

BOARD OF LIBRARY TRUSTEES

7:30 P.M.

MONDAY, MARCH 19, 2018

BOARD ROOM

- AGENDA -

I. CALL TO ORDER

II. ROLL CALL

III. PUBLIC COMMENT

IV. APPROVAL OF THE MINUTES OF THE REGULAR BOARD MEETING OF FEBRUARY 20, 2018 (Action Item 1)

V. REVIEW OF THE FINANCIAL REPORT FOR THE PERIOD ENDED FEBRUARY 28, 2018 (Item 2)

VI. REVIEW OF THE CHECK REGISTER FOR THE PERIOD ENDED FEBRUARY 28, 2018 (Action Item 3)

VII. EXECUTIVE DIRECTOR'S REPORT

VIII. UNFINISHED BUSINESS

- REVIEW OF COMMITTEE OF THE WHOLE SCHEDULE (Action Item 4)
The board will review the current Committee of the Whole schedule in conjunction with the regular monthly board meetings.

IX. NEW BUSINESS

- UPDATE ON SYSTEMS OUTAGE (Item 5)
Staff will provide an update on the restoration efforts and a summary of the protections put in place following the February systems outage.
- AUTHORIZATION TO PURCHASE HYPER-CONVERGED SERVER SYSTEM (Action Item 6)
As part of the library's server replacement plan, we have budgeted to move to a hyper-converged server infrastructure. The hyper-converged server system would

condense the four host servers and storage system into one internally redundant system.

- X. FRIENDS OF THE ARLINGTON HEIGHTS MEMORIAL LIBRARY
- XI. OTHER
- XII. CLOSED SESSION IN ACCORDANCE WITH 5 ILCS 120/2 (C) (1) FOR THE PURPOSE OF DISCUSSING PERSONNEL ISSUES
- XIII. ITEM(S) FROM CLOSED SESSION FOR ACTION
- XIV. ADJOURNMENT

Final vote or action may be taken at the meeting on any agenda item subject matter listed above, unless the agenda line item specifically states otherwise.

Individuals with disabilities who plan to attend this meeting and who require certain accommodations to allow them to observe and/or participate are requested to contact the library's Business Office (phone 847-506-2611; TTY 847-392-1119) 48 hours in advance, if possible, to allow for the arrangement of reasonable accommodations.

MINUTES OF THE REGULAR MEETING OF THE BOARD OF LIBRARY TRUSTEES OF THE ARLINGTON HEIGHTS MEMORIAL LIBRARY HELD ON TUESDAY, FEBRUARY 20, 2018.

02.18.01 A regular meeting of the Board of Library Trustees of the Arlington Heights Memorial Library was called to order in the Board Room of the Arlington Heights Memorial Library on Tuesday, February 20, 2018, at 7:30 p.m. by Vice President/Secretary Joan Brody Garkisch.

02.18.02 Upon **ROLL CALL**, the following answered Present: Trustees Brody Garkisch, Medal, Supplitt, Tangney, Thanopoulos, and Zyck.

Absent: Trustee Smart.

Also present: Michael Driskell, Interim Executive Director; Shannon Distel, Director of Customer Services; Diane Schultz, Director of Human Services; Kelly Spokas, Director of Finance; Mary Hastings, Communications and Marketing Manager; Janet Moravec, Business Office Administrator; Mike Dennehey, Friends of the Library.

02.18.03 There was no **PUBLIC COMMENT**.

02.18.04 Trustee Zyck moved **APPROVAL OF THE MINUTES OF THE JOINT MEETING OF THE ARLINGTON HEIGHTS VILLAGE BOARD AND THE BOARD OF LIBRARY TRUSTEES MEETING OF JANUARY 13, 2018 (Action Item 1)**. Trustee Tangney seconded. All were in favor and the minutes were approved as submitted.

02.18.05 Trustee Tangney moved **APPROVAL OF THE MINUTES OF THE REGULAR BOARD MEETING OF JANUARY 16, 2018 (Action Item 2)**. Trustee Thanopoulos seconded. All were in favor and the minutes were approved as submitted.

02.18.06 **REVIEW OF THE FINANCIAL REPORT FOR THE PERIOD ENDED JANUARY 31, 2018 (Item 3)** – Mr. Driskell reported \$1,147,656 in real estate revenue was received in January. The January tax revenue influx is due to changing 2018 real estate tax legislation. Many residents paid their real estate taxes in December; Cook County remitted the actual receipts to the Village in January. General Fund Interest and investment income was \$6,064 and over the January budgeted amount. Current cash balance is \$13,464,510 and total operating expenditures are trending \$319,582 over the year to date budget for the operating fund. This is due to several large expenses that occur in January only: insurance costs, significant portion of research database costs for the year, and Sierra maintenance and subscription costs. Mr. Driskell highlighted departmental accounts of note from the Detail Budget Report.

02.18.07 **REVIEW OF THE CHECK REGISTER FOR THE PERIOD ENDED JANUARY 31, 2018 (Action Item 4)** – There were no trustee questions about individual expenditures.

Trustee Zyck moved **THE BOARD OF LIBRARY TRUSTEES APPROVES THE CHECK REGISTER DATED JANUARY 31, 2018, IN THE AMOUNT OF \$831,736.95.** Trustee Medal seconded. Upon **ROLL CALL**, the following answered Aye: Trustees Brody Garkisch, Medal, Supplitt, Tangney, Thanopoulos, and Zyck. Nay: none. The motion carried.

02.18.08 **EXECUTIVE DIRECTOR'S REPORT** – Mr. Driskell highlighted the MLK Day community mural; 354 parents and families attended the Preschool and Childcare Information Night; and close to 600 parents, kids and community members attended the *XOXO: An Exhibit About Love & Forgiveness* Opening Night Party.

02.18.09 **UNFINISHED BUSINESS**

- **1978 BUILDING ROOF REPLACEMENT (Action Item 5)** – Staff is seeking authorization to engage a consultant for engineering services for the 1978 building roof replacement.

Trustee Tangney moved **THE BOARD OF LIBRARY TRUSTEES AUTHORIZES THE ENGAGEMENT OF BUILDING CONSULTANTS, LTD. FOR ENGINEERING SERVICES FOR THE 1978 BUILDING ROOF REPLACEMENT IN THE AMOUNT OF \$16,050, PENDING ATTORNEY REVIEW OF THE CONTRACT.** Trustee Zyck seconded. Upon **ROLL CALL**, the following answered Aye: Trustees Brody Garkisch, Medal, Supplitt, Tangney, Thanopoulos, and Zyck. Nay: none. The motion carried.

02.18.10 **NEW BUSINESS**

- **ANNUAL REPORT (Item 6)** – Mr. Driskell presented the library's 2017 annual report summary and 2017 financial review.

- **APPROVAL OF THE 2018 ILLINOIS PUBLIC LIBRARY ANNUAL REPORT OF 2017 (Action Item 7)** – Mr. Driskell presented the library's 2018 Illinois Public Library Annual Report of 2017 to be filed with the Secretary of State's office.

Trustee Supplitt moved **THE BOARD OF LIBRARY TRUSTEES ACCEPTS THE 2018 ILLINOIS PUBLIC LIBRARY ANNUAL REPORT.** Trustee Thanopoulos seconded. All were in favor and the motion carried.

02.18.11 **FRIENDS OF THE ARLINGTON HEIGHTS MEMORIAL LIBRARY** – Mr. Dennehey reported elections for the Friends of the Library Board will be taking place at their April meeting; profits from the Feb Fab Used Book and Media Sale totaled \$18,200; and the Friends currently have 537 members.

02.18.12 **OTHER**

- The February 2018 Committee of the Whole meeting has been canceled.
- The board discussed possible response to the recent Florida school shooting.
- The board discussed the process for hiring a search firm for the executive director position and reviewed the executive director job description.

There being no further business to discuss, Trustee Zyck moved **ADJOURNMENT**. Trustee Tangney seconded. All were in favor and the meeting was adjourned at 9:17 p.m.

Joan Brody Garkisch, Vice President/Secretary

Janet Moravec, Recorder

Village of Arlington Heights

FUND 291 Memorial Library Fund

ACCOUNT	ACCOUNT DESCRIPTION	***** ESTIMATED	CURRENT ACTUAL	***** %REV	***** ESTIMATED	YEAR-TO-DATE ACTUAL	***** %REV	ANNUAL ESTIMATE	UNREALIZED BALANCE
400	Taxes								
401	Real Estate Taxes								
03 00	Real Estate Tax IMRF	75,690	97,005.70	128	151,380	171,630.92	113	908,281	736,650.08
04 00	Real Estate Tax FICA	49,169	63,015.89	128	98,338	111,493.19	113	590,029	478,535.81
05 00	Real Estate Tax	1,039,173	1,331,822.33	128	2,078,346	2,356,375.70	113	12,470,082	10,113,706.30
401 **	Real Estate Taxes	1,164,032	1,491,843.92	128	2,328,064	2,639,499.81	113	13,968,392	11,328,892.19
400 ***	Taxes	1,164,032	1,491,843.92	128	2,328,064	2,639,499.81	113	13,968,392	11,328,892.19
410	Intergovernmental Revenue								
411	Intergovernmental								
65 00	Per Capita Grant & Gifts	5,000	.00		10,000	.00		60,000	60,000.00
70 00	Other Grants	125	.00		250	.00		1,500	1,500.00
90 00	Contribution Ord. Library	83	.00		166	.00		1,000	1,000.00
411 **	Intergovernmental	5,208	.00		10,416	.00		62,500	62,500.00
410 ***	Intergovernmental Revenue	5,208	.00		10,416	.00		62,500	62,500.00
430	Fees								
436	Library Fees								
72 00	Non Resident Fees	208	439.00	211	416	439.00	106	2,500	2,061.00
74 00	Copier/Reader Printer Fee	3,333	3,978.13	119	6,666	7,118.68	107	40,000	32,881.32
75 00	Meeting Room Fees	333	345.10	104	666	730.10	110	4,000	3,269.90
436 **	Library Fees	3,874	4,762.23	123	7,748	8,287.78	107	46,500	38,212.22
430 ***	Fees	3,874	4,762.23	123	7,748	8,287.78	107	46,500	38,212.22
440	Fines								
442	Library								
20 00	Late Charges	11,666	9,942.89	85	23,332	21,402.33	92	140,000	118,597.67
25 00	Lost/Damaged Item Charges	1,416	901.09	64	2,832	2,609.99	92	17,000	14,390.01
442 **	Library	13,082	10,843.98	83	26,164	24,012.32	92	157,000	132,987.68
440 ***	Fines	13,082	10,843.98	83	26,164	24,012.32	92	157,000	132,987.68
460	Interest Income								
461	Simple Interest								
02 00	Interest on Investments	2,666	1,660.84	62	5,332	4,018.50	75	32,000	27,981.50
461 **	Simple Interest	2,666	1,660.84	62	5,332	4,018.50	75	32,000	27,981.50
462	Investment Income								
10 00	Market Value Adjustments	0	1,873.20		0	5,579.07		0	5,579.07-
462 **	Investment Income	0	1,873.20		0	5,579.07		0	5,579.07-

Village of Arlington Heights

FUND 291 Memorial Library Fund		***** CURRENT *****			***** YEAR-TO-DATE *****			ANNUAL	UNREALIZED
ACCOUNT	ACCOUNT DESCRIPTION	ESTIMATED	ACTUAL	%REV	ESTIMATED	ACTUAL	ESTIMATE	BALANCE	
460	Interest Income								
462	Investment Income								
460	*** Interest Income	2,666	3,534.04	133	5,332	9,597.57	180	32,000	22,402.43
470	Sales Reimbursable Rents								
472	Sales and Rents								
472	** Sales and Rents	0	.00		0	.00		0	.00
470	*** Sales Reimbursable Rents	0	.00		0	.00		0	.00
480	Other								
482	Library Other								
482	** Library Other	0	.00		0	.00		0	.00
483	Donations								
70 00	Donations - Library	83	.00		166	.00		1,000	1,000.00
483	** Donations	83	.00		166	.00		1,000	1,000.00
489	Other								
90 00	Other Income	833	1,262.97	152	1,666	2,050.48	123	10,000	7,949.52
93 00	Donations Genealogy	41	.00		82	.00		500	500.00
94 00	FOL Reimbursements	5,416	5,368.60	99	10,832	6,746.60	62	65,000	58,253.40
489	** Other	6,290	6,631.57	105	12,580	8,797.08	70	75,500	66,702.92
480	*** Other	6,373	6,631.57	104	12,746	8,797.08	69	76,500	67,702.92
490	Other Financing Sources								
491	Other Financing Sources								
491	** Other Financing Sources	0	.00		0	.00		0	.00
490	*** Other Financing Sources	0	.00		0	.00		0	.00
FUND TOTAL Memorial Library Fund		1,195,235	1,517,615.74	127	2,390,470	2,690,194.56	113	14,342,892	11,652,697.44

Village of Arlington Heights
 REVENUE REPORT
 17% OF YEAR LAPSED

ACCOUNTING PERIOD 02/2018

Village of Arlington Heights

FUND 491 Capital Projects-Library		***** CURRENT *****			***** YEAR-TO-DATE *****			ANNUAL	UNREALIZED
ACCOUNT	ACCOUNT DESCRIPTION	ESTIMATED	ACTUAL	%REV	ESTIMATED	ACTUAL	%REV	ESTIMATE	BALANCE
460	Interest Income								
461	Simple Interest								
02 00	Interest on Investments	1,250	90.01	7	2,500	193.82	8	15,000	14,806.18
461	** Simple Interest	1,250	90.01	7	2,500	193.82	8	15,000	14,806.18
462	Investment Income								
10 00	Market Value Adjustments	0	1,736.32		0	3,469.79		0	3,469.79-
462	** Investment Income	0	1,736.32		0	3,469.79		0	3,469.79-
460	*** Interest Income	1,250	1,826.33	146	2,500	3,663.61	147	15,000	11,336.39
490	Other Financing Sources								
491	Other Financing Sources								
05 00	Operating Transfer In	145,833	1,750,000.00	1200	291,666	1,750,000.00	600	1,750,000	.00
491	** Other Financing Sources	145,833	1,750,000.00	1200	291,666	1,750,000.00	600	1,750,000	.00
490	*** Other Financing Sources	145,833	1,750,000.00	1200	291,666	1,750,000.00	600	1,750,000	.00
FUND TOTAL Capital Projects-Library		147,083	1,751,826.33	1191	294,166	1,753,663.61	596	1,765,000	11,336.39

