
201-5970600	Ebooks/Books	INV# 2036342620	150.67			
201-5960990	Misc. Contractual Services	INV# 2036361606	17.37			
201-5970600	Ebooks/Books	INV# 2036361606	148.72			
201-5960990	Misc. Contractual Services	INV# 2036325159	17.22			
201-5970600	Ebooks/Books	INV# 2036325159	137.37			
201-5960990	Misc. Contractual Services	INV# 2036337639	37.01			
201-5970600	Ebooks/Books	INV# 2036337639	317.66			
201-5960990	Misc. Contractual Services	INV# 2036361650	30.91			
201-5970600	Ebooks/Books	INV# 2036361650	356.74			
201-5970600	Ebooks/Books	INV# 2036353720	1,014.44			
201-5960990	Misc. Contractual Services	INV# 2036353721	80.48			
201-5970600	Ebooks/Books	INV# 2036345758	304.34			
201-5960990	Misc. Contractual Services	INV# 2036345759	23.13			
201-5970600	Ebooks/Books	INV# 2036364211	559.45			

Des Plaines Public Library

Vendor Checks Report

First Midwest Operating

December 2021

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
201-5960990	Misc. Contractual Services	INV# 2036364212	41.43			
201-5970600	Ebooks/Books	INV# 2036344644	260.98			
201-5960990	Misc. Contractual Services	INV# 2036344645	15.84			
201-5970600	Ebooks/Books	INV# 2036350581	579.81			
201-5960990	Misc. Contractual Services	INV# 2036350582	47.64			
201-5970600	Ebooks/Books	INV# 2036361504	862.52			
201-5960990	Misc. Contractual Services	INV# 2036361505	30.21			
201-5960990	Misc. Contractual Services	INV# 2036364151	18.24			
201-5970600	Ebooks/Books	INV# 2036364151	200.08			
201-5970600	Ebooks/Books	INV# 2036397051	851.51			
201-5960990	Misc. Contractual Services	INV# 2036397052	55.03			
201-5960990	Misc. Contractual Services	INV# 2036372938	3.29			
201-5970600	Ebooks/Books	INV# 2036372938	10.17			
201-5960990	Misc. Contractual Services	INV# 2036366509	35.88			
201-5970600	Ebooks/Books	INV# 2036366509	104.91			
201-5960990	Misc. Contractual Services	INV# 2036372770	1.09			
201-5970600	Ebooks/Books	INV# 2036372770	6.02			
201-5960990	Misc. Contractual Services	INV# 2036372686	1.78			
201-5970600	Ebooks/Books	INV# 2036372686	10.78			
201-5960990	Misc. Contractual Services	INV# 2036377274	13.16			
201-5970600	Ebooks/Books	INV# 2036377274	26.29			
201-5960990	Misc. Contractual Services	INV# 2036379176	1.88			
201-5970600	Ebooks/Books	INV# 2036379176	12.79			
201-5960990	Misc. Contractual Services	INV# 2036393232	22.81			
201-5970600	Ebooks/Books	INV# 2036393232	346.38			
201-5960990	Misc. Contractual Services	INV# 2036356962	5.39			
201-5970600	Ebooks/Books	INV# 2036356962	71.72			
201-5960990	Misc. Contractual Services	INV# 2036359248	8.40			
201-5970600	Ebooks/Books	INV# 2036359248	56.96			
201-5960990	Misc. Contractual Services	INV# 2036377768	1.93			
201-5970600	Ebooks/Books	INV# 2036377768	15.90			
201-5960990	Misc. Contractual Services	INV# 2036393479	26.72			
201-5970600	Ebooks/Books	INV# 2036393479	212.81			
201-5960990	Misc. Contractual Services	INV# 2036390657	35.88			
201-5970600	Ebooks/Books	INV# 2036390657	114.61			
201-5960990	Misc. Contractual Services	INV# 5017257819	1.40			
201-5970600	Ebooks/Books	INV# 5017257819	33.17			
201-5960990	Misc. Contractual Services	INV# 2036121177	23.92			
201-5970600	Ebooks/Books	INV# 20363121177	39.42			
201-5960990	Misc. Contractual Services	INV# 2036077384	2.03			
201-5970600	Ebooks/Books	INV# 2036077384	15.81			
201-5960990	Misc. Contractual Services	INV# 2036186112	22.48			
201-5970600	Ebooks/Books	INV# 2036186112	185.24			
201-5960990	Misc. Contractual Services	INV# 2036370029	7.71			
201-5970600	Ebooks/Books	INV# 2036370029	72.07			
201-5960990	Misc. Contractual Services	INV# 2036397097	24.22			
201-5970600	Ebooks/Books	INV# 2036397097	296.57			
201-5960990	Misc. Contractual Services	INV# 2036379081	14.73			
201-5970600	Ebooks/Books	INV# 2036379081	184.18			
201-5960990	Misc. Contractual Services	INV# 2036417630	23.34			
201-5970600	Ebooks/Books	INV# 2036417630	333.45			
201-5970600	Ebooks/Books	INV# 0000144492	409.32			
BISHOP PLUMBING, INC.				18979	01/20/22	<u>1,500.50</u>
201-5930020	R&M Buildings & Structures	Invoice #21515442	855.55			
201-5930020	R&M Buildings & Structures	Invoice #21582267	644.95			

Des Plaines Public Library
Vendor Checks Report
First Midwest Operating
December 2021

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
CCH				18980	01/20/22	<u>211.41</u>
201-5970640	Databases	Invoice #4805454897	211.41			
CHILDREN'S PLUS, INC.				18981	01/20/22	<u>5,542.77</u>
201-5970600	Ebooks/Books	Invoice #206207	2,169.53			
201-5970600	Ebooks/Books	Invoice #205983	38.74			
201-5970600	Ebooks/Books	Invoice #206178	385.35			
201-5970600	Ebooks/Books	Invoice #206031	519.10			
201-5970600	Ebooks/Books	Invoice #206225	81.56			
201-5970600	Ebooks/Books	Invoice #206345	18.31			
201-5970600	Ebooks/Books	Invoice #206211	162.09			
201-5970600	Ebooks/Books	Invoice #205700	18.99			
201-5970600	Ebooks/Books	Invoice #205786	99.92			
201-5970600	Ebooks/Books	Invoice #206026	549.42			
201-5970600	Ebooks/Books	Invoice #205740	379.61			
201-5970600	Ebooks/Books	Invoice #205913	178.14			
201-5970600	Ebooks/Books	Invoice #206025	508.73			
201-5970600	Ebooks/Books	Invoice #205674	66.30			
201-5970600	Ebooks/Books	Invoice #205675	41.80			
201-5970600	Ebooks/Books	Invoice #205653	72.35			
201-5970600	Ebooks/Books	Invoice #205785	152.93			
201-5970600	Ebooks/Books	Invoice #206485	18.35			
201-5970600	Ebooks/Books	Invoice #206457	81.55			
CITY OF DES PLAINES				18982	01/20/22	<u>831.88</u>
201-5970500	Water Bill	ACCT# 70180763-001	831.88			
COLLEY ELEVATOR COMPANY				18983	01/20/22	<u>747.00</u>
201-5930020	R&M Buildings & Structures	Invoice #220101	141.00			
201-5930020	R&M Buildings & Structures	Invoice #219252	606.00			
CRYSTAL MAINTENANCE SERVICES CORP				18984	01/20/22	<u>4,892.50</u>
201-5970170	Janitorial	Invoice #28013	4,892.50			
EBSCO INFORMATION SERVICES				18985	01/20/22	<u>203.51</u>
201-5970620	E-Subscriptions/Subscriptions	Invoice #2202476	157.66			
201-5970620	E-Subscriptions/Subscriptions	Invoice #2202475	42.90			
201-5970620	E-Subscriptions/Subscriptions	Invoice #2202853	-25.00			
201-5970620	E-Subscriptions/Subscriptions	Invoice #1648981	27.95			
FINDAWAY WORLD LLC				18986	01/20/22	<u>74.99</u>
201-5970610	E-audio/Audio	Invoice #371236	74.99			
FLOOD BROTHERS DISPOSAL & RECYCLING SERVICES				18987	01/20/22	<u>360.00</u>
201-5930490	Refuse Contract	Invoice #5876726	360.00			
HOH WATER TECHNOLOGY INC				18988	01/20/22	<u>951.37</u>
201-5930020	R&M Buildings & Structures	Invoice #614483	951.37			
INSIGHT PUBLIC SECTOR, INC.				18989	01/20/22	<u>396.48</u>
201-5970100	Supplies	Invoice #1100894644	396.48			
ITSAVVY LLC				18990	01/20/22	<u>3,473.00</u>
201-5980400	Equipment	CM# 10286272	-127.00			
201-5980410	Computer Hardware	Invoice #01314724	3,600.00			

Des Plaines Public Library
Vendor Checks Report
First Midwest Operating
December 2021

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
JERRY G DONAHUE				18991	01/20/22	<u>60.00</u>
201-5960210	Special Event Programming	Dec Career Coaching	60.00			
LAUTERBACH & AMEN, LLP.				18992	01/20/22	<u>1,600.00</u>
201-5920110	Professional Services	Invoice No.62516	1,600.00			
LIBRARY IDEAS LLC				18993	01/20/22	<u>526.24</u>
201-5970610	E-audio/Audio	Invoice #86550	526.24			
MIDWEST TAPE				18994	01/20/22	<u>22,702.35</u>
201-5960990	Misc. Contractual Services	Invoice #501476931	1.85			
201-5970610	E-audio/Audio	Invoice #501476931	39.99			
201-5960990	Misc. Contractual Services	Invoice #501476679	3.85			
201-5970610	E-audio/Audio	Invoice #501476679	10.49			
201-5960990	Misc. Contractual Services	Invoice #501476678	144.15			
201-5970630	Visual Materials	Invoice #501476678	698.63			
201-5960990	Misc. Contractual Services	Invoice #501476932	55.45			
201-5970630	Visual Materials	Invoice #501476932	372.49			
201-5970630	Visual Materials	Invoice #501467728	19.99			
201-5960990	Misc. Contractual Services	Invoice #501457824	93.40			
201-5970610	E-audio/Audio	Invoice #501457824	274.56			
201-5970630	Visual Materials	Invoice #501467725	15.99			
201-5970610	E-audio/Audio	Invoice #501467724	67.99			
201-5960990	Misc. Contractual Services	Invoice #501457826	59.20			
201-5970610	E-audio/Audio	Invoice #501457826	1,076.68			
201-5970630	Visual Materials	Invoice #501467727	97.46			
201-5960990	Misc. Contractual Services	Invoice #501457827	657.75			
201-5970630	Visual Materials	Invoice #501457827	2,977.47			
201-5960990	Misc. Contractual Services	Invoice #501457828	200.55			
201-5970630	Visual Materials	Invoice #501457828	1,096.55			
201-5960990	Misc. Contractual Services	Invoice #501399611	20.79			
201-5960990	Misc. Contractual Services	Invoice #201399610	82.35			
201-5970630	Visual Materials	Invoice #501399179	153.70			
201-5970610	E-audio/Audio	Invoice #501399178	67.99			
201-5970610	E-audio/Audio	Invoice #501399176	17.24			
201-5970630	Visual Materials	Invoice #501399612	75.97			
201-5960990	Misc. Contractual Services	Invoice #501395275	30.80			
201-5970610	E-audio/Audio	Invoice #501395275	90.07			
201-5960990	Misc. Contractual Services	Invoice #501395273	31.45			
201-5970610	E-audio/Audio	Invoice #501395273	626.83			
201-5960990	Misc. Contractual Services	Invoice #501395274	425.15			
201-5970630	Visual Materials	Invoice #501395274	2,275.14			
201-5960990	Misc. Contractual Services	Invoice #501427930	109.70			
201-5970630	Visual Materials	Invoice #501427930	615.29			
201-5960990	Misc. Contractual Services	Invoice #501426829	327.35			
201-5970630	Visual Materials	Invoice #501426829	1,596.56			
201-5970610	E-audio/Audio	Invoice #501427213	23.24			
201-5970610	E-audio/Audio	Invoice #501427215	319.95			
201-5970630	Visual Materials	Invoice #501427217	27.18			
201-5970630	Visual Materials	Invoice #501427218	48.74			
201-5970630	Visual Materials	Invoice #501427216	285.32			
201-5970630	Visual Materials	Invoice #501234220	725.85			
201-5970630	Visual Materials	Invoice #501327230	475.52			
201-5960990	Misc. Contractual Services	Invoice #501395277	255.35			
201-5970630	Visual Materials	Invoice #501395277	1,419.96			

Des Plaines Public Library
Vendor Checks Report
First Midwest Operating
December 2021

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
201-5970610	E-audio/Audio	Invoice #501339098	26.99			
201-5970630	Visual Materials	Invoice #501339110	11.24			
201-5970630	Visual Materials	Invoice #501339111	34.48			
201-5970610	E-audio/Audio	Invoice #501339112	344.99			
201-5970610	E-audio/Audio	Invoice #501339097	59.99			
201-5960990	Misc. Contractual Services	Invoice #501344086	147.05			
201-5970610	E-audio/Audio	Invoice #501344086	453.67			
201-5960990	Misc. Contractual Services	Invoice #501344088	66.60			
201-5970610	E-audio/Audio	Invoice #501344088	1,417.64			
201-5960990	Misc. Contractual Services	Invoice #501344089	208.00			
201-5970630	Visual Materials	Invoice #501344089	1,011.11			
201-5960990	Misc. Contractual Services	Invoice #501365680	42.25			
201-5970630	Visual Materials	Invoice #501365680	229.99			
201-5970610	E-audio/Audio	Invoice #501361847	47.99			
201-5970630	Visual Materials	Invoice #501361848	59.98			
201-5970610	E-audio/Audio	Invoice #501361849	127.98			
201-5970630	Visual Materials	Invoice #501361990	58.48			
201-5970630	Visual Materials	Invoice #501361991	261.94			
OUTSOURCE SOLUTIONS GROUP, INC.				18995	01/20/22	<u>36,525.92</u>
201-5980420	Computer Software	Invoice #63682	581.64			
201-5920110	Professional Services	Invoice #63705	33,420.30			
201-5980420	Computer Software	Invoice #63665	753.58			
201-5960990	Misc. Contractual Services	Invoice #63412	1,500.00			
201-5980420	Computer Software	Invoice #63625	270.40			
OVERDRIVE, INC.				18996	01/20/22	<u>6,884.20</u>
201-5970600	Ebooks/Books	Invoice #01018CP21510214	493.36			
201-5970600	Ebooks/Books	Invoice #01018MA21475730	4,035.66			
201-5970600	Ebooks/Books	Invoice #01018CP21477167	742.76			
201-5970600	Ebooks/Books	Invoice #01018MA21476073	337.42			
201-5970640	Databases	Invoice #01018SB21483278	1,275.00			
QUADIENT LEASING USA INC				18997	01/20/22	<u>221.67</u>
201-5970260	Postage & Parcel	Invoice #N9179172	221.67			
RAINBOW BOOK COMPANY				18998	01/20/22	<u>494.94</u>
201-5970600	Ebooks/Books	Invoice #205651	162.95			
201-5970600	Ebooks/Books	Invoice #205652	227.23			
201-5970600	Ebooks/Books	Invoice #205654	43.71			
201-5970600	Ebooks/Books	Invoice #206309	61.05			
STERICYCLE INC				18999	01/20/22	<u>175.00</u>
201-5930020	R&M Buildings & Structures	Invoice #4010307453	65.00			
201-5930020	R&M Buildings & Structures	Invoice #4010348495	110.00			
THOMAS INTERIOR SYSTEMS, INC.				19000	01/20/22	<u>585.00</u>
201-5970100	Supplies	Invoice #117237	585.00			
THOMAS KLISE/CRIMSON MULTIMEDIA				19001	01/20/22	<u>480.99</u>
201-5970630	Visual Materials	Invoice #006790	125.32			
201-5970630	Visual Materials	Invoice #006791	60.00			
201-5970630	Visual Materials	Invoice #006994	205.67			
201-5970630	Visual Materials	Invoice #006993	40.00			
201-5970630	Visual Materials	Invoice #006995	50.00			

Des Plaines Public Library
Vendor Checks Report
First Midwest Operating
December 2021

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
THOMSON REUTERS-WEST 201-5970640	Databases	Invoice #845523882	21.86	19002	01/20/22	<u>21.86</u>
USBORNE & KANE MILLER BOOKS 201-5970600	Ebooks/Books	Invoice #DIR0461338	51.96	19003	01/20/22	<u>51.96</u>
VISOGRAPHIC 201-5920210	Marketing	Invoice #230395	5,109.44	19004	01/20/22	<u>5,109.44</u>
ANDREW TROTTER 201-5960210	Special Event Programming	Teen Dungeons and Dragons	135.00	19005	01/20/22	<u>135.00</u>
AQUARIUM ADVENTURE HOFFMAN ESTATES 201-5960990	Misc. Contractual Services	Invoice #12756	820.00	19006	01/20/22	<u>820.00</u>
BRAINFUSE INCORPORATED 201-5970640	Databases	Invoice #2010306	4,050.00	19007	01/20/22	<u>4,050.00</u>
EBSCO INFORMATION SERVICES 201-5970640	Databases	Invoice #1000170664-1	6,671.00	19008	01/20/22	<u>6,671.00</u>
LESLIE GODDARD 201-5960210	Special Event Programming	Lake History Presentation	300.00	19009	01/20/22	<u>300.00</u>
LIBRARIES OF ILLINOIS RISK AGENCY 201-5920990	Property/Liability Insurance	Invoice 2022	42,182.00	19010	01/20/22	<u>42,182.00</u>
LIMRICC 201-2401002	Payroll Liabilities	January 2022 Billing	48,868.05	19011	01/20/22	<u>48,868.05</u>
OUTSOURCE SOLUTIONS GROUP, INC. 201-5960990	Misc. Contractual Services	Invoice #63706	350.00	19012	01/20/22	<u>350.00</u>
PROQUEST LLC 201-5970640 201-5970620	Databases E-Subscriptions/Subscriptions	Invoice #70709223 Invoice #70709209	1,762.00 4,113.41	19013	01/20/22	<u>5,875.41</u>
RESUMAYDAY INC 201-5960210	Special Event Programming	Interview Presentation	350.00	19014	01/20/22	<u>350.00</u>
Wild Bird Shack 201-5960210	Special Event Programming	Wild Bird Shack	135.00	19015	01/20/22	<u>135.00</u>
					Check List Total	<u><u>232,349.16</u></u>

Des Plaines Public Library

ACH Register

All Bank Accounts

December 1, 2021 - December 31, 2021

ACH Number	ACH Date	Payee	Amount
Vendor Checks			
51841	12/31/21	IMRF	48,357.61
51842	12/31/21	BANKCARD SERVICES	11,245.78
51843	12/31/21	NEOFUNDS BY NEOPOST	1,000.00
51844	12/31/21	NICOR GAS	1,815.38
51845	12/31/21	FRIENDS OF THE DES PLAINES PUBLIC LIBRARY	850.80
			Vendor Check Total
			63,269.57
			Check List Total
			63,269.57

Check count = 5

DES PLAINES PUBLIC LIBRARY
CASH FLOW SUMMARY
For the Year Ended December 31, 2020

	January	February	March	April	May	June	July	August	September	October	November	December
Balance Sheet												
Cash & Investments	\$ 3,704,000	3,873,959	6,005,119	5,675,700	5,237,084	4,811,992	4,962,663	5,947,449	5,676,584	5,643,847	5,174,069	4,494,489
Revenue (M-T-D)												
Property Taxes	-	635,653	2,490,652	66,101	29,029	-	763,900	1,472,503	78,857	455,463	-	1,886
Other Revenue	20,277	59,951	10,134	5,628	39,652	4,046	7,939	31,425	79,077	6,839	37,124	
	<u>20,277</u>	<u>695,604</u>	<u>2,500,786</u>	<u>71,729</u>	<u>68,681</u>	<u>4,046</u>	<u>771,840</u>	<u>1,503,928</u>	<u>157,934</u>	<u>462,303</u>	<u>37,124</u>	<u>1,886</u>
Expenses (M-T-D)												
Payroll & Benefits	448,763	266,203	410,516	306,292	310,405	302,543	426,948	303,344	300,980	298,348	299,655	367,866
Other Expense	302,691	149,809	93,884	149,144	122,811	186,761	227,377	111,842	198,043	181,700	232,838	113,686
Change in A/P & AJE's	(297,307)	109,634	(134,775)	(54,288)	74,081	(60,166)	(33,157)	103,956	(70,224)	14,993	(25,592)	199,915
	<u>454,147</u>	<u>525,645</u>	<u>369,626</u>	<u>401,148</u>	<u>507,297</u>	<u>429,138</u>	<u>621,169</u>	<u>519,142</u>	<u>428,799</u>	<u>495,040</u>	<u>506,902</u>	<u>681,467</u>
Net Increase/(Decrease)	(433,870)	169,959	2,131,160	(329,419)	(438,617)	(425,092)	150,671	984,786	(270,865)	(32,737)	(469,778)	(679,581)

DES PLAINES PUBLIC LIBRARY
CASH FLOW SUMMARY
For the Year Ended December 31, 2021

	January	February	March	April	May	June	July	August	September	October	November	December
Balance Sheet												
Cash & Investments	\$ 3,968,717	4,138,360	5,784,948	5,703,662	5,471,098	4,997,435	4,622,155	4,033,743	4,755,049	5,662,998	5,274,148	4,705,842
Revenue (M-T-D)												
Property Taxes	-	528,962	2,106,673	331,285	343,511	-	-	-	1,204,158	1,432,744	58,530	-
Other Revenue	2,289	5,271	3,484	2,827	8,564	17,598	49,433	99,363	5,475	4,502	38,103	8,853
	2,289	534,232	2,110,157	334,111	352,076	17,598	49,433	99,363	1,209,633	1,437,246	96,632	8,853
Expenses (M-T-D)												
Payroll & Benefits	344,048	268,451	247,963	363,399	261,367	254,187	409,828	265,279	387,045	317,677	314,345	376,123
Other Expense	275,321	145,415	142,034	275,517	216,261	91,462	324,397	152,772	203,648	173,154	147,736	138,139
Change in A/P & AJE's	(91,308)	(49,276)	73,572	(223,518)	107,024	145,612	(309,513)	269,724	(102,365)	38,465	23,402	62,897
	528,061	364,590	463,568	415,398	584,652	491,262	424,712	687,775	488,327	529,297	485,483	577,159
Net Increase/(Decrease)	(525,772)	169,643	1,646,589	(81,287)	(232,564)	(473,664)	(375,279)	(588,412)	721,306	907,950	(388,850)	(568,306)



DIRECTOR'S REPORT

December 2021

DONATIONS & GRANTS



Mary E. donated \$50.

Susan and Brian L. donated \$400 in memory of John & Dorothy Rzeckowski.



The Friends granted a request of \$260 to fund the 2022 Sony Pictures Film license.

COMINGS & GOINGS

Promotion:

Tia Munton: from PT to FT Patron Accounts Assistants

Comings:

Grace Naum – PT Patron Accounts Assistants
Jessica Leong - PT RS Asst

Goings:

Angela Walker – FT Patron Accounts Assistants
Joel Sawyer - FT RS assistant

2ND YEAR IN A ROW



DPPL is one of only **261 libraries nationwide** awarded this designation, and only **15 libraries in Illinois**, awarded 3-Star, 4-Star, or 5-Star designations.

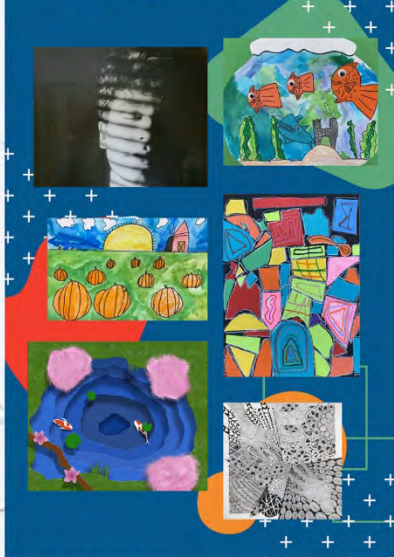
5,846 public libraries were surveyed in the 2021 report, placing DPPL in the **top 4%** of libraries nationwide.



DISTRICT 62 AND 207 PRESENT

BEST OF THE BEST EXHIBIT

DECEMBER 2ND - JANUARY 11TH



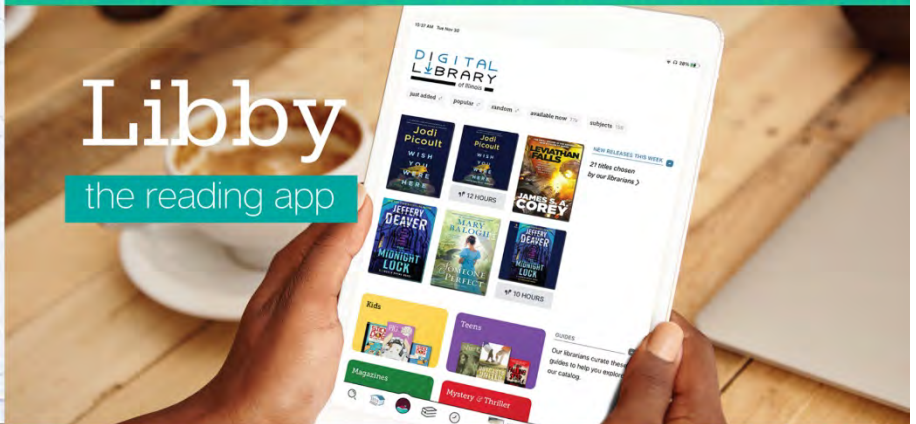
MEETING ROOM HALLWAY

DES PLAINES PUBLIC LIBRARY
1501 ELLINWOOD AVE, DES PLAINES, IL 60016

SPECIAL PROMOTIONS & EVENTS

Libby

the reading app



1st Place
Dana Um
Grade 7
Iroquois Community School

2nd Place
Jan Kubiak
Grade 8
Iroquois Community School

3rd Place
Bethany Baul
Grade 7
Algonquin Middle School

Community Consolidated School District 62 2021 Winter Card Contest



Historic CHICAGO BAKERIES

DECEMBER 20, 2021 | 7 P.M.

At one time, more than 7000 bakeries dotted the city's streets. Stalwarts like Dinkel's, Roeser's and Weber's continue a legacy that shaped Chicago's food traditions. This program explores the sweet and doughy history of Chicago from pioneering bakers to today's cake makers. Presented by Jennifer Billock.

Online Zoom Event | Please Register

LEARN MORE AT DPPL.ORG

ADULT PROGRAMS

DIY Decorative Candles: Image Transfer to Candle

NOVEMBER 27 | DECEMBER 4
11 AM - 12 PM

Are you looking for an artistic way to showcase your favorite photo or picture? Transfer an image to a candle to create a gorgeous piece of art. The take home kits with supplies will be distributed after the demo.

LEARN MORE AT DPPL.ORG

Career & Job Counseling @ the Library:

ONE-ON-ONE APPOINTMENTS IN PERSON OR ON ZOOM

2nd Monday & 4th Tuesday of every month. Study Room 7 or on Zoom.

MICROSOFT WORD: Make your own Holiday Greeting Cards

DECEMBER 8 | 2 PM | ZOOM

Christmas Markets in Prague and Germany

December 13, 2021
7 p.m.

This presentation visits amazing Christmas markets in Prague and four cities in Germany. With few international tourists and mostly locals enjoying good food, good friends, and a festive atmosphere, December trips are quite different from summer visits. This presentation skips the museums and focuses on joining the fun. Presented by Eugene Flynn.

Online Zoom Event | Please Register

LEARN MORE AT DPPL.ORG

CURIOSITY CAFE

Emmett Shear
What Streaming Means for the Future of Entertainment

THURSDAY, DECEMBER 2
10:30 - 11:30 AM

Resume Revamp: TELL THE STORY BEHIND THE STORY

December 9, 2021 | 10 a.m. | Zoom

BINGO NIGHT: Holiday!

DECEMBER 16 | 7-8 P.M.

Join us on Zoom for a holiday-themed Bingo night from home! Play for fun and the chance to win prizes!

LEARN MORE AT DPPL.ORG

THURSDAY EVENING BOOK GROUP

Dec 09 7:00 pm

A Zoom book discussion of *Born 1982* by Cho Nam-joo

DES PLAINES PUBLIC LIBRARY

Tuesday Morning Book Group

Dec 7 10 AM

A Zoom book discussion of *Migrations* by Charolette McConaghy

LEARN MORE AT DPPL.ORG

THURSDAY EVENING BOOK GROUP

Dec 09 7:00 pm

A Zoom book discussion of *Christmas with the Kranks* by Tom Allen, James Lee Curtis

CHRISTMAS WITH THE KRANKS
DECEMBER 7 | 7 PM

I SURVIVED BOOK CLUB

DECEMBER 28 | 10-10:45 A.M.

Join Becky and other I Survived fans via Zoom for activities, discussions, and reviews of your favorite I Survived books including the newest in the series, *I Survived the Galveston Hurricane*.

Register by phone at 847-376-2839 or online at dppl.org/events beginning on December 7th.

LEARN MORE AT DPPL.ORG

DES PLAINES PUBLIC LIBRARY

ROCKY'S FAMILY LEGO CHALLENGE

DECEMBER 1 - 30

Join in on the family fun by creating a scene from a favorite story using your own building bricks. Email your pictures along with a short description to Rocky Racoon at Rocky@dppl.org by December 30th. Submissions may be posted at the library and in other e-formats on library social media.

LEARN MORE AT DPPL.ORG

DES PLAINES PUBLIC LIBRARY

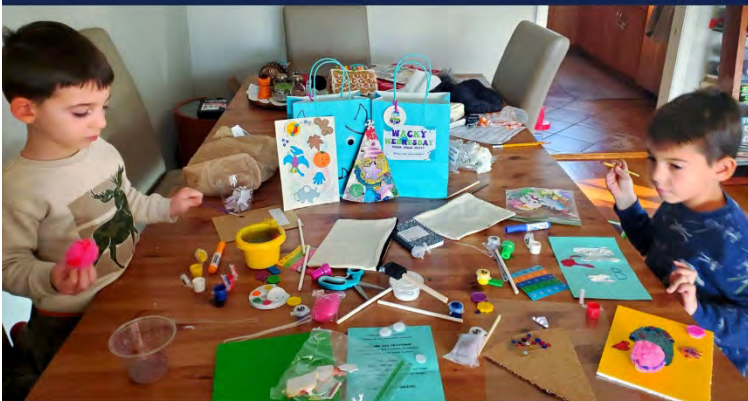
NEW YEARS EVE AT HOME!

DECEMBER 22

Come to the library to pick up a bag of New Year's Eve party fun! One per child, while supplies last.

LEARN MORE AT DPPL.ORG

DES PLAINES PUBLIC LIBRARY



KIDS PROGRAMS

ROCKY'S RECS

DECEMBER 2021

DPPL'S PICKS FOR KIDS

Picture Book of Dog, I Am Not a Label, Fauja Singh Keeps Going, How to Find a Fox

WITH DPPL

DES PLAINES PUBLIC LIBRARY

THIS WEEK

YARN BALLS

PLAY PACKS

FRAMED!

Roll with It

DES PLAINES PUBLIC LIBRARY

BLUESTEM AWARD 2022

Grade 3 - Grade 8 Readers' Choice Award

TEEN PROGRAMS



TEENS

VIRTUAL SCAVENGER HUNT

Tuesday, December 21st • 3pm

A virtual scavenger hunt designed by our Teen Advisory Board. Get a list of items and race around your house to find them! The first one to complete their scavenger hunt wins a prize.

LEARN MORE DPPL.ORG

School Relaxation Kit

SCHOOL CAN BE STRESSFUL!
Take some time to relax and manage your stress levels with our End of Semester Relaxation Kits.
DECEMBER 6-19

For Teens in Grades 7-12, one kit per teen. Available while supplies last.

DES PLAINES PUBLIC LIBRARY



TEENS

Cupcake Wars

Pick up your kit beginning December 20

Basic cupcake materials available to pick up from the 3rd Floor Desk, but you can use any materials you choose! See card for submission details

LEARN MORE AT DPPL.ORG

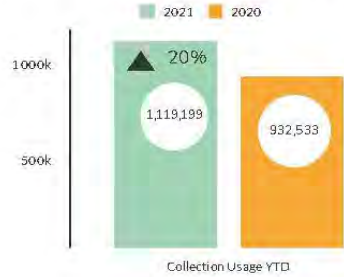
DES PLAINES PUBLIC LIBRARY



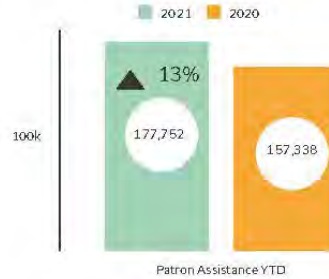
STATISTICS REPORT

December 2021

Collection Usage YTD

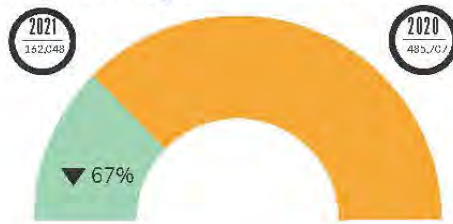


Patron Assistance YTD



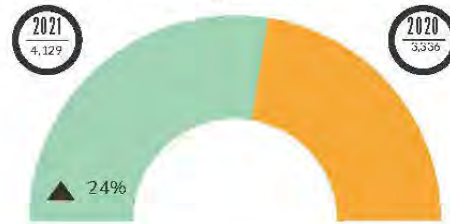
Attendance YTD

Events, Programs, Outreach & Classes

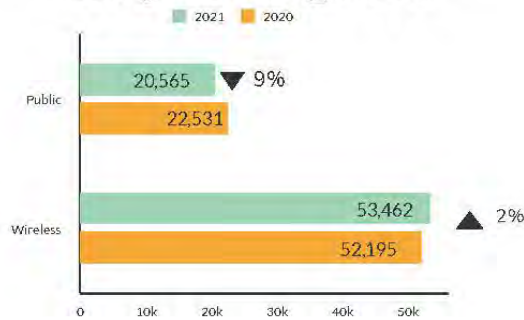


Bookings YTD

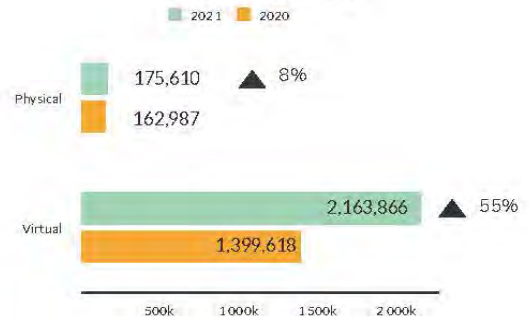
Events, Programs & Classes



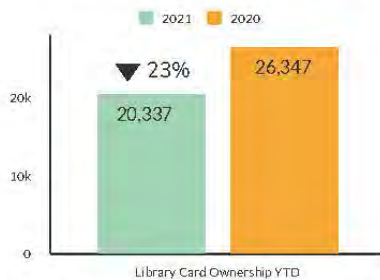
Computer Usage YTD



Traffic YTD



Library Card Ownership YTD



NOTE: The decrease shown here is due to CCS's continued project of "cleaning" our patron database, deleting records with no activity for more than 3 years.

2021 Year to Date Statistics

DECEMBER 2021

COLLECTION USAGE		
	Year to Date 2021	1,119,199
	Year to Date 2020	932,533
	% Change	20%
PATRON ASSISTANCE		
	Year to Date 2021	177,752
	Year to Date 2020	157,338
	% Change	13%
EVENTS, PROGRAMS, AND CLASSES-BOOKINGS		
	Year to Date 2021	4,129
	Year to Date 2020	3,336
	% Change	24%
EVENTS, PROGRAMS, OUTREACH & CLASSES - ATTENDANCE		
	Year to Date 2021	162,048
	Year to Date 2020	485,707
	% Change	-67%
TRAFFIC		
	Physical Visits (gate count)	
	Year to Date 2021	175,610
	Year to Date 2020	162,987
	% Change	8%
	Virtual Visits (catalog, website, mobile app)	
	Year to Date 2021	2,163,866
	Year to Date 2020	1,399,618
	% Change	55%
LIBRARY CARD OWNERSHIP		
	Current month valid library cards 2021	20,337
	Current month valid library cards 2020	26,347
	% Change	-23%
COMPUTER USAGE		
	Public Computers	
	Year to Date 2021	20,565
	Year to Date 2020	22,531
	% Change	-9%
	Wireless	
	Year to Date 2021	53,462
	Year to Date 2020	52,195
	% Change	2%

2021 STATISTICS REPORT		JAN	FEB	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	YTD
COLLECTION USAGE														
	Physical materials	30,756	35,582	53,516	53,243	51,265	60,919	61,137	57,349	54,505	57,124	55,898	53,438	624,732
	E-materials	16,364	15,387	16,110	13,766	13,011	12,379	12,586	13,422	12,807	12,932	12,759	12,488	164,011
	ILL	759	668	718	620	548	606	608	625	670	648	606	608	7,684
	Databases	18,322	16,941	17,198	17,279	16,466	15,803	33,563	31,704	35,979	41,565	40,997	36,955	322,772
2021	Total	66,201	68,578	87,542	84,908	81,290	89,707	107,894	103,100	103,961	112,269	110,260	103,489	1,119,199
	Physical materials	82,594	80,353	43,414	63	177	7,884	34,793	53,455	54,443	60,598	52,495	34,991	505,260
	E-materials	11,367	10,857	13,184	16,102	17,125	14,667	14,912	15,879	14,433	15,131	15,560	15,876	175,093
	ILL	549	598	333	5	2	24	489	640	747	753	637	664	5,441
	Databases	20,383	16,378	20,744	23,829	23,296	19,637	20,031	21,445	18,816	19,246	20,442	22,492	246,739
2020	Total	114,893	108,186	77,675	39,999	40,600	42,212	70,225	91,419	88,439	95,728	89,134	74,023	932,533
PATRON ASSISTANCE														
	Youth Services	591	834	1,140	1,262	914	4,010	3,474	1,182	1,220	1,595	1,446	899	18,567
	Adult Services	4,231	4,562	6,153	5,391	5,138	6,687	6,151	6,352	6,332	6,983	6,121	5,254	69,355
	PAMS	11,956	7,070	6,312	7,810	5,542	7,380	6,732	7,895	5,655	6,125	6,157	5,646	83,980
	Security	251	95	21	143	71	3,255	249	421	435	350	327	232	5,850
2021	Total	17,029	12,561	13,626	14,606	11,665	21,332	16,606	15,550	13,642	15,053	14,051	12,031	177,752
	Youth Services	2,466	2,130	946	13	11	347	795	1,288	1,132	1,583	1,108	451	12,270
	Adult Services	9,051	9,505	6,077	33	29	2,579	4,918	5,963	6,297	7,042	5,186	3,957	60,637
	PAMS	9,811	9,549	5,742	402	124	6,987	7,957	7,481	7,296	9,506	8,591	10,985	84,431
	Security	0	0	0	0	0	0	0	0	0	0	416	339	755
2020	Total	21,328	21,184	12,765	448	164	9,913	13,670	14,732	14,725	18,131	15,301	15,732	157,338
EVENTS, PROGRAMS AND CLASSES-BOOKINGS														
	Youth Services	4	20	12	10	4	25	22	3	21	16	18	9	164
	Adult Services	33	46	43	37	45	49	53	50	36	55	40	53	540
	Outside groups	0	10	5	5	0	1	0	1	2	6	7	9	46
	Public study rooms	0	0	0	0	44	285	350	407	491	652	618	532	3,379
2021	Total	37	76	60	52	93	360	425	461	550	729	683	603	4,129
	Youth Services	82	93	22	11	0	0	0	0	0	0	0	0	208
	Adult Services	124	142	45	4	0	0	0	0	0	0	0	0	315
	Virtual Services Youth Services and Adult Services	0	0	0	0	39	55	51	42	62	53	50	34	386
	Outside groups	15	26	16	0	0	0	0	0	0	19	2	0	78
	Public study rooms	779	800	770	0	0	0	0	0	0	0	0	0	2,349
2020	Total	1,000	1,061	853	15	39	55	51	42	62	72	52	34	3,336
EVENTS, PROGRAMS, OUTREACH & CLASSES-ATTENDANCE														
	Youth Services	220	531	339	339	32	1,703	1,407	189	328	559	961	529	7,137
	Adult Services	351	474	1,240	787	416	1,538	1,158	1,397	1,242	661	367	582	9,313
	Virtual Services	8,641	12,724	9,337	7,144	9,832	11,342	8,975	11,931	10,305	12,301	10,689	10,261	123,482
	Outside groups	0	18	1,305	1,183	0	19	0	20	30	101	332	295	3,303
	Public study rooms	0	0	0	0	63	406	480	541	725	968	920	815	4,918
	Outreach-Youth Services	376	419	619	326	2,818	599	429	1,088	382	4,078	251	122	11,507
	Outreach-Adult Services	74	101	147	94	117	106	131	154	581	363	324	196	2,388
2021	Total	9,662	14,267	12,987	9,873	13,278	15,713	12,580	15,320	12,693	19,031	13,844	12,800	162,048
	Youth Services	913	1,070	211	0	0	0	161	390	251	622	2,262	278	6,158
	Adult Services	6,793	6,804	1,521	0	0	0	186	205	192	265	274	428	16,668
	Virtual Services	0	0	22,100	36,544	37,753	49,049	53,172	52,532	53,130	46,796	47,057	33,636	431,769
	Outside groups	321	235	2,870	0	0	0	0	0	0	8,789	1,148	0	13,363
	Public study rooms	1,459	1,664	1,472	0	0	0	0	0	0	0	0	0	4,595
	Outreach-Youth Services	842	3,071	1,707	370	1,053	623	331	446	912	1,100	638	740	11,833
	Outreach-Adult Services	586	283	0	0	0	87	57	53	41	43	47	124	1,321
2020	Total	10,914	13,127	29,881	36,914	38,806	49,759	53,907	53,626	54,526	57,615	51,426	35,206	485,707
TRAFFIC														
2021	Physical Visits (gate count)	9,390	12,252	12,812	13,343	12,723	17,992	14,885	16,537	14,160	18,873	17,070	15,573	175,610
2020	Physical Visits (gate count)	34,677	35,293	24,388	297	264	2,019	8,494	10,179	10,114	23,228	11,536	2,498	162,987
2021	Virtual visits (catalog, website, mobile app)	107,117	112,922	106,369	82,677	68,917	130,668	145,260	276,113	301,823	295,706	274,923	261,371	2,163,866
2020	Virtual visits (catalog, website, mobile app)	151,266	140,029	131,793	101,666	98,748	114,737	113,413	107,220	105,426	123,150	109,516	102,654	1,399,618
LIBRARY CARD OWNERSHIP-report the latest month														
2021	Number of valid library cards held by DPPL residents	26,426	26,495	25,413	23,689	21,256	21,283	20,136	20,137	20,255	20,492	20,345	20,337	20,337
2020	Number of valid library cards held by DPPL residents	26,359	26,454	26,506	26,496	26,342	26,272	26,128	25,779	25,607	26,178	26,278	26,347	26,347
COMPUTER USAGE														
	Public computers-Youth Services	0	0	0	0	0	0	1	0	0	0	0	0	1
	Public computers-Adult	396	516	1,747	1,511	1,414	874	1,968	2,433	2,791	2,523	2,155	2,236	20,564
2021	Total	396	516	1,747	1,511	1,414	874	1,969	2,433	2,791	2,523	2,155	2,236	20,565
	Public computers-Youth Services	916	926	378	0	0	0	0	0	0	0	0	0	2,240
	Public computers-Adult	5,036	5,315	2,901	0	0	88	874	1,520	1,388	1,646	1,092	431	20,291
2020	Total	5,952	6,241	3,279	0	0	88	874	1,520	1,388	1,646	1,092	431	22,531
2021	Wireless	3,060	2,996	3,937	3,750	3,930	4,800	5,394	5,370	5,824	6,510	6,300	1,591	53,462
2020	Total	3,060	2,996	3,937	3,750	3,930	4,800	5,394	5,370	5,824	6,510	6,300	1,591	53,462
	Wireless	9,570	10,556	3,015	2,040	1,953	3,210	3,422	3,751	3,480	4,247	3,510	3,441	52,195
2020	Total	9,570	10,556	3,015	2,040	1,953	3,210	3,422	3,751	3,480	4,247	3,510	3,441	52,195



2022 Backup and Disaster Recovery Server – Lifecycle Replacement

The Backup and Disaster Recovery (BDR) Server from HPE is an enterprise grade server that manages backups of all on-premise servers and facilitates copying these backups to external and offsite locations. This server is a critical component in the library’s Disaster Recovery and Business Continuity Plan and is the core equipment used to protect library files and ensure continuity for Patron access to library provided services. To further improve the backup posture of the library's system, we recommend a replacement of the current BDR, which is at the end of its 5-year lifecycle.

The BDR server runs backup software that facilitates backups 4 times per day of all our servers, stores the primary backup which can be used for file or full server restore, uploads encrypted offsite backups in case of a library catastrophe, and can be used as a redundant host to run servers in case of primary server failure. In the event of primary hardware failure, malware infection, or ransomware threat, we have the capability to quickly restore services to the library.

The HPE ProLiant DL380 Gen10 server is outfitted with redundant power supplies, two CPUs, 128 GB of RAM, two mirrored SSDs for the OS; eleven hard drives for backup data retention; and an HPE 5-year extended warranty with next business day onsite support.

The following quotes all deliver the same equipment with matching part numbers:

Vendor	Quote
Outsource Solutions Group	\$12,814.01
IT Saavy	\$14,471.70
Insight	\$14,667.90
CDW-G	\$14,881.90
GovConnection	\$15,754.73

COMCAST BUSINESS

Account Number	Invoice Number	Bill Date Dec 1, 2021	Customer Service 1-800-741-4141	Payment Terms Net 30
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Previous Balance	Payments	Adjustments/Credits	Past Due Amount	Current Amount	Total Credit Available
2,825.72	0.00	0.00	0.00	4,188.56 CR	\$ 4,188.56 CR

Des Plaines Public Library
1501 Ellinwood Street
FL 1ST
Des Plaines, IL 60016

SUMMARY OF CHARGES AND CREDITS

(Billing activity up to and including Nov 30, 2021)

Recurring Charges	2,643.45
Other Charges and Credits	9,840.00 CR
Total Customer Charges	7,196.55 CR
Total Taxes and Surcharges	182.27
Invoice Amount	7,014.28 CR
Remaining Balance	2,825.72
Total Amount Due	\$ 4,188.56 CR

Aging Balance Summary

Current	\$ 0.00
1 - 30	\$ 0.00
31 - 60	\$ 0.00
61 - 90	\$ 0.00
91 - 120	\$ 0.00
120+	\$ 0.00

Pay your invoice online by visiting
www.comcastpaymentcenter.com

Page 1 of 14

COMCAST BUSINESS

If paying by mail, please return this section with your payment

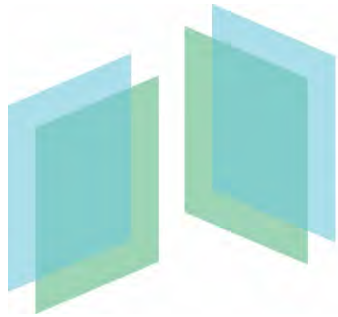
Account Number	Invoice Number	Payment Due Date Jan 1, 2022	Total Amount Due \$ 4,188.56 CR	Amount Enclosed
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(For further information on how to pay please turn over)

Des Plaines Public Library
1501 Ellinwood Street
FL 1ST
Des Plaines, IL 60016

Comcast
PO Box 37601
Philadelphia, PA 19101-0601

939736965 1354136420100 01012022 00000000 9 42



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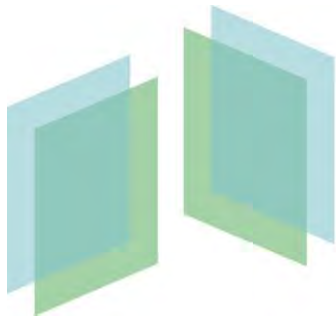
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SUPPLEMENTAL NOTICE

Meetings of the Library Board are open to the public under provisions of the Illinois Open Meetings Act. The Library Board President has determined that it is not practical or prudent to schedule an in-person meeting due to the COVID-19 pandemic, therefore, this meeting will be held virtually and in accordance with state statute.

If a member of the public would like to access the live meeting via electronic remote, they should email to PublicComments@dppl.org with their name and email address no later than Wednesday, February 16, 2022 at 4:00 p.m.

A recording of the meeting will be published to the library's website within one week, as usual.



DES PLAINES PUBLIC LIBRARY

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NOTICE

DES PLAINES PUBLIC LIBRARY

BOARD OF TRUSTEES

REGULAR BOARD MEETING

THURSDAY, FEBRUARY 17, 2022

5:00 PM*

By Electronic Remote

***Note: Special Time**

Agenda:

- **Approve Illinois Public Library Annual Report**

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
February 17, 2022
5:00 PM

- I. Call to Order. (5:00 p.m.)
- II. Roll Call.
- III. Pledge of Allegiance.
- IV. Consideration of the Agenda.
- V. Public Comments and Questions.
- VI. Consent Agenda. [Action Item] (5:10 PM)
 - A. Approval of the Minutes of the Regular Board Meeting – January 20, 2022.
 - B. Approval of the Minutes of the Building and Grounds Committee Meeting – January 12, 2022.
 - C. Approval of the Minutes of the Management Committee Meeting – January 20, 2022.
 - D. Approval of the Minutes of the Planning Committee Meeting – January 20, 2022.
 - E. Acceptance of Financial Reports for January 2022.
 - F. Acceptance of Reports.
 1. Director’s Report – February 17, 2022.
 2. Statistics Report – February 17, 2022.

- VII. New Business. (5:20 p.m.)
 - A. Approve Payment of Vendor Checks Report and ACH Payments - \$200,716.06. [Action Item]
 - B. Lauterbach and Amen Presentation on Board Financials – Wes Levy and Steve Litko.
 - C. Report Out Planning Committee Meeting, January 20, 2022 – Vincent Rangel. [Action Item]
 - D. Report Out Management Committee Meeting, February 16, 2022 – Denise Hudec. [Action Item]
 - E. Approve Illinois Public Library Annual Report. [Action Item]
 - F. Approve Payment to RAILS for Communico - \$15,000.00. [Action Item]

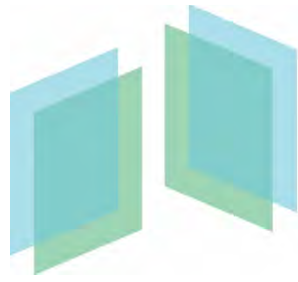
- VIII. Announcements. (5:50 p.m.)
 - A. Kiwanis Donation – Stephanie Spetter.
 - B. Special Proclamation – Dr. Gregory Sarlo.

- IX. Correspondence.

- X. Other.

- XI. Adjournment. (6:00 p.m.)

This meeting will be recorded for television broadcast.



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DRAFT

DES PLAINES PUBLIC LIBRARY BOARD OF TRUSTEES

Minutes of the Regular Meeting
January 20, 2022

Gregory Sarlo stated that as President he determined that it was not practical or prudent to schedule an in-person meeting due to the Covid-19 pandemic. Therefore, the meeting would be held virtually and in accordance with state statute.

I. CALL TO ORDER

The regular meeting of the Des Plaines Public Library Board of Trustees was held by electronic remote participation on Thursday, January 20, 2022. President Gregory Sarlo called the meeting to order at 7:01 p.m.

II. ROLL CALL

Roll call indicated the following board members were present: Lisa DuBrock, Kristen Graack, Christine Halblander, Nicholas Harkovich, Denise Hudec, Bruce Lester, Vincent Rangel, Gregory Sarlo, Carol Kidd.

Absent: Michelle Shimon-Hutchison.

Also present: Jo Bonell, Laurie Papadourakis, Heather Imhoff, Michelle Meyer-Edley, Stephanie Spetter, Joanie Sebastian, John Leach, Drew Langlie, Don Sofolo.

III. PLEDGE OF ALLEGIANCE

IV. CONSIDERATION OF THE AGENDA

MOTION by Vincent Rangel, seconded by Lisa DuBrock, to approve the agenda as presented. ROLL CALL VOTE: AYES: DuBrock, Graack, Halblander, Harkovich, Hudec, Lester, Rangel, Sarlo. NAYS: None. MOTION CARRIED.

V. PUBLIC COMMENTS AND QUESTIONS

No public comments.

VI. CONSENT AGENDA

MOTION by Bruce Lester, seconded by Kristen Graack, to approve Consent Agenda items, as presented. ROLL CALL VOTE: AYES: DuBrock, Graack, Halblander, Harkovich, Hudec, Lester, Rangel, Sarlo. NAYS: None. MOTION CARRIED.

Trustee Michelle Shimon-Hutchison entered the meeting at 7:05 p.m.

VII. NEW BUSINESS

- A. Approve Payment of Vendor Checks Report and ACH Payments - \$295,618.73 [Action Item]

MOTION by Kristen Graack, seconded by Vincent Rangel, to approve payment of vendor checks and ACH Payments in the amount of \$295,618.73, as listed on the vendor checks report of December 2021 and authorize Library Director Jo Bonell to have transferred the amount required to the library's operating account. ROLL CALL VOTE: AYES: DuBrock, Graack, Halblander, Harkovich, Hudec, Lester, Rangel, Shimon-Hutchison, Sarlo. NAYS: None. MOTION CARRIED.

- B. Report Out Building and Grounds Committee Meeting, January 12, 2022 – Nicholas Harkovich. [Action Item]

Chair Nicholas Harkovich stated that the committee met to discuss proposals for engineering services for replacing the existing chilled water plant and are recommending Elara.

Library Director Jo Bonell stated that this was a part of the chiller project budgeted for in 2022. The recommended vendor, Elara, will assess what is necessary for this project to move forward, prepare bid documents, analyze the bids and once the chiller is installed Elara will do function testing on the equipment.

MOTION by Committee to approve Elara for engineering services for replacing the existing chilled water plant. ROLL CALL VOTE: AYES: DuBrock, Graack, Halblander, Harkovich, Hudec, Lester, Rangel, Shimon-Hutchison, Sarlo. NAYS: None. MOTION CARRIED.

C. Report Out Management Committee Meeting, January 20, 2022 – Denise Hudec. [Action Item]

Chair Denise Hudec reported that the Management Committee met to review and approve the Whistleblower policy. All board members received a copy of the policy.

MOTION by Committee, to approve the Whistleblower policy, as presented. ROLL CALL VOTE: AYES: DuBrock, Graack, Halblander, Harkovich, Hudec, Lester, Rangel, Shimon-Hutchison, Sarlo. NAYS: None. MOTION CARRIED.

D. Review and Approve Proposals for Backup and Disaster Recovery Server. [Action Item]

Library Director Jo Bonell introduced Don Sofolo, Outsource Solutions Group, to explain how the proposal for the Backup and Disaster Recovery Server was prepared.

Mr. Sofolo explained that Outsource Solutions Group is not in the hardware business, but they do prepare quotes for the library as a service, so the library can get the best deal. Mr. Sofolo explained that OSG provides the first quote and it is final, then prepares the proposal with the same part numbers and distributes the request for proposal to hardware resellers.

Trustee Kristen Graack asked if the back-up server will protect library information from malicious attacks from outside the library. Mr. Sofolo responded that the back-up system is in a separate domain to be as sure as can be that the data cannot be infiltrated or hacked.

Trustee Lisa DuBrock asked why OSG choose HP for the server. Mr. Sofolo responded that he recommends HP to all of his customers due to the reliability and best prices. Mr. Sofolo stated that the library has used HP for the past 15 years with good results.

Trustee Lisa DuBrock asked if OSG will provide the support of the server as part of their current contract with the library. Mr. Sofolo responded that OSG would install and maintain the server and it is part of the contract the library has had with OSG since 2006.

MOTION by Kristen Graack, seconded by Nicholas Harkovich to approve Outsource Solutions Group to replace the Backup and Disaster Recover Server. ROLL CALL VOTE: AYES: DuBrock, Graack, Halblander, Harkovich, Hudec, Lester, Rangel, Shimon-Hutchison, Sarlo. NAYS: None. MOTION CARRIED.

E. Report on E-Rate – Laurie Papadourakis.

Library Director Jo Bonell stated that E-Rate is a federal grant from the FCC that reimburses companies that provide internet service to the public.

Assistant Director Laurie Papadourakis reported that the library has hired a consultant who assists in applying for rebates through the program. Attached to the board packet was a Comcast invoice that shows the credits from the E-rate program.

Trustee Bruce Lester asked if this was the first time a consultant was hired to prepare grant documents and what is the cost of hiring a consultant?

Assistant Director Laurie Papadourakis responded that this was the first time a consultant was hired and the initial cost is \$1,400 and 8% of whatever amount is received in grant funds.

Trustee Bruce Lester asked for an accounting of funds spent versus grant money received when this information becomes available.

VIII. ANNOUNCEMENTS.

A. Filing Statement of Economic Interest begins March 2022.

Secretary Carol Kidd reported to the board that they would receive an email from the Cook County Clerk's office explaining how they should file their Statement of Economic Interest for 2021.

B. February 17, 2022 Board of Trustee Meeting – 5:00 p.m.

The board will meet at 5:00 p.m. virtually for their February 17, 2022 board meeting.

C. Semi-Annual Board Dinner, February 17, 2022.

No decision was made about a board dinner, because of health concerns regarding Covid 19 restrictions.

IX. CORRESPONDENCE.

None.

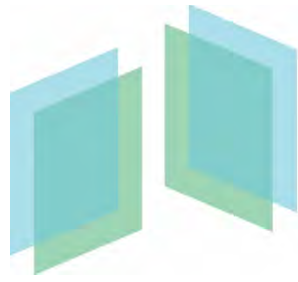
X. OTHER.

None.

MOTION by Bruce Lester, seconded by Vincent Rangel, to adjourn the regular meeting.

Meeting adjourned at 7:34 p.m.

Minutes prepared by Carol Kidd.



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DES PLAINES PUBLIC LIBRARY BOARD OF TRUSTEES

Minutes of the Building and Grounds Committee Meeting
January 12, 2022

Chair Nicholas Harkovich read the following statement:

President Gregory Sarlo determined that it was not practical or prudent to schedule an in-person meeting due to the Covid-19 pandemic. Therefore, the meeting would be held virtually and in accordance with state statute.

I. CALL TO ORDER

The meeting of the Des Plaines Public Library Board of Trustees Building and Grounds Committee was held by electronic remote participation on Wednesday, January 12, 2022. Committee Chair Nicholas Harkovich called the meeting to order at 7:33 p.m.

II. ROLL CALL

Roll call indicated the following board members were present: Vincent Rangel, Michelle Shimon-Hutchison, Nicholas Harkovich, Carol Kidd.

Also present: Lisa DuBrock, Jo Bonell, Laurie Papadourakis.

III. CONSIDERATION OF THE AGENDA

MOTION by Michelle Shimon-Hutchison, seconded by Vincent Rangel, to approve the agenda, as presented. ROLL CALL VOTE: AYES: Rangel, Shimon-Hutchison, Harkovich. NAYS: None. MOTION CARRIED.

IV. PUBLIC COMMENTS AND QUESTIONS

No public comments or questions.

V. REVIEW AND APPROVE TWO ENGINEERING PROPOSALS FOR CHILLER REPLACEMENT. [Action Item]

Library Director Jo Bonell reported that the library requested proposals for the engineering services needed to replace the existing chilled water plant at the library and to write the bid documents. Elara and WT Group provided proposals for this project. The library is recommending Elara as the most comprehensive bid based on the required work.

The committee members discussed the proposals and will recommend Elara to the Board of Trustees at the January 20, 2022 meeting.

MOTION by Vincent Rangel, seconded by Michelle Shimon-Hutchison, to recommend Elara for engineering services for replacing the existing chilled water plant. ROLL CALL VOTE: AYES: Rangel, Shimon-Hutchison, Harkovich. NAYS: None. MOTION CARRIED.

VIII. ADJOURNMENT

MOTION by Nicholas Harkovich, seconded by Vincent Rangel, to adjourn the regular meeting. ROLL CALL VOTE: AYES: Rangel, Shimon-Hutchison, Harkovich. NAYS: None. MOTION CARRIED.

Meeting adjourned at 7:49 p.m.

Minutes prepared by Carol Kidd.



BOARD OF TRUSTEES
Minutes of the Management Committee Meeting
January 20, 2022

Chair Denise Hudec read the following statement:

President Gregory Sarlo determined that it was not practical or prudent to schedule an in-person meeting due to the Covid-19 pandemic. Therefore, the meeting would be held virtually and in accordance with state statute.

I. CALL TO ORDER.

The meeting of the Des Plaines Public Library Board of Trustees Management Committee was held by electronic remote participation on Thursday, January 20, 2022. Chair Denise Hudec called the meeting to order at 6:32 p.m.

II. ROLL CALL.

Roll call indicated the following board members were present: Kristen Graack, Christine Halblander, Denise Hudec, Carol Kidd.

Also present: Jo Bonell, Gregory Sarlo, Vincent Rangel, Laurie Papadourakis, Michelle Meyer-Edley, Joanie Sebastian, Stephanie Spetter, Heather Imhoff.

III. CONSIDERATION OF THE AGENDA.

MOTION by Kristen Graack, seconded by Christine Halblander, to approve the agenda, as presented. ROLL CALL VOTE: AYES: Graack, Halblander, Hudec. NAYS: None. MOTION CARRIED.

IV. PUBLIC COMMENTS AND QUESTIONS.

No public comments or questions.

V. REVIEW AND APPROVE WHISTLEBLOWER POLICY. [Action Item]

Library Director Jo Bonell reported that the Illinois Legislature mandated in 2021 the Whistleblower policy to ensure that anyone reporting misbehavior of a government official would not be retaliated against.

All committee members received a copy of the policy.

MOTION by Kristen Graack, seconded by Christine Halblander, to approve the Whistleblower policy, as presented. ROLL CALL VOTE: AYES: Graack, Halblander, Hudec. NAYS: None. MOTION CARRIED.

VI. ADJOURNMENT.

MOTION by Christine Halblander, seconded by Kristen Graack, to adjourn the meeting. ROLL CALL VOTE: AYES: Graack, Halblander, Hudec. NAYS: None. MOTION CARRIED.

Meeting adjourned at 6:40 p.m.

Minutes prepared by Carol Kidd.



BOARD OF TRUSTEES
Minutes of the Planning Committee Meeting
January 20, 2022

Chair Vincent Rangel read the following statement:

President Gregory Sarlo determined that it was not practical or prudent to schedule an in-person meeting due to the Covid-19 pandemic. Therefore, the meeting would be held virtually and in accordance with state statute.

I. CALL TO ORDER.

The meeting of the Des Plaines Public Library Board of Trustees Planning Committee was held by electronic remote participation on Thursday, January 20, 2022. Chair Vincent Rangel called the meeting to order at 8:03 p.m.

II. ROLL CALL.

Roll call indicated the following board members were present: Lisa DuBrock, Christine Halblander, Nicholas Harkovich, Michelle Shimon-Hutchison, Vincent Rangel, Carol Kidd.

Also present: Jo Bonell, Gregory Sarlo, Heather Imhoff, Joanie Sebastian, Michelle Meyer-Edley, Laurie Papadourakis, Stephanie Spetter, Denise Hudec, Kristen Graack, John Leach.

III. STRATEGIC PLAN REVIEW.

Chair Vincent Rangel stated that because of the severe constraints of Covid that the proposed strategic plan should be no longer than three years. He also stated that the strategic plan should include input from library patrons and community groups.

Chair Vincent Rangel stated that he did not feel it was necessary to hire outside consultants to prepare a draft strategic plan.

Trustee Nicholas Harkovich stated that a short online survey be prepared for input from patrons and local businesses.

President Gregory Sarlo stated that the strategic plan be for no more than one-year. President Gregory Sarlo also stated that the survey should be based on what information the library is looking for and what is actually attainable by the library.

Trustee Lisa DuBrock stated that the library needs the visionaries to contribute to the plan, whether the plan is one-year or three-years.

Library Director Jo Bonell responded that the library would use an e-survey which is very cost effective and would include patrons, businesses and community partners. The staff could create the surveys to begin the process of data collection.

Trustee Denise Hudec suggested that conversations, either in-person or zoom, would get more meaningful answers and could be in conjunction with a survey.

Library Director Jo Bonell stated that staff must participate in the conversations so that they are invested in the plan.

Trustee Christine Halblander suggested an open house for businesses. This would be an opportunity to show off the library and all it has to offer the businesses now and in the future.

Trustee Michelle Shimon-Hutchison agreed with Trustees Hudec and Halblander stating that a townhall meeting/open house would reach another sector of the community. The townhall meeting/open house would be in conjunction with surveys. This hybrid approach would yield the most honest results.

Library Director Jo Bonell concluded by saying that staff will now meet to combine ideas and move forward with the beginnings of a new strategic plan.

IV. ADJOURNMENT.

MOTION by Nicholas Harkovich, seconded by Lisa DuBrock, to adjourn the meeting. VOTE: AYES: All. NAYS: None. MOTION CARRIED.

Meeting adjourned at 8:38 p.m.

Minutes prepared by Carol Kidd.

Des Plaines Public Library

Monthly Financial Report

For the Month Ended
January 31, 2022

Prepared by:

Lauterbach & Amen, LLP

Financial Statements

Des Plaines Public Library
 Governmental Funds Balance Sheet
 As of January 31, 2022

	Library Fund	Capital Projects Fund	Total
ASSETS			
Cash and Investments	\$ 2,563,529.97	\$ 1,887,224.14	\$ 4,450,754.11
Prepays	-	0.00	-
Receivables			
Receivable - Property Taxes	6,081,490.69	-	6,081,490.69
Receivable - Grants	-	-	-
Receivable - Miscellaneous	-	-	-
Total Assets	\$ 8,645,020.66	\$ 1,887,224.14	\$ 10,532,244.80
LIABILITIES			
Accounts Payable	\$ 175,023.83	\$ 1,100.00	\$ 176,123.83
Accrued Payroll	40,371.49	-	40,371.49
Due to other funds	302,744.80	-	302,744.80
Total Liabilities	518,140.12	1,100.00	519,240.12
Deferred Inflows of Resources			
Property Taxes	6,069,500.00	-	6,069,500.00
Total Liabilities and Deferred Inflows of Resources	6,587,640.12	1,100.00	6,588,740.12
FUND BALANCE			
Fund Balance - Unreserved	1,672,643.27	1,886,124.14	3,558,767.41
Fund Balance - Reserved for Prepays	384,737.27	-	384,737.27
Total Fund Balance	2,057,380.54	1,886,124.14	3,943,504.68
Total Liabilities, Deferred Inflows of Resources and Fund Balance	\$ 8,645,020.66	\$ 1,887,224.14	\$ 10,532,244.80

Supplementary Information

Des Plaines Public Library

Treasurer's Report as of January 31, 2022

<u>Institution</u>	<u>Invested</u>
201-1101000 - Petty Cash	<u>500.00</u>
201-1102015 - First Midwest Operating #8100292260	323,489.83
202-1102015 - First Midwest Operating #8100292260	<u>22,848.58</u>
	<u>346,338.41</u>
201-1102028 - Cash Library Donations	<u>215,248.74</u>
201-1102079 - IL Funds - 151600222591	2,024,291.40
202-1102079 - IL Funds - 151600222591	<u>1,864,375.56</u>
	<u>3,888,666.96</u>
201-1104006 - Investments - Certificates of Deposit	<u>0.00</u>
Total Invested	<u><u>4,450,754.11</u></u>

Des Plaines Public Library
Balance Sheet as of January 31, 2022

	<u>Beginning</u> <u>Balance</u>	<u>M.T.D.</u> <u>Changes</u>	<u>Ending</u> <u>Balance</u>
<hr style="border: none; border-top: 1px solid black; margin-bottom: 5px;"/> Library Fund <hr style="border: none; border-top: 1px solid black; margin-top: 5px;"/>			
<u>Assets</u>			
1101000 - Petty Cash	500.00	0.00	500.00
1102015 - First Midwest Operating #8100292260	579,936.36	(256,446.53)	323,489.83
1102028 - Cash Library Donations	215,241.43	7.31	215,248.74
1102079 - IL Funds - 151600222591	2,013,228.89	11,062.51	2,024,291.40
1118000 - Receivable - Property Taxes	6,081,490.69	0.00	6,081,490.69
1119301 - Prepaid Expense	<u>16,010.55</u>	<u>(16,010.55)</u>	<u>0.00</u>
	<u>8,906,407.92</u>	<u>(261,387.26)</u>	<u>8,645,020.66</u>
 <u>Liabilities and Fund Balance</u>			
<u>Liabilities</u>			
2401000 - Accounts Payable	129,836.16	45,187.67	175,023.83
2430707 - Due to Library Comp Abs	302,744.80	0.00	302,744.80
2450040 - Accrued Payroll	40,371.49	0.00	40,371.49
2470000 - Deferred Revenue - Property Tax	<u>6,069,500.00</u>	<u>0.00</u>	<u>6,069,500.00</u>
	<u>6,542,452.45</u>	<u>45,187.67</u>	<u>6,587,640.12</u>
 <u>Fund Balance</u>			
3720010 - Fund Balance - Reserved for Prepaid Items	384,737.27	0.00	384,737.27
3730000 - Fund Balance - Unreserved	<u>1,979,218.20</u>	<u>0.00</u>	<u>1,979,218.20</u>
	<u>2,363,955.47</u>	<u>0.00</u>	<u>2,363,955.47</u>
 Total Liabilities and Fund Balance	 <u>8,906,407.92</u>	 <u>45,187.67</u>	 <u>8,951,595.59</u>
 Excess Revenues Over Expenses	 <u>0.00</u>	 <u>(306,574.93)</u>	 <u>(306,574.93)</u>

Des Plaines Public Library
Balance Sheet as of January 31, 2022

	<u>Beginning Balance</u>	<u>M.T.D. Changes</u>	<u>Ending Balance</u>
<u>Capital Projects Fund</u>			
<u>Assets</u>			
1102015 - First Midwest Operating #8100292260	21,748.58	1,100.00	22,848.58
1102079 - IL Funds - 151600222591	1,875,186.68	(10,811.12)	1,864,375.56
	1,896,935.26	(9,711.12)	1,887,224.14
<u>Liabilities and Fund Balance</u>			
<u>Liabilities</u>			
2401000 - Accounts Payable	0.00	1,100.00	1,100.00
	0.00	1,100.00	1,100.00
<u>Fund Balance</u>			
3730000 - Fund Balance - Unreserved	1,896,935.26	0.00	1,896,935.26
Total Liabilities and Fund Balance	1,896,935.26	1,100.00	1,898,035.26
Excess Revenues Over Expenses	0.00	(10,811.12)	(10,811.12)
<u>Compensated Absences Fund</u>			
<u>Assets</u>			
1120201 - Due From Library	302,744.80	0.00	302,744.80
	302,744.80	0.00	302,744.80
<u>Liabilities and Fund Balance</u>			
<u>Liabilities</u>			
2450035 - Accrued ST-LT Comp Absence	97,084.56	0.00	97,084.56
2490010 - Compensated Absences Payable	205,660.24	0.00	205,660.24
	302,744.80	0.00	302,744.80
<u>Fund Balance</u>			
3720010 - Fund Balance - Reserved for Prepaid Items	0.00	0.00	0.00
3730000 - Fund Balance - Unreserved	0.00	0.00	0.00
3740000 - Fund Balance - Unrestricted	0.00	0.00	0.00
3750000 - Fund Balance - Temporarily Restricted	0.00	0.00	0.00
	0.00	0.00	0.00
Total Liabilities and Fund Balance	302,744.80	0.00	302,744.80

Des Plaines Public Library
Balance Sheet as of January 31, 2022

	<u>Beginning</u> <u>Balance</u>	<u>M.T.D.</u> <u>Changes</u>	<u>Ending</u> <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	1,427,309.02	0.00	1,427,309.02
1204300 - Fixed Assets - Vehicles	24,954.39	0.00	24,954.39
1209900 - Fixed Assets - Accumulated Depreciation	(1,353,391.00)	0.00	(1,353,391.00)
	2,560,784.41	0.00	2,560,784.41
 <u>Liabilities and Fund Balance</u>			
<u>Liabilities</u>			
 <u>Fund Balance</u>			
3730000 - Fund Balance - Unreserved	2,560,784.41	0.00	2,560,784.41
	2,560,784.41	0.00	2,560,784.41
 Total Liabilities and Net Capital Assets	2,560,784.41	0.00	2,560,784.41
 Excess Revenues Over Expenses	0.00	0.00	0.00

Des Plaines Public Library
Revenue Report
For the 1 Month Ended January 31, 2022

_____ Library Fund _____	Received <u>this Month</u>	Received <u>this Year</u>	Budgeted <u>Receipts</u>	Uncollected <u>Receipts</u>	Prct. <u>Collected</u>
<u>Taxes</u>					
201-4810025 - Property Taxes 2012	0.00	0.00	0.00	0.00	0.00
201-4810026 - Property Taxes 2013	0.00	0.00	0.00	0.00	0.00
201-4810027 - Property Taxes 2014	0.00	0.00	0.00	0.00	0.00
201-4810028 - Property Taxes 2015	0.00	0.00	0.00	0.00	0.00
201-4810029 - Property Taxes 2016	0.00	0.00	0.00	0.00	0.00
201-4810030 - Property Taxes 2017	0.00	0.00	0.00	0.00	0.00
201-4810031 - Property Taxes 2018	0.00	0.00	0.00	0.00	0.00
201-4810032 - Property Taxes 2020	0.00	0.00	0.00	0.00	0.00
201-4810033 - Property Taxes 2021	43,444.10	43,444.10	6,100,000.00	6,056,555.90	0.71
	<u>43,444.10</u>	<u>43,444.10</u>	<u>6,100,000.00</u>	<u>6,056,555.90</u>	<u>0.71</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	75,000.00	75,000.00	0.00
201-4822090 - Grant Revenue	0.00	0.00	0.00	0.00	0.00
201-4822095 - State Grant - Library	0.00	0.00	10,000.00	10,000.00	0.00
	<u>0.00</u>	<u>0.00</u>	<u>177,988.00</u>	<u>177,988.00</u>	<u>0.00</u>
<u>Fines & Fees</u>					
201-4850101 - Library Fees	179.02	179.02	3,000.00	2,820.98	5.97
201-4850201 - Copying Fees	1,015.14	1,015.14	20,000.00	18,984.86	5.08
201-4850207 - Non-Res Cards	69.50	69.50	0.00	(69.50)	0.00
201-4850208 - Meeting Room Fees	0.00	0.00	1,500.00	1,500.00	0.00
	<u>1,263.66</u>	<u>1,263.66</u>	<u>24,500.00</u>	<u>23,236.34</u>	<u>5.16</u>
<u>Special Programs & Events</u>					
201-4850215 - Friends of the Library Reimbursements	0.00	0.00	20,000.00	20,000.00	0.00
	<u>0.00</u>	<u>0.00</u>	<u>20,000.00</u>	<u>20,000.00</u>	<u>0.00</u>
<u>Interest</u>					
201-4890010 - Interest Income	148.32	148.32	1,330.00	1,181.68	11.15
	<u>148.32</u>	<u>148.32</u>	<u>1,330.00</u>	<u>1,181.68</u>	<u>11.15</u>
<u>Other Revenue</u>					
201-4899900 - Miscellaneous Revenue	2,779.29	2,779.29	70,000.00	67,220.71	3.97
201-4899910 - Vending Machine Revenue	0.00	0.00	1,000.00	1,000.00	0.00
201-4899920 - Library Donations	181,500.00	181,500.00	190,000.00	8,500.00	95.53
201-4899940 - Friends Book Sale	870.52	870.52	5,000.00	4,129.48	17.41
	<u>185,149.81</u>	<u>185,149.81</u>	<u>266,000.00</u>	<u>80,850.19</u>	<u>69.61</u>
Total Library Fund	<u>230,005.89</u>	<u>230,005.89</u>	<u>6,589,818.00</u>	<u>6,359,812.11</u>	<u>3.49</u>

Des Plaines Public Library
 Revenue Report
 For the 1 Month Ended January 31, 2022

	<u>Received this Month</u>	<u>Received this Year</u>	<u>Budgeted Receipts</u>	<u>Uncollected Receipts</u>	<u>Prct. Collected</u>
<u>Capital Projects Fund</u>					
<u>Interest</u>					
202-4890010 - Interest Income	<u>121.23</u>	<u>121.23</u>	<u>2,000.00</u>	<u>1,878.77</u>	<u>6.06</u>
	<u>121.23</u>	<u>121.23</u>	<u>2,000.00</u>	<u>1,878.77</u>	<u>6.06</u>
<u>Other Financing Sources</u>					
Total Capital Projects Fund	<u>121.23</u>	<u>121.23</u>	<u>2,000.00</u>	<u>1,878.77</u>	<u>6.06</u>
Total of All Funds	<u>230,127.12</u>	<u>230,127.12</u>	<u>6,591,818.00</u>	<u>6,361,690.88</u>	<u>3.49</u>

Des Plaines Public Library
Expense Report
For the 1 Month Ended January 31, 2022

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	179,356.07	179,356.07	2,430,951.00	2,251,594.93	7.38
5910200 - Part-time Salaries	<u>50,987.42</u>	<u>50,987.42</u>	<u>838,279.00</u>	<u>787,291.58</u>	<u>6.08</u>
	<u>230,343.49</u>	<u>230,343.49</u>	<u>3,269,230.00</u>	<u>3,038,886.51</u>	<u>7.05</u>
<u>Benefits</u>					
5918010 - Unemployment Compensation	0.00	0.00	15,000.00	15,000.00	0.00
5918020 - Employer Contribution - FICA	16,977.06	16,977.06	248,109.00	231,131.94	6.84
5918021 - Employer Contribution - IMRF	0.00	0.00	223,448.00	223,448.00	0.00
5918040 - Life Insurance Premiums	0.00	0.00	1,886.00	1,886.00	0.00
5918050 - PPO Insurance Premiums	22,558.57	22,558.57	425,000.00	402,441.43	5.31
5918051 - HMO Insurance Premiums	11,110.94	11,110.94	190,000.00	178,889.06	5.85
5918055 - Dental Insurance Premiums	0.00	0.00	20,000.00	20,000.00	0.00
5918070 - Workers Compensation	<u>0.00</u>	<u>0.00</u>	<u>14,000.00</u>	<u>14,000.00</u>	<u>0.00</u>
	<u>50,646.57</u>	<u>50,646.57</u>	<u>1,137,443.00</u>	<u>1,086,796.43</u>	<u>4.45</u>
<u>Contractual Services</u>					
5920100 - Legal Fees	0.00	0.00	20,000.00	20,000.00	0.00
5920110 - Professional Services	34,766.73	34,766.73	445,348.00	410,581.27	7.81
5920120 - Communication Services	1,645.76	1,645.76	48,840.00	47,194.24	3.37
5920140 - Integrated Library System	22,128.03	22,128.03	88,450.00	66,321.97	25.02
5920202 - Conferences	2,048.00	2,048.00	0.00	(2,048.00)	0.00
5920210 - Marketing	0.00	0.00	53,000.00	53,000.00	0.00
5920220 - Membership Dues	725.00	725.00	6,400.00	5,675.00	11.33
5920990 - Property/Liability Insurance	42,182.00	42,182.00	57,000.00	14,818.00	74.00
5930010 - R&M Equipment	395.00	395.00	77,316.00	76,921.00	0.51
5930020 - R&M Buildings & Structures	11,811.00	11,811.00	110,960.00	99,149.00	10.64
5930030 - R&M Vehicles	0.00	0.00	2,000.00	2,000.00	0.00
5930210 - Rental of Equipment	0.00	0.00	890.00	890.00	0.00
5930320 - Cleaning/Custodial Services	0.00	0.00	87,575.00	87,575.00	0.00
5930490 - Refuse Contract	360.00	360.00	6,000.00	5,640.00	6.00
5960040 - Pre-Employment Testing	160.00	160.00	3,000.00	2,840.00	5.33
5960065 - Bank Fees	0.00	0.00	300.00	300.00	0.00
5960070 - Mileage	0.00	0.00	500.00	500.00	0.00
5960210 - Special Event Programming	7,141.85	7,141.85	21,850.00	14,708.15	32.69
5960990 - Misc. Contractual Services	<u>24,241.50</u>	<u>24,241.50</u>	<u>114,835.00</u>	<u>90,593.50</u>	<u>21.11</u>
	<u>147,604.87</u>	<u>147,604.87</u>	<u>1,144,264.00</u>	<u>996,659.13</u>	<u>12.90</u>
<u>Commodities</u>					
5970100 - Supplies	2,681.16	2,681.16	94,600.00	91,918.84	2.83
5970110 - Meals	125.75	125.75	2,000.00	1,874.25	6.29
5970115 - Supplies - Dept/Other	52.90	52.90	0.00	(52.90)	0.00
5970170 - Janitorial	5,572.95	5,572.95	18,600.00	13,027.05	29.96
5970260 - Postage & Parcel	1,000.00	1,000.00	11,000.00	10,000.00	9.09
5970500 - Water Bill	0.00	0.00	10,000.00	10,000.00	0.00
5970600 - Ebooks/Books	12,340.30	12,340.30	369,850.00	357,509.70	3.34

Des Plaines Public Library
Expense Report
For the 1 Month Ended January 31, 2022

	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	8,276.38	8,276.38	72,500.00	64,223.62	11.42
5970620 - E-Subscriptions/Subscriptions	6,491.48	6,491.48	58,430.00	51,938.52	11.11
5970630 - Visual Materials	13,376.40	13,376.40	185,100.00	171,723.60	7.23
5970640 - Databases	41,447.57	41,447.57	178,000.00	136,552.43	23.29
5970810 - Natural Gas	7,651.37	7,651.37	22,000.00	14,348.63	34.78
5970850 - Gasoline	0.00	0.00	300.00	300.00	0.00
5970900 - Equipment < \$10,000	<u>0.00</u>	<u>0.00</u>	<u>2,200.00</u>	<u>2,200.00</u>	<u>0.00</u>
	<u>99,016.26</u>	<u>99,016.26</u>	<u>1,024,580.00</u>	<u>925,563.74</u>	<u>9.66</u>
 <u>Capital Expenditures</u>					
5980400 - Equipment	0.00	0.00	6,310.00	6,310.00	0.00
5980410 - Computer Hardware	0.00	0.00	8,450.00	8,450.00	0.00
5980420 - Computer Software	8,099.11	8,099.11	45,170.00	37,070.89	17.93
5980600 - Furniture & Fixtures	<u>0.00</u>	<u>0.00</u>	<u>6,500.00</u>	<u>6,500.00</u>	<u>0.00</u>
	<u>8,099.11</u>	<u>8,099.11</u>	<u>66,430.00</u>	<u>58,330.89</u>	<u>12.19</u>
 <u>Other Funding Activities</u>					
5990900 - Per Capita Grant Expenditures	0.00	0.00	75,000.00	75,000.00	0.00
5993000 - Contingency Reserve	0.00	0.00	70,000.00	70,000.00	0.00
5999940 - Friends Books Sale	<u>870.52</u>	<u>870.52</u>	<u>5,000.00</u>	<u>4,129.48</u>	<u>17.41</u>
	<u>870.52</u>	<u>870.52</u>	<u>150,000.00</u>	<u>149,129.48</u>	<u>0.58</u>
 Total Library Fund Expenditures	 <u>536,580.82</u>	 <u>536,580.82</u>	 <u>6,791,947.00</u>	 <u>6,255,366.18</u>	 <u>7.90</u>
 _____ Capital Projects Fund _____					
 <u>Contractual Services</u>					
 <u>Capital Expenditures</u>					
5980300 - Improvements	0.00	0.00	218,000.00	218,000.00	0.00
5980400 - Equipment	9,832.35	9,832.35	309,940.00	300,107.65	3.17
5980410 - Computer Hardware	1,100.00	1,100.00	209,500.00	208,400.00	0.53
5980420 - Computer Software	0.00	0.00	10,500.00	10,500.00	0.00
5980600 - Furniture and Fixtures	<u>0.00</u>	<u>0.00</u>	<u>3,000.00</u>	<u>3,000.00</u>	<u>0.00</u>
	<u>10,932.35</u>	<u>10,932.35</u>	<u>750,940.00</u>	<u>740,007.65</u>	<u>1.46</u>
 Total Capital Projects Fund Expenditures	 <u>10,932.35</u>	 <u>10,932.35</u>	 <u>750,940.00</u>	 <u>740,007.65</u>	 <u>1.46</u>
 Total of All Funds	 <u>547,513.17</u>	 <u>547,513.17</u>	 <u>7,542,887.00</u>	 <u>6,995,373.83</u>	 <u>7.26</u>

Des Plaines Public Library

Check List

All Bank Accounts

January 21, 2022 - February 17, 2022

Check Number	Check Date	Payee	Amount
Vendor Checks			
19016	02/17/22	BAKER & TAYLOR	667.36
19017	02/17/22	OVERDRIVE, INC.	6,556.10
19018	02/17/22	ALARM SECURITY INCORPORATED	384.00
19019	02/17/22	ANGELO CERRONE	375.00
19020	02/17/22	AUTOMATED LOGIC, INC.	4,876.00
19021	02/17/22	BAKER & TAYLOR	11,653.73
19022	02/17/22	BISHOP PLUMBING, INC.	60.00
19023	02/17/22	CCH	211.41
19024	02/17/22	CENGAGE LEARNING/GALE	8,148.71
19025	02/17/22	CHILDREN'S PLUS, INC.	30.58
19026	02/17/22	COLLEY ELEVATOR COMPANY	606.00
19027	02/17/22	COOPERATIVE COMPUTER SERVICES	22,128.03
19028	02/17/22	CRYSTAL MAINTENANCE SERVICES CORP	4,892.50
19029	02/17/22	EBSCO INFORMATION SERVICES	4,593.43
19030	02/17/22	Elara Energy Services	9,832.35
19031	02/17/22	ELM USA, INC.	700.00
19031	02/17/22	ELM USA, INC.	(700.00)
19032	02/17/22	FLOOD BROTHERS DISPOSAL & RECYCLING SERVICES	360.00
19033	02/17/22	FOX VALLEY FIRE & SAFETY	242.50
19034	02/17/22	GREGORY ALEXANDER	200.00
19035	02/17/22	IHLS-OCLC	670.06
19036	02/17/22	ILLINOIS LIBRARY ASSOCIATION	725.00
19037	02/17/22	INDIA FOR EVERYONE	1,001.30
19038	02/17/22	INSIGHT PUBLIC SECTOR, INC.	107.48
19039	02/17/22	ITSAVVY LLC	1,100.00
19040	02/17/22	JERRY G DONAHUE	120.00
19041	02/17/22	LAUTERBACH & AMEN, LLP.	1,575.00
19042	02/17/22	LIBRARY IDEAS LLC	7,250.00
19043	02/17/22	LR Consulting LLC	1,500.00
19044	02/17/22	MANGO LANGUAGES	3,600.00
19045	02/17/22	MATTHEW BENDER & CO, INC	211.10
19046	02/17/22	MIDWEST TAPE	5,089.26
19047	02/17/22	MIDWEST TAPE	9,000.00
19048	02/17/22	MNI	235.90
19049	02/17/22	OAKBROOK MECHANICAL SERVICES	6,026.50
19050	02/17/22	OUTSOURCE SOLUTIONS GROUP, INC.	37,969.68
19051	02/17/22	PHYSICIANS IMMEDIATE CARE CHICAGO	160.00
19052	02/17/22	RAILS	15,000.00
19053	02/17/22	RAINBOW BOOK COMPANY	93.68
19054	02/17/22	SCHOLASTIC LIBRARY PUBLISHING	2,977.00
19055	02/17/22	THOMSON REUTERS-WEST	21.86
19056	02/17/22	TODAY'S BUSINESS SOLUTIONS INC	395.00
19057	02/17/22	WEISS RATINGS	4,790.00
19058	02/17/22	ELM USA, INC.	687.31
51846	01/31/22	BANKCARD SERVICES	13,424.58
51847	01/31/22	NEOFUNDS BY NEOPOST	1,000.00
51848	01/31/22	VERIZON WIRELESS	607.75
51849	01/31/22	VERIZON WIRELESS	1,038.01
51850	01/31/22	NICOR GAS	7,651.37
51851	01/31/22	FRIENDS OF THE DES PLAINES PUBLIC LIBRARY	870.52
Vendor Check Total			<u>200,716.06</u>
Check List Total			<u><u>200,716.06</u></u>

Check count = 50

Des Plaines Public Library

Vendor Checks Report

First Midwest Operating

January 2022

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
Vendor Checks						
BAKER & TAYLOR				19016	02/17/22	<u>667.36</u>
201-5960990	Misc. Contractual Services	INV# 2036409932	6.58			
201-5970600	Ebooks/Books	INV# 2036409932	10.75			
201-5960990	Misc. Contractual Services	INV# 2036383634	2.18			
201-5970600	Ebooks/Books	INV# 2036383634	25.09			
201-5960990	Misc. Contractual Services	INV# 2036401938	1.09			
201-5970600	Ebooks/Books	INV# 2036401938	28.64			
201-5960990	Misc. Contractual Services	INV# 2036413333	2.72			
201-5970600	Ebooks/Books	INV# 2036413333	19.98			
201-5960990	Misc. Contractual Services	INV# 2036409424	10.93			
201-5970600	Ebooks/Books	INV# 2036409424	96.44			
201-5960990	Misc. Contractual Services	INV# 2036393662	0.94			
201-5970600	Ebooks/Books	INV# 2036393662	6.77			
201-5960990	Misc. Contractual Services	INV# 2036409969	3.29			
201-5970600	Ebooks/Books	INV# 2036409969	11.36			
201-5960990	Misc. Contractual Services	INV# 2036393675	6.58			
201-5970600	Ebooks/Books	INV# 2036393675	27.70			
201-5960990	Misc. Contractual Services	INV# 2036424871	16.96			
201-5970600	Ebooks/Books	INV# 2036424871	130.72			
201-5960990	Misc. Contractual Services	INV# 2036396728	7.72			
201-5970600	Ebooks/Books	INV# 2036396728	61.35			
201-5960990	Misc. Contractual Services	INV# 2036393210	9.42			
201-5970600	Ebooks/Books	INV# 2036393210	49.61			
201-5960990	Misc. Contractual Services	INV# 2036386399	6.83			
201-5970600	Ebooks/Books	INV# 2036386399	62.51			
201-5960990	Misc. Contractual Services	INV# 2036383394	3.81			
201-5970600	Ebooks/Books	INV# 2036383394	24.52			
201-5960990	Misc. Contractual Services	INV# 2036396636	0.94			
201-5970600	Ebooks/Books	INV# 2036396636	7.38			
201-5960990	Misc. Contractual Services	INV# 2036393641	3.56			
201-5970600	Ebooks/Books	INV# 2036393641	20.99			
OVERDRIVE, INC.				19017	02/17/22	<u>6,556.10</u>
201-5970600	Ebooks/Books	Invoice #01018MA21509866	6,556.10			
ALARM SECURITY INCORPORATED				19018	02/17/22	<u>384.00</u>
201-5960990	Misc. Contractual Services	Invoice #14016	384.00			
ANGELO CERRONE				19019	02/17/22	<u>375.00</u>
201-5960990	Misc. Contractual Services	Videography 1/20/22	125.00			
201-5960990	Misc. Contractual Services	Videography 1/20/22	125.00			
201-5960990	Misc. Contractual Services	Videography 1/12/22	125.00			
AUTOMATED LOGIC, INC.				19020	02/17/22	<u>4,876.00</u>
201-5930020	R&M Buildings & Structures	Invoice #367684	4,876.00			
BAKER & TAYLOR				19021	02/17/22	<u>11,653.73</u>
201-5960990	Misc. Contractual Services	INV# 2036415305	1.78			
201-5970600	Ebooks/Books	INV# 2036415305	13.56			
201-5960990	Misc. Contractual Services	INV# 2036468216	23.92			
201-5970600	Ebooks/Books	INV# 2036468216	48.97			
201-5960990	Misc. Contractual Services	INV# 2036458595	14.89			
201-5970600	Ebooks/Books	INV# 2036458595	122.23			
201-5960990	Misc. Contractual Services	INV# 2036454903	29.34			
201-5970600	Ebooks/Books	INV# 2036454903	193.49			

Des Plaines Public Library

Vendor Checks Report

First Midwest Operating

January 2022

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
201-5960990	Misc. Contractual Services	INV# 2036422615	8.97			
201-5970600	Ebooks/Books	INV# 2036422615	25.70			
201-5960990	Misc. Contractual Services	INV# 2036461898	34.22			
201-5970600	Ebooks/Books	INV# 2036461898	331.97			
201-5960990	Misc. Contractual Services	INV# 2036458680	32.81			
201-5970600	Ebooks/Books	INV# 2036458680	267.84			
201-5960990	Misc. Contractual Services	INV# 2036443798	6.54			
201-5970600	Ebooks/Books	INV# 2036443798	85.72			
201-5960990	Misc. Contractual Services	INV# 2036425117	4.36			
201-5970600	Ebooks/Books	INV# 2036425117	73.93			
201-5960990	Misc. Contractual Services	INV# 2036455008	8.21			
201-5970600	Ebooks/Books	INV# 2036455008	89.95			
201-5960990	Misc. Contractual Services	INV# 2036443709	68.48			
201-5970600	Ebooks/Books	INV# 2036443709	226.95			
201-5960990	Misc. Contractual Services	INV# 2036452300	1.78			
201-5970600	Ebooks/Books	INV# 2036452300	10.78			
201-5960990	Misc. Contractual Services	INV# 2036458585	17.37			
201-5970600	Ebooks/Books	INV# 2036458585	140.19			
201-5960990	Misc. Contractual Services	INV# 2036436716	1.78			
201-5970600	Ebooks/Books	INV# 2036436716	14.31			
201-5960990	Misc. Contractual Services	INV# 2036462109	18.69			
201-5970600	Ebooks/Books	INV# 2036462109	59.56			
201-5960990	Misc. Contractual Services	INV# 2036450395	99.10			
201-5970600	Ebooks/Books	INV# 2036450394	1,330.80			
201-5960990	Misc. Contractual Services	INV# 2036409980	1.93			
201-5970600	Ebooks/Books	INV# 2036409980	15.89			
201-5960990	Misc. Contractual Services	INV# 5017470215	9.80			
201-5970600	Ebooks/Books	INV# 5017470215	230.70			
201-5960990	Misc. Contractual Services	INV# 2036441088	24.76			
201-5970600	Ebooks/Books	INV# 2036441008	281.54			
201-5960990	Misc. Contractual Services	INV# 2036425168	2.18			
201-5970600	Ebooks/Books	INV# 2036425168	16.53			
201-5960990	Misc. Contractual Services	INV# 2036417528	9.50			
201-5970600	Ebooks/Books	INV# 2036417528	76.60			
201-5960990	Misc. Contractual Services	INV# 2036442282	5.79			
201-5970600	Ebooks/Books	INV# 2036442282	47.70			
201-5960990	Misc. Contractual Services	INV# 2036431950	6.43			
201-5970600	Ebooks/Books	INV# 2036431950	20.30			
201-5960990	Misc. Contractual Services	INV# 2036417526	15.70			
201-5970600	Ebooks/Books	INV# 2036417526	83.14			
201-5960990	Misc. Contractual Services	INV# 2036443704	149.07			
201-5970600	Ebooks/Books	INV# 2036443704	1,313.40			
201-5970600	Ebooks/Books	INV# 2036458510	335.33			
201-5960990	Misc. Contractual Services	INV# 2036458511	28.27			
201-5960990	Misc. Contractual Services	INV# 2036470653	38.55			
201-5970600	Ebooks/Books	INV# 2036470652	539.85			
201-5970600	Ebooks/Books	INV# 2036479720	1,269.12			
201-5960990	Misc. Contractual Services	INV# 2036479721	110.02			
201-5970600	Ebooks/Books	INV# 2036479705	840.27			
201-5960990	Misc. Contractual Services	INV# 2036479706	54.45			
201-5960990	Misc. Contractual Services	INV# 2036447466	5.98			
201-5970600	Ebooks/Books	INV# 2036447466	22.10			
201-5960990	Misc. Contractual Services	INV# 2036443786	2.87			
201-5970600	Ebooks/Books	INV# 2036443786	23.77			
201-5960990	Misc. Contractual Services	INV# 2036456097	1.78			
201-5970600	Ebooks/Books	INV# 2036456097	14.31			

Des Plaines Public Library

Vendor Checks Report

First Midwest Operating

January 2022

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
201-5960990	Misc. Contractual Services	INV# 2036454900	11.96			
201-5970600	Ebooks/Books	INV# 2036454900	39.43			
201-5960990	Misc. Contractual Services	INV# 0000144545	17.38			
201-5970600	Ebooks/Books	INV# 0000144545	102.33			
201-5960990	Misc. Contractual Services	INV# 2036459144	3.29			
201-5970600	Ebooks/Books	INV# 2036459144	10.14			
201-5960990	Misc. Contractual Services	INV# 2036458657	6.58			
201-5970600	Ebooks/Books	INV# 2036458657	18.51			
201-5960990	Misc. Contractual Services	INV# 2036436706	5.34			
201-5970600	Ebooks/Books	INV# 2036436706	49.94			
201-5960990	Misc. Contractual Services	INV# 2036479734	25.70			
201-5970600	Ebooks/Books	INV# 2036479734	234.83			
201-5960990	Misc. Contractual Services	INV# 2036483284	43.66			
201-5970600	Ebooks/Books	INV# 2036483284	154.64			
201-5960990	Misc. Contractual Services	INV# 2036479714	12.85			
201-5970600	Ebooks/Books	INV# 2036479714	100.90			
201-5960990	Misc. Contractual Services	INV# 2036483349	48.60			
201-5970600	Ebooks/Books	INV# 2036483349	127.86			
201-5960990	Misc. Contractual Services	INV# 2036484396	19.18			
201-5970600	Ebooks/Books	INV# 2036484396	181.22			
201-5960990	Misc. Contractual Services	INV# 2036468217	26.58			
201-5970600	Ebooks/Books	INV# 2036468217	235.11			
201-5970600	Ebooks/Books	INV# 5017388846	290.21			
201-5960990	Misc. Contractual Services	INV# 2036484748	67.45			
201-5970600	Ebooks/Books	INV# 2036484747	814.22			
BISHOP PLUMBING, INC.				19022	02/17/22	<u>60.00</u>
201-5930020	R&M Buildings & Structures	Invoice #21608242	60.00			
CCH				19023	02/17/22	<u>211.41</u>
201-5960990	Misc. Contractual Services	Invoice #4805500264	211.41			
CENGAGE LEARNING/GALE				19024	02/17/22	<u>8,148.71</u>
201-5970640	Databases	Invoice #76354901	9,800.00			
201-5970640	Databases	C. Tropea Doc. #74376556	-1,586.71			
201-5970640	Databases	C. Tropea Doc. #74376557	-64.58			
CHILDREN'S PLUS, INC.				19025	02/17/22	<u>30.58</u>
201-5970600	Ebooks/Books	Invoice #206875	18.35			
201-5970600	Ebooks/Books	Invoice #206864	12.23			
COLLEY ELEVATOR COMPANY				19026	02/17/22	<u>606.00</u>
201-5930020	R&M Buildings & Structures	Invoice #218102	606.00			
COOPERATIVE COMPUTER SERVICES				19027	02/17/22	<u>22,128.03</u>
201-5920140	Integrated Library System	Invoice #1926	22,128.03			
CRYSTAL MAINTENANCE SERVICES CORP				19028	02/17/22	<u>4,892.50</u>
201-5970170	Janitorial	Invoice #28079	4,892.50			
EBSCO INFORMATION SERVICES				19029	02/17/22	<u>4,593.43</u>
201-5970620	E-Subscriptions/Subscriptions	Account #CG16193-01	5,572.60			
201-5970620	E-Subscriptions/Subscriptions	Doc. #1638240	-42.99			
201-5970620	E-Subscriptions/Subscriptions	Doc. #1631277	-3,793.16			
201-5970640	Databases	Invoice #1000174137-1	2,427.00			
201-5970620	E-Subscriptions/Subscriptions	Invoice #1654287	429.98			

Des Plaines Public Library
Vendor Checks Report
First Midwest Operating
January 2022

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
Elara Energy Services 202-5980400	Equipment	Invoice #21447-1	9,832.35	19030	02/17/22	<u>9,832.35</u>
ELM USA, INC. 201-5970100	Supplies	Invoice #46850	700.00	19031	02/17/22	<u>700.00</u>
ELM USA, INC. 201-5970100	Supplies	Void Check# 19031	-700.00	19031	02/17/22	<u>(700.00)</u>
FLOOD BROTHERS DISPOSAL & RECYCLING SERVICES 201-5930490	Refuse Contract	Invoice #5922790	360.00	19032	02/17/22	<u>360.00</u>
FOX VALLEY FIRE & SAFETY 201-5930020	R&M Buildings & Structures	Invoice #IN00495561	242.50	19033	02/17/22	<u>242.50</u>
GREGORY ALEXANDER 201-5960210	Special Event Programming	2/23/22 Beatles 1969 Discussion	200.00	19034	02/17/22	<u>200.00</u>
IHLS-OCLC 201-5980420	Computer Software	Invoice #25442	670.06	19035	02/17/22	<u>670.06</u>
ILLINOIS LIBRARY ASSOCIATION 201-5920220	Membership Dues	Invoice #208545	725.00	19036	02/17/22	<u>725.00</u>
INDIA FOR EVERYONE 201-5970600	Ebooks/Books	Invoice #2A-2609	1,001.30	19037	02/17/22	<u>1,001.30</u>
INSIGHT PUBLIC SECTOR, INC. 201-5970100	Supplies	Invoice #102070632	107.48	19038	02/17/22	<u>107.48</u>
ITSAVVY LLC 202-5980410	Computer Hardware	P.O. #01192021A	1,100.00	19039	02/17/22	<u>1,100.00</u>
JERRY G DONAHUE 201-5960210	Special Event Programming	Bouncing Back Grant Reimbursement	120.00	19040	02/17/22	<u>120.00</u>
LAUTERBACH & AMEN, LLP. 201-5920110	Professional Services	Invoice No. 63524	1,575.00	19041	02/17/22	<u>1,575.00</u>
LIBRARY IDEAS LLC 201-5970610	E-audio/Audio	Invoice #87166	7,250.00	19042	02/17/22	<u>7,250.00</u>
LR Consulting LLC 201-5920202	Conferences	LR Consulting LLC - Speaker Fee	1,500.00	19043	02/17/22	<u>1,500.00</u>
MANGO LANGUAGES 201-5970640	Databases	Invoice #INV009766	3,600.00	19044	02/17/22	<u>3,600.00</u>
MATTHEW BENDER & CO, INC 201-5960990	Misc. Contractual Services	Invoice #29850568	211.10	19045	02/17/22	<u>211.10</u>
MIDWEST TAPE 201-5960990	Misc. Contractual Services	INV# 501550230	3.25	19046	02/17/22	<u>5,089.26</u>
201-5970630	Visual Materials	INV# 501550230	27.99			
201-5960990	Misc. Contractual Services	INV# 501550199	5.55			

Des Plaines Public Library

Vendor Checks Report

First Midwest Operating

January 2022

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
201-5970610	E-audio/Audio	INV# 501550199	135.97			
201-5960990	Misc. Contractual Services	INV# 501550198	290.15			
201-5970630	Visual Materials	INV# 501550198	1,679.22			
201-5960990	Misc. Contractual Services	INV# 501550196	7.70			
201-5970610	E-audio/Audio	INV# 501550196	20.98			
201-5970630	Visual Materials	INV# 501472899	41.24			
201-5970610	E-audio/Audio	INV# 501535259	63.99			
201-5970630	Visual Materials	INV# 501535520	48.74			
201-5960990	Misc. Contractual Services	INV# 501517758	99.15			
201-5970630	Visual Materials	INV# 501517758	478.26			
201-5960990	Misc. Contractual Services	INV# 501517757	42.65			
201-5970630	Visual Materials	INV# 501517757	267.13			
201-5960990	Misc. Contractual Services	INV# 501517759	9.25			
201-5970610	E-audio/Audio	INV# 501517759	194.95			
201-5960990	Misc. Contractual Services	INV# 501584501	3.25			
201-5970630	Visual Materials	INV# 501584501	27.99			
201-5960990	Misc. Contractual Services	INV# 501584500	22.20			
201-5970610	E-audio/Audio	INV# 501584500	513.88			
201-5960990	Misc. Contractual Services	INV# 501584468	3.85			
201-5970610	E-audio/Audio	INV# 501584468	10.49			
201-5960990	Misc. Contractual Services	INV# 501584467	202.00			
201-5970630	Visual Materials	INV# 501584467	791.48			
201-5960990	Misc. Contractual Services	INV# 501584466	16.25			
201-5970630	Visual Materials	INV# 501584466	81.70			
MIDWEST TAPE				19047	02/17/22	<u>9,000.00</u>
201-5970630	Visual Materials	INV# 501569424	9,000.00			
MNI				19048	02/17/22	<u>235.90</u>
201-5960990	Misc. Contractual Services	Invoice #851737-00	235.90			
OAKBROOK MECHANICAL SERVICES				19049	02/17/22	<u>6,026.50</u>
201-5930020	R&M Buildings & Structures	Invoice #28849	3,013.25			
201-5930020	R&M Buildings & Structures	Invoice #28492	3,013.25			
OUTSOURCE SOLUTIONS GROUP, INC.				19050	02/17/22	<u>37,969.68</u>
201-5960990	Misc. Contractual Services	Invoice #61758	1,500.00			
201-5960990	Misc. Contractual Services	Invoice #63203	350.00			
201-5960990	Misc. Contractual Services	Invoice #63982	1,500.00			
201-5970100	Supplies	Invoice #64313	262.50			
201-5960990	Misc. Contractual Services	Invoice #64315	350.00			
201-5920110	Professional Services	Invoice #64316	33,420.30			
201-5980420	Computer Software	Invoice #64246	586.88			
PHYSICIANS IMMEDIATE CARE CHICAGO				19051	02/17/22	<u>160.00</u>
201-5960040	Pre-Employment Testing	Statement #4241761	160.00			
RAILS				19052	02/17/22	<u>15,000.00</u>
201-5960990	Misc. Contractual Services	Invoice #8791	15,000.00			
RAINBOW BOOK COMPANY				19053	02/17/22	<u>93.68</u>
201-5970600	Ebooks/Books	Invoice #206865	42.74			
201-5970600	Ebooks/Books	Invoice #207251	50.94			
SCHOLASTIC LIBRARY PUBLISHING				19054	02/17/22	<u>2,977.00</u>
201-5970640	Databases	Invoice #35881025	2,977.00			

Des Plaines Public Library

Vendor Checks Report

First Midwest Operating

January 2022

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
THOMSON REUTERS-WEST 201-5970640	Databases	Invoice #845705587	21.86	19055	02/17/22	<u>21.86</u>
TODAY'S BUSINESS SOLUTIONS INC 201-5930010	R&M Equipment	Invoice #12058	395.00	19056	02/17/22	<u>395.00</u>
WEISS RATINGS 201-5970640	Databases	Invoice #970360-361	4,790.00	19057	02/17/22	<u>4,790.00</u>
ELM USA, INC. 201-5970100	Supplies	INV# 46850	687.31	19058	02/17/22	<u>687.31</u>
					Check List Total	<u><u>176,123.83</u></u>

Des Plaines Public Library

ACH Register

All Bank Accounts

January 1, 2022 - January 31, 2022

ACH Number	ACH Date	Payee	Amount
Vendor Checks			
51846	01/31/22	BANKCARD SERVICES	13,424.58
51847	01/31/22	NEOFUNDS BY NEOPOST	1,000.00
51848	01/31/22	VERIZON WIRELESS	607.75
51849	01/31/22	VERIZON WIRELESS	1,038.01
51850	01/31/22	NICOR GAS	7,651.37
51851	01/31/22	FRIENDS OF THE DES PLAINES PUBLIC LIBRARY	870.52
Vendor Check Total			<u>24,592.23</u>
Check List Total			<u><u>24,592.23</u></u>

Check count = 6



DIRECTOR'S REPORT

January 2022

DONATIONS & GRANTS



Kiwaniis Club of Des Plaines donated \$1500 in support of our outreach to Salvation Army's Breakfast with Baby program.

COMINGS & GOINGS

COMINGS:

Kyle Haack - FT Manager Building & Security Services

GOINGS:

Joel Sawyer - FT Readers Services Assistant

Meg Laverty - FT Teen Services Assistant

Bridgid O'Kane - PT Readers Services Assistant

IN THE NEWS

Des Plaines Library One Of 15 In State Earning 'Star' Status

For the second year in a row Des Plaines Public Library has been named one of America's Star Libraries on the 2021 Library Journal Index of Public Services. This award places the library in the top 4% of libraries nationwide. The Des Plaines facility is one of just 261 libraries across the country and 15 in the state of Illinois awarded this designation. A total of 5,846 public libraries nationwide

were surveyed in the 2021 report. This recognition comes at a time when the Des Plaines Library's 2021 circulation has just surpassed over 1 million items, an 18% increase from 2020 at this time. Virtual traffic to the DPPL.org website is approaching 2 million, a 47% increase from 2020 to date. "We are so pleased to again be recognized as an America's Star Library. Now, more than ever, the

library is committed to providing residents of Des Plaines the top-notch service and physical and e-resources they need and deserve," said library Director Jo Bonelli. Star Library status was awarded based on seven major service measures per capita in 2019: physical material circulation, e-circulation, number of visits, program attendance, public computer users, wi-fi sessions, and e-retrievals.

Des Plaines Journal & Topics, January 12, 2022

DPPL AROUND TOWN


City of Des Plaines Government 
 ★ Favorites · February 5 at 11:05 AM · 

In honor of February being National Library Lovers Month, we wanted to give kudos to our very own [Des Plaines Public Library](#) for being one of 15 libraries in Illinois that has been chosen as one of America's Star Libraries! That means that DPPL is in the top 4% of libraries all across America. Congratulations on this achievement!



CONGRATULATIONS
DES PLAINES
PUBLIC LIBRARY!

 Lisa DuBrook, Don Miletic and 173 others 11 Comments 22 Shares

 Like  Comment  Share 

\$19.7k Pandemic Recovery Grant Goes To Des Plaines Public Library

The grant is part of \$5.74 million in funding awarded by the office of Secretary of State and State Librarian Jesse White.

 **Jonah Meadows, Patch Staff** 

Posted Fri, Jan 14, 2022 at 11:28 am CT | Updated Fri, Jan 14, 2022 at 11:32 am CT

 Reply



Des Plaines Public Library is one of 211 academic, school, special and public libraries to receive grants of between \$5,000 and \$1 million from the state. (Google Maps)

ZOOM

THE LIFE OF A PENGUIN

JANUARY 15 | 2 PM

What are penguins really like? Find out what Alyse Burman from Wildbird Shack has to say.

LEARN MORE AT DPPL.ORG

DES PLAINES PUBLIC LIBRARY

ADULT PROGRAMS

EDGEWATER BEACH HOTEL 8300 BLOCK SHERIDAN ROAD CHICAGO, ILL.

REMEMBERING THE Edgewater Beach Hotel

JANUARY 27, 2022 | 7PM

Nothing equaled the glamour of the Edgewater Beach Hotel, Chicago's glorious hotel on the shores of Lake Michigan featured a private beach, outdoor dance floor, fine dining, lavish floor shows and some of the nation's best big band music. Historian Leslie Goldford explores the history of the famous resort on the lake, from its construction in 1916 through its last demise in 1967.

Online Zoom Event | Please Register

LEARN MORE AT DPPL.ORG

DES PLAINES PUBLIC LIBRARY

CURIOSITY CAFE

Sebastian Junger
Our Lonely Society Makes It Hard to Come Home From War

THURSDAY, JANUARY 6
10:30 - 11:30 AM

MS Word 2016 SERIES OF 3 CLASSES

January 4, 18, 25, 2022 | 2 - 3 p.m. | Zoom

AN EVENING WITH Silvia Moreno-Garcia

IN CONVERSATION WITH GUS MORENO

JANUARY 26, 2022
7PM

The bestselling and award-winning author of Mexican Gothic discusses her newest book, *Velvet Was the Night*, and her genre-defying mashups of cultural noir and Lovecraftian horror.

Online Zoom Event
Please Register

LEARN MORE AT DPPL.ORG

DES PLAINES PUBLIC LIBRARY

Velvet Was the Night by Garcia

CHAIR YOGA for Seniors

10:30am on Tuesdays:
January 11
January 25

Chair yoga is a gentle way to experience the benefits of yoga without sitting on the floor. Improve your flexibility, balance, strength, and overall health.

AgeOptions

CURIOSITY CAFE

Kristie Ebi
How Climate Change Could Make Our Food Less Nutritious

THURSDAY, JANUARY 20
10:30 - 11:30 AM

Creating Videos: The Power of Powerpoint

January 13 | 11 am - 12 pm

If done right - videos can really help deliver your message in an interesting and engaging way. In this class we share 5 easy steps to create your own videos in PowerPoint, complete with animations, screen recording and music!

LEARN MORE AT DPPL.ORG

DES PLAINES PUBLIC LIBRARY

FILM TALK TUESDAYS

Twelfth Night

TWELFTH NIGHT
JANUARY 4 | 7 PM | 134 MINS

Tuesday Morning Book Group

Jan 18
7-8:30 pm

A Zoom book discussion
Disappearing Earth
by Julia Phillips

DISAPPEARING EARTH
by JULIA PHILLIPS

Tuesday Morning Book Group

Dec 04
10-11:30 am

A Zoom book discussion of
Apple Never Falls
by Liane Moriarty

APPLES NEVER FALLS
by LIANE MORIARTY

FILM TALK TUESDAYS

Eat Drink Man Woman

EAT DRINK MAN WOMAN

SPECIAL PROMOTIONS & EVENTS

CARAWAY SEEDS

INGREDIENT PICK-UP STARTS WEDNESDAY, 1/5/22.
EVENT VIA ZOOM ON THURSDAY, 2/3/22, AT 2:00.

PICKUP THIS INGREDIENT FROM THE 4TH FLOOR INFORMATION DESK AND BORROW A COORDINATING COOKBOOK. MAKE A RECIPE, TAKE SOME PHOTOS, AND SHARE THE EXPERIENCE WITH OTHERS ON ZOOM.

Foodies Unite...

WITH OUR SPECIAL INGREDIENT

LEARN MORE AT
DPPL.ORG
DES PLAINES
PUBLIC LIBRARY

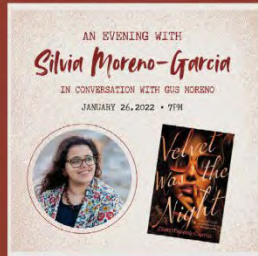


NOW ON
OVERDRIVE!

ArtistWorks.com
LEARN FROM MASTERS



Miss the Event?
WATCH THE RECORDING



Resume Revamp:
TELL THE STORY BEHIND THE STORY

Miss the Class? Watch the Recording!

The **READ**
Less Traveled

Through March 7th



Win a free hat during Winter Reading!
Visit the 3rd floor desk to learn more.

WEEKLY TRIVIA

ENTER FOR A CHANCE TO WIN A RESTAURANT GIFT CARD!

A Long Walk to Freedom was penned by what president of South Africa about his own life, including his 27 years of imprisonment as a political prisoner that ended with the fall of apartheid?

Last week's answer: *Austria*

The **READ**
Less Traveled

Answer by 5pm February 6
Come to the library, email us at Winter@DPPL.org, or message us via Facebook/Instagram (and include your email address)

TEEN SCENE

TEENS

TEEN BOOK BOXES

Sign up to receive a librarian-picked book and bookish goodies each month.
SIGN UP ONLINE AT DPPL.ORG/TEEN
 Scan the QR code below to sign up!

SCAN ME

EXPLORE

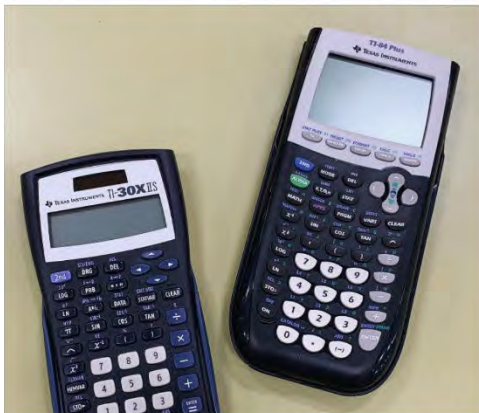
LEARN MORE AT **DPPL.ORG**

DES PLAINES PUBLIC LIBRARY

take & make

SNOWFLAKE PAINTING

BEGINNING
JANUARY 4



dpplteen • Following

dpplteen Did you know? You can now borrow a graphing calculator while in the library! No more skipping math homework because you forgot your calculator at home! 📖 For in-library use only, library card or school ID required for use.

tw



TEENS

TEEN Mailed It!

COMPETITION

Monday, January 17th - Sunday, January 30th

Test your decorating skills with our take home Mailed It Kit. We will give you the supplies and instructions to make your own Owl Pretzels. Email teen@dppl.org or tag @dpplteen in a picture of your finished product on Instagram. Those who post a picture will be entered into a raffle for a gift card. For teens in grades 7-12. Available while supplies last.

LEARN MORE AT **DPPL.ORG**

DES PLAINES PUBLIC LIBRARY



KIDS PROGRAMS

Virtual LITTLE MISS ANN CONCERT

JANUARY 12 - 18 2022

Watch Little Miss Ann on our Facebook page any time between January 12th - 18th.



LEARN MORE AT [DPPL.ORG](https://www.dppl.org)



KIDS VOTE FOR YOUR FAVORITES

ENDS MARCH 6TH

GRADES K - 6TH



Tuesday at DPPL



Two sessions:
9:30am & 7:15pm
Registration Required
Calendar link in bio

New Kit Drops Tuesday



Toddler - Kindergarten
Pick up a kit at the Youth Services desk while supplies last. More info at calendar link in bio.

NEW AT DPPL
Remote Learning Support Packs
* NO INTERNET REQUIRED



VIRTUAL STORYTIME

NEW STORIES EVERY MONTH!

EZRA JACK KEATS
LA SILLA DE PEDRO

New Kit Drops Saturday

DIY with DPPL

New kits and videos available every month!

Grades 1-6.
Pick up a kit at the Youth Services desk while supplies last. More info at calendar link in bio.

VIRTUAL STORYTIME

NEW STORIES EVERY MONTH!

Little Roja Riding Hood

ROCKY'S RECS
DPPL'S PICKS FOR KIDS

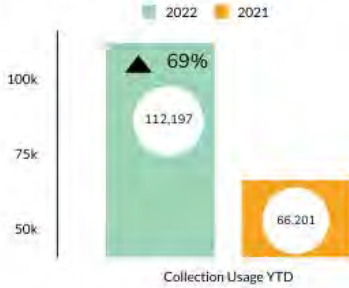
JANUARY 2022



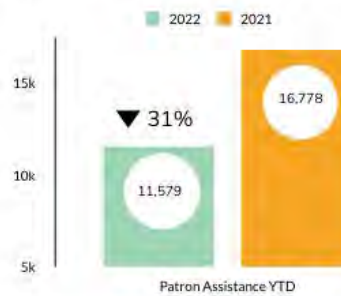
STATISTICS REPORT

January 2022

Collection Usage YTD



Patron Assistance YTD



Attendance YTD

Events, Programs, Outreach & Classes



Bookings YTD

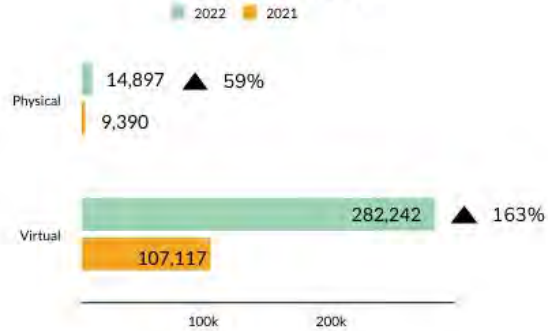
Events, Programs & Classes



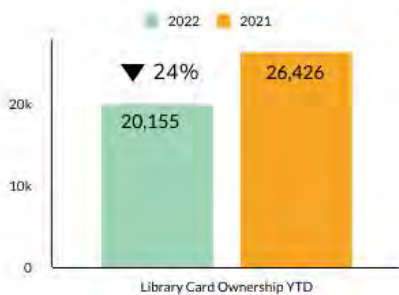
Computer Usage YTD



Traffic YTD



Library Card Ownership YTD



2022 Year to Date Statistics

JANUARY 2022

COLLECTION USAGE			
		Year to Date 2022	112,197
		Year to Date 2021	66,201
		% Change	69%
PATRON ASSISTANCE			
		Year to Date 2022	11,579
		Year to Date 2021	16,778
		% Change	-31%
EVENTS, PROGRAMS, AND CLASSES-BOOKINGS			
		Year to Date 2022	616
		Year to Date 2021	37
		% Change	1565%
EVENTS, PROGRAMS, OUTREACH & CLASSES - ATTENDANCE			
		Year to Date 2022	17,475
		Year to Date 2021	9,662
		% Change	81%
TRAFFIC			
		Physical Visits (gate count)	
		Year to Date 2022	14,897
		Year to Date 2021	9,390
		% Change	59%
		Virtual Visits (catalog, website, mobile app)	
		Year to Date 2022	282,242
		Year to Date 2021	107,117
		% Change	163%
LIBRARY CARD OWNERSHIP			
		Current month valid library cards 2022	20,155
		Current month valid library cards 2021	26,426
		% Change	-24%
COMPUTER USAGE			
		Public Computers	
		Year to Date 2022	2,135
		Year to Date 2021	396
		% Change	439%
		Wireless	
		Year to Date 2022	4,988
		Year to Date 2021	3,060
		% Change	63%

ILLINOIS PUBLIC LIBRARY ANNUAL REPORT (IPLAR) 2022

DES PLAINES PUBLIC LIBRARY**IPLAR****IDENTIFICATION (1.1 - 1.31)**

This section is information about the administrative entity. "Administrative Entity" is defined as the agency that is legally established under local or state law to provide public library service to the population of a local jurisdiction. The administrative entity may have a single outlet or it may have more than one outlet (an outlet is a location, whether a central library, branch or bookmobile). The majority of the information in this section is pre-filled. If information needs to be updated, enter the corrected information in the box provided on the next line of the survey.

1.1 ISL Control # [PLSC 151, PLSC 701]	30226
1.2 ISL Branch # [PLSC 151, PLSC 701]	0
1.3a FSCS ID [PLSC 150, PLSC 700]	IL0138
1.3b FSCS_SEQ [PLSC 700]	002
1.4a Legal Name of Library [PLSC 152]	Des Plaines Public Library
1.4b If the library's name has changed, then enter the updated answer here.	
1.4c Was this an official name change?	
1.5a Facility Street Address [PLSC 153]	1501 Ellinwood Street
1.5b If the facility's street address has changed, then enter the updated answer here.	
1.5c Was this a physical location change?	
1.6a Facility City [PLSC 154]	Des Plaines
1.6b If the facility's city has changed, then enter the updated answer here.	
1.7a Facility Zip [PLSC 155]	60016
1.7b If the facility's zip code has changed, then enter the updated answer here.	
1.8a Mailing Address [PLSC 157]	1501 Ellinwood Street
1.8b If the facility's mailing address has changed, then enter the updated answer here.	
1.9a Mailing City [PLSC 158]	Des Plaines
1.9b If the facility's mailing city has changed, then enter the updated answer here.	
1.10a Mailing Zip [PLSC 159]	60016
1.10b If the facility's mailing zip code has changed, then enter the updated answer here.	
1.11a Library Telephone Number [PLSC 162]	8478275551
1.11b If the telephone number has changed, then enter the updated answer here.	
1.12a Library FAX Number	8478277974
1.12b If the fax number has changed, then enter the updated answer here.	
1.13 Website	http://www.dppl.org

Library Director's Information

Please enter the full name, title and e-mail address of the library director.

1.14 Name	Jo Bonell
1.15 Title	Library Director
1.16 Library Director's E-mail	jbonell@dppl.org

Library Information

Please provide the requested information about the library type.

1.17a Type of library	City
1.17b If the library type has changed, then enter the updated answer here.	
1.18 Is the main library a combined public and school library?	No
1.19 Does your library contract with another library to RECEIVE ALL your library services?	No

Contract for Services

Please provide the full legal name(s) of the library(ies) with which your library contracts for service. If you need more than one line, a new one will appear once text has been entered in the first box.

Number of contracting libraries:

Legal name of library you contract with:

Administrative Information

Libraries are required by statute [75 ILCS 5/4-10(5), 75 ILCS 16/30-65(a)(2)] to provide a statement as to any extensions of library service or any changes to the limits or boundaries of library service areas. Most of the information in this section will be pre-filled. If the information is incorrect, please enter the updated information in the box provided on the next line of the survey. If your library has had a population change, you must submit official verification to the Illinois State Library.

1.21a County in which the administrative entity is located [PLSC 161]	Cook
1.21b If the administrative entity's county has changed, then enter the updated answer here.	
1.22a Did the administrative entity's legal service area boundaries change during the past year? [PLSC 205]	No
1.22b IF YES, indicate the reason for the boundary change	
1.23a Population residing in tax base (Use the latest official federal census figure) [PLSC 208] ¹	60,675
1.23b If the population residing in the tax base has had a LEGAL change, then enter the updated answer here.	
1.23c Documentation of legal population change	
1.24 If the population has changed from the prior year's answer, then indicate the reason.	
1.25a This library is currently a member of what Illinois library system?	RAILS
1.25b If the library's system has changed, then enter the updated answer here.	

Federal Public Library Criteria

According to the Institute of Museum and Library Services' Public Library Survey, a public library is an entity that is established under state enabling laws or regulations to serve a community, district, or region, and that provides at least the following:

1. An organized collection of printed or other library materials, or a combination thereof;
2. Paid staff;
3. An established schedule in which services of the staff are available to the public;
4. The facilities necessary to support such a collection, staff, and schedule; and
5. Is supported in whole or in part with public funds.

1.26 Does this library have an organized collection of printed or other library materials, or a combination thereof?	Yes
1.27 Does this library have paid staff?	Yes
1.28 Does this library have an established schedule in which services of the staff are available to the public?	Yes
1.29 Does the library have the facilities necessary to support such a collection, staff, and schedule?	Yes
1.30 Is this library supported in whole or in part with public funds?	Yes
1.31 Does this public library meet ALL the criteria of the PLSC public library definition? [PLSC 203]	Yes

SERVICE OUTLETS (2.1 - 2.16)

This section gathers information about the service outlets (centrals, branches, bookmobiles) of your library. Locations can only be added to this survey by State Library staff. If you have a branch or bookmobile and do not see its name listed in question 2.3a, please contact Pat Burg (217-785-1168, pburg@ilsos.gov) so that it can be added.

2.1a Total number of bookmobiles [PLSC 211 & PLSC 712]	0
2.1b Total number of branch libraries [PLSC 210]	0
2.2a Are any of the branch libraries a combined public and school library?	
2.2b If YES, provide the name of the branch or branches in the box provided.	

Service Outlet Name

Location	2.3a Branch or Bookmobile Legal Name [PLSC 702]	2.3b If the outlet's legal name has changed, then enter the updated answer here.	2.3c Was this an official name change?
DES PLAINES P.L.	DES PLAINES PUBLIC LIBRARY		

ISL Control Number

Location	2.4 ISL Control # [PLSC 701]	2.5 ISL Branch # [PLSC 701]
DES PLAINES P.L.	30226	3022600

Street Address

Location	2.6a Street Address [PLSC 703]	2.6b If the outlet's street address has changed, then enter the updated answer here.	2.6c Was this a physical location change?
DES PLAINES P.L.	1501 ELLINWOOD STREET		

Address

Location	2.7a City [PLSC 704]	2.7b If the outlet's city has changed, then enter the updated answer here.	2.8a Zip Code [PLSC 705]	2.8b If the outlet's zip code has changed, then enter the updated answer here.
DES PLAINES P.L.	DES PLAINES		60016	

County & Phone

Location	2.9a County [PLSC 707]	2.9b If the outlet's county has changed, then enter the updated answer here.	2.10a Telephone [PLSC 708]	2.10b If the outlet's phone number has changed, then enter the updated answer here.
DES PLAINES P.L.	Cook		8478275551	

Square Feet

Location	2.11a Square Footage of Outlet [PLSC 711]	2.11b If the facility's square footage has changed, then enter the updated answer here.	2.11c Indicate the reason for the change/variance in square footage for this annual report as compared to the previous annual report.
DES PLAINES P.L.	82,500		

IDs**Hours and Attendance**

Location	2.12 Total public service hours PER YEAR for this service outlet [PLSC 713]	2.13 Total number of weeks, during the fiscal year, this service outlet was open for service to the public [PLSC 714]	2.14 Total annual attendance/visits in the outlet	2.15 Number of Weeks an Outlet Closed Due to COVID-19	2.16 Number of Weeks an Outlet Had Limited Occupancy Due to COVID-19

DES PLAINES P.L.	3,744	52	175,610	0	6
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ANNUAL REPORT DATA (3.1 - 3.7)

Please enter the time period covered by this annual report and the name and contact information for the person preparing the report. The report period should cover the time from the end of the previous IPLAR through the end of your most current fiscal year. If your library switched to a new fiscal year during the latest period, this may mean that your report needs to cover more or less than a twelve (12) month period.

3.1 Fiscal Year Start Date (mm/dd/year) [PLSC 206]	01/01/2021
3.2 Fiscal Year End Date (mm/dd/year) [PLSC 207]	12/31/2021
3.3 Number of months in this fiscal year	12
3.4 Name of person preparing this annual report	Laurie Papadourakis
3.5 Telephone Number of Person Preparing Report	847-376-2776
3.6 FAX Number	847-827-7974
3.7 E-Mail Address	lpapadourakis@dppl.org

REFERENDA (4.1 - 4.7)

Please enter information regarding any referenda the library was involved in during the fiscal year report period. A referendum requires a question be submitted to the voters at an election held under the general election law. Examples are: bond issue, district establishment, tax increase.

4.1a Was your library involved in a referendum during the fiscal year reporting period?	No
4.1b How many referenda was your library involved in?	

Referendum 1

4.2 Referendum Type	4.3 If Other, what was the referendum type?	4.4 Referendum Date (mm/dd/year)	4.5 Passed or Failed?	4.6 Effective Date (mm/dd/year)	4.7 Referendum ballot language documentation

Referendum 2

4.2 Referendum Type	4.3 If Other, what was the referendum type?	4.4 Referendum Date (mm/dd/year)	4.5 Passed or Failed?	4.6 Effective Date (mm/dd/year)	4.7 Referendum ballot language documentation

Referendum 3

4.2 Referendum Type	4.3 If Other, what was the referendum type?	4.4 Referendum Date (mm/dd/year)	4.5 Passed or Failed?	4.6 Effective Date (mm/dd/year)	4.7 Referendum ballot language documentation

Referendum 4

4.2 Referendum Type	4.3 If Other, what was the referendum type?	4.4 Referendum Date (mm/dd/year)	4.5 Passed or Failed?	4.6 Effective Date (mm/dd/year)	4.7 Referendum ballot language documentation

Referendum 5

4.2 Referendum Type	4.3 If Other, what was the referendum type?	4.4 Referendum Date (mm/dd/year)	4.5 Passed or Failed?	4.6 Effective Date (mm/dd/year)	4.7 Referendum ballot language documentation

CURRENT LIBRARY BOARD (5.1 - 5.13)

Please report the number of board seats and the number of vacancies. Be sure to provide current board member information; including name, position, telephone number, e-mail address, home address, and term expiration date. If there are vacancies, please explain.

All personal identifying information is FOIA exempt and will NOT be released to the public. The only information that the Illinois State Library will release upon request is the board member name, trustee position and term expiration date.

Report the most current information available.

5.1 Total number of board seats	9
5.2 Total number of vacant board seats	0
5.2b Please explain	
5.3 This public library board of trustees attests that the current board is legally established, organized, and the terms of office for library trustees are all unexpired.	Yes
5.4 IF NO, please explain	

First Member

5.5 Name	Dr. Gregory Sarlo
5.6 Trustee Position	President
5.7 Present Term Ends (mm/year)	06/2022
5.8 Telephone Number	847-827-5551
5.9 E-mail Address	gsarlo@dppl.org
5.10 Home Address	
5.11 City	Des Plaines
5.12 State	IL
5.13 Zip Code	60018

Second member

5.5 Name	Kristen Graack
5.6 Trustee Position	Treasurer
5.7 Present Term Ends (mm/year)	06/2022
5.8 Telephone Number	847-827-5551
5.9 E-mail Address	kgraack@dppl.org
5.10 Home Address	
5.11 City	Des Plaines
5.12 State	IL
5.13 Zip Code	60018

Third member

5.5 Name	Vincent Rangel
5.6 Trustee Position	Vice-President
5.7 Present Term Ends (mm/year)	06/2023
5.8 Telephone Number	847-827-5551
5.9 E-mail Address	vrangel@dppl.org
5.10 Home Address	
5.11 City	Des Plaines

5.12 State	IL
5.13 Zip Code	60018

Fourth member

5.5 Name	Christine Hallblander
5.6 Trustee Position	Other
5.7 Present Term Ends (mm/year)	06/2022
5.8 Telephone Number	847-827-5551
5.9 E-mail Address	challblander@dppl.org
5.10 Home Address	
5.11 City	Des Plaines
5.12 State	IL
5.13 Zip Code	60018

Fifth member

5.5 Name	Bruce Lester
5.6 Trustee Position	Other
5.7 Present Term Ends (mm/year)	06/2023
5.8 Telephone Number	847-827-5551
5.9 E-mail Address	blester@dppl.org
5.10 Home Address	
5.11 City	Des Plaines
5.12 State	IL
5.13 Zip Code	60016

Sixth member

5.5 Name	Denise Hudec
5.6 Trustee Position	Other
5.7 Present Term Ends (mm/year)	06/2023
5.8 Telephone Number	847-827-5551
5.9 E-mail Address	dhudec@dppl.org
5.10 Home Address	
5.11 City	Des Plaines
5.12 State	IL
5.13 Zip Code	60016

Seventh member

5.5 Name	Nicholas Harkovich
5.6 Trustee Position	Other
5.7 Present Term Ends (mm/year)	06/2023
5.8 Telephone Number	847-827-5551
5.9 E-mail Address	nharkovich@dppl.org
5.10 Home Address	
5.11 City	Des Plaines

5.12 State	IL
5.13 Zip Code	60018

Eighth member

5.5 Name	Michelle Shimon-Hutchinson
5.6 Trustee Position	Other
5.7 Present Term Ends (mm/year)	6/2022
5.8 Telephone Number	847-827-5551
5.9 E-mail Address	mshimon@dppl.org
5.10 Home Address	
5.11 City	Des Plaines
5.12 State	IL
5.13 Zip Code	60018

Ninth member

5.5 Name	Lisa DuBrock
5.6 Trustee Position	Other
5.7 Present Term Ends (mm/year)	06/2022
5.8 Telephone Number	847-827-5551
5.9 E-mail Address	ldubrock@dppl.org
5.10 Home Address	
5.11 City	Des Plaines
5.12 State	IL
5.13 Zip Code	60018

FACILITY/FACILITIES (6.1-6.3b)

Please provide the requested information about the library's facilities.

6.1 Does the library address the environmental needs of patrons on the autism spectrum?	Yes
6.1b If so, please describe	graphical signage, dimmable lighting, programming
6.2 Total Number of Meeting Rooms	3
6.2b Total number of times meeting room(s) used by the public during the fiscal year ²	750
6.3 Total Number of Study Rooms	7
6.3b Total number of times study room(s) used by the public during the fiscal year	3,379

Capital Needs Assessment**ASSETS AND LIABILITIES (7.1 - 7.13)**

The below sections request information regarding property, fiscal accumulations and outstanding liabilities. These sections are required by statute [75 ILCS 5/4-10, 75 ILCS 16/30-65] to be included in the annual report. Please provide the requested information in each section.

Property

Libraries are required by statute [75 ILCS 5/4-10(4), 75 ILCS 16/30-65(a)(3)] to provide a statement as to property acquired through legacy, purchase, gift or otherwise. Please provide this information in the section below.

7.1 What is the estimated current fair market value for the library's real estate (land and buildings including garages, sheds, etc.)?	\$16,699,208
7.2 During the last fiscal year, did the library acquire any real and/or personal property?	No

IF YES, how much of the property was acquired through the following options? (Enter dollar amount for each option 7.3-7.6 that applies)

7.3 Purchase	
7.4 Legacy	
7.5 Gift	
7.6 Other	
7.7 Provide a general description of the property acquired.	

Fiscal Accumulations

Libraries are required by statute [75 ILCS 5/4-10(7), 75 ILCS 16/30-65(a)(4)] to provide a statement as to the amount of any fiscal accumulations and the reasons for the accumulations. Please provide this information in the section below.

7.8 Does your library have fiscal accumulations (reserve funds, outstanding fund balances, etc.)?	Yes
7.9 IF YES, then provide a statement that details the dollar amount(s) and the reason(s) for the fiscal accumulations.	As of December 31, 2021, our reserves were \$4,233,363.39. At the June 2012 Library Board meeting, the trustees voted to establish policy requiring a minimum of \$1,500,000 in cash reserves.

Liabilities

Libraries are required by statute [75 ILCS 5/4-10(8), 75 ILCS 16/30-65(a)(5)] to provide a statement as to any outstanding liabilities, including for bonds still outstanding. Please provide this information in the section below.

7.10 Does your library have any outstanding liabilities including bonds, judgments, settlements, etc.?	No
7.11 IF YES, what is the total amount of the outstanding liabilities?	
7.12 IF YES, then prepare a statement that identifies each outstanding liability and its specific dollar amount.	

OPERATING RECEIPTS BY SOURCE (8.1 - 8.21)

Libraries are required by statute [75 ILCS 5/4-10(1)(9), 75 ILCS 16/30-65(a)(6)] to provide an itemized statement of operating receipts. "Operating receipts" are the monies received and utilized during the library's fiscal year to support the provision of ongoing, day-to-day library services. Only include funds received during the report period. If the library was awarded a grant, but only received part of the funds during the report period, report only the portion of the grant received, not the whole amount of the grant.

Exclude revenue for major capital expenditures, contributions to endowments, revenue passed through to another agency, funds unspent in previous fiscal years (e.g. carryover), and tax anticipation warrants.

NOTE: Round answers to the nearest whole dollar.

Local Government

This includes all local government funds designated by the community, district, or region and available for expenditure by the public library. For example, include receipts from: local property taxes (library taxes), impact fees (IL Highway Code), the Mobile Home Local Services Tax Act. Do not include the value of any contributed or in-kind services or the value of any gifts and donations, library fines, fees, or grants. Do not include state, federal, and other funds passed through local government for library use. Report these funds with state government revenue or federal government revenue, as appropriate.

8.1 Local government [PLSC 300] (includes all local government funds designated by the	\$6,009,391
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community, district, or region and available for expenditure by the public library, except capital income from bond sales which must be reported in 12.1a only)	
8.1a Is this library's annual tax levy/fiscal appropriation subject to tax caps [the Property Tax Extension Limitation Law, 35 ILCS 200/18-185, et seq.]?	No
8.1b Local government funds for the ensuing or upcoming/current fiscal year (includes all local government funds designated by the community, district, or region and available for expenditure by the public library, except capital income from bond sales.)	\$6,100,000

State Government

These are all funds distributed to public libraries by state government for expenditure by the public libraries, except for federal money distributed by the state. This includes funds from such sources as penal fines, license fees, and mineral rights.

Note: If operating revenue from consolidated taxes is the result of state legislation, the revenue should be reported under state revenue (even though the revenue may be from multiple sources).

If you are not sure if funds you received through the State of Illinois are federal or state funds, please contact Pat Burg (217-785-1168, pburg@ilsos.gov).

8.2 Per capita grant	\$86,086
8.3 Equalization aid grant	\$0
8.4 Personal property replacement tax	\$92,988
8.5 Other State Government funds received	\$7,458
8.6 If Other, please specify	Digital Network Access grant
8.7 Total State Government Funds (8.2 + 8.3 + 8.4 + 8.5) [PLSC 301]	\$186,532

Federal Government

This includes all federal government funds distributed to public libraries for expenditure by the public libraries, including federal money distributed by the State of Illinois (e.g., LSTA grants paid directly to your library).

If you are unsure if the funds you received through the State of Illinois were federal or state funds, please contact Pat Burg (217-785-1168, pburg@ilsos.gov).

8.8 LSTA funds received	\$0
8.9 E-Rate funds received	\$19,682
8.10 Other federal funds received	\$0
8.11 If Other, please specify	
8.12 Total Federal Government Funds (8.8 + 8.9 + 8.10) [PLSC 302]	\$19,682

Other Income

This is all operating revenue other than that reported under local, state, and federal funds. Include, for example, monetary gifts and donations received in the current year, interest, library fines, fees for library services, or grants. Do not include the value of any contributed or in-kind services or the value of any non-monetary gifts and donations.

8.13 Monetary Gifts and Donations	\$1,492
8.14 Other receipts intended to be used for operating expenditures	\$74,380
8.15 TOTAL all other receipts (8.13 + 8.14) [PLSC 303]	\$75,872
8.16 Other non-capital receipts placed in reserve funds	\$0

Total Operating Receipts

8.17 TOTAL receipts (8.1 + 8.7 + 8.12 + 8.15) [PLSC 304]	
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\$6,291,477

Safeguarding of Library Funds

This section requests information to verify that libraries meet the statutory required minimum level of insurance for library funds [75 ILCS 5/4-9 and 75 ILCS 16/30-45(e)]. According to these statutes, "the library shall provide the Illinois State Library a copy of the library's certificate of insurance at the time the library's annual report is filed."

For municipalities of less than 500,000 population, 75 ILCS 5/4-9 requires that the bond be "...not less than 50% of the total funds received by the library in the last fiscal year...", or the insurance policy or other insurance instrument's coverage "...shall be in an amount at least equal to 50% of the average amount of the library's operating fund from the prior 3 fiscal years."

For public library districts, 75 ILCS 16/30-45(e) requires that the bond be "...based upon a minimum of 50% of the total funds received by the district in the last previous fiscal year...", or the insurance policy or other insurance instrument's coverage "... shall be in an amount at least equal to 50% of the average amount of the district's operating fund from the prior 3 fiscal years."

8.18a The library safeguards its funds using which option?	Insurance Policy/Instrument
8.18b Proof of Certificate of Insurance for Library Funds	Certificate of Insurance for Library Funds.pdf
8.19 What is the coverage amount of either the surety bond OR the insurance policy/insurance instrument?	\$4,006,477
8.20 Is the amount of the surety bond, insurance policy or other insurance instrument in compliance with library law?	Yes
8.21 The designated custodian of the library's funds is:	Other

OPERATING EXPENDITURES BY CATEGORY (9.1 - 11.2)

Libraries are required by statute [75 ILCS 5/4-10(2), 75 ILCS 16/30-65(a)(6)] to provide an itemized statement as to how operating revenues have been expended during the fiscal year report period. "Operating expenditures" are the current and recurrent costs necessary to support the provision of library services.

