



## **NOTICE**

**DES PLAINES PUBLIC LIBRARY  
BOARD OF TRUSTEES**

**REGULAR BOARD MEETING  
THURSDAY OCTOBER 19, 2023  
7:00 p.m. in MEETING ROOM B**

### **AGENDA**

- **Approve Payment of Vendor Checks Report and ACH Payments.**
- **Disposal or sale of personal property. [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 847-376-2789 to allow the Library to make reasonable accommodations.



**DES PLAINES PUBLIC LIBRARY BOARD OF TRUSTEES**

**Agenda for the Regular Meeting  
Thursday October 19, 2023  
7:00 p.m. in 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 2023
  - B. Acceptance of Financial Reports for September 2023
  - C. Acceptance of Reports.
    - 1. Statistics Report for September 2023
    - 2. Director's Report for September 2023
- VIII. New Business. (7:25 p.m.)
  - A. Approve Payment of Vendor Checks Report and ACH Payments in the amount of \$277,512.61 [Action Item]
  - B. Disposal or sale of personal property. [Action Item]
  - C. Discuss Per Capita Grant Application Requirements for Trustees.
- IX. Other.
- 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 of the Regular Meeting  
Thursday September 21, 2023**

I. Call to Order.

The meeting was called to order at 7:02 p.m.

II. Roll Call.

Roll call indicated the following trustees were PRESENT: Lisa DuBrock, Kristen Graack, Christine Halblander, Denise Hudec, Nazneen Kapadia, Rachel Rice, Gregory Sarlo, Michelle Shimon-Hutchison. ABSENT: Nick Harkovich  
ALSO PRESENT: DPPL Staff Jo Bonell, Heather Imhoff, Laurie Papadourakis, Joanie Sebastian, Michelle Meyer-Edley, Friends of Library president John Leach.

III. Pledge of Allegiance.

IV. Vote to invoke the Remote Participation Policy.

MOTION by Hudec, seconded by Graack to allow trustees participating remotely to vote on action items.

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

V. Consideration of the Agenda.

MOTION by Halblander, seconded by Shimon-Hutchison to accept the Agenda.

VOTE: AYES: DuBrock, Graack, Halblander, Hudec, Kapadia, Rice, Sarlo, Shimon-Hutchison; NAYS: None; MOTION CARRIED

VI. Public Comments and Questions.

Friends of the Library President John Leach invited the public to attend the Friends' Fall Book Sale Friday September 29 through Sunday October 1st.

VII. Consent Agenda.

- A. Approval of the Minutes of the Regular Board Meeting - August 2023
- B. Acceptance of Financial Reports for August 2023
- C. Acceptance of Reports.
  - 1. Statistics Report for August 2023

2. Director's Report for August 2023

MOTION by Graack, seconded by Hudec to accept the Consent Agenda.

VOTE: AYES: DuBrock, Graack, Halblander, Hudec, Kapadia, 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 \$367,150.25.

MOTION by Hudec, seconded by DuBrock to approve payment of vendor checks and ACH Payments in the amount of \$367,150.25. as listed on the vendor checks report of August 2023, and authorize Library Director Jo Bonell to transfer the amount required to the library's operating account.

VOTE: AYES DuBrock, Graack, Halblander, Hudec, Kapadia, Rice, Sarlo, Shimon-Hutchison; NAYS: None; MOTION CARRIED

- B. Report out from the Nominating Committee and officer election.

The Nominating Committee recommended a slate of 2023-2024 officers as follows: President, Sarlo; Vice President, Graack; Treasurer, Hudec; Secretary; DuBrock. No other candidates were put forward from the floor.

MOTION out of committee to accept the 2023-2024 slate of officers as presented.

VOTE: AYES: DuBrock, Graack, Halblander, Hudec, Kapadia, Rice, Sarlo, Shimon-Hutchison; NAYS: None; MOTION CARRIED

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

Shimon-Hutchison reported the Committee met with the architect, donor, and library staff to review plans for the 4<sup>th</sup> floor creative space, heretofore called The Canvas. This project is funded through a restricted funds donation.

MOTION out of committee to authorize the architect to move forward with issuing bidding documents for the new The Canvas creative space on the 4<sup>th</sup> floor.

VOTE: AYES: DuBrock, Graack, Halblander, Hudec, Kapadia, Rice, Sarlo, Shimon-Hutchison; NAYS: None; MOTION CARRIED

- D. Report out from the Management Committee.

MOTION out of committee accept the new Library Director Evaluation document and process as presented. VOTE: AYES: DuBrock, Graack, Halblander, Hudec, Kapadia, Rice, Sarlo, Shimon-Hutchison; NAYS: None; MOTION CARRIED

IX. Executive Session.

X. Semi-Annual Review of Executive Session Minutes.

The Board entered Executive Session at 7:18 p.m.  
The Board exited Executive Session at 7:20 p.m.  
President Sarlo reported there was nothing to vote on.

XI. Other.

None

XII. Announcements.

None

XIII. Correspondence.

None

XIV. Adjournment.

MOTION by DuBrock, seconded by Graack to adjourn.  
VOTE: AYES: DuBrock, Graack, Halblander, Harkovich, Hudec, Kapadia, Rice, Sarlo, Shimon-Hutchison; NAYS: None; MOTION CARRIED

The meeting adjourned at 7:37 p.m.



**DES PLAINES PUBLIC LIBRARY  
BOARD OF TRUSTEES**

**MINUTES of the Nominating Committee  
Thursday September 21, 2023,**

I. Call to Order.

The meeting was called to order at 6:49 p.m.

II. Roll Call.

Roll call indicated the following committee members were PRESENT: Lisa DuBrock, Christine Halblander, Michelle Shimon-Hutchison. ABSENT: None.

ALSO PRESENT: Trustees Kristen Graack, Denise Hudec, Nazneen Kapadia, Rachel Rice, Gregory Sarlo. DPPL Staff Jo Bonell, Heather Imhoff, Laurie Papadourakis, Joanie Sebastian, Michelle Meyer-Edley, Friends of Library president John Leach

III. Pledge of Allegiance.

IV. Vote to invoke the Remote Participation Policy. N/A

V. Consideration of the Agenda

MOTION by Shimon-Hutchison, seconded by Halblander to accept the Agenda.

VOTE: AYES: DuBrock, Halblander, Shimon-Hutchison. NAYS: None; MOTION CARRIED

VI. Public Comments and Questions. None

VII. New Business.

A. Determination of officer candidate recommendations for the 2023/2024 term.

Chair DuBrock stated that the following trustees put themselves forth as candidates for officer: Sarlo, President; Graack, Vice President; Hudec, Treasurer; DuBrock, Secretary. No other trustees came forth.

MOTION by Halblander, seconded by Shimon-Hutchison to accept the slate of officers as presented and recommend to the board at large.

VOTE: AYES: DuBrock, Halblander, Shimon-Hutchison. NAYS: None; MOTION CARRIED

B. Adjournment.

MOTION by Halblander, seconded by Shimon-Hutchison to adjourn

VOTE: AYES: DuBrock, Halblander, Shimon-Hutchison. NAYS: None; MOTION CARRIED

The meeting adjourned at 6:54 p.m.



**DES PLAINES PUBLIC LIBRARY  
BOARD OF TRUSTEES**

**MINUTES of the Management Committee  
Thursday September 21, 2023**

I. Call to Order.

The meeting was called to order at 6:30 p.m.

II. Roll Call.

Roll call indicated the following committee members were PRESENT: Chair Kristen Graack, Christine Halblander, Denise Hudec. ABSENT: None.

ALSO PRESENT: Trustees Lisa DuBrock, Nazneen Kapadia, Rachel Rice, Gregory Sarlo, Michelle Shimon-Hutchison. DPPL Staff Jo Bonell, Heather Imhoff, Laurie Papadourakis, Joanie Sebastian, Michelle Meyer-Edley, Friends of Library president John Leach

III. Pledge of Allegiance.

IV. Vote to invoke the Remote Participation Policy. N/A

V. Consideration of the Agenda.

MOTION by Halblander, seconded by Hudec to accept the Agenda.

VOTE: AYES: Graack, Halblander, Hudec; NAYS: None; MOTION CARRIED

VI. Public Comments and Questions. None

VII. New Business.

VIII. Review of proposed changes to the Library Director annual evaluation process.

Chair Graack stated that the goal was to simplify and clarify a process of conducting the annual evaluation of the Library Director, conducted annually in August or soon thereafter. The committee, with input from all board members, has developed a new evaluation document.

MOTION by Halblander, seconded by Hudec to accept the revised document and



recommend to the board at large.

VOTE: AYES: Graack, Halblander, Hudec; NAYS: None; MOTION CARRIED

IX. Adjournment.

MOTION by DuBrock, seconded by Graack to adjourn.

VOTE: AYES: Graack, Halblander. NAYS: None; MOTION CARRIED

The meeting adjourned at 6:47 p.m.



## Des Plaines Public Library

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### Monthly Financial Report For the Month Ended September 30, 2023

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Prepared by:



**Lauterbach & Amen, LLP**

CERTIFIED PUBLIC ACCOUNTANTS

Lauterbach & Amen, LLP  
668 N. River Road, Naperville, IL 60563  
Phone: 630.393.1483 [www.lauterbachamen.com](http://www.lauterbachamen.com)

# Des Plaines Public Library

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# Financial Statements

Des Plaines Public Library  
Governmental Funds Balance Sheet  
As of September 30, 2023

	Library Fund	Capital Projects Fund	Total
<b>ASSETS</b>			
Cash and Investments	\$ 2,931,158.79	\$ 1,612,554.70	\$ 4,543,713.49
Prepays	-	0.00	-
Receivables			
Receivable - Property Taxes	7,498,802.58	-	7,498,802.58
Receivable - Grants	-	-	-
Receivable - Miscellaneous	-	-	-
<b>Total Assets</b>	<b>\$ 10,429,961.37</b>	<b>\$ 1,612,554.70</b>	<b>\$ 12,042,516.07</b>
<b>LIABILITIES</b>			
Accounts Payable	\$ 226,590.46	\$ -	\$ 226,590.46
Accrued Payroll	80,300.45	-	80,300.45
Due to other funds	87,236.09	-	87,236.09
<b>Total Liabilities</b>	<b>394,127.00</b>	<b>-</b>	<b>394,127.00</b>
<b>Deferred Inflows of Resources</b>			
Property Taxes	6,252,500.00	-	6,252,500.00
<b>Total Liabilities and Deferred Inflows of Resources</b>	<b>6,646,627.00</b>	<b>-</b>	<b>6,646,627.00</b>
<b>FUND BALANCE</b>			
Fund Balance - Unreserved	3,783,334.37	1,612,554.70	5,395,889.07
<b>Total Fund Balance</b>	<b>3,783,334.37</b>	<b>1,612,554.70</b>	<b>5,395,889.07</b>
<b>Total Liabilities, Deferred Inflows of Resources and Fund Balance</b>	<b>\$ 10,429,961.37</b>	<b>\$ 1,612,554.70</b>	<b>\$ 12,042,516.07</b>

Des Plaines Public Library

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

For the 9 Months Ended September 30, 2023

	General Fund	Capital Improvements Fund	Total
<b>REVENUES</b>			
Taxes	\$ 4,671,940.99	\$ -	\$ 4,671,940.99
Intergovernmental	141,597.13	-	141,597.13
Fines & Fees	26,470.82	-	26,470.82
Interest	103,353.38	70,314.49	173,667.87
Special Events and Programs	9,028.58	-	9,028.58
Miscellaneous	33,573.04	-	33,573.04
Total Revenues	<u>4,985,963.94</u>	<u>70,314.49</u>	<u>5,056,278.43</u>
<b>EXPENDITURES</b>			
Personnel	\$ 2,313,048.53	\$ -	\$ 2,313,048.53
Operating	1,626,355.84	-	1,626,355.84
Library Materails	699,436.76	-	699,436.76
Capital Outlay	71,874.76	269,627.85	341,502.61
Other Expenditures	49,019.65	-	49,019.65
Total Expenditures	<u>4,759,735.54</u>	<u>269,627.85</u>	<u>5,029,363.39</u>
Net Change in Fund Balances	<u>226,228.40</u>	<u>(199,313.36)</u>	<u>26,915.04</u>
<b>FUND BALANCES</b>			
Beginning of the year	<u>3,557,105.97</u>	<u>1,811,868.06</u>	<u>5,368,974.03</u>
End of the period	<u>\$ 3,783,334.37</u>	<u>\$ 1,612,554.70</u>	<u>\$ 5,395,889.07</u>