FUND 291 Memorial Library Fund			DEPT/DIV 6001 Executive Office/Administration									
BA	ELE	OBJ	*****CURRENT*****			*****YEAR-TO-DATE*****			ANNUAL	UNENCUMB.	%	
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
60		Culture/Recreation										
601		Library										
	16	Library Personal Services										
	16 85	Salaries	46337	28125.51	61	92674	52583.84	57	.00	556045	503461.16	10
	16 92	Achievement Awards	333	500.00	150	666	1000.00	150	.00	4000	3000.00	25
	16 **	Library Personal Services	46670	28625.51	61	93340	53583.84	57	.00	560045	506461.16	10
	18	Other Personal Services										
	18 05	Overtime Civilian	16	11.10	69	32	11.10	35	.00	200	188.90	6
	18 **	Other Personal Services	16	11.10	69	32	11.10	35	.00	200	188.90	6
	19	Employee Benefits										
	19 05	Medical Insurance	5409	5496.93	102	10818	10993.86	102	.00	64913	53919.14	17
	19 10	IMRF	6056	3578.99	59	12112	6690.11	55	.00	72675	65984.89	9
	19 11	Social Security	2872	1686.61	59	5744	3145.17	55	.00	34475	31329.83	9
	19 12	Medicare	671	394.44	59	1342	735.54	55	.00	8063	7327.46	9
	19 53	Flexible Spending	208	171.00	82	416	484.50	117	.00	2500	2015.50	19
	19 55	Unemployment Compensation	833	3143.00	377	1666	3143.00	189	.00	10000	6857.00	31
	19 **	Employee Benefits	16049	14470.97	90	32098	25192.18	79	.00	192626	167433.82	13
	20	Prof Technical Services										
	20 05	Professional Services	333	.00	0	666	.00	0	.00	4000	4000.00	0
	20 08	Consulting Services	2054	.00	0	4108	2132.17	52	.00	24650	22517.83	9
	20 20	Legal Services	1333	9555.00-	717-	2666	376.25	14	.00	16000	15623.75	2
	20 40	General Insurance	11041	182.54-	2-	22082	104703.46	474	.00	132500	27796.54	79
	20 81	OCLC Services	5216	.00	0	10432	15127.91	145	.00	62601	47473.09	24
	20 **	Prof Technical Services	19977	9737.54-	49-	39954	122339.79	306	.00	239751	117411.21	51
	21	Property Services										
	21 65	Other Services	745	1092.08	147	1490	4765.44	320	.00	8947	4181.56	53
	21 **	Property Services	745	1092.08	147	1490	4765.44	320	.00	8947	4181.56	53
	22	Other Contractual Service										
	22 01	Advertising	83	.00	0	166	.00	0	.00	1000	1000.00	0
	22 02	Dues	1623	2250.00	139	3246	2885.00	89	.00	19485	16600.00	15
	22 03	Training	10608	10542.47	99	21216	26334.45	124	.00	127300	100965.55	21
	22 05	Postage	3590	5823.41	162	7180	11325.20	158	.00	43087	31761.80	26
	22 42	Internet Services	2359	2829.51	120	4718	6251.08	133	.00	28311	22059.92	22
	22 70	Telephone Services	4167	5436.02	131	8334	10989.51	132	.00	50014	39024.49	22
	22 **	Other Contractual Service	22430	26881.41	120	44860	57785.24	129	.00	269197	211411.76	22
	30	General Supplies										
	30 05	Office Supplies & Equip	738	248.82	34	1476	755.01	51	.00	8858	8102.99	9
	30 **	General Supplies	738	248.82	34	1476	755.01	51	.00	8858	8102.99	9
	31	Public Works Supplies										
	31 85	Small Tools and Equipment	399	.00	0	798	.00	0	.00	4790	4790.00	0
	31 **	Public Works Supplies	399	.00	0	798	.00	0	.00	4790	4790.00	0

FUND 291 Memorial Library Fund			DEPT/DIV 6001 Executive Office/Administration									
BA	ELE	OBJ	*****CURRENT*****			*****YEAR-TO-DATE*****				ANNUAL	UNENCUMB.	%
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
60		Culture/Recreation										
601		Library										
32		Library Supplies										
32	72	Special Events	70	100.00	143	140	326.24	233	.00	850	523.76	38
32	99	Items Reimb by Employees	0	144.09-	0	0	65.67	0	.00	0	65.67-	0
32	**	Library Supplies	70	44.09-	63-	140	391.91	280	.00	850	458.09	46
40		Other Charges										
40	96	Operating Contingency	416	.00	0	832	.00	0	.00	5000	5000.00	0
40	**	Other Charges	416	.00	0	832	.00	0	.00	5000	5000.00	0
50		Property										
50	15	Other Equipment	4295	4894.00	114	8590	9182.00	107	.00	51540	42358.00	18
50	**	Property	4295	4894.00	114	8590	9182.00	107	.00	51540	42358.00	18
601	**	** Library	111805	66442.26	59	223610	274006.51	123	.00	1341804	1067797.49	20
60	**	** Culture/Recreation	111805	66442.26	59	223610	274006.51	123	.00	1341804	1067797.49	20
DIV	6001	TOTAL ***** Administration	111805	66442.26	59	223610	274006.51	123	.00	1341804	1067797.49	20

FUND 291 Memorial Library Fund			DEPT/DIV 6002 Executive Office/Communications & Mrkting						ANNUAL	UNENCUMB.	%
BA	ELE	OBJ	*****CURRENT*****			*****YEAR-TO-DATE*****			BUDGET	BALANCE	BDGT
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.		
60		Culture/Recreation									
601		Library									
	16	Library Personal Services									
	16 85	Salaries	25919	24357.74	94	51838	47696.87	92	.00	311034	263337.13 15
	16 **	Library Personal Services	25919	24357.74	94	51838	47696.87	92	.00	311034	263337.13 15
	18	Other Personal Services									
	18 05	Overtime Civilian	29	.00	0	58	.00	0	.00	350	350.00 0
	18 **	Other Personal Services	29	.00	0	58	.00	0	.00	350	350.00 0
	19	Employee Benefits									
	19 05	Medical Insurance	4323	3370.11	78	8646	6740.22	78	.00	51885	45144.78 13
	19 10	IMRF	3387	3098.30	92	6774	6067.04	90	.00	40653	34585.96 15
	19 11	Social Security	1607	1476.36	92	3214	2889.56	90	.00	19284	16394.44 15
	19 12	Medicare	375	345.28	92	750	675.78	90	.00	4510	3834.22 15
	19 **	Employee Benefits	9692	8290.05	86	19384	16372.60	85	.00	116332	99959.40 14
	20	Prof Technical Services									
	20 05	Professional Services	2518	.00	0	5036	.00	0	.00	30220	30220.00 0
	20 **	Prof Technical Services	2518	.00	0	5036	.00	0	.00	30220	30220.00 0
	21	Property Services									
	21 02	Equipment Maintenance	154	.00	0	308	.00	0	.00	1850	1850.00 0
	21 65	Other Services	904	750.15	83	1808	4533.35	251	.00	10854	6320.65 42
	21 **	Property Services	1058	750.15	71	2116	4533.35	214	.00	12704	8170.65 36
	22	Other Contractual Service									
	22 02	Dues	77	.00	0	154	.00	0	.00	930	930.00 0
	22 03	Training	7	.00	0	14	.00	0	.00	90	90.00 0
	22 10	Printing	13562	27060.87	200	27124	28517.22	105	.00	162755	134237.78 18
	22 **	Other Contractual Service	13646	27060.87	198	27292	28517.22	105	.00	163775	135257.78 17
	30	General Supplies									
	30 05	Office Supplies & Equip	1285	1968.28	153	2570	2847.06	111	.00	15425	12577.94 19
	30 **	General Supplies	1285	1968.28	153	2570	2847.06	111	.00	15425	12577.94 19
	31	Public Works Supplies									
	31 85	Small Tools and Equipment	677	.00	0	1354	3479.86	257	.00	8134	4654.14 43
	31 **	Public Works Supplies	677	.00	0	1354	3479.86	257	.00	8134	4654.14 43
	32	Library Supplies									
	32 01	Program Supplies	83	.00	0	166	.00	0	.00	1000	1000.00 0
	32 72	Special Events	691	2117.00-	306-	1382	460.00	33	.00	8300	7840.00 6
	32 **	Library Supplies	774	2117.00-	274-	1548	460.00	30	.00	9300	8840.00 5
601	** **	Library	55598	60310.09	109	111196	103906.96	93	.00	667274	563367.04 16
60	** **	Culture/Recreation	55598	60310.09	109	111196	103906.96	93	.00	667274	563367.04 16

DIV 6002 TOTAL *****

FUND 291 Memorial Library Fund			DEPT/DIV 6002 Executive Office/Communications & Mrkting						ANNUAL	UNENCUMB.	%	
BA	ELE	OBJ	*****CURRENT*****			*****YEAR-TO-DATE*****			BUDGET	BALANCE	BDGT	
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
60		Culture/Recreation										
601		Library										
		Communications & Mrkting	55598	60310.09	109	111196	103906.96	93	.00	667274	563367.04	16

FUND 291 Memorial Library Fund			DEPT/DIV 6003 Executive Office/Human Resources						ANNUAL	UNENCUMB.	%
BA	ELE	OBJ	*****CURRENT*****			*****YEAR-TO-DATE*****			BUDGET	BALANCE	BDGT
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.		
60		Culture/Recreation									
601		Library									
	16	Library Personal Services									
	16 85	Salaries	13374	13751.48	103	26748	26208.04	98	.00	160495	134286.96 16
	16 **	Library Personal Services	13374	13751.48	103	26748	26208.04	98	.00	160495	134286.96 16
	18	Other Personal Services									
	18 05	Overtime Civilian	25	482.71	1931	50	527.41	1055	.00	300	227.41- 176
	18 **	Other Personal Services	25	482.71	1931	50	527.41	1055	.00	300	227.41- 176
	19	Employee Benefits									
	19 05	Medical Insurance	2816	3037.72	108	5632	6075.44	108	.00	33800	27724.56 18
	19 10	IMRF	1748	1810.59	104	3496	3400.76	97	.00	20976	17575.24 16
	19 11	Social Security	829	843.08	102	1658	1578.72	95	.00	9951	8372.28 16
	19 12	Medicare	193	197.17	102	386	369.22	96	.00	2327	1957.78 16
	19 50	Employee Asst. Program	520	.00	0	1040	1801.67	173	.00	6250	4448.33 29
	19 **	Employee Benefits	6106	5888.56	96	12212	13225.81	108	.00	73304	60078.19 18
	21	Property Services									
	21 65	Other Services	687	479.00	70	1374	1100.00	80	.00	8250	7150.00 13
	21 **	Property Services	687	479.00	70	1374	1100.00	80	.00	8250	7150.00 13
	22	Other Contractual Service									
	22 01	Advertising	208	.00	0	416	.00	0	.00	2500	2500.00 0
	22 02	Dues	258	.00	0	516	.00	0	.00	3105	3105.00 0
	22 03	Training	67	.00	0	134	.00	0	.00	810	810.00 0
	22 55	In Service Training	625	3345.66	535	1250	6560.62	525	.00	7500	939.38 88
	22 **	Other Contractual Service	1158	3345.66	289	2316	6560.62	283	.00	13915	7354.38 47
	40	Other Charges									
	40 62	Tuition Reimbursement	1250	.00	0	2500	4445.33	178	.00	15000	10554.67 30
	40 70	Employee Recognition Prog	1370	.00	0	2740	.00	0	.00	16450	16450.00 0
	40 **	Other Charges	2620	.00	0	5240	4445.33	85	.00	31450	27004.67 14
601	**	** Library	23970	23947.41	100	47940	52067.21	109	.00	287714	235646.79 18
60	**	** Culture/Recreation	23970	23947.41	100	47940	52067.21	109	.00	287714	235646.79 18
DIV	6003	TOTAL ***** Human Resources	23970	23947.41	100	47940	52067.21	109	.00	287714	235646.79 18

FUND 291 Memorial Library Fund			DEPT/DIV 6004 Executive Office/Paid by Gifts and Grants						ANNUAL	UNENCUMB.	%
BA	ELE	OBJ	*****CURRENT*****			*****YEAR-TO-DATE*****			BUDGET	BALANCE	BDGT
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.		
60		Culture/Recreation									
601		Library									
	21	Property Services									
	21 65	Other Services	416	1351.98	325	832	1341.98	161	.00	5000	3658.02 27
	21 **	Property Services	416	1351.98	325	832	1341.98	161	.00	5000	3658.02 27
	22	Other Contractual Service									
	22 18	Contr Programs & Exhibits	1666	2950.00	177	3332	23131.82	694	.00	20000	3131.82- 116
	22 **	Other Contractual Service	1666	2950.00	177	3332	23131.82	694	.00	20000	3131.82- 116
	31	Public Works Supplies									
	31 85	Small Tools and Equipment	416	.00	0	832	.00	0	.00	5000	5000.00 0
	31 **	Public Works Supplies	416	.00	0	832	.00	0	.00	5000	5000.00 0
	32	Library Supplies									
	32 01	Program Supplies	416	.00	0	832	.00	0	.00	5000	5000.00 0
	32 02	Program Supplies	416	.00	0	832	.00	0	.00	5000	5000.00 0
	32 32	Software	125	.00	0	250	.00	0	.00	1500	1500.00 0
	32 72	Special Events	833	1428.80	172	1666	1428.80	86	.00	10000	8571.20 14
	32 75	Audio Visual	166	.00	0	332	.00	0	.00	2000	2000.00 0
	32 78	Electronic Resources	125	.00	0	250	.00	0	.00	1500	1500.00 0
	32 80	Books	416	.00	0	832	.00	0	.00	5000	5000.00 0
	32 **	Library Supplies	2497	1428.80	57	4994	1428.80	29	.00	30000	28571.20 5
	50	Property									
	50 15	Other Equipment	416	.00	0	832	.00	0	.00	5000	5000.00 0
	50 **	Property	416	.00	0	832	.00	0	.00	5000	5000.00 0
601	** **	Library	5411	5730.78	106	10822	25902.60	239	.00	65000	39097.40 40
60	** **	Culture/Recreation	5411	5730.78	106	10822	25902.60	239	.00	65000	39097.40 40
DIV	6004	TOTAL ***** Paid by Gifts and Grants	5411	5730.78	106	10822	25902.60	239	.00	65000	39097.40 40