Include: Significant costs, especially benefits and salaries, that are paid by other taxing agencies (government agencies with the authority to levy tax) "on behalf of" the library may be included if the information is available to the reporting agency. Only such funds that are supported by expenditure documents (such as invoices, contracts, payroll records, etc.) at the point of disbursement should be included.

Exclude: Do not report the value of free items, estimated costs, and capital expenditures.

NOTE: Round answers to the nearest whole dollar.

STAFF EXPENDITURES (9.1-9.3)

This section gathers information on staff benefits and salaries. If the information is available, include benefits and salaries for staff that are paid by other taxing agencies (government agencies with the authority to levy tax) "on behalf of" the library.

NOTE: Round answers to the nearest whole dollar.

9.1 Salaries and wages for all library staff [PLSC 350]	\$2,867,431
9.2a Fringe benefits, for all library staff, paid for from either the library's or the municipal corporate authority's appropriation [PLSC 351]	\$942,280
9.2b If this library answered question 9.2a as zero, please select an explanation from the drop-down box.	
9.3 Total Staff Expenditures (9.1 + 9.2) [PLSC 352]	\$3,809,711

COLLECTION EXPENDITURES (10.1 - 10.4)

Include expenditures for all materials in all formats (e.g., print, microform, electronic) whether purchased, leased or licensed. Exclude charges or fees for interlibrary loans and expenditures for document delivery.

NOTE: Round answers to the nearest whole dollar.

10.1 Printed Materials (books, newspapers, etc.) [PLSC 353]	\$293,110
10.2 Electronic Materials (e-books, databases, etc.) [PLSC 354]	\$310,613
10.3a Other Materials (CDs, DVDs, video games, etc.) [PLSC 355]	\$152,884
10.3b Please provide an explanation of the other types of material expenditures.	DVDs, CDs, Videogames, STEM kits, devices, realia
10.4 TOTAL Collection Expenditures (10.1 + 10.2 + 10.3) [PLSC 356]	\$756,607

OTHER OPERATING EXPENDITURES (11.1 - 11.2)

This includes all expenditures other than those reported for Staff Expenditures and Collection Expenditures. Exclude purchases of major fixed assets, which should be reported in capital expenditures (12.7).

NOTE: Round answers to the nearest whole dollar.

11.1 All other operating expenditures not included above (supplies, utilities, legal fees, etc.) [PLSC 357]	\$1,532,621
11.2 TOTAL operating expenditures (9.3 + 10.4 + 11.1) [PLSC 358]	\$6,098,939

CAPITAL REVENUE AND EXPENDITURES (12.1 - 12.7)

This section gathers information on capital revenue and expenditures. Provide information for funds received and spent during the fiscal year report period only. If the library was awarded a grant, but only received part of the funds during the report period, report only the amount of the funds received, not the entire grant award.

Capital Revenue

Include funds received during the fiscal year report period for: site acquisitions; new building(s); additions to or renovations of existing buildings; furnishings, equipment, and initial collections for new buildings, building additions, or building renovations; computer hardware and software used to support library operations, to link to networks, or to run information products; new vehicles; or other one-time major projects.

Exclude revenue for: replacement and/or repair of existing furnishings and equipment, regular purchase of library materials, investments for capital appreciation, income passed through to another agency (e.g., fines), and funds unspent in previous fiscal year (e.g., carryover).

NOTE: Round answers to the nearest whole dollar.

12.1a Local Government: Capital Income from Bond Sales	\$0
12.1b Local Government: Other	\$0
12.1c Total Local Government (12.1a + 12.1b) [PLSC 400]	\$0
12.2 State Government [PLSC 401]	\$0
12.3 Federal Government [PLSC 402]	\$0
12.4 Other Capital Revenue [PLSC 403]	\$517,000
12.5 If Other, please specify	Capital interest income and revenue transferred from operating fund for 2021 Capital Projects
12.6 Total Capital Revenue (12.1c + 12.2 + 12.3 + 12.4) [PLSC 404]	\$517,000

Capital Expenditures

Include funds expended during the fiscal year report period for: site acquisitions; new building(s); additions to or renovations of existing buildings; furnishings, equipment, and initial collections for new buildings, building additions, or building renovations; computer hardware and software used to support library operations, to link to networks, or to run information products; new vehicles; or other one-time major projects.

Exclude expenditures for: replacement and/or repair of existing furnishings and equipment, regular purchase of library materials, investments for capital appreciation, income passed through to another agency (e.g., fines), and funds unspent in previous fiscal year (e.g., carryover).

NOTE: Round answers to the nearest whole dollar.

12.7 Total Capital Expenditures [PLSC 405]	\$207,277
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PERSONNEL (13.1 - 13.46)

Include all positions funded in the library's budget whether those positions are filled or not. Report position figures as of the last day of the fiscal year. Include only paid employees. Do NOT include volunteers.

Report personnel in the appropriate categories based on the type of library work being performed rather than on an employee's educational qualifications.

The FTE (full-time equivalent/employee) calculator utilizes the IMLS/PLSC national standard for a full-time work week as 40 hours per week. Illinois libraries should report each staff member's hours per week based on the number of hours worked. If your library considers 35-39+ hours per week as a full-time work week, then report using those figures. DO NOT inflate the hours your library considers as a full-time work week in order to force the resulting calculation to equal 1 FTE. For national comparison purposes, your library must report the total hours per week based on your local standard. For example, for an Illinois library that considers 37.5 hours per week as a full-time work week, the FTE calculation reported nationally will be .9375 or .94 rather than 1.00.

Group A

This category includes all LIBRARIANS with MASTER'S DEGREES from an American Library Association (ALA) ACCREDITED program of Library and Information Studies. Another row will automatically appear once data is entered in the current row.

Summary	21	21	\$724.32	735.00
	13.1 Position Title	13.2 Primary Work Area	13.3 Hourly Rate	13.4 Total Hours/Week
	Library Director	Library Director	\$62.22	37.50
	Assistant Director	Assistant Library Director	\$34.14	37.50
	Head of Adult Services	Adult Services	\$40.90	37.50
	Head of Youth Services	Children's Services	\$45.75	37.50
	Head of Patron Accounts Services	Circulation	\$43.90	37.50
	Acquisitions & Cataloging Manager	Collection Development Acquisitions	\$29.39	37.50
	Metadata Librarian	Cataloging	\$34.59	37.50
	Readers' Services Manager	Adult Services	\$29.52	37.50
	Teen Services Librarian	Young Adult Services	\$27.58	37.50
	School Liaison Librarian	Children's Services	\$31.00	37.50
	School Liaison Librarian	Children's Services	\$27.04	37.50
	Reference Librarian II	Adult Services	\$39.78	37.50
	Reference Librarian II	Adult Services	\$39.78	37.50
	Reference Librarian II	Adult Services	\$39.78	37.50
	Reference Librarian II	Adult Services	\$31.80	37.50

Reference Librarian I	Adult Services	\$23.69	37.50
Youth Services Assistant Manager	Children's Services	\$31.14	37.50
Youth Services Librarian	Children's Services	\$20.51	37.50
Part Time Youth Services Librarian	Children's Services	\$33.89	20.00
Part Time Reference Librarian	Adult Services	\$33.50	20.00
Part Time Reference Librarian	Adult Services	\$24.42	20.00

Group A Total

13.5 Total Group A: FTE ALA-MLS (13.4 / 40) [PLSC 250]	18.38
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Group A hidden group hours

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Group B

This category includes other librarians. Include employees with the TITLE of LIBRARIAN who either have other types of library education (non-American Library Association (ALA) accredited library degrees; undergraduate library science majors or minors) OR do paid work that usually requires professional training and skill in the theoretical or scientific aspects of library work, or both, as distinct from its mechanical or clerical aspects. Another row will automatically appear once data is entered in the current row.

Summary					
	13.6 Position Title	13.7 Primary Work Area	13.8 Education Level	13.9 Hourly Rate	13.10 Total Hours/Week

Group B Total

13.11 Total Group B: FTE Other Librarians (13.10/40)	
13.12 Total FTE Librarians (13.5 + 13.11) [PLSC 251]	18.38

Group C

This category includes full-time and part-time professional staff without the title of librarian and administrative support specialists (personnel director, business manager, public relations, other non-library specialists), information technology professionals (IT director, webmaster) and other technical and clerical employees.

13.13 Total hours worked in a typical week by all Group C employees	1,304.50
13.14 Minimum hourly rate actually paid	\$15.00
13.15 Maximum hourly rate actually paid	\$44.82
13.16 Total FTE Group C employees (13.13 / 40)	32.61

Group D

This category includes full-time and part-time pages or shelvers.

13.17 Total hours worked in a typical week by all Group D employees	173.00
13.18 Minimum hourly rate actually paid	\$11.00
13.19 Maximum hourly rate actually paid	\$12.74
13.20 Total FTE Group D employees (13.17 / 40)	4.33

Group E

This category includes full-time and part-time building maintenance, security or plant operation employees.

13.21 Total hours worked in a typical week by all Group E employees	125.00
13.22 Minimum hourly rate actually paid	\$15.25
13.23 Maximum hourly rate actually paid	\$32.31
13.24 Total FTE Group E employees (13.21 / 40)	3.13
13.25 Total FTE Other Paid Employees from Groups C, D, and E (13.16 + 13.20 + 13.24) [PLSC 252]	40.06
13.26 Total FTE Paid Employees (13.12 + 13.25) [PLSC 253]	58.44

Librarian Vacancies

Include only those budgeted librarian positions vacant on the last day of this fiscal year for which there was an active search while the position remained vacant. Another row will automatically appear once data is entered in the current row.

Summary							
	13.27 Position Title	13.28 Primary Work Area	13.29 Education Level	13.30 Total Hours/Week	13.31 Number of Weeks Vacant during report period.	13.32 Annual Salary Range Minimum	13.33 Annual Salary Range Maximum

Newly Created Librarian Positions

Include any newly created librarian positions which were created during the fiscal year reporting period. Another row will automatically appear once data is entered in the current row.

Summary						
	13.34 Position Title	13.35 Primary Work Area	13.36 Education Level	13.37 Total Hours/Week	13.38 Current Status: Filled or Unfilled	13.39 Date Filled (mm/year, if applicable)

Eliminated Librarian Positions

An eliminated librarian position is one that was budgeted for during the previous fiscal year period but was not in the budget for the current report period. Another row will automatically appear once data is entered in the current row.

Summary							
	13.40 Position Title	13.41 Primary Work Area	13.42 Education Level	13.43 Total Hours/Week	13.44 Date Eliminated (mm/year)	13.45 Last Annual Salary Paid	13.46 Reason Eliminated

LIBRARY VISITS (14.1 - 14.1a)

This section collects information on the number of library visits. This is prefilled, based on the answer from Section 2.14.

14.1 Total annual visits/attendance in the library [PLSC 501]	175,610
14.1a Library Visits Reporting Method [PLSC 501a]	Annual Count

PROGRAMS, ACTIVITIES & ATTENDANCE (15.1 - 15.39a)**Synchronous Programs:**

A program is any planned event which introduces the group attending to any of the broad range of library services or activities or which directly provides information to participants. Programs may cover use of the library, library services, or library tours. Programs may also provide cultural, recreational, or educational information, often designed to meet a specific social need. Examples of these types of programs include film showings; lectures; story hours; literacy, English as a second language, citizenship classes; and book discussions.

Count all programs, whether held on- or off-site, or held virtually as a group that are sponsored or co-sponsored by the library. Exclude programs

sponsored by other groups that use library facilities. If programs are offered as a series, count each program in the series. For example, a film series offered once a week for eight weeks should be counted as eight programs.

Exclude library activities delivered on a one-to-one basis, rather than to a group, such as one-to-one literacy tutoring, services to homebound, resume writing assistance, homework assistance, and mentoring activities.

Note: For more information, please refer to the Counting Opinions login screen for links to: "Guidance for Programs: Live Virtual and Recorded", "How to Count Programs and Activities", and "Virtual Programming Guidelines".

Self-Directed Activities:

A self-directed activity is any planned event for which the patron can participate on their own (instead of at a designated time with a group). Registration is not required. A staff member may monitor the activity, but may or may not directly interact with the participants. Examples of these types of events include drop-in craft sessions, take and make kits, library scavenger hunts (when not done as part of a group), etc.

Count all self-directed activities, whether held on- or off-site, that are sponsored or co-sponsored by the library. Exclude activities sponsored by other groups that use library facilities. If activities are offered as a series, count each activity in the series.

Note: For more information, please refer to the Counting Opinions login screen for links to: "Guidance for Programs: Live Virtual and Recorded", "How to Count Programs and Activities", and "Virtual Programming Guidelines".

	15.1 Synchronous Programs (All Group Programs by Age)	15.2 Attendance	15.3 Self Directed Activities	15.4 Self Directed Activity Participants
Children (0-5)	68	2,932	43	6,630
Children (6-11)	172	35,848	53	6,548
Children's Total	240	8,780	96	13,178
Young Adults (12-18)	111	582	65	2,964
Adults (19 and older)	241	6,010	32	7,393
General Interest	0	40	1	1,386
Total	592	15,372	194	24,921

Onsite, Offsite and Virtual (All Group Programs by Type)

	15.29 Program Sessions	15.30 Program Attendance
Synchronous In-Person Onsite Program Sessions	0	0
Synchronous In-Person Offsite Program Sessions	0	0
Synchronous Virtual Program Sessions	592	15,372
Total	592	15,372

Asynchronous Virtual Presentations (Subset of Self-Directed Activities)

15.37 Total Number of Asynchronous (Virtual) Program Presentations [PLSC 620]	146
15.38 Total Views of Asynchronous (Virtual) Program Presentations [PLSC 630]	18,691

Special Programming

15.39a Did the library provide any special programming for patrons on the autism spectrum? ⁵	No
15.39b Please describe the programming provided.	

REGISTERED USERS (16.1 - 16.4)

This section collects information about the number of resident and non-resident library users. A registered user is a library user who has applied for and received an identification number or card from the public library that has established conditions under which the user may borrow library materials and gain access to other library resources.

Note: Files should have been purged within the past three (3) years.

16.1 Total Number of Unexpired Resident Cards ⁶	20,337
16.2a Total Number of Unexpired Non-resident Cards	36
16.2a (1) Of the total in 16.2a, how many Cards for Kids Act cards were issued?	119
16.2a (2) Of the total in 16.2a, how many Disabled Veterans cards were issued?	0
16.2b What was the total amount of the fees collected from the sale of non-resident cards during the past fiscal year?	\$139.00
16.3 Total Number of Registered Users (16.1 + 16.2a) [PLSC 503]	20,373
16.4 Is your library's registered user/patron file purged a minimum of one time every three years?	Yes

RESOURCES OWNED (17.1 - 17.9)

Libraries are required by statute [75 ILCS 5/4-10(3), 75 ILCS 16/30-65(a)(6)] to provide a statement as to the number and character of items in the library's collection available for use as of the last day of the fiscal year report period.

This section of the survey collects data on selected types of materials. It does not cover all materials (i.e., microforms, loose sheet music, maps, and pictures) for which expenditures are reported under Print Materials Expenditures, Electronic Materials Expenditures, and Other Material Expenditures. Under this category report only items the library has acquired as part of the collection and cataloged, whether purchased, lease, licensed, or donated as gifts that have been purchased, leased or licensed by the library, a consortium, the state library, a donor or other person or entity. Included items must only be accessible with a valid library card or at a physical library location; inclusion in the catalog is not required. Do not include items freely available without monetary exchange. Do not include items that are permanently retained by the patron; count only items that have a set circulation period where it is available for their use. Count electronic materials at the administrative entity level; do not duplicate numbers at each branch.

For guidance in counting electronic materials, please reference the following guide: [Counting Electronic Materials for the IPLAR](#)

17.1 Print Materials [PLSC 450]	235,253
17.2 Current Print Serial Subscriptions	425
17.3 Total Print Materials (17.1+17.2)	235,678
17.4 E-books Held at end of the fiscal year [PLSC 451]	114,670
17.5a Audio Recordings: Physical Units Held at end of the fiscal year [PLSC 452]	26,425
17.5b Audio Recordings: Downloadable Units Held at end of the fiscal year [PLSC 453]	80,518
17.6a DVDs/Videos: Physical Units Held at end of the fiscal year [PLSC 454]	43,648
17.6b DVDs/Videos: Downloadable Units Held at end of the fiscal year [PLSC 455]	20,616
17.6c Other Circulating Physical Items [PLSC 462]	166
17.6d Total Physical Items in Collection [PLSC 461]	305,492

Electronic Collections

Report the number of electronic collections. An electronic collection is a collection of electronically stored data or unit records (facts, bibliographic data, abstracts, texts, photographs, music, video, etc.) with a common user interface and software for the retrieval and use of the data. An electronic collection may be organized, curated and electronically shared by the library, or rights may be provided by a third party vendor. An electronic collection may be funded by the library, or provided through cooperative agreement with other libraries, or through the State Library. Do not include electronic collections that are provided by third parties and freely linked to on the web.

Electronic Collections do not have a circulation period, and may be retained by the patron. Remote access to the collection may or may not require authentication. Unit records may or may not be included in the library's catalog; the library may or may not select individual titles. Include electronic collections that are available online or are locally hosted in the library.

Note: The data or records are usually collected with a particular intent and relate to a defined topic.

Report the number of electronic collections acquired through curation, payment or formal agreement, by source of access.

17.7 Local/Other Cooperative agreements [PLSC 456]	65
17.8 State (state government or state library) [PLSC 457]	16
17.9 Total Electronic Collections (17.7 + 17.8) [PLSC 458]	81

USE OF RESOURCES (18.1 - 18.17)

Libraries are required by statute [75 ILCS 5/4-10(3), 75 ILCS 16/30-65(a)(6)] to provide a statement as to the number and character of items circulated by the library. Report for the library's entire fiscal year.

18.1 Number of adult materials loaned	501,638
18.2 Number of young adult materials loaned	39,837
18.3 Number of children's materials loaned [PLSC 551]	249,569
18.4 Total number of materials loaned (18.1 + 18.2 + 18.3)	791,044

Report circulation, including renewals, by the material types below.

For guidance in counting electronic content circulation and usage, please reference the following guide: [Reporting Electronic Item Usage for the IPLAR](#)

18.5 Books- Physical	386,195
18.6 Videos/DVDs- Physical	162,319
18.7 Audios (include music)- Physical	38,754
18.8 Magazines/Periodicals- Physical	16,891
18.9 Other Items- Physical [PLSC 561]	22,874
18.10 Physical Item Circulation (18.5-18.9) [PLSC 553]	627,033
18.11 Use of Electronic Materials [PLSC 552]	164,011
18.12 Total Circulation of Materials (18.10+18.11) [PLSC 550]	791,044
18.13 Successful Retrieval of Electronic Information [PLSC 554]	322,722
18.14 Electronic Content Use (18.11+18.13) [PLSC 555]	486,733
18.15 Total Collection Use (18.10+18.11+18.13) [PLSC 556]	1,113,766
18.16 Interlibrary Loans Provided TO other libraries [PLSC 575]	61,979
18.17 Interlibrary Loans Received FROM other libraries [PLSC 576]	35,242

PATRON SERVICES (19.1-19.2)

This section gathers information on services the library provides to its patrons. Please fill in the information requested.

Reference Transactions

Reference Transactions are information consultations in which library staff recommend, interpret, evaluate, and/or use information resources to help others to meet particular information needs.

A reference transaction includes information and referral service as well as unscheduled individual instruction and assistance in using information sources (including web sites and computer-assisted instruction). Count Readers Advisory questions as reference transactions.

NOTE: It is essential that libraries do not include directional transactions in the report of reference transactions. Directional transactions include giving instruction for locating staff, library users, or physical features within the library. Examples of directional transactions include, "Where is the reference librarian? Where is Susan Smith? Where is the rest room? Where are the 600s? Can you help me make a photocopy?"

If an annual count is not available, then select a typical week and multiply by 52 to estimate the annual count.

19.1 Total Annual Reference Transactions [PLSC 502] ⁷	104,778
19.1a Reference Transactions Reporting Method [PLSC 502a]	Annual Count

One-on-One Tutorials

One-on-one tutorials are when a staff member spends a considerable amount of time tutoring or teaching a patron on a specific subject. Note that these are different from programs, which are put on for a group, and reference transactions, which are limited to information consultations (see definition above).

19.2 Total Annual One-on-One Tutorials ⁸	0
--	----------

AUTOMATION (20.1 - 20.5)

This section is collecting information about automation technology in your library. Please provide the requested information below.

20.1 Total number of ALL computers in the library	436
20.2 Total number of PUBLIC USE (Internet and non-Internet accessible) computers in the library)	222
20.3 Is your library's catalog automated?	Yes
20.4 Is your library's catalog accessible via the web?	Yes
20.5 Does your library have a telecommunications messaging device for the hearing impaired?	No

INTERNET (21.1 - 21.9)

This section collects information about internet services in the library facility. Please provide the requested information below.

21.1 Does your library have Internet access?	Yes
21.2a What is the maximum speed of your library's Internet connection? (Select one)	Other (specify)
21.2b If Other, please specify	1Gpbs
21.3 What is the monthly cost of the library's internet access? ⁹	\$893
21.4 Number of Internet Computers Available for Public Use [PLSC 650]	222
21.5 Number of Uses (Sessions) of Public Internet Computers Per Year [PLSC 651]	20,565
21.5a Reporting Method for Number of Uses of Public Internet Computers Per Year [PLSC 651a]	Annual Count
21.6 Wireless Sessions Per Year [PLSC 652]	53,462
21.6a Reporting Method for Wireless Sessions [PLSC 652a]	Annual Count
21.7 Does your library utilize Internet filters on some or all of the public access computers?	Yes
21.8 Does your library provide instruction (workshops, classes) to patrons on the use of the Internet?	Yes
21.9 Number of website visits or sessions to your library website [PLSC 653]	2,163,866 --Select--

E-RATE (22.1 - 22.3)

E-Rate is the commonly used name for the Schools and Libraries Program of the Universal Service Fund, which is administered by the Universal Service Administrative Company (USAC) under the direction of the Federal Communications Commission (FCC). The program provides discounts to assist schools and libraries in the United States to obtain affordable telecommunications and Internet access.

22.1 Did your library apply directly for E-rate discounts for the fiscal year?	Yes
22.2a If YES, did your library apply for Category 1, Category 2 or both?	Both
22.2b IF YES, what is the dollar amount that your library was awarded for the fiscal year report period?	\$19,682
22.3 If NO, why did your library NOT participate in the E-rate program?	

STAFF DEVELOPMENT & TRAINING (23.1 - 23.5)

This section focuses on staff development and training. Please provide the requested information below.

23.1 How much money did your library spend on staff development and training this fiscal year? (Round answer to the nearest whole dollar.)	\$19,400
23.2 Does the above amount include travel expenses?	Yes
23.3 How many hours of training did employees receive this year?	573.00
23.4 Does your library provide training to enable staff to better serve their patrons on the autism spectrum?	Yes
23.5 Would you like to receive autism training at your library?	Yes

COMMENTS AND SUGGESTIONS (24.1-24.3)

Please use this section to provide further information about your library and/or comments or suggestions for changes to the IPLAR process. We will use the comments you supply to better represent your data to the Public Library Survey and to help improve future versions of the IPLAR.

24.1 Are there any other factors that may have affected your library's annual report data of which you would like to make us aware?	
24.2 Are there any unique programs or services your library provided during the report period of which you would like to make us aware?	We continued to host many remote programs, like popular take-and-make kits for children and adults including a cupcake baking session for all ages via Zoom, and a Virtual Scavenger Hunt for teens. We hosted in-person events outdoors, such as Yoga sessions, and book group discussions.
24.3 Please provide any comments, suggestions or concerns about the Illinois Public Library Annual Report (IPLAR).	

COVID-19 QUESTIONS

Closed Outlets Due to COVID-19	Yes
Public Services During COVID-19	Yes
Electronic Library Cards Issued During COVID-19	Yes
Reference Service During COVID-19	Yes
Outside Service During COVID-19	Yes
External WiFi Access Added During COVID-19	Yes
External WiFi Access Increased During COVID-19	Yes
Staff Re-Assigned During COVID-19	No

PUBLIC LIBRARY DISTRICT SECRETARY'S AUDIT (25.1-25.5)

Public Library Districts are required by statute [75 ILCS 16/30-65(a)(1),(c)(d)] to submit the Public Library District Secretary's Audit.

NOTE: If there ARE any errors or discrepancies, please list and explain fully.

25.1 Were the secretary's records found to be complete and accurate?	Not Applicable
25.2 If NO, please list and explain any errors or discrepancies.	-1 Not Applicable
25.3 First board member completing the audit	-1 Not Applicable
25.4 Second board member completing the audit	-1 Not Applicable
25.5 Date the Secretary's Audit was completed	-1 Not Applicable

IPLAR CERTIFICATION

Please have the library director, board president and board secretary type their names in the boxes provided to certify that they agree with the following statement:

This Illinois Public Library Annual Report (IPLAR) is being filed in accordance with 75 ILCS 5/4-10 (municipal libraries) or 75 ILCS 16/30-65 (public library districts). The undersigned authorized agents for this public library: (1) accept and acknowledge that the appended IPLAR is essentially accurate and correct; (2) transmit the appended IPLAR for review and any subsequent resolution; and, (3) agree that the electronic IPLAR copy submitted to the Illinois State Library shall serve as the official file copy.

	Electronic Signature	Date
Library Director	Jo Bonell	2/10/2022
President	Dr. Gregory Sarlo	2/10/2022
Secretary	Carol Kidd	02/10/2022

IPLAR SUBMISSION REMINDERS

Follow these steps for IPLAR submission:

- 1. Select the "Verify" button located at the top of the screen.**
- 2. Review the form and resolve any required fields or edit checks (they will be highlighted in red). In the case of edit checks, explain pragmatically why this year's answer is equal to, less than, or more than the previous year's answer.**
- 3. Select the "Submit/Lock" button at the top of the page.**

NOTE: All required questions must be answered and all edit checks must contain narrative notes in order for the survey to electronically submit, otherwise you will be taken to a review screen listing the questions that require additional information. If you have trouble getting the form to submit/lock, please contact Pat Burg (217-785-1168, pborg@ilsos.gov).

¹, 1.23a This data is from the 2020 U.S. Census (0-2022-02-07)

², 6.2b Meeting Rooms use was limited due to the social distancing and large gathering guidelines during the COVID-19 pandemic. (0-2022-02-10)

³, 612 * (0-2022-02-10)

⁴, 15.10 Low early voting numbers in 2021, as compared to 2020. (0-2022-02-10)

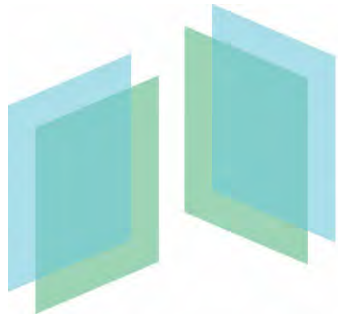
⁵, 15.39a While there was no special programming for patrons on the spectrum due to the pandemic, there were events that were inclusive to those on the autism spectrum, such as asynchronous Storywalks. (0-2022-02-10)

⁶, 16.1 Lower count number in 2021 is a result of using the National Change of Address Report to remove from the database patrons who have moved out of the library district. (0-2022-02-08)

⁷, 19.1 Drop in 2020 due to building closure from March-May 2020. Building did not close in 2021. (0-2022-02-09)

⁸, 19.2 Due to the COVID-19 pandemic, we did not provide Book-A-Librarian Services in 2021. (0-2022-02-08)

⁹, 21.3 This amount includes our e-rate rebate. Monthly total without e-rate rebate = \$2533. (0-2022-02-10)



DES PLAINES PUBLIC LIBRARY

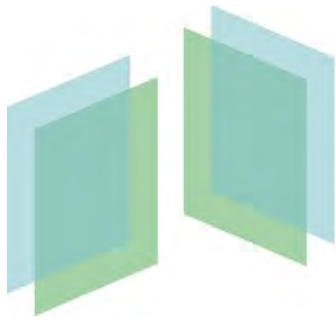
Work. Learn. Play. dppl.org

SUPPLEMENTAL NOTICE

Meetings of the Library Board are open to the public under provisions of the Illinois Open Meetings Act. The Library Board President has determined that it is not practical or prudent to schedule an in-person meeting due to the COVID-19 pandemic, therefore, this meeting will be held virtually and in accordance with state statute.

If a member of the public would like to access the live meeting via electronic remote, they should email to PublicComments@dppl.org with their name and email address no later than Wednesday, March 16, 2022 at 4:00 p.m.

A recording of the meeting will be published to the library's website within one week, as usual.



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NOTICE

DES PLAINES PUBLIC LIBRARY

BOARD OF TRUSTEES

REGULAR BOARD MEETING

THURSDAY, MARCH 17, 2022

7:00 PM

By Electronic Remote

Agenda:

- **Approve Vendor Checks**

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.



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BOARD OF TRUSTEES

Agenda for the Regular Meeting

March 17, 2022

7:00 PM

- 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 – February 17, 2022.
 - B. Acceptance of Financial Reports for February, 2022.
 - C. Acceptance of Reports.
 1. Statistics Report for February, 2022.
 2. Director's Report for February, 2022.

- VII. New Business. (7:20 p.m.)
 - A. Approve Payment of Vendor Checks Report and ACH Payments - \$245,465.55. [Action item]
- VIII. Other. (7:30 p.m.)
- IX. Announcements.
- X. Correspondence.
- XI. Adjournment. (7:40 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
February 17, 2022

Gregory Sarlo stated that as President he determined that it was not practical or prudent to schedule an in-person meeting due to the Covid-19 pandemic. Therefore, the meeting would be held virtually and in accordance with state statute.

I. CALL TO ORDER

The regular meeting of the Des Plaines Public Library Board of Trustees was held by electronic remote participation on Thursday, February 17, 2022. President Gregory Sarlo called the meeting to order at 5:10 p.m.

II. ROLL CALL

Roll call indicated the following board members were present: Lisa DuBrock, Kristen Graack, Christine Halblander, Nicholas Harkovich, Denise Hudec, Bruce Lester, Gregory Sarlo, Carol Kidd.

Absent: Vincent Rangel, Michelle Shimon-Hutchison.

Also present: Jo Bonell, Laurie Papadourakis, Heather Imhoff, Michelle Meyer-Edley, Stephanie Spetter, Joanie Sebastian, John Leach, Wes Levy, Steve Litko.

III. PLEDGE OF ALLEGIANCE

IV. CONSIDERATION OF THE AGENDA

MOTION by Denise Hudec, seconded by Christine Halblander, to approve the agenda as presented. ROLL CALL VOTE: AYES: DuBrock, Graack, Halblander, Harkovich, Hudec, Lester, Sarlo. NAYS: None. MOTION CARRIED.

V. PUBLIC COMMENTS AND QUESTIONS

No public comments.

VI. CONSENT AGENDA

Trustee Denise Hudec asked to remove the following items from the Consent Agenda:

- E. Acceptance of Financial Reports for January 2022.
- F. Acceptance of Reports
 - 2. Statistics Report – February 17, 2022.

MOTION by Bruce Lester, seconded by Nicholas Harkovich, to approve the following Consent Agenda items:

- A. Approval of the Minutes of the Regular Board Meeting – January 20, 2022.
- B. Approval of the Minutes of the Building and Grounds Committee Meeting – January 12, 2022.
- C. Approval of the Minutes of the Management Committee Meeting – January 20, 2022.
- D. Approval of the Minutes of the Planning Committee Meeting – January 20, 2022.
- F. Acceptance of Reports.
 - 1. Director's Report – February 17, 2022.

ROLL CALL VOTE: AYES: DuBrock, Graack, Halblander, Harkovich, Hudec, Lester, Sarlo. NAYS: None. MOTION CARRIED.

Trustee Denise Hudec asked for an explanation of the Revenue Report, Library Donations, in the amount of \$181,500.00.

Library Director Jo Bonell responded that this was the settlement from a lawsuit, as well as a donation from Kiwanis Club.

Trustee Bruce Lester asked if the legal bill had been received regarding the settlement and Library Director Jo Bonell responded no.

Trustee Denise Hudec asked why the programming statistics were not broken out into categories, such as virtual programming, podcasts, etc., to get a clearer idea of the program attendance. Heather Imhoff, Head of Marketing and Communications, responded that a breakout of the programming was further on in the packet.

MOTION by Denise Hudec, seconded by Kristen Graack to approve the following Consent Agenda items:

- E. Acceptance of Financial Reports for January 2022.
- F. Acceptance of Reports
 - 2. Statistics Report – February 17, 2022.

ROLL CALL VOTE: AYES: DuBrock, Graack, Halblander, Harkovich, Hudec, Lester, Sarlo. NAYS: None. MOTION CARRIED.

VII. NEW BUSINESS

- A. Approve Payment of Vendor Checks Report and ACH Payments - \$200,716.06. [Action Item]

MOTION by Kristen Graack, seconded by Denise Hudec, to approve payment of vendor checks and ACH Payments in the amount of \$200,716.06, as listed on the vendor checks report of January 2022 and authorize Library Director Jo Bonell to have transferred the amount required to the library's operating account.

ROLL CALL VOTE: AYES: DuBrock, Graack, Halblander, Harkovich, Hudec, Lester, Sarlo. NAYS: None. MOTION CARRIED.

- B. Lauterbach and Amen Presentation on Board Financials – Wes Levy and Steve Litko.

Steve Litko, Principal at Lauterbach and Amen, reviewed the Financial statements for the board.

Trustee Lisa DuBrock asked if the library was on a calendar year or fiscal year cycle. Steve Litko responded the library operated on a calendar year accounting cycle.

Trustee Lisa DuBrock also asked if information for YTD was on the monthly reports and Steve Litko responded yes.

C. Report Out Planning Committee Meeting, January 20, 2022 – Vincent Rangel. [Action Item]

President Gregory Sarlo reported that Vice President and Chair of the Planning Committee, Vincent Rangel, was stuck in traffic, due to inclement weather.

Library Director Jo Bonell stated that the committee will work on the Strategic Plan in-house and there will be a brainstorming/SWAT meeting sometime in March 2022. Library Director Jo Bonell also stated that information will be sent to the Planning Committee members before the March meeting. All library board members will be invited to attend and participate in the strategic planning process.

D. Report Out Management Committee Meeting – February 16, 2022 – Denise Hudec. [Action Item]

Library Director Jo Bonell proposed a revision to the Human Resources Manager job description, because the current description is overly broad and the position itself functions as both Human Resources Manager and Business Manager. The proposed new job description includes only human resources duties and has no supervisory responsibility.

President Gregory Sarlo stated that he has concerns about the proposed updated description. He stated that after researching qualifications for a Human Resources Manager it was unclear to him that, structurally and hierarchically, the qualifications proposed met current recommended standards. President Gregory Sarlo asked that this be further discussed at another meeting. He also stated that the position, when filled, should remain at a department head level due to the nature of the position and its responsibilities, and also because that is the standard in most corporate and non-corporate settings.

Trustee Bruce Lester stated that he has concerns about the qualifications as written in the proposed revised job description for the Human Resources Manager position, but he agreed with the recommendations proposed by President Gregory Sarlo.

Trustee Kristen Graack stated that the committee agreed that the Human Resources Manager position as it is currently structured is too broad, and that it has been extremely difficult to find applicants with all the currently stated duties and qualifications. The committee supported the updated proposed job description.

President Gregory Sarlo stated that while the board needs additional time to assess the proposed Human Resources Manager job description, some duties of this position are critical to the continued functioning of library business; therefore, Library Director Jo Bonell should hire the most qualified person for the position at this time.

Denise Hudec, Chair of the Management Committee, withdrew the motion to approve the revised Human Resources Manager position. The job description will be reviewed by committee and board at a later date.

E. Approve Illinois Public Library Annual Report. [Action Item]

MOTION by Denise Hudec, seconded by Christine Halblander, to approve Illinois Public Library Annual Report, as presented. ROLL CALL VOTE: AYES: DuBrock, Graack, Halblander, Harkovich, Hudec, Lester, Sarlo. NAYS: None. MOTION CARRIED.

F. Approve Payment to RAILS for Communico - \$15,000.00. [Action Item]

MOTION by Lisa DuBrock, seconded by Kristen Graack, to approve payment to RAILS for Communico in the amount of \$15,000.00. ROLL CALL VOTE: AYES: DuBrock, Graack, Halblander, Harkovich, Hudec, Lester, Sarlo. NAYS: None. MOTION CARRIED.

VIII. ANNOUNCEMENTS.

A. Kiwanis Donation – Stephanie Spetter.

Stephanie Spetter, Head of Youth Services, reported the library attends Salvation Army Breakfast with Babies programs and contributes board books, promotes library services and offers residents the opportunity to apply for a library card. She reported that the Kiwanis Club voted to fund purchasing library board books for this program in the amount of \$1,500.00. Also, Kiwanis has added the library in their yearly budget, and will donate \$1,500.00 annually to the library for programming.

B. Special Proclamation – Dr. Gregory Sarlo.

Library Director Jo Bonell read a special proclamation for Board Secretary and Human Resources Manager, Carol Kidd, who is retiring on March 11, 2022.

Carol thanked the board and staff for this special honor.

IX. CORRESPONDENCE.

None.

X. OTHER.

None.

MOTION by Nicholas Harkovich, seconded by Christine Halblander, to adjourn the regular meeting.

Meeting adjourned at 6:44 p.m.

Minutes prepared by Carol Kidd.



BOARD OF TRUSTEES

Minutes of the Management Committee Meeting
February 16, 2022

Chair Denise Hudec read the following statement:

President Gregory Sarlo determined that it was not practical or prudent to schedule an in-person meeting due to the Covid-19 pandemic. Therefore, the meeting would be held virtually and in accordance with state statute.

I. CALL TO ORDER.

The meeting of the Des Plaines Public Library Board of Trustees Management Committee was held by electronic remote participation on Thursday, February 16, 2022. Chair Denise Hudec called the meeting to order at 5:34 p.m.

II. ROLL CALL.

Roll call indicated the following board members were present: Kristen Graack, Christine Halblander, Denise Hudec, Carol Kidd.

Also present: Jo Bonell, Vincent Rangel, Laurie Papadourakis, Michelle Meyer-Edley, Joanie Sebastian, Stephanie Spetter, Heather Imhoff.

III. CONSIDERATION OF THE AGENDA.

MOTION by Kristen Graack, seconded by Christine Halblander, to approve the agenda, as presented. ROLL CALL VOTE: AYES: Graack, Halblander, Hudec. NAYS: None. MOTION CARRIED.

IV. PUBLIC COMMENTS AND QUESTIONS.

No public comments or questions.

V. REVIEW AND APPROVE WHISTLEBLOWER POLICY. [Action Item]

Library Director Jo Bonell asked the committee to approve a revised job description for the Human Resources Manager. This job description will be human resources duties only.

Trustee Christine Halblander asked what onboarding and offboarding meant. Library Director Jo Bonell responded that this was the process for hiring new employees and terminating employees who were leaving the library.

MOTION by Christine Halblander, seconded by Kristen Graack, to approve the revised Human Resources Manager job description, as presented. ROLL CALL VOTE: AYES: Graack, Halblander, Hudec. NAYS: None. MOTION CARRIED.

VI. ADJOURNMENT.

MOTION by Kristen Graack, seconded by Christine Halblander, to adjourn the meeting. ROLL CALL VOTE: AYES: Graack, Halblander, Hudec. NAYS: None. MOTION CARRIED.

Meeting adjourned at 5:44 p.m.

Minutes prepared by Carol Kidd.

Des Plaines Public Library

Monthly Financial Report

For the Month Ended
February 28, 2022

Prepared by:
Lauterbach & Amen, LLP

Des Plaines Public Library

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Financial Statements

Des Plaines Public Library
Governmental Funds Balance Sheet
As of February 28, 2022

	Library Fund	Capital Projects Fund	Total
ASSETS			
Cash and Investments	\$ 2,957,009.32	\$ 1,886,275.34	\$ 4,843,284.66
Prepays	-	0.00	-
Receivables			
Receivable - Property Taxes	6,081,490.69	-	6,081,490.69
Receivable - Grants	-	-	-
Receivable - Miscellaneous	-	-	-
Total Assets	\$ 9,038,500.01	\$ 1,886,275.34	\$ 10,924,775.35
LIABILITIES			
Accounts Payable	\$ 191,106.49	\$ 12,584.20	\$ 203,690.69
Accrued Payroll	40,371.49	-	40,371.49
Due to other funds	302,744.80	-	302,744.80
Total Liabilities	534,222.78	12,584.20	546,806.98
Deferred Inflows of Resources			
Property Taxes	6,069,500.00	-	6,069,500.00
Total Liabilities and Deferred Inflows of Resources	6,603,722.78	12,584.20	6,616,306.98
FUND BALANCE			
Fund Balance - Unreserved	2,050,039.96	1,873,691.14	3,923,731.10
Fund Balance - Reserved for Prepays	384,737.27	-	384,737.27
Total Fund Balance	2,434,777.23	1,873,691.14	4,308,468.37
Total Liabilities, Deferred Inflows of Resources and Fund Balance	\$ 9,038,500.01	\$ 1,886,275.34	\$ 10,924,775.35

Des Plaines Public Library

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

For the 2 Months Ended February 28, 2022

	General Fund	Capital Improvements Fund	Total
REVENUES			
Taxes	\$ 854,582.32	\$ -	\$ 854,582.32
Intergovernmental	23,247.00	-	23,247.00
Fines & Fees	3,534.23	-	3,534.23
Interest	329.81	272.43	602.24
Special Events and Programs	938.85	-	938.85
Miscellaneous	190,246.99	-	190,246.99
Total Revenues	<u>1,072,879.20</u>	<u>272.43</u>	<u>1,073,151.63</u>
EXPENDITURES			
Personnel	\$ 462,313.68	\$ -	\$ 462,313.68
Operating	356,437.00	-	356,437.00
Library Materails	166,534.19	-	166,534.19
Capital Outlay	14,997.69	23,516.55	38,514.24
Other Expenditures	<u>1,774.88</u>	<u>-</u>	<u>1,774.88</u>
Total Expenditures	<u>1,002,057.44</u>	<u>23,516.55</u>	<u>1,025,573.99</u>
Net Change in Fund Balances	<u>70,821.76</u>	<u>(23,244.12)</u>	<u>47,577.64</u>
FUND BALANCES			
Beginning of the year	<u>2,363,955.47</u>	<u>1,896,935.26</u>	<u>4,260,890.73</u>
End of the period	<u>\$ 2,434,777.23</u>	<u>\$ 1,873,691.14</u>	<u>\$ 4,308,468.37</u>

Supplementary Information

Des Plaines Public Library

Treasurer's Report as of February 28, 2022

<u>Institution</u>	<u>Invested</u>
201-1101000 - Petty Cash	<u>500.00</u>
201-1102015 - First Midwest Operating #8100292260	1,216,798.41
202-1102015 - First Midwest Operating #8100292260	<u>21,748.58</u>
	<u>1,238,546.99</u>
201-1102028 - Cash Library Donations	<u>215,255.35</u>
201-1102079 - IL Funds - 151600222591	1,524,455.56
202-1102079 - IL Funds - 151600222591	<u>1,864,526.76</u>
	<u>3,388,982.32</u>
201-1104006 - Investments - Certificates of Deposit	<u>0.00</u>
Total Invested	<u><u>4,843,284.66</u></u>

Des Plaines Public Library
Balance Sheet as of February 28, 2022

	<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 - First Midwest Operating #8100292260	323,489.83	893,308.58	1,216,798.41
1102028 - Cash Library Donations	215,248.74	6.61	215,255.35
1102079 - IL Funds - 151600222591	2,024,291.40	(499,835.84)	1,524,455.56
1118000 - Receivable - Property Taxes	6,081,490.69	0.00	6,081,490.69
	<u>8,645,020.66</u>	<u>393,479.35</u>	<u>9,038,500.01</u>
<u>Liabilities and Fund Balance</u>			
<u>Liabilities</u>			
2401000 - Accounts Payable	175,023.83	16,082.66	191,106.49
2430707 - Due to Library Comp Abs	302,744.80	0.00	302,744.80
2450040 - Accrued Payroll	40,371.49	0.00	40,371.49
2470000 - Deferred Revenue - Property Tax	6,069,500.00	0.00	6,069,500.00
	<u>6,587,640.12</u>	<u>16,082.66</u>	<u>6,603,722.78</u>
<u>Fund Balance</u>			
3720010 - Fund Balance - Reserved for Prepaid Items	384,737.27	0.00	384,737.27
3730000 - Fund Balance - Unreserved	1,979,218.20	0.00	1,979,218.20
	<u>2,363,955.47</u>	<u>0.00</u>	<u>2,363,955.47</u>
 Total Liabilities and Fund Balance	 <u>8,951,595.59</u>	 <u>16,082.66</u>	 <u>8,967,678.25</u>
 Excess Revenues Over Expenses	 <u>(306,574.93)</u>	 <u>377,396.69</u>	 <u>70,821.76</u>

Des Plaines Public Library
Balance Sheet as of February 28, 2022

	<u>Beginning</u> <u>Balance</u>	<u>M.T.D.</u> <u>Changes</u>	<u>Ending</u> <u>Balance</u>
<u>Capital Projects Fund</u>			
<u>Assets</u>			
1102015 - First Midwest Operating #8100292260	22,848.58	(1,100.00)	21,748.58
1102079 - IL Funds - 151600222591	1,864,375.56	151.20	1,864,526.76
	1,887,224.14	(948.80)	1,886,275.34
<u>Liabilities and Fund Balance</u>			
<u>Liabilities</u>			
2401000 - Accounts Payable	1,100.00	11,484.20	12,584.20
	1,100.00	11,484.20	12,584.20
<u>Fund Balance</u>			
3730000 - Fund Balance - Unreserved	1,896,935.26	0.00	1,896,935.26
Total Liabilities and Fund Balance	1,898,035.26	11,484.20	1,909,519.46
Excess Revenues Over Expenses	(10,811.12)	(12,433.00)	(23,244.12)
<u>Compensated Absences Fund</u>			
<u>Assets</u>			
1120201 - Due From Library	302,744.80	0.00	302,744.80
	302,744.80	0.00	302,744.80
<u>Liabilities and Fund Balance</u>			
<u>Liabilities</u>			
2450035 - Accrued ST-LT Comp Absence	97,084.56	0.00	97,084.56
2490010 - Compensated Absences Payable	205,660.24	0.00	205,660.24
	302,744.80	0.00	302,744.80
<u>Fund Balance</u>			
3720010 - Fund Balance - Reserved for Prepaid Items	0.00	0.00	0.00
3730000 - Fund Balance - Unreserved	0.00	0.00	0.00
3740000 - Fund Balance - Unrestricted	0.00	0.00	0.00
3750000 - Fund Balance - Temporarily Restricted	0.00	0.00	0.00
	0.00	0.00	0.00
Total Liabilities and Fund Balance	302,744.80	0.00	302,744.80

Des Plaines Public Library
Balance Sheet as of February 28, 2022

	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	1,427,309.02	0.00	1,427,309.02
1204300 - Fixed Assets - Vehicles	24,954.39	0.00	24,954.39
1209900 - Fixed Assets - Accumulated Depreciation	<u>(1,353,391.00)</u>	<u>0.00</u>	<u>(1,353,391.00)</u>
	<u>2,560,784.41</u>	<u>0.00</u>	<u>2,560,784.41</u>
<u>Liabilities and Fund Balance</u>			
<u>Liabilities</u>			
<u>Fund Balance</u>			
3730000 - Fund Balance - Unreserved	<u>2,560,784.41</u>	<u>0.00</u>	<u>2,560,784.41</u>
	<u>2,560,784.41</u>	<u>0.00</u>	<u>2,560,784.41</u>
 Total Liabilities and Net Capital Assets	 <u>2,560,784.41</u>	 <u>0.00</u>	 <u>2,560,784.41</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 2 Months Ended February 28, 2022

_____ Library Fund _____	Received <u>this Month</u>	Received <u>this Year</u>	Budgeted <u>Receipts</u>	Uncollected <u>Receipts</u>	Prct. <u>Collected</u>
<u>Taxes</u>					
201-4810025 - Property Taxes 2012	0.00	0.00	0.00	0.00	0.00
201-4810026 - Property Taxes 2013	0.00	0.00	0.00	0.00	0.00
201-4810027 - Property Taxes 2014	0.00	0.00	0.00	0.00	0.00
201-4810028 - Property Taxes 2015	0.00	0.00	0.00	0.00	0.00
201-4810029 - Property Taxes 2016	0.00	0.00	0.00	0.00	0.00
201-4810030 - Property Taxes 2017	0.00	0.00	0.00	0.00	0.00
201-4810031 - Property Taxes 2018	0.00	0.00	0.00	0.00	0.00
201-4810032 - Property Taxes 2020	0.00	0.00	0.00	0.00	0.00
201-4810033 - Property Taxes 2021	<u>811,138.22</u>	<u>854,582.32</u>	<u>6,100,000.00</u>	<u>5,245,417.68</u>	<u>14.01</u>
	<u>811,138.22</u>	<u>854,582.32</u>	<u>6,100,000.00</u>	<u>5,245,417.68</u>	<u>14.01</u>
<u>Intergovernmental</u>					
201-4810800 - Personal Property Replacement Tax	23,247.00	23,247.00	92,988.00	69,741.00	25.00
201-4822040 - State Grant - Per Capita	0.00	0.00	75,000.00	75,000.00	0.00
201-4822090 - Grant Revenue	0.00	0.00	0.00	0.00	0.00
201-4822095 - State Grant - Library	<u>0.00</u>	<u>0.00</u>	<u>10,000.00</u>	<u>10,000.00</u>	<u>0.00</u>
	<u>23,247.00</u>	<u>23,247.00</u>	<u>177,988.00</u>	<u>154,741.00</u>	<u>13.06</u>
<u>Fines & Fees</u>					
201-4850101 - Library Fees	774.59	953.61	3,000.00	2,046.39	31.79
201-4850201 - Copying Fees	1,330.98	2,346.12	20,000.00	17,653.88	11.73
201-4850207 - Non-Res Cards	0.00	69.50	0.00	(69.50)	0.00
201-4850208 - Meeting Room Fees	<u>165.00</u>	<u>165.00</u>	<u>1,500.00</u>	<u>1,335.00</u>	<u>11.00</u>
	<u>2,270.57</u>	<u>3,534.23</u>	<u>24,500.00</u>	<u>20,965.77</u>	<u>14.43</u>
<u>Special Programs & Events</u>					
201-4850215 - Friends of the Library Reimbursements	<u>938.85</u>	<u>938.85</u>	<u>20,000.00</u>	<u>19,061.15</u>	<u>4.69</u>
	<u>938.85</u>	<u>938.85</u>	<u>20,000.00</u>	<u>19,061.15</u>	<u>4.69</u>
<u>Interest</u>					
201-4890010 - Interest Income	<u>181.49</u>	<u>329.81</u>	<u>1,330.00</u>	<u>1,000.19</u>	<u>24.80</u>
	<u>181.49</u>	<u>329.81</u>	<u>1,330.00</u>	<u>1,000.19</u>	<u>24.80</u>
<u>Other Revenue</u>					
201-4899900 - Miscellaneous Revenue	4,192.82	6,972.11	70,000.00	63,027.89	9.96
201-4899910 - Vending Machine Revenue	0.00	0.00	1,000.00	1,000.00	0.00
201-4899920 - Library Donations	0.00	181,500.00	190,000.00	8,500.00	95.53
201-4899940 - Friends Book Sale	<u>904.36</u>	<u>1,774.88</u>	<u>5,000.00</u>	<u>3,225.12</u>	<u>35.50</u>
	<u>5,097.18</u>	<u>190,246.99</u>	<u>266,000.00</u>	<u>75,753.01</u>	<u>71.52</u>
Total Library Fund	<u>842,873.31</u>	<u>1,072,879.20</u>	<u>6,589,818.00</u>	<u>5,516,938.80</u>	<u>16.28</u>

Des Plaines Public Library
 Revenue Report
 For the 2 Months Ended February 28, 2022

	<u>Received this Month</u>	<u>Received this Year</u>	<u>Budgeted Receipts</u>	<u>Uncollected Receipts</u>	<u>Prct. Collected</u>
<u>Capital Projects Fund</u>					
<u>Interest</u>					
202-4890010 - Interest Income	<u>151.20</u>	<u>272.43</u>	<u>2,000.00</u>	<u>1,727.57</u>	<u>13.62</u>
	<u>151.20</u>	<u>272.43</u>	<u>2,000.00</u>	<u>1,727.57</u>	<u>13.62</u>
<u>Other Financing Sources</u>					
Total Capital Projects Fund	<u>151.20</u>	<u>272.43</u>	<u>2,000.00</u>	<u>1,727.57</u>	<u>13.62</u>
Total of All Funds	<u>843,024.51</u>	<u>1,073,151.63</u>	<u>6,591,818.00</u>	<u>5,518,666.37</u>	<u>16.28</u>

Des Plaines Public Library
Expense Report
For the 2 Months Ended February 28, 2022

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	173,304.75	352,660.82	2,430,951.00	2,078,290.18	14.51
5910200 - Part-time Salaries	<u>58,665.44</u>	<u>109,652.86</u>	<u>838,279.00</u>	<u>728,626.14</u>	<u>13.08</u>
	<u>231,970.19</u>	<u>462,313.68</u>	<u>3,269,230.00</u>	<u>2,806,916.32</u>	<u>14.14</u>
<u>Benefits</u>					
5918010 - Unemployment Compensation	0.00	0.00	15,000.00	15,000.00	0.00
5918020 - Employer Contribution - FICA	17,091.11	34,068.17	248,109.00	214,040.83	13.73
5918021 - Employer Contribution - IMRF	16,467.33	16,467.33	223,448.00	206,980.67	7.37
5918040 - Life Insurance Premiums	0.00	0.00	1,886.00	1,886.00	0.00
5918050 - PPO Insurance Premiums	27,373.71	49,932.28	425,000.00	375,067.72	11.75
5918051 - HMO Insurance Premiums	14,101.61	25,212.55	190,000.00	164,787.45	13.27
5918055 - Dental Insurance Premiums	0.00	0.00	20,000.00	20,000.00	0.00
5918070 - Workers Compensation	<u>0.00</u>	<u>0.00</u>	<u>14,000.00</u>	<u>14,000.00</u>	<u>0.00</u>
	<u>75,033.76</u>	<u>125,680.33</u>	<u>1,137,443.00</u>	<u>1,011,762.67</u>	<u>11.05</u>
<u>Contractual Services</u>					
5920100 - Legal Fees	115.00	115.00	20,000.00	19,885.00	0.58
5920110 - Professional Services	34,995.30	69,762.03	445,348.00	375,585.97	15.66
5920120 - Communication Services	625.05	2,270.81	48,840.00	46,569.19	4.65
5920140 - Integrated Library System	0.00	22,128.03	88,450.00	66,321.97	25.02
5920202 - Conferences	863.24	2,911.24	0.00	(2,911.24)	0.00
5920210 - Marketing	7,835.94	7,835.94	53,000.00	45,164.06	14.78
5920220 - Membership Dues	292.00	1,017.00	6,400.00	5,383.00	15.89
5920990 - Property/Liability Insurance	0.00	42,182.00	57,000.00	14,818.00	74.00
5930010 - R&M Equipment	16,617.49	17,012.49	77,316.00	60,303.51	22.00
5930020 - R&M Buildings & Structures	8,410.25	20,221.25	110,960.00	90,738.75	18.22
5930030 - R&M Vehicles	0.00	0.00	2,000.00	2,000.00	0.00
5930210 - Rental of Equipment	0.00	0.00	890.00	890.00	0.00
5930320 - Cleaning/Custodial Services	0.00	0.00	87,575.00	87,575.00	0.00
5930490 - Refuse Contract	360.00	720.00	6,000.00	5,280.00	12.00
5960040 - Pre-Employment Testing	601.20	761.20	3,000.00	2,238.80	25.37
5960065 - Bank Fees	0.00	0.00	300.00	300.00	0.00
5960070 - Mileage	0.00	0.00	500.00	500.00	0.00
5960210 - Special Event Programming	3,347.32	10,489.17	21,850.00	11,360.83	48.01
5960990 - Misc. Contractual Services	<u>9,089.01</u>	<u>33,330.51</u>	<u>114,835.00</u>	<u>81,504.49</u>	<u>29.02</u>
	<u>83,151.80</u>	<u>230,756.67</u>	<u>1,144,264.00</u>	<u>913,507.33</u>	<u>20.17</u>
<u>Commodities</u>					
5970100 - Supplies	3,990.49	6,671.65	94,600.00	87,928.35	7.05
5970110 - Meals	0.00	125.75	2,000.00	1,874.25	6.29
5970115 - Supplies - Dept/Other	0.00	52.90	0.00	(52.90)	0.00
5970170 - Janitorial	6,503.58	12,076.53	18,600.00	6,523.47	64.93
5970260 - Postage & Parcel	75.65	1,075.65	11,000.00	9,924.35	9.78
5970500 - Water Bill	800.19	800.19	10,000.00	9,199.81	8.00
5970600 - Ebooks/Books	23,018.05	35,358.35	369,850.00	334,491.65	9.56

Des Plaines Public Library
Expense Report
For the 2 Months Ended February 28, 2022

	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	1,937.11	10,213.49	72,500.00	62,286.51	14.09
5970620 - E-Subscriptions/Subscriptions	1,098.79	7,590.27	58,430.00	50,839.73	12.99
5970630 - Visual Materials	15,078.90	28,455.30	185,100.00	156,644.70	15.37
5970640 - Databases	15,015.17	56,462.74	178,000.00	121,537.26	31.72
5970810 - Natural Gas	0.00	7,651.37	22,000.00	14,348.63	34.78
5970850 - Gasoline	0.00	0.00	300.00	300.00	0.00
5970900 - Equipment < \$10,000	<u>0.00</u>	<u>0.00</u>	<u>2,200.00</u>	<u>2,200.00</u>	<u>0.00</u>
	<u>67,517.93</u>	<u>166,534.19</u>	<u>1,024,580.00</u>	<u>858,045.81</u>	<u>16.25</u>
<u>Capital Expenditures</u>					
5980400 - Equipment	0.00	0.00	6,310.00	6,310.00	0.00
5980410 - Computer Hardware	5,550.00	5,550.00	8,450.00	2,900.00	65.68
5980420 - Computer Software	1,348.58	9,447.69	45,170.00	35,722.31	20.92
5980600 - Furniture & Fixtures	<u>0.00</u>	<u>0.00</u>	<u>6,500.00</u>	<u>6,500.00</u>	<u>0.00</u>
	<u>6,898.58</u>	<u>14,997.69</u>	<u>66,430.00</u>	<u>51,432.31</u>	<u>22.58</u>
<u>Other Funding Activities</u>					
5990900 - Per Capita Grant Expenditures	0.00	0.00	75,000.00	75,000.00	0.00
5993000 - Contingency Reserve	0.00	0.00	70,000.00	70,000.00	0.00
5999940 - Friends Books Sale	<u>904.36</u>	<u>1,774.88</u>	<u>5,000.00</u>	<u>3,225.12</u>	<u>35.50</u>
	<u>904.36</u>	<u>1,774.88</u>	<u>150,000.00</u>	<u>148,225.12</u>	<u>1.18</u>
Total Library Fund Expenditures	<u>465,476.62</u>	<u>1,002,057.44</u>	<u>6,791,947.00</u>	<u>5,789,889.56</u>	<u>14.75</u>
<u>Capital Projects Fund</u>					
<u>Contractual Services</u>					
<u>Capital Expenditures</u>					
5980300 - Improvements	0.00	0.00	218,000.00	218,000.00	0.00
5980400 - Equipment	0.00	9,832.35	309,940.00	300,107.65	3.17
5980410 - Computer Hardware	12,584.20	13,684.20	209,500.00	195,815.80	6.53
5980420 - Computer Software	0.00	0.00	10,500.00	10,500.00	0.00
5980600 - Furniture and Fixtures	<u>0.00</u>	<u>0.00</u>	<u>3,000.00</u>	<u>3,000.00</u>	<u>0.00</u>
	<u>12,584.20</u>	<u>23,516.55</u>	<u>750,940.00</u>	<u>727,423.45</u>	<u>3.13</u>
Total Capital Projects Fund Expenditures	<u>12,584.20</u>	<u>23,516.55</u>	<u>750,940.00</u>	<u>727,423.45</u>	<u>3.13</u>
Total of All Funds	<u>478,060.82</u>	<u>1,025,573.99</u>	<u>7,542,887.00</u>	<u>6,517,313.01</u>	<u>13.60</u>

Des Plaines Public Library

Check List

All Bank Accounts

February 18, 2022 - March 17, 2022

Check Number	Check Date	Payee	Amount
Vendor Checks			
19059	03/17/22	ALGONQUIN MIDDLE SCHOOL	40.00
19060	03/17/22	AMERICAN LIBRARY ASSOCIATION	192.00
19061	03/17/22	ANCEL, GLINK, DIAMOND, BUSH, DICIANNI, & KRAFTHEFE	115.00
19062	03/17/22	ANDERSON LOCK CO LTD	297.00
19063	03/17/22	ANETTE ISAACS	275.00
19064	03/17/22	ANGELO CERRONE	250.00
19065	03/17/22	AQUARIUM ADVENTURE HOFFMAN ESTATES	480.00
19066	03/17/22	BACKGROUND SCREENING CONSULTANTS LLC	601.20
19067	03/17/22	BAKER & TAYLOR	16,778.21
19068	03/17/22	Cathy Maloney	400.00
19069	03/17/22	CDW GOVERNMENT	756.61
19070	03/17/22	CHILDREN'S PLUS, INC.	19.37
19071	03/17/22	CITY OF DES PLAINES	800.19
19072	03/17/22	COLLEY ELEVATOR COMPANY	720.00
19073	03/17/22	CRYSTAL MAINTENANCE SERVICES CORP	4,892.50
19074	03/17/22	FLOOD BROTHERS DISPOSAL & RECYCLING SERVICES	360.00
19075	03/17/22	ILLINOIS OFFICE OF THE STATE FIRE MARSHAL	140.00
19076	03/17/22	IMPACT NETWORKING, LLC.	6,726.80
19077	03/17/22	ITSAVVY LLC	5,550.00
19078	03/17/22	J&S PLUMBING, INC.	98.00
19079	03/17/22	JERRY G DONAHUE	120.00
19080	03/17/22	KANOPY	6,000.00
19081	03/17/22	LACONI, Inc.	100.00
19082	03/17/22	LAUTERBACH & AMEN, LLP.	1,575.00
19083	03/17/22	LIMRICC	49,821.09
19084	03/17/22	MICHAEL B. AUSTIN	135.00
19085	03/17/22	MIDWEST TAPE	10,206.32
19086	03/17/22	MNI	243.90
19087	03/17/22	OAKBROOK MECHANICAL SERVICES	3,013.25
19088	03/17/22	OUTSOURCE SOLUTIONS GROUP, INC.	47,685.53
19089	03/17/22	OVERDRIVE, INC.	7,261.04
19090	03/17/22	PROQUEST LLC	5,400.00
19091	03/17/22	RAILS	2,131.50
19092	03/17/22	RESUMAYDAY INC	350.00
19093	03/17/22	SCHOLASTIC LIBRARY PUBLISHING	5,796.00
19094	03/17/22	SEN SOURCE	600.00
19095	03/17/22	SHI International	8,066.59
19096	03/17/22	STANLEY ACCESS TECH	4,142.00
19097	03/17/22	THE SELF-HELP CLOSET & PANTRY OF DES PLAINES	325.00
19098	03/17/22	THOMAS KLISE/CRIMSON MULTIMEDIA	651.59
19099	03/17/22	TOWN SQUARE PUBLICATIONS	7,642.00
19100	03/17/22	WORLD BOOK INC	999.00
19101	03/17/22	WP Company LLC	1,933.00
19102	03/17/22	CITY OF DES PLAINES	1.00
51852	02/28/22	BANKCARD SERVICES	12,133.98
51853	02/28/22	FRIENDS OF THE DES PLAINES PUBLIC LIBRARY	904.36
51854	02/28/22	IMRF	27,663.59
51855	02/28/22	VERIZON WIRELESS	1,072.93
Vendor Check Total			245,465.55
Check List Total			245,465.55

Check count = 48

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Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
Vendor Checks						
ALGONQUIN MIDDLE SCHOOL						
201-5970600	Ebooks/Books	Middle School Yearbooks	40.00	19059	03/17/22	<u>40.00</u>
AMERICAN LIBRARY ASSOCIATION						
201-5920220	Membership Dues	Member 1083808	192.00	19060	03/17/22	<u>192.00</u>
ANCEL, GLINK, DIAMOND, BUSH, DICIANNI, & KRAFTHEFE						
201-5920100	Legal Fees	Legal Services through 1/31/22	115.00	19061	03/17/22	<u>115.00</u>
ANDERSON LOCK CO LTD						
201-5930020	R&M Buildings & Structures	Invoice 7097259	297.00	19062	03/17/22	<u>297.00</u>
ANETTE ISAACS						
201-5960210	Special Event Programming	March 24th Presentation	275.00	19063	03/17/22	<u>275.00</u>
ANGELO CERRONE						
201-5960990	Misc. Contractual Services	Videography Monthly Board 2/16	125.00	19064	03/17/22	<u>250.00</u>
201-5960990	Misc. Contractual Services	Videography Monthly Board 2/17	125.00			
AQUARIUM ADVENTURE HOFFMAN ESTATES						
201-5960990	Misc. Contractual Services	Invoice #12906	160.00	19065	03/17/22	<u>480.00</u>
201-5960990	Misc. Contractual Services	Invoice #12821	320.00			
BACKGROUND SCREENING CONSULTANTS LLC						
201-5960040	Pre-Employment Testing	Invoice #19781	332.20	19066	03/17/22	<u>601.20</u>
201-5960040	Pre-Employment Testing	Invoice #19473	176.00			
201-5960040	Pre-Employment Testing	Invoice #19332	93.00			
BAKER & TAYLOR						
201-5970600	Ebooks/Books	INV #2036500178	76.91	19067	03/17/22	<u>16,778.21</u>
201-5960990	Misc. Contractual Services	INV #2036552929	43.00			
201-5970600	Ebooks/Books	INV #2036552928	524.64			
201-5960990	Misc. Contractual Services	INV #2036538226	34.47			
201-5970600	Ebooks/Books	INV #2036538226	372.68			
201-5960990	Misc. Contractual Services	INV #2036534260	36.12			
201-5970600	Ebooks/Books	INV #2036534260	295.87			
201-5960990	Misc. Contractual Services	INV #2036522773	14.95			
201-5970600	Ebooks/Books	INV #2036522773	33.55			
201-5960990	Misc. Contractual Services	INV #2036548126	38.30			
201-5970600	Ebooks/Books	INV #2036548126	317.95			
201-5960990	Misc. Contractual Services	INV #2036548098	68.94			
201-5970600	Ebooks/Books	INV #2036548098	222.50			
201-5960990	Misc. Contractual Services	INV #2036535230	6.58			
201-5970600	Ebooks/Books	INV #2036535230	17.92			
201-5960990	Misc. Contractual Services	INV #2036546571	9.15			
201-5970600	Ebooks/Books	INV #2036546571	129.65			
201-5960990	Misc. Contractual Services	INV #2036541091	1.09			
201-5970600	Ebooks/Books	INV #2036541091	8.51			
201-5960990	Misc. Contractual Services	INV #2036546549	16.36			
201-5970600	Ebooks/Books	INV #2036546579	135.15			
201-5960990	Misc. Contractual Services	INV #2036546555	35.88			
201-5970600	Ebooks/Books	INV #2036546555	134.51			
201-5960990	Misc. Contractual Services	INV #2036546609	14.67			
201-5970600	Ebooks/Books	INV #2036546609	97.58			
201-5960990	Misc. Contractual Services	INV #2036544843	40.37			

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201-5970600	Ebooks/Books	INV #2036544842	484.85			
201-5960990	Misc. Contractual Services	INV #2036536520	269.10			
201-5970600	Ebooks/Books	INV #2036536520	520.76			
201-5960990	Misc. Contractual Services	INV #2036538043	31.09			
201-5970600	Ebooks/Books	INV #2036538042	384.87			
201-5960990	Misc. Contractual Services	INV #2036519873	2.82			
201-5970600	Ebooks/Books	INV #203651.9873	40.85			
201-5960990	Misc. Contractual Services	INV #2036521848	13.01			
201-5970600	Ebooks/Books	INV #2036521848	50.84			
201-5970600	Ebooks/Books	INV #2036524584	34.92			
201-5960990	Misc. Contractual Services	INV #2036516722	3.96			
201-5970600	Ebooks/Books	INV #2036516722	33.18			
201-5960990	Misc. Contractual Services	INV #2036517533	1.63			
201-5970600	Ebooks/Books	INV #2036517533	10.21			
201-5960990	Misc. Contractual Services	INV #2036516637	3.29			
201-5970600	Ebooks/Books	INV #2036516637	16.22			
201-5960990	Misc. Contractual Services	INV #2036516799	3.86			
201-5970600	Ebooks/Books	INV #2036516799	26.11			
201-5960990	Misc. Contractual Services	INV #2036516615	15.70			
201-5970600	Ebooks/Books	INV #2036516615	58.10			
201-5960990	Misc. Contractual Services	INV #2036523825	15.55			
201-5970600	Ebooks/Books	INV #2036523825	67.52			
201-5960990	Misc. Contractual Services	INV #2036516539	7.12			
201-5970600	Ebooks/Books	INV #2036516539	48.36			
201-5960990	Misc. Contractual Services	INV #2036527335	7.72			
201-5970600	Ebooks/Books	INV #2036527335	64.72			
201-5960990	Misc. Contractual Services	INV #2036521742	15.44			
201-5970600	Ebooks/Books	INV #2036521742	126.02			
201-5960990	Misc. Contractual Services	INV #2036521600	33.78			
201-5970600	Ebooks/Books	INV #2036521600	285.38			
201-5960990	Misc. Contractual Services	INV #2036523907	47.08			
201-5970600	Ebooks/Books	INV #2036523907	527.27			
201-5960990	Misc. Contractual Services	INV #2036521635	29.61			
201-5970600	Ebooks/Books	INV #2036521635	148.01			
201-5970600	Ebooks/Books	INV #5017520062	57.91			
201-5960990	Misc. Contractual Services	INV #2036526520	36.73			
201-5970600	Ebooks/Books	INV #2036526519	583.35			
201-5960990	Misc. Contractual Services	INV #2036530391	36.04			
201-5970600	Ebooks/Books	INV #2036530390	569.49			
201-5960990	Misc. Contractual Services	INV #5017547585	1.40			
201-5970600	Ebooks/Books	INV #5017547585	109.68			
201-5960990	Misc. Contractual Services	INV #2036514541	24.80			
201-5970600	Ebooks/Books	INV #2036524540	244.42			
201-5970600	Ebooks/Books	INV #2036522022	524.36			
201-5960990	Misc. Contractual Services	INV #2036522023	37.42			
201-5960990	Misc. Contractual Services	INV #2036495446	9.42			
201-5970600	Ebooks/Books	INV #2036495446	43.57			
201-5960990	Misc. Contractual Services	INV #2036517526	19.18			
201-5970600	Ebooks/Books	INV #2036517526	177.53			
201-5960990	Misc. Contractual Services	INV #2036486495	6.58			
201-5970600	Ebooks/Books	INV #2036486495	14.93			
201-5960990	Misc. Contractual Services	INV #2036492339	8.97			
201-5970600	Ebooks/Books	INV #2036492339	43.55			
201-5960990	Misc. Contractual Services	INV #2036500180	14.95			
201-5970600	Ebooks/Books	INV #2036500180	27.46			
201-5960990	Misc. Contractual Services	INV #2036490038	3.96			

Des Plaines Public Library

Vendor Checks Report

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Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
201-5970600	Ebooks/Books	INV #2036490038	40.74			
201-5960990	Misc. Contractual Services	INV #2036497513	7.72			
201-5970600	Ebooks/Books	INV #2036497513	57.85			
201-5960990	Misc. Contractual Services	INV #2036497525	13.01			
201-5970600	Ebooks/Books	INV #2036497525	41.22			
201-5960990	Misc. Contractual Services	INV #2036504231	1.78			
201-5970600	Ebooks/Books	INV #2036504231	10.21			
201-5960990	Misc. Contractual Services	INV #2036507034	9.87			
201-5970600	Ebooks/Books	INV #2036507034	29.30			
201-5960990	Misc. Contractual Services	INV #2036496444	28.08			
201-5970600	Ebooks/Books	INV #2036496444	199.02			
201-5960990	Misc. Contractual Services	INV #2036486477	25.09			
201-5970600	Ebooks/Books	INV #2036486477	208.33			
201-5960990	Misc. Contractual Services	INV #2036486497	34.62			
201-5970600	Ebooks/Books	INV #2036486197	241.31			
201-5960990	Misc. Contractual Services	INV #2036495754	22.70			
201-5970600	Ebooks/Books	INV #2036495754	134.66			
201-5960990	Misc. Contractual Services	INV #2036486209	36.67			
201-5970600	Ebooks/Books	INV #2036486209	305.33			
201-5960990	Misc. Contractual Services	INV #2036472736	23.14			
201-5970600	Ebooks/Books	INV #2036472736	134.46			
201-5960990	Misc. Contractual Services	INV #2036483348	34.62			
201-5970600	Ebooks/Books	INV #2036483348	408.76			
201-5960990	Misc. Contractual Services	INV #2034686785	48.06			
201-5970600	Ebooks/Books	INV #2036486785	416.18			
201-5960990	Misc. Contractual Services	INV #2036475905	7.72			
201-5970600	Ebooks/Books	INV #2036475905	58.45			
201-5960990	Misc. Contractual Services	INV #2036500404	33.86			
201-5970600	Ebooks/Books	INV #2036500404	284.59			
201-5970600	Ebooks/Books	INV #2036502870	35.40			
201-5960990	Misc. Contractual Services	INV #2036502866	57.92			
201-5970600	Ebooks/Books	INV #2036502865	729.73			
201-5960990	Misc. Contractual Services	INV #5017495871	74.10			
201-5970600	Ebooks/Books	INV #5017495871	108.39			
201-5970600	Ebooks/Books	INV #2036508488	390.41			
201-5960990	Misc. Contractual Services	INV #2036508489	26.89			
201-5960990	Misc. Contractual Services	INV #2036476143	0.94			
201-5970600	Ebooks/Books	INV #2036476143	7.53			
201-5960990	Misc. Contractual Services	INV #2036476041	13.51			
201-5970600	Ebooks/Books	INV #2036476041	107.86			
201-5960990	Misc. Contractual Services	INV #2036449209	3.71			
201-5970600	Ebooks/Books	INV #2036449209	31.79			
201-5960990	Misc. Contractual Services	INV #2036487602	23.92			
201-5970600	Ebooks/Books	INV #2036487602	41.69			
201-5960990	Misc. Contractual Services	INV #2036495648	35.60			
201-5970600	Ebooks/Books	INV #2036495648	339.09			
201-5960990	Misc. Contractual Services	INV #2036476187	3.29			
201-5970600	Ebooks/Books	INV #2036476187	10.17			
201-5960990	Misc. Contractual Services	INV #2036472915	82.25			
201-5970600	Ebooks/Books	INV #2036472915	212.66			
201-5960990	Misc. Contractual Services	INV #2036486762	40.82			
201-5970600	Ebooks/Books	INV #2036486762	234.77			
201-5960990	Misc. Contractual Services	INV #2036475913	3.29			
201-5970600	Ebooks/Books	INV #2036475913	8.94			
201-5960990	Misc. Contractual Services	INV #2036472673	49.55			
201-5970600	Ebooks/Books	INV #2036472673	489.16			

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Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
201-5960990	Misc. Contractual Services	INV #2036493929	37.17			
201-5970600	Ebooks/Books	INV #2036493928	559.55			
201-5960990	Misc. Contractual Services	INV #2036486922	6.52			
201-5970600	Ebooks/Books	INV #2036486921	65.28			
201-5960990	Misc. Contractual Services	INV #2036516602	14.75			
201-5970600	Ebooks/Books	INV #2036516602	130.56			
201-5960990	Misc. Contractual Services	INV #2036506967	13.51			
201-5970600	Ebooks/Books	INV #2036506967	112.78			
201-5960990	Misc. Contractual Services	INV #2036504152	111.71			
201-5970600	Ebooks/Books	INV #2036504152	320.90			
201-5960990	Misc. Contractual Services	INV #2036504262	18.89			
201-5970600	Ebooks/Books	INV #2036504262	134.21			
201-5960990	Misc. Contractual Services	INV #2036506907	37.63			
201-5970600	Ebooks/Books	INV #2036506907	391.10			
201-5960990	Misc. Contractual Services	INV #2036500178	10.97			
Cathy Maloney				19068	03/17/22	<u>400.00</u>
201-5960210	Special Event Programming	Olmsted at 200	400.00			
CDW GOVERNMENT				19069	03/17/22	<u>756.61</u>
202-5980410	Computer Hardware	Invoice #S283684	756.61			
CHILDREN'S PLUS, INC.				19070	03/17/22	<u>19.37</u>
201-5970600	Ebooks/Books	Invoice #208395	19.37			
CITY OF DES PLAINES				19071	03/17/22	<u>800.19</u>
201-5970500	Water Bill	Service for 11/30/21 - 1/31/22	800.19			
COLLEY ELEVATOR COMPANY				19072	03/17/22	<u>720.00</u>
201-5930020	R&M Buildings & Structures	Invoice #222506	720.00			
CRYSTAL MAINTENANCE SERVICES CORP				19073	03/17/22	<u>4,892.50</u>
201-5970170	Janitorial	Invoice #30041	4,892.50			
FLOOD BROTHERS DISPOSAL & RECYCLING SERVICES				19074	03/17/22	<u>360.00</u>
201-5930490	Refuse Contract	Invoice #5972928	360.00			
ILLINOIS OFFICE OF THE STATE FIRE MARSHAL				19075	03/17/22	<u>140.00</u>
201-5930020	R&M Buildings & Structures	Invoice #9657558	140.00			
IMPACT NETWORKING, LLC.				19076	03/17/22	<u>6,726.80</u>
201-5930010	R&M Equipment	Invoice #2371986	6,401.90			
201-5970100	Supplies	Invoice #2427183	324.90			
ITSAVVY LLC				19077	03/17/22	<u>5,550.00</u>
201-5980410	Computer Hardware	Invoice #01325082	5,550.00			
J&S PLUMBING, INC.				19078	03/17/22	<u>98.00</u>
201-5930020	R&M Buildings & Structures	Invoice #212391	98.00			
JERRY G DONAHUE				19079	03/17/22	<u>120.00</u>
201-5960210	Special Event Programming	Invoice #102	120.00			
KANOPY				19080	03/17/22	<u>6,000.00</u>
201-5970630	Visual Materials	Invoice #KDEP-9627	6,000.00			

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LACONI, Inc.				19081	03/17/22	<u>100.00</u>
201-5920220	Membership Dues	Annual Membership	100.00			
LAUTERBACH & AMEN, LLP.				19082	03/17/22	<u>1,575.00</u>
201-5920110	Professional Services	Invoice No.64600	1,575.00			
LIMRICC				19083	03/17/22	<u>49,821.09</u>
201-2401002	Payroll Liabilities	February Billing	49,821.09			
MICHAEL B. AUSTIN				19084	03/17/22	<u>135.00</u>
201-5960990	Misc. Contractual Services	Engine Upgrade	135.00			
MIDWEST TAPE				19085	03/17/22	<u>10,206.32</u>
201-5970630	Visual Materials	INV #501738694	915.32			
201-5970610	E-audio/Audio	INV #501738692	125.01			
201-5970610	E-audio/Audio	INV #501738696	254.92			
201-5960990	Misc. Contractual Services	INV #501738696	14.80			
201-5960990	Misc. Contractual Services	INV #501738695	52.20			
201-5970630	Visual Materials	INV #501738695	298.04			
201-5970610	E-audio/Audio	INV #140642669	-94.74			
201-5970630	Visual Materials	INV #501694787	149.95			
201-5970630	Visual Materials	INV #501689956	59.98			
201-5970610	E-audio/Audio	INV #501694785	29.97			
201-5970630	Visual Materials	INV #501694784	39.99			
201-5970610	E-audio/Audio	INV #501694783	51.99			
201-5970630	Visual Materials	INV #501707270	348.96			
201-5960990	Misc. Contractual Services	INV #501707270	66.25			
201-5960990	Misc. Contractual Services	INV #501707271	175.15			
201-5970630	Visual Materials	INV #501707271	935.53			
201-5960990	Misc. Contractual Services	INV #501707273	31.30			
201-5970610	E-audio/Audio	INV #501707273	103.57			
201-5960990	Misc. Contractual Services	INV #501707272	22.20			
201-5970610	E-audio/Audio	INV #501707272	420.88			
201-5960990	Misc. Contractual Services	INV #501673934	71.70			
201-5970630	Visual Materials	INV #501673934	564.78			
201-5960990	Misc. Contractual Services	INV #501673933	16.65			
201-5970610	E-audio/Audio	INV #501673933	348.91			
201-5960990	Misc. Contractual Services	INV #501673931	46.20			
201-5970610	E-audio/Audio	INV #501673931	124.53			
201-5960990	Misc. Contractual Services	INV #501673930	75.55			
201-5970630	Visual Materials	INV #201673930	508.27			
201-5970630	Visual Materials	INV #501562366	53.98			
201-5960990	Misc. Contractual Services	INV #501640739	28.75			
201-5970630	Visual Materials	INV #501640739	164.95			
201-5960990	Misc. Contractual Services	INV #501645789	11.55			
201-5970610	E-audio/Audio	INV #501645789	40.32			
201-5960990	Misc. Contractual Services	INV #501645788	1.85			
201-5970610	E-audio/Audio	INV #501645788	39.99			
201-5970630	Visual Materials	INV #501595953	37.49			
201-5970610	E-audio/Audio	INV #501627215	115.98			
201-5960990	Misc. Contractual Services	INV #501640738	213.70			
201-5970630	Visual Materials	INV #501640738	1,168.64			
201-5960990	Misc. Contractual Services	INV #501614718	15.40			
201-5970610	E-audio/Audio	INV #501614718	48.86			
201-5960990	Misc. Contractual Services	INV #501614830	61.20			
201-5970630	Visual Materials	INV #501614830	205.19			

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201-5960990	Misc. Contractual Services	INV #501614717	14.80			
201-5970610	E-audio/Audio	INV #501614717	326.92			
201-5970630	Visual Materials	INV #501614716	1,046.43			
201-5960990	Misc. Contractual Services	INV #501614716	206.60			
201-5970630	Visual Materials	INV #501659054	296.90			
201-5970630	Visual Materials	INV #501707270	348.96			
MNI				19086	03/17/22	<u>243.90</u>
201-5970640	Databases	Invoice #527552-00	243.90			
OAKBROOK MECHANICAL SERVICES				19087	03/17/22	<u>3,013.25</u>
201-5930020	R&M Buildings & Structures	Invoice #29192	3,013.25			
OUTSOURCE SOLUTIONS GROUP, INC.				19088	03/17/22	<u>47,685.53</u>
201-5980420	Computer Software	Invoice #64663	6.00			
201-5960990	Misc. Contractual Services	Invoice #64849	350.00			
201-5920110	Professional Services	Invoice #64850	33,420.30			
201-5980420	Computer Software	Invoice #64842	581.64			
202-5980410	Computer Hardware	Invoice #64863	1,721.40			
202-5980410	Computer Hardware	Invoice # C-64390	10,106.19			
201-5960990	Misc. Contractual Services	Invoice #64527	1,500.00			
OVERDRIVE, INC.				19089	03/17/22	<u>7,261.04</u>
201-5970600	Ebooks/Books	Invoice #01018MA22036198	167.17			
201-5970600	Ebooks/Books	Invoice #01018MA22034555	3,064.20			
201-5970600	Ebooks/Books	Invoice #01018CP22034833	492.86			
201-5970600	Ebooks/Books	Invoice #01018CP22069611	488.94			
201-5970600	Ebooks/Books	Invoice #01018MA22068445	2,878.08			
201-5970600	Ebooks/Books	Invoice #01018MA22068738	169.79			
PROQUEST LLC				19090	03/17/22	<u>5,400.00</u>
201-5970640	Databases	Invoice #70717801	5,400.00			
RAILS				19091	03/17/22	<u>2,131.50</u>
201-5970620	E-Subscriptions/Subscriptions	Invoice #8839	981.50			
201-5960210	Special Event Programming	Invoice #9108	1,150.00			
RESUMAYDAY INC				19092	03/17/22	<u>350.00</u>
201-5960210	Special Event Programming	LinkedIn Presentation 4/6	350.00			
SCHOLASTIC LIBRARY PUBLISHING				19093	03/17/22	<u>5,796.00</u>
201-5970640	Databases	Invoice #36487957	5,796.00			
SEN SOURCE				19094	03/17/22	<u>600.00</u>
201-5930010	R&M Equipment	Invoice #50158	600.00			
SHI International				19095	03/17/22	<u>8,066.59</u>
201-5930010	R&M Equipment	Invoice #B14707031	8,066.59			
STANLEY ACCESS TECH				19096	03/17/22	<u>4,142.00</u>
201-5930020	R&M Buildings & Structures	Invoice #906437967	4,142.00			
THE SELF-HELP CLOSET & PANTRY OF DES PLAINES				19097	03/17/22	<u>325.00</u>
201-5970100	Supplies	Food Fight donations	325.00			
THOMAS KLISE/CRIMSON MULTIMEDIA				19098	03/17/22	<u>651.59</u>

Des Plaines Public Library

Vendor Checks Report

First Midwest Operating

February 2022

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
201-5970630	Visual Materials	Invoice #007233	306.22			
201-5970630	Visual Materials	Invoice #007234	120.00			
201-5970630	Visual Materials	Invoice #007314	50.00			
201-5970630	Visual Materials	Invoice #007315	30.00			
201-5970630	Visual Materials	Invoice #007313	145.37			
TOWN SQUARE PUBLICATIONS				19099	03/17/22	<u>7,642.00</u>
201-5920210	Marketing	Spring, Fall Mailing	5,665.00			
201-5920210	Marketing	2022 Membership Directory Full	1,977.00			
WORLD BOOK INC				19100	03/17/22	<u>999.00</u>
201-5970640	Databases	Invoice #001634130	999.00			
WP Company LLC				19101	03/17/22	<u>1,933.00</u>
201-5970640	Databases	Invoice #1620	1,933.00			
CITY OF DES PLAINES				19102	03/17/22	<u>1.00</u>
201-5960990	Misc. Contractual Services	INV# 4/22-4/23 Lease	1.00			
				Check List Total		<u><u>203,690.69</u></u>

Des Plaines Public Library

ACH Register

All Bank Accounts

February 1, 2022 - February 28, 2022

ACH Number	ACH Date	Payee	Amount
Vendor Checks			
51852	02/28/22	BANKCARD SERVICES	12,133.98
51853	02/28/22	FRIENDS OF THE DES PLAINES PUBLIC LIBRARY	904.36
51854	02/28/22	IMRF	27,663.59
51855	02/28/22	VERIZON WIRELESS	1,072.93
		Vendor Check Total	<u>41,774.86</u>
		Check List Total	<u><u>41,774.86</u></u>

Check count = 4

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
Balance Sheet												
Cash & Investments	\$ 4,450,754	4,843,285										
Revenue (M-T-D)												
Property Taxes	43,444	811,138										
Other Revenue	186,683	31,886										
	230,127	843,025										
Expenses (M-T-D)												
Payroll & Benefits	280,990	307,004										
Other Expense	266,523	171,057										
Change in A/P & AJE's	(62,298)	(27,567)										
	485,215	450,494										
Net Increase/(Decrease)	(255,088)	392,531										



DIRECTOR'S REPORT

February 2022

DONATIONS & GRANTS



Donation of \$938.85 for a take-home kit in celebration of Week of the Young Child.

COMINGS & GOINGS

COMINGS:

- Lauren Wolf - FT Human Resources Manager
- Angelo Cerrone - FT Readers Services Assistant
- Aidan Keane - PT Page
- Kristina Linse - PT CS Production Clerk

GOINGS

- Soren Rubio, PT Page

WINTER READING FOR ADULTS AND TEENS

WEEKLY TRIVIA

ENTER FOR A CHANCE TO WIN A RESTAURANT GIFT CARD!

What creature from Japanese cinema is known as the "King of the Monsters"?

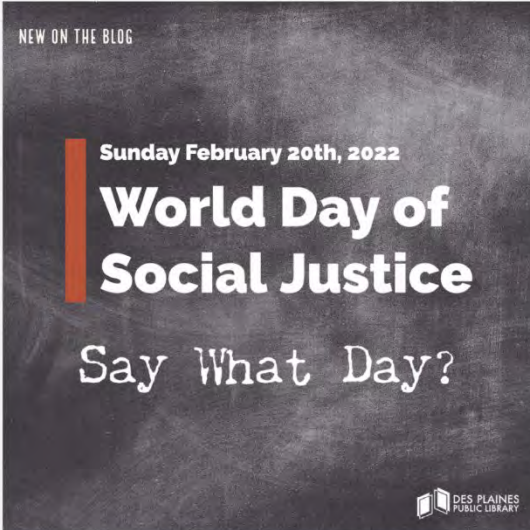
Last Week's Answer: Drive My Car



Answer by
Come to
Winter@DPPL
via Facebook
(and include...)



DPPL BLOGS



NEW ON THE BLOG

Sunday February 20th, 2022

World Day of Social Justice

Say What Day?

DES PLAINES PUBLIC LIBRARY

"There are endless ways we can work towards having a community that is more equitable and diverse for all."



BLACK HISTORY MONTH
DPPL STAFF PICKS

"This month, the staff at DPPL compiled a list of some of our favorite books, movies, and resources by black creators. Check them out from the library this month. Or all year round!"

CARAWAY SEEDS

INGREDIENT PICK-UP STARTS WEDNESDAY, 1/5/22.
EVENT VIA ZOOM ON THURSDAY, 2/3/22, AT 2:00.

PICKUP THIS INGREDIENT FROM THE 4TH FLOOR INFORMATION DESK AND BORROW A COORDINATING COOKBOOK, MAKE A RECIPE, TAKE SOME PHOTOS, AND SHARE THE EXPERIENCE WITH OTHERS ON ZOOM.

Foodies Write...

WITH OUR SPECIAL INGREDIENT

LEARN MORE AT DPPL.ORG

DES PLAINES PUBLIC LIBRARY

ADULT PROGRAMS

Anti-Valentine's BINGO NIGHT

FEBRUARY 9, 2022 | 7 PM

DO YOU LOVE TO HATE ON VALENTINE'S DAY? OR MAYBE YOU JUST LIKE PLAYING BINGO! EITHER WAY, JOIN US FOR AN ANTI-VALENTINE'S THEMED BINGO NIGHT ON ZOOM.

LEARN MORE AT DPPL.ORG

DES PLAINES PUBLIC LIBRARY

CURIOSITY CAFE

Paula Stone Williams
I've Lived as a Man and as a Woman - Here's What I've Learned

THURSDAY, FEBRUARY 10
10:30 - 11:30 AM

To Go Crafts

CRIFT KIT FOR ADULTS

Fern Covered Wire Art for Valentine's Day

AN EVENING WITH JASMINE GUILLORY

IN CONVERSATION WITH MORGAN ROGERS

WEDNESDAY, FEBRUARY 16, 2022 | 7PM

Join us for a lively evening with one of romance's brightest new voices, bestselling author Jasmine Guillory, as she discusses her newest novel, *While We're Dating*, and the modern rom-com.

Online Zoom Event | Please Register

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

Ace the Interview and Get the Job Offer!

February 9, 2022 | 2 p.m. | Zoom

Tuesday Morning Book Group

Feb 01 - 10 am

A Zoom book discussion of *Buttermilk Graffiti* by Edward Lee

Thursday Morning Book Group

Feb 10 - 7:30 pm

A Zoom book discussion of *The Dearly Beloved* by Cara Wall

MS Excel 2016

SERIES OF 3 CLASSES

February 1, 15, 22, 2022 | 2 - 3 p.m. | Zoom

get back to LET IT BE

FEBRUARY 23, 2022 | 7 P.M.

Join Beatles expert Gregory Alexander (aka Professor Moptop) as he discusses the Beatles 1969 recording sessions, the rooftop concert, and personal band issues.

Online Zoom Event | Please Register

LEARN MORE AT DPPL.ORG

DES PLAINES PUBLIC LIBRARY

CHAIR YOGA for seniors

10:30am on Tuesdays: February 8 February 22

Chair yoga is a gentle way to experience the benefits of yoga without sitting on the floor. Improve your flexibility, balance, strength, and overall health.

AGEOptions

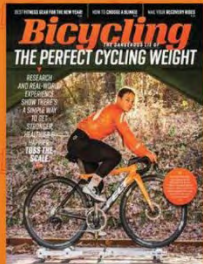
CURIOSITY CAFE

Grace Kim
How Cohousing Can Make Us Happier and Live Longer

THURSDAY, FEBRUARY 24
10:30 - 11:30 AM

SPECIAL PROMOTIONS & EVENTS

eMagazines for Active Types



Check out the Overdrive/Libby eMagazine collection for full digital copies of popular magazines.

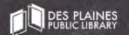
[DPPL.ORG/EBOOKS-MORE](https://dppl.org/ebooks-more)

NEW ON THE BLOG

Sunday February 20th, 2022

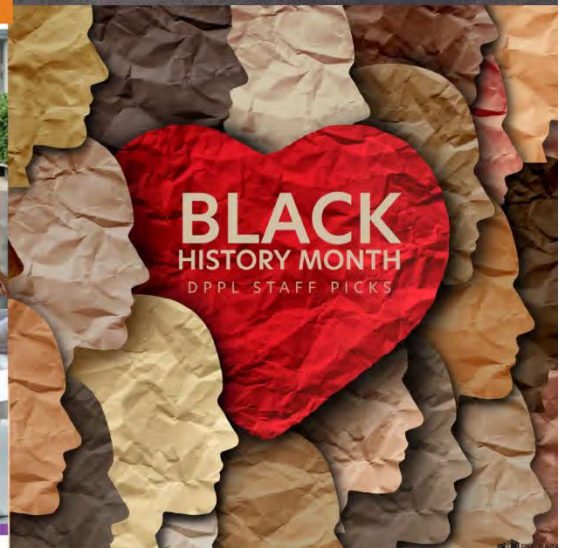
World Day of Social Justice

Say What Day?



Learn something new!
On-demand video courses on technology, job & career skills, personal growth & more.

Find it @ dppl.org.



February 2022

Programs and Events



TEEN SCENE

TEENS



POLYMER CLAY BABY YODA

BEGINNING
FEBRUARY 7TH

TAKE & MAKE KITS ARE FUN 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



MARIO KART TOURNAMENT



SATURDAY, FEBRUARY 19TH | 2PM

TEEN BOOK BOXES



WE SUPPLY THE STARTING PHOTO. YOU CREATE A NEW IMAGE FROM THAT STARTING PHOTO USING IMAGE MANIPULATION SOFTWARE. WE WILL THEN FEATURE YOUR IMAGE ON OUR INSTAGRAM ACCOUNT. AT THE END OF THE BATTLE, WE WILL HOLD A RAFFLE FOR A GIFT CARD TO A LOCAL RESTAURANT!

Go ahead, boss us around!

Dec. 16th, Jan. 20th, Feb. 17th, and Mar. 17th | 4 p.m.

KIDS PROGRAMS

Stuffed Animal Workshop

at Home

Thursday, February 3

Adopt a dog to stuff at home and cuddle all winter long!



LEARN MORE AT DPPL.ORG

DES PLAINES PUBLIC LIBRARY

PLAY PACKS

HANDS-ON ACTIVITY TO ENCOURAGE CREATIVITY AND IMAGINATION!

LEARN MORE AT DPPL.ORG

NEW KIT

DRAGON CLOTHESPIN PUPPET

DIY with DPPL

New kits and videos available every month!

BATTLE OF THE BUTTS

The Best-Loved Doll

The Bright Side

I AM NOT A NUMBER

Whale Tea Party

February 2022

ROCKY'S RECS

DPPL'S PICKS FOR KIDS

In My Mosque

REAL

SUMMERTIME SLEEPERS

Bright Brown Baby

THE ZOO

Tween TAKE N' MAKE

NEW KITS ARE AVAILABLE EVERY MONTH!
FOR TWEENS 4TH - 8TH GRADE

ZOOM INTO STORYTIME!

JOIN US ON ZOOM FOR STORYTIMES THE WHOLE FAMILY WILL ENJOY!

123

TUESDAYS AT 9:30 A.M.

- FEBRUARY 1
- FEBRUARY 8
- FEBRUARY 15

TUESDAYS AT 7:15 P.M.

- FEBRUARY 1
- FEBRUARY 8
- FEBRUARY 15

LEGO LEAGUE

FEBRUARY 28 | 6:30 PM

Join us for a virtual Lego League. We will meet on Zoom to build our creations together.

LEARN MORE AT DPPL.ORG

DES PLAINES PUBLIC LIBRARY

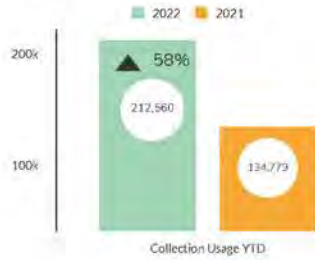
For Grades K-8th grade • Registration Required



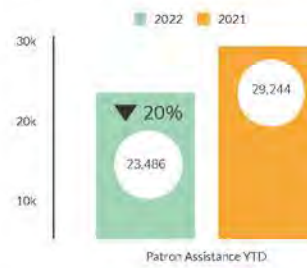
STATISTICS REPORT

February 2022

Collection Usage YTD



Patron Assistance YTD



Attendance YTD

Events, Programs, Outreach & Classes



Bookings YTD

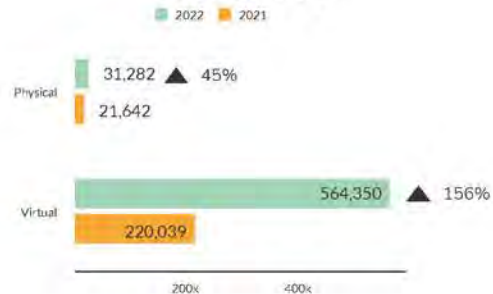
Events, Programs & Classes



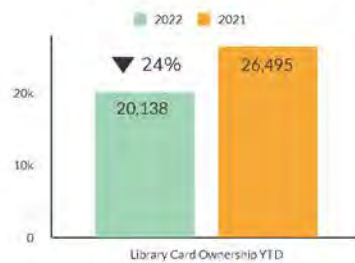
Computer Usage YTD



Traffic YTD



Library Card Ownership YTD

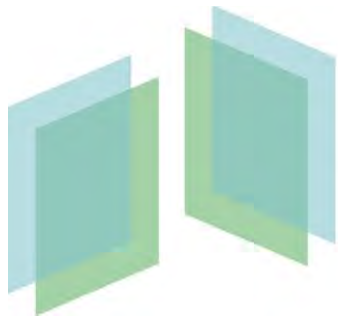


2022 Year to Date Statistics

FEBRUARY 2022

COLLECTION USAGE		
	Year to Date 2022	212,560
	Year to Date 2021	134,779
	% Change	58%
PATRON ASSISTANCE		
	Year to Date 2022	23,486
	Year to Date 2021	29,244
	% Change	-20%
EVENTS, PROGRAMS, AND CLASSES-BOOKINGS		
	Year to Date 2022	1,405
	Year to Date 2021	113
	% Change	1143%
EVENTS, PROGRAMS, OUTREACH & CLASSES - ATTENDANCE		
	Year to Date 2022	24,829
	Year to Date 2021	23,929
	% Change	4%
TRAFFIC		
	Physical Visits (gate count)	
	Year to Date 2022	31,282
	Year to Date 2021	21,642
	% Change	45%
	Virtual Visits (catalog, website, mobile app)	
	Year to Date 2022	564,350
	Year to Date 2021	220,039
	% Change	156%
LIBRARY CARD OWNERSHIP		
	Current month valid library cards 2022	20,138
	Current month valid library cards 2021	26,495
	% Change	-24%
COMPUTER USAGE		
	Public Computers	
	Year to Date 2022	4,461
	Year to Date 2021	912
	% Change	389%
	Wireless	
	Year to Date 2022	6,838
	Year to Date 2021	6,056
	% Change	13%

2022 STATISTICS REPORT													
COLLECTION USAGE	JAN	FEB	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	YTD
Physical materials	56,638	50,882											107,520
E-materials	13,641	12,033											25,674
ILL	690	606											1,296
Databases	41,228	36,842											78,070
2022 Total	112,197	100,363	0	0	0	0	0	0	0	0	0	0	212,560
Physical materials	30,756	35,582											66,338
E-materials	16,364	15,387											31,751
ILL	759	668											1,427
Databases	18,322	16,941											35,263
2021 Total	66,201	68,578	0	0	0	0	0	0	0	0	0	0	134,779
PATRON ASSISTANCE													
Youth Services	403	698											1,101
Adult Services	5,729	6,205											11,934
PAMS	5,212	4,768											9,980
Security	235	236											471
2022 Total	11,579	11,907	0	0	0	0	0	0	0	0	0	0	23,486
Youth Services	591	834											1,425
Adult Services	4,231	4,562											8,793
PAMS	11,956	7,070											19,026
Security	251	95											346
2021 Total	17,029	12,561	0	0	0	0	0	0	0	0	0	0	29,244
EVENTS, PROGRAMS AND CLASSES-BOOKINGS													
Youth Services Inhouse	4	20											24
Youth Services Virtual	9	13											22
Adult Services Inhouse	43	56											99
Adult Services Virtual	2	4											6
Outside groups	0	8											8
Public study rooms	569	705											1,274
2022 Total	627	806	0	0	0	0	0	0	0	0	0	0	1,405
Youth Services Inhouse	4	20											24
Youth Services Virtual	0	0											0
Adult Services Inhouse	33	46											79
Adult Services Virtual	0	0											0
Outside groups	0	10											10
Public study rooms	0	0											0
2021 Total	37	76	0	0	0	0	0	0	0	0	0	0	113
EVENTS, PROGRAMS, OUTREACH & CLASSES-ATTENDANCE													
Youth Services Inhouse	37	741											778
Youth Services Virtual	5,918	3,808											9,726
Adult Services Inhouse	618	613											1,231
Adult Services Virtual	9,763	10,331											20,094
Outside groups	0	189											189
Public study rooms	833	991											1,824
Outreach-Youth Services	236	298											534
Outreach-Adult Services	70	109											179
2022 Total	17,475	17,080	0	0	0	0	0	0	0	0	0	0	24,829
Youth Services Inhouse	220	531											751
Youth Services Virtual	4,320	6,362											10,682
Adult Services Inhouse	351	474											825
Adult Services Virtual	4,321	6,362											10,683
Outside groups	0	18											18
Public study rooms	0	0											0
Outreach-Youth Services	376	419											795
Outreach-Adult Services	74	101											175
2021 Total	9,662	14,267	0	0	0	0	0	0	0	0	0	0	23,929



DES PLAINES PUBLIC LIBRARY

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NOTICE

DES PLAINES PUBLIC LIBRARY

BOARD OF TRUSTEES

REGULAR BOARD MEETING

THURSDAY, APRIL 21, 2022

7:00 PM

By Electronic Remote

Agenda:

- **Approve Vendor Checks**
- **Report from the Management Committee**
- **Report from the Planning Committee**
- **Review of vendor quotes for PC lifecycle**
- **Review of vendor quotes for Internet**

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.

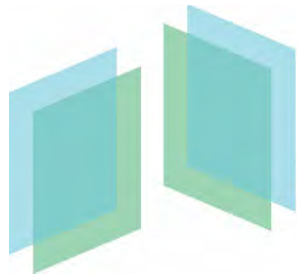


SUPPLEMENTAL NOTICE

Meetings of the Library Board are open to the public under provisions of the Illinois Open Meetings Act. The Library Board President has determined that it is not practical or prudent to schedule an in-person meeting due to the COVID-19 pandemic, therefore, this meeting will be held virtually and in accordance with state statute.

If a member of the public would like to access the live meeting via electronic remote, they should email to PublicComments@dppl.org with their name and email address no later than Wednesday, April 20th, 2022 at 4:00 p.m.

A recording of the meeting will be published to the library's website within one week, as usual.



DES PLAINES PUBLIC LIBRARY

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DES PLAINES PUBLIC LIBRARY

BOARD OF TRUSTEES

Agenda for the Regular Meeting

April 21, 2022

7:00 PM

- 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 17, 2022.
 - B. Acceptance of Financial Reports for March, 2022.
 - C. Acceptance of Reports.
 1. Statistics Report for March, 2022.
 2. Director’s Report for March, 2022
- VII. New Business. (7:20 p.m.)
 - A. Approve Payment of Vendor Checks Report and ACH Payments - \$335,209.21. [Action item]
 - B. Report from the Management Committee [Action item]
 - C. Report from the Planning Committee
 - D. Review of vendor quotes for PC lifecycle [Action item]
 - E. Review of vendor quotes for Internet [Action item]
 - F. Extending library closing for in-service day, June 29, 2022 [Action item]

VIII. Other. (7:30 p.m.)

IX. Announcements.

X. Correspondence.

XI. Adjournment. (7:40 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
March 17, 2022

Gregory Sarlo stated that as President he determined that it was not practical or prudent to schedule an in-person meeting due to the Covid-19 pandemic. Therefore, the meeting would be held virtually and in accordance with state statute.

I. CALL TO ORDER

The regular meeting of the Des Plaines Public Library Board of Trustees was held by electronic remote participation on Thursday March 17, 2022. President Gregory Sarlo called the meeting to order at 7:01 pm.

Board President Gregory Sarlo announced that in the absence of an acting board secretary Trustee Bruce Lester would be standing in as Secretary and DPPL head of marketing and communications Heather Imhoff would be scribing notes for this meeting.

II. ROLL CALL

Roll call indicated the following board members were present: Lisa DuBrock, Kristen Graack, Christine Halblander, Nicholas Harkovich, Denise Hudec, Bruce Lester, Vincent Rangel, Gregory Sarlo.

Absent: Michelle Shimon-Hutchison.

Also present: Jo Bonell, Laurie Papadourakis, Heather Imhoff, Michelle Meyer-Edley, Stephanie Spetter, Joanie Sebastian, John Leach, Lauren Wolf.

III. PLEDGE OF ALLEGIANCE

IV. CONSIDERATION OF THE AGENDA

MOTION by Bruce Lester, seconded by Christine Halblander, to approve the agenda as presented. ROLL CALL VOTE: AYES: Lisa DuBrock, Kristen Graack, Christine Halblander, Nicholas Harkovich, Denise Hudec, Bruce Lester, Vincent Rangel, Gregory Sarlo NAYS: None. MOTION CARRIED.

V. PUBLIC COMMENTS AND QUESTIONS

No Public Comments

VI. CONSENT AGENDA

- A. Approval of the Minutes of the Regular Board Meeting – February 17, 2022.
- B. Acceptance of Financial Reports for February, 2022.
- C. Acceptance of Reports.
 - 1. Statistics Report for February, 2022.
 - 2. Director’s Report for February, 2022.

Trustee Nicholas Harkovich asked to remove the following item from the Consent Agenda:

- B. Acceptance of Financial Reports for February, 2022.

Trustee Nicholas Harkovich asked if the payment of \$16K to Baker & Taylor is a cost per month or year, and if it varies. He also asked if we anticipated the expense increasing in 2023.

Library Director Jo Bonell responded that it is a cost per month and varies based on orders placed that month. This is a budgeted expense exempt from the requirement for board approval of expenditures over \$10K because it is for library materials. We anticipate the expense will increase in 2023.

Trustee Nicholas Harkovich asked if the payment of \$6K to Kanopy is a cost per month, year, or unit, and if we have information on usage and patron feedback. He also asked if it is the best option available at this time.

Library Director Jo Bonell responded that when we signed on with Kanopy it was the best option because it filled a gap in our collection of foreign films and streaming British television. It is a very well used collection. The cost has been on a per usage basis but Kanopy had just recently been purchased by Overdrive and things may have changed. She will prepare and present a report at the next meeting.

MOTION by Lisa DuBrock, seconded by Vincent Rangel to approve the following Consent Agenda.

ROLL CALL VOTE: AYES: Lisa DuBrock, Kristen Graack, Christine Halblander, Nicholas Harkovich, Denise Hudec, Bruce Lester, Vincent Rangel, Gregory Sarlo
NAYS: None. MOTION CARRIED.

VII. NEW BUSINESS

- A. Approve Payment of Vendor Checks Report and ACH Payments - \$245,465.55. [Action item]

MOTION by Kristen Graack, seconded by Denise Hudec to approve payment of vendor checks and ACH Payments in the amount of \$245,465.55, as listed on the vendor checks report of February 2022 and authorize Library Director Jo Bonell to have transferred the amount required to the library's operating account.

ROLL CALL VOTE: AYES: Lisa DuBrock, Kristen Graack, Christine Halblander, Nicholas Harkovich, Denise Hudec, Bruce Lester, Vincent Rangel, Gregory Sarlo
NAYS: None. MOTION CARRIED.

VIII. OTHER

No Other

IV. ANNOUNCEMENTS

Library Director Jo Bonell stated she will send each trustee a test email to confirm that their DPPL-issued emails are all working properly.

Board President Gregory Sarlo stated that the annual statement of economic interest notices had begun to be sent by the State of Illinois via email. It is significantly more detailed than in years past and Library Director Jo Bonell is getting information on how to accurately complete the form.

V. CORRESPONDENCE

None

MOTION by Kristen Graack, seconded by Vincent Rangel, to adjourn the regular meeting.

Meeting adjourned at 7:19 p.m.



DES PLAINES PUBLIC LIBRARY BOARD OF TRUSTEES

**Minutes of the Meeting of the Planning Committee
April 9, 2022**

I. Call to Order.

The meeting of the Des Plaines Public Library Board of Trustees Planning Committee was in person on Saturday April 9, 2022. Chair Vince Rangel called the meeting to order at 10:00 a.m.

II. Roll Call.

Roll call indicated the following committee members were present: Vince Rangel, Christine Halblander, Lisa DuBrock.

Also present: Trustee Denise Hudec, Jo Bonell, Laurie Papadourakis, Heather Imhoff, Joanie Sebastian, Stephanie Spetter, Stephanie Wolferman, Fernando Martin, Dana Jenkins, Lynne Rubio, David Whittingham, Lauren Wolf.

III. Consideration of the Agenda.

MOTION by Christine Halblander, seconded by Lisa DuBrock to approve the agenda, as presented. ROLL CALL VOTE: AYES: Halblander, DuBrock, Rangel. NAYS: None. MOTION CARRIED.

IV. Public Comments and Questions.

No public comments or questions.

V. Strategic Planning SOAR Assessment

The committee and DPPL staff conducted a SOAR (Strengths, Opportunities, Aspirations, Results) discussion as part of the development of a new strategic plan.

VI. Adjournment.

MOTION by Lisa DuBrock, seconded by Vince Rangel, to adjourn the meeting. ROLL CALL VOTE: AYES: Halblander, DuBrock, Rangel. NAYS: None. MOTION CARRIED.

Meeting adjourned at 11:52 a.m.

Minutes Prepared by Heather Imhoff.

Des Plaines Public Library

Monthly Financial Report

For the Month Ended
March 31, 2022

Prepared by:

Lauterbach & Amen, LLP

Des Plaines Public Library

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Financial Statements

Des Plaines Public Library
 Governmental Funds Balance Sheet
 As of March 31, 2022

	Library Fund	Capital Projects Fund	Total
ASSETS			
Cash and Investments	\$ 4,970,064.76	\$ 1,886,000.95	\$ 6,856,065.71
Prepays	-	0.00	-
Receivables			
Receivable - Property Taxes	6,156,840.50	-	6,156,840.50
Receivable - Grants	-	-	-
Receivable - Miscellaneous	-	-	-
Total Assets	\$ 11,126,905.26	\$ 1,886,000.95	\$ 13,012,906.21
LIABILITIES			
Accounts Payable	\$ 323,381.62	\$ 11,827.59	\$ 335,209.21
Accrued Payroll	48,089.06	-	48,089.06
Due to other funds	266,228.73	-	266,228.73
Total Liabilities	637,699.41	11,827.59	649,527.00
Deferred Inflows of Resources			
Property Taxes	6,069,500.00	-	6,069,500.00
Total Liabilities and Deferred Inflows of Resources	6,707,199.41	11,827.59	6,719,027.00
FUND BALANCE			
Fund Balance - Unreserved	3,907,573.27	1,874,173.36	5,781,746.63
Fund Balance - Reserved for Prepays	488,263.44	-	488,263.44
Total Fund Balance	4,395,836.71	1,874,173.36	6,270,010.07
Total Liabilities, Deferred Inflows of Resources and Fund Balance	\$ 11,103,036.12	\$ 1,886,000.95	\$ 12,989,037.07

Des Plaines Public Library

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

For the 3 Months Ended March 31, 2022

	General Fund	Capital Improvements Fund	Total
REVENUES			
Taxes	\$ 3,234,589.07	\$ -	\$ 3,234,589.07
Intergovernmental	7,924.00	-	7,924.00
Fines & Fees	6,216.89	-	6,216.89
Interest	907.41	754.65	1,662.06
Special Events and Programs	938.85	-	938.85
Miscellaneous	192,775.87	-	192,775.87
Total Revenues	<u>3,443,352.09</u>	<u>754.65</u>	<u>3,444,106.74</u>
EXPENDITURES			
Personnel	\$ 694,151.86	\$ -	\$ 694,151.86
Operating	538,237.12	-	538,237.12
Library Materails	257,351.32	-	257,351.32
Capital Outlay	22,151.94	23,516.55	45,668.49
Other Expenditures	3,104.78	-	3,104.78
Total Expenditures	<u>1,514,997.02</u>	<u>23,516.55</u>	<u>1,538,513.57</u>
Net Change in Fund Balances	<u>1,928,355.07</u>	<u>(22,761.90)</u>	<u>1,905,593.17</u>
FUND BALANCES			
Beginning of the year	<u>2,467,481.64</u>	<u>1,896,935.26</u>	<u>4,364,416.90</u>
End of the period	<u>\$ 4,395,836.71</u>	<u>\$ 1,874,173.36</u>	<u>\$ 6,270,010.07</u>

Supplementary Information

Des Plaines Public Library
 Treasurer's Report as of March 31, 2022

<u>Institution</u>	<u>Invested</u>
201-1101000 - Petty Cash	<u>500.00</u>
201-1102015 - First Midwest Operating #8100292260	2,716,738.76
202-1102015 - First Midwest Operating #8100292260	<u>33,576.17</u>
	<u>2,750,314.93</u>
201-1102028 - Cash Library Donations	<u>215,262.66</u>
201-1102079 - IL Funds - 151600222591	2,037,563.34
202-1102079 - IL Funds - 151600222591	<u>1,852,424.78</u>
	<u>3,889,988.12</u>
201-1104006 - Investments - Certificates of Deposit	<u>0.00</u>
Total Invested	<u><u>6,856,065.71</u></u>

Des Plaines Public Library
Balance Sheet as of March 31, 2022

	<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 - First Midwest Operating #8100292260	1,216,798.41	1,499,940.35	2,716,738.76
1102028 - Cash Library Donations	215,255.35	7.31	215,262.66
1102079 - IL Funds - 151600222591	1,524,455.56	513,107.78	2,037,563.34
1118000 - Receivable - Property Taxes	<u>6,156,840.50</u>	<u>0.00</u>	<u>6,156,840.50</u>
	<u>9,113,849.82</u>	<u>2,013,055.44</u>	<u>11,126,905.26</u>
<u>Liabilities and Fund Balance</u>			
<u>Liabilities</u>			
2401000 - Accounts Payable	191,106.49	132,275.13	323,381.62
2430707 - Due to Library Comp Abs	266,228.73	0.00	266,228.73
2450040 - Accrued Payroll	48,089.06	0.00	48,089.06
2470000 - Deferred Revenue - Property Tax	6,069,500.00	0.00	6,069,500.00
2471000 - Deferred Revenue - Other	<u>23,869.14</u>	<u>0.00</u>	<u>23,869.14</u>
	<u>6,598,793.42</u>	<u>132,275.13</u>	<u>6,731,068.55</u>
<u>Fund Balance</u>			
3720010 - Fund Balance - Reserved for Prepaid Items	488,263.44	0.00	488,263.44
3730000 - Fund Balance - Unreserved	<u>1,979,218.20</u>	<u>0.00</u>	<u>1,979,218.20</u>
	<u>2,467,481.64</u>	<u>0.00</u>	<u>2,467,481.64</u>
Total Liabilities and Fund Balance	<u>9,066,275.06</u>	<u>132,275.13</u>	<u>9,198,550.19</u>
Excess Revenues Over Expenses	<u>47,574.76</u>	<u>1,880,780.31</u>	<u>1,928,355.07</u>

Des Plaines Public Library
Balance Sheet as of March 31, 2022

	<u>Beginning Balance</u>	<u>M.T.D. Changes</u>	<u>Ending Balance</u>
<u>Capital Projects Fund</u>			
<u>Assets</u>			
1102015 - First Midwest Operating #8100292260	21,748.58	11,827.59	33,576.17
1102079 - IL Funds - 151600222591	1,864,526.76	(12,101.98)	1,852,424.78
	1,886,275.34	(274.39)	1,886,000.95
<u>Liabilities and Fund Balance</u>			
<u>Liabilities</u>			
2401000 - Accounts Payable	12,584.20	(756.61)	11,827.59
	12,584.20	(756.61)	11,827.59
<u>Fund Balance</u>			
3730000 - Fund Balance - Unreserved	1,896,935.26	0.00	1,896,935.26
Total Liabilities and Fund Balance	1,909,519.46	(756.61)	1,908,762.85
Excess Revenues Over Expenses	(23,244.12)	482.22	(22,761.90)
<u>Compensated Absences Fund</u>			
<u>Assets</u>			
1120201 - Due From Library	266,228.73	0.00	266,228.73
	266,228.73	0.00	266,228.73
<u>Liabilities and Fund Balance</u>			
<u>Liabilities</u>			
2450035 - Accrued ST-LT Comp Absence	82,847.17	0.00	82,847.17
2490010 - Compensated Absences Payable	183,381.56	0.00	183,381.56
	266,228.73	0.00	266,228.73
<u>Fund Balance</u>			
3720010 - Fund Balance - Reserved for Prepaid Items	0.00	0.00	0.00
3730000 - Fund Balance - Unreserved	0.00	0.00	0.00
3740000 - Fund Balance - Unrestricted	0.00	0.00	0.00
3750000 - Fund Balance - Temporarily Restricted	0.00	0.00	0.00
	0.00	0.00	0.00
Total Liabilities and Fund Balance	266,228.73	0.00	266,228.73

Des Plaines Public Library
Balance Sheet as of March 31, 2022

	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	1,524,889.65	0.00	1,524,889.65
1204300 - Fixed Assets - Vehicles	24,954.39	0.00	24,954.39
1209900 - Fixed Assets - Accumulated Depreciation	<u>(1,527,727.00)</u>	<u>0.00</u>	<u>(1,527,727.00)</u>
	<u>2,484,029.04</u>	<u>0.00</u>	<u>2,484,029.04</u>
 <u>Liabilities and Fund Balance</u>			
<u>Liabilities</u>			
 <u>Fund Balance</u>			
3730000 - Fund Balance - Unreserved	<u>2,484,029.04</u>	<u>0.00</u>	<u>2,484,029.04</u>
	<u>2,484,029.04</u>	<u>0.00</u>	<u>2,484,029.04</u>
 Total Liabilities and Net Capital Assets	 <u>2,484,029.04</u>	 <u>0.00</u>	 <u>2,484,029.04</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, 2022

_____ Library Fund _____	Received <u>this Month</u>	Received <u>this Year</u>	Budgeted <u>Receipts</u>	Uncollected <u>Receipts</u>	Prct. <u>Collected</u>
<u>Taxes</u>					
201-4810025 - Property Taxes 2012	0.00	0.00	0.00	0.00	0.00
201-4810026 - Property Taxes 2013	0.00	0.00	0.00	0.00	0.00
201-4810027 - Property Taxes 2014	0.00	0.00	0.00	0.00	0.00
201-4810028 - Property Taxes 2015	0.00	0.00	0.00	0.00	0.00
201-4810029 - Property Taxes 2016	0.00	0.00	0.00	0.00	0.00
201-4810030 - Property Taxes 2017	0.00	0.00	0.00	0.00	0.00
201-4810031 - Property Taxes 2018	0.00	0.00	0.00	0.00	0.00
201-4810032 - Property Taxes 2020	0.00	0.00	0.00	0.00	0.00
201-4810033 - Property Taxes 2021	<u>2,380,006.75</u>	<u>3,234,589.07</u>	<u>6,100,000.00</u>	<u>2,865,410.93</u>	<u>53.03</u>
	<u>2,380,006.75</u>	<u>3,234,589.07</u>	<u>6,100,000.00</u>	<u>2,865,410.93</u>	<u>53.03</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	75,000.00	75,000.00	0.00
201-4822090 - Grant Revenue	0.00	0.00	0.00	0.00	0.00
201-4822095 - State Grant - Library	<u>7,924.00</u>	<u>7,924.00</u>	<u>10,000.00</u>	<u>2,076.00</u>	<u>79.24</u>
	<u>7,924.00</u>	<u>7,924.00</u>	<u>177,988.00</u>	<u>170,064.00</u>	<u>4.45</u>
<u>Fines & Fees</u>					
201-4850101 - Library Fees	1,439.43	2,393.04	3,000.00	606.96	79.77
201-4850201 - Copying Fees	1,213.23	3,559.35	20,000.00	16,440.65	17.80
201-4850207 - Non-Res Cards	0.00	69.50	0.00	(69.50)	0.00
201-4850208 - Meeting Room Fees	<u>30.00</u>	<u>195.00</u>	<u>1,500.00</u>	<u>1,305.00</u>	<u>13.00</u>
	<u>2,682.66</u>	<u>6,216.89</u>	<u>24,500.00</u>	<u>18,283.11</u>	<u>25.38</u>
<u>Special Programs & Events</u>					
201-4850215 - Friends of the Library Reimbursements	<u>0.00</u>	<u>938.85</u>	<u>20,000.00</u>	<u>19,061.15</u>	<u>4.69</u>
	<u>0.00</u>	<u>938.85</u>	<u>20,000.00</u>	<u>19,061.15</u>	<u>4.69</u>
<u>Interest</u>					
201-4890010 - Interest Income	<u>577.60</u>	<u>907.41</u>	<u>1,330.00</u>	<u>422.59</u>	<u>68.23</u>
	<u>577.60</u>	<u>907.41</u>	<u>1,330.00</u>	<u>422.59</u>	<u>68.23</u>
<u>Other Revenue</u>					
201-4899900 - Miscellaneous Revenue	1,093.50	8,065.61	70,000.00	61,934.39	11.52
201-4899910 - Vending Machine Revenue	105.48	105.48	1,000.00	894.52	10.55
201-4899920 - Library Donations	0.00	181,500.00	190,000.00	8,500.00	95.53
201-4899940 - Friends Book Sale	<u>1,329.90</u>	<u>3,104.78</u>	<u>5,000.00</u>	<u>1,895.22</u>	<u>62.10</u>
	<u>2,528.88</u>	<u>192,775.87</u>	<u>266,000.00</u>	<u>73,224.13</u>	<u>72.47</u>
Total Library Fund	<u>2,393,719.89</u>	<u>3,443,352.09</u>	<u>6,589,818.00</u>	<u>3,146,465.91</u>	<u>52.25</u>

Des Plaines Public Library
 Revenue Report
 For the 3 Months Ended March 31, 2022

	<u>Received this Month</u>	<u>Received this Year</u>	<u>Budgeted Receipts</u>	<u>Uncollected Receipts</u>	<u>Prct. Collected</u>
<u>Capital Projects Fund</u>					
<u>Interest</u>					
202-4890010 - Interest Income	<u>482.22</u>	<u>754.65</u>	<u>2,000.00</u>	<u>1,245.35</u>	<u>37.73</u>
	<u>482.22</u>	<u>754.65</u>	<u>2,000.00</u>	<u>1,245.35</u>	<u>37.73</u>
<u>Other Financing Sources</u>					
Total Capital Projects Fund	<u>482.22</u>	<u>754.65</u>	<u>2,000.00</u>	<u>1,245.35</u>	<u>37.73</u>
Total of All Funds	<u>2,394,202.11</u>	<u>3,444,106.74</u>	<u>6,591,818.00</u>	<u>3,147,711.26</u>	<u>52.25</u>

**Des Plaines Public Library
Expense Report
For the 3 Months Ended March 31, 2022**

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>
Salaries					
5910100 - Full-time Salaries	173,590.99	526,251.81	2,430,951.00	1,904,699.19	21.65
5910200 - Part-time Salaries	<u>58,247.19</u>	<u>167,900.05</u>	<u>838,279.00</u>	<u>670,378.95</u>	<u>20.03</u>
	<u>231,838.18</u>	<u>694,151.86</u>	<u>3,269,230.00</u>	<u>2,575,078.14</u>	<u>21.23</u>
Benefits					
5918010 - Unemployment Compensation	0.00	0.00	15,000.00	15,000.00	0.00
5918020 - Employer Contribution - FICA	17,054.94	51,123.11	248,109.00	196,985.89	20.61
5918021 - Employer Contribution - IMRF	16,520.52	32,987.85	223,448.00	190,460.15	14.76
5918040 - Life Insurance Premiums	0.00	0.00	1,886.00	1,886.00	0.00
5918050 - PPO Insurance Premiums	62,364.63	112,296.91	425,000.00	312,703.09	26.42
5918051 - HMO Insurance Premiums	32,127.23	57,339.78	190,000.00	132,660.22	30.18
5918055 - Dental Insurance Premiums	0.00	0.00	20,000.00	20,000.00	0.00
5918070 - Workers Compensation	<u>0.00</u>	<u>0.00</u>	<u>14,000.00</u>	<u>14,000.00</u>	<u>0.00</u>
	<u>128,067.32</u>	<u>253,747.65</u>	<u>1,137,443.00</u>	<u>883,695.35</u>	<u>22.31</u>
Contractual Services					
5920100 - Legal Fees	0.00	115.00	20,000.00	19,885.00	0.58
5920110 - Professional Services	34,995.30	104,757.33	445,348.00	340,590.67	23.52
5920120 - Communication Services	301.03	2,571.84	48,840.00	46,268.16	5.27
5920140 - Integrated Library System	0.00	22,128.03	88,450.00	66,321.97	25.02
5920202 - Conferences	2,167.20	5,078.44	0.00	(5,078.44)	0.00
5920210 - Marketing	(5,667.00)	2,168.94	53,000.00	50,831.06	4.09
5920220 - Membership Dues	877.00	1,894.00	6,400.00	4,506.00	29.59
5920990 - Property/Liability Insurance	0.00	42,182.00	57,000.00	14,818.00	74.00
5930010 - R&M Equipment	5,206.47	22,218.96	77,316.00	55,097.04	28.74
5930020 - R&M Buildings & Structures	3,127.72	23,348.97	110,960.00	87,611.03	21.04
5930030 - R&M Vehicles	202.25	202.25	2,000.00	1,797.75	10.11
5930210 - Rental of Equipment	221.67	221.67	890.00	668.33	24.91
5930320 - Cleaning/Custodial Services	484.00	484.00	87,575.00	87,091.00	0.55
5930490 - Refuse Contract	360.00	1,080.00	6,000.00	4,920.00	18.00
5960040 - Pre-Employment Testing	320.00	1,081.20	3,000.00	1,918.80	36.04
5960065 - Bank Fees	0.00	0.00	300.00	300.00	0.00
5960070 - Mileage	0.00	0.00	500.00	500.00	0.00
5960210 - Special Event Programming	4,211.61	14,700.78	21,850.00	7,149.22	67.28
5960990 - Misc. Contractual Services	<u>6,925.55</u>	<u>40,256.06</u>	<u>114,835.00</u>	<u>74,578.94</u>	<u>35.06</u>
	<u>53,732.80</u>	<u>284,489.47</u>	<u>1,144,264.00</u>	<u>859,774.53</u>	<u>24.86</u>
Commodities					
5970100 - Supplies	6,664.81	13,336.46	94,600.00	81,263.54	14.10
5970110 - Meals	670.64	796.39	2,000.00	1,203.61	39.82
5970115 - Supplies - Dept/Other	0.00	52.90	0.00	(52.90)	0.00
5970170 - Janitorial	5,423.55	17,500.08	18,600.00	1,099.92	94.09
5970260 - Postage & Parcel	6,615.00	7,690.65	11,000.00	3,309.35	69.92
5970500 - Water Bill	0.00	800.19	10,000.00	9,199.81	8.00
5970600 - Ebooks/Books	31,298.74	66,657.09	369,850.00	303,192.91	18.02

Des Plaines Public Library
Expense Report
For the 3 Months Ended March 31, 2022

	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	2,850.28	13,063.77	72,500.00	59,436.23	18.02
5970620 - E-Subscriptions/Subscriptions	1,483.80	9,074.07	58,430.00	49,355.93	15.53
5970630 - Visual Materials	15,835.28	44,290.58	185,100.00	140,809.42	23.93
5970640 - Databases	13,912.27	70,375.01	178,000.00	107,624.99	39.54
5970810 - Natural Gas	6,062.76	13,714.13	22,000.00	8,285.87	62.34
5970850 - Gasoline	0.00	0.00	300.00	300.00	0.00
5970900 - Equipment < \$10,000	<u>0.00</u>	<u>0.00</u>	<u>2,200.00</u>	<u>2,200.00</u>	<u>0.00</u>
	<u>90,817.13</u>	<u>257,351.32</u>	<u>1,024,580.00</u>	<u>767,228.68</u>	<u>25.12</u>
 <u>Capital Expenditures</u>					
5980400 - Equipment	0.00	0.00	6,310.00	6,310.00	0.00
5980410 - Computer Hardware	2,643.61	8,193.61	8,450.00	256.39	96.97
5980420 - Computer Software	4,510.64	13,958.33	45,170.00	31,211.67	30.90
5980600 - Furniture & Fixtures	<u>0.00</u>	<u>0.00</u>	<u>6,500.00</u>	<u>6,500.00</u>	<u>0.00</u>
	<u>7,154.25</u>	<u>22,151.94</u>	<u>66,430.00</u>	<u>44,278.06</u>	<u>33.35</u>
 <u>Other Funding Activities</u>					
5990900 - Per Capita Grant Expenditures	0.00	0.00	75,000.00	75,000.00	0.00
5993000 - Contingency Reserve	0.00	0.00	70,000.00	70,000.00	0.00
5999940 - Friends Books Sale	<u>1,329.90</u>	<u>3,104.78</u>	<u>5,000.00</u>	<u>1,895.22</u>	<u>62.10</u>
	<u>1,329.90</u>	<u>3,104.78</u>	<u>150,000.00</u>	<u>146,895.22</u>	<u>2.07</u>
 Total Library Fund Expenditures	 <u>512,939.58</u>	 <u>1,514,997.02</u>	 <u>6,791,947.00</u>	 <u>5,276,949.98</u>	 <u>22.31</u>
 _____ Capital Projects Fund _____					
 <u>Contractual Services</u>					
 <u>Capital Expenditures</u>					
5980300 - Improvements	0.00	0.00	218,000.00	218,000.00	0.00
5980400 - Equipment	0.00	9,832.35	309,940.00	300,107.65	3.17
5980410 - Computer Hardware	0.00	13,684.20	209,500.00	195,815.80	6.53
5980420 - Computer Software	0.00	0.00	10,500.00	10,500.00	0.00
5980600 - Furniture and Fixtures	<u>0.00</u>	<u>0.00</u>	<u>3,000.00</u>	<u>3,000.00</u>	<u>0.00</u>
	<u>0.00</u>	<u>23,516.55</u>	<u>750,940.00</u>	<u>727,423.45</u>	<u>3.13</u>
 Total Capital Projects Fund Expenditures	 <u>0.00</u>	 <u>23,516.55</u>	 <u>750,940.00</u>	 <u>727,423.45</u>	 <u>3.13</u>
 Total of All Funds	 <u>512,939.58</u>	 <u>1,538,513.57</u>	 <u>7,542,887.00</u>	 <u>6,004,373.43</u>	 <u>20.40</u>

Des Plaines Public Library

Check List

All Bank Accounts

March 18, 2022 - April 21, 2022

Check Number	Check Date	Payee	Amount
Vendor Checks			
19103	04/21/22	AMERICAN LIBRARY ASSOCIATION	592.00
19104	04/21/22	ART EXCURSIONS INCORPORATED	350.00
19105	04/21/22	BAKER & TAYLOR	23,555.32
19106	04/21/22	CHICAGO DISTRIBUTION CENTER	113.58
19107	04/21/22	CHICAGO TRIBUNE	319.92
19108	04/21/22	CHILDREN'S PLUS, INC.	2,255.93
19109	04/21/22	CITY OF DES PLAINES	800.19
19110	04/21/22	COLLEY ELEVATOR COMPANY	720.00
19111	04/21/22	COLLEY ELEVATOR COMPANY	1,926.00
19112	04/21/22	CRYSTAL MAINTENANCE SERVICES CORP	4,892.50
19113	04/21/22	CRYSTAL MAINTENANCE SERVICES CORP	4,892.50
19114	04/21/22	D&Z HOUSE OF BOOKS	725.60
19115	04/21/22	David Carreno	125.00
19116	04/21/22	EBSCO INFORMATION SERVICES	70.00
19117	04/21/22	ELIZABETH BIALOBRZEWSKI	14.16
19118	04/21/22	ELM USA, INC.	423.08
19119	04/21/22	FLOOD BROTHERS DISPOSAL & RECYCLING SERVICES	360.00
19120	04/21/22	ILLINOIS LIBRARY ASSOCIATION	75.00
19121	04/21/22	IMPACT NETWORKING, LLC.	6,726.80
19122	04/21/22	IMPACT NETWORKING, LLC.	5,806.47
19123	04/21/22	INSIGHT PUBLIC SECTOR, INC.	513.00
19124	04/21/22	ITSAVVY LLC	5,550.00
19125	04/21/22	J&S PLUMBING, INC.	554.00
19126	04/21/22	JGD COACHING	75.00
19127	04/21/22	LAUTERBACH & AMEN, LLP.	1,575.00
19128	04/21/22	LIBRARIES FIRST	500.00
19129	04/21/22	LIBRARY IDEAS LLC	654.20
19130	04/21/22	LIMRICC	102,939.59
19131	04/21/22	LYDIA HANCHETT	110.00
19132	04/21/22	MIDWEST TAPE	9,000.00
19133	04/21/22	MIDWEST TAPE	7,238.78
19134	04/21/22	MIDWEST TAPE	10,206.32
19135	04/21/22	OAKBROOK MECHANICAL SERVICES	3,013.25
19136	04/21/22	OUTSOURCE SOLUTIONS GROUP, INC.	47,685.53
19137	04/21/22	OUTSOURCE SOLUTIONS GROUP, INC.	39,342.91
19138	04/21/22	OVERDRIVE, INC.	7,261.04
19139	04/21/22	OVERDRIVE, INC.	9,568.36
19140	04/21/22	PHYSICIANS IMMEDIATE CARE CHICAGO	320.00
19141	04/21/22	PROQUEST LLC	5,400.00
19142	04/21/22	QUADIENT LEASING USA INC	221.67
19143	04/21/22	RAILS	2,131.50
19144	04/21/22	RAINBOW BOOK COMPANY	30.50
19145	04/21/22	RECORD INFORMATION SERVICES INC	652.00
19146	04/21/22	SECRETARY OF STATE DRIVER SERVICES DEPARTMENT	276.00
19147	04/21/22	SECURITAS ELECTRONIC SECURITY, INC.	647.72
19148	04/21/22	SPEED-E-KLEEN, INC.	484.00
19149	04/21/22	STACKMAP, INC	1,809.00
19150	04/21/22	STANLEY ACCESS TECH	4,142.00
19151	04/21/22	THE NEW YORK TIMES	2,002.00
19152	04/21/22	THOMAS KLISE/CRIMSON MULTIMEDIA	877.01
19153	04/21/22	THOMSON REUTERS-WEST	46.78
19154	04/21/22	TOWN SQUARE PUBLICATIONS	1,975.00
19155	04/21/22	UNITED STATES POSTAL SERVICE	5,565.00
19156	04/21/22	VALUE LINE PUBLISHING, LLC.	6,100.00
19157	04/21/22	WORLD BOOK INC	999.00
19158	04/21/22	WORLD BOOK INC	999.00
51856	03/31/22	NEOFUNDS BY NEOPOST	1,050.00

Des Plaines Public Library

Check List

All Bank Accounts

March 18, 2022 - April 21, 2022

Check Number	Check Date	Payee	Amount
51857	03/31/22	FRIENDS OF THE DES PLAINES PUBLIC LIBRARY	1,329.90
51858	03/31/22	NICOR GAS	6,062.76
51859	03/31/22	BANKCARD SERVICES	19,250.97
51860	03/31/22	IMRF	27,519.36
		Vendor Check Total	390,422.20
		Check List Total	390,422.20

Check count = 61

Des Plaines Public Library
Vendor Checks Report
First Midwest Operating
March 2022

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
Vendor Checks						
AMERICAN LIBRARY ASSOCIATION				19103	04/21/22	<u>592.00</u>
201-5970620	E-Subscriptions/Subscriptions	PLA Benchmark subscription	400.00			
201-5920220	Membership Dues	Membership Dues - Regular	192.00			
ART EXCURSIONS INCORPORATED				19104	04/21/22	<u>350.00</u>
201-5960210	Special Event Programming	Beauty, History and Romance	350.00			
BAKER & TAYLOR				19105	04/21/22	<u>23,555.32</u>
201-5960990	Misc. Contractual Services	INV#2036617580	7.92			
201-5960990	Misc. Contractual Services	INV#2036639539	7.41			
201-5960990	Misc. Contractual Services	INV#2036612590	26.02			
201-5960990	Misc. Contractual Services	INV#2036623497	45.76			
201-5960990	Misc. Contractual Services	INV#2036612824	47.88			
201-5960990	Misc. Contractual Services	INV#2036576557	179.40			
201-5960990	Misc. Contractual Services	INV#2036612803	28.11			
201-5960990	Misc. Contractual Services	INV#2036612774	18.60			
201-5960990	Misc. Contractual Services	INV#2036623950	37.17			
201-5960990	Misc. Contractual Services	INV#2036627463	41.18			
201-5960990	Misc. Contractual Services	INV#2036619158	24.80			
201-5960990	Misc. Contractual Services	INV#2036574670	21.69			
201-5960990	Misc. Contractual Services	INV#2036622159	13.37			
201-5960990	Misc. Contractual Services	INV#2036631722	35.43			
201-5960990	Misc. Contractual Services	INV#2036626173	1.63			
201-5960990	Misc. Contractual Services	INV#2036621780	6.43			
201-5960990	Misc. Contractual Services	INV#2036639851	14.10			
201-5960990	Misc. Contractual Services	INV#2036628398	69.33			
201-5960990	Misc. Contractual Services	INV#2036607711	11.03			
201-5960990	Misc. Contractual Services	INV#2036613822	35.79			
201-5960990	Misc. Contractual Services	INV#2036607753	8.97			
201-5960990	Misc. Contractual Services	INV#2036599190	23.57			
201-5960990	Misc. Contractual Services	INV#2036607714	39.49			
201-5960990	Misc. Contractual Services	INV#2036614442	46.45			
201-5960990	Misc. Contractual Services	INV#2036607621	50.84			
201-5960990	Misc. Contractual Services	INV#2036612591	28.02			
201-5960990	Misc. Contractual Services	INV#2036610070	21.83			
201-5960990	Misc. Contractual Services	INV#2036605566	113.62			
201-5960990	Misc. Contractual Services	INV#2036610062	28.39			
201-5960990	Misc. Contractual Services	INV#2036612554	7.72			
201-5960990	Misc. Contractual Services	INV#2036614440	16.36			
201-5960990	Misc. Contractual Services	INV#2036606175	26.17			
201-5960990	Misc. Contractual Services	INV#2036566394	14.75			
201-5960990	Misc. Contractual Services	INV#2036580874	2.72			
201-5960990	Misc. Contractual Services	INV#2036580646	28.73			
201-5960990	Misc. Contractual Services	INV#2036585450	9.65			
201-5960990	Misc. Contractual Services	INV#2036574738	7.46			
201-5960990	Misc. Contractual Services	INV#2036585235	5.79			
201-5960990	Misc. Contractual Services	INV#2036607619	11.96			
201-5960990	Misc. Contractual Services	INV#2036559069	51.71			
201-5960990	Misc. Contractual Services	INV#5017576160	5.60			
201-5960990	Misc. Contractual Services	INV#2036548500	1.78			
201-5960990	Misc. Contractual Services	INV#2036541099	6.83			
201-5960990	Misc. Contractual Services	INV#2036548163	9.99			
201-5960990	Misc. Contractual Services	INV#2036554537	20.39			
201-5960990	Misc. Contractual Services	INV#2036558925	31.72			
201-5960990	Misc. Contractual Services	INV#2036561859	27.02			

Des Plaines Public Library
Vendor Checks Report
First Midwest Operating
March 2022

