



NOTICE

DES PLAINES PUBLIC LIBRARY BOARD OF TRUSTEES

**REGULAR MEETING
Thursday, June 12, 2025
7:00 p.m. in the 2nd Floor Conference Room**

AGENDA

- Approval of 2025/2026 non-resident fee. [Action Item]
- Election of 2025/2026 officers. [Action Item]
- Approval of 2025/2026 meeting dates. [Action Item]

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 847-376-2776 to allow the Library to make reasonable accommodations.



DES PLAINES PUBLIC LIBRARY BOARD OF TRUSTEES

**Agenda for the Regular Meeting
Thursday, June 12, 2025
7:00 p.m. in the 2nd Floor Conference Room**

- 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 – May 2025.
 - B. Acceptance of Financial Reports for May 2025.
 - Acceptance of Reports.
 - 1. Statistics Report for May 2025.
 - 2. Director’s Report for May 2025.
- VIII. New Business. (7:25 p.m.)
 - A. Approve Payment of Vendor Checks Report and ACH Payments in the amount of \$458,322.35 [Action Item]
 - B. Approval of 2025/2026 non-resident fee. [Action Item]
 - C. Report out from Nominating Committee on the recommended slate of 2025/2026 Board of Trustee officers, and election of Officers. [Action Item]
- IX. Other.
- X. Announcements and Correspondence.
- XI. Adjournment. (8:00 p.m.)

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

DES PLAINES PUBLIC LIBRARY BOARD OF TRUSTEES**Minutes of the Regular Meeting
Thursday, May 15, 2025****I. Call to Order.**

The meeting was called to order at 7:01 p.m.

II. Roll Call.

Roll call indicated the following trustees were PRESENT: Dr. Gregory Sarlo, Kristen Graack, Denise Hudec, Lisa DuBrock, Robert Flinn, Christine Halblander, Nick Harkovich, Rachel Rice, Michelle Shimon-Hutchison. ALSO PRESENT: DPPL Staff Laurie Papadourakis, Joanie Sebastian, Heather Imhoff, Michelle Meyer-Edley, Lauren Wolf. Friends of the Library President John Leach.

III. Pledge of Allegiance.**IV. Vote to invoke the Remote Participation Policy.**

MOTION by Graack, seconded by Rice, to invoke the Remote Participation Policy. AYES: DuBrock, Flinn, Graack, Halblander, Harkovich, Hudec, Rice, Sarlo. NAYS: none. MOTION CARRIED.

V. Consideration of the Agenda.

MOTION by Halblander, seconded by Flinn, to accept the Agenda. AYES: DuBrock, Flinn, Graack, Halblander, Harkovich, Hudec, Rice, 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 - April 2025.

B. Acceptance of Financial Reports for April 2025.

Acceptance of Reports.

1. Statistics Report for April 2025.

2. Director's Report for April 2025.

MOTION by Hudec, seconded by Graack, to accept the consent agenda. AYES: DuBrock, Flinn, Graack, Halblander, Harkovich, Hudec, Rice, Sarlo, Shimon-Hutchison. NAYS: none. MOTION CARRIED.

VIII. New Business.

- A. Approve Payment of Vendor Checks Report and ACH Payments in the amount of \$198,898.61.

MOTION by Hudec, seconded by Graack to Approve Payment of Vendor Checks and ACH Payments in the amount of \$198,898.61 as listed on the vendor checks report of April 2025 and authorize Director Papadourakis to transfer the amount required to the Library's operating account.

AYES: DuBrock, Flinn, Graack, Halblander, Harkovich, Hudec, Rice, Sarlo, Shimon-Hutchison. NAYS: none. MOTION CARRIED.

- B. Report out from the Management Committee on proposed changes to job descriptions in Policy.

MOTION by Graack, seconded by Hudec, to accept the proposed changes to the job descriptions in Policy, as discussed. AYES: DuBrock, Flinn, Graack, Halblander, Harkovich, Hudec, Rice, Sarlo, Shimon-Hutchison. NAYS: none. MOTION CARRIED.

- C. Announcement of Nominating Committee for the 2025/2026 Board of Trustee officers.

President Sarlo named the ad hoc nominating committee for 2025/2026 officers as follows: Shimon-Hutchison (chair), Flinn, Halblander. The committee will prepare and present a recommended slate at the June meeting for vote.

IX. Other.

Director Papadourakis announced that the grand opening of the Canvas event was a great success with over 200 residents touring during the event.

X. Announcements and Correspondence.

DPPL will host an official ribbon cutting ceremony with City of Des Plaines council members and senior staff, government officials, local business leaders, and other community stakeholders on Friday, June 13th at 5 p.m.

XI. Adjournment.

MOTION by Rice, seconded by DuBrock, to adjourn. AYES: DuBrock, Flinn, Graack, Halblander, Harkovich, Hudec, Rice, Sarlo, Shimon-Hutchison. NAYS: none. MOTION CARRIED.

The meeting adjourned at 7:40 p.m.



DES PLAINES PUBLIC LIBRARY BOARD OF TRUSTEES

Minutes of the Management Committee Meeting Thursday, May 15, 2025

I. Call to Order.

The meeting was called to order at 6:17 p.m.

II. Roll Call.

Roll call indicated the following trustees were PRESENT: Kristen Graack, Denise Hudec, Rachel Rice. ABSENT: None. ALSO PRESENT: Lisa DuBrock; DPPL Staff Laurie Papadourakis, Joanie Sebastian, Heather Imhoff, Michelle Meyer-Edley, Lauren Wolf.

III. Pledge of Allegiance.

IV. Vote to invoke the Remote Participation Policy.

N/A

V. Consideration of the Agenda.

MOTION by Hudec, seconded by Rice, to accept the Agenda. AYES: Kristen Graack, Denise Hudec, Rachel Rice. NAYS: none. MOTION CARRIED.

VI. Public Comments and Questions.

None.

VII. New Business.

A. Updates to job descriptions and salary schedule in Policy.

MOTION by Hudec, seconded by Rice, to accept the proposed changes to the job descriptions in Policy, as discussed, and presented to the Board at large. AYES: Kristen Graack, Denise Hudec, Rachel Rice. NAYS: none. MOTION CARRIED.

VIII. Adjournment.

MOTION by Hudec, seconded by Graack to adjourn. AYES: Kristen Graack, Denise Hudec, Rachel Rice. NAYS: none. MOTION CARRIED.

The meeting adjourned at 6:51 p.m.



Des Plaines Public Library

Monthly Financial Report For the Month Ended May 31, 2025

Prepared by:



Lauterbach & Amen, LLP

CERTIFIED PUBLIC ACCOUNTANTS

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Des Plaines Public Library

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Financial Statements

Des Plaines Public Library
Governmental Funds Balance Sheet
As of May 31, 2025

	General Fund	Capital Projects Fund	Total
ASSETS			
Cash and Investments	\$ 6,920,686.18	\$ 689,173.98	\$ 7,609,860.16
Prepays	-	0.00	-
Receivables			
Receivable - Property Taxes	6,251,585.00	-	6,251,585.00
Receivable - Grants	-	-	-
Receivable - Miscellaneous	-	-	-
Total Assets	<u>\$ 13,172,271.18</u>	<u>\$ 689,173.98</u>	<u>\$ 13,861,445.16</u>
LIABILITIES			
Accounts Payable	\$ 392,141.61	\$ -	\$ 392,141.61
Accrued Payroll	86,765.97	-	86,765.97
Due to other funds	<u>95,082.67</u>	<u>-</u>	<u>95,082.67</u>
Total Liabilities	<u>573,990.25</u>	<u>-</u>	<u>573,990.25</u>
Deferred Inflows of Resources			
Property Taxes	<u>6,251,585.00</u>	<u>-</u>	<u>6,251,585.00</u>
Total Liabilities and Deferred Inflows of Resources	<u>6,825,575.25</u>	<u>-</u>	<u>6,825,575.25</u>
FUND BALANCE			
Fund Balance - Unreserved	6,346,695.93	689,173.98	7,035,869.91
Total Fund Balance	<u>6,346,695.93</u>	<u>689,173.98</u>	<u>7,035,869.91</u>
Total Liabilities, Deferred Inflows of Resources and Fund Balance	<u>\$ 13,172,271.18</u>	<u>\$ 689,173.98</u>	<u>\$ 13,861,445.16</u>

Des Plaines Public Library

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

For the 5 Months Ended May 31, 2025

	General Fund	Capital Projects Fund	Total
REVENUES			
Taxes	\$ 3,027,550.52	\$ -	\$ 3,027,550.52
Intergovernmental	76,181.43	-	76,181.43
Fines & Fees	21,118.24	-	21,118.24
Interest	109,048.46	13,354.16	122,402.62
Special Events and Programs	2,656.00	-	2,656.00
Miscellaneous	166,409.47	-	166,409.47
Total Revenues	3,402,964.12	13,354.16	3,416,318.28
EXPENDITURES			
Personnel	\$ 1,449,440.54	\$ -	\$ 1,449,440.54
Operating	1,120,522.27	-	1,120,522.27
Library Materials	373,866.67	-	373,866.67
Capital Outlay	64,281.09	32,992.72	97,273.81
Other Expenditures	35,630.71	-	35,630.71
Total Expenditures	3,043,741.28	32,992.72	3,076,734.00
Net Change in Fund Balances	359,222.84	(19,638.56)	339,584.28
FUND BALANCES			
Beginning of the year	5,987,473.09	708,812.54	6,696,285.63
End of the period	\$ 6,346,695.93	\$ 689,173.98	\$ 7,035,869.91

Supplementary Information

Des Plaines Public Library

Treasurer's Report as of May 31, 2025

<u>Cash Account</u>	<u>Invested</u>
201-1101000 - Petty Cash	500.00
201-1101100 - Cash in Registers	150.00
201-1102030 - Village B&T Donation #6718	55,274.23
201-1102040 - Village B&T Donation #9878	239,620.61
201-1102060 - Village B&T Checking #0289	347,696.73
201-1102050 - Wintrust Brokerage	139,032.32
201-1102079 - Illinois Funds # 2591	6,137,412.29
202-1102079 - Illinois Funds # 2591	<u>689,173.98</u>
	6,826,586.27
201-1102070 - INB E-Pay	1,000.00
Total Invested	<u>\$ 7,609,860.16</u>

Des Plaines Public Library
Balance Sheet as of May 31, 2025

	Beginning <u>Balance</u>	M.T.D. <u>Changes</u>	Ending <u>Balance</u>
General Fund			
<u>Assets</u>			
1101000 - Petty Cash	500.00	0.00	500.00
1101100 - Cash in Registers	150.00	0.00	150.00
1102030 - Village B&T Donation #6718	57,376.83	(2,102.60)	55,274.23
1102040 - Village B&T Donation #9878	238,725.51	895.10	239,620.61
1102050 - Wintrust Brokerage	141,597.23	(2,564.91)	139,032.32
1102060 - Village B&T Checking #0289	558,443.24	(210,746.51)	347,696.73
1102070 - INB E-Pay	834.73	165.27	1,000.00
1102079 - Illinois Funds # 2591	6,411,855.39	(274,443.10)	6,137,412.29
1118000 - Receivable - Property Taxes	<u>6,251,585.00</u>	<u>0.00</u>	<u>6,251,585.00</u>
	<u>13,661,067.93</u>	<u>(488,796.75)</u>	<u>13,172,271.18</u>
 <u>Liabilities and Fund Balance</u>			
<u>Liabilities</u>			
2401000 - Accounts Payable	143,766.40	248,375.21	392,141.61
2430707 - Due to Library Comp Abs	95,082.67	0.00	95,082.67
2450040 - Accrued Payroll	86,765.97	0.00	86,765.97
2470000 - Deferred Revenue - Property Tax	<u>6,251,585.00</u>	<u>0.00</u>	<u>6,251,585.00</u>
	<u>6,577,200.04</u>	<u>248,375.21</u>	<u>6,825,575.25</u>
 <u>Fund Balance</u>			
3730000 - Fund Balance - Unreserved	<u>5,987,473.09</u>	<u>0.00</u>	<u>5,987,473.09</u>
	<u>5,987,473.09</u>	<u>0.00</u>	<u>5,987,473.09</u>
 Total Liabilities and Fund Balance	 <u><u>12,564,673.13</u></u>	 <u><u>248,375.21</u></u>	 <u><u>12,813,048.34</u></u>
 Excess Revenues Over Expenses	 <u><u>1,096,394.80</u></u>	 <u><u>(737,171.96)</u></u>	 <u><u>359,222.84</u></u>

Des Plaines Public Library
Balance Sheet as of May 31, 2025

	Beginning <u>Balance</u>	M.T.D. <u>Changes</u>	Ending <u>Balance</u>
Capital Projects Fund			
<u>Assets</u>			
1102079 - Illinois Funds # 2591	688,757.16	416.82	689,173.98
	<u>688,757.16</u>	<u>416.82</u>	<u>689,173.98</u>
<u>Liabilities and Fund Balance</u>			
<u>Liabilities</u>			
	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
<u>Fund Balance</u>			
3730000 - Fund Balance - Unreserved	708,812.54	0.00	708,812.54
Total Liabilities and Fund Balance	<u>708,812.54</u>	<u>0.00</u>	<u>708,812.54</u>
Excess Revenues Over Expenses	<u>(20,055.38)</u>	<u>416.82</u>	<u>(19,638.56)</u>
Compensated Absences Fund			
<u>Assets</u>			
1120201 - Due From Library	95,082.67	0.00	95,082.67
	<u>95,082.67</u>	<u>0.00</u>	<u>95,082.67</u>
<u>Liabilities and Fund Balance</u>			
<u>Liabilities</u>			
2450035 - Accrued ST-LT Comp Absence	95,082.67	0.00	95,082.67
	<u>95,082.67</u>	<u>0.00</u>	<u>95,082.67</u>
<u>Fund Balance</u>			
Total Liabilities and Fund Balance	<u>95,082.67</u>	<u>0.00</u>	<u>95,082.67</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 May 31, 2025