## Supplementary Information

Des Plaines Public Library

Treasurer's Report as of September 30, 2023

<u>Institution</u>	<u>Invested</u>
201-1101000 - Petty Cash	<u>500.00</u>
201-1102015 - Old National Operating # 92260	6,040.10
202-1102015 - Old National Operating # 92260	<u>21,748.58</u>
	<u>27,788.68</u>
201-1102030 - Village B&T Donation #6718	<u>16,705.63</u>
201-1102040 - Village B&T Donation #9878	<u>220,154.91</u>
201-1102060 - Village B&T Checking #0289	676,251.67
202-1102060 - Village B&T Checking #0289	<u>-</u>
	<u>676,251.67</u>
201-1102050 - Wintrust Brokerage	<u>149,889.78</u>
201-1102079 - Illinois Funds # 2591	1,861,616.70
202-1102079 - Illinois Funds # 2591	<u>1,590,806.12</u>
	<u>3,452,422.82</u>
Total Invested	<u><u>4,543,713.49</u></u>



Des Plaines Public Library  
Balance Sheet as of September 30, 2023

	<u>Beginning</u> <u>Balance</u>	<u>M.T.D.</u> <u>Changes</u>	<u>Ending</u> <u>Balance</u>
<u>Library Fund</u>			
<u>Assets</u>			
1101000 - Petty Cash	500.00	0.00	500.00
1102015 - Old National Operating # 92260	5,421.11	618.99	6,040.10
1102030 - Village B&T Donation #6718	24,705.63	(8,000.00)	16,705.63
1102040 - Village B&T Donation #9878	219,161.90	993.01	220,154.91
1102050 - Wintrust Brokerage	168,939.15	(19,049.37)	149,889.78
1102060 - Village B&T Checking #0289	525,759.66	150,492.01	676,251.67
1102079 - Illinois Funds # 2591	2,443,045.24	(581,428.54)	1,861,616.70
1118000 - Receivable - Property Taxes	<u>7,498,802.58</u>	<u>0.00</u>	<u>7,498,802.58</u>
	<u>10,886,335.27</u>	<u>(456,373.90)</u>	<u>10,429,961.37</u>
 <u>Liabilities and Fund Balance</u>			
<u>Liabilities</u>			
2401000 - Accounts Payable	195,730.22	30,860.24	226,590.46
2430707 - Due to Library Comp Abs	87,236.09	0.00	87,236.09
2450040 - Accrued Payroll	56,434.06	0.00	56,434.06
2470000 - Deferred Revenue - Property Tax	6,252,500.00	0.00	6,252,500.00
2471000 - Deferred Revenue - Other	<u>23,866.39</u>	<u>0.00</u>	<u>23,866.39</u>
	<u>6,615,766.76</u>	<u>30,860.24</u>	<u>6,646,627.00</u>
 <u>Fund Balance</u>			
3730000 - Fund Balance - Unreserved	<u>3,557,105.97</u>	<u>0.00</u>	<u>3,557,105.97</u>
	<u>3,557,105.97</u>	<u>0.00</u>	<u>3,557,105.97</u>
 Total Liabilities and Fund Balance	 <u>10,172,872.73</u>	 <u>30,860.24</u>	 <u>10,203,732.97</u>
 Excess Revenues Over Expenses	 <u>713,462.54</u>	 <u>(487,234.14)</u>	 <u>226,228.40</u>

Des Plaines Public Library  
Balance Sheet as of September 30, 2023

	<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	0.00	21,748.58
1102060 - Village B&T Checking #0289	119,867.53	(119,867.53)	0.00
1102079 - Illinois Funds # 2591	1,591,917.63	(1,111.51)	1,590,806.12
	1,733,533.74	(120,979.04)	1,612,554.70
<u>Liabilities and Fund Balance</u>			
<u>Liabilities</u>			
2401000 - Accounts Payable	119,867.53	(119,867.53)	0.00
	119,867.53	(119,867.53)	0.00
<u>Fund Balance</u>			
3730000 - Fund Balance - Unreserved	1,811,868.06	0.00	1,811,868.06
Total Liabilities and Fund Balance	1,931,735.59	(119,867.53)	1,811,868.06
Excess Revenues Over Expenses	(198,201.85)	(1,111.51)	(199,313.36)

Compensated Absences Fund

<u>Assets</u>			
1120201 - Due From Library	87,236.09	0.00	87,236.09
	87,236.09	0.00	87,236.09
<u>Liabilities and Fund Balance</u>			
<u>Liabilities</u>			
2450035 - Accrued ST-LT Comp Absence	87,236.09	0.00	87,236.09
	87,236.09	0.00	87,236.09
<u>Fund Balance</u>			
Total Liabilities and Fund Balance	87,236.09	0.00	87,236.09
Excess Revenues Over Expenses	0.00	0.00	0.00

Des Plaines Public Library  
Balance Sheet as of September 30, 2023

	<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>(1,687,478.00)</u>	<u>0.00</u>	<u>(1,687,478.00)</u>
	<u>2,424,000.04</u>	<u>0.00</u>	<u>2,424,000.04</u>
<u>Liabilities and Fund Balance</u>			
<u>Liabilities</u>			
<u>Fund Balance</u>			
3730000 - Fund Balance - Unreserved	<u>2,424,000.04</u>	<u>0.00</u>	<u>2,424,000.04</u>
	<u>2,424,000.04</u>	<u>0.00</u>	<u>2,424,000.04</u>
Total Liabilities and Net Capital Assets	<u>2,424,000.04</u>	<u>0.00</u>	<u>2,424,000.04</u>
Excess Revenues Over Expenses	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
<u>Long Term Liability Fund</u>			
<u>Assets</u>			
1805920 - Deferred Outflows - IMRF	<u>71,328.00</u>	<u>0.00</u>	<u>71,328.00</u>
	<u>71,328.00</u>	<u>0.00</u>	<u>71,328.00</u>
<u>Liabilities and Fund Balance</u>			
<u>Liabilities</u>			
2812092 - OPEB Liability	405,203.00	0.00	405,203.00
2815192 - Net Pension Liability	(4,117,207.00)	0.00	(4,117,207.00)
2973920 - Deferred Inflows - IMRF	<u>3,424,019.00</u>	<u>0.00</u>	<u>3,424,019.00</u>
	<u>(287,985.00)</u>	<u>0.00</u>	<u>(287,985.00)</u>
<u>Fund Balance</u>			
3730000 - Fund Balance - Unreserved	<u>359,313.00</u>	<u>0.00</u>	<u>359,313.00</u>
	<u>359,313.00</u>	<u>0.00</u>	<u>359,313.00</u>
Total Liabilities and Net LT Liabilities	<u>71,328.00</u>	<u>0.00</u>	<u>71,328.00</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 9 Months Ended September 30, 2023**

_____ Library Fund _____	<u>Received this Month</u>	<u>Received this Year</u>	<u>Budgeted Receipts</u>	<u>Uncollected Receipts</u>	<u>Prct. Collected</u>
<b><u>Taxes</u></b>					
201-4810034 - Property Taxes 2022	0.00	4,671,940.99	8,751,036.00	4,079,095.01	53.39
	<u>0.00</u>	<u>4,671,940.99</u>	<u>8,751,036.00</u>	<u>4,079,095.01</u>	<u>53.39</u>
<b><u>Intergovernmental</u></b>					
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	89,495.63	89,495.00	(0.63)	100.00
201-4822090 - Grant Revenue	0.00	5,607.50	10,000.00	4,392.50	56.08
201-4822095 - State Grant - Library	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	<u>0.00</u>	<u>141,597.13</u>	<u>192,483.00</u>	<u>50,885.87</u>	<u>73.56</u>
<b><u>Fines &amp; Fees</u></b>					
201-4850101 - Library Fees	2,136.98	14,301.82	8,000.00	(6,301.82)	178.77
201-4850201 - Copying Fees	1,966.35	10,362.85	20,000.00	9,637.15	51.81
201-4850203 - Lost Materials	0.00	32.90	0.00	(32.90)	0.00
201-4850207 - Non-Res Cards	113.00	573.25	200.00	(373.25)	286.63
201-4850208 - Meeting Room Fees	<u>75.00</u>	<u>1,200.00</u>	<u>1,500.00</u>	<u>300.00</u>	<u>80.00</u>
	<u>4,291.33</u>	<u>26,470.82</u>	<u>29,700.00</u>	<u>3,229.18</u>	<u>89.13</u>
<b><u>Special Programs &amp; Events</u></b>					
201-4850215 - Friends of the Library Reimbursements	<u>0.00</u>	<u>9,028.58</u>	<u>20,000.00</u>	<u>10,971.42</u>	<u>45.14</u>
	<u>0.00</u>	<u>9,028.58</u>	<u>20,000.00</u>	<u>10,971.42</u>	<u>45.14</u>
<b><u>Interest</u></b>					
201-4830010 - Gain/Loss on Investments	(18,984.37)	2,377.98	0.00	(2,377.98)	0.00
201-4890010 - Interest Income	<u>11,564.95</u>	<u>100,975.40</u>	<u>17,000.00</u>	<u>(83,975.40)</u>	<u>593.97</u>
	<u>(7,419.42)</u>	<u>103,353.38</u>	<u>17,000.00</u>	<u>(86,353.38)</u>	<u>607.96</u>
<b><u>Other Revenue</u></b>					
201-4899900 - Miscellaneous Revenue	7,693.09	20,989.05	70,000.00	49,010.95	29.98
201-4899910 - Vending Machine Revenue	83.80	783.50	1,000.00	216.50	78.35
201-4899920 - Library Donations	200.00	950.00	600,000.00	599,050.00	0.16
201-4899940 - Friends Book Sale	<u>1,159.11</u>	<u>10,850.49</u>	<u>14,000.00</u>	<u>3,149.51</u>	<u>77.50</u>
	<u>9,136.00</u>	<u>33,573.04</u>	<u>685,000.00</u>	<u>651,426.96</u>	<u>4.90</u>
<b>Total Library Fund</b>	<u><u>6,007.91</u></u>	<u><u>4,985,963.94</u></u>	<u><u>9,695,219.00</u></u>	<u><u>4,709,255.06</u></u>	<u><u>51.43</u></u>

Des Plaines Public Library  
 Revenue Report  
 For the 9 Months Ended September 30, 2023

	<u>Received</u> <u>this Month</u>	<u>Received</u> <u>this Year</u>	<u>Budgeted</u> <u>Receipts</u>	<u>Uncollected</u> <u>Receipts</u>	<u>Prct.</u> <u>Collected</u>
<u>Capital Projects Fund</u>					
<u>Interest</u>					
202-4890010 - Interest Income	<u>6,888.49</u>	<u>70,314.49</u>	<u>11,500.00</u>	<u>(58,814.49)</u>	<u>611.43</u>
	<u>6,888.49</u>	<u>70,314.49</u>	<u>11,500.00</u>	<u>(58,814.49)</u>	<u>611.43</u>
<u>Other Financing Sources</u>					
202-4898902 - Transfer from Library Fund	<u>0.00</u>	<u>0.00</u>	<u>1,000,000.00</u>	<u>1,000,000.00</u>	<u>0.00</u>
	<u>0.00</u>	<u>0.00</u>	<u>1,000,000.00</u>	<u>1,000,000.00</u>	<u>0.00</u>
Total Capital Projects Fund	<u><u>6,888.49</u></u>	<u><u>70,314.49</u></u>	<u><u>1,011,500.00</u></u>	<u><u>941,185.51</u></u>	<u><u>6.95</u></u>
Total of All Funds	<u><u>12,896.40</u></u>	<u><u>5,056,278.43</u></u>	<u><u>10,706,719.00</u></u>	<u><u>5,650,440.57</u></u>	<u><u>47.23</u></u>