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
201-5960990	Misc. Contractual Services	INV#2036561965	34.54			
201-5960990	Misc. Contractual Services	INV#2036561928	58.15			
201-5960990	Misc. Contractual Services	INV#2036551450	26.32			
201-5960990	Misc. Contractual Services	INV#2036570386	22.16			
201-5960990	Misc. Contractual Services	INV#2036564586	12.85			
201-5960990	Misc. Contractual Services	INV#2036558963	59.80			
201-5960990	Misc. Contractual Services	INV#2036561555	29.17			
201-5960990	Misc. Contractual Services	INV#2036548626	5.79			
201-5960990	Misc. Contractual Services	INV#2036551464	12.56			
201-5960990	Misc. Contractual Services	INV#2036548478	6.58			
201-5960990	Misc. Contractual Services	INV#2036561719	13.16			
201-5960990	Misc. Contractual Services	INV#2036559061	8.21			
201-5960990	Misc. Contractual Services	INV#2036551596	58.05			
201-5960990	Misc. Contractual Services	INV#2036548193	25.12			
201-5960990	Misc. Contractual Services	INV#2036603051	32.51			
201-5960990	Misc. Contractual Services	INV#2036578212	67.51			
201-5960990	Misc. Contractual Services	INV#5017606515	4.20			
201-5960990	Misc. Contractual Services	INV#2036593196	58.61			
201-5960990	Misc. Contractual Services	INV#2036596026	44.88			
201-5960990	Misc. Contractual Services	INV#2036594550	1.09			
201-5960990	Misc. Contractual Services	INV#2036594661	2.87			
201-5960990	Misc. Contractual Services	INV#2036585059	32.90			
201-5960990	Misc. Contractual Services	INV#2036588373	6.58			
201-5960990	Misc. Contractual Services	INV#2036588398	2.97			
201-5960990	Misc. Contractual Services	INV#2036576166	23.16			
201-5960990	Misc. Contractual Services	INV#2036585232	74.02			
201-5960990	Misc. Contractual Services	INV#2036571397	22.44			
201-5960990	Misc. Contractual Services	INV#2036566348	14.17			
201-5960990	Misc. Contractual Services	INV#2036627498	21.69			
201-5960990	Misc. Contractual Services	INV#2036570069	56.77			
201-5960990	Misc. Contractual Services	INV#2036573350	1.93			
201-5960990	Misc. Contractual Services	INV#2036614354	179.40			
201-5960990	Misc. Contractual Services	INV#2036576216	6.58			
201-5960990	Misc. Contractual Services	INV#0000144601	17.38			
201-5960990	Misc. Contractual Services	INV#2036603096	23.24			
201-5960990	Misc. Contractual Services	INV#2036583710	11.96			
201-5960990	Misc. Contractual Services	INV#2036607752	3.26			
201-5960990	Misc. Contractual Services	INV#2036570379	21.98			
201-5960990	Misc. Contractual Services	INV#2036590391	23.92			
201-5960990	Misc. Contractual Services	INV#2036593442	20.95			
201-5960990	Misc. Contractual Services	INV#2036583714	36.17			
201-5960990	Misc. Contractual Services	INV#2036602910	50.24			
201-5960990	Misc. Contractual Services	INV#2036603287	42.78			
201-5960990	Misc. Contractual Services	INV#2036588566	9.30			
201-5970600	Ebooks/Books	INV#5017635202	100.93			
201-5970600	Ebooks/Books	INV#2036617580	67.50			
201-5970600	Ebooks/Books	INV#2036639539	20.91			
201-5970600	Ebooks/Books	INV#2036612590	72.27			
201-5970600	Ebooks/Books	INV#2036623497	445.37			
201-5970600	Ebooks/Books	INV#2036612824	784.56			
201-5970600	Ebooks/Books	INV#2036614354	212.46			
201-5970600	Ebooks/Books	INV#2036612803	126.74			
201-5970600	Ebooks/Books	INV#2036612774	142.77			
201-5970600	Ebooks/Books	INV#2036623949	500.64			
201-5970600	Ebooks/Books	INV#2036627462	522.58			
201-5970600	Ebooks/Books	INV#2036619157	259.53			

Des Plaines Public Library
Vendor Checks Report
First Midwest Operating
March 2022

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
201-5970600	Ebooks/Books	INV#2036627498	167.60			
201-5970600	Ebooks/Books	INV#2036622159	123.65			
201-5970600	Ebooks/Books	INV#2036631722	242.82			
201-5970600	Ebooks/Books	INV#2036626173	10.21			
201-5970600	Ebooks/Books	INV#2036621780	18.51			
201-5970600	Ebooks/Books	INV#2036639851	82.31			
201-5970600	Ebooks/Books	INV#2036628398	960.51			
201-5970600	Ebooks/Books	INV#2036607711	151.13			
201-5970600	Ebooks/Books	INV#2036613821	541.47			
201-5970600	Ebooks/Books	INV#2036607753	53.22			
201-5970600	Ebooks/Books	INV#2036599189	302.96			
201-5970600	Ebooks/Books	INV#2036607713	580.87			
201-5970600	Ebooks/Books	INV#2036614441	492.31			
201-5970600	Ebooks/Books	INV#2036607621	466.32			
201-5970600	Ebooks/Books	INV#2036612591	217.72			
201-5970600	Ebooks/Books	INV#2036610070	69.89			
201-5970600	Ebooks/Books	INV#2036605566	235.99			
201-5970600	Ebooks/Books	INV#2036610062	386.91			
201-5970600	Ebooks/Books	INV#2036612554	60.75			
201-5970600	Ebooks/Books	INV#2036614440	146.61			
201-5970600	Ebooks/Books	INV#2036606175	80.61			
201-5970600	Ebooks/Books	INV#2036566394	167.72			
201-5970600	Ebooks/Books	INV#2036580874	14.98			
201-5970600	Ebooks/Books	INV#2036580646	204.64			
201-5970600	Ebooks/Books	INV#2036585450	81.15			
201-5970600	Ebooks/Books	INV#2036574738	59.09			
201-5970600	Ebooks/Books	INV#2036585235	48.26			
201-5970600	Ebooks/Books	INV#2036583710	34.64			
201-5970600	Ebooks/Books	INV#5017576160	77.65			
201-5970600	Ebooks/Books	INV#2036559068	737.90			
201-5970600	Ebooks/Books	INV#2036548500	11.35			
201-5970600	Ebooks/Books	INV#2036541099	52.42			
201-5970600	Ebooks/Books	INV#2036548163	73.15			
201-5970600	Ebooks/Books	INV#2036554537	160.07			
201-5970600	Ebooks/Books	INV#2036558925	251.86			
201-5970600	Ebooks/Books	INV#2036561859	225.54			
201-5970600	Ebooks/Books	INV#2036561965	168.60			
201-5970600	Ebooks/Books	INV#2036561928	583.11			
201-5970600	Ebooks/Books	INV#2036551450	82.77			
201-5970600	Ebooks/Books	INV#2036570386	173.85			
201-5970600	Ebooks/Books	INV#2036564586	114.70			
201-5970600	Ebooks/Books	INV#2036558963	194.57			
201-5970600	Ebooks/Books	INV#2036561555	242.59			
201-5970600	Ebooks/Books	INV#2036548626	44.29			
201-5970600	Ebooks/Books	INV#2036551464	58.93			
201-5970600	Ebooks/Books	INV#2036548478	19.11			
201-5970600	Ebooks/Books	INV#2036561719	34.64			
201-5970600	Ebooks/Books	INV#2036559061	62.08			
201-5970600	Ebooks/Books	INV#2036551596	559.11			
201-5970600	Ebooks/Books	INV#2036548193	120.08			
201-5970600	Ebooks/Books	INV#2036571399	594.51			
201-5970600	Ebooks/Books	INV#2036603051	270.95			
201-5970600	Ebooks/Books	INV#2036578211	806.51			
201-5970600	Ebooks/Books	INV#5017606515	52.60			
201-5970600	Ebooks/Books	INV#2036593195	757.01			
201-5970600	Ebooks/Books	INV#2036596025	631.94			

Des Plaines Public Library
Vendor Checks Report
First Midwest Operating
March 2022

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
201-5970600	Ebooks/Books	INV#2036594550	14.75			
201-5970600	Ebooks/Books	INV#2036594661	21.70			
201-5970600	Ebooks/Books	INV#2036585059	83.04			
201-5970600	Ebooks/Books	INV#2036576216	25.79			
201-5970600	Ebooks/Books	INV#2036588398	18.71			
201-5970600	Ebooks/Books	INV#2036576166	186.82			
201-5970600	Ebooks/Books	INV#2036585232	737.36			
201-5970600	Ebooks/Books	INV#2036571397	184.85			
201-5970600	Ebooks/Books	INV#2036566348	353.83			
201-5970600	Ebooks/Books	INV#2036574670	165.20			
201-5970600	Ebooks/Books	INV#2035670069	449.27			
201-5970600	Ebooks/Books	INV#2036573350	14.76			
201-5970600	Ebooks/Books	INV#2036576557	355.66			
201-5970600	Ebooks/Books	INV#2036588373	10.74			
201-5970600	Ebooks/Books	INV#0000144601	102.33			
201-5970600	Ebooks/Books	INV#2036603096	181.00			
201-5970600	Ebooks/Books	INV#2036607619	48.07			
201-5970600	Ebooks/Books	INV#2036607752	22.13			
201-5970600	Ebooks/Books	INV#2036570379	84.86			
201-5970600	Ebooks/Books	INV#2036590391	63.58			
201-5970600	Ebooks/Books	INV#2036593442	160.64			
201-5970600	Ebooks/Books	INV#2036583714	300.90			
201-5970600	Ebooks/Books	INV#2036602910	267.25			
201-5970600	Ebooks/Books	INV#2036603287	586.57			
201-5970600	Ebooks/Books	INV#2036588556	86.01			
CHICAGO DISTRIBUTION CENTER				19106	04/21/22	<u>113.58</u>
201-5970600	Ebooks/Books	inv# 11321326	113.58			
CHICAGO TRIBUNE				19107	04/21/22	<u>319.92</u>
201-5970620	E-Subscriptions/Subscriptions	Account # 30147947	319.92			
CHILDREN'S PLUS, INC.				19108	04/21/22	<u>2,255.93</u>
201-5970600	Ebooks/Books	INV# 209353	398.19			
201-5970600	Ebooks/Books	INV# 209596	1,223.29			
201-5970600	Ebooks/Books	INV# 210104	117.05			
201-5970600	Ebooks/Books	INV# 209921	15.29			
201-5970600	Ebooks/Books	INV# 209392	114.18			
201-5970600	Ebooks/Books	INV# 209352	273.20			
201-5970600	Ebooks/Books	INV# 209351	114.73			
CITY OF DES PLAINES				19109	04/21/22	<u>800.19</u>
201-5970500	Water Bill	Service for 11/30/21 - 1/31/22	800.19			
COLLEY ELEVATOR COMPANY				19110	04/21/22	<u>720.00</u>
201-5930020	R&M Buildings & Structures	INV# 222506	720.00			
COLLEY ELEVATOR COMPANY				19111	04/21/22	<u>1,926.00</u>
201-5930020	R&M Buildings & Structures	INV# 223046	606.00			
201-5930020	R&M Buildings & Structures	INV# 221657	606.00			
201-5930020	R&M Buildings & Structures	INV# 223608	108.00			
201-5930020	R&M Buildings & Structures	INV# 220645	606.00			
CRYSTAL MAINTENANCE SERVICES CORP				19112	04/21/22	<u>4,892.50</u>
201-5970170	Janitorial	INV# 30119	4,892.50			

Des Plaines Public Library
Vendor Checks Report
First Midwest Operating
March 2022

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
CRYSTAL MAINTENANCE SERVICES CORP 201-5970170	Janitorial	INV# 30041	4,892.50	19113	04/21/22	<u>4,892.50</u>
D&Z HOUSE OF BOOKS 201-5970620	E-Subscriptions/Subscriptions	INV# 2022/I53016	-358.32	19114	04/21/22	<u>725.60</u>
201-5970600	Ebooks/Books	INV# 2022/I52953	1,083.92			
David Carreno 201-5960990	Misc. Contractual Services	3/17/22 Board Meeting Video	125.00	19115	04/21/22	<u>125.00</u>
EBSCO INFORMATION SERVICES 201-5970640	Databases	INV# 1000177557-1	70.00	19116	04/21/22	<u>70.00</u>
ELIZABETH BIALOBRZEWSKI 201-5930030	R&M Vehicles	Trip Reimbursement	14.16	19117	04/21/22	<u>14.16</u>
ELM USA, INC. 201-5970100	Supplies	INV# 47963	423.08	19118	04/21/22	<u>423.08</u>
FLOOD BROTHERS DISPOSAL & RECYCLING SERVICES 201-5930490	Refuse Contract	INV# 6017953	360.00	19119	04/21/22	<u>360.00</u>
ILLINOIS LIBRARY ASSOCIATION 201-5920220	Membership Dues	4/1/22 - 4/1/23 Dues	75.00	19120	04/21/22	<u>75.00</u>
IMPACT NETWORKING, LLC. 201-5930010	R&M Equipment	INV# 2427183	6,401.90	19121	04/21/22	<u>6,726.80</u>
201-5970100	Supplies	INV# 2427183	324.90			
IMPACT NETWORKING, LLC. 201-5930010	R&M Equipment	INV# DP01	5,806.47	19122	04/21/22	<u>5,806.47</u>
INSIGHT PUBLIC SECTOR, INC. 201-5970100	Supplies	INV# 1100915775	513.00	19123	04/21/22	<u>513.00</u>
ITSAVVY LLC 201-5980410	Computer Hardware	INV# 01325082	5,550.00	19124	04/21/22	<u>5,550.00</u>
J&S PLUMBING, INC. 201-5930020	R&M Buildings & Structures	INV# 213500	229.00	19125	04/21/22	<u>554.00</u>
201-5930020	R&M Buildings & Structures	INV# 212391	325.00			
JGD COACHING 201-5960210	Special Event Programming	1-1 Counseling Appointments	75.00	19126	04/21/22	<u>75.00</u>
LAUTERBACH & AMEN, LLP. 201-5920110	Professional Services	INV# 65382	1,575.00	19127	04/21/22	<u>1,575.00</u>
LIBRARIES FIRST 201-5920220	Membership Dues	Museum Adventure Pass Yearly	500.00	19128	04/21/22	<u>500.00</u>
LIBRARY IDEAS LLC 201-5970610	E-audio/Audio	INV# 88432	654.20	19129	04/21/22	<u>654.20</u>
LIMRICC 201-2401002	Payroll Liabilities	April 2022 Billing	51,966.67	19130	04/21/22	<u>102,939.59</u>

Des Plaines Public Library
Vendor Checks Report
First Midwest Operating
March 2022

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
201-2401002	Payroll Liabilities	March 2022 Billing	50,972.92			
LYDIA HANCHETT				19131	04/21/22	<u>110.00</u>
201-5920220	Membership Dues	Worldcon Registration	110.00			
MIDWEST TAPE				19132	04/21/22	<u>9,000.00</u>
201-5970630	Visual Materials	INV# 501869307	9,000.00			
MIDWEST TAPE				19133	04/21/22	<u>7,238.78</u>
201-5960990	Misc. Contractual Services	INV#501898890	29.65			
201-5960990	Misc. Contractual Services	INV#501898887	65.70			
201-5960990	Misc. Contractual Services	INV#501898889	16.65			
201-5960990	Misc. Contractual Services	INV#501868021	98.85			
201-5960990	Misc. Contractual Services	INV#501868020	24.05			
201-5960990	Misc. Contractual Services	INV#501868022	13.00			
201-5960990	Misc. Contractual Services	INV#501868023	3.85			
201-5960990	Misc. Contractual Services	INV#501801219	173.35			
201-5960990	Misc. Contractual Services	INV#501801250	6.50			
201-5960990	Misc. Contractual Services	INV#501801217	73.65			
201-5960990	Misc. Contractual Services	INV#501801251	9.25			
201-5960990	Misc. Contractual Services	INV#501771675	223.50			
201-5960990	Misc. Contractual Services	INV#501771671	11.10			
201-5960990	Misc. Contractual Services	INV#501771672	13.20			
201-5960990	Misc. Contractual Services	INV#501771673	15.40			
201-5960990	Misc. Contractual Services	INV#501832843	35.45			
201-5960990	Misc. Contractual Services	INV#501832844	134.45			
201-5960990	Misc. Contractual Services	INV#501832846	35.15			
201-5960990	Misc. Contractual Services	INV#501832845	12.95			
201-5970610	E-audio/Audio	INV#501898887	196.48			
201-5970610	E-audio/Audio	INV#501898889	324.91			
201-5970610	E-audio/Audio	INV#501868020	532.87			
201-5970610	E-audio/Audio	INV#501868023	9.74			
201-5970610	E-audio/Audio	INV#501801217	232.01			
201-5970610	E-audio/Audio	INV#501801251	191.95			
201-5970610	E-audio/Audio	INV#501771671	231.94			
201-5970610	E-audio/Audio	INV#501771673	46.46			
201-5970610	E-audio/Audio	INV#501832846	104.31			
201-5970610	E-audio/Audio	INV#501832845	295.93			
201-5970630	Visual Materials	INV#501898890	180.66			
201-5970630	Visual Materials	INV#501868021	536.76			
201-5970630	Visual Materials	INV#501868022	61.48			
201-5970630	Visual Materials	INV#501801219	982.02			
201-5970630	Visual Materials	INV#501801250	45.73			
201-5970630	Visual Materials	INV#501771675	1,128.23			
201-5970630	Visual Materials	INV#501771672	100.46			
201-5970630	Visual Materials	INV#501756734	48.74			
201-5970630	Visual Materials	INV#501756732	236.16			
201-5970630	Visual Materials	INV#501832843	218.41			
201-5970630	Visual Materials	INV#501832884	539.04			
201-5970630	Visual Materials	CREDIT INV#501832846	-1.21			
MIDWEST TAPE				19134	04/21/22	<u>10,206.32</u>
201-5960990	Misc. Contractual Services	INV# 501738696	14.80			
201-5960990	Misc. Contractual Services	INV# 501738695	52.20			
201-5960990	Misc. Contractual Services	INV# 501707270	66.25			
201-5960990	Misc. Contractual Services	INV# 501707271	175.15			

Des Plaines Public Library
Vendor Checks Report
First Midwest Operating
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Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
201-5960990	Misc. Contractual Services	INV# 501707273	31.30			
201-5960990	Misc. Contractual Services	INV# 501707272	22.20			
201-5960990	Misc. Contractual Services	INV# 501673934	71.70			
201-5960990	Misc. Contractual Services	INV# 501673933	16.65			
201-5960990	Misc. Contractual Services	INV# 501614830	61.20			
201-5960990	Misc. Contractual Services	INV# 501614717	14.80			
201-5960990	Misc. Contractual Services	INV# 501614716	206.60			
201-5960990	Misc. Contractual Services	INV# 501673931	46.20			
201-5960990	Misc. Contractual Services	INV# 501673930	75.55			
201-5960990	Misc. Contractual Services	INV# 501640739	28.75			
201-5960990	Misc. Contractual Services	INV# 501645789	11.55			
201-5960990	Misc. Contractual Services	INV# 501645788	1.85			
201-5960990	Misc. Contractual Services	INV# 501640738	213.70			
201-5960990	Misc. Contractual Services	INV# 501614718	15.40			
201-5970610	E-audio/Audio	INV# 501738692	125.01			
201-5970610	E-audio/Audio	INV# 501738696	254.92			
201-5970610	E-audio/Audio	INV# 140642669	-94.74			
201-5970610	E-audio/Audio	INV# 501673933	348.91			
201-5970610	E-audio/Audio	INV# 501707272	420.88			
201-5970610	E-audio/Audio	INV# 501707273	103.57			
201-5970610	E-audio/Audio	INV# 501694783	51.99			
201-5970610	E-audio/Audio	INV# 501694785	29.97			
201-5970610	E-audio/Audio	INV# 501614717	326.92			
201-5970610	E-audio/Audio	INV# 501673931	124.53			
201-5970610	E-audio/Audio	INV# 501645789	40.32			
201-5970610	E-audio/Audio	INV# 501627215	115.98			
201-5970610	E-audio/Audio	INV# 501694784	39.99			
201-5970610	E-audio/Audio	INV# 501614718	48.86			
201-5970630	Visual Materials	INV# 501707270	348.96			
201-5970630	Visual Materials	INV# 501707271	935.53			
201-5970630	Visual Materials	INV# 501694787	149.95			
201-5970630	Visual Materials	INV# 501689956	59.98			
201-5970630	Visual Materials	INV# 501645788	39.99			
201-5970630	Visual Materials	INV# 501673934	564.78			
201-5970630	Visual Materials	INV# 501738695	298.04			
201-5970630	Visual Materials	INV# 501738694	915.32			
201-5970630	Visual Materials	INV# 501640738	1,168.64			
201-5970630	Visual Materials	INV# 501595953	37.49			
201-5970630	Visual Materials	INV# 501640739	164.95			
201-5970630	Visual Materials	INV# 201673930	508.27			
201-5970630	Visual Materials	INV# 501562366	53.98			
201-5970630	Visual Materials	INV# 501614716	1,046.43			
201-5970630	Visual Materials	INV# 501659054	296.90			
201-5970630	Visual Materials	INV# 501614830	205.19			
201-5970630	Visual Materials	INV# 501707270	348.96			
OAKBROOK MECHANICAL SERVICES				19135	04/21/22	<u>3,013.25</u>
201-5930020	R&M Buildings & Structures	INV# 29192	3,013.25			
OUTSOURCE SOLUTIONS GROUP, INC.				19136	04/21/22	<u>47,685.53</u>
201-5920110	Professional Services	INV# 64850	33,420.30			
201-5960990	Misc. Contractual Services	INV# 64849	350.00			
201-5960990	Misc. Contractual Services	INV# 64527	1,500.00			
202-5980410	Computer Hardware	INV# 64863	1,721.40			
201-5980420	Computer Software	INV# 64663	6.00			
201-5980420	Computer Software	INV# 64842	581.64			

Des Plaines Public Library
Vendor Checks Report
First Midwest Operating
March 2022

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
202-5980410	Computer Hardware	INV# C-64390	10,106.19			
OUTSOURCE SOLUTIONS GROUP, INC.				19137	04/21/22	<u>39,342.91</u>
201-5980410	Computer Hardware	INV# 65022	1,977.50			
201-5980410	Computer Hardware	INV# 65409	666.11			
201-5980420	Computer Software	INV# 65219	6.00			
201-5980420	Computer Software	INV# 65323	400.66			
201-5980420	Computer Software	INV# 65324	1,022.34			
201-5960990	Misc. Contractual Services	INV# 65038	1,500.00			
201-5960990	Misc. Contractual Services	INV# 65406	350.00			
201-5920110	Professional Services	INV# 65407	33,420.30			
OVERDRIVE, INC.				19138	04/21/22	<u>7,261.04</u>
201-5970600	Ebooks/Books	INV# 01018MA22068738	169.79			
201-5970600	Ebooks/Books	INV# 01018MA22068445	2,878.08			
201-5970600	Ebooks/Books	INV# 01018MA22036198	167.17			
201-5970600	Ebooks/Books	INV# 01018CP22069611	488.94			
201-5970600	Ebooks/Books	INV# 01018CP22034833	492.86			
201-5970600	Ebooks/Books	INV #01018MA22034555	3,064.20			
OVERDRIVE, INC.				19139	04/21/22	<u>9,568.36</u>
201-5970600	Ebooks/Books	INV# 01018MA22106602	5,057.05			
201-5970600	Ebooks/Books	INV# 01018CP22107517	499.33			
201-5970600	Ebooks/Books	INV# 01018MA22107154	11.98			
201-5970640	Databases	INV# 01018SB22086865	4,000.00			
PHYSICIANS IMMEDIATE CARE CHICAGO				19140	04/21/22	<u>320.00</u>
201-5960040	Pre-Employment Testing	INV# 4253669	320.00			
PROQUEST LLC				19141	04/21/22	<u>5,400.00</u>
201-5970620	E-Subscriptions/Subscriptions	INV# 70717801	5,400.00			
QUADIENT LEASING USA INC				19142	04/21/22	<u>221.67</u>
201-5930210	Rental of Equipment	INV# N9320445	221.67			
RAILS				19143	04/21/22	<u>2,131.50</u>
201-5960210	Special Event Programming	INV# 9108	1,150.00			
201-5970620	E-Subscriptions/Subscriptions	INV# 8339	981.50			
RAINBOW BOOK COMPANY				19144	04/21/22	<u>30.50</u>
201-5970600	Ebooks/Books	INV# 208963	30.50			
RECORD INFORMATION SERVICES INC				19145	04/21/22	<u>652.00</u>
201-5970640	Databases	INV# 51492	652.00			
SECRETARY OF STATE DRIVER SERVICES DEPARTMENT				19146	04/21/22	<u>276.00</u>
201-5960990	Misc. Contractual Services	Annual Drivers License Abstract	276.00			
SECURITAS ELECTRONIC SECURITY, INC.				19147	04/21/22	<u>647.72</u>
201-5930020	R&M Buildings & Structures	INV# 2507656	647.72			
SPEED-E-KLEEN, INC.				19148	04/21/22	<u>484.00</u>
201-5930320	Cleaning/Custodial Services	INV# 4326	484.00			
STACKMAP, INC				19149	04/21/22	<u>1,809.00</u>
201-5980420	Computer Software	INV# 9407	1,809.00			

Des Plaines Public Library
Vendor Checks Report
First Midwest Operating
March 2022

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
STANLEY ACCESS TECH 201-5930020	R&M Buildings & Structures	INV# 906437967	4,142.00	19150	04/21/22	<u>4,142.00</u>
THE NEW YORK TIMES 201-5970640	Databases	3/14/22 - 3/12/23	2,002.00	19151	04/21/22	<u>2,002.00</u>
THOMAS KLISE/CRIMSON MULTIMEDIA 201-5970630	Visual Materials	INV# 7517	256.22	19152	04/21/22	<u>877.01</u>
201-5970630	Visual Materials	INV# 7422	186.72			
201-5970630	Visual Materials	INV# 7425	60.00			
201-5970630	Visual Materials	INV# 7424	344.07			
201-5970630	Visual Materials	INV# 7423	30.00			
THOMSON REUTERS-WEST 201-5970640	Databases	INV# 845874398	23.39	19153	04/21/22	<u>46.78</u>
201-5970640	Databases	INV# 846034537	23.39			
TOWN SQUARE PUBLICATIONS 201-5920210	Marketing	Annual Membership Directory	1,975.00	19154	04/21/22	<u>1,975.00</u>
UNITED STATES POSTAL SERVICE 201-5970260	Postage & Parcel	Spring/Summer Mailings	5,565.00	19155	04/21/22	<u>5,565.00</u>
VALUE LINE PUBLISHING, LLC. 201-5970640	Databases	INV# KF-687809-224	6,100.00	19156	04/21/22	<u>6,100.00</u>
WORLD BOOK INC 201-5970640	Databases	WORLD BOOK INC	999.00	19157	04/21/22	<u>999.00</u>
WORLD BOOK INC 201-5970640	Databases	INV #001634130	999.00	19158	04/21/22	<u>999.00</u>
					Check List Total	<u><u>335,209.21</u></u>

Des Plaines Public Library

ACH Register

All Bank Accounts

March 1, 2022 - March 31, 2022

ACH Number	ACH Date	Payee	Amount
Vendor Checks			
51856	03/31/22	NEOFUNDS BY NEOPOST	1,050.00
51857	03/31/22	FRIENDS OF THE DES PLAINES PUBLIC LIBRARY	1,329.90
51858	03/31/22	NICOR GAS	6,062.76
51859	03/31/22	BANKCARD SERVICES	19,250.97
51860	03/31/22	IMRF	27,519.36
Vendor Check Total			55,212.99
Check List Total			55,212.99

Check count = 5

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
Balance Sheet												
Cash & Investments	\$ 4,450,754	4,843,285	6,856,066									
Revenue (M-T-D)												
Property Taxes	43,444	811,138	2,380,007									
Other Revenue	186,683	31,886	14,195									
	230,127	843,025	2,394,202	-	-	-	-	-	-	-	-	-
Expenses (M-T-D)												
Payroll & Benefits	280,990	307,004	359,906									
Other Expense	266,523	171,057	153,034									
Change in A/P & AJE's	(62,298)	(27,567)	(131,519)									
	485,215	450,494	381,421	-	-	-	-	-	-	-	-	-
Net Increase/(Decrease)	(255,088)	392,531	2,012,782	-	-	-	-	-	-	-	-	-



DIRECTOR'S REPORT

March 2022

DPPL GIVES BACK



Des Plaines Public Library staff and patrons collected 795 lbs. of food and \$750 in cash, totaling 1,545 lbs of HELP for The Self Help Close & Food Pantry. We came in 4th Place!



COMINGS & GOINGS

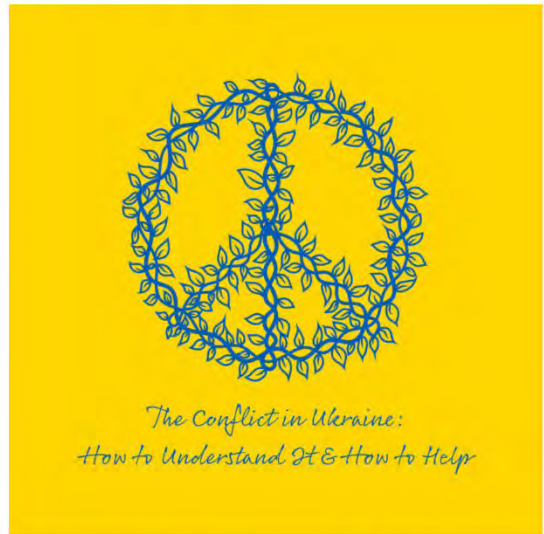
COMINGS:

- **Sarah Szeszol,**
Full Time Teen Services Assistant
- **Angela McCarver,**
Part Time Readers' Services Assistant
- **Carolina Aceves,**
Part Time Teen Services Assistant
- **Anthony Velazquez,**
PT Security Monitor

GOINGS

- **Bridgid O'Kane,**
Part Time Readers' Services Assistant
- **Kevin Kroschel,**
Part Time PAMS Clerk

DPPL BLOGS



"To gain a better understanding of what led to this conflict, we've compiled a list of books and other resources the library has to offer."

DPPL AROUND TOWN



DPPL Teen staff meet with students at the Maine West Job & Volunteer Fair.

SRIRACHA

INGREDIENT PICK-UP BEGINS: 3/9/22.
DATE: 4/7/22 • 2 - 3:00 P.M.

PICKUP THIS INGREDIENT FROM THE 4TH FLOOR INFORMATION DESK AND BORROW A COORDINATING COOKBOOK. MAKE A RECIPE, TAKE SOME PHOTOS, AND SHARE THE EXPERIENCE WITH OTHERS ON ZOOM.



Foodies Unite...
WITH OUR SPECIAL INGREDIENT

LEARN MORE AT DPPL.ORG



ADULT PROGRAMS

AN EVENING WITH JENNY LAWSON

IN CONVERSATION WITH R. ERIC THOMAS



MARCH 30, 2022 | 7 P.M.

Join us for an evening with award-winning humorist Jenny Lawson as she discusses her most recent bestseller *Broken* (in the best possible way), and her brilliantly funny body of work.

Online Zoom Event | Please Register



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



LEARN MORE AT DPPL.ORG



CURIOSITY CAFE

Sam Hester
How Comic Strips Create Better Health Care

THURSDAY, MARCH 17
10:30 - 11:30 AM



Master PowerPoint in 60 Minutes

March 22 | 2 - 3 p.m. | Zoom

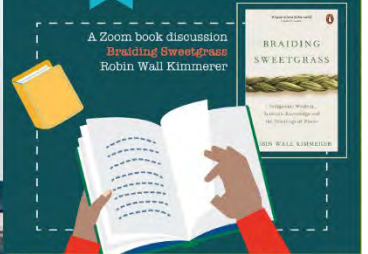
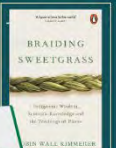


USHPIZIN
MARCH 15TH | 7PM

Thursday Morning Book Group

Mar 10
7:30 pm

A Zoom book discussion
Braiding Sweetgrass
Robin Wall Kimmerer



Google Drive

March 8, 2022 | 7-8 p.m. | Zoom



Using Library Resources for Job Search

The German Virtuosa: INSIDE THE LIFE AND TIMES OF CLARA SCHUMANN

MARCH 24 | 7 PM

Join German historian Anette Isaacs for a look at the life of Clara Schumann, divine pianist, talented composer, and successful teacher.

Online Zoom Event | Please Register
March is Women's History Month

LEARN MORE AT DPPL.ORG



MEET WITH YOUR GOVERNMENT REPRESENTATIVES

IN THE DES PLAINES PUBLIC LIBRARY LOBBY



The Office of State Senator
LAURA MURPHY

Staff of State Senator Laura Murphy (D-28th district) will be on hand to meet with constituents on the following days in the first-floor lobby of the library. Bring your questions!

- Senior Services
- Consumer Protection and Fraud
- Cook County Property Taxes
- Veterans' Benefits
- Other State Services & Benefits

Senator Laura Murphy's New District Office Address is 1645 South River Road Suite 7 Des Plaines, Illinois 60018.
Senator Murphy's District Office telephone number is 847-718-1110.

2022 DATES
9:30 - 11:30
IN THE MORNING

MARCH 15 SEPT. 13
MAY 10 OCT. 11
JULY 12 DEC. 13



LEARN MORE AT DPPL.ORG



CHAIR YOGA for seniors

10:30am on Tuesday:
March 22



Chair yoga is a gentle way to experience the benefits of yoga without sitting on the floor. Improve your flexibility, balance, strength, and overall health.



TEEN SCENE



DRAW YOUR FAVORITE ANIME CHARACTER!



TEENS

take & make



YARN CRAFT

BEGINNING MARCH 7TH

TAKE & MAKE KITS ARE FUN 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

DES PLAINES PUBLIC LIBRARY

TEENS

TEEN BOOK BOXES



Sign up to receive a librarian-picked book and bookish goodies each month.

SIGN UP ONLINE AT DPPL.ORG/TEEN

Scan the QR code below to sign up!

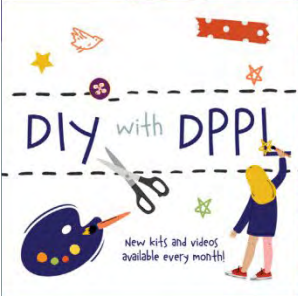
SCAN ME



LEARN MORE AT DPPL.ORG

DES PLAINES PUBLIC LIBRARY

KIDS PROGRAMS

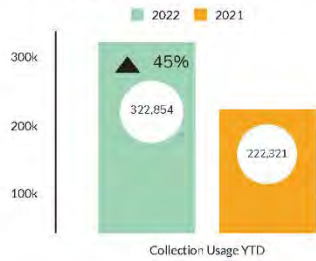




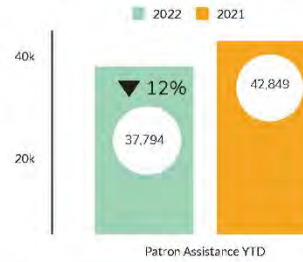
STATISTICS REPORT

March 2022

Collection Usage YTD



Patron Assistance YTD



Attendance YTD

Events, Programs, Outreach & Classes

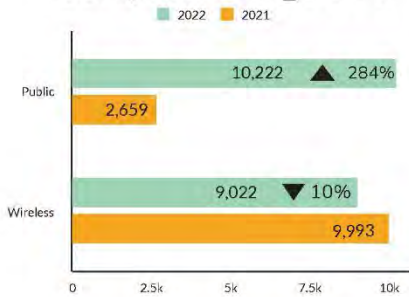


Bookings YTD

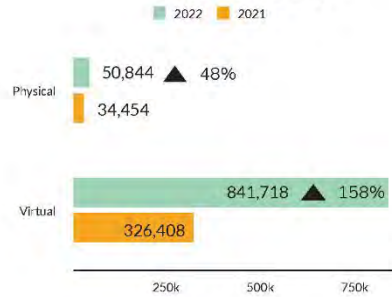
Events, Programs & Classes



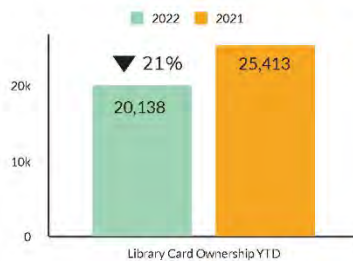
Computer Usage YTD



Traffic YTD



Library Card Ownership YTD



2022 Year to Date Statistics

MARCH 2022

COLLECTION USAGE			
		Year to Date 2022	322,854
		Year to Date 2021	222,321
		% Change	45%
PATRON ASSISTANCE			
		Year to Date 2022	37,794
		Year to Date 2021	42,849
		% Change	-12%
EVENTS, PROGRAMS, AND CLASSES-BOOKINGS			
		Year to Date 2022	2,225
		Year to Date 2021	167
		% Change	1232%
EVENTS, PROGRAMS, OUTREACH & CLASSES - ATTENDANCE			
		Year to Date 2022	44,113
		Year to Date 2021	36,916
		% Change	19%
TRAFFIC			
		Physical Visits (gate count)	
		Year to Date 2022	50,844
		Year to Date 2021	34,454
		% Change	48%
		Virtual Visits (catalog, website, mobile app)	
		Year to Date 2022	841,718
		Year to Date 2021	326,408
		% Change	158%
LIBRARY CARD OWNERSHIP			
		Current month valid library cards 2022	20,127
		Current month valid library cards 2021	25,413
		% Change	-21%
COMPUTER USAGE			
		Public Computers	
		Year to Date 2022	10,222
		Year to Date 2021	2,659
		% Change	284%
		Wireless	
		Year to Date 2022	9,022
		Year to Date 2021	9,993
		% Change	-10%

2022 STATISTICS REPORT		JAN	FEB	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	YTD
COLLECTION USAGE														
	Physical materials	56,638	50,882	58,763										166,283
	E-materials	13,641	12,039	14,579										40,259
	ILL	690	604	700										1,994
	Databases	41,228	36,842	36,752										114,822
2022	Total	112,197	100,363	110,294	0	0	0	0	0	0	0	0	0	322,854
	Physical materials	30,756	35,582	53,514										119,854
	E-materials	16,364	15,387	16,110										47,861
	ILL	759	668	718										2,145
	Databases	18,322	16,941	17,198										52,461
2021	Total	66,201	68,578	87,542	0	0	0	0	0	0	0	0	0	222,321
PATRON ASSISTANCE														
	Youth Services	403	698	815										1,916
	Adult Services	5,729	6,205	7,573										19,507
	PAMS	5,212	4,768	5,615										15,595
	Security	236	236	305										776
2022	Total	11,579	11,907	14,308	0	0	0	0	0	0	0	0	0	37,794
	Youth Services	591	634	1,140										2,365
	Adult Services	4,291	4,562	6,153										14,946
	PAMS	11,956	7,070	6,212										25,238
	Security	251	95	21										367
2021	Total	17,029	12,561	13,626	0	0	0	0	0	0	0	0	0	42,849
EVENTS, PROGRAMS AND CLASSES-BOOKINGS														
	Youth Services In-house	4	20	21										45
	Youth Services Virtual	9	13	11										33
	Adult Services In-house	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
2022	Total	627	806	843	0	0	0	0	0	0	0	0	0	2,225
	Youth Services In-house	4	20	12										36
	Youth Services Virtual	0	0	0										0
	Adult Services In-house	33	46	37										116
	Adult Services Virtual	0	0	0										0
	Outside groups	0	18	5										15
	Public study rooms	0	0	0										0
2021	Total	37	76	54	0	0	0	0	0	0	0	0	0	167
EVENTS, PROGRAMS, OUTREACH & CLASSES-ATTENDANCE														
	Youth Services In-house	37	741	729										1,507
	Youth Services Virtual	5,910	3,808	4,582										14,300
	Adult Services In-house	616	613	1,085										2,314
	Adult Services Virtual	9,763	10,331	15,294										35,388
	Outside groups	0	189	238										427
	Public study rooms	803	991	1,101										2,925
	Outreach- Youth Services	236	298	507										1,041
	Outreach-Adult Services	70	109	336										515
2022	Total	17,475	17,080	23,867	0	0	0	0	0	0	0	0	0	44,113
	Youth Services In-house	220	521	329										1,070
	Youth Services Virtual	4,320	6,362	4,668										15,350
	Adult Services In-house	351	474	1,240										2,065
	Adult Services Virtual	4,321	6,562	4,669										15,552
	Outside groups	0	18	1,305										1,323
	Public study rooms	0	0	0										0
	Outreach- Youth Services	376	419	619										1,414
	Outreach-Adult Services	74	101	147										322
2021	Total	9,662	14,267	12,987	0	0	0	0	0	0	0	0	0	36,916

TRAFFIC														
2022	Physical Visits (gate count)	14,897	16,385	19,562										50,844
2021	Physical Visits (gate count)	9,390	12,252	12,812										34,454
2022	Virtual visits (catalog, website, mobile app)	282,242	282,108	277,368										841,718
2021	Virtual visits (catalog, website, mobile app)	107,117	112,922	106,369										326,408
LIBRARY CARD OWNERSHIP-report the latest month														
2022	Number of valid library cards held by DPPL residents	20,155	20,138	20,127										20,127
2021	Number of valid library cards held by DPPL residents	26,426	26,495	25,413										25,413
COMPUTER USAGE														
	Public computers-Youth Services	0	0	0										0
	Public computers-Adult	2,135	2,326	5,761										10,222
2022	Total	2,135	2,326	5,761	0	0	0	0	0	0	0	0	0	10,222
	Public computers-Youth Services	0	0	0										0
	Public computers-Adult	396	516	1,747										2,659
2021	Total	396	516	1,747	0	0	0	0	0	0	0	0	0	2,659
2022	Wireless	4,988	1,850	2,184										9,022
Total	4,988	1,850	2,184	0	0	0	0	0	0	0	0	0	0	9,022
	Wireless	3,060	2,996	3,937										9,993
2021	Total	3,060	2,996	3,937	0	0	0	0	0	0	0	0	0	9,993

2022 Lifecycle – 50 Replacement PCs

These fifty (50) HP Replacement PCs are designated for both Staff and Patron usage at the Des Plaines Public Library. Staff Members rely on their computers to be productive, while Patrons expect PCs to handle modern applications. Therefore, we are recommending that the library’s oldest PCs be replaced, which are all beyond their 4-year lifecycle.

The HP EliteDesk 800 G6 Mini Desktop computers will meet the needs of both Staff and Patrons. They are equipped with Intel Core i5 Gen i5-10500T (6-core 2.30 Ghz) processors, 16 GB RAM DDR4 SDRAM Memory, 256 GB M.2 SSD Hard-Drives, and an Intel UHD Graphics 630. The Mini form factor is the standard for all PCs and allows for better use of desk space.

The following quotes all deliver the same equipment with matching part numbers:

Vendor	Quote
Outsource Solutions Group	\$38,506.90
Connection	\$47,750.50
CDW-G	\$48,816.50
Insight	\$49,352.50
IT Saavy	\$49,950.00

SLA/Dedicated Fiber Internet Access (E-rate) Vendor Selection:

Our Selection: Comcast

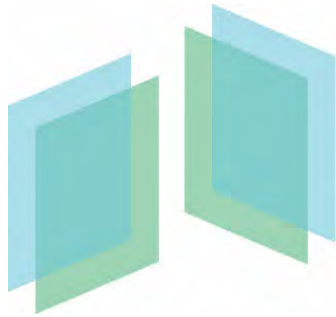
Bid terms:

- 1) 36 months
- 2) 1G

Current cost of internet per month: \$2050

Current provider: Comcast

VENDOR	MONTHLY COST
Comcast	\$1,050.00
AT&T	\$1,386.80
Crown Castle	\$975.00
EM3	\$1,375.00
Proficient Telecom	\$1,659.00
RCN/WOW	\$1,199.00



DES PLAINES PUBLIC LIBRARY

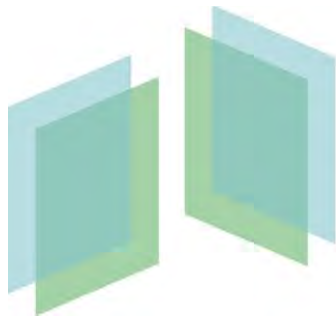
Work. Learn. Play. dppl.org

SUPPLEMENTAL NOTICE

Meetings of the Library Board are open to the public under provisions of the Illinois Open Meetings Act. The Library Board President has determined that it is not practical or prudent to schedule an in-person meeting due to the COVID-19 pandemic, therefore, this meeting will be held virtually and in accordance with state statute.

If a member of the public would like to access the live meeting via electronic remote, they should email to PublicComments@dppl.org with their name and email address no later than Wednesday, May 18 at 4:00 p.m.

A recording of the meeting will be published to the library's website within one week, as usual.



DES PLAINES PUBLIC LIBRARY

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NOTICE

DES PLAINES PUBLIC LIBRARY BOARD OF TRUSTEES

REGULAR BOARD MEETING

THURSDAY, May 19, 2022

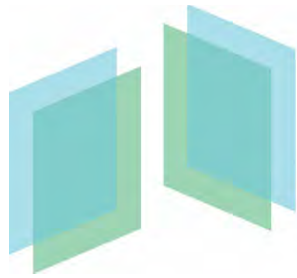
7:00 PM

By Electronic Remote

Agenda:

- Approve Vendor Checks
- Appointment of Secretary Pro Tempore
- Appointment of Nominating Committee
- Report from the Management Committee
- Executive Session to conduct semi-annual review of closed session meeting minutes.
- Executive Session to discuss litigation.

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

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DES PLAINES PUBLIC LIBRARY BOARD OF TRUSTEES

Agenda for the Regular Meeting

May 19, 2022

7:00 PM

- I. Call to Order. (7:00 p.m.)
- II. Roll Call.
- III. Pledge of Allegiance.
- IV. Appointment of Secretary Pro Tempore.
- V. Vote to allow trustees participating remotely to Vote on action items.
[ACTION ITEM]
- VI. Consideration of the Agenda.
- VII. Public Comments and Questions.
- VIII. Consent Agenda. [Action Item] (7:15 p.m.)
 - A. Approval of the Minutes of the Regular Board Meeting – April 21, 2022
 - B. Approval of the Minutes of the Management Committee Meeting – April 21, 2022.
 - C. Acceptance of Financial Reports for April, 2022.
 - D. Acceptance of Reports.
 1. Statistics Report for April, 2022.
 2. Director's Report for April, 2022
- IX. New Business. (7:25 p.m.)
 - A. Approve Payment of Vendor Checks Report and ACH Payments - \$291,545.85 [Action item]
 - B. Report from the Management Committee [Action item]
 - C. Appointment of Nominating Committee [Action item]

- X. Other. (7:35 p.m.)
- XI. Announcements.
- XII. Correspondence.
- XIII. Executive Session as permitted by section 2(c)(21) of the Open Meetings Act to conduct the semi-annual review of the closed session meeting minutes.
- XIV. Executive Session as permitted by section 2(c)(11) of the Open Meetings Act to discuss litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting.
- XV. Report out from Executive Session [Action item]
- XVI. Adjournment. (8:00 p.m.)

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



DIRECTOR'S REPORT

April 2022

DONATIONS & GRANTS

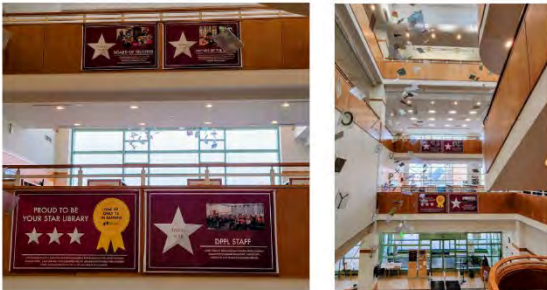


\$1868.00 for Youth Services Summer Reading Kick-Off Kit

\$1000 for Adult Services Summer Reading Club Prizes

\$1000 for Adult Services Shakespeare Project of Chicago

NATIONAL LIBRARY MONTH THANK YOU



COMINGS & GOINGS

COMINGS

Jess Anca, PT Creative Services Coordinator
Gracyn Hubick, PT Materials Services Clerk
Tina McDonough, PT Page

GOINGS

James Bonham, PT Security Monitor
Kyle Haack, FT Building & Security Manager

PROMOTIONS

Nicholas Howley, PT Page to PT Materials Services Clerk

DPPL AROUND TOWN



**MAILED TO 32,000
DES PLAINES HOUSEHOLDS
IN APRIL.**

ON DPPL SOCIAL MEDIA

Your Library:

- ◆ Values generous and open access to abundant resources for everyone.
- ◆ Believes that the freedom to read, watch, and listen, at a free public library, is essential to the public good.
- ◆ Values kindness to oneself, to each other, and to our community, and practices it as a tangible sign of mutual respect.
- ◆ Believes all library users have the right to privacy, confidentiality, and intellectual freedom.

To learn more about our Values and Beliefs visit <https://www.dppl.org/about>



NATIONAL LIBRARY WEEK

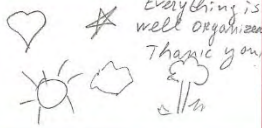


MY LIBRARY IS A STAR BECAUSE...

I love the different books and games even the polish ones! *Kaya*



MY LIBRARY IS A STAR BECAUSE...

Everything is well organized Thank you!




MY LIBRARY IS A STAR BECAUSE...

The staff is friendly and helpful and the book selection is awesome! A beautiful facility love the audio books and play areas.



MY LIBRARY IS A STAR BECAUSE...

DPPL was the first place I got it at home after moving to Duplains. The study rooms, free tickets, great interlibrary loan program, free fitness classes, wonderful staff and just EVERYTHING!
 vvv



MY LIBRARY IS A STAR BECAUSE...

the special section with cook books on upper floor!
 4/13

ILLINOIS LIBRARIES PRESENT

NICK OFFERMAN & JEFF TWEEDY



APRIL 27, 2022 | 7 P.M.

Actor, humorist, and woodworker, Nick Offerman is joined in conversation with his walking companion Jeff Tweedy of Wilco.

Online Zoom Event | Please Register

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

LEARN MORE AT DPPL.ORG

DES PLAINES PUBLIC LIBRARY

Beauty, History, and Romance:

WILLIAM AND JANE MORRIS AND THE ARTS AND CRAFTS MOVEMENT



APRIL 20, 2022 | 7 P.M.

In this slide lecture, art historian Jeff Miklar discusses works by William Morris and his colleagues including paintings, furniture, stained glass, textiles and decorative arts.

The program relates to the exhibition Morris and Company: The Business of Beauty currently on the Art Institute of Chicago through June 13, 2022.

Online Zoom Event | Please Register

LEARN MORE AT DPPL.ORG

DES PLAINES PUBLIC LIBRARY

To Go Crafts

CRAFT KIT FOR ADULTS

Pysanky: Ukrainian Egg Craft



Library Week BINGO NIGHT

April 7th • 7-8PM



We're celebrating National Library Week with a library-themed Bingo night on Zoom! Register in person at the 4th floor reference desk and pick up your Bingo cards starting Saturday, March 26th (available while supplies last).


LEARN MORE AT DPPL.ORG

DES PLAINES PUBLIC LIBRARY

ADULT PROGRAMS

Tuesday Morning Book Group

April 05 - 10 AM



A book discussion of *How Lucky* by Will Lettich

LEARN MORE AT DPPL.ORG

Career & Job Counseling @ the Library:

ONE-ON-ONE APPOINTMENTS IN PERSON OR ON ZOOM

2nd Monday & 4th Tuesday of every month. Study Room 7 or on Zoom.

CURIOSITY CAFE

Gay Gordon-Byrne

You deserve the right to repair your stuff

THURSDAY, APRIL 21 10:30 - 11:30 AM

FILE MANAGEMENT

TUESDAY, APRIL 26 • 2 - 3:00 P.M.

FILM SCREENING

PARASITE

April 13, 2022 1:30 P.M.

April 2022

MINER RECS

CHIMAMANDA NGOZI ADICHIE
PURPLE HIBISCUS
CLARK
BRANDI CARLILE
DIVISION
NACHI HIRAHARA
RANGE
DAVID EPSTEIN
THE MEMOIRS OF STOCKHOLM
NATHANIEL LEE MILLER
FAKE
AMERICANAH
CHIMAMANDA NGOZI ADICHIE
NINE LIVES
Cause We White People
Ugly

So You're on LinkedIn... Now What?

April 6, 2022 | 10 a.m. | Zoom

To Go Crafts

CRAFT KIT FOR ADULTS

Sculpey Sculpture!

Pick up the kits at the 4th floor starting April 4th.

TEEN PROGRAMS

TEENS

POETRY WORKSHOP AND OPEN MIC NIGHT

JOIN US FOR A TEEN POETRY OPEN MIC TO CELEBRATE NATIONAL POETRY MONTH! WHETHER YOU'RE A SEASONED WRITER OR A NEWBIE, THIS PROGRAM IS OPEN TO ALL. FEEL FREE TO SHARE WHAT YOU WROTE THIS MONTH, A POEM YOU'VE ALREADY WRITTEN, OR A POEM WRITTEN BY SOMEONE ELSE! FOR GRADES 7-12.



THURSDAY, APRIL 21ST
AT 7 P.M.

The Commons

LEARN MORE AT [DPPL.ORG](https://www.dppl.org)

DES PLAINES PUBLIC LIBRARY

CELEBRATING NATIONAL POETRY MONTH WITH OUR TEEN POETRY OPEN MIC.



TEENS

BUILDING A COLLEGE PORTFOLIO: HOW TO BE A COMPETITIVE APPLICANT


APRIL 5TH | 3 PM | THE COMMONS

Are you looking to gain insight about the college application process to your child, including competitive activity programs? Do you want your child to stand out against other applicants? Des Plaines Education will be hosting a seminar that will provide information and answer questions on how to build a competitive college portfolio during the final years of high school.




LEARN MORE AT [DPPL.ORG](https://www.dppl.org)


DES PLAINES PUBLIC LIBRARY



DIGITAL COMMONS




DISCORD



SCAN CODE TO JOIN THE SERVER!

<https://forms.gle/4tMx1uc677so029>

ART BOOKS GAMES MUSIC & MORE!



TEENS

take & make



VELLUM LUMINARIES

BEGINNING APRIL 4TH

TAKE & MAKE KITS ARE FUN 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](https://www.dppl.org)

DES PLAINES PUBLIC LIBRARY

KIDS PROGRAMS

WEEK OF THE YOUNG CHILD

▪ April 6, 2022 ▪

Stop by the Youth Services desk to pick up a Week of the Young Child giveaway starting on April 4th, 1 per family. While supplies last. Limited to residents of Des Plaines. Sponsored by the Friends of the Library.

LEARN MORE AT DPPL.ORG

DES PLAINES PUBLIC LIBRARY

VIRTUAL **STORYTIME**

NEW STORIES EVERY MONTH!

Bark George
Jules Feiffer

Loteria NIGHT

APRIL 8TH AT 6PM

EVERYONE WILL HAVE A CHANCE TO WIN A PRIZE!

REGISTRATION REQUIRED. FOR FAMILIES WITH CHILDREN OF ALL AGES.

LEARN MORE AT DPPL.ORG

DES PLAINES PUBLIC LIBRARY

LEGO LEAGUE

APRIL 25 | 6:30 PM

Join us for a virtual Lego League. We will meet on Zoom to build our creations together. Watch others build!

Tween TAKE N' MAKE

NEW KITS ARE AVAILABLE EVERY MONTH! - FOR TWEENS 4TH - 8TH GRADE -

*WHILE SUPPLIES LAST

LEARN MORE AT DPPL.ORG

DES PLAINES PUBLIC LIBRARY

April 2022

ROCKY'S RECS

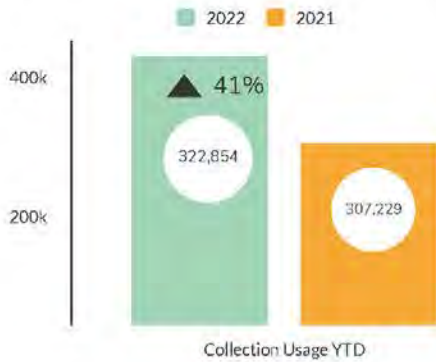
DPPL'S PICKS FOR KIDS



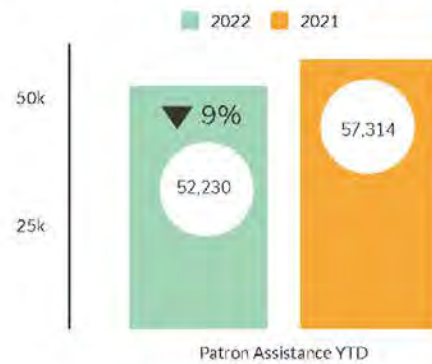
STATISTICS REPORT

April 2022

Collection Usage YTD



Patron Assistance YTD



Attendance All - YTD

Events, Programs, Outreach & Classes



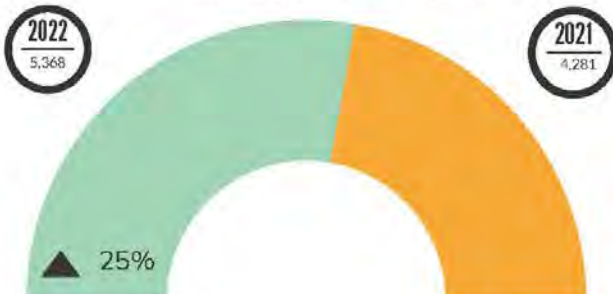
Bookings All - YTD

Events, Programs & Classes



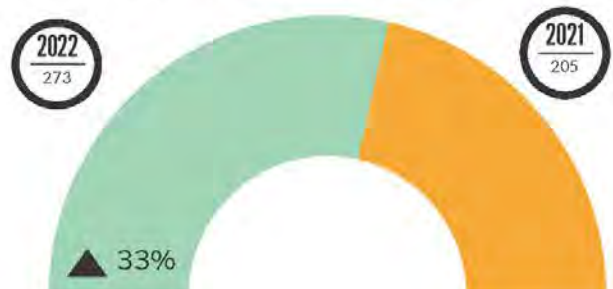
In Library Event Attendance - YTD

Events, Programs & Classes



In Library Event Bookings - YTD

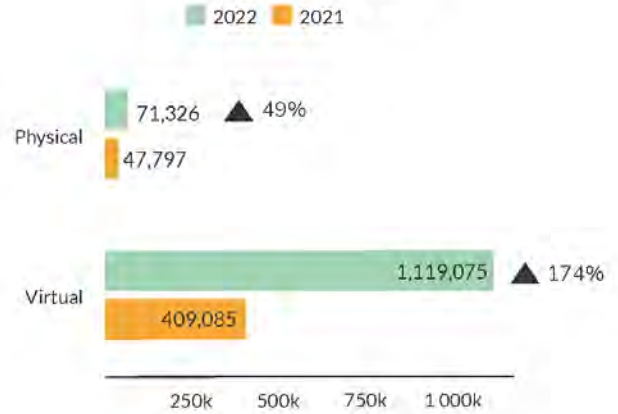
Events, Programs & Classes



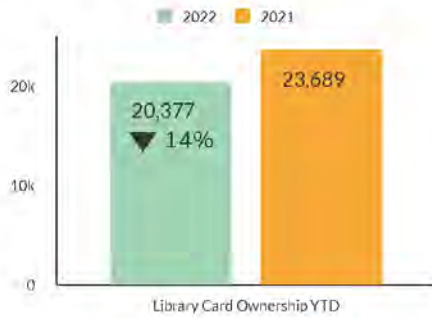
Computer Usage YTD



Traffic YTD



Library Card Ownership YTD



New Library Cards Issued YTD



2022 Year to Date Statistics

APRIL 2022

COLLECTION USAGE		
	Year to Date 2022	431,967
	Year to Date 2021	307,229
	% Change	41%
PATRON ASSISTANCE		
	Year to Date 2022	52,230
	Year to Date 2021	57,314
	% Change	-9%
EVENTS, PROGRAMS, AND CLASSES- BOOKINGS		
	Year to Date 2022	3,126
	Year to Date 2021	225
	% Change	1289%
EVENTS, PROGRAMS, OUTREACH, AND CLASSES-ATTENDANCE		
	Year to Date 2022	76,192
	Year to Date 2021	46,789
	% Change	63%
IN PERSON EVENTS		
	Bookings	
	Year to Date 2022	273
	Year to Date 2021	205
	% Change	33%
	Attendance	
	Year to Date 2022	5,368
	Year to Date 2021	4,281
	% Change	25%
TRAFFIC		
	Physical Visits (gate count)	
	Year to Date 2022	71,326
	Year to Date 2021	47,797
	% Change	49%
	Virtual Visits (catalog, website, mobile app)	
	Year to Date 2022	1,119,075
	Year to Date 2021	409,085
	% Change	174%
LIBRARY CARD OWNERSHIP		
	Current month valid library cards 2022	20,377
	Current month valid library cards 2021	23,689
	% Change	-14%
COMPUTER USAGE		
	Public Computers	
	Year to Date 2022	12,735
	Year to Date 2021	4,170
	% Change	205%
	Wireless	
	Year to Date 2022	11,265
	Year to Date 2021	13,743
	% Change	-18%

Des Plaines Public Library

Monthly Financial Report

For the Month Ended
April 30, 2022

Prepared by:

Lauterbach & Amen, LLP

Des Plaines Public Library

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Financial Statements

Des Plaines Public Library
 Governmental Funds Balance Sheet
 As of April 30, 2022

	<u>Library Fund</u>	<u>Capital Projects Fund</u>	<u>Total</u>
ASSETS			
Cash and Investments	\$ 4,522,951.03	\$ 1,874,949.79	\$ 6,397,900.82
Prepays	-	0.00	-
Receivables			
Receivable - Property Taxes	6,156,840.50	-	6,156,840.50
Receivable - Grants	-	-	-
Receivable - Miscellaneous	-	-	-
Total Assets	<u><u>\$ 10,679,791.53</u></u>	<u><u>\$ 1,874,949.79</u></u>	<u><u>\$ 12,554,741.32</u></u>
LIABILITIES			
Accounts Payable	\$ 193,613.11	\$ 43,342.58	\$ 236,955.69
Accrued Payroll	48,089.06	-	48,089.06
Due to other funds	<u>266,228.73</u>	<u>-</u>	<u>266,228.73</u>
Total Liabilities	<u>507,930.90</u>	<u>43,342.58</u>	<u>551,273.48</u>
Deferred Inflows of Resources			
Property Taxes	<u>6,069,500.00</u>	<u>-</u>	<u>6,069,500.00</u>
Total Liabilities and Deferred Inflows of Resources	<u>6,577,430.90</u>	<u>43,342.58</u>	<u>6,620,773.48</u>
FUND BALANCE			
Fund Balance - Unreserved	3,590,228.05	1,831,607.21	5,421,835.26
Fund Balance - Reserved for Prepays	488,263.44	-	488,263.44
Total Fund Balance	<u>4,078,491.49</u>	<u>1,831,607.21</u>	<u>5,910,098.70</u>
Total Liabilities, Deferred Inflows of Resources and Fund Balance	<u><u>\$ 10,655,922.39</u></u>	<u><u>\$ 1,874,949.79</u></u>	<u><u>\$ 12,530,872.18</u></u>

Des Plaines Public Library

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

For the 4 Months Ended April 30, 2022

	<u>General</u> <u>Fund</u>	<u>Capital</u> <u>Improvements Fund</u>	<u>Total</u>
REVENUES			
Taxes	\$ 3,387,527.80	\$ -	\$ 3,387,527.80
Intergovernmental	7,924.00	-	7,924.00
Fines & Fees	7,896.33	-	7,896.33
Interest	1,677.32	1,531.08	3,208.40
Special Events and Programs	1,833.85	-	1,833.85
Miscellaneous	197,327.07	-	197,327.07
Total Revenues	<u>3,604,186.37</u>	<u>1,531.08</u>	<u>3,605,717.45</u>
 EXPENDITURES			
Personnel	\$ 925,719.30	\$ -	\$ 925,719.30
Operating	731,131.85	-	731,131.85
Library Materials	296,044.99	-	296,044.99
Capital Outlay	30,153.05	66,859.13	97,012.18
Other Expenditures	10,127.33	-	10,127.33
Total Expenditures	<u>1,993,176.52</u>	<u>66,859.13</u>	<u>2,060,035.65</u>
Net Change in Fund Balances	<u>1,611,009.85</u>	<u>(65,328.05)</u>	<u>1,545,681.80</u>
 FUND BALANCES			
Beginning of the year	<u>2,467,481.64</u>	<u>1,896,935.26</u>	<u>4,364,416.90</u>
End of the period	<u><u>\$ 4,078,491.49</u></u>	<u><u>\$ 1,831,607.21</u></u>	<u><u>\$ 5,910,098.70</u></u>

Supplementary Information

Des Plaines Public Library

Treasurer's Report as of April 30, 2022

<u>Institution</u>	<u>Invested</u>
201-1101000 - Petty Cash	<u>500.00</u>
201-1102015 - First Midwest Operating #8100292260	868,893.41
202-1102015 - First Midwest Operating #8100292260	<u>21,748.58</u>
	<u>890,641.99</u>
201-1102028 - Cash Library Donations	<u>215,269.50</u>
201-1102079 - IL Funds - 151600222591	3,438,288.12
202-1102079 - IL Funds - 151600222591	<u>1,853,201.21</u>
	<u>5,291,489.33</u>
201-1104006 - Investments - Certificates of Deposit	<u>0.00</u>
Total Invested	<u><u>6,397,900.82</u></u>

Des Plaines Public Library
Balance Sheet as of April 30, 2022

	<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 - First Midwest Operating #8100292260	2,716,738.76	(1,847,845.35)	868,893.41
1102028 - Cash Library Donations	215,262.66	6.84	215,269.50
1102079 - IL Funds - 151600222591	2,037,563.34	1,400,724.78	3,438,288.12
1118000 - Receivable - Property Taxes	<u>6,156,840.50</u>	<u>0.00</u>	<u>6,156,840.50</u>
	<u>11,126,905.26</u>	<u>(447,113.73)</u>	<u>10,679,791.53</u>
<u>Liabilities and Fund Balance</u>			
<u>Liabilities</u>			
2401000 - Accounts Payable	323,381.62	(129,768.51)	193,613.11
2430707 - Due to Library Comp Abs	266,228.73	0.00	266,228.73
2450040 - Accrued Payroll	48,089.06	0.00	48,089.06
2470000 - Deferred Revenue - Property Tax	6,069,500.00	0.00	6,069,500.00
2471000 - Deferred Revenue - Other	<u>23,869.14</u>	<u>0.00</u>	<u>23,869.14</u>
	<u>6,731,068.55</u>	<u>(129,768.51)</u>	<u>6,601,300.04</u>
<u>Fund Balance</u>			
3720010 - Fund Balance - Reserved for Prepaid Items	488,263.44	0.00	488,263.44
3730000 - Fund Balance - Unreserved	<u>1,979,218.20</u>	<u>0.00</u>	<u>1,979,218.20</u>
	<u>2,467,481.64</u>	<u>0.00</u>	<u>2,467,481.64</u>
 Total Liabilities and Fund Balance	 <u>9,198,550.19</u>	 <u>(129,768.51)</u>	 <u>9,068,781.68</u>
 Excess Revenues Over Expenses	 <u>1,928,355.07</u>	 <u>(317,345.22)</u>	 <u>1,611,009.85</u>

Des Plaines Public Library
Balance Sheet as of April 30, 2022

	<u>Beginning Balance</u>	<u>M.T.D. Changes</u>	<u>Ending Balance</u>
<u>Capital Projects Fund</u>			
<u>Assets</u>			
1102015 - First Midwest Operating #8100292260	33,576.17	(11,827.59)	21,748.58
1102079 - IL Funds - 151600222591	1,852,424.78	776.43	1,853,201.21
	<u>1,886,000.95</u>	<u>(11,051.16)</u>	<u>1,874,949.79</u>
<u>Liabilities and Fund Balance</u>			
<u>Liabilities</u>			
2401000 - Accounts Payable	11,827.59	31,514.99	43,342.58
	<u>11,827.59</u>	<u>31,514.99</u>	<u>43,342.58</u>
<u>Fund Balance</u>			
3730000 - Fund Balance - Unreserved	1,896,935.26	0.00	1,896,935.26
Total Liabilities and Fund Balance	<u>1,908,762.85</u>	<u>31,514.99</u>	<u>1,940,277.84</u>
Excess Revenues Over Expenses	<u>(22,761.90)</u>	<u>(42,566.15)</u>	<u>(65,328.05)</u>
<u>Compensated Absences Fund</u>			
<u>Assets</u>			
1120201 - Due From Library	266,228.73	0.00	266,228.73
	<u>266,228.73</u>	<u>0.00</u>	<u>266,228.73</u>
<u>Liabilities and Fund Balance</u>			
<u>Liabilities</u>			
2450035 - Accrued ST-LT Comp Absence	82,847.17	0.00	82,847.17
2490010 - Compensated Absences Payable	183,381.56	0.00	183,381.56
	<u>266,228.73</u>	<u>0.00</u>	<u>266,228.73</u>
<u>Fund Balance</u>			
3720010 - Fund Balance - Reserved for Prepaid Items	0.00	0.00	0.00
3730000 - Fund Balance - Unreserved	0.00	0.00	0.00
3740000 - Fund Balance - Unrestricted	0.00	0.00	0.00
3750000 - Fund Balance - Temporarily Restricted	0.00	0.00	0.00
	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Total Liabilities and Fund Balance	<u>266,228.73</u>	<u>0.00</u>	<u>266,228.73</u>

Des Plaines Public Library
Balance Sheet as of April 30, 2022

	<u>Beginning</u> <u>Balance</u>	<u>M.T.D.</u> <u>Changes</u>	<u>Ending</u> <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	1,524,889.65	0.00	1,524,889.65
1204300 - Fixed Assets - Vehicles	24,954.39	0.00	24,954.39
1209900 - Fixed Assets - Accumulated Depreciation	<u>(1,527,727.00)</u>	<u>0.00</u>	<u>(1,527,727.00)</u>
	<u>2,484,029.04</u>	<u>0.00</u>	<u>2,484,029.04</u>
<u>Liabilities and Fund Balance</u>			
<u>Liabilities</u>			
<u>Fund Balance</u>			
3730000 - Fund Balance - Unreserved	<u>2,484,029.04</u>	<u>0.00</u>	<u>2,484,029.04</u>
	<u>2,484,029.04</u>	<u>0.00</u>	<u>2,484,029.04</u>
Total Liabilities and Net Capital Assets	<u>2,484,029.04</u>	<u>0.00</u>	<u>2,484,029.04</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 4 Months Ended April 30, 2022

_____ Library Fund _____	Received <u>this Month</u>	Received <u>this Year</u>	Budgeted <u>Receipts</u>	Uncollected <u>Receipts</u>	Prct. <u>Collected</u>
<u>Taxes</u>					
201-4810025 - Property Taxes 2012	0.00	0.00	0.00	0.00	0.00
201-4810026 - Property Taxes 2013	0.00	0.00	0.00	0.00	0.00
201-4810027 - Property Taxes 2014	0.00	0.00	0.00	0.00	0.00
201-4810028 - Property Taxes 2015	0.00	0.00	0.00	0.00	0.00
201-4810029 - Property Taxes 2016	0.00	0.00	0.00	0.00	0.00
201-4810030 - Property Taxes 2017	0.00	0.00	0.00	0.00	0.00
201-4810031 - Property Taxes 2018	0.00	0.00	0.00	0.00	0.00
201-4810032 - Property Taxes 2020	0.00	0.00	0.00	0.00	0.00
201-4810033 - Property Taxes 2021	<u>152,938.73</u>	<u>3,387,527.80</u>	<u>6,100,000.00</u>	<u>2,712,472.20</u>	<u>55.53</u>
	<u>152,938.73</u>	<u>3,387,527.80</u>	<u>6,100,000.00</u>	<u>2,712,472.20</u>	<u>55.53</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	75,000.00	75,000.00	0.00
201-4822090 - Grant Revenue	0.00	0.00	0.00	0.00	0.00
201-4822095 - State Grant - Library	<u>0.00</u>	<u>7,924.00</u>	<u>10,000.00</u>	<u>2,076.00</u>	<u>79.24</u>
	<u>0.00</u>	<u>7,924.00</u>	<u>177,988.00</u>	<u>170,064.00</u>	<u>4.45</u>
<u>Fines & Fees</u>					
201-4850101 - Library Fees	196.23	2,589.27	3,000.00	410.73	86.31
201-4850201 - Copying Fees	1,318.06	4,877.41	20,000.00	15,122.59	24.39
201-4850207 - Non-Res Cards	0.00	69.50	0.00	(69.50)	0.00
201-4850208 - Meeting Room Fees	<u>165.15</u>	<u>360.15</u>	<u>1,500.00</u>	<u>1,139.85</u>	<u>24.01</u>
	<u>1,679.44</u>	<u>7,896.33</u>	<u>24,500.00</u>	<u>16,603.67</u>	<u>32.23</u>
<u>Special Programs & Events</u>					
201-4850215 - Friends of the Library Reimbursements	<u>895.00</u>	<u>1,833.85</u>	<u>20,000.00</u>	<u>18,166.15</u>	<u>9.17</u>
	<u>895.00</u>	<u>1,833.85</u>	<u>20,000.00</u>	<u>18,166.15</u>	<u>9.17</u>
<u>Interest</u>					
201-4890010 - Interest Income	<u>769.91</u>	<u>1,677.32</u>	<u>1,330.00</u>	<u>(347.32)</u>	<u>126.11</u>
	<u>769.91</u>	<u>1,677.32</u>	<u>1,330.00</u>	<u>(347.32)</u>	<u>126.11</u>
<u>Other Revenue</u>					
201-4899900 - Miscellaneous Revenue	3,096.00	11,161.61	70,000.00	58,838.39	15.95
201-4899910 - Vending Machine Revenue	60.09	165.57	1,000.00	834.43	16.56
201-4899920 - Library Donations	0.00	181,500.00	190,000.00	8,500.00	95.53
201-4899940 - Friends Book Sale	<u>1,395.11</u>	<u>4,499.89</u>	<u>5,000.00</u>	<u>500.11</u>	<u>90.00</u>
	<u>4,551.20</u>	<u>197,327.07</u>	<u>266,000.00</u>	<u>68,672.93</u>	<u>74.18</u>
Total Library Fund	<u>160,834.28</u>	<u>3,604,186.37</u>	<u>6,589,818.00</u>	<u>2,985,631.63</u>	<u>54.69</u>

Des Plaines Public Library
 Revenue Report
 For the 4 Months Ended April 30, 2022

	<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>776.43</u>	<u>1,531.08</u>	<u>2,000.00</u>	<u>468.92</u>	<u>76.55</u>
	<u>776.43</u>	<u>1,531.08</u>	<u>2,000.00</u>	<u>468.92</u>	<u>76.55</u>
<u>Other Financing Sources</u>					
Total Capital Projects Fund	<u>776.43</u>	<u>1,531.08</u>	<u>2,000.00</u>	<u>468.92</u>	<u>76.55</u>
Total of All Funds	<u>161,610.71</u>	<u>3,605,717.45</u>	<u>6,591,818.00</u>	<u>2,986,100.55</u>	<u>54.70</u>

Des Plaines Public Library
Expense Report
For the 4 Months Ended April 30, 2022

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	175,945.44	702,197.25	2,430,951.00	1,728,753.75	28.89
5910200 - Part-time Salaries	<u>55,622.00</u>	<u>223,522.05</u>	<u>838,279.00</u>	<u>614,756.95</u>	<u>26.66</u>
	<u>231,567.44</u>	<u>925,719.30</u>	<u>3,269,230.00</u>	<u>2,343,510.70</u>	<u>28.32</u>
<u>Benefits</u>					
5918010 - Unemployment Compensation	0.00	0.00	15,000.00	15,000.00	0.00
5918020 - Employer Contribution - FICA	17,021.53	68,144.64	248,109.00	179,964.36	27.47
5918021 - Employer Contribution - IMRF	16,262.39	49,250.24	223,448.00	174,197.76	22.04
5918040 - Life Insurance Premiums	0.00	0.00	1,886.00	1,886.00	0.00
5918050 - PPO Insurance Premiums	28,034.97	140,331.88	425,000.00	284,668.12	33.02
5918051 - HMO Insurance Premiums	14,442.26	71,782.04	190,000.00	118,217.96	37.78
5918055 - Dental Insurance Premiums	0.00	0.00	20,000.00	20,000.00	0.00
5918070 - Workers Compensation	<u>0.00</u>	<u>0.00</u>	<u>14,000.00</u>	<u>14,000.00</u>	<u>0.00</u>
	<u>75,761.15</u>	<u>329,508.80</u>	<u>1,137,443.00</u>	<u>807,934.20</u>	<u>28.97</u>
<u>Contractual Services</u>					
5920100 - Legal Fees	0.00	115.00	20,000.00	19,885.00	0.58
5920110 - Professional Services	34,995.30	139,752.63	445,348.00	305,595.37	31.38
5920120 - Communication Services	2,922.17	5,494.01	48,840.00	43,345.99	11.25
5920140 - Integrated Library System	22,128.03	44,256.06	88,450.00	44,193.94	50.04
5920202 - Conferences	(5,078.44)	0.00	0.00	0.00	0.00
5920210 - Marketing	12,380.93	14,549.87	53,000.00	38,450.13	27.45
5920220 - Membership Dues	1,825.00	3,719.00	6,400.00	2,681.00	58.11
5920990 - Property/Liability Insurance	0.00	42,182.00	57,000.00	14,818.00	74.00
5930010 - R&M Equipment	294.40	22,513.36	77,316.00	54,802.64	29.12
5930020 - R&M Buildings & Structures	10,044.25	33,393.22	110,960.00	77,566.78	30.09
5930030 - R&M Vehicles	0.00	202.25	2,000.00	1,797.75	10.11
5930210 - Rental of Equipment	0.00	221.67	890.00	668.33	24.91
5930320 - Cleaning/Custodial Services	24,462.50	24,946.50	87,575.00	62,628.50	28.49
5930490 - Refuse Contract	360.00	1,440.00	6,000.00	4,560.00	24.00
5960040 - Pre-Employment Testing	579.40	1,660.60	3,000.00	1,339.40	55.35
5960065 - Bank Fees	0.00	0.00	300.00	300.00	0.00
5960070 - Mileage	0.00	0.00	500.00	500.00	0.00
5960210 - Special Event Programming	5,381.68	20,082.46	51,850.00	31,767.54	38.73
5960990 - Misc. Contractual Services	<u>6,838.36</u>	<u>47,094.42</u>	<u>114,835.00</u>	<u>67,740.58</u>	<u>41.01</u>
	<u>117,133.58</u>	<u>401,623.05</u>	<u>1,174,264.00</u>	<u>772,640.95</u>	<u>34.20</u>
<u>Commodities</u>					
5970100 - Supplies	6,794.18	20,130.64	94,600.00	74,469.36	21.28
5970110 - Meals	34.50	830.89	2,000.00	1,169.11	41.54
5970115 - Supplies - Dept/Other	0.00	52.90	0.00	(52.90)	0.00
5970170 - Janitorial	(18,877.34)	(1,377.26)	18,600.00	19,977.26	(7.40)
5970260 - Postage & Parcel	1,000.00	8,690.65	11,000.00	2,309.35	79.01
5970270 - Printing	237.38	237.38	0.00	(237.38)	0.00
5970500 - Water Bill	995.80	1,795.99	10,000.00	8,204.01	17.96

Des Plaines Public Library
Expense Report
For the 4 Months Ended April 30, 2022

	M.T.D. <u>Expended</u>	Y.T.D. <u>Expended</u>	Budgeted <u>Amount</u>	Budgeted <u>Remain.</u>	Prct. <u>Expend.</u>
5970600 - Ebooks/Books	27,357.10	94,014.19	369,850.00	275,835.81	25.42
5970610 - E-audio/Audio	5,237.13	18,300.90	72,500.00	54,199.10	25.24
5970620 - E-Subscriptions/Subscriptions	1,343.43	10,417.50	58,430.00	48,012.50	17.83
5970630 - Visual Materials	9,528.55	53,819.13	185,100.00	131,280.87	29.08
5970640 - Databases	1,227.76	71,602.77	178,000.00	106,397.23	40.23
5970810 - Natural Gas	3,815.18	17,529.31	22,000.00	4,470.69	79.68
5970850 - Gasoline	0.00	0.00	300.00	300.00	0.00
5970900 - Equipment < \$10,000	<u>0.00</u>	<u>0.00</u>	<u>2,200.00</u>	<u>2,200.00</u>	<u>0.00</u>
	<u>38,693.67</u>	<u>296,044.99</u>	<u>1,024,580.00</u>	<u>728,535.01</u>	<u>28.89</u>
 <u>Capital Expenditures</u>					
5980400 - Equipment	5,753.00	5,753.00	6,310.00	557.00	91.17
5980410 - Computer Hardware	0.00	8,193.61	8,450.00	256.39	96.97
5980420 - Computer Software	2,248.11	16,206.44	45,170.00	28,963.56	35.88
5980600 - Furniture & Fixtures	<u>0.00</u>	<u>0.00</u>	<u>6,500.00</u>	<u>6,500.00</u>	<u>0.00</u>
	<u>8,001.11</u>	<u>30,153.05</u>	<u>66,430.00</u>	<u>36,276.95</u>	<u>45.39</u>
 <u>Other Funding Activities</u>					
5990900 - Per Capita Grant Expenditures	5,627.44	5,627.44	75,000.00	69,372.56	7.50
5993000 - Contingency Reserve	0.00	0.00	70,000.00	70,000.00	0.00
5999940 - Friends Books Sale	<u>1,395.11</u>	<u>4,499.89</u>	<u>5,000.00</u>	<u>500.11</u>	<u>90.00</u>
	<u>7,022.55</u>	<u>10,127.33</u>	<u>150,000.00</u>	<u>139,872.67</u>	<u>6.75</u>
 Total Library Fund Expenditures	<u>478,179.50</u>	<u>1,993,176.52</u>	<u>6,821,947.00</u>	<u>4,828,770.48</u>	<u>29.22</u>
 _____ Capital Projects Fund _____					
 <u>Contractual Services</u>					
 <u>Capital Expenditures</u>					
5980300 - Improvements	0.00	0.00	218,000.00	218,000.00	0.00
5980400 - Equipment	0.00	9,832.35	309,940.00	300,107.65	3.17
5980410 - Computer Hardware	42,866.90	56,551.10	209,500.00	152,948.90	26.99
5980420 - Computer Software	475.68	475.68	10,500.00	10,024.32	4.53
5980600 - Furniture and Fixtures	<u>0.00</u>	<u>0.00</u>	<u>3,000.00</u>	<u>3,000.00</u>	<u>0.00</u>
	<u>43,342.58</u>	<u>66,859.13</u>	<u>750,940.00</u>	<u>684,080.87</u>	<u>8.90</u>
 Total Capital Projects Fund Expenditures	<u>43,342.58</u>	<u>66,859.13</u>	<u>750,940.00</u>	<u>684,080.87</u>	<u>8.90</u>
 Total of All Funds	<u>521,522.08</u>	<u>2,060,035.65</u>	<u>7,572,887.00</u>	<u>5,512,851.35</u>	<u>27.20</u>

Des Plaines Public Library

Check List

All Bank Accounts

April 22, 2022 - May 19, 2022

Check Number	Check Date	Payee	Amount
Vendor Checks			
19159	05/19/22	ANGELO CERRONE	125.00
19160	05/19/22	AQUARIUM ADVENTURE HOFFMAN ESTATES	480.00
19161	05/19/22	AUTOMATED LOGIC, INC.	4,876.00
19162	05/19/22	BACKGROUND SCREENING CONSULTANTS LLC	339.40
19163	05/19/22	BAKER & TAYLOR	16,743.77
19164	05/19/22	BARNES & NOBLE INC	1,526.94
19165	05/19/22	CENGAGE LEARNING/GALE	1,227.85
19166	05/19/22	CHICAGO PUBLIC LIBRARY	160.00
19167	05/19/22	CHILDREN'S PLUS, INC.	1,841.17
19168	05/19/22	CITY OF DES PLAINES	995.80
19169	05/19/22	CITY OF DES PLAINES, ECONOMIC DEV.	300.00
19170	05/19/22	COLLEY ELEVATOR COMPANY	1,320.00
19171	05/19/22	COOPERATIVE COMPUTER SERVICES	22,128.03
19172	05/19/22	CRYSTAL MAINTENANCE SERVICES CORP	4,892.50
19173	05/19/22	D&Z HOUSE OF BOOKS	3,637.50
19174	05/19/22	DES PLAINES CHAMBER OF COMMERCE	20.00
19175	05/19/22	EBSCO INFORMATION SERVICES	25.59
19176	05/19/22	ENVISIONWARE, INC	3,991.00
19177	05/19/22	FINDAWAY WORLD LLC	3,278.35
19178	05/19/22	FLOOD BROTHERS DISPOSAL & RECYCLING SERVICES	360.00
19179	05/19/22	HR SOURCE	1,825.00
19180	05/19/22	IHLS-OCLC	760.87
19181	05/19/22	INSIGHT PUBLIC SECTOR, INC.	258.00
19182	05/19/22	ITSAVVY LLC	4,360.00
19183	05/19/22	J&S PLUMBING, INC.	535.00
19184	05/19/22	JGD COACHING	120.00
19185	05/19/22	LAUTERBACH & AMEN, LLP.	1,575.00
19186	05/19/22	LIMRICC	51,854.33
19187	05/19/22	LYNCHBURG PUBLIC LIBRARY	24.95
19188	05/19/22	MIDWEST TAPE	8,813.02
19189	05/19/22	OAKBROOK MECHANICAL SERVICES	3,013.25
19190	05/19/22	OUTSOURCE SOLUTIONS GROUP, INC.	75,290.94
19191	05/19/22	OVERDRIVE, INC.	2,872.41
19192	05/19/22	PHYSICIANS IMMEDIATE CARE CHICAGO	240.00
19193	05/19/22	PROQUEST LLC	1,147.47
19194	05/19/22	SHU-JU ADA CHENG	300.00
19195	05/19/22	THOMAS KLISE/CRIMSON MULTIMEDIA	2,493.83
19196	05/19/22	THOMSON REUTERS-WEST	23.39
19197	05/19/22	TODAY'S BUSINESS SOLUTIONS INC	6,047.40
19198	05/19/22	VISOGRAPHIC	5,991.11
19199	05/19/22	WORLD BOOK INC	56.90
19200	05/19/22	D&Z HOUSE OF BOOKS	1,083.92
51861	04/30/22	BANKCARD SERVICES	19,553.17
51862	04/30/22	IMRF	27,261.23
51863	04/30/22	NEOFUNDS BY NEOPOST	1,000.00
51864	04/30/22	VERIZON WIRELESS	1,055.43
51865	04/30/22	VERIZON WIRELESS	1,058.34
51866	04/30/22	COMCAST CABLE	535.62
51867	04/30/22	FRIENDS OF THE DES PLAINES PUBLIC LIBRARY	1,395.11
51868	04/30/22	NICOR GAS	3,815.18
Vendor Check Total			292,629.77
Check List Total			292,629.77

Check count = 50

Des Plaines Public Library
Vendor Checks Report
First Midwest Operating
April 2022

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
Vendor Checks						
ANGELO CERRONE				19159	05/19/22	<u>125.00</u>
201-5960990	Misc. Contractual Services	Inv # 4272022	125.00			
AQUARIUM ADVENTURE HOFFMAN ESTATES				19160	05/19/22	<u>480.00</u>
201-5960990	Misc. Contractual Services	Invoice #13070	480.00			
AUTOMATED LOGIC, INC.				19161	05/19/22	<u>4,876.00</u>
201-5930020	R&M Buildings & Structures	Invoice #383709.	4,876.00			
BACKGROUND SCREENING CONSULTANTS LLC				19162	05/19/22	<u>339.40</u>
201-5960040	Pre-Employment Testing	Invoice #20076	339.40			
BAKER & TAYLOR				19163	05/19/22	<u>16,743.77</u>
201-5960990	Misc. Contractual Services	Invoice #0000144654	17.38			
201-5970600	Ebooks/Books	Invoice #0000144654	102.33			
201-5960990	Misc. Contractual Services	Invoice #0000144657	17.38			
201-5970600	Ebooks/Books	Invoice #0000144657	102.33			
201-5960990	Misc. Contractual Services	Credit #0003260473	-17.38			
201-5960990	Misc. Contractual Services	Invoice #2036707787	58.83			
201-5960990	Misc. Contractual Services	Invoice #2036673941	34.59			
201-5970600	Ebooks/Books	Invoice #2036673941	271.38			
201-5960990	Misc. Contractual Services	Invoice #2036677137	7.04			
201-5970600	Ebooks/Books	Invoice #2036677137	50.23			
201-5970600	Ebooks/Books	Invoice #2036694068	1,011.08			
201-5960990	Misc. Contractual Services	Invoice #2036694069	115.76			
201-5970600	Ebooks/Books	Invoice #5017688151	41.62			
201-5970600	Ebooks/Books	Invoice #2036705854	315.17			
201-5960990	Misc. Contractual Services	Invoice #2036705855	29.80			
201-5970600	Ebooks/Books	Invoice #2036702548	646.71			
201-5960990	Misc. Contractual Services	Invoice #2036702549	54.18			
201-5970600	Ebooks/Books	Invoice #2036707786	486.78			
201-5960990	Misc. Contractual Services	Invoice #2036701254	10.23			
201-5970600	Ebooks/Books	Invoice #2036701254	72.34			
201-5960990	Misc. Contractual Services	Invoice #2036691343	38.30			
201-5970600	Ebooks/Books	Invoice #2036691343	281.97			
201-5960990	Misc. Contractual Services	Invoice #2036683114	7.75			
201-5970600	Ebooks/Books	Invoice #2036683114	63.42			
201-5960990	Misc. Contractual Services	Invoice #2036710891	30.13			
201-5970600	Ebooks/Books	Invoice #2036710891	225.68			
201-5960990	Misc. Contractual Services	Invoice #2036666004	22.62			
201-5970600	Ebooks/Books	Invoice #2036666004	57.83			
201-5960990	Misc. Contractual Services	Invoice #2036695290	48.13			
201-5970600	Ebooks/Books	Invoice #2036695290	362.28			
201-5960990	Misc. Contractual Services	Invoice #2036680287	12.47			
201-5970600	Ebooks/Books	Invoice #2036680287	93.09			
201-5960990	Misc. Contractual Services	Invoice #2036702795	48.13			
201-5970600	Ebooks/Books	Invoice #2036702795	331.32			
201-5960990	Misc. Contractual Services	Invoice #2036680262	18.11			
201-5970600	Ebooks/Books	Invoice #2036680262	122.04			
201-5960990	Misc. Contractual Services	Invoice #2036709533	10.55			
201-5970600	Ebooks/Books	Invoice #2036709533	29.89			
201-5960990	Misc. Contractual Services	Invoice #2036709692	12.32			
201-5970600	Ebooks/Books	Invoice #2036709692	79.46			
201-5960990	Misc. Contractual Services	Invoice #2036691484	12.36			
201-5970600	Ebooks/Books	Invoice #2036691484	36.88			

Des Plaines Public Library

Vendor Checks Report

First Midwest Operating

April 2022

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
201-5960990	Misc. Contractual Services	Invoice #2036720225	31.13			
201-5970600	Ebooks/Books	Invoice #2036720225	151.53			
201-5960990	Misc. Contractual Services	Invoice #2036673656	9.89			
201-5970600	Ebooks/Books	Invoice #2036673656	49.66			
201-5960990	Misc. Contractual Services	Invoice #2036691336	93.42			
201-5970600	Ebooks/Books	Invoice #2036691336	750.14			
201-5960990	Misc. Contractual Services	Invoice #2036696097	46.94			
201-5970600	Ebooks/Books	Invoice #2036696097	305.17			
201-5960990	Misc. Contractual Services	Invoice #2036683160	28.17			
201-5970600	Ebooks/Books	Invoice #2036683160	119.54			
201-5960990	Misc. Contractual Services	Invoice #2036635027	47.25			
201-5970600	Ebooks/Books	Invoice #2036635023	433.17			
201-5960990	Misc. Contractual Services	Invoice #2036632078	165.60			
201-5970600	Ebooks/Books	Invoice #2036632078	276.77			
201-5960990	Misc. Contractual Services	Invoice #2036639727	36.50			
201-5970600	Ebooks/Books	Invoice #2036639727	96.18			
201-5960990	Misc. Contractual Services	Invoice #2036642963	69.72			
201-5970600	Ebooks/Books	Invoice #2036642963	591.37			
201-5960990	Misc. Contractual Services	Invoice #2036652883	2.83			
201-5970600	Ebooks/Books	Invoice #2036652883	13.61			
201-5960990	Misc. Contractual Services	Invoice #2036657212	3.86			
201-5970600	Ebooks/Books	Invoice #2036657212	31.23			
201-5960990	Misc. Contractual Services	Invoice #2036631812	30.39			
201-5970600	Ebooks/Books	Invoice #2036631812	119.18			
201-5960990	Misc. Contractual Services	Invoice #2036639642	31.01			
201-5970600	Ebooks/Books	Invoice #2036639642	258.58			
201-5960990	Misc. Contractual Services	Invoice #2036641540	42.37			
201-5970600	Ebooks/Books	Invoice #2036641540	230.64			
201-5960990	Misc. Contractual Services	Invoice #2036631766	12.47			
201-5970600	Ebooks/Books	Invoice #2036631766	90.25			
201-5960990	Misc. Contractual Services	Invoice #2036631616	20.19			
201-5970600	Ebooks/Books	Invoice #2036631616	156.69			
201-5960990	Misc. Contractual Services	Invoice #2036643091	3.48			
201-5970600	Ebooks/Books	Invoice #2036643091	12.04			
201-5970600	Ebooks/Books	Invoice #2036643830	489.26			
201-5960990	Misc. Contractual Services	Invoice #2036643831	57.11			
201-5960990	Misc. Contractual Services	Invoice #2036649809	97.14			
201-5970600	Ebooks/Books	Invoice #2036649808	924.64			
201-5960990	Misc. Contractual Services	Invoice #2036680599	16.23			
201-5970600	Ebooks/Books	Invoice #2036680599	43.31			
201-5960990	Misc. Contractual Services	Invoice #2036658014	75.38			
201-5970600	Ebooks/Books	Invoice #2036658014	139.28			
201-5960990	Misc. Contractual Services	Invoice #2036674830	57.79			
201-5960990	Misc. Contractual Services	Invoice #2036666029	11.38			
201-5970600	Ebooks/Books	Invoice #2036666029	40.24			
201-5960990	Misc. Contractual Services	Invoice #2036673766	4.72			
201-5970600	Ebooks/Books	Invoice #2036673766	26.80			
201-5960990	Misc. Contractual Services	Invoice #2036643035	17.26			
201-5970600	Ebooks/Books	Invoice #2036643035	263.41			
201-5960990	Misc. Contractual Services	Invoice #2036657218	19.20			
201-5970600	Ebooks/Books	Invoice #2036657218	113.33			
201-5960990	Misc. Contractual Services	Invoice #2036665291	12.25			
201-5970600	Ebooks/Books	Invoice #2036665291	85.54			
201-5960990	Misc. Contractual Services	Invoice #2036656974	90.67			
201-5970600	Ebooks/Books	Invoice #2036656974	846.47			
201-5960990	Misc. Contractual Services	Invoice #2036675093	18.11			

Des Plaines Public Library
Vendor Checks Report
First Midwest Operating
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Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
201-5970600	Ebooks/Books	Invoice #2036675093	127.12			
201-5960990	Misc. Contractual Services	Invoice #2036657196	36.96			
201-5970600	Ebooks/Books	Invoice #2036657196	127.87			
201-5970600	Ebooks/Books	Invoice #2036674829	521.70			
201-5960990	Misc. Contractual Services	Invoice #2036662712	33.57			
201-5970600	Ebooks/Books	Invoice #2036662712	218.79			
201-5960990	Misc. Contractual Services	Invoice #2036657822	40.22			
201-5970600	Ebooks/Books	Invoice #2036657822	240.32			
201-5960990	Misc. Contractual Services	Invoice #2036657307	22.86			
201-5970600	Ebooks/Books	Invoice #2036657307	152.71			
201-5960990	Misc. Contractual Services	Invoice #2036665290	94.05			
201-5970600	Ebooks/Books	Invoice #2036665289	937.41			
201-5960990	Misc. Contractual Services	Invoice #2036657552	8.24			
201-5970600	Ebooks/Books	Invoice #2036657552	19.73			
201-5970600	Ebooks/Books	Invoice #2036684595	836.61			
201-5960990	Misc. Contractual Services	Invoice #2036684596	93.79			
201-5970600	Ebooks/Books	Invoice #2036679883	32.92			
201-5970600	Ebooks/Books	Invoice #2036684599	15.90			
BARNES & NOBLE INC				19164	05/19/22	<u>1,526.94</u>
201-5970600	Ebooks/Books	Invoice #4245237	157.85			
201-5970600	Ebooks/Books	Invoice #4245309	157.85			
201-5970600	Ebooks/Books	Invoice #4245347	169.36			
201-5970600	Ebooks/Books	Invoice #4245910	179.30			
201-5970600	Ebooks/Books	Invoice #4245920	167.31			
201-5970600	Ebooks/Books	Invoice #4245400	179.30			
201-5970600	Ebooks/Books	Invoice #4245101	179.30			
201-5970600	Ebooks/Books	Invoice #4245401	169.36			
201-5970600	Ebooks/Books	Invoice #4245398	167.31			
CENGAGE LEARNING/GALE				19165	05/19/22	<u>1,227.85</u>
201-5970620	E-Subscriptions/Subscriptions	Invoice #77684157	1,227.85			
CHICAGO PUBLIC LIBRARY				19166	05/19/22	<u>160.00</u>
201-5970600	Ebooks/Books	Invoice # 4/22/2022	160.00			
CHILDREN'S PLUS, INC.				19167	05/19/22	<u>1,841.17</u>
201-5970600	Ebooks/Books	Invoice #211109	18.34			
201-5970600	Ebooks/Books	Invoice #210057	20.35			
201-5970600	Ebooks/Books	Invoice #211640	51.99			
201-5970600	Ebooks/Books	Invoice #211093	669.82			
201-5970600	Ebooks/Books	Invoice #211607	17.33			
201-5970600	Ebooks/Books	Invoice #211606	449.40			
201-5970600	Ebooks/Books	Invoice #211294	337.94			
201-5970600	Ebooks/Books	Invoice #211092	145.55			
201-5970600	Ebooks/Books	Invoice #211129	130.45			
CITY OF DES PLAINES				19168	05/19/22	<u>995.80</u>
201-5970500	Water Bill	Acc #71080763-001	995.80			
CITY OF DES PLAINES, ECONOMIC DEV.				19169	05/19/22	<u>300.00</u>
201-5930020	R&M Buildings & Structures	Invoice # 17948, 17949, 17950	300.00			
COLLEY ELEVATOR COMPANY				19170	05/19/22	<u>1,320.00</u>
201-5930020	R&M Buildings & Structures	Invoice #225396	606.00			
201-5930020	R&M Buildings & Structures	Invoice #224813	108.00			

Des Plaines Public Library
Vendor Checks Report
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Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
201-5930020	R&M Buildings & Structures	Invoice #224388	606.00			
COOPERATIVE COMPUTER SERVICES				19171	05/19/22	<u>22,128.03</u>
201-5920140	Integrated Library System	Invoice #1958	22,128.03			
CRYSTAL MAINTENANCE SERVICES CORP				19172	05/19/22	<u>4,892.50</u>
201-5930320	Cleaning/Custodial Services	Invoice #30187	4,892.50			
D&Z HOUSE OF BOOKS				19173	05/19/22	<u>3,637.50</u>
201-5970600	Ebooks/Books	Invoice # I53629	1,036.08			
201-5970600	Ebooks/Books	Invoice # I53721	47.67			
201-5970600	Ebooks/Books	Invoice # I52975	2,553.75			
DES PLAINES CHAMBER OF COMMERCE				19174	05/19/22	<u>20.00</u>
201-5990900	Per Capita Grant Expenditures	Invoice - Young Professionals Network Admission 4/20/22	10.00			
201-5990900	Per Capita Grant Expenditures	Invoice - Young Professionals Network Admission 5/18/22	10.00			
EBSCO INFORMATION SERVICES				19175	05/19/22	<u>25.59</u>
201-5970620	E-Subscriptions/Subscriptions	Invoice #2205270	240.02			
201-5970620	E-Subscriptions/Subscriptions	Invoice #2205571	-214.43			
ENVISIONWARE, INC				19176	05/19/22	<u>3,991.00</u>
201-5970100	Supplies	Invoice # US-71324	3,991.00			
FINDAWAY WORLD LLC				19177	05/19/22	<u>3,278.35</u>
201-5970610	E-audio/Audio	Invoice #386850	54.99			
201-5970610	E-audio/Audio	Invoice #385133	2,525.49			
201-5970610	E-audio/Audio	Invoice #385205	219.96			
201-5970610	E-audio/Audio	Invoice #385160	477.91			
FLOOD BROTHERS DISPOSAL & RECYCLING SERVICES				19178	05/19/22	<u>360.00</u>
201-5930490	Refuse Contract	Invoice #6066537	360.00			
HR SOURCE				19179	05/19/22	<u>1,825.00</u>
201-5920220	Membership Dues	Invoice #FY23-48198	1,825.00			
IHLS-OCLC				19180	05/19/22	<u>760.87</u>
201-5980420	Computer Software	Invoice #25821	760.87			
INSIGHT PUBLIC SECTOR, INC.				19181	05/19/22	<u>258.00</u>
201-5970100	Supplies	Invoice #1100929560	258.00			
ITSAVVY LLC				19182	05/19/22	<u>4,360.00</u>
202-5980410	Computer Hardware	Invoice #04142022A	3,300.00			
202-5980410	Computer Hardware	Invoice #01339676	950.00			
202-5980410	Computer Hardware	Invoice #01343298	110.00			
J&S PLUMBING, INC.				19183	05/19/22	<u>535.00</u>
201-5930020	R&M Buildings & Structures	J&S PLUMBING, INC.	535.00			
JGD COACHING				19184	05/19/22	<u>120.00</u>
201-5960210	Special Event Programming	Invoice #104	120.00			
LAUTERBACH & AMEN, LLP.				19185	05/19/22	<u>1,575.00</u>
201-5920110	Professional Services	Invoice #66470	1,575.00			

Des Plaines Public Library
Vendor Checks Report
First Midwest Operating
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Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
LIMRICC				19186	05/19/22	<u>51,854.33</u>
201-2401002	Payroll Liabilities	May Billing	51,854.33			
LYNCHBURG PUBLIC LIBRARY				19187	05/19/22	<u>24.95</u>
201-5970600	Ebooks/Books	Invoice #20200503	24.95			
MIDWEST TAPE				19188	05/19/22	<u>8,813.02</u>
201-5970630	Visual Materials	Invoice #501961138	189.14			
201-5970630	Visual Materials	Invoice #501961139	52.48			
201-5960990	Misc. Contractual Services	Invoice#502029905	23.10			
201-5970610	E-audio/Audio	Invoice#502029905	62.19			
201-5960990	Misc. Contractual Services	Invoice #502029908	12.95			
201-5970610	E-audio/Audio	Invoice #502029908	284.93			
201-5960990	Misc. Contractual Services	Invoice #501998864	71.10			
201-5970630	Visual Materials	Invoice #501998864	447.55			
201-5960990	Misc. Contractual Services	Invoice #501998860	46.45			
201-5970610	E-audio/Audio	Invoice #501998860	157.08			
201-5960990	Misc. Contractual Services	Invoice #501998862	11.10			
201-5970610	E-audio/Audio	Invoice #501998862	256.94			
201-5970630	Visual Materials	Invoice #501978007	119.96			
201-5970630	Visual Materials	Invoice #501978009	134.96			
201-5960990	Misc. Contractual Services	Invoice #501998863	20.10			
201-5970630	Visual Materials	Invoice #501998863	192.79			
201-5970610	E-audio/Audio	Invoice #501978006	79.99			
201-5960990	Misc. Contractual Services	Invoice #501961619	141.95			
201-5970630	Visual Materials	Invoice #501961619	1,191.39			
201-5960990	Misc. Contractual Services	Invoice #501966121	28.25			
201-5970630	Visual Materials	Invoice #501966121	173.08			
201-5960990	Misc. Contractual Services	Invoice #501961617	42.35			
201-5970610	E-audio/Audio	Invoice #501961617	115.84			
201-5960990	Misc. Contractual Services	Invoice #501966120	18.50			
201-5970610	E-audio/Audio	Invoice #501966120	399.90			
201-5960990	Misc. Contractual Services	Invoice #501935641	200.75			
201-5970630	Visual Materials	Invoice #501935641	1,403.50			
201-5960990	Misc. Contractual Services	Invoice #501928268	14.80			
201-5970610	E-audio/Audio	Invoice #501928268	316.92			
201-5960990	Misc. Contractual Services	Invoice #501928269	111.45			
201-5970630	Visual Materials	Invoice #501928269	612.49			
201-5970630	Visual Materials	Invoice #501891734	122.96			
201-5970630	Visual Materials	Invoice #501920405	478.34			
201-5970630	Visual Materials	Invoice #501920406	791.78			
201-5970630	Visual Materials	Invoice #501899241	119.96			
201-5960990	Misc. Contractual Services	Invoice #501928267	97.00			
201-5970610	E-audio/Audio	Invoice #501928267	269.00			
OAKBROOK MECHANICAL SERVICES				19189	05/19/22	<u>3,013.25</u>
201-5930020	R&M Buildings & Structures	Invoice #29887	3,013.25			
OUTSOURCE SOLUTIONS GROUP, INC.				19190	05/19/22	<u>75,290.94</u>
201-5920110	Professional Services	Invoice #65973	33,420.30			
201-5960990	Misc. Contractual Services	Invoice #65981	350.00			
202-5980420	Computer Software	Invoice #65828	394.68			
202-5980420	Computer Software	Invoice #65727	81.00			
201-5980420	Computer Software	Invoice #65859	558.06			
201-5960990	Misc. Contractual Services	Invoice #65577	1,500.00			

Des Plaines Public Library
Vendor Checks Report
First Midwest Operating
April 2022

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
201-5960990	Misc. Contractual Services	Invoice #65578	480.00			
202-5980410	Computer Hardware	Invoice #65883	38,506.90			
OVERDRIVE, INC.				19191	05/19/22	<u>2,872.41</u>
201-5970600	Ebooks/Books	Invoice #01018MA22142174	2,603.13			
201-5970600	Ebooks/Books	Invoice #01018CP22140566	269.28			
PHYSICIANS IMMEDIATE CARE CHICAGO				19192	05/19/22	<u>240.00</u>
201-5960040	Pre-Employment Testing	Statement #4258085	240.00			
PROQUEST LLC				19193	05/19/22	<u>1,147.47</u>
201-5970640	Databases	Invoice #70723919	1,147.47			
SHU-JU ADA CHENG				19194	05/19/22	<u>300.00</u>
201-5960210	Special Event Programming	Invoice # Ada Cheng Performance	300.00			
THOMAS KLISE/CRIMSON MULTIMEDIA				19195	05/19/22	<u>2,493.83</u>
201-5970630	Visual Materials	Invoice #007587	183.02			
201-5970630	Visual Materials	Invoice #007768	120.00			
201-5970630	Visual Materials	Invoice #007767	333.06			
201-5970630	Visual Materials	Invoice #007766	101.33			
201-5970630	Visual Materials	Invoice #007765	30.00			
201-5970630	Visual Materials	Invoice #007764	305.27			
201-5970630	Visual Materials	Invoice #007839	552.12			
201-5970630	Visual Materials	Invoice #007586	869.03			
THOMSON REUTERS-WEST				19196	05/19/22	<u>23.39</u>
201-5970640	Databases	Invoice #846209126	23.39			
TODAY'S BUSINESS SOLUTIONS INC				19197	05/19/22	<u>6,047.40</u>
201-5930010	R&M Equipment	Invoice #041822-12	294.40			
201-5980400	Equipment	Invoice #13172	5,753.00			
VISOGRAPHIC				19198	05/19/22	<u>5,991.11</u>
201-5920210	Marketing	Invoice #232151	5,991.11			
WORLD BOOK INC				19199	05/19/22	<u>56.90</u>
201-5970640	Databases	Invoice #WBE 03599	56.90			
D&Z HOUSE OF BOOKS				19200	05/19/22	<u>1,083.92</u>
201-5970600	Ebooks/Books	Invoice # I152953	1,083.92			
					Check List Total	<u><u>236,955.69</u></u>

Des Plaines Public Library

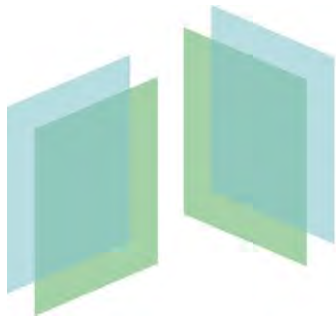
ACH Register

All Bank Accounts

April 1, 2022 - April 30, 2022

ACH Number	ACH Date	Payee	Amount
Vendor Checks			
51861	04/30/22	BANKCARD SERVICES	19,553.17
51862	04/30/22	IMRF	27,261.23
51863	04/30/22	NEOFUNDS BY NEOPOST	1,000.00
51864	04/30/22	VERIZON WIRELESS	1,055.43
51865	04/30/22	VERIZON WIRELESS	1,058.34
51866	04/30/22	COMCAST CABLE	535.62
51867	04/30/22	FRIENDS OF THE DES PLAINES PUBLIC LIBRARY	1,395.11
51868	04/30/22	NICOR GAS	3,815.18
Vendor Check Total			55,674.08
Check List Total			55,674.08

Check count = 8



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NOTICE

DES PLAINES PUBLIC LIBRARY

BOARD OF TRUSTEES

MANAGEMENT COMMITTEE MEETING

THURSDAY, MAY 19

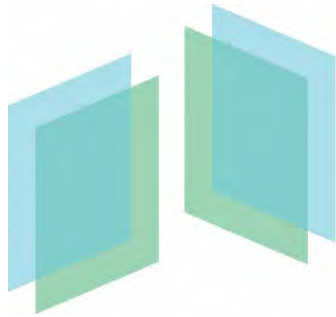
6:30 PM

By Electronic Remote

Agenda:

- Review of proposed changes to the bylaws of the Board of Trustees of the Des Plaines Public Library regarding public comments at meetings.

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.



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SUPPLEMENTAL NOTICE

Meetings of the Library Board are open to the public under provisions of the Illinois Open Meetings Act. The Library Board President has determined that it is not practical or prudent to schedule an in-person meeting due to the COVID-19 pandemic, therefore, this meeting will be held virtually and in accordance with state statute.

If a member of the public would like to access the live meeting via electronic remote, they should email to PublicComments@dppl.org with their name and email address no later than Wednesday, May 18 at 4:00 p.m.

A recording of the meeting will be published to the library's website within one week, as usual.



DES PLAINES PUBLIC LIBRARY
BOARD OF TRUSTEES

Agenda for the Meeting of the Management Committee
May 19, 2022. 6:30 p.m.
In Person in DPPL Meeting Room B

- I. Call to Order.
- II. Roll Call.
- III. Consideration of the Agenda.
- IV. Public Comments and Questions.
- V. Review of proposed changes to the bylaws of the Board of Trustees of the Des Plaines Public Library regarding public comments at meetings. [Action Item]
- VI. Adjournment.

PUBLIC PARTICIPATION AT BOARD MEETINGS

Time will be designated at each open meeting for public comment.

Procedure

1. All visitors who want to make a public statement must sign the visitor registration form prior to the beginning of the meeting.
2. The President of the Board will determine and announce the guidelines for public comments, including who will be recognized, the time limits for each speaker, and the total time allowed for the public comment session.
3. The Board will take questions and comments under advisement and respond at a later date if the Board believes further information and deliberation is required.
4. Comments relating to individual staff members will be taken in executive session as allowed by the Illinois Open Meetings Law.

Approved 3/16/93

Revised 4/20/93

Revised and Approved 3/20/95

Reviewed and Approved 04/20/99

Reviewed and Approved 01/15/02

Reviewed and Approved 07/20/04

Reviewed and Approved 06/20/06

Reviewed and Approved 04/15/08

Reviewed and Approved 07/20/10

Reviewed and Approved 01/18/13

Reviewed and Approved 12/17/15

DES PLAINES PUBLIC LIBRARY BOARD
VISITOR REGISTRATION

The Board President will set and announce the time limits and other guidelines for public participation immediately before the public comment session begins.

Date: _____

1. Name

Address

Telephone

Email

Topic

2. Name

Address

Telephone

Email

Topic

3. Name

Address

Telephone

Email

Topic

If we cannot answer your question at this meeting, we will reply as soon as possible.

Thank you for your interest in the Des Plaines Public Library.

Approved 3/16/93

Reviewed and Approved 3/20/95

Reviewed and Approved 04/20/99

Reviewed and Approved 01/15/02

Reviewed and Approved 07/20/04

Reviewed and Approved 06/20/06

Revised and Approved 04/15/08

Reviewed and Approved 07/20/10

PUBLIC PARTICIPATION AT BOARD

MEETINGS COMMENT POLICY Time will be designated at each open meeting for public comment. Procedure

1. ~~All visitors who want to make a public statement must sign the visitor registration form prior to the beginning of the meeting.~~
2. ~~The President of the Board will determine and announce the guidelines for public comments, including who will be recognized, the time limits for each speaker, and the total time allowed for the public comment session.~~
3. ~~The Board will take questions and comments under advisement and respond at a later date if the Board believes further information and deliberation is required.~~
4. ~~Comments relating to individual staff members will be taken in executive session as allowed by the Illinois Open Meetings Law.~~

In accordance with the Illinois Open Meetings Act, 5 ILCS 120/1 et seq., as now or hereinafter amended, the Des Plaines Public Library Board of Trustees ("Board") provides an opportunity for public comment at all Board meetings.

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The Board has a responsibility to conduct the business of the Library in an orderly and efficient manner and to establish reasonable procedures for public comment at its meetings. The Board President, as Chair of the meeting (or the Chair Pro-Tem in the Board President's absence) is responsible for ensuring the orderly conduct of the meeting and will rule on the appropriateness of any public comment issues that may arise.

The following procedures for public comment are intended to maintain decorum at meetings, the orderly conduct of meetings, and ensure fairness to those who wish to address the Board:

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1. Anyone interested in speaking publicly at a Board meeting is welcome. Individuals are asked to sign in just prior to the start of the

meeting. Each speaker may, but is not required to, state their name and/or address, before addressing the Board. Speakers shall be entitled to address the Board on a first-recognized, first-served basis; provided, however, that a speaker may, in advance of a public meeting, request in writing to the President the opportunity to speak at such meeting.

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2. Speakers will be limited to five (5) minutes per person during the public comment portion of the meeting, unless extended by the Board President, in their discretion.

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Commented [BY1]: The Library may, if it chooses, provide speakers with more or less time. If less, I think 3 minutes is reasonable.

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3. The total amount of time allocated for public comment at any Board meeting shall not exceed fifteen (15) minutes, unless expressly determined otherwise by the Board President, in their discretion.

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4. In the event that all persons desiring to speak during public comment are not able to do so within the time limit allowed, the President shall have the option (but not the obligation) of extending the time allocated for public comment.

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5. Only one person may speak at a time during any public comment period.

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6. No person may assign their time to any other person.

7. For speakers desiring to use audio or visual equipment in connection with a presentation, arrangements for such use must be made with the Board in advance of the meeting.

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8. The Board President may deny a person who has previously addressed the Board the opportunity to speak again during the same meeting on the same topic.

9. No person may address the Board or engage in public comment except during the defined public comment period, when recognized by the Board President, and only while the speaker is at the microphone.

10. During any public comment period, Board members may ask questions of the speaker while he or she is at the microphone, if recognized by the Board President. However, the Board need not answer questions from a speaker during any public comment period. If a person has a question for the Board, the individual may be asked to submit the question in writing.

11. Any person who engages in threatening, slanderous, or disorderly behavior when addressing the Board, or who speaks out of turn or otherwise disrupts the Board meeting or violates these rules, shall be deemed out-of-order by the Board President, and the Board President may end that person's public comment time. Repeated or extraordinary occurrences of disorderly conduct shall be grounds for the Board President to cause the violator to be removed from the meeting room. The Board President will rule on whether remarks made are in violation of this policy.
12. Members of the audience shall refrain from applauding, cheering, or making derogatory remarks during, or at the conclusion of, remarks made by any speaker, including members of the public body, staff, the audience, or the public
13. The Board President has the authority to determine procedural matters regarding public participation not otherwise defined in this policy.
14. Petitions or written correspondence to the Board shall be presented to the Board at the next regularly scheduled Board meeting.
15. This Public Comment Policy will be made available for public inspection at the front desk of the Des Plaines Public Library between the hours of 8:00 A.M. and 4:30 P.M., Monday through Friday.

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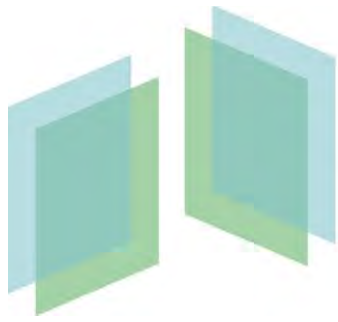
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Approved 3/16/93 Revised 4/20/93
Revised and Approved 3/20/95
Reviewed and Approved 04/20/99
Reviewed and Approved 01/15/02
Reviewed and Approved 07/20/04
Reviewed and Approved 06/20/06
Reviewed and Approved 04/15/08
Reviewed and Approved 07/20/10
Reviewed and Approved 01/18/13

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Reviewed and Approved 12/17/15
Reviewed and Amended 05/06/2022



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NOTICE

DES PLAINES PUBLIC LIBRARY BOARD OF TRUSTEES

REGULAR BOARD MEETING

THURSDAY, June 16

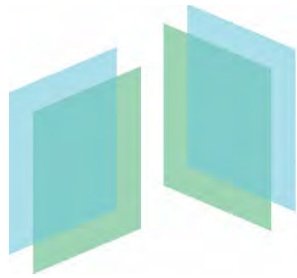
7:00 PM

DPPL Meeting Room B

Agenda:

- Approve Vendor Checks
- Approval of RAILS Invoices for EBSCO and Overdrive
- Report from the Management Committee
- Report from the Nominating Committee
- Approval of 2023 Meeting Dates
- Approval of 2023 Non-Resident Fees
- Executive Session to conduct semi-annual review of closed session meeting minutes.

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.



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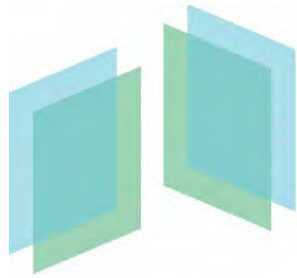
DES PLAINES PUBLIC LIBRARY BOARD OF TRUSTEES

Agenda for the Regular Meeting June 16, 2022 7:00 p.m. in DPPL Meeting Room B

- I. Call to Order. (7:00 p.m.)
- II. Roll Call.
- III. Pledge of Allegiance.
- IV. Vote to allow trustees participating remotely to Vote on action items. [Action Item]
- V. Consideration of the Agenda. [Action Item]
- VI. Public Comments and Questions.
- VII. Consent Agenda. [Action Item] (7:15 p.m.)
 - A. Approval of the Minutes of the Regular Board Meeting – May 19, 2022.
 - B. Approval of the Minutes of the Management Committee Meeting – May 19, 2022.
 - C. Acceptance of Financial Reports for May, 2022.
 - D. Acceptance of Reports.
 1. Statistics Report for May, 2022.
 2. Director’s Report for May, 2022
- VIII. New Business. (7:25 p.m.)
 - A. Approve Payment of Vendor Checks Report and ACH Payments - \$213,798.23 [Action item]
 - B. Approval of RAILS OverDrive Invoice – \$14,762.77. [Action Item]
 - C. Approval of RAILS EBSCO Invoice – \$13,343. [Action Item]
 - D. Approve 2023 Library Board Meeting Dates. [Action Item]
 - E. Approve Non-Resident Fee - \$263. [Action Item]

- F. Report Out from Management Committee [Action Item]
 - G. Report Out from Nominating Committee and Approved Slate of Officers – President, Vice President, Treasurer and Secretary.
- IX. Other. (7:40 p.m.)
- X. Announcements.
- A. July 21, 2022 Board of Trustees Meeting – 4:00 p.m.
 - B. Semi-Annual Board Dinner, July 21, 2021.
- XI. Correspondence.
- XII. Executive Session as permitted by section 2(c)(21) of the Open Meetings Act to conduct the semi-annual review of the closed session meeting minutes. (7:50 p.m.)
- XIII. Report out from Executive Session [Action item]
- XIV. Adjournment. (8:00 p.m.)

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



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**DES PLAINES PUBLIC LIBRARY
BOARD OF TRUSTEES
MINUTES
May 19, 2022**

Dr. Gregory Sarlo read a supplemental notice stating that as President he determined that it was not practical or prudent to schedule an in-person meeting due to the Covid-19 pandemic. Therefore, the meeting would be held virtually and in accordance with state statute.

I. Call to Order.

The regular meeting of the Des Plaines Public Library Board of Trustees was held by electronic remote participation on Thursday, May 19, 2022. President Gregory Sarlo called the meeting to order at 7:00 pm.

II. Roll Call.

Roll call indicated the following board members were present:

Lisa DuBrock, Kristen Graack, Nicholas Harkovich, Denise Hudec, Bruce Lester, Gregory Sarlo

Absent: Christine Halblander, Michelle Shimon-Hutchison.

Also present: Jo Bonell, Laurie Papadourakis, Heather Imhoff, Michelle Meyer-Edley, Stephanie Spetter, Joanie Sebastian, John Leach, Lauren Wolf.

III. Pledge of Allegiance.

IV. Appointment of Secretary Pro Tempore.

President Sarlo appoints trustee Lisa DuBrock Secretary Pro Temp.

V. Vote to allow trustees participating remotely to Vote on action items.

Not Applicable due to virtual meeting.

VI. Consideration of the Agenda.

MOTION by Harkovich, seconded by Graack to accept the agenda. ROLL CALL

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

Library director Bonell explained that we had intended to have an in-person meeting this month and notices were posted and sent to the newspapers as such. However, over the weekend of May 14th, DPPL trustee and Vice-President Vince Rangel passed away. We were also notified that another trustee tested positive for COVID, leaving us without the requisite quorum to hold an in-person meeting. President Sarlo determined that by meeting virtually we could achieve the quorum needed to approve and pay monthly bills. On Tuesday notices were reissued for a virtual meeting.

A minute of silence was observed in memory of Vince Rangel. President Sarlo and other meeting participants then spoke of the immense contributions he made as a member of the board for over 14 years.

VII. Public Comments and Questions.

Bonell read a statement from resident Earl Wilson objecting to the fact that the library board meeting is being held virtually this month, rather than in person.

VIII. Consent Agenda.

- A. Approval of the Minutes of the Regular Board Meeting – April 21, 2022
- B. Approval of the Minutes of the Management Committee Meeting – April 21, 2022.
- C. Acceptance of Financial Reports for April, 2022.
- D. Acceptance of Reports.
 1. Statistics Report for April, 2022.
 2. Director's Report for April, 2022

MOTION by Lester, seconded by Graack to approve the consent agenda. ROLL CALL VOTE: AYES: DuBrock, Graack, Harkovich, Hudec, Lester, Sarlo; NAYS: None; MOTION CARRIED

IX. New Business.

- A. Approve Payment of Vendor Checks and ACH Payments - \$291,545.85

MOTION by Kristen Graack, seconded by Denise Hudec, to approve payment of vendor checks and ACH Payments in the amount of \$291,545.85, as listed on the vendor checks report of April 2022 and authorize Library Director Jo Bonell to transfer the amount required to the library's operating account. ROLL CALL VOTE: AYES: DuBrock, Graack, Harkovich, Hudec, Lester, Sarlo; NAYS: None; MOTION CARRIED

B. Report from the Management Committee

Management Committee chair Hudec reported the committee met prior to the board, and began a conversation regarding changes to Policy regarding public comments and questions at board meetings. The committee asked Director Bonell to bring an updated draft of the proposal to the committee for review. No motions at this time.

C. Appointment of Nominating Committee of 2022/2023 Officers

President Sarlo appointed trustees Lester and Halblander to the committee. Lester outlined the process by which the development of a committee-recommended slate and election of new officers will take place.

X. Other
No Other

XI. Announcements
No Announcements

XII. Correspondence.

XIII. Executive Session as permitted by section 2(c)(21) of the Open Meetings Act to conduct the semi-annual review of the closed session meeting minutes.

No Action, review postponed to future in-person meeting.

XIV. Executive Session as permitted by section 2(c)(11) of the Open Meetings Act to discuss litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting

XV. Report out from Executive Session
No Report Out

XVI. Adjournment.

MOTION by Lester, seconded by Harkovich to adjourn. ROLL CALL VOTE:
AYES: DuBrock, Graack, Harkovich, Hudec, Lester, Sarlo; NAYS: None; MOTION CARRIED

Meeting ends at 7:35 pm.

Notes prepared by Secretary DuBrock and Heather Imhoff.



Minutes of the Management Committee Thursday May 19, 2022 at 6:30 p.m.

Chair Denise Hudec stated Dr. Gregory Sarlo as President has determined that it was not practical or prudent to schedule an in-person meeting due to the Covid-19 pandemic. Therefore, the meeting would be held virtually and in accordance with state statute.

I. Call to Order.

Chairperson Denise Hudec called the meeting to order at 6:33 pm.

II. Roll Call

Roll call indicated the following committee members were present:

Denise Hudec, Kristen Graack

Absent: Christine Halblander

Also present: Jo Bonell, Laurie Papadourakis, Heather Imhoff

III. Consideration of the Agenda.

MOTION by Graack, seconded by Hudec to accept the agenda. ROLL CALL VOTE:
AYES: Graack, Hudec; NAYS: None; MOTION CARRIED

IV. Public Comments and Questions.

None

V. Review of proposed changes to the bylaws of the Board of Trustees of the Des Plaines Public Library regarding public comments at meetings.

The committee discussed the reasons proposed changes are being put forth, and concerns committee members would like addressed. The committee asked Director Bonell to bring an updated draft of the proposal to the committee for review.

MOTION by Graack, seconded by Hudec to table the discussion until the next meeting. ROLL CALL VOTE: AYES: Graack, Hudec; NAYS: None; MOTION CARRIED

VI. Adjournment

MOTION by Graack, seconded by Hudec to table the discussion until the next meeting. ROLL CALL VOTE: AYES: Graack, Hudec; NAYS: None; MOTION CARRIED

Meeting ends at 6:50 p.m.

Minutes prepared by Heather Imhoff.