	Beginning <u>Balance</u>	M.T.D. <u>Changes</u>	Ending <u>Balance</u>
Fixed Assets Fund			
<u>Assets</u>			
1203000 - Fixed Assets - Improvements	2,444,605.00	0.00	2,444,605.00
1204201 - Fixed Assets - Library Equipment	2,132,156.60	0.00	2,132,156.60
1204300 - Fixed Assets - Vehicles	24,954.39	0.00	24,954.39
1207000 - Fixed Assets - Construction In Progress	810,577.37	0.00	810,577.37
1209900 - Fixed Assets - Accumulated Depreciation	<u>(1,784,364.00)</u>	<u>0.00</u>	<u>(1,784,364.00)</u>
	<u>3,627,929.36</u>	<u>0.00</u>	<u>3,627,929.36</u>
 <u>Liabilities and Fund Balance</u>			
<u>Liabilities</u>			
<u>Fund Balance</u>			
3730000 - Fund Balance - Unreserved	<u>3,627,929.36</u>	<u>0.00</u>	<u>3,627,929.36</u>
	<u>3,627,929.36</u>	<u>0.00</u>	<u>3,627,929.36</u>
 Total Liabilities and Net Capital Assets	 <u>3,627,929.36</u>	 <u>0.00</u>	 <u>3,627,929.36</u>
 Excess Revenues Over Expenses	 <u>0.00</u>	 <u>0.00</u>	 <u>0.00</u>
 Long Term Liability Fund			
<u>Assets</u>			
1805920 - Deferred Outflows - IMRF	<u>1,779,032.00</u>	<u>0.00</u>	<u>1,779,032.00</u>
	<u>1,779,032.00</u>	<u>0.00</u>	<u>1,779,032.00</u>
 <u>Liabilities and Fund Balance</u>			
<u>Liabilities</u>			
2812092 - OPEB Liability	761,735.00	0.00	761,735.00
2973920 - Deferred Inflows - IMRF	<u>66,424.00</u>	<u>0.00</u>	<u>66,424.00</u>
	<u>828,159.00</u>	<u>0.00</u>	<u>828,159.00</u>
 <u>Fund Balance</u>			
3730000 - Fund Balance - Unreserved	<u>950,873.00</u>	<u>0.00</u>	<u>950,873.00</u>
	<u>950,873.00</u>	<u>0.00</u>	<u>950,873.00</u>
 Total Liabilities and Net LT Liabilities	 <u>1,779,032.00</u>	 <u>0.00</u>	 <u>1,779,032.00</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, 2025

	M.T.D. <u>Collected</u>	Y.T.D. <u>Collected</u>	Budgeted <u>Amount</u>	Budgeted <u>Remaining</u>	Prct. <u>Collected</u>
<u>General Fund</u>					
<u>Taxes</u>					
201-4810036 - Property Taxes 2024	<u>0.00</u>	<u>3,027,550.52</u>	<u>6,100,000.00</u>	<u>3,072,449.48</u>	<u>49.63</u>
	<u>0.00</u>	<u>3,027,550.52</u>	<u>6,100,000.00</u>	<u>3,072,449.48</u>	<u>49.63</u>
<u>Intergovernmental</u>					
201-4810800 - Personal Property Replacement Tax	71,181.43	71,181.43	800,000.00	728,818.57	8.90
201-4822040 - State Grant - Per Capita	0.00	0.00	90,102.00	90,102.00	0.00
201-4822090 - Grant Revenue	0.00	0.00	0.00	0.00	0.00
201-4822095 - State Grant - Library	<u>5,000.00</u>	<u>5,000.00</u>	<u>10,000.00</u>	<u>5,000.00</u>	<u>50.00</u>
	<u>76,181.43</u>	<u>76,181.43</u>	<u>900,102.00</u>	<u>823,920.57</u>	<u>8.46</u>
<u>Fines & Fees</u>					
201-4850101 - Library Fees	3,075.15	11,922.51	15,000.00	3,077.49	79.48
201-4850201 - Copying Fees	2,157.66	6,727.21	15,000.00	8,272.79	44.85
201-4850203 - Lost Materials	175.53	439.02	0.00	(439.02)	0.00
201-4850207 - Non-Res Cards	327.00	1,144.50	1,400.00	255.50	81.75
201-4850208 - Meeting Room Fees	<u>75.00</u>	<u>885.00</u>	<u>1,500.00</u>	<u>615.00</u>	<u>59.00</u>
	<u>5,810.34</u>	<u>21,118.24</u>	<u>32,900.00</u>	<u>11,781.76</u>	<u>64.19</u>
<u>Special Programs & Events</u>					
201-4850215 - Friends of the Library Reimbursements	<u>0.00</u>	<u>2,656.00</u>	<u>5,000.00</u>	<u>2,344.00</u>	<u>53.12</u>
	<u>0.00</u>	<u>2,656.00</u>	<u>5,000.00</u>	<u>2,344.00</u>	<u>53.12</u>
<u>Interest</u>					
201-4830010 - Gain/Loss on Investments	(2,564.91)	1,099.12	0.00	(1,099.12)	0.00
201-4890010 - Interest Income	<u>24,349.15</u>	<u>107,949.34</u>	<u>150,000.00</u>	<u>42,050.66</u>	<u>71.97</u>
	<u>21,784.24</u>	<u>109,048.46</u>	<u>150,000.00</u>	<u>40,951.54</u>	<u>72.70</u>
<u>Other Revenue</u>					
201-4830020 - Makerspace Donation	0.00	156,552.48	0.00	(156,552.48)	0.00
201-4830025 - Makerspace Revenue	19.86	19.86	0.00	(19.86)	0.00
201-4899900 - Miscellaneous Revenue	0.00	244.20	70,000.00	69,755.80	0.35
201-4899910 - Vending Machine Revenue	125.23	513.49	500.00	(13.49)	102.70
201-4899920 - Library Donations	1,550.57	3,727.24	125,000.00	121,272.76	2.98
201-4899940 - Friends Book Sale	<u>1,120.81</u>	<u>5,352.20</u>	<u>14,000.00</u>	<u>8,647.80</u>	<u>38.23</u>
	<u>2,816.47</u>	<u>166,409.47</u>	<u>209,500.00</u>	<u>43,090.53</u>	<u>79.43</u>
 Total General Fund	 <u>106,592.48</u>	 <u>3,402,964.12</u>	 <u>7,397,502.00</u>	 <u>3,994,537.88</u>	 <u>46.00</u>

Des Plaines Public Library
Revenue Report
For the 5 Months Ended May 31, 2025

	M.T.D. <u>Collected</u>	Y.T.D. <u>Collected</u>	Budgeted <u>Amount</u>	Budgeted <u>Remaining</u>	Prct. <u>Collected</u>
<u>Capital Projects Fund</u>					
<u>Interest</u>					
202-4890010 - Interest Income	<u>2,519.42</u>	<u>13,354.16</u>	<u>75,000.00</u>	<u>61,645.84</u>	<u>17.81</u>
	<u>2,519.42</u>	<u>13,354.16</u>	<u>75,000.00</u>	<u>75,000.00</u>	<u>0.00</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><u>2,519.42</u></u>	<u><u>13,354.16</u></u>	<u><u>575,000.00</u></u>	<u><u>(561,645.84)</u></u>	<u><u>(2.32)</u></u>
 Total of All Funds	 <u><u>109,111.90</u></u>	 <u><u>3,416,318.28</u></u>	 <u><u>7,972,502.00</u></u>	 <u><u>4,556,183.72</u></u>	 <u><u>42.85</u></u>

Des Plaines Public Library

Expense Report

For the 5 Months Ended May 31, 2025

	M.T.D. <u>Expended</u>	Y.T.D. <u>Expended</u>	Budgeted <u>Amount</u>	Budgeted <u>Remaining</u>	Prct. <u>Expend.</u>
General Fund					
<u>Salaries</u>					
5910100 - Full-time Salaries	291,901.55	1,089,202.59	2,922,134.00	1,832,931.41	37.27
5910200 - Part-time Salaries	<u>104,027.67</u>	<u>360,237.95</u>	<u>1,042,061.00</u>	<u>681,823.05</u>	<u>34.57</u>
	<u>395,929.22</u>	<u>1,449,440.54</u>	<u>3,964,195.00</u>	<u>2,514,754.46</u>	<u>36.56</u>
 <u>Benefits</u>					
5918010 - Unemployment Compensation	0.00	0.00	15,000.00	15,000.00	0.00
5918020 - Employer Contribution - FICA	28,902.82	105,812.10	287,498.00	181,685.90	36.80
5918021 - Employer Contribution - IMRF	11,555.99	57,480.50	165,761.00	108,280.50	34.68
5918040 - Life Insurance Premiums	444.08	798.07	2,000.00	1,201.93	39.90
5918050 - PPO Insurance Premiums	133,574.44	240,047.30	624,436.00	384,388.70	38.44
5918051 - HMO Insurance Premiums	43,926.55	78,940.63	230,993.00	152,052.37	34.17
5918055 - Dental Insurance Premiums	7,086.72	12,735.58	33,161.00	20,425.42	38.41
5918070 - Workers Compensation	<u>0.00</u>	<u>12,214.00</u>	<u>16,000.00</u>	<u>3,786.00</u>	<u>76.34</u>
	<u>225,490.60</u>	<u>508,028.18</u>	<u>1,374,849.00</u>	<u>866,820.82</u>	<u>36.95</u>
 <u>Contractual Services</u>					
5920100 - Legal Fees	0.00	375.00	10,000.00	9,625.00	3.75
5920110 - Professional Services	37,235.59	230,771.94	492,775.00	262,003.06	46.83
5920120 - Communication Services	3,095.30	15,548.85	47,500.00	31,951.15	32.73
5920140 - Integrated Library System	0.00	41,802.50	89,000.00	47,197.50	46.97
5920202 - Conferences	5,079.77	7,697.94	20,000.00	12,302.06	38.49
5920204 - Training	0.00	2,445.00	8,000.00	5,555.00	30.56
5920210 - Marketing	15,070.97	36,470.70	61,900.00	25,429.30	58.92
5920220 - Membership Dues	2,200.00	3,025.00	7,500.00	4,475.00	40.33
5920230 - Publication of Notices	0.00	0.00	200.00	200.00	0.00
5920990 - Property/Liability Insurance	0.00	53,816.72	70,000.00	16,183.28	76.88
5930010 - R&M Equipment	1,904.99	17,480.74	63,460.00	45,979.26	27.55
5930020 - R&M Buildings & Structures	9,151.00	51,726.88	119,849.00	68,122.12	43.16
5930030 - R&M Vehicles	0.00	1,891.69	4,500.00	2,608.31	42.04
5930210 - Rental of Equipment	1,360.00	12,179.97	22,820.00	10,640.03	53.37
5930320 - Cleaning/Custodial Services	4,892.50	29,355.00	78,500.00	49,145.00	37.39
5930490 - Refuse Contract	1,697.81	3,827.00	8,300.00	4,473.00	46.11
5930491 - Hazard Materials Disposal	0.00	0.00	1,000.00	1,000.00	0.00
5960040 - Pre-Employment Testing	74.00	163.70	3,500.00	3,336.30	4.68
5960065 - Bank Fees	10.26	41.14	300.00	258.86	13.71
5960070 - Mileage	0.00	0.00	500.00	500.00	0.00
5960210 - Special Event Programming	11,080.06	39,082.57	66,000.00	26,917.43	59.22
5960990 - Misc. Contractual Services	<u>8,900.01</u>	<u>64,791.75</u>	<u>136,405.00</u>	<u>71,613.25</u>	<u>47.50</u>
	<u>101,752.26</u>	<u>612,494.09</u>	<u>1,312,009.00</u>	<u>699,514.91</u>	<u>46.68</u>