FUND 291 Memorial Library Fund			DEPT/DIV 6008 Executive Office/Finance						ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT
BA	ELE OBJ	ACCOUNT	*****CURRENT*****			*****YEAR-TO-DATE*****						
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP				
60		Culture/Recreation										
601		Library										
	16	Library Personal Services										
	16 85	Salaries	19092	18966.10	99	38184	37758.90	99	.00	229114	191355.10	17
	16 **	Library Personal Services	19092	18966.10	99	38184	37758.90	99	.00	229114	191355.10	17
	18	Other Personal Services										
	18 05	Overtime Civilian	41	38.01	93	82	38.01	46	.00	500	461.99	8
	18 **	Other Personal Services	41	38.01	93	82	38.01	46	.00	500	461.99	8
	19	Employee Benefits										
	19 05	Medical Insurance	3222	2977.77	92	6444	5955.54	92	.00	38669	32713.46	15
	19 10	IMRF	2495	2417.32	97	4990	4807.76	96	.00	29946	25138.24	16
	19 11	Social Security	1183	1117.82	95	2366	2222.52	94	.00	14205	11982.48	16
	19 12	Medicare	276	261.42	95	552	519.78	94	.00	3322	2802.22	16
	19 **	Employee Benefits	7176	6774.33	94	14352	13505.60	94	.00	86142	72636.40	16
	20	Prof Technical Services										
	20 05	Professional Services	450	.00	0	900	.00	0	.00	5400	5400.00	0
	20 **	Prof Technical Services	450	.00	0	900	.00	0	.00	5400	5400.00	0
	21	Property Services										
	21 36	Equipment Rental	586	76.00	13	1172	536.00	46	.00	7040	6504.00	8
	21 65	Other Services	442	.00	0	884	.00	0	.00	5310	5310.00	0
	21 **	Property Services	1028	76.00	7	2056	536.00	26	.00	12350	11814.00	4
	22	Other Contractual Service										
	22 02	Dues	60	.00	0	120	280.00	233	.00	725	445.00	39
	22 03	Training	100	.00	0	200	.00	0	.00	1200	1200.00	0
	22 25	IT/GIS Service Charge	2033	2033.33	100	4066	4066.66	100	.00	24400	20333.34	17
	22 **	Other Contractual Service	2193	2033.33	93	4386	4346.66	99	.00	26325	21978.34	17
	30	General Supplies										
	30 32	Software Library	0	1260.00-	0	0	1260.00-	0	.00	0	1260.00	0
	30 **	General Supplies	0	1260.00-	0	0	1260.00-	0	.00	0	1260.00	0
601	** **	Library	29980	26627.77	89	59960	54925.17	92	.00	359831	304905.83	15
60	** **	Culture/Recreation	29980	26627.77	89	59960	54925.17	92	.00	359831	304905.83	15
DIV	6008	TOTAL ***** Finance	29980	26627.77	89	59960	54925.17	92	.00	359831	304905.83	15

FUND 291 Memorial Library Fund		DEPT/DIV 6010 Executive Office/Information Technology										
BA ELE OBJ ACCOUNT		*****CURRENT*****			*****YEAR-TO-DATE*****			ANNUAL	UNENCUMB.	%		
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
60		Culture/Recreation										
601		Library										
	16	Library Personal Services										
	16 85	Salaries	52333	49844.70	95	104666	97196.91	93	.00	627997	530800.09	16
	16 **	Library Personal Services	52333	49844.70	95	104666	97196.91	93	.00	627997	530800.09	16
	18	Other Personal Services										
	18 05	Overtime Civilian	20	488.07	2440	40	488.07	1220	.00	250	238.07-	195
	18 **	Other Personal Services	20	488.07	2440	40	488.07	1220	.00	250	238.07-	195
	19	Employee Benefits										
	19 05	Medical Insurance	12185	11578.69	95	24370	23157.38	95	.00	146228	123070.62	16
	19 10	IMRF	6644	6200.69	93	13288	12000.45	90	.00	79738	67737.55	15
	19 11	Social Security	3244	3013.36	93	6488	5841.92	90	.00	38936	33094.08	15
	19 12	Medicare	758	704.73	93	1516	1366.27	90	.00	9106	7739.73	15
	19 **	Employee Benefits	22831	21497.47	94	45662	42366.02	93	.00	274008	231641.98	16
	20	Prof Technical Services										
	20 05	Professional Services	687	493.04-	72-	1374	363.09	26	.00	8252	7888.91	4
	20 08	Consulting Services	2170	1007.50	46	4340	6737.50	155	.00	26045	19307.50	26
	20 **	Prof Technical Services	2857	514.46	18	5714	7100.59	124	.00	34297	27196.41	21
	21	Property Services										
	21 02	Equipment Maintenance	14991	3569.54	24	29982	118911.90	397	.00	179898	60986.10	66
	21 **	Property Services	14991	3569.54	24	29982	118911.90	397	.00	179898	60986.10	66
	22	Other Contractual Service										
	22 02	Dues	17	.00	0	34	.00	0	.00	209	209.00	0
	22 03	Training	37	25.07	68	74	25.07	34	.00	450	424.93	6
	22 **	Other Contractual Service	54	25.07	46	108	25.07	23	.00	659	633.93	4
	30	General Supplies										
	30 05	Office Supplies & Equip	31	146.98-	474-	62	103.65-	167-	.00	375	478.65	28-
	30 30	Data System Supplies	3183	3393.13	107	6366	5660.11	89	.00	38204	32543.89	15
	30 32	Software Library	14623	9426.93	65	29246	62771.10	215	.00	175480	112708.90	36
	30 33	Documentation Library	52	.00	0	104	.00	0	.00	625	625.00	0
	30 **	General Supplies	17889	12673.08	71	35778	68327.56	191	.00	214684	146356.44	32
	31	Public Works Supplies										
	31 85	Small Tools and Equipment	1384	1762.48	127	2768	2811.99	102	.00	16610	13798.01	17
	31 **	Public Works Supplies	1384	1762.48	127	2768	2811.99	102	.00	16610	13798.01	17
	32	Library Supplies										
	32 05	Processing Supplies	25	.00	0	50	.00	0	.00	300	300.00	0
	32 32	Software	857	2272.30	265	1714	2559.75	149	.00	10287	7727.25	25
	32 **	Library Supplies	882	2272.30	258	1764	2559.75	145	.00	10587	8027.25	24

FUND 291 Memorial Library Fund			DEPT/DIV 6010 Executive Office/Information Technology									
BA	ELE	OBJ	*****CURRENT*****			*****YEAR-TO-DATE*****			ANNUAL	UNENCUMB.	%	
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
60		Culture/Recreation										
601		Library										
	50	Property										
	50 12	Computer Equipment	5902	3188.34	54	11804	3188.34	27	.00	70830	67641.66	5
	50 15	Other Equipment	1066	.00	0	2132	.00	0	.00	12800	12800.00	0
	50 **	Property	6968	3188.34	46	13936	3188.34	23	.00	83630	80441.66	4
601	** **	Library	120209	95835.51	80	240418	342976.20	143	.00	1442620	1099643.80	24
60	** **	Culture/Recreation	120209	95835.51	80	240418	342976.20	143	.00	1442620	1099643.80	24
DIV	6010	TOTAL *****										
		Information Technology	120209	95835.51	80	240418	342976.20	143	.00	1442620	1099643.80	24

FUND 291 Memorial Library Fund			DEPT/DIV 6015 Executive Office/Security									
BA ELE OBJ ACCOUNT			*****CURRENT*****			*****YEAR-TO-DATE*****			ANNUAL	UNENCUMB.	%	
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
60		Culture/Recreation										
601		Library										
	16	Library Personal Services										
	16 85	Salaries	19339	22172.57	115	38678	41522.14	107	.00	232068	190545.86	18
	16 **	Library Personal Services	19339	22172.57	115	38678	41522.14	107	.00	232068	190545.86	18
	18	Other Personal Services										
	18 05	Overtime Civilian	166	216.41	130	332	338.56	102	.00	2000	1661.44	17
	18 **	Other Personal Services	166	216.41	130	332	338.56	102	.00	2000	1661.44	17
	19	Employee Benefits										
	19 05	Medical Insurance	4781	4753.28	99	9562	9506.56	99	.00	57379	47872.44	17
	19 10	IMRF	2186	2566.40	117	4372	4795.90	110	.00	26240	21444.10	18
	19 11	Social Security	1199	1341.93	112	2398	2503.00	104	.00	14388	11885.00	17
	19 12	Medicare	280	313.85	112	560	585.40	105	.00	3365	2779.60	17
	19 **	Employee Benefits	8446	8975.46	106	16892	17390.86	103	.00	101372	83981.14	17
	22	Other Contractual Service										
	22 03	Training	156	46.06	30	312	46.06	15	.00	1875	1828.94	3
	22 **	Other Contractual Service	156	46.06	30	312	46.06	15	.00	1875	1828.94	3
	30	General Supplies										
	30 05	Office Supplies & Equip	18	.00	0	36	.00	0	.00	225	225.00	0
	30 **	General Supplies	18	.00	0	36	.00	0	.00	225	225.00	0
601	** **	Library	28125	31410.50	112	56250	59297.62	105	.00	337540	278242.38	18
60	** **	Culture/Recreation	28125	31410.50	112	56250	59297.62	105	.00	337540	278242.38	18
DIV	6015	TOTAL ***** Security	28125	31410.50	112	56250	59297.62	105	.00	337540	278242.38	18

FUND 291 Memorial Library Fund			DEPT/DIV 6020 Executive Office/Facilities							ANNUAL	UNENCUMB.	%
BA	ELE	OBJ	*****CURRENT*****			*****YEAR-TO-DATE*****						
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
60		Culture/Recreation										
601		Library										
		Executive Office	455905	381208.94	84	911810	1080620.01	119	.00	5471527	4390906.99	20

FUND 291 Memorial Library Fund			DEPT/DIV 6405 User Services/Business & Specialty Serv									
BA ELE OBJ ACCOUNT			*****CURRENT*****			*****YEAR-TO-DATE*****			ANNUAL	UNENCUMB.	%	
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
60		Culture/Recreation										
601		Library										
	16	Library Personal Services										
	16 51	Clerk IV	0	119.23-	0	0	.00	0	.00	0	.00	0
	16 85	Salaries	74334	65942.17	89	148668	124745.86	84	.00	892014	767268.14	14
	16 **	Library Personal Services	74334	65822.94	89	148668	124745.86	84	.00	892014	767268.14	14
	18	Other Personal Services										
	18 05	Overtime Civilian	20	.00	0	40	.00	0	.00	250	250.00	0
	18 **	Other Personal Services	20	.00	0	40	.00	0	.00	250	250.00	0
	19	Employee Benefits										
	19 05	Medical Insurance	10508	10435.34	99	21016	20870.68	99	.00	126098	105227.32	17
	19 10	IMRF	9525	8331.30	88	19050	15787.67	83	.00	114303	98515.33	14
	19 11	Social Security	4608	3996.29	87	9216	7517.30	82	.00	55305	47787.70	14
	19 12	Medicare	1077	934.63	87	2154	1758.11	82	.00	12934	11175.89	14
	19 **	Employee Benefits	25718	23697.56	92	51436	45933.76	89	.00	308640	262706.24	15
	21	Property Services										
	21 65	Other Services	0	1045.00	0	0	1852.50	0	.00	0	1852.50-	0
	21 **	Property Services	0	1045.00	0	0	1852.50	0	.00	0	1852.50-	0
	22	Other Contractual Service										
	22 02	Dues	400	45.00	11	800	523.00	65	.00	4803	4280.00	11
	22 03	Training	370	49.57	13	740	63.02	9	.00	4451	4387.98	1
	22 18	Contr Programs & Exhibits	850	180.00	21	1700	180.00	11	.00	10200	10020.00	2
	22 **	Other Contractual Service	1620	274.57	17	3240	766.02	24	.00	19454	18687.98	4
	30	General Supplies										
	30 05	Office Supplies & Equip	25	.00	0	50	129.81	260	.00	310	180.19	42
	30 **	General Supplies	25	.00	0	50	129.81	260	.00	310	180.19	42
	32	Library Supplies										
	32 01	Program Supplies	164	.00	0	328	39.04	12	.00	1970	1930.96	2
	32 90	Circulation Supplies	183	.00	0	366	42.75	12	.00	2203	2160.25	2
	32 **	Library Supplies	347	.00	0	694	81.79	12	.00	4173	4091.21	2
601 ** **		Library	102064	90840.07	89	204128	173509.74	85	.00	1224841	1051331.26	14
60 ** **		Culture/Recreation	102064	90840.07	89	204128	173509.74	85	.00	1224841	1051331.26	14
DIV 6405		TOTAL *****										
		Business & Specialty Serv	102064	90840.07	89	204128	173509.74	85	.00	1224841	1051331.26	14