Des Plaines Public Library

Monthly Financial Report

For the Month Ended
May 31, 2022

Prepared by:

Lauterbach & Amen, LLP

Des Plaines Public Library

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Financial Statements

Des Plaines Public Library
 Governmental Funds Balance Sheet
 As of May 31, 2022

	Library Fund	Capital Projects Fund	Total
ASSETS			
Cash and Investments	\$ 4,104,401.65	\$ 1,832,863.67	\$ 5,937,265.32
Prepays	-	0.00	-
Receivables			
Receivable - Property Taxes	6,156,840.50	-	6,156,840.50
Receivable - Grants	-	-	-
Receivable - Miscellaneous	-	-	-
Total Assets	\$ 10,261,242.15	\$ 1,832,863.67	\$ 12,094,105.82
LIABILITIES			
Accounts Payable	\$ 103,986.67	\$ 50,790.13	\$ 154,776.80
Accrued Payroll	48,089.06	-	48,089.06
Due to other funds	82,846.73	-	82,846.73
Total Liabilities	234,922.46	50,790.13	285,712.59
Deferred Inflows of Resources			
Property Taxes	6,069,500.00	-	6,069,500.00
Total Liabilities and Deferred Inflows of Resources	6,304,422.46	50,790.13	6,355,212.59
FUND BALANCE			
Fund Balance - Unreserved	3,433,545.11	1,782,073.54	5,215,618.65
Fund Balance - Reserved for Prepays	499,405.44	-	499,405.44
Total Fund Balance	3,932,950.55	1,782,073.54	5,715,024.09
Total Liabilities, Deferred Inflows of Resources and Fund Balance	\$ 10,237,373.01	\$ 1,832,863.67	\$ 12,070,236.68

Des Plaines Public Library

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

For the 5 Months Ended May 31, 2022

	General Fund	Capital Improvements Fund	Total
REVENUES			
Taxes	\$ 3,398,201.83	\$ -	\$ 3,398,201.83
Intergovernmental	31,171.00	-	31,171.00
Fines & Fees	10,550.07	-	10,550.07
Interest	4,029.26	2,787.54	6,816.80
Special Events and Programs	1,833.85	-	1,833.85
Miscellaneous	209,937.67	-	209,937.67
Total Revenues	<u>3,655,723.68</u>	<u>2,787.54</u>	<u>3,658,511.22</u>
EXPENDITURES			
Personnel	\$ 1,153,861.17	\$ -	\$ 1,153,861.17
Operating	849,346.72	-	849,346.72
Library Materials	353,320.83	-	353,320.83
Capital Outlay	34,691.18	117,649.26	152,340.44
Other Expenditures	15,836.87	-	15,836.87
Total Expenditures	<u>2,407,056.77</u>	<u>117,649.26</u>	<u>2,524,706.03</u>
Net Change in Fund Balances	<u>1,248,666.91</u>	<u>(114,861.72)</u>	<u>1,133,805.19</u>
FUND BALANCES			
Beginning of the year	<u>2,684,283.64</u>	<u>1,896,935.26</u>	<u>4,581,218.90</u>
End of the period	<u>\$ 3,932,950.55</u>	<u>\$ 1,782,073.54</u>	<u>\$ 5,715,024.09</u>

Supplementary Information

Des Plaines Public Library

Treasurer's Report as of May 31, 2022

<u>Institution</u>	<u>Invested</u>
201-1101000 - Petty Cash	<u>500.00</u>
201-1102015 - First Midwest Operating #8100292260	353,872.62
202-1102015 - First Midwest Operating #8100292260	<u>72,538.71</u>
	<u>426,411.33</u>
201-1102028 - Cash Library Donations	<u>215,277.05</u>
201-1102079 - IL Funds - 151600222591	3,534,751.98
202-1102079 - IL Funds - 151600222591	<u>1,760,324.96</u>
	<u>5,295,076.94</u>
201-1104006 - Investments - Certificates of Deposit	<u>0.00</u>
Total Invested	<u><u>5,937,265.32</u></u>

Des Plaines Public Library
Balance Sheet as of May 31, 2022

	<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 - First Midwest Operating #8100292260	868,893.41	(515,020.79)	353,872.62
1102028 - Cash Library Donations	215,269.50	7.55	215,277.05
1102079 - IL Funds - 151600222591	3,438,288.12	96,463.86	3,534,751.98
1118000 - Receivable - Property Taxes	<u>6,156,840.50</u>	<u>0.00</u>	<u>6,156,840.50</u>
	<u>10,679,791.53</u>	<u>(418,549.38)</u>	<u>10,261,242.15</u>
<u>Liabilities and Fund Balance</u>			
<u>Liabilities</u>			
2401000 - Accounts Payable	193,613.11	(89,626.44)	103,986.67
2430707 - Due to Library Comp Abs	82,846.73	0.00	82,846.73
2450040 - Accrued Payroll	48,089.06	0.00	48,089.06
2470000 - Deferred Revenue - Property Tax	6,069,500.00	0.00	6,069,500.00
2471000 - Deferred Revenue - Other	<u>23,869.14</u>	<u>0.00</u>	<u>23,869.14</u>
	<u>6,417,918.04</u>	<u>(89,626.44)</u>	<u>6,328,291.60</u>
<u>Fund Balance</u>			
3720010 - Fund Balance - Reserved for Prepaid Items	499,405.44	0.00	499,405.44
3730000 - Fund Balance - Unreserved	<u>2,184,878.20</u>	<u>0.00</u>	<u>2,184,878.20</u>
	<u>2,684,283.64</u>	<u>0.00</u>	<u>2,684,283.64</u>
 Total Liabilities and Fund Balance	 <u>9,102,201.68</u>	 <u>(89,626.44)</u>	 <u>9,012,575.24</u>
 Excess Revenues Over Expenses	 <u>1,577,589.85</u>	 <u>(328,922.94)</u>	 <u>1,248,666.91</u>

Des Plaines Public Library
Balance Sheet as of May 31, 2022

	<u>Beginning Balance</u>	<u>M.T.D. Changes</u>	<u>Ending Balance</u>
<u>Capital Projects Fund</u>			
<u>Assets</u>			
1102015 - First Midwest Operating #8100292260	21,748.58	50,790.13	72,538.71
1102079 - IL Funds - 151600222591	1,853,201.21	(92,876.25)	1,760,324.96
	1,874,949.79	(42,086.12)	1,832,863.67
<u>Liabilities and Fund Balance</u>			
<u>Liabilities</u>			
2401000 - Accounts Payable	43,342.58	7,447.55	50,790.13
	43,342.58	7,447.55	50,790.13
<u>Fund Balance</u>			
3730000 - Fund Balance - Unreserved	1,896,935.26	0.00	1,896,935.26
Total Liabilities and Fund Balance	1,940,277.84	7,447.55	1,947,725.39
Excess Revenues Over Expenses	(65,328.05)	(49,533.67)	(114,861.72)
<u>Compensated Absences Fund</u>			
<u>Assets</u>			
1120201 - Due From Library	82,846.73	0.00	82,846.73
	82,846.73	0.00	82,846.73
<u>Liabilities and Fund Balance</u>			
<u>Liabilities</u>			
2450035 - Accrued ST-LT Comp Absence	82,847.17	(0.44)	82,846.73
2490010 - Compensated Absences Payable	(0.44)	0.44	0.00
	82,846.73	0.00	82,846.73
<u>Fund Balance</u>			
Total Liabilities and Fund Balance	82,846.73	0.00	82,846.73
Excess Revenues Over Expenses	0.00	0.00	0.00

Des Plaines Public Library
Balance Sheet as of May 31, 2022

	<u>Beginning</u> <u>Balance</u>	<u>M.T.D.</u> <u>Changes</u>	<u>Ending</u> <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>(1,528,509.00)</u>	<u>0.00</u>	<u>(1,528,509.00)</u>
	<u>2,582,969.04</u>	<u>0.00</u>	<u>2,582,969.04</u>
<u>Liabilities and Fund Balance</u>			
<u>Liabilities</u>			
<u>Fund Balance</u>			
3730000 - Fund Balance - Unreserved	<u>2,582,969.04</u>	<u>0.00</u>	<u>2,582,969.04</u>
	<u>2,582,969.04</u>	<u>0.00</u>	<u>2,582,969.04</u>
Total Liabilities and Net Capital Assets	<u>2,582,969.04</u>	<u>0.00</u>	<u>2,582,969.04</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 5 Months Ended May 31, 2022

_____ Library Fund _____	Received <u>this Month</u>	Received <u>this Year</u>	Budgeted <u>Receipts</u>	Uncollected <u>Receipts</u>	Prct. <u>Collected</u>
<u>Taxes</u>					
201-4810025 - Property Taxes 2012	0.00	0.00	0.00	0.00	0.00
201-4810026 - Property Taxes 2013	0.00	0.00	0.00	0.00	0.00
201-4810027 - Property Taxes 2014	0.00	0.00	0.00	0.00	0.00
201-4810028 - Property Taxes 2015	0.00	0.00	0.00	0.00	0.00
201-4810029 - Property Taxes 2016	0.00	0.00	0.00	0.00	0.00
201-4810030 - Property Taxes 2017	0.00	0.00	0.00	0.00	0.00
201-4810031 - Property Taxes 2018	0.00	0.00	0.00	0.00	0.00
201-4810032 - Property Taxes 2020	0.00	0.00	0.00	0.00	0.00
201-4810033 - Property Taxes 2021	10,674.03	3,398,201.83	6,100,000.00	2,701,798.17	55.71
	<u>10,674.03</u>	<u>3,398,201.83</u>	<u>6,100,000.00</u>	<u>2,701,798.17</u>	<u>55.71</u>
<u>Intergovernmental</u>					
201-4810800 - Personal Property Replacement Tax	23,247.00	23,247.00	92,988.00	69,741.00	25.00
201-4822040 - State Grant - Per Capita	0.00	0.00	75,000.00	75,000.00	0.00
201-4822090 - Grant Revenue	0.00	0.00	0.00	0.00	0.00
201-4822095 - State Grant - Library	0.00	7,924.00	10,000.00	2,076.00	79.24
	<u>23,247.00</u>	<u>31,171.00</u>	<u>177,988.00</u>	<u>146,817.00</u>	<u>17.51</u>
<u>Fines & Fees</u>					
201-4850101 - Library Fees	974.30	3,563.57	3,000.00	(563.57)	118.79
201-4850201 - Copying Fees	1,469.44	6,346.85	20,000.00	13,653.15	31.73
201-4850207 - Non-Res Cards	0.00	69.50	0.00	(69.50)	0.00
201-4850208 - Meeting Room Fees	210.00	570.15	1,500.00	929.85	38.01
	<u>2,653.74</u>	<u>10,550.07</u>	<u>24,500.00</u>	<u>13,949.93</u>	<u>43.06</u>
<u>Special Programs & Events</u>					
201-4850215 - Friends of the Library Reimbursements	0.00	1,833.85	20,000.00	18,166.15	9.17
	<u>0.00</u>	<u>1,833.85</u>	<u>20,000.00</u>	<u>18,166.15</u>	<u>9.17</u>
<u>Interest</u>					
201-4890010 - Interest Income	2,351.94	4,029.26	1,330.00	(2,699.26)	302.95
	<u>2,351.94</u>	<u>4,029.26</u>	<u>1,330.00</u>	<u>(2,699.26)</u>	<u>302.95</u>
<u>Other Revenue</u>					
201-4899900 - Miscellaneous Revenue	11,346.59	22,508.20	70,000.00	47,491.80	32.15
201-4899910 - Vending Machine Revenue	0.00	165.57	1,000.00	834.43	16.56
201-4899920 - Library Donations	150.00	181,650.00	190,000.00	8,350.00	95.61
201-4899940 - Friends Book Sale	1,114.01	5,613.90	5,000.00	(613.90)	112.28
	<u>12,610.60</u>	<u>209,937.67</u>	<u>266,000.00</u>	<u>56,062.33</u>	<u>78.92</u>
Total Library Fund	<u>51,537.31</u>	<u>3,655,723.68</u>	<u>6,589,818.00</u>	<u>2,934,094.32</u>	<u>55.48</u>

Des Plaines Public Library
 Revenue Report
 For the 5 Months Ended May 31, 2022

	<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>1,256.46</u>	<u>2,787.54</u>	<u>2,000.00</u>	<u>(787.54)</u>	<u>139.38</u>
	<u>1,256.46</u>	<u>2,787.54</u>	<u>2,000.00</u>	<u>(787.54)</u>	<u>139.38</u>
<u>Other Financing Sources</u>					
Total Capital Projects Fund	<u>1,256.46</u>	<u>2,787.54</u>	<u>2,000.00</u>	<u>(787.54)</u>	<u>139.38</u>
Total of All Funds	<u>52,793.77</u>	<u>3,658,511.22</u>	<u>6,591,818.00</u>	<u>2,933,306.78</u>	<u>55.50</u>

**Des Plaines Public Library
Expense Report
For the 5 Months Ended May 31, 2022**

_____ 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	171,250.12	873,447.37	2,430,951.00	1,557,503.63	35.93
5910200 - Part-time Salaries	<u>56,891.75</u>	<u>280,413.80</u>	<u>838,279.00</u>	<u>557,865.20</u>	<u>33.45</u>
	<u>228,141.87</u>	<u>1,153,861.17</u>	<u>3,269,230.00</u>	<u>2,115,368.83</u>	<u>35.29</u>
<u>Benefits</u>					
5918010 - Unemployment Compensation	0.00	0.00	15,000.00	15,000.00	0.00
5918020 - Employer Contribution - FICA	16,759.88	84,904.52	248,109.00	163,204.48	34.22
5918021 - Employer Contribution - IMRF	16,355.15	65,605.39	223,448.00	157,842.61	29.36
5918040 - Life Insurance Premiums	0.00	0.00	1,886.00	1,886.00	0.00
5918050 - PPO Insurance Premiums	(5,977.95)	134,353.93	425,000.00	290,646.07	31.61
5918051 - HMO Insurance Premiums	(3,079.55)	68,702.49	190,000.00	121,297.51	36.16
5918055 - Dental Insurance Premiums	0.00	0.00	20,000.00	20,000.00	0.00
5918070 - Workers Compensation	<u>0.00</u>	<u>0.00</u>	<u>14,000.00</u>	<u>14,000.00</u>	<u>0.00</u>
	<u>24,057.53</u>	<u>353,566.33</u>	<u>1,137,443.00</u>	<u>783,876.67</u>	<u>31.08</u>
<u>Contractual Services</u>					
5920100 - Legal Fees	4,942.50	5,057.50	20,000.00	14,942.50	25.29
5920110 - Professional Services	1,575.00	174,747.63	445,348.00	270,600.37	39.24
5920120 - Communication Services	2,242.33	7,736.34	48,840.00	41,103.66	15.84
5920140 - Integrated Library System	0.00	44,256.06	88,450.00	44,193.94	50.04
5920202 - Conferences	49.00	49.00	0.00	(49.00)	0.00
5920210 - Marketing	6,140.11	20,689.98	53,000.00	32,310.02	39.04
5920220 - Membership Dues	0.00	3,719.00	6,400.00	2,681.00	58.11
5920990 - Property/Liability Insurance	0.00	42,182.00	57,000.00	14,818.00	74.00
5930010 - R&M Equipment	14,195.39	36,708.75	77,316.00	40,607.25	47.48
5930020 - R&M Buildings & Structures	4,631.01	38,024.23	110,960.00	72,935.77	34.27
5930030 - R&M Vehicles	0.00	202.25	2,000.00	1,797.75	10.11
5930210 - Rental of Equipment	0.00	221.67	890.00	668.33	24.91
5930320 - Cleaning/Custodial Services	4,892.50	29,839.00	87,575.00	57,736.00	34.07
5930490 - Refuse Contract	360.00	1,800.00	6,000.00	4,200.00	30.00
5960040 - Pre-Employment Testing	261.00	1,921.60	3,000.00	1,078.40	64.05
5960065 - Bank Fees	0.00	0.00	300.00	300.00	0.00
5960070 - Mileage	11.70	11.70	500.00	488.30	2.34
5960210 - Special Event Programming	13,675.87	33,758.33	51,850.00	18,091.67	65.11
5960990 - Misc. Contractual Services	<u>7,760.93</u>	<u>54,855.35</u>	<u>114,835.00</u>	<u>59,979.65</u>	<u>47.77</u>
	<u>60,737.34</u>	<u>495,780.39</u>	<u>1,174,264.00</u>	<u>678,483.61</u>	<u>42.22</u>
<u>Commodities</u>					
5970100 - Supplies	5,065.38	25,196.02	94,600.00	69,403.98	26.63
5970110 - Meals	20.44	851.33	2,000.00	1,148.67	42.57
5970115 - Supplies - Dept/Other	0.00	52.90	0.00	(52.90)	0.00
5970170 - Janitorial	1,187.10	(190.16)	18,600.00	18,790.16	(1.02)
5970260 - Postage & Parcel	1,000.00	9,690.65	11,000.00	1,309.35	88.10
5970270 - Printing	0.00	237.38	0.00	(237.38)	0.00
5970500 - Water Bill	0.00	1,795.99	10,000.00	8,204.01	17.96

Des Plaines Public Library
Expense Report
For the 5 Months Ended May 31, 2022

	M.T.D. <u>Expended</u>	Y.T.D. <u>Expended</u>	Budgeted <u>Amount</u>	Budgeted <u>Remain.</u>	Prct. <u>Expend.</u>
5970600 - Ebooks/Books	35,429.44	129,443.63	369,850.00	240,406.37	35.00
5970610 - E-audio/Audio	1,986.40	20,287.30	72,500.00	52,212.70	27.98
5970620 - E-Subscriptions/Subscriptions	1,313.61	11,731.11	58,430.00	46,698.89	20.08
5970630 - Visual Materials	6,071.16	59,890.29	185,100.00	125,209.71	32.36
5970640 - Databases	3,095.29	74,698.06	178,000.00	103,301.94	41.97
5970810 - Natural Gas	2,107.02	19,636.33	22,000.00	2,363.67	89.26
5970850 - Gasoline	0.00	0.00	300.00	300.00	0.00
5970900 - Equipment < \$10,000	<u>0.00</u>	<u>0.00</u>	<u>2,200.00</u>	<u>2,200.00</u>	<u>0.00</u>
	<u>57,275.84</u>	<u>353,320.83</u>	<u>1,024,580.00</u>	<u>671,259.17</u>	<u>34.48</u>
 <u>Capital Expenditures</u>					
5980400 - Equipment	1,720.00	7,473.00	6,310.00	(1,163.00)	118.43
5980410 - Computer Hardware	795.55	8,989.16	8,450.00	(539.16)	106.38
5980420 - Computer Software	1,902.59	18,109.03	45,170.00	27,060.97	40.09
5980600 - Furniture & Fixtures	<u>119.99</u>	<u>119.99</u>	<u>6,500.00</u>	<u>6,380.01</u>	<u>1.85</u>
	<u>4,538.13</u>	<u>34,691.18</u>	<u>66,430.00</u>	<u>31,738.82</u>	<u>52.22</u>
 <u>Other Funding Activities</u>					
5990900 - Per Capita Grant Expenditures	4,595.53	10,222.97	75,000.00	64,777.03	13.63
5993000 - Contingency Reserve	0.00	0.00	70,000.00	70,000.00	0.00
5999940 - Friends Books Sale	<u>1,114.01</u>	<u>5,613.90</u>	<u>5,000.00</u>	<u>(613.90)</u>	<u>112.28</u>
	<u>5,709.54</u>	<u>15,836.87</u>	<u>150,000.00</u>	<u>134,163.13</u>	<u>10.56</u>
 Total Library Fund Expenditures	 <u>380,460.25</u>	 <u>2,407,056.77</u>	 <u>6,821,947.00</u>	 <u>4,414,890.23</u>	 <u>35.28</u>
 _____ Capital Projects Fund _____					
 <u>Contractual Services</u>					
 <u>Capital Expenditures</u>					
5980300 - Improvements	47,089.13	47,089.13	218,000.00	170,910.87	21.60
5980400 - Equipment	3,701.00	13,533.35	309,940.00	296,406.65	4.37
5980410 - Computer Hardware	0.00	56,551.10	209,500.00	152,948.90	26.99
5980420 - Computer Software	0.00	475.68	10,500.00	10,024.32	4.53
5980600 - Furniture and Fixtures	<u>0.00</u>	<u>0.00</u>	<u>3,000.00</u>	<u>3,000.00</u>	<u>0.00</u>
	<u>50,790.13</u>	<u>117,649.26</u>	<u>750,940.00</u>	<u>633,290.74</u>	<u>15.67</u>
 Total Capital Projects Fund Expenditures	 <u>50,790.13</u>	 <u>117,649.26</u>	 <u>750,940.00</u>	 <u>633,290.74</u>	 <u>15.67</u>
 Total of All Funds	 <u>431,250.38</u>	 <u>2,524,706.03</u>	 <u>7,572,887.00</u>	 <u>5,048,180.97</u>	 <u>33.34</u>

Des Plaines Public Library

Check List

All Bank Accounts

May 20, 2022 - June 16, 2022

Check Number	Check Date	Payee	Amount
Vendor Checks			
19201	06/16/22	ABT ELECTRONIC	48,083.52
19202	06/16/22	AQUARIUM ADVENTURE HOFFMAN ESTATES	800.00
19203	06/16/22	ASI	585.76
19204	06/16/22	BACKGROUND SCREENING CONSULTANTS LLC	125.00
19205	06/16/22	BAKER & TAYLOR	17,840.07
19206	06/16/22	CENGAGE LEARNING/GALE	2,301.00
19207	06/16/22	Charlotte Johnston	160.00
19208	06/16/22	CHICAGO TRIBUNE	322.62
19209	06/16/22	CHILDREN'S PLUS, INC.	5,033.53
19210	06/16/22	CITY OF DES PLAINES -	50.00
19211	06/16/22	COLLEY ELEVATOR COMPANY	1,032.00
19212	06/16/22	CRYSTAL MAINTENANCE SERVICES CORP	4,892.50
19213	06/16/22	DAvid Carreno	125.00
19214	06/16/22	Elara Energy Services	3,701.00
19215	06/16/22	FACE TO FACE COMM & TRAINING	4,000.00
19216	06/16/22	FACILITY GATEWAY CORPORATION	1,285.00
19217	06/16/22	FLOOD BROTHERS DISPOSAL & RECYCLING SERVICES	360.00
19218	06/16/22	IMPACT NETWORKING, LLC.	795.55
19219	06/16/22	John G. Donahue	277.50
19220	06/16/22	Joseph Stuart Craig	160.00
19221	06/16/22	LAUTERBACH & AMEN, LLP.	1,575.00
19222	06/16/22	LIBRARY IDEAS LLC	47.95
19223	06/16/22	MIDWEST TAPE	7,443.52
19224	06/16/22	OAKBROOK MECHANICAL SERVICES	3,013.25
19225	06/16/22	OUTSOURCE SOLUTIONS GROUP, INC.	3,409.65
19226	06/16/22	PHYSICIANS IMMEDIATE CARE CHICAGO	136.00
19227	06/16/22	RAILS	14,762.77
19228	06/16/22	STEPHANIE SPETTER	11.70
19229	06/16/22	TAFT STETTINIUS & HOLLISTER LLP	4,942.50
19230	06/16/22	THOMAS KLISE/CRIMSON MULTIMEDIA	181.66
19231	06/16/22	THOMSON REUTERS-WEST	23.39
19232	06/16/22	TODAY'S BUSINESS SOLUTIONS INC	13,491.00
19233	06/16/22	VISOGRAPHIC	6,032.12
19234	06/16/22	LIBRARY IDEAS LLC	7,776.24
51869	05/31/22	IMRF	27,416.73
51870	05/31/22	BANKCARD SERVICES	25,141.34
51871	05/31/22	NEOFUNDS BY NEOPOST	1,000.00
51872	05/31/22	VERIZON WIRELESS	1,063.07
51873	05/31/22	COMCAST CABLE	1,179.26
51874	05/31/22	FRIENDS OF THE DES PLAINES PUBLIC LIBRARY	1,114.01
51875	05/31/22	NICOR GAS	2,107.02
Vendor Check Total			213,798.23
Check List Total			213,798.23

Check count = 41

Des Plaines Public Library
Vendor Checks Report
First Midwest Operating
May 2022

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
Vendor Checks						
ABT ELECTRONIC						
202-5980300	Improvements	Invoice #1026101KRDT	45,804.13	19201	06/16/22	<u>48,083.52</u>
201-5930010	R&M Equipment	Invoice #1026101KRDTD	2,279.39			
AQUARIUM ADVENTURE HOFFMAN ESTATES						
201-5960990	Misc. Contractual Services	Invoice #13070	480.00	19202	06/16/22	<u>800.00</u>
201-5960990	Misc. Contractual Services	Invoice #13290	320.00			
ASI						
201-5930020	R&M Buildings & Structures	Invoice #14845	218.75	19203	06/16/22	<u>585.76</u>
201-5930020	R&M Buildings & Structures	Invoice #14880	367.01			
BACKGROUND SCREENING CONSULTANTS LLC						
201-5960040	Pre-Employment Testing	Invoice #20219	125.00	19204	06/16/22	<u>125.00</u>
BAKER & TAYLOR						
201-5960990	Misc. Contractual Services	Invoice #2036722510	96.80	19205	06/16/22	<u>17,840.07</u>
201-5970600	Ebooks/Books	Invoice #2036722510	937.80			
201-5960990	Misc. Contractual Services	Invoice #2036727031	36.25			
201-5970600	Ebooks/Books	Invoice #2036727031	98.65			
201-5960990	Misc. Contractual Services	Invoice #2036731113	49.34			
201-5970600	Ebooks/Books	Invoice #2036731113	271.55			
201-5960990	Misc. Contractual Services	Invoice #2036736730	13.36			
201-5970600	Ebooks/Books	Invoice #2036736730	95.96			
201-5960990	Misc. Contractual Services	Invoice #2036736699	27.15			
201-5970600	Ebooks/Books	Invoice #2036736699	197.07			
201-5960990	Misc. Contractual Services	Invoice #2036725726	27.76			
201-5970600	Ebooks/Books	Invoice #2036725726	44.81			
201-5960990	Misc. Contractual Services	Invoice #2036752274	34.81			
201-5970600	Ebooks/Books	Invoice #2036752274	196.55			
201-5960990	Misc. Contractual Services	Invoice #2036740548	31.75			
201-5970600	Ebooks/Books	Invoice #2036740548	172.70			
201-5960990	Misc. Contractual Services	Invoice #2036759613	14.20			
201-5970600	Ebooks/Books	Invoice #2036759613	118.68			
201-5960990	Misc. Contractual Services	Invoice #2036761853	61.99			
201-5970600	Ebooks/Books	Invoice #2036761852	583.00			
201-5960990	Misc. Contractual Services	Invoice #5017745246	151.49			
201-5970640	Databases	Invoice #5017745246	1.40			
201-5960990	Misc. Contractual Services	Invoice #2036757433	24.81			
201-5970600	Ebooks/Books	Invoice #2036757432	300.88			
201-5960990	Misc. Contractual Services	Invoice #2036749121	58.83			
201-5970600	Ebooks/Books	Invoice #2036749120	550.48			
201-5960990	Misc. Contractual Services	Invoice #2036759454	20.95			
201-5970600	Ebooks/Books	Invoice #2036759454	139.06			
201-5960990	Misc. Contractual Services	Invoice #2036744386	40.23			
201-5970600	Ebooks/Books	Invoice #2036744386	313.18			
201-5960990	Misc. Contractual Services	Invoice #2036736834	3.23			
201-5970600	Ebooks/Books	Invoice #2036736834	13.55			
201-5960990	Misc. Contractual Services	Invoice #2036750919	46.03			
201-5970600	Ebooks/Books	Invoice #2036750919	221.60			
201-5960990	Misc. Contractual Services	Invoice #2036731148	36.35			
201-5970600	Ebooks/Books	Invoice #2036731148	367.32			
201-5960990	Misc. Contractual Services	Invoice #2036761947	32.53			
201-5970600	Ebooks/Books	Invoice #2036761947	170.03			
201-5960990	Misc. Contractual Services	Invoice #2036744431	4.12			

Des Plaines Public Library
Vendor Checks Report
First Midwest Operating
May 2022

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
201-5970600	Ebooks/Books	Invoice #2036744431	17.19			
201-5960990	Misc. Contractual Services	Invoice #2036726994	8.24			
201-5970600	Ebooks/Books	Invoice #2036726994	19.14			
201-5960990	Misc. Contractual Services	Invoice #2036747671	20.28			
201-5970600	Ebooks/Books	Invoice #2036747671	125.41			
201-5960990	Misc. Contractual Services	Invoice #2036750389	3.14			
201-5970600	Ebooks/Books	Invoice #2036750389	8.96			
201-5960990	Misc. Contractual Services	Invoice #2036761085	20.93			
201-5970600	Ebooks/Books	Invoice #2036761085	142.80			
201-5960990	Misc. Contractual Services	Invoice #2036744116	63.95			
201-5970600	Ebooks/Books	Invoice #2036744116	455.08			
201-5960990	Misc. Contractual Services	Invoice #2036753445	14.39			
201-5970600	Ebooks/Books	Invoice #2036753445	77.99			
201-5960990	Misc. Contractual Services	Invoice #2036764058	66.96			
201-5970600	Ebooks/Books	Invoice #2036764058	478.15			
201-5960990	Misc. Contractual Services	Invoice #2036763679	16.92			
201-5970600	Ebooks/Books	Invoice #2036763679	96.52			
201-5960990	Misc. Contractual Services	Invoice #2036760963	47.33			
201-5970600	Ebooks/Books	Invoice #2036760963	381.31			
201-5960990	Misc. Contractual Services	Invoice #2036753380	5.06			
201-5970600	Ebooks/Books	Invoice #2036753380	23.01			
201-5960990	Misc. Contractual Services	Invoice #2036760767	68.19			
201-5970600	Ebooks/Books	Invoice #2036760767	307.36			
201-5960990	Misc. Contractual Services	Invoice #2036760943	4.75			
201-5970600	Ebooks/Books	Invoice #2036760943	33.50			
201-5960990	Misc. Contractual Services	Invoice #2036753351	12.03			
201-5970600	Ebooks/Books	Invoice #2036753351	28.68			
201-5970600	Ebooks/Books	Invoice #2036754727	257.47			
201-5970600	Ebooks/Books	Invoice #2036752296	484.07			
201-5970600	Ebooks/Books	Invoice #2036711544	1,096.24			
201-5960990	Misc. Contractual Services	Invoice #2036711545	131.34			
201-5970600	Ebooks/Books	Invoice #2036720184	776.58			
201-5960990	Misc. Contractual Services	Invoice #2036720185	80.77			
201-5960990	Misc. Contractual Services	Invoice #2036696113	45.11			
201-5970600	Ebooks/Books	Invoice #2036696113	94.97			
201-5960990	Misc. Contractual Services	Invoice #2036701372	49.29			
201-5970600	Ebooks/Books	Invoice #2036701372	191.89			
201-5960990	Misc. Contractual Services	Invoice #2036709485	11.11			
201-5970600	Ebooks/Books	Invoice #2036709485	56.05			
201-5960990	Misc. Contractual Services	Invoice #2036719019	3.87			
201-5970600	Ebooks/Books	Invoice #2036719019	5.38			
201-5960990	Misc. Contractual Services	Invoice #2036680433	68.03			
201-5970600	Ebooks/Books	Invoice #2036680433	143.67			
201-5960990	Misc. Contractual Services	Invoice #2036697899	37.94			
201-5970600	Ebooks/Books	Invoice #2036697899	92.38			
201-5960990	Misc. Contractual Services	Invoice #2036688154	35.58			
201-5970600	Ebooks/Books	Invoice #2036688154	110.03			
201-5960990	Misc. Contractual Services	Invoice #2036701649	12.60			
201-5970600	Ebooks/Books	Invoice #2036701649	137.23			
201-5960990	Misc. Contractual Services	Invoice #2036720209	10.41			
201-5970600	Ebooks/Books	Invoice #2036720209	19.72			
201-5960990	Misc. Contractual Services	Invoice #2036709827	11.56			
201-5970600	Ebooks/Books	Invoice #2036709827	61.05			
201-5960990	Misc. Contractual Services	Invoice #2036705424	33.88			
201-5970600	Ebooks/Books	Invoice #2036705424	238.71			
201-5960990	Misc. Contractual Services	Invoice #2036709510	30.13			

Des Plaines Public Library
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Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
201-5970600	Ebooks/Books	Invoice #2036709510	173.13			
201-5960990	Misc. Contractual Services	Invoice #2036673940	88.19			
201-5970600	Ebooks/Books	Invoice #2036673940	1,119.15			
201-5960990	Misc. Contractual Services	Invoice #2036698019	75.40			
201-5970600	Ebooks/Books	Invoice #2036698019	459.24			
201-5960990	Misc. Contractual Services	Invoice #2036727391	11.28			
201-5970600	Ebooks/Books	Invoice #2036727391	61.31			
201-5960990	Misc. Contractual Services	Invoice #2036740158	43.84			
201-5970600	Ebooks/Books	Invoice #2036729131	542.44			
201-5960990	Misc. Contractual Services	Invoice #2036729132	52.57			
201-5970600	Ebooks/Books	Invoice #2036740157	409.39			
201-5960990	Misc. Contractual Services	Invoice #2036735092	83.47			
201-5960990	Misc. Contractual Services	Invoice #2036722483	41.38			
201-5970600	Ebooks/Books	Invoice #2036722483	117.10			
201-5960990	Misc. Contractual Services	Invoice #2036731155	26.06			
201-5970600	Ebooks/Books	Invoice #2036731155	122.57			
201-5960990	Misc. Contractual Services	Invoice #2036736083	61.11			
201-5970600	Ebooks/Books	Invoice #2036736083	395.87			
201-5960990	Misc. Contractual Services	Invoice #2036722685	27.75			
201-5970600	Ebooks/Books	Invoice #2036722685	191.28			
201-5960990	Misc. Contractual Services	Invoice #2036727062	30.84			
201-5970600	Ebooks/Books	Invoice #2036727062	151.72			
201-5960990	Misc. Contractual Services	Invoice #5017716112	1.40			
201-5970600	Ebooks/Books	Invoice #5017716112	25.03			
201-5960990	Misc. Contractual Services	Invoice #2036716477	3.45			
201-5970600	Ebooks/Books	Invoice #2036716477	105.16			
201-5960990	Misc. Contractual Services	Invoice #2036735092	83.47			
201-5970600	Ebooks/Books	Invoice #2036735091	855.89			
CENGAGE LEARNING/GALE				19206	06/16/22	<u>2,301.00</u>
201-5970640	Databases	Invoice #77696703	2,301.00			
Charlotte Johnston				19207	06/16/22	<u>160.00</u>
201-5960210	Special Event Programming	Teen summer concert	160.00			
CHICAGO TRIBUNE				19208	06/16/22	<u>322.62</u>
201-5970620	E-Subscriptions/Subscriptions	Account # 30147947	322.62			
CHILDREN'S PLUS, INC.				19209	06/16/22	<u>5,033.53</u>
201-5970600	Ebooks/Books	Invoice #212941	56.03			
201-5970600	Ebooks/Books	Invoice #213131	34.65			
201-5970600	Ebooks/Books	Invoice #212074	66.25			
201-5970600	Ebooks/Books	Invoice #212091	53.99			
201-5970600	Ebooks/Books	Invoice #212036	275.95			
201-5970600	Ebooks/Books	Invoice #211604	43.83			
201-5970600	Ebooks/Books	Invoice #211605	183.02			
201-5970600	Ebooks/Books	Invoice #211608	404.64			
201-5970600	Ebooks/Books	Invoice #212035	160.75			
201-5970600	Ebooks/Books	Invoice #212474	19.37			
201-5970600	Ebooks/Books	Invoice #212212	3,735.05			
CITY OF DES PLAINES -				19210	06/16/22	<u>50.00</u>
201-5920210	Marketing	Parade Application - July 4th	50.00			
COLLEY ELEVATOR COMPANY				19211	06/16/22	<u>1,032.00</u>
201-5930020	R&M Buildings & Structures	Invoice #227367	426.00			

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Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
201-5930020	R&M Buildings & Structures	Invoice #226737	606.00			
CRYSTAL MAINTENANCE SERVICES CORP				19212	06/16/22	<u>4,892.50</u>
201-5930320	Cleaning/Custodial Services	Invoice #30248	4,892.50			
DAvid Carreno				19213	06/16/22	<u>125.00</u>
201-5960990	Misc. Contractual Services	Invoice #May19th2022	125.00			
Elara Energy Services				19214	06/16/22	<u>3,701.00</u>
202-5980400	Equipment	Invoice ##21447-2	3,701.00			
FACE TO FACE COMM & TRAINING				19215	06/16/22	<u>4,000.00</u>
201-5990900	Per Capita Grant Expenditures	Allstaff In-Service Day	4,000.00			
FACILITY GATEWAY CORPORATION				19216	06/16/22	<u>1,285.00</u>
202-5980300	Improvements	Invoice #111658	1,285.00			
FLOOD BROTHERS DISPOSAL & RECYCLING SERVICES				19217	06/16/22	<u>360.00</u>
201-5930490	Refuse Contract	Invoice #6122314	360.00			
IMPACT NETWORKING, LLC.				19218	06/16/22	<u>795.55</u>
201-5980410	Computer Hardware	OP #OP196378	795.55			
John G. Donahue				19219	06/16/22	<u>277.50</u>
201-5960210	Special Event Programming	Invoice #105	157.50			
201-5960210	Special Event Programming	Invoice #104	120.00			
Joseph Stuart Craig				19220	06/16/22	<u>160.00</u>
201-5960210	Special Event Programming	Teen Summer Concert	160.00			
LAUTERBACH & AMEN, LLP.				19221	06/16/22	<u>1,575.00</u>
201-5920110	Professional Services	Invoice No.66887	1,575.00			
LIBRARY IDEAS LLC				19222	06/16/22	<u>47.95</u>
201-5970610	E-audio/Audio	Invoice #88633	47.95			
MIDWEST TAPE				19223	06/16/22	<u>7,443.52</u>
201-5970630	Visual Materials	Invoice #502121420	37.49			
201-5970630	Visual Materials	Invoice #502121423	239.92			
201-5970610	E-audio/Audio	Invoice #502119748	37.49			
201-5960990	Misc. Contractual Services	Invoice #502096585	86.85			
201-5970630	Visual Materials	Invoice #502096585	449.91			
201-5960990	Misc. Contractual Services	Invoice #502096584	29.65			
201-5970630	Visual Materials	Invoice #502096584	223.41			
201-5970630	Visual Materials	Invoice #502121424	187.45			
201-5970630	Visual Materials	Invoice #502121422	82.47			
201-5970630	Visual Materials	Invoice #502121421	155.95			
201-5960990	Misc. Contractual Services	Invoice #502128053	133.35			
201-5970630	Visual Materials	Invoice #502128053	754.89			
201-5960990	Misc. Contractual Services	Invoice #502128054	1.85			
201-5970610	E-audio/Audio	Invoice #502128054	29.99			
201-5960990	Misc. Contractual Services	Invoice #502128055	6.50			
201-5970630	Visual Materials	Invoice #502128055	14.99			
201-5960990	Misc. Contractual Services	Invoice #502128050	38.75			
201-5970610	E-audio/Audio	Invoice #502128050	125.60			
201-5970630	Visual Materials	Invoice #502141058	22.49			

Des Plaines Public Library

Vendor Checks Report

First Midwest Operating

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Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
201-5960990	Misc. Contractual Services	Invoice #502127859	6.50			
201-5970630	Visual Materials	Invoice #502127859	50.23			
201-5960990	Misc. Contractual Services	Invoice #502128051	7.70			
201-5970610	E-audio/Audio	Invoice #502128051	21.43			
201-5960990	Misc. Contractual Services	Invoice #502157888	80.70			
201-5970630	Visual Materials	Invoice #502157888	302.10			
201-5960990	Misc. Contractual Services	Invoice #502157886	42.35			
201-5970610	E-audio/Audio	Invoice #502157886	139.24			
201-5960990	Misc. Contractual Services	Invoice #502159310	27.75			
201-5970610	E-audio/Audio	Invoice #502159310	575.85			
201-5960990	Misc. Contractual Services	Invoice #502157889	38.80			
201-5970630	Visual Materials	Invoice #502157889	209.93			
201-5970630	Visual Materials	Invoice #502055126	175.44			
201-5970630	Visual Materials	Invoice #502055125	78.72			
201-5960990	Misc. Contractual Services	Invoice #502062347	13.40			
201-5970630	Visual Materials	Invoice #502062347	128.91			
201-5960990	Misc. Contractual Services	Invoice #502062344	16.65			
201-5970610	E-audio/Audio	Invoice #502062344	358.91			
201-5970610	E-audio/Audio	Invoice #502055122	9.99			
201-5970630	Visual Materials	Invoice #502055127	137.96			
201-5960990	Misc. Contractual Services	Invoice #502029907	28.85			
201-5970630	Visual Materials	Invoice #502029907	237.79			
201-5960990	Misc. Contractual Services	Invoice #502062345	30.80			
201-5970610	E-audio/Audio	Invoice #502062345	92.02			
201-5960990	Misc. Contractual Services	Invoice #502029904	104.85			
201-5970630	Visual Materials	Invoice #502029904	472.98			
201-5970610	E-audio/Audio	Invoice #502074202	44.99			
201-5970630	Visual Materials	Invoice #502074206	34.49			
201-5960990	Misc. Contractual Services	Invoice #502062343	91.75			
201-5970630	Visual Materials	Invoice #502062343	503.76			
201-5970630	Visual Materials	Invoice #502074204	92.96			
201-5970630	Visual Materials	Invoice #502074205	82.47			
201-5970610	E-audio/Audio	Invoice #502055124	119.98			
201-5960990	Misc. Contractual Services	Invoice #502096586	46.20			
201-5970610	E-audio/Audio	Invoice #502096586	132.03			
201-5960990	Misc. Contractual Services	Invoice #502096583	11.10			
201-5970610	E-audio/Audio	Invoice #502096583	234.94			
OAKBROOK MECHANICAL SERVICES				19224	06/16/22	<u>3,013.25</u>
201-5930020	R&M Buildings & Structures	Invoice #30221	3,013.25			
OUTSOURCE SOLUTIONS GROUP, INC.				19225	06/16/22	<u>3,409.65</u>
201-5960990	Misc. Contractual Services	Invoice #66321	480.00			
201-5960990	Misc. Contractual Services	Invoice #66390	350.00			
201-5960990	Misc. Contractual Services	Invoice #66067	1,500.00			
201-5980420	Computer Software	Invoice #66320	550.20			
201-5980420	Computer Software	Invoice #66216	66.00			
201-5980420	Computer Software	Invoice #66193	59.80			
201-5980420	Computer Software	Invoice #66322	403.65			
PHYSICIANS IMMEDIATE CARE CHICAGO				19226	06/16/22	<u>136.00</u>
201-5960040	Pre-Employment Testing	Statement #4262580	136.00			
RAILS				19227	06/16/22	<u>14,762.77</u>
201-5970600	Ebooks/Books	Invoice #9313	14,762.77			

Des Plaines Public Library
Vendor Checks Report
First Midwest Operating
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Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
STEPHANIE SPETTER 201-5960070	Mileage	Mileage Reimbursement - Spetter	11.70	19228	06/16/22	<u>11.70</u>
TAFT STETTINIUS & HOLLISTER LLP 201-5920100	Legal Fees	Invoice #3949176	4,942.50	19229	06/16/22	<u>4,942.50</u>
THOMAS KLISE/CRIMSON MULTIMEDIA 201-5970630	Visual Materials	Invoice #007838	181.66	19230	06/16/22	<u>181.66</u>
THOMSON REUTERS-WEST 201-5970640	Databases	Invoice #846373754	23.39	19231	06/16/22	<u>23.39</u>
TODAY'S BUSINESS SOLUTIONS INC 201-5980400	Equipment	Invoice #13229	1,575.00	19232	06/16/22	<u>13,491.00</u>
201-5930010	R&M Equipment	Yearly hardware support cost	5,753.00			
201-5930010	R&M Equipment	Yearly software support cost	6,163.00			
VISOGRAPHIC 201-5920210	Marketing	VISOGRAPHIC	6,032.12	19233	06/16/22	<u>6,032.12</u>
LIBRARY IDEAS LLC 201-5970610	E-audio/Audio	INV# 86550	526.24	19234	06/16/22	<u>7,776.24</u>
201-5970610	E-audio/Audio	INV# 87166	7,250.00			
					Check List Total	<u><u>154,776.80</u></u>

Des Plaines Public Library

ACH Register

All Bank Accounts

May 1, 2022 - May 31, 2022

ACH Number	ACH Date	Payee	Amount
Vendor Checks			
51869	05/31/22	IMRF	27,416.73
51870	05/31/22	BANKCARD SERVICES	25,141.34
51871	05/31/22	NEOFUNDS BY NEOPOST	1,000.00
51872	05/31/22	VERIZON WIRELESS	1,063.07
51873	05/31/22	COMCAST CABLE	1,179.26
51874	05/31/22	FRIENDS OF THE DES PLAINES PUBLIC LIBRARY	1,114.01
51875	05/31/22	NICOR GAS	2,107.02
Vendor Check Total			<u>59,021.43</u>
Check List Total			<u><u>59,021.43</u></u>

Check count = 7

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
Balance Sheet												
Cash & Investments	\$ 4,450,754	4,843,285	6,856,066	6,397,901	5,929,489							
Revenue (M-T-D)												
Property Taxes	43,444	811,138	2,380,007	152,939	10,674							
Other Revenue	186,683	31,886	14,195	8,672	42,120							
	230,127	843,025	2,394,202	161,611	52,794	-	-	-	-	-	-	-
Expenses (M-T-D)												
Payroll & Benefits	280,990	307,004	359,906	307,329	252,199							
Other Expense	266,523	171,057	153,034	214,193	179,051							
Change in A/P & AJE's	(62,298)	(27,567)	(131,519)	98,254	89,955							
	485,215	450,494	381,421	619,776	521,205	-	-	-	-	-	-	-
Net Increase/(Decrease)	(255,088)	392,531	2,012,782	(458,165)	(468,412)	-	-	-	-	-	-	-

DES PLAINES PUBLIC LIBRARY
CASH FLOW SUMMARY
For the Year Ended December 31, 2021

	January	February	March	April	May	June	July	August	September	October	November	December
Balance Sheet												
Cash & Investments	\$ 3,968,717	4,138,360	5,784,948	5,703,662	5,471,098	4,997,435	4,622,155	4,033,743	4,755,049	5,662,998	5,274,148	4,705,842
Revenue (M-T-D)												
Property Taxes	-	528,962	2,106,673	331,285	343,511	-	-	-	1,204,158	1,432,744	58,530	-
Other Revenue	2,289	5,271	3,484	2,827	8,564	17,598	49,433	99,363	5,475	4,502	38,103	8,853
	2,289	534,232	2,110,157	334,111	352,076	17,598	49,433	99,363	1,209,633	1,437,246	96,632	8,853
Expenses (M-T-D)												
Payroll & Benefits	344,048	268,451	247,963	363,399	261,367	254,187	409,828	265,279	387,045	317,677	314,345	376,123
Other Expense	275,321	145,415	142,034	275,517	216,261	91,462	324,397	152,772	203,648	173,154	147,736	138,139
Change in A/P & AJE's	(91,308)	(49,276)	73,572	(223,518)	107,024	145,612	(309,513)	269,724	(102,365)	38,465	23,402	62,897
	528,061	364,590	463,568	415,398	584,652	491,262	424,712	687,775	488,327	529,297	485,483	577,159
Net Increase/(Decrease)	(525,772)	169,643	1,646,589	(81,287)	(232,564)	(473,664)	(375,279)	(588,412)	721,306	907,950	(388,850)	(568,306)



DIRECTOR'S REPORT

MAY 2022

DONATIONS & GRANTS



\$300 from the Friends for a Teen Summer Concert at Taste of Des Plaines.

\$700 from the Friends for Summer Reading Challenge Teen Prizes.

\$500 from Ascension Holy Family in support of the 2022 YS Summer Reading Challenge.

\$50 from The Des Plaines Garden Club for Adult Services.

\$50 from Patron in thanks to RS staff help with historical stocks.

150 comic books (\$40 value) donated by Pastimes Comics and Games for use in our welcome packets for older kids and teens.

COMINGS & GOINGS

COMINGS:

Blake Kindl, FT Building & Security Services Manager

Melissa Munoz, PT YS Summer Intern

Brooke Capper, PT YS Summer Intern

GOINGS:

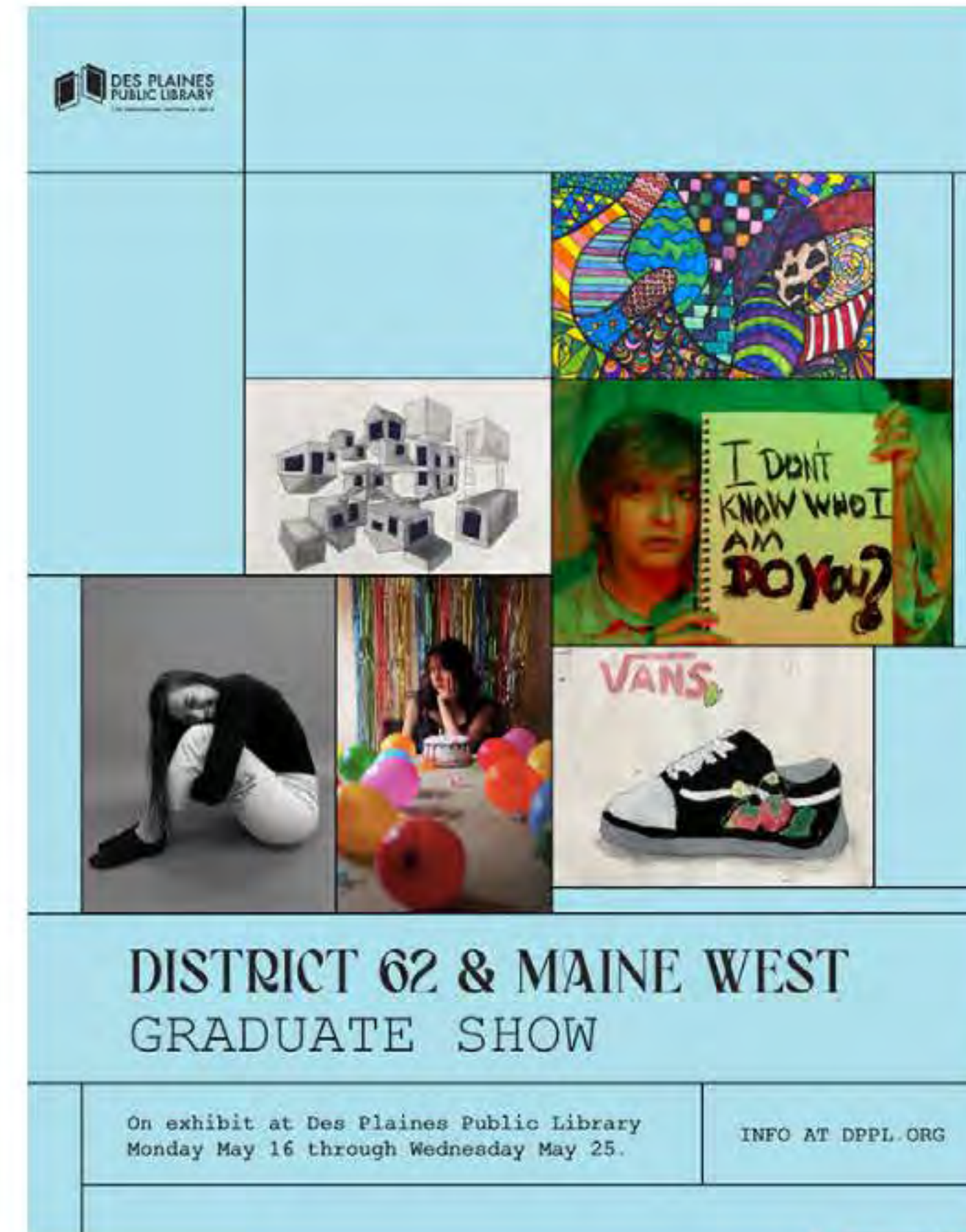
Elizabeth Bialobrzewski, PT YS Assistant

Steven Giese, FT Librarian II

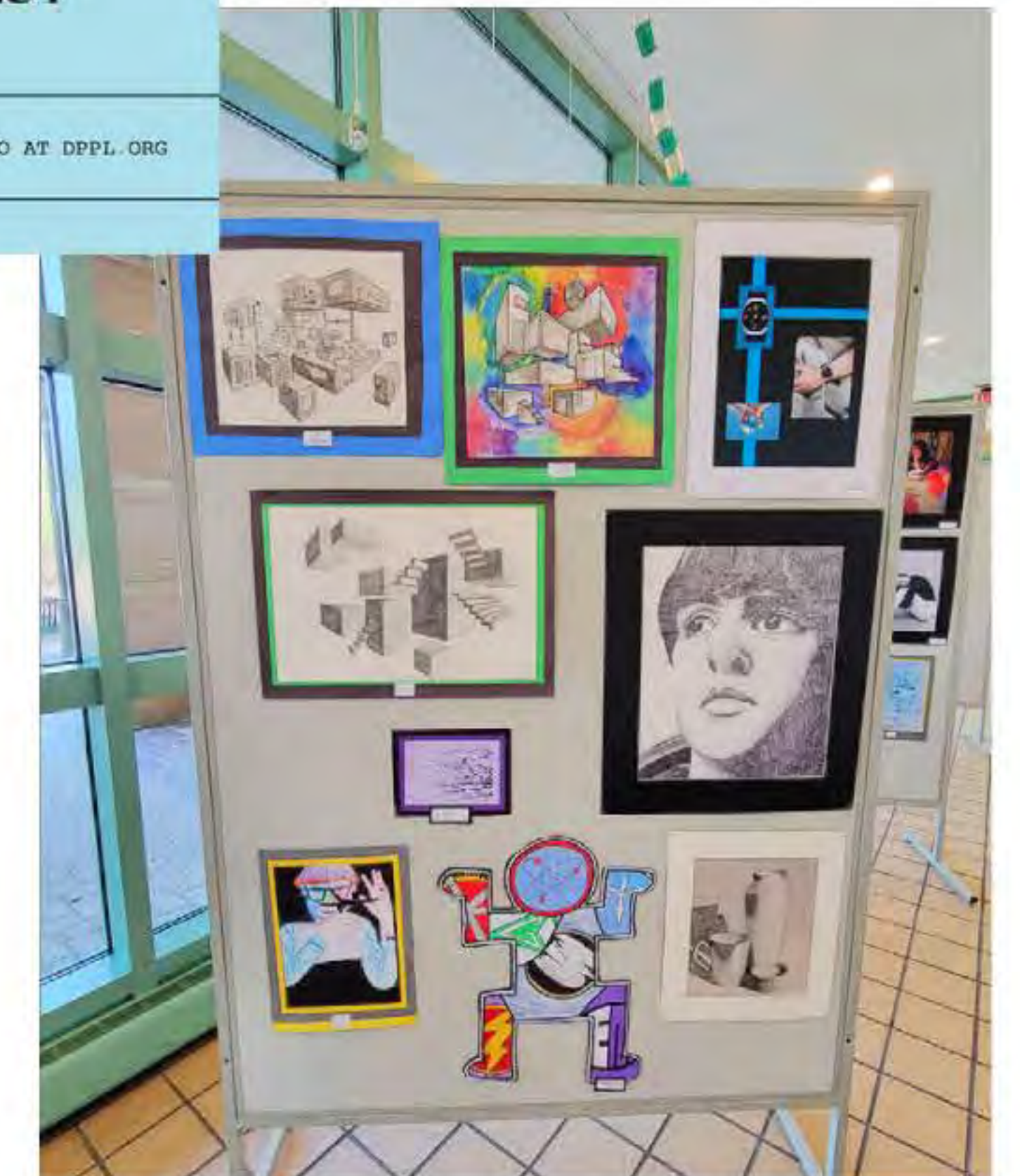
Francisco Valdez, PT Security Monitor

Anthony Velazquez, PT Security Monitor

COMMUNITY PARTNERSHIP



DPPL HOSTED THE D62/D207 GRADUATE ART SHOW IN MAY



ON DPPL SOCIAL MEDIA



By Jo

A Death in the Family

June 7 • Des Plaines Memory

Many of you have felt a conspicuous absence among the 4th floor staff lately. In fact, our dear colleague and friend Steven Giese died last month. Steven was a Reference librarian here for many years. He was a gifted researcher, but more importantly, Steven was infinitely kind and patient. Not only did patrons receive the information they wanted, Steven had a way about him that made people feel respected. He made people feel that they belonged. [More →](#)

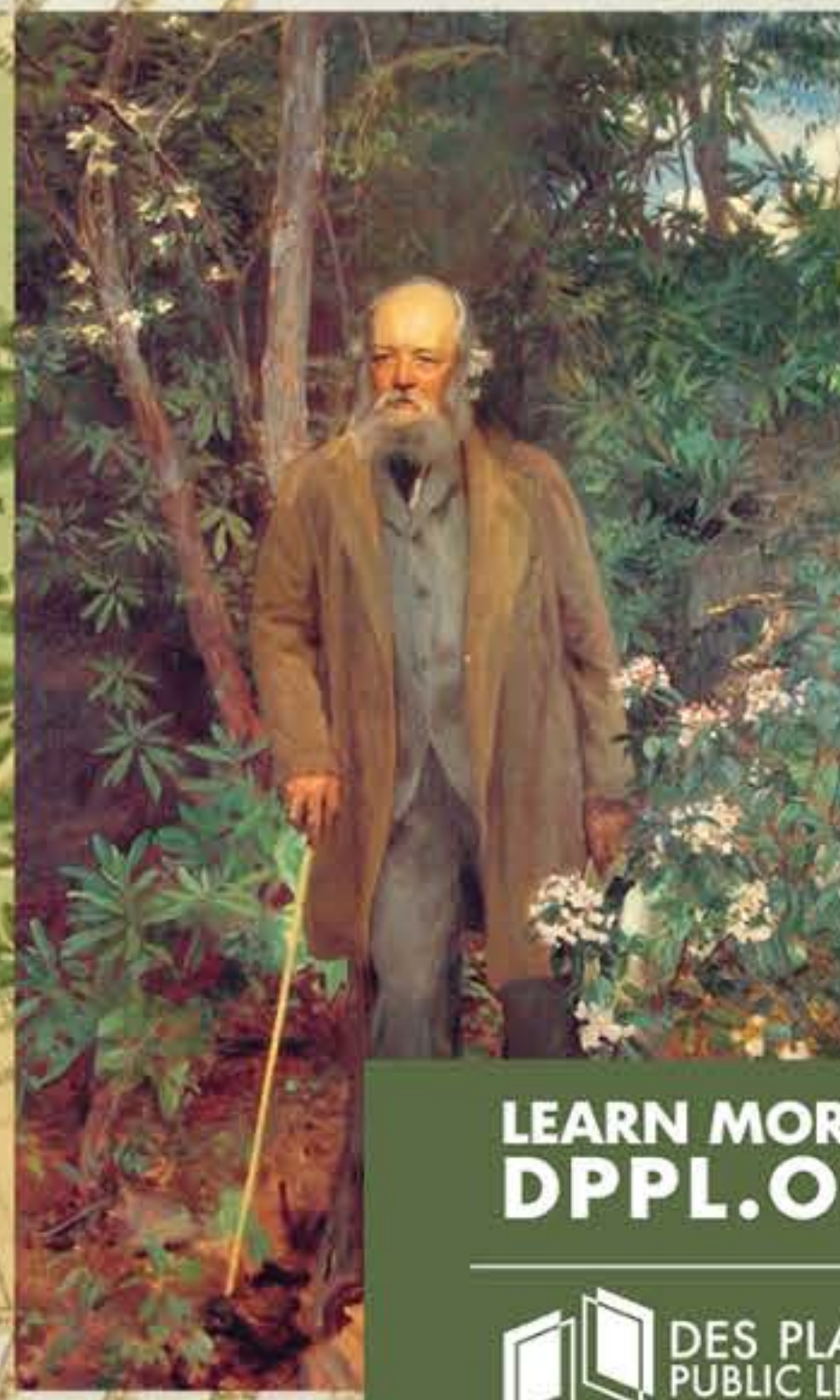
OLMSTED AT 200:

LIVING LANDSCAPE LEGACIES

MAY 18, 2022 | 7 P.M.

Celebrate the 200th anniversary of the birth of visionary architect Frederick Law Olmsted. Garden historian Cathy Jean Maloney will explore Olmsted's living landscape legacy including his pioneering design principles and inspiration. Co-sponsored with the Des Plaines Garden Club. Please Register.

DESIGN FOR
PROSPECT PARK
IN
THE CITY OF BROOKLYN
1857



LEARN MORE AT
DPPL.ORG



ADULT PROGRAMS



ILLINOIS LIBRARIES PRESENT

Jessamine Chan & Emily Maloney

May 25, 2022 | 7PM

Join Jessamine Chan and Emily Maloney for a discussion about the systems of power that impact our lives, our families, and our finances, through the lens of their acclaimed books, *The School for Good Mothers* and *Cost of Living*.

Virtual via Zoom | Please Register

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

Funding for this grant was awarded by the Illinois State Library, a Department of the Office for the Secretary of State, using funds provided by the U.S. Institute of Museum and Library Services, under the provisions of the Library Services and Technology Act (LSTA).



LEARN MORE AT
DPPL.ORG



FILM SCREENING FORD V FERRARI

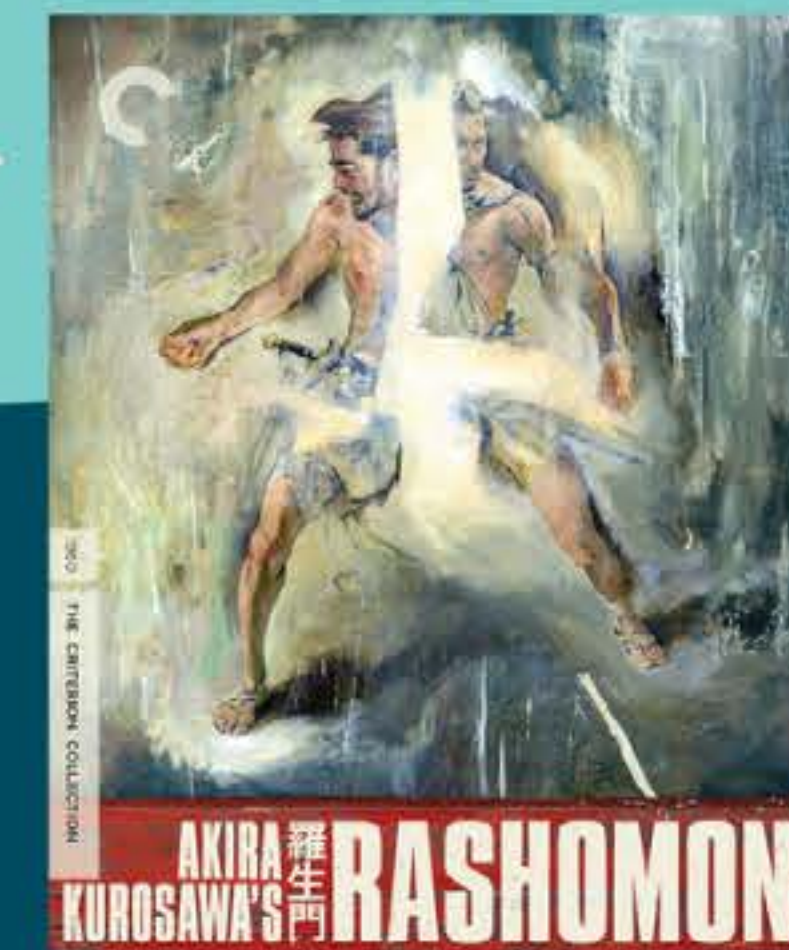
May 11, 2022 | 1:30 P.M.



MEDICARE 101

Saturday, May 21, 2022
11:00 a.m. - 12:30 p.m.

FILM TALK TUESDAYS



RASHOMON (89 MINS.)
MAY 17TH | 7PM

CURIOSITY CAFE

Kayvon Tehranian
How NFTs are building the internet of the future

THURSDAY, MAY 5
10:30 - 11:30 AM

To Go Crafts

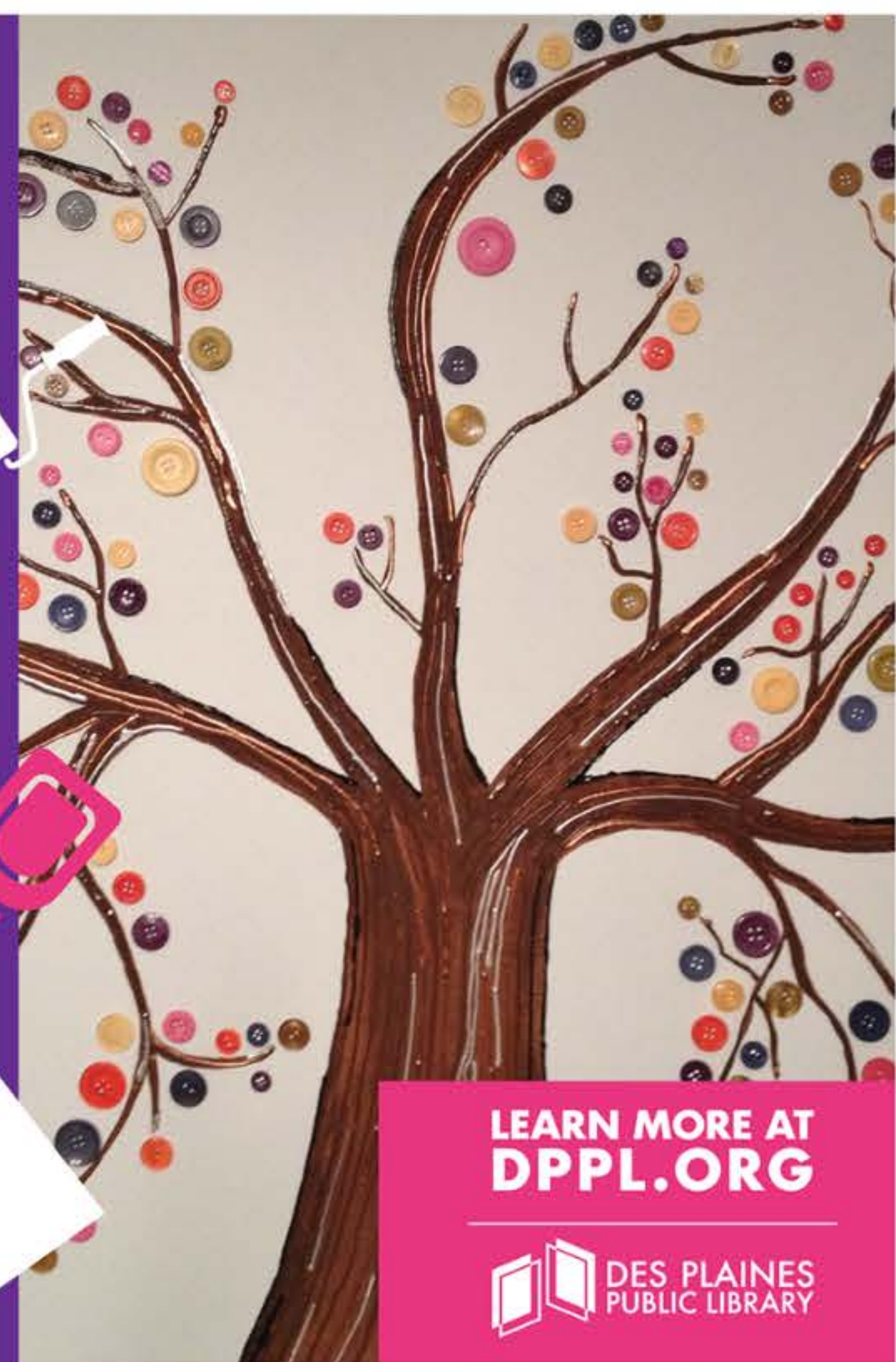
CRAFT KIT FOR ADULTS

Lots of Buttons: Spring Tree Canvas Art

Wanted to create something bright and full of springtime joy? Make a canvas for this Spring by painting a tree and using buttons as the blossoms on a tree.

Pick up the kits on the 4th floor starting Monday May 2 until supplies last

LEARN MORE AT
DPPL.ORG



NOT QUITE:

ASIAN AMERICANS AND THE "OTHER" IN THE ERA OF THE PANDEMIC AND THE UPRISING



WEDNESDAY, MAY 25, 2022 | 7 P.M.

Ada Cheng is a storyteller and a solo performer. She was a tenured professor in sociology at DePaul University, a job she left to pursue storytelling and performance full time. In this performance, she will explore major themes: the meanings of home(land), racial profiling and the image of the perpetual foreigner, and anti-Asian racism under the pandemic. Her performance will be followed by a facilitated dialogue. PLEASE REGISTER | MASKS OPTIONAL

LEARN MORE AT
DPPL.ORG



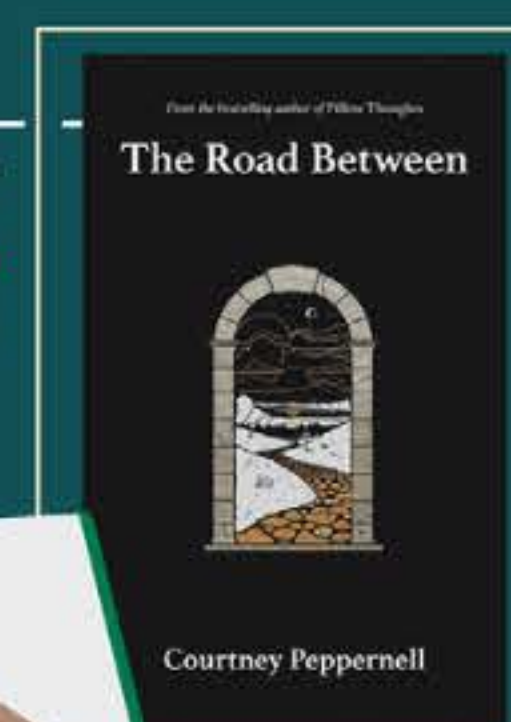
Master PowerPoint in 60 Minutes

May 26 | 2 - 3 p.m. | Zoom

May 12
7:30 pm

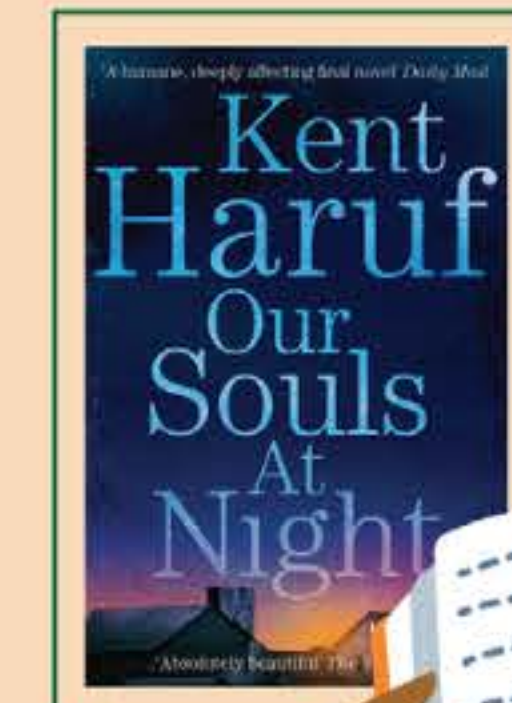
Thursday Evening Book Group

A book discussion of
The Road Between
Courtney Peppernell



Tuesday Morning Book Group

May 03
10 am



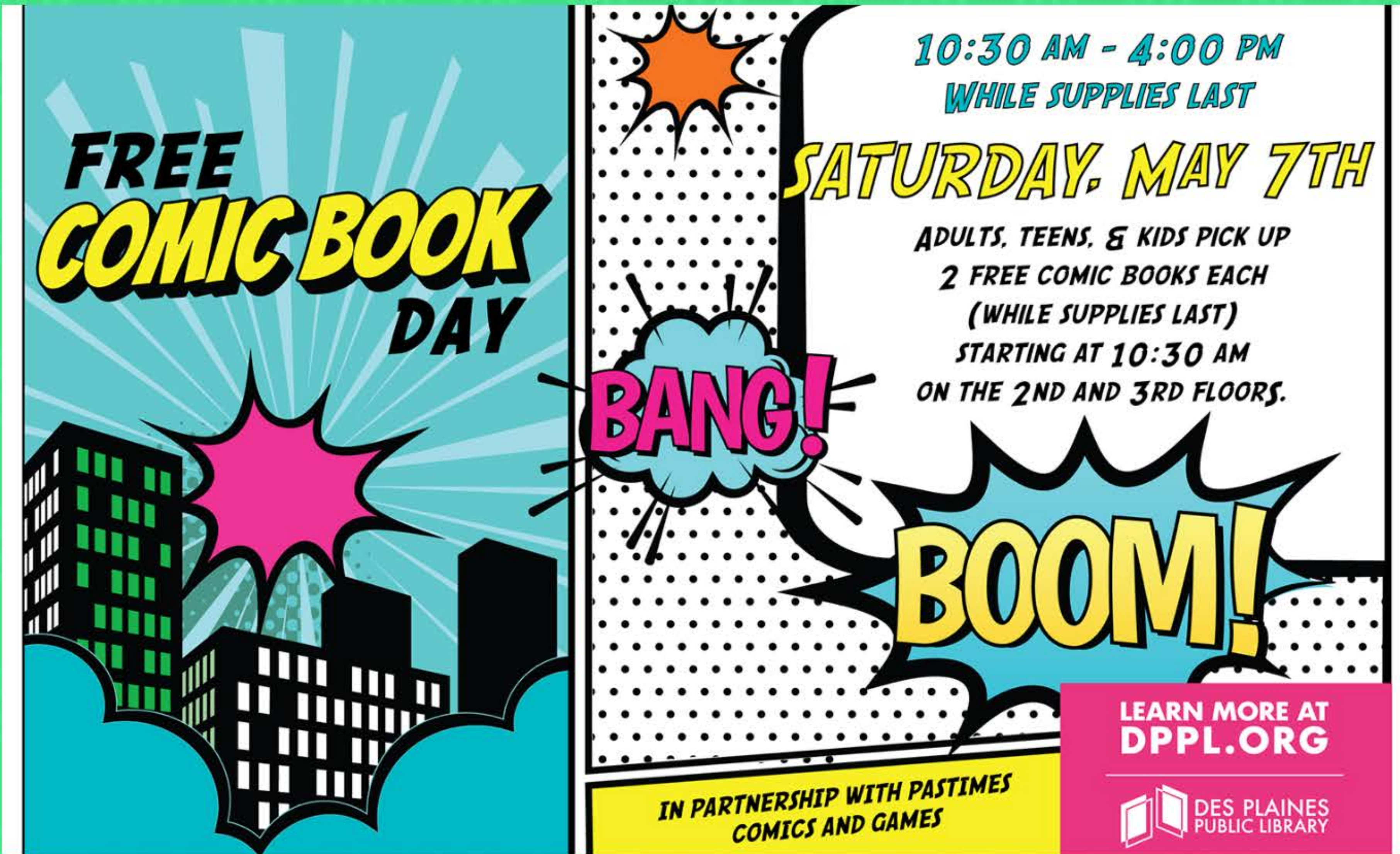
A book discussion of
Our Souls At Night
by Kent Haruf

TECH CLASS ON THE PLAZA

THURSDAY, MAY 26, 2022 | 10-11:00 A.M.



KIDS PROGRAMS



FREE COMIC BOOK DAY

10:30 AM - 4:00 PM
WHILE SUPPLIES LAST

SATURDAY, MAY 7TH

ADULTS, TEENS, & KIDS PICK UP
2 FREE COMIC BOOKS EACH
(WHILE SUPPLIES LAST)
STARTING AT 10:30 AM
ON THE 2ND AND 3RD FLOORS.

BANG!

BOOM!

IN PARTNERSHIP WITH PASTIMES
COMICS AND GAMES

LEARN MORE AT
DPPL.ORG

DES PLAINES
PUBLIC LIBRARY



May 2022

ROCKY'S RECS

DPPL'S PICKS FOR KIDS

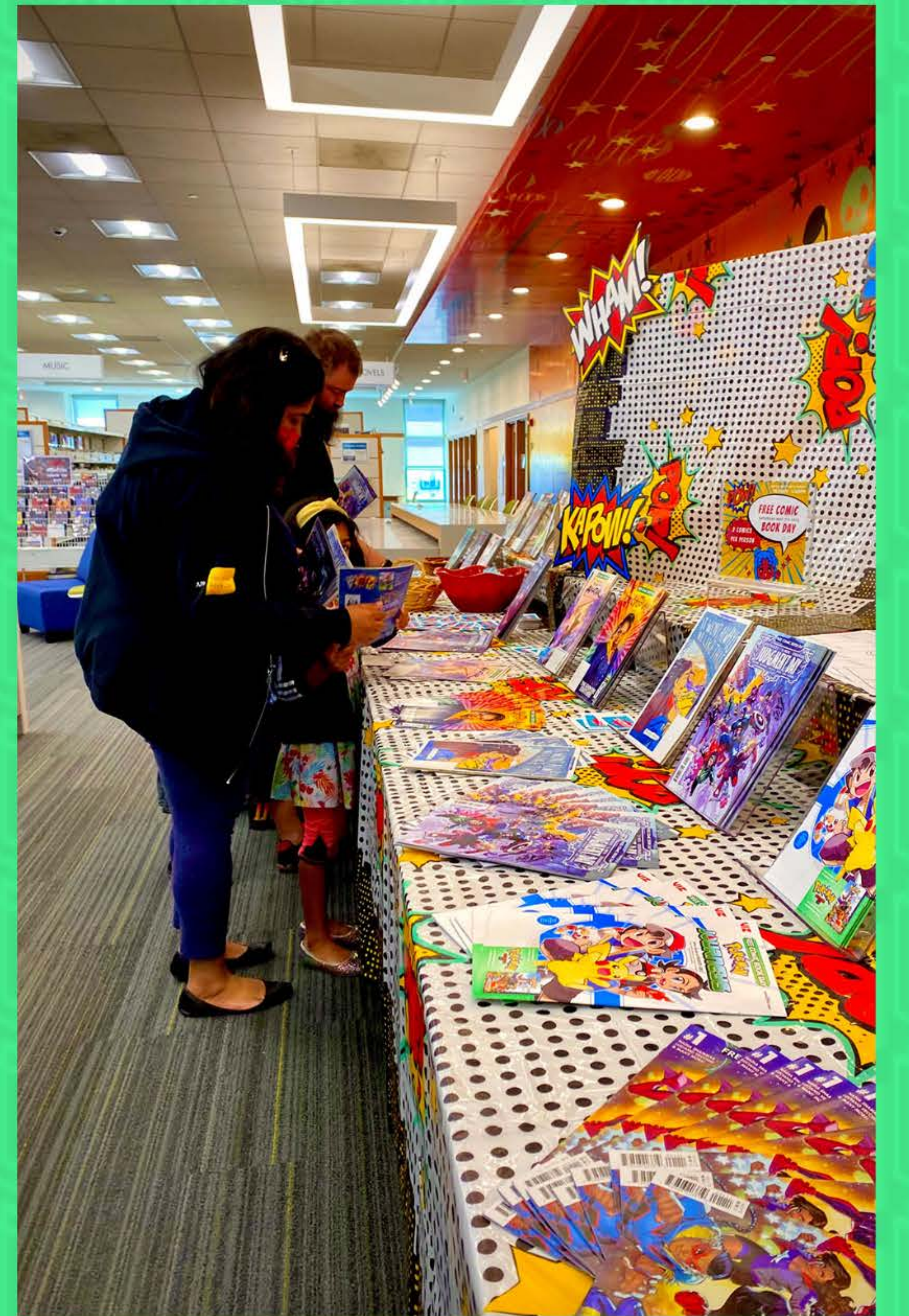


□ TODAY'S BOOK:
DON'T PUSH
THE BUTTON!

Written and illustrated by Bill Cotter



0:10 / 3:19



POP-UP STORYTIME



DES PLAINES PUBLIC LIBRARY • DPPL.ORG





TEEN PROGRAMS



TEENS

CODE Q LGBTQ SOCIAL CLUB

TUESDAYS AT 4 PM
MARCH 23 | APRIL 27 | MAY 25

Are you or your friend an LGBTQ teen? Join us via Zoom and show your support as we watch movies, play games and interact about topics that support LGBTQ youth.



School Relaxation Kit

SCHOOL CAN BE STRESSFUL!
Take some time to relax and manage your stress levels with our End of Semester Relaxation Kits.

May 9th - 22nd

For Teens in Grades 7-12, one kit per teen. Available while supplies last.

DES PLAINES PUBLIC LIBRARY



TEENS

TEEN PHOTOSHOP BATTLE

MAY 23RD - 29TH

WE SUPPLY THE STARTING PHOTO, YOU CREATE A NEW IMAGE FROM THAT STARTING PHOTO USING IMAGE MANIPULATION SOFTWARE. WE WILL THEN FEATURE YOUR IMAGE ON OUR INSTAGRAM ACCOUNT. AT THE END OF THE BATTLE, WE WILL HOLD A RAFFLE FOR A GIFT CARD TO A LOCAL RESTAURANT!

EMAIL YOUR SUBMISSIONS TO TEEN@DPPL.ORG. FOR TEENS IN GRADES 7-12.

LEARN MORE AT DPPL.ORG



TEENS

16 @ @ @ @ 31 @ @ @ @ 46 @ @ @ @ 61 @ @ @ @

2 @ @ @ @ 17 @ @ @ @ 32 @ @ @ @ 47 @ @ @ @ 62 @ @ @ @

3 @ @ @ @ 18 @ @ @ @ 33 @ @ @ @ 48 @ @ @ @ 63 @ @ @ @

4 @ @ @ @ 19 @ @ @ @ 34 @ @ @ @ 49 @ @ @ @

5 @ @ @ @ 20 @ @ @ @ 35 @ @ @ @ 50 @ @ @ @

6 @ @ @ @ 21 @ @ @ @ 36 @ @ @ @ 51 @ @ @ @

7 @ @ @ @ 22 @ @ @ @ 37 @ @ @ @

8 @ @ @ @ 23 @ @ @ @ 38 @ @ @ @

9 @ @ @ @ 24 @ @ @ @ 39 @ @ @ @

10 @ @ @ @ 25 @ @ @ @ 40 @ @ @ @

SAT & ACT PRACTICE TESTS

SATURDAYS | 9:00a - 1:00p

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 presented by iAchieve Learning. You will experience what test day will be like with a proctored full length test from ACT or the College Board. Following the practice test, you will receive an emailed score report containing a detailed item analysis.

Students may take the ACT and SAT practice test once during their junior or senior year.

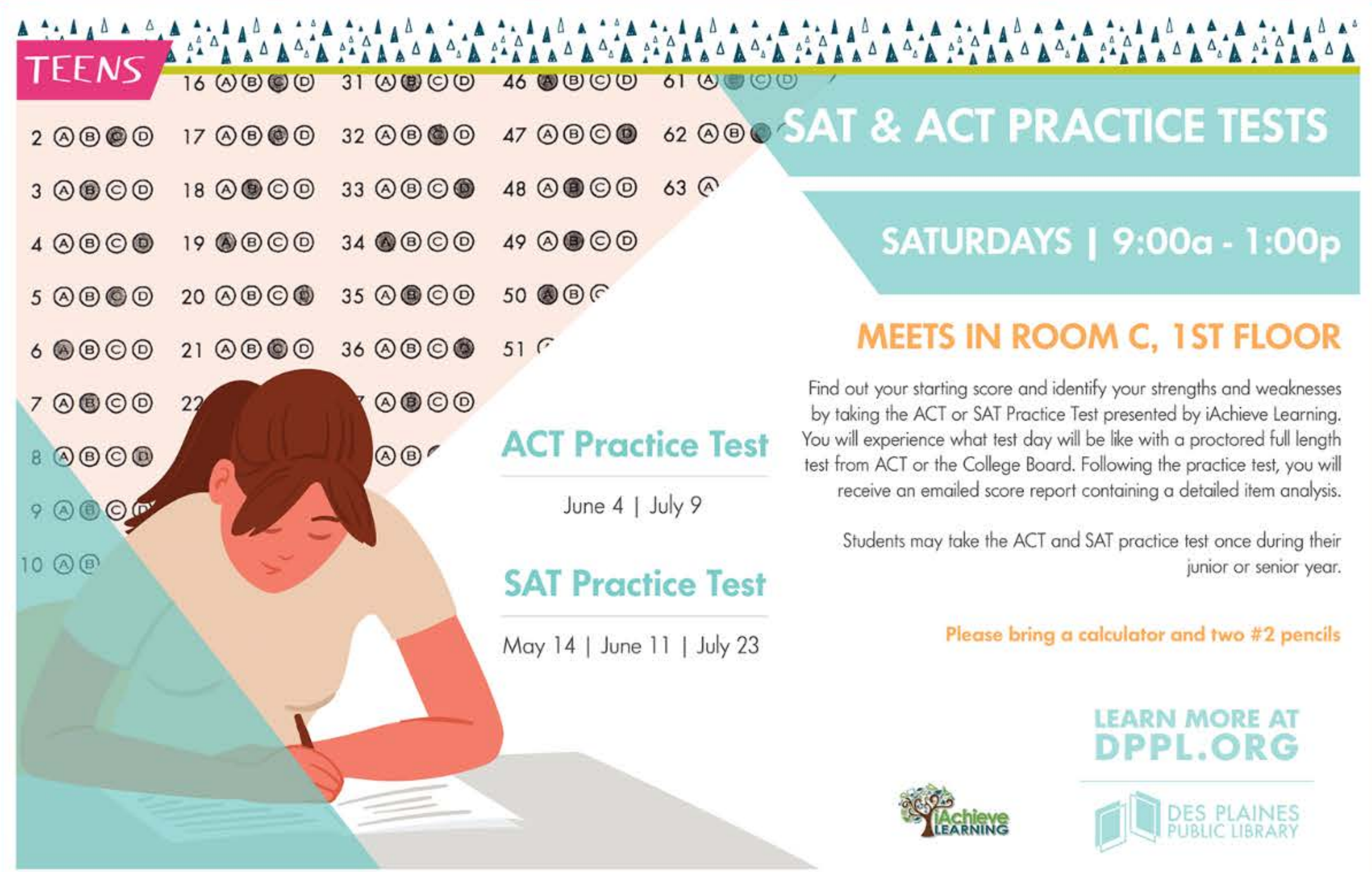
Please bring a calculator and two #2 pencils

ACT Practice Test

June 4 | July 9

SAT Practice Test

May 14 | June 11 | July 23



LEARN MORE AT DPPL.ORG



AudioFile Sync AUDIOBOOKS FOR TEENS



WANT ALERTS ABOUT FREE AUDIOBOOKS ALL SUMMER LONG?

For title releases, TEXT syncya to 866-984-0598 or visit audiofilemagazine.com/sync

APRIL 28 - MAY 4



BLACK PANTHER

By Jesse J. Holland [Ed.] (Dreamscape)

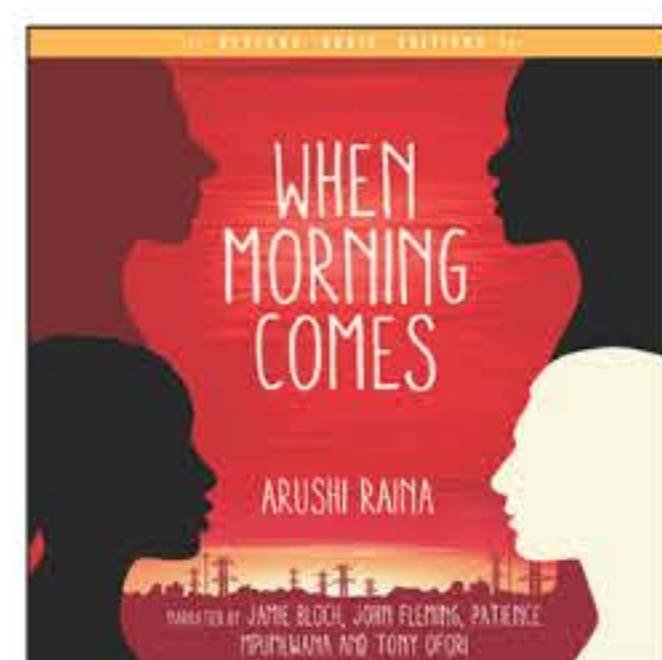
MAY 5 - MAY 11



THE PERFECT NINE

By Ngũgĩ wa Thiong'o (Brilliance Audio)

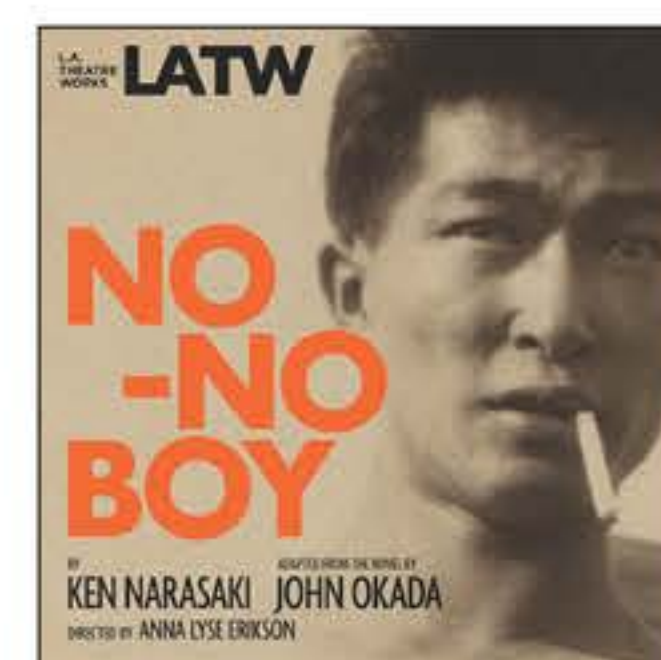
MAY 12 - MAY 18



WHEN MORNING COMES

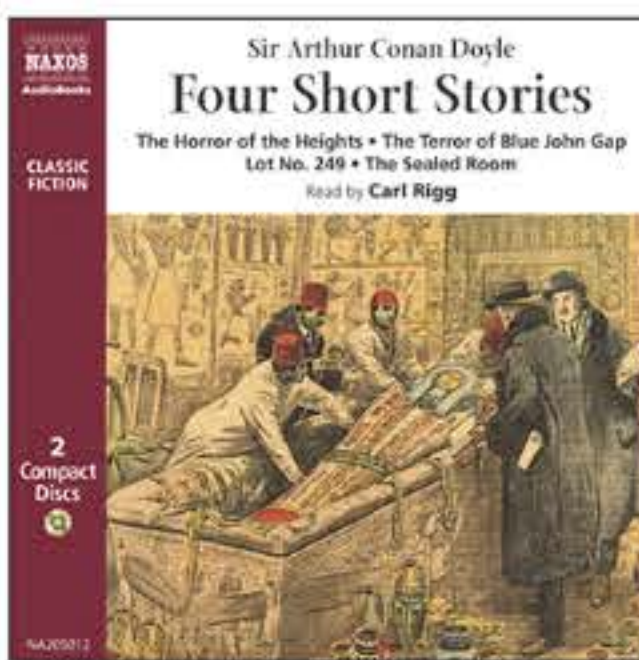
By Arushi Raina (ECW Press)

MAY 19 - MAY 25



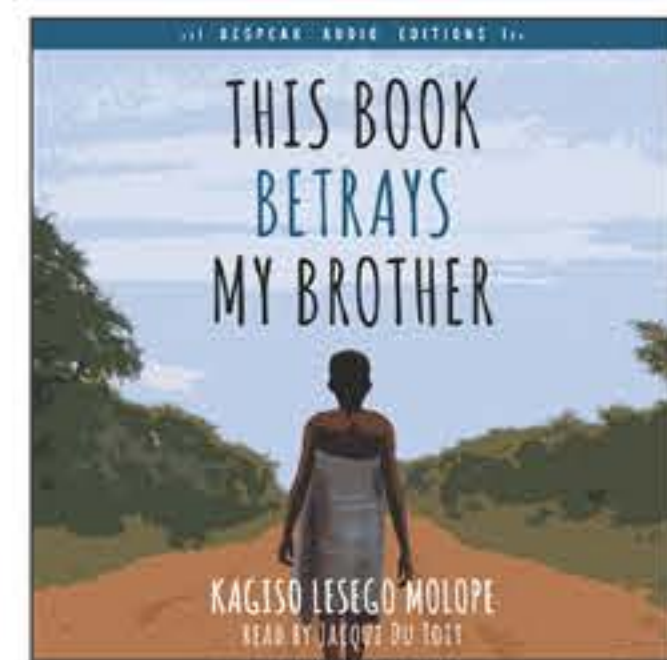
NO-NO BOY

By Ken Narasaki (L.A. Theatre Works)



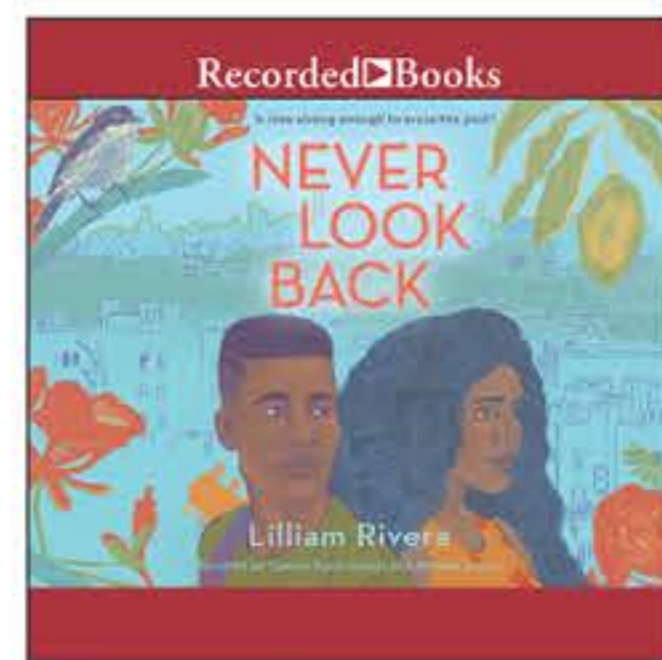
FOUR SHORT STORIES

By Sir Arthur Conan Doyle (Naxos AudioBooks)



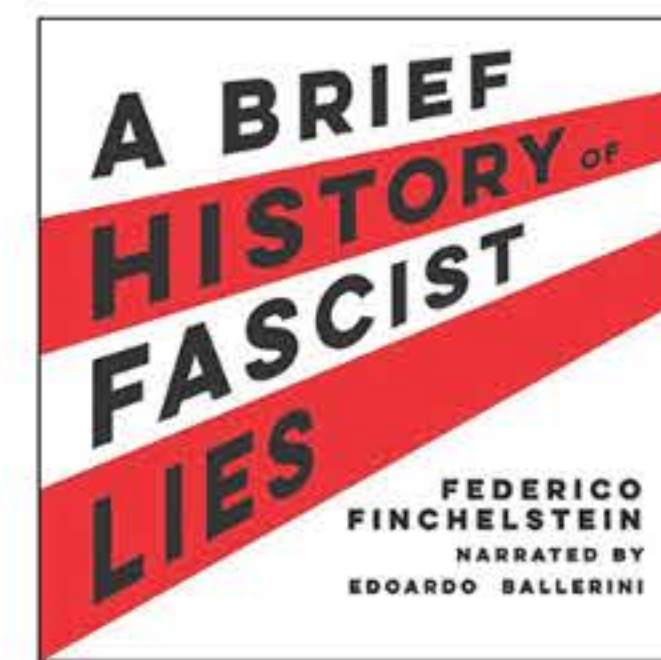
THIS BOOK BETRAYS MY BROTHER

By Kasigo Lesego Molope (ECW Press)



NEVER LOOK BACK

By Lilliam Rivera (Recorded Books)



A BRIEF HISTORY OF FASCIST LIES

By Federico Finchelstein (Post Hypnotic Press)



TEENS

TEEN BOOK BOXES

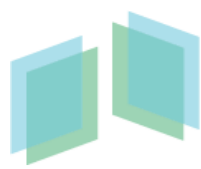
SIGN UP TO RECEIVE A LIBRARIAN-PICKED BOOK AND BOOKISH GOODIES EACH MONTH. SIGN UP ONLINE AT DPPL.ORG/TEEN SCAN THE QR CODE BELOW TO SIGN UP!

SCAN ME



LEARN MORE AT DPPL.ORG

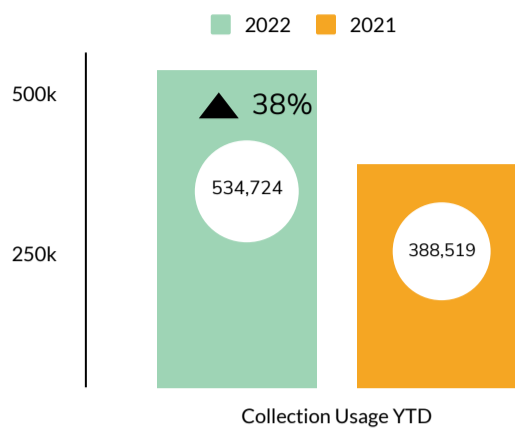




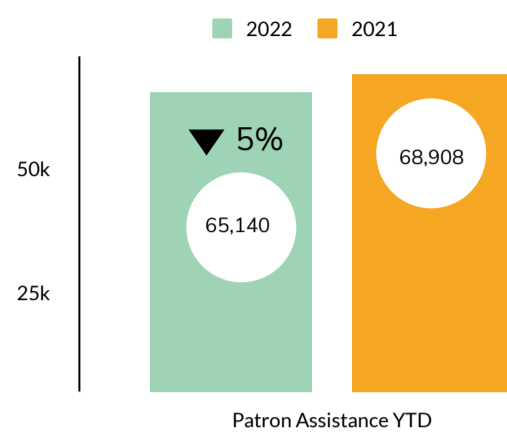
STATISTICS REPORT

May 2022

Collection Usage YTD

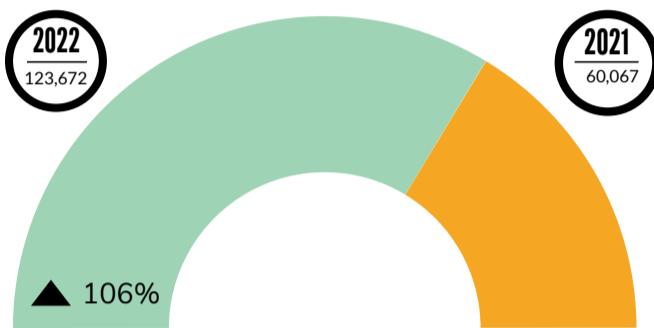


Patron Assistance YTD



Attendance All - YTD

Events, Programs, Outreach & Classes



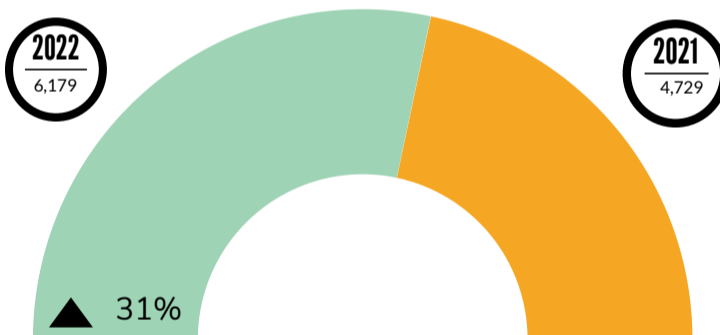
Bookings All - YTD

Events, Programs & Classes



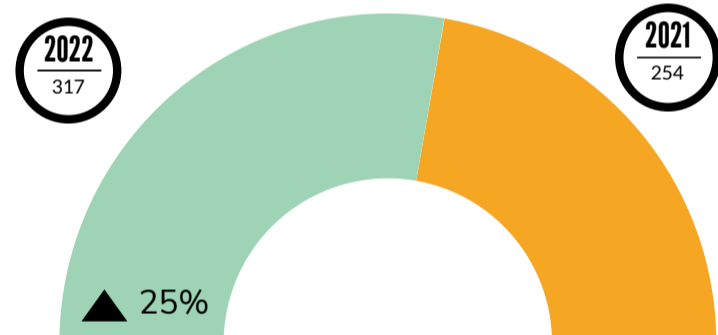
Attendance In Person - YTD

Events, Programs & Classes

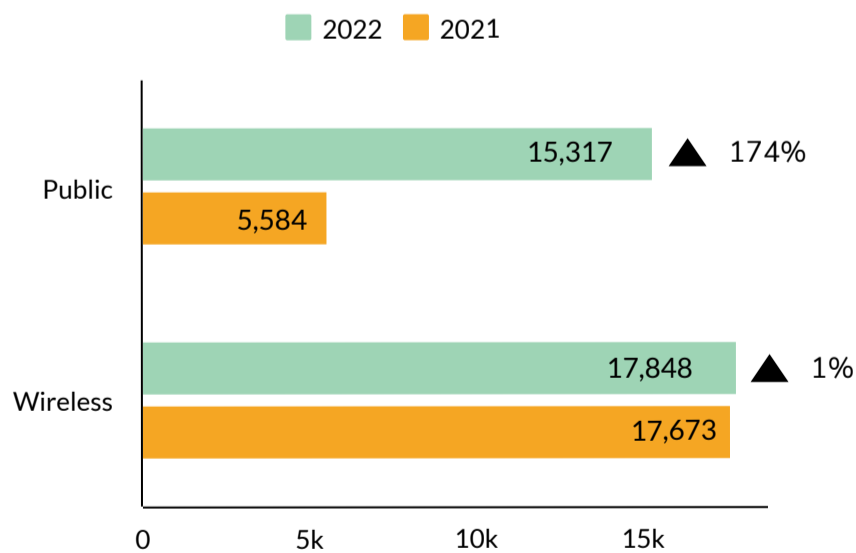


Bookings In Person - YTD

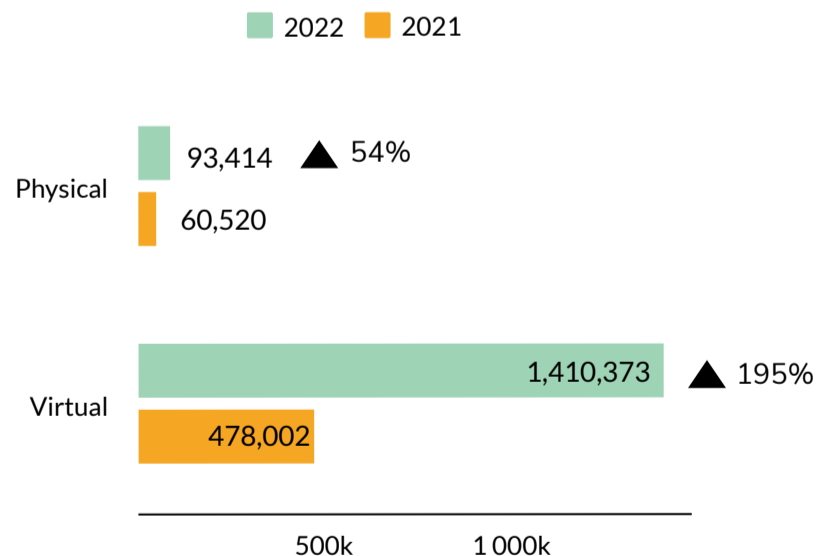
Events, Programs & Classes



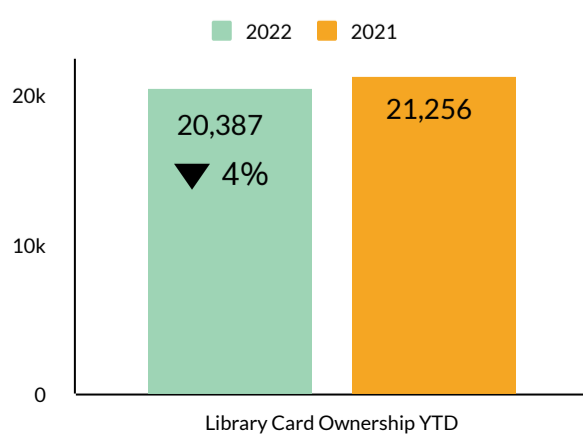
Computer Usage YTD



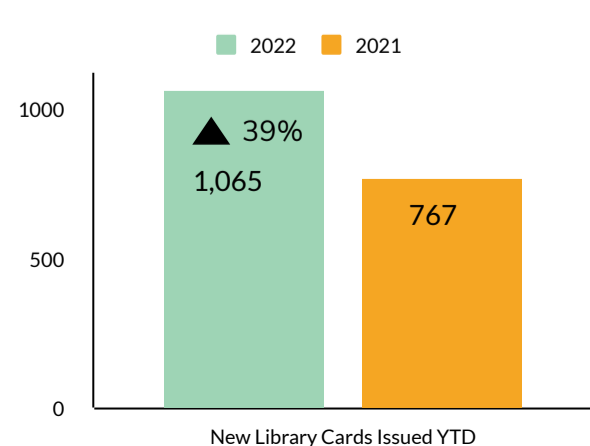
Traffic YTD



Current Valid Library Cards This Month



New Library Cards Issued YTD



2022 STATISTICS REPORT		JAN	FEB	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	YTD
COLLECTION USAGE														
	Physical materials	56,638	50,882	58,763	57,598	54,599								278,480
	E-materials	13,641	12,033	14,579	13,959	14,080								68,292
	ILL	690	606	700	698	615								3,309
	Databases	41,228	36,842	36,252	36,858	33,463								184,643
2022	Total	112,197	100,363	110,294	109,113	102,757	0	0	0	0	0	0	0	534,724
	Physical materials	30,756	35,582	53,516	53,243	51,265								224,362
	E-materials	16,364	15,387	16,110	13,766	13,011								74,638
	ILL	759	668	718	620	548								3,313
	Databases	18,322	16,941	17,198	17,279	16,466								86,206
2021	Total	66,201	68,578	87,542	84,908	81,290	0	0	0	0	0	0	0	388,519
PATRON ASSISTANCE														
	Youth Services	403	698	815	919	655								3,490
	Adult Services	5,729	6,205	7,573	7,150	6,375								33,032
	PAMS	5,212	4,768	5,615	6,065	5,573								27,233
	Security	235	236	305	302	307								1,385
2022	Total	11,579	11,907	14,308	14,436	12,910	0	0	0	0	0	0	0	65,140
	Youth Services	591	834	1,140	1,262	914								4,741
	Adult Services	4,231	4,562	6,153	5,391	5,138								25,475
	PAMS	11,956	7,070	6,312	7,812	5,542								38,692
	Security	251	95	21	143	71								581
2021	Total	17,029	12,561	13,626	14,608	11,665	0	0	0	0	0	0	0	68,908
EVENTS, PROGRAMS AND CLASSES-BOOKINGS														
	Youth Services In Person	4	20	21	28	10								83
	Youth Services Virtual	9	13	11	13	7								53
	Adult Services In Person	43	56	51	50	34								234
	Adult Services Virtual	2	4	12	18	16								52
	Outside groups	0	8	16	10	12								46
	Public study rooms	569	705	732	731	663								3,400
2022	Total	627	806	843	850	742	0	0	0	0	0	0	0	3,868
	Youth Services In Person	4	20	12	10	4								50
	Youth Services Virtual	0	0	0	0	0								0
	Adult Services In Person	33	46	43	37	45								204
	Adult Services Virtual	0	0	0	0	0								0
	Outside groups	0	10	5	5	0								20
	Public study rooms	0	0	0	0	44								44
2021	Total	37	76	60	52	93	0	0	0	0	0	0	0	318
EVENTS, PROGRAMS, OUTREACH & CLASSES-ATTENDANCE														
	Youth Services In Person	37	741	723	889	398								2,788
	Youth Services Virtual	5,918	3,808	4,583	5,532	34,945								54,786
	Adult Services In Person	618	613	1,085	662	413								3,391
	Adult Services Virtual	9,763	10,331	15,294	8,692	8,095								52,175
	Outside groups	0	189	238	159	209								795
	Public study rooms	833	991	1,101	1,164	1,022								5,111
	Outreach- Youth Services	236	298	507	693	2,104								3,838
	Outreach-Adult Services	70	109	336	196	77								788
2022	Total	17,475	17,080	23,867	17,987	47,263	0	0	0	0	0	0	0	123,672
	Youth Services In Person	220	531	339	339	32								1,461
	Youth Services Virtual	4,320	6,362	4,668	3,572	4,916								23,838
	Adult Services In Person	351	474	1,240	787	416								3,268
	Adult Services Virtual	4,321	6,362	4,669	3,572	4,916								23,840
	Outside groups	0	18	1,305	1,183	0								2,506
	Public study rooms	0	0	0	0	63								63
	Outreach- Youth Services	376	419	619	326	2,818								4,558
	Outreach-Adult Services	74	101	147	94	117								533
2021	Total	9,662	14,267	12,987	9,873	13,278	0	0	0	0	0	0	0	60,067

TRAFFIC														
2022	Physical Visits (gate count)	14,897	16,385	19,562	20,482	22,088								93,414
2021	Physical Visits (gate count)	9,390	12,252	12,812	13,343	12,723								60,520
2022	Virtual visits (catalog, website, mobile app)	282,242	282,108	277,368	277,357	291,298								1,410,373
2021	Virtual visits (catalog, website, mobile app)	107,117	112,922	106,369	82,677	68,917								478,002
LIBRARY CARD OWNERSHIP-report the latest month														
2022	Number of valid library cards held by DPPL residents	20,155	20,138	20,127	20,377	20,387								20,387
2021	Number of valid library cards held by DPPL residents	26,426	26,495	25,413	23,689	21,256								21,256
2022	Number of new library cards	157	201	219	277	211								1,065
2021	Number of new library cards	137	86	122	264	158								767
COMPUTER USAGE														
	Public computers-Youth Services	0	0	0	0	0								0
	Public computers Adult	2,135	2,326	5,761	2,513	2,582								15,317
2022	Total	2,135	2,326	5,761	2,513	2,582	0	0	0	0	0	0	0	15,317
	Public computers-Youth Services	0	0	0	0	0								0
	Public computers-Adult	396	516	1,747	1,511	1,414								5,584
2021	Total	396	516	1,747	1,511	1,414	0	0	0	0	0	0	0	5,584
2022	Wireless	4,988	1,850	2,184	2,243	6,583								17,848
	Total	4,988	1,850	2,184	2,243	6,583	0	0	0	0	0	0	0	17,848
	Wireless	3,060	2,996	3,937	3,750	3,930								17,673
2021	Total	3,060	2,996	3,937	3,750	3,930	0	0	0	0	0	0	0	17,673

2022 Year to Date Statistics

MAY 2022

COLLECTION USAGE		
	Year to Date 2022	534,724
	Year to Date 2021	388,519
	% Change	38%
PATRON ASSISTANCE		
	Year to Date 2022	65,140
	Year to Date 2021	68,908
	% Change	-5%
EVENTS, PROGRAMS, AND CLASSES- BOOKINGS		
	Year to Date 2022	3,868
	Year to Date 2021	318
	% Change	1116%
EVENTS, PROGRAMS, OUTREACH, AND CLASSES-ATTENDANCE		
	Year to Date 2022	123,672
	Year to Date 2021	60,067
	% Change	106%
IN PERSON EVENTS		
	Bookings	
	Year to Date 2022	317
	Year to Date 2021	254
	% Change	25%
	Attendance	
	Year to Date 2022	6,179
	Year to Date 2021	4,729
	% Change	31%
TRAFFIC		
	Physical Visits (gate count)	
	Year to Date 2022	93,414
	Year to Date 2021	60,520
	% Change	54%
	Virtual Visits (catalog, website, mobile app)	
	Year to Date 2022	1,410,373
	Year to Date 2021	478,002
	% Change	195%
LIBRARY CARD OWNERSHIP		
	Current month valid library cards 2022	20,387
	Current month valid library cards 2021	21,256
	% Change	-4%
	Year to Date new library cards 2022	1,065
	Year to Date new library cards 2021	767
	% Change	39%
COMPUTER USAGE		
	Public Computers	
	Year to Date 2022	15,317
	Year to Date 2021	5,584
	% Change	174%
	Wireless	
	Year to Date 2022	17,848
	Year to Date 2021	17,673
	% Change	1%



Invoice

Invoice Number Date
9313 6/1/2022

NOTE INVOICE NUMBER ON CHECK

Des Plaines Public Library
1501 Ellinwood St
Des Plaines, IL 60016

Remit To: **RAILS**
P.O. Box 6118
Carol Stream, IL 60197-6118

Jo Bonell

FEIN: 45-2063614

Phone: 630-734-5115

Renewal Member Fees: Annual
 Electronic Content Consortium (ECC)
 Digital Library of Illinois (DLIL)

Charge Date	Description	Amount
6/1/2022	OverDrive: July 1, 2022 to June 30, 2023	\$14,762.77

Payment Terms: Due On Receipt

Total: \$14,762.77

Des Plaines PL



Invoice

Invoice Number Date
9345 6/9/2022

NOTE INVOICE NUMBER ON CHECK

Des Plaines Public Library
1501 Ellinwood St
Des Plaines, IL 60016

Remit To: **RAILS**
P.O. Box 6118
Carol Stream, IL 60197-6118

Jo Bonell

FEIN: 45-2063614

Phone: 630-734-5115

EBSCO Fees thru 6/23.
 Early Invoice Request.

Charge Date	Description	Amount
6/9/2022	EBSCO Database Package A	\$13,343.00

Payment Terms: Due On Receipt

Total: \$13,343.00

Des Plaines PL

Explanation of savings realized with new EBSCO RAILS package

Our new EBSCO RAILS A Package for \$13,343.00 includes:

Masterfile Premier
Newspaper Source
Academic Search
Consumer Health Complete
History Reference Center
Consumer Reports

We previously paid:

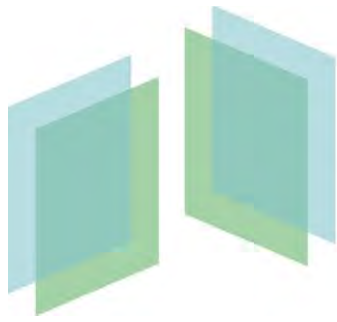
EBSCO
Masterfile Premier, Newspaper Source - \$8,810
Consumer Reports - \$3,154.00

GALE
Academic OneFile, which we replaced with EBSCO'S comparable Academic Search - \$2,822

Total: \$14, 786

Summary

We are saving \$1,443 and getting two additional databases (Consumer Health Complete & History Reference Center) by buying this package, which bundles together databases to which we already subscribed.



DES PLAINES PUBLIC LIBRARY

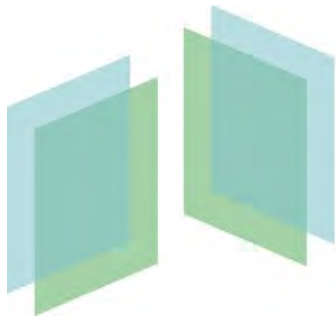
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The Board of Library Trustees of the Des Plaines Library will hold its regular monthly meeting for the period of August 2022 through July 2023 on **the third Thursday of each month at 7:00 PM** in the second floor Conference Room. Exceptions are February 16, 2023 when the meeting is at 5:00 PM. and July 20, 2023 when the meeting is at 4:00 PM.

MONTH	DAY	YEAR
August	18	2022
September	15	2022
October	20	2022
November	17	2022
December	15	2022
January	19	2023
February	16	2023
March	16	2023
April	20	2023
May	18	2023
June	14	2023
July	20	2023

Jo Bonell
Library Director

Approved _____



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NOTICE

DES PLAINES PUBLIC LIBRARY

BOARD OF TRUSTEES

MANAGEMENT COMMITTEE MEETING

THURSDAY, June 16

6:00 PM

In Person in DPPL Meeting Room B

Agenda:

- Review of proposed changes to the bylaws of the Board of Trustees of the Des Plaines Public Library regarding public comments at meetings.

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 Meeting of the Management Committee
June 16, 2022. 6:00 p.m.
In Person in DPPL Meeting Room B

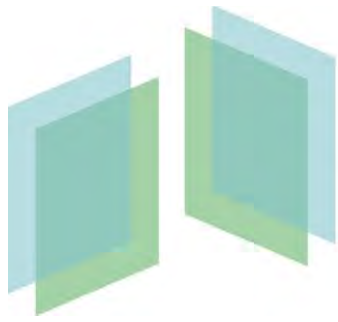
- I. Call to Order.
- II. Roll Call.
- III. Consideration of the Agenda.
- IV. Public Comments and Questions.
- V. Review of proposed changes to the bylaws of the Board of Trustees of the Des Plaines Public Library regarding public comments at meetings. [Action Item]
- VI. Adjournment.

The Des Plaines Public Library recognizes the value of public comments. To insure a fair and orderly expression of these comments, and in accordance with the Illinois Open Meetings Act, the following rules will apply:

1. A member of the public who wishes to comment is requested to fill out a sign-up sheet available at the meeting, and will be heard on a first-come basis.
2. Public comments will be allowed at the time designated on the Agenda.
3. Each person making a public comment will be limited to three minutes, and the public comment period will not exceed thirty minutes in total.
4. The Board of Trustees are not expected to respond to public comments during the meeting.
5. Public comments will be made in person, except in cases where meetings are held remotely. In case of remote meetings, public comments made be made via remote conferencing if arranged with the Library Director by 5pm on the day preceding the meeting.
6. The President of the Board of Trustees has the authority to modify these procedures in cases where a public speaker is disrespectful or disruptive, in cases where basic notions of fairness dictate, and in all other cases not defined by these rules.

Survey of other libraries limits on public comments

1. Frankfort Public Library District: 3 minutes per speaker/15 minutes total.
2. Helen Plum Library (Lombard): 5 minutes per speaker/no overall time limitation.
3. Highland Park Public Library: 5 minutes per speaker/no overall time limitation.
4. Lake Forest Library: 3 minutes per speaker/time limited at discretion of President.
5. Morris Public Library: 5 minutes per speaker/20 minutes total.
6. Orland Park Public Library: 5 minutes per speaker/30 minutes total.
7. Prospect Heights Public Library District: 3 minutes per speaker/15 minutes total.
8. Skokie Public Library: 3 minutes per speaker/time limit as designated on agenda.
9. Stickney Public Library District: 5 minutes per speaker/30 minutes total.
10. Wheaton Public Library: 3 minutes per speaker/no overall time limitation.



DES PLAINES PUBLIC LIBRARY

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NOTICE

DES PLAINES PUBLIC LIBRARY BOARD OF TRUSTEES

REGULAR BOARD MEETING

THURSDAY, July 21, 2022

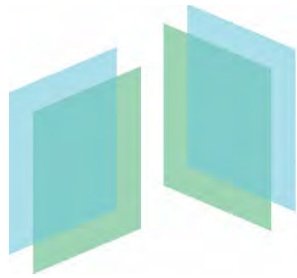
4:00 PM

DPPL Meeting Room B

Agenda:

- **Approve Vendor Checks**
- **Installation of Trustees**

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.



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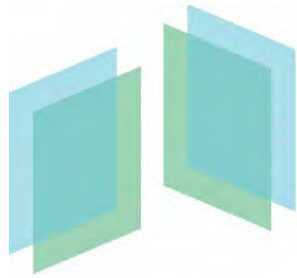
DES PLAINES PUBLIC LIBRARY BOARD OF TRUSTEES

Agenda for the Regular Meeting July 21, 2022 4:00 p.m. in DPPL Meeting Room B

- I. Call to Order. (4:00 p.m.)
- II. Roll Call.
- III. Pledge of Allegiance.
- IV. Vote to invoke the Remote Participation Policy. [Action Item]
- V. Consideration of the Agenda. [Action Item]
- VI. Public Comments and Questions.
- VII. Consent Agenda. [Action Item] (4:15 p.m.)
 - A. Approval of the Minutes of the Regular Board Meeting – June 16, 2022.
Approval of the Minutes of the Management Committee Meeting - June 16, 2022.
 - B. Acceptance of Financial Reports for June, 2022.
 - C. Acceptance of Reports.
 1. Statistics Report for June, 2022.
 2. Director’s Report for June, 2022
- VIII. Nominating Committee (4:25 p.m.)
 - A. Election of Officers – President, Vice President, Treasurer and Secretary.
 - B. Oath of Office
- IX. New Business. (4:40 p.m.)
 - A. Approve Payment of Vendor Checks Report and ACH Payments in the amount of \$304,280.16.
 - B. Approval of payment to EBSCO in the amount of \$24,608.84

- X. Other. (4:50 p.m.)
- XI. Announcements.
- XII. Correspondence.
- XIII. Adjournment. (5:00 p.m.)

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



DES PLAINES PUBLIC LIBRARY

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**DES PLAINES PUBLIC LIBRARY
BOARD OF TRUSTEES
Minutes of the Regular Meeting
June 16, 2022**

I. Call to Order.

The regular meeting of the Des Plaines Public Library Board of Trustees was held in person in DPPL Meeting Room B with electronic remote participation by two trustees on Thursday June 16, 2022. President Gregory Sarlo called the meeting to order at 7:01 pm.

II. Roll Call.

Roll call indicated the following board members were present:

Lisa DuBrock, Kristen Graack, Nicholas Harkovich, Denise Hudec, Bruce Lester, Gregory Sarlo, Michelle Shimon-Hutchison

Absent: Christine Halblander

Also present: Jo Bonell, Laurie Papadourakis, Heather Imhoff, Michelle Meyer-Edley, Stephanie Spetter, Joanie Sebastian, Lauren Wolf.

President Sarlo stated that we have a quorum in person and reminded viewers that a minimum of five trustees must attend the meeting in person in order to conduct business.

III. Pledge of Allegiance.

IV. Vote to allow trustees participating remotely to Vote on action items.

MOTION by Hudec, seconded by Graack to allow trustees to participate remotely. ROLL CALL VOTE: AYES: DuBrock, Graack, Harkovich, Hudec, Sarlo; NAYS: None; MOTION CARRIED

Trustees discussed that the wording of the motion on the agenda was not correct, and agreed the correct wording had been used in the motion and voted on: *Vote to allow trustees to participate remotely.*

V. **Consideration of the Agenda.**

MOTION by Hudec, seconded by Graack to allow trustees to participate remotely. ROLL CALL VOTE: AYES: DuBrock, Graack, Harkovich, Hudec, Lester, Sarlo, Shimon-Hutchison; NAYS: None; MOTION CARRIED

VI. **Public Comments and Questions.**

No Public Comments or Questions

VII. **Consent Agenda.**

- A. Approval of the Minutes of the Regular Board Meeting – May 19, 2022.
- B. Approval of the Minutes of the Management Committee Meeting - May 19, 2022.
- C. Acceptance of Financial Reports for May, 2022.
- D. Acceptance of Reports.
 - 1. Statistics Report for May, 2022.
 - 2. Director’s Report for May, 2022

MOTION by Hudec, seconded by Harkovich to accept the consent agenda. ROLL CALL 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 - \$213,798.23**

MOTION by Graack, seconded by Denise Hudec, to approve payment of vendor checks and ACH Payments in the amount of \$213,798.23 as listed on the vendor checks report of May 2022 and authorize Library Director Jo Bonell to transfer the amount required to the library’s operating account. ROLL CALL VOTE: AYES: DuBrock, Graack, Harkovich, Hudec, Lester, Sarlo, Shimon-Hutchison; NAYS: None; MOTION CARRIED

- B. **Approval of RAILS OverDrive Invoice – \$14,762.77.**

Director Bonell explained that OverDrive is our eMaterials platform and also the provider of eMaterials we share with other RAILS members. We have a negotiated group rate through the RAILS consortium.

MOTION by Graack, seconded by Denise Hudec, to approve payment of the RAILS OverDrive Invoice in the amount of \$14,762.77
ROLL CALL VOTE: AYES: DuBrock, Graack, Harkovich, Hudec, Lester, Sarlo, Shimon-Hutchison; NAYS: None; MOTION CARRIED

C. Approval of RAILS EBSCO Invoice – \$13,343

Director Bonell explained that EBSCO is our database vendor. We have a negotiated group rate through the RAILS consortium.

MOTION by Hudec, seconded by DuBrock, to approve payment of the RAILS EBSCO Invoice in the amount of \$13,343
ROLL CALL VOTE: AYES: DuBrock, Graack, Harkovich, Hudec, Lester, Sarlo, Shimon-Hutchison; NAYS: None; MOTION CARRIED

D. Approve 2023 Library Board Meeting Dates.

Director Bonell stated that the correct June 2023 closing date is June 16, 2023, and that all proposed dates were checked against holiday calendars for conflicts with religious holidays.

MOTION by Harkovich, seconded by Hudec to approve 2023 Library Board Meeting dates. VOTE: AYES: DuBrock, Graack, Harkovich, Hudec, Lester, Sarlo, Shimon-Hutchison; NAYS: None; MOTION CARRIED

E. Approve Non-Resident Fee - \$263.

Director Bonell stated this is the annual fee charged non-residents if they would like a library card. The fee follows a formula set by the State of Illinois.

MOTION by Graack, seconded by Harkovich to approve a Non-Resident Fee in the amount of \$263. VOTE: AYES: DuBrock, Graack, Harkovich, Hudec, Lester, Sarlo, Shimon-Hutchison; NAYS: None; MOTION CARRIED

F. Report Out from Management Committee

Chair Hudec states the committee recommends proposed changes to the bylaws regarding public comment at meetings, including the limit of comments to three minutes per person and a total of thirty minutes of public commentary.

MOTION by DuBrock to accept the policy for public comment as read out by the Management Committee. ROLL CALL VOTE: AYES:

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

G. Report Out from the Nominating Committee and Approved Slate of Officers – President, Vice President, Treasurer and Secretary.

Chair Lester stated that just four names were submitted and due to that there was no need to hold a nominating committee meeting. The committee places in nomination: Gregory Sarlo for president, Kristen Graack for vice-president, Denise Hudec for treasurer, and Lisa DuBrock for secretary. The vote and swearing in will be held at the July 2022 meeting. Additional candidates may also be submitted for vote at that meeting.

IX. Other.

President Sarlo stated that we anticipate not receiving funding from the second installment of Cook County property taxes until December of 2022. Director Bonell stated that precautions are being considered and taken now to ensure the library can continue to operate until receipt of that funding.

Trustee Lester questioned existing policies regarding remote meeting participation

X. Announcements.

Trustee DuBrock formally thanked DPPL head of marketing and communications Heather Imhoff for including her residential postal route added to the library mail distribution list. Residents in her neighborhood are delighted to now receive library mailings.

The July 21, 2022 Board of Trustees Meeting will be held at 4:00 p.m. in Meeting Room B.

The Semi-Annual Board Dinner is scheduled July 21, 2021 following the board meeting. Sarlo asked whether dining in person is something the board feels comfortable with at this time. A decision to proceed with the dinner will be made closer to the date.

XI. Correspondence.

No correspondence.

XII. Executive Session as permitted by section 2(c)(21) of the Open Meetings Act to conduct the semi-annual review of the closed session meeting minutes.

MOTION by Hudec, seconded by Graack to go into Executive Session.
VOTE: AYES: DuBrock, Graack, Harkovich, Hudec, Lester, Sarlo, Shimon-Hutchison; NAYS: None; MOTION CARRIED

Executive Session commenced at 7:45 p.m.

XIII. Report out from Executive Session

MOTION by Graack, seconded by Hudec, moving that trustees release Executive Session minutes from January 17, 2019, June 6, 2019, June 24, 2019, June 25, 2019, June 27, 2019, July 8, 2019, October 17, 2019, and November 21, 2019

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

XIV. Adjournment

MOTION by Harkovich, seconded by Hudec to adjourn. VOTE: AYES: DuBrock, Graack, Harkovich, Hudec, Lester, Sarlo; NAYS: None; MOTION CARRIED

Meeting ends at 8:05.

Notes prepared by Secretary DuBrock and Heather Imhoff

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



**DES PLAINES PUBLIC LIBRARY BOARD OF TRUSTEES
Minutes of the Meeting of the Management Committee
June 16, 2022. 6:00 p.m.**

I. Call to Order.

Chairperson Denise Hudec called the meeting to order at 6:01 pm.

II. Roll Call.

Roll call indicated the following committee members were present:
Denise Hudec, Kristen Graack; Absent: Christine Halblander; Also present: Gregory Sarlo, Jo Bonell, Laurie Papadourakis, Heather Imhoff

III. Consideration of the Agenda.

MOTION by Hudec, seconded by Graack to accept the agenda. ROLL CALL VOTE:
AYES: Graack, Hudec; NAYS: None; MOTION CARRIED

IV. Public Comments and Questions.

No Public Comments.

V. Review of proposed changes to the bylaws of the Board of Trustees of the Des Plaines Public Library regarding public comments at meetings.

MOTION by Hudec, seconded by Graack, to accept proposed changes to the bylaws of the Board of Trustees of the Des Plaines Public Library regarding public comments at meetings. ROLL CALL VOTE: AYES: Graack, Hudec; NAYS: None; MOTION CARRIED

VI. Adjournment.

MOTION by Hudec, seconded by Graack, to adjourn. ROLL CALL VOTE: AYES: Graack, Hudec; NAYS: None; MOTION CARRIED

Meeting ends at 6:15 p.m.
Minutes prepared by Heather Imhoff.

Des Plaines Public Library

Monthly Financial Report

For the Month Ended
June 30, 2022

Prepared by:

Lauterbach & Amen, LLP

Des Plaines Public Library

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Financial Statements

Des Plaines Public Library
 Governmental Funds Balance Sheet
 As of June 30, 2022

	Library Fund	Capital Projects Fund	Total
ASSETS			
Cash and Investments	\$ 3,461,648.02	\$ 1,987,369.11	\$ 5,449,017.13
Prepays	111,226.30	0.00	111,226.30
Receivables			
Receivable - Property Taxes	6,156,840.50	-	6,156,840.50
Receivable - Grants	-	-	-
Receivable - Miscellaneous	-	-	-
Total Assets	\$ 9,729,714.82	\$ 1,987,369.11	\$ 11,717,083.93
LIABILITIES			
Accounts Payable	\$ 21,134.41	\$ 225,890.75	\$ 247,025.16
Accrued Payroll	71,958.20	-	71,958.20
Due to other funds	82,846.73	-	82,846.73
Total Liabilities	175,939.34	225,890.75	401,830.09
Deferred Inflows of Resources			
Property Taxes	6,069,500.00	-	6,069,500.00
Total Liabilities and Deferred Inflows of Resources	6,245,439.34	225,890.75	6,471,330.09
FUND BALANCE			
Fund Balance - Unreserved	2,984,870.04	1,761,478.36	4,746,348.40
Fund Balance - Reserved for Prepays	499,405.44	-	499,405.44
Total Fund Balance	3,484,275.48	1,761,478.36	5,245,753.84
Total Liabilities, Deferred Inflows of Resources and Fund Balance	\$ 9,729,714.82	\$ 1,987,369.11	\$ 11,717,083.93

Des Plaines Public Library

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

For the 6 Months Ended June 30, 2022

	General Fund	Capital Improvements Fund	Total
REVENUES			
Taxes	\$ 3,448,964.01	\$ -	\$ 3,448,964.01
Intergovernmental	36,544.00	-	36,544.00
Fines & Fees	13,148.00	-	13,148.00
Interest	6,998.78	4,257.44	11,256.22
Special Events and Programs	1,833.85	-	1,833.85
Miscellaneous	214,084.75	-	214,084.75
Total Revenues	<u>3,721,573.39</u>	<u>4,257.44</u>	<u>3,725,830.83</u>
EXPENDITURES			
Personnel	\$ 1,383,763.32	\$ -	\$ 1,383,763.32
Operating	1,024,984.41	-	1,024,984.41
Library Materails	457,608.83	-	457,608.83
Capital Outlay	39,388.12	139,714.34	179,102.46
Other Expenditures	<u>15,836.87</u>	<u>-</u>	<u>15,836.87</u>
Total Expenditures	<u>2,921,581.55</u>	<u>139,714.34</u>	<u>3,061,295.89</u>
Net Change in Fund Balances	<u>799,991.84</u>	<u>(135,456.90)</u>	<u>664,534.94</u>
FUND BALANCES			
Beginning of the year	<u>2,684,283.64</u>	<u>1,896,935.26</u>	<u>4,581,218.90</u>
End of the period	<u>\$ 3,484,275.48</u>	<u>\$ 1,761,478.36</u>	<u>\$ 5,245,753.84</u>

Supplementary Information

Des Plaines Public Library

Treasurer's Report as of June 30, 2022

<u>Institution</u>	<u>Invested</u>
201-1101000 - Petty Cash	<u>500.00</u>
201-1102015 - First Midwest Operating #8100292260	386,095.26
202-1102015 - First Midwest Operating #8100292260	<u>247,639.33</u>
	<u>633,734.59</u>
201-1102028 - Cash Library Donations	<u>215,284.13</u>
201-1102079 - IL Funds - 151600222591	2,859,768.63
202-1102079 - IL Funds - 151600222591	<u>1,739,729.78</u>
	<u>4,599,498.41</u>
201-1104006 - Investments - Certificates of Deposit	<u>0.00</u>
Total Invested	<u><u>5,449,017.13</u></u>

Des Plaines Public Library
Balance Sheet as of June 30, 2022

	<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 - First Midwest Operating #8100292260	348,980.12	37,115.14	386,095.26
1102028 - Cash Library Donations	215,277.05	7.08	215,284.13
1102079 - IL Funds - 151600222591	3,534,751.98	(674,983.35)	2,859,768.63
1118000 - Receivable - Property Taxes	6,156,840.50	0.00	6,156,840.50
1119301 - Prepaid Expense	0.00	111,226.30	111,226.30
	<u>10,256,349.65</u>	<u>(526,634.83)</u>	<u>9,729,714.82</u>
<u>Liabilities and Fund Balance</u>			
<u>Liabilities</u>			
2401000 - Accounts Payable	103,986.67	(82,852.26)	21,134.41
2430707 - Due to Library Comp Abs	82,846.73	0.00	82,846.73
2450040 - Accrued Payroll	48,089.06	0.00	48,089.06
2470000 - Deferred Revenue - Property Tax	6,069,500.00	0.00	6,069,500.00
2471000 - Deferred Revenue - Other	23,869.14	0.00	23,869.14
	<u>6,328,291.60</u>	<u>(82,852.26)</u>	<u>6,245,439.34</u>
<u>Fund Balance</u>			
3720010 - Fund Balance - Reserved for Prepaid Items	499,405.44	0.00	499,405.44
3730000 - Fund Balance - Unreserved	2,184,878.20	0.00	2,184,878.20
	<u>2,684,283.64</u>	<u>0.00</u>	<u>2,684,283.64</u>
 Total Liabilities and Fund Balance	<u>9,012,575.24</u>	<u>(82,852.26)</u>	<u>8,929,722.98</u>
 Excess Revenues Over Expenses	<u>1,243,774.41</u>	<u>(443,782.57)</u>	<u>799,991.84</u>

Des Plaines Public Library
Balance Sheet as of June 30, 2022

	<u>Beginning</u> <u>Balance</u>	<u>M.T.D.</u> <u>Changes</u>	<u>Ending</u> <u>Balance</u>
<u>Capital Projects Fund</u>			
<u>Assets</u>			
1102015 - First Midwest Operating #8100292260	72,538.71	175,100.62	247,639.33
1102079 - IL Funds - 151600222591	1,760,324.96	(20,595.18)	1,739,729.78
	1,832,863.67	154,505.44	1,987,369.11
<u>Liabilities and Fund Balance</u>			
<u>Liabilities</u>			
2401000 - Accounts Payable	50,790.13	175,100.62	225,890.75
	50,790.13	175,100.62	225,890.75
<u>Fund Balance</u>			
3730000 - Fund Balance - Unreserved	1,896,935.26	0.00	1,896,935.26
Total Liabilities and Fund Balance	1,947,725.39	175,100.62	2,122,826.01
Excess Revenues Over Expenses	(114,861.72)	(20,595.18)	(135,456.90)

Compensated Absences Fund

<u>Assets</u>			
1120201 - Due From Library	82,846.73	0.00	82,846.73
	82,846.73	0.00	82,846.73
<u>Liabilities and Fund Balance</u>			
<u>Liabilities</u>			
2450035 - Accrued ST-LT Comp Absence	82,846.73	0.00	82,846.73
	82,846.73	0.00	82,846.73
<u>Fund Balance</u>			
Total Liabilities and Fund Balance	82,846.73	0.00	82,846.73
Excess Revenues Over Expenses	0.00	0.00	0.00

Des Plaines Public Library
Balance Sheet as of June 30, 2022

	<u>Beginning</u> <u>Balance</u>	<u>M.T.D.</u> <u>Changes</u>	<u>Ending</u> <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>(1,528,509.00)</u>	<u>0.00</u>	<u>(1,528,509.00)</u>
	<u>2,582,969.04</u>	<u>0.00</u>	<u>2,582,969.04</u>
<u>Liabilities and Fund Balance</u>			
<u>Liabilities</u>			
<u>Fund Balance</u>			
3730000 - Fund Balance - Unreserved	<u>2,582,969.04</u>	<u>0.00</u>	<u>2,582,969.04</u>
	<u>2,582,969.04</u>	<u>0.00</u>	<u>2,582,969.04</u>
 Total Liabilities and Net Capital Assets	 <u>2,582,969.04</u>	 <u>0.00</u>	 <u>2,582,969.04</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 6 Months Ended June 30, 2022

_____ Library Fund _____	Received <u>this Month</u>	Received <u>this Year</u>	Budgeted <u>Receipts</u>	Uncollected <u>Receipts</u>	Prct. <u>Collected</u>
<u>Taxes</u>					
201-4810025 - Property Taxes 2012	0.00	0.00	0.00	0.00	0.00
201-4810026 - Property Taxes 2013	0.00	0.00	0.00	0.00	0.00
201-4810027 - Property Taxes 2014	0.00	0.00	0.00	0.00	0.00
201-4810028 - Property Taxes 2015	0.00	0.00	0.00	0.00	0.00
201-4810029 - Property Taxes 2016	0.00	0.00	0.00	0.00	0.00
201-4810030 - Property Taxes 2017	0.00	0.00	0.00	0.00	0.00
201-4810031 - Property Taxes 2018	0.00	0.00	0.00	0.00	0.00
201-4810032 - Property Taxes 2020	0.00	0.00	0.00	0.00	0.00
201-4810033 - Property Taxes 2021	50,762.18	3,448,964.01	6,100,000.00	2,651,035.99	56.54
	<u>50,762.18</u>	<u>3,448,964.01</u>	<u>6,100,000.00</u>	<u>2,651,035.99</u>	<u>56.54</u>
<u>Intergovernmental</u>					
201-4810800 - Personal Property Replacement Tax	0.00	23,247.00	92,988.00	69,741.00	25.00
201-4822040 - State Grant - Per Capita	0.00	0.00	75,000.00	75,000.00	0.00
201-4822090 - Grant Revenue	5,373.00	5,373.00	0.00	(5,373.00)	0.00
201-4822095 - State Grant - Library	0.00	7,924.00	10,000.00	2,076.00	79.24
	<u>5,373.00</u>	<u>36,544.00</u>	<u>177,988.00</u>	<u>141,444.00</u>	<u>20.53</u>
<u>Fines & Fees</u>					
201-4850101 - Library Fees	1,263.98	4,827.55	3,000.00	(1,827.55)	160.92
201-4850201 - Copying Fees	1,273.95	7,620.80	20,000.00	12,379.20	38.10
201-4850207 - Non-Res Cards	0.00	69.50	0.00	(69.50)	0.00
201-4850208 - Meeting Room Fees	60.00	630.15	1,500.00	869.85	42.01
	<u>2,597.93</u>	<u>13,148.00</u>	<u>24,500.00</u>	<u>11,352.00</u>	<u>53.67</u>
<u>Special Programs & Events</u>					
201-4850215 - Friends of the Library Reimbursements	0.00	1,833.85	20,000.00	18,166.15	9.17
	<u>0.00</u>	<u>1,833.85</u>	<u>20,000.00</u>	<u>18,166.15</u>	<u>9.17</u>
<u>Interest</u>					
201-4890010 - Interest Income	2,969.52	6,998.78	1,330.00	(5,668.78)	526.22
	<u>2,969.52</u>	<u>6,998.78</u>	<u>1,330.00</u>	<u>(5,668.78)</u>	<u>526.22</u>
<u>Other Revenue</u>					
201-4899900 - Miscellaneous Revenue	2,749.00	25,257.20	70,000.00	44,742.80	36.08
201-4899910 - Vending Machine Revenue	0.00	165.57	1,000.00	834.43	16.56
201-4899920 - Library Donations	75.00	181,725.00	190,000.00	8,275.00	95.64
201-4899940 - Friends Book Sale	1,323.08	6,936.98	5,000.00	(1,936.98)	138.74
	<u>4,147.08</u>	<u>214,084.75</u>	<u>266,000.00</u>	<u>51,915.25</u>	<u>80.48</u>
Total Library Fund	<u>65,849.71</u>	<u>3,721,573.39</u>	<u>6,589,818.00</u>	<u>2,868,244.61</u>	<u>56.47</u>

Des Plaines Public Library
 Revenue Report
 For the 6 Months Ended June 30, 2022

	<u>Received this Month</u>	<u>Received this Year</u>	<u>Budgeted Receipts</u>	<u>Uncollected Receipts</u>	<u>Prct. Collected</u>
<u>Capital Projects Fund</u>					
<u>Interest</u>					
202-4890010 - Interest Income	<u>1,469.90</u>	<u>4,257.44</u>	<u>2,000.00</u>	<u>(2,257.44)</u>	<u>212.87</u>
	<u>1,469.90</u>	<u>4,257.44</u>	<u>2,000.00</u>	<u>(2,257.44)</u>	<u>212.87</u>
<u>Other Financing Sources</u>					
Total Capital Projects Fund	<u>1,469.90</u>	<u>4,257.44</u>	<u>2,000.00</u>	<u>(2,257.44)</u>	<u>212.87</u>
Total of All Funds	<u>67,319.61</u>	<u>3,725,830.83</u>	<u>6,591,818.00</u>	<u>2,865,987.17</u>	<u>56.52</u>

**Des Plaines Public Library
Expense Report
For the 6 Months Ended June 30, 2022**

Library Fund _____	<u>M.T.D.</u> <u>Expended</u>	<u>Y.T.D.</u> <u>Expended</u>	<u>Budgeted</u> <u>Amount</u>	<u>Budgeted</u> <u>Remain.</u>	<u>Prct.</u> <u>Expend.</u>
<u>Salaries</u>					
5910100 - Full-time Salaries	173,564.51	1,047,011.88	2,430,951.00	1,383,939.12	43.07
5910200 - Part-time Salaries	<u>56,337.64</u>	<u>336,751.44</u>	<u>838,279.00</u>	<u>501,527.56</u>	<u>40.17</u>
	<u>229,902.15</u>	<u>1,383,763.32</u>	<u>3,269,230.00</u>	<u>1,885,466.68</u>	<u>42.33</u>
<u>Benefits</u>					
5918010 - Unemployment Compensation	0.00	0.00	15,000.00	15,000.00	0.00
5918020 - Employer Contribution - FICA	16,904.52	101,809.04	248,109.00	146,299.96	41.03
5918021 - Employer Contribution - IMRF	34,664.22	100,269.61	223,448.00	123,178.39	44.87
5918040 - Life Insurance Premiums	0.00	0.00	1,886.00	1,886.00	0.00
5918050 - PPO Insurance Premiums	75,000.00	209,353.93	425,000.00	215,646.07	49.26
5918051 - HMO Insurance Premiums	32,130.43	100,832.92	190,000.00	89,167.08	53.07
5918055 - Dental Insurance Premiums	0.00	0.00	20,000.00	20,000.00	0.00
5918070 - Workers Compensation	<u>0.00</u>	<u>0.00</u>	<u>14,000.00</u>	<u>14,000.00</u>	<u>0.00</u>
	<u>158,699.17</u>	<u>512,265.50</u>	<u>1,137,443.00</u>	<u>625,177.50</u>	<u>45.04</u>
<u>Contractual Services</u>					
5920100 - Legal Fees	645.48	5,702.98	20,000.00	14,297.02	28.51
5920110 - Professional Services	0.00	174,747.63	445,348.00	270,600.37	39.24
5920120 - Communication Services	1,059.44	8,795.78	48,840.00	40,044.22	18.01
5920140 - Integrated Library System	0.00	44,256.06	88,450.00	44,193.94	50.04
5920202 - Conferences	409.00	458.00	0.00	(458.00)	0.00
5920204 - Training	12.99	12.99	0.00	(12.99)	0.00
5920210 - Marketing	511.00	21,200.98	53,000.00	31,799.02	40.00
5920220 - Membership Dues	0.00	3,719.00	6,400.00	2,681.00	58.11
5920990 - Property/Liability Insurance	0.00	42,182.00	57,000.00	14,818.00	74.00
5930010 - R&M Equipment	(5,753.00)	30,955.75	77,316.00	46,360.25	40.04
5930020 - R&M Buildings & Structures	3,194.69	41,218.92	110,960.00	69,741.08	37.15
5930030 - R&M Vehicles	0.00	202.25	2,000.00	1,797.75	10.11
5930210 - Rental of Equipment	0.00	221.67	890.00	668.33	24.91
5930320 - Cleaning/Custodial Services	4,892.50	34,731.50	87,575.00	52,843.50	39.66
5930490 - Refuse Contract	360.00	2,160.00	6,000.00	3,840.00	36.00
5960040 - Pre-Employment Testing	47.00	1,968.60	3,000.00	1,031.40	65.62
5960065 - Bank Fees	0.00	0.00	300.00	300.00	0.00
5960070 - Mileage	0.00	11.70	500.00	488.30	2.34
5960210 - Special Event Programming	4,366.13	38,124.46	51,850.00	13,725.54	73.53
5960990 - Misc. Contractual Services	<u>7,193.29</u>	<u>62,048.64</u>	<u>114,835.00</u>	<u>52,786.36</u>	<u>54.03</u>
	<u>16,938.52</u>	<u>512,718.91</u>	<u>1,174,264.00</u>	<u>661,545.09</u>	<u>43.66</u>
<u>Commodities</u>					
5970100 - Supplies	3,473.25	28,669.27	94,600.00	65,930.73	30.31
5970110 - Meals	0.00	851.33	2,000.00	1,148.67	42.57
5970115 - Supplies - Dept/Other	0.00	52.90	0.00	(52.90)	0.00
5970170 - Janitorial	0.00	4,702.34	18,600.00	13,897.66	25.28
5970260 - Postage & Parcel	1,000.00	10,690.65	11,000.00	309.35	97.19
5970270 - Printing	785.25	1,022.63	0.00	(1,022.63)	0.00

Des Plaines Public Library
Expense Report
For the 6 Months Ended June 30, 2022

	M.T.D. <u>Expended</u>	Y.T.D. <u>Expended</u>	Budgeted <u>Amount</u>	Budgeted <u>Remain.</u>	Prct. <u>Expend.</u>
5970500 - Water Bill	1,015.06	2,811.05	10,000.00	7,188.95	28.11
5970600 - Ebooks/Books	36,749.06	166,192.69	369,850.00	203,657.31	44.94
5970610 - E-audio/Audio	13,997.10	34,284.40	72,500.00	38,215.60	47.29
5970620 - E-Subscriptions/Subscriptions	7,831.11	19,562.22	58,430.00	38,867.78	33.48
5970630 - Visual Materials	9,656.56	69,546.85	185,100.00	115,553.15	37.57
5970640 - Databases	22,910.29	97,608.35	178,000.00	80,391.65	54.84
5970810 - Natural Gas	1,977.82	21,614.15	22,000.00	385.85	98.25
5970850 - Gasoline	0.00	0.00	300.00	300.00	0.00
5970900 - Equipment < \$10,000	<u>0.00</u>	<u>0.00</u>	<u>2,200.00</u>	<u>2,200.00</u>	<u>0.00</u>
	<u>99,395.50</u>	<u>457,608.83</u>	<u>1,024,580.00</u>	<u>566,971.17</u>	<u>44.66</u>
<u>Capital Expenditures</u>					
5980400 - Equipment	0.00	7,473.00	6,310.00	(1,163.00)	118.43
5980410 - Computer Hardware	262.50	9,251.66	8,450.00	(801.66)	109.49
5980420 - Computer Software	1,965.97	20,075.00	45,170.00	25,095.00	44.44
5980600 - Furniture & Fixtures	<u>2,468.47</u>	<u>2,588.46</u>	<u>6,500.00</u>	<u>3,911.54</u>	<u>39.82</u>
	<u>4,696.94</u>	<u>39,388.12</u>	<u>66,430.00</u>	<u>27,041.88</u>	<u>59.29</u>
<u>Other Funding Activities</u>					
5990900 - Per Capita Grant Expenditures	0.00	10,222.97	75,000.00	64,777.03	13.63
5993000 - Contingency Reserve	0.00	0.00	70,000.00	70,000.00	0.00
5999940 - Friends Books Sale	<u>0.00</u>	<u>5,613.90</u>	<u>5,000.00</u>	<u>(613.90)</u>	<u>112.28</u>
	<u>0.00</u>	<u>15,836.87</u>	<u>150,000.00</u>	<u>134,163.13</u>	<u>10.56</u>
Total Library Fund Expenditures	<u>509,632.28</u>	<u>2,921,581.55</u>	<u>6,821,947.00</u>	<u>3,900,365.45</u>	<u>42.83</u>
<u>Capital Projects Fund</u>					
<u>Contractual Services</u>					
<u>Capital Expenditures</u>					
5980300 - Improvements	0.00	47,089.13	218,000.00	170,910.87	21.60
5980400 - Equipment	21,429.00	34,962.35	309,940.00	274,977.65	11.28
5980410 - Computer Hardware	554.65	57,105.75	209,500.00	152,394.25	27.26
5980420 - Computer Software	0.00	475.68	10,500.00	10,024.32	4.53
5980600 - Furniture and Fixtures	<u>81.43</u>	<u>81.43</u>	<u>3,000.00</u>	<u>2,918.57</u>	<u>2.71</u>
	<u>22,065.08</u>	<u>139,714.34</u>	<u>750,940.00</u>	<u>611,225.66</u>	<u>18.61</u>
Total Capital Projects Fund Expenditures	<u>22,065.08</u>	<u>139,714.34</u>	<u>750,940.00</u>	<u>611,225.66</u>	<u>18.61</u>
Total of All Funds	<u>531,697.36</u>	<u>3,061,295.89</u>	<u>7,572,887.00</u>	<u>4,511,591.11</u>	<u>40.42</u>

Des Plaines Public Library

Check List

All Bank Accounts

June 17, 2022 - July 21, 2022

Check Number	Check Date	Payee	Amount
Vendor Checks			
19232	06/30/22	TODAY'S BUSINESS SOLUTIONS INC	(13,491.00)
19235	07/21/22	ANDERSON LOCK CO LTD	181.44
19236	07/21/22	ANGELO CERRONE	125.00
19237	07/21/22	BAKER & TAYLOR	21,931.40
19238	07/21/22	BOOKPAGE	972.00
19239	07/21/22	BRIAN MICHALSKI	325.00
19240	07/21/22	CHILDREN'S PLUS, INC.	6,745.19
19241	07/21/22	CITY OF DES PLAINES -	1,015.06
19242	07/21/22	CRYSTAL MAINTENANCE SERVICES CORP	4,892.50
19243	07/21/22	D&Z HOUSE OF BOOKS	27.96
19244	07/21/22	Dow Jones & Company INC.	1,575.00
19245	07/21/22	EBSCO INFORMATION SERVICES	159.68
19246	07/21/22	Elara Energy Services	8,880.00
19247	07/21/22	FINDAWAY WORLD LLC	284.94
19248	07/21/22	FLOOD BROTHERS DISPOSAL & RECYCLING SERVICES	360.00
19249	07/21/22	GARVEY'S OFFICE PRODUCTS	2,456.00
19250	07/21/22	JML Heating and Cooling	12,000.00
19251	07/21/22	John G. Donahue	90.00
19252	07/21/22	JULIE JURGENS	450.00
19253	07/21/22	KANOPY	6,000.00
19254	07/21/22	Lauren Wolf	81.43
19255	07/21/22	LAW OFFICES OF ANCEL, GLINK	472.50
19256	07/21/22	LIBRARY IDEAS LLC	1,333.55
19257	07/21/22	LIMRICC	107,389.50
19258	07/21/22	MIDWEST TAPE	15,387.23
19259	07/21/22	NEWSBANK	6,457.00
19260	07/21/22	Nicholas Bartholomew	345.00
19261	07/21/22	OAKBROOK MECHANICAL SERVICES	3,013.25
19262	07/21/22	OUTSOURCE SOLUTIONS GROUP, INC.	3,385.53
19263	07/21/22	OVERDRIVE, INC.	7,761.25
19264	07/21/22	PENWORTHY COMPANY	2,257.57
19265	07/21/22	Petsche Inc.	450.00
19266	07/21/22	PHYSICIANS IMMEDIATE CARE CHICAGO	47.00
19267	07/21/22	PRONUNCIATOR	1,850.00
19268	07/21/22	PROQUEST LLC	5,572.38
19269	07/21/22	RAILS	13,343.00
19270	07/21/22	RAINBOW BOOK COMPANY	542.20
19271	07/21/22	RESUMAYDAY INC	350.00
19272	07/21/22	ROWMAN & LITTLEFIELD PUBLISHING COMPANY	115.54
19273	07/21/22	Sarah Szeszol	74.31
19274	07/21/22	THOMAS KLISE/CRIMSON MULTIMEDIA	367.99
19275	07/21/22	THOMSON REUTERS-WEST	46.78
19276	07/21/22	TODAY'S BUSINESS SOLUTIONS INC	7,738.00
19277	07/21/22	UNITED STATES TREASURY	172.98
51876	06/30/22	IMRF	27,112.44
51877	06/30/22	IMRF	27,473.74
51878	06/30/22	BANKCARD SERVICES	12,122.56
51879	06/30/22	NEOFUNDS BY NEOPOST	1,000.00
51880	06/30/22	VERIZON WIRELESS	1,059.44
51881	06/30/22	NICOR GAS	1,977.82
Vendor Check Total			304,280.16
Check List Total			304,280.16

Check count = 50

Des Plaines Public Library
Vendor Checks Report
First Midwest Operating
June 2022

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
Vendor Checks						
TODAY'S BUSINESS SOLUTIONS INC				19232	06/30/22	<u>(13,491.00)</u>
201-5980400	Equipment	Invoice #13229 - void	-1,575.00			
201-5930010	R&M Equipment	Yearly hardware support cost - void	-5,753.00			
201-5930010	R&M Equipment	Yearly software support cost - void	-6,163.00			
ANDERSON LOCK CO LTD				19235	07/21/22	<u>181.44</u>
201-5930020	R&M Buildings & Structures	Invoice #1096479	181.44			
ANGELO CERRONE				19236	07/21/22	<u>125.00</u>
201-5960990	Misc. Contractual Services	Invoice #June 17,2022	125.00			
BAKER & TAYLOR				19237	07/21/22	<u>21,931.40</u>
201-5960990	Misc. Contractual Services	Invoice #2036797942	68.90			
201-5970600	Ebooks/Books	Invoice #2036797942	467.62			
201-5960990	Misc. Contractual Services	Invoice #2036803274	4.12			
201-5970600	Ebooks/Books	Invoice #2036803274	5.38			
201-5960990	Misc. Contractual Services	Invoice #2036792625	22.73			
201-5970600	Ebooks/Books	Invoice #2036792625	88.32			
201-5960990	Misc. Contractual Services	Invoice #2036800478	7.41			
201-5970600	Ebooks/Books	Invoice #2036800478	20.29			
201-5960990	Misc. Contractual Services	Invoice #2036803674	13.68			
201-5970600	Ebooks/Books	Invoice #2036803674	97.09			
201-5960990	Misc. Contractual Services	Invoice #2036803265	5.39			
201-5970600	Ebooks/Books	Invoice #2036803265	31.79			
201-5960990	Misc. Contractual Services	Invoice #2036800553	12.16			
201-5970600	Ebooks/Books	Invoice #2036800553	63.24			
201-5960990	Misc. Contractual Services	Invoice #2036807288	9.55			
201-5970600	Ebooks/Books	Invoice #2036807288	69.79			
201-5960990	Misc. Contractual Services	Invoice #2036800981	27.76			
201-5970600	Ebooks/Books	Invoice #2036800981	75.90			
201-5960990	Misc. Contractual Services	Invoice #2036803499	14.66			
201-5970600	Ebooks/Books	Invoice #2036803499	76.34			
201-5960990	Misc. Contractual Services	Invoice #2036777505	2.53			
201-5970600	Ebooks/Books	Invoice #2036777505	12.80			
201-5960990	Misc. Contractual Services	Invoice #2036795794	1.74			
201-5970600	Ebooks/Books	Invoice #2036795794	6.02			
201-5960990	Misc. Contractual Services	Invoice #2036793008	31.21			
201-5970600	Ebooks/Books	Invoice #2036793008	69.28			
201-5960990	Misc. Contractual Services	Invoice #2036786472	8.54			
201-5970600	Ebooks/Books	Invoice #2036786472	47.71			
201-5960990	Misc. Contractual Services	Invoice #2036790506	35.33			
201-5970600	Ebooks/Books	Invoice #2036790506	169.34			
201-5960990	Misc. Contractual Services	Invoice #2036786411	74.38			
201-5970600	Ebooks/Books	Invoice #2036786411	526.73			
201-5960990	Misc. Contractual Services	Invoice #2036800467	22.56			
201-5970600	Ebooks/Books	Invoice #2036800467	122.03			
201-5970600	Ebooks/Books	Invoice #2036823652	238.39			
201-5960990	Misc. Contractual Services	Invoice #2036784042	7.70			
201-5970600	Ebooks/Books	Invoice #2036784042	153.60			
201-5970640	Databases	Invoice #2036784042	149.99			
201-5960990	Misc. Contractual Services	Invoice #2036804525	86.26			
201-5970600	Ebooks/Books	Invoice #2036804524	1,026.51			
201-5970600	Ebooks/Books	Invoice #2036782283	875.65			
201-5960990	Misc. Contractual Services	Invoice #2036782284	96.49			

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201-5970600	Ebooks/Books	Invoice #2036790794	314.53			
201-5960990	Misc. Contractual Services	Invoice #2036790795	30.16			
201-5970600	Ebooks/Books	Invoice #2036801231	10.17			
201-5960990	Misc. Contractual Services	Invoice #2036760955	12.30			
201-5970600	Ebooks/Books	Invoice #2036760955	61.41			
201-5960990	Misc. Contractual Services	Invoice #2036786580	14.05			
201-5970600	Ebooks/Books	Invoice #2036786580	108.85			
201-5960990	Misc. Contractual Services	Invoice #2036799140	30.68			
201-5970600	Ebooks/Books	Invoice #2036799140	220.70			
201-5960990	Misc. Contractual Services	Invoice #2036777752	12.11			
201-5970600	Ebooks/Books	Invoice #2036777752	29.29			
201-5960990	Misc. Contractual Services	Invoice #2036777736	11.28			
201-5970600	Ebooks/Books	Invoice #2036777736	62.47			
201-5960990	Misc. Contractual Services	Invoice #2036788440	38.49			
201-5970600	Ebooks/Books	Invoice #2036788440	283.41			
201-5960990	Misc. Contractual Services	Invoice #2036771196	81.51			
201-5970600	Ebooks/Books	Invoice #2036771196	436.31			
201-5960990	Misc. Contractual Services	Invoice #2036787995	63.21			
201-5970600	Ebooks/Books	Invoice #2036787994	546.37			
201-5960990	Misc. Contractual Services	Invoice #2036754062	13.88			
201-5970600	Ebooks/Books	Invoice #2036754062	57.96			
201-5970600	Ebooks/Books	Invoice #2036778175	1,026.88			
201-5960990	Misc. Contractual Services	Invoice #2036778176	104.03			
201-5970600	Ebooks/Books	Invoice #2036762278	530.11			
201-5960990	Misc. Contractual Services	Invoice #2036762279	57.95			
201-5960990	Misc. Contractual Services	Invoice #2036750693	1.40			
201-5970600	Ebooks/Books	Invoice #2036750693	21.86			
201-5960990	Misc. Contractual Services	Invoice #2036759617	55.52			
201-5970600	Ebooks/Books	Invoice #2036759617	112.83			
201-5960990	Misc. Contractual Services	Invoice #2036788079	26.39			
201-5970600	Ebooks/Books	Invoice #2036788079	177.44			
201-5960990	Misc. Contractual Services	Invoice #2036777339	77.83			
201-5970600	Ebooks/Books	Invoice #2036777339	538.88			
201-5960990	Misc. Contractual Services	Invoice #2036763964	59.65			
201-5970600	Ebooks/Books	Invoice #2036763964	123.12			
201-5970600	Ebooks/Books	Invoice #2036787923	536.83			
201-5960990	Misc. Contractual Services	Invoice #2036787924	52.79			
201-5960990	Misc. Contractual Services	Invoice #2036777405	30.92			
201-5970600	Ebooks/Books	Invoice #2036777405	184.50			
201-5960990	Misc. Contractual Services	Invoice #2036774633	110.56			
201-5970600	Ebooks/Books	Invoice #2036774633	209.73			
201-5960990	Misc. Contractual Services	Invoice #2036769561	8.24			
201-5970600	Ebooks/Books	Invoice #2036769561	19.71			
201-5960990	Misc. Contractual Services	Invoice #2036766667	15.32			
201-5970600	Ebooks/Books	Invoice #2036766667	74.16			
201-5960990	Misc. Contractual Services	Invoice #2036772995	45.08			
201-5970600	Ebooks/Books	Invoice #2036772995	191.50			
201-5960990	Misc. Contractual Services	Invoice #2036787118	55.15			
201-5970600	Ebooks/Books	Invoice #2036787118	295.85			
201-5960990	Misc. Contractual Services	Invoice #2036763689	15.32			
201-5970600	Ebooks/Books	Invoice #2036763689	43.94			
201-5960990	Misc. Contractual Services	Invoice #2036777765	4.02			
201-5970600	Ebooks/Books	Invoice #2036777765	27.84			
201-5960990	Misc. Contractual Services	Invoice #2036792922	3.29			
201-5970600	Ebooks/Books	Invoice #2036792922	8.96			
201-5960990	Misc. Contractual Services	Invoice #2036841124	75.83			