Des Plaines Public Library Expense Report For the 5 Months Ended May 31, 2025

	M.T.D. <u>Expended</u>	Y.T.D. <u>Expended</u>	Budgeted <u>Amount</u>	Budgeted <u>Remaining</u>	Prct. <u>Expend.</u>
<u>Commodities</u>					
5970100 - Supplies	6,824.10	34,684.43	105,770.00	71,085.57	32.79
5970110 - Meals	0.00	320.09	3,000.00	2,679.91	10.67
5970170 - Janitorial	0.00	5,070.82	18,800.00	13,729.18	26.97
5970260 - Postage & Parcel	1,000.00	6,381.22	16,500.00	10,118.78	38.67
5970500 - Water Bill	0.00	2,970.67	8,400.00	5,429.33	35.37
5970600 - Ebooks/Books	31,178.98	97,697.59	304,898.00	207,200.41	32.04
5970610 - E-audio/Audio	1,011.28	16,077.21	57,800.00	41,722.79	27.82
5970620 - E-Subscriptions/Subscriptions	21,492.57	41,752.35	53,930.00	12,177.65	77.42
5970630 - Visual Materials	22,051.03	76,568.16	200,900.00	124,331.84	38.11
5970640 - Databases	15,651.74	77,375.38	160,000.00	82,624.62	48.36
5970810 - Natural Gas	1,933.61	14,968.75	28,000.00	13,031.25	53.46
5970850 - Gasoline	0.00	0.00	600.00	600.00	0.00
5970900 - Equipment < \$10,000	<u>0.00</u>	<u>0.00</u>	<u>4,800.00</u>	<u>4,800.00</u>	<u>0.00</u>
	<u>101,143.31</u>	<u>373,866.67</u>	<u>963,398.00</u>	<u>589,531.33</u>	<u>38.81</u>
<u>Capital Expenditures</u>					
5980300 - Improvements	0.00	1,271.48	12,000.00	10,728.52	10.60
5980400 - Equipment	1,777.64	2,607.48	14,400.00	11,792.52	18.11
5980410 - Computer Hardware	2,019.45	13,944.52	16,200.00	2,255.48	86.08
5980420 - Computer Software	6,869.24	44,548.90	92,250.00	47,701.10	48.29
5980600 - Furniture & Fixtures	<u>0.00</u>	<u>1,908.71</u>	<u>76,800.00</u>	<u>74,891.29</u>	<u>2.49</u>
	<u>10,666.33</u>	<u>64,281.09</u>	<u>211,650.00</u>	<u>147,368.91</u>	<u>30.37</u>
<u>Other Funding Activities</u>					
5990900 - Per Capita Grant Expenditures	7,661.91	30,278.51	90,102.00	59,823.49	33.60
5990940 - Trans to Library Capital Proj. Fund	0.00	0.00	500,000.00	500,000.00	0.00
5999940 - Friends Books Sale	<u>1,120.81</u>	<u>5,352.20</u>	<u>0.00</u>	<u>(5,352.20)</u>	<u>0.00</u>
	<u>8,782.72</u>	<u>35,630.71</u>	<u>590,102.00</u>	<u>554,471.29</u>	<u>6.04</u>
Total General Fund Expenditures	<u>843,764.44</u>	<u>3,043,741.28</u>	<u>8,491,203.00</u>	<u>5,447,461.72</u>	<u>35.85</u>
Capital Projects Fund					
<u>Capital Expenditures</u>					
5980300 - Improvements	0.00	425.00	310,000.00	309,575.00	0.14
5980400 - Equipment	0.00	886.88	171,000.00	170,113.12	0.52
5980410 - Computer Hardware	0.00	0.00	0.00	0.00	0.00
5980420 - Computer Software	0.00	0.00	0.00	0.00	0.00
5980430 - Makerspace Donation Expenses	2,102.60	31,680.84	0.00	(31,680.84)	0.00
5980600 - Furniture and Fixtures	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	<u>2,102.60</u>	<u>32,992.72</u>	<u>481,000.00</u>	<u>(32,992.72)</u>	<u>0.00</u>
Total Capital Projects Fund Expenditures	<u>2,102.60</u>	<u>32,992.72</u>	<u>481,000.00</u>	<u>448,007.28</u>	<u>6.86</u>
Total of All Funds	<u>845,867.04</u>	<u>3,076,734.00</u>	<u>8,972,203.00</u>	<u>5,895,469.00</u>	<u>34.29</u>

Des Plaines Public Library

Check List

All Bank Accounts

May 16, 2025 - June 19, 2025

Check Number	Check Date	Payee	Amount
Vendor Checks			
20767	06/19/25	ANDERTOONS, LLC	350.00
20768	06/19/25	AQUARIUM ADVENTURE	591.94
20769	06/19/25	BACKGROUND SCREENING CONSULTANTS LLC	74.00
20770	06/19/25	BAKER & TAYLOR	15,424.66
20771	06/19/25	CHILDREN'S PLUS, INC.	2,696.97
20772	06/19/25	CITY OF DES PLAINES -	50.00
20773	06/19/25	COLLEY ELEVATOR COMPANY	837.00
20774	06/19/25	CRYSTAL MAINTENANCE SERVICES CORP	4,892.50
20775	06/19/25	EBSCO INFORMATION SERVICES	21,075.99
20776	06/19/25	ENVISIONWARE, INC	616.44
20777	06/19/25	First Student, Inc	664.74
20778	06/19/25	FLOOD BROTHERS DISPOSAL & RECYCLING SERVICES	1,697.81
20779	06/19/25	GARVEY'S OFFICE PRODUCTS	8,379.40
20780	06/19/25	HR SOURCE	1,575.00
20781	06/19/25	ILLINOIS LIBRARY ASSOCIATION	625.00
20782	06/19/25	IMAGE SYSTEMS & BUSINESS SOLUTIONS, LLC.	2,614.94
20783	06/19/25	IMPACT NETWORKING, LLC.	744.05
20784	06/19/25	J&S PLUMBING, INC.	3,855.00
20785	06/19/25	Jeremy Babcock	850.00
20786	06/19/25	JOHN G DONAHUE	160.00
20787	06/19/25	Larry Huffman	120.00
20788	06/19/25	LAUTERBACH & AMEN, LLP.	1,655.00
20789	06/19/25	LESLIE GODDARD	400.00
20790	06/19/25	LIMRICC	201,611.91
20791	06/19/25	Marlin Leasing Corp	1,360.00
20792	06/19/25	MidAmerica Books	1,095.55
20793	06/19/25	MIDWEST TAPE	8,461.65
20794	06/19/25	MIDWEST TAPE	15,218.15
20795	06/19/25	MS Sebastian Painting Inc.	1,229.00
20796	06/19/25	Musical Mondays	450.00
20796	06/19/25	Musical Mondays	(450.00)
20797	06/19/25	NEWSBANK	7,697.00
20798	06/19/25	OAKBROOK MECHANICAL SERVICES	3,230.00
20799	06/19/25	OUTSOURCE SOLUTIONS GROUP, INC.	43,170.77
20800	06/19/25	OVERDRIVE, INC.	4,964.94
20801	06/19/25	Petty Cash C/O Rianne Robeson	438.92
20802	06/19/25	Playaway Products LLC	59.99
20803	06/19/25	PROQUEST LLC	1,272.22
20804	06/19/25	RAILS	15,463.20
20805	06/19/25	RIVERSHORE READING STORE	66.00
20806	06/19/25	SCHOLASTIC INC	3,966.20
20807	06/19/25	THOMAS KLISE/CRIMSON MULTIMEDIA	291.32
20808	06/19/25	THOMSON REUTERS-WEST	30.30
20809	06/19/25	TODAY'S BUSINESS SOLUTIONS INC	1,730.65
20810	06/19/25	VISOGRAPHIC	6,603.40
20811	06/19/25	World Archives	3,220.00
20812	06/19/25	Xinming GUO	560.00
20812	06/19/25	Xinming GUO	(560.00)
20813	06/19/25	Will Branch	450.00
20814	06/19/25	Xinming GUO	280.00
50221	05/31/25	IMRF	25,109.72
50222	05/31/25	IMRF	7,523.24
50223	05/31/25	ADP	998.91
50224	05/31/25	COMCAST CABLE	39.03
50225	05/31/25	NICOR GAS	1,933.61
50226	05/31/25	COMCAST CABLE	1,370.99
50227	05/31/25	COMCAST CABLE	724.19

Des Plaines Public Library

Check List

All Bank Accounts

May 16, 2025 - June 19, 2025

Check Number	Check Date	Payee	Amount
50228	05/31/25	VERIZON WIRELESS	961.09
50229	05/31/25	BANKCARD SERVICES	23,576.55
50230	05/31/25	NEOFUNDS BY NEOPOST	1,000.00
50231	05/31/25	FRIENDS OF THE DES PLAINES PUBLIC LIBRARY	1,120.81
60011	05/31/25	TROOP CONTRACTING, INC	2,102.60
Vendor Check Total			<u>458,322.35</u>
Check List Total			<u><u>458,322.35</u></u>

Check count = 62

Des Plaines Public Library

Vendor Checks Report

All Bank Accounts
May 2025

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
Vendor Checks						
ANDERTOONS, LLC				20767	06/19/25	<u>350.00</u>
201-5960210	Special Event Programming	Event Presentation; 7/15/25	350.00			
AQUARIUM ADVENTURE				20768	06/19/25	<u>591.94</u>
201-5960990	Misc. Contractual Services	Invoice #18189; 4/30/25	591.94			
BACKGROUND SCREENING CONSULTANTS LLC				20769	06/19/25	<u>74.00</u>
201-5960040	Pre-Employment Testing	Invoice #25491; 5/1/25	37.00			
201-5960040	Pre-Employment Testing	Invoice #25692; 6/1/25	37.00			
BAKER & TAYLOR				20770	06/19/25	<u>15,424.66</u>
201-5970600	Ebooks/Books	BAKER & TAYLOR	1,195.39			
201-5960990	Misc. Contractual Services	BAKER & TAYLOR	131.09			
201-5960990	Misc. Contractual Services	BAKER & TAYLOR	45.84			
201-5970600	Ebooks/Books	BAKER & TAYLOR	100.44			
201-5970600	Ebooks/Books	BAKER & TAYLOR	564.71			
201-5960990	Misc. Contractual Services	BAKER & TAYLOR	72.86			
201-5970600	Ebooks/Books	BAKER & TAYLOR	599.42			
201-5960990	Misc. Contractual Services	BAKER & TAYLOR	72.15			
201-5970600	Ebooks/Books	BAKER & TAYLOR	597.75			
201-5960990	Misc. Contractual Services	BAKER & TAYLOR	65.85			
201-5970600	Ebooks/Books	BAKER & TAYLOR	205.51			
201-5960990	Misc. Contractual Services	BAKER & TAYLOR	23.28			
201-5970600	Ebooks/Books	BAKER & TAYLOR	574.53			
201-5960990	Misc. Contractual Services	BAKER & TAYLOR	63.13			
201-5960990	Misc. Contractual Services	BAKER & TAYLOR	400.08			
201-5970600	Ebooks/Books	BAKER & TAYLOR	730.81			
201-5970600	Ebooks/Books	BAKER & TAYLOR	26.16			
201-5960990	Misc. Contractual Services	BAKER & TAYLOR	219.41			
201-5970600	Ebooks/Books	BAKER & TAYLOR	564.24			
201-5960990	Misc. Contractual Services	BAKER & TAYLOR	67.62			
201-5970600	Ebooks/Books	BAKER & TAYLOR	375.98			
201-5960990	Misc. Contractual Services	BAKER & TAYLOR	9.22			
201-5970600	Ebooks/Books	BAKER & TAYLOR	29.29			
201-5960990	Misc. Contractual Services	BAKER & TAYLOR	3.68			
201-5970600	Ebooks/Books	BAKER & TAYLOR	16.14			
201-5960990	Misc. Contractual Services	BAKER & TAYLOR	36.87			
201-5970600	Ebooks/Books	BAKER & TAYLOR	285.99			
201-5960990	Misc. Contractual Services	BAKER & TAYLOR	20.83			
201-5970600	Ebooks/Books	BAKER & TAYLOR	99.54			
201-5960990	Misc. Contractual Services	BAKER & TAYLOR	22.51			
201-5970600	Ebooks/Books	BAKER & TAYLOR	54.61			
201-5960990	Misc. Contractual Services	BAKER & TAYLOR	2.93			
201-5970600	Ebooks/Books	BAKER & TAYLOR	10.94			
201-5960990	Misc. Contractual Services	BAKER & TAYLOR	78.63			
201-5970600	Ebooks/Books	BAKER & TAYLOR	463.57			
201-5970600	Ebooks/Books	BAKER & TAYLOR	17.29			
201-5960990	Misc. Contractual Services	BAKER & TAYLOR	17.72			
201-5970600	Ebooks/Books	BAKER & TAYLOR	27.27			
201-5970600	Ebooks/Books	BAKER & TAYLOR	62.12			
201-5970600	Ebooks/Books	BAKER & TAYLOR	217.98			
201-5960990	Misc. Contractual Services	BAKER & TAYLOR	32.55			
201-5960990	Misc. Contractual Services	BAKER & TAYLOR	30.15			
201-5970600	Ebooks/Books	BAKER & TAYLOR	239.75			
201-5960990	Misc. Contractual Services	BAKER & TAYLOR	24.67			

Des Plaines Public Library

Vendor Checks Report

All Bank Accounts
May 2025

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
201-5970600	Ebooks/Books	BAKER & TAYLOR	142.47			
201-5960990	Misc. Contractual Services	BAKER & TAYLOR	74.32			
201-5970600	Ebooks/Books	BAKER & TAYLOR	407.90			
201-5960990	Misc. Contractual Services	BAKER & TAYLOR	14.60			
201-5970600	Ebooks/Books	BAKER & TAYLOR	68.00			
201-5960990	Misc. Contractual Services	BAKER & TAYLOR	7.96			
201-5970600	Ebooks/Books	BAKER & TAYLOR	35.73			
201-5960990	Misc. Contractual Services	BAKER & TAYLOR	20.15			
201-5970600	Ebooks/Books	BAKER & TAYLOR	100.75			
201-5960990	Misc. Contractual Services	BAKER & TAYLOR	3.41			
201-5970600	Ebooks/Books	BAKER & TAYLOR	29.06			
201-5960990	Misc. Contractual Services	BAKER & TAYLOR	4.44			
201-5970600	Ebooks/Books	BAKER & TAYLOR	11.53			
201-5960990	Misc. Contractual Services	BAKER & TAYLOR	18.75			
201-5970600	Ebooks/Books	BAKER & TAYLOR	83.59			
201-5960990	Misc. Contractual Services	BAKER & TAYLOR	43.65			
201-5970600	Ebooks/Books	BAKER & TAYLOR	101.72			
201-5960990	Misc. Contractual Services	BAKER & TAYLOR	36.28			
201-5970600	Ebooks/Books	BAKER & TAYLOR	239.94			
201-5960990	Misc. Contractual Services	BAKER & TAYLOR	25.08			
201-5970600	Ebooks/Books	BAKER & TAYLOR	126.21			
201-5960990	Misc. Contractual Services	BAKER & TAYLOR	16.35			
201-5970600	Ebooks/Books	BAKER & TAYLOR	97.82			
201-5960990	Misc. Contractual Services	BAKER & TAYLOR	50.57			
201-5970600	Ebooks/Books	BAKER & TAYLOR	179.73			
201-5960990	Misc. Contractual Services	BAKER & TAYLOR	34.62			
201-5970600	Ebooks/Books	BAKER & TAYLOR	104.47			
201-5960990	Misc. Contractual Services	BAKER & TAYLOR	6.54			
201-5970600	Ebooks/Books	BAKER & TAYLOR	20.73			
201-5960990	Misc. Contractual Services	BAKER & TAYLOR	14.72			
201-5970600	Ebooks/Books	BAKER & TAYLOR	69.16			
201-5960990	Misc. Contractual Services	BAKER & TAYLOR	14.38			
201-5970600	Ebooks/Books	BAKER & TAYLOR	67.44			
201-5970600	Ebooks/Books	BAKER & TAYLOR	940.97			
201-5960990	Misc. Contractual Services	BAKER & TAYLOR	123.40			
201-5960990	Misc. Contractual Services	BAKER & TAYLOR	26.35			
201-5970600	Ebooks/Books	BAKER & TAYLOR	219.91			
201-5960990	Misc. Contractual Services	BAKER & TAYLOR	19.92			
201-5970600	Ebooks/Books	BAKER & TAYLOR	92.02			
201-5960990	Misc. Contractual Services	BAKER & TAYLOR	51.75			
201-5970600	Ebooks/Books	BAKER & TAYLOR	248.91			
201-5960990	Misc. Contractual Services	BAKER & TAYLOR	132.18			
201-5970600	Ebooks/Books	BAKER & TAYLOR	346.40			
201-5960990	Misc. Contractual Services	BAKER & TAYLOR	31.01			
201-5970600	Ebooks/Books	BAKER & TAYLOR	64.30			
201-5960990	Misc. Contractual Services	BAKER & TAYLOR	73.88			
201-5970600	Ebooks/Books	BAKER & TAYLOR	547.49			
201-5960990	Misc. Contractual Services	BAKER & TAYLOR	10.10			
201-5970600	Ebooks/Books	BAKER & TAYLOR	35.40			
201-5960990	Misc. Contractual Services	BAKER & TAYLOR	24.90			
201-5970600	Ebooks/Books	BAKER & TAYLOR	102.02			
201-5960990	Misc. Contractual Services	BAKER & TAYLOR	7.92			
201-5970600	Ebooks/Books	BAKER & TAYLOR	35.15			
201-5960990	Misc. Contractual Services	BAKER & TAYLOR	4.84			
201-5970600	Ebooks/Books	BAKER & TAYLOR	20.91			
201-5960990	Misc. Contractual Services	BAKER & TAYLOR	171.30			