FUND 291 Memorial Library Fund			DEPT/DIV 6420 User Services/Customer Services									
BA ELE OBJ ACCOUNT			*****CURRENT*****			*****YEAR-TO-DATE*****			ANNUAL	UNENCUMB.	%	
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
60		Culture/Recreation										
601		Library										
	16	Library Personal Services										
	16 85	Salaries	218730	195774.24	90	437460	377628.76	86	.00	2624771	2247142.24	14
	16 **	Library Personal Services	218730	195774.24	90	437460	377628.76	86	.00	2624771	2247142.24	14
	18	Other Personal Services										
	18 05	Overtime Civilian	166	89.88	54	332	99.22	30	.00	2000	1900.78	5
	18 **	Other Personal Services	166	89.88	54	332	99.22	30	.00	2000	1900.78	5
	19	Employee Benefits										
	19 05	Medical Insurance	21340	21048.44	99	42680	42096.88	99	.00	256090	213993.12	16
	19 10	IMRF	21858	19720.54	90	43716	37978.21	87	.00	262298	224319.79	15
	19 11	Social Security	13566	11876.83	88	27132	22949.89	85	.00	162793	139843.11	14
	19 12	Medicare	3172	2777.76	88	6344	5367.33	85	.00	38073	32705.67	14
	19 **	Employee Benefits	59936	55423.57	93	119872	108392.31	90	.00	719254	610861.69	15
	21	Property Services										
	21 02	Equipment Maintenance	46	60.00	130	92	107.92	117	.00	555	447.08	19
	21 64	Access Services	250	164.50	66	500	164.50	33	.00	3000	2835.50	6
	21 65	Other Services	945	909.95	96	1890	1948.40	103	.00	11348	9399.60	17
	21 **	Property Services	1241	1134.45	91	2482	2220.82	90	.00	14903	12682.18	15
	22	Other Contractual Service										
	22 02	Dues	184	.00	0	368	150.00	41	.00	2210	2060.00	7
	22 03	Training	357	22.69	6	714	211.61	30	.00	4294	4082.39	5
	22 **	Other Contractual Service	541	22.69	4	1082	361.61	33	.00	6504	6142.39	6
	30	General Supplies										
	30 05	Office Supplies & Equip	433	523.08	121	866	942.26	109	.00	5207	4264.74	18
	30 07	Supplies Reimb by Patrons	168	.00	0	336	.00	0	.00	2020	2020.00	0
	30 **	General Supplies	601	523.08	87	1202	942.26	78	.00	7227	6284.74	13
	32	Library Supplies										
	32 01	Program Supplies	194	265.49-	137-	388	219.86-	57-	.00	2332	2551.86	9-
	32 90	Circulation Supplies	947	161.14	17	1894	290.60	15	.00	11369	11078.40	3
	32 **	Library Supplies	1141	104.35-	9-	2282	70.74	3	.00	13701	13630.26	1
601 ** **		Library	282356	252863.56	90	564712	489715.72	87	.00	3388360	2898644.28	15
60 ** **		Culture/Recreation	282356	252863.56	90	564712	489715.72	87	.00	3388360	2898644.28	15
DIV 6420		TOTAL *****										
		Customer Services	282356	252863.56	90	564712	489715.72	87	.00	3388360	2898644.28	15

FUND 291 Memorial Library Fund			DEPT/DIV 6450 User Services/Digital Services									
BA ELE OBJ ACCOUNT			*****CURRENT*****			*****YEAR-TO-DATE*****			ANNUAL	UNENCUMB.	%	
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
60		Culture/Recreation										
601		Library										
	16	Library Personal Services										
	16 85	Salaries	42793	37875.45	89	85586	73563.61	86	.00	513526	439962.39	14
	16 **	Library Personal Services	42793	37875.45	89	85586	73563.61	86	.00	513526	439962.39	14
	18	Other Personal Services										
	18 05	Overtime Civilian	8	.00	0	16	41.47	259	.00	100	58.53	42
	18 **	Other Personal Services	8	.00	0	16	41.47	259	.00	100	58.53	42
	19	Employee Benefits										
	19 05	Medical Insurance	4629	3541.55	77	9258	7083.10	77	.00	55556	48472.90	13
	19 10	IMRF	5265	4096.03	78	10530	8165.02	78	.00	63185	55019.98	13
	19 11	Social Security	2653	2315.73	87	5306	4498.40	85	.00	31839	27340.60	14
	19 12	Medicare	620	541.58	87	1240	1052.05	85	.00	7446	6393.95	14
	19 **	Employee Benefits	13167	10494.89	80	26334	20798.57	79	.00	158026	137227.43	13
	22	Other Contractual Service										
	22 02	Dues	192	280.00	146	384	430.00	112	.00	2305	1875.00	19
	22 03	Training	41	.00	0	82	.00	0	.00	500	500.00	0
	22 66	Outside Reference Service	225	2662.68	1183	450	2662.68	592	.00	2700	37.32	99
	22 **	Other Contractual Service	458	2942.68	643	916	3092.68	338	.00	5505	2412.32	56
	30	General Supplies										
	30 05	Office Supplies & Equip	58	13.55	23	116	90.37	78	.00	700	609.63	13
	30 07	Supplies Reimb by Patrons	75	.00	0	150	.00	0	.00	900	900.00	0
	30 **	General Supplies	133	13.55	10	266	90.37	34	.00	1600	1509.63	6
	31	Public Works Supplies										
	31 85	Small Tools and Equipment	520	481.17	93	1040	605.65	58	.00	6250	5644.35	10
	31 **	Public Works Supplies	520	481.17	93	1040	605.65	58	.00	6250	5644.35	10
	32	Library Supplies										
	32 01	Program Supplies	83	.00	0	166	.00	0	.00	1000	1000.00	0
	32 78	Electronic Resources	28085	20894.54	74	56170	175516.88	313	.00	337027	161510.12	52
	32 90	Circulation Supplies	147	227.52	155	294	399.07	136	.00	1775	1375.93	23
	32 **	Library Supplies	28315	21122.06	75	56630	175915.95	311	.00	339802	163886.05	52
	50	Property										
	50 15	Other Equipment	382	108.00	28	764	666.82	87	.00	4588	3921.18	15
	50 **	Property	382	108.00	28	764	666.82	87	.00	4588	3921.18	15
601	** **	Library	85776	73037.80	85	171552	274775.12	160	.00	1029397	754621.88	27
60	** **	Culture/Recreation	85776	73037.80	85	171552	274775.12	160	.00	1029397	754621.88	27
DIV	6450	TOTAL ***** Digital Services	85776	73037.80	85	171552	274775.12	160	.00	1029397	754621.88	27

FUND 291 Memorial Library Fund			DEPT/DIV 6470 User Services/Collection Services									
BA ELE OBJ ACCOUNT			*****CURRENT*****			*****YEAR-TO-DATE*****				ANNUAL	UNENCUMB.	%
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
60		Culture/Recreation										
601		Library										
	16	Library Personal Services										
	16 85	Salaries	65855	62389.46	95	131710	121852.88	93	.00	790261	668408.12	15
	16 **	Library Personal Services	65855	62389.46	95	131710	121852.88	93	.00	790261	668408.12	15
	18	Other Personal Services										
	18 05	Overtime Civilian	12	7.61	63	24	15.38	64	.00	150	134.62	10
	18 **	Other Personal Services	12	7.61	63	24	15.38	64	.00	150	134.62	10
	19	Employee Benefits										
	19 05	Medical Insurance	15468	16154.21	104	30936	32308.42	104	.00	185626	153317.58	17
	19 10	IMRF	8598	7936.89	92	17196	15501.62	90	.00	103182	87680.38	15
	19 11	Social Security	4083	3707.21	91	8166	7227.02	89	.00	48996	41768.98	15
	19 12	Medicare	954	866.98	91	1908	1690.16	89	.00	11459	9768.84	15
	19 **	Employee Benefits	29103	28665.29	99	58206	56727.22	98	.00	349263	292535.78	16
	22	Other Contractual Service										
	22 02	Dues	206	213.00	103	412	213.00	52	.00	2478	2265.00	9
	22 03	Training	83	.00	0	166	15.00	9	.00	1000	985.00	2
	22 85	Processing Services	8875	4928.05	56	17750	11260.85	63	.00	106500	95239.15	11
	22 **	Other Contractual Service	9164	5141.05	56	18328	11488.85	63	.00	109978	98489.15	10
	30	General Supplies										
	30 05	Office Supplies & Equip	125	33.47	27	250	122.43	49	.00	1500	1377.57	8
	30 33	Documentation Library	59	.00	0	118	525.00	445	.00	717	192.00	73
	30 **	General Supplies	184	33.47	18	368	647.43	176	.00	2217	1569.57	29
	32	Library Supplies										
	32 03	Binding	16	.00	0	32	.00	0	.00	200	200.00	0
	32 05	Processing Supplies	2583	901.12	35	5166	1495.28	29	.00	31000	29504.72	5
	32 75	Audio Visual	43844	39438.83	90	87688	84714.06	97	.00	526135	441420.94	16
	32 80	Books	61106	46236.77	76	122212	98774.02	81	.00	733276	634501.98	14
	32 90	Circulation Supplies	250	.00	0	500	.00	0	.00	3000	3000.00	0
	32 95	Periodicals	10907	754.27	7	21814	39240.67	180	.00	130889	91648.33	30
	32 **	Library Supplies	118706	87330.99	74	237412	224224.03	94	.00	1424500	1200275.97	16
601 ** **		Library	223024	183567.87	82	446048	414955.79	93	.00	2676369	2261413.21	16
60 ** **		Culture/Recreation	223024	183567.87	82	446048	414955.79	93	.00	2676369	2261413.21	16
DIV 6470		TOTAL ***** Collection Services	223024	183567.87	82	446048	414955.79	93	.00	2676369	2261413.21	16
DEPT 64		TOTAL ***** User Services	760662	648436.51	85	1521324	1485261.98	98	.00	9128329	7643067.02	16

FUND 291 Memorial Library Fund			DEPT/DIV 6901 Non Operating/Non Operating						ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT
BA	ELE	OBJ	*****CURRENT*****			*****YEAR-TO-DATE*****						
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP				
60		Culture/Recreation										
601		Library										
	90	Other Financing Uses										
	90 05	Operating Transfer Out	145833	1750000.00	1200	291666	1750000.00	600	.00	1750000	.00 100	
	90 **	Other Financing Uses	145833	1750000.00	1200	291666	1750000.00	600	.00	1750000	.00 100	
601 ** **		Library	145833	1750000.00	1200	291666	1750000.00	600	.00	1750000	.00 100	
60 ** **		Culture/Recreation	145833	1750000.00	1200	291666	1750000.00	600	.00	1750000	.00 100	
DIV 6901		TOTAL ***** Non Operating	145833	1750000.00	1200	291666	1750000.00	600	.00	1750000	.00 100	
DEPT 69		TOTAL ***** Non Operating	145833	1750000.00	1200	291666	1750000.00	600	.00	1750000	.00 100	
FUND 291		TOTAL ***** Memorial Library Fund	1362400	2779645.45	204	2724800	4315881.99	158	.00	16349856	12033974.01 26	
GRAND		TOTAL *****	1362400	2779645.45	204	2724800	4315881.99	158	.00	16349856	12033974.01 26	

FUND 491 Capital Projects-Library			DEPT/DIV 6010 Executive Office/Information Technology									
BA	ELE	OBJ	*****CURRENT*****			*****YEAR-TO-DATE*****			ANNUAL	UNENCUMB.	%	
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
60		Culture/Recreation										
601		Library										
	50	Property										
	50 12	Computer Equipment	7666	.00	0	15332	.00	0	.00	92000	92000.00	0
	50 **	Property	7666	.00	0	15332	.00	0	.00	92000	92000.00	0
601 ** **		Library	7666	.00	0	15332	.00	0	.00	92000	92000.00	0
60 ** **		Culture/Recreation	7666	.00	0	15332	.00	0	.00	92000	92000.00	0
DIV 6010		TOTAL *****										
		Information Technology	7666	.00	0	15332	.00	0	.00	92000	92000.00	0

FUND 491 Capital Projects-Library			DEPT/DIV 6020 Executive Office/Facilities						ANNUAL	UNENCUMB.	%	
BA	ELE	OBJ	*****CURRENT*****			*****YEAR-TO-DATE*****			BUDGET	BALANCE	BDGT	
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
60		Culture/Recreation										
601		Library										
	50	Property										
	50 15	Other Equipment	13358	.00	0	26716	.00	0	.00	160300	160300.00	0
	50 55	Other Capital Outlay	65416	12309.00-	19-	130832	1934.00	2	.00	785000	783066.00	0
	50 **	Property	78774	12309.00-	16-	157548	1934.00	1	.00	945300	943366.00	0
601 ** **		Library	78774	12309.00-	16-	157548	1934.00	1	.00	945300	943366.00	0
60 ** **		Culture/Recreation	78774	12309.00-	16-	157548	1934.00	1	.00	945300	943366.00	0
DIV 6020		TOTAL ***** Facilities	78774	12309.00-	16-	157548	1934.00	1	.00	945300	943366.00	0
DEPT 60		TOTAL ***** Executive Office	86440	12309.00-	14-	172880	1934.00	1	.00	1037300	1035366.00	0
FUND 491		TOTAL ***** Capital Projects-Library	86440	12309.00-	14-	172880	1934.00	1	.00	1037300	1035366.00	0
GRAND		TOTAL *****	86440	12309.00-	14-	172880	1934.00	1	.00	1037300	1035366.00	0

March 19, 2018

(Action Item 3)

**ACCOUNTS PAYABLE
CHECK REGISTER
ARLINGTON HEIGHTS MEMORIAL LIBRARY
February 28, 2018**

FUND TOTALS

Fund Number	Fund Name	Fund Total
291	General Fund - Library	\$274,898.51
491	Capital Projects Fund - Library	\$0.00
Total Disbursements		<u>\$274,898.51</u>
Payrolls Paid		
2/2/2018		\$310,480.08
2/16/2018		\$277,591.62
		<u>\$588,071.70</u>
Journal Entry Expenditures by Village On Behalf Of the Library		
2/28/2018	Group Insurance	\$96,575.00
2/28/2018	IMRF	\$67,956.42
2/28/2018	Social Security	\$35,354.64
2/28/2018	Medicare	\$8,268.50
		<u>\$208,154.56</u>
Total Disbursed		<u>\$1,071,124.77</u>