**Des Plaines Public Library  
Expense Report  
For the 9 Months Ended September 30, 2023**

Library Fund _____	M.T.D. <u>Expended</u>	Y.T.D. <u>Expended</u>	Budgeted <u>Amount</u>	Budgeted <u>Remain.</u>	Prct. <u>Expend.</u>
<u>Salaries</u>					
5910100 - Full-time Salaries	188,480.35	1,752,011.13	2,498,588.00	746,576.87	70.12
5910200 - Part-time Salaries	<u>56,034.05</u>	<u>561,037.40</u>	<u>899,000.00</u>	<u>337,962.60</u>	<u>62.41</u>
	<u>244,514.40</u>	<u>2,313,048.53</u>	<u>3,397,588.00</u>	<u>1,084,539.47</u>	<u>68.08</u>
<u>Benefits</u>					
5918010 - Unemployment Compensation	0.00	0.00	15,000.00	15,000.00	0.00
5918020 - Employer Contribution - FICA	17,901.97	169,302.06	258,634.00	89,331.94	65.46
5918021 - Employer Contribution - IMRF	8,130.37	84,403.67	194,564.00	110,160.33	43.38
5918040 - Life Insurance Premiums	0.00	0.00	1,932.00	1,932.00	0.00
5918050 - PPO Insurance Premiums	27,448.44	302,533.51	459,518.00	156,984.49	65.84
5918051 - HMO Insurance Premiums	15,219.32	151,152.46	177,307.00	26,154.54	85.25
5918055 - Dental Insurance Premiums	0.00	0.00	31,649.00	31,649.00	0.00
5918070 - Workers Compensation	<u>0.00</u>	<u>9,426.00</u>	<u>14,000.00</u>	<u>4,574.00</u>	<u>67.33</u>
	<u>68,700.10</u>	<u>716,817.70</u>	<u>1,152,604.00</u>	<u>435,786.30</u>	<u>62.19</u>
<u>Contractual Services</u>					
5920100 - Legal Fees	287.50	1,259.50	10,000.00	8,740.50	12.60
5920110 - Professional Services	37,095.59	375,414.82	468,838.00	93,423.18	80.07
5920120 - Communication Services	2,808.86	26,640.62	32,900.00	6,259.38	80.97
5920140 - Integrated Library System	0.00	44,315.58	89,000.00	44,684.42	49.79
5920202 - Conferences	0.00	180.00	0.00	(180.00)	0.00
5920210 - Marketing	3,554.00	40,043.94	60,000.00	19,956.06	66.74
5920220 - Membership Dues	40.00	4,820.83	8,000.00	3,179.17	60.26
5920990 - Property/Liability Insurance	0.00	45,755.92	65,000.00	19,244.08	70.39
5930010 - R&M Equipment	28,421.23	76,655.31	88,460.00	11,804.69	86.66
5930020 - R&M Buildings & Structures	7,250.50	75,253.35	112,364.00	37,110.65	66.97
5930030 - R&M Vehicles	0.00	0.00	1,500.00	1,500.00	0.00
5930210 - Rental of Equipment	1,360.00	12,311.01	26,090.00	13,778.99	47.19
5930320 - Cleaning/Custodial Services	4,892.50	53,523.95	88,900.00	35,376.05	60.21
5930490 - Refuse Contract	575.36	4,496.24	6,000.00	1,503.76	74.94
5960040 - Pre-Employment Testing	209.00	978.00	3,500.00	2,522.00	27.94
5960065 - Bank Fees	0.00	521.68	300.00	(221.68)	173.89
5960070 - Mileage	38.44	38.44	500.00	461.56	7.69
5960210 - Special Event Programming	5,108.34	58,718.12	61,500.00	2,781.88	95.48
5960990 - Misc. Contractual Services	<u>11,285.75</u>	<u>88,610.83</u>	<u>126,560.00</u>	<u>37,949.17</u>	<u>70.01</u>
	<u>102,927.07</u>	<u>909,538.14</u>	<u>1,249,412.00</u>	<u>339,873.86</u>	<u>72.80</u>
<u>Commodities</u>					
5970100 - Supplies	2,837.69	52,332.26	87,150.00	34,817.74	60.05
5970110 - Meals	268.54	1,221.22	2,000.00	778.78	61.06
5970170 - Janitorial	814.37	5,241.52	17,900.00	12,658.48	29.28
5970260 - Postage & Parcel	2,029.16	11,247.37	11,000.00	(247.37)	102.25
5970270 - Printing	0.00	70.67	0.00	(70.67)	0.00
5970500 - Water Bill	0.00	3,981.87	8,000.00	4,018.13	49.77
5970600 - Ebooks/Books	18,259.24	243,385.70	381,900.00	138,514.30	63.73

**Des Plaines Public Library  
Expense Report  
For the 9 Months Ended September 30, 2023**

	M.T.D. <u>Expended</u>	Y.T.D. <u>Expended</u>	Budgeted <u>Amount</u>	Budgeted <u>Remain.</u>	Prct. <u>Expend.</u>
5970610 - E-audio/Audio	5,131.06	44,617.96	74,500.00	29,882.04	59.89
5970620 - E-Subscriptions/Subscriptions	48.28	45,311.90	51,430.00	6,118.10	88.10
5970630 - Visual Materials	15,173.67	120,227.64	190,200.00	69,972.36	63.21
5970640 - Databases	17,098.44	147,600.97	170,000.00	22,399.03	86.82
5970810 - Natural Gas	466.12	20,821.35	27,000.00	6,178.65	77.12
5970850 - Gasoline	0.00	0.00	600.00	600.00	0.00
5970900 - Equipment < \$10,000	<u>0.00</u>	<u>3,376.33</u>	<u>6,900.00</u>	<u>3,523.67</u>	<u>48.93</u>
	<u>62,126.57</u>	<u>699,436.76</u>	<u>1,028,580.00</u>	<u>329,143.24</u>	<u>68.00</u>
 <u>Capital Expenditures</u>					
5980400 - Equipment	0.00	1,007.59	1,000.00	(7.59)	100.76
5980410 - Computer Hardware	651.94	21,252.27	12,800.00	(8,452.27)	166.03
5980420 - Computer Software	12,015.77	49,614.90	91,402.00	41,787.10	54.28
5980600 - Furniture & Fixtures	<u>0.00</u>	<u>0.00</u>	<u>5,000.00</u>	<u>5,000.00</u>	<u>0.00</u>
	<u>12,667.71</u>	<u>71,874.76</u>	<u>110,202.00</u>	<u>38,327.24</u>	<u>65.22</u>
 <u>Other Funding Activities</u>					
5990900 - Per Capita Grant Expenditures	1,147.09	38,169.16	89,495.00	51,325.84	42.65
5990940 - Trans to Library Capital Proj. Fund	0.00	0.00	1,000,000.00	1,000,000.00	0.00
5999940 - Friends Books Sale	<u>1,159.11</u>	<u>10,850.49</u>	<u>0.00</u>	<u>(10,850.49)</u>	<u>0.00</u>
	<u>2,306.20</u>	<u>49,019.65</u>	<u>1,089,495.00</u>	<u>1,040,475.35</u>	<u>4.50</u>
 Total Library Fund Expenditures	 <u>493,242.05</u>	 <u>4,759,735.54</u>	 <u>8,027,881.00</u>	 <u>3,268,145.46</u>	 <u>59.29</u>
 _____ Capital Projects Fund _____					
 <u>Contractual Services</u>					
 <u>Capital Expenditures</u>					
5980300 - Improvements	0.00	4,521.44	801,000.00	796,478.56	0.56
5980400 - Equipment	0.00	0.00	271,000.00	271,000.00	0.00
5980410 - Computer Hardware	0.00	179,278.04	341,100.00	161,821.96	52.56
5980420 - Computer Software	0.00	0.00	0.00	0.00	0.00
5980430 - Makerspace Donation Expenses	8,000.00	83,294.37	0.00	(83,294.37)	0.00
5980600 - Furniture and Fixtures	<u>0.00</u>	<u>2,534.00</u>	<u>2,000.00</u>	<u>(534.00)</u>	<u>126.70</u>
	<u>8,000.00</u>	<u>269,627.85</u>	<u>1,415,100.00</u>	<u>1,145,472.15</u>	<u>19.05</u>
 Total Capital Projects Fund Expenditures	 <u>8,000.00</u>	 <u>269,627.85</u>	 <u>1,415,100.00</u>	 <u>1,145,472.15</u>	 <u>19.05</u>
 <b>Total of All Funds</b>	 <u>501,242.05</u>	 <u>5,029,363.39</u>	 <u>9,442,981.00</u>	 <u>4,413,617.61</u>	 <u>53.26</u>

# Des Plaines Public Library

## Check List

All Bank Accounts

September 22, 2023 - October 19, 2023

Check Number	Check Date	Payee	Amount
<b>Vendor Checks</b>			
19431	09/30/23	Melisa Jose	(13.99)
19700	09/30/23	Gabriel Kuchan	(240.00)
19705	09/30/23	IROQUOIS COMMUNITY SCHOOL	(40.00)
19711	09/30/23	Luka Vodopic	(240.00)
19735	09/30/23	CHIEF, CDS, LIBRARY OF CONGRESS	(513.00)
19871	10/19/23	ALARM SECURITY INCORPORATED	588.00
19872	10/19/23	ALLDATA LLC	1,500.00
19873	10/19/23	Aquent LLC	2,700.00
19874	10/19/23	AUTOMATED LOGIC, INC.	14,771.00
19875	10/19/23	BACKGROUND SCREENING CONSULTANTS LLC	209.00
19876	10/19/23	BAKER & TAYLOR	20,729.26
19877	10/19/23	Becky Keane	38.44
19878	10/19/23	CENGAGE LEARNING/GALE	907.58
19879	10/19/23	CHILDREN'S PLUS, INC.	1,208.53
19880	10/19/23	Christine Sullivan	250.00
19881	10/19/23	COLLEY ELEVATOR COMPANY	642.00
19882	10/19/23	Continental Resources, Inc.	651.94
19883	10/19/23	CRYSTAL MAINTENANCE SERVICES CORP	4,892.50
19884	10/19/23	Cydney Moody	60.00
19885	10/19/23	D&Z HOUSE OF BOOKS	1,819.46
19886	10/19/23	D.E.S. Painting, Inc.	1,625.00
19887	10/19/23	EBSCO INFORMATION SERVICES	350.62
19888	10/19/23	FITTLE, LLC	1,360.00
19889	10/19/23	FLOOD BROTHERS DISPOSAL & RECYCLING SERVICES	575.36
19890	10/19/23	FLUID TECHNOLOGIES INC	750.00
19891	10/19/23	GARVEY'S OFFICE PRODUCTS	1,721.28
19892	10/19/23	IMAGE SYSTEMS & BUSINESS SOLUTIONS, LLC.	1,040.23
19893	10/19/23	INFOBASE PUBLISHING	5,479.00
19894	10/19/23	IROQUOIS COMMUNITY SCHOOL	20.00
19895	10/19/23	J&S PLUMBING, INC.	1,160.00
19896	10/19/23	John G. Donahue	105.00
19897	10/19/23	LAUTERBACH & AMEN, LLP.	1,575.00
19898	10/19/23	LAW OFFICES OF ANCEL GLINK, P.C.	287.50
19899	10/19/23	LIMRICC	57,003.91
19900	10/19/23	LYNGSOE SYSTEMS, INC	12,260.00
19901	10/19/23	MIDWEST TAPE	9,776.07
19902	10/19/23	MIDWEST TAPE	9,000.00
19903	10/19/23	NICHE ACADEMY LLC	2,040.00
19904	10/19/23	OAKBROOK MECHANICAL SERVICES	3,073.50
19905	10/19/23	OUTSOURCE SOLUTIONS GROUP, INC.	41,956.42
19906	10/19/23	OVERDRIVE, INC.	9,299.55
19907	10/19/23	Playaway Products LLC	1,076.81
19908	10/19/23	PROQUEST LLC	2,015.52
19909	10/19/23	RAILS	1,500.00
19910	10/19/23	RAINBOW BOOK COMPANY	966.48
19911	10/19/23	SAGE PUBLICATIONS, INC.	7,500.00
19912	10/19/23	THE NEW YORK TIMES	2,080.00
19913	10/19/23	THOMSON REUTERS-WEST	25.50
51999	09/30/23	BANKCARD SERVICES	19,198.81
52000	09/30/23	IMRF	18,336.24
52001	09/30/23	Lohan Architecture	8,000.00
52002	09/30/23	NICOR GAS	466.12
52003	09/30/23	COMCAST CABLE	1,951.45
52004	09/30/23	VERIZON WIRELESS	857.41
52005	09/30/23	NEOFUNDS BY NEOPOST	1,000.00
52006	09/30/23	NEOFUNDS BY NEOPOST	1,000.00
52007	09/30/23	FRIENDS OF THE DES PLAINES PUBLIC LIBRARY	1,159.11

**Vendor Check Total** 277,512.61

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**Check List Total** 277,512.61