Des Plaines Public Library

Vendor Checks Report

All Bank Accounts
May 2025

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
201-5970600	Ebooks/Books	BAKER & TAYLOR	1,321.06			
CHILDREN'S PLUS, INC.				20771	06/19/25	<u>2,696.97</u>
201-5990900	Per Capita Grant Expenditures	Invoice #260395; 5/13/25	653.84			
201-5990900	Per Capita Grant Expenditures	Invoice #260522; 5/15/25	319.61			
201-5990900	Per Capita Grant Expenditures	Invoice #260392; 5/13/25	46.29			
201-5990900	Per Capita Grant Expenditures	Invoice #259698; 4/30/25	29.68			
201-5990900	Per Capita Grant Expenditures	Invoice #260771; 5/19/25	14.84			
201-5990900	Per Capita Grant Expenditures	Invoice #259218; 4/21/25	232.74			
201-5990900	Per Capita Grant Expenditures	Invoice #260506; 5/15/25	58.95			
201-5990900	Per Capita Grant Expenditures	Invoice #260391; 5/13/25	30.43			
201-5990900	Per Capita Grant Expenditures	Invoice #260394; 5/13/25	209.55			
201-5990900	Per Capita Grant Expenditures	Invoice #260396; 5/13/25	495.55			
201-5990900	Per Capita Grant Expenditures	Invoice #260221; 5/8/25	97.20			
201-5990900	Per Capita Grant Expenditures	Invoice #260222; 5/8/25	214.67			
201-5990900	Per Capita Grant Expenditures	Invoice #260393; 5/13/25	261.57			
201-5990900	Per Capita Grant Expenditures	Invoice #259697; 4/30/25	32.05			
CITY OF DES PLAINES -				20772	06/19/25	<u>50.00</u>
201-5920210	Marketing	July Fourth Parade	50.00			
COLLEY ELEVATOR COMPANY				20773	06/19/25	<u>837.00</u>
201-5930020	R&M Buildings & Structures	Invoice #280738; 6/1/25	698.00			
201-5930020	R&M Buildings & Structures	Invoice #280323; 4/29/25	139.00			
CRYSTAL MAINTENANCE SERVICES CORP				20774	06/19/25	<u>4,892.50</u>
201-5930320	Cleaning/Custodial Services	Invoice #32800; 5/19/25	4,892.50			
EBSCO INFORMATION SERVICES				20775	06/19/25	<u>21,075.99</u>
201-5970620	E-Subscriptions/Subscriptions	Various	23,008.63			
201-5970620	E-Subscriptions/Subscriptions	Credit	-1,960.14			
201-5970620	E-Subscriptions/Subscriptions	Invoice #2504463; 4/13/25	27.50			
ENVISIONWARE, INC				20776	06/19/25	<u>616.44</u>
201-5980420	Computer Software	INV-US-76215; 4/30/25	616.44			
First Student, Inc				20777	06/19/25	<u>664.74</u>
201-5960210	Special Event Programming	Invoice #12047479; 5/8/25	139.92			
201-5960210	Special Event Programming	Invoice #12045680; 5/5/25	384.90			
201-5960210	Special Event Programming	Invoice #12047482; 5/8/25	139.92			
FLOOD BROTHERS DISPOSAL & RECYCLING SERVICES				20778	06/19/25	<u>1,697.81</u>
201-5930490	Refuse Contract	Invoice #8177415; 5/7/25	853.63			
201-5930490	Refuse Contract	Invoice #8120126' 4/4/25	844.18			
GARVEY'S OFFICE PRODUCTS				20779	06/19/25	<u>8,379.40</u>
201-5920210	Marketing	Invoice #OE-QT-5311-1; 5/13/25	743.82			
201-5920210	Marketing	Invoice #OE-QT-5311-1; 5/13/25	6,435.66			
201-5970100	Supplies	Invoice #WO-703594-1; 5/29/25	655.80			
201-5970100	Supplies	Invoice #WO-691606-1; 5/9/25	544.12			
HR SOURCE				20780	06/19/25	<u>1,575.00</u>
201-5920220	Membership Dues	Invoice #FY26-48198	1,575.00			
ILLINOIS LIBRARY ASSOCIATION				20781	06/19/25	<u>625.00</u>
201-5920220	Membership Dues	Invoice #302059; 3/31/25	625.00			

Des Plaines Public Library

Vendor Checks Report

All Bank Accounts
May 2025

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
IMAGE SYSTEMS & BUSINESS SOLUTIONS, LLC.				20782	06/19/25	<u>2,614.94</u>
201-5980410	Computer Hardware	Invoice #420930; 5/20/25	1,454.00			
201-5930010	R&M Equipment	Invoice #420197; 5/6/25	1,160.94			
IMPACT NETWORKING, LLC.				20783	06/19/25	<u>744.05</u>
201-5930010	R&M Equipment	Invoice #3493656; 5/13/25	744.05			
J&S PLUMBING, INC.				20784	06/19/25	<u>3,855.00</u>
201-5930020	R&M Buildings & Structures	Invoice #241718; 5/21/25	3,675.00			
201-5930020	R&M Buildings & Structures	Invoice #242264- 5/21/25	180.00			
Jeremy Babcock				20785	06/19/25	<u>850.00</u>
201-5960210	Special Event Programming	Event Presentation; 6/30/25	850.00			
JOHN G DONAHUE				20786	06/19/25	<u>160.00</u>
201-5960210	Special Event Programming	Invoice #134; 5/27/25	160.00			
Larry Huffman				20787	06/19/25	<u>120.00</u>
201-5960210	Special Event Programming	Event Presentation; 5/3/25	60.00			
201-5960210	Special Event Programming	Reissued Check 3/29/25	60.00			
LAUTERBACH & AMEN, LLP.				20788	06/19/25	<u>1,655.00</u>
201-5920110	Professional Services	Invoice #104474; 6/1/25	1,655.00			
LESLIE GODDARD				20789	06/19/25	<u>400.00</u>
201-5960210	Special Event Programming	Event Presentation; 6/25/25	400.00			
LIMRICC				20790	06/19/25	<u>201,611.91</u>
201-2401002	Payroll Liabilities	April + May 2025	134,407.94			
201-2401002	Payroll Liabilities	June 2025	67,203.97			
Marlin Leasing Corp				20791	06/19/25	<u>1,360.00</u>
201-5930210	Rental of Equipment	Invoice #40554566; 6/17/25	1,360.00			
MidAmerica Books				20792	06/19/25	<u>1,095.55</u>
201-5970600	Ebooks/Books	Invoice #0063498; 4/25/25	480.81			
201-5970600	Ebooks/Books	Invoice #0063446; 4/25/25	614.74			
MIDWEST TAPE				20793	06/19/25	<u>8,461.65</u>
201-5970630	Visual Materials	MIDWEST TAPE	107.96			
201-5970630	Visual Materials	MIDWEST TAPE	161.96			
201-5970630	Visual Materials	MIDWEST TAPE	473.09			
201-5960990	Misc. Contractual Services	MIDWEST TAPE	89.36			
201-5960990	Misc. Contractual Services	MIDWEST TAPE	2.26			
201-5970610	E-audio/Audio	MIDWEST TAPE	31.99			
201-5960990	Misc. Contractual Services	MIDWEST TAPE	11.10			
201-5970630	Visual Materials	MIDWEST TAPE	52.48			
201-5960990	Misc. Contractual Services	MIDWEST TAPE	4.13			
201-5970610	E-audio/Audio	MIDWEST TAPE	12.74			
201-5970610	E-audio/Audio	MIDWEST TAPE	71.99			
201-5970630	Visual Materials	MIDWEST TAPE	74.98			
201-5960990	Misc. Contractual Services	MIDWEST TAPE	110.40			
201-5970630	Visual Materials	MIDWEST TAPE	456.52			
201-5960990	Misc. Contractual Services	MIDWEST TAPE	236.16			
201-5970630	Visual Materials	MIDWEST TAPE	907.04			

Des Plaines Public Library

Vendor Checks Report

All Bank Accounts
May 2025

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
201-5960990	Misc. Contractual Services	MIDWEST TAPE	28.91			
201-5970610	E-audio/Audio	MIDWEST TAPE	84.53			
201-5960990	Misc. Contractual Services	MIDWEST TAPE	49.56			
201-5970610	E-audio/Audio	MIDWEST TAPE	168.48			
201-5960990	Misc. Contractual Services	MIDWEST TAPE	126.18			
201-5970630	Visual Materials	MIDWEST TAPE	505.32			
201-5960990	Misc. Contractual Services	MIDWEST TAPE	4.52			
201-5970610	E-audio/Audio	MIDWEST TAPE	95.98			
201-5960990	Misc. Contractual Services	MIDWEST TAPE	87.30			
201-5970630	Visual Materials	MIDWEST TAPE	360.66			
201-5970630	Visual Materials	MIDWEST TAPE	127.47			
201-5970630	Visual Materials	MIDWEST TAPE	125.96			
201-5970630	Visual Materials	MIDWEST TAPE	74.98			
201-5960990	Misc. Contractual Services	MIDWEST TAPE	138.12			
201-5970630	Visual Materials	MIDWEST TAPE	592.99			
201-5960990	Misc. Contractual Services	MIDWEST TAPE	213.46			
201-5970630	Visual Materials	MIDWEST TAPE	1,022.17			
201-5960990	Misc. Contractual Services	MIDWEST TAPE	187.40			
201-5970630	Visual Materials	MIDWEST TAPE	829.13			
201-5960990	Misc. Contractual Services	MIDWEST TAPE	45.43			
201-5970610	E-audio/Audio	MIDWEST TAPE	153.79			
201-5970630	Visual Materials	MIDWEST TAPE	212.94			
201-5970630	Visual Materials	MIDWEST TAPE	140.96			
201-5960990	Misc. Contractual Services	MIDWEST TAPE	11.30			
201-5970610	E-audio/Audio	MIDWEST TAPE	269.95			
MIDWEST TAPE				20794	06/19/25	<u>15,218.15</u>
201-5970630	Visual Materials	Hoopla Invoice #507109909; 5/16/25	7,444.64			
201-5970630	Visual Materials	Hoopla Invoice #507256582; 6/5/25	7,773.51			
MS Sebastian Painting Inc.				20795	06/19/25	<u>1,229.00</u>
201-5930020	R&M Buildings & Structures	Painting Services; 5/30/25	1,229.00			
Musical Mondays				20796	06/19/25	<u>450.00</u>
201-5960210	Special Event Programming	Event Presentation; 7/7/25	450.00			
Musical Mondays				20796	06/19/25	<u>(450.00)</u>
201-5960210	Special Event Programming	To VOID check 20796	-450.00			
NEWSBANK				20797	06/19/25	<u>7,697.00</u>
201-5970640	Databases	Invoice #RT2006076; 5/28/25	7,697.00			
OAKBROOK MECHANICAL SERVICES				20798	06/19/25	<u>3,230.00</u>
201-5930020	R&M Buildings & Structures	Invoice #43134; 6/2/25	3,230.00			
OUTSOURCE SOLUTIONS GROUP, INC.				20799	06/19/25	<u>43,170.77</u>
201-5920110	Professional Services	Invoice #84076; 6/3/25	35,455.59			
201-5980420	Computer Software	Invoice #84077; 6/3/25	653.40			
201-5960990	Misc. Contractual Services	Invoice #84078; 6/3/25	2,318.00			
201-5980420	Computer Software	Invoice #84078; 6/3/25	4,399.78			
201-5970100	Supplies	Invoice #83977; 5/29/25	284.20			
201-5980420	Computer Software	OUTSOURCE SOLUTIONS GROUP, INC.	59.80			
OVERDRIVE, INC.				20800	06/19/25	<u>4,964.94</u>