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
76373	AFLAC WORLD HEADQUARTERS	291-0000-210.89-00	AFLAC DEDUCTION-FEBRUARY	99.84	99.84
76386	ARLINGTON HTS MEMORIAL LIBRARY	291-0000-489.90-00	OTHER INCOME/REBATE	69.24-	69.24-
76387	ARLINGTON HTS MEMORIAL LIBRARY	291-0000-489.90-00	OTHER INCOME/REBATE	173.30-	173.30-
76429	GROUP ADMINISTRATORS	291-0000-210.97-00	FSA MEDICAL-MARCH 2018	5,350.80	
		291-0000-210.99-00	FSA DEPENDANT-MARCH 2018	1,558.86	6,909.66
76445	KNOWBE4 INC	291-0000-140.05-00	PREPAID SECURITY AWARE-	2,164.50	
		291-0000-140.05-00	PREPAID SECURITY AWARE-	2,164.50	4,329.00
76480	S&P GLOBAL MARKET INTELLIGENCE LLC	291-0000-140.05-00	PREPAID-NETADVANTAGE	962.50	962.50
***** DIVISION TOTAL ****					12,058.46
***** DEPARTMENT TOTAL **					12,058.46

DEPARTMENT: 60

Executive Office

DIVISION: 01

76376	ALA CONFERENCE REGISTRATION DEPT	291-6001-601.22-03	ALA CONF-T DANTIS	403.00	
		291-6001-601.22-03	ALA CONF-D OLIHWIER	160.00	563.00
76378	ALIBRIS	291-6001-601.32-99	EMP REIMBURSED PURCHASE	70.85	
		291-6001-601.32-99	EMP REIMBURSED PURCHASE	73.80	
		291-6001-601.32-99	EMP REIMBURSED PURCHASE	90.75	235.40
76379	AMAZON.COM CREDIT	291-6001-601.30-05	BANDAGES	14.18	
		291-6001-601.30-05	CALL BOOK, LEGAL PAD	15.30	
		291-6001-601.30-05	HOOKS	17.77	
		291-6001-601.30-05	HANGERS	18.04	
		291-6001-601.30-05	DOC HOLDER	26.14	
		291-6001-601.30-05	OFFICE SUPPLIES	108.81	200.24
76380	AMERICAN LIBRARY ASSOCIATION-PLA	291-6001-601.22-03	PLA CONF-B PARDUE	280.00	
		291-6001-601.22-03	PLA CONF-K MCCOY	665.00	
		291-6001-601.22-03	PLA CONF-J DUNCAN &	560.00	
		291-6001-601.22-03	PLA CONF-6 STAFF	1,860.00	
		291-6001-601.22-03	PLA CONF-J CZAJKA, S JAROL	840.00	4,205.00
76384	ARLINGTON HTS MEMORIAL LIBRARY	291-6001-601.22-03	AH HEARTS OF GOLD FOR 11	660.00	
		291-6001-601.22-03	TRAV/TRAIN-I LEBOLT	39.75	
		291-6001-601.22-05	POSTAGE-D HALPIN	2.53	
		291-6001-601.22-05	POSTAGE-D HALPIN	35.00	
		291-6001-601.19-55	4TH QUARTER UNEMPLOYMENT	3,143.00	3,880.28
76386	ARLINGTON HTS MEMORIAL LIBRARY	291-6001-601.22-03	LUNCH-FACILITIES DEPT DAY	61.75	
		291-6001-601.22-03	AHHOG LUNCH	72.08	
		291-6001-601.32-72	REGISTRATION-HISTORICAL	100.00	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
		291-6001-601.22-03	REGISTRATION TO RESEARCH	1,200.00	
		291-6001-601.22-03	LIBRARY STRATEGIES COMMUN	550.93	
		291-6001-601.22-03	LIBRARY STRATEGIES COMMUN	304.95	
		291-6001-601.22-03	REGISTRATION-MAYORS	80.00	
		291-6001-601.22-42	COMCAST MONTHLY INTERNET	344.85	
		291-6001-601.22-03	IUG CONF REG-C KRUEGER	325.00	3,039.56
76387	ARLINGTON HTS MEMORIAL LIBRARY	291-6001-601.21-65	DISPUTED	15.32	
		291-6001-601.21-65	DISPUTED	15.32-	
76389	AT & T	291-6001-601.22-70	TELEPHONE	5,367.30	
		291-6001-601.22-42	INTERNET ACCESS	900.67	6,267.97
76392	BAKER & TAYLOR	291-6001-601.32-99	EMP REIMBURSED PURCHASE	3.58	
		291-6001-601.32-99	EMP REIMBURSED PURCHASE	71.74	
		291-6001-601.32-99	EMP REIMBURSED PURCHASE	8.51	83.83
76393	BAKER & TAYLOR ENTERTAINMENT	291-6001-601.32-99	EMP REIMBURSED PURCHASE	22.04	
		291-6001-601.32-99	EMP REIMBURSED PURCHASE	44.08	
		291-6001-601.32-99	EMP REIMBURSED PURCHASE	14.69	80.81
76404	COABE	291-6001-601.22-03	COABE CONF-T KARIM	495.00	495.00
76405	COMCAST	291-6001-601.21-65	OTHER SERVS	21.04	21.04
76418	FEDEX	291-6001-601.22-05	POSTAGE	38.78	38.78
76419	FINER LINE	291-6001-601.30-05	NAME BADGES	13.76	13.76
76420	FIRST CLASS TRAVEL	291-6001-601.22-03	COABE CONF AIRFARE-	619.61	
		291-6001-601.22-03	PLA CONF AIRFARE-	438.60	
		291-6001-601.22-03	IUG CONF AIRFARE-S MEYER	306.59	
		291-6001-601.22-03	IUG CONF AIRFARE-L BOBIS	420.96	1,785.76
76425	GARVEYS OFFICE PRODUCTS	291-6001-601.30-05	NOTEBOOK	15.04	15.04
76429	GROUP ADMINISTRATORS	291-6001-601.19-53	FSA FEES-MARCH 2018	171.00	171.00
76436	INGRAM LIBRARY SERVICES	291-6001-601.32-99	EMP REIMBURSED PURCHASE	14.68	
		291-6001-601.32-99	EMP REIMBURSED PURCHASE	67.78	
		291-6001-601.32-99	EMP REIMBURSED PURCHASE	33.89	
		291-6001-601.32-99	EMP REIMBURSED PURCHASE	22.59	
		291-6001-601.32-99	EMP REIMBURSED PURCHASE	8.46	
		291-6001-601.32-99	EMP REIMBURSED PURCHASE	9.58	
		291-6001-601.32-99	EMP REIMBURSED PURCHASE	11.99	
		291-6001-601.32-99	EMP REIMBURSED PURCHASE	10.71	
		291-6001-601.32-99	EMP REIMBURSED PURCHASE	14.10	193.78
76437	INNOVATIVE USERS GROUP	291-6001-601.22-03	IUG CONF REG-L BOBIS	400.00	400.00
76438	INTERIOR INVESTMENTS LLC	291-6001-601.50-15	STACKING CHAIRS	951.00	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
		291-6001-601.50-15	KW SOFA(FURNITURE)	2,200.00	3,151.00
76447	LANGUAGE LINE SERVICES	291-6001-601.21-65	OTHER SERV	65.59	65.59
76448	LECLAIR,GARY	291-6001-601.22-03	SNOW DAY LUNCH FOR MAINT-	59.25	59.25
76450	LIBRARY FURNITURE INTERNATIONAL INC	291-6001-601.50-15	CAHOOTS SIDE TABLES	1,248.00	1,248.00
76470	PACIFIC TELEMAGEMENT SERVICES	291-6001-601.22-70	2ND FLOOR PAY PHONE-MARCH	63.00	63.00
76482	SIGNS BY TOMORROW	291-6001-601.50-15	TECH LEARNING CENTER SIGN	495.00	495.00
76485	STAPLES ADVANTAGE	291-6001-601.30-05	OFFICE SUPPLIES	8.35	
		291-6001-601.30-05	OFFICE SUPPLIES	5.99	14.34
76494	U S POSTAL SERVICE-NEOPOST POSTAGE	291-6001-601.22-05	POSTAGE METER FUNDS	3,000.00	3,000.00
76496	UPS	291-6001-601.22-05	POSTAGE	6.88	6.88
76497	URBAN LIBRARIES COUNCIL	291-6001-601.22-02	4TH QUARTER DUES	2,250.00	2,250.00
76498	VAN METER MAILING	291-6001-601.22-05	NEWSLETTER POSTAGE-MARCH	2,740.22	
		291-6001-601.21-65	NEWSLETTER SORTING & DE-	620.00	3,360.22
76499	VERIZON WIRELESS	291-6001-601.22-70	1/26-2/25/18 TELEPHONE	373.42	373.42
76502	WAREHOUSE DIRECT	291-6001-601.30-05	OFF SUPPS	5.44	5.44
76505	WOW BUSINESS	291-6001-601.22-42	INTERNET ACCESS 2/13/18-	1,564.99	
		291-6001-601.22-42	INTERNET ACCESS 2/19/18-	154.00	1,718.99
***** DIVISION TOTAL ****					37,501.38

Communications and marketing

DEPARTMENT:	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
60	Executive Office				
76379	AMAZON.COM CREDIT	291-6002-601.30-05	NAME TAG LABELS	84.86	
		291-6002-601.30-05	SHIPPING LABELS	143.88	228.74
76384	ARLINGTON HTS MEMORIAL LIBRARY	291-6002-601.22-10	NEWSLETTER PAYMENT FOR	9,896.00	
		291-6002-601.22-10	NEWSLETTER PAYMENT FOR	14,326.00	24,222.00
76386	ARLINGTON HTS MEMORIAL LIBRARY	291-6002-601.22-10	NEW BUSINESS CARDS	45.39	
		291-6002-601.22-10	NEW BUSINESS CARDS	24.19	
		291-6002-601.22-10	NEW BUSINESS CARDS	49.93	
		291-6002-601.30-05	ACRYLIC BROCHURE HOLDERS	341.02	
		291-6002-601.30-05	ACRYLIC SIGN FRAMES	582.18	1,042.71
76387	ARLINGTON HTS MEMORIAL LIBRARY	291-6002-601.21-65	FACEBOOK AD FOR XOYO OPEN	125.15	125.15
76451	LINDENMEYR MUNROE	291-6002-601.30-05	PAPER	806.15	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					806.15
76464	MOBILE PRINT	291-6002-601.22-10	KIDS WORLD NAMETAGS	273.66	273.66
76482	SIGNS BY TOMORROW	291-6002-601.22-10	OUTDOOR SIGNS	328.70	459.20
		291-6002-601.30-05	STACK CARDS WITH MAGNETS	130.50	
76485	STAPLES ADVANTAGE	291-6002-601.30-05	NAME TAGS	65.14	65.14
76491	TOWN SQUARE PUBLICATIONS	291-6002-601.21-65	OTHER SERVS	625.00	625.00
***** DIVISION TOTAL ****					27,847.75

Human Resources

DEPARTMENT: 60 Executive Office	DIVISION: 03				
76384 ARLINGTON HTS MEMORIAL LIBRARY	291-6003-601.22-55	IN SERVICE TRAIN-K MCCOY		33.95	33.95
76386 ARLINGTON HTS MEMORIAL LIBRARY	291-6003-601.22-55	WATER-STAFF DAY		43.78	3,229.96
	291-6003-601.22-55	STAFF DAY		88.18	
	291-6003-601.22-55	STAFF DAY		26.80	
	291-6003-601.22-55	VOLUNTEER & STAFF DAY		928.80	
	291-6003-601.22-55	VOLUNTEER & STAFF DAY		2,142.40	
76399 CAREERBUILDER	291-6003-601.21-65	OTHER SERVS-FEBRUARY 2018		279.00	279.00
76456 MANAGEMENT ASSOCIATION OF ILL	291-6003-601.21-65	BENCHMARKING		200.00	200.00
76465 MORAVEC, JANET	291-6003-601.22-55	FOOD FOR STAFF DAY LUNCH		81.75	81.75
***** DIVISION TOTAL ****					3,824.66

Gifts and Grants

DEPARTMENT: 60 Executive Office	DIVISION: 04				
76386 ARLINGTON HTS MEMORIAL LIBRARY	291-6004-601.32-72	AHML SPONSORSHIP LIONS		500.00	1,428.80
	291-6004-601.32-72	VOLUNTEER & STAFF DAY		928.80	
76396 BENSON, RAYMOND	291-6004-601.22-18	MOVIE CLUB 4/12/18		350.00	350.00
76400 CARPET SQUARE RECORDS	291-6004-601.22-18	DEPOSIT-6/16/18 SATURDAY		1,250.00	1,250.00
76426 GIRE, DANN	291-6004-601.22-18	MOVIE CLUB 4/12/18		350.00	350.00
76431 HOLIDAY CREATIONS PRO INC	291-6004-601.21-65	OTHER SERVICES		1,351.98	1,351.98
76473 PONTICELLI, ALFONSO	291-6004-601.22-18	SUNDAY MUSICALE 4/8/2018		1,000.00	1,000.00
***** DIVISION TOTAL ****					5,730.78

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #			<i>Finance</i>		
76467	NEOPOST USA INC	291-6008-601.21-36	EQUIPMENT RENTAL-APRIL	306.00	306.00
***** DIVISION TOTAL ****					306.00