Check count = 57



# Des Plaines Public Library

## Vendor Checks Report

Village B&T Checking #0289

September 2023

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
<b>Vendor Checks</b>						
ALARM SECURITY INCORPORATED				19871	10/19/23	<u>588.00</u>
201-5960990	Misc. Contractual Services	Inv 16224	588.00			
ALLDATA LLC				19872	10/19/23	<u>1,500.00</u>
201-5970640	Databases	11.02.23 - 11.01.24	1,500.00			
Aquent LLC				19873	10/19/23	<u>2,700.00</u>
201-5960990	Misc. Contractual Services	Inv AOD47485	2,700.00			
AUTOMATED LOGIC, INC.				19874	10/19/23	<u>14,771.00</u>
201-5930010	R&M Equipment	Inv 470752	14,771.00			
BACKGROUND SCREENING CONSULTANTS LLC				19875	10/19/23	<u>209.00</u>
201-5960040	Pre-Employment Testing	Inv 22584	209.00			
BAKER & TAYLOR				19876	10/19/23	<u>20,729.26</u>
201-5960990	Misc. Contractual Services	Inv # 2037602723	11.20			
201-5970600	Ebooks/Books	Inv # 2037602723	545.85			
201-5960990	Misc. Contractual Services	Inv # 2037774506	20.65			
201-5970600	Ebooks/Books	Inv # 2037774506	65.11			
201-5960990	Misc. Contractual Services	Inv # 2037769532	5.03			
201-5970600	Ebooks/Books	Inv # 2037769532	11.36			
201-5960990	Misc. Contractual Services	Inv # 2037791271	10.44			
201-5970600	Ebooks/Books	Inv # 2037791271	30.63			
201-5960990	Misc. Contractual Services	Inv # 2037791121	14.11			
201-5970600	Ebooks/Books	Inv # 2037791121	60.67			
201-5960990	Misc. Contractual Services	Inv # 2037791230	18.26			
201-5970600	Ebooks/Books	Inv # 2037791230	82.56			
201-5960990	Misc. Contractual Services	Inv # 2037819475	42.57			
201-5970600	Ebooks/Books	Inv # 2037819475	176.01			
201-5960990	Misc. Contractual Services	Inv # 2037816177	2.17			
201-5970600	Ebooks/Books	Inv # 2037816177	5.97			
201-5960990	Misc. Contractual Services	Inv # 2037816257	34.51			
201-5970600	Ebooks/Books	Inv # 2037816257	159.36			
201-5960990	Misc. Contractual Services	Inv # 2037819554	117.36			
201-5970600	Ebooks/Books	Inv # 2037819554	562.75			
201-5960990	Misc. Contractual Services	Inv # 2037813179	4.98			
201-5970600	Ebooks/Books	Inv # 2037813179	15.81			
201-5960990	Misc. Contractual Services	Inv # 2037809540	28.72			
201-5970600	Ebooks/Books	Inv # 2037809540	57.99			
201-5960990	Misc. Contractual Services	Inv # 2037800028	26.65			
201-5970600	Ebooks/Books	Inv # 2037800028	127.53			
201-5960990	Misc. Contractual Services	Inv # 2037787035	33.55			
201-5970600	Ebooks/Books	Inv # 2037787035	149.51			
201-5960990	Misc. Contractual Services	Inv # 2037783207	85.84			
201-5970600	Ebooks/Books	Inv # 2037783207	194.88			
201-5960990	Misc. Contractual Services	Inv # 2037800720	36.80			
201-5970600	Ebooks/Books	Inv # 2037800720	110.42			
201-5960990	Misc. Contractual Services	Inv # 2037816601	25.37			
201-5970600	Ebooks/Books	Inv # 2037816601	104.17			
201-5960990	Misc. Contractual Services	Inv # 2037805254	80.13			
201-5970600	Ebooks/Books	Inv # 2037805254	298.08			
201-5960990	Misc. Contractual Services	Inv # 2037813109	73.53			
201-5970600	Ebooks/Books	Inv # 2037813109	307.69			
201-5960990	Misc. Contractual Services	Inv # 2037788077	189.56			

# Des Plaines Public Library

## Vendor Checks Report

Village B&T Checking #0289

September 2023

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
201-5970600	Ebooks/Books	Inv # 2037788077	810.26			
201-5960990	Misc. Contractual Services	Inv # 2037805065	140.60			
201-5970600	Ebooks/Books	Inv # 2037805065	668.92			
201-5960990	Misc. Contractual Services	Inv # 2037799118	94.38			
201-5970600	Ebooks/Books	Inv # 2037799118	465.00			
201-5960990	Misc. Contractual Services	Inv # 2037788079	51.37			
201-5970600	Ebooks/Books	Inv # 2037788079	172.68			
201-5960990	Misc. Contractual Services	Inv # 2037799113	204.33			
201-5970600	Ebooks/Books	Inv # 2037799112	1,322.58			
201-5970600	Ebooks/Books	Inv # 2037815918	47.63			
201-5960990	Misc. Contractual Services	Inv # 2037779052	5.60			
201-5970600	Ebooks/Books	Inv # 2037779052	220.26			
201-5970600	Ebooks/Books	Inv # 2037780870	671.47			
201-5960990	Misc. Contractual Services	Inv # 2037780871	110.94			
201-5960990	Misc. Contractual Services	Inv # 2037744471	19.35			
201-5970600	Ebooks/Books	Inv # 2037744471	80.54			
201-5960990	Misc. Contractual Services	Inv # 2037772621	46.03			
201-5970600	Ebooks/Books	Inv # 2037772621	173.08			
201-5960990	Misc. Contractual Services	Inv # 2037740974	11.94			
201-5970600	Ebooks/Books	Inv # 2037740974	48.98			
201-5960990	Misc. Contractual Services	Inv # 2037800921	69.60			
201-5970600	Ebooks/Books	Inv # 2037800921	343.03			
201-5960990	Misc. Contractual Services	Inv # 2037769376	11.29			
201-5970600	Ebooks/Books	Inv # 2037769376	47.69			
201-5960990	Misc. Contractual Services	Inv # 2037764018	20.12			
201-5970600	Ebooks/Books	Inv # 2037764018	26.90			
201-5960990	Misc. Contractual Services	Inv # 2037791338	121.80			
201-5970600	Ebooks/Books	Inv # 2037791338	575.61			
201-5960990	Misc. Contractual Services	Inv # 2037791065	89.01			
201-5970600	Ebooks/Books	Inv # 2037791065	385.60			
201-5960990	Misc. Contractual Services	Inv # 2037737852	6.51			
201-5970600	Ebooks/Books	Inv # 2037737852	34.14			
201-5960990	Misc. Contractual Services	Inv # 2037772499	24.90			
201-5970600	Ebooks/Books	Inv # 2037772499	68.46			
201-5960990	Misc. Contractual Services	Inv # 2037760740	58.08			
201-5970600	Ebooks/Books	Inv # 2037760740	115.92			
201-5960990	Misc. Contractual Services	Inv # 2037766783	22.57			
201-5970600	Ebooks/Books	Inv # 2037766783	87.52			
201-5960990	Misc. Contractual Services	Inv # 2037753617	17.40			
201-5970600	Ebooks/Books	Inv # 2037753617	51.07			
201-5960990	Misc. Contractual Services	Inv # 2037775745	41.76			
201-5970600	Ebooks/Books	Inv # 2037775745	117.15			
201-5960990	Misc. Contractual Services	Inv # 2037764856	9.05			
201-5970600	Ebooks/Books	Inv # 2037764856	224.52			
201-5970600	Ebooks/Books	Inv # 2037768082	858.05			
201-5960990	Misc. Contractual Services	Inv # 2037768083	118.63			
201-5970600	Ebooks/Books	Inv # 2037784533	979.39			
201-5960990	Misc. Contractual Services	Inv # 2037784534	148.44			
201-5960990	Misc. Contractual Services	Inv # 2037700080	19.35			
201-5970600	Ebooks/Books	Inv # 2037700080	81.76			
201-5960990	Misc. Contractual Services	Inv # 2037733740	9.74			
201-5970600	Ebooks/Books	Inv # 2037733740	22.68			
201-5960990	Misc. Contractual Services	Inv # 2037763978	21.26			
201-5970600	Ebooks/Books	Inv # 2037763978	104.98			
201-5960990	Misc. Contractual Services	Inv # 2037765260	66.51			
201-5970600	Ebooks/Books	Inv # 2037765260	412.85			

# Des Plaines Public Library

## Vendor Checks Report

Village B&T Checking #0289

September 2023

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
201-5960990	Misc. Contractual Services	Inv # 2037769425	23.22			
201-5970600	Ebooks/Books	Inv # 2037769425	101.02			
201-5960990	Misc. Contractual Services	Inv # 2037742780	51.54			
201-5970600	Ebooks/Books	Inv # 2037742780	167.42			
201-5960990	Misc. Contractual Services	Inv # 2037756901	37.12			
201-5970600	Ebooks/Books	Inv # 2037756901	94.41			
201-5970600	Ebooks/Books	Inv # 2037768911	534.88			
201-5960990	Misc. Contractual Services	Inv # 2037768912	87.83			
201-5970600	Ebooks/Books	Inv # 2037749002	523.81			
201-5960990	Misc. Contractual Services	Inv # 2037749003	75.99			
201-5970600	Ebooks/Books	Inv # 2037762413	563.06			
201-5960990	Misc. Contractual Services	Inv # 2037762414	97.92			
201-5970600	Ebooks/Books	Inv # 2037787814	26.73			
201-5970600	Ebooks/Books	Inv # 2037768875	59.24			
201-5970600	Ebooks/Books	Inv # 2037767533	54.23			
201-5960990	Misc. Contractual Services	Inv # 2037751616	51.54			
201-5970600	Ebooks/Books	Inv # 2037751616	97.36			
201-5960990	Misc. Contractual Services	Inv # 2037747778	59.68			
201-5970600	Ebooks/Books	Inv # 2037747778	259.16			
201-5960990	Misc. Contractual Services	Inv # 2037775804	80.29			
201-5970600	Ebooks/Books	Inv # 2037775804	412.67			
201-5960990	Misc. Contractual Services	Inv # 2037763991	65.15			
201-5970600	Ebooks/Books	Inv # 2037763991	304.78			
201-5960990	Misc. Contractual Services	Inv # 2037744455	17.28			
201-5970600	Ebooks/Books	Inv # 2037744455	101.08			
201-5960990	Misc. Contractual Services	Inv # 2037744456	43.24			
201-5970600	Ebooks/Books	Inv # 2037744456	83.83			
201-5960990	Misc. Contractual Services	Inv # 2037740228	16.41			
201-5970600	Ebooks/Books	Inv # 2037740228	61.24			
201-5960990	Misc. Contractual Services	Inv # 2037411558	97.93			
201-5960990	Misc. Contractual Services	Inv # 2037343353	11.23			
201-5970600	Ebooks/Books	Inv # 2037343353	196.75			
201-5970600	Ebooks/Books	Inv # 2037411557	982.61			
201-5970600	Ebooks/Books	Inv # 2037544577	528.25			
201-5960990	Misc. Contractual Services	Inv # 2037544578	53.30			
Becky Keane				19877	10/19/23	<u>38.44</u>
201-5960070	Mileage	Mileage Reimbursement	38.44			
CENGAGE LEARNING/GALE				19878	10/19/23	<u>907.58</u>
201-5970640	Databases	Inv 82675173	907.58			
CHILDREN'S PLUS, INC.				19879	10/19/23	<u>1,208.53</u>
201-5970600	Ebooks/Books	Inv 234760	37.72			
201-5970600	Ebooks/Books	Inv 234464	362.70			
201-5970600	Ebooks/Books	Inv 234465	325.11			
201-5970600	Ebooks/Books	Inv 235234	275.03			
201-5970600	Ebooks/Books	Inv 235331	207.97			
Christine Sullivan				19880	10/19/23	<u>250.00</u>
201-5960990	Misc. Contractual Services	August/Sept. Board Meeting Recording	250.00			
COLLEY ELEVATOR COMPANY				19881	10/19/23	<u>642.00</u>
201-5930020	R&M Buildings & Structures	Inv 248759	642.00			
Continental Resources, Inc.				19882	10/19/23	<u>651.94</u>