Des Plaines Public Library

Vendor Checks Report

All Bank Accounts
May 2025

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
201-5990900	Per Capita Grant Expenditures	Invoice #01018MA25141096; 4/30/25	4,710.76			
201-5990900	Per Capita Grant Expenditures	Invoice #0108CP25139927; 4/30/25	200.94			
201-5990900	Per Capita Grant Expenditures	Invoice #01018CP25138870; 4/20/25	53.24			
Petty Cash C/O Rianne Robeson				20801	06/19/25	<u>438.92</u>
201-5960990	Misc. Contractual Services	Replenish Petty Cash	438.92			
Playaway Products LLC				20802	06/19/25	<u>59.99</u>
201-5970610	E-audio/Audio	Invoice #493642; 3/14/25	59.99			
PROQUEST LLC				20803	06/19/25	<u>1,272.22</u>
201-5970640	Databases	Invoice #70895032; 5/1/25	1,272.22			
RAILS				20804	06/19/25	<u>15,463.20</u>
201-5970600	Ebooks/Books	Invoice #14078; 6/2/25	14,646.20			
201-5970640	Databases	Invoice #14118; 6/3/25	817.00			
RIVERSHORE READING STORE				20805	06/19/25	<u>66.00</u>
201-5970100	Supplies	Invoice #25-7118; 5/8/25	66.00			
SCHOLASTIC INC				20806	06/19/25	<u>3,966.20</u>
201-5960210	Special Event Programming	Invoice #73057945; 5/27/25	3,063.80			
201-5960210	Special Event Programming	Invoice 72200749; 5/5/25	902.40			
THOMAS KLISE/CRIMSON MULTIMEDIA				20807	06/19/25	<u>291.32</u>
201-5970630	Visual Materials	Invoice #021073; 5/19/25	221.32			
201-5970630	Visual Materials	Invoice #021074; 5/19/25	70.00			
THOMSON REUTERS-WEST				20808	06/19/25	<u>30.30</u>
201-5970640	Databases	Invoice #851937359; 5/1/25	30.30			
TODAY'S BUSINESS SOLUTIONS INC				20809	06/19/25	<u>1,730.65</u>
201-5980400	Equipment	Invoice #18226; 5/21/25	1,730.65			
VISOGRAPHIC				20810	06/19/25	<u>6,603.40</u>
201-5920210	Marketing	Invoice #246302; 5/30/25	6,603.40			
World Archives				20811	06/19/25	<u>3,220.00</u>
201-5970640	Databases	Invoice #274707; 5/5/25	3,220.00			
Xinming GUO				20812	06/19/25	<u>(560.00)</u>
201-5960210	Special Event Programming	To VOID check 20812	-560.00			
Xinming GUO				20812	06/19/25	<u>560.00</u>
201-5960210	Special Event Programming	Event Presentation; 7/8/25	560.00			
Will Branch				20813	06/19/25	<u>450.00</u>
201-5960210	Special Event Programming	Event Presentation; 07.07.25	450.00			
Xinming GUO				20814	06/19/25	<u>280.00</u>
201-5960210	Special Event Programming	Event Presentation; 07.08.25	280.00			

Check List Total 391,861.61

Des Plaines Public Library
ACH Register

All Bank Accounts
May 1, 2025 - May 31, 2025

ACH Number	ACH Date	Payee	Amount
Vendor Checks			
50221	05/31/25	IMRF	25,109.72
50222	05/31/25	IMRF	7,523.24
50223	05/31/25	ADP	998.91
50224	05/31/25	COMCAST CABLE	39.03
50225	05/31/25	NICOR GAS	1,933.61
50226	05/31/25	COMCAST CABLE	1,370.99
50227	05/31/25	COMCAST CABLE	724.19
50228	05/31/25	VERIZON WIRELESS	961.09
50229	05/31/25	BANKCARD SERVICES	23,576.55
50230	05/31/25	NEOFUNDS BY NEOPOST	1,000.00
50231	05/31/25	FRIENDS OF THE DES PLAINES PUBLIC LIBRARY	1,120.81
60011	05/31/25	TROOP CONTRACTING, INC	2,102.60
Vendor Check Total			<u>66,460.74</u>
Check List Total			<u><u>66,460.74</u></u>

Check count = 12

DES PLAINES PUBLIC LIBRARY

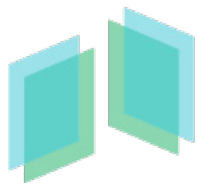
**CASH FLOW SUMMARY
For the Year Ended December 31, 2025**

Balance Sheet	January	February	March	April	May	June	July	August	September	October	November	December
Cash & Investments	\$ 7,032,435	6,645,357	8,170,668	8,098,240	7,609,580							
Revenue (M-T-D)												
Property Taxes	-	853,437	1,862,114	232,301	-							
Other Revenue	30,770	107,162	33,648	191,493	109,112							
	30,770	960,599	1,895,762	423,794	109,112	-	-	-	-	-	-	-
Expenses (M-T-D)												
Payroll & Benefits	260,380	300,348	338,439	275,555	621,420							
Other Expense	341,121	208,246	153,738	174,174	224,447							
Change in A/P & AJE's	(1,732,867)	839,083	(121,725)	46,493	(248,095)							
	(1,131,366)	1,347,677	370,452	496,222	597,772	-	-	-	-	-	-	-
Net Increase/(Decrease)	1,162,136	(387,078)	1,525,310	(72,427)	(488,660)	-	-	-	-	-	-	-

DES PLAINES PUBLIC LIBRARY

**CASH FLOW SUMMARY
For the Year Ended December 31, 2024**

Balance Sheet	January	February	March	April	May	June	July	August	September	October	November	December
Cash & Investments	\$ 5,407,213	5,753,298	7,730,714	7,205,561	6,723,973	6,667,006	7,571,885	8,668,375	7,875,969	8,007,405	7,612,254	7,032,435
Revenue (M-T-D)												
Property Taxes	-	792,110	2,521,449		(22,984)	10,054	1,211,645	1,415,061		854,843	-	-
Other Revenue	121,322	23,764	89,466	26,800	102,120	529,002	137,671	338,265	38,878	38,359	231,431	30,770
	121,322	815,874	2,610,915	26,800	79,136	539,057	1,349,316	1,753,327	38,878	893,202	231,431	30,770
Expenses (M-T-D)												
Payroll & Benefits	342,607	403,253	262,943	340,863	520,400	340,976	272,926	405,050	272,083	277,587	508,258	354,020
Other Expense	477,947	247,204	260,935	236,783	187,805	114,016	260,701	452,278	371,199	452,150	236,024	247,481
Change in A/P & AJE's	(236,146)	(180,668)	109,621	(25,693)	(147,481)	141,032	(89,190)	(200,491)	188,002	32,029	(117,699)	9,087
	584,408	469,790	633,499	551,953	560,724	596,024	444,437	656,837	831,284	761,766	626,583	610,588
Net Increase/(Decrease)	(463,086)	346,084	1,977,416	(525,153)	(481,588)	(56,967)	904,880	1,096,490	(792,406)	131,436	(395,152)	(579,818)



DIRECTOR'S REPORT

On May 2025

DONATIONS



\$75.62 for Perler beads for the Purrfect Perler Glasses Holder program which will be offered twice.

\$185.08 for program materials and prizes for the Summer Reading Club themed Jigsaw Puzzle Tournament.

\$200 gift cards for a drawing for those who post a picture or drawing of their favorite tail (pet) on displayed art panels during the Summer Reading Program.

Thank You!

\$500 donation from the Patrino Family in honor of their mother, Nancy Patrino.

COMINGS & GOINGS

PROMOTION

Lynne Rubio to Head of Adult Services, from Readers' Services Manager.

Maritza Jimenez to PT Processing Clerk, from PT page.

COMING

Cosette Gutierrez to PT Materials Services Clerk.

Savannah May to PT Materials Services Page.

Pam Dobrowski to PT Youth Services Assistant.

HEARD IN THE STACKS

Kid, upon receiving a coupon for a free book from the Friends Book Nook.

AROUND THE LIBRARY



MEMORIAL DAY 2025

"Our flag does not fly because the wind moves it. It flies with the last breath of each soldier who died protecting it."

- Author Unknown



Makerspace Orientation

ON ZOOM

5:00 - 7:00pm on Wednesdays

9:30 - 11:30am on Thursdays

If you cannot attend the Wednesday or Thursday zoom orientation, please reserve a table and a laptop in the Canvas to access the orientation in person.



DPPL CELEBRATES

Asian & Pacific American Heritage Month



"WOW! I'm going to save it for a really special day, like my birthday or the Fourth of July."

MAY PROGRAM HIGHLIGHTS

ADULT

BIOMIMICRY: INSPIRED BY NATURE



Wednesday, May 28th at 7:00 pm

Have you ever had Velcro shoes? Think biomimicry! Biomimicry observes nature to see how it has solved problems and then copies the techniques and applies them to new innovations. Join naturalist Kim White to learn how animals and plants are being studied to solve today's problems.

Please register.

Learn more at [DPPL.ORG](https://dppl.org)

Des Plaines Public Library

Poverty: A Discussion with Matthew Desmond



Tuesday, May 13 | 7:00pm

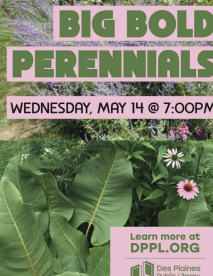
Join us to close out our fourth season with bestselling author Matthew Desmond in conversation with award-winning journalist Natalie Moore. Desmond is a professor of sociology at Princeton University and author of the award-winning book, *Evicted: Poverty and Profit in the American City*.

Please register Virtual via Zoom

Learn more at [DPPL.ORG](https://dppl.org)

Des Plaines Public Library

BIG BOLD PERENNIALS



WEDNESDAY, MAY 14 @ 7:00PM

Discover how to add height and drama into your garden with **big, bold, bedazzled perennials**. Tall plants are cool plants! The secret to a stunning garden design is a variety of plant layers that draw the eye up. The program will review some favorite tall perennials that will create layers of texture in your garden.

Co-sponsored With **DES PLAINES GARDEN CLUB**

Presented by horticulturist Heather Prince

Please Register

Learn more at [DPPL.ORG](https://dppl.org)

Des Plaines Public Library

Celebrating the Cherry Blossom Festival



Japan has been a fascinating American tourist attraction for decades. Educator Yvonne Wolf will give a brief overview of Japan and welcome Spring the Japanese way, through the cherry blossom festivals.

Wednesday, May 7 at 6:30 - 8:00pm

Meeting Room B/C

Learn more at [DPPL.ORG](https://dppl.org)

Des Plaines Public Library

Pressed Flower Suncatcher



Make a pretty suncatcher for your window with only a few supplies! Enjoy this easy beautiful spring craft, make one for you or for someone else.

Pick up the kits from the 4th floor on or after May 5, 2025, while supplies last.

Learn more at [DPPL.ORG](https://dppl.org)

Des Plaines Public Library

Staging and Preparing Your Home for the Summer Market



Saturday, May 10 • 11:00 a.m. - 12:30 p.m.

- Showcasing your home's best features
- Enhancing curb appeal
- Interior staging
- Value adding maintenance tasks and improvements

Presented by Sheena Gutierrez, Keller Williams Realty Partners

Learn more at [DPPL.ORG](https://dppl.org)

Des Plaines Public Library

TEEN

READ • WATCH • LISTEN MINER RECS



MAY 2025

Asian & Pacific American Heritage Month



MAY 2025 • LEARN MORE AT [DPPL.ORG](https://dppl.org)

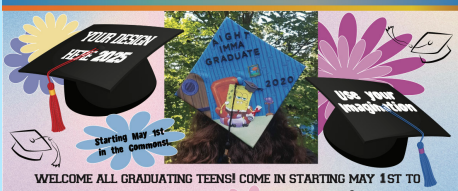
ROCKY'S RECS



What Can a Mess Make?

Des Plaines Public Library

DESIGN YOUR GRADUATION CAP



WELCOME ALL GRADUATING TEENS! COME IN STARTING MAY 1ST TO DECORATE YOUR GRADUATION CAP WITH YOUR FRIENDS! PLENTY OF SUPPLIES WILL BE PROVIDED AND AVAILABLE FOR USE 24/7!

Teens

Learn more at [DPPL.ORG](https://dppl.org)

Des Plaines Public Library

Teen CRAFTERNOONS

WEDNESDAY, MAY 28, 4:00PM - 5:00PM



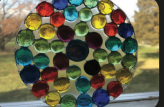
Open maker workshop! Sample our featured technology or bring your own project to work on. For teens in grades 7-12.

MAY SPOTLIGHT: FLORAL SOAP

Learn more at [DPPL.ORG](https://dppl.org)

Des Plaines Public Library

Teen Take & Make



DIY SUNCATCHER

BEGINNING MAY 5TH

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

WHILE SUPPLIES LAST

Learn more at [DPPL.ORG](https://dppl.org)

Des Plaines Public Library

All Programs meet in The Commons from 4 - 5 pm For Teens in grades 7-12

CODE Q

TUESDAY MAY 6 & MONDAY JUNE 24

Are you or your best friend an LGBTQ+ teen? Join us and show your support as we watch movies, play games and interact about topics that support the LGBTQ+ youth.

PRIDE PARTY 4 - 5PM

DRAWING CLUB

MAY 7, JUNE 4, JULY 9 ON TUESDAY

Do you like to draw? Bring your sketchbook, iPad, or blank paper and let's draw together!

ANIME CLUB

MAY 21, JUNE 18, AND JULY 23 ON TUESDAY

Join us to watch your favorite anime, read and discuss manga, create your own artwork, and teach yourself to some Japanese snacks.

Learn more at [DPPL.ORG](https://dppl.org)

Des Plaines Public Library

GO AHEAD, BOSS US AROUND!