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201-5960990	Misc. Contractual Services	Invoice #2036827332	3.47			
201-5970600	Ebooks/Books	Invoice #2036827332	22.13			
201-5960990	Misc. Contractual Services	Invoice #2036841154	17.97			
201-5970600	Ebooks/Books	Invoice #2036841154	130.75			
201-5960990	Misc. Contractual Services	Invoice #2036843409	16.39			
201-5970600	Ebooks/Books	Invoice #2036843409	138.23			
201-5960990	Misc. Contractual Services	Invoice #2036842534	11.20			
201-5970600	Ebooks/Books	Invoice #2036842534	521.47			
201-5970600	Ebooks/Books	Invoice #2036841123	718.43			
201-5960990	Misc. Contractual Services	Invoice #2036813453	45.65			
201-5970600	Ebooks/Books	Invoice #2036813453	394.28			
201-5960990	Misc. Contractual Services	Invoice #2036800540	8.29			
201-5970600	Ebooks/Books	Invoice #2036800540	52.46			
201-5960990	Misc. Contractual Services	Invoice #2036810605	8.82			
201-5970600	Ebooks/Books	Invoice #2036810605	61.08			
201-5960990	Misc. Contractual Services	Invoice #2036814432	110.03			
201-5970600	Ebooks/Books	Invoice #2036814431	886.66			
201-5960990	Misc. Contractual Services	Invoice #2036819652	58.72			
201-5970600	Ebooks/Books	Invoice #2036819652	564.88			
201-5960990	Misc. Contractual Services	Invoice #2036820938	38.49			
201-5970600	Ebooks/Books	Invoice #2036820938	197.68			
201-5960990	Misc. Contractual Services	Invoice #2036827171	57.34			
201-5970600	Ebooks/Books	Invoice #2036827170	613.33			
201-5960990	Misc. Contractual Services	Invoice #2036819607	27.60			
201-5970600	Ebooks/Books	Invoice #2036819607	182.32			
201-5960990	Misc. Contractual Services	Invoice #2036828595	28.84			
201-5970600	Ebooks/Books	Invoice #2036828595	171.39			
201-5960990	Misc. Contractual Services	Invoice #2036823040	8.45			
201-5970600	Ebooks/Books	Invoice #2036823040	33.11			
201-5960990	Misc. Contractual Services	Invoice #2036825947	28.95			
201-5970600	Ebooks/Books	Invoice #2036825947	241.90			
201-5960990	Misc. Contractual Services	Invoice #2036829016	63.47			
201-5970600	Ebooks/Books	Invoice #2036829016	658.19			
201-5960990	Misc. Contractual Services	Invoice #2036819233	68.94			
201-5970600	Ebooks/Books	Invoice #2036819233	215.31			
201-5960990	Misc. Contractual Services	Invoice #2036823517	27.76			
201-5970600	Ebooks/Books	Invoice #2036823517	73.50			
201-5960990	Misc. Contractual Services	Invoice #2036826004	8.24			
201-5970600	Ebooks/Books	Invoice #2036826004	25.80			
201-5960990	Misc. Contractual Services	Invoice #2036822840	12.97			
201-5970600	Ebooks/Books	Invoice #2036822840	84.58			
201-5960990	Misc. Contractual Services	Invoice #2036815951	18.90			
201-5970600	Ebooks/Books	Invoice #2036815951	64.55			
201-5960990	Misc. Contractual Services	Invoice #2036831218	41.63			
201-5970600	Ebooks/Books	Invoice #2036831218	183.87			
201-5960990	Misc. Contractual Services	Invoice #2036831045	4.12			
201-5970600	Ebooks/Books	Invoice #2036831045	9.54			
201-5960990	Misc. Contractual Services	Invoice #2036827280	45.11			
201-5970600	Ebooks/Books	Invoice #2036827280	148.40			
201-5970600	Ebooks/Books	Invoice #2036828498	323.68			
201-5960990	Misc. Contractual Services	Invoice #2036828499	44.45			
201-5960990	Misc. Contractual Services	Invoice #2036834216	71.96			
201-5970600	Ebooks/Books	Invoice #2036834216	609.17			
201-5960990	Misc. Contractual Services	Invoice #2036830939	31.17			
201-5970600	Ebooks/Books	Invoice #2036830939	191.30			
201-5960990	Misc. Contractual Services	Invoice #2036825997	7.30			

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201-5970600	Ebooks/Books	Invoice #2036825997	20.32			
201-5960990	Misc. Contractual Services	Invoice #2036831073	16.13			
201-5970600	Ebooks/Books	Invoice #2036831073	64.68			
201-5960990	Misc. Contractual Services	Invoice #2036819062	22.71			
201-5970600	Ebooks/Books	Invoice #2036819061	185.99			
201-5960990	Misc. Contractual Services	Invoice #2036819062	22.71			
201-5970600	Ebooks/Books	Invoice #2036829467	586.17			
201-5960990	Misc. Contractual Services	Invoice #2036821620	29.19			
201-5970600	Ebooks/Books	Invoice #2036821620	239.80			
BOOKPAGE				19238	07/21/22	<u>972.00</u>
201-5970620	E-Subscriptions/Subscriptions	Invoice #S60725	972.00			
BRIAN MICHALSKI				19239	07/21/22	<u>325.00</u>
201-5960210	Special Event Programming	Awesome Australia	325.00			
CHILDREN'S PLUS, INC.				19240	07/21/22	<u>6,745.19</u>
201-5970600	Ebooks/Books	Invoice #215322	459.60			
201-5970600	Ebooks/Books	Invoice #215320	398.43			
201-5970600	Ebooks/Books	Invoice #215329	158.01			
201-5970600	Ebooks/Books	Invoice #214596	126.17			
201-5970600	Ebooks/Books	Invoice #214107	16.31			
201-5970600	Ebooks/Books	Invoice #214125	34.66			
201-5970600	Ebooks/Books	Invoice #214188	462.45			
201-5970600	Ebooks/Books	Invoice #213218	203.89			
201-5970600	Ebooks/Books	Invoice #213305	250.31			
201-5970600	Ebooks/Books	Invoice #213072	109.96			
201-5970600	Ebooks/Books	Invoice #213304	123.15			
201-5970600	Ebooks/Books	Invoice #213091	3,004.99			
201-5970600	Ebooks/Books	Invoice #214113	35.60			
201-5970600	Ebooks/Books	Invoice #214653	254.90			
201-5970600	Ebooks/Books	Invoice #214592	90.73			
201-5970600	Ebooks/Books	Invoice #214594	43.83			
201-5970600	Ebooks/Books	Invoice #214929	13.25			
201-5970600	Ebooks/Books	Invoice #215321	167.98			
201-5970600	Ebooks/Books	Invoice #215086	105.06			
201-5970600	Ebooks/Books	Invoice #214931	443.29			
201-5970600	Ebooks/Books	Invoice #214593	69.32			
201-5970600	Ebooks/Books	Invoice #215163	173.30			
CITY OF DES PLAINES -				19241	07/21/22	<u>1,015.06</u>
201-5970500	Water Bill	Account #71080763-001	1,015.06			
CRYSTAL MAINTENANCE SERVICES CORP				19242	07/21/22	<u>4,892.50</u>
201-5930320	Cleaning/Custodial Services	Invoice #30305	4,892.50			
D&Z HOUSE OF BOOKS				19243	07/21/22	<u>27.96</u>
201-5970600	Ebooks/Books	Invoice #2022/I154147	27.96			
Dow Jones & Company INC.				19244	07/21/22	<u>1,575.00</u>
201-5970640	Databases	Invoice #97007362	1,575.00			
EBSCO INFORMATION SERVICES				19245	07/21/22	<u>159.68</u>
201-5970620	E-Subscriptions/Subscriptions	Invoice #2206401	99.69			
201-5970620	E-Subscriptions/Subscriptions	Invoice #1668636	59.99			

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Elara Energy Services 202-5980400	Equipment	Invoice #21447-3	8,880.00	19246	07/21/22	<u>8,880.00</u>
FINDAWAY WORLD LLC 201-5970610	E-audio/Audio	Invoice #391786	179.96	19247	07/21/22	<u>284.94</u>
201-5970610	E-audio/Audio	Invoice #395135	49.99			
201-5970610	E-audio/Audio	Invoice #395074	54.99			
FLOOD BROTHERS DISPOSAL & RECYCLING SERVICES 201-5930490	Refuse Contract	Invoice #6172468	360.00	19248	07/21/22	<u>360.00</u>
GARVEY'S OFFICE PRODUCTS 201-5980600	Furniture & Fixtures	Invoice #PINV2277605	2,456.00	19249	07/21/22	<u>2,456.00</u>
JML Heating and Cooling 202-5980400	Equipment	Invoice #4825	12,000.00	19250	07/21/22	<u>12,000.00</u>
John G. Donahue 201-5960210	Special Event Programming	one-on-one job counseling appointments	90.00	19251	07/21/22	<u>90.00</u>
JULIE JURGENS 201-5960210	Special Event Programming	Music for Draw	450.00	19252	07/21/22	<u>450.00</u>
KANOPIY 201-5970620	E-Subscriptions/Subscriptions	Invoice #KDEP-10298	6,000.00	19253	07/21/22	<u>6,000.00</u>
Lauren Wolf 202-5980600	Furniture and Fixtures	Reupholstering of chairs reimbursement	81.43	19254	07/21/22	<u>81.43</u>
LAW OFFICES OF ANCEL, GLINK 201-5920100	Legal Fees	Statement #89590	472.50	19255	07/21/22	<u>472.50</u>
LIBRARY IDEAS LLC 201-5970610	E-audio/Audio	Invoice #90207	614.35	19256	07/21/22	<u>1,333.55</u>
201-5970610	E-audio/Audio	Invoice #90206	89.90			
201-5970610	E-audio/Audio	Invoice #90205	209.75			
201-5970610	E-audio/Audio	Invoice #90204	419.55			
LIMRICC 201-2401002	Payroll Liabilities	July Billing	50,921.98	19257	07/21/22	<u>107,389.50</u>
201-2401002	Payroll Liabilities	June Billing	56,467.52			
MIDWEST TAPE 201-5960990	Misc. Contractual Services	Invoice #502260872	44.40	19258	07/21/22	<u>15,387.23</u>
201-5970610	E-audio/Audio	Invoice #502260872	890.76			
201-5960990	Misc. Contractual Services	Invoice #502260873	19.25			
201-5970610	E-audio/Audio	Invoice #502260873	54.40			
201-5960990	Misc. Contractual Services	Invoice #502260875	88.20			
201-5970630	Visual Materials	Invoice #502260875	501.57			
201-5960990	Misc. Contractual Services	Invoice #502260871	291.30			
201-5970630	Visual Materials	Invoice #502260871	1,850.16			
201-5970630	Visual Materials	Invoice #502239628	67.48			
201-5970630	Visual Materials	Invoice #502239627	197.49			
201-5970630	Visual Materials	Invoice #502239626	34.48			
201-5970610	E-audio/Audio	Invoice #502239625	455.93			

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201-5970630	Visual Materials	Invoice #502239640	98.97			
201-5960990	Misc. Contractual Services	Invoice #502224709	18.50			
201-5970610	E-audio/Audio	Invoice #502224709	396.90			
201-5960990	Misc. Contractual Services	Invoice #502224742	6.50			
201-5970630	Visual Materials	Invoice #502224742	43.48			
201-5970610	E-audio/Audio	Invoice #502216411	59.99			
201-5970630	Visual Materials	Invoice #502216412	146.20			
201-5970630	Visual Materials	Invoice #502216414	71.21			
201-5960990	Misc. Contractual Services	Invoice #502224708	67.75			
201-5970630	Visual Materials	Invoice #502224708	413.82			
201-5960990	Misc. Contractual Services	Invoice #502224740	23.10			
201-5970610	E-audio/Audio	Invoice #502224740	71.94			
201-5960990	Misc. Contractual Services	Invoice #502194985	50.30			
201-5970610	E-audio/Audio	Invoice #502194985	160.07			
201-5960990	Misc. Contractual Services	Invoice #502194988	79.55			
201-5970610	E-audio/Audio	Invoice #502194988	1,712.57			
201-5960990	Misc. Contractual Services	Invoice #502194984	9.75			
201-5970630	Visual Materials	Invoice #502194984	68.97			
201-5960990	Misc. Contractual Services	Invoice #502194987	66.95			
201-5970630	Visual Materials	Invoice #502194987	365.82			
201-5960990	Misc. Contractual Services	Invoice #502322068	77.80			
201-5970630	Visual Materials	Invoice #502322068	530.59			
201-5970630	Visual Materials	Invoice #502303777	199.08			
201-5970630	Visual Materials	Invoice #502303779	131.20			
201-5970630	Visual Materials	Invoice #502303776	277.92			
201-5970630	Visual Materials	Invoice #502303800	59.98			
201-5960990	Misc. Contractual Services	Invoice #502288349	33.30			
201-5970610	E-audio/Audio	Invoice #502288349	690.82			
201-5970630	Visual Materials	Invoice #502303801	59.98			
201-5960990	Misc. Contractual Services	Invoice #502289281	23.10			
201-5970610	E-audio/Audio	Invoice #502289281	68.04			
201-5960990	Misc. Contractual Services	Invoice #502289280	39.00			
201-5970630	Visual Materials	Invoice #502289280	231.89			
201-5960990	Misc. Contractual Services	Invoice #502288348	232.95			
201-5970630	Visual Materials	Invoice #502288348	1,354.63			
201-5970630	Visual Materials	Invoice #502283489	104.96			
201-5970630	Visual Materials	Invoice #502283490	48.74			
201-5970610	E-audio/Audio	Invoice #502283484	1,175.81			
201-5970630	Visual Materials	Invoice #502283491	32.24			
201-5970630	Visual Materials	Invoice #502283492	18.74			
201-5970630	Visual Materials	Invoice #502283488	135.71			
201-5970630	Visual Materials	Invoice #502303802	42.73			
201-5970630	Visual Materials	Invoice #502303778	882.89			
201-5970630	Visual Materials	Invoice #502303804	341.66			
201-5970610	E-audio/Audio	Invoice #502303775	131.98			
201-5970610	E-audio/Audio	Invoice #502283485	22.49			
201-5970630	Visual Materials	Invoice #502283487	11.24			
NEWSBANK				19259	07/21/22	<u>6,457.00</u>
201-5970610	E-audio/Audio	Invoice #550360	6,457.00			
Nicholas Bartholomew				19260	07/21/22	<u>345.00</u>
201-5960210	Special Event Programming	Weather and Storm Chasing Program	345.00			
OAKBROOK MECHANICAL SERVICES				19261	07/21/22	<u>3,013.25</u>
201-5930020	R&M Buildings & Structures	Invoice #30633	3,013.25			

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OUTSOURCE SOLUTIONS GROUP, INC.				19262	07/21/22	<u>3,385.53</u>
201-5980410	Computer Hardware	Invoice #66497	262.50			
201-5980420	Computer Software	Invoice #66805	421.59			
201-5980420	Computer Software	Invoice #66804	555.44			
201-5980420	Computer Software	Invoice #66703	66.00			
201-5960990	Misc. Contractual Services	Invoice #66652	480.00			
201-5960990	Misc. Contractual Services	Invoice #66653	1,500.00			
201-5980420	Computer Software	Invoice #66643	100.00			
OVERDRIVE, INC.				19263	07/21/22	<u>7,761.25</u>
201-5970600	Ebooks/Books	Invoice #0108MA22209163	211.44			
201-5970600	Ebooks/Books	Invoice #01018MA22210378	2,752.55			
201-5970600	Ebooks/Books	Invoice #01018CP22210692	386.85			
201-5970600	Ebooks/Books	Invoice #01018MA22178990	4,006.23			
201-5970600	Ebooks/Books	Invoice #01018CP22176919	380.20			
201-5970600	Ebooks/Books	Invoice #01018MA22175287	23.98			
PENWORTHY COMPANY				19264	07/21/22	<u>2,257.57</u>
201-5970600	Ebooks/Books	Invoice #0582513-IN	351.23			
201-5970600	Ebooks/Books	Invoice #0582514-IN	447.31			
201-5970600	Ebooks/Books	Invoice #0582515-IN	97.82			
201-5970600	Ebooks/Books	Invoice #0582516-IN	1,113.61			
201-5970600	Ebooks/Books	Invoice #0582520-IN	247.60			
Petsche Inc.				19265	07/21/22	<u>450.00</u>
201-5960210	Special Event Programming	Order #664508	450.00			
PHYSICIANS IMMEDIATE CARE CHICAGO				19266	07/21/22	<u>47.00</u>
201-5960040	Pre-Employment Testing	Statement #4266619	47.00			
PRONUNCIATOR				19267	07/21/22	<u>1,850.00</u>
201-5970640	Databases	Invoice #25982	1,850.00			
PROQUEST LLC				19268	07/21/22	<u>5,572.38</u>
201-5970640	Databases	Invoice #70732274	5,572.38			
RAILS				19269	07/21/22	<u>13,343.00</u>
201-5970640	Databases	Invoice #9345	13,343.00			
RAINBOW BOOK COMPANY				19270	07/21/22	<u>542.20</u>
201-5970600	Ebooks/Books	Invoice #214300	542.20			
RESUMAYDAY INC				19271	07/21/22	<u>350.00</u>
201-5960210	Special Event Programming	Resume Revamp - Des Plaines Library	350.00			
ROWMAN & LITTLEFIELD PUBLISHING COMPANY				19272	07/21/22	<u>115.54</u>
201-5970640	Databases	Invoice #12058623	71.16			
201-5970640	Databases	Invoice #12058627	44.38			
Sarah Szeszol				19273	07/21/22	<u>74.31</u>
201-5960210	Special Event Programming	Teen Pride Pirate Party supplies	74.31			
THOMAS KLISE/CRIMSON MULTIMEDIA				19274	07/21/22	<u>367.99</u>
201-5970630	Visual Materials	Invoice #008010	50.00			
201-5970630	Visual Materials	Invoice #008011	245.47			

Des Plaines Public Library

Vendor Checks Report

First Midwest Operating

June 2022

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
201-5970630	Visual Materials	Invoice #008012	72.52			
THOMSON REUTERS-WEST				19275	07/21/22	<u>46.78</u>
201-5970640	Databases	Invoice #846536345	23.39			
201-5970640	Databases	Invoice #846373754	23.39			
TODAY'S BUSINESS SOLUTIONS INC				19276	07/21/22	<u>7,738.00</u>
201-5980400	Equipment	Invoice #13229	1,575.00			
201-5930010	R&M Equipment	Yearly software support cost	6,163.00			
UNITED STATES TREASURY				19277	07/21/22	<u>172.98</u>
201-5920100	Legal Fees	UNITED STATES TREASURY	172.98			
					Check List Total	<u><u>233,534.16</u></u>

Des Plaines Public Library

ACH Register

All Bank Accounts

June 1, 2022 - June 30, 2022

ACH Number	ACH Date	Payee	Amount
Vendor Checks			
51876	06/30/22	IMRF	27,112.44
51877	06/30/22	IMRF	27,473.74
51878	06/30/22	BANKCARD SERVICES	12,122.56
51879	06/30/22	NEOFUNDS BY NEOPOST	1,000.00
51880	06/30/22	VERIZON WIRELESS	1,059.44
51881	06/30/22	NICOR GAS	1,977.82
Vendor Check Total			70,746.00
Check List Total			70,746.00

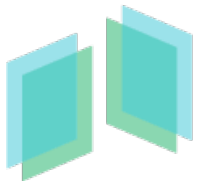
Check count = 6

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
Balance Sheet												
Cash & Investments	\$ 4,450,754	4,843,285	6,856,066	6,397,901	5,929,489	5,449,017						
Revenue (M-T-D)												
Property Taxes	43,444	811,138	2,380,007	152,939	10,674	50,762						
Other Revenue	186,683	31,886	14,195	8,672	42,120	16,557						
	230,127	843,025	2,394,202	161,611	52,794	67,320	-	-	-	-	-	-
Expenses (M-T-D)												
Payroll & Benefits	280,990	307,004	359,906	307,329	252,199	388,601						
Other Expense	266,523	171,057	153,034	214,193	179,051	143,096						
Change in A/P & AJE's	(62,298)	(27,567)	(131,519)	98,254	89,955	16,094						
	485,215	450,494	381,421	619,776	521,205	547,791	-	-	-	-	-	-
Net Increase/(Decrease)	(255,088)	392,531	2,012,782	(458,165)	(468,412)	(480,472)	-	-	-	-	-	-

DES PLAINES PUBLIC LIBRARY
CASH FLOW SUMMARY
For the Year Ended December 31, 2021

	January	February	March	April	May	June	July	August	September	October	November	December
Balance Sheet												
Cash & Investments	\$ 3,968,717	4,138,360	5,784,948	5,703,662	5,471,098	4,997,435	4,622,155	4,033,743	4,755,049	5,662,998	5,274,148	4,705,842
Revenue (M-T-D)												
Property Taxes	-	528,962	2,106,673	331,285	343,511	-	-	-	1,204,158	1,432,744	58,530	-
Other Revenue	2,289	5,271	3,484	2,827	8,564	17,598	49,433	99,363	5,475	4,502	38,103	8,853
	2,289	534,232	2,110,157	334,111	352,076	17,598	49,433	99,363	1,209,633	1,437,246	96,632	8,853
Expenses (M-T-D)												
Payroll & Benefits	344,048	268,451	247,963	363,399	261,367	254,187	409,828	265,279	387,045	317,677	314,345	376,123
Other Expense	275,321	145,415	142,034	275,517	216,261	91,462	324,397	152,772	203,648	173,154	147,736	138,139
Change in A/P & AJE's	(91,308)	(49,276)	73,572	(223,518)	107,024	145,612	(309,513)	269,724	(102,365)	38,465	23,402	62,897
	528,061	364,590	463,568	415,398	584,652	491,262	424,712	687,775	488,327	529,297	485,483	577,159
Net Increase/(Decrease)	(525,772)	169,643	1,646,589	(81,287)	(232,564)	(473,664)	(375,279)	(588,412)	721,306	907,950	(388,850)	(568,306)



DIRECTOR'S REPORT

JUNE 2022

DONATIONS & GRANTS

\$25 from Gretchen Schilling in memory of Steven Giese.

Plants valued at \$300 from Lurveys to pot, decorate and donate to outreach patrons.

400 Brookfield Zoo (free pass) (\$24.95 is the top price, for an adult, which is the top value of this ticket, so it is \$9,980).

500 free cake coupons from Portillos (each slice is 3.75 so a \$1,875 value)

800 free ice cream cones from McDonalds (each small cone is \$1.00, so it is a 800 dollar value).

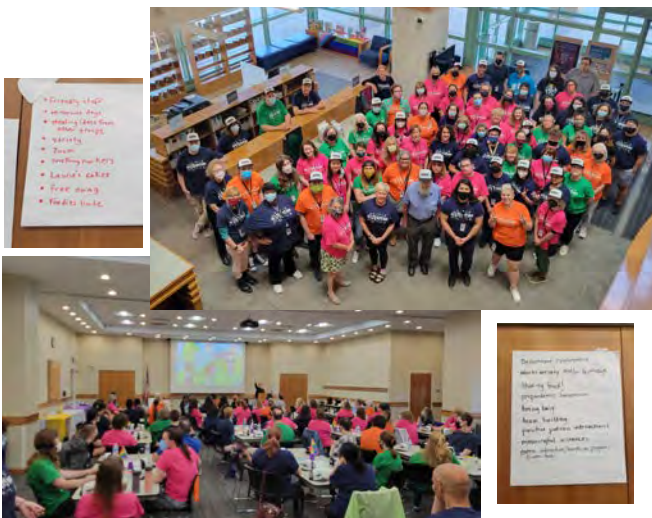
COMINGS & GOINGS

GOINGS:

John Rosmus, FT Acquisitions & Cataloging Clerk

Danielle Castonzo, PT Readers Services Assistant

2022 ALL STAFF WORKSHOP



COMMUNITY PARTNERSHIP



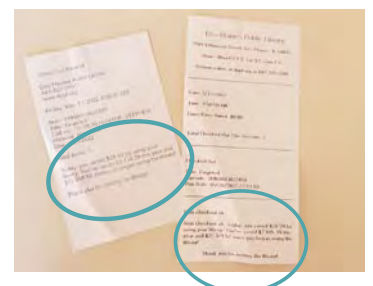
DPPL's successful partnership is thriving this summer with weekly programs including Wild Times in area parks.



NEW ON DPPL RECEIPTS

Today, you saved \$28.99 by using your library. You've saved \$2,134.38 this year and \$22,358.56 since you began using the library!

Thank you for visiting the library!



AROUND THE LIBRARY

TEEN SUMMER READING

JUNE 4 - JULY 31, 2022

- Read a book, attend a program or write a book review to be entered into weekly gift card drawings and a final drawing for an Oculus Quest 2!
- The more books you read and programs you attend, the more entries you get.
- Submit your entries in person or online.



FULL STEAM AHEAD!

SUMMER READING CHALLENGE 2022

JUNE 4 - JULY 31, 2022

Trivianight



How well do you know technology, engineering, science and the arts? Our Full STEAM Ahead Trivia event will pit teams against each other. Have fun and win prizes!

Friday, July 22
7:00 - 8:00PM

LEARN MORE AT
DPPL.ORG

The Gubernatorial Primary Election is June 28, 2022

EARLY VOTING

at the Des Plaines Public Library
in Meeting Room C, 1st floor.

Monday, June 13 - Saturday, June 18
9 a.m. - 5 p.m.

Sunday, June 19 | June 26
10 a.m. - 4 p.m.

Monday, June 20 - Friday June 24
9 a.m. - 5 p.m.

Saturday, June 25
9 a.m. - 5 p.m.

Monday, June 27
9 a.m. - 5 p.m.

FULL STEAM AHEAD!

ADULT SUMMER READING AT DPPL

JUNE 4 - JULY 31, 2022

- Read, Explore, Create and Participate to Win prizes!
- Read Books for a chance to win our Grand Prize: A pair of CityPasses with admission to five Chicago area museums and attractions!
- Participate in the Better Than Sliced Bread Tournament of Inventions for a chance weekly to win a STEAM prize.
- Explore and Create in our Art, Craft and Steam Programs. From Sewing to Science and Art to Trivia, there's a program for you. See our Full Steam Ahead Events calendar for details, dates and times.
- Find all the streaming and downloadable products the library offers in our E-material Scavenger Hunt, and enter for a chance to win gift cards to local restaurants.



Pride & Progress
18 Staff Book Picks for All Ages

TEEN PROGRAMS



TEENS

TEEN PRIDE PIRATE PARTY

June 25th, 3 - 5pm
Join us in the Commons for a teen pride month celebration, snacks, and pirate vibes!

For teens in grades 7-12.

Pirate costumes are strongly encouraged and queer allies are welcome.

LEARN MORE AT DPPL.ORG

DES PLAINES PUBLIC LIBRARY

TEEN SUMMER CONCERT

POST OFFICE WINTER AND THIRD STEP ON THE MOON

SATURDAY, JUNE 18TH
1 PM

DPPL is teaming up with the Taste of Des Plaines to host two amazing teen bands: Post Office Winter and Third Step on the Moon! They will play on the main stage of the Taste of Des Plaines in the library plaza.

LEARN MORE AT DPPL.ORG

DES PLAINES PUBLIC LIBRARY



TEENS

STEAM PUNK JEWELRY FOR TEENS

Tuesday, June 21st, 3pm

Steam Punk jewelry combines vintage hardware, imagination, gadgetry, and science fiction. Join us as we make steam punk pendants out of resin, keys, and watch gears.

For teens in grades 7-12.
Registration Required.

LEARN MORE AT DPPL.ORG

DES PLAINES PUBLIC LIBRARY

TEENS

Learn to Sew: PATCHWORK PILLOWS

June 8th and June 9th, 2-5pm

Illustration of a square patchwork pillow with yellow and white checkered patterns and grey sections. Scissors and a needle are also shown.

TEENS

take & make

RAINBOW COASTERS

BEGINNING
JUNE 6TH

TEENS

Clean Up Give Back

JUNE 24TH AND JULY 22ND

Illustration of three people participating in a cleanup activity outdoors. One person is kneeling and cleaning a table, while others are nearby.

Are you **Team Edward** or **Team Jacob**?

Hop on spider monkeys! Join us for an interactive screening of *Twilight*.

The night will feature Bingo and photo ops with all of your favorite *Twilight* characters.

JUNE 30TH, 7PM

21+ Refreshments will be provided. Registration required.

LEARN MORE AT DPPL.ORG

DES PLAINES PUBLIC LIBRARY

Board Game BONANZA

June 17, July 01, July 15, August 05, August 19
10 a.m. - 12 p.m. | The Commons

Put your game face on for our Board Game Bonanza. Join us to play a wide range of board games including, but not limited to, *Flunkin' it!* & *Monopoly*.

LEARN MORE AT DPPL.ORG

DES PLAINES PUBLIC LIBRARY

ILLINOIS LIBRARIES PRESENT

AN EVENING WITH **Michelle Zauner**

In Conversation with Jessica Hopper

THURSDAY, JUNE 30, 2022 | 7 PM

Join us for an evening with singer, guitarist and author Michelle Zauner as she discusses her music career and her beloved bestselling memoir, *Crying in H Mart*. She will be joined in conversation with music critic, producer, and author Jessica Hopper.

Please Register / Virtual via Zoom

LEARN MORE AT DPPL.ORG

DES PLAINES PUBLIC LIBRARY

The Shakespeare Project of Chicago Presents

50-Minute HAMLET

JUNE 28, 2022 | 7 P.M.

Outdoor Performance on Library Plaza

The Shakespeare Project of Chicago presents 50-Minute Hamlet, Shakespeare's most enduring tragedy. Utilizing just two actors, the play contains many of the Bard's most famous lines and speeches while retaining much of the play's pathos, poetry, and passion.

Sponsored by Friends of the Library | Please Register

LEARN MORE AT DPPL.ORG

DES PLAINES PUBLIC LIBRARY

AN EVENING WITH **CHEF KWAME ONWUACHI**

Award-winning chef Kwame Onwuachi will discuss his new cookbook *My America: Recipes from a Young Black Chef*.

JUNE 22, 2022 | 7 P.M.

Please Register / Virtual via Zoom

LEARN MORE AT DPPL.ORG

DES PLAINES PUBLIC LIBRARY

DIAMOND DOT CRAFT

FRIDAY, JUNE 24 2:30 - 3:30 PM
SATURDAY, JUNE 25 10:30 - 11:30 AM

LEARN MORE AT DPPL.ORG

ADULT PROGRAMS

Foodies Write...

PINEAPPLE CHUNKS

INGREDIENT PICK-UP STARTS WEDNESDAY, MAY 11, 2022.
EVENT DATE VIA ZOOM: THURSDAY, JUNE 9, 2022, 2 - 3:00 PM

CURIOSITY CAFE

Loretta J. Ross:
Don't call people out - call them in

THURSDAY, JUNE 2ND,
10:30 - 11:30 A.M.

Resume Revamp:
TELL THE STORY BEHIND THE STORY

June 06, 2022 | 7 p.m. | Zoom

TECH CLASS ON THE PLAZA

THURSDAY, JUNE 23, 2022 | 10-11:00 A.M.

FILM SCREENING

BARB AND STAR GO TO VISTA DEL MAR

June 7, 2022 | 1:30 P.M.

FILM TALK TUESDAYS

FORCE MAJEURE

FORCE MAJEURE (2HRS)
JUNE 21ST | 7PM

FILM TALK TUESDAYS

PRISCILLA

THE ADVENTURES OF PRISCILLA QUEEN OF THE DESERT (1HR 44MINS.)
JUNE 7TH | 7PM

Learn to Sew: PATCHWORK PILLOWS

June 7th, 6:00-8:30pm

Ain't Wii Got Fun!

July 8, July 22, August 12, August 26 | 10:00am - 12:00pm

DECORATE A FLOWERPOT WITH DPPL

FRIDAY, JUNE 3RD
6 - 8 P.M.

KIDS PROGRAMS



SUMMER FIESTA

with the Des Plaines and Mount Prospect Public Libraries

June 2, 2022 • 4:30 P.M.
 Brentwood Park 260 Dulles Rd. Des Plaines, IL 60016
 Join Des Plaines Library and Mount Prospect Library for a joint storytime at Brentwood Park!

LEARN MORE AT DPPL.ORG

DES PLAINES PUBLIC LIBRARY

READERS AND LEADERS BOOK CLUB

WEDNESDAY, JUNE 22ND AT 4 P.M.
 THIS PROGRAM WILL MEET OUTDOORS ON THE FOURTH FLOOR TERRACE.

JOIN US FOR A CASUAL, FUN, NO-PRESSURE BOOK CLUB!
 FOR GRADES 4-6.
 REGISTRATION REQUIRED.

LEARN MORE AT DPPL.ORG

DES PLAINES PUBLIC LIBRARY

FULL STEAM AHEAD! KICKOFF KIT

Celebrate the start of the Summer Reading Challenge with a Full STEAM Ahead Kickoff Kit!

JUNE 6, 2022

LEARN MORE AT DPPL.ORG

DES PLAINES PUBLIC LIBRARY

TAKE AND MAKE

While supplies last. Some kits contain small parts and require supervision.

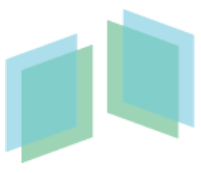
- Full STEAM Ahead Kickoff Kit: All Ages**
 Summer Reading Challenge has begun, and we are celebrating with a kit full of summer STEAM fun! | Monday, June 6
- STEAM Team Kits: All Ages**
 Best for preschool and up, may contain small parts.
 Pick up one of these take-home kits at the Youth Services desk to learn and play while we celebrate Science, Technology, Engineering, Art, and Math this summer! | June 14 • June 30 • July 14 • July 19
- DIY with DPPL: Grades 1-6**
 Grades 1-6. Pick up a kit at the Youth Services desk and use the materials to do the project we show you step-by-step in the video.
 June 25 • July 16 • July 30
- Lit STEAMers: Toddlers – Kindergarten**
 Pick up a kit at the Youth Services desk for our littles learners. Each kit will feature a different animal and teach simple concepts along with a craft. | June 25 • July 16 • July 30
- Wacky Wednesday: All ages**
 What crafty treasures will be in your Wacky Wednesday bag? Pick one up at the Youth Services desk to find out! | July 27

PRESCHOOL AND YOUNGER

These programs and kits are appropriate for infants, toddlers, and preschoolers!

- Summer Fiesta storytime: All ages**
 Come to storytime in the park as we team up with Mount Prospect Public Library to jumpstart the summer fun! | June 2, 4:30pm at Brentwood Park, 260 Dulles Road
- Wild Times: Ages birth-5 years**
 Join us in the park for this high-energy storytime! | Thursdays at 10 a.m.
 June 9, 16, 23, 30 at Apache Park, 2100 Pine Street
 July 7, 14, 21, 28 at Central Park, 1555 E. Theater Street
- Lit STEAMers: Toddlers – Kindergarten**
 Pick up a kit at the Youth Services desk for our littles learners! Each kit will feature a different animal and teach some simple concepts along with a craft.
 June 25 • July 16 • July 30
- Move & Groove: Families with children of all ages**
 Join us at 2:30pm in parks around Des Plaines (weather permitting) for a gassy interactive storytime. If you miss the storytime, check out the link at dppl.org for great ways to move your baby.
 June 9 at Blackhawk Park, 590 E. Golf Road
 June 23 at Sequoyanational Park, 255 Grove Avenue
 July 14 at Agapius Park, 2103 Pine Street
 July 27 at Blount Park, 1408 E. Theater Street, in Mount Prospect
- Wonder-filled Wednesdays**
 On these dates, we'll be outside the library or around Des Plaines!
 June 8, 3:00pm - Pippin Science! All ages. Join us in the library for a fun, simple activity to learn about the science behind popcorn! Registration required.
 June 15, 3:00pm - Chalk Day! All ages. Join us right outside the library. Let your inner artist show through chalk drawing.
 June 22, 3:00-4:00pm and 5:30-7:00pm - The Dyer Fix Family with children join us outside of the Park District Learning Center, 2222 Birch Street. Bring 1 item to dye. Registration required.

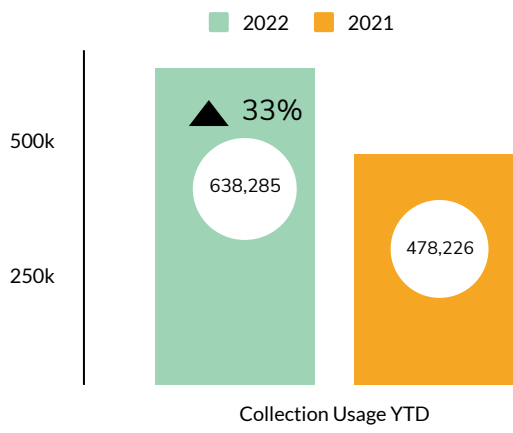
For more information or to register for a program, call us at 847-376-2839 or visit the Youth Services desk.



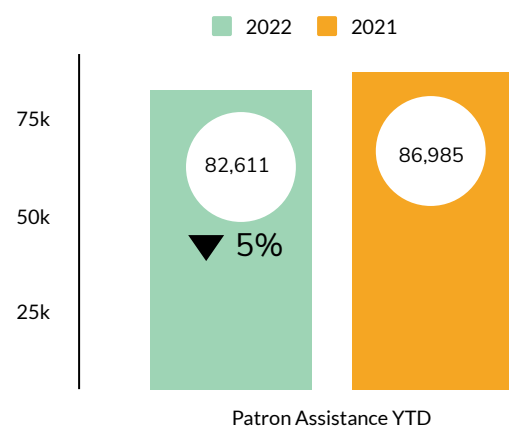
STATISTICS REPORT

June 2022

Collection Usage YTD

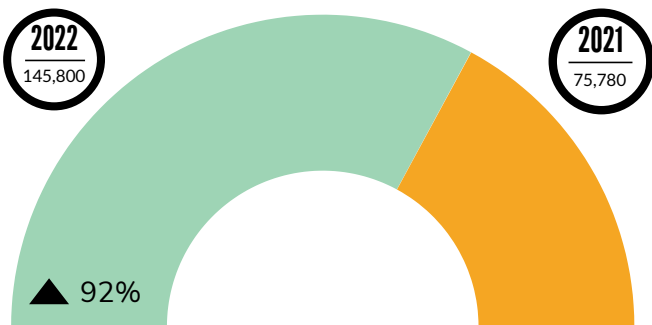


Patron Assistance YTD



Attendance All - YTD

Events, Programs, Outreach & Classes



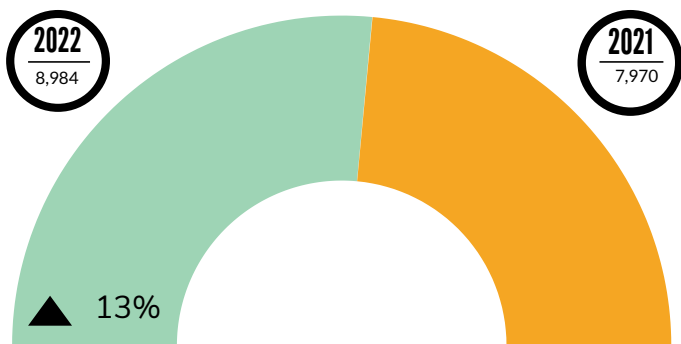
Bookings All - YTD

Events, Programs & Classes



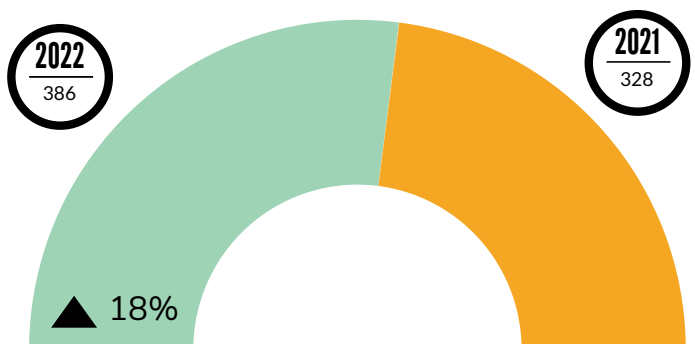
Attendance In Person - YTD

Events, Programs & Classes



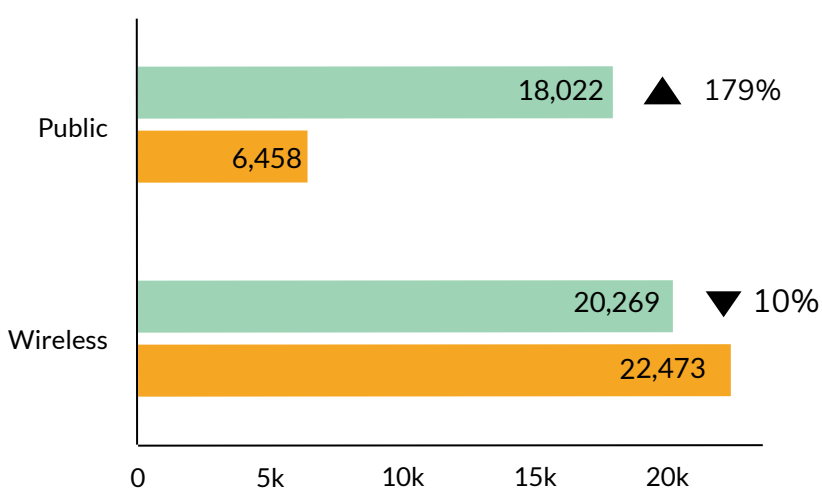
Bookings In Person - YTD

Events, Programs & Classes



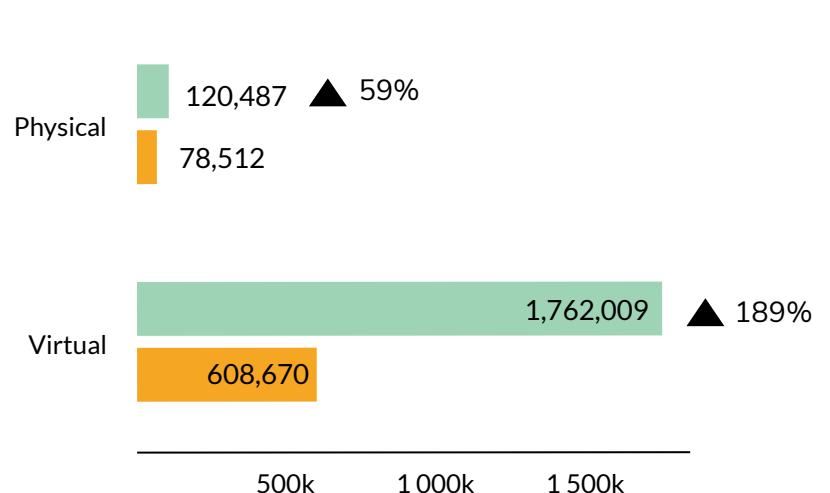
Computer Usage YTD

2022 2021



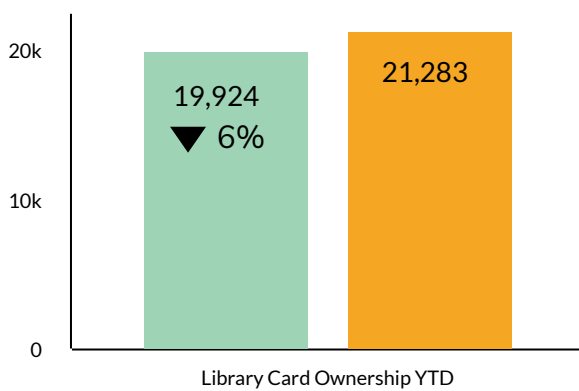
Traffic YTD

2022 2021



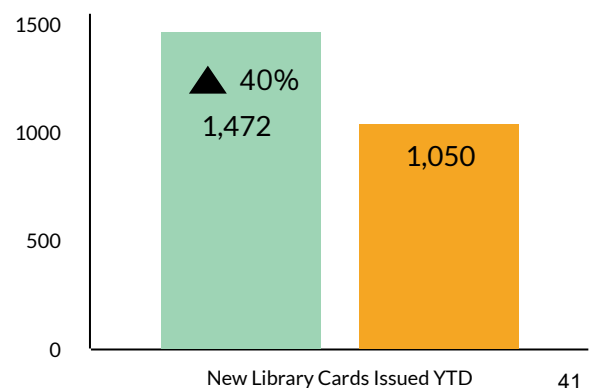
Current Valid Library Cards This Month

2022 2021



New Library Cards Issued YTD

2022 2021



2022 STATISTICS REPORT		JAN	FEB	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	YTD
COLLECTION USAGE														
	Physical materials	56,638	50,882	58,763	57,598	54,599	57,312							335,792
	E-materials	13,641	12,033	14,579	13,959	14,080	12,809							81,101
	ILL	690	606	700	698	615	595							3,904
	Databases	41,228	36,842	36,252	36,858	33,463	32,845							217,488
2022	Total	112,197	100,363	110,294	109,113	102,757	103,561	0	0	0	0	0	0	638,285
	Physical materials	30,756	35,582	53,516	53,243	51,265	60,919							285,281
	E-materials	16,364	15,387	16,110	13,766	13,011	12,379							87,017
	ILL	759	668	718	620	548	606							3,919
	Databases	18,322	16,941	17,198	17,279	16,466	15,803							102,009
2021	Total	66,201	68,578	87,542	84,908	81,290	89,707	0	0	0	0	0	0	478,226
PATRON ASSISTANCE														
	Youth Services	403	698	815	919	655	3,485							6,975
	Adult Services	5,729	6,205	7,573	7,150	6,375	6,881							39,913
	PAMS	5,212	4,768	5,615	6,065	5,573	6,810							34,043
	Security	235	236	305	302	307	295							1,680
2022	Total	11,579	11,907	14,308	14,436	12,910	17,471	0	0	0	0	0	0	82,611
	Youth Services	591	834	1,140	1,262	914	4,010							8,751
	Adult Services	4,231	4,562	6,153	5,391	5,138	6,687							32,162
	PAMS	11,956	7,070	6,312	7,812	5,542	7,380							46,072
	Security	251	95	21	143	71	3,255							3,836
2021	Total	17,029	12,561	13,626	14,608	11,665	21,332	0	0	0	0	0	0	86,985
EVENTS, PROGRAMS AND CLASSES-BOOKINGS														
	Youth Services In Person	4	20	21	28	10	20							103
	Youth Services Virtual	9	13	11	13	7	7							60
	Adult Services In Person	43	56	51	50	34	49							283
	Adult Services Virtual	2	4	12	18	16	20							72
	Outside groups	0	8	16	10	12	26							72
	Public study rooms	569	705	732	731	663	620							4,020
2022	Total	627	806	843	850	742	742	0	0	0	0	0	0	4,610
	Youth Services In Person	4	20	12	10	4	25							75
	Youth Services Virtual	0	0	0	0	0	0							0
	Adult Services In Person	33	46	43	37	45	49							253
	Adult Services Virtual	0	0	0	0	0	0							0
	Outside groups	0	10	5	5	0	1							21
	Public study rooms	0	0	0	0	44	285							329
2021	Total	37	76	60	52	93	360	0	0	0	0	0	0	678
EVENTS, PROGRAMS, OUTREACH & CLASSES-ATTENDANCE														
	Youth Services In Person	37	741	723	889	398	1,779							4,567
	Youth Services Virtual	5,918	3,808	4,583	5,532	34,945	3,885							58,671
	Adult Services In Person	618	613	1,085	662	413	1,026							4,417
	Adult Services Virtual	9,763	10,331	15,294	8,692	8,095	10,777							62,952
	Outside groups	0	189	238	159	209	2,037							2,832
	Public study rooms	833	991	1,101	1,164	1,022	933							6,044
	Outreach- Youth Services	236	298	507	693	2,104	1,489							5,327
	Outreach-Adult Services	70	109	336	196	77	202							990
2022	Total	17,475	17,080	23,867	17,987	47,263	22,128	0	0	0	0	0	0	145,800
	Youth Services In Person	220	531	339	339	32	1,703							3,164
	Youth Services Virtual	4,320	6,362	4,668	3,572	4,916	5,671							29,509
	Adult Services In Person	351	474	1,240	787	416	1,538							4,806
	Adult Services Virtual	4,321	6,362	4,669	3,572	4,916	5,671							29,511
	Outside groups	0	18	1,305	1,183	0	19							2,525
	Public study rooms	0	0	0	0	63	406							469
	Outreach- Youth Services	376	419	619	326	2,818	599							5,157
	Outreach-Adult Services	74	101	147	94	117	106							639
2021	Total	9,662	14,267	12,987	9,873	13,278	15,713	0	0	0	0	0	0	75,780

TRAFFIC														
2022	Physical Visits (gate count)	14,897	16,385	19,562	20,482	22,088	31,073							124,487
2021	Physical Visits (gate count)	9,390	12,252	12,812	13,343	12,723	17,992							78,512
2022	Virtual visits (catalog, website, mobile app)	282,242	282,108	277,368	277,357	291,298	351,636							1,762,009
2021	Virtual visits (catalog, website, mobile app)	107,117	112,922	106,369	82,677	68,917	130,668							608,670
LIBRARY CARD OWNERSHIP-report the latest month														
2022	Number of valid library cards held by DPPL residents	20,155	20,138	20,127	20,377	20,387	19,924							19,924
2021	Number of valid library cards held by DPPL residents	26,426	26,495	25,413	23,689	21,256	21,283							21,283
2022	Number of new library cards	157	201	219	277	211	407							1,472
2021	Number of new library cards	137	86	122	264	158	283							1,050
COMPUTER USAGE														
	Public computers-Youth Services	0	0	0	0	0	0							0
	Public computers Adult	2,135	2,326	5,761	2,513	2,582	2,705							18,022
2022	Total	2,135	2,326	5,761	2,513	2,582	2,705	0	0	0	0	0	0	18,022
	Public computers-Youth Services	0	0	0	0	0	0							0
	Public computers-Adult	396	516	1,747	1,511	1,414	874							6,458
2021	Total	396	516	1,747	1,511	1,414	874	0	0	0	0	0	0	6,458
2022	Wireless	4,988	1,850	2,184	2,243	6,583	2,421							20,269
	Total	4,988	1,850	2,184	2,243	6,583	2,421	0	0	0	0	0	0	20,269
	Wireless	3,060	2,996	3,937	3,750	3,930	4,800							22,473
2021	Total	3,060	2,996	3,937	3,750	3,930	4,800	0	0	0	0	0	0	22,473

2022 Year to Date Statistics

JUNE 2022

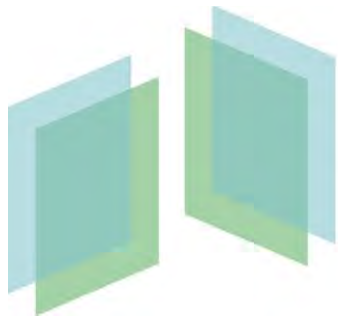
COLLECTION USAGE		
	Year to Date 2022	638,285
	Year to Date 2021	478,226
	% Change	33%
PATRON ASSISTANCE		
	Year to Date 2022	82,611
	Year to Date 2021	86,985
	% Change	-5%
EVENTS, PROGRAMS, AND CLASSES- BOOKINGS		
	Year to Date 2022	4,610
	Year to Date 2021	678
	% Change	580%
EVENTS, PROGRAMS, OUTREACH, AND CLASSES-ATTENDANCE		
	Year to Date 2022	145,800
	Year to Date 2021	75,780
	% Change	92%
IN PERSON EVENTS		
	Bookings	
	Year to Date 2022	386
	Year to Date 2021	328
	% Change	18%
	Attendance	
	Year to Date 2022	8,984
	Year to Date 2021	7,970
	% Change	13%
TRAFFIC		
	Physical Visits (gate count)	
	Year to Date 2022	124,487
	Year to Date 2021	78,512
	% Change	59%
	Virtual Visits (catalog, website, mobile app)	
	Year to Date 2022	1,762,009
	Year to Date 2021	608,670
	% Change	189%
LIBRARY CARD OWNERSHIP		
	Current month valid library cards 2022	19,924
	Current month valid library cards 2021	21,283
	% Change	-6%
	Year to Date new library cards 2022	1,472
	Year to Date new library cards 2021	1,050
	% Change	40%
COMPUTER USAGE		
	Public Computers	
	Year to Date 2022	18,022
	Year to Date 2021	6,458
	% Change	179%
	Wireless	
	Year to Date 2022	20,269
	Year to Date 2021	22,473
	% Change	-10%

2022 EBSCO -00 RENEWAL INVOICE

Title Name	Order Number	Fund Code	ISSN	Action	Renewal Status	Format	Publisher	Start Date	Quantity	Unit Price (USD)	Total Price (USD)
Threads	A9178407	A	0882-7370		Order Submitted to EBSCO	Print	TAUNTON PRESS	01/01/2023	1	29.95	29.95
TIME Magazine - Domestic ed	A9192775	A	0040-781X		Order Submitted to EBSCO	Print	TIME USA LLC	04/09/2023	1	76.13	76.13
Town & Country	A9037655	A	0040-9952		Order Submitted to EBSCO	Print	HEARST MAGAZINES	01/01/2023	1	30.00	30.00
Trains	A9060098	A	0041-0934		Order Submitted to EBSCO	Print	KALMBACH PUBL CO	01/01/2023	1	46.95	46.95
Travel & Leisure	A8922896	A	0041-2007		Order Submitted to EBSCO	Print	MEREDITH OPERATIONS COF	01/01/2023	1	45.00	45.00
TV Guide	A9194794	A	0039-8543		Order Submitted to EBSCO	Print	TV GUIDE PUBLISHING GROU	01/01/2023	1	56.68	56.68
Twoj Styl	X5567810	AF	0867-1826		Order Submitted to EBSCO	Print	WYDAWNICTWO BAUER POL	01/01/2023	1	185.62	185.62
Under the Radar	B4703965	A	1553-2305		Order Submitted to EBSCO	Print	UNDER THE RADAR		1	16.99	16.99
US Catholic	A8977285	A	0041-7548		Order Submitted to EBSCO	Print	CLARETIAN PUBLICATIONS	05/01/2023	1	42.00	42.00
Us Weekly	A9211785	A	1529-7497		Order Submitted to EBSCO	Print	A360 MEDIA LLC	01/01/2023	1	125.00	125.00
USA Today : the Nations Newspaper	A9204567	N	0734-7456		Order Submitted to EBSCO	Print + Online	USA TODAY	01/01/2023	1	408.00	408.00
Used Car Buying Guide	C9117985	BR	1042-9476		Order Submitted to EBSCO	Print	CONSUMER REPORTS BOOKS	01/01/2023	2	31.49	62.98
Utility Forecaster	L2259989	A	1064-5373		Order Submitted to EBSCO	Print + Online	INVEST DAILY DIV CAP INFO	05/01/2023	1	149.00	149.00
Vanity Fair - American ed	A8912297	A	0733-8899		Order Submitted to EBSCO	Print	ADVANCE MAGAZINE GROU	01/01/2023	1	30.00	30.00
Vogue	A8912863	A	0042-8000		Order Submitted to EBSCO	Print	ADVANCE MAGAZINE GROU	02/01/2023	2	29.95	59.90
Vogue Knitting International	A9166502	A	0890-9237		Order Submitted to EBSCO	Print	SOHO PUBLISHERS	01/01/2023	1	27.97	27.97
Washington Examiner	A9888839	A	2641-094X		Order Submitted to EBSCO	Newspaper	MEDIA DC	04/01/2023	1	99.00	99.00
Week Junior : Science Plus Nature	M6675407	J			Order Submitted to EBSCO	Print	DENNIS PUBL LTD/CUST INTF	04/01/2023	1	59.70	59.70
Womans Day	A9023340	A	0043-7336		Order Submitted to EBSCO	Print	HEARST MAGAZINES	02/01/2023	1	18.00	18.00
Womans World	B4475657	A	0272-961X		Order Submitted to EBSCO	Print	BAUER PUBLISHING	01/01/2023	1	59.60	59.60
Woodcraft Magazine	D1734984	A	1553-2461		Order Submitted to EBSCO	Print	WOODCRAFT SUPPLY LLC	01/01/2023	1	25.99	25.99
Woodsmith	A8944445	A	0164-4114		Order Submitted to EBSCO	Print	ACTIVE INTEREST MEDIA	01/01/2023	2	33.00	66.00
World Soccer	A9053166	A	0043-9037		Order Submitted to EBSCO	Print	KELSEY PUBLISHING LTD	01/01/2023	1	130.08	130.08
World War II	F7479897	A	0898-4204		Order Submitted to EBSCO	Print	HISTORY NET	07/01/2022	1	40.00	40.00
World War II History	A9171530	A	1539-5456		Order Submitted to EBSCO	Print	SOVEREIGN MEDIA	01/01/2023	1	24.95	24.95
Writers Digest	A9009094	A	0043-9525		Order Submitted to EBSCO	Print	ACTIVE INTEREST MEDIA	05/01/2023	1	19.96	19.96
Zootles	K4428036	J	1936-4342		Order Submitted to EBSCO	Print	NATL WILDLIFE FEDERATION	01/01/2023	1	29.95	29.95
										22953.27	24608.84

2110	980890	970620	24,608.84
2130	970800	970630	
202	970610	970640	
Acct/CC #		Amt:	
Recd. By: JR		Date: 7/6/22	PK
Appr. By:		Date:	

Account #
CF-F-16193-00



DES PLAINES PUBLIC LIBRARY

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NOTICE

DES PLAINES PUBLIC LIBRARY BOARD OF TRUSTEES

REGULAR BOARD MEETING

THURSDAY, August 18

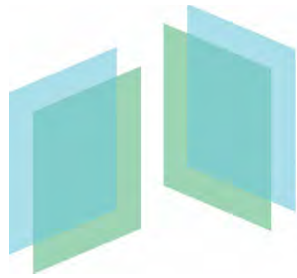
7:00 PM

DPPL Meeting Room B

Agenda:

- **Approve Vendor Checks**
- **2023 Budget**
- **Change to Investment Policy in bylaws**
- **Business Manager position**
- **Review of quotes for hybrid conferencing in the youth services programming room.**

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

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DES PLAINES PUBLIC LIBRARY BOARD OF TRUSTEES

Agenda for the Regular Meeting August 18, 2022 7:00 p.m. in DPPL Meeting Room B

- I. Call to Order. (7:00 p.m.)
- II. Roll Call.
- III. Pledge of Allegiance.
- IV. Vote to invoke the Remote Participation Policy. [Action Item]
- V. Consideration of the Agenda. [Action Item]
- VI. Public Comments and Questions.
- VII. Consent Agenda. [Action Item] (7:15 p.m.)
 - A. Approval of the Minutes of the Regular Board Meeting – July 21, 2022.
 - B. Acceptance of Financial Reports for July, 2022.
 - C. Acceptance of Reports.
 1. Statistics Report for July, 2022.
 2. Director's Report for July, 2022
- VIII. New Business. (7:25 p.m.)
 - A. Report Out from Finance Committee on the 2023 Budget [Action Item]
 - B. Report Out from Management Committee regarding changes to the Investment Policy and Business Manager position [Action Item]
 - C. Approve Payment of Vendor Checks Report and ACH Payments in the amount of \$154,027.51 [Action item]
 - D. Review of vendor quotes for hybrid conferencing in the youth services programming room.
- IX. Other. (7:45 p.m.)

- X. Announcements.
- XI. Correspondence.
- 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 for the Regular Meeting
July 21, 2022**

Gregory Sarlo stated that as President he determined that it was not practical or prudent to schedule an in-person meeting due to the Covid-19 pandemic. Therefore, the meeting would be held virtually and in accordance with state statute.

I. Call to Order. 4:04 pm

Board president Gregory Sarlo explained that the board had posted notice to meet in person. Due to medical issues that arose over the weekend, however, we no longer have the five trustees able to meet in person at the library required to invoke the Remote Participation Policy and achieve a quorum.

II. Roll Call.

Roll call indicated the following board members were present:
Lisa DuBrock, Kristen Graack, Christine Halblander, Nicholas Harkovich,
Denise Hudec, Gregory Sarlo, Michelle Shimon-Hutchison
Absent: Bruce Lester
Also present: Jo Bonell, Laurie Papadourakis, Heather Imhoff, Michelle Meyer-Edley, Stephanie Spetter, Joanie Sebastian, Lauren Wolf.

III. Pledge of Allegiance.

IV. Vote to invoke the Remote Participation Policy.

Not required.

V. Consideration of the Agenda.

MOTION by Hudec, seconded by Halblander to accept the agenda. ROLL CALL VOTE: AYES: DuBrock, Graack, Halblander, Harkovich, Hudec, 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 – June 16, 2022
Approval of the Minutes of the Management Committee Meeting - June 16, 2022.
- B. Acceptance of Financial Reports for June, 2022.
- C. Acceptance of Reports.
 - 1. Statistics Report for June, 2022.
 - 2. Director’s Report for June, 2022

MOTION by Halblander, seconded by Graack to accept the Consent Agenda.
ROLL CALL VOTE: AYES: DuBrock, Graack, Halblander, Harkovich, Hudec, Sarlo, Shimon-Hutchison; NAYS: None; MOTION CARRIED

VIII. Nominating Committee

- A. Election of Officers – President, Vice President, Treasurer and Secretary.

Committee member Halblander reported that the slate of candidates put forth at the June Meeting stands. She asked that any other trustee wishing to be considered in the vote put their name forth now. No additional candidates stepped forward.

MOTION by Halblander out of committee to accept the proposed state of officers for the 2022/2023 term. CALL VOTE: AYES: DuBrock, Graack, Halblander, Harkovich, Hudec, Sarlo, Shimon-Hutchison; NAYS: None; MOTION CARRIED

- B. Oath of Office

2022/2023 officers were sworn in as follows:

Dr. Gregory Sarlo / President
Kristen Graack / Vice President
Denise Hudec / Treasurer
Lisa DuBrock / Secretary

IX. New Business.

- A. Approve Payment of Vendor Checks Report and ACH Payments in the amount of \$304,280.16.

MOTION by Hudec, seconded by Graack, to approve payment of vendor checks and ACH Payments in the amount of \$304,280.16 as listed on the vendor checks report of June 2022 and authorize Library

Director Jo Bonell to transfer the amount required to the library's operating account. ROLL CALL VOTE: AYES: DuBrock, Graack, Halblander, Harkovich, Hudec, Sarlo, Shimon-Hutchison; NAYS: None; MOTION CARRIED

B. Approval of payment to EBSCO in the amount of \$24,608.84

Director Bonell explained that this vendor provides the majority of all print magazines.

MOTION by Graack, seconded by Halblander, to approve payment of the EBSCO in the amount of \$24,608.84

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

X. Other.

Director Bonell reported she has confirmed bills for the second installment of Cook County property taxes will not go out until the end of the year and will delay the receipt of revenue due the library (approximately 45% of the 2022 operating budget) until early 2023. She requested the finance committee discuss the impact this will have when they meet in August.

President Sarlo announced he will be setting the 2022/2023 committees and asked that any trustee interested in serving on a particular committee let him know.

XI. Announcements.

None

XII. Correspondence.

None

XIII. Adjournment.

MOTION by Hudec, seconded by Graack. VOTE: AYES: DuBrock, Graack, Halblander, Harkovich, Hudec, Sarlo; NAYS: None; MOTION CARRIED

Meeting ends at 4:20 pm

Notes prepared by Secretary DuBrock and Heather Imhoff

Des Plaines Public Library

Monthly Financial Report

For the Month Ended
July 31, 2022

Prepared by:

Lauterbach & Amen, LLP

Des Plaines Public Library

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Financial Statements

Des Plaines Public Library
Governmental Funds Balance Sheet
As of July 31, 2022

	Library Fund	Capital Projects Fund	Total
ASSETS			
Cash and Investments	\$ 3,229,236.82	\$ 1,763,819.86	\$ 4,993,056.68
Prepays	-	0.00	-
Receivables			
Receivable - Property Taxes	6,156,840.50	-	6,156,840.50
Receivable - Grants	-	-	-
Receivable - Miscellaneous	-	-	-
Total Assets	\$ 9,386,077.32	\$ 1,763,819.86	\$ 11,149,897.18
LIABILITIES			
Accounts Payable	\$ 160,832.06	\$ 6,922.24	\$ 167,754.30
Accrued Payroll	71,958.20	-	71,958.20
Due to other funds	82,846.73	-	82,846.73
Total Liabilities	315,636.99	6,922.24	322,559.23
Deferred Inflows of Resources			
Property Taxes	6,069,500.00	-	6,069,500.00
Total Liabilities and Deferred Inflows of Resources	6,385,136.99	6,922.24	6,392,059.23
FUND BALANCE			
Fund Balance - Unreserved	2,501,534.89	1,756,897.62	4,258,432.51
Fund Balance - Reserved for Prepays	499,405.44	-	499,405.44
Total Fund Balance	3,000,940.33	1,756,897.62	4,757,837.95
Total Liabilities, Deferred Inflows of Resources and Fund Balance	\$ 9,386,077.32	\$ 1,763,819.86	\$ 11,149,897.18

Des Plaines Public Library

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

For the 7 Months Ended July 31, 2022

	General Fund	Capital Improvements Fund	Total
REVENUES			
Taxes	\$ 3,473,565.95	\$ -	\$ 3,473,565.95
Intergovernmental	36,544.00	-	36,544.00
Fines & Fees	16,647.02	-	16,647.02
Interest	10,864.71	6,598.94	17,463.65
Special Events and Programs	1,833.85	-	1,833.85
Miscellaneous	215,154.27	-	215,154.27
Total Revenues	<u>3,754,609.80</u>	<u>6,598.94</u>	<u>3,761,208.74</u>
EXPENDITURES			
Personnel	\$ 1,726,958.53	\$ -	\$ 1,726,958.53
Operating	1,113,822.02	-	1,113,822.02
Library Materails	538,264.52	-	538,264.52
Capital Outlay	41,748.09	146,636.58	188,384.67
Other Expenditures	17,159.95	-	17,159.95
Total Expenditures	<u>3,437,953.11</u>	<u>146,636.58</u>	<u>3,584,589.69</u>
Net Change in Fund Balances	<u>316,656.69</u>	<u>(140,037.64)</u>	<u>176,619.05</u>
FUND BALANCES			
Beginning of the year	<u>2,684,283.64</u>	<u>1,896,935.26</u>	<u>4,581,218.90</u>
End of the period	<u>\$ 3,000,940.33</u>	<u>\$ 1,756,897.62</u>	<u>\$ 4,757,837.95</u>

Supplementary Information

Des Plaines Public Library

Treasurer's Report as of July 31, 2022

<u>Institution</u>	<u>Invested</u>
201-1101000 - Petty Cash	<u>500.00</u>
201-1102015 - Old Second Operating # 92260	642,905.56
202-1102015 - Old Second Operating # 92260	<u>28,670.82</u>
	<u>671,576.38</u>
201-1102028 - Old Second Donations #96300	<u>215,291.44</u>
201-1102079 - Illinois Funds # 2591	2,370,539.82
202-1102079 - Illinois Funds # 2591	<u>1,735,149.04</u>
	<u>4,105,688.86</u>
201-1104006 - Investments - Certificates of Deposit	<u>0.00</u>
Total Invested	<u><u>4,993,056.68</u></u>

Des Plaines Public Library
Balance Sheet as of July 31, 2022

	<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 Second Operating # 92260	386,095.26	256,810.30	642,905.56
1102028 - Old Second Donations #96300	215,284.13	7.31	215,291.44
1102079 - Illinois Funds # 2591	2,859,768.63	(489,228.81)	2,370,539.82
1118000 - Receivable - Property Taxes	6,156,840.50	0.00	6,156,840.50
1119301 - Prepaid Expense	<u>111,226.30</u>	<u>(111,226.30)</u>	<u>0.00</u>
	<u>9,729,714.82</u>	<u>(343,637.50)</u>	<u>9,386,077.32</u>
<u>Liabilities and Fund Balance</u>			
<u>Liabilities</u>			
2401000 - Accounts Payable	21,134.41	108,608.02	129,742.43
2401002 - Payroll Liabilities	0.00	31,089.63	31,089.63
2430707 - Due to Library Comp Abs	82,846.73	0.00	82,846.73
2450040 - Accrued Payroll	48,089.06	0.00	48,089.06
2470000 - Deferred Revenue - Property Tax	6,069,500.00	0.00	6,069,500.00
2471000 - Deferred Revenue - Other	<u>23,869.14</u>	<u>0.00</u>	<u>23,869.14</u>
	<u>6,245,439.34</u>	<u>139,697.65</u>	<u>6,385,136.99</u>
<u>Fund Balance</u>			
3720010 - Fund Balance - Reserved for Prepaid Items	499,405.44	0.00	499,405.44
3730000 - Fund Balance - Unreserved	<u>2,184,878.20</u>	<u>0.00</u>	<u>2,184,878.20</u>
	<u>2,684,283.64</u>	<u>0.00</u>	<u>2,684,283.64</u>
 Total Liabilities and Fund Balance	 <u>8,929,722.98</u>	 <u>139,697.65</u>	 <u>9,069,420.63</u>
 Excess Revenues Over Expenses	 <u>799,991.84</u>	 <u>(483,335.15)</u>	 <u>316,656.69</u>

Des Plaines Public Library
Balance Sheet as of July 31, 2022

	<u>Beginning Balance</u>	<u>M.T.D. Changes</u>	<u>Ending Balance</u>
<u>Capital Projects Fund</u>			
<u>Assets</u>			
1102015 - Old Second Operating # 92260	247,639.33	(218,968.51)	28,670.82
1102079 - Illinois Funds # 2591	1,739,729.78	(4,580.74)	1,735,149.04
	<u>1,987,369.11</u>	<u>(223,549.25)</u>	<u>1,763,819.86</u>
<u>Liabilities and Fund Balance</u>			
<u>Liabilities</u>			
2401000 - Accounts Payable	225,890.75	(218,968.51)	6,922.24
	<u>225,890.75</u>	<u>(218,968.51)</u>	<u>6,922.24</u>
<u>Fund Balance</u>			
3730000 - Fund Balance - Unreserved	1,896,935.26	0.00	1,896,935.26
Total Liabilities and Fund Balance	<u>2,122,826.01</u>	<u>(218,968.51)</u>	<u>1,903,857.50</u>
Excess Revenues Over Expenses	<u>(135,456.90)</u>	<u>(4,580.74)</u>	<u>(140,037.64)</u>
<u>Compensated Absences Fund</u>			
<u>Assets</u>			
1120201 - Due From Library	82,846.73	0.00	82,846.73
	<u>82,846.73</u>	<u>0.00</u>	<u>82,846.73</u>
<u>Liabilities and Fund Balance</u>			
<u>Liabilities</u>			
2450035 - Accrued ST-LT Comp Absence	82,846.73	0.00	82,846.73
	<u>82,846.73</u>	<u>0.00</u>	<u>82,846.73</u>
<u>Fund Balance</u>			
Total Liabilities and Fund Balance	<u>82,846.73</u>	<u>0.00</u>	<u>82,846.73</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 July 31, 2022

	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>(1,528,509.00)</u>	<u>0.00</u>	<u>(1,528,509.00)</u>
	<u>2,582,969.04</u>	<u>0.00</u>	<u>2,582,969.04</u>
<u>Liabilities and Fund Balance</u>			
<u>Liabilities</u>			
<u>Fund Balance</u>			
3730000 - Fund Balance - Unreserved	<u>2,582,969.04</u>	<u>0.00</u>	<u>2,582,969.04</u>
	<u>2,582,969.04</u>	<u>0.00</u>	<u>2,582,969.04</u>
 Total Liabilities and Net Capital Assets	 <u>2,582,969.04</u>	 <u>0.00</u>	 <u>2,582,969.04</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 7 Months Ended July 31, 2022

_____ Library Fund _____	Received <u>this Month</u>	Received <u>this Year</u>	Budgeted <u>Receipts</u>	Uncollected <u>Receipts</u>	Prct. <u>Collected</u>
<u>Taxes</u>					
201-4810025 - Property Taxes 2012	0.00	0.00	0.00	0.00	0.00
201-4810026 - Property Taxes 2013	0.00	0.00	0.00	0.00	0.00
201-4810027 - Property Taxes 2014	0.00	0.00	0.00	0.00	0.00
201-4810028 - Property Taxes 2015	0.00	0.00	0.00	0.00	0.00
201-4810029 - Property Taxes 2016	0.00	0.00	0.00	0.00	0.00
201-4810030 - Property Taxes 2017	0.00	0.00	0.00	0.00	0.00
201-4810031 - Property Taxes 2018	0.00	0.00	0.00	0.00	0.00
201-4810032 - Property Taxes 2020	0.00	0.00	0.00	0.00	0.00
201-4810033 - Property Taxes 2021	<u>24,601.94</u>	<u>3,473,565.95</u>	<u>6,100,000.00</u>	<u>2,626,434.05</u>	<u>56.94</u>
	<u>24,601.94</u>	<u>3,473,565.95</u>	<u>6,100,000.00</u>	<u>2,626,434.05</u>	<u>56.94</u>
<u>Intergovernmental</u>					
201-4810800 - Personal Property Replacement Tax	0.00	23,247.00	92,988.00	69,741.00	25.00
201-4822040 - State Grant - Per Capita	0.00	0.00	75,000.00	75,000.00	0.00
201-4822090 - Grant Revenue	0.00	5,373.00	0.00	(5,373.00)	0.00
201-4822095 - State Grant - Library	<u>0.00</u>	<u>7,924.00</u>	<u>10,000.00</u>	<u>2,076.00</u>	<u>79.24</u>
	<u>0.00</u>	<u>36,544.00</u>	<u>177,988.00</u>	<u>141,444.00</u>	<u>20.53</u>
<u>Fines & Fees</u>					
201-4850101 - Library Fees	1,688.59	6,516.14	3,000.00	(3,516.14)	217.20
201-4850102 - Library Fines	39.00	39.00	0.00	(39.00)	0.00
201-4850201 - Copying Fees	986.43	8,607.23	20,000.00	11,392.77	43.04
201-4850207 - Non-Res Cards	0.00	69.50	0.00	(69.50)	0.00
201-4850208 - Meeting Room Fees	<u>785.00</u>	<u>1,415.15</u>	<u>1,500.00</u>	<u>84.85</u>	<u>94.34</u>
	<u>3,499.02</u>	<u>16,647.02</u>	<u>24,500.00</u>	<u>7,852.98</u>	<u>67.95</u>
<u>Special Programs & Events</u>					
201-4850215 - Friends of the Library Reimbursements	<u>0.00</u>	<u>1,833.85</u>	<u>20,000.00</u>	<u>18,166.15</u>	<u>9.17</u>
	<u>0.00</u>	<u>1,833.85</u>	<u>20,000.00</u>	<u>18,166.15</u>	<u>9.17</u>
<u>Interest</u>					
201-4890010 - Interest Income	<u>3,865.93</u>	<u>10,864.71</u>	<u>1,330.00</u>	<u>(9,534.71)</u>	<u>816.90</u>
	<u>3,865.93</u>	<u>10,864.71</u>	<u>1,330.00</u>	<u>(9,534.71)</u>	<u>816.90</u>
<u>Other Revenue</u>					
201-4899900 - Miscellaneous Revenue	0.00	25,257.20	70,000.00	44,742.80	36.08
201-4899910 - Vending Machine Revenue	0.00	165.57	1,000.00	834.43	16.56
201-4899920 - Library Donations	50.00	181,775.00	190,000.00	8,225.00	95.67
201-4899940 - Friends Book Sale	<u>1,019.52</u>	<u>7,956.50</u>	<u>5,000.00</u>	<u>(2,956.50)</u>	<u>159.13</u>
	<u>1,069.52</u>	<u>215,154.27</u>	<u>266,000.00</u>	<u>50,845.73</u>	<u>80.89</u>
Total Library Fund	<u><u>33,036.41</u></u>	<u><u>3,754,609.80</u></u>	<u><u>6,589,818.00</u></u>	<u><u>2,835,208.20</u></u>	<u><u>56.98</u></u>

Des Plaines Public Library
 Revenue Report
 For the 7 Months Ended July 31, 2022

	<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>2,341.50</u>	<u>6,598.94</u>	<u>2,000.00</u>	<u>(4,598.94)</u>	<u>329.95</u>
	<u>2,341.50</u>	<u>6,598.94</u>	<u>2,000.00</u>	<u>(4,598.94)</u>	<u>329.95</u>
<u>Other Financing Sources</u>					
Total Capital Projects Fund	<u>2,341.50</u>	<u>6,598.94</u>	<u>2,000.00</u>	<u>(4,598.94)</u>	<u>329.95</u>
Total of All Funds	<u>35,377.91</u>	<u>3,761,208.74</u>	<u>6,591,818.00</u>	<u>2,830,609.26</u>	<u>57.06</u>

**Des Plaines Public Library
Expense Report
For the 7 Months Ended July 31, 2022**

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	261,072.18	1,308,084.06	2,430,951.00	1,122,866.94	53.81
5910200 - Part-time Salaries	<u>82,123.03</u>	<u>418,874.47</u>	<u>838,279.00</u>	<u>419,404.53</u>	<u>49.97</u>
	<u>343,195.21</u>	<u>1,726,958.53</u>	<u>3,269,230.00</u>	<u>1,542,271.47</u>	<u>52.82</u>
<u>Benefits</u>					
5918010 - Unemployment Compensation	0.00	0.00	15,000.00	15,000.00	0.00
5918020 - Employer Contribution - FICA	25,133.25	126,942.29	248,109.00	121,166.71	51.16
5918021 - Employer Contribution - IMRF	0.00	100,269.61	223,448.00	123,178.39	44.87
5918040 - Life Insurance Premiums	0.00	0.00	1,886.00	1,886.00	0.00
5918050 - PPO Insurance Premiums	0.00	209,353.93	425,000.00	215,646.07	49.26
5918051 - HMO Insurance Premiums	0.00	100,832.92	190,000.00	89,167.08	53.07
5918055 - Dental Insurance Premiums	0.00	0.00	20,000.00	20,000.00	0.00
5918070 - Workers Compensation	<u>0.00</u>	<u>0.00</u>	<u>14,000.00</u>	<u>14,000.00</u>	<u>0.00</u>
	<u>25,133.25</u>	<u>537,398.75</u>	<u>1,137,443.00</u>	<u>600,044.25</u>	<u>47.25</u>
<u>Contractual Services</u>					
5920100 - Legal Fees	0.00	5,702.98	20,000.00	14,297.02	28.51
5920110 - Professional Services	1,575.00	176,322.63	445,348.00	269,025.37	39.59
5920120 - Communication Services	1,714.88	10,510.66	48,840.00	38,329.34	21.52
5920140 - Integrated Library System	22,453.41	66,709.47	88,450.00	21,740.53	75.42
5920202 - Conferences	973.32	1,431.32	0.00	(1,431.32)	0.00
5920204 - Training	0.00	12.99	0.00	(12.99)	0.00
5920210 - Marketing	3,535.42	24,736.40	53,000.00	28,263.60	46.67
5920220 - Membership Dues	0.00	3,719.00	6,400.00	2,681.00	58.11
5920990 - Property/Liability Insurance	0.00	42,182.00	57,000.00	14,818.00	74.00
5930010 - R&M Equipment	8,254.36	39,210.11	77,316.00	38,105.89	50.71
5930020 - R&M Buildings & Structures	12,108.94	53,327.86	110,960.00	57,632.14	48.06
5930030 - R&M Vehicles	0.00	202.25	2,000.00	1,797.75	10.11
5930210 - Rental of Equipment	0.00	221.67	890.00	668.33	24.91
5930320 - Cleaning/Custodial Services	5,290.50	40,022.00	87,575.00	47,553.00	45.70
5930490 - Refuse Contract	464.00	2,624.00	6,000.00	3,376.00	43.73
5960040 - Pre-Employment Testing	623.92	2,592.52	3,000.00	407.48	86.42
5960065 - Bank Fees	0.00	0.00	300.00	300.00	0.00
5960070 - Mileage	4.68	16.38	500.00	483.62	3.28
5960210 - Special Event Programming	2,014.29	40,138.75	51,850.00	11,711.25	77.41
5960990 - Misc. Contractual Services	<u>4,691.64</u>	<u>66,740.28</u>	<u>114,835.00</u>	<u>48,094.72</u>	<u>58.12</u>
	<u>63,704.36</u>	<u>576,423.27</u>	<u>1,174,264.00</u>	<u>597,840.73</u>	<u>49.09</u>
<u>Commodities</u>					
5970100 - Supplies	4,522.07	33,191.34	94,600.00	61,408.66	35.09
5970110 - Meals	0.00	851.33	2,000.00	1,148.67	42.57
5970115 - Supplies - Dept/Other	0.00	52.90	0.00	(52.90)	0.00
5970170 - Janitorial	0.00	4,702.34	18,600.00	13,897.66	25.28
5970260 - Postage & Parcel	1,086.95	11,777.60	11,000.00	(777.60)	107.07
5970270 - Printing	0.00	1,022.63	0.00	(1,022.63)	0.00

Des Plaines Public Library
Expense Report
For the 7 Months Ended July 31, 2022

	M.T.D. <u>Expended</u>	Y.T.D. <u>Expended</u>	Budgeted <u>Amount</u>	Budgeted <u>Remain.</u>	Prct. <u>Expend.</u>
5970500 - Water Bill	0.00	2,811.05	10,000.00	7,188.95	28.11
5970600 - Ebooks/Books	17,731.08	183,923.77	369,850.00	185,926.23	49.73
5970610 - E-audio/Audio	4,127.91	38,412.31	72,500.00	34,087.69	52.98
5970620 - E-Subscriptions/Subscriptions	22,615.86	42,178.08	58,430.00	16,251.92	72.19
5970630 - Visual Materials	15,160.13	84,706.98	185,100.00	100,393.02	45.76
5970640 - Databases	13,739.19	111,347.54	178,000.00	66,652.46	62.55
5970810 - Natural Gas	1,243.14	22,857.29	22,000.00	(857.29)	103.90
5970850 - Gasoline	0.00	0.00	300.00	300.00	0.00
5970900 - Equipment < \$10,000	<u>429.36</u>	<u>429.36</u>	<u>2,200.00</u>	<u>1,770.64</u>	<u>19.52</u>
	<u>80,655.69</u>	<u>538,264.52</u>	<u>1,024,580.00</u>	<u>486,315.48</u>	<u>52.54</u>
 <u>Capital Expenditures</u>					
5980400 - Equipment	0.00	7,473.00	6,310.00	(1,163.00)	118.43
5980410 - Computer Hardware	320.31	9,571.97	8,450.00	(1,121.97)	113.28
5980420 - Computer Software	2,039.66	22,114.66	45,170.00	23,055.34	48.96
5980600 - Furniture & Fixtures	<u>0.00</u>	<u>2,588.46</u>	<u>6,500.00</u>	<u>3,911.54</u>	<u>39.82</u>
	<u>2,359.97</u>	<u>41,748.09</u>	<u>66,430.00</u>	<u>24,681.91</u>	<u>62.85</u>
 <u>Other Funding Activities</u>					
5990900 - Per Capita Grant Expenditures	0.00	10,222.97	75,000.00	64,777.03	13.63
5993000 - Contingency Reserve	0.00	0.00	70,000.00	70,000.00	0.00
5999940 - Friends Books Sale	<u>1,323.08</u>	<u>6,936.98</u>	<u>5,000.00</u>	<u>(1,936.98)</u>	<u>138.74</u>
	<u>1,323.08</u>	<u>17,159.95</u>	<u>150,000.00</u>	<u>132,840.05</u>	<u>11.44</u>
 Total Library Fund Expenditures	 <u>516,371.56</u>	 <u>3,437,953.11</u>	 <u>6,821,947.00</u>	 <u>3,383,993.89</u>	 <u>50.40</u>
 _____ Capital Projects Fund _____					
 <u>Contractual Services</u>					
 <u>Capital Expenditures</u>					
5980300 - Improvements	0.00	47,089.13	218,000.00	170,910.87	21.60
5980400 - Equipment	6,349.25	41,311.60	309,940.00	268,628.40	13.33
5980410 - Computer Hardware	572.99	57,678.74	209,500.00	151,821.26	27.53
5980420 - Computer Software	0.00	475.68	10,500.00	10,024.32	4.53
5980600 - Furniture and Fixtures	<u>0.00</u>	<u>81.43</u>	<u>3,000.00</u>	<u>2,918.57</u>	<u>2.71</u>
	<u>6,922.24</u>	<u>146,636.58</u>	<u>750,940.00</u>	<u>604,303.42</u>	<u>19.53</u>
 Total Capital Projects Fund Expenditures	 <u>6,922.24</u>	 <u>146,636.58</u>	 <u>750,940.00</u>	 <u>604,303.42</u>	 <u>19.53</u>
 Total of All Funds	 <u>523,293.80</u>	 <u>3,584,589.69</u>	 <u>7,572,887.00</u>	 <u>3,988,297.31</u>	 <u>47.33</u>

Des Plaines Public Library

Check List

All Bank Accounts

July 31, 2022 - August 18, 2022

Check Number	Check Date	Payee	Amount
Vendor Checks			
19278	08/18/22	ABT ELECTRONIC	572.99
19279	08/18/22	AGE OF LEARNING, INC.	2,280.00
19280	08/18/22	ANDERSON LOCK CO LTD	396.44
19281	08/18/22	ASI	204.00
19282	08/18/22	AUTOMATED LOGIC, INC.	4,876.00
19283	08/18/22	BACKGROUND SCREENING CONSULTANTS LLC	623.92
19284	08/18/22	BAKER & TAYLOR	13,921.17
19285	08/18/22	BLACKSTONE PUBLISHING	192.48
19286	08/18/22	CHILDREN'S PLUS, INC.	2,756.05
19287	08/18/22	COLLEY ELEVATOR COMPANY	606.00
19288	08/18/22	CONSUMERS CHECKBOOK	375.00
19289	08/18/22	COOPERATIVE COMPUTER SERVICES	22,453.41
19290	08/18/22	CRYSTAL MAINTENANCE SERVICES CORP	5,290.50
19291	08/18/22	D&Z HOUSE OF BOOKS	2,439.16
19292	08/18/22	EBSCO INFORMATION SERVICES	22,501.87
19293	08/18/22	FINDAWAY WORLD LLC	99.98
19294	08/18/22	FLOOD BROTHERS DISPOSAL & RECYCLING SERVICES	464.00
19295	08/18/22	IMPACT NETWORKING, LLC.	13,675.61
19296	08/18/22	InfoUSA Marketing, Inc.,	7,000.00
19297	08/18/22	JOANN STORES LLC	1,500.00
19298	08/18/22	John G. Donahue	120.00
19299	08/18/22	LAUTERBACH & AMEN, LLP.	1,575.00
19300	08/18/22	LYDIA HANCHETT	4.68
19301	08/18/22	MATTHEW BENDER & CO, INC	220.10
19302	08/18/22	MIDWEST TAPE	9,000.00
19303	08/18/22	MIDWEST TAPE	9,569.54
19304	08/18/22	OAKBROOK MECHANICAL SERVICES	6,026.50
19305	08/18/22	OUTSOURCE SOLUTIONS GROUP, INC.	1,204.03
19306	08/18/22	OVERDRIVE, INC.	396.36
19307	08/18/22	PROQUEST LLC	2,127.84
19308	08/18/22	SIDECAR PUBLICATIONS LLC	348.00
19309	08/18/22	THOMAS KLISE/CRIMSON MULTIMEDIA	680.65
19310	08/18/22	THOMSON REUTERS-WEST	23.39
19311	08/18/22	UNITED STATES POSTAL SERVICE	3,000.00
19312	08/18/22	VAHE GHAZARIAN	140.00
51882	07/31/22	BANKCARD SERVICES	12,081.74
51883	07/31/22	NICOR GAS	1,243.14
51884	07/31/22	COMCAST CABLE	1,714.88
51885	07/31/22	NEOFUNDS BY NEOPOST	1,000.00
51886	07/31/22	FRIENDS OF THE DES PLAINES PUBLIC LIBRARY	1,323.08
Vendor Check Total			154,027.51
Check List Total			154,027.51

Check count = 40

Des Plaines Public Library

Vendor Checks Report

All Bank Accounts

July 2022

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
Vendor Checks						
ABT ELECTRONIC				19278	08/18/22	<u>572.99</u>
202-5980410	Computer Hardware	Invoice #0713201FYUH	572.99			
AGE OF LEARNING, INC.				19279	08/18/22	<u>2,280.00</u>
201-5970640	Databases	Inv #1246	2,280.00			
ANDERSON LOCK CO LTD				19280	08/18/22	<u>396.44</u>
201-5930020	R&M Buildings & Structures	Invoice #7100193	215.00			
201-5930020	R&M Buildings & Structures	Invoice #1096479	181.44			
ASI				19281	08/18/22	<u>204.00</u>
201-5930020	R&M Buildings & Structures	Invoice #15044	204.00			
AUTOMATED LOGIC, INC.				19282	08/18/22	<u>4,876.00</u>
201-5930020	R&M Buildings & Structures	Invoice #400322	4,876.00			
BACKGROUND SCREENING CONSULTANTS LLC				19283	08/18/22	<u>623.92</u>
201-5960040	Pre-Employment Testing	Invoice #20522	185.53			
201-5960040	Pre-Employment Testing	Invoice #19929	438.39			
BAKER & TAYLOR				19284	08/18/22	<u>13,921.17</u>
201-5970640	Databases	Inv #2036875911	149.99			
201-5960990	Misc. Contractual Services	Inv #2036877598	19.15			
201-5960990	Misc. Contractual Services	Inv #2036871666	20.82			
201-5960990	Misc. Contractual Services	Inv #2036869115	39.80			
201-5960990	Misc. Contractual Services	Inv #2036875911	3.77			
201-5960990	Misc. Contractual Services	Inv #2036863128	43.51			
201-5960990	Misc. Contractual Services	Inv #2036870852	4.12			
201-5960990	Misc. Contractual Services	Inv #2036870909	7.99			
201-5960990	Misc. Contractual Services	Inv #2036881595	3.47			
201-5960990	Misc. Contractual Services	Inv #2036878758	4.14			
201-5960990	Misc. Contractual Services	Inv #2036844868	1.49			
201-5960990	Misc. Contractual Services	Inv #2036851226	12.11			
201-5960990	Misc. Contractual Services	Inv #2036843284	50.47			
201-5960990	Misc. Contractual Services	Inv #2036851115	4.12			
201-5960990	Misc. Contractual Services	Inv #2036847229	31.74			
201-5960990	Misc. Contractual Services	Inv #2036849584	24.90			
201-5960990	Misc. Contractual Services	Inv #2036851084	40.88			
201-5960990	Misc. Contractual Services	Inv #2036851057	10.12			
201-5960990	Misc. Contractual Services	Inv #2036850900	19.80			
201-5960990	Misc. Contractual Services	Inv #2036849624	82.67			
201-5960990	Misc. Contractual Services	Inv #2036857462	83.49			
201-5960990	Misc. Contractual Services	Inv #2036870823	25.13			
201-5960990	Misc. Contractual Services	Inv #2036861275	15.32			
201-5960990	Misc. Contractual Services	Inv #2036858694	13.96			
201-5960990	Misc. Contractual Services	Inv #2036870830	19.20			
201-5960990	Misc. Contractual Services	Inv #2036843401	50.50			
201-5960990	Misc. Contractual Services	Inv #2036857475	38.22			
201-5960990	Misc. Contractual Services	Inv #2036857461	739.71			
201-5960990	Misc. Contractual Services	Inv #2036877639	69.53			
201-5960990	Misc. Contractual Services	Inv #2036851246	8.46			
201-5960990	Misc. Contractual Services	Inv #2036864325	69.21			
201-5960990	Misc. Contractual Services	Inv #2036864163	1.49			
201-5960990	Misc. Contractual Services	Inv #2036858633	74.77			
201-5960990	Misc. Contractual Services	Inv #2036870943	31.02			

Des Plaines Public Library

Vendor Checks Report

All Bank Accounts

July 2022

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
201-5960990	Misc. Contractual Services	Inv #2036892205	19.45			
201-5960990	Misc. Contractual Services	Inv #2036884957	4.27			
201-5960990	Misc. Contractual Services	Inv #2036885112	8.46			
201-5960990	Misc. Contractual Services	Inv #2036892235	8.24			
201-5960990	Misc. Contractual Services	Inv #2036885039	3.23			
201-5960990	Misc. Contractual Services	Inv #2036887935	7.99			
201-5960990	Misc. Contractual Services	Inv #2036878033	44.45			
201-5960990	Misc. Contractual Services	Inv #2036870933	4.97			
201-5960990	Misc. Contractual Services	Inv #2036885145	41.88			
201-5960990	Misc. Contractual Services	Inv #2036892271	15.32			
201-5960990	Misc. Contractual Services	Inv #2036895855	88.02			
201-5960990	Misc. Contractual Services	Inv #2036874708	28.58			
201-5960990	Misc. Contractual Services	Inv #2036870854	8.02			
201-5960990	Misc. Contractual Services	Inv #2036897601	57.51			
201-5960990	Misc. Contractual Services	Inv #2036898126	44.63			
201-5960990	Misc. Contractual Services	Inv #2036900157	33.84			
201-5960990	Misc. Contractual Services	Inv #2036905262	24.29			
201-5960990	Misc. Contractual Services	Inv #2036881581	45.42			
201-5960990	Misc. Contractual Services	Inv #2036894744	4.27			
201-5960990	Misc. Contractual Services	Inv #2036870853	13.06			
201-5960990	Misc. Contractual Services	Inv #2036885130	11.28			
201-5960990	Misc. Contractual Services	Inv #2036888086	74.07			
201-5960990	Misc. Contractual Services	Inv #2036885188	28.35			
201-5960990	Misc. Contractual Services	Inv #2036843400	45.11			
201-5960990	Misc. Contractual Services	Inv #2036851118	37.70			
201-5960990	Misc. Contractual Services	Inv #2036840741	40.13			
201-5960990	Misc. Contractual Services	Inv #2036849588	22.20			
201-5960990	Misc. Contractual Services	Inv #2036838447	5.26			
201-5960990	Misc. Contractual Services	Inv #2036844855	6.96			
201-5960990	Misc. Contractual Services	Inv #2036842373	52.88			
201-5960990	Misc. Contractual Services	Inv #2036850960	52.04			
201-5960990	Misc. Contractual Services	Inv #2036851302	69.55			
201-5970600	Ebooks/Books	Inv #2036885188	178.22			
201-5970600	Ebooks/Books	Inv #2036888086	482.80			
201-5970600	Ebooks/Books	Inv #2036885130	59.59			
201-5970600	Ebooks/Books	Inv #2036870853	72.63			
201-5970600	Ebooks/Books	Inv #2036894744	20.42			
201-5970600	Ebooks/Books	Inv #2036881581	255.17			
201-5970600	Ebooks/Books	Inv #2036905262	58.26			
201-5970600	Ebooks/Books	Inv #2036900157	192.35			
201-5970600	Ebooks/Books	Inv #2036898126	249.77			
201-5970600	Ebooks/Books	Inv #2036897601	516.46			
201-5970600	Ebooks/Books	Inv #2036895854	659.61			
201-5970600	Ebooks/Books	Inv #2036870854	20.33			
201-5970600	Ebooks/Books	Inv #2036892271	34.66			
201-5970600	Ebooks/Books	Inv #2036885145	138.04			
201-5970600	Ebooks/Books	Inv #2036870933	39.16			
201-5970600	Ebooks/Books	Inv #2036878033	331.56			
201-5970600	Ebooks/Books	Inv #2036887935	20.30			
201-5970600	Ebooks/Books	Inv #2036885039	10.53			
201-5970600	Ebooks/Books	Inv #2036892235	19.07			
201-5970600	Ebooks/Books	Inv #2036885112	51.09			
201-5970600	Ebooks/Books	Inv #2036884957	30.28			
201-5970600	Ebooks/Books	Inv #2036892205	75.69			
201-5970600	Ebooks/Books	Inv #2036870943	170.53			
201-5970600	Ebooks/Books	Inv #2036858633	570.12			

Des Plaines Public Library

Vendor Checks Report

All Bank Accounts

July 2022

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
201-5970600	Ebooks/Books	Inv #2036864163	7.50			
201-5970600	Ebooks/Books	Inv #2036864325	545.55			
201-5970600	Ebooks/Books	Inv #2036851246	47.12			
201-5970600	Ebooks/Books	Inv #2036877639	687.04			
201-5970600	Ebooks/Books	Inv #2036857475	228.34			
201-5970600	Ebooks/Books	Inv #2036843401	388.91			
201-5970600	Ebooks/Books	Inv #2036870830	92.71			
201-5970600	Ebooks/Books	Inv #2036858694	112.84			
201-5970600	Ebooks/Books	Inv #2036861275	51.93			
201-5970600	Ebooks/Books	Inv #2036870823	138.52			
201-5970600	Ebooks/Books	Inv #2036849623	720.96			
201-5970600	Ebooks/Books	Inv #2036863127	217.25			
201-5970600	Ebooks/Books	Inv #2036869114	330.35			
201-5970600	Ebooks/Books	Inv #2036875911	17.35			
201-5970600	Ebooks/Books	Inv #2036877598	91.48			
201-5970600	Ebooks/Books	Inv #2036871666	43.09			
201-5970600	Ebooks/Books	Inv #2036878758	29.11			
201-5970600	Ebooks/Books	Inv #2036881595	10.16			
201-5970600	Ebooks/Books	Inv #2036870909	20.91			
201-5970600	Ebooks/Books	Inv #2036870852	10.73			
201-5970600	Ebooks/Books	Inv #2036850900	51.39			
201-5970600	Ebooks/Books	Inv #2036851057	40.28			
201-5970600	Ebooks/Books	Inv #2036851084	165.59			
201-5970600	Ebooks/Books	Inv #2036849584	168.75			
201-5970600	Ebooks/Books	Inv #2036843283	531.02			
201-5970600	Ebooks/Books	Inv #2036847228	254.98			
201-5970600	Ebooks/Books	Inv #2036851115	10.14			
201-5970600	Ebooks/Books	Inv #2036851226	30.45			
201-5970600	Ebooks/Books	Inv #2036844868	7.50			
201-5970600	Ebooks/Books	Inv #2036851302	464.64			
201-5970600	Ebooks/Books	Inv #2036850960	296.23			
201-5970600	Ebooks/Books	Inv #2036842373	332.66			
201-5970600	Ebooks/Books	Inv #2036844855	48.20			
201-5970600	Ebooks/Books	Inv #2036838447	40.16			
201-5970600	Ebooks/Books	Inv #2036849588	99.87			
201-5970600	Ebooks/Books	Inv #2036840741	239.04			
201-5970600	Ebooks/Books	Inv #2036851118	220.84			
201-5970600	Ebooks/Books	Inv #2036843400	104.44			
BLACKSTONE PUBLISHING				19285	08/18/22	<u>192.48</u>
201-5970610	E-audio/Audio	Invoice #964112	124.80			
201-5970610	E-audio/Audio	Invoice #INV2008893	23.74			
201-5970610	E-audio/Audio	Invoice #1122838	43.94			
CHILDREN'S PLUS, INC.				19286	08/18/22	<u>2,756.05</u>
201-5970600	Ebooks/Books	Inv #216331	42.81			
201-5970600	Ebooks/Books	Inv #215755	115.18			
201-5970600	Ebooks/Books	Inv #215601	49.95			
201-5970600	Ebooks/Books	Inv #215720	484.18			
201-5970600	Ebooks/Books	Inv #215922	86.65			
201-5970600	Ebooks/Books	Inv #215740	591.29			
201-5970600	Ebooks/Books	Inv #216213	137.55			
201-5970600	Ebooks/Books	Inv #216005	55.05			
201-5970600	Ebooks/Books	Inv #215992	102.95			
201-5970600	Ebooks/Books	Inv #215802	420.98			
201-5970600	Ebooks/Books	Inv #215607	36.60			

Des Plaines Public Library

Vendor Checks Report

All Bank Accounts

July 2022

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
201-5970600	Ebooks/Books	Inv #215600	69.32			
201-5970600	Ebooks/Books	Inv #215323	401.49			
201-5970600	Ebooks/Books	Inv #215325	162.05			
COLLEY ELEVATOR COMPANY				19287	08/18/22	<u>606.00</u>
201-5930020	R&M Buildings & Structures	Inv #228133	606.00			
CONSUMERS CHECKBOOK				19288	08/18/22	<u>375.00</u>
201-5970640	Databases	Inv #CHI1170172E2022	375.00			
COOPERATIVE COMPUTER SERVICES				19289	08/18/22	<u>22,453.41</u>
201-5920140	Integrated Library System	Inv #1988	22,157.79			
201-5920140	Integrated Library System	Inv #2013	295.62			
CRYSTAL MAINTENANCE SERVICES CORP				19290	08/18/22	<u>5,290.50</u>
201-5930320	Cleaning/Custodial Services	Inv #30351	398.00			
201-5930320	Cleaning/Custodial Services	Inv #30364	4,892.50			
D&Z HOUSE OF BOOKS				19291	08/18/22	<u>2,439.16</u>
201-5970600	Ebooks/Books	Inv #2022/I154146	2,439.16			
EBSCO INFORMATION SERVICES				19292	08/18/22	<u>22,501.87</u>
201-5970620	E-Subscriptions/Subscriptions	Account #CF-F-16193-00	24,608.84			
201-5970620	E-Subscriptions/Subscriptions	Credit Memo #2204794	-295.99			
201-5970620	E-Subscriptions/Subscriptions	Credit Memo #2204100	-383.98			
201-5970620	E-Subscriptions/Subscriptions	Invoice #1657717	-1,212.57			
201-5970620	E-Subscriptions/Subscriptions	Credit Memo #2205571	-214.43			
FINDAWAY WORLD LLC				19293	08/18/22	<u>99.98</u>
201-5970610	E-audio/Audio	Inv #397872	99.98			
FLOOD BROTHERS DISPOSAL & RECYCLING SERVICES				19294	08/18/22	<u>464.00</u>
201-5930490	Refuse Contract	Inv #6247979	464.00			
IMPACT NETWORKING, LLC.				19295	08/18/22	<u>13,675.61</u>
202-5980400	Equipment	Inv #SO567785	6,349.25			
201-5930010	R&M Equipment	Inv #2600612	7,326.36			
InfoUSA Marketing, Inc.,				19296	08/18/22	<u>7,000.00</u>
201-5970640	Databases	Inv #10004000713	7,000.00			
JOANN STORES LLC				19297	08/18/22	<u>1,500.00</u>
201-5970640	Databases	Inv #DMARVA23-663	1,500.00			
John G. Donahue				19298	08/18/22	<u>120.00</u>
201-5960210	Special Event Programming	one-on-one job counseling appointments	120.00			
LAUTERBACH & AMEN, LLP.				19299	08/18/22	<u>1,575.00</u>
201-5920110	Professional Services	Invoice No.68006	1,575.00			
LYDIA HANCHETT				19300	08/18/22	<u>4.68</u>
201-5960070	Mileage	LYDIA HANCHETT	4.68			
MATTHEW BENDER & CO, INC				19301	08/18/22	<u>220.10</u>
201-5970640	Databases	Inv #32373198	220.10			

Des Plaines Public Library

Vendor Checks Report

All Bank Accounts

July 2022

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
MIDWEST TAPE				19302	08/18/22	<u>9,000.00</u>
201-5970630	Visual Materials	Document #502382730	9,000.00			
MIDWEST TAPE				19303	08/18/22	<u>9,569.54</u>
201-5970610	E-audio/Audio	Inv #502325130	73.74			
201-5970610	E-audio/Audio	Inv #502322067	561.87			
201-5970610	E-audio/Audio	Inv #502351132	564.84			
201-5970610	E-audio/Audio	Inv #502378929	95.77			
201-5970610	E-audio/Audio	Inv #502367516	127.98			
201-5970610	E-audio/Audio	Inv #502387290	80.18			
201-5970610	E-audio/Audio	Inv #502351134	135.63			
201-5970610	E-audio/Audio	Inv #502387218	2,179.45			
201-5960990	Misc. Contractual Services	Inv #502418991	65.75			
201-5960990	Misc. Contractual Services	Inv #502418993	103.20			
201-5960990	Misc. Contractual Services	Inv #502351131	71.70			
201-5960990	Misc. Contractual Services	Inv #502322069	222.30			
201-5960990	Misc. Contractual Services	Inv #502322067	24.05			
201-5960990	Misc. Contractual Services	Inv #502325130	23.10			
201-5960990	Misc. Contractual Services	Inv #502378929	30.80			
201-5960990	Misc. Contractual Services	Inv #502351132	29.60			
201-5960990	Misc. Contractual Services	Inv #502351133	114.15			
201-5960990	Misc. Contractual Services	Inv #502387219	39.20			
201-5960990	Misc. Contractual Services	Inv #502387292	83.30			
201-5960990	Misc. Contractual Services	Inv #502387290	26.95			
201-5960990	Misc. Contractual Services	Inv #502387218	101.75			
201-5960990	Misc. Contractual Services	Inv #502351134	46.45			
201-5970630	Visual Materials	Inv #502418993	647.72			
201-5970630	Visual Materials	Inv #502418991	491.74			
201-5970630	Visual Materials	Inv #502393996	37.49			
201-5970630	Visual Materials	Inv #502387292	507.53			
201-5970630	Visual Materials	Inv #502387219	160.19			
201-5970630	Visual Materials	Inv #502351133	710.07			
201-5970630	Visual Materials	Inv #502322069	1,166.37			
201-5970630	Visual Materials	Inv #502351131	507.29			
201-5970630	Visual Materials	Inv #502345744	119.96			
201-5970630	Visual Materials	Inv #502345742	419.42			
OAKBROOK MECHANICAL SERVICES				19304	08/18/22	<u>6,026.50</u>
201-5930020	R&M Buildings & Structures	Inv #29602	3,013.25			
201-5930020	R&M Buildings & Structures	Inv #30987	3,013.25			
OUTSOURCE SOLUTIONS GROUP, INC.				19305	08/18/22	<u>1,204.03</u>
201-5980420	Computer Software	Inv #70203	66.00			
201-5980420	Computer Software	Inv #70527	117.72			
201-5930010	R&M Equipment	Inv #70232	350.00			
201-5930010	R&M Equipment	Inv #70492	350.00			
201-5980410	Computer Hardware	Inv #70481	320.31			
OVERDRIVE, INC.				19306	08/18/22	<u>396.36</u>
201-5970600	Ebooks/Books	Inv #01018CP22291284	396.36			
PROQUEST LLC				19307	08/18/22	<u>2,127.84</u>
201-5970640	Databases	Inv #70740030	2,127.84			
SIDECAR PUBLICATIONS LLC				19308	08/18/22	<u>348.00</u>
201-5980420	Computer Software	Inv #Inv-2856	348.00			

Des Plaines Public Library

Vendor Checks Report

All Bank Accounts

July 2022

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
THOMAS KLISE/CRIMSON MULTIMEDIA				19309	08/18/22	<u>680.65</u>
201-5970630	Visual Materials	Inv #008201	30.00			
201-5970630	Visual Materials	Inv #008202	306.18			
201-5970630	Visual Materials	Inv #008203	202.44			
201-5970630	Visual Materials	Inv #008204	142.03			
THOMSON REUTERS-WEST				19310	08/18/22	<u>23.39</u>
201-5970640	Databases	Inv #846694484	23.39			
UNITED STATES POSTAL SERVICE				19311	08/18/22	<u>3,000.00</u>
201-5920210	Marketing	Postage for Fall Mailing	3,000.00			
VAHE GHAZARIAN				19312	08/18/22	<u>140.00</u>
201-5960990	Misc. Contractual Services	Inv #173745	140.00			
					Check List Total	<u><u>136,664.67</u></u>

Des Plaines Public Library

ACH Register

All Bank Accounts

July 1, 2022 - July 31, 2022

ACH Number	ACH Date	Payee	Amount
Vendor Checks			
51882	07/31/22	BANKCARD SERVICES	12,081.74
51883	07/31/22	NICOR GAS	1,243.14
51884	07/31/22	COMCAST CABLE	1,714.88
51885	07/31/22	NEOFUNDS BY NEOPOST	1,000.00
51886	07/31/22	FRIENDS OF THE DES PLAINES PUBLIC LIBRARY	1,323.08
Vendor Check Total			17,362.84
Check List Total			17,362.84

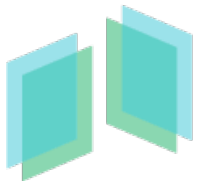
Check count = 5

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
Balance Sheet												
Cash & Investments	\$ 4,450,754	4,843,285	6,856,066	6,397,901	5,929,489	5,449,017	4,993,057					
Revenue (M-T-D)												
Property Taxes	43,444	811,138	2,380,007	152,939	10,674	50,762	24,602					
Other Revenue	186,683	31,886	14,195	8,672	42,120	16,557	8,434					
	230,127	843,025	2,394,202	161,611	52,794	67,320	33,036	-	-	-	-	-
Expenses (M-T-D)												
Payroll & Benefits	280,990	307,004	359,906	307,329	252,199	388,601	368,328					
Other Expense	266,523	171,057	153,034	214,193	179,051	143,096	154,965					
Change in A/P & AJE's	(62,298)	(27,567)	(131,519)	98,254	89,955	16,094	(34,297)					
	485,215	450,494	381,421	619,776	521,205	547,791	488,997	-	-	-	-	-
Net Increase/(Decrease)	(255,088)	392,531	2,012,782	(458,165)	(468,412)	(480,472)	(455,960)	-	-	-	-	-

DES PLAINES PUBLIC LIBRARY
CASH FLOW SUMMARY
For the Year Ended December 31, 2021

	January	February	March	April	May	June	July	August	September	October	November	December
Balance Sheet												
Cash & Investments	\$ 3,968,717	4,138,360	5,784,948	5,703,662	5,471,098	4,997,435	4,622,155	4,033,743	4,755,049	5,662,998	5,274,148	4,705,842
Revenue (M-T-D)												
Property Taxes	-	528,962	2,106,673	331,285	343,511	-	-	-	1,204,158	1,432,744	58,530	-
Other Revenue	2,289	5,271	3,484	2,827	8,564	17,598	49,433	99,363	5,475	4,502	38,103	8,853
	2,289	534,232	2,110,157	334,111	352,076	17,598	49,433	99,363	1,209,633	1,437,246	96,632	8,853
Expenses (M-T-D)												
Payroll & Benefits	344,048	268,451	247,963	363,399	261,367	254,187	409,828	265,279	387,045	317,677	314,345	376,123
Other Expense	275,321	145,415	142,034	275,517	216,261	91,462	324,397	152,772	203,648	173,154	147,736	138,139
Change in A/P & AJE's	(91,308)	(49,276)	73,572	(223,518)	107,024	145,612	(309,513)	269,724	(102,365)	38,465	23,402	62,897
	528,061	364,590	463,568	415,398	584,652	491,262	424,712	687,775	488,327	529,297	485,483	577,159
Net Increase/(Decrease)	(525,772)	169,643	1,646,589	(81,287)	(232,564)	(473,664)	(375,279)	(588,412)	721,306	907,950	(388,850)	(568,306)



DIRECTOR'S REPORT

JULY 2022

DONATIONS & GRANTS

\$50 from Josephine Alnaemy in memory of Vince Rangel, her brother.

COMINGS & GOINGS

COMINGS

Omar Garces , FT Security Supervisor

Alicia Perez, PT Readers' Services Assistant

GOINGS

Brook Capper and Melissa Munoz, PT YS
Preschool Outreach Interns

IN THE COMMUNITY

Oasis Summer Camp Outreach



SUMMER READING PROGRAMS

SUCCESS



ADULT

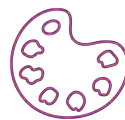
Sliced Bread Round Robin Entries	Ebook Scavenger Hunt	Bookmark Design Contest Entries
487	21	154
Digital Reading Contest Entries	Paper Reading Contest Entries	Total Adult Participants
213	496	1217



YOUTH



Number of In-House Programs	In-House Attendance	SRC Participation
47	4,542	623
Number of Outreach Programs	Outreach Attendance	YS Scavenger Hunt Winners
80	1,744	332



TEEN

$$\vec{F} = m\vec{a}$$

$$\frac{a}{\sin A} = \frac{b}{\sin B} = \frac{c}{\sin C}$$

Online Responses	Paper Responses	Individual Participants
104	454	71
Total Responses (Online + Paper)	Programs Offered	Raffle Winners (including 2 Grand Prizes)
558	28	10

AROUND THE LIBRARY



FREE OR LOW-COST
COMPUTER EVENT

July 25, 2022
11:00 am-2:00 pm



pcsforpeople




MEET WITH YOUR GOVERNMENT REPRESENTATIVES IN THE DES PLAINES PUBLIC LIBRARY LOBBY



The Office of State Senator
LAURA MURPHY

Staff of State Senator Laura Murphy (D-28th district) will be on hand to meet with constituents on the following days in the first-floor lobby of the library. Bring your questions!

- Senior Services
- Consumer Protection and Fraud
- Cook County Property Taxes
- Veterans' Benefits
- Other State Services & Benefits

Senator Laura Murphy's New District Office Address is: 1645 South River Road Suite 7 Des Plaines, Illinois 60018
Senator Murphy's District Office telephone number is 847.718.1110.



2022 DATES 9:30 - 11:30 IN THE MORNING	MARCH 15	SEPT. 13		LEARN MORE AT DPPL.ORG 
	MAY 10	OCT. 11		
	JULY 12	DEC. 13		

THE ART OF Norman Rockwell

MONDAY, JULY 26, 2021 | 7 PM

Art historian Jeff Mishur takes a look at the development of Norman Rockwell's career from his earliest days at *The Saturday Evening Post* through his work for *Life* and *Look* magazines.

Please Register | Online Zoom Event



LEARN MORE AT DPPL.ORG
DES PLAINES PUBLIC LIBRARY

WEATHER AND STORM CHASING

WEDNESDAY, JULY 27, 2022 | 7:00 P.M.

Join us as we take a dive into the basics of severe weather. Learn about environmental conditions needed for severe convective weather, local climatology, severe weather safety and preparedness, as well as stories from the field from veteran storm chasers. Presented by Nick Bartholomew of Illinois Storm Chasers.

Please Register / Masks Optional

LEARN MORE AT DPPL.ORG
DES PLAINES PUBLIC LIBRARY

WORD it Up! OPEN MIC FOR ADULT WRITERS



Come join the Des Plaines Public Library for a fun night of meeting all sorts of creative writers. This is an open mic event for adults to read and share their creative writing pieces with other readers and writers.

These readings will have a chance to read their work to the audience. Poetry, prose, fiction, memoirs, or non-fiction pieces are all welcome. We'll have a "welcome" from if you don't have something to share, you're welcome to come by. Listen, and enjoy the ambiance and company of other creatives.

JULY 5TH AT 7 PM

Room B/C

LEARN MORE AT DPPL.ORG
DES PLAINES PUBLIC LIBRARY

Get Your Gardening Fix: LEARN HOW TO MAKE A HANGING FLOWER BASKET



Wednesday, July 6, 3:30pm

Have you ever wanted to put together a hanging floral basket but didn't know how to start? Pasche's Flowers in Des Plaines is partnering with the Des Plaines Public Library to show you. Everyone will leave with a basket they've done.

LEARN MORE AT DPPL.ORG
DES PLAINES PUBLIC LIBRARY

PIANO CONCERT

JULY 10, 2022 • 2:00 P.M.

Please Mark Rematch plans attendance from Anna English and George Corbin. Please Register / Mask Optional



LEARN MORE AT DPPL.ORG
DES PLAINES PUBLIC LIBRARY

LEARN TO SEW DRAWSTRING BACKPACKS

July 8th, 6:00-8:30pm in the Forum

Learn how to use a sewing machine to make and take a drawstring backpack!

This program is for adults - all skill levels are welcome. Registration required.

LEARN MORE AT DPPL.ORG

ADULT PROGRAMS

JULY IN-LIBRARY Book Clubs



Tuesday @ 10:00am
July 5 • *The Memory Police*
by Yoko Ogawa

JULY IN-LIBRARY Book Clubs



Thursday @ 7:30pm
July 14 • *Crying in H Mart*
by Michelle Zauner

FILM TALK TUESDAYS



DON'T CALL ME SON (1HR 28MINS.)
JULY 5TH | 7PM

FILM TALK TUESDAYS



THE ARTIST (1HR 40MINS.)
JULY 19TH | 7PM

CURIOSITY CAFE

Tiana Epps-Johnson:
An election redesign to restore trust in US democracy

THURSDAY, JULY 7
10:30 - 11:30 A.M.

FILM SCREENING

KNIVES OUT

July 13, 2022 | 1:30 P.M.

TECH CLASS ON THE PLAZA

THURSDAY, JULY 14, 2022 | 10-11:00 A.M.

COMPUTER AND INTERNET BASICS

July 19 | 2 - 3 p.m. | 4th floor Forum

You will learn how to use the mouse, and keyboard skills. The class also covers how to access the internet and surf the web to find the information you need.

Board Game BONANZA



June 17, July 01, July 15, August 05, August 19
10 a.m. - 12 p.m. | The Commons

CLEAR TAPE COLLAGE CRAFT

CRAFT KIT FOR ADULTS

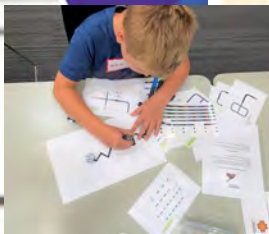


Friday July 22, 2:30 - 3:30 pm
Saturday July 23, 10:30 - 11:30 am

KIDS PROGRAMS

RADICAL ROBOTS BASIC CODING WITH OZOBOTS

JULY 19TH AT 6PM



Questions and Answers
with Award-Winning Author

Saadia Faruqi

July 7, 3:30pm

Join us at the library as we welcome author Saadia Faruqi, award-winning author and interfaith activist to discuss her bluestem and Caudill Nominated book *A Thousand Questions*. Ms. Faruqi will be joining us virtually over Zoom to answer questions.

The event is free and open to students in third through sixth grade.



LEARN MORE AT
DPPL.ORG

DES PLAINES
PUBLIC LIBRARY

DIY With DPPL: Ice Cream Cups



Hey, Kiddos! It's time for a new edition of *DIY with DPPL!*

Starting on Saturday, July 16th, stop by the Youth Services desk on the second floor of DPPL to pick up a kit (while supplies last!).

This time, you'll learn how to make your very own ice cream cup!

Then use the materials to do the project we show you step-by-step in the video.



TAKE AND MAKE

While supplies last. Some kits contain small parts and require supervision.

- Full STEAM Ahead Kickoff Kit: All Ages**
Summer Reading Challenge has begun, and we are celebrating with a kit full of summer STEAM fun! | Monday, June 6
- STEAM Team Kits: All Ages**
Best for preschool and up, may contain small parts.
Pick up one of these take-home kits at the Youth Services desk to learn and play while we celebrate Science, Technology, Engineering, and Math this summer! | June 14 • June 30 • July 14
- DIY with DPPL: Grades 1-6**
Grades 1-6. Pick up a kit at the Youth Services desk with materials to do the project we show you step-by-step. | June 25 • July 16 • July 30
- Lil' STEAMers: Toddlers - Kindergarten**
Pick up a kit at the Youth Services desk for our littlest learners! Each kit will feature a different animal and teach simple concepts along with a craft. | June 25 • July 16 • July 30
- Wacky Wednesday: All ages**
What crafty treasures will be in your Wacky Wednesday bag? Pick one up at the Youth Services desk to find out! | July 27

PRESCHOOL AND YOUNGER

These programs and kits are appropriate for infants, toddlers, and preschoolers!

- Summer Fiesta storytime: All ages**
Come to storytime in the park as we team up with Mount Prospect Public Library to jumpstart the summer fun! | June 2, 4:30pm at Brentwood Park, 240 Dulles Road
- Wild Times: Ages birth-5 years**
Join us in the park for this high-energy storytime! | Thursdays at 10 am.
June 9, 16, 23, 30 at Apache Park, 2100 Pine Street
July 7, 14, 21, 28 at Central Park, 1555 E. Thatcher Street
- Lil' STEAMers: Toddlers - Kindergarten**
Pick up a kit at the Youth Services desk for our littlest learners! Each kit will feature a different animal and teach some simple concepts along with a craft. | June 25 • July 16 • July 30
- Move & Groove: Families with children of all ages**
Join us at 2:30pm in parks around Des Plaines (weather permitting) for a groovy interactive storytime. If you miss the storytime, check out the blog at dppl.org for great ways to move your body.
June 9 at Blackhawk Park, 190 E. Golf Road
June 23 at Seneca International Park, 255 Grove Avenue
July 7 at Apache Park, 2100 Pine Street
July 21 at Blount Park, 1408 E. Thayer Street, in Mount Prospect
- Wonder-filled Wednesdays**
June 8, 3:00pm - Pajama Science! All ages. Join us in the library (Meeting Room B/C). Do fun, simple activities to learn about the science behind pajamas! | Registration required.
July 13, 11am-12pm - Chalk Day! All ages. Join us right outside the library. Let your inner artist show through chalk drawing.
July 20, 3:30-4:00pm and 5:30-7:00pm - Tea Day! For families with children of all ages. Join us outside of the Park District Leisure Center, 2222 Birch Street. Bring 1 item to tea. Registration required.

For more information or to register for a program, call us at 847-376-2839 or visit the Youth Services desk.

MEET US OUTSIDE!

These programs will be outside on Library Plaza and at parks around Des Plaines!

- Summer Fiesta storytime: All ages**
Storytime in the park as we team up with Mount Prospect Public Library to jumpstart the summer fun! | June 2, 4:30pm at Brentwood Park, 240 Dulles Road
- Chalk on the Walk: All ages**
Add some chalk art outside the library. We'll provide the chalk, you provide the creativity! Don't forget to pick up a Kickoff Kit from the Youth Services desk while you're here! | June 6, 10am-12pm & 2pm-4pm
Registration required.
- Wild Times: Ages birth-5 years**
Join us in the park for this high-energy storytime! | Thursdays at 10 am.
June 9, 16, 23, 30 at Apache Park, 2100 Pine Street
July 7, 14, 21, 28 at Central Park, 1555 E. Thatcher Street
- Move & Groove: Families with children of all ages**
Join us at 2:30pm in parks around Des Plaines (weather permitting) for a groovy interactive storytime. If you miss the storytime, check out the blog at dppl.org for great ways to move your body.
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June 23 at Seneca International Park, 255 Grove Avenue
July 14 at Apache Park, 2100 Pine Street
July 21 at Blount Park, 1408 E. Thayer Street, in Mount Prospect
- Wonder-filled Wednesdays**
On these dates, we'll be outside the library or around Des Plaines at different parks! Take a look at each Wednesday for details.
June 8, 3:00pm - Pajama Science! All ages. Join us in the library (Meeting Room B/C). Do fun, simple activities to learn about the science behind pajamas!
June 15, 3:00pm - Chalk Day! All ages. Join us right outside the library. Let your inner artist show through chalk drawing.
July 6 - Air Plant Terrarium! Grades 1-6, in the Peace Garden at the library. Have a story and build a terrarium for an air plant to find out if they really live on air!
July 13, 11am-12pm - Chalk Day! All ages. Join us right outside the library. Let your inner artist show through chalk drawing.
July 20, 3:30-4:00pm and 5:30-7:00pm - Tea Day! For families with children of all ages. Join us outside of the Park District Leisure Center, 2222 Birch Street. Bring 1 item to tea. Registration required.

TEEN PROGRAMS

TEENS

CODE Q

Fridays at 4pm

June 17 | July 8 | August 5

An LGBTQ social club in which teens and their allies can watch movies, do crafts and activities, and read books and graphic novels regarding LGBTQ themes while making new friends. Free snacks for those who come. For teens in grades 7-12.



LEARN MORE AT DPPL.ORG

DES PLAINES PUBLIC LIBRARY

TEENS

Diamond Painting for Teens

Thursday, July 28th @ 6pm

Diamond painting is the latest trend in arts and crafts combining the concepts of mosaic art and paint-by-numbers

All supplies will be provided.

Registration required.
For teens in grades 7-12.



TEENS

take & make



WIRE WRAPPED CRYSTALS

BEGINNING
JULY 5TH

TAKE & MAKE KITS ARE FUN 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

DES PLAINES PUBLIC LIBRARY

TEENS

LEARN TO SEW DRAWSTRING BACKPACKS

Wednesday, July 6th in the Commons

Learn how to use a sewing machine to make and take a drawstring backpack!

For teens in grades 7-12.
Registration required.

LEARN MORE AT DPPL.ORG

DES PLAINES PUBLIC LIBRARY

TEENS



SUPER SMASH BROS. ULTIMATE

Bring your A-Game and compete in our Super Smash Bros. Tournament for teens! The 1st, 2nd, and 3rd place winners will receive a prize. Nintendo Switch and controllers provided.

All levels welcome!
For grades 7-12.

Friday, July 15th
at 3pm

LEARN MORE AT DPPL.ORG

DES PLAINES PUBLIC LIBRARY

TEENS

Pokémon Terrariums

Create your own Pokémon Terrarium using rocks, fake moss and plants for the perfect Pokémon habitat. All supplies will be provided.

Registration required.
For teens in grades 7-12.

Monday, July 11th
at 3pm

LEARN MORE AT DPPL.ORG

DES PLAINES PUBLIC LIBRARY

TEENS

SAT & ACT PRACTICE TESTS

SATURDAYS | 9:00a - 1:00p

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 presented by iAchieve Learning. You will experience what test day will be like with a proctored full length test from ACT or the College Board. Following the practice test, you will receive an emailed score report containing a detailed item analysis.

Students may take the ACT and SAT practice test once during their junior or senior year.

Please bring a calculator and two #2 pencils

16	31	46	61	
2	17	32	47	62
3	18	33	48	63
4	19	34	49	
5	20	35	50	
6	21	36	51	
7	22	37		
8	23	38		
9	24	39		
10	25	40		

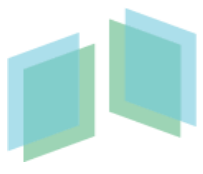
ACT Practice Test
June 4 | July 9

SAT Practice Test
May 14 | June 11 | July 23

35

LEARN MORE AT DPPL.ORG

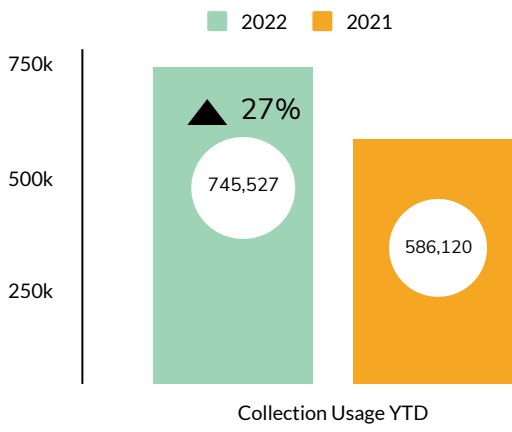
DES PLAINES PUBLIC LIBRARY



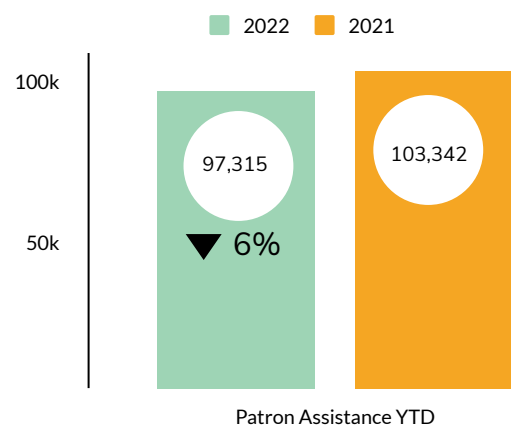
STATISTICS REPORT

July 2022

Collection Usage YTD

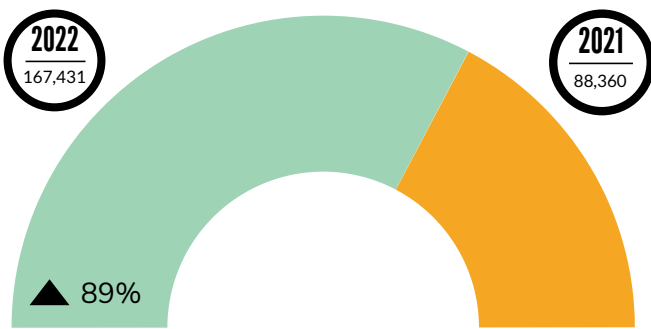


Patron Assistance YTD



Attendance All - YTD

Events, Programs, Outreach & Classes



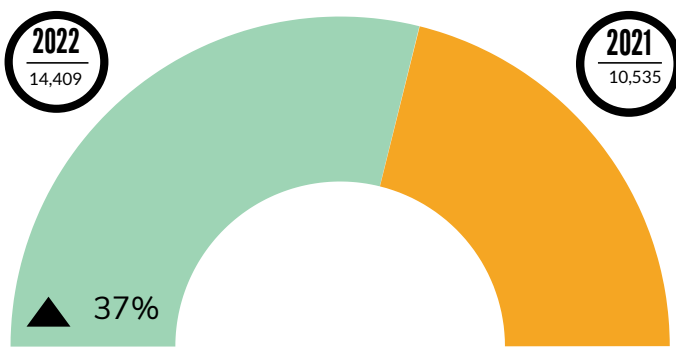
Bookings All - YTD

Events, Programs & Classes



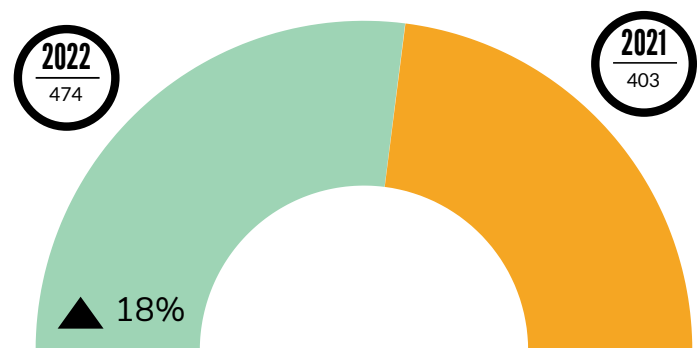
Attendance In Person - YTD

Events, Programs & Classes

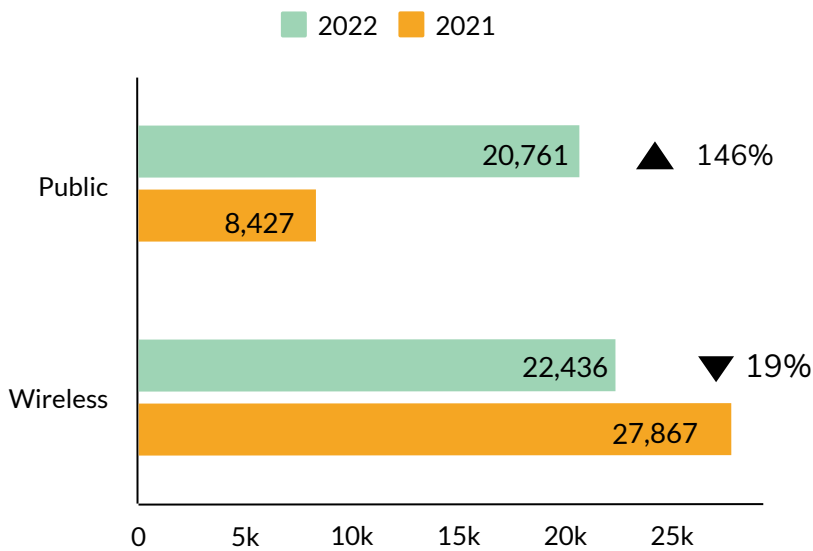


Bookings In Person - YTD

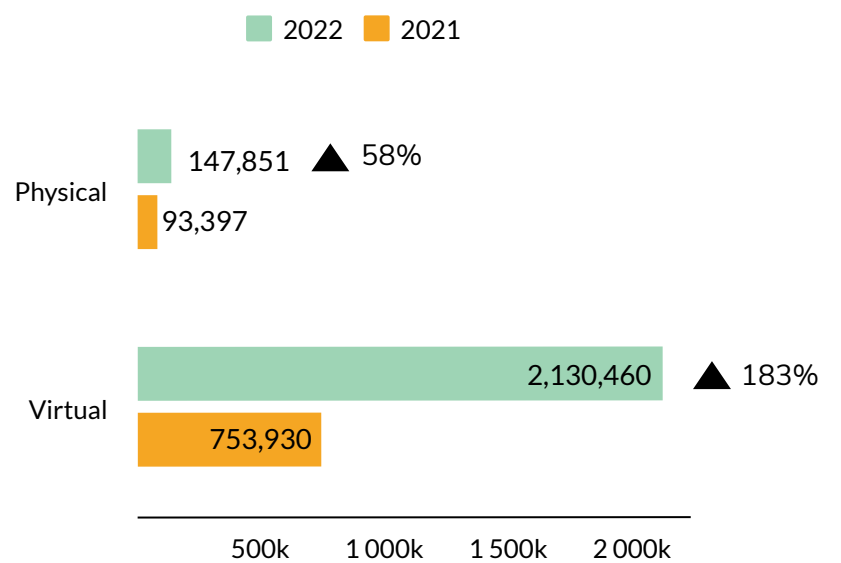
Events, Programs & Classes



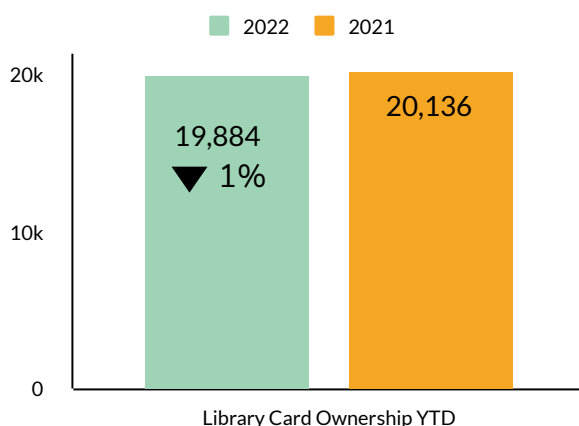
Computer Usage YTD



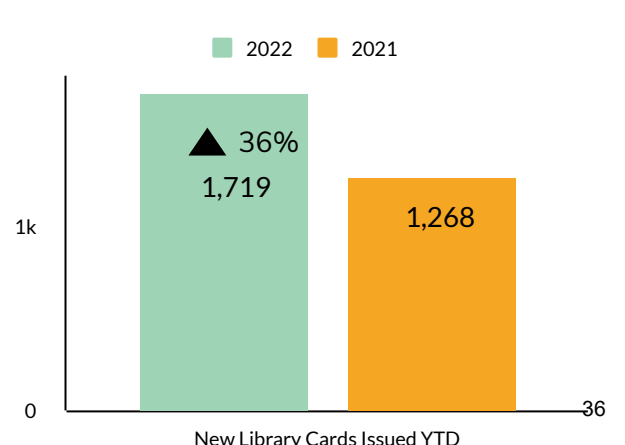
Traffic YTD



Current Valid Library Cards This Month



New Library Cards Issued YTD



2022 STATISTICS REPORT		JAN	FEB	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	YTD
COLLECTION USAGE														
	Physical materials	56,638	50,882	58,763	57,598	54,599	57,312	59,618						395,410
	E-materials	13,641	12,033	14,579	13,959	14,080	12,809	12,661						93,762
	ILL	690	606	700	698	615	595	676						4,580
	Databases	41,228	36,842	36,252	36,858	33,463	32,845	34,287						251,775
2022	Total	112,197	100,363	110,294	109,113	102,757	103,561	107,242	0	0	0	0	0	745,527
	Physical materials	30,756	35,582	53,516	53,243	51,265	60,919	61,137						346,418
	E-materials	16,364	15,387	16,110	13,766	13,011	12,379	12,586						99,603
	ILL	759	668	718	620	548	606	608						4,527
	Databases	18,322	16,941	17,198	17,279	16,466	15,803	33,563						135,572
2021	Total	66,201	68,578	87,542	84,908	81,290	89,707	107,894	0	0	0	0	0	586,120
PATRON ASSISTANCE														
	Youth Services	403	698	815	919	655	3,485	2,235						9,210
	Adult Services	5,729	6,205	7,573	7,150	6,375	6,881	6,107						46,020
	PAMS	5,212	4,768	5,615	6,065	5,573	6,810	6,025						40,068
	Security	235	236	305	302	307	295	337						2,017
2022	Total	11,579	11,907	14,308	14,436	12,910	17,471	14,704	0	0	0	0	0	97,315
	Youth Services	591	834	1,140	1,262	914	4,010	3,474						12,225
	Adult Services	4,231	4,562	6,153	5,391	5,138	6,687	6,151						38,313
	PAMS	11,956	7,070	6,312	7,812	5,542	7,380	6,732						52,804
	Security	251	95	21	143	71	3,255	249						4,085
2021	Total	17,029	12,561	13,626	14,608	11,665	21,332	16,606	0	0	0	0	0	103,342
EVENTS, PROGRAMS AND CLASSES-BOOKINGS														
	Youth Services In Person	4	20	21	28	10	20	30						133
	Youth Services Virtual	9	13	11	13	7	7	19						79
	Adult Services In Person	43	56	51	50	34	49	58						341
	Adult Services Virtual	2	4	12	18	16	20	17						89
	Outside groups	0	8	16	10	12	26	16						88
	Public study rooms	569	705	732	731	663	620	590						4,610
2022	Total	627	806	843	850	742	742	730	0	0	0	0	0	5,340
	Youth Services In Person	4	20	12	10	4	25	22						97
	Youth Services Virtual	0	0	0	0	0	0	0						0
	Adult Services In Person	33	46	43	37	45	49	53						306
	Adult Services Virtual	0	0	0	0	0	0	0						0
	Outside groups	0	10	5	5	0	1	0						21
	Public study rooms	0	0	0	0	44	285	350						679
2021	Total	37	76	60	52	93	360	425	0	0	0	0	0	1,103
EVENTS, PROGRAMS, OUTREACH & CLASSES-ATTENDANCE														
	Youth Services In Person	37	741	723	889	398	1,779	3,177						7,744
	Youth Services Virtual	5,918	3,808	4,583	5,532	34,945	3,885	4,391						63,062
	Adult Services In Person	618	613	1,085	662	413	1,026	2,248						6,665
	Adult Services Virtual	9,763	10,331	15,294	8,692	8,095	10,777	9,753						72,705
	Outside groups	0	189	238	159	209	2,037	136						2,968
	Public study rooms	833	991	1,101	1,164	1,022	933	906						6,950
	Outreach- Youth Services	236	298	507	693	2,104	1,489	918						6,245
	Outreach-Adult Services	70	109	336	196	77	202	102						1,092
2022	Total	17,475	17,080	23,867	17,987	47,263	22,128	21,631	0	0	0	0	0	167,431
	Youth Services In Person	220	531	339	339	32	1,703	1,407						4,571
	Youth Services Virtual	4,320	6,362	4,668	3,572	4,916	5,671	4,487						33,996
	Adult Services In Person	351	474	1,240	787	416	1,538	1,158						5,964
	Adult Services Virtual	4,321	6,362	4,669	3,572	4,916	5,671	4,488						33,999
	Outside groups	0	18	1,305	1,183	0	19	0						2,525
	Public study rooms	0	0	0	0	63	406	480						949
	Outreach- Youth Services	376	419	619	326	2,818	599	429						5,586
	Outreach-Adult Services	74	101	147	94	117	106	131						770
2021	Total	9,662	14,267	12,987	9,873	13,278	15,713	12,580	0	0	0	0	0	88,360

TRAFFIC													
2022	Physical Visits (gate count)	14,897	16,385	19,562	20,482	22,088	31,073	23,364					147,851
2021	Physical Visits (gate count)	9,390	12,252	12,812	13,343	12,723	17,992	14,885					93,397
2022	Virtual visits (catalog, website, mobile app)	282,242	282,108	277,368	277,357	291,298	351,636	368,451					2,130,460
2021	Virtual visits (catalog, website, mobile app)	107,117	112,922	106,369	82,677	68,917	130,668	145,260					753,930
LIBRARY CARD OWNERSHIP-report the latest month													
2022	Number of valid library cards held by DPPL residents	20,155	20,138	20,127	20,377	20,387	19,924	19,884					19,884
2021	Number of valid library cards held by DPPL residents	26,426	26,495	25,413	23,689	21,256	21,283	20,136					20,136
2022	Number of new library cards	157	201	219	277	211	407	247					1,719
2021	Number of new library cards	137	86	122	264	158	283	218					1,268
COMPUTER USAGE													
	Public computers-Youth Services	0	0	0	0	0	0	0					0
	Public computers Adult	2,135	2,326	5,761	2,513	2,582	2,705	2,739					20,761
2022	Total	2,135	2,326	5,761	2,513	2,582	2,705	2,739	0	0	0	0	20,761
	Public computers-Youth Services	0	0	0	0	0	0	1					1
	Public computers-Adult	396	516	1,747	1,511	1,414	874	1,968					8,426
2021	Total	396	516	1,747	1,511	1,414	874	1,969	0	0	0	0	8,427
2022	Wireless	4,988	1,850	2,184	2,243	6,583	2,421	2,167					22,436
	Total	4,988	1,850	2,184	2,243	6,583	2,421	2,167	0	0	0	0	22,436
	Wireless	3,060	2,996	3,937	3,750	3,930	4,800	5,394					27,867
2021	Total	3,060	2,996	3,937	3,750	3,930	4,800	5,394	0	0	0	0	27,867

2022 Year to Date Statistics

JULY 2022

COLLECTION USAGE		
	Year to Date 2022	745,527
	Year to Date 2021	586,120
	% Change	27%
PATRON ASSISTANCE		
	Year to Date 2022	97,315
	Year to Date 2021	103,342
	% Change	-6%
EVENTS, PROGRAMS, AND CLASSES- BOOKINGS		
	Year to Date 2022	5,340
	Year to Date 2021	1,103
	% Change	384%
EVENTS, PROGRAMS, OUTREACH, AND CLASSES-ATTENDANCE		
	Year to Date 2022	167,431
	Year to Date 2021	88,360
	% Change	89%
IN PERSON EVENTS		
	Bookings	
	Year to Date 2022	474
	Year to Date 2021	403
	% Change	18%
	Attendance	
	Year to Date 2022	14,409
	Year to Date 2021	10,535
	% Change	37%
TRAFFIC		
	Physical Visits (gate count)	
	Year to Date 2022	147,851
	Year to Date 2021	93,397
	% Change	58%
	Virtual Visits (catalog, website, mobile app)	
	Year to Date 2022	2,130,460
	Year to Date 2021	753,930
	% Change	183%
LIBRARY CARD OWNERSHIP		
	Current month valid library cards 2022	19,884
	Current month valid library cards 2021	20,136
	% Change	-1%
	Year to Date new library cards 2022	1,719
	Year to Date new library cards 2021	1,268
	% Change	36%
COMPUTER USAGE		
	Public Computers	
	Year to Date 2022	20,761
	Year to Date 2021	8,427
	% Change	146%
	Wireless	
	Year to Date 2022	22,436
	Year to Date 2021	27,867
	% Change	-19%

2022 Youth Services Hybrid A/V System for YS Program Room

The YS Program Room is a frequently used and vital lifeline for engagement with the youngest patrons of the Des Plaines Library. Before the pandemic it hosted numerous programs, and over the past 2.5 years it has been used to engage with Patrons through remote programs via Zoom and Facebook Live. The YS Program Room would benefit from a complete upgrade and revamp of the aging Audio and Visual equipment to allow for Hybrid in-person and remote programs.