Information Technology

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
DEPARTMENT: 60	Executive Office	DIVISION: 10			
76379	AMAZON.COM CREDIT	291-6010-601.31-85	MOTOROLA EARPIECES	113.82	
		291-6010-601.31-85	USB CHARGER CABLE	17.98	
		291-6010-601.30-30	TONER	750.54	
		291-6010-601.50-12	XBOX	495.67	
		291-6010-601.31-85	NINTENDO SWITCH CONTROLLE	255.92	
		291-6010-601.50-12	TWEEN GAMING	495.67	
		291-6010-601.50-12	TWEEN GAMING	299.00	
		291-6010-601.31-85	TWEEN GAMING	22.99	
		291-6010-601.50-12	TWEEN GAMING	299.00	
		291-6010-601.31-85	TWEEN GAMING	500.85	3,251.44
76384	ARLINGTON HTS MEMORIAL LIBRARY	291-6010-601.22-03	TRAV/TRAIN-V PETROV	25.07	25.07
76386	ARLINGTON HTS MEMORIAL LIBRARY	291-6010-601.31-85	AMFILM TEMPERED GLASS	7.99	
		291-6010-601.32-32	MINECRAFT LICENSE	26.95	
		291-6010-601.32-32	MINECRAFT LICENSE	26.95	
		291-6010-601.32-32	MINECRAFT LICENSE	26.95	
		291-6010-601.32-32	MINECRAFT LICENSE	26.95	
		291-6010-601.30-32	GITHUB MONTHLY SUBSCRIP-	25.00	
		291-6010-601.31-85	WD 1TB & 4TB ELEMENTS POR	152.98	
		291-6010-601.30-32	SPOTIFY MONTHLY SUBSCRIP-	9.99	
		291-6010-601.30-32	TRELLO MONTHLY SUBSCRIP-	40.00	
		291-6010-601.30-32	AMAZON FREE TIME UNLIMIT-	9.99	
		291-6010-601.20-05	AHML DOMAIN RENEWAL	234.94	
		291-6010-601.20-05	PAYFLOW PRO MONTHLY SUB-	54.10	642.79
76387	ARLINGTON HTS MEMORIAL LIBRARY	291-6010-601.30-32	FLICKR ANNUAL SUBSCRIP-	24.95	24.95
76390	B & H PHOTO VIDEO	291-6010-601.30-30	TONER	235.00	
		291-6010-601.30-30	EPSON PAPER	399.96	634.96
76411	DECISION SUPPORT TECHNOLOGY	291-6010-601.30-32	SOFTWARE LIBRARY	958.00	958.00
76412	DELL MARKETING L.P.	291-6010-601.31-85	5 DELL MONITORS	689.95	689.95
76435	IMPACT NETWORKING LLC	291-6010-601.21-02	BASE CHG 1/9-2/8/2018	302.94	
		291-6010-601.21-02	OVER CHG 10/3-1/2/2018	1,526.37	
		291-6010-601.21-02	BASE CHG 2/9-3/8/2018	460.53	
		291-6010-601.21-02	BASE CHG 2/6-8/5/2018	664.00	
		291-6010-601.30-30	TONER	19.50	
		291-6010-601.21-02	OVER CHG 1/13-2/12/18	304.56	
		291-6010-601.21-02	BASE CHG 2/28-3/28/18	99.00	
		291-6010-601.21-02	OVER CHG 10/9/17-1/8/18	250.98	3,627.88
76445	KNOWBE4 INC	291-6010-601.32-32	SECURITY AWARENESS TRAIN-	2,164.50	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					2,164.50
76451	LINDENMEYR MUNROE	291-6010-601.30-30	PAPER	1,729.50	1,729.50
76463	MNJ TECHNOLOGIES DIRECT INC	291-6010-601.50-12	UNITRENDS	1,599.00	
		291-6010-601.30-32	SOPHOS CENTRAL INTERCEPT,	7,540.00	
		291-6010-601.30-32	YEARLY SERVICE BARRACUDA	819.00	
		291-6010-601.21-02	BARRACUDA REPLACEMENT	995.00	10,953.00
76485	STAPLES ADVANTAGE	291-6010-601.30-30	TONER	258.63	258.63
76488	TELCOM INNOVATIONS GROUP LLC	291-6010-601.20-08	CONSULTING SERVS LIBRARY	1,007.50	1,007.50
***** DIVISION TOTAL ****					25,968.17

Security

DEPARTMENT: 60 Executive Office
 76386 ARLINGTON HTS MEMORIAL LIBRARY

ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
DIVISION: 15			
291-6015-601.22-03	CERTIFICATION-D BILLING	45.00	
291-6015-601.22-03	CERTIFICATION-D BILLING	1.06	46.06

***** DIVISION TOTAL ****

Facilities

DEPARTMENT: 60 Executive Office
 76372 ADVANCED DISPOSAL SERVICES

ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
DIVISION: 20			
291-6020-601.21-11	STANDARD SERVICE-FEBRUARY	2,183.35	2,183.35
291-6020-601.21-11	MINI HEATER	61.30	61.30
291-6020-601.21-11	FEB 2018 REGULAR SERVICE	89.00	89.00
291-6020-601.21-02	EQUIP MAINT-FEBRUARY 2018	200.00	200.00
291-6020-601.21-11	BLDG MAINT-G LECLAIR	38.94	38.94
291-6020-601.21-11	BALLASTS FOR LIGHT FIX-	938.25	
291-6020-601.21-11	DRAIN COVER	59.98	
291-6020-601.21-11	LIGHT BULBS	64.48	1,062.71
291-6020-601.31-45	JANITORIAL SUPPLIES	1,872.36	1,872.36
291-6020-601.30-51	HEATING 1/9/18-2/8/18	136.38	136.38
291-6020-601.21-11	AUTO DRAIN VALVE-NORTH	324.00	
291-6020-601.21-11	SOUTH PUMP REPLACEMENT	1,018.00	
291-6020-601.21-11	QUARTERLY MAINTENANCE	1,650.00	2,992.00
291-6020-601.21-11	ROCK SALT FOR ICE	2,012.00	2,012.00
291-6020-601.21-11	PIANO TUNING	105.00	105.00
291-6020-601.21-02	BURGLAR ALARM MONITORING	105.00	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
		291-6020-601.21-02	ELEVATOR MONITORING	60.00	
		291-6020-601.21-02	ELEVATOR MONITORING	60.00	225.00
76422	FRIES AUTOMOTIVE SERVICES	291-6020-601.21-07	OIL CHANGE & GENERATOR	169.43	169.43
76425	GARVEYS OFFICE PRODUCTS	291-6020-601.21-11	WIPES	47.40	47.40
76427	GLOBAL EQUIPMENT COMPANY INC	291-6020-601.21-11	FAN COIL	162.90	162.90
76428	GRAINGER INC,W W	291-6020-601.21-11	LIGHT BULBS	63.20	
		291-6020-601.21-11	THRESHOLD	83.73	
		291-6020-601.21-11	FLUORESCENT LIGHT BULBS	236.52	383.45
76432	IGS	291-6020-601.30-51	NATURAL GAS-JANUARY 2018	4,617.72	4,617.72
76454	MAESTRO ENGINEERING SERVICES	291-6020-601.21-11	REPLACE FX60 WITH FX80	3,900.00	3,900.00
76457	MASTER MAINTENANCE SERVICE INC	291-6020-601.21-11	JANITORIAL SERVICE-MARCH	4,599.00	4,599.00
76460	MENARDS-MOUNT PROSPECT	291-6020-601.21-11	BLDG MAINT SUPPLIES	247.81	
		291-6020-601.21-11	BLDG MAINT SUPPLIES	105.78	353.59
76468	NOFFS SELF STORAGE INC	291-6020-601.21-11	APRIL 2018-PARADE VEHICLE	75.40	75.40
76471	PATTEN INDUSTRIES INC	291-6020-601.21-02	REPLACE BATTERY FOR GENER	656.39	656.39
76478	RAMROD DISTRIBUTORS INC	291-6020-601.31-45	TISSUES	144.00	
		291-6020-601.31-45	JANITORIAL PRODUCTS	1,026.14	
		291-6020-601.31-45	TISSUES	367.00	1,537.14
76481	SHERWIN HARDWARE INC	291-6020-601.21-11	SPARKPLUGS	7.98	
		291-6020-601.21-11	TAPE, BATTERIES	8.78	16.76
76484	STANDARD ELEVATOR CO	291-6020-601.21-02	REGULAR SERVICE-MARCH	931.24	931.24
76485	STAPLES ADVANTAGE	291-6020-601.21-11	CHAIR MATS	107.07	
		291-6020-601.31-45	SOAP	347.40	
		291-6020-601.31-45	GLOVES	68.32	
		291-6020-601.21-11	TAPE	97.18	
		291-6020-601.31-45	JANITORIAL PRODUCTS	737.10	
		291-6020-601.31-45	GLOVES	66.42-	
		291-6020-601.21-11	CHAIR MATS	280.12	1,570.77
76488	TELCOM INNOVATIONS GROUP LLC	291-6020-601.21-11	IP PHONES	774.00	774.00
76500	VILLAGE OF ARLINGTON HEIGHTS	291-6020-601.30-50	PETROL-JANUARY 2018	279.33	279.33
76502	WAREHOUSE DIRECT	291-6020-601.21-11	BLDG MAINT	8.72-	8.72-
76508	ZORO TOOLS INC	291-6020-601.21-11	BALLASTS	241.28	
		291-6020-601.21-11	BALLASTS	272.00	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					513.28
76509	1000BULBS.COM	291-6020-601.21-11	LIGHT BULBS	27.82	27.82
***** DIVISION TOTAL ****					31,584.94
***** DEPARTMENT TOTAL **					132,809.74

Specialty Info Services

DEPARTMENT:		DIVISION:			
64	User Services	05			
76384	ARLINGTON HTS MEMORIAL LIBRARY	291-6405-601.22-03	TRAV/TRAIN-L DAKAS	41.89	
		291-6405-601.22-03	TRAV/TRAIN-L DAKAS	7.68	49.57
76404	COABE	291-6405-601.22-02	COABE DUES-T KARIM	45.00	45.00
76430	HENQUINET,RICHARD	291-6405-601.22-18	RESUME REVIEWS-JANUARY	90.00	90.00
76453	MADAY,JULIE I	291-6405-601.22-18	RESUME REVIEWS-FEBRUARY	90.00	90.00
76474	PRO LIBRA ASSOCIATES INC	291-6405-601.21-65	OTHER SERVS	427.50	
		291-6405-601.21-65	OTHER SERVS	427.50	
		291-6405-601.21-65	OTHER SERVS	190.00	1,045.00
***** DIVISION TOTAL ****					1,319.57

Customer Services

DEPARTMENT:		DIVISION:			
64	User Services	20			
76379	AMAZON.COM CREDIT	291-6420-601.30-05	LEGAL SIZE FILE BOX	198.64	
		291-6420-601.30-05	LATCH BOX	59.96	
		291-6420-601.32-90	IL - MINI HUMIDIFIER	16.67	
		291-6420-601.32-90	IL - HUMIDIFIER FILTERS	8.36	
		291-6420-601.32-90	IS - DRY ERASERS	46.98	
		291-6420-601.30-05	IS - WALL CLIPS	8.99	
		291-6420-601.30-05	OFFICE SUPPLIES	93.56	433.16
76384	ARLINGTON HTS MEMORIAL LIBRARY	291-6420-601.22-03	TRAV/TRAIN-S MEYER	14.14	
		291-6420-601.30-05	OFF SUPPS-S BECKMAN	6.00	
		291-6420-601.22-03	TRAV/TRAIN-C CAPUTO	19.83	39.97
76386	ARLINGTON HTS MEMORIAL LIBRARY	291-6420-601.22-03	TAX REFUND	11.28-	11.28-
76434	ILLINOIS HEARTLAND LIBRARY SYSTEM	291-6420-601.21-64	ACCESS SERVS-JANUARY 2018	170.50	170.50
76466	MORAVEC, RON	291-6420-601.21-02	CDL RENEWAL	60.00	60.00
76475	PURCHASE ADVANTAGE CARD	291-6420-601.30-05	DIST 214	11.94	11.94
76476	QUICK DELIVERY SERVICE INC	291-6420-601.21-65	OTHER SERVS	201.40	
		291-6420-601.21-65	OTHER SERVS	149.80	
		291-6420-601.21-65	OTHER SERVS	203.30	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
		291-6420-601.21-65	OTHER SERVS	203.30	757.80
76485	STAPLES ADVANTAGE	291-6420-601.30-05	WIPES, FOLDERS	83.00	
		291-6420-601.30-05	CC-FAN	10.43	93.43
76495	UNIQUE MANAGEMENT SERVICES INC	291-6420-601.21-65	FEBRUARY 2018 PLACEMENTS	152.15	152.15
76502	WAREHOUSE DIRECT	291-6420-601.32-90	IS-CIRC SUPPLIES	6.09	
		291-6420-601.30-05	IS-OFFICE SUPPLIES	50.56	
		291-6420-601.32-90	CC-CIRC SUPPLIES	83.04	139.69
76503	WESTCHESTER LIBRARY SYSTEM	291-6420-601.21-64	ACCESS SERVS	17.00	17.00
***** DIVISION TOTAL ****					1,864.36