Thursdays March 20th, April 17th, and May 15th 4:00pm - 5:00pm

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](https://dppl.org)

Des Plaines Public Library

happy tails

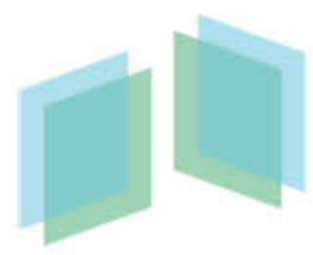


Wednesdays at 4pm March 19, April 30, May 21

All furry pets deserve to play in style! Join us as we make a post now-sew fleece tug toy for a pup or feline in need. For teens in grades 7-12.

Learn more at [DPPL.ORG](https://dppl.org)

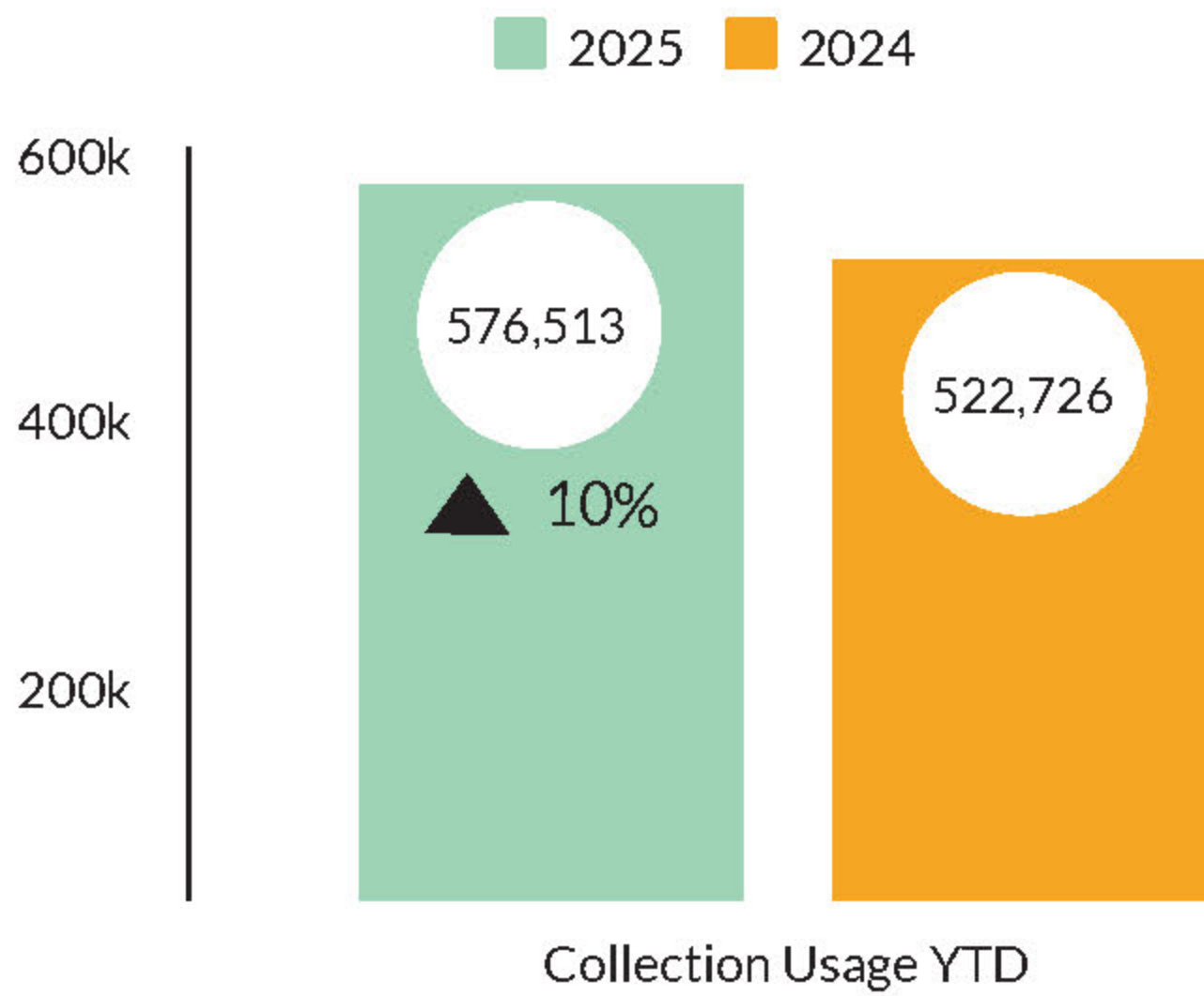
Des Plaines Public Library



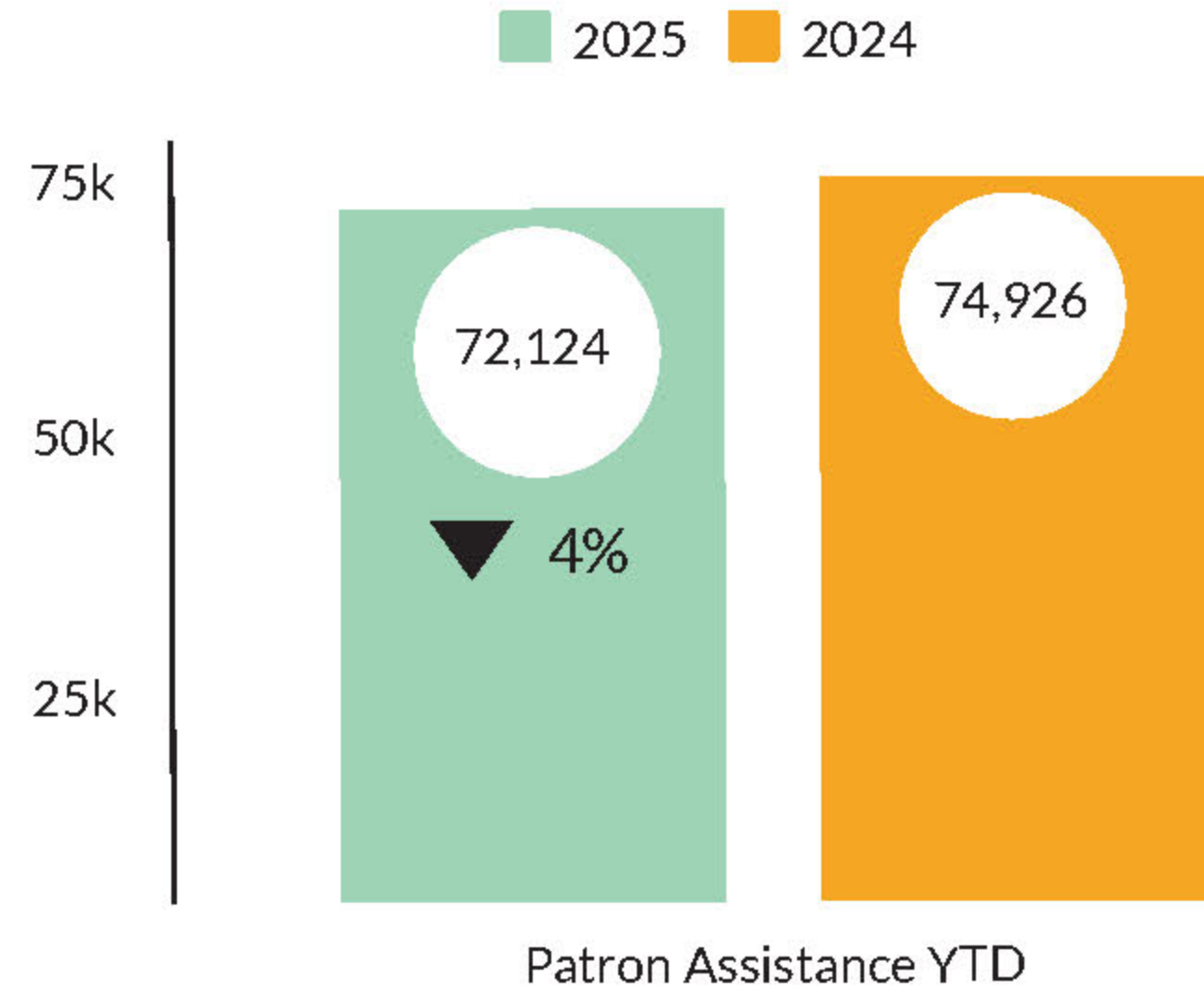