# Des Plaines Public Library

## Vendor Checks Report

Village B&T Checking #0289

September 2023

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
201-5980410	Computer Hardware	Inv 91147850	651.94			
CRYSTAL MAINTENANCE SERVICES CORP				19883	10/19/23	<u>4,892.50</u>
201-5930320	Cleaning/Custodial Services	Inv 31313	4,892.50			
Cydney Moody				19884	10/19/23	<u>60.00</u>
201-5960210	Special Event Programming	Program Presenter	60.00			
D&Z HOUSE OF BOOKS				19885	10/19/23	<u>1,819.46</u>
201-5970620	E-Subscriptions/Subscriptions	Inv 2023/I160702	714.10			
201-5970600	Ebooks/Books	Inv 2023/I160777	1,105.36			
D.E.S. Painting, Inc.				19886	10/19/23	<u>1,625.00</u>
201-5930020	R&M Buildings & Structures	Inv 48754	1,625.00			
EBSCO INFORMATION SERVICES				19887	10/19/23	<u>350.62</u>
201-5970620	E-Subscriptions/Subscriptions	Inv 2401195	89.52			
201-5970620	E-Subscriptions/Subscriptions	Inv 2400369	127.60			
201-5970620	E-Subscriptions/Subscriptions	Inv 2400815	285.99			
201-5970620	E-Subscriptions/Subscriptions	Inv 1693798	-152.49			
FITTLE, LLC				19888	10/19/23	<u>1,360.00</u>
201-5930210	Rental of Equipment	Inv 4850970	1,360.00			
FLOOD BROTHERS DISPOSAL & RECYCLING SERVICES				19889	10/19/23	<u>575.36</u>
201-5930490	Refuse Contract	Inv 7011604	575.36			
FLUID TECHNOLOGIES INC				19890	10/19/23	<u>750.00</u>
201-5930020	R&M Buildings & Structures	Inv 230303	750.00			
GARVEY'S OFFICE PRODUCTS				19891	10/19/23	<u>1,721.28</u>
201-5920210	Marketing	Invoice # PINV2430835	906.91			
201-5970170	Janitorial	Inv PINV2474317	814.37			
IMAGE SYSTEMS & BUSINESS SOLUTIONS, LLC.				19892	10/19/23	<u>1,040.23</u>
201-5930010	R&M Equipment	Inv 388277	1,040.23			
INFOBASE PUBLISHING				19893	10/19/23	<u>5,479.00</u>
201-5970640	Databases	Inv 448073	5,479.00			
IROQUOIS COMMUNITY SCHOOL				19894	10/19/23	<u>20.00</u>
201-5970100	Supplies	Middle School Yearbook	20.00			
J&S PLUMBING, INC.				19895	10/19/23	<u>1,160.00</u>
201-5930020	R&M Buildings & Structures	Inv 226693	235.00			
201-5930020	R&M Buildings & Structures	Inv 226790	180.00			
201-5930020	R&M Buildings & Structures	Inv 227477	745.00			
John G. Donahue				19896	10/19/23	<u>105.00</u>
201-5960210	Special Event Programming	John G. Donahue	105.00			
LAUTERBACH & AMEN, LLP.				19897	10/19/23	<u>1,575.00</u>
201-5920110	Professional Services	Invoice No.83136	1,575.00			
LAW OFFICES OF ANCEL GLINK, P.C.				19898	10/19/23	<u>287.50</u>
201-5920100	Legal Fees	Statement #98776	287.50			

# Des Plaines Public Library

## Vendor Checks Report

Village B&T Checking #0289

September 2023

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
LIMRICC				19899	10/19/23	<u>57,003.91</u>
201-2401002	Payroll Liabilities	Oct. 2023 Insurance	57,003.91			
LYNGSOE SYSTEMS, INC				19900	10/19/23	<u>12,260.00</u>
201-5930010	R&M Equipment	Inv 006208	12,260.00			
MIDWEST TAPE				19901	10/19/23	<u>9,776.07</u>
201-5960990	Misc. Contractual Services	Inv # 504406407	18.08			
201-5970610	E-audio/Audio	Inv # 504406407	340.92			
201-5960990	Misc. Contractual Services	Inv # 504406406	58.50			
201-5970630	Visual Materials	Inv # 504406406	250.41			
201-5960990	Misc. Contractual Services	Inv # 504406405	142.72			
201-5970630	Visual Materials	Inv # 504406405	508.21			
201-5970610	E-audio/Audio	Inv # 504394664	1,742.77			
201-5970630	Visual Materials	Inv # 504394665	31.99			
201-5970630	Visual Materials	Inv # 504394666	74.98			
201-5960990	Misc. Contractual Services	Inv # 504406408	33.04			
201-5970610	E-audio/Audio	Inv # 504406408	96.07			
201-5970630	Visual Materials	Inv # 504394667	25.49			
201-5970630	Visual Materials	Inv # 504394669	59.98			
201-5970630	Visual Materials	Inv # 504344604	29.99			
201-5960990	Misc. Contractual Services	Inv # 504378513	31.64			
201-5970610	E-audio/Audio	Inv # 504378513	663.86			
201-5960990	Misc. Contractual Services	Inv # 504378515	168.30			
201-5970630	Visual Materials	Inv # 504378515	434.67			
201-5960990	Misc. Contractual Services	Inv # 504378516	53.69			
201-5970610	E-audio/Audio	Inv # 504378516	164.27			
201-5960990	Misc. Contractual Services	Inv # 504378514	258.40			
201-5970630	Visual Materials	Inv # 504378514	1,092.25			
201-5970610	E-audio/Audio	Inv # 504360830	143.98			
201-5970630	Visual Materials	Inv # 504360833	116.96			
201-5970630	Visual Materials	Inv # 504360831	207.12			
201-5960990	Misc. Contractual Services	Inv # 504350551	144.44			
201-5970630	Visual Materials	Inv # 504350551	533.73			
201-5960990	Misc. Contractual Services	Inv # 504350553	45.43			
201-5970610	E-audio/Audio	Inv # 504350553	126.34			
201-5960990	Misc. Contractual Services	Inv # 504350552	13.56			
201-5970610	E-audio/Audio	Inv # 504350552	288.94			
201-5960990	Misc. Contractual Services	Inv # 504350550	177.15			
201-5970630	Visual Materials	Inv # 504350550	325.16			
201-5960990	Misc. Contractual Services	Inv # 504307355	7.88			
201-5970610	E-audio/Audio	Inv # 504307355	23.23			
201-5960990	Misc. Contractual Services	Inv # 504307358	22.60			
201-5970610	E-audio/Audio	Inv # 504307358	420.90			
201-5960990	Misc. Contractual Services	Inv # 504307359	29.25			
201-5970630	Visual Materials	Inv # 504307359	116.95			
201-5960990	Misc. Contractual Services	Inv # 504307357	142.01			
201-5970630	Visual Materials	Inv # 504307357	610.21			
MIDWEST TAPE				19902	10/19/23	<u>9,000.00</u>
201-5970630	Visual Materials	Hoopla Document #504444090	9,000.00			
NICHE ACADEMY LLC				19903	10/19/23	<u>2,040.00</u>
201-5970640	Databases	Inv 8716	2,040.00			

# Des Plaines Public Library

## Vendor Checks Report

Village B&T Checking #0289

September 2023

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
OAKBROOK MECHANICAL SERVICES				19904	10/19/23	<u>3,073.50</u>
201-5930020	R&M Buildings & Structures	Inv 35977	3,073.50			
OUTSOURCE SOLUTIONS GROUP, INC.				19905	10/19/23	<u>41,956.42</u>
201-5980420	Computer Software	Inv 75970	66.00			
201-5920110	Professional Services	Inv 76279	35,455.59			
201-5930010	R&M Equipment	Inv 76279	350.00			
201-5960990	Misc. Contractual Services	Inv 76279	1,980.00			
201-5980420	Computer Software	Inv 76279	4,104.83			
OVERDRIVE, INC.				19906	10/19/23	<u>9,299.55</u>
201-5970600	Ebooks/Books	Inv 01018MA23341830	4,201.35			
201-5970600	Ebooks/Books	Inv 01018CP23340725	265.59			
201-5970600	Ebooks/Books	Inv 01018MA23306914	4,564.79			
201-5970600	Ebooks/Books	Inv 01018CP23305574	267.82			
Playaway Products LLC				19907	10/19/23	<u>1,076.81</u>
201-5970610	E-audio/Audio	Inv 440371	129.98			
201-5970610	E-audio/Audio	Inv 441862	49.99			
201-5970610	E-audio/Audio	Inv 442330	113.98			
201-5970610	E-audio/Audio	Inv 436934	452.92			
201-5970610	E-audio/Audio	Inv 441167	329.94			
PROQUEST LLC				19908	10/19/23	<u>2,015.52</u>
201-5970640	Databases	Inv 70804244	2,015.52			
RAILS				19909	10/19/23	<u>1,500.00</u>
201-5970640	Databases	Inv 11471	1,500.00			
RAINBOW BOOK COMPANY				19910	10/19/23	<u>966.48</u>
201-5970600	Ebooks/Books	Inv 234639	807.07			
201-5970600	Ebooks/Books	Inv 234463	159.41			
SAGE PUBLICATIONS, INC.				19911	10/19/23	<u>7,500.00</u>
201-5980420	Computer Software	Invoice #000022QI	7,500.00			
THE NEW YORK TIMES				19912	10/19/23	<u>2,080.00</u>
201-5970640	Databases	Inv 3656200E2338	2,080.00			
THOMSON REUTERS-WEST				19913	10/19/23	<u>25.50</u>
201-5970640	Databases	Inv 848963525	25.50			
<b>Check List Total</b>						<u><u>226,590.46</u></u>

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

All Bank Accounts

September 1, 2023 - September 30, 2023

ACH Number	ACH Date	Payee	Amount
<b>Vendor Checks</b>			
51999	09/30/23	BANKCARD SERVICES	19,198.81
52000	09/30/23	IMRF	18,336.24
52001	09/30/23	Lohan Architecture	8,000.00
52002	09/30/23	NICOR GAS	466.12
52003	09/30/23	COMCAST CABLE	1,951.45
52004	09/30/23	VERIZON WIRELESS	857.41
52005	09/30/23	NEOFUNDS BY NEOPOST	1,000.00
52006	09/30/23	NEOFUNDS BY NEOPOST	1,000.00
52007	09/30/23	FRIENDS OF THE DES PLAINES PUBLIC LIBRARY	1,159.11
		<b>Vendor Check Total</b>	<u>51,969.14</u>
		<b>Check List Total</b>	<u><u>51,969.14</u></u>

Check count = 9

**DES PLAINES PUBLIC LIBRARY**

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

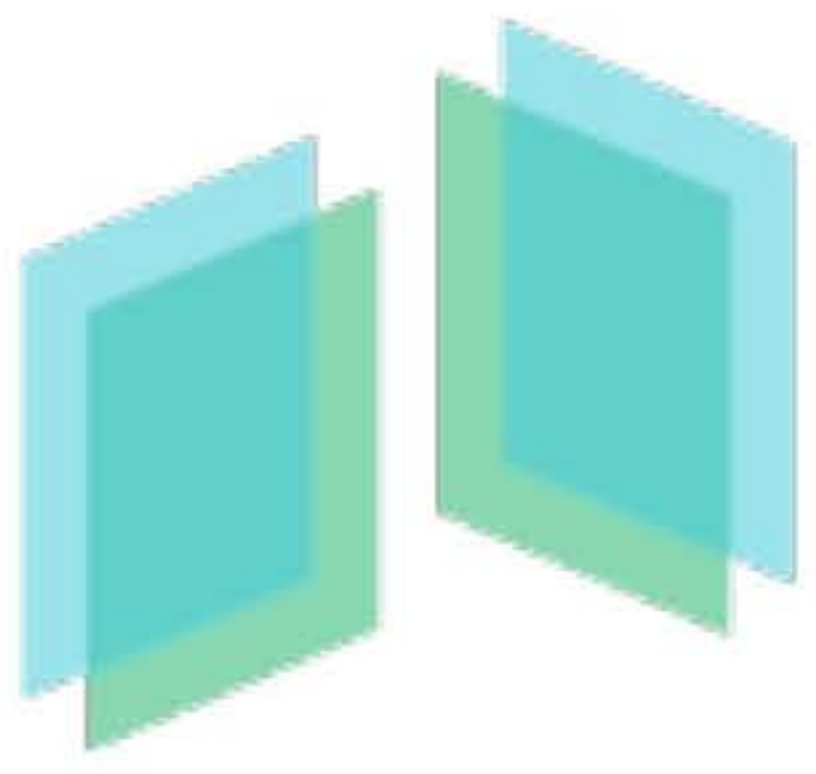
	January	February	March	April	May	June	July	August	September	October	November	December
<b>Balance Sheet</b>												
Cash & Investments	\$ 5,101,587	4,724,431	5,890,856	6,996,454	6,538,381	5,980,333	5,400,464	5,121,066	4,543,713			
<b>Revenue (M-T-D)</b>												
Property Taxes	1,224,801	21,502	1,641,098	1,644,862	-	47,571		92,107	-			
Other Revenue	23,901	23,185	21,551	58,732	42,677	25,599	27,478	139,340	12,896			
	1,248,702	44,687	1,662,649	1,703,594	42,677	73,170	27,478	231,447	12,896	-	-	-
<b>Expenses (M-T-D)</b>												
Payroll & Benefits	268,640	364,909	376,182	322,261	257,776	503,165	312,446	311,272	313,215			
Other Expense	285,650	136,716	252,001	166,666	235,697	249,506	202,164	289,929	188,028			
Change in A/P & AJE's	2,144	(79,781)	(131,959)	109,070	7,276	(121,452)	92,736	(90,356)	89,007			
	556,434	421,843	496,224	597,996	500,749	631,219	607,346	510,845	590,249	-	-	-
Net Increase/(Decrease)	692,268	(377,157)	1,166,425	1,105,598	(458,073)	(558,048)	(579,868)	(279,398)	(577,353)	-	-	-



**DES PLAINES PUBLIC LIBRARY**

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

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



# DIRECTOR'S REPORT

## September 2023

### DONATIONS

RADIAN COMPLIANCE - \$500  
FRIENDS OF THE LIBRARY - \$100 for bus transport for Chippewa trip to DPPL  
FRIENDS OF THE LIBRARY - \$705.57 for Family Reading Night books, and activities.