Vendor quotes all deliver similar equipment in the same quantity:

- 1 Sony 75" UHD 4K LED TV & TV Mount
- 1 Camera (PTZ)
- 1 Windows 10 PC
- 2 Wireless Microphone Systems (Receivers, Bodypacks, & Lavalier Microphones)
- 2 In-Ceiling Microphones
- 6 In-Ceiling Loudspeakers
- AV Equipment Rack with Digital Signal Processor (DSP)
- Commercial Installation and Programming
- 4-year warranty

Vendor	Quote
Encompass Connect	\$22,002.12
Abt	\$30,993.34

Des Plaines Public Library

1501 Ellinwood Street
Des Plaines, IL. 60016
Attn: Drew Langlie
630/236-6625
dlanglie@osgusa.com



Commercial Audio/Video
Preliminary Proposal Version 1.3

YOUTH SERVICE

Abt will install a new 75" UHD 4K LED TV at a pre-determined location within the space. Client to provide a 120VAC electrical outlet at the TV location. Abt will wire and install one (1) new PTZ Video Conferencing camera at a pre-determined location within the space. This Camera will be connected to an MSI Small Form PC that will allow the client to navigate to their respective soft codec video conferencing platform. Abt will wire and install an HDBaseT receiver at the TV location in order to accept this video source directly. This PC will serve as the only source for the system. Abt will install two (2) new wireless lapel/lavalier microphones in order to reinforce the audio required at within the video conferencing sessions. Abt will also install two (2) new ceiling mounted microphone arrays at pre-determined locations within the space. All microphone sources will be wired back to the equipment location where Abt will install a new Audio DSP Processor. This processor will handle all audio source routing, volume control as well as Video Conferencing AEC processing. Audio reinforcement will be handled via six (6) in-ceiling speakers. All wiring will lead back to the equipment location where Abt will install all equipment in a new wall mounted 8RU Equipment rack. Client to provide one (1) dedicated 15amp 120VAC quad outlet at the equipment area for all Audio/Video components. TV power on/off will be handled via factory remote control. Prior to proposal acceptance, Abt will conduct a final walk-through to confirm scope of work.

Qty.	Product	Model #	MSRP	Abt Price	Ext. Price
<u>Display Breakdown</u>					
1 Each	Sony 75" UHD 4K LED TV	KD75X80K	\$1,298.00	\$1,198.00	\$1,198.00
1 Each	Sanus Flat/Tilt Bracket	VLT5B1	\$159.99	\$137.59	\$137.59
1 Each	Panamax 4-Outlet Surge Protector	M4EX	\$79.95	\$68.76	\$68.76
1 Each	Atlona Soft Codec PTZ Camera	ATHDVSCAM	\$1,000.00	\$860.00	\$860.00
1 Each	Atlona PTX Camera Ceiling Mount	ATHDVSCAMCMNT	\$70.00	\$60.20	\$60.20
1 Each	Atlona USB Extender	ATUSBEX100KIT	\$621.00	\$534.06	\$534.06
1 Each	C2G USB A/B Cable 5M	28102	\$7.95	\$6.84	\$6.84
1 Each	C2G USB A/A Cable 9.8'	54172	\$13.99	\$12.03	\$12.03
45 Feet	Liberty Plenum Network Cat6 Cable	GENCAT6BPL	\$1.20	\$1.03	\$46.35
<u>Source Breakdown - VIDEO CONFERENCING</u>					
1 Each	MSI i-7 16gb 1TB Windows10 Pro PC (Video Conferencing)	CUBI510M628	\$899.00	\$899.00	\$899.00
1 Each	AVPro HDBaseT HDMI Balun Kit	ACEX70UHD-ARC	\$649.00	\$558.14	\$558.14
2 Each	Audioquest .75M HDMI Cable	HDMIBLUEBERRY075	\$29.95	\$25.76	\$51.52
45 Feet	Liberty Plenum Network Cat6 Cable	GENCAT6BPL	\$1.20	\$1.03	\$46.35
1 Each	Middle Atlantic 1U Rackshelf	U1V	\$73.00	\$62.78	\$62.78
<u>Microphone Breakdown</u>					
2 Each	Shure Wireless Microphone Receiver	ULXD4-VBAND	\$1,274.00	\$1,102.00	\$2,204.00
2 Each	Shure Wireless Bodypack Transmitter	ULXD1-VBAND	\$585.00	\$542.00	\$1,084.00
2 Each	Shure Wireless Lapel Microphone	WL184	\$136.00	\$112.00	\$224.00
25 Feet	Liberty Plenum 2-Conductor Audio Wire	MICBPL	\$0.55	\$0.47	\$11.75
2 Each	Shure Ceiling Mounted Microphone Array - Back-Ordered ETA 2023	MXA920W-S	\$4,732.00	\$4,469.52	\$8,939.04
190 Feet	Liberty Plenum Sheilded Cat6 Cable	GENCAT6AWPL	\$1.75	\$1.51	\$286.90

YOUTH SERVICE - CONTINUED

<u>Qty.</u>	<u>Product</u>	<u>Model #</u>	<u>MSRP</u>	<u>Abt Price</u>	<u>Ext. Price</u>
<u>Audio Breakdown</u>					
3 Pair	Sonance 6" 70v In-Ceiling 70v Speaker	PSC63RTWH	\$430.00	\$369.80	\$1,109.40
495 Feet	Liberty Plenum 16-Gauge Speaker Wire	162WPL	\$0.70	\$0.60	\$297.00
1 Each	QSC 2-Channel 250w/Channel Amplifier	CX302V	\$1,450.00	\$1,287.00	\$1,287.00
<u>Control/User Interface</u>					
<u>PC CONTROL</u>					
1 Each	Microsoft Bluetooth Keyboard & Mouse	M7J00001	\$49.95	\$39.99	\$39.99
<u>Equipment Location Breakdown</u>					
1 Each	Middle Atlantic 8U Wall Mounted Equipment Rack	EWR817SD	\$640.00	\$550.40	\$550.40
1 Each	Middle Atlantic Abt Blank Panel	SRBPS1ABT	\$0.00	\$0.00	\$0.00
4 Each	Middle Atlantic 1U Blank Space	EB1	\$15.00	\$12.90	\$51.60
1 Each	Middle Atlantic 1U Rackshelf	U1V	\$73.00	\$62.78	\$62.78
1 Each	Middle Atlantic Thermal Management	IQBP2	\$616.00	\$529.76	\$529.76
1 Each	Middle Atlantic Rack Screws	HP	\$40.00	\$34.40	\$34.40
1 Each	Shure Intellimix Audio Processor	P300-IMX	\$2,590.00	\$2,397.40	\$2,397.40
1 Each	Cisco 8-Port POE Ethernet Switch	SG25008HPK9NA	\$299.00	\$257.14	\$257.14
1 Each	Panamax 15amp 8-outlet IP Surge Protector	MR4000	\$269.95	\$232.16	\$232.16
1 Each	Installation Hardware & Supplies	CSUPPLIES	\$100.00	\$100.00	\$100.00

PROJECT NOTES

- 1) A 25% deposit is due upon proposal acceptance.
- 2) Upon delivery of product/services, NET 30 day terms will apply.
- 3) All equipment comes with its standard manufacturer's warranty. Installation and service calls are covered by a 120 day warranty. A complete 4 year warranty is available and is listed below.
- 4) Electrical installation and/or drywall patching services are available for an additional charge.
- 5) Any changes to system scope or layout will be reflected in change orders and will detail additional costs or credits.
- 6) Any equipment being reused is assumed to be in working order until determined otherwise. Abt will then suggest the best course of action to either repair or replace defective equipment for an additional charge.
- 7) If your organization is exempt from sales tax, proper documentation must be provided upon proposal acceptance.
- 8) Supplies included within this proposal will cover all additional parts and/or connectors needed for installation.
- 9) This proposal is valid for 30 days.

Equipment Total	\$24,240.34
Commercial Installation Labor	\$3,150.00
Commercial Programming	\$420.00
<u>Sales Tax</u>	<u>EXEMPT</u>
TOTAL	\$27,810.34
Optional 4 Year Custom Warranty	\$3,189.00

We appreciate the opportunity to provide you with this proposal. If you have any questions or require further information, please do not hesitate to contact us. We look forward to hearing from you.

Yours Truly,

Jason Shapiro

Phone: 847.544.2965
 Fax: 847.544.2039
Jason.Shapiro@Abt.com

X _____
 Signature of Acceptance

Date _____



ENCOMPASS CONNECT

The Blueprint for a Connected Future





WE UNLOCK THE FULL SPECTRUM OF CONNECTIVITY

Through leading-edge technology and services that are easy to use, adopt, and scale to provide the ultimate solution for tomorrow's future-proof enterprises.

Instead of thinking of buildings and spaces as brick-and-mortar,

we see them as dynamic ecosystems. We power a central connected infrastructure, linking all systems and devices so they deliver smarter outcomes, enhance experiences and efficiencies, and open new business opportunities.

• OUR TEAM IS COMMITTED TO UPHOLDING THE COMPANY'S CORE VALUES & EXUDE THEM AT EVERY STEP OF THE WAY

- Integrity
- Loyalty
- Dedication
- Ingenuity
- Revelant

- Founded in 1999
- Locally owned and operated
- Small Business Enterprise
- Founder Tim Pickett graduate of Columbia College Chicago
- School of Acoustical Architecture & Design
- Over 25 employees
- Over 1,000 clients
- Techs have an average of 17years industry experience
- Remote diagnostics
- 24hr call center
- Design + Build all performed in-house
- Bluebeam & Fieldwire used on all projects



ENCOMPASS CONNECT IS
 A ONE-STOP, SERVICE-ORIENTED
 INNOVATION HUB, WHOSE TEAM
 IS PASSIONATE ABOUT BRINGING
 THE CONNECTED FUTURE TO YOU, TODAY.

Who We Are

The leader in IT
 and AV solutions










What We Do

Custom solutions
 for all needs

Why We Do It

Provide the
 highest level of
 service with the
 most immediate
 response time in
 the industry

HOW CAN WE HELP YOU

- 
Video
- 
Audio
- 
Lightning
- 
Conference
Rooms
- 
Smart
Buildings
- 
Surveillance
- 
PoE
- 
Cabling
- 
24/7
Service

DESIGN • INTEGRATE • RESPOND

OUR CERTIFICATIONS



OUR PAST PROJECTS



Executive Summary Prepared for Des Plaines Public Library

Encompass Connect is pleased to offer the following audio/visual solutions for this project.

Encompass has custom designed scopes of work and budgets for your Audio/Video systems.

Below are the details and estimated costs for each scope. Also contained in this document are itemized and detailed pricing for each scope of work and product specification sheets.

Scope of work for Library Microphone and Audio/Video system

- Client provided network port for Internet service.
- Intel NUC10i5FNH dedicated PC for system use.
- 5RU Vertical rack location to be determined by client.
- Two Antennas extended outside of closet for two wireless SXLD Lavalier.
- Two wired MX395 Boundary Microphones with audio echo cancelation gates programmed.
- Ceiling Mounted BirdDog P100 camera.
- Camera controlled by remote and can be programmed with prepositions.
- Network port for 75" Sony KD Series wall mounted and network port for BirdDog Mini.
- Apple TV 4K media device
- Display controlled by remote.
- Six ACS-55T Martin Audio In Ceiling for Library zone.
- Four Year Warranty.

Quote: 2558

Bid: \$ 22,002.12

Encompass Connect
1435 Elmhurst rd
Elk Grove Village, Illinois
60007, United States
12242654544

Customer
Des Plaines Public Library
1501 Ellinwood
Des Plaines, IL
60016

Prepared By:
Robert Duvall
6302358608
rduvall@encompassav.com

(847) 827-5551
skuras@dppl.org, ekelly@encompassav.com

Project: Des Plaines Library

Scope of Work

- Client provided network port for Internet service.
- Intel NUC10i5FNH dedicated PC for system use.
- 5RU Vertical rack location to be determined by client.
- Two Antennas extended outside of closet for two wireless SXLD Lavalier.
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- Camera controlled by remote and can be programmed with prepositions.
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- Apple TV 4K media device
- Display controlled by remote.
- Six ACS-55T Martin Audio In Ceiling for Library zone.
- Four Year Warranty.

Display equipment

	Quantity	Unit Cost	Total Cost
Sony KD75X80K	1 ea	\$ 1,263.15	\$ 1,263.15
Peerless - ST650 Catalog Number: Peerless - ST650, Description: SmartMount® Universal Tilt Wall Mount For 37" to 75" TV's ~ BLACK	1 ea	\$ 132.76	\$ 132.76
BirdDog P100 White Catalog Number: BirdDog P100 White, Description: BirdDog P100 NDI PTZ Camera	1 ea	\$ 1,610.00	\$ 1,610.00
BirdDog P100 Ceiling Mount	1 ea	\$ 100.00	\$ 100.00
BirdDog BDMINIHDMI Catalog Number: BirdDog BDMINIHDMI, Description: BirdDog Mini HDMI to NDI Encoder/Decoder	1 ea	\$ 528.00	\$ 528.00
MI-356 Description: Device Mounting Plate	1 ea	\$ 25.00	\$ 25.00
APPLE TV 4K Catalog Number: APPLE TV 4K, Description: APPLE TV 4K Streaming Media Players	1 ea	\$ 200.00	\$ 200.00
Intel NUC10i5FNH Catalog Number: Intel NUC10i5FNH, Description: Intel NUC10i5FNH Intel i5-10210U 4-Core, 16GB RAM, 512GB m.2 SATA SSD	1 ea	\$ 973.75	\$ 973.75

	Quantity	Unit Cost	Total Cost
MSWKB Description: Microsoft Wireless Keyboard and Mouse Package	1 ea	\$ 76.67	\$ 76.67
Logitech Wireless Presenter R400, Wireless Presentation Remote Clicker with Laser Pointer	1 ea	\$ 42.50	\$ 42.50
	--	--	\$ 4,951.82

Audio equipment

	Quantity	Unit Cost	Total Cost
SLXD14/85-G58 Description: Combo System with SLXD1 Bodypack, SLXD4 Receiver, and WL185 Lavalier Microphone	2 ea	\$ 732.00	\$ 1,464.00
MX-395 Description: In Ceiling Flush Boundary Microphone	2 ea	\$ 200.00	\$ 400.00
Martin Audio ACS-55T-W Catalog Number: Martin Audio ACS-55T-W, Description: ADORN 2-Way In Ceiling Loudspeaker. 5.25"	6 ea	\$ 147.69	\$ 886.15
Symetrix W1, White, US Standard Catalog Number: Symetrix W1, White, US Standard, Description: W1, White, US Standard	1 ea	\$ 478.57	\$ 478.57
	--	--	\$ 3,228.73

Rack equipment

	Quantity	Unit Cost	Total Cost
Symetrix Radius NX 4x4 AEC-1 Catalog Number: Symetrix 80-0150, Description: Radius NX 4x4 AEC-1	1 ea	\$ 2,814.29	\$ 2,814.29
Symetrix Rack Tray, 1U Catalog Number: Symetrix Rack Tray, 1U, Description: Rack Tray, 1U	1 ea	\$ 117.33	\$ 117.33
POWERSOFT MEZZO 322 A Catalog Number: MEZZO 322 A, Description: 322 A 320W/2-channel Compact Amplifier with DSP	1 ea	\$ 764.40	\$ 764.40
Luxul XMS-1208P Description: 12 Port/8 PoE+ Gb Managed SW	1 ea	\$ 480.00	\$ 480.00
Surge X w/ Bracket Description: Power Conditioner with bracket parts	1 ea	\$ 656.00	\$ 656.00
Strong SR-SHELF-FIXED-1U Description: Strong Fixed Rack Shelf - Standard Depth 1U	1 ea	\$ 48.82	\$ 48.82
HDMI CABLE - 3 FT Catalog Number: HDMI CABLE - 3 FT, Description: HDMI CABLE - 3 FT	3 ea	\$ 11.25	\$ 33.75
PATCH 3' CAT 6 BLACK Catalog Number: PATCH 3' CAT 6 BLACK, Description: Cat 6 Ethernet Patch Cable - 3 ft BLACK	6 ea	\$ 3.25	\$ 19.50

	Quantity	Unit Cost	Total Cost
3.5mm Stereo Male to 3.5mm Stereo Male 3 ft Description: 3.5mm Stereo Male to 3.5mm Stereo Male 3 ft	2 ea	\$ 7.00	\$ 14.00
Strong SR-VERTICAL-5U Description: Strong Vertical Wall Mount Rack 5U	1 ea	\$ 326.01	\$ 326.01
	--	--	\$ 5,274.10

Materials

	Quantity	Unit Cost	Total Cost
RJ45 Male Catalog Number: RJ45 Male	6 ea	\$ 1.15	\$ 6.90
CAT6 RJ45 90DEG WHITE KEYSTONE JACK FEMALE Catalog Number: CAT6 RJ45 90DEG WHITE KEYSTONE JACK FEMALE, Description: CAT6 RJ45 90DEG WHITE KEYSTONE JACK FEMALE	4 ea	\$ 3.75	\$ 15.00
NST-CAT6R-1000-BLU Description: Wirepath™ Cat 6 Riser Unshielded 23/4 Solid CMR-Rated Wire – 1000 Ft. Nest in Box (Blue)	0.25 ea	\$ 275.83	\$ 68.96
BC3-F-RG6Q Compression Connector	8 ea	\$ 0.75	\$ 6.00
RG-6 Description: Quad Shield RG6 Coaxial Cable	100 ea	\$ 0.35	\$ 35.00
RG6 insert, flush Description: RG6 insert, flush	4 ea	\$ 16.77	\$ 67.08
Consumables Description: Velcro, Zip ties, Pull string, e-tape	1 ea	\$ 208.33	\$ 208.33
2PW 2 PORT WALL PLATE WHITE Description: Two Keystone Port Wall Plate White	4 ea	\$ 2.50	\$ 10.00
NC3FX Neutrik 3-Pin XLR Female Description: XLR connector	2 ea	\$ 7.00	\$ 14.00
NC3FX Neutrik 3-Pin XLR Male Catalog Number: NC3FX Neutrik 3-Pin XLR Female, Description: XLR connector	2 ea	\$ 7.00	\$ 14.00
Single Gang Low Voltage Bracket	4 ea	\$ 2.33	\$ 9.33
Mic Cable 22/2 Description: 22/2 gauge microphone cable with drain wire and sheilding	200 ft	\$ 0.30	\$ 60.00
1/4 - 20 Strap toggle	4 ea	\$ 3.22	\$ 12.87
1/4 hardware Description: 1/4 box of each: bolts, washer, lock washers, nuts	1 ea	\$ 20.00	\$ 20.00
	--	--	\$ 547.48

Services

	Quantity	Unit Cost	Total Cost
Open Shop Labor Description: Open Shop / Non Union Labor	40 hrs	\$ 87.50	\$ 3,500.00

	Quantity	Unit Cost	Total Cost
Project Management Description: Project Management	6 hrs	\$ 125.00	\$ 750.00
Programming Description: System Programming	8 hrs	\$ 150.00	\$ 1,200.00
Engineering and Documentation Description: Per hour charge.	4 hrs	\$ 112.50	\$ 450.00
Warranty 4 Catalog Number: Warranty 4, Description: Four year parts and labor warranty. Does not include travel, or damage.	1 ea	\$ 2,100.00	\$ 2,100.00
	--	--	\$ 8,000.00

Included(+)

1. Provide and Install all AV equipment listed above.
2. Run and terminate all necessary audio, video, and control cabling
3. System Training and Documentation
4. 4 Year Parts and Labor Warranty

Excluded(-)

1. All 110 VAC, conduit, stub-ups, junction boxes, and structural reinforcement
2. Repair or replacement of any existing equipment that may be in non-working condition
3. Service of client provided equipment

Notes

Battery may not be included with camera remote. Encompass will assemble before equipment is on site.

Summary

Price	
Labor and Adjustments	\$ 5,945.42
Materials	\$ 16,056.71
Subtotal	\$ 22,002.12

Taxes	
Labor and Adjustments Tax	\$ 0.00
Materials Tax	\$ 0.00
Total Taxes	\$ 0.00

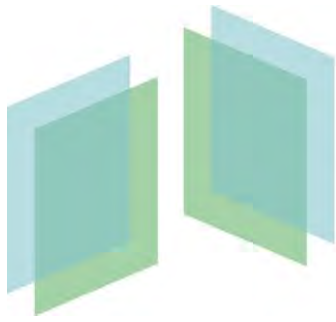
\$ 22,002.12

Accepted By

Date

.....

.....



DES PLAINES PUBLIC LIBRARY

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NOTICE

DES PLAINES PUBLIC LIBRARY BOARD OF TRUSTEES MANAGEMENT COMMITTEE MEETING

THURSDAY, AUGUST 18

6:00 PM

In Person in DPPL Meeting Room B

Agenda:

- Review of proposed changes to the bylaws of the Board of Trustees regarding Investment policy.
- Review of proposed Business Manager position.

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 Meeting of the Management Committee
Thursday August 18, 2022. 6:00 p.m.
In Person in DPPL Meeting Room B

- I. Call to Order.
- II. Roll Call.
- III. Consideration of the Agenda.
- IV. Public Comments and Questions.
- V. Review of proposed changes to the bylaws of the Board of Trustees of the Des Plaines Public Library regarding the investment policy [Action Item]
- VI. Review of the proposed Business Manager position [Action Item]
- VII. Adjournment.

INVESTMENT POLICY

Des Plaines Public Library

1.01 Policy

It is the policy of the Des Plaines Public Library to invest public funds in a manner that will provide the highest investment return with the maximum security while meeting the daily cash flow demands of the library and conforming to all state and local statutes governing the investment of public funds.

1.02 Scope

This policy includes all funds governed by the Des Plaines Public Library Board of Trustees.

1.03 Prudence

Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital, as well as the probable income to be derived. The standard of prudence to be used by investment officials shall be the "prudent person" standard and shall be applied in the context of managing an overall portfolio.

1.04 Objective

The primary objectives, in priority order, of investment activities shall be safety, liquidity, and yield:

1. Safety: Safety of principal is the foremost objective of the investment program. Investments shall be undertaken in a manner that will provide for maximum security, in conformance with all state and local statutes governing the investment of public funds, while meeting the daily cash flow demands of the library, attempting to achieve competitive investment returns consistent with the library's requirements for security and liquidity, while seeking to ensure the preservation of capital in the overall portfolio. The objective will be to mitigate credit risk and interest rate risk.

a. Credit Risk: The Des Plaines Public Library will minimize credit risk, the risk of loss due to the failure of the security issuer or backer, by:

- Limiting investments to the safest types of securities permitted under Illinois Statutes 30 ILCS 235/2.
- Limiting amount of any investment placed to \$250,000.
- Pre-qualifying the financial institutions, broker/dealers, intermediaries, and advisers with which the Des Plaines Public Library will do business.

- Diversifying the investment portfolio so that potential losses on individual securities will be minimized.

b. Interest Rate Risk: The Des Plaines Public Library will minimize the risk that the market value of securities in the portfolio will fall due to changes in general interest rates, by:

- Structuring the investment portfolio so that securities mature to meet cash requirements for ongoing operations, thereby avoiding the need to sell securities on the open market prior to maturity
- Investing operating funds primarily in shorter-term securities, money market mutual funds, or similar investment pools.

2. Liquidity: The investment portfolio shall remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated. This is accomplished by structuring the portfolio so that securities mature concurrent with cash needs to meet anticipated demands (static liquidity). Furthermore, since all possible cash demands cannot be anticipated, the portfolio should consist largely of securities with active secondary or resale markets (dynamic liquidity). A portion of the portfolio also may be placed in money market mutual funds or local government investment pools that offer same-day liquidity for short-term funds.

3. Yield The investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraints and liquidity needs. Return on investment is of secondary importance compared to the safety and liquidity objectives described above. The cores of investments are limited to relatively low risk securities in anticipation of earning a fair return relative to the risk being assumed. Securities shall not be sold prior to maturity with the following exceptions:

- A security with declining credit may be sold early to minimize loss of principal.
- A security swap would improve the quality, yield, or target duration in the portfolio.
- Liquidity needs of the portfolio require that the security be sold.

4. Sustainability In compliance with Illinois Statutes 40 ILCS 5/1-113.17, the Des Plaines Public Library will consider investments with sustainability factors in mind – environmental, social and human capital, and governance.

With the exception of cash accounts, all investments will be selected on the basis of competitive quotations; at least three qualified institutions will be contacted each time an investment is placed.

1.05 Delegation of Authority

Management and administrative responsibility for the investment program of the Des Plaines Public Library is hereby delegated to the Library Board Treasurer (with the

Library Director) who, under the delegation of the Board of Trustees, shall establish written procedures for the operation of the investment program. Individuals authorized to engage in investment transactions on behalf of the Des Plaines Public Library are the Board Treasurer, Board President, the Library Director, or those individuals designated by the Library Board of Trustees.

1.06 Ethics and Conflicts of Interest

Officers and employees (and contractors) involved in the investment process shall refrain from personal business activity that could conflict with the proper execution and management of the investment program, or that could impair their ability to make impartial decisions.

1.07 Authorized Financial Dealers and Institutions

The Treasurer will maintain a list of financial institutions authorized to provide investment services. In addition, a list will also be maintained of approved security brokers/dealers selected by credit worthiness. (Attached)

1.08 Authorized and Suitable Investments

Investments may be made in any type of security allowed for in Illinois statutes regarding the investment of public funds. Investments shall be made that reflect the cash flow needs of the fund type being invested.

- Authorized investments include any investment stipulated in Illinois statute 30 ILCS 235/1.
- In accordance with Illinois statutes 30 ILCS 235/2 (b) all banks that are insured by the Federal Deposit Insurance Corporation, as well as the Illinois Funds local government pooled- investment fund, are authorized depositories

1.09 Collateralization

Funds on deposit (checking accounts, certificates of deposit, etc.) in excess of FDIC limits must be secured by some form of collateral acceptable under 30 ILCS 235, witnessed by a written agreement and held at an independent - third party institution in the name of the Des Plaines Public Library.

1.10 Safekeeping and Custody

All security transactions, including collateral for repurchase agreements, entered into by the Des Plaines Public Library shall be conducted on a delivery-versus-payment (DVP) basis. Securities will be held by an independent third party custodian designated by the Treasurer and evidenced by safekeeping receipts and a written custodial agreement.

1.11 Diversification

The Des Plaines Public Library shall diversify its investments to the best of its ability based on the type of funds invested and the cash flow needs of those funds. Diversification can be by type of investment, number of institutions invested in, and length of maturity. Specifically, investments shall be diversified by:

- Limiting investments to avoid over concentration in securities from a specific issuer, industry or business sector, excluding U.S. Treasury obligations.
- Investing in securities with varying maturities.
- Continuously investing a portion of the investment portfolio in readily available funds such as local government investment pools, money market accounts or money market mutual funds permissible under state statute.

1.12 Maximum Maturities

To the extent possible, the Des Plaines Public Library shall attempt to match its investments with anticipated cash flow requirements. Unless matched to a specific cash flow, the Des Plaines Public Library will not directly invest in securities maturing more than 1 (one) year from the date of purchase. Reserve funds may be invested in securities exceeding 1 (one) year if the maturity of such investments is made to coincide as nearly as practicable with the expected use of the funds.

1.13 Internal Control

The Treasurer is responsible for establishing and maintaining an internal control structure designed to insure that the assets of the entity are protected from loss, theft or misuse. The internal control structure shall be designed to provide reasonable assurance that these objectives are met. The internal controls shall address the following points:

- Control of collusion
- Separation of transaction authority from accounting
- Custodial safekeeping
- Written confirmation of telephone transactions for investments and wire transfers
- Clear delegation of authority to subordinate staff members.
- Development of a wire transfer agreement with the lead bank and third-party custodian.
- Investment and interest earnings will be recorded in the library's accounting records based on generally accepted government accounting procedures.
- A monthly summary of all investment transactions will be prepared by the library's accounting firm for review by the Board of Trustees.

1.14 Performance Standards

This investment portfolio will be managed in accordance with the parameters specified within this policy. The portfolio should obtain a comparable rate of return during a market/economic environment of stable interest rates. Portfolio performance should be compared to benchmarks with similar maturity, liquidity and credit quality as the portfolio. The use of U.S. Treasury bills, average Fed Fund rate, Illinois Fund or other stable markets can be used to determine whether market average yield benchmarks are being achieved.

1.15 Reporting

The Treasurer shall prepare or cause to be prepared an investment report at least monthly. The report should be provided to the Board of Trustees and available on request. The report should be in a format suitable for review by the general public. An annual report should also be provided to the Board.

1.16 Marking to Market

A statement of the market value of the portfolio shall be issued to the Board of Trustees quarterly.

1.17 Investment Policy Adoption

The investment policy shall be adopted by the Board of Trustees. The policy shall be reviewed on a semi-annual basis by the Treasurer and any modifications made thereto must be approved by the Board of Trustees. Any investment currently held that does not meet the guidelines of this policy shall be exempted from the requirements of this policy. At maturity or liquidation, such monies shall be reinvested only as provided by this policy.

1.18 Illinois Funds Account

The Treasurer may continue to use the Illinois Funds Account at any time for any reason provided the Illinois Funds account complies with the Public Funds Investment Act, 30 ILCS 235.

Adopted: 05/18/00
Revised and Approved 12/17/15
Revised and Approved 01/21/21

List of Approved Financial Institutions, Security Brokers/Dealers

The Library Board of Trustees of the Des Plaines Public Library hereby authorizes the library to conduct financial transactions with the following institutions:

Illinois Funds

~~First Midwest Bank~~ — **Old National Bank**

Adopted: May 18, 2010

JOB TITLE: Business Manager

DEPARTMENT: Administration

REPORTS TO: Director

CLASSIFICATION: Group 8

GENERAL STATEMENT:

Manages all aspects of the Library's business accounts and acts as the Library's Office Manager. Works closely with the Director and the Human Resources Manager, participates as a member of the Library's Management Team, and develops strategic planning and policy. Understands and implements the Library's mission, vision, and values.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

1. Understands and implements the Library's policies and procedures.
2. Maintains and safeguards all confidential and restricted information.
3. Maintains, organizes, and processes all invoices and debits, including utility bills and credit card charges.
4. In coordination with the Director, conducts banking.
5. Maintains and organizes the Library's donation accounts and files.
6. Serves as purchasing agent for the library, exercising a wide scope of discretion in purchasing supplies, materials, and services.
7. In coordination with the Human Resources Manager, prepares and reviews bi-weekly payroll processing.
8. Prepares for and responds to audit requests.
9. Responds to Freedom of Information requests.
10. Acts as primary liaison with outside accounting firm.
11. Implements record control and retention.
12. Maintains office equipment and orders supplies.
13. Prepares correspondence, reports, and Board of Trustees documents.
14. May act as Office Receptionist.
15. Performs other duties as assigned.

MINIMUM QUALIFICATIONS:

1. College degree in accounting or business.

2. At least three years office experience.
3. Available to work evenings and weekends.

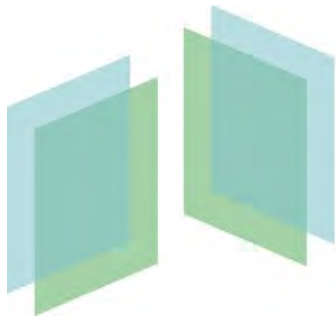
KNOWLEDGE, SKILLS, AND ABILITIES:

1. Considerable ability to establish and maintain effective working relationships with staff and patrons.
2. Considerable ability to perform excellent customer service and to communicate Library policies and procedures to the staff and the general public.
3. Considerable ability to work as a member of a team.
4. Considerable ability to set priorities and work independently.
5. Considerable ability to safeguard confidential and restricted information.
6. Considerable technology and computer skills, including knowledge of Microsoft Office Products and fund accounting software.
7. Ability to remain calm in difficult situations.
8. Ability to handle multiple and simultaneous tasks.
9. Ability to follow through tasks to completion.
10. Considerable skill in written and spoken communication.
11. Willingness to learn new skills.

TOOLS/EQUIPMENT USED: A variety of office machines, computers, Library equipment.

PHYSICAL DEMANDS/WORK ENVIRONMENT: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee is frequently required to sit and talk and hear. The employee is occasionally required to walk; use hands to finger, handle, or feel objects, tools, or controls; and reach with hands and arms. The employee must occasionally lift up to 25 pounds. The employee must transport/move up to 50 pounds of Library materials from one Library location to another. Specific vision abilities required by this job include close vision and the ability to adjust focus. This job description should not be interpreted as all-inclusive or as an employment agreement between the employer and employee. It is

intended to identify the essential functions and requirements of this job and is subject to change as the needs of the employer and requirements of the job change. Incumbents may be required to perform job-related responsibilities and tasks other than those stated in this specification. Any essential functions of this position will be evaluated as necessary should an incumbent/applicant be unable to perform the function or requirement due to a disability as defined by the Americans with Disabilities Act (ADA). Reasonable accommodation for the specific disability will be made for the incumbent/applicant when possible.



DES PLAINES PUBLIC LIBRARY

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NOTICE

DES PLAINES PUBLIC LIBRARY BOARD OF TRUSTEES FINANCE COMMITTEE MEETING

WEDNESDAY, AUGUST 17

3:00 PM

In Person in DPPL 2ND floor Conference Room

Agenda:

- Review of finances due to delayed property taxes.
- Review of 2023 Budget draft.

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 Meeting of the Finance Committee
Wednesday August 17, 2022, 3 p.m.
In the DPPL 2nd floor Conference Room**

- I. Call to Order.
- II. Roll Call.
- III. Consideration of the Agenda.
- IV. Public Comments and Questions.
- V. Review of finances due to delayed property taxes
- VI. Review and Approve 2023 Draft Library Budget [Action Item]
- VII. Adjournment



Des Plaines Public Library 2023 Budget Summary DRAFT 1

2023 Library Operating Fund

	2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Proposed
Beginning Balance	\$ 2,159,621	\$ 2,219,629	\$ 1,519,242	\$ 2,684,284	\$ 116,436
Revenues	\$ 6,268,032	\$ 6,323,277	\$ 6,589,818	\$ 3,967,448	\$ 9,695,219
Expenditures	\$ (5,708,024)	\$ (5,858,622)	\$ (6,671,947)	\$ (6,535,296)	\$ (7,027,881)
Transfers	\$ (500,000)	\$ -	\$ -	\$ -	\$ (1,000,000)
Ending Balance	\$ 2,219,629	\$ 2,684,284	\$ 1,437,113	\$ 116,436	\$ 1,783,774

2023 Library Capital Projects Fund

	2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Proposed
Beginning Balance	\$ 1,771,415	\$ 2,103,750	\$ 2,363,731	\$ 1,896,935	\$ 1,708,935
Revenues	\$ 9,862	\$ 785	\$ 2,000	\$ 8,500	\$ 11,500
Expenditures	\$ (177,527)	\$ (207,600)	\$ (750,940)	\$ (196,500)	\$ (1,415,100)
Transfers	\$ 500,000	\$ -	\$ -	\$ -	\$ 1,000,000
Ending Balance	\$ 2,103,750	\$ 1,896,935	\$ 1,614,791	\$ 1,708,935	\$ 1,305,335

Library Staff

	2019	2020	2021	2022	2023
Full Time	40	42	41	41	42
Part Time	63 (FTE 26.9)	64 (FTE 27.1)	62 (FTE 25.9)	63 (FTE 26.4)	60 (FTE 26.6)
Total FTE	66.9	69.1	66.9	67.4	68.6

Approved by the Board of Directors on XXXXX.

Des Plaines Public Library Budget

Fund 201

Revenue - Fund 2110 & 2130

Account		2021 Actual	2022 Budget	2022 Projected	2023 Proposed
TAXES					
810027	Property Taxes 2019				
810028	Property Taxes 2020	6,084,741			
810028	Property Taxes 2021		6,100,000	3,448,964	
810028	Property Taxes 2022				8,751,036
TOTAL TAXES		6,084,741	6,100,000	3,448,964	8,751,036
INTERGOVERNMENTAL REVENUE					
810800	Personal Prop Repl Tax	92,988	92,988	92,988	92,988
822040	State Grant: Per Capita	82,176	75,000	89,496	89,495
822095	Other State Grants	0	10,000	10,000	10,000
TOTAL INTERGOVERNMENTAL REVENUE		175,164	177,988	192,484	192,483
FINES & FEES					
850101	Library Fees	373	3,000	8,000	8,000
850102	Library Fines	0	0	-	-
850201	Copying and Printing Fees	17,169	20,000	15,000	20,000
850207	Non-Resident Cards	0	-	200	200
850208	Meeting Room Fees	0	1,500	1,300	1,500
TOTAL FINES & FEES		17,542	24,500	24,500	29,700
SPECIAL PROGRAMS & EVENTS					
850215	Special Programs & Events	0	20,000	20,000	20,000
TOTAL SPECIAL PROGRAMS & EVENTS		0	20,000	20,000	20,000
OTHER REVENUE					
890010	Interest Income	1,091	1,330	14,000	17,000
890050	Sale of Fixed Assets	0	0	0	0
899900	Miscellaneous Revenue	44,739	70,000	70,000	70,000
899910	Vending Machine	0	1,000	500	1,000
899920	Library Donations	0	190,000	183,000	600,000
899940	Friends Book Sale Passthrough	8,500	5,000	14,000	14,000
TOTAL OTHER REVENUE		54,330	267,330	281,500	702,000
FUND TOTAL					
		6,331,777	6,589,818	3,967,448	9,695,219

Des Plaines Public Library Budget

Fund 202

Revenue - Capital Projects Fund

Account		2021 Actual	2022 Budget	2022 Projected	2023 Proposed
OTHER REVENUE					
890010	Interest Income	785	2,000	8,500	11,500
899900	Miscellaneous Revenue				
899920	Library Donations				
TOTAL OTHER REVENUE		785	2,000	8,500	11,500
OTHER FINANCING SOURCES					
898902	Transfer from Library Fund	0	0	-	1,000,000
TOTAL OTHER FINANCING SOURCES		0	0	-	1,000,000
FUND TOTAL		785	2,000	8,500	1,011,500

Des Plaines Public Library Budget

Fund 201

Expenditures - Fund 2110 & 2130

Account		2021 Actual	2022 Budget	2022 Projected	2023 Proposed	Details	Amount
SALARIES							
910100	Full-time Salaries	2,227,912	2,430,951	2,330,951	2,498,588		
910200	Part-time Salaries	639,520	838,279	775,000	899,000		
910400	Non-Supervisory Overtime						
910500	Vacation Pay						
910600	Sick Pay						
910700	Holiday Pay						
910970	Compensated Absences						
TOTAL SALARIES		2,867,432	3,269,230	3,105,951	3,397,588		
BENEFITS							
918010	Unemployment Compensation	1,056	15,000	0	15,000		
918020	Employer Contr - FICA	211,098	248,109	220,000	258,634		
918021	Employer Contr - IMRF	265,282	223,448	205,000	194,564	6.50%	
918040	Life Insurance Premiums	621	1,886	1,886	1,932		
918050	PPO Insurance Premiums	308,057	425,000	420,000	459,518		
918051	HMO Insurance Premiums	137,351	190,000	200,000	177,307		
918055	Dental Insurance Premiums	6,649	20,000	18,000	31,649		
918070	Workers Compensation	12,165	14,000	14,000	14,000		
TOTAL BENEFITS		942,280	1,137,443	1,078,886	1,152,604		
CONTRACTUAL SERVICES							
920100	Legal Fees and Notices	25,174	20,000	10,000	10,000		10,000
920110	Professional Services	463,741	445,348	445,348	468,838	Accounting Service	24,167
						IT Management Service	419,271
						Payroll Service	20,000
						Audit	5,400
920120	Communication Services	16,654	48,840	32,900	32,900	Comcast	20,000
						Outreach connectivity	8,400
						Verizon	4,500
920140	Integrated Library System	88,380	88,450	88,450	89,000	CCS/OCLC	89,000
920202	Conferences	3,085	0	0	0		0
920204	Training	609	0	0	0		0
920210	Marketing	355,882	53,000	51,000	60,000	Advertising	15,000
						Mailings	30,000
						Printing	6,000
						Special events promotion	9,000
920220	Membership Dues	8,835	6,400	7,000	8,000		8,000
920230	Publication of Notices	73					
920990	Property/Liability Insurance	60,704	57,000	57,000	65,000		65,000
930010	R & M Equipment	58,750	77,316	77,316	88,460		
						Appliance Repair	1,000
						ATI - ShoreTel	0

						Automated Logic software license	15,000
						AV Maintenance	2,000
						Backflow Device Testing	1,500
						BDR Server warranty	0
						Envisionware annual maintenance	6,500
						Exacqvision	1,000
						Impact Copier and Printer Support/Usage	25,600
						Juniper Fire Wall	0
						Lyngsoe Maintenance	12,260
						Network Maintenance - Cisco Routers & Switches	10,000
						Sensource People Counter	600
						UPS Annual Agreement (2)	3,500
						TBS Software and Hardware Lease	9,500

Account		2021 Actual	2022 Budget	2022 Projected	2023 Proposed	Details	Amount
930020	R & M Bldgs & Structures	97,461	110,960	110,960	112,364	Access Card Reader Maintenance	1,000
						Carpeting/Entrance Mats	1,500
						Door Maintenance	5,150
						Elevator Maintenance	9,200
						Fire Protection Equipment Testing	6,000
						HVAC Controls	20,089
						HVAC Maintenance Agreement	37,250
						HVAC Water Treatment	1,200
						Lighting/Electrical	8,500
						Meeting Room Partition Maintenance	1,200
						Pest Control	2,000
						Painting	10,000
						Plumbing Repairs	5,000
						Security Alarm Panel	1,775
						Security Camera Repair	-
						Woodwork/Laminate Repair	2,500
930030	R & M Vehicles	252	2,000	500	1,500	Library Van Maintenance	1,500
930210	Rental of Equipment	16,839	890	890	26,090	Impact Copier/Printer Lease	25,200
						Postage Machine	890
930320	Cleaning: Custodial Services	48,203	87,575	70,000	88,900	Housekeeping Contract	60,000
						Carpet/furniture/drapery cleaning	16,400
						Additional Housekeeping	2,500
						Window/Glass Cleaning	10,000
930490	Refuse Contract	4,320	6,000	4,500	6,000		
960040	Pre-Employment Testing	2,275	3,000	3,000	3,500		
960065	Bank Fees	0	300	300	300		
960070	Mileage	0	500	100	500		
960210	Special Event Programming	56,198	51,850	51,850	61,500	Adult Programming	15,000
						Teen Programming	15,000
						Patron Accounts Programming	1,500

						Youth Programming	30,000
960990	Misc. Contractual Services	89,988	114,835	114,835	126,560	Aquarium Service	5,000
						Backup Disaster Recovery Off-Site Storage	18,000
						Baker & Taylor Processing	28,000
						Baker & Taylor Title Source	1,495
						Building Alarm Monitoring	650
						Canva	150
						Creative Market design assets	250
						Communico	16,250
						E-rate Services	5,000
						Ingram Processing	1,000
						Later social media scheduling	190
						Libraries First (Museum Passes)	500
						Mad Mimi	800
						Metaphrasis	5,000
						Mfactor ticketing system	3,000
						Midwest Tape Processing	27,000
						Pictochart	50
						Server Monitoring and Maintenance	4,400
						Skillshare	100
						Survey Monkey	400
						Unique Management	350
						Videography Services	1,875
						Web Hosting	600
						Web Maintenance & Support	6,500
TOTAL CONTRACTUAL SERVICES		1,397,423	1,174,264	1,125,949	1,249,412		

Account		2021 Actual	2022 Budget	2022 Projected	2023 Proposed	Details	Amount
COMMODITIES							
970100	Supplies	19,409	94,600	75,000	87,150		87,150
970110	Meals	1,417	2,000	2,000	2,000	Library Hosted Meetings & All Staff	2,000
970115	Supplies: Departments	33,720	0	0	0		
970170	Janitorial	15,321	18,600	18,600	17,900	Housekeeping Supplies	14,000
						HVAC Filters	2,800
						Lighting	100
						Plumbing supplies and parts	1,000
970260	Postage and Parcel	11,325	11,000	11,000	11,000	Interlibrary Loan, Mail, FedEx	11,000
970500	Water Bill	4,748	10,000	6,000	8,000	Water Bill	8,000
970600	Ebooks/Books	313,733	369,850	369,850	381,900	Ebooks/Books - ADULT	263,000
						Ebooks/Books - YOUTH	118,900
970610	Eaudio/Audio	71,022	72,500	72,500	74,500	Eaudio/Audio - ADULT	66,000
						Eaudio/Audio - YOUTH	8,500
970620	Esubscriptions/Subscriptions	47,375	58,430	58,430	51,430	Esubscriptions/Magazines/Newspapers/Microfilm	51,430

970630	Visual Materials	143,785	185,100	185,100	190,200	Streaming Movies/DVDs/Video Games ADULT	158,900
						Streaming Movies/DVDs/Video Games - YOUTH	31,300
970640	Databases	180,692	178,000	185,000	170,000	Databases/Print Reference/Devices	170,000
970810	Natural Gas	12,078	22,000	25,000	27,000		27,000
970850	Gasoline	0	300	200	600		600
970900	Equipment < \$10,000	46,980	2,200	5,900	6,900	Cart lifecycle (Material Services)	1,000
						Sorter Bin Replacement (3)	4,800
						Forum Laptop cart	550
						Teen cart	550
TOTAL COMMODITIES		901,605	1,024,580	1,014,580	1,028,580		

Account		2021 Actual	2022 Budget	2022 Projected	2023 Proposed	Details	Amount
CAPITAL EXPENDITURES							
980300	Improvements	1,716	0	0	0		
980400	Equipment	6,430	6,310	6,310	1,000	TBS Hardware	0
						2 RFID pads	1,000
980410	Computer Hardware	9,287	8,450	8,450	12,800	Monitor replacements	7,000
						Printer replacements	5,000
						Gaming devices for Commons	800
980420	Computer Software	53,286	45,170	45,170	91,402	Adobe Creative Cloud Suite (STAFF)	5,200
						Adobe Creative Cloud Suite (PUBLIC)	720
						Adobe Acrobat Pro (8)	440
						Adobe Stock	2,400
						Cash Register (TBS)	1,825
						Cataloger Desk	685
						Connectwise	1,176
						Cricut	240
						DeepFreeze	906
						DropBox	150
						Dell Desktop Authority	0
						DUO MFA subscription	4,800
						EZProxy	600
						FireEye	0
						Gimlet	828
						GoDaddy	60
						KnowB4 phishing tester	1,200
						Microsoft Annual Licenses	10,364
						Microsoft Azure Licenses	800
						Perch SIEM	29,640
						Proofpoint email filter	6,000
						Quartex	6,500
						Sentinel One	7,200
						Shopkeep	0
						SSL	700
						Stackmap	0

						Threatlocker	4,620
						Web Dewey	800
						Website Software (Vimeo, Adobe XD, EE plugins, PodOmatic, Meetup, Simple Texting, Jotform, Motion Array Stock)	2,000
						Zoom subscriptions	1,548
980600	Furniture & Fixtures	2,085	6,500	5,000	5,000	Pallet rack for garage	2,000
						Pedastal standing signage	3,000
TOTAL CAPITAL EXPENDITURES		72,805	66,430	64,930	110,202		
TOTAL OPERATING EXPENDITURES		6,254,500	6,816,947	6,535,296	7,027,881		
OTHER FUNDING ACTIVITIES							
990900	Per Capita Grant Expenditure	72,955	75,000	75,000	89,495		
990901	State Grant Expenditures	0	0	0	0		
990940	Transfer to Cap Proj Fund 202	500,000	0	0	1,000,000		
993000	Contingency Reserve	0	70,000	70,000	0		
999940	Friends Book Sale (passthrough)	8,500	5,000	8,000	0		
TOTAL OTHER FUNDING ACTIVITIES		581,455	150,000	153,000	1,089,495		
FUND TOTAL		6,763,000	6,821,947	6,543,296	8,027,881		

Des Plaines Public Library

FUND 201

2130 Expenditures - IL Library Per Capita Grant

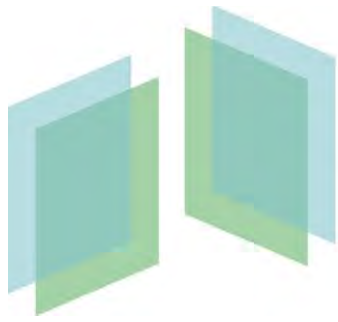
Account		2021 Actual	2022 Budget	2022 Projected	2023 Proposed	Details	Amount
CONTRACTUAL SERVICES							
920202	Conferences	16,500	16,500	16,500	12,000		12,000
920204	Training	1,250	1,250	1,250	8,000		-
920210	Staff Engagement	1,000	1000	1000	5310		
920220	Membership Dues						
960070	Travel Expenses						
960210	Special Event Prog	150	150	0	150	Volunteer Incentives	150
960990	Misc Contractual Svcs	1,800	1,800	-	0		0
TOTAL CONTRACTUAL SERVICES		20,700	20,700	18,750	25,460		
COMMODITIES							
970260	Postage and Parcel	11,000	0	0	0	Patron Accounts	
970270	Printing	4,300	4,300	0	0		
TOTAL COMMODITIES		15,300	4,300	0	0		
CAPITAL EXPENDITURES							
980400	Equipment	0			1,035	Dehumidifier	300
						Air Purifier	735
980410	Computer Hardware						
980600	Furniture and Fixtures	40,000	50,000		63,000	1st floor carpet & flooring	50,000
						Replacement tables	13,000
TOTAL CAPITAL EXPENDITURES		40,000	50,000	0	64,035		
PER CAPITA TOTAL		76,000	75,000	18,750	89,495		

Des Plaines Public Library

Fund 202

Expenditures - Capital Projects Fund

Account		2021 Actual	2022 Budget	2022 Projected	2023 Proposed	Details	Amount
CONTRACTUAL SERVICES							
920110	Professional Services	-	0	0	-		
960990	Misc Contractual Svcs	323					
TOTAL CONTRACTUAL SERVICES		323	0	0	0		
CAPITAL EXPENDITURES New 2023							
980300	Improvements	2,868	218,000	48,000	801,000	Elevator soft start system (22)	11,000
						UPS batteries (2) (22)	-
						Six 2-person study rooms (22)	190,000
						Creative Space (23)	600,000
980400	Equipment	155,784	309,940	50,000	271,000	Chiller (22)	250,000
						HVAC new controls	21,000
						TBS Equipment upgrade	-
980410	Computer Hardware	32,482	209,500	85,000	341,100	Switches (22)	133,800
						Cisco Meraki WAPS (23)	9,800
						Firewall SFP Transreceiver (23)	3,000
						Desktop PC lifecycle (23)	31,000
						Digital designer PC lifecycle(23)	2,000
						Desktop Mac lifecycle(23)	6,000
						Laptop lifecycle (23)	15,000
						IDS replacements (23)	2,700
						Tablet lifecycle (23)	2,500
						Telephone system (23)	65,000
						Speaker additions (23)	15,000
						Security camera project (23)	52,000
						TBS simple scan replace (23)	3,300
980420	Computer Software	10,889	10,500	10,500	0	Microsoft Lic. to Capital exp.	0
980600	Furniture & Fixtures	5,254	3,000	3,000	2,000	Public Desk Chairs	2,000
TOTAL CAPITAL EXPENDITURES		207,277	750,940	196,500	1,415,100		
FUND TOTAL							
		207,600	750,940	196,500	1,415,100		



DES PLAINES PUBLIC LIBRARY

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NOTICE

DES PLAINES PUBLIC LIBRARY BOARD OF TRUSTEES

REGULAR BOARD MEETING

THURSDAY, SEPTEMBER 15th

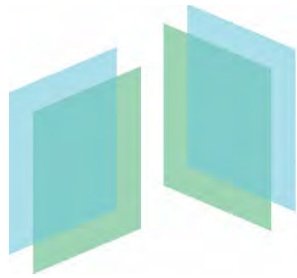
7:00 PM

Meeting Room B

Agenda:

- **Approve Vendor Checks**
- **Change to Investment Policy in bylaws**
- **Business Manager position**
- **Review of Vendor Bids for Chiller Purchase**
- **Approve Library Closings for February 2023 – January 2024**

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.



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BOARD OF TRUSTEES

Agenda for the Regular Meeting

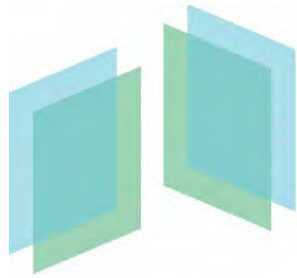
September 15, 2022

DPPL Meeting Room B

- I. Call to Order. (7:00 p.m.)
- II. Roll Call.
- III. Pledge of Allegiance.
- IV. Vote to invoke the Remote Participation Policy. [Action Item]
- V. Consideration of the Agenda. [Action Item]
- VI. Public Comments and Questions.
- VII. Consent Agenda. [Action Item] (7:15 p.m.)
 - A. Approval of the Minutes of the Regular Board Meeting – August 18, 2022.
 - B. Approval of the Minutes of the Finance Committee-August 17, 2022
 - C. Acceptance of Financial Reports for August, 2022.
 - D. Acceptance of Reports.
 1. Statistics Report for August, 2022.
 2. Director’s Report for August, 2022
- VIII. New Business. (7:25 p.m.)
 - A. Report Out from Management Committee regarding changes to the Investment Policy and Business Manager position [Action Item]
 - B. Approve Payment of Vendor Checks Report and ACH Payments in the amount of \$389,076.16 [Action item]
 - C. Review of Vendor Bids for Chiller Purchase [Action Item]
 - D. Approve Library Closings for 2023. [Action Item]
- IX. Other. (7:45 p.m.)

- X. Announcements.
- XI. Correspondence.
- XII. Adjournment. (8:00 p.m.)

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



DES PLAINES PUBLIC LIBRARY

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DES PLAINES PUBLIC LIBRARY BOARD OF TRUSTEES

Minutes for the Regular Meeting August 18, 2022

Gregory Sarlo stated that as President he determined that it was not practical or prudent to schedule an in-person meeting due to the Covid-19 pandemic. Therefore, the meeting would be held virtually and in accordance with state statute.

I. Call to Order.

President Gregory Sarlo called the meeting to order at 7:01 pm. Sarlo explained that the board yet again this month had posted notice to meet in person. Due to medical issues that arose over the weekend, however, we no longer have the five trustees able to meet in person at the library required to invoke the Remote Participation Policy and achieve a quorum.

II. Roll Call.

Roll call indicated the following board members were present:

Lisa DuBrock, Christine Halblander, Denise Hudec, Gregory Sarlo, Michelle Shimon-Hutchison, Bruce Lester, Nicholas Harkovich

Absent: Kristen Graack; Also present: Jo Bonell, Laurie Papadourakis, Heather Imhoff, Michelle Meyer-Edley, Stephanie Spetter, Joanie Sebastian, Lauren Wolf, John Leach

III. Pledge of Allegiance.

IV. Vote to invoke the Remote Participation Policy.

N/a

V. Consideration of the Agenda

MOTION by Denise Hudec seconded by Christine Halblander to accept the agenda. ROLL CALL VOTE: AYES: Lisa DuBrock, Christine Halblander, Denise Hudec, Gregory Sarlo, Michelle Shimon-Hutchison, Bruce Lester, Nicholas

Harkovich; NAYS: None; MOTION CARRIED

VI. Public Comments and Questions.

VII. Consent Agenda.

- A. Approval of the Minutes of the Regular Board Meeting – July 21, 2022.
- B. Acceptance of Financial Reports for July, 2022.
- C. Acceptance of Reports.
 - 1. Statistics Report for July, 2022.
 - 2. Director’s Report for July, 2022

MOTION by Christine Halblander seconded by Denise Hudec to accept the Consent Agenda. VOTE: AYES: Lisa DuBrock, Christine Halblander, Denise Hudec, Gregory Sarlo, Michelle Shimon-Hutchison, Bruce Lester, Nicholas Harkovich
NAYS: None; MOTION CARRIED

VIII. New Business

- A. Report Out from Finance Committee on the 2023 Budget

Chairperson Hudec reported the committee met and discussed the delay of the distribution property taxes from Cook County. Director Bonell stated we anticipate receiving no payments during the rest of 2022, and expect to receive three installments in the 2023. Hudec reported the committee also reviewed the 2023 budget. DPPL will not be raising the levy in 2023. The 2023 budget includes three Cook County tax distributions in revenue.

MOTION out of committee, seconded by Lisa DuBrock to accept the 2023 budget as presented. ROLL CALL VOTE: AYES: Lisa DuBrock, Christine Halblander, Nicholas Harkovich, Denise Hudec, Gregory Sarlo, Michelle Shimon-Hutchison; NAYS: Bruce Lester; MOTION CARRIED

- B. Report Out from Management Committee regarding changes to the Investment Policy and Business Manager position

N/A The committee did not meet.

- C. Approve Payment of Vendor Checks Report and ACH Payments in the amount of \$154,027.51

MOTION by Denise Hudec, seconded by Shelley Shimon-Hutchison, to approve payment of vendor checks and ACH Payments in the amount of \$154,027.51 as listed on the vendor checks report of July 2022 and

authorize Library Director Jo Bonell to transfer the amount required to the library's operating account. ROLL CALL VOTE: AYES: Lisa DuBrock, Christine Halblander, Nicholas Harkovich, Denise Hudec, Gregory Sarlo, Michelle Shimon-Hutchison, Bruce Lester
NAYS: None; MOTION CARRIED

- D. Review of vendor quotes for hybrid conferencing in the youth services programming room.

Director Bonell stated this project is being funded through a restricted donation to the Youth Services Department and will provide equipment to deliver additional live in person and live virtual programming.

MOTION by Lester seconded by Denise Hudec to accept the bid from Encompass in the amount of \$22,002.12. ROLL CALL VOTE: AYES: Lisa DuBrock, Christine Halblander, Denise Hudec, Gregory Sarlo, Michelle Shimon-Hutchison; NAYS: Nicholas Harkovich; MOTION CARRIED

- IX. Other.
None

- X. Announcements.

Director Bonell reported that the 2022 Summer Reading Program very successful and the participation numbers were enormous.

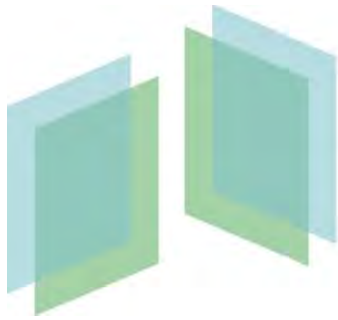
She also reported on a new PCsForPeople event held at DPPL in July that distributed 41 free or low-cost computers eligible Des Plaines residents. We plan to hold the event again.

- XI. Correspondence.
None

- XII. Adjournment.

MOTION by Lisa DuBrock seconded by Christine Halblander to adjourn.
VOTE: AYES: Lisa DuBrock, Christine Halblander, Denise Hudec, Gregory Sarlo, Michelle Shimon-Hutchison, Harkovich
NAYS: None; MOTION CARRIED

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



DES PLAINES PUBLIC LIBRARY

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DES PLAINES PUBLIC LIBRARY BOARD OF TRUSTEES

Minutes for the Meeting of the Finance Committee Wednesday August 17, 2022, 3 p.m.

Chair Denise Hudec stated that Board President Gregory Sarlo determined that it was not practical or prudent to schedule an in-person meeting due to the Covid-19 pandemic. Therefore, the meeting would be held virtually and in accordance with state statute.

I. Call to Order.

The meeting was called to order at 3 p.m.

II. Roll Call.

Roll call indicated the following committee members were present: Denise Hudec, Shelley Shimon-Hutchison, Bruce Lester. Absent: None. Also present: Jo Bonell, Laurie Papadourakis, Gregory Sarlo, Lisa DuBrock, Heather Imhoff, Michelle Meyer-Edley, Kristen Graack

III. Consideration of the Agenda.

MOTION by Lester seconded by Shimon-Hutchison to accept the agenda. VOTE: AYES: Hudec, Shimon-Hutchison, Lester. NAYS: None; MOTION CARRIED

IV. Public Comments and Questions.

None

V. Review of finances due to delayed property taxes.

Director Bonell stated we will not be receiving the second distribution of property taxes from Cook County in 2022, leaving us \$2.6 million short in revenue. We expect to receive three installments in the 2023, with the second 2022 installment anticipated to arrive in January. We have enough money in reserve to get us through until then, but are meeting with the city to discuss options if that it is delayed beyond then.

VI. Review and Approve 2023 Draft Library Budget

Director Bonell stated the proposed 2023 levy is flat to 2022, and we are not asking for addition funds from the taxpayers at what is a tough time financially for many residents. Director Bonell stated that the revenue line in the proposed 2023 budget includes three Cook County tax distributions in revenue, but much of that revenue will go to projects and expenses deferred from 2022. Critical new expenses, including increases to cyber-security, health and property insurance costs, and increases due to minimum wage and salary compression, will be funded through the existing fund balance. That fund balance, however, will be nearly depleted by the end of 2023.

MOTION by Shimon-Hutchison seconded by Hudec to recommend the 2023 Budget as presented to the full Board. ROLL CALL VOTE: AYES: Hudec, Shimon-Hutchison, Sarlo. NAYS: Lester; MOTION CARRIED

VII. Adjournment

MOTION by Shimon-Hutchison seconded by Hudec to adjourn. VOTE: AYES: All NAYS: Non; MOTION CARRIED

Des Plaines Public Library

Monthly Financial Report

For the Month Ended
August 31, 2022

Prepared by:

Lauterbach & Amen, LLP

Des Plaines Public Library

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Financial Statements

Des Plaines Public Library
Governmental Funds Balance Sheet
As of August 31, 2022

	Library Fund	Capital Projects Fund	Total
ASSETS			
Cash and Investments	\$ 2,841,116.13	\$ 1,760,044.70	\$ 4,601,160.83
Prepays	674.40	0.00	674.40
Receivables			
Receivable - Property Taxes	6,156,840.50	-	6,156,840.50
Receivable - Grants	-	-	-
Receivable - Miscellaneous	-	-	-
Total Assets	\$ 8,998,631.03	\$ 1,760,044.70	\$ 10,758,675.73
LIABILITIES			
Accounts Payable	\$ 305,522.73	\$ 22,282.32	\$ 327,805.05
Accrued Payroll	71,958.20	-	71,958.20
Due to other funds	82,846.73	-	82,846.73
Total Liabilities	460,327.66	22,282.32	482,609.98
Deferred Inflows of Resources			
Property Taxes	6,069,500.00	-	6,069,500.00
Total Liabilities and Deferred Inflows of Resources	6,529,827.66	22,282.32	6,552,109.98
FUND BALANCE			
Fund Balance - Unreserved	1,969,397.93	1,737,762.38	3,707,160.31
Fund Balance - Reserved for Prepays	499,405.44	-	499,405.44
Total Fund Balance	2,468,803.37	1,737,762.38	4,206,565.75
Total Liabilities, Deferred Inflows of Resources and Fund Balance	\$ 8,998,631.03	\$ 1,760,044.70	\$ 10,758,675.73

Des Plaines Public Library

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

For the 8 Months Ended August 31, 2022

	General Fund	Capital Improvements Fund	Total
REVENUES			
Taxes	\$ 3,473,565.95	\$ -	\$ 3,473,565.95
Intergovernmental	59,791.00	-	59,791.00
Fines & Fees	19,255.24	-	19,255.24
Interest	15,182.75	9,746.02	24,928.77
Special Events and Programs	1,833.85	-	1,833.85
Miscellaneous	217,402.09	-	217,402.09
Total Revenues	<u>3,787,030.88</u>	<u>9,746.02</u>	<u>3,796,776.90</u>
EXPENDITURES			
Personnel	\$ 1,959,083.63	\$ -	\$ 1,959,083.63
Operating	1,355,996.73	-	1,355,996.73
Library Materails	607,326.31	-	607,326.31
Capital Outlay	61,621.45	168,918.90	230,540.35
Other Expenditures	<u>18,483.03</u>	<u>-</u>	<u>18,483.03</u>
Total Expenditures	<u>4,002,511.15</u>	<u>168,918.90</u>	<u>4,171,430.05</u>
Net Change in Fund Balances	<u>(215,480.27)</u>	<u>(159,172.88)</u>	<u>(374,653.15)</u>
FUND BALANCES			
Beginning of the year	<u>2,684,283.64</u>	<u>1,896,935.26</u>	<u>4,581,218.90</u>
End of the period	<u>\$ 2,468,803.37</u>	<u>\$ 1,737,762.38</u>	<u>\$ 4,206,565.75</u>

Supplementary Information

Des Plaines Public Library

Treasurer's Report as of August 31, 2022

<u>Institution</u>	<u>Invested</u>
201-1101000 - Petty Cash	<u>500.00</u>
201-1102015 - Old Second Operating # 92260	528,195.73
202-1102015 - Old Second Operating # 92260	<u>44,030.90</u>
	<u>572,226.63</u>
201-1102028 - Old Second Donations #96300	<u>215,298.75</u>
201-1102079 - Illinois Funds # 2591	2,097,121.65
202-1102079 - Illinois Funds # 2591	<u>1,716,013.80</u>
	<u>3,813,135.45</u>
201-1104006 - Investments - Certificates of Deposit	<u>0.00</u>
Total Invested	<u><u>4,601,160.83</u></u>

Des Plaines Public Library
Balance Sheet as of August 31, 2022

	<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 Second Operating # 92260	642,905.56	(114,709.83)	528,195.73
1102028 - Old Second Donations #96300	215,291.44	7.31	215,298.75
1102079 - Illinois Funds # 2591	2,370,539.82	(273,418.17)	2,097,121.65
1118000 - Receivable - Property Taxes	6,156,840.50	0.00	6,156,840.50
1119301 - Prepaid Expense	0.00	674.40	674.40
	<u>9,386,077.32</u>	<u>(387,446.29)</u>	<u>8,998,631.03</u>
<u>Liabilities and Fund Balance</u>			
<u>Liabilities</u>			
2401000 - Accounts Payable	129,742.43	175,780.30	305,522.73
2401002 - Payroll Liabilities	31,089.63	(31,089.63)	0.00
2430707 - Due to Library Comp Abs	82,846.73	0.00	82,846.73
2450040 - Accrued Payroll	48,089.06	0.00	48,089.06
2470000 - Deferred Revenue - Property Tax	6,069,500.00	0.00	6,069,500.00
2471000 - Deferred Revenue - Other	23,869.14	0.00	23,869.14
	<u>6,385,136.99</u>	<u>144,690.67</u>	<u>6,529,827.66</u>
<u>Fund Balance</u>			
3720010 - Fund Balance - Reserved for Prepaid Items	499,405.44	0.00	499,405.44
3730000 - Fund Balance - Unreserved	<u>2,184,878.20</u>	<u>0.00</u>	<u>2,184,878.20</u>
	<u>2,684,283.64</u>	<u>0.00</u>	<u>2,684,283.64</u>
 Total Liabilities and Fund Balance	<u>9,069,420.63</u>	<u>144,690.67</u>	<u>9,214,111.30</u>
 Excess Revenues Over Expenses	<u>316,656.69</u>	<u>(532,136.96)</u>	<u>(215,480.27)</u>

Des Plaines Public Library
Balance Sheet as of August 31, 2022

	<u>Beginning</u> <u>Balance</u>	<u>M.T.D.</u> <u>Changes</u>	<u>Ending</u> <u>Balance</u>
<u>Capital Projects Fund</u>			
<u>Assets</u>			
1102015 - Old Second Operating # 92260	28,670.82	15,360.08	44,030.90
1102079 - Illinois Funds # 2591	1,735,149.04	(19,135.24)	1,716,013.80
	<u>1,763,819.86</u>	<u>(3,775.16)</u>	<u>1,760,044.70</u>
<u>Liabilities and Fund Balance</u>			
<u>Liabilities</u>			
2401000 - Accounts Payable	6,922.24	15,360.08	22,282.32
	<u>6,922.24</u>	<u>15,360.08</u>	<u>22,282.32</u>
<u>Fund Balance</u>			
3730000 - Fund Balance - Unreserved	1,896,935.26	0.00	1,896,935.26
Total Liabilities and Fund Balance	<u>1,903,857.50</u>	<u>15,360.08</u>	<u>1,919,217.58</u>
Excess Revenues Over Expenses	<u>(140,037.64)</u>	<u>(19,135.24)</u>	<u>(159,172.88)</u>
<u>Compensated Absences Fund</u>			
<u>Assets</u>			
1120201 - Due From Library	82,846.73	0.00	82,846.73
	<u>82,846.73</u>	<u>0.00</u>	<u>82,846.73</u>
<u>Liabilities and Fund Balance</u>			
<u>Liabilities</u>			
2450035 - Accrued ST-LT Comp Absence	82,846.73	0.00	82,846.73
	<u>82,846.73</u>	<u>0.00</u>	<u>82,846.73</u>
<u>Fund Balance</u>			
Total Liabilities and Fund Balance	<u>82,846.73</u>	<u>0.00</u>	<u>82,846.73</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 August 31, 2022

	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>(1,528,509.00)</u>	<u>0.00</u>	<u>(1,528,509.00)</u>
	<u>2,582,969.04</u>	<u>0.00</u>	<u>2,582,969.04</u>
<u>Liabilities and Fund Balance</u>			
<u>Liabilities</u>			
<u>Fund Balance</u>			
3730000 - Fund Balance - Unreserved	<u>2,582,969.04</u>	<u>0.00</u>	<u>2,582,969.04</u>
	<u>2,582,969.04</u>	<u>0.00</u>	<u>2,582,969.04</u>
 Total Liabilities and Net Capital Assets	 <u>2,582,969.04</u>	 <u>0.00</u>	 <u>2,582,969.04</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 8 Months Ended August 31, 2022

_____ Library Fund _____	Received <u>this Month</u>	Received <u>this Year</u>	Budgeted <u>Receipts</u>	Uncollected <u>Receipts</u>	Prct. <u>Collected</u>
<u>Taxes</u>					
201-4810025 - Property Taxes 2012	0.00	0.00	0.00	0.00	0.00
201-4810026 - Property Taxes 2013	0.00	0.00	0.00	0.00	0.00
201-4810027 - Property Taxes 2014	0.00	0.00	0.00	0.00	0.00
201-4810028 - Property Taxes 2015	0.00	0.00	0.00	0.00	0.00
201-4810029 - Property Taxes 2016	0.00	0.00	0.00	0.00	0.00
201-4810030 - Property Taxes 2017	0.00	0.00	0.00	0.00	0.00
201-4810031 - Property Taxes 2018	0.00	0.00	0.00	0.00	0.00
201-4810032 - Property Taxes 2020	0.00	0.00	0.00	0.00	0.00
201-4810033 - Property Taxes 2021	0.00	3,473,565.95	6,100,000.00	2,626,434.05	56.94
	<u>0.00</u>	<u>3,473,565.95</u>	<u>6,100,000.00</u>	<u>2,626,434.05</u>	<u>56.94</u>
<u>Intergovernmental</u>					
201-4810800 - Personal Property Replacement Tax	23,247.00	46,494.00	92,988.00	46,494.00	50.00
201-4822040 - State Grant - Per Capita	0.00	0.00	75,000.00	75,000.00	0.00
201-4822090 - Grant Revenue	0.00	5,373.00	0.00	(5,373.00)	0.00
201-4822095 - State Grant - Library	0.00	7,924.00	10,000.00	2,076.00	79.24
	<u>23,247.00</u>	<u>59,791.00</u>	<u>177,988.00</u>	<u>118,197.00</u>	<u>33.59</u>
<u>Fines & Fees</u>					
201-4850101 - Library Fees	1,017.87	7,534.01	3,000.00	(4,534.01)	251.13
201-4850102 - Library Fines	0.00	39.00	0.00	(39.00)	0.00
201-4850201 - Copying Fees	1,254.60	9,861.83	20,000.00	10,138.17	49.31
201-4850207 - Non-Res Cards	65.75	135.25	0.00	(135.25)	0.00
201-4850208 - Meeting Room Fees	270.00	1,685.15	1,500.00	(185.15)	112.34
	<u>2,608.22</u>	<u>19,255.24</u>	<u>24,500.00</u>	<u>5,244.76</u>	<u>78.59</u>
<u>Special Programs & Events</u>					
201-4850215 - Friends of the Library Reimbursements	0.00	1,833.85	20,000.00	18,166.15	9.17
	<u>0.00</u>	<u>1,833.85</u>	<u>20,000.00</u>	<u>18,166.15</u>	<u>9.17</u>
<u>Interest</u>					
201-4890010 - Interest Income	4,318.04	15,182.75	1,330.00	(13,852.75)	1,141.56
	<u>4,318.04</u>	<u>15,182.75</u>	<u>1,330.00</u>	<u>(13,852.75)</u>	<u>1,141.56</u>
<u>Other Revenue</u>					
201-4899900 - Miscellaneous Revenue	978.65	26,235.85	70,000.00	43,764.15	37.48
201-4899910 - Vending Machine Revenue	0.00	165.57	1,000.00	834.43	16.56
201-4899920 - Library Donations	0.00	181,775.00	190,000.00	8,225.00	95.67
201-4899940 - Friends Book Sale	1,269.17	9,225.67	5,000.00	(4,225.67)	184.51
	<u>2,247.82</u>	<u>217,402.09</u>	<u>266,000.00</u>	<u>48,597.91</u>	<u>81.73</u>
Total Library Fund	<u>32,421.08</u>	<u>3,787,030.88</u>	<u>6,589,818.00</u>	<u>2,802,787.12</u>	<u>57.47</u>

Des Plaines Public Library
 Revenue Report
 For the 8 Months Ended August 31, 2022

	<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>3,147.08</u>	<u>9,746.02</u>	<u>2,000.00</u>	<u>(7,746.02)</u>	<u>487.30</u>
	<u>3,147.08</u>	<u>9,746.02</u>	<u>2,000.00</u>	<u>(7,746.02)</u>	<u>487.30</u>
<u>Other Financing Sources</u>					
Total Capital Projects Fund	<u>3,147.08</u>	<u>9,746.02</u>	<u>2,000.00</u>	<u>(7,746.02)</u>	<u>487.30</u>
Total of All Funds	<u>35,568.16</u>	<u>3,796,776.90</u>	<u>6,591,818.00</u>	<u>2,795,041.10</u>	<u>57.60</u>

**Des Plaines Public Library
Expense Report
For the 8 Months Ended August 31, 2022**

Library Fund _____	<u>M.T.D.</u> <u>Expended</u>	<u>Y.T.D.</u> <u>Expended</u>	<u>Budgeted</u> <u>Amount</u>	<u>Budgeted</u> <u>Remain.</u>	<u>Prct.</u> <u>Expend.</u>
<u>Salaries</u>					
5910100 - Full-time Salaries	179,211.60	1,487,295.66	2,430,951.00	943,655.34	61.18
5910200 - Part-time Salaries	<u>52,913.50</u>	<u>471,787.97</u>	<u>838,279.00</u>	<u>366,491.03</u>	<u>56.28</u>
	<u>232,125.10</u>	<u>1,959,083.63</u>	<u>3,269,230.00</u>	<u>1,310,146.37</u>	<u>59.92</u>
<u>Benefits</u>					
5918010 - Unemployment Compensation	38.45	38.45	15,000.00	14,961.55	0.26
5918020 - Employer Contribution - FICA	17,046.20	143,988.49	248,109.00	104,120.51	58.03
5918021 - Employer Contribution - IMRF	24,018.23	124,287.84	223,448.00	99,160.16	55.62
5918040 - Life Insurance Premiums	0.00	0.00	1,886.00	1,886.00	0.00
5918050 - PPO Insurance Premiums	11,734.32	221,088.25	425,000.00	203,911.75	52.02
5918051 - HMO Insurance Premiums	5,649.86	106,482.78	190,000.00	83,517.22	56.04
5918055 - Dental Insurance Premiums	0.00	0.00	20,000.00	20,000.00	0.00
5918070 - Workers Compensation	<u>0.00</u>	<u>0.00</u>	<u>14,000.00</u>	<u>14,000.00</u>	<u>0.00</u>
	<u>58,487.06</u>	<u>595,885.81</u>	<u>1,137,443.00</u>	<u>541,557.19</u>	<u>52.39</u>
<u>Contractual Services</u>					
5920100 - Legal Fees	0.00	5,702.98	20,000.00	14,297.02	28.51
5920110 - Professional Services	139,264.03	315,586.66	445,348.00	129,761.34	70.86
5920120 - Communication Services	1,045.61	11,556.27	48,840.00	37,283.73	23.66
5920140 - Integrated Library System	0.00	66,709.47	88,450.00	21,740.53	75.42
5920202 - Conferences	271.71	1,703.03	0.00	(1,703.03)	0.00
5920204 - Training	0.00	12.99	0.00	(12.99)	0.00
5920210 - Marketing	398.67	25,135.07	53,000.00	27,864.93	47.42
5920220 - Membership Dues	0.00	3,719.00	6,400.00	2,681.00	58.11
5920990 - Property/Liability Insurance	3,149.00	45,331.00	57,000.00	11,669.00	79.53
5930010 - R&M Equipment	2,876.00	42,086.11	77,316.00	35,229.89	54.43
5930020 - R&M Buildings & Structures	1,825.56	55,153.42	110,960.00	55,806.58	49.71
5930030 - R&M Vehicles	0.00	202.25	2,000.00	1,797.75	10.11
5930210 - Rental of Equipment	0.00	221.67	890.00	668.33	24.91
5930320 - Cleaning/Custodial Services	4,892.50	44,914.50	87,575.00	42,660.50	51.29
5930490 - Refuse Contract	464.00	3,088.00	6,000.00	2,912.00	51.47
5960040 - Pre-Employment Testing	94.00	2,686.52	3,000.00	313.48	89.55
5960065 - Bank Fees	0.00	0.00	300.00	300.00	0.00
5960070 - Mileage	0.00	16.38	500.00	483.62	3.28
5960210 - Special Event Programming	17,604.38	57,743.13	51,850.00	(5,893.13)	111.37
5960990 - Misc. Contractual Services	<u>11,802.19</u>	<u>78,542.47</u>	<u>114,835.00</u>	<u>36,292.53</u>	<u>68.40</u>
	<u>183,687.65</u>	<u>760,110.92</u>	<u>1,174,264.00</u>	<u>414,153.08</u>	<u>64.73</u>
<u>Commodities</u>					
5970100 - Supplies	5,934.09	39,125.43	94,600.00	55,474.57	41.36
5970110 - Meals	0.00	851.33	2,000.00	1,148.67	42.57
5970115 - Supplies - Dept/Other	0.00	52.90	0.00	(52.90)	0.00
5970170 - Janitorial	0.00	4,702.34	18,600.00	13,897.66	25.28
5970260 - Postage & Parcel	1,049.42	12,827.02	11,000.00	(1,827.02)	116.61
5970270 - Printing	0.00	1,022.63	0.00	(1,022.63)	0.00

Des Plaines Public Library
Expense Report
For the 8 Months Ended August 31, 2022

	M.T.D. <u>Expended</u>	Y.T.D. <u>Expended</u>	Budgeted <u>Amount</u>	Budgeted <u>Remain.</u>	Prct. <u>Expend.</u>
5970500 - Water Bill	1,107.00	3,918.05	10,000.00	6,081.95	39.18
5970600 - Ebooks/Books	23,181.35	207,105.12	369,850.00	162,744.88	56.00
5970610 - E-audio/Audio	15,537.55	53,949.86	72,500.00	18,550.14	74.41
5970620 - E-Subscriptions/Subscriptions	1,259.23	43,437.31	58,430.00	14,992.69	74.34
5970630 - Visual Materials	18,888.39	103,595.37	185,100.00	81,504.63	55.97
5970640 - Databases	685.47	112,033.01	178,000.00	65,966.99	62.94
5970810 - Natural Gas	424.29	23,281.58	22,000.00	(1,281.58)	105.83
5970850 - Gasoline	0.00	0.00	300.00	300.00	0.00
5970900 - Equipment < \$10,000	<u>995.00</u>	<u>1,424.36</u>	<u>2,200.00</u>	<u>775.64</u>	<u>64.74</u>
	<u>69,061.79</u>	<u>607,326.31</u>	<u>1,024,580.00</u>	<u>417,253.69</u>	<u>59.28</u>
<u>Capital Expenditures</u>					
5980400 - Equipment	0.00	7,473.00	6,310.00	(1,163.00)	118.43
5980410 - Computer Hardware	7,544.38	17,116.35	8,450.00	(8,666.35)	202.56
5980420 - Computer Software	12,328.98	34,443.64	45,170.00	10,726.36	76.25
5980600 - Furniture & Fixtures	<u>0.00</u>	<u>2,588.46</u>	<u>6,500.00</u>	<u>3,911.54</u>	<u>39.82</u>
	<u>19,873.36</u>	<u>61,621.45</u>	<u>66,430.00</u>	<u>4,808.55</u>	<u>92.76</u>
<u>Other Funding Activities</u>					
5990900 - Per Capita Grant Expenditures	0.00	10,222.97	75,000.00	64,777.03	13.63
5993000 - Contingency Reserve	0.00	0.00	70,000.00	70,000.00	0.00
5999940 - Friends Books Sale	<u>1,323.08</u>	<u>8,260.06</u>	<u>5,000.00</u>	<u>(3,260.06)</u>	<u>165.20</u>
	<u>1,323.08</u>	<u>18,483.03</u>	<u>150,000.00</u>	<u>131,516.97</u>	<u>12.32</u>
Total Library Fund Expenditures	<u>564,558.04</u>	<u>4,002,511.15</u>	<u>6,821,947.00</u>	<u>2,819,435.85</u>	<u>58.67</u>
<u>Capital Projects Fund</u>					
<u>Contractual Services</u>					
<u>Capital Expenditures</u>					
5980300 - Improvements	9,915.84	57,004.97	218,000.00	160,995.03	26.15
5980400 - Equipment	0.00	41,311.60	309,940.00	268,628.40	13.33
5980410 - Computer Hardware	2,002.61	59,681.35	209,500.00	149,818.65	28.49
5980420 - Computer Software	10,363.87	10,839.55	10,500.00	(339.55)	103.23
5980600 - Furniture and Fixtures	<u>0.00</u>	<u>81.43</u>	<u>3,000.00</u>	<u>2,918.57</u>	<u>2.71</u>
	<u>22,282.32</u>	<u>168,918.90</u>	<u>750,940.00</u>	<u>582,021.10</u>	<u>22.49</u>
Total Capital Projects Fund Expenditures	<u>22,282.32</u>	<u>168,918.90</u>	<u>750,940.00</u>	<u>582,021.10</u>	<u>22.49</u>
Total of All Funds	<u>586,840.36</u>	<u>4,171,430.05</u>	<u>7,572,887.00</u>	<u>3,401,456.95</u>	<u>55.08</u>

Des Plaines Public Library

Check List

All Bank Accounts

August 31, 2022 - September 15, 2022

Check Number	Check Date	Payee	Amount
Vendor Checks			
18773	09/15/22	D.K. AGENCIES (P) LTD.	(500.00)
19280	09/15/22	ANDERSON LOCK CO LTD	(396.44)
19313	09/15/22	ADAM MATTHEW DIGITAL, LTD	7,000.00
19314	09/15/22	ANDERSON LOCK CO LTD	215.00
19315	09/15/22	ANGELO CERRONE	125.00
19316	09/15/22	BAKER & TAYLOR	16,392.29
19317	09/15/22	CDW GOVERNMENT	10,284.44
19318	09/15/22	CHILDREN'S PLUS, INC.	1,248.02
19319	09/15/22	CITY OF DES PLAINES	1,107.00
19320	09/15/22	COLLEY ELEVATOR COMPANY	1,212.00
19321	09/15/22	Continental Resources, Inc.	(5,371.84)
19321	09/15/22	Continental Resources, Inc.	5,371.84
19322	09/15/22	CRYSTAL MAINTENANCE SERVICES CORP	4,892.50
19323	09/15/22	Cynthia Clampitt	170.00
19324	09/15/22	D&Z HOUSE OF BOOKS	1,097.60
19325	09/15/22	D.K. AGENCIES (P) LTD.	500.00
19326	09/15/22	EBSCO INFORMATION SERVICES	8.01
19327	09/15/22	Encompass Audio Visual LLC	13,201.28
19328	09/15/22	ENVISIONWARE, INC	2,002.61
19329	09/15/22	FINDAWAY WORLD LLC	385.93
19330	09/15/22	FLOOD BROTHERS DISPOSAL & RECYCLING SERVICES	464.00
19331	09/15/22	FOX VALLEY FIRE & SAFETY	795.00
19332	09/15/22	GOVCONNECTION INC	2,225.72
19333	09/15/22	HR SPECIALIST: EMPLOYMENT LAW	199.00
19334	09/15/22	Illinois Department of Revenue	38.45
19335	09/15/22	John G. Donahue	120.00
19336	09/15/22	LAUTERBACH & AMEN, LLP.	2,575.00
19337	09/15/22	LIBRARY IDEAS LLC	7,914.93
19338	09/15/22	LIMRICC	52,722.75
19339	09/15/22	Manny's Sewing Machine Services Inc.	75.00
19340	09/15/22	Meredith Alexis Card	75.00
19341	09/15/22	MIDWEST TAPE	9,000.00
19342	09/15/22	MIDWEST TAPE	18,281.36
19343	09/15/22	OUTSOURCE SOLUTIONS GROUP, INC.	157,828.95
19344	09/15/22	OVERDRIVE, INC.	2,884.96
19345	09/15/22	PENWORTHY COMPANY	320.41
19346	09/15/22	PHYSICIANS IMMEDIATE CARE CHICAGO	94.00
19347	09/15/22	THOMAS KLISE/CRIMSON MULTIMEDIA	456.18
19348	09/15/22	TODAY'S BUSINESS SOLUTIONS INC	2,526.00
19349	09/15/22	TUMBLEWEED PRESS INC.	599.00
19350	09/15/22	WILD BIRD SHACK	300.00
19351	09/15/22	ARTHUR J. GALLAGHER RISK MANAGEMENT	3,149.00
19352	09/15/22	Continental Resources, Inc.	5,318.66
51887	08/31/22	BANKCARD SERVICES	18,293.79
51888	08/31/22	NICOR GAS	424.29
51889	08/31/22	FRIENDS OF THE DES PLAINES PUBLIC LIBRARY	1,323.08
51890	08/31/22	NEOFUNDS BY NEOPOST	1,000.00
51891	08/31/22	BANKCARD SERVICES	674.40
51892	08/31/22	IMRF	40,451.99
Vendor Check Total			389,076.16
Check List Total			389,076.16

Check count = 49

Des Plaines Public Library

Vendor Checks Report

All Bank Accounts

August 2022

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
Vendor Checks						
D.K. AGENCIES (P) LTD.				18773	09/15/22	<u>(500.00)</u>
201-5970600	Ebooks/Books	INV # DKBF-170-21	-500.00			
ANDERSON LOCK CO LTD						
201-5930020	R&M Buildings & Structures	Invoice #7100193	-215.00	19280	09/15/22	<u>(396.44)</u>
201-5930020	R&M Buildings & Structures	Invoice #1096479	-181.44			
ADAM MATTHEW DIGITAL, LTD						
201-5980420	Computer Software	INV#006306R1	7,000.00	19313	09/15/22	<u>7,000.00</u>
ANDERSON LOCK CO LTD						
201-5930020	R&M Buildings & Structures	Invoice #7100193	215.00	19314	09/15/22	<u>215.00</u>
ANGELO CERRONE						
201-5960990	Misc. Contractual Services	Videography for 8/18 Board Meeting	125.00	19315	09/15/22	<u>125.00</u>
BAKER & TAYLOR						
201-5970600	Ebooks/Books	INV# 2036933061	20.32	19316	09/15/22	<u>16,392.29</u>
201-5970600	Ebooks/Books	INV# 2036933110	229.58			
201-5970600	Ebooks/Books	INV# 2036929648	194.89			
201-5970600	Ebooks/Books	INV# 2036929848	167.56			
201-5970600	Ebooks/Books	INV# 2036936423	159.73			
201-5970600	Ebooks/Books	INV# 2036947646	303.45			
201-5970600	Ebooks/Books	INV# 2036944388	305.79			
201-5970600	Ebooks/Books	INV# 2036947560	148.74			
201-5970600	Ebooks/Books	INV# 2036947496	101.25			
201-5970600	Ebooks/Books	INV# 2036952849	730.34			
201-5970600	Ebooks/Books	INV# 2036942977	1,558.90			
201-5970600	Ebooks/Books	INV# 2036929670	291.03			
201-5970600	Ebooks/Books	INV# 2036926079	186.88			
201-5970600	Ebooks/Books	INV# 2036942503	232.21			
201-5970600	Ebooks/Books	INV# 2036953347	224.66			
201-5970600	Ebooks/Books	INV# 2036951292	340.07			
201-5970600	Ebooks/Books	INV# 2036948983	57.66			
201-5970600	Ebooks/Books	INV# 2036951346	94.30			
201-5970600	Ebooks/Books	INV# 2036951344	98.71			
201-5970600	Ebooks/Books	INV# 2036956245	191.08			
201-5970600	Ebooks/Books	INV# 2036951406	58.61			
201-5970600	Ebooks/Books	INV# 2036951410	42.42			
201-5970600	Ebooks/Books	INV# 2036951341	165.52			
201-5970600	Ebooks/Books	INV# 2036929596	48.81			
201-5970600	Ebooks/Books	INV# 2036904601	270.21			
201-5970600	Ebooks/Books	INV# 2036918996	453.48			
201-5970600	Ebooks/Books	INV# 2036922779	501.37			
201-5970600	Ebooks/Books	INV# 2036928047	505.10			
201-5970600	Ebooks/Books	INV# 2036910592	47.72			
201-5970600	Ebooks/Books	INV# 2036924861	81.13			
201-5970600	Ebooks/Books	INV# 2036920802	122.76			
201-5970600	Ebooks/Books	INV# 2036914525	29.28			
201-5970600	Ebooks/Books	INV# 2036920491	378.77			
201-5970600	Ebooks/Books	INV# 2036903119	113.55			
201-5970600	Ebooks/Books	INV# 2036888944	9.65			
201-5970600	Ebooks/Books	INV# 2036917137	32.94			
201-5970600	Ebooks/Books	INV# 2036907032	45.99			
201-5970600	Ebooks/Books	INV# 2036907226	363.31			

Des Plaines Public Library

Vendor Checks Report

All Bank Accounts

August 2022

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
201-5970600	Ebooks/Books	INV# 2036914637	46.43			
201-5970600	Ebooks/Books	INV# 2036906943	172.01			
201-5970600	Ebooks/Books	INV# 2036914566	54.14			
201-5970600	Ebooks/Books	INV# 2036909690	19.08			
201-5970600	Ebooks/Books	INV# 2036912123	10.17			
201-5970600	Ebooks/Books	INV# 2036910917	13.10			
201-5970600	Ebooks/Books	INV# 2036914431	450.14			
201-5970600	Ebooks/Books	INV# 2036901473	727.26			
201-5970600	Ebooks/Books	INV# 2036910849	587.32			
201-5970600	Ebooks/Books	INV# 2036884753	371.33			
201-5970600	Ebooks/Books	INV# 2036884808	422.21			
201-5970600	Ebooks/Books	INV# 2036874707	296.83			
201-5970600	Ebooks/Books	INV# 2036901476	150.76			
201-5970600	Ebooks/Books	INV# 2036906791	21.70			
201-5970600	Ebooks/Books	INV# 2036934149	248.17			
201-5970600	Ebooks/Books	INV# 2036827086	12.05			
201-5970600	Ebooks/Books	INV# 2036926161	108.09			
201-5970600	Ebooks/Books	INV# 2036926187	17.14			
201-5970600	Ebooks/Books	INV# 2036931102	621.92			
201-5970600	Ebooks/Books	INV# 2036926259	62.71			
201-5970600	Ebooks/Books	INV# 2036936346	428.70			
201-5960990	Misc. Contractual Services	INV# 2036933061	8.24			
201-5960990	Misc. Contractual Services	INV# 2036936346	62.50			
201-5960990	Misc. Contractual Services	INV# 2036931103	62.69			
201-5960990	Misc. Contractual Services	INV# 2036926259	13.88			
201-5960990	Misc. Contractual Services	INV# 2036926187	1.49			
201-5960990	Misc. Contractual Services	INV# 2036926161	12.71			
201-5960990	Misc. Contractual Services	INV# 2036827086	1.74			
201-5960990	Misc. Contractual Services	INV# 2036934149	11.90			
201-5960990	Misc. Contractual Services	INV# 2036906791	4.27			
201-5960990	Misc. Contractual Services	INV# 2036901476	25.51			
201-5960990	Misc. Contractual Services	INV# 2036884809	44.05			
201-5960990	Misc. Contractual Services	INV# 2036890607	566.02			
201-5960990	Misc. Contractual Services	INV# 2036890608	55.49			
201-5960990	Misc. Contractual Services	INV# 2036884754	35.76			
201-5960990	Misc. Contractual Services	INV# 2036901474	71.63			
201-5960990	Misc. Contractual Services	INV# 2036914431	63.95			
201-5960990	Misc. Contractual Services	INV# 2036910917	10.41			
201-5960990	Misc. Contractual Services	INV# 2036912123	4.12			
201-5960990	Misc. Contractual Services	INV# 2036909690	1.78			
201-5960990	Misc. Contractual Services	INV# 2036914566	8.54			
201-5960990	Misc. Contractual Services	INV# 2036906943	30.77			
201-5960990	Misc. Contractual Services	INV# 2036914637	15.98			
201-5960990	Misc. Contractual Services	INV# 2036903119	30.14			
201-5960990	Misc. Contractual Services	INV# 2036907226	56.90			
201-5960990	Misc. Contractual Services	INV# 2036907032	8.46			
201-5960990	Misc. Contractual Services	INV# 2036920491	54.45			
201-5960990	Misc. Contractual Services	INV# 2036914525	12.03			
201-5960990	Misc. Contractual Services	INV# 2036920802	14.99			
201-5960990	Misc. Contractual Services	INV# 2036924861	20.24			
201-5960990	Misc. Contractual Services	INV# 2036910592	41.64			
201-5960990	Misc. Contractual Services	INV# 2036928048	50.23			
201-5960990	Misc. Contractual Services	INV# 2036922780	59.71			
201-5960990	Misc. Contractual Services	INV# 2036918997	53.57			
201-5960990	Misc. Contractual Services	INV# 2036904601	14.70			
201-5960990	Misc. Contractual Services	INV# 2036929596	8.46			

Des Plaines Public Library

Vendor Checks Report

All Bank Accounts

August 2022

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
201-5960990	Misc. Contractual Services	INV# 2036951341	41.63			
201-5960990	Misc. Contractual Services	INV# 2036951410	28.07			
201-5960990	Misc. Contractual Services	INV# 2036951406	20.60			
201-5960990	Misc. Contractual Services	INV# 2036956245	37.97			
201-5960990	Misc. Contractual Services	INV# 2036951344	16.42			
201-5960990	Misc. Contractual Services	INV# 2036948983	34.70			
201-5960990	Misc. Contractual Services	INV# 2036951292	55.26			
201-5960990	Misc. Contractual Services	INV# 2036951346	32.96			
201-5960990	Misc. Contractual Services	INV# 2036953347	37.70			
201-5960990	Misc. Contractual Services	INV# 2036942503	36.12			
201-5960990	Misc. Contractual Services	INV# 2036926079	31.56			
201-5960990	Misc. Contractual Services	INV# 2036929670	64.61			
201-5960990	Misc. Contractual Services	INV# 2036952850	79.08			
201-5960990	Misc. Contractual Services	INV# 2036942977	274.64			
201-5960990	Misc. Contractual Services	INV# 2036947496	19.45			
201-5960990	Misc. Contractual Services	INV# 2036947560	33.05			
201-5960990	Misc. Contractual Services	INV# 2036944388	53.58			
201-5960990	Misc. Contractual Services	INV# 2036947646	47.03			
201-5960990	Misc. Contractual Services	INV# 2036936423	10.44			
201-5960990	Misc. Contractual Services	INV# 2036929848	89.89			
201-5960990	Misc. Contractual Services	INV# 2036929648	27.45			
201-5960990	Misc. Contractual Services	INV# 2036933110	32.10			
CDW GOVERNMENT				19317	09/15/22	<u>10,284.44</u>
201-5970100	Supplies	INV# BS60410	368.60			
202-5980300	Improvements	INV# CD07276	9,915.84			
CHILDREN'S PLUS, INC.				19318	09/15/22	<u>1,248.02</u>
201-5970600	Ebooks/Books	INV# 216620	85.62			
201-5970600	Ebooks/Books	INV# 217042	133.50			
201-5970600	Ebooks/Books	INV# 217040	65.24			
201-5970600	Ebooks/Books	INV# 217038	27.53			
201-5970600	Ebooks/Books	INV# 216550	34.58			
201-5970600	Ebooks/Books	INV# 216813	37.68			
201-5970600	Ebooks/Books	INV# 217777	92.65			
201-5970600	Ebooks/Books	INV# 217858	266.00			
201-5970600	Ebooks/Books	INV# 217680	34.66			
201-5970600	Ebooks/Books	INV# 217648	99.71			
201-5970600	Ebooks/Books	INV# 216619	293.58			
201-5970600	Ebooks/Books	INV# 217166	20.35			
201-5970600	Ebooks/Books	INV# 217649	56.92			
CITY OF DES PLAINES				19319	09/15/22	<u>1,107.00</u>
201-5970500	Water Bill	Account #71080763-001	1,107.00			
COLLEY ELEVATOR COMPANY				19320	09/15/22	<u>1,212.00</u>
201-5930020	R&M Buildings & Structures	INV# 230366	606.00			
201-5930020	R&M Buildings & Structures	INV# 229272	606.00			
Continental Resources, Inc.				19321	09/15/22	<u>5,371.84</u>
201-5980410	Computer Hardware	INV# 91125033	5,371.84			
Continental Resources, Inc.				19321	09/15/22	<u>(5,371.84)</u>
201-5980410	Computer Hardware	INV# 91125033	-5,371.84			
CRYSTAL MAINTENANCE SERVICES CORP				19322	09/15/22	<u>4,892.50</u>

Des Plaines Public Library

Vendor Checks Report

All Bank Accounts

August 2022

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
201-5930320	Cleaning/Custodial Services	INV# 30424	4,892.50			
Cynthia Clampitt				19323	09/15/22	<u>170.00</u>
201-5960210	Special Event Programming	Event "How corn changed itself and..."	170.00			
D&Z HOUSE OF BOOKS				19324	09/15/22	<u>1,097.60</u>
201-5970600	Ebooks/Books	INV# 2022/I155812	1,097.60			
D.K. AGENCIES (P) LTD.				19325	09/15/22	<u>500.00</u>
201-5970600	Ebooks/Books	INV # DKBF-170-21	500.00			
EBSCO INFORMATION SERVICES				19326	09/15/22	<u>8.01</u>
201-5970620	E-Subscriptions/Subscriptions	Credit Memo #2206142	-11.97			
201-5970620	E-Subscriptions/Subscriptions	INV# 1661818	19.98			
Encompass Audio Visual LLC				19327	09/15/22	<u>13,201.28</u>
201-5960210	Special Event Programming	INV# 10461-1	13,201.28			
ENVISIONWARE, INC				19328	09/15/22	<u>2,002.61</u>
202-5980410	Computer Hardware	INV# INV-US-60557	2,002.61			
FINDAWAY WORLD LLC				19329	09/15/22	<u>385.93</u>
201-5970600	Ebooks/Books	INV# 402243	385.93			
FLOOD BROTHERS DISPOSAL & RECYCLING SERVICES				19330	09/15/22	<u>464.00</u>
201-5930490	Refuse Contract	INV# 6297211	464.00			
FOX VALLEY FIRE & SAFETY				19331	09/15/22	<u>795.00</u>
201-5930020	R&M Buildings & Structures	INV# IN00542039	795.00			
GOVCONNECTION INC				19332	09/15/22	<u>2,225.72</u>
201-5980410	Computer Hardware	INV# 71464518	2,225.72			
HR SPECIALIST: EMPLOYMENT LAW				19333	09/15/22	<u>199.00</u>
201-5970620	E-Subscriptions/Subscriptions	INV# LT0375	199.00			
Illinois Department of Revenue				19334	09/15/22	<u>38.45</u>
201-5918010	Unemployment Compensation	Account ID #4588988	38.45			
John G. Donahue				19335	09/15/22	<u>120.00</u>
201-5960210	Special Event Programming	INV# 107	120.00			
LAUTERBACH & AMEN, LLP.				19336	09/15/22	<u>2,575.00</u>
201-5920110	Professional Services	INV# 68879	1,575.00			
201-5920110	Professional Services	INV# 69166	1,000.00			
LIBRARY IDEAS LLC				19337	09/15/22	<u>7,914.93</u>
201-5970610	E-audio/Audio	INV# 90895	7,250.00			
201-5970600	Ebooks/Books	INV# 92404	664.93			
LIMRICC				19338	09/15/22	<u>52,722.75</u>
201-2401002	Payroll Liabilities	LIMRICC - Des Plaines PL August Billing	52,722.75			
Manny's Sewing Machine Services Inc.				19339	09/15/22	<u>75.00</u>
201-5960990	Misc. Contractual Services	INV# 196	75.00			

Des Plaines Public Library

Vendor Checks Report

All Bank Accounts

August 2022

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
Meredith Alexis Card				19340	09/15/22	<u>75.00</u>
201-59706210	Special Event Programming	Event "Diamond Painitng for Teens"	75.00			
MIDWEST TAPE				19341	09/15/22	<u>9,000.00</u>
201-5970630	Visual Materials	Document# 502569699	9,000.00			
MIDWEST TAPE				19342	09/15/22	<u>18,281.36</u>
201-5970610	E-audio/Audio	INV# 502447760	1,263.64			
201-5970610	E-audio/Audio	INV# 502479610	154.82			
201-5970610	E-audio/Audio	INV# 502474719	1,403.64			
201-5970610	E-audio/Audio	INV# 502418992	614.83			
201-5970610	E-audio/Audio	INV# 502393994	123.98			
201-5970610	E-audio/Audio	INV# 502447762	134.29			
201-5970610	E-audio/Audio	INV# 502514801	512.85			
201-5970610	E-audio/Audio	INV# 502514749	198.88			
201-5970610	E-audio/Audio	INV# 502601777	890.78			
201-5970610	E-audio/Audio	INV# 502589260	1,331.79			
201-5970610	E-audio/Audio	INV# 502601779	265.41			
201-5970610	E-audio/Audio	INV# 502543487	383.90			
201-5970610	E-audio/Audio	INV# 502520735	63.99			
201-5970610	E-audio/Audio	INV# 502557589	9.99			
201-5970610	E-audio/Audio	INV# 502557591	203.97			
201-5970610	E-audio/Audio	INV# 502543485	167.40			
201-5970610	E-audio/Audio	INV# 502074201	9.99			
201-5970610	E-audio/Audio	INV# 502568866	269.48			
201-5970610	E-audio/Audio	INV# 502568864	267.93			
201-5970630	Visual Materials	INV# 502514748	760.12			
201-5970630	Visual Materials	INV# 502504543	67.48			
201-5970630	Visual Materials	INV# 502504541	72.72			
201-5970630	Visual Materials	INV# 502514802	128.94			
201-5970630	Visual Materials	INV# 502479613	338.21			
201-5970630	Visual Materials	INV# 502428827	103.47			
201-5970630	Visual Materials	INV# 502479612	642.47			
201-5970630	Visual Materials	INV# 502468518	89.97			
201-5970630	Visual Materials	INV# 502428824	20.24			
201-5970630	Visual Materials	INV# 502428823	65.98			
201-5970630	Visual Materials	INV# 502428821	89.97			
201-5970630	Visual Materials	INV# 502428822	59.98			
201-5970630	Visual Materials	INV# 502428825	172.45			
201-5970630	Visual Materials	INV# 502568868	209.41			
201-5970630	Visual Materials	INV# 502568865	1,648.22			
201-5970630	Visual Materials	INV# 502543489	88.96			
201-5970630	Visual Materials	INV# 502557593	73.47			
201-5970630	Visual Materials	INV# 502557592	53.98			
201-5970630	Visual Materials	INV# 502543488	535.98			
201-5970630	Visual Materials	INV# 502520739	42.74			
201-5970630	Visual Materials	INV# 502520737	131.20			
201-5970630	Visual Materials	INV# 502520736	179.94			
201-5970630	Visual Materials	INV# 502532720	187.45			
201-5970630	Visual Materials	INV# 502532721	15.99			
201-5970630	Visual Materials	INV# 502447761	335.83			
201-5970630	Visual Materials	INV# 502447764	59.98			
201-5970630	Visual Materials	INV# 502440035	46.48			
201-5970630	Visual Materials	INV# 502601778	1,042.63			
201-5970630	Visual Materials	INV# 502602441	561.20			

Des Plaines Public Library

Vendor Checks Report

All Bank Accounts

August 2022

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
201-5970630	Visual Materials	INV# 502589264	19.99			
201-5970630	Visual Materials	INV# 502589263	109.46			
201-5970630	Visual Materials	INV# 502393995	131.20			
201-5970630	Visual Materials	INV# 502589261	18.39			
201-5960990	Misc. Contractual Services	INV# 502514748	147.60			
201-5960990	Misc. Contractual Services	INV# 502514749	65.45			
201-5960990	Misc. Contractual Services	INV# 502514801	27.75			
201-5960990	Misc. Contractual Services	INV# 502514802	19.50			
201-5960990	Misc. Contractual Services	INV# 502447762	42.35			
201-5960990	Misc. Contractual Services	INV# 502474719	66.60			
201-5960990	Misc. Contractual Services	INV# 502479610	50.30			
201-5960990	Misc. Contractual Services	INV# 502447760	66.60			
201-5960990	Misc. Contractual Services	INV# 502479612	103.00			
201-5960990	Misc. Contractual Services	INV# 502479613	45.90			
201-5960990	Misc. Contractual Services	INV# 502418992	31.45			
201-5960990	Misc. Contractual Services	INV# 502601777	40.70			
201-5960990	Misc. Contractual Services	INV# 502602441	92.25			
201-5960990	Misc. Contractual Services	INV# 502601778	202.90			
201-5960990	Misc. Contractual Services	INV# 502601779	92.65			
201-5960990	Misc. Contractual Services	INV# 502440035	6.50			
201-5960990	Misc. Contractual Services	INV# 502447764	6.50			
201-5960990	Misc. Contractual Services	INV# 502447761	72.15			
201-5960990	Misc. Contractual Services	INV# 502543487	18.50			
201-5960990	Misc. Contractual Services	INV# 502543488	109.80			
201-5960990	Misc. Contractual Services	INV# 502543489	13.20			
201-5960990	Misc. Contractual Services	INV# 502543485	58.25			
201-5960990	Misc. Contractual Services	INV# 502568865	398.25			
201-5960990	Misc. Contractual Services	INV# 502568868	29.25			
201-5960990	Misc. Contractual Services	INV# 502568864	12.95			
201-5960990	Misc. Contractual Services	INV# 502568866	84.95			
OUTSOURCE SOLUTIONS GROUP, INC.				19343	09/15/22	<u>157,828.95</u>
201-5920110	Professional Services	INV# 70231	34,422.91			
201-5920110	Professional Services	INV# 70956	34,422.91			
201-5920110	Professional Services	INV# 70491	34,422.91			
201-5920110	Professional Services	INV# 66391	33,420.30			
201-5930010	R&M Equipment	INV# 70954	350.00			
201-5980420	Computer Software	INV# 70231	1,074.14			
201-5980420	Computer Software	INV# 70491	1,074.14			
201-5980420	Computer Software	INV# 70710	1,200.00			
201-5980420	Computer Software	INV# 70889	66.00			
201-5980420	Computer Software	INV# 70956	1,071.77			
201-5960990	Misc. Contractual Services	INV# 70956	1,980.00			
201-5960990	Misc. Contractual Services	INV# 70491	1,980.00			
201-5960990	Misc. Contractual Services	INV# 70231	1,980.00			
202-5980420	Computer Software	INV# 70497	10,363.87			
OVERDRIVE, INC.				19344	09/15/22	<u>2,884.96</u>
201-5970600	Ebooks/Books	INV# 01018MA22290022	2,877.97			
201-5970600	Ebooks/Books	INV# 01018MA22288748	6.99			
PENWORTHY COMPANY				19345	09/15/22	<u>320.41</u>
201-5970600	Ebooks/Books	INV# 0583424-IN	320.41			
PHYSICIANS IMMEDIATE CARE CHICAGO				19346	09/15/22	<u>94.00</u>
201-5960040	Pre-Employment Testing	Account # 51489	94.00			

Des Plaines Public Library
Vendor Checks Report

All Bank Accounts

August 2022

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
THOMAS KLISE/CRIMSON MULTIMEDIA				19347	09/15/22	<u>456.18</u>
201-5970630	Visual Materials	INV# 008393	30.00			
201-5970630	Visual Materials	INV# 008392	426.18			
TODAY'S BUSINESS SOLUTIONS INC				19348	09/15/22	<u>2,526.00</u>
201-5930010	R&M Equipment	INV# 13229	1,575.00			
201-5930010	R&M Equipment	INV# 13644	300.00			
201-5930010	R&M Equipment	INV# 13948	651.00			
TUMBLEWEED PRESS INC.				19349	09/15/22	<u>599.00</u>
201-5970640	Databases	INV# 110957	599.00			
WILD BIRD SHACK				19350	09/15/22	<u>300.00</u>
201-5960210	Special Event Programming	11/19 Event "Lets build a suet feeder"	150.00			
201-5960210	Special Event Programming	9/24 Event "Give a little help to a Winged Friend"	150.00			
ARTHUR J. GALLAGHER RISK MANAGEMENT				19351	09/15/22	<u>3,149.00</u>
201-5920990	Property/Liability Insurance	Invoice #4367505	3,149.00			
Continental Resources, Inc.				19352	09/15/22	<u>5,318.66</u>
201-5980410	Computer Hardware	INV# 91125033	5,318.66			
					Check List Total	<u><u>326,908.61</u></u>

Des Plaines Public Library

ACH Register

All Bank Accounts

August 1, 2022 - August 31, 2022

ACH Number	ACH Date	Payee	Amount
Vendor Checks			
51887	08/31/22	BANKCARD SERVICES	18,293.79
51888	08/31/22	NICOR GAS	424.29
51889	08/31/22	FRIENDS OF THE DES PLAINES PUBLIC LIBRARY	1,323.08
51890	08/31/22	NEOFUNDS BY NEOPOST	1,000.00
51891	08/31/22	BANKCARD SERVICES	674.40
51892	08/31/22	IMRF	40,451.99
Vendor Check Total			<u>62,167.55</u>
Check List Total			<u>62,167.55</u>

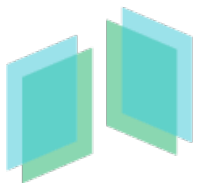
Check count = 6

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
Balance Sheet												
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				
Revenue (M-T-D)												
Property Taxes	43,444	811,138	2,380,007	152,939	10,674	50,762	24,602	-				
Other Revenue	186,683	31,886	14,195	8,672	42,120	16,557	8,434	32,421				
	230,127	843,025	2,394,202	161,611	52,794	67,320	33,036	32,421	-	-	-	-
Expenses (M-T-D)												
Payroll & Benefits	280,990	307,004	359,906	307,329	252,199	388,601	368,328	290,612				
Other Expense	266,523	171,057	153,034	214,193	179,051	143,096	154,965	273,946				
Change in A/P & AJE's	(62,298)	(27,567)	(131,519)	98,254	89,955	16,094	(34,297)	(140,241)				
	485,215	450,494	381,421	619,776	521,205	547,791	488,997	424,317	-	-	-	-
Net Increase/(Decrease)	(255,088)	392,531	2,012,782	(458,165)	(468,412)	(480,472)	(455,960)	(391,896)	-	-	-	-

DES PLAINES PUBLIC LIBRARY
CASH FLOW SUMMARY
For the Year Ended December 31, 2021

	January	February	March	April	May	June	July	August	September	October	November	December
Balance Sheet												
Cash & Investments	\$ 3,968,717	4,138,360	5,784,948	5,703,662	5,471,098	4,997,435	4,622,155	4,033,743	4,755,049	5,662,998	5,274,148	4,705,842
Revenue (M-T-D)												
Property Taxes	-	528,962	2,106,673	331,285	343,511	-	-	-	1,204,158	1,432,744	58,530	-
Other Revenue	2,289	5,271	3,484	2,827	8,564	17,598	49,433	99,363	5,475	4,502	38,103	8,853
	2,289	534,232	2,110,157	334,111	352,076	17,598	49,433	99,363	1,209,633	1,437,246	96,632	8,853
Expenses (M-T-D)												
Payroll & Benefits	344,048	268,451	247,963	363,399	261,367	254,187	409,828	265,279	387,045	317,677	314,345	376,123
Other Expense	275,321	145,415	142,034	275,517	216,261	91,462	324,397	152,772	203,648	173,154	147,736	138,139
Change in A/P & AJE's	(91,308)	(49,276)	73,572	(223,518)	107,024	145,612	(309,513)	269,724	(102,365)	38,465	23,402	62,897
	528,061	364,590	463,568	415,398	584,652	491,262	424,712	687,775	488,327	529,297	485,483	577,159
Net Increase/(Decrease)	(525,772)	169,643	1,646,589	(81,287)	(232,564)	(473,664)	(375,279)	(588,412)	721,306	907,950	(388,850)	(568,306)



DIRECTOR'S REPORT

AUGUST 2022

DONATIONS & GRANTS



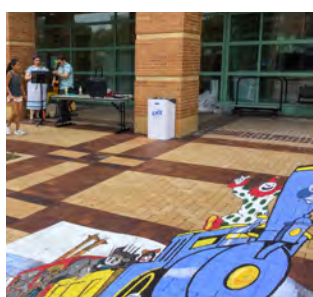
\$900 from the Friends for One-on-One Job Counseling sessions.

\$785 from the Friends for a teen services Mobile Escape Room program.

\$550 from the Des Plaines Elks Lodge for books for the Jumpstart Read For the Record program.

\$89,495 Per Capita Grant from the State of Illinois.

COMMUNITY PARTNERSHIP DES PLAINES ARTS COUNCIL



COMINGS & GOINGS

COMINGS

- Israa Abbas, PT A&C Asst
- Laura Carreno, PT Materials Services Clerk
- Sarah Dominy, PT Materials Services Clerk
- Nina Garzon, PT YS Early Literacy Intern
- Savannah May, PT Page
- Melissa Muñoz, PT YS Early Literacy Intern
- Mike Yafchak, PT Page
- Grace Valentine, PT Patrons Acct Asst

GOINGS

- Conie Gusek, PT Materials Services Clerk
- Gracyn Hubik, PT Materials Services Clerk
- Aidan Keane, PT Page

PROMOTIONS

- Annie Li, FT Librarian
- Colleen Magruder, FT Librarian 2



GROUND TURMERIC

INGREDIENT PICK-UP STARTS WEDNESDAY, 7/13/22
EVENT DATE VIA ZOOM: THURSDAY, 8/18/22, 2-3 PM

PICKUP THIS INGREDIENT FROM THE 4TH FLOOR INFORMATION DESK AND BORROW A COORDINATING COOKBOOK, MAKE A PREPARE-TAKE PHOTOS, AND SHARE THE EXPERIENCE WITH OTHERS IN ROOM.

Foodies Unite...
WITH OUR SPECIAL INGREDIENT

LEARN MORE AT DPPL.ORG



August 2022



AWESOME AUSTRALIA

AUGUST 3, 2022 - 7:00 P.M.

World traveler Brian Michalski will share original photographs and a deep well of stories. While visiting exotic destinations including the Australian Outback, Great Barrier Reef, and Tasmania, we will learn about Australia's fascinating history, great traditions, etc. when the cheery, strong, deadly animals and Aboriginal influences.

LEARN MORE AT DPPL.ORG



AUGUST

IN-LIBRARY Book Clubs

The Commons @ 10:00am on Tuesday

August 2 • We Hunt the Flame

by Hofstadter

Zofia is the Harrier, dipping herself in a river when she becomes the crowned Queen of the Arts to feed her people. Near is the Prince of Death, possessing those foolish enough to defy his volcanic father, the ruler. If Zofia was married as a girl, all of her schemers would be repeated, if Near displayed his compassion, his father would punish her in the most brutal of ways. Both Zofia and Near are legends in the kingdom of Aravonia-but neither wants to be.



Room C @ 7:30pm on Thursday

August 11 • Zero K

by Don DeLillo

Jeffrey Goodwin's father, Ross, is a George Soros-like billionaire now in his eighties with a younger wife, a Kris who leads a lifestyle that is the primary reason in a steady remote and social compound where death is controlled and bodies are preserved until a future moment when medicine and technology can resurrect them. Jeffrey asks Ross and Aris if the compound to stay an uncertain farewell to her or the surrender her body.

Copies of these books are available at the Readers Services desk on the 3rd floor of the library.

LEARN MORE AT DPPL.ORG



Registration required. The Tuesday morning book club will meet in the Commons and the Thursday evening book club will meet in Room C.

FILM SCREENING

AMERICAN UNDERDOG

August 17, 2022 1:30 P.M.

Zachary Levi, Anna Paquin, Derrick Guidi

112 minutes, Rated PG

This feel good movie tells the inspiring true story of NFL quarterback Kurt Warner. Warner's improbable journey took him from stocking shelves at a supermarket, to Arena League football, to the grand stage of the Super Bowl and the Football Hall of Fame.



LEARN MORE AT DPPL.ORG



ADULT PROGRAMS

CURIOSITY CAFE

AUGUST 11, 2022
10:30-11:30 A.M.

Join us in the Forum to view a TED talk and join in a group discussion on the topic.

Steven Johnson

How humanity doubled life expectancy in a century

LEARN MORE AT DPPL.ORG



LEARN TO SEW

PENCIL CASES

Thursday, August 4th, 2:00-4:30pm
and Friday, August 5th, 6:00-8:30pm
in the Forum

Learn how to use a sewing machine to make and take a pencil case!

This program is for adults - all skill levels are welcome. Registration required.

LEARN MORE AT DPPL.ORG



MS Word 2016

SERIES OF 3 CLASSES

August 16, 23, 30, 2022 | 2 - 3 p.m.

MS Word: Basics - Tuesday, 8/16/2022
MS Word: Editing & Formatting - Tuesday, 8/23/2022
MS Word: Tables, Images & Graphics - Tuesday, 8/30/2022

This program is part of the Employment Assistance Program funded by the Illinois State Library.

Ways to Work

LEARN MORE AT DPPL.ORG



Blood Pressure Screening and Health Insurance Assistance

- Tuesday, July 12 from 10-1
- Tuesday, August 9 from 10-1
- Tuesday, September 13 from 10-1
- Tuesday, October 11 from 10-1
- Tuesday, November 8 from 10-1
- Tuesday, December 13 from 10-1



Ascension Holy Family will be providing blood pressure screening and Advocata will be providing help with health insurance benefit screening and enrollment in Meeting Room C.

Ascension ADVOCATA

LEARN MORE AT DPPL.ORG



AudioFile

Sync AUDIOBOOKS FOR TEENS

AVAILABLE AS A FREE AUDIOBOOK DOWNLOAD THIS WEEK, AUGUST 11 - AUGUST 17



PEOPLE WE MEET ON THE WAY



WANT ALERTS ABOUT FREE AUDIOBOOKS? For 10th release, TEXT #100 to 888-754-0319 or visit

Board Game BONANZA

June 17, July 01, July 15, August 05, August 19

10 a.m. - 12 p.m. | The Commons

Put your game face on for our Board Game Bonanza. Seniors 60+ play a wide range of board games including, but not limited to, Rummikub to Uno.



LEARN MORE AT DPPL.ORG



Ain't Wii Got Fun!

Wii Bowling for Seniors. Come join us for fun, good company, and bowling on the Wii in The Commons on the 3rd floor.
July 8, July 22, August 12, August 26 | 10:00am - 12:00pm



35

LEARN MORE AT DPPL.ORG



DES PLAINES PUBLIC LIBRARY MOVE & GROOVE.



Tooty Ta!

Des Plaines Public Library
Published by Charlie Crane · August 4 ·

Today at Move and Groove, we're taking you virtually to Seminole Park, Centennial Park, Des Plaines Manor and Central Park for a rousing rendition of Tooty Ta. Thank you to the Des Plaines Park District for allowing us to move and groove around your parks this summer!



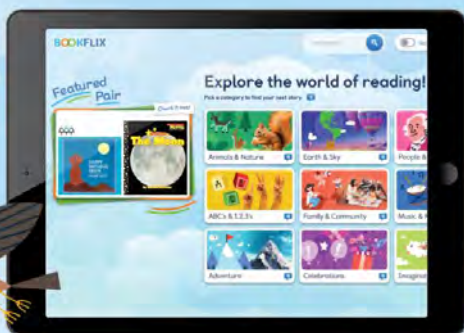
0:16 / 2:56

Explore the World Through Stories with BOOKFLIX®

DES PLAINES PUBLIC LIBRARY

BOOKFLIX

SCHOLASTIC



KIDS PROGRAMS

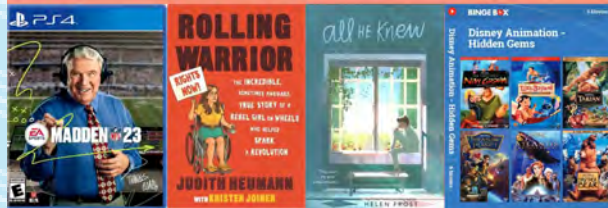


ROCKY'S RECS

August 2022



DPPL'S PICKS FOR KIDS



Storytime in the Park!



Tuesdays at 10:00am
August 30, September 6, 13, and 20

Join us at Central Park
(1555 E. Thacker St. in Des Plaines)

LOTE Online *For Kids*
Storytime, in your language

Storybooks in over 50 languages.
Listen & read along!



TEEN PROGRAMS

Des Plaines Public Library
Published by Later - July 28


Things to Do at DPPL in August - Teens Edition!
For more information visit:
dppl.org/calendar

Things to Do
@DPPL
In August
Teens Edition

0:01 / 0:14

TEENS

Take & Make



FIDGET SPINNERS

BEGINNING
August 1st

Take & Make Kits are fun crafts you can take home and make on your own time. Drop in to pick up your kit throughout the month! Available while supplies last. For teens in grades 7-12.

WHILE SUPPLIES LAST

LEARN MORE AT DPPL.ORG

DES PLAINES PUBLIC LIBRARY

TEENS



LEARN TO SEW PENCIL CASES

Wednesday, August 3rd in the Commons

Learn how to use a sewing machine to make and take a pencil case!
For teens in grades 7-12. Registration required.

LEARN MORE AT DPPL.ORG

DES PLAINES PUBLIC LIBRARY

TEENS

CODE Q

Friday at 4pm
June 17 | July 8 | August 5

An LGBTQ social club in which teens and their allies can watch movies, do crafts and activities, and read books and graphic novels regarding LGBTQ themes while making new friends. Free snacks for those who come. For teens in grades 7-12.



LEARN MORE AT DPPL.ORG

DES PLAINES PUBLIC LIBRARY



DISCORD



SCAN CODE TO JOIN THE SERVER!

ART BOOKS GAMES MUSIC & MORE!



TEENS

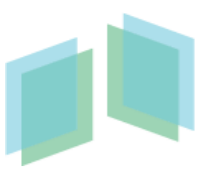
TEEN

Mailed It!

COMPETITION



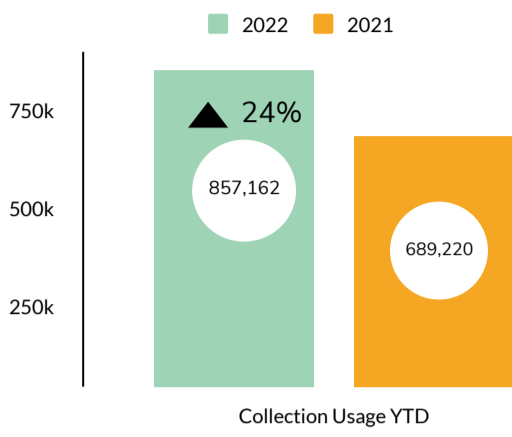
Tuesday, August 9th - Tuesday, August 30th



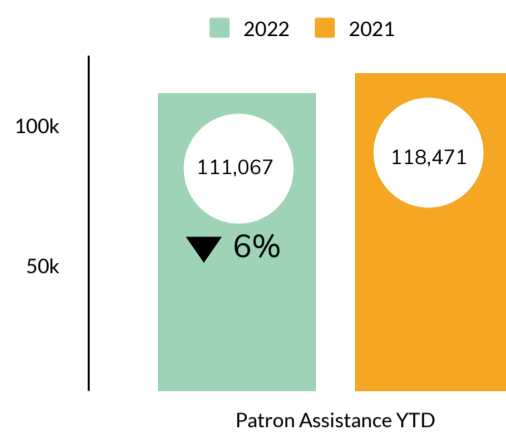
STATISTICS REPORT

August 2022

Collection Usage YTD

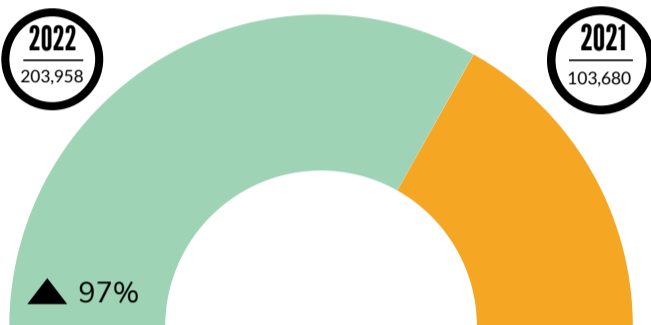


Patron Assistance YTD



Attendance All - YTD

Events, Programs, Outreach & Classes



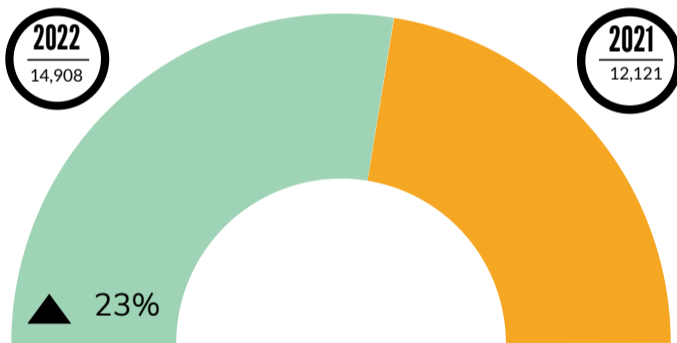
Bookings All - YTD

Events, Programs & Classes



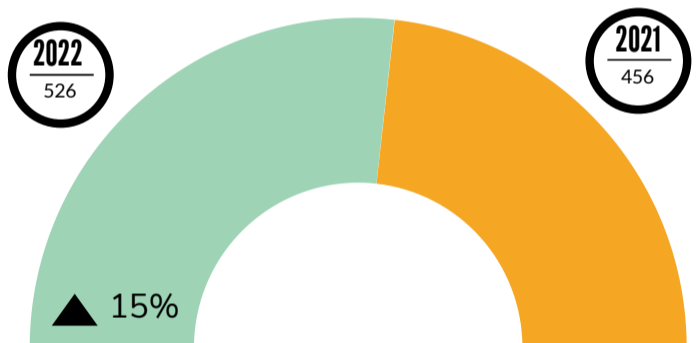
Attendance In Person - YTD

Events, Programs & Classes

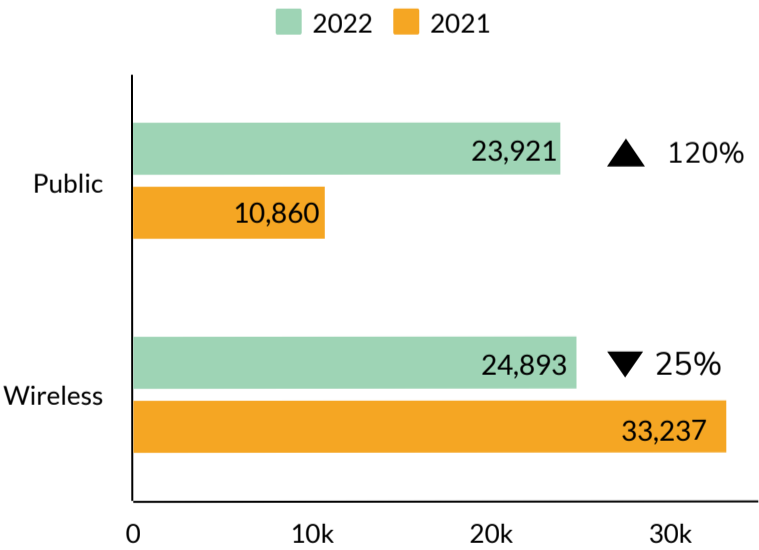


Bookings In Person - YTD

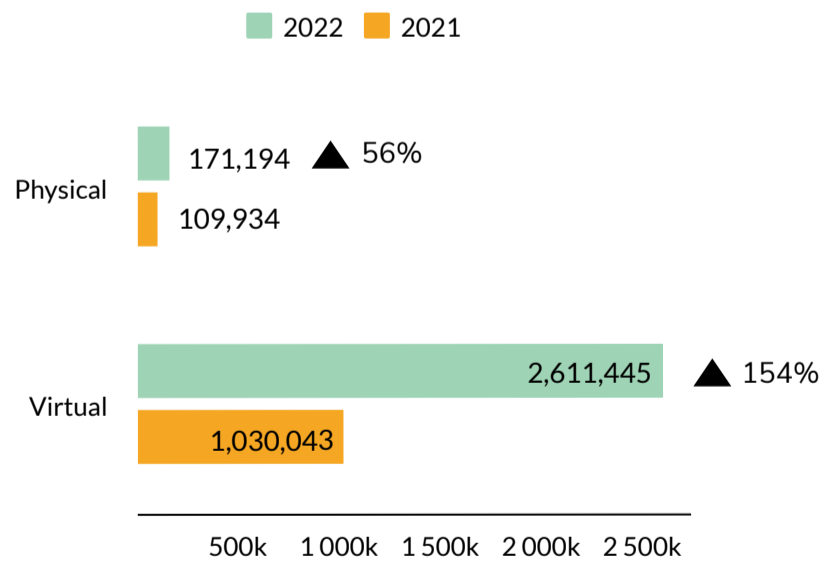
Events, Programs & Classes



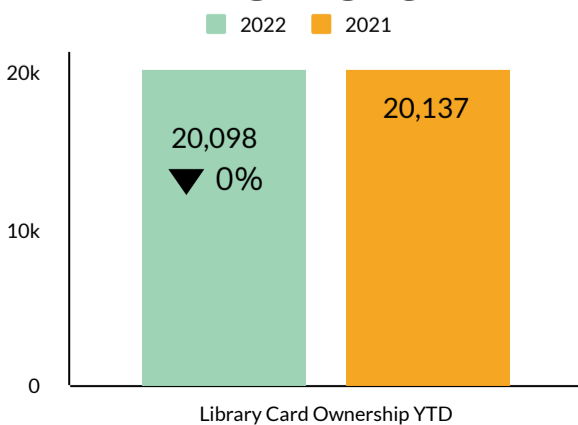
Computer Usage YTD



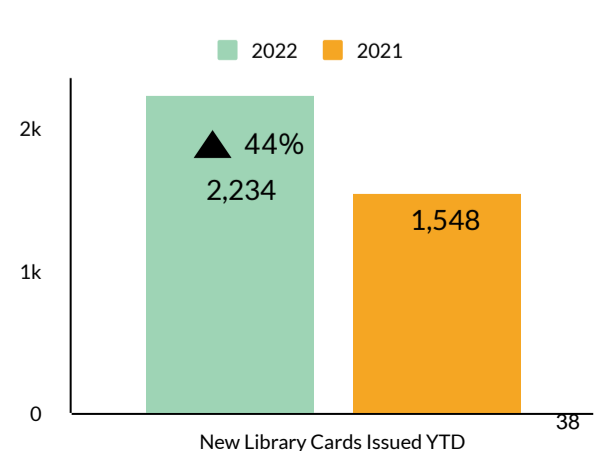
Traffic YTD



Current Valid Library Cards This Month



New Library Cards Issued YTD



2022 STATISTICS REPORT		JAN	FEB	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	YTD
COLLECTION USAGE														
	Physical materials	56,638	50,882	58,763	57,598	54,599	57,312	59,618	59,839					455,249
	E-materials	13,641	12,033	14,579	13,959	14,080	12,809	12,661	14,399					108,161
	ILL	690	606	700	698	615	595	676	646					5,226
	Databases	41,228	36,842	36,252	36,858	33,463	32,845	34,287	36,751					288,526
2022	Total	112,197	100,363	110,294	109,113	102,757	103,561	107,242	111,635	0	0	0	0	857,162
	Physical materials	30,756	35,582	53,516	53,243	51,265	60,919	61,137	57,349					403,767
	E-materials	16,364	15,387	16,110	13,766	13,011	12,379	12,586	13,422					113,025
	ILL	759	668	718	620	548	606	608	625					5,152
	Databases	18,322	16,941	17,198	17,279	16,466	15,803	33,563	31,704					167,276
2021	Total	66,201	68,578	87,542	84,908	81,290	89,707	107,894	103,100	0	0	0	0	689,220
PATRON ASSISTANCE														
	Youth Services	403	698	815	919	655	3,485	2,235	728					9,938
	Adult Services	5,729	6,205	7,573	7,150	6,375	6,881	6,107	6,414					52,434
	PAMS	5,212	4,768	5,615	6,065	5,573	6,810	6,025	6,253					46,321
	Security	235	236	305	302	307	295	337	357					2,374
2022	Total	11,579	11,907	14,308	14,436	12,910	17,471	14,704	13,752	0	0	0	0	111,067
	Youth Services	591	834	1,140	1,262	914	4,010	3,474	1,182					13,407
	Adult Services	4,231	4,562	6,153	5,391	5,138	6,687	6,151	6,352					44,665
	PAMS	11,956	7,070	6,312	7,812	5,542	7,380	6,732	7,595					60,399
	Security	251	95	21	143	71	3,255	249	421					4,506
2021	Total	17,029	12,561	13,626	14,608	11,665	21,332	16,606	15,550	0	0	0	0	118,471
EVENTS, PROGRAMS AND CLASSES-BOOKINGS														
	Youth Services In Person	4	20	21	28	10	20	30	2					135
	Youth Services Virtual	9	13	11	13	7	7	19	25					104
	Adult Services In Person	43	56	51	50	34	49	58	50					391
	Adult Services Virtual	2	4	12	18	16	20	17	13					102
	Outside groups	0	8	16	10	12	26	16	11					99
	Public study rooms	569	705	732	731	663	620	590	622					5,232
2022	Total	627	806	843	850	742	742	730	723	0	0	0	0	6,063
	Youth Services In Person	4	20	12	10	4	25	22	3					100
	Youth Services Virtual	0	0	0	0	0	0	0	0					0
	Adult Services In Person	33	46	43	37	45	49	53	50					356
	Adult Services Virtual	0	0	0	0	0	0	0	0					0
	Outside groups	0	10	5	5	0	1	0	1					22
	Public study rooms	0	0	0	0	44	285	350	407					1,086
2021	Total	37	76	60	52	93	360	425	461	0	0	0	0	1,564
EVENTS, PROGRAMS, OUTREACH & CLASSES-ATTENDANCE														
	Youth Services In Person	37	741	723	889	398	1,779	3,177	52					7,796
	Youth Services Virtual	5,918	3,808	4,583	5,532	34,945	3,885	4,391	16,930					79,992
	Adult Services In Person	618	613	1,085	662	413	1,026	2,248	447					7,112
	Adult Services Virtual	9,763	10,331	15,294	8,692	8,095	10,777	9,753	16,322					89,027
	Outside groups	0	189	238	159	209	2,037	136	165					3,133
	Public study rooms	833	991	1,101	1,164	1,022	933	906	958					7,908
	Outreach- Youth Services	236	298	507	693	2,104	1,489	918	1,536					7,781
	Outreach-Adult Services	70	109	336	196	77	202	102	117					1,209
2022	Total	17,475	17,080	23,867	17,987	47,263	22,128	21,631	36,527	0	0	0	0	203,958
	Youth Services In Person	220	531	339	339	32	1,703	1,407	189					4,760
	Youth Services Virtual	4,320	6,362	4,668	3,572	4,916	5,671	4,487	5,966					39,962
	Adult Services In Person	351	474	1,240	787	416	1,538	1,158	1,397					7,361
	Adult Services Virtual	4,321	6,362	4,669	3,572	4,916	5,671	4,488	5,965					39,964
	Outside groups	0	18	1,305	1,183	0	19	0	20					2,545
	Public study rooms	0	0	0	0	63	406	480	541					1,490
	Outreach- Youth Services	376	419	619	326	2,818	599	429	1,088					6,674
	Outreach-Adult Services	74	101	147	94	117	106	131	154					924
2021	Total	9,662	14,267	12,987	9,873	13,278	15,713	12,580	15,320	0	0	0	0	103,680

TRAFFIC														
2022	Physical Visits (gate count)	14,897	16,385	19,562	20,482	22,088	31,073	23,364	23,343					171,194
2021	Physical Visits (gate count)	9,390	12,252	12,812	13,343	12,723	17,992	14,885	16,537					109,934
2022	Virtual visits (catalog, website, mobile app)	282,242	282,108	277,368	277,357	291,298	351,636	368,451	480,985					2,611,445
2021	Virtual visits (catalog, website, mobile app)	107,117	112,922	106,369	82,677	68,917	130,668	145,260	276,113					1,030,043
LIBRARY CARD OWNERSHIP-report the latest month														
2022	Number of valid library cards held by DPPL residents	20,155	20,138	20,127	20,377	20,387	19,924	19,884	20,098					20,098
2021	Number of valid library cards held by DPPL residents	26,426	26,495	25,413	23,689	21,256	21,283	20,136	20,137					20,137
2022	Number of new library cards	157	201	219	277	211	407	247	515					2,234
2021	Number of new library cards	137	86	122	264	158	283	218	280					1,548
COMPUTER USAGE														
	Public computers-Youth Services	0	0	0	0	0	0	0	0					0
	Public computers Adult	2,135	2,326	5,761	2,513	2,582	2,705	2,739	3,160					23,921
2022	Total	2,135	2,326	5,761	2,513	2,582	2,705	2,739	3,160	0	0	0	0	23,921
	Public computers-Youth Services	0	0	0	0	0	0	1	0					1
	Public computers-Adult	396	516	1,747	1,511	1,414	874	1,968	2,433					10,859
2021	Total	396	516	1,747	1,511	1,414	874	1,969	2,433	0	0	0	0	10,860
2022	Wireless	4,988	1,850	2,184	2,243	6,583	2,421	2,167	2,457					24,893
	Total	4,988	1,850	2,184	2,243	6,583	2,421	2,167	2,457	0	0	0	0	24,893
	Wireless	3,060	2,996	3,937	3,750	3,930	4,800	5,394	5,370					33,237
2021	Total	3,060	2,996	3,937	3,750	3,930	4,800	5,394	5,370	0	0	0	0	33,237

2022 Year to Date Statistics

AUGUST 2022

COLLECTION USAGE

	Year to Date 2022	857,162
	Year to Date 2021	689,220
	% Change	24%

PATRON ASSISTANCE

	Year to Date 2022	111,067
	Year to Date 2021	118,471
	% Change	-6%

EVENTS, PROGRAMS, AND CLASSES- BOOKINGS

	Year to Date 2022	6,063
	Year to Date 2021	1,564
	% Change	288%

EVENTS, PROGRAMS, OUTREACH, AND CLASSES-ATTENDANCE

	Year to Date 2022	203,958
	Year to Date 2021	103,680
	% Change	97%

IN PERSON EVENTS

	Bookings	
	Year to Date 2022	526
	Year to Date 2021	456
	% Change	15%
	Attendance	
	Year to Date 2022	14,908
	Year to Date 2021	12,121
	% Change	23%

TRAFFIC

	Physical Visits (gate count)	
	Year to Date 2022	171,194
	Year to Date 2021	109,934
	% Change	56%
	Virtual Visits (catalog, website, mobile app)	
	Year to Date 2022	2,611,445
	Year to Date 2021	1,030,043
	% Change	154%

LIBRARY CARD OWNERSHIP

	Current month valid library cards 2022	20,098
	Current month valid library cards 2021	20,137
	% Change	0%
	Year to Date new library cards 2022	2,234
	Year to Date new library cards 2021	1,548
	% Change	44%

COMPUTER USAGE

	Public Computers	
	Year to Date 2022	23,921
	Year to Date 2021	10,860
	% Change	120%
	Wireless	
	Year to Date 2022	24,893
	Year to Date 2021	33,237
	% Change	-25%

NOTE: Copies of all Bid Documents are included in the emailed version of this packet.