STATISTICS REPORT

On May 2025

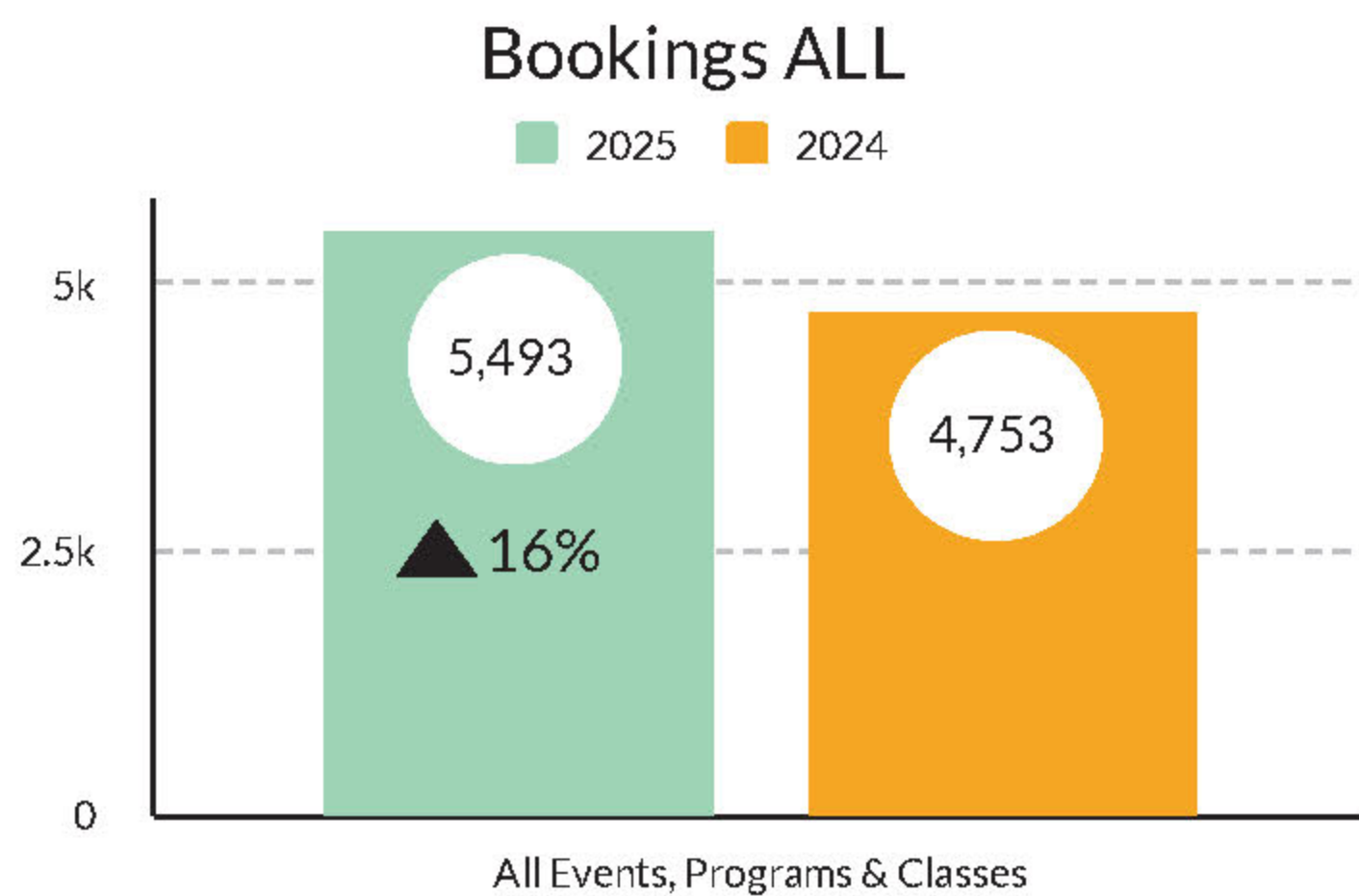
Collection Usage YTD



Patron Assistance YTD

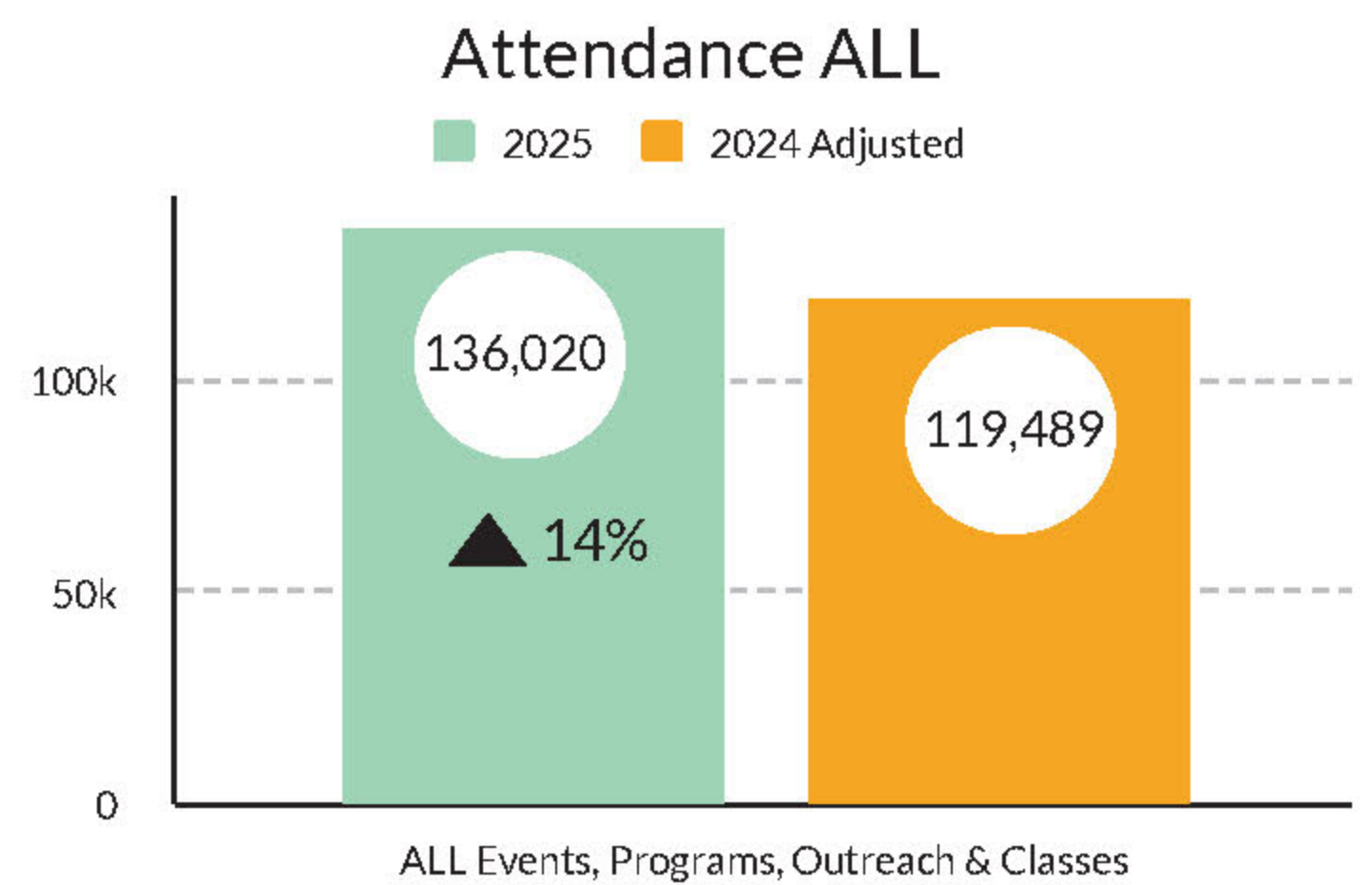


Bookings YTD

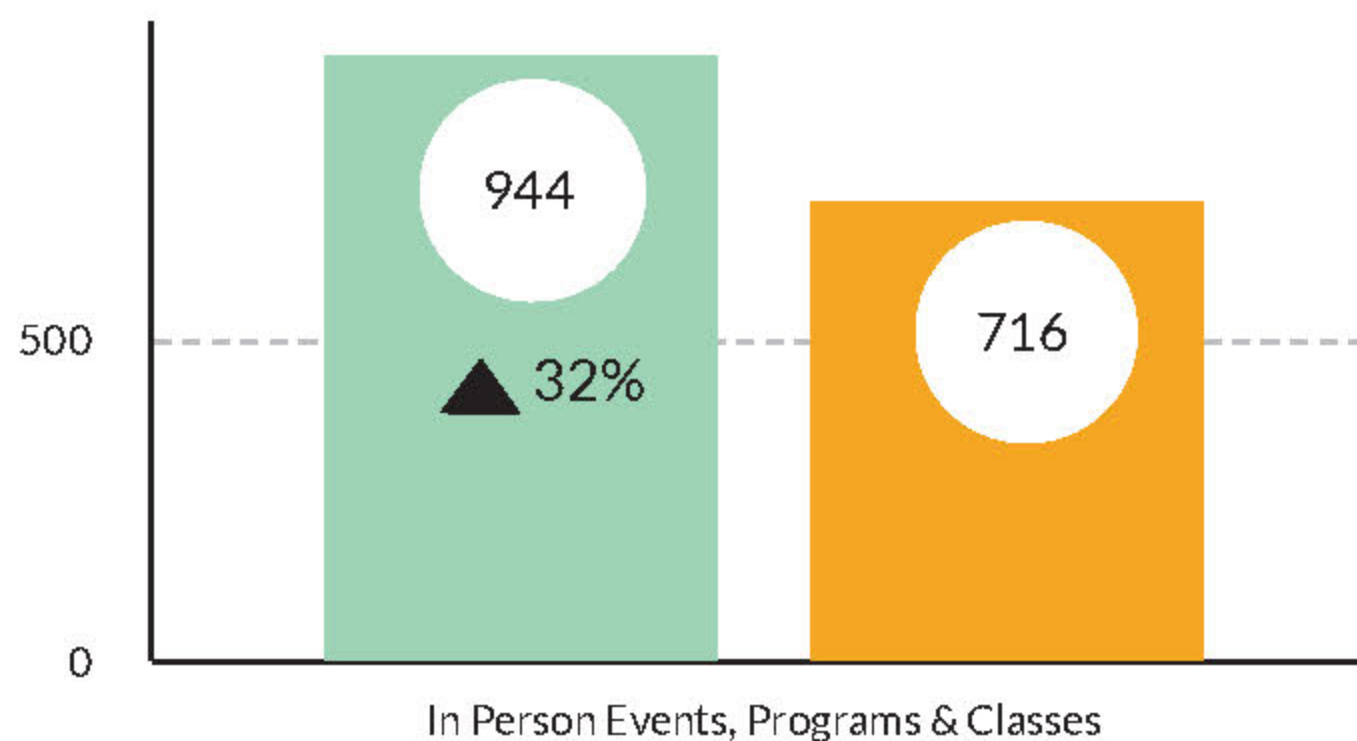


Attendance YTD

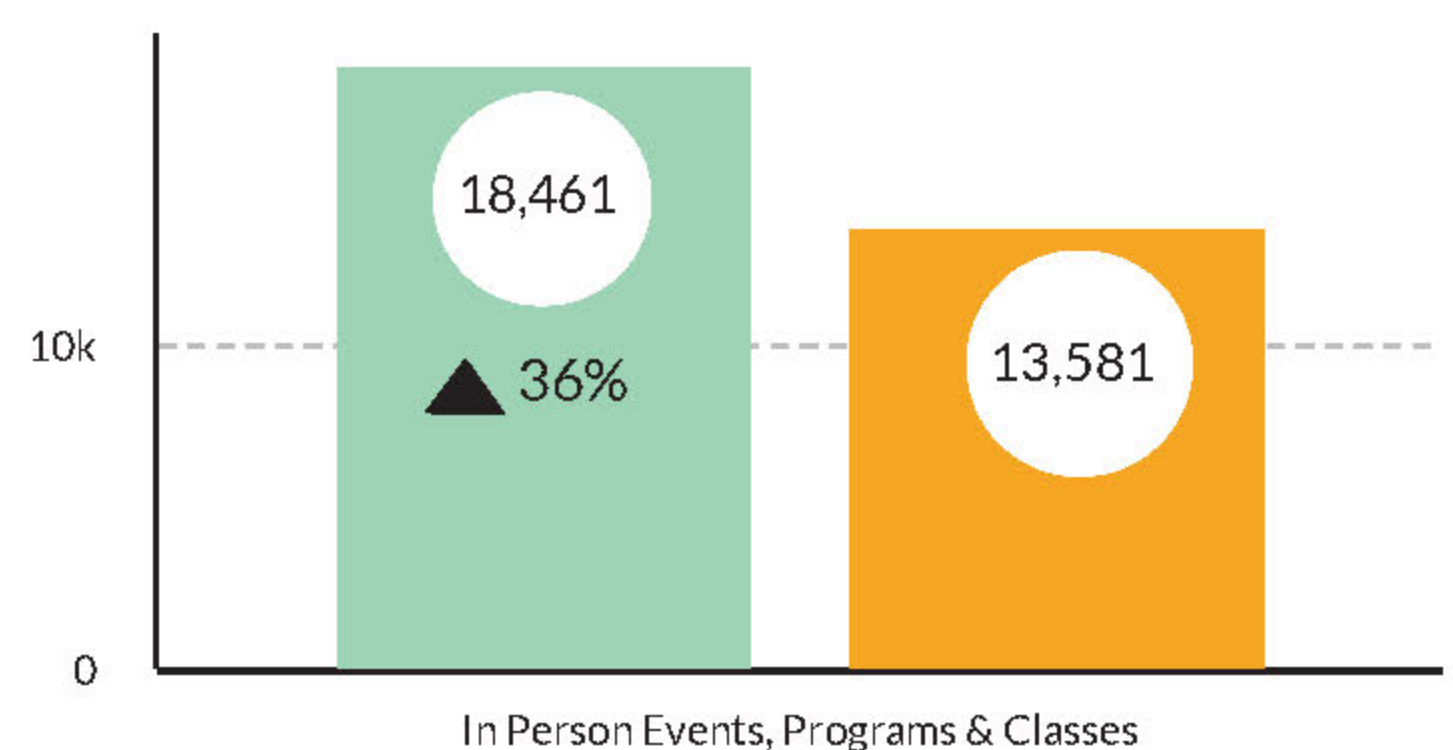
NOTE: "Passive" social media stats for "Attendance ALL" have been removed from the count, beginning January 2025 and a 2024 Adjusted column has been added to the chart. Both the Bookings and Attendance ALL stats DO still include Zoom based virtual programs.