### COMINGS & GOINGS

#### COMING

Daniel Valencia, PT Patron Accounts Assistant  
Quinn Fitzsimons, PT Readers Services Assistant

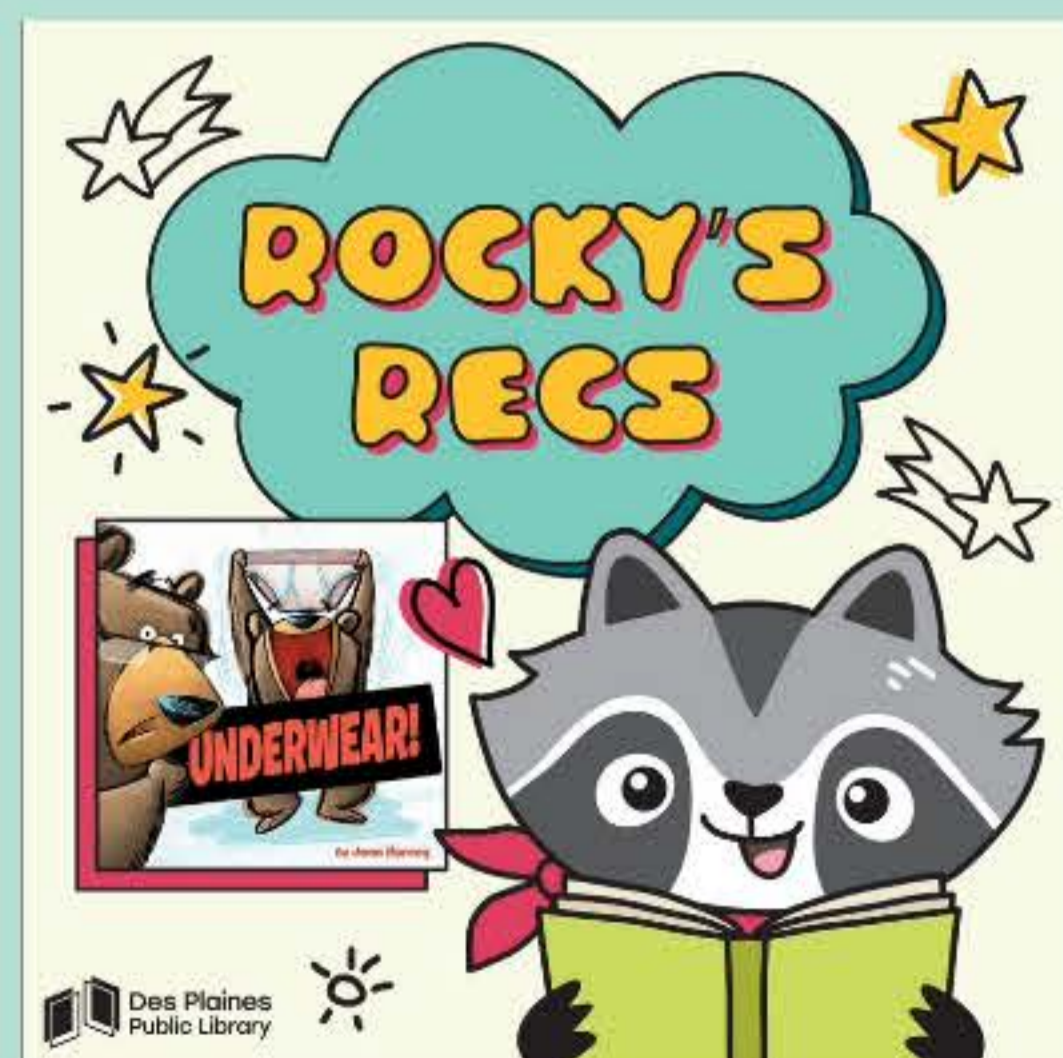
#### PROMOTIONS & DEPARTMENT CHANGES

Grace Naum from PT Patron Accounts Assistant to PT A&C Assistant  
Lynne Wolfberg from PT15 to PT 20 Youth Services Assistant  
Zoe Salemi from PT to FT Youth Services Assistant  
Patty Fudali from PT Marterials Services Clerk to PT Youth Services Assistant

#### GOING

Kathleen Sullivan, PT Materials Services Clerk

### DPPL ON SOCIAL



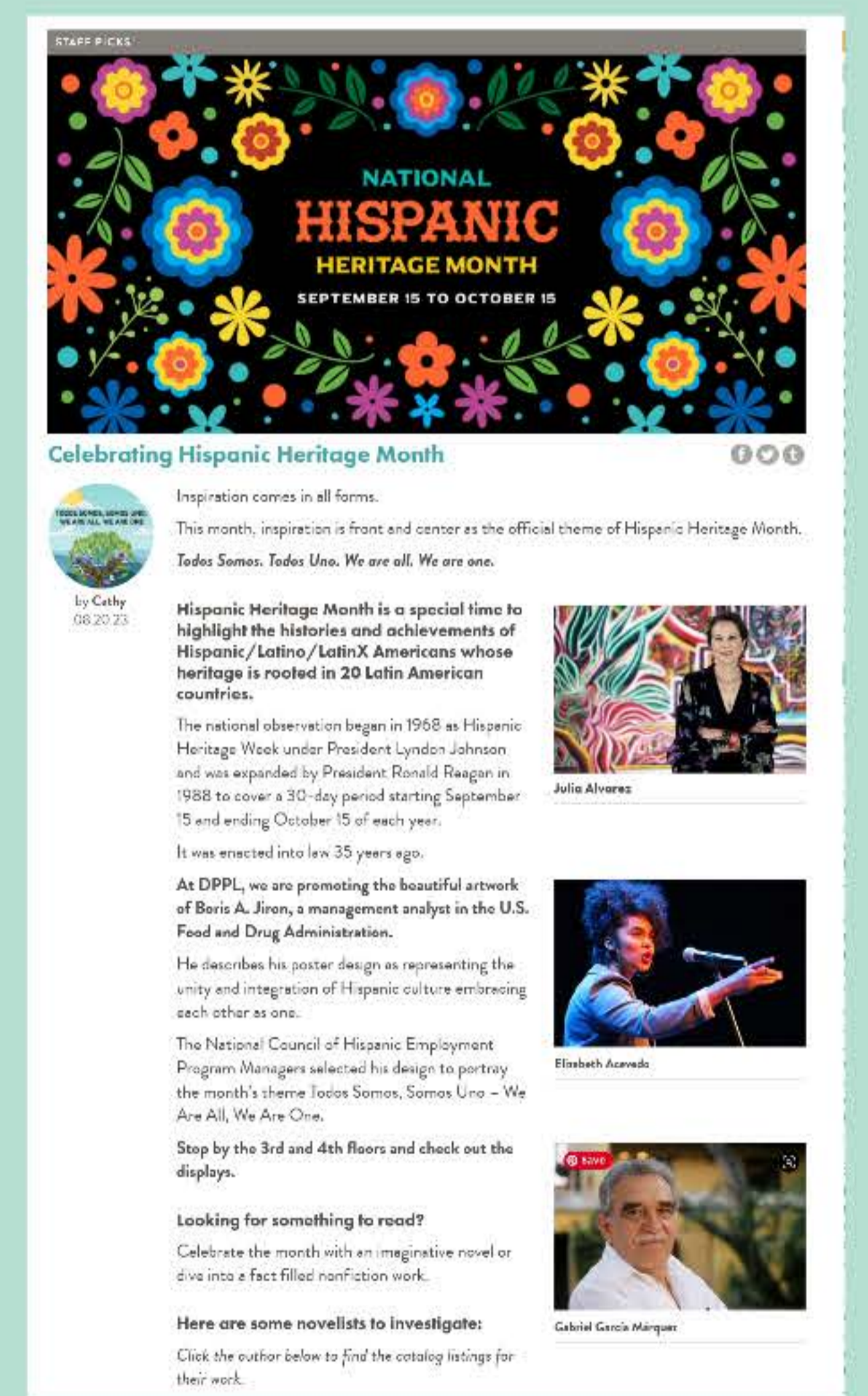
#### Miner Recs Episode 82: Music



On this episode, Charlie, Maureen, Tia, Angelo, and Christa talk about music, from the new albums and concerts they're excited about, to their recommendations of books and documentaries about popular musicians, as well as a discussion about the role of AI in creating music.

Listen to their conversation in the player below:

### AROUND THE LIBRARY



# Programs & Events at DPPL in September

## Youth Programs

## Teen Programs

## Adult Programs

**virtual Singalong Storytime**

Friday, Sept. 8 @ 10:00am  
Thursday, Sept. 14th @ 7:00pm

Join us virtually for songs, rhythms, rhymes, and finger plays, wherever you have an internet connection. Music is an amazing tool for building literacy skills and a great way to have a blast!

Learn more at [DPPL.ORG](http://DPPL.ORG)

Des Plaines Public Library

**LEGO LEAGUE**

TUESDAYS, 9/5, 10/3, 11/7 [A7] 6:30 PM

WE SUPPLY LEGOS AND A THEME, YOU SUPPLY THE IMAGINATION!

Grades K-8. Registration opens one week before program.

Learn more at [DPPL.ORG](http://DPPL.ORG)

Des Plaines Public Library

**Toddler Time**

TUESDAYS @ 10AM: September 5, 19, October 3, 10, 17, 31, November 7, 14  
THURSDAYS @ 10AM: September 7, 14, 21, October 5, 12, 19, November 2, 9, 16

Stories! Songs! Rhymes! Movement!

Drop by the Poet Tree Corner at 10:00am to participate.

Learn more at [DPPL.ORG](http://DPPL.ORG)

Des Plaines Public Library

**Family Storytime**

Build a lifelong love of reading with books, rhymes, music, movement, and more!

WEDNESDAYS @ 7PM: September 6, 13, 20, October 4, 11, 18, November 1, 8, 15

Learn more at [DPPL.ORG](http://DPPL.ORG)

Des Plaines Public Library

**PRE-SCHOOL Storytime**

Storytime is a fun and play-filled way to foster a lifelong love of reading and help children get ready for school. Registration required.

Wednesdays @ 1:30PM: September 6, 13, 20, October 4, 11, 18, November 1, 8, 15

Learn more at [DPPL.ORG](http://DPPL.ORG)

Des Plaines Public Library

**GRAPHIC NOVEL CLUB**

SEPT. 19, OCT. 17, NOV. 14, 6-7 P.M.

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](http://DPPL.ORG)

Des Plaines Public Library

**Teen Plarn Party**

September 7th, 4pm - 5pm

Learn to make plarn with plastic shopping bags and crochet an eco-friendly tote bag! This craft teaches hand dexterity and how to reuse scrap plastic.