**DES PLAINES PUBLIC LIBRARY
CHILLER REPLACEMENT PROJECT**

BID TABULATION

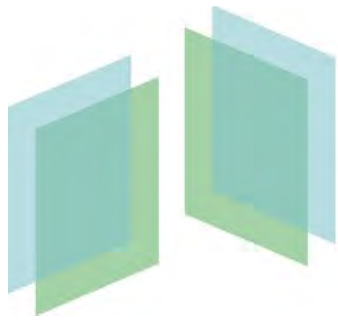
Bid Opening Took Place:
August 31, 2022, at 1:00 PM

Company	Base Bid	Alternate Carrier Base Bid
EDWARDS ENGINEERING, INC.	\$322,300.00	\$271,300.00
OAK BROOK MECHANICAL SERVICES, INC.	\$328,000.00	
F.E. MORAN, INC.	\$365,000.00	
HELM MECHANICAL	\$387,500.00	
CAHILL HEATING AND AIR CONDITIONING SERVICE, INC.	\$429,000.00	

Optional Warranty: 3 YR	Optional Warranty: 5 YR	Optional Warranty: 10 YR
\$8,000.00	\$15,500.00	\$34,000.00
\$7,500.00	\$13,500.00	\$35,000.00
\$7,800.00	\$15,600.00	\$35,000.00
\$7,250.00	\$13,000.00	\$33,000.00
\$7,300.00	\$13,300.00	\$32,600.00

2023 HOURS & DAYS CLOSED

January 1, 2023	New Year's Day
January 2, 2023	New Year's Day Observed
March 16, 2023	Late Opening for All Staff Meeting
April 9, 2023	
May 28, 2023	Memorial Day Holiday
May 29, 2023	Memorial Day
June 30, 2023	All Staff Workshop
July 3, 2023	Independence Day Holiday
July 4, 2023	Independence Day
September 3, 2023	Labor Day Holiday
September 4, 2023	Labor Day
September 12, 2023	Late Opening for All Staff Meeting
November 23, 2023	Thanksgiving
December 13, 2023	Late Opening for All Staff Meeting
December 24, 2023	
December 25, 2023	
December 26, 2023	Holiday Observed
December 31, 2023	New Year's Eve



DES PLAINES PUBLIC LIBRARY

Work. Learn. Play. dppl.org

NOTICE

BOARD OF TRUSTEES REGULAR BOARD MEETING

THURSDAY, OCTOBER 20, 2022

7:00 PM

Meeting Room B

AGENDA:

- **Approve Vendor Checks**
- **Announcement of Restricted In Memorial Donation Project**
- **Report from Planning Committee on Strategic Plan 2022-2025**

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.



**BOARD OF TRUSTEES
Agenda for the Regular Meeting
October 20, 2022 at 7:00 p.m.
DPPL Meeting Room B**

- I. Call to Order. (7:00 p.m.)
- II. Roll Call.
- III. Pledge of Allegiance.
- IV. Vote to invoke the Remote Participation Policy. [Action Item]
- V. Consideration of the Agenda. [Action Item]
- VI. Public Comments and Questions.
- VII. Consent Agenda. [Action Item] (7:15 p.m.)
 - A. Approval of the Minutes of the Regular Board Meeting – September 15, 2022
 - B. Approval of the Minutes of the Management Committee- September 14, 2022
 - C. Acceptance of Financial Reports for September, 2022.
 - D. Acceptance of Reports.
 1. Statistics Report for September, 2022.
 2. Director’s Report for September, 2022
- VIII. New Business. (7:25 p.m.)
 - A. Announcement of a Restricted In Memorial Donation Project of Creative Space (Jennifer Donath) [Action Item]
 - B. Approve Payment of Vendor Checks Report and ACH Payments in the amount of \$361,642.68 [Action Item]
 - C. Report Out from Planning Committee regarding the 2022 – 2025 Strategic Plan
- IX. Other. (7:45 p.m.)
- X. Announcements.
- XI. Correspondence.
- XII. Adjournment. (8:00 p.m.)

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



**BOARD OF TRUSTEES
MINUTES of the Regular Meeting
September 15, 2022, 7 p.m.**

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, Christine Halblander, Denise Hudec, Gregory Sarlo, Michelle Shimon-Hutchison, Bruce Lester, Nicholas Harkovich; ABSENT: None; ALSO PRESENT: Jo Bonell, Laurie Papadourakis, Heather Imhoff, Michelle Meyer-Edley, Stephanie Spetter, Joanie Sebastian, Lauren Wolf, John Leach, Blake Kindl, Scott Lemkuil

III. Pledge of Allegiance.

IV. Vote to invoke the Remote Participation Policy.

MOTION by DuBrock seconded by Graack to invoke the remote participation policy.
VOTE: AYES: DuBrock, Graack, Halblander, Harkovich, Hudec, Sarlo, Shimon-Hutchison, Lester; NAYS: None; MOTION CARRIED

V. Consideration of the Agenda.

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

VI. Public Comments and Questions.

None

VII. Consent Agenda.

- A. Approval of the Minutes of the Regular Board Meeting – August 18, 2022.
- B. Approval of the Minutes of the Finance Committee-August 17, 2022

- C. Acceptance of Financial Reports for August, 2022.
- D. Acceptance of Reports.
 - 1. Statistics Report for August, 2022.
 - 2. Director's Report for August, 2022

MOTION by Halblander, seconded by Shimon-Hutchison to accept the consent agenda.
VOTE: AYES: DuBrock, Graack, Halblander, Harkovich, Hudec, Sarlo, Shimon-Hutchison, Lester; NAYS: None; MOTION CARRIED

VIII. New Business.

- A. Report Out from Management Committee regarding changes to the Investment Policy and Business Manager position

Committee Chair Graack stated that the only change is to the bank of record which changed from First Midwest Bank to Old National Bank.

MOTION out of committee, seconded by Hudec to accept the recommended changes to the Investment policy and the Business Manager position. ROLL CALL VOTE: AYES: DuBrock, Graack, Halblander, Harkovich, Hudec, Sarlo, Shimon-Hutchison; NAYS: Lester; MOTION CARRIED

- B. Approve Payment of Vendor Checks Report and ACH Payments in the amount of \$389,076.16

MOTION by Hudec, seconded by Shimon-Hutchison to approve payment of vendor checks and ACH Payments in the amount of \$389,076.16 as listed on the vendor checks report of August 2022 and authorize Library Director Jo Bonell to transfer the amount required to the library's operating account. VOTE: AYES: DuBrock, Graack, Halblander, Harkovich, Hudec, Sarlo, Shimon-Hutchison, Lester; NAYS: None; MOTION CARRIED

- C. Review of Vendor Bids for Chiller Purchase

The board reviewed five bids to replace and selected the lowest bid.

MOTION by Graack, seconded by Shimon-Hutchison to accept the bid from Edwards Engineering Inc. in the amount of \$ 322,300 with no additional warrantees. ROLL CALL VOTE: AYES: DuBrock, Graack, Halblander, Hudec, Sarlo, Shimon-Hutchison, Lester; NAYS: Harkovich None; MOTION CARRIED

- D. Approve Library Closings for 2023.

MOTION by DuBrock seconded by Graack to approve 2023 closings as presented. VOTE: AYES: DuBrock, Graack, Halblander, Harkovich, Hudec, Sarlo, Shimon-Hutchison, Lester; NAYS: None; MOTION CARRIED

IX. Other.

President Sarlo reported that he and Director Bonell met with the City of Des Plaines Manager and Director of Finance to discuss options for short term financial support to keep the library operating in the event the second installment of property taxes were delayed past January, when DPPL reserves will be depleted.

He also reported that DPPL has received the annual Per Capita grant payment of \$89,000.

John Leach, President of the Friends of the Library shared the Friends Book Sale will be held September 30 – October 2.

Director Bonell shared that the library's DEI committee has developed a statement that can be found at dppl.org/about/dei

X. Announcements.

None

XI. Correspondence.

None

XII. Adjournment.

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

The meeting adjourned at 8:00 p.m.



DES PLAINES PUBLIC LIBRARY
BOARD OF TRUSTEES

**Minutes for the Meeting of the Management Committee
Wednesday September 14, 2022. 7:30 p.m.
DPPL Meeting Room B**

I. Call to Order.

The meeting was called to order at 7:33 p.m.

II. Roll Call.

Roll call indicated the following committee members were PRESENT: Kristen Graack, Christine Halblander, Denise Hudec. ABSENT: None. ALSO PRESENT: Jo Bonell, Gregory Sarlo, Heather Imhoff,

III. Consideration of the Agenda.

MOTION by Halblander, seconded by Hudec to accept the agenda. VOTE: AYES: Graack, Halblander, Hudec, Sarlo NAYS: None; MOTION CARRIED

IV. Public Comments and Questions.

None

V. Review of proposed changes to the bylaws of the Board of Trustees of the Des Plaines Public Library regarding the investment policy

Committee Chair Graack stated that the only change is to the bank of record which changed from First Midwest Bank to Old National Bank.

MOTION by Hudec, seconded by Halblander to recommend the changes to the board. VOTE: AYES: Graack, Halblander, Hudec, Sarlo NAYS: None; MOTION CARRIED

VI. Review of the proposed Business Manager position

This is a new position. Director Bonell explained this is part of the reconfiguration of jobs in administration. The Business Manager will be responsible for accounts receivables and payable, assist the Director with banking, assist with the financial aspects for payroll, and liaison with outside accountants and auditors. The position requires a degree in accounting or business and may supervise up to 2 staff or volunteers.

MOTION by Hudec, seconded by Halblander to recommend the Business Manger position with the revisions discussed. VOTE: AYES: Graack, Halblander, Hudec, Sarlo; NAYS: None; MOTION CARRIED

VII. Adjournment.

MOTION by Halblander, seconded by Hudec to adjourn. VOTE: AYES: All NAYS: Non; MOTION CARRIED

The meeting adjourned at 7:55 p.m.

Des Plaines Public Library

Monthly Financial Report

For the Month Ended
September 30, 2022

Prepared by:

Lauterbach & Amen, LLP

Des Plaines Public Library

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Financial Statements

Des Plaines Public Library
Governmental Funds Balance Sheet
As of September 30, 2022

	Library Fund	Capital Projects Fund	Total
ASSETS			
Cash and Investments	\$ 2,347,285.67	\$ 1,741,198.71	\$ 4,088,484.38
Prepays	9,448.96	0.00	9,448.96
Receivables			
Receivable - Property Taxes	6,156,840.50	-	6,156,840.50
Receivable - Grants	-	-	-
Receivable - Miscellaneous	-	-	-
Total Assets	\$ 8,513,575.13	\$ 1,741,198.71	\$ 10,254,773.84
LIABILITIES			
Accounts Payable	\$ 303,053.19	\$ -	\$ 303,053.19
Accrued Payroll	71,958.20	-	71,958.20
Due to other funds	82,846.73	-	82,846.73
Total Liabilities	457,858.12	-	457,858.12
Deferred Inflows of Resources			
Property Taxes	6,069,500.00	-	6,069,500.00
Total Liabilities and Deferred Inflows of Resources	6,527,358.12	-	6,527,358.12
FUND BALANCE			
Fund Balance - Unreserved	1,486,811.57	1,741,198.71	3,228,010.28
Fund Balance - Reserved for Prepays	499,405.44	-	499,405.44
Total Fund Balance	1,986,217.01	1,741,198.71	3,727,415.72
Total Liabilities, Deferred Inflows of Resources and Fund Balance	\$ 8,513,575.13	\$ 1,741,198.71	\$ 10,254,773.84

Des Plaines Public Library

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

For the 9 Months Ended September 30, 2022

	General Fund	Capital Improvements Fund	Total
REVENUES			
Taxes	\$ 3,473,565.95	\$ -	\$ 3,473,565.95
Intergovernmental	153,084.13	-	153,084.13
Fines & Fees	20,849.10	-	20,849.10
Interest	19,398.46	13,182.35	32,580.81
Special Events and Programs	1,833.85	-	1,833.85
Miscellaneous	218,639.46	-	218,639.46
Total Revenues	3,887,370.95	13,182.35	3,900,553.30
 EXPENDITURES			
Personnel	\$ 2,192,845.36	\$ -	\$ 2,192,845.36
Operating	1,608,807.45	-	1,608,807.45
Library Materails	695,262.02	-	695,262.02
Capital Outlay	67,764.59	168,918.90	236,683.49
Other Expenditures	20,758.16	-	20,758.16
Total Expenditures	4,585,437.58	168,918.90	4,754,356.48
Net Change in Fund Balances	(698,066.63)	(155,736.55)	(853,803.18)
 FUND BALANCES			
Beginning of the year	2,684,283.64	1,896,935.26	4,581,218.90
End of the period	\$ 1,986,217.01	\$ 1,741,198.71	\$ 3,727,415.72

Supplementary Information

Des Plaines Public Library

Treasurer's Report as of September 30, 2022

<u>Institution</u>	<u>Invested</u>
201-1101000 - Petty Cash	<u>500.00</u>
201-1102015 - Old National Operating # 92260	330,158.69
202-1102015 - Old National Operating # 92260	<u>21,748.58</u>
	<u>351,907.27</u>
201-1102028 - Old National Donations #96300	<u>215,305.83</u>
201-1102079 - Illinois Funds # 2591	1,801,321.15
202-1102079 - Illinois Funds # 2591	<u>1,719,450.13</u>
	<u>3,520,771.28</u>
201-1104006 - Investments - Certificates of Deposit	<u>0.00</u>
Total Invested	<u><u>4,088,484.38</u></u>

Des Plaines Public Library
Balance Sheet as of September 30, 2022

	Beginning <u>Balance</u>	M.T.D. <u>Changes</u>	Ending <u>Balance</u>
<u>Library Fund</u>			
<u>Assets</u>			
1101000 - Petty Cash	500.00	0.00	500.00
1102015 - Old National Operating # 92260	528,195.73	(198,037.04)	330,158.69
1102028 - Old National Donations #96300	215,298.75	7.08	215,305.83
1102079 - Illinois Funds # 2591	2,097,121.65	(295,800.50)	1,801,321.15
1118000 - Receivable - Property Taxes	6,156,840.50	0.00	6,156,840.50
1119301 - Prepaid Expense	674.40	8,774.56	9,448.96
	<u>8,998,631.03</u>	<u>(485,055.90)</u>	<u>8,513,575.13</u>
<u>Liabilities and Fund Balance</u>			
<u>Liabilities</u>			
2401000 - Accounts Payable	305,522.73	(2,469.54)	303,053.19
2430707 - Due to Library Comp Abs	82,846.73	0.00	82,846.73
2450040 - Accrued Payroll	48,089.06	0.00	48,089.06
2470000 - Deferred Revenue - Property Tax	6,069,500.00	0.00	6,069,500.00
2471000 - Deferred Revenue - Other	23,869.14	0.00	23,869.14
	<u>6,529,827.66</u>	<u>(2,469.54)</u>	<u>6,527,358.12</u>
<u>Fund Balance</u>			
3720010 - Fund Balance - Reserved for Prepaid Items	499,405.44	0.00	499,405.44
3730000 - Fund Balance - Unreserved	2,184,878.20	0.00	2,184,878.20
	<u>2,684,283.64</u>	<u>0.00</u>	<u>2,684,283.64</u>
 Total Liabilities and Fund Balance	 <u>9,214,111.30</u>	 <u>(2,469.54)</u>	 <u>9,211,641.76</u>
 Excess Revenues Over Expenses	 <u>(215,480.27)</u>	 <u>(482,586.36)</u>	 <u>(698,066.63)</u>

Des Plaines Public Library
Balance Sheet as of September 30, 2022

	<u>Beginning Balance</u>	<u>M.T.D. Changes</u>	<u>Ending Balance</u>
<u>Capital Projects Fund</u>			
<u>Assets</u>			
1102015 - Old National Operating # 92260	44,030.90	(22,282.32)	21,748.58
1102079 - Illinois Funds # 2591	1,716,013.80	3,436.33	1,719,450.13
	1,760,044.70	(18,845.99)	1,741,198.71
<u>Liabilities and Fund Balance</u>			
<u>Liabilities</u>			
2401000 - Accounts Payable	22,282.32	(22,282.32)	0.00
	22,282.32	(22,282.32)	0.00
<u>Fund Balance</u>			
3730000 - Fund Balance - Unreserved	1,896,935.26	0.00	1,896,935.26
Total Liabilities and Fund Balance	1,919,217.58	(22,282.32)	1,896,935.26
Excess Revenues Over Expenses	(159,172.88)	3,436.33	(155,736.55)
<u>Compensated Absences Fund</u>			
<u>Assets</u>			
1120201 - Due From Library	82,846.73	0.00	82,846.73
	82,846.73	0.00	82,846.73
<u>Liabilities and Fund Balance</u>			
<u>Liabilities</u>			
2450035 - Accrued ST-LT Comp Absence	82,846.73	0.00	82,846.73
	82,846.73	0.00	82,846.73
<u>Fund Balance</u>			
Total Liabilities and Fund Balance	82,846.73	0.00	82,846.73
Excess Revenues Over Expenses	0.00	0.00	0.00

Des Plaines Public Library
Balance Sheet as of September 30, 2022

	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>(1,528,509.00)</u>	<u>0.00</u>	<u>(1,528,509.00)</u>
	<u>2,582,969.04</u>	<u>0.00</u>	<u>2,582,969.04</u>
<u>Liabilities and Fund Balance</u>			
<u>Liabilities</u>			
<u>Fund Balance</u>			
3730000 - Fund Balance - Unreserved	<u>2,582,969.04</u>	<u>0.00</u>	<u>2,582,969.04</u>
	<u>2,582,969.04</u>	<u>0.00</u>	<u>2,582,969.04</u>
Total Liabilities and Net Capital Assets	<u>2,582,969.04</u>	<u>0.00</u>	<u>2,582,969.04</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 9 Months Ended September 30, 2022**

_____ Library Fund _____	Received <u>this Month</u>	Received <u>this Year</u>	Budgeted <u>Receipts</u>	Uncollected <u>Receipts</u>	Prct. <u>Collected</u>
<u>Taxes</u>					
201-4810025 - Property Taxes 2012	0.00	0.00	0.00	0.00	0.00
201-4810026 - Property Taxes 2013	0.00	0.00	0.00	0.00	0.00
201-4810027 - Property Taxes 2014	0.00	0.00	0.00	0.00	0.00
201-4810028 - Property Taxes 2015	0.00	0.00	0.00	0.00	0.00
201-4810029 - Property Taxes 2016	0.00	0.00	0.00	0.00	0.00
201-4810030 - Property Taxes 2017	0.00	0.00	0.00	0.00	0.00
201-4810031 - Property Taxes 2018	0.00	0.00	0.00	0.00	0.00
201-4810032 - Property Taxes 2020	0.00	0.00	0.00	0.00	0.00
201-4810033 - Property Taxes 2021	<u>0.00</u>	<u>3,473,565.95</u>	<u>6,100,000.00</u>	<u>2,626,434.05</u>	<u>56.94</u>
	<u>0.00</u>	<u>3,473,565.95</u>	<u>6,100,000.00</u>	<u>2,626,434.05</u>	<u>56.94</u>
<u>Intergovernmental</u>					
201-4810800 - Personal Property Replacement Tax	0.00	46,494.00	92,988.00	46,494.00	50.00
201-4822040 - State Grant - Per Capita	0.00	0.00	75,000.00	75,000.00	0.00
201-4822090 - Grant Revenue	3,797.50	9,170.50	0.00	(9,170.50)	0.00
201-4822095 - State Grant - Library	<u>89,495.63</u>	<u>97,419.63</u>	<u>10,000.00</u>	<u>(87,419.63)</u>	<u>974.20</u>
	<u>93,293.13</u>	<u>153,084.13</u>	<u>177,988.00</u>	<u>24,903.87</u>	<u>86.01</u>
<u>Fines & Fees</u>					
201-4850101 - Library Fees	787.61	8,321.62	3,000.00	(5,321.62)	277.39
201-4850102 - Library Fines	0.00	39.00	0.00	(39.00)	0.00
201-4850201 - Copying Fees	575.50	10,437.33	20,000.00	9,562.67	52.19
201-4850207 - Non-Res Cards	65.75	201.00	0.00	(201.00)	0.00
201-4850208 - Meeting Room Fees	<u>165.00</u>	<u>1,850.15</u>	<u>1,500.00</u>	<u>(350.15)</u>	<u>123.34</u>
	<u>1,593.86</u>	<u>20,849.10</u>	<u>24,500.00</u>	<u>3,650.90</u>	<u>85.10</u>
<u>Special Programs & Events</u>					
201-4850215 - Friends of the Library Reimbursements	<u>0.00</u>	<u>1,833.85</u>	<u>20,000.00</u>	<u>18,166.15</u>	<u>9.17</u>
	<u>0.00</u>	<u>1,833.85</u>	<u>20,000.00</u>	<u>18,166.15</u>	<u>9.17</u>
<u>Interest</u>					
201-4890010 - Interest Income	<u>4,215.71</u>	<u>19,398.46</u>	<u>1,330.00</u>	<u>(18,068.46)</u>	<u>1,458.53</u>
	<u>4,215.71</u>	<u>19,398.46</u>	<u>1,330.00</u>	<u>(18,068.46)</u>	<u>1,458.53</u>
<u>Other Revenue</u>					
201-4899900 - Miscellaneous Revenue	0.00	26,235.85	70,000.00	43,764.15	37.48
201-4899910 - Vending Machine Revenue	74.52	240.09	1,000.00	759.91	24.01
201-4899920 - Library Donations	0.00	181,775.00	190,000.00	8,225.00	95.67
201-4899940 - Friends Book Sale	<u>1,162.85</u>	<u>10,388.52</u>	<u>5,000.00</u>	<u>(5,388.52)</u>	<u>207.77</u>
	<u>1,237.37</u>	<u>218,639.46</u>	<u>266,000.00</u>	<u>47,360.54</u>	<u>82.20</u>
Total Library Fund	<u><u>100,340.07</u></u>	<u><u>3,887,370.95</u></u>	<u><u>6,589,818.00</u></u>	<u><u>2,702,447.05</u></u>	<u><u>58.99</u></u>

Des Plaines Public Library
 Revenue Report
 For the 9 Months Ended September 30, 2022

	<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>3,436.33</u>	<u>13,182.35</u>	<u>2,000.00</u>	<u>(11,182.35)</u>	<u>659.12</u>
	<u>3,436.33</u>	<u>13,182.35</u>	<u>2,000.00</u>	<u>(11,182.35)</u>	<u>659.12</u>
<u>Other Financing Sources</u>					
Total Capital Projects Fund	<u>3,436.33</u>	<u>13,182.35</u>	<u>2,000.00</u>	<u>(11,182.35)</u>	<u>659.12</u>
Total of All Funds	<u>103,776.40</u>	<u>3,900,553.30</u>	<u>6,591,818.00</u>	<u>2,691,264.70</u>	<u>59.17</u>

**Des Plaines Public Library
Expense Report
For the 9 Months Ended September 30, 2022**

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	181,693.56	1,668,989.22	2,430,951.00	761,961.78	68.66
5910200 - Part-time Salaries	<u>52,068.17</u>	<u>523,856.14</u>	<u>838,279.00</u>	<u>314,422.86</u>	<u>62.49</u>
	<u>233,761.73</u>	<u>2,192,845.36</u>	<u>3,269,230.00</u>	<u>1,076,384.64</u>	<u>67.08</u>
<u>Benefits</u>					
5918010 - Unemployment Compensation	0.00	38.45	15,000.00	14,961.55	0.26
5918020 - Employer Contribution - FICA	17,163.78	161,152.27	248,109.00	86,956.73	64.95
5918021 - Employer Contribution - IMRF	16,490.52	140,778.36	223,448.00	82,669.64	63.00
5918040 - Life Insurance Premiums	0.00	0.00	1,886.00	1,886.00	0.00
5918050 - PPO Insurance Premiums	68,474.52	289,562.77	425,000.00	135,437.23	68.13
5918051 - HMO Insurance Premiums	31,007.78	137,490.56	190,000.00	52,509.44	72.36
5918055 - Dental Insurance Premiums	0.00	0.00	20,000.00	20,000.00	0.00
5918070 - Workers Compensation	<u>0.00</u>	<u>0.00</u>	<u>14,000.00</u>	<u>14,000.00</u>	<u>0.00</u>
	<u>133,136.60</u>	<u>729,022.41</u>	<u>1,137,443.00</u>	<u>408,420.59</u>	<u>64.09</u>
<u>Contractual Services</u>					
5920100 - Legal Fees	545.00	6,247.98	20,000.00	13,752.02	31.24
5920110 - Professional Services	72,198.21	387,784.87	445,348.00	57,563.13	87.07
5920120 - Communication Services	8,036.72	19,592.99	48,840.00	29,247.01	40.12
5920140 - Integrated Library System	0.00	66,709.47	88,450.00	21,740.53	75.42
5920202 - Conferences	2,378.00	4,081.03	0.00	(4,081.03)	0.00
5920204 - Training	0.00	12.99	0.00	(12.99)	0.00
5920210 - Marketing	1,564.70	26,699.77	53,000.00	26,300.23	50.38
5920220 - Membership Dues	240.00	3,959.00	6,400.00	2,441.00	61.86
5920990 - Property/Liability Insurance	0.00	45,331.00	57,000.00	11,669.00	79.53
5930010 - R&M Equipment	850.00	42,936.11	77,316.00	34,379.89	55.53
5930020 - R&M Buildings & Structures	13,267.88	68,421.30	110,960.00	42,538.70	61.66
5930030 - R&M Vehicles	107.95	310.20	2,000.00	1,689.80	15.51
5930210 - Rental of Equipment	221.67	443.34	890.00	446.66	49.81
5930320 - Cleaning/Custodial Services	4,892.50	49,807.00	87,575.00	37,768.00	56.87
5930490 - Refuse Contract	464.00	3,552.00	6,000.00	2,448.00	59.20
5960040 - Pre-Employment Testing	890.83	3,577.35	3,000.00	(577.35)	119.25
5960065 - Bank Fees	0.00	0.00	300.00	300.00	0.00
5960070 - Mileage	0.00	16.38	500.00	483.62	3.28
5960210 - Special Event Programming	4,579.82	62,322.95	51,850.00	(10,472.95)	120.20
5960990 - Misc. Contractual Services	<u>9,436.84</u>	<u>87,979.31</u>	<u>114,835.00</u>	<u>26,855.69</u>	<u>76.61</u>
	<u>119,674.12</u>	<u>879,785.04</u>	<u>1,174,264.00</u>	<u>294,478.96</u>	<u>74.92</u>
<u>Commodities</u>					
5970100 - Supplies	4,679.60	43,805.03	94,600.00	50,794.97	46.31
5970110 - Meals	289.31	1,140.64	2,000.00	859.36	57.03
5970115 - Supplies - Dept/Other	0.00	52.90	0.00	(52.90)	0.00
5970170 - Janitorial	0.00	4,702.34	18,600.00	13,897.66	25.28
5970260 - Postage & Parcel	1,074.35	13,901.37	11,000.00	(2,901.37)	126.38
5970270 - Printing	0.00	1,022.63	0.00	(1,022.63)	0.00

Des Plaines Public Library
Expense Report
For the 9 Months Ended September 30, 2022

	M.T.D. <u>Expended</u>	Y.T.D. <u>Expended</u>	Budgeted <u>Amount</u>	Budgeted <u>Remain.</u>	Prct. <u>Expend.</u>
5970500 - Water Bill	0.00	3,918.05	10,000.00	6,081.95	39.18
5970600 - Ebooks/Books	44,559.01	251,664.13	369,850.00	118,185.87	68.04
5970610 - E-audio/Audio	5,279.04	59,228.90	72,500.00	13,271.10	81.70
5970620 - E-Subscriptions/Subscriptions	1,381.08	44,818.39	58,430.00	13,611.61	76.70
5970630 - Visual Materials	24,057.22	127,652.59	185,100.00	57,447.41	68.96
5970640 - Databases	6,008.52	118,041.53	178,000.00	59,958.47	66.32
5970810 - Natural Gas	446.55	23,728.13	22,000.00	(1,728.13)	107.86
5970850 - Gasoline	161.03	161.03	300.00	138.97	53.68
5970900 - Equipment < \$10,000	<u>0.00</u>	<u>1,424.36</u>	<u>2,200.00</u>	<u>775.64</u>	<u>64.74</u>
	<u>87,935.71</u>	<u>695,262.02</u>	<u>1,024,580.00</u>	<u>329,317.98</u>	<u>67.86</u>
 <u>Capital Expenditures</u>					
5980400 - Equipment	3,057.75	10,530.75	6,310.00	(4,220.75)	166.89
5980410 - Computer Hardware	0.00	17,116.35	8,450.00	(8,666.35)	202.56
5980420 - Computer Software	2,217.39	36,661.03	45,170.00	8,508.97	81.16
5980600 - Furniture & Fixtures	<u>868.00</u>	<u>3,456.46</u>	<u>6,500.00</u>	<u>3,043.54</u>	<u>53.18</u>
	<u>6,143.14</u>	<u>67,764.59</u>	<u>66,430.00</u>	<u>(1,334.59)</u>	<u>102.01</u>
 <u>Other Funding Activities</u>					
5990900 - Per Capita Grant Expenditures	146.67	10,369.64	75,000.00	64,630.36	13.83
5993000 - Contingency Reserve	0.00	0.00	70,000.00	70,000.00	0.00
5999940 - Friends Books Sale	<u>2,128.46</u>	<u>10,388.52</u>	<u>5,000.00</u>	<u>(5,388.52)</u>	<u>207.77</u>
	<u>2,275.13</u>	<u>20,758.16</u>	<u>150,000.00</u>	<u>129,241.84</u>	<u>13.84</u>
 Total Library Fund Expenditures	 <u>582,926.43</u>	 <u>4,585,437.58</u>	 <u>6,821,947.00</u>	 <u>2,236,509.42</u>	 <u>67.22</u>
 _____ Capital Projects Fund _____					
 <u>Contractual Services</u>					
 <u>Capital Expenditures</u>					
5980300 - Improvements	0.00	57,004.97	218,000.00	160,995.03	26.15
5980400 - Equipment	0.00	41,311.60	309,940.00	268,628.40	13.33
5980410 - Computer Hardware	0.00	59,681.35	209,500.00	149,818.65	28.49
5980420 - Computer Software	0.00	10,839.55	10,500.00	(339.55)	103.23
5980600 - Furniture and Fixtures	<u>0.00</u>	<u>81.43</u>	<u>3,000.00</u>	<u>2,918.57</u>	<u>2.71</u>
	<u>0.00</u>	<u>168,918.90</u>	<u>750,940.00</u>	<u>582,021.10</u>	<u>22.49</u>
 Total Capital Projects Fund Expenditures	 <u>0.00</u>	 <u>168,918.90</u>	 <u>750,940.00</u>	 <u>582,021.10</u>	 <u>22.49</u>
 Total of All Funds	 <u>582,926.43</u>	 <u>4,754,356.48</u>	 <u>7,572,887.00</u>	 <u>2,818,530.52</u>	 <u>62.78</u>

Des Plaines Public Library

Check List

All Bank Accounts

September 16, 2022 - October 20, 2022

Check Number	Check Date	Payee	Amount
Vendor Checks			
100	09/16/22	COMCAST CABLE	1,836.95
101	09/23/22	COMCAST CABLE	3,011.58
102	09/16/22	VERIZON WIRELESS	1,053.47
106	09/26/22	VERIZON WIRELESS	2,120.42
19353	10/20/22	ALARM SECURITY INCORPORATED	588.00
19354	10/20/22	ALLDATA LLC	1,500.00
19355	10/20/22	ANCEL, GLINK, DIAMOND, BUSH, DICIANNI, & KRAFTHEFE	545.00
19356	10/20/22	ANDREW TROTTER	315.00
19357	10/20/22	ANGELO CERRONE	125.00
19358	10/20/22	Aquent LLC	2,154.60
19359	10/20/22	BACKGROUND SCREENING CONSULTANTS LLC	702.83
19360	10/20/22	BAKER & TAYLOR	31,054.87
19361	10/20/22	CENGAGE LEARNING/GALE	6,641.63
19362	10/20/22	CHILDREN'S PLUS, INC.	2,037.55
19363	10/20/22	CHRISTINA TROPEA	45.00
19364	10/20/22	CITY OF DES PLAINES	161.03
19365	10/20/22	COLLEY ELEVATOR COMPANY	606.00
19366	10/20/22	CRYSTAL MAINTENANCE SERVICES CORP	4,892.50
19367	10/20/22	EDUCATION DEVELOPMENT CORPORATION	1,499.80
19368	10/20/22	Elara Energy Services	1,452.75
19369	10/20/22	FACILITY GATEWAY CORPORATION	500.00
19370	10/20/22	FINDAWAY WORLD LLC	4,139.26
19371	10/20/22	FLOOD BROTHERS DISPOSAL & RECYCLING SERVICES	464.00
19372	10/20/22	FOX VALLEY FIRE & SAFETY	292.50
19373	10/20/22	HOH WATER TECHNOLOGY INC	1,236.78
19374	10/20/22	INFORMATION TODAY, INC.	319.73
19375	10/20/22	INGRAM LIBRARY SERVICES	295.77
19376	10/20/22	J&S PLUMBING, INC.	4,239.00
19377	10/20/22	John G. Donahue	90.00
19378	10/20/22	JOURNAL AND TOPICS NEWSPAPERS	450.00
19379	10/20/22	KANOPI	2,000.00
19380	10/20/22	KIWANIS CLUB OF DES PLAINES	200.00
19381	10/20/22	LAUTERBACH & AMEN, LLP.	4,355.00
19382	10/20/22	LIMRICC	109,887.30
19383	10/20/22	LYDIA HANCHETT	751.67
19384	10/20/22	MIDWEST TAPE	9,000.00
19385	10/20/22	MIDWEST TAPE	14,020.03
19386	10/20/22	NICHE ACADEMY LLC	2,040.00
19387	10/20/22	OAKBROOK MECHANICAL SERVICES	6,026.50
19388	10/20/22	OUTSOURCE SOLUTIONS GROUP, INC.	71,567.66
19389	10/20/22	OVERDRIVE, INC.	6,782.92
19390	10/20/22	PATRICIA MARGARET SCHLESINGER	250.00
19391	10/20/22	PHYSICIANS IMMEDIATE CARE CHICAGO	188.00
19392	10/20/22	PROQUEST LLC	1,947.36
19393	10/20/22	RAINBOW BOOK COMPANY	789.94
19394	10/20/22	STANLEY ACCESS TECH	867.10
19395	10/20/22	THE PENWORTHY COMPANY LLC	813.97
19396	10/20/22	THOMAS KLISE/CRIMSON MULTIMEDIA	3,588.75
19397	10/20/22	THOMSON REUTERS-WEST	23.39
19398	10/20/22	TODAY'S BUSINESS SOLUTIONS INC	1,605.00
51893	09/20/22	COMCAST CABLE	14.30
51894	09/20/22	NICOR GAS	446.55
51895	09/28/22	NEOFUNDS BY NEOPOST	1,000.00
51896	09/16/22	IMRF	27,874.28
51897	09/30/22	BANKCARD SERVICES	19,103.48
51898	09/30/22	FRIENDS OF THE DES PLAINES PUBLIC LIBRARY	1,323.08
51899	09/30/22	FRIENDS OF THE DES PLAINES PUBLIC LIBRARY	805.38
Vendor Check Total			361,642.68
			22
Check List Total			361,642.68

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Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
Vendor Checks						
ALARM SECURITY INCORPORATED						
201-5960990	Misc. Contractual Services	Inv # 15191	588.00	19353	10/20/22	<u>588.00</u>
ALLDATA LLC						
201-5970640	Databases	Inv # INVC02098364	1,500.00	19354	10/20/22	<u>1,500.00</u>
ANCEL, GLINK, DIAMOND, BUSH, DICIANNI, & KRAFTHEFE						
201-5920100	Legal Fees	Acct # 3094904	545.00	19355	10/20/22	<u>545.00</u>
ANDREW TROTTER						
201-5960210	Special Event Programming	Teen Dungeons & Dragons	315.00	19356	10/20/22	<u>315.00</u>
ANGELO CERRONE						
201-5960990	Misc. Contractual Services	Videography 9/15/22	125.00	19357	10/20/22	<u>125.00</u>
Aquent LLC						
201-5960990	Misc. Contractual Services	Inv # AOD44966	2,154.60	19358	10/20/22	<u>2,154.60</u>
BACKGROUND SCREENING CONSULTANTS LLC						
201-5960040	Pre-Employment Testing	Inv # 20666	366.43	19359	10/20/22	<u>702.83</u>
201-5960040	Pre-Employment Testing	Inv # 20816	336.40			
BAKER & TAYLOR						
201-5960990	Misc. Contractual Services	Inv # 2037018384	2.82	19360	10/20/22	<u>31,054.87</u>
201-5970600	Ebooks/Books	Inv # 2037018384	16.46			
201-5960990	Misc. Contractual Services	Inv # 2037019018	8.21			
201-5970600	Ebooks/Books	Inv # 2037019018	51.71			
201-5970600	Ebooks/Books	Inv # 2037042859	758.75			
201-5960990	Misc. Contractual Services	Inv # 2037042860	80.43			
201-5960990	Misc. Contractual Services	Inv # 2037019783	4.20			
201-5970600	Ebooks/Books	Inv # 2037019783	61.57			
201-5970640	Databases	Inv # 2037019783	149.99			
201-5970600	Ebooks/Books	Inv # 2037031314	682.38			
201-5960990	Misc. Contractual Services	Inv # 2037031315	68.65			
201-5970600	Ebooks/Books	Inv # 2037028700	1,257.27			
201-5960990	Misc. Contractual Services	Inv # 2037028701	116.91			
201-5970600	Ebooks/Books	Inv # 2037028423	1,169.83			
201-5960990	Misc. Contractual Services	Inv # 2037028424	132.28			
201-5960990	Misc. Contractual Services	Inv # 2037041122	37.79			
201-5970600	Ebooks/Books	Inv # 2037041122	231.94			
201-5960990	Misc. Contractual Services	Inv # 2037039510	36.66			
201-5970600	Ebooks/Books	Inv # 2037039510	215.76			
201-5960990	Misc. Contractual Services	Inv # 2037027334	113.29			
201-5970600	Ebooks/Books	Inv # 2037027334	916.65			
201-5960990	Misc. Contractual Services	Inv # 2037032827	14.30			
201-5970600	Ebooks/Books	Inv # 2037032827	110.98			
201-5960990	Misc. Contractual Services	Inv # 2037039544	28.20			
201-5970600	Ebooks/Books	Inv # 2037039544	160.64			
201-5960990	Misc. Contractual Services	Inv # 2037030329	52.78			
201-5970600	Ebooks/Books	Inv # 2037030329	329.68			
201-5960990	Misc. Contractual Services	Inv # 2037047359	34.70			
201-5970600	Ebooks/Books	Inv # 2037047359	150.52			
201-5960990	Misc. Contractual Services	Inv # 2037032819	44.12			
201-5970600	Ebooks/Books	Inv # 2037032819	224.12			
201-5960990	Misc. Contractual Services	Inv # 2037039514	21.02			

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201-5970600	Ebooks/Books	Inv # 2037039514	131.67			
201-5960990	Misc. Contractual Services	Inv # 2037037390	10.41			
201-5970600	Ebooks/Books	Inv # 2037037390	23.90			
201-5960990	Misc. Contractual Services	Inv # 2037036156	17.46			
201-5970600	Ebooks/Books	Inv # 2037036156	72.57			
201-5960990	Misc. Contractual Services	Inv # 2037039348	25.37			
201-5970600	Ebooks/Books	Inv # 2037039348	139.50			
201-5960990	Misc. Contractual Services	Inv # 2037034051	61.99			
201-5970600	Ebooks/Books	Inv # 2037034051	430.66			
201-5960990	Misc. Contractual Services	Inv # 2037039816	87.67			
201-5970600	Ebooks/Books	Inv # 2037039816	626.32			
201-5960990	Misc. Contractual Services	Inv # 2037044310	22.35			
201-5970600	Ebooks/Books	Inv # 2037044310	135.08			
201-5960990	Misc. Contractual Services	Inv # 2037014408	67.92			
201-5970600	Ebooks/Books	Inv # 2037014408	161.98			
201-5960990	Misc. Contractual Services	Inv # 2037014756	14.82			
201-5970600	Ebooks/Books	Inv # 2037014756	34.61			
201-5960990	Misc. Contractual Services	Inv # 2037011157	4.12			
201-5970600	Ebooks/Books	Inv # 2037011157	10.17			
201-5960990	Misc. Contractual Services	Inv # 2037008186	19.15			
201-5970600	Ebooks/Books	Inv # 2037008186	87.92			
201-5960990	Misc. Contractual Services	Inv # 2037011099	65.42			
201-5970600	Ebooks/Books	Inv # 2037011099	696.96			
201-5960990	Misc. Contractual Services	Inv # 2037018898	37.86			
201-5970600	Ebooks/Books	Inv # 2037018898	297.22			
201-5960990	Misc. Contractual Services	Inv # 2037001873	63.84			
201-5970600	Ebooks/Books	Inv # 2037001873	208.79			
201-5970600	Ebooks/Books	Inv # 2037006114	796.67			
201-5960990	Misc. Contractual Services	Inv # 2037006115	77.50			
201-5970600	Ebooks/Books	Inv # 2037001945	481.61			
201-5960990	Misc. Contractual Services	Inv # 2037001946	56.61			
201-5970600	Ebooks/Books	Inv # 2037012892	514.28			
201-5970600	Ebooks/Books	Inv # 2037012340	972.17			
201-5960990	Misc. Contractual Services	Inv # 2037012341	93.19			
201-5960990	Misc. Contractual Services	Inv # 2037012893	54.00			
201-5960990	Misc. Contractual Services	Inv # 2037004267	21.42			
201-5970600	Ebooks/Books	Inv # 2037004267	119.52			
201-5960990	Misc. Contractual Services	Inv # 2037008242	7.50			
201-5970600	Ebooks/Books	Inv # 2037008242	38.72			
201-5960990	Misc. Contractual Services	Inv # 2037001987	6.94			
201-5970600	Ebooks/Books	Inv # 2037001987	22.12			
201-5960990	Misc. Contractual Services	Inv # 2037004021	13.76			
201-5970600	Ebooks/Books	Inv # 2037004021	89.72			
201-5960990	Misc. Contractual Services	Inv # 2037004514	66.55			
201-5970600	Ebooks/Books	Inv # 2037004514	505.39			
201-5960990	Misc. Contractual Services	Inv # 2037008179	13.31			
201-5970600	Ebooks/Books	Inv # 2037008179	72.10			
201-5960990	Misc. Contractual Services	Inv # 2037001947	22.44			
201-5970600	Ebooks/Books	Inv # 2037001947	159.59			
201-5960990	Misc. Contractual Services	Inv # 2037014421	28.20			
201-5970600	Ebooks/Books	Inv # 2037014421	169.45			
201-5960990	Misc. Contractual Services	Inv # 2037001941	18.73			
201-5970600	Ebooks/Books	Inv # 2037001941	113.92			
201-5960990	Misc. Contractual Services	Inv # 2037014375	16.23			
201-5970600	Ebooks/Books	Inv # 2037014375	48.22			
201-5960990	Misc. Contractual Services	Inv # 2037012307	49.10			

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201-5970600	Ebooks/Books	Inv # 2037012307	306.13			
201-5960990	Misc. Contractual Services	Inv # 2037014385	15.73			
201-5970600	Ebooks/Books	Inv # 2037014385	37.03			
201-5960990	Misc. Contractual Services	Inv # 2037009624	24.29			
201-5970600	Ebooks/Books	Inv # 2037009624	44.80			
201-5960990	Misc. Contractual Services	Inv # 2036978606	24.29			
201-5970600	Ebooks/Books	Inv # 2036978606	56.17			
201-5960990	Misc. Contractual Services	Inv # 2037004344	18.16			
201-5970600	Ebooks/Books	Inv # 2037004344	111.25			
201-5960990	Misc. Contractual Services	Inv # 2037001342	41.64			
201-5970600	Ebooks/Books	Inv # 2037001342	49.55			
201-5960990	Misc. Contractual Services	Inv # 2036990366	1.63			
201-5970600	Ebooks/Books	Inv # 2036990366	9.65			
201-5960990	Misc. Contractual Services	Inv # 2037001870	40.77			
201-5970600	Ebooks/Books	Inv # 2037001870	237.11			
201-5960990	Misc. Contractual Services	Inv # 2037008229	20.88			
201-5970600	Ebooks/Books	Inv # 2037008229	123.86			
201-5960990	Misc. Contractual Services	Inv # 2037001988	49.10			
201-5970600	Ebooks/Books	Inv # 2037001988	327.26			
201-5960990	Misc. Contractual Services	Inv # 2037004120	18.20			
201-5970600	Ebooks/Books	Inv # 2037004120	103.99			
201-5960990	Misc. Contractual Services	Inv # 2036985366	12.06			
201-5970600	Ebooks/Books	Inv # 2036985366	62.03			
201-5960990	Misc. Contractual Services	Inv # 2036968726	52.24			
201-5970600	Ebooks/Books	Inv # 2036968726	477.84			
201-5960990	Misc. Contractual Services	Inv # 2036983982	27.95			
201-5970600	Ebooks/Books	Inv # 2036983982	156.70			
201-5960990	Misc. Contractual Services	Inv # 2036994774	24.20			
201-5970600	Ebooks/Books	Inv # 2036994774	135.40			
201-5960990	Misc. Contractual Services	Inv # 2036981658	1.78			
201-5970600	Ebooks/Books	Inv # 2036981658	10.75			
201-5960990	Misc. Contractual Services	Inv # 2036985421	26.36			
201-5970600	Ebooks/Books	Inv # 2036985421	173.28			
201-5960990	Misc. Contractual Services	Inv # 2036983969	33.97			
201-5970600	Ebooks/Books	Inv # 2036983969	147.79			
201-5960990	Misc. Contractual Services	Inv # 2036981158	26.70			
201-5970600	Ebooks/Books	Inv # 2036981158	127.15			
201-5960990	Misc. Contractual Services	Inv # 2036990183	130.47			
201-5970600	Ebooks/Books	Inv # 2036990183	886.08			
201-5960990	Misc. Contractual Services	Inv # 2036968405	50.45			
201-5970600	Ebooks/Books	Inv # 2036968405	366.11			
201-5960990	Misc. Contractual Services	Inv # 2036968385	23.09			
201-5970600	Ebooks/Books	Inv # 2036968385	145.58			
201-5960990	Misc. Contractual Services	Inv # 2036990075	21.56			
201-5970600	Ebooks/Books	Inv # 2036990075	125.49			
201-5960990	Misc. Contractual Services	Inv # 2036981156	28.34			
201-5970600	Ebooks/Books	Inv # 2036981156	109.09			
201-5970600	Ebooks/Books	Inv # 2037005874	484.11			
201-5960990	Misc. Contractual Services	Inv # 2037005875	61.29			
201-5970600	Ebooks/Books	Inv # 2036985772	646.56			
201-5970600	Ebooks/Books	Inv # 2036998085	747.14			
201-5960990	Misc. Contractual Services	Inv # 2036998086	77.59			
201-5970600	Ebooks/Books	Inv # 2036997505	645.81			
201-5970600	Ebooks/Books	Inv # 2036997811	18.83			
201-5960990	Misc. Contractual Services	Inv # 2036997506	71.72			
201-5960990	Misc. Contractual Services	Inv # 2036985773	71.72			

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201-5960990	Misc. Contractual Services	Inv # 2036981481	60.90			
201-5970600	Ebooks/Books	Inv # 2036981481	533.24			
201-5960990	Misc. Contractual Services	Inv # 2036972536	59.25			
201-5970600	Ebooks/Books	Inv # 2036972536	352.03			
201-5960990	Misc. Contractual Services	Inv # 2036971908	60.54			
201-5970600	Ebooks/Books	Inv # 2036971908	353.51			
201-5960990	Misc. Contractual Services	Inv # 2036980999	18.74			
201-5970600	Ebooks/Books	Inv # 2036980999	110.67			
201-5960990	Misc. Contractual Services	Inv # 2036958288	19.15			
201-5970600	Ebooks/Books	Inv # 2036958288	49.61			
201-5960990	Misc. Contractual Services	Inv # 2036986263	47.84			
201-5970600	Ebooks/Books	Inv # 2036986263	289.30			
201-5960990	Misc. Contractual Services	Inv # 2036960970	73.82			
201-5970600	Ebooks/Books	Inv # 2036960970	505.06			
201-5960990	Misc. Contractual Services	Inv # 2036954518	14.38			
201-5970600	Ebooks/Books	Inv # 2036954518	98.97			
201-5960990	Misc. Contractual Services	Inv # 2036955337	14.55			
201-5970600	Ebooks/Books	Inv # 2036955337	75.35			
201-5960990	Misc. Contractual Services	Inv # 2036956287	13.88			
201-5970600	Ebooks/Books	Inv # 2036956287	54.68			
201-5960990	Misc. Contractual Services	Inv # 2036956184	6.05			
201-5970600	Ebooks/Books	Inv # 2036956184	48.81			
201-5970600	Ebooks/Books	Inv # 2036956055	478.97			
201-5970600	Ebooks/Books	Inv # 2036945747	556.25			
201-5960990	Misc. Contractual Services	Inv # 2036945748	55.76			
201-5970600	Ebooks/Books	Inv # 2036975951	2,009.64			
201-5960990	Misc. Contractual Services	Inv # 2036975952	148.88			
201-5960990	Misc. Contractual Services	Inv # 2036951324	1.74			
201-5970600	Ebooks/Books	Inv # 2036951324	13.56			
201-5970600	Ebooks/Books	Inv # 2036960201	604.50			
201-5960990	Misc. Contractual Services	Inv # 2036960202	60.14			
201-5960990	Misc. Contractual Services	Inv # 2036966152	21.60			
201-5970600	Ebooks/Books	Inv # 2036966152	431.23			
201-5970640	Databases	Inv # 2036966152	160.50			
201-5960990	Misc. Contractual Services	Inv # 2036956056	58.92			
201-5960990	Misc. Contractual Services	Inv # 2036988476	9.05			
201-5970600	Ebooks/Books	Inv # 2036988476	225.78			
CENGAGE LEARNING/GALE				19361	10/20/22	<u>6,641.63</u>
201-5970640	Databases	Inv # 78722353	2,273.91			
201-5970640	Databases	Inv # 79276817	4,367.72			
CHILDREN'S PLUS, INC.				19362	10/20/22	<u>2,037.55</u>
201-5970630	Visual Materials	Inv # 219202	68.30			
201-5970600	Ebooks/Books	Inv # 219341	315.59			
201-5970600	Ebooks/Books	Inv # 218156	44.82			
201-5970600	Ebooks/Books	Inv # 218155	38.74			
201-5970600	Ebooks/Books	Inv # 218025	33.64			
201-5970600	Ebooks/Books	Inv # 218023	102.96			
201-5970600	Ebooks/Books	Inv # 218320	127.45			
201-5970600	Ebooks/Books	Inv # 217857	376.98			
201-5970600	Ebooks/Books	Inv # 218161	74.42			
201-5970600	Ebooks/Books	Inv # 218655	65.24			
201-5970600	Ebooks/Books	Inv # 218611	19.37			
201-5970600	Ebooks/Books	Inv # 218319	160.05			
201-5970600	Ebooks/Books	Inv # 219339	30.57			

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201-5970600	Ebooks/Books	Inv # 219394	218.19			
201-5970600	Ebooks/Books	Inv # 218787	115.57			
201-5970600	Ebooks/Books	Inv # 218805	171.28			
201-5970600	Ebooks/Books	Inv # 218826	35.68			
201-5970600	Ebooks/Books	Inv # 218944	38.70			
CHRISTINA TROPEA				19363	10/20/22	<u>45.00</u>
201-5990900	Per Capita Grant Expenditures	Italian Candy for Italian American Heritage Month (5920202)	45.00			
CITY OF DES PLAINES				19364	10/20/22	<u>161.03</u>
201-5970850	Gasoline	Invoice Fuel # 2022-00000001	161.03			
COLLEY ELEVATOR COMPANY				19365	10/20/22	<u>606.00</u>
201-5930020	R&M Buildings & Structures	Inv # 232158	606.00			
CRYSTAL MAINTENANCE SERVICES CORP				19366	10/20/22	<u>4,892.50</u>
201-5930320	Cleaning/Custodial Services	Inv # 30488	4,892.50			
EDUCATION DEVELOPMENT CORPORATION				19367	10/20/22	<u>1,499.80</u>
201-5970600	Ebooks/Books	Inv # DIR10383656	1,499.80			
Elara Energy Services				19368	10/20/22	<u>1,452.75</u>
201-5980400	Equipment	Inv # 21447-5	1,452.75			
FACILITY GATEWAY CORPORATION				19369	10/20/22	<u>500.00</u>
201-5930010	R&M Equipment	Inv # 225459	500.00			
FINDAWAY WORLD LLC				19370	10/20/22	<u>4,139.26</u>
201-5970600	Ebooks/Books	Inv # 403632	422.93			
201-5970610	E-audio/Audio	Inv # 405375	54.99			
201-5970600	Ebooks/Books	Inv # 407488	278.95			
201-5970600	Ebooks/Books	Inv # 407191	54.99			
201-5970600	Ebooks/Books	Inv # 406748	3,327.40			
FLOOD BROTHERS DISPOSAL & RECYCLING SERVICES				19371	10/20/22	<u>464.00</u>
201-5930490	Refuse Contract	Inv # 6354029	464.00			
FOX VALLEY FIRE & SAFETY				19372	10/20/22	<u>292.50</u>
201-5930020	R&M Buildings & Structures	Inv # IN00543308	292.50			
HOH WATER TECHNOLOGY INC				19373	10/20/22	<u>1,236.78</u>
201-5930020	R&M Buildings & Structures	Inv # 635944	986.78			
201-5930020	R&M Buildings & Structures	Inv # 637194	250.00			
INFORMATION TODAY, INC.				19374	10/20/22	<u>319.73</u>
201-5970640	Databases	Inv # 1748365-B1	319.73			
INGRAM LIBRARY SERVICES				19375	10/20/22	<u>295.77</u>
201-5960990	Misc. Contractual Services	Inv # 71581575	15.19			
201-5970600	Ebooks/Books	Inv # 71581576	263.69			
201-5970600	Ebooks/Books	Inv # 71581574	16.89			
J&S PLUMBING, INC.				19376	10/20/22	<u>4,239.00</u>
201-5930020	R&M Buildings & Structures	Inv # 215848	1,150.00			
201-5930020	R&M Buildings & Structures	Inv # 214376	2,169.00			

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201-5930020	R&M Buildings & Structures	Inv # 217914	920.00			
John G. Donahue				19377	10/20/22	<u>90.00</u>
201-5960210	Special Event Programming	Job Counseling	90.00			
JOURNAL AND TOPICS NEWSPAPERS				19378	10/20/22	<u>450.00</u>
201-5920210	Marketing	Inv # 188427	450.00			
KANOPY				19379	10/20/22	<u>2,000.00</u>
201-5970630	Visual Materials	Inv # KDEP-20022	2,000.00			
KIWANIS CLUB OF DES PLAINES				19380	10/20/22	<u>200.00</u>
201-5920220	Membership Dues	Corporate Membership Dues	200.00			
LAUTERBACH & AMEN, LLP.				19381	10/20/22	<u>4,355.00</u>
201-5920110	Professional Services	Invoice No. 70157	1,575.00			
201-5920110	Professional Services	Invoice No. 70309	2,780.00			
LIMRICC				19382	10/20/22	<u>109,887.30</u>
201-2401002	Payroll Liabilities	September 2022	53,504.35			
201-2401002	Payroll Liabilities	October 2022	56,382.95			
LYDIA HANCHETT				19383	10/20/22	<u>751.67</u>
201-5980600	Furniture & Fixtures	Reupholster Chairs	650.00			
201-5990900	Per Capita Grant Expenditures	Reimbursement - Worldcon (5920202)	101.67			
MIDWEST TAPE				19384	10/20/22	<u>9,000.00</u>
201-5970630	Visual Materials	Inv # 502683455	9,000.00			
MIDWEST TAPE				19385	10/20/22	<u>14,020.03</u>
201-5970610	E-audio/Audio	Inv # 1400716313	-9.99			
201-5970630	Visual Materials	Inv # 502688019	20.24			
201-5970630	Visual Materials	Inv # 502688018	140.96			
201-5970630	Visual Materials	Inv # 205696182	21.59			
201-5970630	Visual Materials	Inv # 502696180	11.99			
201-5960990	Misc. Contractual Services	Inv # 502710090	58.00			
201-5970610	E-audio/Audio	Inv # 502710090	191.70			
201-5960990	Misc. Contractual Services	Inv # 502710094	25.90			
201-5970610	E-audio/Audio	Inv # 502710094	634.86			
201-5960990	Misc. Contractual Services	Inv # 502710093	55.25			
201-5970630	Visual Materials	Inv # 502710093	431.08			
201-5960990	Misc. Contractual Services	Inv # 502710092	181.60			
201-5970630	Visual Materials	Inv # 502710092	1,057.73			
201-5970610	E-audio/Audio	Inv # 502718172	1,031.84			
201-5970610	E-audio/Audio	Inv # 502718170	10.79			
201-5970630	Visual Materials	Inv # 502718173	23.98			
201-5970630	Visual Materials	Inv # 502718179	27.99			
201-5970630	Visual Materials	Inv # 502718174	31.99			
201-5970630	Visual Materials	Inv # 502718175	63.98			
201-5970630	Visual Materials	Inv # 502718176	15.99			
201-5970630	Visual Materials	Inv # 502718177	11.99			
201-5970630	Visual Materials	Inv # 502718178	21.59			
201-5960990	Misc. Contractual Services	Inv # 502739587	164.65			
201-5970630	Visual Materials	Inv # 502739587	768.27			
201-5970630	Visual Materials	Inv # 502754065	59.98			
201-5970630	Visual Materials	Inv # 502754069	11.99			

Des Plaines Public Library
Vendor Checks Report
Old National Operating
September 2022

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
201-5970630	Visual Materials	Inv # 502754068	31.99			
201-5960990	Misc. Contractual Services	Inv # 502771418	34.75			
201-5970630	Visual Materials	Inv # 502771418	257.91			
201-5960990	Misc. Contractual Services	Inv # 502771415	54.90			
201-5970610	E-audio/Audio	Inv # 502771415	191.26			
201-5970630	Visual Materials	Inv # 502754067	37.49			
201-5970610	E-audio/Audio	Inv # 502754064	655.89			
201-5960990	Misc. Contractual Services	Inv # 502739589	51.05			
201-5970610	E-audio/Audio	Inv # 502739589	182.57			
201-5960990	Misc. Contractual Services	Inv # 502739588	12.95			
201-5970610	E-audio/Audio	Inv # 502739588	270.93			
201-5960990	Misc. Contractual Services	Inv # 502742931	9.25			
201-5970630	Visual Materials	Inv # 502742931	48.23			
201-5960990	Misc. Contractual Services	Inv # 502647064	389.90			
201-5970630	Visual Materials	Inv # 502647064	1,722.49			
201-5960990	Misc. Contractual Services	Inv # 502673432	57.75			
201-5970610	E-audio/Audio	Inv # 502673432	151.35			
201-5970630	Visual Materials	Inv # 502662356	69.48			
201-5960990	Misc. Contractual Services	Inv # 502673431	14.80			
201-5970610	E-audio/Audio	Inv # 502673431	353.92			
201-5960990	Misc. Contractual Services	Inv # 502673219	198.70			
201-5970630	Visual Materials	Inv # 502673219	1,082.45			
201-5960990	Misc. Contractual Services	Inv # 502673430	28.75			
201-5970630	Visual Materials	Inv # 502673430	209.17			
201-5960990	Misc. Contractual Services	Inv # 502647060	59.10			
201-5970630	Visual Materials	Inv # 502647060	427.32			
201-5960990	Misc. Contractual Services	Inv # 502647061	20.35			
201-5970610	E-audio/Audio	Inv # 502647061	442.89			
201-5960990	Misc. Contractual Services	Inv # 502647062	15.65			
201-5970610	E-audio/Audio	Inv # 502647062	56.21			
201-5970630	Visual Materials	Inv # 502617429	104.96			
201-5970630	Visual Materials	Inv # 502617950	59.98			
201-5970630	Visual Materials	Inv # 502617428	31.99			
201-5970630	Visual Materials	Inv # 502617427	165.29			
201-5970610	E-audio/Audio	Inv # 502617424	1,043.84			
201-5970630	Visual Materials	Inv # 502617425	228.64			
201-5970630	Visual Materials	Inv # 502623548	179.94			
NICHE ACADEMY LLC				19386	10/20/22	<u>2,040.00</u>
201-5970640	Databases	Inv # 7149	2,040.00			
OAKBROOK MECHANICAL SERVICES				19387	10/20/22	<u>6,026.50</u>
201-5930020	R&M Buildings & Structures	Inv # 31378	3,013.25			
201-5930020	R&M Buildings & Structures	Inv # 31725	3,013.25			
OUTSOURCE SOLUTIONS GROUP, INC.				19388	10/20/22	<u>71,567.66</u>
201-5920110	Professional Services	Inv # 66391	33,420.30			
201-5980420	Computer Software	Inv # 71354	285.87			
201-5930010	R&M Equipment	Inv # 71461	350.00			
201-5920110	Professional Services	Inv # 71460	34,422.91			
201-5980420	Computer Software	Inv # 71460	1,042.58			
201-5960990	Misc. Contractual Services	Inv # 71460	1,980.00			
201-5980420	Computer Software	Inv # 71287	66.00			
OVERDRIVE, INC.				19389	10/20/22	<u>6,782.92</u>
201-5970600	Ebooks/Books	Inv # 01018MA22324164	2,286.39			

Des Plaines Public Library
Vendor Checks Report
Old National Operating
September 2022

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
201-5970600	Ebooks/Books	Inv # 01018CP22324482	397.58			
201-5970600	Ebooks/Books	Inv # 01018MA22361539	3,814.29			
201-5970600	Ebooks/Books	Inv # 01018CP22360357	284.66			
PATRICIA MARGARET SCHLESINGER				19390	10/20/22	<u>250.00</u>
201-5960210	Special Event Programming	Colleen Moore's Fairy Class	250.00			
PHYSICIANS IMMEDIATE CARE CHICAGO				19391	10/20/22	<u>188.00</u>
201-5960040	Pre-Employment Testing	Statement # 4281026	188.00			
PROQUEST LLC				19392	10/20/22	<u>1,947.36</u>
201-5970640	Databases	Inv # 70752092	1,947.36			
RAINBOW BOOK COMPANY				19393	10/20/22	<u>789.94</u>
201-5970600	Ebooks/Books	Inv # 218088	67.17			
201-5970600	Ebooks/Books	Inv # 218182	47.79			
201-5970600	Ebooks/Books	Inv # 219293	33.60			
201-5970600	Ebooks/Books	Inv # 218661	641.38			
STANLEY ACCESS TECH				19394	10/20/22	<u>867.10</u>
201-5930020	R&M Buildings & Structures	Inv # 0906651270	867.10			
THE PENWORTHY COMPANY LLC				19395	10/20/22	<u>813.97</u>
201-5970600	Ebooks/Books	Inv # 0584716-IN	292.95			
201-5970600	Ebooks/Books	Inv # 0584721-IN	185.56			
201-5970600	Ebooks/Books	Inv # 0584715-IN	335.46			
THOMAS KLISE/CRIMSON MULTIMEDIA				19396	10/20/22	<u>3,588.75</u>
201-5970630	Visual Materials	Inv # 008611	162.09			
201-5970630	Visual Materials	Inv # 008613	190.00			
201-5970630	Visual Materials	Inv # 008614	190.00			
201-5970630	Visual Materials	Inv # 008612	907.14			
201-5970630	Visual Materials	Inv # 008610	656.61			
201-5970630	Visual Materials	Inv # 008776	929.22			
201-5970630	Visual Materials	Inv # 008777	120.00			
201-5970630	Visual Materials	Inv # 008681	50.00			
201-5970630	Visual Materials	Inv # 008680	62.47			
201-5970630	Visual Materials	Inv # 008679	30.00			
201-5970630	Visual Materials	Inv # 008678	291.22			
THOMSON REUTERS-WEST				19397	10/20/22	<u>23.39</u>
201-5970640	Databases	Inv # 847034776	23.39			
TODAY'S BUSINESS SOLUTIONS INC				19398	10/20/22	<u>1,605.00</u>
201-5980400	Equipment	Inv # 13730	1,605.00			
					Check List Total	<u><u>303,053.19</u></u>

Des Plaines Public Library

ACH Register

All Bank Accounts

September 1, 2022 - September 30, 2022

ACH Number	ACH Date	Payee	Amount
Vendor Checks			
100	09/16/22	COMCAST CABLE	1,836.95
101	09/23/22	COMCAST CABLE	3,011.58
102	09/16/22	VERIZON WIRELESS	1,053.47
106	09/26/22	VERIZON WIRELESS	2,120.42
51893	09/20/22	COMCAST CABLE	14.30
51894	09/20/22	NICOR GAS	446.55
51895	09/28/22	NEOFUNDS BY NEOPOST	1,000.00
51896	09/16/22	IMRF	27,874.28
51897	09/30/22	BANKCARD SERVICES	19,103.48
51898	09/30/22	FRIENDS OF THE DES PLAINES PUBLIC LIBRARY	1,323.08
51899	09/30/22	FRIENDS OF THE DES PLAINES PUBLIC LIBRARY	805.38
Vendor Check Total			58,589.49
Check List Total			58,589.49

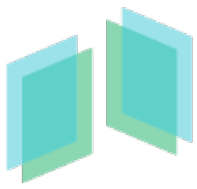
Check count = 11

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
Balance Sheet												
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			
Revenue (M-T-D)												
Property Taxes	43,444	811,138	2,380,007	152,939	10,674	50,762	24,602	-				
Other Revenue	186,683	31,886	14,195	8,672	42,120	16,557	8,434	32,421	103,776			
	230,127	843,025	2,394,202	161,611	52,794	67,320	33,036	32,421	103,776	-	-	-
Expenses (M-T-D)												
Payroll & Benefits	280,990	307,004	359,906	307,329	252,199	388,601	368,328	290,612	233,762			
Other Expense	266,523	171,057	153,034	214,193	179,051	143,096	154,965	273,946	349,165			
Change in A/P & AJE's	(62,298)	(27,567)	(131,519)	98,254	89,955	16,094	(34,297)	(140,241)	33,526			
	485,215	450,494	381,421	619,776	521,205	547,791	488,997	424,317	616,452	-	-	-
Net Increase/(Decrease)	(255,088)	392,531	2,012,782	(458,165)	(468,412)	(480,472)	(455,960)	(391,896)	(512,676)	-	-	-

DES PLAINES PUBLIC LIBRARY
CASH FLOW SUMMARY
For the Year Ended December 31, 2021

	January	February	March	April	May	June	July	August	September	October	November	December
Balance Sheet												
Cash & Investments	\$ 3,968,717	4,138,360	5,784,948	5,703,662	5,471,098	4,997,435	4,622,155	4,033,743	4,755,049	5,662,998	5,274,148	4,705,842
Revenue (M-T-D)												
Property Taxes	-	528,962	2,106,673	331,285	343,511	-	-	-	1,204,158	1,432,744	58,530	-
Other Revenue	2,289	5,271	3,484	2,827	8,564	17,598	49,433	99,363	5,475	4,502	38,103	8,853
	2,289	534,232	2,110,157	334,111	352,076	17,598	49,433	99,363	1,209,633	1,437,246	96,632	8,853
Expenses (M-T-D)												
Payroll & Benefits	344,048	268,451	247,963	363,399	261,367	254,187	409,828	265,279	387,045	317,677	314,345	376,123
Other Expense	275,321	145,415	142,034	275,517	216,261	91,462	324,397	152,772	203,648	173,154	147,736	138,139
Change in A/P & AJE's	(91,308)	(49,276)	73,572	(223,518)	107,024	145,612	(309,513)	269,724	(102,365)	38,465	23,402	62,897
	528,061	364,590	463,568	415,398	584,652	491,262	424,712	687,775	488,327	529,297	485,483	577,159
Net Increase/(Decrease)	(525,772)	169,643	1,646,589	(81,287)	(232,564)	(473,664)	(375,279)	(588,412)	721,306	907,950	(388,850)	(568,306)



DIRECTOR'S REPORT

SEPTEMBER 2022

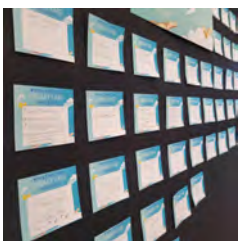
DONATIONS & GRANTS

FRIENDS
OF THE DES PLAINES PUBLIC LIBRARY

\$1,014 for YS Halloween At Home kits.

WHERE DOES YOUR LIBRARY CARD TAKE YOU?

SEPTEMBER IS LIBRARY CARD SIGN-UP MONTH.
Where can your library card take you?
Sign up for your library card today and find out!



COMMUNITY PARTNERSHIPS

Kiwanis
EXHIBITS AND EVENTS CLUB OF DES PLAINES

COMMUNITY-WIDE
BABY SHOWER DRIVE

GRATEFULLY ACCEPTING DONATIONS FOR
The Breakfast with Baby Program with The Des Plaines Salvation Army.

Stop by the Des Plaines Salvation Army on
SATURDAY, OCTOBER 1ST
10:00 AM-1:00 PM
609 W. DEMPSTER ST., DES PLAINES, IL 60016

5,000 diapers, 11,000
wipes, and 8 large
bins of baby clothes
collected!



Blood Pressure Screening and Health Insurance Assistance

REFER A FRIEND AND WIN

Greetings from the Des Plaines Public Library

Referred By:
Name: _____
Phone or Email: _____

Wish you were here!
Register for a new Des Plaines Public Library card and both of us will be entered into a raffle to win a \$25 gift card to a Des Plaines business!

Refer A Friend*:
Name: _____
Phone or Email: _____

*Must live within the DPPL taxing district to be eligible for a DPPL card.
Questions? Call 847-376-2788

Starting in September, current DPPL cardholders can come into the library and pick up a Refer-a-Friend postcard to invite a friend to register for their own library card! If they get a library card, both are entered into a gift card drawing.

COMINGS & GOINGS

COMINGS

Meredith Bazzoli, PT YS Librarian

GOINGS

Carolina Aceves, PT Teen Services Assistant

Karen Rambert, PT PA Assistant

Stephanie Wolferman, FT YS Assistant Manager

BANNED BOOKS WEEK 2022



HOW CORN CHANGED ITSELF AND THEN CHANGED EVERYTHING ELSE

SEPTEMBER 21, 2022 | 7 P.M.

THE HISTORY OF CORN DATES BACK 10,000 YEARS TO A WEEDY GRASS GROWING IN MEXICO. LEARN HOW AND WHY CORN TRANSFORMED THE HEARTLAND AND HELPED CREATE TODAY'S WORLD. PRESENTED BY FOOD HISTORIAN CYNTHIA CLAMPITT.

PLEASE REGISTER

LEARN MORE AT DPPL.ORG




Give a Little Help to a Winged Friend!

SEPTEMBER 24 • 2:00 PM

By the end of this century the earth will lose approximately 1,200 species of birds. Learn what you can do to help.

Presented by Alyse Burman, owner of the Wildbird Shack.

LEARN MORE AT DPPL.ORG

ILLINOIS LIBRARIES PRESENT

An Evening with Marlee Matlin

SEPTEMBER 14, 2022 | 7 PM

The Des Plaines Public Library is joining libraries across the state to host award-winning actress Marlee Matlin. In celebration of Deaf Awareness Month, Matlin will share the highs and lows of her Hollywood career and journeys as an activist. This inspiring conversation will be offered in ASL and translated through an interpreter.

PLEASE REGISTER



VIRTUAL VIA ZOOM



LEARN MORE AT DPPL.ORG



This event is made possible by Illinois Libraries Present, a statewide collaboration among public libraries offering high-quality events. Funding for this program is provided by the Illinois State Library, a Department of the Office of Governor of Illinois, using funds provided by the U.S. Institute of Museum and Library Services under the provisions of the Library Services and Technology Act (LSTA).



FILM SCREENING

WEST SIDE STORY (2021)

September 15, 2022 | 1:30 P.M.

ADULT PROGRAMS

CURIOSITY CAFE

THURSDAY, SEPT 22
10:30 - 11:30 A.M.

Join us in the Forum to view a TED Talk and participate in a discussion on the topic.

Lee Thomas:
How I help people understand vitiligo



LEARN MORE AT DPPL.ORG



ROOM 8/C

Medicare 101

Saturday, September 17, 2022
11:00 a.m. - 12:30 p.m.

This seminar will get you up to speed on what Medicare covers, what it doesn't and your potential out of pocket exposure.

LEARN MORE AT DPPL.ORG



TECH CLASS ON THE PLAZA

THURSDAY, SEPTEMBER 15, 2022 | 10-11:00 A.M.

Join us on the Plaza to learn about the library's ebook services. Discover the borrowing options available through OPAC that enable you to enjoy movies, TV shows, educational/instructional videos, documentaries and more. Bring your questions and feel free to bring your device.

LEARN MORE AT DPPL.ORG



FILM TALK TUESDAYS

NEW FILMS EVERY OTHER TUESDAY
Watch a film for free on Kanopy or Hoopla beforehand and join us on Zoom to discuss.

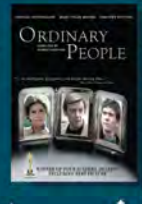
SEPTEMBER

ORDINARY PEOPLE
SEPTEMBER 6 | 7PM

Ordinary People is an intense examination of a family being torn apart by tragedy and tragedy. Donald Sutherland and Mary McCormack star in this award-winning film about "two very" ordinary's lives irrevocably changed by death.

LIFE IS BEAUTIFUL
SEPTEMBER 20 | 7PM

In this extraordinary tale, a charming but disabled man wins the heart of the woman of his dreams, and creates a beautiful life for his young boy. When fate intervenes, the extraordinary resilience of World War II, the bond between the strength of character and sense of humor is tested to the limit and we find an unbelievable love. An inspired movie made even better with an extraordinary cast of actors, including Tim Roth who also acted in and produced the Best Picture.



Fall Themed Coasters

Craft Kits for Adults

Starting Monday,
September 12

SEPTEMBER
IN-LIBRARY
Book Clubs

The Commons @ 10:00am on Tuesday
September 6 • Still Life
by Sarah Winman



Room C @ 7:30pm on Tuesday
September 8 • Mercy Street
by Jennifer Haigh

Tales & Tunes

WEDNESDAYS @ 1:30PM
 September 7, 14, 21
 October 5, 12, 19
 November 2, 9, 16

READERS AND LEADERS

MONDAY, SEPTEMBER 12TH AT 4 P.M.

JOIN US FOR A CASUAL FUN, NO-PRESSURE CLUB THAT INVOLVES GAMES, ACTIVITIES, AND SOME BOOK SUGGESTIONS.

FOR GRADES 4-5
 REGISTRATION REQUIRED.

LEARN MORE AT DPPL.ORG

Family Storytime

'Build a lifelong love of reading with books, rhymes, music, movement, and more!

WEDNESDAYS @ 7PM
 September 7, 14, 21
 October 5, 12, 19
 November 2, 9, 16

LEARN MORE AT DPPL.ORG

GRAPHIC NOVEL CLUB

TUESDAY, SEPTEMBER 20
 6:00 PM

FOR GRADES 4 AND UP

LEARN MORE AT DPPL.ORG

VIRTUAL STORYTIME

NEW STORIES EVERY MONTH!

THE GREAT DOG WASH

WITH DPPL

KIDS PROGRAMS

Storytime in the Park!

Tuesdays at 10:00am
 August 30, September 6, 13, and 20

Join us at Central Park
 (1555 E. Thacker St. in Des Plaines)



Loteria NIGHT

SEPTEMBER 9TH AT 6 P.M.

EVERYONE WILL HAVE A CHANCE TO WIN A PRIZE!

REGISTRATION REQUIRED. FOR FAMILIES WITH CHILDREN OF ALL AGES.

LEARN MORE AT DPPL.ORG



LEGO LEAGUE

SEPTEMBER 26 | 6-30 PM

Join us for a virtual LEGO League. We will meet on Zoom to build our creations together.

For Grades K-8th • Registration Required

LEARN MORE AT DPPL.ORG



ROCKY'S RECS

DPPL'S PICKS FOR KIDS

September 2022

LEILA: THE PERFECT WITCH
 LARK: THE QUACKING CAPER
 PIZZA! A SLICE OF HISTORY
 A WALK IN THE WORDS
 THE GREAT DOG WASH
 BRAVE

TEENS

Sketchtember

Starts September 1st - ends September 30th

Using prompts posted throughout the month of September, practice your sketching skills in preparation for Inktober 2022. Submit your drawings to the online form for chance to find your art posted on the library's social media!

Art Submissions are for teens in grades 7-12. Prompts will be posted in the 3rd Floor Commons and on teen library social media.




SCAN ME

LEARN MORE AT DPPL.ORG

DES PLAINES PUBLIC LIBRARY

TEENS

TEEN CRAFTERNOONS

SEPTEMBER SPOTLIGHT: BUTTON MAKER

Open maker workshop! Sample our featured technology or bring your own project to work on.

WEDNESDAY, SEPTEMBER 28TH 3:30-5:30PM

LEARN MORE AT DPPL.ORG

DES PLAINES PUBLIC LIBRARY

TEENS

HIKE THE River Trail

SEPTEMBER 29TH - 4:530 PM

Join us after school for a hike through the Des Plaines River Trail. We will meet outside the library and walk together to the trail. Weather permitting. For teens in grades 7-12. Registration Required.

LEARN MORE AT DPPL.ORG

TEENS

take & make



GLASS EMOJI MAGNETS

BEGINNING September 6th

Take & Make Kits are fun crafts you can take home and make on your own time. Drop in to pick up your kit throughout the month! Available while supplies last. For teens in grades 7-12.

WHILE SUPPLIES LAST

LEARN MORE AT DPPL.ORG

DES PLAINES PUBLIC LIBRARY

TEENS

JUST DANCE BATTLE

BUST A MOVE

...at the Des Plaines Public Library! Join us as we play Just Dance and battle for the ultimate prize... a gift card to a local restaurant!

FRIDAY, SEPTEMBER 23RD 4PM

No dancing ability required. For teens in grades 7-12.

LEARN MORE AT DPPL.ORG

DES PLAINES PUBLIC LIBRARY

TEENS

SAT & ACT PRACTICE TESTS

SATURDAYS | 9:00a - 1:00p

MEETS IN ROOM C, 1ST FLOOR

ACT Practice Test SAT Practice Test

Oct 15 Sept 10 | Nov 12



TEENS

VIDEO GAME MEETUP

SATURDAYS @ 1PM
SEPT 17TH, OCT 22ND, NOV 19TH

CALLING ALL GAMERS LOOKING TO MAKE NEW GAMER FRIENDS! THIS IS THE GROUP FOR YOU. CHOOSE FROM A VARIETY OF GAMES TO PLAY WITH OTHER LOCAL TEENS IN THE AREA. FOR TEENS IN GRADES 7-12.

LEARN MORE AT DPPL.ORG

DES PLAINES PUBLIC LIBRARY

TEENS

CODE Q

Fridays at 4pm
Sept. 2 | Oct. 7 | Nov. 4 | Dec. 2

An LGBTQ social club in which teens and their allies can watch movies, do crafts and activities, and read books and graphic novels regarding LGBTQ themes while making new friends. Free snacks for those who come. For teens in grades 7-12.

LEARN MORE AT DPPL.ORG

DES PLAINES PUBLIC LIBRARY

TEENS

Tutoring @ Des Plaines Public Library

Tuesdays from 6 - 8 pm
Meets in The Commons



TEENS

Go ahead, boss us around!

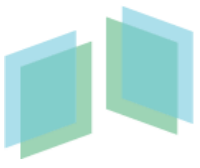
Thursdays:
Aug. 18th, Sep. 15th, Oct. 20th, Nov. 17th, Dec. 15th | 4 pm

Join us for our Teen Advisory Board Meeting where teens plan programs and participate in library events while making new friends. TAB is a great way to earn service hours AND make a difference in your community. We will meet inside our teen space, "The Commons", on the 3rd floor. For teens in grades 7-12.

LEARN MORE AT DPPL.ORG

DES PLAINES PUBLIC LIBRARY

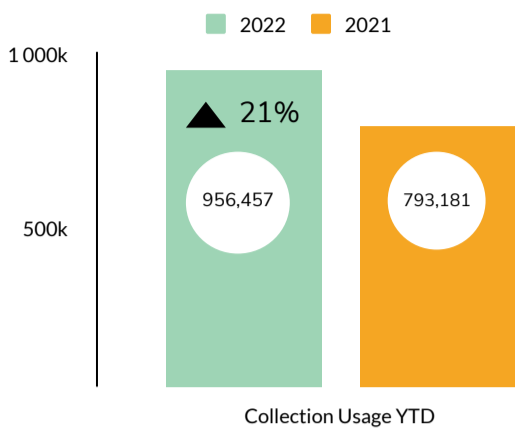
TEEN PROGRAMS



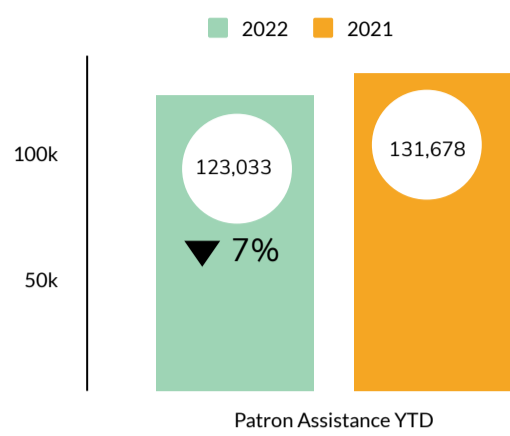
STATISTICS REPORT

SEPTEMBER 2022

Collection Usage YTD

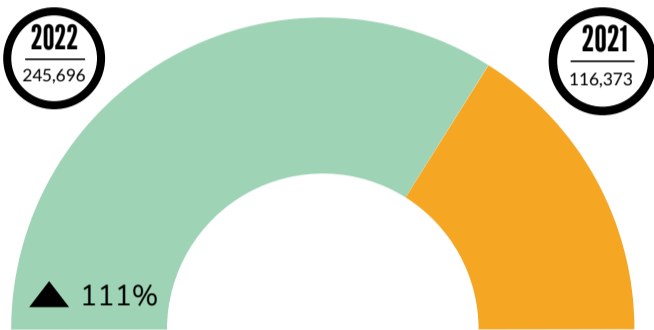


Patron Assistance YTD



Attendance All - YTD

Events, Programs, Outreach & Classes



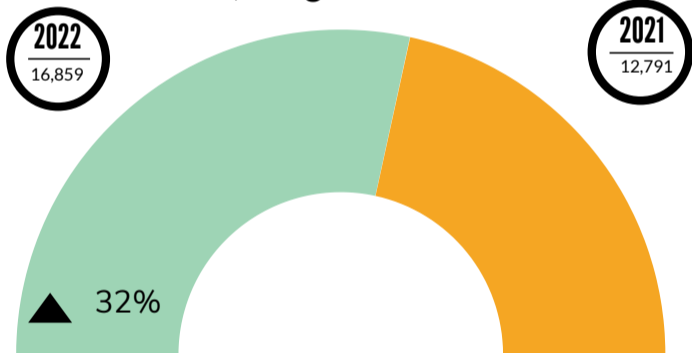
Bookings All - YTD

Events, Programs & Classes



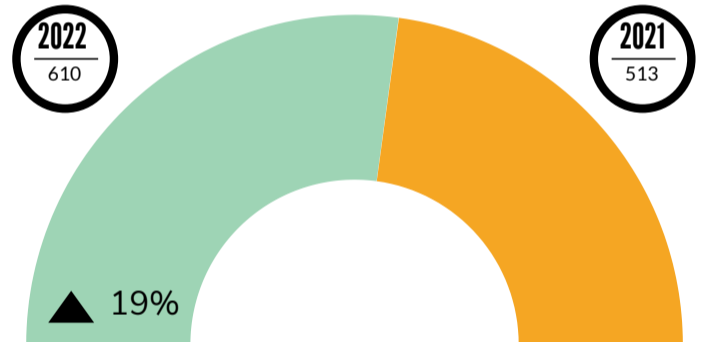
Attendance In Person - YTD

Events, Programs & Classes

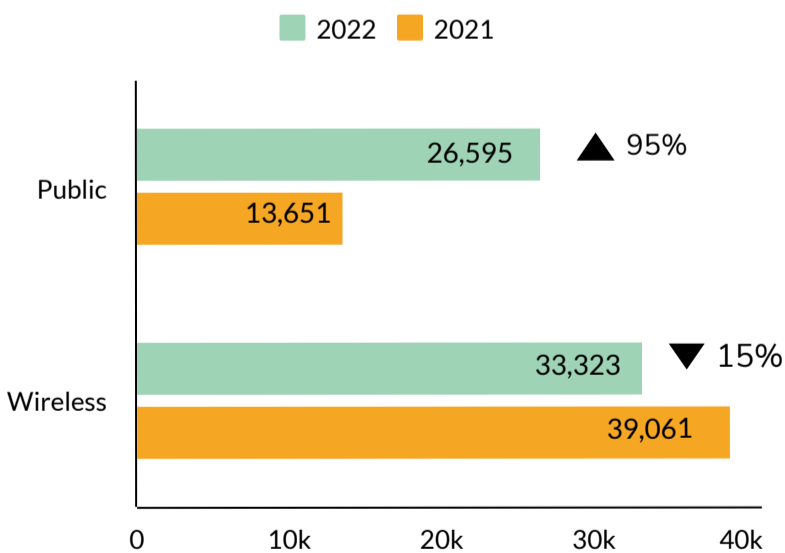


Bookings In Person - YTD

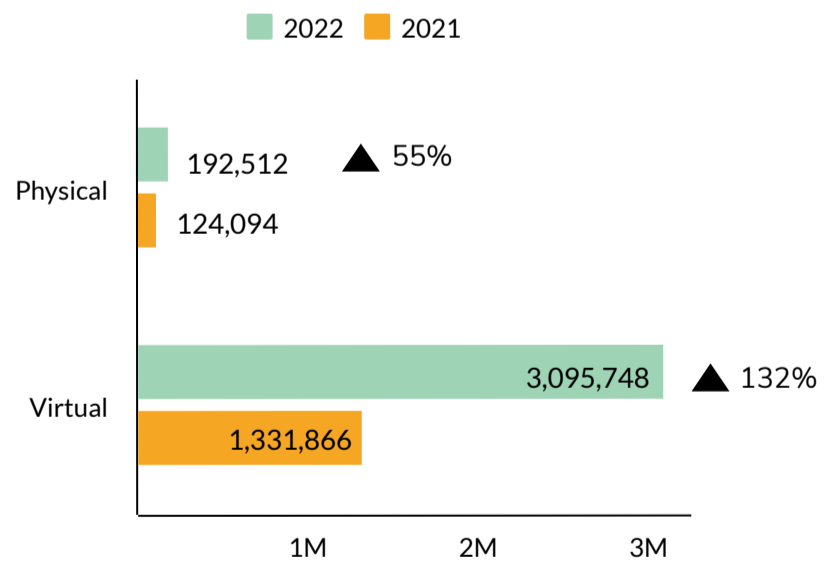
Events, Programs & Classes



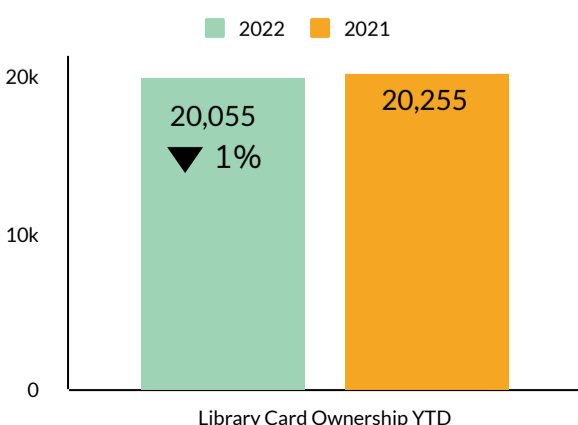
Computer Usage YTD



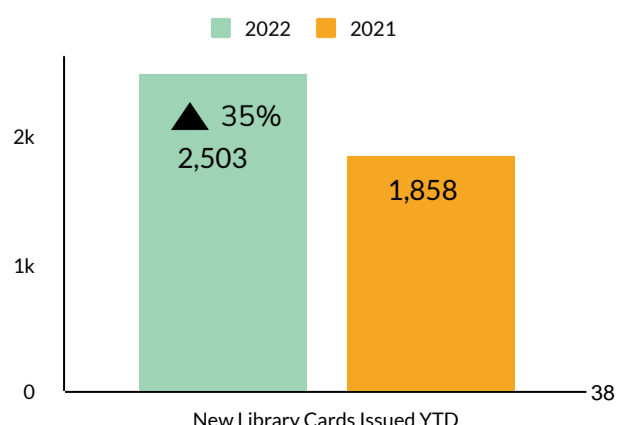
Traffic YTD



Current Valid Library Cards This Month



New Library Cards Issued YTD



2022 STATISTICS REPORT		JAN	FEB	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	YTD
COLLECTION USAGE														
	Physical materials	56,638	50,882	58,763	57,598	54,599	57,312	59,618	59,839	51,144				506,393
	E-materials	13,641	12,033	14,579	13,959	14,080	12,809	12,661	14,399	12,763				120,924
	ILL	690	606	700	698	615	595	676	646	701				5,927
	Databases	41,228	36,842	36,252	36,858	33,463	32,845	34,287	36,751	34,687				323,213
2022	Total	112,197	100,363	110,294	109,113	102,757	103,561	107,242	111,635	99,295	0	0	0	956,457
	Physical materials	30,756	35,582	53,516	53,243	51,265	60,919	61,137	57,349	54,505				458,272
	E-materials	16,364	15,387	16,110	13,766	13,011	12,379	12,586	13,422	12,807				125,832
	ILL	759	668	718	620	548	606	608	625	670				5,822
	Databases	18,322	16,941	17,198	17,279	16,466	15,803	33,563	31,704	35,979				203,255
2021	Total	66,201	68,578	87,542	84,908	81,290	89,707	107,894	103,100	103,961	0	0	0	793,181
PATRON ASSISTANCE														
	Youth Services	403	698	815	919	655	3,485	2,235	728	621				10,559
	Adult Services	5,729	6,205	7,573	7,150	6,375	6,881	6,107	6,414	5,719				58,153
	PAMS	5,212	4,768	5,615	6,065	5,573	6,810	6,025	6,253	5,364				51,685
	Security	235	236	305	302	307	295	337	357	262				2,636
2022	Total	11,579	11,907	14,308	14,436	12,910	17,471	14,704	13,752	11,966	0	0	0	123,033
	Youth Services	591	834	1,140	1,262	914	4,010	3,474	1,182	1,220				14,627
	Adult Services	4,231	4,562	6,153	5,391	5,138	6,687	6,151	6,352	6,332				50,997
	PAMS	11,956	7,070	6,312	7,812	5,542	7,380	6,732	7,595	5,655				66,054
	Security	251	95	21	143	71	3,255	249	421	435				4,941
2021	Total	17,029	12,561	13,626	14,608	11,665	21,332	16,606	15,550	13,642	0	0	0	131,678
EVENTS, PROGRAMS AND CLASSES-BOOKINGS														
	Youth Services In Person	4	20	21	28	10	20	30	2	36				171
	Youth Services Virtual	9	13	11	13	7	7	19	25	19				123
	Adult Services In Person	43	56	51	50	34	49	58	50	48				439
	Adult Services Virtual	2	4	12	18	16	20	17	13	16				118
	Outside groups	0	8	16	10	12	26	16	11	23				122
	Public study rooms	569	705	732	731	663	620	590	622	683				5,915
2022	Total	627	806	843	850	742	742	730	723	825	0	0	0	6,888
	Youth Services In Person	4	20	12	10	4	25	22	3	21				121
	Youth Services Virtual	0	0	0	0	0	0	0	0	0				0
	Adult Services In Person	33	46	43	37	45	49	53	50	36				392
	Adult Services Virtual	0	0	0	0	0	0	0	0	0				0
	Outside groups	0	10	5	5	0	1	0	1	2				24
	Public study rooms	0	0	0	0	44	285	350	407	491				1,577
2021	Total	37	76	60	52	93	360	425	461	550	0	0	0	2,114
EVENTS, PROGRAMS, OUTREACH & CLASSES-ATTENDANCE														
	Youth Services In Person	37	741	723	889	398	1,779	3,177	52	1,550				9,346
	Youth Services Virtual	5,918	3,808	4,583	5,532	34,945	3,885	4,391	16,930	18,601				98,593
	Adult Services In Person	618	613	1,085	662	413	1,026	2,248	447	401				7,513
	Adult Services Virtual	9,763	10,331	15,294	8,692	8,095	10,777	9,753	16,322	18,491				107,518
	Outside groups	0	189	238	159	209	2,037	136	165	435				3,568
	Public study rooms	833	991	1,101	1,164	1,022	933	906	958	1,145				9,053
	Outreach- Youth Services	236	298	507	693	2,104	1,489	918	1,536	985				8,766
	Outreach-Adult Services	70	109	336	196	77	202	102	117	130				1,339
2022	Total	17,475	17,080	23,867	17,987	47,263	22,128	21,631	36,527	41,738	0	0	0	245,696
	Youth Services In Person	220	531	339	339	32	1,703	1,407	189	328				5,088
	Youth Services Virtual	4,320	6,362	4,668	3,572	4,916	5,671	4,487	5,966	5,153				45,115
	Adult Services In Person	351	474	1,240	787	416	1,538	1,158	1,397	342				7,703
	Adult Services Virtual	4,321	6,362	4,669	3,572	4,916	5,671	4,488	5,965	5,152				45,116
	Outside groups	0	18	1,305	1,183	0	19	0	20	30				2,575
	Public study rooms	0	0	0	0	63	406	480	541	725				2,215
	Outreach- Youth Services	376	419	619	326	2,818	599	429	1,088	382				7,056
	Outreach-Adult Services	74	101	147	94	117	106	131	154	581				1,505
2021	Total	9,662	14,267	12,987	9,873	13,278	15,713	12,580	15,320	12,693	0	0	0	116,373

TRAFFIC														
2022	Physical Visits (gate count)	14,897	16,385	19,562	20,482	22,088	31,073	23,364	23,343	21,318				192,512
2021	Physical Visits (gate count)	9,390	12,252	12,812	13,343	12,723	17,992	14,885	16,537	14,160				124,094
2022	Virtual visits (catalog, website, mobile app)	282,242	282,108	277,368	277,357	291,298	351,636	368,451	480,985	484,303				3,095,748
2021	Virtual visits (catalog, website, mobile app)	107,117	112,922	106,369	82,677	68,917	130,668	145,260	276,113	301,823				1,331,866
LIBRARY CARD OWNERSHIP-report the latest month														
2022	Number of valid library cards held by DPPL residents	20,155	20,138	20,127	20,377	20,387	19,924	19,884	20,098	20,055				20,055
2021	Number of valid library cards held by DPPL residents	26,426	26,495	25,413	23,689	21,256	21,283	20,136	20,137	20,255				20,255
2022	Number of new library cards	157	201	219	277	211	407	247	515	269				2,503
2021	Number of new library cards	137	86	122	264	158	283	218	280	310				1,858
COMPUTER USAGE														
	Public computers-Youth Services	0	0	0	0	0	0	0	0	0				0
	Public computers Adult	2,135	2,326	5,761	2,513	2,582	2,705	2,739	3,160	2,674				26,595
2022	Total	2,135	2,326	5,761	2,513	2,582	2,705	2,739	3,160	2,674	0	0	0	26,595
	Public computers-Youth Services	0	0	0	0	0	0	1	0	0				1
	Public computers-Adult	396	516	1,747	1,511	1,414	874	1,968	2,433	2,791				13,650
2021	Total	396	516	1,747	1,511	1,414	874	1,969	2,433	2,791	0	0	0	13,651
2022	Wireless	4,988	1,850	2,184	2,243	6,583	2,421	2,167	2,457	8,430				33,323
	Total	4,988	1,850	2,184	2,243	6,583	2,421	2,167	2,457	8,430	0	0	0	33,323
	Wireless	3,060	2,996	3,937	3,750	3,930	4,800	5,394	5,370	5,824				39,061
2021	Total	3,060	2,996	3,937	3,750	3,930	4,800	5,394	5,370	5,824	0	0	0	39,061

2022 Year to Date Statistics

SEPTEMBER 2022

COLLECTION USAGE		
	Year to Date 2022	956,457
	Year to Date 2021	793,181
	% Change	21%
PATRON ASSISTANCE		
	Year to Date 2022	123,033
	Year to Date 2021	131,678
	% Change	-7%
EVENTS, PROGRAMS, AND CLASSES- BOOKINGS		
	Year to Date 2022	6,888
	Year to Date 2021	2,114
	% Change	226%
EVENTS, PROGRAMS, OUTREACH, AND CLASSES-ATTENDANCE		
	Year to Date 2022	245,696
	Year to Date 2021	116,373
	% Change	111%
IN PERSON EVENTS		
	Bookings	
	Year to Date 2022	610
	Year to Date 2021	513
	% Change	19%
	Attendance	
	Year to Date 2022	16,859
	Year to Date 2021	12,791
	% Change	32%
TRAFFIC		
	Physical Visits (gate count)	
	Year to Date 2022	192,512
	Year to Date 2021	124,094
	% Change	55%
	Virtual Visits (catalog, website, mobile app)	
	Year to Date 2022	3,095,748
	Year to Date 2021	1,331,866
	% Change	132%
LIBRARY CARD OWNERSHIP		
	Current month valid library cards 2022	20,055
	Current month valid library cards 2021	20,255
	% Change	-1%
	Year to Date new library cards 2022	2,503
	Year to Date new library cards 2021	1,858
	% Change	35%
COMPUTER USAGE		
	Public Computers	
	Year to Date 2022	26,595
	Year to Date 2021	13,651
	% Change	95%
	Wireless	
	Year to Date 2022	33,323
	Year to Date 2021	39,061
	% Change	-15%



From: [REDACTED]
Sent: Tuesday, September 20, 2022 6:23 PM
To: Help <Help@dppl.org>
Subject: HELLO LIBRARIANS - WE LOVE YOU

Hello DPPL Librarians -

We love you! YES, ALL OF YOU!!!

We grew up going to the library as kids. I remember how exciting it was to have the book mobile pull up in front of my house every week all summer long. It literally parked out front! Felt like my very own library on wheels. What a special feeling to have as a kid. I was often the only person there besides the mobile librarian - and they always made me feel like it did indeed belong to me.

As we got older, my mom took us to the local library ALL THE TIME - especially in the summers. I remember entering every reading contest I could get into as a kid and loving the feeling of exceeding the reading goals every time. The library was a welcome and cool (temperature) place to hang out in the summers.

As an adult, I now realize that all this library hanging out was a result of being in a family that did not have a lot of money for entertainment. My parents taught us to read, escape into books, think big, and dream bigger. My sister and I both learned to set goals and exceed them. I also learned the fun of a competitive spirit and what winning felt like. (I was only ever mediocre at sports, but I could read the hell out of a book!)

And now, here we are together, you and I. Adults in a crazy mixed up world where EVERY DAMN THING is politicized and put in the middle of an argument. I think it's insane that libraries have been thrust into the middle of all this nonsense. Banned books - we still do that???? Drag Bingo death threats - literally W T F ??? I am sure I don't even know the half of what you all are going through but I surely can imagine.

So that's the reason for this note - to let you know that there are A LOT of us out here supporting all that you do - seen and unseen. Keep up the good work. If you're having a rotten day - or some patron is giving you a hard time - think about those of us out here that still LOVE YOU!!!!

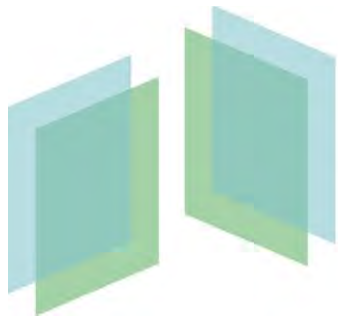
Your loyal life-long patron.
Vicki



Dear Jo and all of DPPL: Labor Day
2022
There's a sign now on Miner St.
telling people to put our money where
our hearts are, and I imagine Des
Plaines is using this to promote shopping +
dining. No harm in that, of course,
but I'm choosing to interpret the sign
more broadly - to put a little gift
behind my THANK-YOU to you and
all your staff and Board and building.

I'm particularly grateful for your
bold creative presence in the community,
for your wide welcome in-person and
online, and for your mission and action
promoting love and justice and books(!!)
for all of us ... THANK-YOU!!

Lisa [REDACTED]
[REDACTED]



DES PLAINES PUBLIC LIBRARY

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NOTICE

DES PLAINES PUBLIC LIBRARY BOARD OF TRUSTEES

PLANNING COMMITTEE MEETING

THURSDAY OCTOBER 20, 2022

6:15 p.m.

Meeting Room B

Agenda:

- Review of preliminary Strategic Plan survey results and progress to date.

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 Meeting of the Planning Committee
Thursday October 20, 6:15 p.m.
DPPL Meeting Room B

- I. Call to Order.
- II. Roll Call.
- III. Consideration of the Agenda.
- IV. Public Comments and Questions.
- V. Review of preliminary Strategic Plan survey results and Strategic Planning progress to date.
- VI. Adjournment.

In-House Survey



1 How often do you use the library?

- At least once a month Less than once a month
 Only when I have a specific need the library can meet Never

2 Do you have a library card?

- Yes No

3 How many people live in your household and what are their (approximate) ages?

4 What library product and services do you use? CHECK ALL THAT APPLY

- Books, DVDs and Music
 Digital or Streaming Books, Movies and Music
 Live Programs, Classes and Events
 Virtual Programs, Classes and Events
 Study Rooms and Spaces
 Databases
 Other (please specify)

5 Is there another product that you would like to see the library provide?

7 Are there other forms of assistance or information you would like to see the library provide?

6 What types of information and assistance do you turn to the library to provide? CHECK ALL THAT APPLY

- Employment and Job Assistance
 Immigration and Citizenship
 Social Services
 Medical and Health Information
 Government Services
 Other (please specify)

8 Do you believe a free public library is an essential service?

- Yes No Not sure

9 If you answered **YES** to question 8, which services provided do you feel are essential? *Check all that apply*

- Access to free wifi
- Access to computers and technology assistance
- Free training in computer and technology skills
- Early literacy support and programming
- Information about and connection to local social services and support
- Vetted and non-biased resource for information
- Abundant free access to books, movies, music and other materials.
- Clean, safe spaces to meet, study and socialize.
- Abundant free access to online resources to pursue hobbies, consumer research, hobbies and more.
- Other (please specify)

10 If you answered NO to #8, why?

11 DPPL is currently working on a new multi-year Strategic Plan. Which of the following would you like to see considered in the planning? *Check all that apply*

- A Maker Space
- Additional Quiet Study Rooms and Collaborative
- Meeting Spaces
- Additional Diversity, Inclusion and Equity resources and focus
- Additional services delivered outside of the library
- Other (please specify)

12 If you would use a Maker Space, which of the following might you use? *Check all that apply*

- A Digitization Station
- Extra-large cutting table
- Sewing Machine
- Embroidery Machine
- 3D Printer
- Laser Cutter / Cricut
- Laminator
- Heat Press
- Letter Press
- Digital Design Tools / Adobe Suites Products
- Film/Video/Recording Equipment
- Other (please specify)

13 If you rarely or never use the library, what might change that?

14 Anything else you'd like to share with Des Plaines Public Library?

15 May we contact you? If YES, please provide your NAME and EMAIL OR PHONE

Cake & Conversation

2022
2025
STRATEGIC
PLAN

If you would use a Maker Space,
what tools and machines
might you use?

Is there another product
you would like to see the library provide?

Do you believe a free public library
is an essential service?

Are there other forms of assistance or
information you would like to see
the library provide?

If you rarely
use the library,
what might change that?

We want
to hear
from YOU!

October 10th, 2022 | 10am - 7pm

DPPL is creating our 2022 - 2025 Strategic Plan and we want to hear from YOU! Stop by the lobby anytime between 10 am and 7 pm, enjoy a piece of cake, share your ideas, and tell us what you think. Can't make the 10th, and still want to share your ideas? Take our short survey at dppl.org/Survey.

**LEARN MORE AT
DPPL.ORG**



2025

GOALS

Goal #1:

BE A LIBRARY FOR ALL OF DES PLAINES

Actions

- Strengthen our commitment to diversity, inclusion, and equity.
- Create and enhance relationships with community partners.
- Explore opportunities for reaching residents outside of the library.
- Develop additional marketing with a broader reach.



Goal #2:

BE A LIBRARY WITH ABUNDANT GOODS AND SERVICES

Actions

- Continue offering the best popular materials in both physical and digital formats.
- Continue offering the best programming across age groups and interests in both in-library and virtual settings.
- Continue to evaluate physical space in the library so it is always used for its best purpose.
- Create additional services for the business community.
- Pursue opportunities to assist with social services.



Goal #3:

BE A SUSTAINABLE LIBRARY

Actions

- Review the financial health of the library, and raise enough revenue in property taxes to sustain it.
- Continue to pursue grant opportunities and donations to supplement revenue.
- Continue to predict capital projects at least 5 years out for both building expenses and technology expenses.



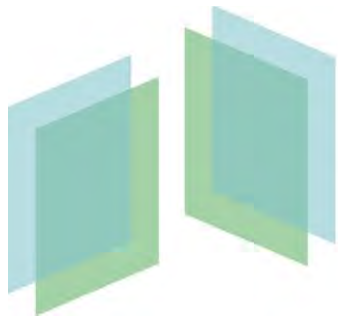
Goal #4:

BE A GOOD EMPLOYER

Actions

- Reward staff with competitive compensation and benefits.
- Provide opportunities for honest communication, and welcome all staff to participate.
- Provide opportunities for continuing education and training.





DES PLAINES PUBLIC LIBRARY

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NOTICE

BOARD OF TRUSTEES REGULAR BOARD MEETING

THURSDAY, NOVEMBER 17, 2022

7:00 PM

Meeting Room B

AGENDA:

- **Approve Vendor Checks**
- **2023 Salary and Classification Schedule**
- **Review Quotes and Approval of Accounting Services**

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BOARD OF TRUSTEES
Agenda for the Regular Meeting
November 17, 2022 at 7:00 p.m.
DPPL Meeting Room B

- I. Call to Order. (7:00 p.m.)
- II. Roll Call.
- III. Pledge of Allegiance.
- IV. Vote to invoke the Remote Participation Policy. [Action Item]
- V. Consideration of the Agenda. [Action Item]
- VI. Public Comments and Questions.
- VII. Consent Agenda. [Action Item] (7:15 p.m.)
 - A. Approval of the Minutes of the Regular Board Meeting – October 20, 2022
 - B. Approval of the Minutes of the Management Committee- October 20, 2022
 - C. Acceptance of Financial Reports for October 2022.
 - D. Acceptance of Reports.
 - E. Statistics Report for October 20, 2022
 - F. Director’s Report for October 2022
- VIII. New Business. (7:25 p.m.)
 - A. Approve Payment of Vendor Checks Report and ACH Payments in the amount of \$248,289.02 [Action Item]
 - B. Recommendation from the Management Committee regarding the 2023 Salary and Classification Schedule [Action Item]
 - C. Review of vendor quote for accounting services. [Action Item]
- IX. Other. (7:45 p.m.)

X. Announcements.

XI. Correspondence.

XII. Adjournment. (8:00 p.m.)

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



BOARD OF TRUSTEES
Minutes for the Regular Meeting
October 20, 2022

I. Call to Order

The meeting was called to order at 7:00 pm

II. Roll Call

Roll call indicated the following board members were PRESENT: Lisa DuBrock, Kristen Graack, Christine Halblander, Denise Hudec, Gregory Sarlo, Michelle Shimon-Hutchison, Bruce Lester, Nicholas Harkovich; ABSENT: None; ALSO PRESENT: Jo Bonell, Laurie Papadourakis, Michelle Meyer-Edley, Joanie Sebastian, Lauren Wolf, John Leach

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, Halblander, Harkovich, Hudec, Sarlo, Shimon-Hutchison, Lester; NAYS: None; MOTION CARRIED

V. Consideration of the Agenda.

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

VI. Public Comments and Questions.

None

VII. Consent Agenda.

- A. Approval of the Minutes of the Regular Board Meeting – September 15, 2022
- B. Approval of the Minutes of the Management Committee- September 14, 2022
- C. Acceptance of Financial Reports for September, 2022.
- D. Acceptance of Reports.
 1. Statistics Report for September, 2022.

2. Director's Report for September, 2022

Hudec requested Section C be pulled for discussion.

MOTION by Graack, seconded by Halblander to accept the consent agenda minus section C. VOTE: AYES: DuBrock, Graack, Halblander, Harkovich, Hudec, Sarlo, Shimon-Hutchison, Lester; NAYS: None; MOTION CARRIED

Hudec asked for explanations of several line items in the financial reports, which Director Bonell provided.

MOTION by Hudec, seconded by DuBrock to accept section C of the consent agenda. VOTE: AYES: DuBrock, Graack, Halblander, Harkovich, Hudec, Sarlo, Shimon-Hutchison, Lester; NAYS: None; MOTION CARRIED

VIII. New Business.

A. Announcement of a Restricted In Memorial Donation Project of Creative Space.

President Sarlo introduced Jennifer Donath, sister of long-time reference librarian Steven Giese. Steven passed away in early 2022.

Jennifer stated that DPPL was extremely important to Steven and his life, and she and her husband would like to make a contribution to the library to build a creative space in his memory. Steven was both an artist and a librarian and they believe this creative/media space on the 4th floor would be exactly the kind of space he would love, and the residents of Des Plaines need. They ask that the space be named after him and designed by the original architect of the building, Michael Barnes.

Donath presented a letter of intent to donate 250K this year and an additional 250K in 2023 to make that happen, and asks that the board approve the donation for use as stated, so that the project can get started as soon as possible.

Director Bonell stated DPPL has wanted a creative space for many years, but for a variety of reasons – primarily financial - has been unable to proceed. Most recently, in the survey conducted in conjunction with the 2023-2025 Strategic Plan, a creative space was the number one most requested addition to the library.

Staff and board members thanked Donath and shared memories of Steven and the incredible impact he made on his coworkers and library patrons, as well as throughout the library world.

MOTION by Lester, seconded by Graack to accept the donation from Jennifer Donath to build a creative space in memory of her brother Steven Giese, including the use of Michael Barnes as architect. ROLL CALL VOTE: AYES: DuBrock, Graack, Halblander, Harkovich, Hudec, Sarlo, Shimon-Hutchison, Lester; NAYS: None; MOTION CARRIED

- B. Approve Payment of Vendor Checks Report and ACH Payments in the amount of \$361,642.68

MOTION by Hudec, seconded by Graack to approve payment of vendor checks and ACH Payments in the amount of \$361,642.68 as listed on the vendor checks report of August 2022 and authorize Library Director Jo Bonell to transfer the amount required to the library's operating account. VOTE: AYES: DuBrock, Graack, Halblander, Harkovich, Hudec, Sarlo, Shimon-Hutchison, Lester; NAYS: None; MOTION CARRIED

- C. Report Out from Planning Committee regarding the 2022 – 2025 Strategic Plan

Chairperson DuBrock stated the met to review the preliminary plan, and will present a final plan in December once the final surveys and meetings have been concluded.

- IX. Other.

None

- X. Announcements

Friend of the Library president John Leach reported that the Fall Booksale generated nearly \$6,000 and gained 78 new members. There are currently 345 members of the Friends of the Library. He thanked his fellow officers and other volunteers who contributed to the success.

- XI. Correspondence.

Director Bonell pointed out several lovely thank you notes from patrons at the end of the packet.

- XII. Adjournment.

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

The meeting adjourned at 7:22 pm.

Notes prepared by Secretary DuBrock and Heather Imhoff.



DES PLAINES PUBLIC LIBRARY BOARD OF TRUSTEES
Minutes of the Meeting of the Planning Committee
Thursday October 20, 2022

I. Call to Order.

Committee Chair Lisa DuBrock called the meeting to order at 6:16 pm

II. Roll Call.

Roll call indicated the following committee members were PRESENT: Lisa DuBrock, Christine Halblander ABSENT: Michelle Shimon-Hutchison ALSO PRESENT: Jo Bonell, Laurie Papadourakis, John Leach, Michelle Meyer-Edley, Joanie Sebastian

III. Consideration of the Agenda.

MOTION by Halblander seconded by DuBrock accept the agenda. VOTE: AYES: DuBrock, Halblander; NAYS: None; MOTION CARRIED

IV. Public Comments and Questions.

None

V. Review of preliminary Strategic Plan survey results and Strategic Planning progress to date.

Director Jo Bonell presented staff's proposed 2023 – 2025 Strategic Plan. It was based on input from the board at the April brainstorming session, as well as: surveys of staff, community partners, business owners, schools, library users and the general public; library usage statistics; industry trends and best practices; and anticipated fiscal and employment challenges. The committee requested the plan include the using Green products and practices whenever feasible. A final version will be presented to the board for approval at the December meeting.

VI. Adjournment at 6:46 pm

MOTION by DuBrock seconded by Halblander to adjourn. VOTE: AYES: DuBrock, Halblander NAYS: None; MOTION CARRIED

Notes prepared by Secretary DuBrock and Heather Imhoff.



Des Plaines Public Library

Monthly Financial Report For the Month Ended October 31, 2022

Prepared by:



Lauterbach & Amen, LLP

CERTIFIED PUBLIC ACCOUNTANTS

Lauterbach & Amen, LLP
668 N. River Road, Naperville, IL 60563
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Des Plaines Public Library

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Financial Statements

Des Plaines Public Library
Governmental Funds Balance Sheet
As of October 31, 2022

	Library Fund	Capital Projects Fund	Total
ASSETS			
Cash and Investments	\$ 1,764,476.93	\$ 1,744,786.68	\$ 3,509,263.61
Prepays	8,774.56	0.00	8,774.56
Receivables			
Receivable - Property Taxes	6,156,840.50	-	6,156,840.50
Receivable - Grants	-	-	-
Receivable - Miscellaneous	-	-	-
Total Assets	\$ 7,930,091.99	\$ 1,744,786.68	\$ 9,674,878.67
LIABILITIES			
Accounts Payable	\$ 167,725.00	\$ 2,220.00	\$ 169,945.00
Accrued Payroll	71,958.20	-	71,958.20
Due to other funds	82,846.73	-	82,846.73
Total Liabilities	322,529.93	2,220.00	324,749.93
Deferred Inflows of Resources			
Property Taxes	6,069,500.00	-	6,069,500.00
Total Liabilities and Deferred Inflows of Resources	6,392,029.93	2,220.00	6,394,249.93
FUND BALANCE			
Fund Balance - Unreserved	1,038,656.62	1,742,566.68	2,781,223.30
Fund Balance - Reserved for Prepays	499,405.44	-	499,405.44
Total Fund Balance	1,538,062.06	1,742,566.68	3,280,628.74
Total Liabilities, Deferred Inflows of Resources and Fund Balance	\$ 7,930,091.99	\$ 1,744,786.68	\$ 9,674,878.67

Des Plaines Public Library

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

For the 10 Months Ended October 31, 2022

	General Fund	Capital Improvements Fund	Total
REVENUES			
Taxes	\$ 3,473,565.95	\$ -	\$ 3,473,565.95
Intergovernmental	177,826.25	-	177,826.25
Fines & Fees	25,534.30	-	25,534.30
Interest	23,762.51	17,334.68	41,097.19
Special Events and Programs	1,833.85	-	1,833.85
Miscellaneous	219,783.05	-	219,783.05
Total Revenues	<u>3,922,305.91</u>	<u>17,334.68</u>	<u>3,939,640.59</u>
EXPENDITURES			
Personnel	\$ 2,434,344.76	\$ -	\$ 2,434,344.76
Operating	1,773,431.37	-	1,773,431.37
Library Materials	767,216.54	-	767,216.54
Capital Outlay	71,742.41	171,703.26	243,445.67
Other Expenditures	<u>21,792.41</u>	<u>-</u>	<u>21,792.41</u>
Total Expenditures	<u>5,068,527.49</u>	<u>171,703.26</u>	<u>5,240,230.75</u>
Net Change in Fund Balances	<u>(1,146,221.58)</u>	<u>(154,368.58)</u>	<u>(1,300,590.16)</u>
FUND BALANCES			
Beginning of the year	<u>2,684,283.64</u>	<u>1,896,935.26</u>	<u>4,581,218.90</u>
End of the period	<u>\$ 1,538,062.06</u>	<u>\$ 1,742,566.68</u>	<u>\$ 3,280,628.74</u>

Supplementary Information

Des Plaines Public Library

Treasurer's Report as of October 31, 2022

<u>Institution</u>	<u>Invested</u>
201-1101000 - Petty Cash	<u>500.00</u>
201-1102015 - Old National Operating # 92260	240,208.23
202-1102015 - Old National Operating # 92260	<u>23,968.58</u>
	<u>264,176.81</u>
201-1102028 - Old National Donations #96300	<u>215,313.14</u>
201-1102079 - Illinois Funds # 2591	1,308,455.56
202-1102079 - Illinois Funds # 2591	<u>1,720,818.10</u>
	<u>3,029,273.66</u>
201-1104006 - Investments - Certificates of Deposit	<u>0.00</u>
Total Invested	<u><u>3,509,263.61</u></u>

Des Plaines Public Library
Balance Sheet as of October 31, 2022

	<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	330,158.69	(89,950.46)	240,208.23
1102028 - Old National Donations #96300	215,305.83	7.31	215,313.14
1102079 - Illinois Funds # 2591	1,801,321.15	(492,865.59)	1,308,455.56
1118000 - Receivable - Property Taxes	6,156,840.50	0.00	6,156,840.50
1119301 - Prepaid Expense	<u>9,448.96</u>	<u>(674.40)</u>	<u>8,774.56</u>
	<u>8,513,575.13</u>	<u>(583,483.14)</u>	<u>7,930,091.99</u>
<u>Liabilities and Fund Balance</u>			
<u>Liabilities</u>			
2401000 - Accounts Payable	303,053.19	(135,328.19)	167,725.00
2430707 - Due to Library Comp Abs	82,846.73	0.00	82,846.73
2450040 - Accrued Payroll	48,089.06	0.00	48,089.06
2470000 - Deferred Revenue - Property Tax	6,069,500.00	0.00	6,069,500.00
2471000 - Deferred Revenue - Other	<u>23,869.14</u>	<u>0.00</u>	<u>23,869.14</u>
	<u>6,527,358.12</u>	<u>(135,328.19)</u>	<u>6,392,029.93</u>
<u>Fund Balance</u>			
3720010 - Fund Balance - Reserved for Prepaid Items	499,405.44	0.00	499,405.44
3730000 - Fund Balance - Unreserved	<u>2,184,878.20</u>	<u>0.00</u>	<u>2,184,878.20</u>
	<u>2,684,283.64</u>	<u>0.00</u>	<u>2,684,283.64</u>
 Total Liabilities and Fund Balance	 <u>9,211,641.76</u>	 <u>(135,328.19)</u>	 <u>9,076,313.57</u>
 Excess Revenues Over Expenses	 <u>(698,066.63)</u>	 <u>(448,154.95)</u>	 <u>(1,146,221.58)</u>

Des Plaines Public Library
Balance Sheet as of October 31, 2022

	<u>Beginning Balance</u>	<u>M.T.D. Changes</u>	<u>Ending Balance</u>
<u>Capital Projects Fund</u>			
<u>Assets</u>			
1102015 - Old National Operating # 92260	21,748.58	2,220.00	23,968.58
1102079 - Illinois Funds # 2591	1,719,450.13	1,367.97	1,720,818.10
	1,741,198.71	3,587.97	1,744,786.68
<u>Liabilities and Fund Balance</u>			
<u>Liabilities</u>			
2401000 - Accounts Payable	0.00	2,220.00	2,220.00
	0.00	2,220.00	2,220.00
<u>Fund Balance</u>			
3730000 - Fund Balance - Unreserved	1,896,935.26	0.00	1,896,935.26
Total Liabilities and Fund Balance	1,896,935.26	2,220.00	1,899,155.26
Excess Revenues Over Expenses	(155,736.55)	1,367.97	(154,368.58)

Compensated Absences Fund

<u>Assets</u>			
1120201 - Due From Library	82,846.73	0.00	82,846.73
	82,846.73	0.00	82,846.73
<u>Liabilities and Fund Balance</u>			
<u>Liabilities</u>			
2450035 - Accrued ST-LT Comp Absence	82,846.73	0.00	82,846.73
	82,846.73	0.00	82,846.73
<u>Fund Balance</u>			
Total Liabilities and Fund Balance	82,846.73	0.00	82,846.73
Excess Revenues Over Expenses	0.00	0.00	0.00

Des Plaines Public Library
Balance Sheet as of October 31, 2022

	<u>Beginning</u> <u>Balance</u>	<u>M.T.D.</u> <u>Changes</u>	<u>Ending</u> <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>(1,528,509.00)</u>	<u>0.00</u>	<u>(1,528,509.00)</u>
	<u>2,582,969.04</u>	<u>0.00</u>	<u>2,582,969.04</u>
 <u>Liabilities and Fund Balance</u>			
<u>Liabilities</u>			
 <u>Fund Balance</u>			
3730000 - Fund Balance - Unreserved	<u>2,582,969.04</u>	<u>0.00</u>	<u>2,582,969.04</u>
	<u>2,582,969.04</u>	<u>0.00</u>	<u>2,582,969.04</u>
 Total Liabilities and Net Capital Assets	 <u>2,582,969.04</u>	 <u>0.00</u>	 <u>2,582,969.04</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 10 Months Ended October 31, 2022

_____ Library Fund _____	Received <u>this Month</u>	Received <u>this Year</u>	Budgeted <u>Receipts</u>	Uncollected <u>Receipts</u>	Prct. <u>Collected</u>
<u>Taxes</u>					
201-4810025 - Property Taxes 2012	0.00	0.00	0.00	0.00	0.00
201-4810026 - Property Taxes 2013	0.00	0.00	0.00	0.00	0.00
201-4810027 - Property Taxes 2014	0.00	0.00	0.00	0.00	0.00
201-4810028 - Property Taxes 2015	0.00	0.00	0.00	0.00	0.00
201-4810029 - Property Taxes 2016	0.00	0.00	0.00	0.00	0.00
201-4810030 - Property Taxes 2017	0.00	0.00	0.00	0.00	0.00
201-4810031 - Property Taxes 2018	0.00	0.00	0.00	0.00	0.00
201-4810032 - Property Taxes 2020	0.00	0.00	0.00	0.00	0.00
201-4810033 - Property Taxes 2021	<u>0.00</u>	<u>3,473,565.95</u>	<u>6,100,000.00</u>	<u>2,626,434.05</u>	<u>56.94</u>
	<u>0.00</u>	<u>3,473,565.95</u>	<u>6,100,000.00</u>	<u>2,626,434.05</u>	<u>56.94</u>
<u>Intergovernmental</u>					
201-4810800 - Personal Property Replacement Tax	23,247.00	69,741.00	92,988.00	23,247.00	75.00
201-4822040 - State Grant - Per Capita	0.00	89,495.63	75,000.00	(14,495.63)	119.33
201-4822090 - Grant Revenue	0.00	9,170.50	0.00	(9,170.50)	0.00
201-4822095 - State Grant - Library	<u>1,495.12</u>	<u>9,419.12</u>	<u>10,000.00</u>	<u>580.88</u>	<u>94.19</u>
	<u>24,742.12</u>	<u>177,826.25</u>	<u>177,988.00</u>	<u>161.75</u>	<u>99.91</u>
<u>Fines & Fees</u>					
201-4850101 - Library Fees	2,542.28	10,863.90	3,000.00	(7,863.90)	362.13
201-4850102 - Library Fines	0.00	39.00	0.00	(39.00)	0.00
201-4850201 - Copying Fees	2,067.92	12,505.25	20,000.00	7,494.75	62.53
201-4850207 - Non-Res Cards	0.00	201.00	0.00	(201.00)	0.00
201-4850208 - Meeting Room Fees	<u>75.00</u>	<u>1,925.15</u>	<u>1,500.00</u>	<u>(425.15)</u>	<u>128.34</u>
	<u>4,685.20</u>	<u>25,534.30</u>	<u>24,500.00</u>	<u>(1,034.30)</u>	<u>104.22</u>
<u>Special Programs & Events</u>					
201-4850215 - Friends of the Library Reimbursements	<u>0.00</u>	<u>1,833.85</u>	<u>20,000.00</u>	<u>18,166.15</u>	<u>9.17</u>
	<u>0.00</u>	<u>1,833.85</u>	<u>20,000.00</u>	<u>18,166.15</u>	<u>9.17</u>
<u>Interest</u>					
201-4890010 - Interest Income	<u>4,364.05</u>	<u>23,762.51</u>	<u>1,330.00</u>	<u>(22,432.51)</u>	<u>1,786.65</u>
	<u>4,364.05</u>	<u>23,762.51</u>	<u>1,330.00</u>	<u>(22,432.51)</u>	<u>1,786.65</u>
<u>Other Revenue</u>					
201-4899900 - Miscellaneous Revenue	0.00	26,235.85	70,000.00	43,764.15	37.48
201-4899910 - Vending Machine Revenue	109.34	349.43	1,000.00	650.57	34.94
201-4899920 - Library Donations	0.00	181,775.00	190,000.00	8,225.00	95.67
201-4899940 - Friends Book Sale	<u>1,034.25</u>	<u>11,422.77</u>	<u>5,000.00</u>	<u>(6,422.77)</u>	<u>228.46</u>
	<u>1,143.59</u>	<u>219,783.05</u>	<u>266,000.00</u>	<u>46,216.95</u>	<u>82.63</u>
Total Library Fund	<u><u>34,934.96</u></u>	<u><u>3,922,305.91</u></u>	<u><u>6,589,818.00</u></u>	<u><u>2,667,512.09</u></u>	<u><u>59.52</u></u>

Des Plaines Public Library
 Revenue Report
 For the 10 Months Ended October 31, 2022

	<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>4,152.33</u>	<u>17,334.68</u>	<u>2,000.00</u>	<u>(15,334.68)</u>	<u>866.73</u>
	<u>4,152.33</u>	<u>17,334.68</u>	<u>2,000.00</u>	<u>(15,334.68)</u>	<u>866.73</u>
<u>Other Financing Sources</u>					
Total Capital Projects Fund	<u>4,152.33</u>	<u>17,334.68</u>	<u>2,000.00</u>	<u>(15,334.68)</u>	<u>866.73</u>
Total of All Funds	<u>39,087.29</u>	<u>3,939,640.59</u>	<u>6,591,818.00</u>	<u>2,652,177.41</u>	<u>59.77</u>

Des Plaines Public Library
Expense Report
For the 10 Months Ended October 31, 2022

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	186,497.48	1,855,486.70	2,430,951.00	575,464.30	76.33
5910200 - Part-time Salaries	<u>55,001.92</u>	<u>578,858.06</u>	<u>838,279.00</u>	<u>259,420.94</u>	<u>69.05</u>
	<u>241,499.40</u>	<u>2,434,344.76</u>	<u>3,269,230.00</u>	<u>834,885.24</u>	<u>74.46</u>
<u>Benefits</u>					
5918010 - Unemployment Compensation	0.00	38.45	15,000.00	14,961.55	0.26
5918020 - Employer Contribution - FICA	17,702.55	178,854.82	248,109.00	69,254.18	72.09
5918021 - Employer Contribution - IMRF	33,585.00	174,363.36	223,448.00	49,084.64	78.03
5918040 - Life Insurance Premiums	0.00	0.00	1,886.00	1,886.00	0.00
5918050 - PPO Insurance Premiums	36,708.61	326,271.38	425,000.00	98,728.62	76.77
5918051 - HMO Insurance Premiums	18,383.53	155,874.09	190,000.00	34,125.91	82.04
5918055 - Dental Insurance Premiums	0.00	0.00	20,000.00	20,000.00	0.00
5918070 - Workers Compensation	<u>0.00</u>	<u>0.00</u>	<u>14,000.00</u>	<u>14,000.00</u>	<u>0.00</u>
	<u>106,379.69</u>	<u>835,402.10</u>	<u>1,137,443.00</u>	<u>302,040.90</u>	<u>73.45</u>
<u>Contractual Services</u>					
5920100 - Legal Fees	0.00	6,247.98	20,000.00	13,752.02	31.24
5920110 - Professional Services	1,575.00	389,359.87	445,348.00	55,988.13	87.43
5920120 - Communication Services	1,888.02	21,481.01	48,840.00	27,358.99	43.98
5920140 - Integrated Library System	22,157.79	88,867.26	88,450.00	(417.26)	100.47
5920202 - Conferences	674.80	4,755.83	0.00	(4,755.83)	0.00
5920204 - Training	0.00	12.99	0.00	(12.99)	0.00
5920210 - Marketing	523.75	27,223.52	53,000.00	25,776.48	51.37
5920220 - Membership Dues	1,299.00	5,258.00	6,400.00	1,142.00	82.16
5920230 - Publication of Notices	56.70	56.70	0.00	(56.70)	0.00
5920990 - Property/Liability Insurance	0.00	45,331.00	57,000.00	11,669.00	79.53
5930010 - R&M Equipment	885.50	43,821.61	77,316.00	33,494.39	56.68
5930020 - R&M Buildings & Structures	8,873.70	77,295.00	110,960.00	33,665.00	69.66
5930030 - R&M Vehicles	4.00	314.20	2,000.00	1,685.80	15.71
5930210 - Rental of Equipment	221.67	665.01	890.00	224.99	74.72
5930320 - Cleaning/Custodial Services	5,052.50	54,859.50	87,575.00	32,715.50	62.64
5930490 - Refuse Contract	464.00	4,016.00	6,000.00	1,984.00	66.93
5960040 - Pre-Employment Testing	0.00	3,577.35	3,000.00	(577.35)	119.25
5960065 - Bank Fees	8.90	8.90	300.00	291.10	2.97
5960070 - Mileage	0.00	16.38	500.00	483.62	3.28
5960210 - Special Event Programming	7,424.57	69,747.52	51,850.00	(17,897.52)	134.52
5960990 - Misc. Contractual Services	<u>7,134.33</u>	<u>95,113.64</u>	<u>114,835.00</u>	<u>19,721.36</u>	<u>82.83</u>
	<u>58,244.23</u>	<u>938,029.27</u>	<u>1,174,264.00</u>	<u>236,234.73</u>	<u>79.88</u>
<u>Commodities</u>					
5970100 - Supplies	4,257.64	48,062.67	94,600.00	46,537.33	50.81
5970110 - Meals	0.00	1,140.64	2,000.00	859.36	57.03
5970115 - Supplies - Dept/Other	0.00	52.90	0.00	(52.90)	0.00
5970170 - Janitorial	0.00	4,702.34	18,600.00	13,897.66	25.28
5970260 - Postage & Parcel	1,000.00	14,901.37	11,000.00	(3,901.37)	135.47

Des Plaines Public Library
Expense Report
For the 10 Months Ended October 31, 2022

	M.T.D. <u>Expended</u>	Y.T.D. <u>Expended</u>	Budgeted <u>Amount</u>	Budgeted <u>Remain.</u>	Prct. <u>Expend.</u>
5970270 - Printing	0.00	1,022.63	0.00	(1,022.63)	0.00
5970500 - Water Bill	1,140.50	5,058.55	10,000.00	4,941.45	50.59
5970600 - Ebooks/Books	31,834.29	283,498.42	369,850.00	86,351.58	76.65
5970610 - E-audio/Audio	5,028.28	64,257.18	72,500.00	8,242.82	88.63
5970620 - E-Subscriptions/Subscriptions	1,219.68	46,038.07	58,430.00	12,391.93	78.79
5970630 - Visual Materials	18,164.01	145,816.60	185,100.00	39,283.40	78.78
5970640 - Databases	7,547.42	125,588.95	178,000.00	52,411.05	70.56
5970810 - Natural Gas	1,174.70	24,902.83	22,000.00	(2,902.83)	113.19
5970850 - Gasoline	0.00	161.03	300.00	138.97	53.68
5970900 - Equipment < \$10,000	<u>588.00</u>	<u>2,012.36</u>	<u>2,200.00</u>	<u>187.64</u>	<u>91.47</u>
	<u>71,954.52</u>	<u>767,216.54</u>	<u>1,024,580.00</u>	<u>257,363.46</u>	<u>74.88</u>
 <u>Capital Expenditures</u>					
5980400 - Equipment	0.00	10,530.75	6,310.00	(4,220.75)	166.89
5980410 - Computer Hardware	1,665.68	18,782.03	8,450.00	(10,332.03)	222.27
5980420 - Computer Software	2,312.14	38,973.17	45,170.00	6,196.83	86.28
5980600 - Furniture & Fixtures	<u>0.00</u>	<u>3,456.46</u>	<u>6,500.00</u>	<u>3,043.54</u>	<u>53.18</u>
	<u>3,977.82</u>	<u>71,742.41</u>	<u>66,430.00</u>	<u>(5,312.41)</u>	<u>108.00</u>
 <u>Other Funding Activities</u>					
5990900 - Per Capita Grant Expenditures	0.00	10,369.64	75,000.00	64,630.36	13.83
5993000 - Contingency Reserve	0.00	0.00	70,000.00	70,000.00	0.00
5999940 - Friends Books Sale	<u>1,034.25</u>	<u>11,422.77</u>	<u>5,000.00</u>	<u>(6,422.77)</u>	<u>228.46</u>
	<u>1,034.25</u>	<u>21,792.41</u>	<u>150,000.00</u>	<u>128,207.59</u>	<u>14.53</u>
 Total Library Fund Expenditures	 <u>483,089.91</u>	 <u>5,068,527.49</u>	 <u>6,821,947.00</u>	 <u>1,753,419.51</u>	 <u>74.30</u>
 _____ Capital Projects Fund _____					
 <u>Contractual Services</u>					
 <u>Capital Expenditures</u>					
5980300 - Improvements	0.00	57,004.97	218,000.00	160,995.03	26.15
5980400 - Equipment	2,220.00	43,531.60	309,940.00	266,408.40	14.05
5980410 - Computer Hardware	564.36	60,245.71	209,500.00	149,254.29	28.76
5980420 - Computer Software	0.00	10,839.55	10,500.00	(339.55)	103.23
5980600 - Furniture and Fixtures	<u>0.00</u>	<u>81.43</u>	<u>3,000.00</u>	<u>2,918.57</u>	<u>2.71</u>
	<u>2,784.36</u>	<u>171,703.26</u>	<u>750,940.00</u>	<u>579,236.74</u>	<u>22.87</u>
 Total Capital Projects Fund Expenditures	 <u>2,784.36</u>	 <u>171,703.26</u>	 <u>750,940.00</u>	 <u>579,236.74</u>	 <u>22.87</u>
 Total of All Funds	 <u>485,874.27</u>	 <u>5,240,230.75</u>	 <u>7,572,887.00</u>	 <u>2,332,656.25</u>	 <u>69.20</u>

Des Plaines Public Library

Check List

All Bank Accounts

October 21, 2022 - November 17, 2022

Check Number	Check Date	Payee	Amount
Vendor Checks			
19399	11/17/22	ABT ELECTRONIC	971.75
19400	11/17/22	ANDERSON LOCK CO LTD	118.20
19401	11/17/22	ANGELO CERRONE	125.00
19402	11/17/22	Annie Li	40.87
19403	11/17/22	AQUARIUM ADVENTURE HOFFMAN ESTATES	1,275.00
19404	11/17/22	Aquent LLC	538.00
19405	11/17/22	AUTOMATED LOGIC, INC.	4,876.00
19406	11/17/22	BAKER & TAYLOR	21,950.00
19407	11/17/22	BISHOP PLUMBING, INC.	885.50
19408	11/17/22	CDW GOVERNMENT	1,665.68
19409	11/17/22	CENGAGE LEARNING/GALE	864.36
19410	11/17/22	CHILDREN'S PLUS, INC.	6,625.18
19411	11/17/22	CHRISTINA TROPEA	20.00
19412	11/17/22	CITY OF DES PLAINES	1,140.50
19413	11/17/22	COLLEEN MAGRUDER	40.87
19414	11/17/22	COLLEY ELEVATOR COMPANY	606.00
19415	11/17/22	COOPERATIVE COMPUTER SERVICES	22,157.79
19416	11/17/22	CRYSTAL MAINTENANCE SERVICES CORP	5,052.50
19417	11/17/22	EBSCO INFORMATION SERVICES	688.09
19418	11/17/22	Elara Energy Services	2,220.00
19419	11/17/22	ENCYCLOPAEDIA BRITANNICA, INC	2,650.00
19420	11/17/22	FINDAWAY WORLD LLC	49.99
19421	11/17/22	FLOOD BROTHERS DISPOSAL & RECYCLING SERVICES	464.00
19422	11/17/22	iAchieve Learning, LLC	600.00
19423	11/17/22	ILLINOIS LIBRARY ASSOCIATION	800.00
19424	11/17/22	Jessica Kuczynski	60.00
19425	11/17/22	JML Heating and Cooling	200.00
19426	11/17/22	JO BONELL	41.75
19427	11/17/22	John G. Donahue	75.00
19428	11/17/22	LAUTERBACH & AMEN, LLP.	1,575.00
19429	11/17/22	LIMRICC	55,450.60
19430	11/17/22	LYNGSOE SYSTEMS, INC	1,583.00
19431	11/17/22	Melisa Jose	13.99
19432	11/17/22	MENARDS	254.15
19433	11/17/22	MIDWEST TAPE	20,875.82
19434	11/17/22	OAKBROOK MECHANICAL SERVICES	3,073.50
19435	11/17/22	OUTSOURCE SOLUTIONS GROUP, INC.	152.70
19436	11/17/22	OVERDRIVE, INC.	3,304.95
19437	11/17/22	PADDOCK PUBLICATIONS, INC.	56.70
19438	11/17/22	PENWORTHY COMPANY	506.50
19439	11/17/22	RAILS	82.50
19440	11/17/22	RAINBOW BOOK COMPANY	713.69
19441	11/17/22	RANDOM RINGERS	800.00
19442	11/17/22	SCHOLASTIC LIBRARY PUBLISHING	1,337.00
19443	11/17/22	STEPHANIE SPETTER	68.81
19444	11/17/22	THE NEW YORK TIMES	2,080.00
19445	11/17/22	THOMAS KLISE/CRIMSON MULTIMEDIA	1,190.67
19446	11/17/22	THOMSON REUTERS-WEST	23.39
51900	10/31/22	BANKCARD SERVICES	16,821.22
51901	10/31/22	NEOFUNDS BY NEOPOST	1,000.00
51902	10/31/22	VERIZON WIRELESS	2.48
51903	10/31/22	COMCAST CABLE	11.51
51904	10/31/22	NICOR GAS	1,174.70
51905	10/31/22	COMCAST CABLE	1,874.03
51906	10/31/22	IMRF	28,089.59
51907	10/31/22	IMRF	28,929.34
51908	10/31/22	INTERNAL REVENUE SERVICE	8.90

Des Plaines Public Library

Check List

All Bank Accounts

October 21, 2022 - November 17, 2022

Check Number	Check Date	Payee	Amount
51909	10/31/22	FRIENDS OF THE DES PLAINES PUBLIC LIBRARY	1,034.25
		Vendor Check Total	<u>248,891.02</u>
		Check List Total	<u><u>248,891.02</u></u>

Check count = 58

Des Plaines Public Library

Vendor Checks Report

Old National Operating

October 2022

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
Vendor Checks						
ABT ELECTRONIC				19399	11/17/22	<u>971.75</u>
201-5980420	Computer Software	Invoice #0801201QHKO	355.00			
201-5980420	Computer Software	Invoice #1015201QPLL	616.75			
ANDERSON LOCK CO LTD				19400	11/17/22	<u>118.20</u>
201-5930020	R&M Buildings & Structures	Invoice #1105525	118.20			
ANGELO CERRONE				19401	11/17/22	<u>125.00</u>
201-5960990	Misc. Contractual Services	Invoice #10262022	125.00			
Annie Li				19402	11/17/22	<u>40.87</u>
201-5920202	Conferences	Reimbursement for ILA Conference	40.87			
AQUARIUM ADVENTURE HOFFMAN ESTATES				19403	11/17/22	<u>1,275.00</u>
201-5960990	Misc. Contractual Services	Invoice #13687	320.00			
201-5960990	Misc. Contractual Services	Invoice #13850	475.00			
201-5960990	Misc. Contractual Services	Invoice #13988	480.00			
Aquent LLC				19404	11/17/22	<u>538.00</u>
201-5960990	Misc. Contractual Services	Invoice #AOD45323	538.00			
AUTOMATED LOGIC, INC.				19405	11/17/22	<u>4,876.00</u>
201-5930020	R&M Buildings & Structures	Invoice #415094	4,876.00			
BAKER & TAYLOR				19406	11/17/22	<u>21,950.00</u>
201-5960990	Misc. Contractual Services	Invoice #2037089194	49.71			
201-5970600	Ebooks/Books	Invoice #2037089194	410.76			
201-5960990	Misc. Contractual Services	Invoice #2037092408	11.28			
201-5970600	Ebooks/Books	Invoice #2037092408	65.85			
201-5960990	Misc. Contractual Services	Invoice #2037093685	76.34			
201-5970600	Ebooks/Books	Invoice #2037092408	165.55			
201-5960990	Misc. Contractual Services	Invoice #2037092568	76.55			
201-5970600	Ebooks/Books	Invoice #2037092568	609.86			
201-5960990	Misc. Contractual Services	Invoice #2037080470	4.12			
201-5970600	Ebooks/Books	Invoice #2037080470	10.75			
201-5960990	Misc. Contractual Services	Invoice #2037088313	12.85			
201-5970600	Ebooks/Books	Invoice #2037088313	102.67			
201-5960990	Misc. Contractual Services	Invoice #2037080469	11.86			
201-5970600	Ebooks/Books	Invoice #2037080469	26.29			
201-5960990	Misc. Contractual Services	Invoice #2037098864	36.66			
201-5970600	Ebooks/Books	Invoice #2037098864	199.17			
201-5960990	Misc. Contractual Services	Invoice #2037092380	1.74			
201-5970600	Ebooks/Books	Invoice #2037092380	15.06			
201-5960990	Misc. Contractual Services	Invoice #2037092210	24.17			
201-5970600	Ebooks/Books	Invoice #2037092210	124.22			
201-5970600	Ebooks/Books	Invoice #2037105858	992.95			
201-5960990	Misc. Contractual Services	Invoice #2037105859	97.14			
201-5960990	Misc. Contractual Services	Invoice #2037105923	38.49			
201-5970600	Ebooks/Books	Invoice #2037105923	259.43			
201-5960990	Misc. Contractual Services	Invoice #2037092166	13.67			
201-5970600	Ebooks/Books	Invoice #2037092166	66.44			
201-5960990	Misc. Contractual Services	Invoice #2037101284	12.11			
201-5970600	Ebooks/Books	Invoice #2037101284	20.89			
201-5970600	Ebooks/Books	Invoice #2037093706	790.84			
201-5960990	Misc. Contractual Services	Invoice #2037093707	76.19			

Des Plaines Public Library

Vendor Checks Report

Old National Operating

October 2022

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
201-5970600	Ebooks/Books	Invoice #2037085463	799.35			
201-5960990	Misc. Contractual Services	Invoice #2037085464	84.95			
201-5970600	Ebooks/Books	Invoice #203710768	160.69			
201-5970600	Ebooks/Books	Invoice #2037099669	535.73			
201-5960990	Misc. Contractual Services	Invoice #2037099670	58.27			
201-5960990	Misc. Contractual Services	Invoice #2037101409	17.87			
201-5970600	Ebooks/Books	Invoice #2037101409	118.83			
201-5960990	Misc. Contractual Services	Invoice #2037101577	36.28			
201-5970600	Ebooks/Books	Invoice #2037101577	314.32			
201-5960990	Misc. Contractual Services	Invoice #2037098556	95.74			
201-5970600	Ebooks/Books	Invoice #2037098556	226.87			
201-5960990	Misc. Contractual Services	Invoice #2037098481	95.25			
201-5970600	Ebooks/Books	Invoice #2037098481	331.72			
201-5960990	Misc. Contractual Services	Invoice #2037101280	8.46			
201-5970600	Ebooks/Books	Invoice #2037101280	44.27			
201-5960990	Misc. Contractual Services	Invoice #2037067212	142.09			
201-5960990	Misc. Contractual Services	Invoice #2037080546	67.01			
201-5970600	Ebooks/Books	Invoice #2037080546	486.97			
201-5960990	Misc. Contractual Services	Invoice #2037072403	20.82			
201-5970600	Ebooks/Books	Invoice #2037072403	73.57			
201-5960990	Misc. Contractual Services	Invoice #2037080433	61.04			
201-5970600	Ebooks/Books	Invoice #2037080433	351.29			
201-5960990	Misc. Contractual Services	Invoice #2037092273	32.30			
201-5970600	Ebooks/Books	Invoice #2037092273	209.91			
201-5960990	Misc. Contractual Services	Invoice #2037074105	38.09			
201-5970600	Ebooks/Books	Invoice #2037074105	222.61			
201-5960990	Misc. Contractual Services	Invoice #2037073861	33.72			
201-5970600	Ebooks/Books	Invoice #2037073861	150.90			
201-5960990	Misc. Contractual Services	Invoice #2037072456	72.87			
201-5970600	Ebooks/Books	Invoice #2037072456	228.15			
201-5970600	Ebooks/Books	Invoice #2037036510	282.42			
201-5960990	Misc. Contractual Services	Invoice #2037036511	33.23			
201-5960990	Misc. Contractual Services	Invoice #2037047357	140.42			
201-5970600	Ebooks/Books	Invoice #2037047356	1,274.77			
201-5960990	Misc. Contractual Services	Invoice #2037049325	119.25			
201-5970600	Ebooks/Books	Invoice #2037049325	920.97			
201-5960990	Misc. Contractual Services	Invoice #2037053153	30.02			
201-5970600	Ebooks/Books	Invoice #2037053153	198.55			
201-5960990	Misc. Contractual Services	Invoice #2037039475	12.03			
201-5970600	Ebooks/Books	Invoice #2037039475	29.28			
201-5960990	Misc. Contractual Services	Invoice #2037039533	12.36			
201-5970600	Ebooks/Books	Invoice #2037039533	31.68			
201-5960990	Misc. Contractual Services	Invoice #2037043306	8.24			
201-5970600	Ebooks/Books	Invoice #2037043306	20.33			
201-5970600	Ebooks/Books	Invoice #2037067493	520.21			
201-5960990	Misc. Contractual Services	Invoice #2037067494	51.81			
201-5970600	Ebooks/Books	Invoice #2037064883	1,922.57			
201-5960990	Misc. Contractual Services	Invoice #2037064884	184.98			
201-5960990	Misc. Contractual Services	Invoice #2037059969	93.69			
201-5970600	Ebooks/Books	Invoice #2037059969	424.83			
201-5960990	Misc. Contractual Services	Invoice #2037056724	7.99			
201-5970600	Ebooks/Books	Invoice #2037056724	20.91			
201-5960990	Misc. Contractual Services	Invoice #2037046061	60.78			
201-5970600	Ebooks/Books	Invoice #2037046061	174.21			
201-5960990	Misc. Contractual Services	Invoice #2037039451	64.11			
201-5970600	Ebooks/Books	Invoice #2037039451	285.00			

Des Plaines Public Library

Vendor Checks Report

Old National Operating

October 2022

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
201-5960990	Misc. Contractual Services	Invoice #2037060075	1.74			
201-5970600	Ebooks/Books	Invoice #2037060075	4.18			
201-5960990	Misc. Contractual Services	Invoice #2037057240	11.52			
201-5970600	Ebooks/Books	Invoice #2037057240	88.88			
201-5960990	Misc. Contractual Services	Invoice #2037066477	32.09			
201-5970600	Ebooks/Books	Invoice #2037066477	200.90			
201-5960990	Misc. Contractual Services	Invoice #2037060269	62.67			
201-5970600	Ebooks/Books	Invoice #2037060269	371.44			
201-5960990	Misc. Contractual Services	Invoice #2037057340	11.61			
201-5970600	Ebooks/Books	Invoice #2037057340	107.54			
201-5960990	Misc. Contractual Services	Invoice #2037055495	27.76			
201-5970600	Ebooks/Books	Invoice #2037055495	51.92			
201-5960990	Misc. Contractual Services	Invoice #2037066471	22.16			
201-5970600	Ebooks/Books	Invoice #2037066471	148.83			
201-5960990	Misc. Contractual Services	Invoice #2037055144	60.41			
201-5970600	Ebooks/Books	Invoice #2037055144	378.73			
201-5960990	Misc. Contractual Services	Invoice #2037063506	59.22			
201-5970600	Ebooks/Books	Invoice #2037063506	318.17			
201-5970600	Ebooks/Books	Invoice #2037075141	600.50			
201-5960990	Misc. Contractual Services	Invoice #2037075142	56.46			
201-5970600	Ebooks/Books	Invoice #2037081763	884.05			
201-5960990	Misc. Contractual Services	Invoice #2037081764	82.58			
201-5960990	Misc. Contractual Services	Invoice #2037066481	27.82			
201-5970600	Ebooks/Books	Invoice #2037066481	70.56			
201-5960990	Misc. Contractual Services	Invoice #2037072400	55.05			
201-5970600	Ebooks/Books	Invoice #2037072400	340.85			
201-5960990	Misc. Contractual Services	Invoice #2037063426	55.41			
201-5970600	Ebooks/Books	Invoice #2037063426	375.41			
201-5960990	Misc. Contractual Services	Invoice #2037081658	87.65			
201-5970600	Ebooks/Books	Invoice #2037081657	905.70			
BISHOP PLUMBING, INC.				19407	11/17/22	<u>885.50</u>
201-5930010	R&M Equipment	Invoice #32196464	885.50			
CDW GOVERNMENT				19408	11/17/22	<u>1,665.68</u>
201-5980410	Computer Hardware	Invoice #DL89979	1,665.68			
CENGAGE LEARNING/GALE				19409	11/17/22	<u>864.36</u>
201-5970640	Databases	Invoice #79464280	864.36			
CHILDREN'S PLUS, INC.				19410	11/17/22	<u>6,625.18</u>
201-5970600	Ebooks/Books	Invoice #219637	72.38			
201-5970600	Ebooks/Books	Invoice #219643	45.87			
201-5970600	Ebooks/Books	Invoice #219731	112.10			
201-5970600	Ebooks/Books	Invoice #219797	20.35			
201-5970600	Ebooks/Books	Invoice #219825	181.46			
201-5970600	Ebooks/Books	Invoice #219899	1,323.35			
201-5970600	Ebooks/Books	Invoice #219900	444.43			
201-5970600	Ebooks/Books	Invoice #219909	282.20			
201-5970600	Ebooks/Books	Invoice #219916	155.54			
201-5970600	Ebooks/Books	Invoice #220235	763.09			
201-5970600	Ebooks/Books	Invoice #220237	666.62			
201-5970600	Ebooks/Books	Invoice #220238	802.21			
201-5970600	Ebooks/Books	Invoice #220239	630.87			
201-5970600	Ebooks/Books	Invoice #220240	675.37			
201-5970600	Ebooks/Books	Invoice #220242	449.34			

Des Plaines Public Library
Vendor Checks Report
Old National Operating
October 2022

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
CHRISTINA TROPEA				19411	11/17/22	<u>20.00</u>
201-5920202	Conferences	Reimbursement for ILA Conference	20.00			
CITY OF DES PLAINES				19412	11/17/22	<u>1,140.50</u>
201-5970500	Water Bill	Account #71080763-001	1,140.50			
COLLEEN MAGRUDER				19413	11/17/22	<u>40.87</u>
201-5920202	Conferences	Reimbursement for ILA Conference	40.87			
COLLEY ELEVATOR COMPANY				19414	11/17/22	<u>606.00</u>
201-5930020	R&M Buildings & Structures	Invoice #233431	606.00			
COOPERATIVE COMPUTER SERVICES				19415	11/17/22	<u>22,157.79</u>
201-5920140	Integrated Library System	Invoice #920140	22,157.79			
CRYSTAL MAINTENANCE SERVICES CORP				19416	11/17/22	<u>5,052.50</u>
201-5930320	Cleaning/Custodial Services	Invoice #30535	160.00			
201-5930320	Cleaning/Custodial Services	Invoice #30553	4,892.50			
EBSCO INFORMATION SERVICES				19417	11/17/22	<u>688.09</u>
201-5970620	E-Subscriptions/Subscriptions	Invoice #1240886	950.25			
201-5970620	E-Subscriptions/Subscriptions	Invoice #1626310	-102.62			
201-5970620	E-Subscriptions/Subscriptions	Invoice #1631277	-119.30			
201-5970620	E-Subscriptions/Subscriptions	Invoice #1631277	-47.95			
201-5970620	E-Subscriptions/Subscriptions	Invoice #2301442	7.71			
Elara Energy Services				19418	11/17/22	<u>2,220.00</u>
202-5980400	Equipment	Invoice #21447-4	2,220.00			
ENCYCLOPAEDIA BRITANNICA, INC				19419	11/17/22	<u>2,650.00</u>
201-5970640	Databases	Invoice #Q-59085-1	2,650.00			
FINDAWAY WORLD LLC				19420	11/17/22	<u>49.99</u>
201-5970600	Ebooks/Books	Invoice #409993	49.99			
FLOOD BROTHERS DISPOSAL & RECYCLING SERVICES				19421	11/17/22	<u>464.00</u>
201-5930490	Refuse Contract	Invoice #6404661	464.00			
iAchieve Learning, LLC				19422	11/17/22	<u>600.00</u>
201-5960210	Special Event Programming	Tutoring from October-December	600.00			
ILLINOIS LIBRARY ASSOCIATION				19423	11/17/22	<u>800.00</u>
201-5920220	Membership Dues	Invoice #227453	500.00			
201-5920220	Membership Dues	Invoice #227636	150.00			
201-5920220	Membership Dues	Invoice #227666	150.00			
Jessica Kuczynski				19424	11/17/22	<u>60.00</u>
201-5960210	Special Event Programming	Life Drawing at the Library	60.00			
JML Heating and Cooling				19425	11/17/22	<u>200.00</u>
201-5930020	R&M Buildings & Structures	Invoice #5553	200.00			
JO BONELL				19426	11/17/22	<u>41.75</u>

Des Plaines Public Library
Vendor Checks Report
Old National Operating
October 2022

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
201-5920202	Conferences	Reimbursement for ILA Conference	41.75			
John G. Donahue 201-5960210	Special Event Programming	Invoice #109	75.00	19427	11/17/22	<u>75.00</u>
LAUTERBACH & AMEN, LLP. 201-5920110	Professional Services	Invoice #70965	1,575.00	19428	11/17/22	<u>1,575.00</u>
LIMRICC 201-2401002	Payroll Liabilities	Monthly Billing November 2022	55,450.60	19429	11/17/22	<u>55,450.60</u>
LYNGSOE SYSTEMS, INC 201-5970900	Equipment < \$10,000	Invoice #005317	1,583.00	19430	11/17/22	<u>1,583.00</u>
Melisa Jose 201-5970100	Supplies	Refund for Masters of Mischief	13.99	19431	11/17/22	<u>13.99</u>
MENARDS 201-5970100	Supplies	Invoice #2721	184.25	19432	11/17/22	<u>254.15</u>
201-5970100	Supplies	Invoice #7358	69.90			
MIDWEST TAPE 201-5970630	Visual Materials	Invoice #502838504	9,000.00	19433	11/17/22	<u>20,875.82</u>
201-5970630	Visual Materials	Invoice #502850202	179.94			
201-5960990	Misc. Contractual Services	Invoice #502843949	37.00			
201-5970610	E-audio/Audio	Invoice #502843949	831.80			
201-5960990	Misc. Contractual Services	Invoice #502844242	30.80			
201-5970610	E-audio/Audio	Invoice #502844242	100.12			
201-5970630	Visual Materials	Invoice #502850203	98.97			
201-5960990	Misc. Contractual Services	Invoice #502877242	26.20			
201-5970630	Visual Materials	Invoice #502877242	224.92			
201-5970630	Visual Materials	Invoice #502850200	168.70			
201-5970610	E-audio/Audio	Invoice #502849679	287.95			
201-5960990	Misc. Contractual Services	Invoice #502844241	155.80			
201-5970630	Visual Materials	Invoice #502844241	791.61			
201-5960990	Misc. Contractual Services	Invoice #502877240	42.35			
201-5970610	E-audio/Audio	Invoice #502877240	118.09			
201-5960990	Misc. Contractual Services	Invoice #502873849	121.60			
201-5970630	Visual Materials	Invoice #502873849	688.19			
201-5960990	Misc. Contractual Services	Invoice #502873848	37.00			
201-5970610	E-audio/Audio	Invoice #502873848	763.80			
201-5960990	Misc. Contractual Services	Invoice #502844240	87.75			
201-5970630	Visual Materials	Invoice #502844240	430.43			
201-5960990	Misc. Contractual Services	Invoice #502771419	196.95			
201-5970630	Visual Materials	Invoice #502771419	815.49			
201-5960990	Misc. Contractual Services	Invoice #502771417	11.10			
201-5970610	E-audio/Audio	Invoice #502771417	256.94			
201-5970630	Visual Materials	Invoice #502781899	11.99			
201-5970630	Visual Materials	Invoice #502781898	103.47			
201-5970630	Visual Materials	Invoice #502781896	296.15			
201-5970630	Visual Materials	Invoice #502782970	41.23			
201-5970630	Visual Materials	Invoice #502781894	31.99			
201-5970630	Visual Materials	Invoice #502781895	89.97			
201-5960990	Misc. Contractual Services	Invoice #502805235	85.10			
201-5970610	E-audio/Audio	Invoice #502805235	1,841.54			
201-5960990	Misc. Contractual Services	Invoice #502805236	58.70			

Des Plaines Public Library

Vendor Checks Report

Old National Operating

October 2022

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
201-5970630	Visual Materials	Invoice #502805236	296.82			
201-5960990	Misc. Contractual Services	Invoice #502805232	248.95			
201-5970630	Visual Materials	Invoice #502805232	1,323.03			
201-5960990	Misc. Contractual Services	Invoice #502805233	34.65			
201-5970610	E-audio/Audio	Invoice #502805233	95.91			
201-5970630	Visual Materials	Invoice #502799772	29.99			
201-5970610	E-audio/Audio	Invoice #502831104	9.99			
201-5970630	Visual Materials	Invoice #502831300	19.49			
201-5970630	Visual Materials	Invoice #502831108	44.98			
201-5970630	Visual Materials	Invoice #502831109	27.74			
201-5970630	Visual Materials	Invoice #502831107	24.73			
201-5970610	E-audio/Audio	Invoice #502831106	655.90			
OAKBROOK MECHANICAL SERVICES				19434	11/17/22	<u>3,073.50</u>
201-5930020	R&M Buildings & Structures	Invoice #32116	3,073.50			
OUTSOURCE SOLUTIONS GROUP, INC.				19435	11/17/22	<u>152.70</u>
201-5980420	Computer Software	Invoice #71666	152.70			
OVERDRIVE, INC.				19436	11/17/22	<u>3,304.95</u>
201-5970600	Ebooks/Books	Invoice #01018MA22398123	2,643.33			
201-5970600	Ebooks/Books	Invoice #01018MA22395198	340.96			
201-5970600	Ebooks/Books	Invoice #01018CP22395872	320.66			
PADDOCK PUBLICATIONS, INC.				19437	11/17/22	<u>56.70</u>
201-5920230	Publication of Notices	Invoice #232072	56.70			
PENWORTHY COMPANY				19438	11/17/22	<u>506.50</u>
201-5970600	Ebooks/Books	Invoice #0585055-IN	506.50			
RAILS				19439	11/17/22	<u>82.50</u>
201-5970640	Databases	Invoice #9972	82.50			
RAINBOW BOOK COMPANY				19440	11/17/22	<u>713.69</u>
201-5970600	Ebooks/Books	Invoice #220223	338.47			
201-5970600	Ebooks/Books	Invoice #220222	375.22			
RANDOM RINGERS				19441	11/17/22	<u>800.00</u>
201-5960210	Special Event Programming	Holiday Bell Concert	800.00			
SCHOLASTIC LIBRARY PUBLISHING				19442	11/17/22	<u>1,337.00</u>
201-5970640	Databases	Invoice #42168169	1,337.00			
STEPHANIE SPETTER				19443	11/17/22	<u>68.81</u>
201-5920202	Conferences	Reimbursement for ILA Conference	68.81			
THE NEW YORK TIMES				19444	11/17/22	<u>2,080.00</u>
201-5970640	Databases	Invoice #90	2,080.00			
THOMAS KLISE/CRIMSON MULTIMEDIA				19445	11/17/22	<u>1,190.67</u>
201-5970630	Visual Materials	Invoice #008852	193.01			
201-5970630	Visual Materials	Invoice #008851	997.66			
THOMSON REUTERS-WEST				19446	11/17/22	<u>23.39</u>
201-5970640	Databases	Invoice #847189010	23.39			
Check List Total						<u>169,945.00</u>

Des Plaines Public Library

ACH Register

All Bank Accounts

October 1, 2022 - October 31, 2022

ACH Number	ACH Date	Payee	Amount
Vendor Checks			
51900	10/31/22	BANKCARD SERVICES	16,821.22
51901	10/31/22	NEOFUNDS BY NEOPOST	1,000.00
51902	10/31/22	VERIZON WIRELESS	2.48
51903	10/31/22	COMCAST CABLE	11.51
51904	10/31/22	NICOR GAS	1,174.70
51905	10/31/22	COMCAST CABLE	1,874.03
51906	10/31/22	IMRF	28,089.59
51907	10/31/22	IMRF	28,929.34
51908	10/31/22	INTERNAL REVENUE SERVICE	8.90
51909	10/31/22	FRIENDS OF THE DES PLAINES PUBLIC LIBRARY	1,034.25
		Vendor Check Total	<u>78,946.02</u>
		Check List Total	<u><u>78,946.02</u></u>

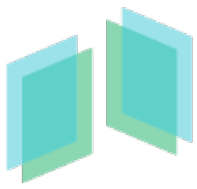
Check count = 10

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
Balance Sheet												
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		
Revenue (M-T-D)												
Property Taxes	43,444	811,138	2,380,007	152,939	10,674	50,762	24,602	-				
Other Revenue	186,683	31,886	14,195	8,672	42,120	16,557	8,434	32,421	103,776	39,087		
	230,127	843,025	2,394,202	161,611	52,794	67,320	33,036	32,421	103,776	39,087	-	-
Expenses (M-T-D)												
Payroll & Benefits	280,990	307,004	359,906	307,329	252,199	388,601	368,328	290,612	233,762	241,499		
Other Expense	266,523	171,057	153,034	214,193	179,051	143,096	154,965	273,946	349,165	244,375		
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		
	485,215	450,494	381,421	619,776	521,205	547,791	488,997	424,317	616,452	618,308	-	-
Net Increase/(Decrease)	(255,088)	392,531	2,012,782	(458,165)	(468,412)	(480,472)	(455,960)	(391,896)	(512,676)	(579,221)	-	-

DES PLAINES PUBLIC LIBRARY
CASH FLOW SUMMARY
For the Year Ended December 31, 2021

	January	February	March	April	May	June	July	August	September	October	November	December
Balance Sheet												
Cash & Investments	\$ 3,968,717	4,138,360	5,784,948	5,703,662	5,471,098	4,997,435	4,622,155	4,033,743	4,755,049	5,662,998	5,274,148	4,705,842
Revenue (M-T-D)												
Property Taxes	-	528,962	2,106,673	331,285	343,511	-	-	-	1,204,158	1,432,744	58,530	-
Other Revenue	2,289	5,271	3,484	2,827	8,564	17,598	49,433	99,363	5,475	4,502	38,103	8,853
	2,289	534,232	2,110,157	334,111	352,076	17,598	49,433	99,363	1,209,633	1,437,246	96,632	8,853
Expenses (M-T-D)												
Payroll & Benefits	344,048	268,451	247,963	363,399	261,367	254,187	409,828	265,279	387,045	317,677	314,345	376,123
Other Expense	275,321	145,415	142,034	275,517	216,261	91,462	324,397	152,772	203,648	173,154	147,736	138,139
Change in A/P & AJE's	(91,308)	(49,276)	73,572	(223,518)	107,024	145,612	(309,513)	269,724	(102,365)	38,465	23,402	62,897
	528,061	364,590	463,568	415,398	584,652	491,262	424,712	687,775	488,327	529,297	485,483	577,159
Net Increase/(Decrease)	(525,772)	169,643	1,646,589	(81,287)	(232,564)	(473,664)	(375,279)	(588,412)	721,306	907,950	(388,850)	(568,306)



DIRECTOR'S REPORT

OCTOBER 2022




The Friends of the library donated \$600 for teen tutoring.