programs and exhibits

DEPARTMENT:	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
64	User Services	DIVISION: 40			
76374	AFTERSCHOOL ENRICHMENT SOLUTIONS	291-6440-601.22-18	CHESS CLUB 4/15/18	100.00	100.00
76379	AMAZON.COM CREDIT	291-6440-601.32-02	SENSORY BALANCE BEAMS	176.42	
		291-6440-601.32-02	3-RING BINDERS	67.48	
		291-6440-601.32-02	REFUND	.98-	
		291-6440-601.32-02	PLAY FOOD SETS	107.75	
		291-6440-601.32-02	LUNCH BAGS,COTTON CANDY	49.68	
		291-6440-601.32-02	TASTY TREATS CHEF ACCESS-	37.06	437.41
76382	ANNOYANCE PRODUCTIONS	291-6440-601.22-18	DEPOSIT-IMPROV PROGRAM	500.00	500.00
76384	ARLINGTON HTS MEMORIAL LIBRARY	291-6440-601.32-02	PROG EVENTS-P SPARREO	46.29	
		291-6440-601.32-02	PROG EVENTS-D NAPRAVNIK	37.52	
		291-6440-601.22-03	TRAV/TRAIN-J CZAJKA	41.42	
		291-6440-601.32-02	PROG EVENTS-M PAPANASTASS	37.09	
		291-6440-601.32-02	PROG EVENTS-P SPARREO	42.36	
		291-6440-601.32-02	PROG EVENTS-L PRIEST	38.48	
		291-6440-601.32-02	PROG EVENTS-M MATKOWSKI	42.25	
		291-6440-601.32-02	PROG EVENTS-M YOUNG	14.65	
		291-6440-601.32-02	PROG EVENTS-N MURRAY	16.95	
		291-6440-601.32-02	PROG EVENTS-C CAPUTO	22.82	339.83
76385	ARLINGTON HTS MEMORIAL LIBRARY	291-6440-601.32-02	READ,EAT,REPEAT 2/7/18	28.50	
		291-6440-601.32-02	FEBRUARY TAG MEETING	77.69	
		291-6440-601.32-02	GAME CHANGERS PROGRAM	14.98	
		291-6440-601.32-02	BOOKS & BREWS 2/21/18	40.00	161.17
76386	ARLINGTON HTS MEMORIAL LIBRARY	291-6440-601.32-02	CANDY FOR FAMILY MOVIE	50.37	
		291-6440-601.32-02	PEEPS FOR ART CONTEST	115.20	
		291-6440-601.32-02	LIMO FOR SPEAKER	177.60	
		291-6440-601.32-02	TECH FAIR	77.02	
		291-6440-601.32-02	PROGRAM REFRESHMENTS	123.15	543.34
76388	ARLINGTON HTS SCHOOL DISTRICT 25	291-6440-601.22-18	BUILDING ATTENDANT FEE	110.00	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					110.00
76395	BELLIVEAU, STEVE	291-6440-601.22-18	REMAINDER-SCIENCE WKSHP	335.00	335.00
76398	BILLINGTON, CHARLES	291-6440-601.22-18	CUBS-THEN & NOW 4/3/18	175.00	175.00
76403	CINEMA GUILD INC	291-6440-601.32-02	PROG EVENTS	164.00	164.00
76414	DEVITT, KERRY	291-6440-601.32-02	VALENTINES ART CART &	68.54	68.54
76415	DISCOUNT SCHOOL SUPPLY	291-6440-601.32-02	PROGRAM SUPPLIES	137.50	137.50
76423	FUN EXPRESS LLC	291-6440-601.32-02	PLAY MICROPHONE	28.34	
		291-6440-601.32-02	LEI ASSORTMENT	45.14	73.48
76440	JEMC, JACLYN	291-6440-601.22-18	EVENING WITH JAC JEMC ON	500.00	500.00
76441	KADEN, PATRICIA S	291-6440-601.22-18	SIGN LANGUAGE INTERPRETER	100.00	100.00
76443	KELLY, COLLEEN	291-6440-601.32-02	NAIL ART FOR TWEENS ON	250.00	250.00
76444	KNABB, JACOB S	291-6440-601.22-18	WRITER INK 4/11/2018	150.00	150.00
76446	KOLLUM, JASON	291-6440-601.22-18	BALLOON TWISTING WORKSHOP	375.00	375.00
76452	LUCERO, JUAN	291-6440-601.22-18	DEPOSIT-UN REGALO PARA	450.00	450.00
76455	MAGERS, CELESTE	291-6440-601.22-18	LAUGHTER/BEST MEDICINE ON	100.00	100.00
76458	MATHISEN, MARTINA	291-6440-601.22-18	WIVES OF HENRY THE VIII-	250.00	250.00
76459	MCNULTY, ALAYNE	291-6440-601.22-18	ART WITH ALAYNE 4/10/17 &	420.00	420.00
76461	METROPOLIS PERFORMING ARTS CENTRE	291-6440-601.22-18	IMPROV WORKSHOP FOR KIDS	200.00	
		291-6440-601.22-18	LIN-MANUEL MIRANDA MANIA	200.00	400.00
76472	PEREZ, CELIA C	291-6440-601.32-02	ZINE WORKSHOP 4/19/18	250.00	250.00
76475	PURCHASE ADVANTAGE CARD	291-6440-601.32-02	PROG EVENTS	337.21	337.21
76477	RAINBOW ANIMAL ASSISTED THERAPY INC	291-6440-601.22-18	PAWS TO READ 2/25/2018	80.00	80.00
76483	SMITH, MARC	291-6440-601.22-18	SLAM POETRY PROGRAM ON	200.00	200.00
76486	SWIDERSKI, ANN	291-6440-601.22-18	ESL WRITING CLASS-3/27/18	125.00	125.00
76489	TELFER, VICTORIA	291-6440-601.22-18	LADY KILLERS 4/17/2018	350.00	350.00
76493	TURN LEFT CREATIVE LLC	291-6440-601.22-18	FROM COUCH TO 5K-3/29/18	175.00	175.00
76501	VRBLIK, LISA	291-6440-601.22-18	2 MINECRAFT MANIA PRO-	400.00	400.00
76506	WYLLY, DAVID	291-6440-601.22-18	MEDICARE 101 ON 4/10/2018	75.00	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					75.00
76510	4ALL PROMOTIONS	291-6440-601.32-02	T-SHIRTS	170.40	170.40
***** DIVISION TOTAL ****					8,302.88

Digital Services

DEPARTMENT:	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
64	User Services	DIVISION: 50			
76377	ALA MEMBERSHIP	291-6450-601.22-02	ALA DUES-B PARDUE	280.00	280.00
76379	AMAZON.COM CREDIT	291-6450-601.30-05	BATTERIES	11.37	
		291-6450-601.31-85	SHOPPING CART	60.00	
		291-6450-601.31-85	STAPLERS	23.62	
		291-6450-601.31-85	SMALL TOOLS & EQUIPMENT	103.79	
		291-6450-601.31-85	SMALL TOOLS & EQUIPMENT	241.75	
		291-6450-601.31-85	STAPLER	41.17	481.70
76386	ARLINGTON HTS MEMORIAL LIBRARY	291-6450-601.50-15	MOBILE HOTSPOTS	108.00	108.00
76424	GALE/CENGAGE LEARNING	291-6450-601.32-78	BOOKS & AUTHORS	1,305.94	1,305.94
76425	GARVEYS OFFICE PRODUCTS	291-6450-601.32-90	WIPES	113.76	
		291-6450-601.30-05	PENS	2.18	
		291-6450-601.32-90	WIPES	113.76	
		291-6450-601.31-85	OFFICE SUPPLIES	10.84	240.54
76449	LIBRARIES FIRST	291-6450-601.32-78	LEXIS-NEXIS SUBSCRIPTION	7,197.00	7,197.00
76469	OCLC INC	291-6450-601.22-66	OUTSIDE REFERENCE SERVICE	2,662.68	2,662.68
76480	S&P GLOBAL MARKET INTELLIGENCE LLC	291-6450-601.32-78	NETADVANTAGE	10,587.50	10,587.50
76490	THOMSON REUTERS-WEST PAYMENT CENTER	291-6450-601.32-78	WEST INFO CHARGES JANUARY	910.98	
		291-6450-601.32-78	WEST INFO CHARGES	893.12	1,804.10
***** DIVISION TOTAL ****					24,667.46