Learn more at [DPPL.ORG](http://DPPL.ORG)

Des Plaines Public Library

**Girls Coding Club**

Monday, October 16th  
The Commons, 4:00 - 5:00pm

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

Teens

Learn more at [DPPL.ORG](http://DPPL.ORG)

Des Plaines Public Library

**Craftivism at DPPL Seed Bombs**

Pick up your kit at the 4th Floor Desk for adults, and the 3rd Floor Desk for teens, starting September 5th.

Learn more at [DPPL.ORG](http://DPPL.ORG)

Des Plaines Public Library

**Teen Tshirt Upcycle Craft**

September 27, 4pm - 5:30pm

There are 108 ways to transform a tshirt. Join us as we cut, sew, and braid your old tshirt into something stylish!

We will have some tshirts available, but you are highly encouraged to bring your own tshirt. Be prepared to cut and alter the tshirt; don't bring something you love dearly!

Learn more at [DPPL.ORG](http://DPPL.ORG)

Des Plaines Public Library

**GO AHEAD, BOSS US AROUND!**

Thursdays September 21st, October 19th, November 16th  
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](http://DPPL.ORG)

Des Plaines Public Library

**CODE Q**

SEPTEMBER 25TH | OCTOBER 2ND | NOVEMBER 20TH | DECEMBER 4TH

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](http://DPPL.ORG)

Des Plaines Public Library

**Learn to Play Go!**

SATURDAY, SEPTEMBER 2ND  
1:00 - 3:00PM

Go is the world's oldest board game. It's easy to learn, fun to play, yet challenging as well. The rules are the essence of simplicity, yet they result in endless possibilities. Unlike many games that are based on a "winner takes all" strategy, Go rewards patience and balance over aggression and greed.

This is a one-hour class, with an additional hour for those who want to stay longer and play more. All ages 8 and older are welcome.

Learn more at [DPPL.ORG](http://DPPL.ORG)

Des Plaines Public Library

**Craftivism at DPPL Seed Bombs**

This craftivism kit will provide you with the materials needed to craft wildflower seed bombs. Seed bombs contain seeds and other matter that assist germination by acting as a "carrier" to deter seed predation, and protect seeds in harsh habitats.

Drop by to pick up your kit at the 4th Floor Desk for adults, and the 3rd Floor Desk for teens, starting September 5th. Available while supplies last.

Learn more at [DPPL.ORG](http://DPPL.ORG)

Des Plaines Public Library

**THE POWER OF STORY**

with Colson Whitehead

Wednesday, September 6 at 7pm

Please welcome Colson Whitehead two-time Pulitzer Prize winning author of *The Underground Railroad*, *The Nickel Boys* and more. His reviews, essays and fiction have appeared in *The New York Times*, *The New Yorker* and *Granta*. He has taught extensively including at Columbia University and Princeton University.

Please register

Virtual via zoom

Learn more at [DPPL.ORG](http://DPPL.ORG)

Des Plaines Public Library

**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

RIO GRANDE (1900) | 1HR 45MINS  
TUESDAY, SEPTEMBER 5TH | 7PM

In this John Ford classic, John Wayne and Marlene Dietrich are embroiled in an epic battle with the Apaches and each other. Lt. Col. Yorkie (John Wayne) leads his cavalry troops to the Rio Grande to fight a warring tribe. Yorkie's toughest battle lies ahead when his unorthodox plan to capture the elusive Apaches leads to possible court-martial. Locked in a bloody war, he must fight not only to save his family, but also to redeem his honor.

SAMI BLOOD: SAMEBLOOD (2016) | 1HR 45MINS  
TUESDAY, SEPTEMBER 10TH | 7PM

This acclaimed film follows 16-year-old Sami (Sara Morj) (Powerful, *Newsweek*, *Los Angeles Times*, *New York Times*), who, along with her sister, is torn from her indigenous reindeer-herding family and placed in a government-run boarding school in 1930s Sweden. There, she receives education and a future, but these dreams are hindered when she is met with racial expectations that make her people an inferior. When Sami attempts to escape one world of prejudice and another of old traditions, only to realize the true cost of freedom.

Winner of the Federico Award for Best Director of a Debut Film at the Venice Film Festival. Nominated for the Discovery Award for Best Film at the Toronto International Film Festival.

Learn more at [DPPL.ORG](http://DPPL.ORG)

Des Plaines Public Library

**First-Time Home Buying Workshop**

Saturday, September 23  
11am-12:30pm | Room B/C

- Finding the right home
- Learning about financing options
- Steps to take after making an offer
- Presented by Sheena Gutierrez of Keller Williams Realty Partners
- Please Register

Learn more at [DPPL.ORG](http://DPPL.ORG)

Des Plaines Public Library

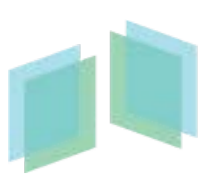
**TECH ON THE PLAZA**

Thursday, September 1st  
10am - 11am

Join us on the Plaza to learn about the library's ebook services. Discover the streaming options available through DPPL that enables you to enjoy movies, TV shows, educational/instructional videos, documentaries and music. Bring your questions and feel free to bring your device.

Learn more at [DPPL.ORG](http://DPPL.ORG)