The Friends also committed 50% of the cost of a new stage, up to \$11,000



\$7,500 from Age Options and the Illinois Board of Aging for programs that build community engagement among senior citizens.



\$550 from the Des Plaines Elks Lodge for Read For The Record.

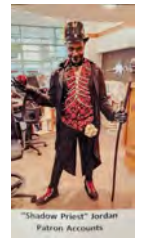
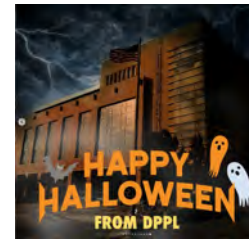
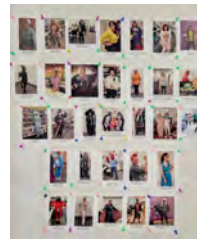
EARLY VOTING SUCCESS



5,597 People Early Voted at DPPL between October 24th and November 7th.

HALLOWEEN AT DPPL

Over 50 staffers dressed up and participated in a costume contest organized by DPPL's Fun Squad. Patron Accounts Assistant Jordan was the winner, and all looked fantastic and had fun!



THANK YOU TO OUR FRIENDS

October 16-22 was National Friends of Libraries Week, and it was the perfect opportunity to give our Friends a big shout out for all they do to make a difference for us every single day.



Friends of the Library 2022 Officers: Arlene Arend (Secretary), Debra Sus (Treasurer) John Leach (President), and Karen Wierer (VP Membership)



The Des Plaines Public Library gets by with a little help from our Friends . . . actually, we get by with a lot of help from our Friends! The Fall 2022 Book Sale **raised over \$6,000 to fund future library programs, events and more.**

COMMUNITY PARTNERSHIP EVENTS AT DPPL



DPPL co-hosted events with the Jet City Coalition, Ascension Holy Family and Northwest Compass in October.

COMINGS & GOINGS

GOINGS

Mike Hudson, FT Graphic Designer
Russ Murrell, PT Security Monitor
Joe Magnelli, FT Processing Clerk

TRICK OR TRIVIA

Come dressed up in your Halloween costume and compete in some ghoulish trivia. Have fun and win prizes!
Registration required.

OCTOBER 28
7PM

LEARN MORE AT
DPPL.ORG



NON-FICTION HOUR

October 25, 2022 | 7-8:00 pm

Join us to discuss all things non-fiction, from books to movies to podcasts, and more. We'll share some of our favorites and new releases, and hope you'll do the same. Attend and you'll be entered into a raffle to win a new non-fiction hardcover book.

LEARN MORE AT
DPPL.ORG



20s & 30s HALLOWEEN Karaoke

Looking for an alcohol-free environment to celebrate the spooky season? Join us in costume to sing your favorite scary tunes! This is an event for those in their 20's & 30s.

6:00PM - 8:30PM

THURSDAY, OCTOBER 27, 2022

LEARN MORE AT
DPPL.ORG



WHAT ARE YOUR OLD COIN & PAPER MONEY COLLECTIONS WORTH?

FREE APPRAISALS BY APPOINTMENT

WEDNESDAY,
OCTOBER 5
2 - 7:00 P.M.

How do you know what your collections are worth? Dave Ekstrom, a lifelong coin collector will appraise your coin and currency collections for free.

Please call the Reference Desk: 847-376-2841 to register for a 15 minute time slot from 2:00pm-7:00 pm. Registration begins September 1.

LEARN MORE AT
DPPL.ORG



DECORATE SUGAR SKULLS: Day of the Dead Craft

FRIDAY OCTOBER 28TH @ 2:30 PM
SATURDAY OCTOBER 29TH @ 10:30 AM

FILM TALK TUESDAYS

NEW FILMS EVERY OTHER TUESDAY
Watch a film for free on Kanopy or Hoopla beforehand and join us on Zoom to discuss.

OCTOBER

DONNIE DARKO
OCTOBER 4 | 7PM

Donnie Darko (Jake Gyllenhaal) is a disturbed adolescent from a suburban, upper-middle class family, gifted with a sharp intellect and vivid imagination. But he also is his worst. Donnie's wild ideas and behavior are dismissed by a falling airplane engine. He becomes increasingly delusional and convinced the world will end in 28 days. Helped by an imaginary friend, he embarks on an increasingly twisted series of actions, which terrify his teachers, scare his parents and confuse his friends.

A GIRL WALKS HOME ALONE AT NIGHT
OCTOBER 18 | 7PM

Strange things are afoot in Seoul City. The teenage girl from home, home to mysterious photos, poems, and even coded notes, all place their bets of death and disappearance, when a female stranger is walking the home, not anyone's children. But when they meet, all an unusual time they begin to discover, what's real.



FILM SCREENING

BELFAST

October 10, 2022 | 1:30 P.M.



98 minutes | Rated PG-13
Jamie Dornan, Judi Dench, Ciarán Boyle
A young boy and his working class family experience the social turmoil of this city. Made in Belfast, Northern Ireland. Written and directed by Kenneth Branagh. The coming-of-age drama was nominated for seven Academy Awards.

Registration Required | Masks Optional

LEARN MORE AT
DPPL.ORG



COMPUTER AND INTERNET BASICS

OCTOBER 6 | 2 - 3 P.M. | 4TH FLOOR FORUM

You will learn how to use the mouse, and keyboard skills. The class also covers how to access the Internet and surf the web to find the information you need.

LEARN MORE AT
DPPL.ORG

COFFEE

INGREDIENT PICK-UP STARTS WEDNESDAY, 9/7
EVENT DATE: THURSDAY, 10/13

PICKUP THIS INGREDIENT FROM THE 4TH FLOOR INFORMATION DESK AND BORROW A COORDINATING COOKBOOK. MAKE A RECIPE, TAKE SOME PHOTOS, AND SHARE THE EXPERIENCE WITH OTHERS ON ZOOM.

Foodies Unite...
WITH OUR SPECIAL INGREDIENT

LEARN MORE AT
DPPL.ORG

Book Groups

Tuesday Morning • 10 am

October 4 • Yerba Buena
by Nina LaCour

Thursday Evening • 7:30 pm

October 15 • The Maid
by Nita Prose

Copies of the book are available at the Readers Services desk on the 3rd floor of

LEARN MORE AT
DPPL.ORG

ADULT PROGRAMS

Halloween fun!

Saturday, October 22

Come to Des Plaines Public Library for a Halloween themed kit!

In partnership with The Friends of Des Plaines Public Library

Drop by the Des Plaines History Center between 11 AM - 1 PM to do a hands-on craft!

des plaines History Center

LEARN MORE AT DPPL.ORG

DES PLAINES PUBLIC LIBRARY

READERS AND LEADERS

MONDAYS AT 4 P.M.

OCTOBER 3RD, NOVEMBER 7TH, DECEMBER 5TH

JOIN US FOR A CASUAL FUN, NO-PRESSURE CLUB THAT INVOLVES GAMES, ACTIVITIES, AND SOME BOOK SUGGESTIONS.

FOR GRADES 4-6
REGISTRATION REQUIRED.

LEARN MORE AT DPPL.ORG

Family Clean Up Give Back

SATURDAY, OCTOBER 8 - 2PM

Des Plaines is our community--let's work together to keep it clean! The town and families with children of all ages.

Meet us at Big Bend Lake, Boulder Rd, south of Golf Rd. Registration Required.

LEARN MORE AT DPPL.ORG

DES PLAINES PUBLIC LIBRARY

GRAPHIC NOVEL CLUB

TUESDAY, OCTOBER 18
6:00 PM

FOR GRADES 4-8

LOVE GRAPHIC NOVELS AND COMICS? JOIN US TO DISCUSS OUR LATEST READ, SHARE ALL ABOUT THE OTHER GRAPHIC NOVELS YOU LOVE, AND MAKE NEW FRIENDS!

LEARN MORE AT DPPL.ORG

DES PLAINES PUBLIC LIBRARY

Toddler Time

TUESDAYS @ 10AM
October 4, 11, 18
November 1, 8, 15

Stories!
Songs!
Rhymes!
Movement!

LEARN MORE AT DPPL.ORG

DES PLAINES PUBLIC LIBRARY

KIDS PROGRAMS



HALLOWEEN Storytime



A Spoonful of Frogs

Written by Corby Zupell
Illustrated by Vera Boosgol



Tales & Tunes

WEDNESDAYS @ 1:30PM

September 7, 14, 21

October 5, 12, 19

November 2, 9, 16



ZOOM

LEGO LEAGUE

OCTOBER 24 | 6:30 PM



Family Storytime

Build a lifelong love of reading with books, rhymes, music, movement, and more!

WEDNESDAYS @ 7PM

September 7, 14, 21

October 5, 12, 19

November 2, 9, 16

LEARN MORE AT DPPL.ORG

DES PLAINES PUBLIC LIBRARY

TEENS

ANIME CLUB: HALLOWEEN SPECIAL

FOR GRADES 7 - 12

Anime Club is for teens who want to get together with other fans of anime and manga. Join us for a special Halloween meeting and show off your best cosplay for the chance to win a prize! We will watch Halloween themed anime episodes, eat yummy, spooky treats, and more.

A prize will be rewarded to whoever wears the best costume.

OCTOBER 25TH | 4 - 5 PM

LEARN MORE AT DPPL.ORG

DES PLAINES PUBLIC LIBRARY

TEEN CRAFTERNOONS

OCTOBER SPOTLIGHT: HALLOWEEN COSTUME CLINIC

WEDNESDAY, OCTOBER 26TH
3:30-5:30PM

MOBILE ESCAPE ROOM

FRIDAY, OCTOBER 14TH

Teen Session: 4:45-6:30
Adult Session: 6:00-7:30

Work together to solve challenging puzzles against a ticking time clock. A climate controlled mobile trailer will be parked in the Library Plaza for this one of a kind experience. Registration Required.

There will be three sessions: 2 for adults and 1 for teens in grades 7-12. PLEASE REGISTER FOR ONLY ONE TIME SLOT!

Sponsored by the Friends of the Library.

LEARN MORE AT DPPL.ORG

DES PLAINES PUBLIC LIBRARY

TEENS

take & make

DAY OF THE DEAD SKELETON MASK

BEGINNING OCTOBER 3RD

Take & Make Kits are fun crafts you can take home and make on your own time. Drop in to pick up your kit throughout the month! Available while supplies last. For teens in grades 7-12.

WHILE SUPPLIES LAST

LEARN MORE AT DPPL.ORG

DES PLAINES PUBLIC LIBRARY

TEEN PROGRAMS

TEENS

Tutoring @ Des Plaines Public Library

Tuesdays from 6 - 8 pm
Meets in The Commons

TEENS

CODE Q

Fr Fridays at 4pm
Sept. 2 | Oct. 7 | Nov. 4 | Dec. 2

An LGBTQ social club in which teens and their allies can watch movies, do crafts and activities, and read books and graphic novels regarding LGBTQ themes while making new friends. Free snacks for those who come. For teens in grades 7-12.

LEARN MORE AT DPPL.ORG

DES PLAINES PUBLIC LIBRARY

VIDEO GAME MEETUP

SATURDAYS @ 1PM
SEPT 17TH, OCT 22ND, NOV 19TH

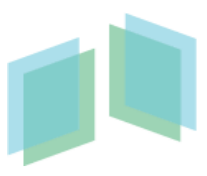
SAT & ACT PRACTICE TESTS

SATURDAYS | 9:00a - 1:00p

MEETS IN ROOM C, 1ST FLOOR

ACT Practice Test SAT Practice Test

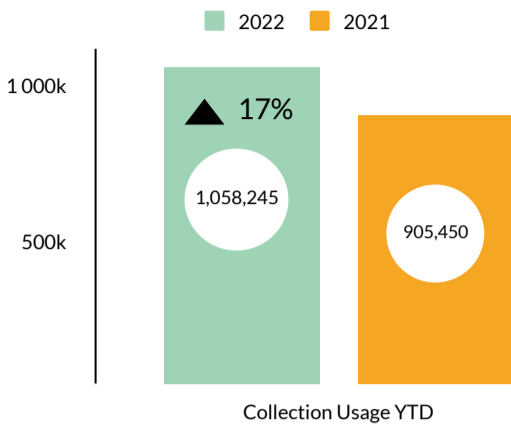
Oct 15 Sept 10 | Nov 12



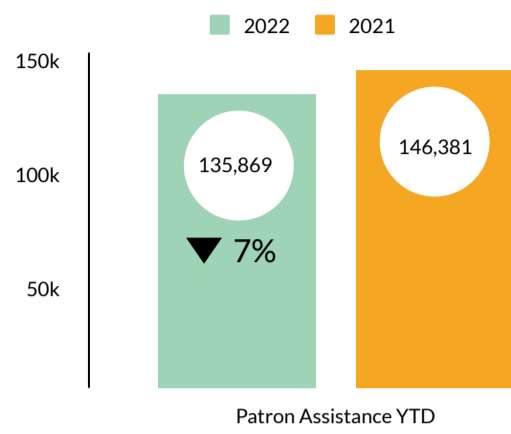
STATISTICS REPORT

October 2022

Collection Usage YTD

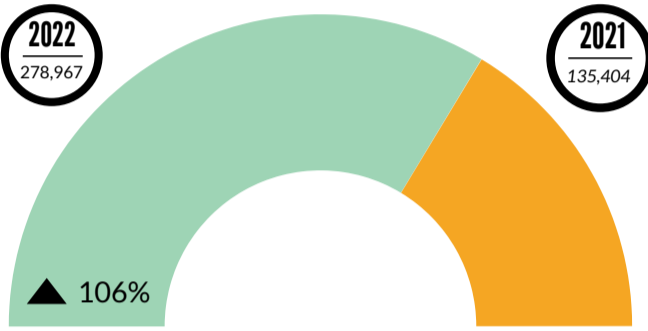


Patron Assistance YTD



Attendance All - YTD

Events, Programs, Outreach & Classes



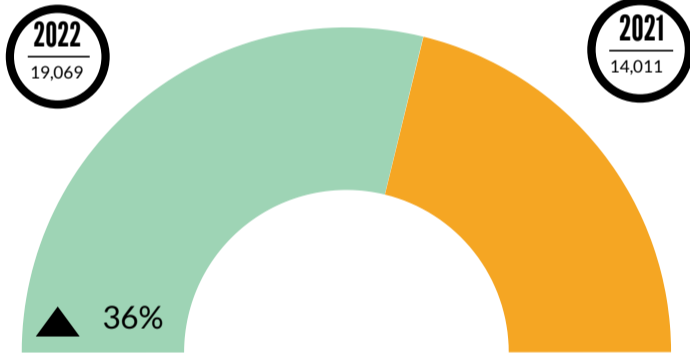
Bookings All - YTD

Events, Programs & Classes



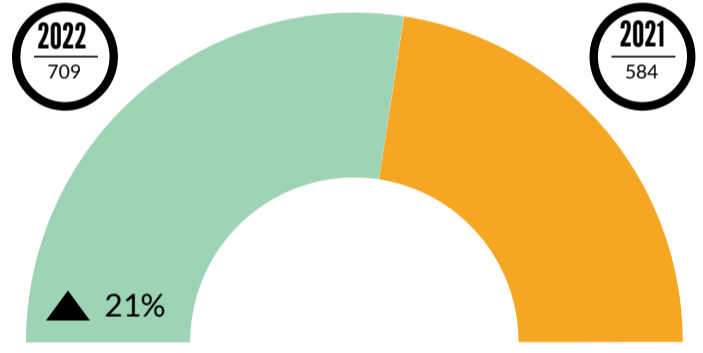
Attendance In Person - YTD

Events, Programs & Classes



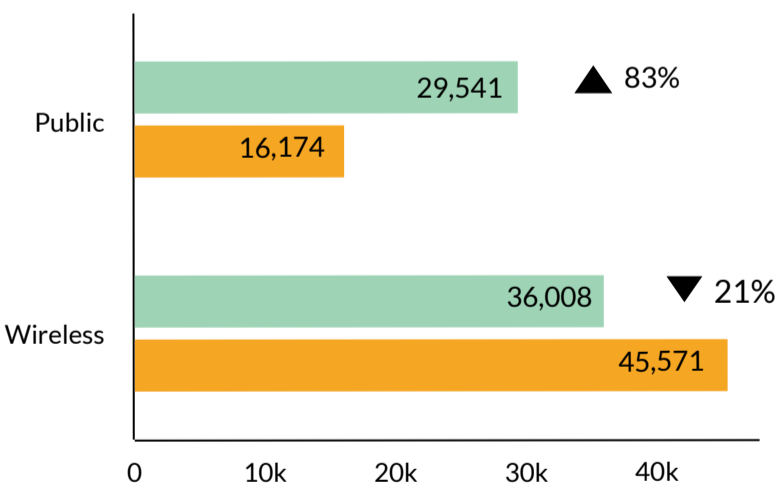
Bookings In Person - YTD

Events, Programs & Classes



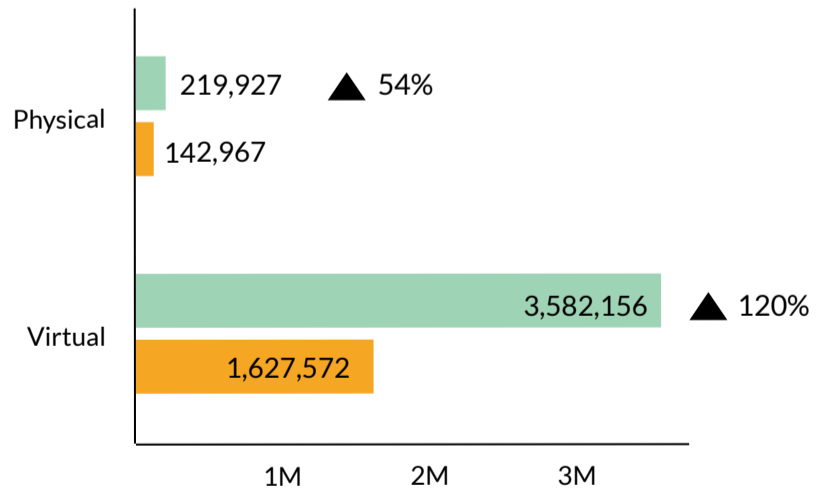
Computer Usage YTD

2022 2021



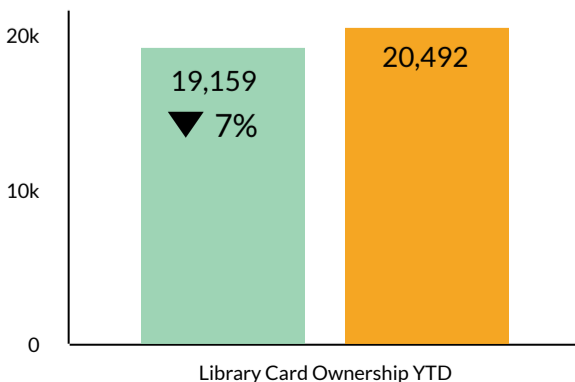
Traffic YTD

2022 2021



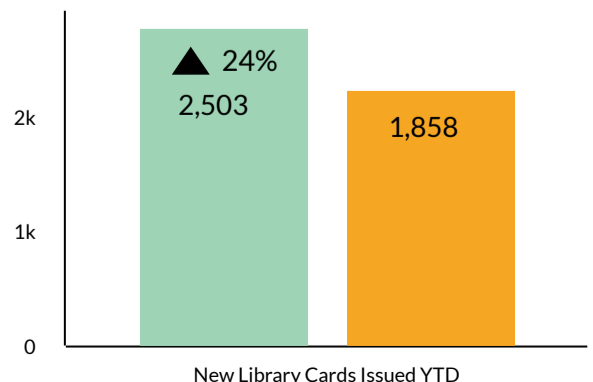
Current Valid Library Cards This Month

2022 2021



New Library Cards Issued YTD

2022 2021



2022 Year to Date Statistics

OCTOBER 2022

COLLECTION USAGE		
	Year to Date 2022	1,058,245
	Year to Date 2021	905,450
	% Change	17%
PATRON ASSISTANCE		
	Year to Date 2022	135,869
	Year to Date 2021	146,381
	% Change	-7%
EVENTS, PROGRAMS, AND CLASSES- BOOKINGS		
	Year to Date 2022	7,797
	Year to Date 2021	2,843
	% Change	174%
EVENTS, PROGRAMS, OUTREACH, AND CLASSES-ATTENDANCE		
	Year to Date 2022	278,967
	Year to Date 2021	135,404
	% Change	106%
IN PERSON EVENTS		
	Bookings	
	Year to Date 2022	709
	Year to Date 2021	584
	% Change	21%
	Attendance	
	Year to Date 2022	19,069
	Year to Date 2021	14,011
	% Change	36%
TRAFFIC		
	Physical Visits (gate count)	
	Year to Date 2022	219,927
	Year to Date 2021	142,967
	% Change	54%
	Virtual Visits (catalog, website, mobile app)	
	Year to Date 2022	3,582,156
	Year to Date 2021	1,627,572
	% Change	120%
LIBRARY CARD OWNERSHIP		
	Current month valid library cards 2022	19,159
	Current month valid library cards 2021	20,492
	% Change	-7%
	Year to Date new library cards 2022	2,782
	Year to Date new library cards 2021	2,246
	% Change	24%
COMPUTER USAGE		
	Public Computers	
	Year to Date 2022	29,541
	Year to Date 2021	16,174
	% Change	83%
	Wireless	
	Year to Date 2022	36,008
	Year to Date 2021	45,571
	% Change	-21%

2022 STATISTICS REPORT		JAN	FEB	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	YTD
COLLECTION USAGE														
	Physical materials	56,638	50,882	58,763	57,598	54,599	57,312	59,618	59,839	51,144	54,309			560,702
	Ematerials	13,641	12,033	14,579	13,959	14,080	12,809	12,661	14,399	12,763	13,251			134,175
	ILL	690	606	700	698	615	595	676	646	701	686			6,613
	Databases	41,228	36,842	36,252	36,858	33,463	32,845	34,287	36,751	34,687	33,542			356,755
2022	Total	112,197	100,363	110,294	109,113	102,757	103,561	107,242	111,635	99,295	101,788	0	0	1,058,245
	Physical materials	30,756	35,582	53,516	53,243	51,265	60,919	61,137	57,349	54,505	57,124			515,396
	Ematerials	16,364	15,387	16,110	13,766	13,011	12,379	12,586	13,422	12,807	12,932			138,764
	ILL	759	668	718	620	548	606	608	625	670	648			6,470
	Databases	18,322	16,941	17,198	17,279	16,466	15,803	33,563	31,704	35,979	41,565			244,820
2021	Total	66,201	68,578	87,542	84,908	81,290	89,707	107,894	103,100	103,961	112,269	0	0	905,450
PATRON ASSISTANCE														
	Youth Services	403	698	815	919	655	3,485	2,235	728	621	1,138			11,697
	Adult Services	5,729	6,205	7,573	7,150	6,375	6,881	6,107	6,414	5,719	6,121			64,274
	PAMS	5,212	4,768	5,615	6,065	5,573	6,810	6,025	6,253	5,364	5,378			57,063
	Security	235	236	305	302	307	295	337	357	262	199			2,835
2022	Total	11,579	11,907	14,308	14,436	12,910	17,471	14,704	13,752	11,966	12,836	0	0	135,869
	Youth Services	591	834	1,140	1,262	914	4,010	3,474	1,182	1,220	1,595			16,222
	Adult Services	4,231	4,562	6,153	5,391	5,138	6,687	6,151	6,352	6,332	6,983			57,980
	PAMS	11,956	7,070	6,312	7,812	5,542	7,380	6,732	7,595	5,655	6,125			72,179
	Security	251	95	21	143	71	3,255	249	421	435	350			5,291
2021	Total	17,029	12,561	13,626	14,608	11,665	21,332	16,606	15,550	13,642	15,053	0	0	146,381
EVENTS, PROGRAMS AND CLASSES-BOOKINGS														
	Youth Services In Person	4	20	21	28	10	20	30	2	36	46			217
	Youth Services Virtual	9	13	11	13	7	7	19	25	19	15			138
	Adult Services In Person	43	56	51	50	34	49	58	50	48	53			492
	Adult Services Virtual	2	4	12	18	16	20	17	13	16	13			131
	Outside groups	0	8	16	10	12	26	16	11	23	33			155
	Public study rooms	569	705	732	731	663	620	590	622	683	749			6,664
2022	Total	627	806	843	850	742	742	730	723	825	909	0	0	7,797
	Youth Services In Person	4	20	12	10	4	25	22	3	21	16			137
	Youth Services Virtual	0	0	0	0	0	0	0	0	0	0			0
	Adult Services In Person	33	46	43	37	45	49	53	50	36	55			447
	Adult Services Virtual	0	0	0	0	0	0	0	0	0	0			0
	Outside groups	0	10	5	5	0	1	0	1	2	6			30
	Public study rooms	0	0	0	0	44	285	350	407	491	652			2,229
2021	Total	37	76	60	52	93	360	425	461	550	729	0	0	2,843
EVENTS, PROGRAMS, OUTREACH & CLASSES-ATTENDANCE														
	Youth Services In Person	37	741	723	889	398	1,779	3,177	52	1,550	1,782			11,128
	Youth Services Virtual	5,918	3,808	4,583	5,532	3,494	3,885	4,391	16,930	18,601	4,745			103,338
	Adult Services In Person	618	613	1,085	662	413	1,026	2,248	447	401	428			7,941
	Adult Services Virtual	9,763	10,331	15,294	8,692	8,095	10,777	9,753	16,322	18,491	18,181			125,699
	Outside groups	0	189	238	159	209	2,037	136	165	435	3,205			6,773
	Public study rooms	833	991	1,101	1,164	1,022	933	906	958	1,145	1,219			10,272
	Outreach- Youth Services	236	298	507	693	2,104	1,489	918	1,536	985	3,522			12,288
	Outreach-Adult Services	70	109	336	196	77	202	102	117	130	189			1,528
2022	Total	17,475	17,080	23,867	17,987	47,263	22,128	21,631	36,527	41,738	33,271	0	0	278,967
	Youth Services In Person	220	531	339	339	32	1,703	1,407	189	328	559			5,647
	Youth Services Virtual	4,320	6,362	4,668	3,572	4,916	5,671	4,487	5,966	5,153	6,151			51,266
	Adult Services In Person	351	474	1,240	787	416	1,538	1,158	1,397	342	661			8,364
	Adult Services Virtual	4,321	6,362	4,669	3,572	4,916	5,671	4,488	5,965	5,152	6,150			51,266
	Outside groups	0	18	1,305	1,183	0	19	0	20	30	101			2,676
	Public study rooms	0	0	0	0	63	406	480	541	725	968			3,183
	Outreach- Youth Services	376	419	619	326	2,818	599	429	1,088	382	4,078			11,134
	Outreach-Adult Services	74	101	147	94	117	106	131	154	581	363			1,868
2021	Total	9,662	14,267	12,987	9,873	13,278	15,713	12,580	15,320	12,693	19,031	0	0	135,404
TRAFFIC														
2022	Physical Visits (gate count)	14,897	16,385	19,562	20,482	22,088	31,073	23,364	23,343	21,318	27,415			219,927
2021	Physical Visits (gate count)	9,390	12,252	12,812	13,343	12,723	17,992	14,885	16,537	14,160	18,873			142,967
2022	Virtual visits (catalog, website, mobile app)	282,242	282,108	277,368	277,357	291,298	351,636	368,451	480,985	484,303	486,408			3,582,156
2021	Virtual visits (catalog, website, mobile app)	107,117	112,922	106,369	82,677	68,917	130,668	145,260	276,113	301,823	295,706			1,627,572
LIBRARY CARD OWNERSHIP-report the latest month														
2022	Number of valid library cards held by DPPL residents	20,155	20,138	20,127	20,377	20,387	19,924	19,884	20,098	20,055	19,159			19,159
2021	Number of valid library cards held by DPPL residents	26,426	26,495	25,413	23,689	21,256	21,283	20,136	20,137	20,255	20,492			20,492
2022	Number of new library cards	157	201	219	277	211	407	247	515	269	279			2,782
2021	Number of new library cards	137	86	122	264	158	283	218	280	310	388			2,246
COMPUTER USAGE														
	Public computers>Youth Services	0	0	0	0	0	0	0	0	0	0			0
	Public computers Adult	2,135	2,326	5,761	2,513	2,582	2,705	2,739	3,160	2,674	2,946			29,541
2022	Total	2,135	2,326	5,761	2,513	2,582	2,705	2,739	3,160	2,674	2,946	0	0	29,541
	Public computers>Youth Services	0	0	0	0	0	0	1	0	0	0			1
	Public computers Adult	396	516	1,747	1,511	1,414	874	1,968	2,433	2,791	2,523			16,173
2021	Total	396	516	1,747	1,511	1,414	874	1,969	2,433	2,791	2,523	0	0	16,174
2022	Wireless	4,988	1,850	2,184	2,243	6,583	2,421	2,167	2,457	8,430	2,685			36,008
2021	Total	4,988	1,850	2,184	2,243	6,583	2,421	2,167	2,457	8,430	2,685	0	0	36,008
	Wireless	3,060	2,996	3,937	3,750	3,930	4,800	5,394	5,370	5,824	6,510			45,571
2021	Total	3,060	2,996	3,937	3,750	3,930	4,800	5,394	5,370	5,824	6,510	0	0	45,571


Des Plaines Public Library
Salary and Classification Schedule 2023 - DRAFT

Group	Title	Minimum	Maximum
11	Library Director	Set by Board	
10	Assistant Director	\$ 69,673	\$ 103,510
9	Head of Adult Services Head of Marketing and Communication Services Head of Patron Accounts and Materials Services Head of Youth Services Human Resources Manager	\$ 62,846	\$ 92,846
8	Acquisitions and Cataloging Manager Building and Security Services Manager Business Manager Readers' Services Manager Reference Services Librarian II School Liaison Librarian Teen Services Librarian Youth Services Assistant Manager	\$ 53,480	\$ 78,480
7	Materials Services Manager Metadata and Cataloging Specialist Reference Services Librarian Youth Services Librarian	\$ 48,480 \$ 24.87	\$ 69,690 \$ 35.74
6	Administrative Assistant Creative Services Coordinator Page Supervisor Patron Accounts Supervisor Security Services Supervisor Web Services Specialist	\$ 40,151 \$ 20.59	\$ 58,620 \$ 30.06
5	Acquisitions and Receiving Assistant Administrative Services Clerk Copy Cataloging Assistant Digital Designer Graphic Designer Readers' Services Assistant Reference Services Assistant Teen Services Assistant Youth Services Assistant	\$ 35,120 \$ 18.01	\$ 50,975 \$ 26.14
4	Patron Accounts Assistant Monitor, Full-Time Monitor, Part-Time Building and Security Services Assistant, Full Time Building and Security Services Assistant, Part Time	\$ 31,200 \$ 16.00	\$ 44,326 \$ 22.74
3	Materials Services Clerk Processing Clerk Production Clerk	\$ 15.15	\$ 18.18
2	Seasonal Preschool Outreach Intern Seasonal Summer Reading Club Associate	\$ 15.00	\$ 15.00
1	Page	\$ 13.00	\$ 14.00



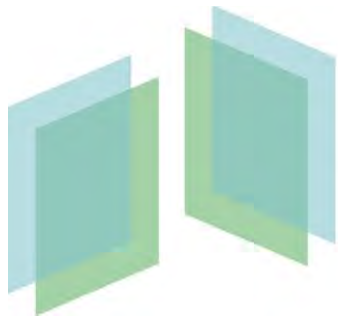
PRICE AND BILLING

FINANCIAL SERVICES RFP RESPONSE FORM

Firm:	Lauterbach & Amen, LLP
Firm Contact/Project Manager:	Ronald J. Amen, Partner
Email Address:	ramen@lauterbachamen.com
Address:	668 N. River Road
	Naperville, IL 60563
Telephone and Fax Numbers:	Phone: 630.393.1483 Fax: 630.393.2516
Signature of Authorized Agent:	 , Partner
Date of Proposal Submission:	November 1, 2022

PRICE STRUCTURE

Service	December 31, 2023	December 31, 2024	December 31, 2025
Monthly Accounting	\$1,575 Monthly	\$1,615 Monthly	\$1,655 Monthly
Annual Treasurer's Report	\$200 Annually	\$205 Annually	\$210 Annually
Calendar Year 1099's	\$460 Annually	\$470 Annually	\$480 Annually
Preparation of Audit Workpapers	\$2,070 Annually	\$2,120 Annually	\$2,175 Annually
Total	\$21,630 Annually	\$22,175 Annually	\$22,725 Annually



DES PLAINES PUBLIC LIBRARY

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NOTICE

DES PLAINES PUBLIC LIBRARY BOARD OF TRUSTEES

MANAGEMENT COMMITTEE MEETING
THURSDAY NOVEMBER 17, 2022
6:00 p.m.
Meeting Room B

Agenda:

- 2023 Salary and Classification Schedule

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 Meeting of the Management Committee
Thursday November 17, 2022
6:00 pm
DPPL Meeting Room B**

- I. Call to Order.
- II. Roll Call.
- III. Consideration of the Agenda.
- IV. Public Comments and Questions.
- V. Review of 2023 Salary and Classification Schedule [Action Item]
- VI. Adjournment.

Des Plaines Public Library
Salary and Classification Schedule 2023 - DRAFT

Group	Title	Minimum	Maximum
11	Library Director	Set by Board	
10	Assistant Director	\$ 69,673	\$ 103,510
9	Head of Adult Services Head of Marketing and Communication Services Head of Patron Accounts and Materials Services Head of Youth Services Human Resources Manager	\$ 62,846	\$ 92,846
8	Acquisitions and Cataloging Manager Building and Security Services Manager Business Manager Readers' Services Manager Reference Services Librarian II School Liaison Librarian Teen Services Librarian Youth Services Assistant Manager	\$ 53,480	\$ 78,480
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6	Administrative Assistant Creative Services Coordinator Page Supervisor Patron Accounts Supervisor Security Services Supervisor Web Services Specialist	\$ 40,151 \$ 20.59	\$ 58,620 \$ 30.06
5	Acquisitions and Receiving Assistant Administrative Services Clerk Copy Cataloging Assistant Digital Designer Graphic Designer Readers' Services Assistant Reference Services Assistant Teen Services Assistant Youth Services Assistant	\$ 35,120 \$ 18.01	\$ 50,975 \$ 26.14
4	Patron Accounts Assistant Monitor, Full-Time Monitor, Part-Time Building and Security Services Assistant, Full Time Building and Security Services Assistant, Part Time	\$ 31,200 \$ 16.00	\$ 44,326 \$ 22.74
3	Materials Services Clerk Processing Clerk Production Clerk	\$ 15.15	\$ 18.18
2	Seasonal Preschool Outreach Intern Seasonal Summer Reading Club Associate	\$ 15.00	\$ 15.00
1	Page	\$ 13.00	\$ 14.00



NOTICE

BOARD OF TRUSTEES REGULAR BOARD MEETING

THURSDAY DECEMBER 15, 2022

7:00 p.m.

DPPL Meeting Room B

AGENDA:

- Approve Payment of Vendor Checks
- Final review and approval of 2023-2025 Strategic Goals
- Review of Communico quote for contract renewal

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BOARD OF TRUSTEES
Agenda for the Regular Meeting
December 15, 2022 at 7:00 p.m.
DPPL Meeting Room B

- I. Call to Order. (7:00 p.m.)
- II. Roll Call.
- III. Pledge of Allegiance.
- IV. Vote to invoke the Remote Participation Policy. [Action Item]
- V. Consideration of the Agenda. [Action Item]
- VI. Public Comments and Questions.
- VII. Consent Agenda. [Action Item] (7:15 p.m.)
 - A. Approval of the Minutes of the Regular Board Meeting – November 17, 2022
 - B. Approval of the Minutes of the Management Committee- November 17, 2022
 - C. Acceptance of Financial Reports for November 2022.
 - D. Acceptance of Reports.
 1. Statistics Report for November 2022
 2. Director’s Report for November 2022
- VIII. New Business. (7:25 p.m.)
 - A. Approve Payment of Vendor Checks Report and ACH Payments in the amount of \$126,310.37 [Action Item]
 - B. Final review and approval of 2023-2025 Strategic Goals [Action Item]
 - C. Review of Communico quote for contract renewal. [Action Item]

- IX. Other. (7:45 p.m.)
- X. Announcements.
- XI. Correspondence.
- XII. Executive Session
The Appointment, Employment, Compensation, Discipline, Performance or
Dismissal of Specific Employees of the public body.
- XIII. Adjournment. (8:00 p.m.)

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



BOARD OF TRUSTEES
Minutes of the Regular Meeting
November 17, 2022

I. Call to Order.

Board president Sarlo called the meeting to order at 7:00 pm.

II. Roll Call.

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

III. Pledge of Allegiance.

IV. Vote to invoke the Remote Participation Policy.
Not Necessary

V. Consideration of the Agenda.

MOTION by Graack, seconded by Halblander to accept the agenda. VOTE: AYES: DuBrock, Graack, Halblander, Harkovich, Hudec, 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 – October 20, 2022
- B. Approval of the Minutes of the Management Committee- October 20, 2022
- C. Acceptance of Financial Reports for October 2022.
- D. Acceptance of Reports:
 - 1. Statistics Report for October 2022
 - 2. Director’s Report for October 2022

MOTION by Harkovich, seconded by Halblander to accept the consent agenda. VOTE: AYES: DuBrock, Graack, Halblander, Harkovich, Hudec, Sarlo, Shimon-Hutchison; NAYS: None; MOTION CARRIED

VIII. New Business. (7:25 p.m.)

- A. Approve Payment of Vendor Checks Report and ACH Payments in the amount of \$248,289.02

MOTION by Hudec, seconded by Graack to approve payment of vendor checks and ACH Payments in the amount of \$248,289.02 as listed on the vendor checks report of October 2022 and authorize Library Director Jo Bonell to transfer the amount required to the library's operating account. VOTE: AYES: DuBrock, Graack, Halblander, Harkovich, Hudec, Sarlo, Shimon-Hutchison NAYS: None; MOTION CARRIED

- B. Recommendation from the Management Committee regarding the 2023 Salary and Classification Schedule

MOTION out of committee, seconded by DuBrock to accept the 2023 Salary and Classification Schedule. ROLL CALL VOTE: AYES: DuBrock, Graack, Halblander, Harkovich, Hudec, Sarlo, Shimon-Hutchison; NAYS: None; MOTION CARRIED

- C. Review of vendor quote for accounting services.

MOTION by Halblander, seconded by Graack to approve the 3-year contract for accounting services by Lauterbach & Amen, LLP in the annual amounts of \$21,630 in 2023, \$22,175 in 2024, and \$22,725 in 2025. ROLL CALL VOTE: AYES: DuBrock, Graack, Halblander, Harkovich, Hudec, Sarlo, Shimon-Hutchison NAYS: None; MOTION CARRIED

- IX. Other
None

- X. Announcements.

Board President Sarlo shared that the library will not receive the 2nd installment of tax revenues prior to the end of the year. We are using reserves currently but anticipate running out in January and will, as previously reported, rely on funds loaned by the City of Des Plaines at that point, until the payment is received.

- XI. Correspondence.

- XII. Adjournment.

MOTION by Harkovich, seconded by Halblander to accept the adjourn. VOTE: AYES: DuBrock, Graack, Halblander, Harkovich, Hudec, Sarlo, Shimon-Hutchison; NAYS: None; MOTION CARRIED

The meeting was adjourned at 7:15 pm.



**DES PLAINES PUBLIC LIBRARY
BOARD OF TRUSTEES**

**Minutes of the Meeting of the Management Committee
November 17, 2022**

I. Call to Order.

The meeting was called to order at 6:02 p.m.

II. Roll Call.

Roll call indicated the following committee members were PRESENT: Kristen Graack, Christine Halblander, Denise Hudec ABSENT: none. ALSO PRESENT: Jo Bonell, Heather Imhoff, Michelle Meyer-Edley, Joanie Sebastian, Lauren Wolf

III. Consideration of the Agenda.

MOTION by Halblander, seconded by Hudec the accept the agenda. VOTE: AYES: Graack, Halblander, Hudec NAYS: None; MOTION CARRIED

IV. Public Comments and Questions.

None

V. Review of 2023 Salary and Classification Schedule

Director Bonell shared that some of the salary ranges were already increased in 2022, and the balance are scheduled for increases in 2023 in order to address wage compression and inflation. The proposed 2023 increases bring DPPL in line with the ranges of other area libraries of our size and caliber, and ensure our wages are competitive.

MOTION by Hudec, seconded by Halblander to recommend the 2023 Salary Classification Schedule as presented to the board at large. VOTE: AYES: Graack, Halblander, Hudec NAYS: None; MOTION CARRIED

VI. Adjournment.

MOTION by Hudec, seconded by Halblander to adjourn. VOTE: AYES: Graack, Halblander, Hudec NAYS: None; MOTION CARRIED

The meeting ended at 6:12 p.m.



Des Plaines Public Library

Monthly Financial Report For the Month Ended November 30, 2022

Prepared by:



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Des Plaines Public Library

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Financial Statements

Des Plaines Public Library
Governmental Funds Balance Sheet
As of November 30, 2022

	<u>Library Fund</u>	<u>Capital Projects Fund</u>	<u>Total</u>
ASSETS			
Cash and Investments	\$ 1,328,226.30	\$ 1,746,823.66	\$ 3,075,049.96
Prepays	17,673.31	0.00	17,673.31
Receivables			
Receivable - Property Taxes	6,156,840.50	-	6,156,840.50
Receivable - Grants	-	-	-
Receivable - Miscellaneous	-	-	-
Total Assets	<u><u>\$ 7,502,740.11</u></u>	<u><u>\$ 1,746,823.66</u></u>	<u><u>\$ 9,249,563.77</u></u>
LIABILITIES			
Accounts Payable	\$ 89,594.46	\$ -	\$ 89,594.46
Accrued Payroll	71,958.20	-	71,958.20
Due to other funds	<u>82,846.73</u>	<u>-</u>	<u>82,846.73</u>
Total Liabilities	<u>244,399.39</u>	<u>-</u>	<u>244,399.39</u>
Deferred Inflows of Resources			
Property Taxes	<u>6,069,500.00</u>	<u>-</u>	<u>6,069,500.00</u>
Total Liabilities and Deferred Inflows of Resources	<u>6,313,899.39</u>	<u>-</u>	<u>6,313,899.39</u>
FUND BALANCE			
Fund Balance - Unreserved	689,435.28	1,746,823.66	2,436,258.94
Fund Balance - Reserved for Prepays	499,405.44	-	499,405.44
Total Fund Balance	<u>1,188,840.72</u>	<u>1,746,823.66</u>	<u>2,935,664.38</u>
Total Liabilities, Deferred Inflows of Resources and Fund Balance	<u><u>\$ 7,502,740.11</u></u>	<u><u>\$ 1,746,823.66</u></u>	<u><u>\$ 9,249,563.77</u></u>

Des Plaines Public Library

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

For the 11 Months Ended November 30, 2022

	General Fund	Capital Improvements Fund	Total
REVENUES			
Taxes	\$ 3,473,565.95	\$ -	\$ 3,473,565.95
Intergovernmental	177,826.25	-	177,826.25
Fines & Fees	27,109.76	-	27,109.76
Interest	27,015.67	21,591.66	48,607.33
Special Events and Programs	1,833.85	-	1,833.85
Miscellaneous	220,761.32	-	220,761.32
Total Revenues	<u>3,928,112.80</u>	<u>21,591.66</u>	<u>3,949,704.46</u>
EXPENDITURES			
Personnel	\$ 2,665,817.84	\$ -	\$ 2,665,817.84
Operating	1,849,673.06	-	1,849,673.06
Library Materials	811,310.73	-	811,310.73
Capital Outlay	73,983.41	171,703.26	245,686.67
Other Expenditures	<u>22,770.68</u>	<u>-</u>	<u>22,770.68</u>
Total Expenditures	<u>5,423,555.72</u>	<u>171,703.26</u>	<u>5,595,258.98</u>
Net Change in Fund Balances	<u>(1,495,442.92)</u>	<u>(150,111.60)</u>	<u>(1,645,554.52)</u>
FUND BALANCES			
Beginning of the year	<u>2,684,283.64</u>	<u>1,896,935.26</u>	<u>4,581,218.90</u>
End of the period	<u>\$ 1,188,840.72</u>	<u>\$ 1,746,823.66</u>	<u>\$ 2,935,664.38</u>

Supplementary Information

Des Plaines Public Library

Treasurer's Report as of November 30, 2022

<u>Institution</u>	<u>Invested</u>
201-1101000 - Petty Cash	<u>500.00</u>
201-1102015 - Old National Operating # 92260	300,713.65
202-1102015 - Old National Operating # 92260	<u>21,748.58</u>
	<u>322,462.23</u>
201-1102028 - Old National Donations #96300	<u>215,320.22</u>
201-1102079 - Illinois Funds # 2591	811,692.43
202-1102079 - Illinois Funds # 2591	<u>1,725,075.08</u>
	<u>2,536,767.51</u>
201-1104006 - Investments - Certificates of Deposit	<u>0.00</u>
Total Invested	<u><u>3,075,049.96</u></u>

Des Plaines Public Library
Balance Sheet as of November 30, 2022

	<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	240,208.23	60,505.42	300,713.65
1102028 - Old National Donations #96300	215,313.14	7.08	215,320.22
1102079 - Illinois Funds # 2591	1,308,455.56	(496,763.13)	811,692.43
1118000 - Receivable - Property Taxes	6,156,840.50	0.00	6,156,840.50
1119301 - Prepaid Expense	8,774.56	8,898.75	17,673.31
	<u>7,930,091.99</u>	<u>(427,351.88)</u>	<u>7,502,740.11</u>
<u>Liabilities and Fund Balance</u>			
<u>Liabilities</u>			
2401000 - Accounts Payable	167,725.00	(88,166.45)	79,558.55
2401002 - Payroll Liabilities	0.00	10,035.91	10,035.91
2430707 - Due to Library Comp Abs	82,846.73	0.00	82,846.73
2450040 - Accrued Payroll	48,089.06	0.00	48,089.06
2470000 - Deferred Revenue - Property Tax	6,069,500.00	0.00	6,069,500.00
2471000 - Deferred Revenue - Other	23,869.14	0.00	23,869.14
	<u>6,392,029.93</u>	<u>(78,130.54)</u>	<u>6,313,899.39</u>
<u>Fund Balance</u>			
3720010 - Fund Balance - Reserved for Prepaid Items	499,405.44	0.00	499,405.44
3730000 - Fund Balance - Unreserved	2,184,878.20	0.00	2,184,878.20
	<u>2,684,283.64</u>	<u>0.00</u>	<u>2,684,283.64</u>
 Total Liabilities and Fund Balance	 <u>9,076,313.57</u>	 <u>(78,130.54)</u>	 <u>8,998,183.03</u>
 Excess Revenues Over Expenses	 <u>(1,146,221.58)</u>	 <u>(349,221.34)</u>	 <u>(1,495,442.92)</u>

Des Plaines Public Library
Balance Sheet as of November 30, 2022

	<u>Beginning Balance</u>	<u>M.T.D. Changes</u>	<u>Ending Balance</u>
<u>Capital Projects Fund</u>			
<u>Assets</u>			
1102015 - Old National Operating # 92260	23,968.58	(2,220.00)	21,748.58
1102079 - Illinois Funds # 2591	1,720,818.10	4,256.98	1,725,075.08
	1,744,786.68	2,036.98	1,746,823.66
<u>Liabilities and Fund Balance</u>			
<u>Liabilities</u>			
2401000 - Accounts Payable	2,220.00	(2,220.00)	0.00
	2,220.00	(2,220.00)	0.00
<u>Fund Balance</u>			
3730000 - Fund Balance - Unreserved	1,896,935.26	0.00	1,896,935.26
Total Liabilities and Fund Balance	1,899,155.26	(2,220.00)	1,896,935.26
Excess Revenues Over Expenses	(154,368.58)	4,256.98	(150,111.60)

Compensated Absences Fund

<u>Assets</u>			
1120201 - Due From Library	82,846.73	0.00	82,846.73
	82,846.73	0.00	82,846.73
<u>Liabilities and Fund Balance</u>			
<u>Liabilities</u>			
2450035 - Accrued ST-LT Comp Absence	82,846.73	0.00	82,846.73
	82,846.73	0.00	82,846.73
<u>Fund Balance</u>			
Total Liabilities and Fund Balance	82,846.73	0.00	82,846.73
Excess Revenues Over Expenses	0.00	0.00	0.00

Des Plaines Public Library
Balance Sheet as of November 30, 2022

	<u>Beginning</u> <u>Balance</u>	<u>M.T.D.</u> <u>Changes</u>	<u>Ending</u> <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>(1,528,509.00)</u>	<u>0.00</u>	<u>(1,528,509.00)</u>
	<u>2,582,969.04</u>	<u>0.00</u>	<u>2,582,969.04</u>
 <u>Liabilities and Fund Balance</u>			
<u>Liabilities</u>			
 <u>Fund Balance</u>			
3730000 - Fund Balance - Unreserved	<u>2,582,969.04</u>	<u>0.00</u>	<u>2,582,969.04</u>
	<u>2,582,969.04</u>	<u>0.00</u>	<u>2,582,969.04</u>
 Total Liabilities and Net Capital Assets	 <u>2,582,969.04</u>	 <u>0.00</u>	 <u>2,582,969.04</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 11 Months Ended November 30, 2022**

_____ Library Fund _____	Received <u>this Month</u>	Received <u>this Year</u>	Budgeted <u>Receipts</u>	Uncollected <u>Receipts</u>	Prct. <u>Collected</u>
<u>Taxes</u>					
201-4810025 - Property Taxes 2012	0.00	0.00	0.00	0.00	0.00
201-4810026 - Property Taxes 2013	0.00	0.00	0.00	0.00	0.00
201-4810027 - Property Taxes 2014	0.00	0.00	0.00	0.00	0.00
201-4810028 - Property Taxes 2015	0.00	0.00	0.00	0.00	0.00
201-4810029 - Property Taxes 2016	0.00	0.00	0.00	0.00	0.00
201-4810030 - Property Taxes 2017	0.00	0.00	0.00	0.00	0.00
201-4810031 - Property Taxes 2018	0.00	0.00	0.00	0.00	0.00
201-4810032 - Property Taxes 2020	0.00	0.00	0.00	0.00	0.00
201-4810033 - Property Taxes 2021	<u>0.00</u>	<u>3,473,565.95</u>	<u>6,100,000.00</u>	<u>2,626,434.05</u>	<u>56.94</u>
	<u>0.00</u>	<u>3,473,565.95</u>	<u>6,100,000.00</u>	<u>2,626,434.05</u>	<u>56.94</u>
<u>Intergovernmental</u>					
201-4810800 - Personal Property Replacement Tax	0.00	69,741.00	92,988.00	23,247.00	75.00
201-4822040 - State Grant - Per Capita	0.00	89,495.63	75,000.00	(14,495.63)	119.33
201-4822090 - Grant Revenue	0.00	9,170.50	0.00	(9,170.50)	0.00
201-4822095 - State Grant - Library	<u>0.00</u>	<u>9,419.12</u>	<u>10,000.00</u>	<u>580.88</u>	<u>94.19</u>
	<u>0.00</u>	<u>177,826.25</u>	<u>177,988.00</u>	<u>161.75</u>	<u>99.91</u>
<u>Fines & Fees</u>					
201-4850101 - Library Fees	1,460.61	12,324.51	3,000.00	(9,324.51)	410.82
201-4850102 - Library Fines	0.00	39.00	0.00	(39.00)	0.00
201-4850201 - Copying Fees	4.10	12,509.35	20,000.00	7,490.65	62.55
201-4850207 - Non-Res Cards	65.75	266.75	0.00	(266.75)	0.00
201-4850208 - Meeting Room Fees	<u>45.00</u>	<u>1,970.15</u>	<u>1,500.00</u>	<u>(470.15)</u>	<u>131.34</u>
	<u>1,575.46</u>	<u>27,109.76</u>	<u>24,500.00</u>	<u>(2,609.76)</u>	<u>110.65</u>
<u>Special Programs & Events</u>					
201-4850215 - Friends of the Library Reimbursements	<u>0.00</u>	<u>1,833.85</u>	<u>20,000.00</u>	<u>18,166.15</u>	<u>9.17</u>
	<u>0.00</u>	<u>1,833.85</u>	<u>20,000.00</u>	<u>18,166.15</u>	<u>9.17</u>
<u>Interest</u>					
201-4890010 - Interest Income	<u>3,253.16</u>	<u>27,015.67</u>	<u>1,330.00</u>	<u>(25,685.67)</u>	<u>2,031.25</u>
	<u>3,253.16</u>	<u>27,015.67</u>	<u>1,330.00</u>	<u>(25,685.67)</u>	<u>2,031.25</u>
<u>Other Revenue</u>					
201-4899900 - Miscellaneous Revenue	0.00	26,235.85	70,000.00	43,764.15	37.48
201-4899910 - Vending Machine Revenue	0.00	349.43	1,000.00	650.57	34.94
201-4899920 - Library Donations	0.00	181,775.00	190,000.00	8,225.00	95.67
201-4899940 - Friends Book Sale	<u>978.27</u>	<u>12,401.04</u>	<u>5,000.00</u>	<u>(7,401.04)</u>	<u>248.02</u>
	<u>978.27</u>	<u>220,761.32</u>	<u>266,000.00</u>	<u>45,238.68</u>	<u>82.99</u>
Total Library Fund	<u><u>5,806.89</u></u>	<u><u>3,928,112.80</u></u>	<u><u>6,589,818.00</u></u>	<u><u>2,661,705.20</u></u>	<u><u>59.61</u></u>

Des Plaines Public Library
 Revenue Report
 For the 11 Months Ended November 30, 2022

	<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>4,256.98</u>	<u>21,591.66</u>	<u>2,000.00</u>	<u>(19,591.66)</u>	<u>1,079.58</u>
	<u>4,256.98</u>	<u>21,591.66</u>	<u>2,000.00</u>	<u>(19,591.66)</u>	<u>1,079.58</u>
<u>Other Financing Sources</u>					
Total Capital Projects Fund	<u>4,256.98</u>	<u>21,591.66</u>	<u>2,000.00</u>	<u>(19,591.66)</u>	<u>1,079.58</u>
Total of All Funds	<u>10,063.87</u>	<u>3,949,704.46</u>	<u>6,591,818.00</u>	<u>2,642,113.54</u>	<u>59.92</u>

Des Plaines Public Library
Expense Report
For the 11 Months Ended November 30, 2022

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	178,441.87	2,033,928.57	2,430,951.00	397,022.43	83.67
5910200 - Part-time Salaries	<u>53,031.21</u>	<u>631,889.27</u>	<u>838,279.00</u>	<u>206,389.73</u>	<u>75.38</u>
	<u>231,473.08</u>	<u>2,665,817.84</u>	<u>3,269,230.00</u>	<u>603,412.16</u>	<u>81.54</u>
<u>Benefits</u>					
5918010 - Unemployment Compensation	0.00	38.45	15,000.00	14,961.55	0.26
5918020 - Employer Contribution - FICA	16,939.95	195,794.77	248,109.00	52,314.23	78.91
5918021 - Employer Contribution - IMRF	16,396.74	190,760.10	223,448.00	32,687.90	85.37
5918040 - Life Insurance Premiums	0.00	0.00	1,886.00	1,886.00	0.00
5918050 - PPO Insurance Premiums	0.00	326,271.38	425,000.00	98,728.62	76.77
5918051 - HMO Insurance Premiums	0.00	155,874.09	190,000.00	34,125.91	82.04
5918055 - Dental Insurance Premiums	0.00	0.00	20,000.00	20,000.00	0.00
5918070 - Workers Compensation	<u>0.00</u>	<u>0.00</u>	<u>14,000.00</u>	<u>14,000.00</u>	<u>0.00</u>
	<u>33,336.69</u>	<u>868,738.79</u>	<u>1,137,443.00</u>	<u>268,704.21</u>	<u>76.38</u>
<u>Contractual Services</u>					
5920100 - Legal Fees	57.50	6,305.48	20,000.00	13,694.52	31.53
5920110 - Professional Services	2,577.61	391,937.48	445,348.00	53,410.52	88.01
5920120 - Communication Services	0.00	21,481.01	48,840.00	27,358.99	43.98
5920140 - Integrated Library System	0.00	88,867.26	88,450.00	(417.26)	100.47
5920202 - Conferences	745.00	5,500.83	0.00	(5,500.83)	0.00
5920204 - Training	0.00	12.99	0.00	(12.99)	0.00
5920210 - Marketing	8,120.99	35,344.51	53,000.00	17,655.49	66.69
5920220 - Membership Dues	800.00	6,058.00	6,400.00	342.00	94.66
5920230 - Publication of Notices	91.80	148.50	0.00	(148.50)	0.00
5920990 - Property/Liability Insurance	2,600.00	47,931.00	57,000.00	9,069.00	84.09
5930010 - R&M Equipment	1,010.00	44,831.61	77,316.00	32,484.39	57.98
5930020 - R&M Buildings & Structures	3,582.50	80,877.50	110,960.00	30,082.50	72.89
5930030 - R&M Vehicles	0.00	314.20	2,000.00	1,685.80	15.71
5930210 - Rental of Equipment	0.00	665.01	890.00	224.99	74.72
5930320 - Cleaning/Custodial Services	4,892.50	59,752.00	87,575.00	27,823.00	68.23
5930490 - Refuse Contract	573.00	4,589.00	6,000.00	1,411.00	76.48
5960040 - Pre-Employment Testing	255.03	3,832.38	3,000.00	(832.38)	127.75
5960065 - Bank Fees	0.00	8.90	300.00	291.10	2.97
5960070 - Mileage	0.00	16.38	500.00	483.62	3.28
5960210 - Special Event Programming	4,217.48	73,965.00	51,850.00	(22,115.00)	142.65
5960990 - Misc. Contractual Services	<u>13,381.59</u>	<u>108,495.23</u>	<u>114,835.00</u>	<u>6,339.77</u>	<u>94.48</u>
	<u>42,905.00</u>	<u>980,934.27</u>	<u>1,174,264.00</u>	<u>193,329.73</u>	<u>83.54</u>
<u>Commodities</u>					
5970100 - Supplies	5,486.57	53,549.24	94,600.00	41,050.76	56.61
5970110 - Meals	88.87	1,229.51	2,000.00	770.49	61.48
5970115 - Supplies - Dept/Other	0.00	52.90	0.00	(52.90)	0.00
5970170 - Janitorial	0.00	4,702.34	18,600.00	13,897.66	25.28
5970260 - Postage & Parcel	1,032.25	15,933.62	11,000.00	(4,933.62)	144.85

Des Plaines Public Library
Expense Report
For the 11 Months Ended November 30, 2022

	M.T.D. <u>Expended</u>	Y.T.D. <u>Expended</u>	Budgeted <u>Amount</u>	Budgeted <u>Remain.</u>	Prct. <u>Expend.</u>
5970270 - Printing	0.00	1,022.63	0.00	(1,022.63)	0.00
5970500 - Water Bill	0.00	5,058.55	10,000.00	4,941.45	50.59
5970600 - Ebooks/Books	20,944.40	304,442.82	369,850.00	65,407.18	82.32
5970610 - E-audio/Audio	5,422.83	69,680.01	72,500.00	2,819.99	96.11
5970620 - E-Subscriptions/Subscriptions	1,509.59	47,547.66	58,430.00	10,882.34	81.38
5970630 - Visual Materials	8,955.27	154,771.87	185,100.00	30,328.13	83.62
5970640 - Databases	654.41	126,243.36	178,000.00	51,756.64	70.92
5970810 - Natural Gas	0.00	24,902.83	22,000.00	(2,902.83)	113.19
5970850 - Gasoline	0.00	161.03	300.00	138.97	53.68
5970900 - Equipment < \$10,000	<u>0.00</u>	<u>2,012.36</u>	<u>2,200.00</u>	<u>187.64</u>	<u>91.47</u>
	<u>44,094.19</u>	<u>811,310.73</u>	<u>1,024,580.00</u>	<u>213,269.27</u>	<u>79.18</u>
<u>Capital Expenditures</u>					
5980400 - Equipment	0.00	10,530.75	6,310.00	(4,220.75)	166.89
5980410 - Computer Hardware	101.00	18,883.03	8,450.00	(10,433.03)	223.47
5980420 - Computer Software	2,140.00	41,113.17	45,170.00	4,056.83	91.02
5980600 - Furniture & Fixtures	<u>0.00</u>	<u>3,456.46</u>	<u>6,500.00</u>	<u>3,043.54</u>	<u>53.18</u>
	<u>2,241.00</u>	<u>73,983.41</u>	<u>66,430.00</u>	<u>(7,553.41)</u>	<u>111.37</u>
<u>Other Funding Activities</u>					
5990900 - Per Capita Grant Expenditures	0.00	10,369.64	75,000.00	64,630.36	13.83
5993000 - Contingency Reserve	0.00	0.00	70,000.00	70,000.00	0.00
5999940 - Friends Books Sale	<u>978.27</u>	<u>12,401.04</u>	<u>5,000.00</u>	<u>(7,401.04)</u>	<u>248.02</u>
	<u>978.27</u>	<u>22,770.68</u>	<u>150,000.00</u>	<u>127,229.32</u>	<u>15.18</u>
Total Library Fund Expenditures	<u>355,028.23</u>	<u>5,423,555.72</u>	<u>6,821,947.00</u>	<u>1,398,391.28</u>	<u>79.50</u>
_____ Capital Projects Fund _____					
<u>Contractual Services</u>					
<u>Capital Expenditures</u>					
5980300 - Improvements	0.00	57,004.97	218,000.00	160,995.03	26.15
5980400 - Equipment	0.00	43,531.60	309,940.00	266,408.40	14.05
5980410 - Computer Hardware	0.00	60,245.71	209,500.00	149,254.29	28.76
5980420 - Computer Software	0.00	10,839.55	10,500.00	(339.55)	103.23
5980600 - Furniture and Fixtures	<u>0.00</u>	<u>81.43</u>	<u>3,000.00</u>	<u>2,918.57</u>	<u>2.71</u>
	<u>0.00</u>	<u>171,703.26</u>	<u>750,940.00</u>	<u>579,236.74</u>	<u>22.87</u>
Total Capital Projects Fund Expenditures	<u>0.00</u>	<u>171,703.26</u>	<u>750,940.00</u>	<u>579,236.74</u>	<u>22.87</u>
Total of All Funds	<u>355,028.23</u>	<u>5,595,258.98</u>	<u>7,572,887.00</u>	<u>1,977,628.02</u>	<u>73.89</u>

Des Plaines Public Library

Check List

All Bank Accounts

November 18, 2022 - December 15, 2022

Check Number	Check Date	Payee	Amount
Vendor Checks			
19447	12/15/22	American Univeristy	18.00
19448	12/15/22	AMERICAN BANKERS INSURANCE CO. of FL	2,600.00
19449	12/15/22	ANCEL, GLINK, DIAMOND, BUSH, DICIANNI, & KRAFTHEFE	57.50
19450	12/15/22	Angela Cerrone	125.00
19451	12/15/22	BACKGROUND SCREENING CONSULTANTS LLC	255.03
19452	12/15/22	BAKER & TAYLOR	15,173.55
19453	12/15/22	CHILDREN'S PLUS, INC.	4,479.56
19454	12/15/22	CRYSTAL MAINTENANCE SERVICES CORP	4,892.50
19455	12/15/22	D&Z HOUSE OF BOOKS	1,451.64
19456	12/15/22	DES PLAINES CHAMBER OF COMMERCE	265.00
19457	12/15/22	FINDAWAY WORLD LLC	49.99
19458	12/15/22	FLOOD BROTHERS DISPOSAL & RECYCLING SERVICES	573.00
19459	12/15/22	FOX VALLEY FIRE & SAFETY	509.00
19460	12/15/22	ILLINOIS LIBRARY ASSOCIATION	150.00
19461	12/15/22	Jessica Kuczynski	60.00
19462	12/15/22	John G. Donahue	150.00
19463	12/15/22	JOURNAL AND TOPICS NEWSPAPERS	590.00
19464	12/15/22	LAUTERBACH & AMEN, LLP.	1,575.00
19465	12/15/22	MIDWEST TAPE	7,000.00
19466	12/15/22	MIDWEST TAPE	11,868.26
19467	12/15/22	MORNINGSTAR INCORPORATED	7,210.00
19468	12/15/22	Noah's Ark Animal Workshop	1,688.75
19469	12/15/22	OAKBROOK MECHANICAL SERVICES	3,073.50
19470	12/15/22	OUTSOURCE SOLUTIONS GROUP, INC.	4,848.67
19471	12/15/22	PADDOCK PUBLICATIONS, INC.	91.80
19472	12/15/22	RAILS	2,300.00
19473	12/15/22	THOMAS KLISE/CRIMSON MULTIMEDIA	1,171.05
19474	12/15/22	THOMSON REUTERS-WEST	46.78
19475	12/15/22	VISOGRAPHIC	6,536.10
19476	12/15/22	SEN SOURCE	660.00
19477	12/15/22	STEPHANIE SPETTER	88.87
51910	11/30/22	BANKCARD SERVICES	16,633.03
51911	11/30/22	NEOFUNDS BY NEOPOST	1,000.00
51912	11/30/22	IMRF	28,140.52
51913	11/30/22	FRIENDS OF THE DES PLAINES PUBLIC LIBRARY	978.27
		Vendor Check Total	<u>126,310.37</u>
		Check List Total	<u><u>126,310.37</u></u>

Check count = 35

Des Plaines Public Library
Vendor Checks Report
Old National Operating
November 2022

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
Vendor Checks						
American Univeristy				19447	12/15/22	<u>18.00</u>
201-5970600	Ebooks/Books	Invoice #2327	18.00			
AMERICAN BANKERS INSURANCE CO. of FL				19448	12/15/22	<u>2,600.00</u>
201-5920990	Property/Liability Insurance	Policy #6900132235	2,600.00			
ANCEL, GLINK, DIAMOND, BUSH, DICIANNI, & KRAFTHEFE				19449	12/15/22	<u>57.50</u>
201-5920100	Legal Fees	Statement #92868	57.50			
Angela Cerrone				19450	12/15/22	<u>125.00</u>
201-5960990	Misc. Contractual Services	Invoice #November, 21 2022	125.00			
BACKGROUND SCREENING CONSULTANTS LLC				19451	12/15/22	<u>255.03</u>
201-5960040	Pre-Employment Testing	Invoice #21109	255.03			
BAKER & TAYLOR				19452	12/15/22	<u>15,173.55</u>
201-5960990	Misc. Contractual Services	Invoice #2037130176	62.91			
201-5970600	Ebooks/Books	Invoice #2037130176	493.26			
201-5960990	Misc. Contractual Services	Invoice #2037154237	3.83			
201-5970600	Ebooks/Books	Invoice #2037154237	14.32			
201-5960990	Misc. Contractual Services	Invoice #2037144328	20.82			
201-5970600	Ebooks/Books	Invoice #2037144328	51.98			
201-5960990	Misc. Contractual Services	Invoice #2037127422	58.94			
201-5970600	Ebooks/Books	Invoice #2037127422	227.48			
201-5960990	Misc. Contractual Services	Invoice #2037128684	72.87			
201-5970600	Ebooks/Books	Invoice #2037128684	378.03			
201-5960990	Misc. Contractual Services	Invoice #2037127357	36.09			
201-5970600	Ebooks/Books	Invoice #2037127357	86.69			
201-5960990	Misc. Contractual Services	Invoice #2037147486	16.48			
201-5970600	Ebooks/Books	Invoice #2037147486	81.15			
201-5960990	Misc. Contractual Services	Invoice #2037151372	24.06			
201-5970600	Ebooks/Books	Invoice #2037151372	44.80			
201-5960990	Misc. Contractual Services	Invoice #2037133151	28.20			
201-5970600	Ebooks/Books	Invoice #2037133151	154.93			
201-5960990	Misc. Contractual Services	Invoice #2037135805	3.87			
201-5970600	Ebooks/Books	Invoice #2037135805	5.38			
201-5960990	Misc. Contractual Services	Invoice #2037136249	12.36			
201-5970600	Ebooks/Books	Invoice #2037136249	38.64			
201-5960990	Misc. Contractual Services	Invoice #2037157959	56.47			
201-5970600	Ebooks/Books	Invoice #2037157959	391.41			
201-5960990	Misc. Contractual Services	Invoice #2037128686	41.64			
201-5970600	Ebooks/Books	Invoice #2037128686	90.56			
201-5960990	Misc. Contractual Services	Invoice #2037144327	45.06			
201-5970600	Ebooks/Books	Invoice #2037144327	274.84			
201-5960990	Misc. Contractual Services	Invoice #2037127553	11.86			
201-5970600	Ebooks/Books	Invoice #2037127553	39.05			
201-5970600	Ebooks/Books	Invoice #2037136521	220.20			
201-5960990	Misc. Contractual Services	Invoice #2037143008	7.75			
201-5970600	Ebooks/Books	Invoice #2037143008	63.27			
201-5960990	Misc. Contractual Services	Invoice #2037118872	16.90			
201-5970600	Ebooks/Books	Invoice #2037118872	68.89			
201-5970600	Ebooks/Books	Invoice #2037144812	1,039.07			
201-5960990	Misc. Contractual Services	Invoice #2037144813	98.27			
201-5970600	Ebooks/Books	Invoice #2037144341	1,300.03			
201-5960990	Misc. Contractual Services	Invoice #2037144342	115.44			

Des Plaines Public Library

Vendor Checks Report

Old National Operating

November 2022

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
201-5960990	Misc. Contractual Services	Invoice #2037109037	12.11			
201-5970600	Ebooks/Books	Invoice #2037109037	28.06			
201-5960990	Misc. Contractual Services	Invoice #2037127520	16.13			
201-5970600	Ebooks/Books	Invoice #2037127520	73.18			
201-5960990	Misc. Contractual Services	Invoice #2037127611	8.46			
201-5970600	Ebooks/Books	Invoice #2037127611	49.39			
201-5960990	Misc. Contractual Services	Invoice #2037125655	10.41			
201-5970600	Ebooks/Books	Invoice #2037125655	21.51			
201-5960990	Misc. Contractual Services	Invoice #2037124206	58.22			
201-5970600	Ebooks/Books	Invoice #2037124206	336.58			
201-5960990	Misc. Contractual Services	Invoice #2037116120	59.22			
201-5970600	Ebooks/Books	Invoice #2037116120	339.97			
201-5960990	Misc. Contractual Services	Invoice #2037158037	11.28			
201-5970600	Ebooks/Books	Invoice #2037158037	71.53			
201-5960990	Misc. Contractual Services	Invoice #2037151433	53.58			
201-5970600	Ebooks/Books	Invoice #2037151433	317.39			
201-5960990	Misc. Contractual Services	Invoice #2037151363	66.18			
201-5970600	Ebooks/Books	Invoice #2037151363	546.89			
201-5970600	Ebooks/Books	Invoice #2037152221	568.06			
201-5960990	Misc. Contractual Services	Invoice #2037152222	56.55			
201-5970600	Ebooks/Books	Invoice #2037153824	131.95			
201-5960990	Misc. Contractual Services	Invoice #2037153825	29.77			
201-5970600	Ebooks/Books	Invoice #2037159523	1,166.05			
201-5960990	Misc. Contractual Services	Invoice #2037159524	131.77			
201-5960990	Misc. Contractual Services	Invoice #2037118929	20.40			
201-5970600	Ebooks/Books	Invoice #2037118929	129.47			
201-5960990	Misc. Contractual Services	Invoice #2037133457	19.74			
201-5970600	Ebooks/Books	Invoice #2037133457	150.05			
201-5960990	Misc. Contractual Services	Invoice #2037072428	37.00			
201-5970600	Ebooks/Books	Invoice #2037072428	303.71			
201-5960990	Misc. Contractual Services	Invoice #2037120298	109.94			
201-5970600	Ebooks/Books	Invoice #2037120404	544.90			
201-5960990	Misc. Contractual Services	Invoice #2037120405	51.81			
201-5960990	Misc. Contractual Services	Invoice #2037118879	19.49			
201-5970600	Ebooks/Books	Invoice #2037118879	113.55			
201-5960990	Misc. Contractual Services	Invoice #2037127544	9.49			
201-5970600	Ebooks/Books	Invoice #2037127544	71.92			
201-5960990	Misc. Contractual Services	Invoice #2037116152	55.41			
201-5970600	Ebooks/Books	Invoice #2037116152	349.34			
201-5960990	Misc. Contractual Services	Invoice# 2037124492	62.46			
201-5970600	Ebooks/Books	Invoice# 2037124492	157.95			
201-5970600	Ebooks/Books	Invoice #2037125260	567.69			
201-5960990	Misc. Contractual Services	Invoice #2037125261	61.72			
201-5970600	Ebooks/Books	Invoice #2037128703	616.77			
201-5960990	Misc. Contractual Services	Invoice #2037128704	54.79			
201-5970600	Ebooks/Books	Invoice #2037125656	392.79			
201-5960990	Misc. Contractual Services	Invoice #2037125657	62.30			
201-5970600	Ebooks/Books	Invoice #2037128687	63.60			
201-5970600	Ebooks/Books	Invoice #2037120297	1,185.22			
CHILDREN'S PLUS, INC.				19453	12/15/22	<u>4,479.56</u>
201-5970600	Ebooks/Books	Invoice #221320	33.54			
201-5970600	Ebooks/Books	Invoice #221440	24.43			
201-5970600	Ebooks/Books	Invoice #220810	18.34			
201-5970600	Ebooks/Books	Invoice #221088	17.33			
201-5970600	Ebooks/Books	Invoice #216313	527.09			

Des Plaines Public Library

Vendor Checks Report

Old National Operating

November 2022

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
201-5970600	Ebooks/Books	Invoice #216320	78.50			
201-5970600	Ebooks/Books	Invoice #220283	112.09			
201-5970600	Ebooks/Books	Invoice #220284	38.65			
201-5970600	Ebooks/Books	Invoice #220368	72.38			
201-5970600	Ebooks/Books	Invoice #220490	44.86			
201-5970600	Ebooks/Books	Invoice #220281	682.07			
201-5970600	Ebooks/Books	Invoice #220280	673.93			
201-5970600	Ebooks/Books	Invoice #220279	731.17			
201-5970600	Ebooks/Books	Invoice #220276	618.19			
201-5970600	Ebooks/Books	Invoice #220274	676.24			
201-5970600	Ebooks/Books	Invoice #220417	22.43			
201-5970600	Ebooks/Books	Invoice #220409	108.32			
CRYSTAL MAINTENANCE SERVICES CORP				19454	12/15/22	<u>4,892.50</u>
201-5930320	Cleaning/Custodial Services	Invoice #30624	4,892.50			
D&Z HOUSE OF BOOKS				19455	12/15/22	<u>1,451.64</u>
201-5970600	Ebooks/Books	Invoice #2022/1156822	1,451.64			
DES PLAINES CHAMBER OF COMMERCE				19456	12/15/22	<u>265.00</u>
201-5920220	Membership Dues	Invoice #22259	265.00			
FINDAWAY WORLD LLC				19457	12/15/22	<u>49.99</u>
201-5970600	Ebooks/Books	Invoice #412222	49.99			
FLOOD BROTHERS DISPOSAL & RECYCLING SERVICES				19458	12/15/22	<u>573.00</u>
201-5930490	Refuse Contract	Invoice #6477619	573.00			
FOX VALLEY FIRE & SAFETY				19459	12/15/22	<u>509.00</u>
201-5930020	R&M Buildings & Structures	Invoice #IN00562744	509.00			
ILLINOIS LIBRARY ASSOCIATION				19460	12/15/22	<u>150.00</u>
201-5920220	Membership Dues	Invoice #227603	150.00			
Jessica Kuczynski				19461	12/15/22	<u>60.00</u>
201-5960210	Special Event Programming	Life Drawing at Des Plaines PL	60.00			
John G. Donahue				19462	12/15/22	<u>150.00</u>
201-5960210	Special Event Programming	Invoice #110	150.00			
JOURNAL AND TOPICS NEWSPAPERS				19463	12/15/22	<u>590.00</u>
201-5920210	Marketing	Invoice #189037	590.00			
LAUTERBACH & AMEN, LLP.				19464	12/15/22	<u>1,575.00</u>
201-5920110	Professional Services	Invoice No. 72079	1,575.00			
MIDWEST TAPE				19465	12/15/22	<u>7,000.00</u>
201-5960990	Misc. Contractual Services	Invoice #502978771	7,000.00			
MIDWEST TAPE				19466	12/15/22	<u>11,868.26</u>
201-5970630	Visual Materials	Invoice #502962116	17.99			
201-5960990	Misc. Contractual Services	Invoice #502937154	37.00			
201-5970610	E-audio/Audio	Invoice #502937154	792.80			
201-5960990	Misc. Contractual Services	Invoice #502937150	58.00			
201-5970610	E-audio/Audio	Invoice #502937150	181.95			
201-5970630	Visual Materials	Invoice #502962117	63.96			

Des Plaines Public Library
Vendor Checks Report
Old National Operating
November 2022

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
201-5960990	Misc. Contractual Services	Invoice #502968360	19.50			
201-5970610	E-audio/Audio	Invoice #502968360	79.15			
201-5960990	Misc. Contractual Services	Invoice #502968363	33.10			
201-5970630	Visual Materials	Invoice #502968363	240.66			
201-5970610	E-audio/Audio	Invoice #502916424	959.85			
201-5960990	Misc. Contractual Services	Invoice #503006752	59.65			
201-5970630	Visual Materials	Invoice #503006752	347.97			
201-5960990	Misc. Contractual Services	Invoice #503006750	50.30			
201-5970610	E-audio/Audio	Invoice #503006750	159.77			
201-5960990	Misc. Contractual Services	Invoice #503005819	16.65			
201-5970610	E-audio/Audio	Invoice #503005819	379.91			
201-5960990	Misc. Contractual Services	Invoice #503005818	232.60			
201-5970630	Visual Materials	Invoice #503005818	1,057.61			
201-5970610	E-audio/Audio	Invoice #502962115	67.99			
201-5960990	Misc. Contractual Services	Invoice #502968199	46.25			
201-5970610	E-audio/Audio	Invoice #502968199	1,009.75			
201-5970630	Visual Materials	Invoice #502916425	112.47			
201-5960990	Misc. Contractual Services	Invoice #502909729	22.95			
201-5970630	Visual Materials	Invoice #502909729	152.68			
201-5960990	Misc. Contractual Services	Invoice #502909727	266.90			
201-5970630	Visual Materials	Invoice #502909727	1,151.27			
201-5960990	Misc. Contractual Services	Invoice #502909728	55.50			
201-5970610	E-audio/Audio	Invoice #502909728	1,140.70			
201-5960990	Misc. Contractual Services	Invoice #502909725	111.65			
201-5970610	E-audio/Audio	Invoice #502909725	339.01			
201-5970630	Visual Materials	Invoice #502887470	37.49			
201-5970610	E-audio/Audio	Invoice #502887269	311.95			
201-5970630	Visual Materials	Invoice #502887471	37.49			
201-5970630	Visual Materials	Invoice #502916426	44.98			
201-5960990	Misc. Contractual Services	Invoice #502968362	164.40			
201-5970630	Visual Materials	Invoice #502968362	616.08			
201-5960990	Misc. Contractual Services	Invoice #502937153	65.00			
201-5970630	Visual Materials	Invoice #502937153	376.81			
201-5960990	Misc. Contractual Services	Invoice #502937152	156.95			
201-5970630	Visual Materials	Invoice #502937152	791.57			
MORNINGSTAR INCORPORATED				19467	12/15/22	<u>7,210.00</u>
201-5970640	Databases	Subscriber ID#6533993	7,210.00			
Noah's Ark Animal Workshop				19468	12/15/22	<u>1,688.75</u>
201-5960210	Special Event Programming	Invoice #31542	1,688.75			
OAKBROOK MECHANICAL SERVICES				19469	12/15/22	<u>3,073.50</u>
201-5930020	R&M Buildings & Structures	Invoice #32453	3,073.50			
OUTSOURCE SOLUTIONS GROUP, INC.				19470	12/15/22	<u>4,848.67</u>
201-5980420	Computer Software	Invoice #72071	114.75			
201-5980420	Computer Software	Invoice #71861	860.78			
201-5930010	R&M Equipment	Invoice #71863	350.00			
201-5920110	Professional Services	Invoice #71862	1,002.61			
201-5980420	Computer Software	Invoice #71862	439.53			
201-5960990	Misc. Contractual Services	Invoice #71862	1,980.00			
201-5980410	Computer Hardware	Invoice #71862	101.00			
PADDOCK PUBLICATIONS, INC.				19471	12/15/22	<u>91.80</u>
201-5920230	Publication of Notices	Invoice #226405	91.80			

Des Plaines Public Library

Vendor Checks Report

Old National Operating

November 2022

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
RAILS				19472	12/15/22	<u>2,300.00</u>
201-5960210	Special Event Programming	Invoice #10185	2,300.00			
THOMAS KLISE/CRIMSON MULTIMEDIA				19473	12/15/22	<u>1,171.05</u>
201-5970630	Visual Materials	Invoice #009038	413.44			
201-5970630	Visual Materials	Invoice #009037	757.61			
THOMSON REUTERS-WEST				19474	12/15/22	<u>46.78</u>
201-5960990	Misc. Contractual Services	Invoice #847349669	23.39			
201-5960990	Misc. Contractual Services	Invoice #846859956	23.39			
VISOGRAPHIC				19475	12/15/22	<u>6,536.10</u>
201-5920210	Marketing	Invoice #234495	6,536.10			
SEN SOURCE				19476	12/15/22	<u>660.00</u>
201-5930010	R&M Equipment	INV #54030	660.00			
STEPHANIE SPETTER				19477	12/15/22	<u>88.87</u>
201-5970110	Meals	STEPHANIE SPETTER - Costco reimbursement	88.87			
					Check List Total	<u><u>79,558.55</u></u>

Des Plaines Public Library

ACH Register

All Bank Accounts

November 1, 2022 - November 30, 2022

ACH Number	ACH Date	Payee	Amount
Vendor Checks			
51910	11/30/22	BANKCARD SERVICES	16,633.03
51911	11/30/22	NEOFUNDS BY NEOPOST	1,000.00
51912	11/30/22	IMRF	28,140.52
51913	11/30/22	FRIENDS OF THE DES PLAINES PUBLIC LIBRARY	<u>978.27</u>
Vendor Check Total			<u>46,751.82</u>
Check List Total			<u><u>46,751.82</u></u>

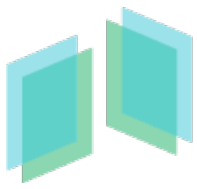
Check count = 4

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
Balance Sheet												
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	
Revenue (M-T-D)												
Property Taxes	43,444	811,138	2,380,007	152,939	10,674	50,762	24,602	-				
Other Revenue	186,683	31,886	14,195	8,672	42,120	16,557	8,434	32,421	103,776	39,087	10,064	
	230,127	843,025	2,394,202	161,611	52,794	67,320	33,036	32,421	103,776	39,087	10,064	-
Expenses (M-T-D)												
Payroll & Benefits	280,990	307,004	359,906	307,329	252,199	388,601	368,328	290,612	233,762	241,499	264,810	
Other Expense	266,523	171,057	153,034	214,193	179,051	143,096	154,965	273,946	349,165	244,375	90,218	
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	
	485,215	450,494	381,421	619,776	521,205	547,791	488,997	424,317	616,452	618,308	444,277	-
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)	-

DES PLAINES PUBLIC LIBRARY
CASH FLOW SUMMARY
For the Year Ended December 31, 2021

	January	February	March	April	May	June	July	August	September	October	November	December
Balance Sheet												
Cash & Investments	\$ 3,968,717	4,138,360	5,784,948	5,703,662	5,471,098	4,997,435	4,622,155	4,033,743	4,755,049	5,662,998	5,274,148	4,705,842
Revenue (M-T-D)												
Property Taxes	-	528,962	2,106,673	331,285	343,511	-	-	-	1,204,158	1,432,744	58,530	-
Other Revenue	2,289	5,271	3,484	2,827	8,564	17,598	49,433	99,363	5,475	4,502	38,103	8,853
	2,289	534,232	2,110,157	334,111	352,076	17,598	49,433	99,363	1,209,633	1,437,246	96,632	8,853
Expenses (M-T-D)												
Payroll & Benefits	344,048	268,451	247,963	363,399	261,367	254,187	409,828	265,279	387,045	317,677	314,345	376,123
Other Expense	275,321	145,415	142,034	275,517	216,261	91,462	324,397	152,772	203,648	173,154	147,736	138,139
Change in A/P & AJE's	(91,308)	(49,276)	73,572	(223,518)	107,024	145,612	(309,513)	269,724	(102,365)	38,465	23,402	62,897
	528,061	364,590	463,568	415,398	584,652	491,262	424,712	687,775	488,327	529,297	485,483	577,159
Net Increase/(Decrease)	(525,772)	169,643	1,646,589	(81,287)	(232,564)	(473,664)	(375,279)	(588,412)	721,306	907,950	(388,850)	(568,306)



DIRECTOR'S REPORT

NOVEMBER 2022

DONATIONS & GRANTS



The Friends of the library donated \$286.73 for Adult Services film programming.

The Friends donated \$650 for Adult/Teen Winter Reading Program prizes.

The Friends donated \$1,623.75 to Youth Services for 125 Monster, Stuffed Animal kits.



Luanne M. donated \$250 to purchase board books for distribution at the Breakfast with Baby program of Salvation Army.

“I could LIVE here!”

- A patron exclaims while walking into the library.

COMINGS & GOINGS

COMINGS

- Hayley Gallat, PT Graphic Designer
- Nina Garzon, PT Teen Asst, formerly PT YS Intern
- Andrew Zero, PT Processing Clerk

GOINGS

- Melissa Munoz, PT YS Intern

COMMUNITY PARTNERSHIP EVENTS & ACTIVITIES




FALL INTO A NEW CAREER

WEDNESDAY, NOV. 2ND
3-4 P.M. PRIVATE PRE-EVENT VETERANS RECEPTION
4-6 P.M. ALL JOB SEEKERS WELCOME

REGISTER NOW



Des Plaines Public Library was honored to host more than 500 attendees at a Veterans Career Fair on the library's 4th floor in November.

The event was organized by the Des Plaines Chamber of Commerce & Industry & DPCCI Foundation, who not only care about our vets, but really make a tangible difference with their Veteran's Back to Work Boot Camp.



LET'S BUILD A
SUET FEEDER!

NOVEMBER 19 | 2 PM

Make a hanging pinecone feeder
with Alyse Burman, owner of
Wildbird Shack.



LEARN MORE AT
DPPL.ORG



**CRAFT
& SIP**

**20's & 30's
PROGRAM**

Heat Press TOTE BAGS

**November 8th
6:30-8:30pm**

Meet us in the Forum to decorate a tote bag
using our Cricut and heat press machines.

Supplies and 21+ refreshments will be provided.
Registration is required.

LEARN MORE AT
DPPL.ORG



A CONVERSATION WITH *Caitlin Doughty*



November 16, 2022 | 7:00p.m.

Join us for a conversation with Caitlin Doughty, mortician,
bestselling author, and advocate for death acceptance.
She will discuss reform of Western funeral industry practices
and more with Mark Bazer (The Interview Show).
Virtual via Zoom - Please Register



This event is made possible by Illinois Interactive
Presented in partnership with the Illinois Interactive
Library of the Illinois State Library. Funding for
this grant was provided by the Illinois State Library,
a department of the Illinois Department of State,
with funds provided by the Illinois Department of State
and Library Services, under the permission of the
Library Director and Technology and Staff.

LEARN MORE AT
DPPL.ORG



CRAFT KITS FOR ADULTS: AUTUMN LEAF LANTERNS

Make a beautiful lantern using faux
fall leaves on a mason jar! So fun to
make and pretty to display!



**STARTING MONDAY,
NOVEMBER 7, 2022**

LEARN MORE AT
DPPL.ORG



ADULT PROGRAMS

FILM SCREENING

ELVIS (2022)

November 10, 2022 1:30 P.M.



LEARN MORE AT
DPPL.ORG



DIY WRITING

NaNoWriMo Write Ins



Every November, thousands of aspiring writers participate
in National Novel Writing Month (NaNoWriMo).

NaNoWriMo Kickoff Party

Tuesday, Nov. 1
6:30 - 9 p.m.

Learn how the library can help you
write your 50,000 word novel.
Setup your NaNoWriMo profiles,
meet past participants, and get
started. Bring your laptop.

NaNoWriMo Write Ins

Tuesdays • 6:30 - 9 p.m.
Nov. 8, 15, 22, 29

Racing to write 50,000 words for
National Novel Writing Month?
Come to the library for a
NaNoWriMo write in! Bring your
laptop for writing sprints.

Writing Sprints and Prizes



**National Novel
Writing Month**

LEARN MORE AT
DPPL.ORG



Colleen Moore's *Fairy Castle*

November 30, 2022 • 1:30 p.m.

Learn the history and inside story of the iconic Fairy Castle that was built for a
millionaire star and is featured by authors. Presented by museum professional
Margaret Schlotterback. Schlotterback was a curator at the Museum of Science and Industry
where she worked on Colleen Moore's Fairy Castle Convention and Exhibit Project.
Please Register

LEARN MORE AT
DPPL.ORG



Life Drawing AT THE LIBRARY

November 12, 2022 • 10:00am - 12:00pm

Learn to draw the human body with a clothed model,
located in the 3rd Floor Commons. Please register in advance as
space is limited, open to adults, seniors, and teens.

Paper and pencils will be provided, however
attendees are encouraged to bring their own
sketchbooks, iPads, and easels. Individuals must clean up any
artistic mess post program.



LEARN MORE AT
DPPL.ORG



NON-FICTION HOUR

November 3, 2022 | 10:30 - 11:30 AM

Join us to discuss all things non-fiction, from books to movies
to podcasts, and more. We'll share some of our favorites
and new releases, and hope you'll do the same.
Attend and you'll be entered into a raffle to win a new
non-fiction hardcover book.



LEARN MORE AT
DPPL.ORG



FAMILY Reading Night

NOVEMBER 15, 2022

Stop by the youth desk to pick up a Family Reading Night packet starting on November 15th. Materials are available in both English and Spanish. While supplies last.

LEARN MORE AT DPPL.ORG

DES PLAINES PUBLIC LIBRARY



VIRTUAL STORYTIME

NEW STORIES EVERY MONTH!

LEARN MORE AT DPPL.ORG

READERS AND LEADERS

MONDAYS AT 4 P.M.
OCTOBER 3RD, NOVEMBER 7TH, DECEMBER 5TH

JOIN US FOR A CASUAL FUN, NO-PRESSURE CLUB THAT INVOLVES GAMES, ACTIVITIES, AND SOME BOOK SUGGESTIONS.

FOR GRADES 4-6
REGISTRATION REQUIRED.

LEARN MORE AT DPPL.ORG

DES PLAINES PUBLIC LIBRARY

Tales & Tunes

Stories, songs, dancing, and instruments - come to the library for a jammin' good afternoon!

WEDNESDAYS @ 1:30PM
September 7, 14, 21
October 5, 12, 19
November 2, 9, 16

LEARN MORE AT DPPL.ORG

DES PLAINES PUBLIC LIBRARY

LÖDED DIPER PARTY

Nov. 3, 2022 - 6-7 p.m.

Diper Overload just hit the shelves! Let's party and celebrate the 17th book in the Wimpy Kid series.

LEARN MORE AT DPPL.ORG

DES PLAINES PUBLIC LIBRARY

Toddler Time

TUESDAYS @ 10AM
October 4, 11, 18
November 1, 8, 15

Stories!
Songs!
Rhymes!
Movement!

LEARN MORE AT DPPL.ORG

DES PLAINES PUBLIC LIBRARY

LEGO LEAGUE

NOVEMBER 26 | 6:30 PM

Join us for a virtual LEGO League. We will meet on Zoom to build our creations together.

FOR GRADES 4-8 | Registration opens Monday, November 21

LEARN MORE AT DPPL.ORG

DES PLAINES PUBLIC LIBRARY

Family Storytime

"Build a lifelong love of reading with books, rhymes, music, movement, and more!"

WEDNESDAYS @ 7PM
September 7, 14, 21
October 5, 12, 19
November 2, 9, 16

LEARN MORE AT DPPL.ORG

DES PLAINES PUBLIC LIBRARY

GRAPHIC NOVEL CLUB

TUESDAY, NOVEMBER 15
6:00 PM

FOR GRADES 4-8

LOVE GRAPHIC NOVELS AND COMICS? JOIN US TO DISCUSS OUR LATEST READ, SHARE ALL ABOUT THE OTHER GRAPHIC NOVELS YOU LOVE, AND MAKE NEW FRIENDS!

LEARN MORE AT DPPL.ORG

DES PLAINES PUBLIC LIBRARY

KIDS PROGRAMS



ROCKY'S RECS

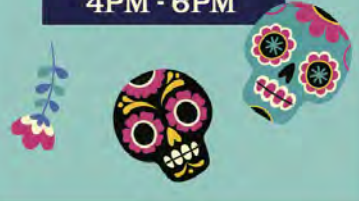
DPPL'S PICKS FOR KIDS

November 2022

Teen Sugar Skull Craft

NOVEMBER 11TH
4PM - 6PM

Join us in celebrating a belated Día de los Muertos with a sugar skull craft! Craft will take place in the 3rd Floor Commons with chips and salsa. Registration is required.



LEARN MORE AT DPPL.ORG
DES PLAINES PUBLIC LIBRARY

TEEN PROGRAMS

Tutoring @ Des Plaines Public Library

Tuesdays from 6 - 8 pm
Meets in The Commons



Take & Make



ACORN CROSS STITCH

BEGINNING
NOVEMBER 7TH

Take & Make Kits are fun crafts you can take home and make on your own time. Drop in to pick up your kit throughout the month! Available while supplies last. For teens in grades 7-12.

WHILE SUPPLIES LAST

LEARN MORE AT DPPL.ORG
DES PLAINES PUBLIC LIBRARY

CODE Q

Fridays at 4pm
Sept. 2 | Oct. 7 | Nov. 4 | Dec. 2

An LGBTQ social club in which teens and their allies can watch movies, do crafts and activities, and read books and graphic novels regarding LGBTQ themes while making new friends. Free snacks for those who come. For teens in grades 7-12.



LEARN MORE AT DPPL.ORG
DES PLAINES

TEEN CRAFTERNOONS

NOVEMBER SPOTLIGHT:
LIGHT UP CARDS

Open maker workshop! Sample our featured technology or bring your own project to work on.



CREATED BY EIKO UCHIDA

WEDNESDAY,
NOVEMBER 23RD
3:30-5:30PM

LEARN MORE AT DPPL.ORG
DES PLAINES PUBLIC LIBRARY

VIDEO GAME MEETUP

SATURDAYS @ 1PM
SEPT 17TH, OCT 22ND, NOV 19TH

Macramé Ghost Wall Hanging

Halloween may be over, but we're still in the Halloween spirit! Join us to make a macrame ghost wall hanging for your room! For teens in grades 7-12. Registration Required.



TUESDAY, NOVEMBER 15TH @ 7PM

LEARN MORE AT DPPL.ORG
DES PLAINES PUBLIC LIBRARY

SAT & ACT PRACTICE TESTS

SATURDAYS | 9:00a - 1:00p

MEETS IN ROOM C, 1ST FLOOR

ACT Practice Test SAT Practice Test

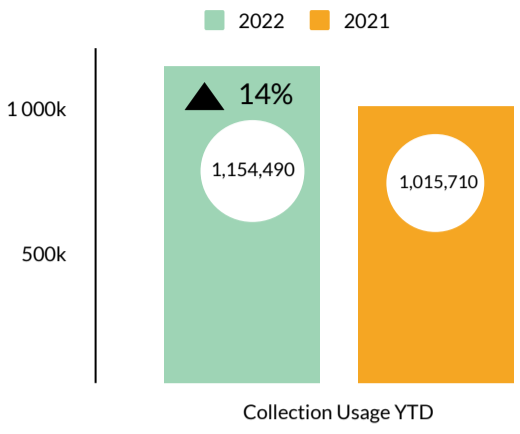
Oct 15 Sept 10 | Nov 12
34



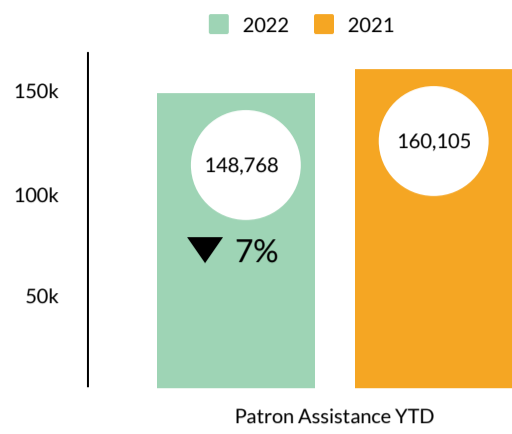
STATISTICS REPORT

November 2022

Collection Usage YTD

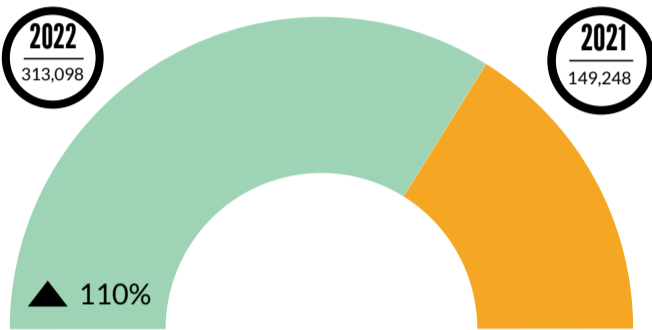


Patron Assistance YTD



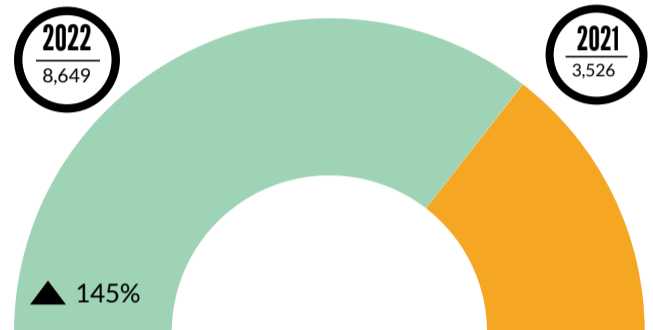
Attendance All - YTD

Events, Programs, Outreach & Classes



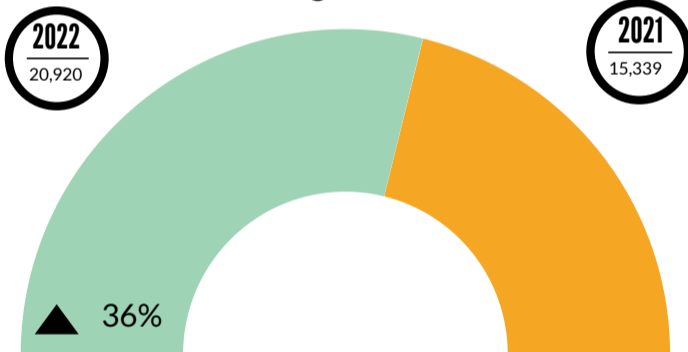
Bookings All - YTD

Events, Programs & Classes



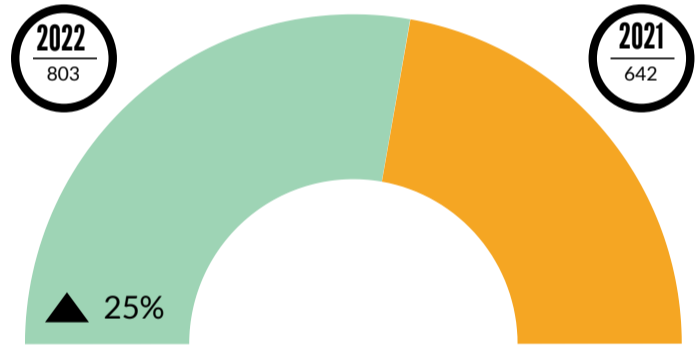
Attendance In Person - YTD

Events, Programs & Classes

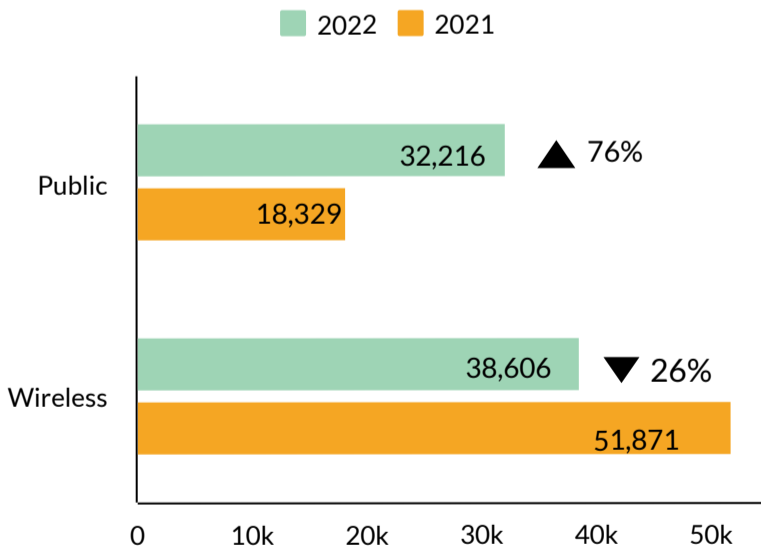


Bookings In Person - YTD

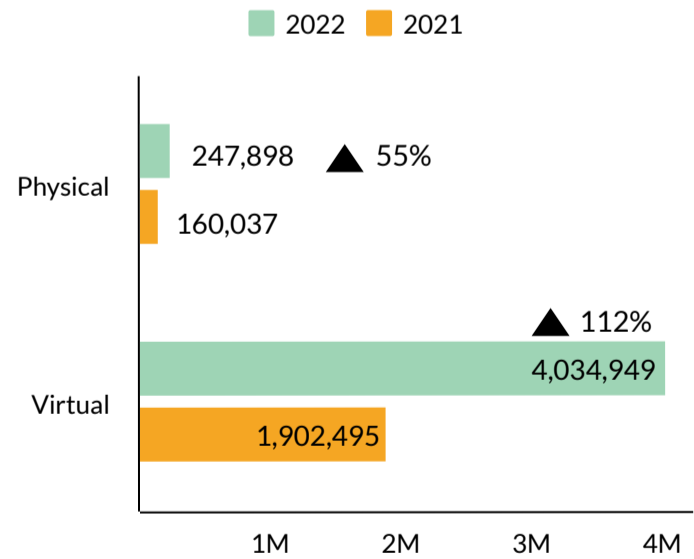
Events, Programs & Classes



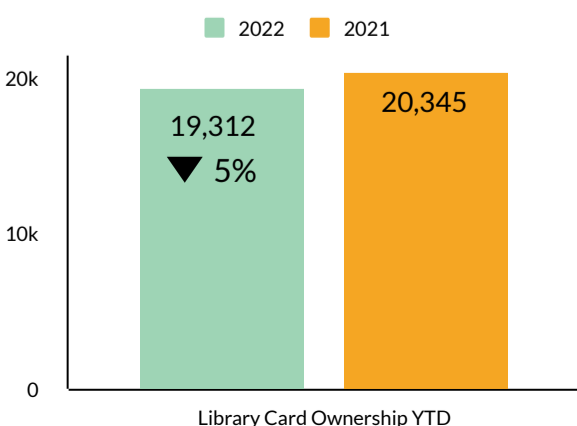
Computer Usage YTD



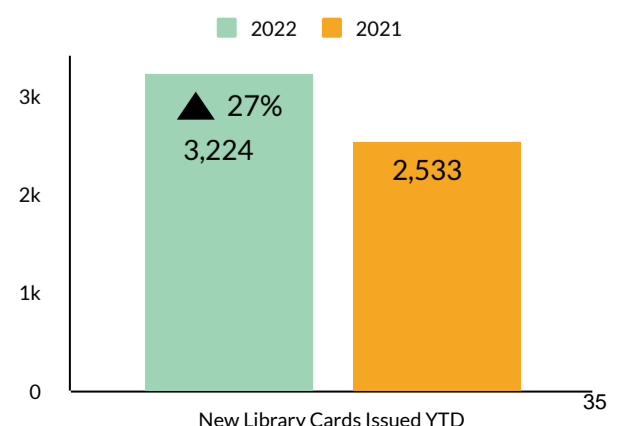
Traffic YTD



Current Valid Library Cards This Month



New Library Cards Issued YTD



2022 Year to Date Statistics

NOVEMBER 2022

COLLECTION USAGE		
	Year to Date 2022	1,154,490
	Year to Date 2021	1,015,710
	% Change	14%
PATRON ASSISTANCE		
	Year to Date 2022	148,768
	Year to Date 2021	160,105
	% Change	-7%
EVENTS, PROGRAMS, AND CLASSES- BOOKINGS		
	Year to Date 2022	8,649
	Year to Date 2021	3,526
	% Change	145%
EVENTS, PROGRAMS, OUTREACH, AND CLASSES-ATTENDANCE		
	Year to Date 2022	313,098
	Year to Date 2021	149,248
	% Change	110%
IN PERSON EVENTS		
	Bookings	
	Year to Date 2022	803
	Year to Date 2021	642
	% Change	25%
	Attendance	
	Year to Date 2022	20,920
	Year to Date 2021	15,339
	% Change	36%
TRAFFIC		
	Physical Visits (gate count)	
	Year to Date 2022	247,898
	Year to Date 2021	160,037
	% Change	55%
	Virtual Visits (catalog, website, mobile app)	
	Year to Date 2022	4,034,949
	Year to Date 2021	1,902,495
	% Change	112%
LIBRARY CARD OWNERSHIP		
	Current month valid library cards 2022	19,312
	Current month valid library cards 2021	20,345
	% Change	-5%
	Year to Date new library cards 2022	3,224
	Year to Date new library cards 2021	2,533
	% Change	27%
COMPUTER USAGE		
	Public Computers	
	Year to Date 2022	32,216
	Year to Date 2021	18,329
	% Change	76%
	Wireless	
	Year to Date 2022	38,606
	Year to Date 2021	51,871
	% Change	-26%

2022 STATISTICS REPORT		JAN	FEB	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	YTD
COLLECTION USAGE														
	Physical materials	56,638	50,882	58,763	57,598	54,599	57,312	59,618	59,839	51,144	54,309	54,794		615,496
	E-materials	13,641	12,033	14,579	13,959	14,080	12,809	12,661	14,399	12,763	13,251	13,548		147,723
	ILL	690	606	700	698	615	595	676	646	701	686	625		7,238
	Databases	41,228	36,842	36,252	36,858	33,463	32,845	34,287	36,751	34,687	33,542	27,278		384,033
2022	Total	112,197	100,363	110,294	109,113	102,757	103,561	107,242	111,635	99,295	101,788	96,245	0	1,154,490
	Physical materials	30,756	35,582	53,516	53,243	51,265	60,919	61,137	57,349	54,505	57,124	55,898		571,294
	E-materials	16,364	15,387	16,110	13,766	13,011	12,379	12,586	13,422	12,807	12,932	12,759		151,523
	ILL	759	668	718	620	548	606	608	625	670	648	606		7,076
	Databases	18,322	16,941	17,198	17,279	16,466	15,803	33,563	31,704	35,979	41,565	40,997		285,817
2021	Total	66,201	68,578	87,542	84,908	81,290	89,707	107,894	103,100	103,961	112,269	110,260	0	1,015,710
PATRON ASSISTANCE														
	Youth Services	403	698	815	919	655	3,485	2,235	728	621	1,138	856		12,553
	Adult Services	5,729	6,205	7,573	7,150	6,375	6,881	6,107	6,414	5,719	6,121	5,941		70,215
	PAMS	5,212	4,768	5,615	6,065	5,573	6,810	6,025	6,253	5,364	5,378	6,102		63,165
	Security	235	236	305	302	307	295	337	357	262	199	0		2,835
2022	Total	11,579	11,907	14,308	14,436	12,910	17,471	14,704	13,752	11,966	12,836	12,899	0	148,768
	Youth Services	591	834	1,140	1,262	914	4,010	3,474	1,182	1,220	1,595	1,446		17,668
	Adult Services	4,231	4,562	6,153	5,391	5,138	6,687	6,151	6,352	6,332	6,983	6,121		64,101
	PAMS	11,956	7,070	6,312	7,812	5,542	7,380	6,732	7,595	5,655	6,125	6,157		78,336
	Security	251	95	21	143	71	3,255	249	421	435	350	327		5,618
2021	Total	17,029	12,561	13,626	14,608	11,665	21,332	16,606	15,550	13,642	15,053	14,051	0	160,105
EVENTS, PROGRAMS AND CLASSES-BOOKINGS														
	Youth Services In Person	4	20	21	28	10	20	30	2	36	46	36		253
	Youth Services Virtual	9	13	11	13	7	7	19	25	19	15	18		156
	Adult Services In Person	43	56	51	50	34	49	58	50	48	53	58		550
	Adult Services Virtual	2	4	12	18	16	20	17	13	16	13	9		140
	Outside groups	0	8	16	10	12	26	16	11	23	33	32		187
	Public study rooms	569	705	732	731	663	620	590	622	683	749	699		7,363
2022	Total	627	806	843	850	742	742	730	723	825	909	852	0	8,649
	Youth Services In Person	4	20	12	10	4	25	22	3	21	16	18		155
	Youth Services Virtual	0	0	0	0	0	0	0	0	0	0	0		0
	Adult Services In Person	33	46	43	37	45	49	53	50	36	55	40		487
	Adult Services Virtual	0	0	0	0	0	0	0	0	0	0	0		0
	Outside groups	0	10	5	5	0	1	0	1	2	6	7		37
	Public study rooms	0	0	0	0	44	285	350	407	491	652	618		2,847
2021	Total	37	76	60	52	93	360	425	461	550	729	683	0	3,526
EVENTS, PROGRAMS, OUTREACH & CLASSES-ATTENDANCE														
	Youth Services In Person	37	741	723	889	398	1,779	3,177	52	1,550	1,782	1,338		12,466
	Youth Services Virtual	5,918	3,808	4,583	5,532	34,945	3,885	4,391	16,930	18,601	4,745	7,798		111,136
	Adult Services In Person	618	613	1,085	662	413	1,026	2,248	447	401	428	513		8,454
	Adult Services Virtual	9,763	10,331	15,294	8,692	8,095	10,777	9,753	16,322	18,491	18,181	16,880		142,579
	Outside groups	0	189	238	159	209	2,037	136	165	435	3,205	3,718		10,491
	Public study rooms	833	991	1,101	1,164	1,022	933	906	958	1,145	1,219	1,140		11,412
	Outreach- Youth Services	236	298	507	693	2,104	1,489	918	1,536	985	3,522	2,117		14,405
	Outreach-Adult Services	70	109	336	196	77	202	102	117	130	189	627		2,155
2022	Total	17,475	17,080	23,867	17,987	47,263	22,128	21,631	36,527	41,738	33,271	34,131	0	313,098
	Youth Services In Person	220	531	339	339	32	1,703	1,407	189	328	559	961		6,608
	Youth Services Virtual	4,320	6,362	4,668	3,572	4,916	5,671	4,487	5,966	5,153	6,151	5,344		56,610
	Adult Services In Person	351	474	1,240	787	416	1,538	1,158	1,397	342	661	367		8,731
	Adult Services Virtual	4,321	6,362	4,669	3,572	4,916	5,671	4,488	5,965	5,152	6,150	5,345		56,611
	Outside groups	0	18	1,305	1,183	0	19	0	20	30	101	332		3,008
	Public study rooms	0	0	0	0	63	406	480	541	725	968	920		4,103
	Outreach- Youth Services	376	419	619	326	2,818	599	429	1,088	382	4,078	251		11,385
	Outreach-Adult Services	74	101	147	94	117	106	131	154	581	363	324		2,192
2021	Total	9,662	14,267	12,987	9,873	13,278	15,713	12,580	15,320	12,693	19,031	13,844	0	149,248
TRAFFIC														
2022	Physical Visits (gate count)	14,897	16,385	19,562	20,482	22,088	31,073	23,364	23,343	21,318	27,415	27,971		242,898

2021	Physical Visits (gate count)	9,390	12,252	12,812	13,343	12,723	17,992	14,885	16,537	14,160	18,873	17,070	160,037
2022	Virtual visits (catalog, website, mobile app)	282,242	282,108	277,368	277,357	291,298	351,636	368,451	480,985	484,303	486,408	452,793	4,034,949
2021	Virtual visits (catalog, website, mobile app)	107,117	112,922	106,369	82,677	68,917	130,668	145,260	276,113	301,823	295,706	274,923	1,902,495
LIBRARY CARD OWNERSHIP-report the latest month													
2022	Number of valid library cards held by DPPL residents	20,155	20,138	20,127	20,377	20,387	19,924	19,884	20,098	20,055	19,159	19,312	19,312
2021	Number of valid library cards held by DPPL residents	26,426	26,495	25,413	23,689	21,256	21,283	20,136	20,137	20,255	20,492	20,345	20,345
2022	Number of new library cards	157	201	219	277	211	407	247	515	269	279	442	3,224
2021	Number of new library cards	137	86	122	264	158	283	218	280	310	388	287	2,533
COMPUTER USAGE													
	Public computers-Youth Services	0	0	0	0	0	0	0	0	0	0	0	0
	Public computers Adult	2,135	2,326	5,761	2,513	2,582	2,705	2,739	3,160	2,674	2,946	2,675	32,216
2022	Total	2,135	2,326	5,761	2,513	2,582	2,705	2,739	3,160	2,674	2,946	2,675	0
	Public computers-Youth Services	0	0	0	0	0	0	1	0	0	0	0	1
	Public computers-Adult	396	516	1,747	1,511	1,414	874	1,968	2,433	2,791	2,523	2,155	18,328
2021	Total	396	516	1,747	1,511	1,414	874	1,969	2,433	2,791	2,523	2,155	0
2022	Wireless	4,988	1,850	2,184	2,243	6,583	2,421	2,167	2,457	8,430	2,685	2,598	38,606
	Total	4,988	1,850	2,184	2,243	6,583	2,421	2,167	2,457	8,430	2,685	2,598	0
	Wireless	3,060	2,996	3,937	3,750	3,930	4,800	5,394	5,370	5,824	6,510	6,300	51,871
2021	Total	3,060	2,996	3,937	3,750	3,930	4,800	5,394	5,370	5,824	6,510	6,300	0
	Total	3,060	2,996	3,937	3,750	3,930	4,800	5,394	5,370	5,824	6,510	6,300	0
	Total	3,060	2,996	3,937	3,750	3,930	4,800	5,394	5,370	5,824	6,510	6,300	0
	Total	3,060	2,996	3,937	3,750	3,930	4,800	5,394	5,370	5,824	6,510	6,300	0

2025

GOALS

Goal #1:

BE A LIBRARY FOR ALL OF DES PLAINES

Actions

- Strengthen our commitment to diversity, inclusion, and equity.
- Create and enhance relationships with community partners.
- Explore opportunities for reaching residents outside of the library.
- Develop additional marketing with a broader reach.
- Choose Green products and practices whenever feasible.



Goal #2:

BE A LIBRARY WITH ABUNDANT GOODS AND SERVICES

Actions

- Continue offering the best popular materials in both physical and digital formats.
- Continue offering the best programming across age groups and interests in both in-library and virtual settings.
- Continue to evaluate physical space in the library so it is always used for its best purpose.
- Create additional services for the business community.
- Pursue opportunities to assist with social services.



Goal #3:

BE A SUSTAINABLE LIBRARY

Actions

- Review the financial health of the library, and raise enough revenue in property taxes to sustain it.
- Continue to pursue grant opportunities and donations to supplement revenue.
- Continue to predict capital projects at least 5 years out for both building expenses and technology expenses.



Goal #4:

BE A GOOD EMPLOYER

Actions

- Reward staff with competitive compensation and benefits.
- Provide opportunities for honest communication, and welcome all staff to participate.
- Provide opportunities for continuing education and training.



Des Plaines Public Library - 2022 Renewal

Des Plaines Public Library

1501 Ellinwood Street
Des Plaines, IL 60016
United States

Laurie Papadourakis

Assistant Director
lpapadourakis@dppl.org
847 - 376-2776

Reference: 20221115-204621720

Quote created: November 15, 2022
Quote expires: December 1, 2022
Quote created by: Marcie Schneider
Director of Customer Success
marcie@communico.us
+1 (475) 685-9607

Comments from Marcie Schneider

Renewal Form to COMMUNICO, LLC signed by and between **COMMUNICO, LLC** a Delaware limited liability company whose principal place of business is at 750 East Main Street, Suite 610, Stamford CT 06902 ("Communico"), and **Des Plaines Public Library** whose principal place of business is at 1501 Ellinwood Street, Des Plaines, IL, 60016 ("Customer").

Unless otherwise specified, all terms used herein shall have the same meanings as those in Communico's **Standard Terms and Conditions**, which have been provided to Customer and are incorporated herein by reference.

Communico agrees to provide and Customer agrees to renew a limited, non-exclusive, non-transferable, non-sub-licensable right and license for use of Communico's proprietary Digital Publishing Platform (DPP), a hosted media management system, and Communico's intellectual and proprietary property rights related thereto, strictly in accordance with the terms and conditions of this Agreement, which expressly includes Communico's **Standard Terms and Conditions**.

Products & Services

Item & Description	Quantity	Unit Price	Total
MDX - RAILS Package Products included - Exchange: 3rd party connection engine to allow import and export of data Control: Cloud based control panel to manage Communico Platform Create: Content management system and widget builder Broadcast: Digital signage module Attend: Event and program management Reserve: Room and asset management Connect: Native patron mobile app for IOS and Android	1	\$15,000.00 / year	\$15,000.00 / year for 3 years

Subtotals

Annual subtotal \$15,000.00

Total \$15,000.00

Purchase Terms

Subscription Start Date: December 1, 2022

The Digital Publishing Platform that is the subject of this Agreement includes the modules and applications listed above.

Customer Obligations:

As per Communico's [Standard Terms and Conditions](#).

Fees:

As listed. Pricing based on a stated service population of: 58,364. Pricing is subject to increase should stated service population exceed current tier.

Additional Modules:

Customer may purchase additional modules throughout the term of this agreement. Customer is required to inform Communico in writing (email acceptable) and pay any additional fees applicable at the time of the request.

Invoicing Schedule:

As per Communico's [Standard Terms and Conditions](#). All invoices will be sent via RAILS.

Minimum Term:

3 year (36 months) from Subscription Start Date indicated above.

Usage

The Communico platform as described in this order form is limited to the use of the patrons/customers and staff of Des Plaines Public Library. It is not available or intended for use by any other related or non-related agency, organization or entity.

Laurie Papadourakis

11/18/2022

Laurie Papadourakis
lpapadourakis@dppl.org

Marcie Schneider
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Questions? Contact me



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Communico LLC
750 East Main Street, Suite 610
Stamford, CT 06902
US



BOARD OF TRUSTEES
Minutes for the Regular Meeting of December 15, 2022

I. Call to Order.

The meeting was called to order at 7:02 p.m.

II. Roll Call.

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

III. Pledge of Allegiance.

IV. Vote to invoke the Remote Participation Policy.

Not Necessary

V. Consideration of the Agenda.

MOTION by Graack, seconded by Shimon-Hutchison to accept the agenda. VOTE: AYES: DuBrock, Graack, Halblander, Harkovich, Hudec, 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 – November 17, 2022
- B. Approval of the Minutes of the Management Committee- November 17, 2022
- C. Acceptance of Financial Reports for November 2022.
- D. Acceptance of Reports.
 - 1. Statistics Report for November 2022
 - 2. Director's Report for November 2022

MOTION by Graack, seconded Hudec by to accept the consent agenda, with the exception

of D1. VOTE: AYES: DuBrock, Graack, Halblander, Harkovich, Hudec, Sarlo, Shimon-Hutchison; NAYS: None; MOTION CARRIED

MOTION by DuBrock, seconded by Harkovich to accept D1. VOTE: AYES: DuBrock, Graack, Halblander, Harkovich, Hudec, Sarlo, Shimon-Hutchison; NAYS: None; MOTION CARRIED

VIII. New Business.

- A. Approve Payment of Vendor Checks Report and ACH Payments in the amount of \$126,310.37

MOTION by Hudec, seconded by Graack to approve payment of vendor checks and ACH Payments in the amount of \$126,310.37 as listed on the vendor checks report of November 2022 and authorize Library Director Jo Bonell to transfer the amount required to the library's operating account.

- B. Final review and approval of 2023-2025 Strategic Goals

MOTION by DuBrock, seconded by Graack to accept the 2023-2025 Strategic Goals as presented. VOTE: AYES: DuBrock, Graack, Halblander, Harkovich, Hudec, Sarlo, Shimon-Hutchison; NAYS: None; MOTION CARRIED

- C. Review of Communico quote for contract renewal.

MOTION by Hudec, seconded by Graack to accept the proposed Communico contract. VOTE: AYES: DuBrock, Graack, Halblander, Harkovich, Hudec, Sarlo, Shimon-Hutchison; NAYS: None; MOTION CARRIED

IX. Other. (7:45 p.m.)

President Sarlo stated the first step in the buildout of the new Creative Space, beginning in 2023, will take place in early 2023. The architect will present plans to the Building and Grounds committee at a to-be-called meeting. He encourages all trustees to attend that meeting. There will then be a motion out of committee at a full board meeting, and subsequent vote on proceeding.

X. Announcements.

Director Bonell announced that DPPL has been named a 5-Star library in the national Library Journal 2022 Index of Star Libraries. This places DPPL in the top 2% of libraries in the nation and comes at a time when the library's circulation has already surpassed 1 million year to date. She thanks the board, community that supports the library and the dedicated staff, including library department heads Laurie Papadourakis, Joanie Sebastian, Stephanie Spetter, Michelle Meyer-Edley and Heather Imhoff.

The January 2023 meeting has been moved forward one week to Thursday January 12th.

XI. Correspondence.

None

XII. Executive Session the Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees of the public body.

Cancelled, to be rescheduled in January 2023.

XIII. Adjournment.

MOTION by Hudec seconded by Shimon-Hutchison to adjourn. VOTE: AYES: DuBrock, Graack, Halblander, Harkovich, Hudec, Sarlo, Shimon-Hutchison; NAYS: None; MOTION CARRIED

The meeting adjourned at 7:19 p.m.