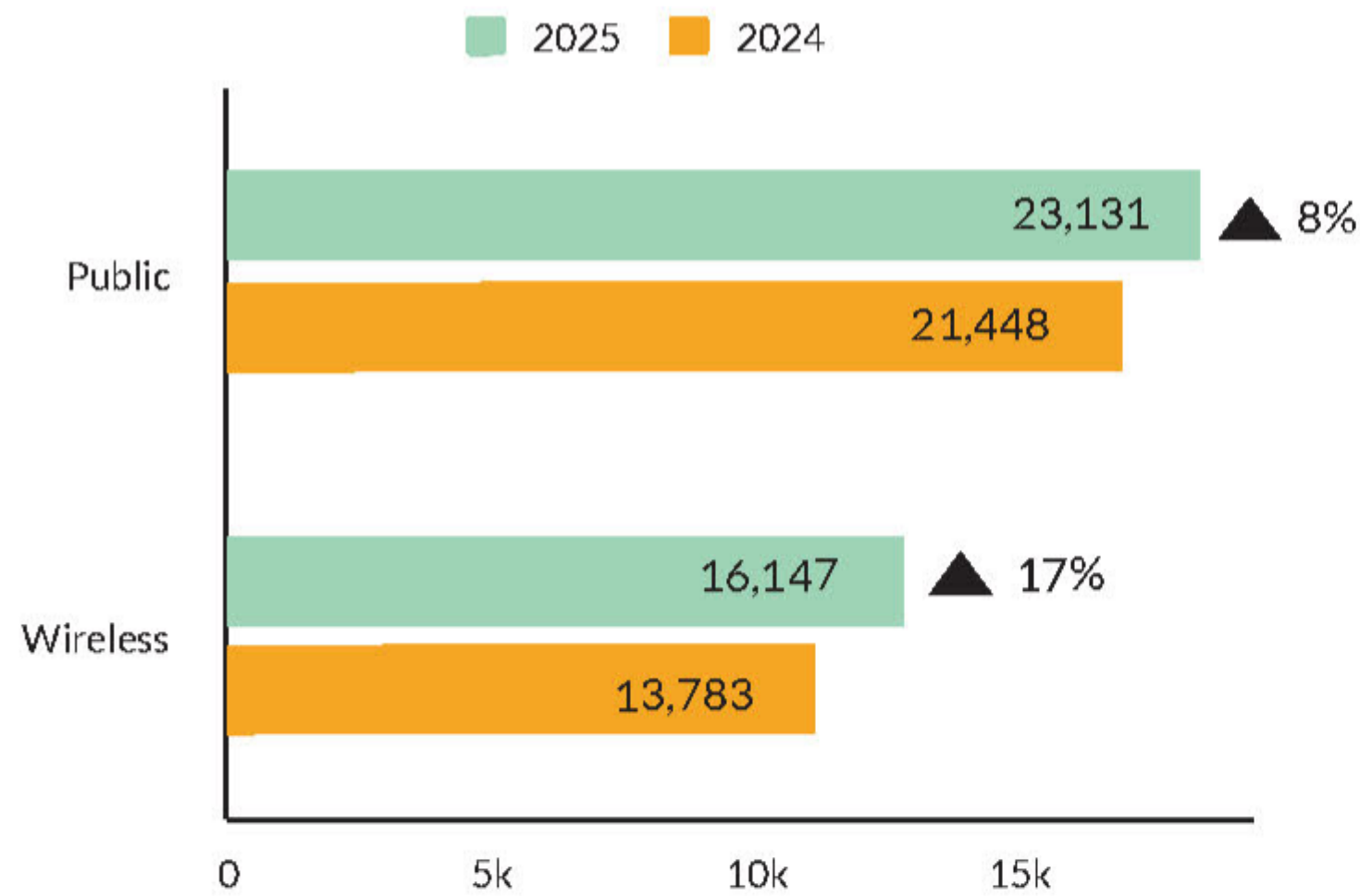
Bookings IN PERSON



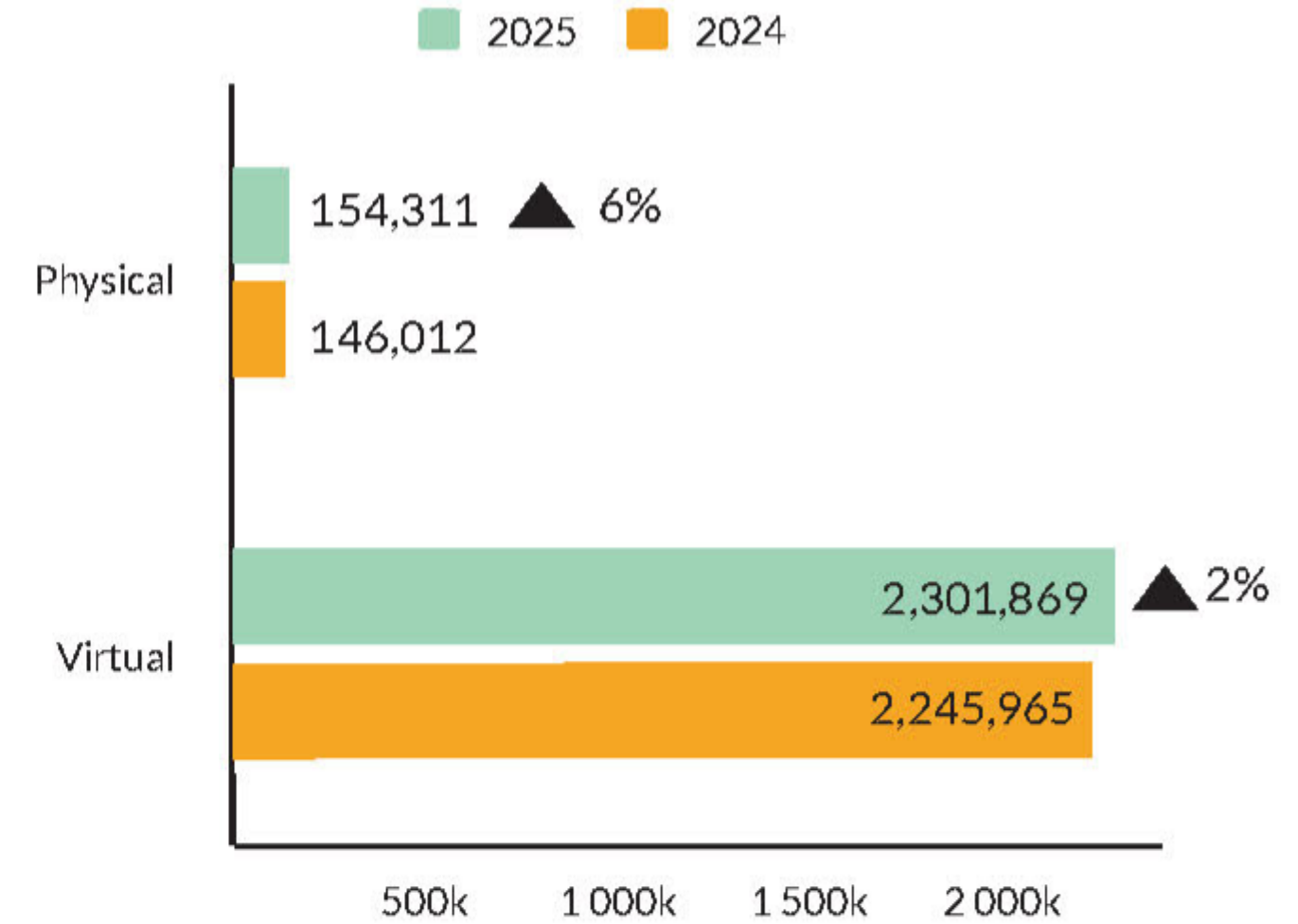
Attendance IN PERSON



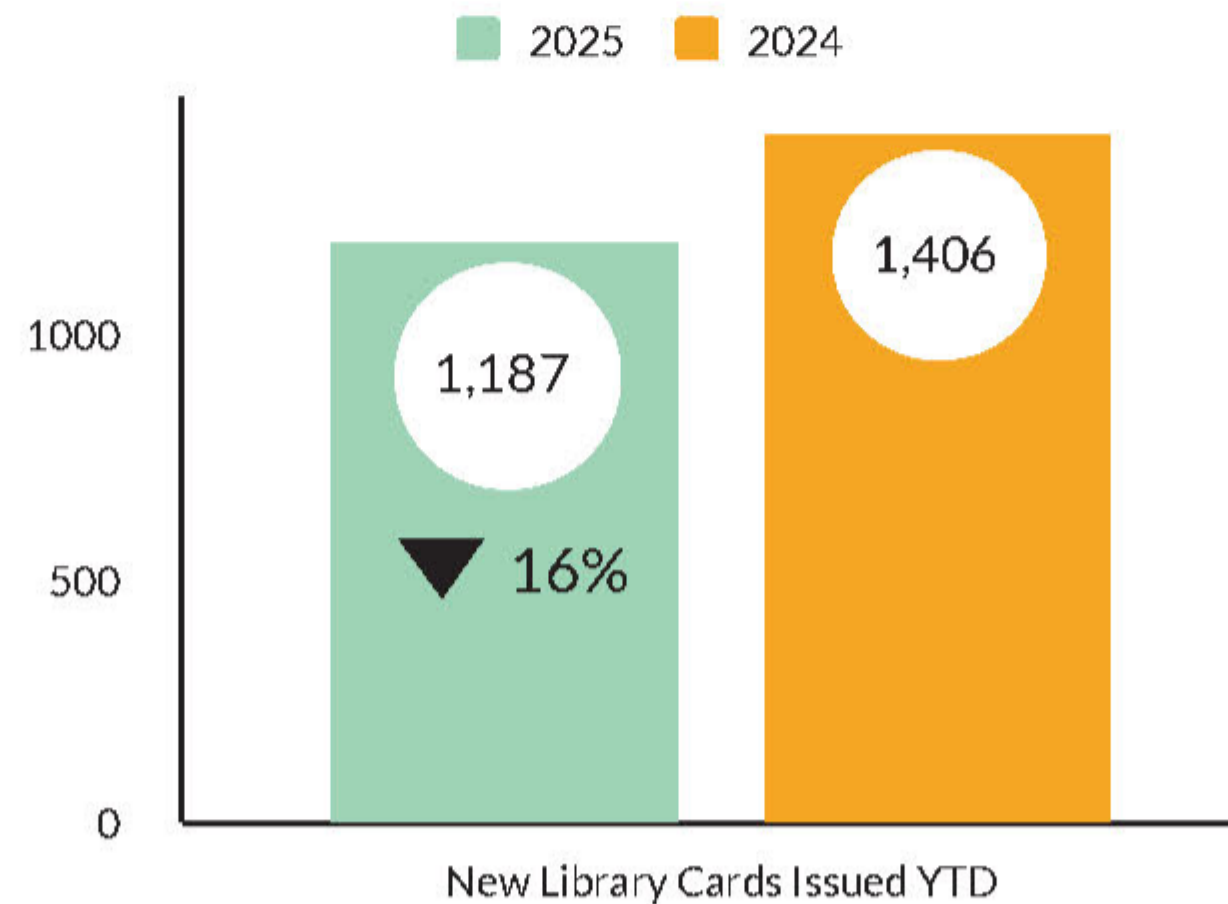
Computer Usage YTD



Traffic YTD



New Library Cards Issued YTD



2025 Year to Date Statistics

As of May 2025

COLLECTION USAGE		
	Year to Date 2025	576,513
	Year to Date 2024	522,726
	% Change	10%
PATRON ASSISTANCE		
	Year to Date 2025	72,124
	Year to Date 2024	74,926
	% Change	-4%
BOOKINGS YTD - ALL		
	Year to Date 2025	5,493
	Year to Date 2024	4,753
	% Change	16%
ATTENDANCE YTD - ALL		
	Year to Date 2025	136,020
	Year to Date 2024	119,489
	% Change	14%
IN PERSON EVENTS		
	Bookings	
	Year to Date 2025	944
	Year to Date 2024	716
	% Change	32%
	Attendance	
	Year to Date 2025	18,461
	Year to Date 2024	13,581
	% Change	36%
TRAFFIC		
	Physical Visits (gate count)	
	Year to Date 2025	154,311
	Year to Date 2024	146,012
	% Change	6%
	Virtual Visits (catalog, website, mobile app)	
	Year to Date 2025	2,301,869
	Year to Date 2024	2,245,965
	% Change	2%
LIBRARY CARDS ISSUED		
	Year to Date new library cards 2025	1,187
	Year to Date new library cards 2024	1,406
	% Change	-16%
COMPUTER USAGE		
	Public Computers	
	Year to Date 2025	23,131
	Year to Date 2024	21,448
	% Change	8%
	Wireless	
	Year to Date 2025	16,147
	Year to Date 2024	13,783
	% Change	17%

2025 STATISTICS REPORT													
COLLECTION USAGE													
	JAN	FEB	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	YTD
	54,110	45,793	57,980	42,517	47,965								248,365
Physical materials	18,048	16,261	17,324	17,143	18,460								87,236
Ematerials	605	509	488	539	479								2,620
ILL													
Databases	50,334	51,932	47,953	43,731	44,342								238,292
2025	123,097	114,495	123,745	103,930	111,246								576,513
Physical materials	54,066	51,947	55,057	56,336	46,243								263,649
Ematerials	17,525	16,447	17,646	16,165	17,400								85,183
ILL	775	666	663	510	510								3,124
Databases	49,697	46,993	38,909	0	35,171								170,770
2024	122,063	116,053	112,275	73,011	99,324								522,726
PATRON ASSISTANCE													
Youth Services	1,934	2,402	2,205	1,968	1,655								10,164
Adult Services	6,160	6,132	7,352	6,674	6,124								32,442
Patron Accounts	6,042	5,518	6,659	5,802	5,035								29,056
Security	88	97	82	128	67								462
2025	14,224	14,149	16,298	14,572	12,881								72,124
Youth Services	2,132	2,700	2,504	1,861	1,573								10,770
Adult Services	6,299	7,200	6,805	6,988	6,468								33,760
Patron Accounts	6,263	6,267	6,553	6,099	5,214								30,396
Security	136	100	140	82	42								500
2024	14,830	16,267	16,002	15,030	13,297								74,926
EVENTS, PROGRAMS AND CLASSES-BOOKINGS													
Youth Services In Person	92	95	96	126	63								472
Youth Services Virtual	1	2	2	2	1								8
Adult Services In Person	83	80	107	104	98								472
Adult Services Virtual	6	15	11	8	16								56
Outside groups	16	15	15	18	12								76
Public study rooms	744	816	957	983	909								4,409
2025	942	1,023	1,188	1,241	1,099	0	0	0	0	0	0	0	5,493
Youth Services In Person	4	133	72	48	84								341
Youth Services Virtual	9	0	-	0	-								9
Adult Services In Person	43	85	74	88	85								375
Adult Services Virtual	2	16	11	10	9								48
Outside groups	0	13	18	23	19								73
Public study rooms	569	872	826	893	747								3,907
2024	627	1,119	1,001	1,062	944	0	0	0	0	0	0	0	4,753
EVENTS, PROGRAMS, OUTREACH & CLASSES-ATTENDANCE													
Youth Services In Person	905	1,284	1,542	1,669	837								6,237
Youth Services Virtual	4,171	4,780	5,831	3,426	5,719								23,927
Adult Services In Person	1,629	2,356	4,623	1,979	1,637								12,224
Adult Services Virtual	15,388	15,842	17,377	9,792	18,230								76,629
Outside groups	260	179	184	261	194								1,078
Public study rooms	1,201	1,319	1,622	1,608	1,424								7,174
Outreach-Youth Services	907	1,271	1,025	1,355	2,753								7,311
Outreach-Adult Services	113	64	541	267	455								1,440
2025	24,574	27,095	32,745	20,357	31,249	0	0	0	0	0	0	0	136,020
Youth Services In Person	320	1,284	1,035	1,057	313								4,009
Youth Services Virtual ADJUSTED	3,526	4,252	4,419	3,920	4,085								20,202
Adult Services In Person	1,085	1,375	4,005	1,982	1,125								9,572
Adult Services Virtual ADJUSTED	14,392	13,235	13,266	11,994	12,732								65,619
Outside groups	237	134	229	1,257	251								2,108
Public study rooms	1,265	1,455	1,348	1,425	1,190								6,683
Outreach-Youth Services	941	1,542	1,116	2,268	3,842								9,709
Outreach-Adult Services	162	229	670	289	237								1,587
2024	21,928	23,506	26,088	24,192	23,775	0	0	0	0	0	0	0	119,489

TRAFFIC													
2023	Physical Visits (gate count)	29,049	28,126	38,784	30,035	28,317							154,311
2024	Physical Visits (gate count)	25,115	28,401	31,015	33,655	27,826							146,012
2023	Virtual visits (catalog, website, mobile app)	436,270	435,076	469,298	464,225	497,000							2,301,869
2024	Virtual visits (catalog, website, mobile app)	440,017	464,763	464,802	436,129	439,954							2,245,965
LIBRARY CARDS ISSUED													
2023	Number of new library cards	240	191	298	227	231							1,187
2024	Number of new library cards	277	316	249	313	251							1,406
COMPUTER USAGE													
	Public computers>Youth Services	1,311	1,092	1,577	1,285	1,017							6,282
	Public computersAdult	3,476	2,937	3,576	3,231	3,659							16,849
2023	Total	4,787	4,029	5,153	4,516	4,646	0	0	0	0	0	0	23,131
	Public computers>Youth Services	787	1,196	1,619	1,206	1,221							6,029
	Public computersAdult	2,545	3,355	2,957	3,329	3,233							15,419
2024	Total	3,332	4,551	4,576	4,535	4,454	0	0	0	0	0	0	21,448
	Wireless	2,823	3,072	3,439	3,504	3,309							16,147
2023	Total	2,823	3,072	3,439	3,504	3,309	0	0	0	0	0	0	16,147
	Wireless	2,518	2,904	2,904	2,827	2,630							13,783
2024	Total	2,518	2,904	2,904	2,827	2,630	0	0	0	0	0	0	13,783



FORMULA FOR DETERMINING NON-RESIDENT FEE*

1. = Library income from local government sources [\$6,027,734]
2. = Population [58,832]
3. = Size of average household [2.58]

$(1/2) \times 3 = \text{Fee}$

[Income divided by population multiplied by average household size]

Non-Resident Fee July 2025- June 2026 = \$264

*Provided by Illinois State Library

2025 / 2026 BOARD MEETING DATES

August 21

September 18

October 16

November 20

December 18

January 15

February 19, meeting at 5pm

March 19

April 16

May 21

June 18

July 16, meeting at 5 pm

Possible Issues:

January 15 / MLK Day

March 19 - Eid al-Fitr begins at sundown

May 21- Shavuot starts at sundown