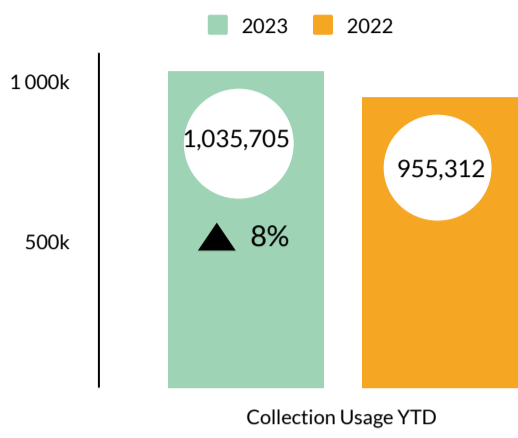
Des Plaines Public Library



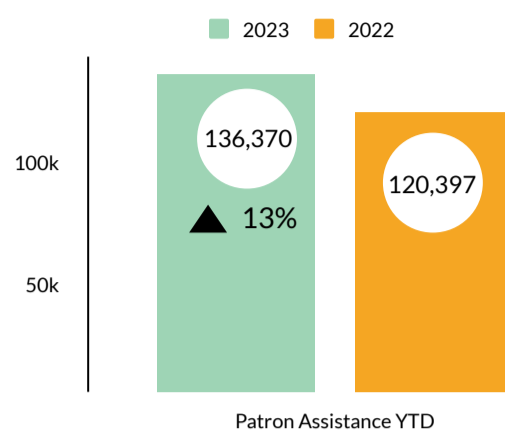
# STATISTICS REPORT

On September 2023

## Collection Usage YTD

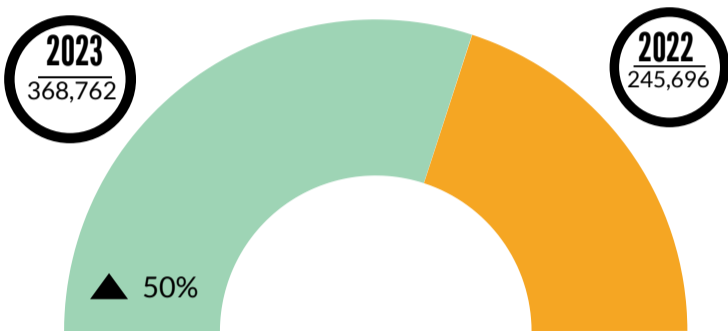


## Patron Assistance YTD



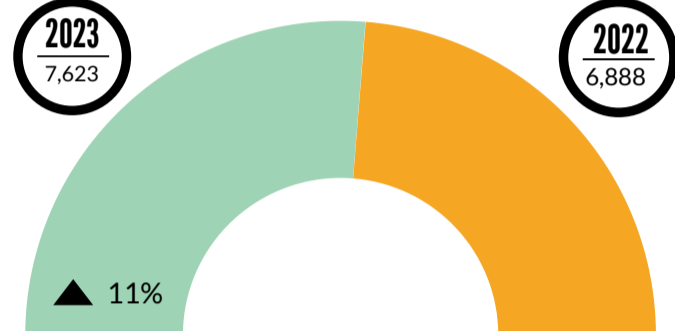
## Attendance All - YTD

Events, Programs, Outreach & Classes



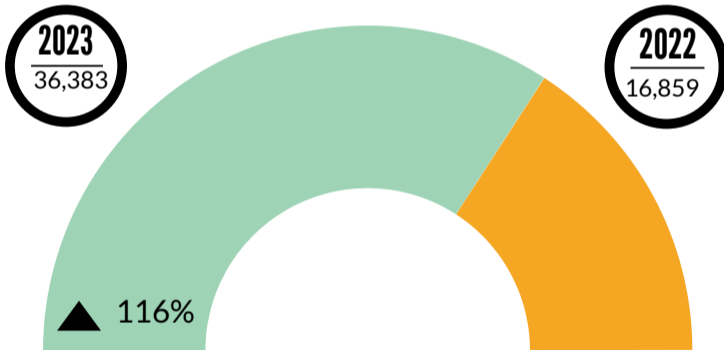
## Bookings All - YTD

Events, Programs & Classes



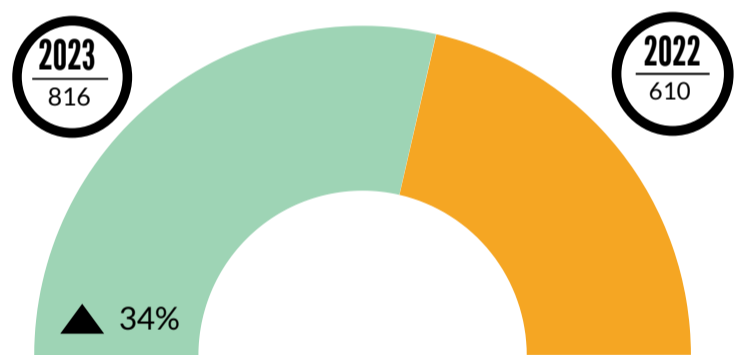
## Attendance In Person - YTD

Events, Programs & Classes

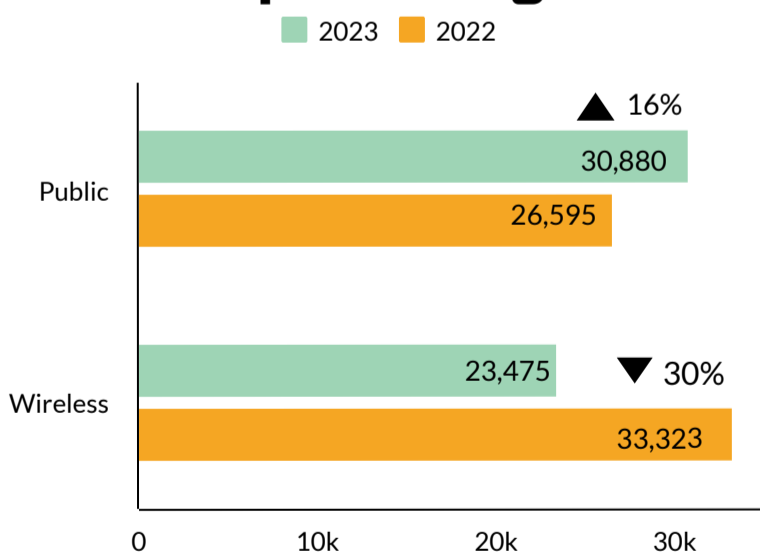


## Bookings In Person - YTD

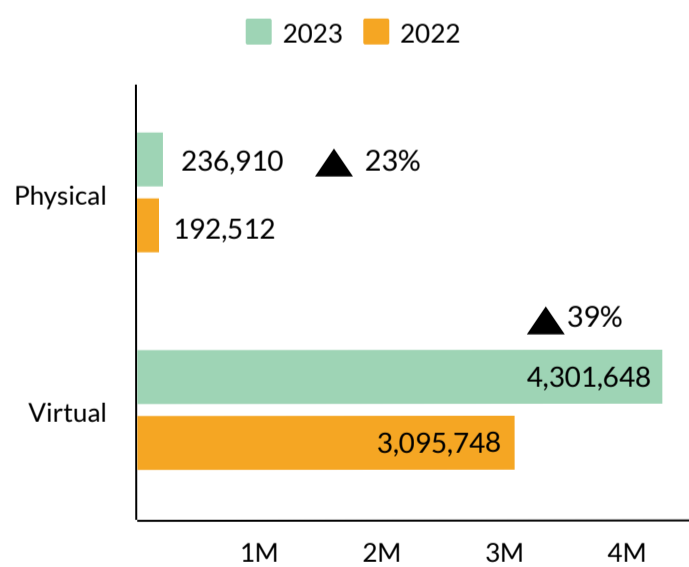
Events, Programs & Classes



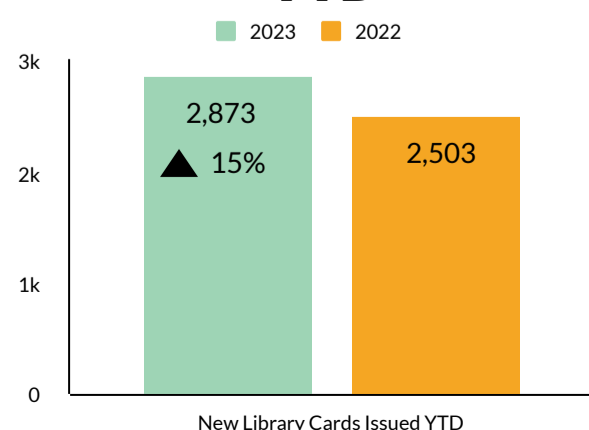
## Computer Usage YTD



## Traffic YTD



## New Library Cards Issued YTD



## 2023 Year to Date Statistics

### SEPTEMBER 2023

<b>COLLECTION USAGE</b>		
	Year to Date 2023	<b>1,035,705</b>
	Year to Date 2022	<b>955,312</b>
	<b>% Change</b>	<b>8%</b>
<b>PATRON ASSISTANCE</b>		
	Year to Date 2023	<b>136,370</b>
	Year to Date 2022	<b>120,397</b>
	<b>% Change</b>	<b>13%</b>
<b>EVENTS, PROGRAMS, AND CLASSES- BOOKINGS</b>		
	Year to Date 2023	<b>7,623</b>
	Year to Date 2022	<b>6,888</b>
	<b>% Change</b>	<b>11%</b>
<b>EVENTS, PROGRAMS, OUTREACH, AND CLASSES-ATTENDANCE</b>		
	Year to Date 2023	<b>368,762</b>
	Year to Date 2022	<b>245,696</b>
	<b>% Change</b>	<b>50%</b>
<b>IN PERSON EVENTS</b>		
	<b>Bookings</b>	
	Year to Date 2023	<b>816</b>
	Year to Date 2022	<b>610</b>
	<b>% Change</b>	<b>34%</b>
	<b>Attendance</b>	
	Year to Date 2023	<b>36,383</b>
	Year to Date 2022	<b>16,859</b>
	<b>% Change</b>	<b>116%</b>
<b>TRAFFIC</b>		
	<b>Physical Visits (gate count)</b>	
	Year to Date 2023	<b>236,910</b>
	Year to Date 2022	<b>192,512</b>
	<b>% Change</b>	<b>23%</b>
	<b>Virtual Visits (catalog, website, mobile app)</b>	
	Year to Date 2023	<b>4,301,648</b>
	Year to Date 2022	<b>3,095,748</b>
	<b>% Change</b>	<b>39%</b>
<b>LIBRARY CARD OWNERSHIP</b>		
	Year to Date new library cards 2023	<b>2,873</b>
	Year to Date new library cards 2022	<b>2,503</b>
	<b>% Change</b>	<b>15%</b>
<b>COMPUTER USAGE</b>		
	<b>Public Computers</b>	
	Year to Date 2023	<b>30,880</b>
	Year to Date 2022	<b>26,595</b>
	<b>% Change</b>	<b>16%</b>
	<b>Wireless</b>	
	Year to Date 2023	<b>23,475</b>
	Year to Date 2022	<b>33,323</b>
	<b>% Change</b>	<b>-30%</b>

2023 STATISTICS REPORT													
COLLECTION USAGE	JAN	FEB	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	YTD
Physical materials	52,685	54,026	62,878	55,995	53,687	56,660	60,675	60,320	49,153				506,079
E-materials	14,973	13,013	14,338	14,579	16,404	16,632	14,909	14,461	14,620				133,929
ILL	639	639	764	631	573	637	637	693	673				5,886
Databases	38,413	35,495	45,784	39,713	43,571	44,985	48,444	47,743	45,663				389,811
<b>2023 Total</b>	<b>106,710</b>	<b>103,173</b>	<b>123,764</b>	<b>110,918</b>	<b>114,235</b>	<b>118,914</b>	<b>124,665</b>	<b>123,217</b>	<b>110,109</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,035,705</b>
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	41,278	36,842	36,252	36,858	33,463	32,845	34,287	36,751	33,542				322,068
<b>2022 Total</b>	<b>112,197</b>	<b>100,363</b>	<b>110,294</b>	<b>109,113</b>	<b>102,757</b>	<b>103,561</b>	<b>107,242</b>	<b>111,635</b>	<b>98,150</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>955,312</b>
<b>PATRON ASSISTANCE</b>													
Youth Services	1,272	1,906	2,086	1,914	1,794	6,269	3,280	1,764	1,734				22,019
Adult Services	6,546	6,066	7,195	6,151	6,248	6,802	6,127	6,550	5,337				57,022
Patron Accounts	5,950	5,433	7,743	6,188	5,616	6,307	6,300	6,963	5,996				56,496
Security	154	143	96	110	84	89	32	104	21				833
<b>2023 Total</b>	<b>13,922</b>	<b>13,548</b>	<b>17,120</b>	<b>14,363</b>	<b>13,742</b>	<b>19,467</b>	<b>15,739</b>	<b>15,381</b>	<b>13,088</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>136,370</b>
Youth Services	403	698	815	919	655	3,485	2,235	728	671				10,559
Adult Services	5,729	6,205	7,573	7,150	6,375	6,881	6,107	6,414	5,719				58,153
Patron Accounts	5,212	4,768	5,615	6,065	5,573	6,810	6,025	6,253	5,364				51,685
Security	235	236	305	307	307	295	337	357	262				2,636
<b>2022 Total</b>	<b>11,579</b>	<b>11,907</b>	<b>14,308</b>	<b>14,436</b>	<b>12,910</b>	<b>17,471</b>	<b>14,704</b>	<b>13,752</b>	<b>11,966</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>120,397</b>
<b>EVENTS, PROGRAMS AND CLASSES-BOOKINGS</b>													
Youth Services In Person	18	29	19	30	21	27	35	2	21				202
Youth Services Virtual	8	1	1	1	0	2	2	0	0				17
Adult Services In Person	43	77	69	68	62	66	84	79	66				614
Adult Services Virtual	15	14	16	14	14	13	10	10	727				833
Outside groups	10	16	35	27	20	18	19	30	28				203
Public study rooms	686	744	795	710	694	709	682	722	12				5,754
<b>2023 Total</b>	<b>780</b>	<b>881</b>	<b>935</b>	<b>850</b>	<b>811</b>	<b>835</b>	<b>832</b>	<b>843</b>	<b>856</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>7,623</b>
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
<b>2022 Total</b>	<b>627</b>	<b>806</b>	<b>843</b>	<b>850</b>	<b>742</b>	<b>742</b>	<b>730</b>	<b>723</b>	<b>825</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>6,888</b>
<b>EVENTS, PROGRAMS, OUTREACH &amp; CLASSES-ATTENDANCE</b>													
Youth Services In Person	989	1,314	1,698	1,559	492	4,595	10,132	200	567				21,546
Youth Services Virtual	29,089	11,189	13,750	13,183	8,933	8,437	10,063	12,412	14,763				121,819
Adult Services In Person	370	766	1,384	2,068	702	902	6,556	824	1,265				14,837
Adult Services Virtual	20,187	22,786	20,733	18,918	16,257	15,056	16,976	20,159	22,306				173,378
Outside groups	130	242	1,464	1,332	412	258	264	413	525				5,040
Public study rooms	1,195	1,315	1,407	1,209	1,164	1,093	1,002	1,110	1,302				10,797
Outreach-Youth Services	1,652	2,547	2,031	2,098	4,284	1,400	1,019	964	1,230				17,225
Outreach-Adult Services	134	219	1,388	323	166	700	333	485	372				4,120
<b>2023 Total</b>	<b>53,746</b>	<b>40,378</b>	<b>43,855</b>	<b>40,690</b>	<b>32,410</b>	<b>32,441</b>	<b>46,345</b>	<b>36,567</b>	<b>42,330</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>368,762</b>
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
<b>2022 Total</b>	<b>17,475</b>	<b>17,080</b>	<b>23,867</b>	<b>17,987</b>	<b>47,263</b>	<b>22,128</b>	<b>21,631</b>	<b>36,527</b>	<b>41,738</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>245,696</b>

<b>TRAFFIC</b>														
<b>2023</b>	Physical Visits (gate count)	21,659	22,365	27,032	24,328	21,622	32,852	26,863	36,130	24,059				<b>236,910</b>
<b>2022</b>	Physical Visits (gate count)	14,897	16,385	19,562	20,482	22,088	31,073	23,364	23,343	21,318				<b>192,512</b>
<b>2023</b>	Virtual visits (catalog, website, mobile app)	480,735	444,598	473,767	456,869	468,392	478,438	486,193	506,328	506,328				<b>4,301,648</b>
<b>2022</b>	Virtual visits (catalog, website, mobile app)	282,242	282,108	277,368	277,357	291,298	351,636	368,451	480,985	484,303				<b>3,095,748</b>
<b>LIBRARY CARDS ISSUED-report the latest month</b>														
<b>2023</b>	Number of new library cards	259	222	501	313	311	387	278	356	246				<b>2,873</b>
<b>2022</b>	Number of new library cards	157	201	219	277	211	407	247	515	269				<b>2,503</b>
<b>COMPUTER USAGE</b>														
	Public computers-Youth Services	253	248	393	365	286	605	582	450	234				3,416
	Public computers-Adult	2,688	2,903	3,340	3,270	3,309	3,091	2,880	3,184	2,799				27,464
<b>2023</b>	<b>Total</b>	<b>2,941</b>	<b>3,151</b>	<b>3,733</b>	<b>3,635</b>	<b>3,595</b>	<b>3,696</b>	<b>3,462</b>	<b>3,634</b>	<b>3,033</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>30,880</b>
	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
<b>2022</b>	<b>Total</b>	<b>2,135</b>	<b>2,326</b>	<b>5,761</b>	<b>2,513</b>	<b>2,582</b>	<b>2,705</b>	<b>2,739</b>	<b>3,160</b>	<b>2,674</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>26,595</b>
	Wireless	2,360	2,619	2,734	2,715	2,542	2,745	2,382	2,678	2,700				23,475
<b>2023</b>	<b>Total</b>	<b>2,360</b>	<b>2,619</b>	<b>2,734</b>	<b>2,715</b>	<b>2,542</b>	<b>2,745</b>	<b>2,382</b>	<b>2,678</b>	<b>2,700</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>23,475</b>
	Wireless	4,988	1,850	2,184	2,243	6,583	2,421	2,167	2,457	8,430				33,323
<b>2022</b>	<b>Total</b>	<b>4,988</b>	<b>1,850</b>	<b>2,184</b>	<b>2,243</b>	<b>6,583</b>	<b>2,421</b>	<b>2,167</b>	<b>2,457</b>	<b>8,430</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>33,323</b>

Surplus property

October 19, 2023

Several shelving units previously used on the 4<sup>th</sup> floor, no longer needed

Approximate value: \$1,000.00



From: Sandra  
Sent: Thursday, October 5, 2023 7:37 PM  
To: Help <[Help@dppl.org](mailto:Help@dppl.org)>  
Subject: Thank you!

Hi DPPL Staff,

I hope this email finds you well!

I grew up in Des Plaines and often visited your library from when I was little, all the way through College.

I now work at UIC, where yesterday we hosted an event around banned books (more so, the state's ban of banned books) with Secretary of State Alexi Giannoulias. As I was watching the event, I couldn't help but reflect on all the time that I spent in the library and the great resources that you offer.

Thank you to all the wonderful librarians at DPPL for your patience, kindness, and for always sharing your knowledge and the knowledge through books. Words are not enough to express how grateful I am, and how much of an impact all of your staff make on the lives of people of all ages.

Thank you.

Best,

Sandra A.