Collection Services

DEPARTMENT:	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
64	User Services	DIVISION: 70			
76375	AGAINST THE GRAIN, LLC	291-6470-601.32-95	PERIODICALS	55.00	55.00
76377	ALA MEMBERSHIP	291-6470-601.22-02	ALA DUES-V JAFFE	213.00	213.00
76379	AMAZON.COM CREDIT	291-6470-601.32-75	AV MTLs	31.99	
		291-6470-601.32-75	AV MTLs	17.97	
		291-6470-601.32-75	AV MTLs	105.14	
		291-6470-601.32-75	AV MTLs	11.99	
		291-6470-601.32-75	AV MTLs	13.99	
		291-6470-601.32-75	AV MTLs	24.58	
		291-6470-601.32-75	AV MTLs	14.95	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
		291-6470-601.32-75	AV MTLs	28.61	
		291-6470-601.32-75	AV MTLs	114.12	
		291-6470-601.32-75	AV MTLs	19.99	
		291-6470-601.32-75	AV MTLs	14.00	
		291-6470-601.32-75	AV MTLs	44.99	
		291-6470-601.32-75	AV MTLs	43.84	
		291-6470-601.32-75	AV MTLs	11.38	
		291-6470-601.32-75	AV MTLs	60.43	
		291-6470-601.32-75	AV MTLs	59.42	
		291-6470-601.32-75	AV MTLs	149.90	
		291-6470-601.32-75	AV MTLs	17.94	
		291-6470-601.32-75	AV MTLs	9.75-	
		291-6470-601.32-75	AV MTLs	21.10	
		291-6470-601.32-75	AV MTLs	89.35	
		291-6470-601.32-75	AV MTLs	39.99	
		291-6470-601.32-75	AV MTLs	22.04	
		291-6470-601.32-75	AV MTLs	65.93	
		291-6470-601.32-75	AV MTLs	19.99	
		291-6470-601.32-75	AV MTLs	48.47	
		291-6470-601.32-75	AV MTLs	22.04-	
		291-6470-601.32-75	AV MTLs	38.97	
		291-6470-601.32-75	AV MTLs	13.72	
		291-6470-601.32-75	AV MTLs	21.98	
		291-6470-601.32-75	AV MTLs	91.45	
		291-6470-601.32-75	AV MTLs	261.07	
		291-6470-601.32-75	AV MTLs	15.99	
		291-6470-601.32-75	AV MTLs	24.95	
		291-6470-601.32-75	AV MTLs	26.74	
		291-6470-601.32-75	AV MTLs	23.56	
		291-6470-601.32-75	AV MTLs	20.10	
		291-6470-601.32-75	AV MTLs	11.99	
		291-6470-601.32-80	BOOKS	13.05	
		291-6470-601.32-80	BOOKS	32.94	
		291-6470-601.32-80	BOOKS	9.95	
		291-6470-601.32-80	BOOKS	15.60	
		291-6470-601.32-80	BOOKS	29.97	
		291-6470-601.32-80	BOOKS	31.47	
		291-6470-601.32-80	BOOKS	27.45	
		291-6470-601.32-80	BOOKS	27.58	
		291-6470-601.32-80	BOOKS	15.55	
		291-6470-601.32-80	BOOKS	15.17	
		291-6470-601.32-80	BOOKS	9.89	
		291-6470-601.32-80	BOOKS	26.76	
		291-6470-601.32-80	BOOKS	9.89	
		291-6470-601.32-80	BOOKS	34.98	
		291-6470-601.32-80	BOOKS	24.98	
		291-6470-601.32-80	BOOKS	26.87	
		291-6470-601.32-80	BOOKS	20.94	
		291-6470-601.32-80	BOOKS	16.29	
		291-6470-601.32-80	BOOKS	23.76	
		291-6470-601.32-80	BOOKS	46.71	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
		291-6470-601.32-80	BOOKS	21.54	
		291-6470-601.32-80	BOOKS	44.99	
		291-6470-601.32-80	BOOKS	34.95	
		291-6470-601.32-80	BOOKS	23.53	
		291-6470-601.32-80	BOOKS	12.97	
		291-6470-601.32-80	BOOKS	15.57	
		291-6470-601.32-80	BOOKS	19.95	
		291-6470-601.32-80	BOOKS	18.82	
		291-6470-601.32-80	BOOKS	13.80	
		291-6470-601.32-80	BOOKS	133.54	
		291-6470-601.32-80	BOOKS	28.54	
		291-6470-601.32-80	BOOKS	11.49	
		291-6470-601.32-80	BOOKS	21.37	
		291-6470-601.32-80	BOOKS	38.34	
		291-6470-601.32-80	BOOKS	24.99	
		291-6470-601.32-80	BOOKS	29.95	
		291-6470-601.32-95	PERIODICALS	15.74	
		291-6470-601.32-95	PERIODICALS	27.98	
		291-6470-601.32-95	PERIODICALS	13.48	
		291-6470-601.32-75	AV MTLs	100.81	
		291-6470-601.32-75	AV MTLs	21.95	
		291-6470-601.32-75	AV MTLs	35.58	
		291-6470-601.32-75	AV MTLs	19.99	
		291-6470-601.32-75	AV MTLs	11.95	
		291-6470-601.32-75	AV MTLs	43.46	
		291-6470-601.32-75	AV MTLs	19.59	
		291-6470-601.32-75	AV MTLs	38.07	
		291-6470-601.32-75	AV MTLs	74.95	
		291-6470-601.32-75	AV MTLs	40.11	
		291-6470-601.32-75	AV MTLs	63.98	
		291-6470-601.32-75	AV MTLs	25.58	
		291-6470-601.32-75	AV MTLs	47.99	
		291-6470-601.32-80	BOOKS	29.34	
		291-6470-601.32-80	BOOKS	29.94	
		291-6470-601.32-80	BOOKS	38.92	
		291-6470-601.32-80	BOOKS	9.75	
		291-6470-601.32-80	BOOKS	21.37	
		291-6470-601.32-80	BOOKS	65.66	
		291-6470-601.32-80	BOOKS	13.99	
		291-6470-601.32-80	BOOKS	11.92	
		291-6470-601.32-80	BOOKS	11.97	
		291-6470-601.32-80	BOOKS	29.04	
		291-6470-601.32-80	BOOKS	27.00	
		291-6470-601.32-80	BOOKS	17.53	
		291-6470-601.32-80	BOOKS	5.71	
		291-6470-601.32-80	BOOKS	33.30	
		291-6470-601.32-80	BOOKS	11.55	
		291-6470-601.32-80	BOOKS	15.05	
		291-6470-601.32-80	BOOKS	22.75	
		291-6470-601.32-95	PERIODICALS	28.85	
		291-6470-601.32-95	PERIODICALS	12.47	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
		291-6470-601.32-95	PERIODICALS	15.98	
		291-6470-601.32-95	PERIODICALS	10.98	
		291-6470-601.32-75	AV MTLs	38.00	
		291-6470-601.32-75	AV MTLs	20.69	
		291-6470-601.32-75	AV MTLs	20.59	
		291-6470-601.32-75	AV MTLs	65.26	
		291-6470-601.32-75	AV MTLs	43.98	
		291-6470-601.32-75	AV MTLs	14.45	
		291-6470-601.32-75	AV MTLs	9.99	
		291-6470-601.32-75	AV MTLs	6.47	
		291-6470-601.32-75	AV MTLs	25.82	
		291-6470-601.32-75	AV MTLs	34.99	
		291-6470-601.32-75	AV MTLs	59.97	
		291-6470-601.32-80	BOOKS	14.40	
		291-6470-601.32-80	BOOKS	11.58	
		291-6470-601.32-80	BOOKS	13.19	
		291-6470-601.32-80	BOOKS	67.08	
		291-6470-601.32-80	BOOKS	6.98	
		291-6470-601.32-80	BOOKS	59.56	
		291-6470-601.32-80	BOOKS	7.99	
		291-6470-601.32-80	BOOKS	24.80	
		291-6470-601.32-75	AV MTLs	89.85	
		291-6470-601.32-75	AV MTLs	24.98	
		291-6470-601.32-75	AV MTLs	33.95	
		291-6470-601.32-75	AV MTLs	19.95	
		291-6470-601.32-75	AV MTLs	29.43	
		291-6470-601.32-75	AV MTLs	16.34	
		291-6470-601.32-75	AV MTLs	19.98	
		291-6470-601.32-75	AV MTLs	13.75	
		291-6470-601.32-75	AV MTLs	1.33-	
		291-6470-601.32-75	AV MTLs	38.85	
		291-6470-601.32-75	AV MTLs	27.98	
		291-6470-601.32-75	AV MTLs	4.74-	
		291-6470-601.32-75	AV MTLs	39.99	
		291-6470-601.32-75	AV MTLs	97.90	
		291-6470-601.32-75	AV MTLs	27.25	
		291-6470-601.32-75	AV MTLs	9.99	
		291-6470-601.32-75	AV MTLs	29.48	
		291-6470-601.32-75	AV MTLs	46.38	
		291-6470-601.32-75	AV MTLs	19.88	
		291-6470-601.32-75	AV MTLs	23.61	
		291-6470-601.32-75	AV MTLs	10.79	
		291-6470-601.32-75	AV MTLs	223.36	
		291-6470-601.32-80	BOOKS	26.02	
		291-6470-601.32-80	BOOKS	10.88	
		291-6470-601.32-80	BOOKS	42.53	
		291-6470-601.32-80	BOOKS	45.65	
		291-6470-601.32-80	BOOKS	17.90	
		291-6470-601.32-80	BOOKS	6.99	
		291-6470-601.32-80	BOOKS	12.99	
		291-6470-601.32-80	BOOKS	22.03	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
		291-6470-601.32-80	BOOKS	24.98	
		291-6470-601.32-95	PERIODICALS	11.63	
		291-6470-601.32-95	PERIODICALS	13.87	
		291-6470-601.32-95	PERIODICALS	23.28	
		291-6470-601.32-75	AV MTLs	59.96	
		291-6470-601.32-75	AV MTLs	18.48	
		291-6470-601.32-75	AV MTLs	41.81	
		291-6470-601.32-75	AV MTLs	31.81	
		291-6470-601.32-75	AV MTLs	24.11	
		291-6470-601.32-80	BOOKS	9.95	
		291-6470-601.32-80	BOOKS	48.07	
		291-6470-601.32-80	BOOKS	7.64	
		291-6470-601.32-80	BOOKS	29.09	
		291-6470-601.32-80	BOOKS	47.76	
		291-6470-601.32-80	BOOKS	78.00	
		291-6470-601.32-80	BOOKS	12.90	
		291-6470-601.32-80	BOOKS	27.00	
		291-6470-601.32-80	BOOKS	100.80	
		291-6470-601.32-80	BOOKS	27.88	
		291-6470-601.32-80	BOOKS	18.95	
		291-6470-601.32-80	BOOKS	21.94	
		291-6470-601.32-80	BOOKS	22.48	
		291-6470-601.32-80	BOOKS	35.40	
		291-6470-601.32-80	BOOKS	67.20	6,002.64
76384	ARLINGTON HTS MEMORIAL LIBRARY	291-6470-601.32-95	PERIODICALS-M SZYMANEK	12.34	12.34
76386	ARLINGTON HTS MEMORIAL LIBRARY	291-6470-601.32-05	CASES	129.19	
		291-6470-601.32-75	AV MTLs	4.99	
		291-6470-601.32-75	AV MTLs	4.99	
		291-6470-601.32-75	AV MTLs	4.99	
		291-6470-601.32-75	AV MTLs	4.99	
		291-6470-601.32-75	AV MTLs	4.99	
		291-6470-601.32-75	AV MTLs	119.98	
		291-6470-601.32-75	AV MTLs	146.21	
		291-6470-601.32-75	AV MTLs	214.96	
		291-6470-601.32-75	AV MTLs	4.99	
		291-6470-601.32-95	PERIODICALS	60.00	
		291-6470-601.32-75	AV MTLs	13.99	
		291-6470-601.32-95	PERIODICALS	26.43	
		291-6470-601.32-75	AV MTLs	42.48	
		291-6470-601.32-75	AV MTLs	2.50-	
		291-6470-601.32-75	AV MTLs	40.99	
		291-6470-601.32-75	AV MTLs	13.99	
		291-6470-601.32-75	AV MTLs	35.98	
		291-6470-601.32-75	AV MTLs	38.98	
		291-6470-601.32-75	AV MTLs	13.99	
		291-6470-601.32-95	PERIODICALS	27.47	
		291-6470-601.32-75	AV MTLs	83.90	
		291-6470-601.32-75	AV MTLs	4.99	
		291-6470-601.32-75	AV MTLs	4.99	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
		291-6470-601.32-75	AV MTLs	4.99	
		291-6470-601.32-75	AV MTLs	4.99	
		291-6470-601.32-75	AV MTLs	4.99	
		291-6470-601.32-75	AV MTLs	4.99	
		291-6470-601.32-80	BOOKS	40.47	
		291-6470-601.32-75	AV MTLs	22.50	1,128.89
76387	ARLINGTON HTS MEMORIAL LIBRARY	291-6470-601.32-75	AV MTLs	1.00-	
		291-6470-601.32-75	AV MTLs	235.95	234.95
76392	BAKER & TAYLOR	291-6470-601.32-75	AV MTLs	605.86	
		291-6470-601.32-75	AV MTLs	44.73	
		291-6470-601.32-75	AV MTLs	60.79	
		291-6470-601.32-75	AV MTLs	23.82	
		291-6470-601.32-80	BOOKS	283.27	
		291-6470-601.32-75	AV MTLs	238.13	
		291-6470-601.32-75	AV MTLs	67.14	
		291-6470-601.32-75	AV MTLs	24.87	
		291-6470-601.32-80	AV MTLs	81.96	
		291-6470-601.32-80	BOOKS	308.10	
		291-6470-601.32-80	BOOKS	77.43	
		291-6470-601.32-80	BOOKS	263.82	
		291-6470-601.32-80	BOOKS	57.05	
		291-6470-601.32-80	BOOKS	499.54	
		291-6470-601.32-80	BOOKS	111.30	
		291-6470-601.32-80	BOOKS	182.80	
		291-6470-601.32-80	BOOKS	332.61	
		291-6470-601.32-80	BOOKS	105.53	
		291-6470-601.32-80	BOOKS	223.58	
		291-6470-601.32-80	BOOKS	249.35	
		291-6470-601.32-80	BOOKS	154.28	
		291-6470-601.32-80	BOOKS	546.40	
		291-6470-601.32-80	BOOKS	1,192.74	
		291-6470-601.32-80	BOOKS	1,126.85	
		291-6470-601.32-80	BOOKS	1,008.84	
		291-6470-601.32-80	BOOKS	211.30	
		291-6470-601.32-80	BOOKS	264.46	
		291-6470-601.32-80	BOOKS	60.70	
		291-6470-601.32-80	BOOKS	370.40	
		291-6470-601.32-80	BOOKS	40.69	
		291-6470-601.32-80	BOOKS	34.18	
		291-6470-601.32-80	BOOKS	346.38	
		291-6470-601.32-80	BOOKS	444.16	
		291-6470-601.32-80	BOOKS	793.67	
		291-6470-601.32-80	BOOKS	401.32	
		291-6470-601.32-80	BOOKS	357.88	
		291-6470-601.32-80	BOOKS	85.59	
		291-6470-601.32-80	BOOKS	165.45	
		291-6470-601.32-80	BOOKS	273.36	
		291-6470-601.32-80	BOOKS	1,123.68	
		291-6470-601.32-80	BOOKS	199.01	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
		291-6470-601.32-80	BOOKS	126.95	
		291-6470-601.32-80	BOOKS	251.32	
		291-6470-601.32-80	BOOKS	460.47	
		291-6470-601.32-80	BOOKS	152.65	
		291-6470-601.32-80	BOOKS	270.28	
		291-6470-601.32-80	BOOKS	84.19	
		291-6470-601.32-80	BOOKS	476.55	
		291-6470-601.32-80	BOOKS	231.58	
		291-6470-601.32-80	BOOKS	379.97	
		291-6470-601.32-80	BOOKS	445.99	
		291-6470-601.32-80	BOOKS	297.43	
		291-6470-601.32-80	BOOKS	168.68	
		291-6470-601.32-80	BOOKS	88.25	
		291-6470-601.32-80	BOOKS	646.14	
		291-6470-601.32-80	BOOKS	346.79	
		291-6470-601.32-80	BOOKS	80.12	
		291-6470-601.32-80	BOOKS	225.99	
		291-6470-601.32-80	BOOKS	1,557.31	
		291-6470-601.32-80	BOOKS	277.44	
		291-6470-601.32-80	BOOKS	93.44	
		291-6470-601.32-80	BOOKS	218.97	
		291-6470-601.32-80	BOOKS	277.86	
		291-6470-601.32-80	BOOKS	62.34	
		291-6470-601.32-80	BOOKS	491.49	
		291-6470-601.32-80	BOOKS	53.68	
		291-6470-601.32-80	BOOKS	744.01	
		291-6470-601.32-80	BOOKS	106.62	
		291-6470-601.32-80	BOOKS	23.89	
		291-6470-601.22-85	PROC SERVS	34.20	
		291-6470-601.22-85	PROC SERVS	22.80	
		291-6470-601.22-85	PROC SERVS	193.80	
		291-6470-601.22-85	PROC SERVS	125.40	
		291-6470-601.22-85	PROC SERVS	15.20	
		291-6470-601.22-85	PROC SERVS	68.40	
		291-6470-601.22-85	PROC SERVS	177.10	
		291-6470-601.22-85	PROC SERVS	6.90-	
		291-6470-601.22-85	PROC SERVS	296.40	
		291-6470-601.22-85	PROC SERVS	326.80	
		291-6470-601.22-85	PROC SERVS	433.20	
		291-6470-601.22-85	PROC SERVS	98.80	
		291-6470-601.22-85	PROC SERVS	15.20	
		291-6470-601.22-85	PROC SERVS	41.80	
		291-6470-601.22-85	PROC SERVS	34.20	
		291-6470-601.22-85	PROC SERVS	129.20	
		291-6470-601.22-85	PROC SERVS	87.40	
		291-6470-601.22-85	PROC SERVS	145.60	
		291-6470-601.22-85	PROC SERVS	38.00-	
		291-6470-601.22-85	PROC SERVS	45.60-	
		291-6470-601.22-85	PROC SERVS	3.80-	
		291-6470-601.22-85	PROC SERVS	7.60-	
		291-6470-601.22-85	PROC SERVS	53.20-	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
		291-6470-601.22-85	PROC SERVS	68.40-	
		291-6470-601.22-85	PROC SERVS	320.35	
		291-6470-601.22-85	PROC SERVS	67.20	
		291-6470-601.22-85	PROC SERVS	82.10	
		291-6470-601.22-85	PROC SERVS	122.05	
		291-6470-601.22-85	PROC SERVS	61.95	
		291-6470-601.22-85	PROC SERVS	152.00	
		291-6470-601.22-85	PROC SERVS	114.00	
		291-6470-601.22-85	PROC SERVS	30.40	
		291-6470-601.22-85	PROC SERVS	110.20	
		291-6470-601.22-85	PROC SERVS	387.25	
		291-6470-601.22-85	PROC SERVS	91.20	
		291-6470-601.22-85	PROC SERVS	117.60	
		291-6470-601.22-85	PROC SERVS	106.40-	
		291-6470-601.22-85	PROC SERVS	3.80-	
		291-6470-601.22-85	PROC SERVS	53.20-	
		291-6470-601.22-85	PROC SERVS	7.60-	
		291-6470-601.22-85	PROC SERVS	3.80-	
		291-6470-601.22-85	PROC SERVS	3.80-	
		291-6470-601.22-85	PROC SERVS	22.80-	
		291-6470-601.22-85	PROC SERVS	15.20-	
		291-6470-601.22-85	PROC SERVS	8.50-	
		291-6470-601.22-85	PROC SERVS	121.60	
		291-6470-601.22-85	PROC SERVS	15.20	
		291-6470-601.22-85	PROC SERVS	19.00	
		291-6470-601.32-75	AV MTLs	94.48	
		291-6470-601.32-80	BOOKS	391.16	
		291-6470-601.32-80	BOOKS	123.50	
		291-6470-601.32-80	BOOKS	107.92	
		291-6470-601.32-80	BOOKS	95.17	
		291-6470-601.32-80	BOOKS	293.44	
		291-6470-601.32-80	BOOKS	591.30	
		291-6470-601.32-80	BOOKS	334.94	
		291-6470-601.32-80	BOOKS	268.67	
		291-6470-601.32-80	BOOKS	463.05	
		291-6470-601.32-80	BOOKS	1,285.21	
		291-6470-601.32-80	BOOKS	8.75-	
		291-6470-601.32-80	BOOKS	90.99	
		291-6470-601.32-80	BOOKS	1,177.00	
		291-6470-601.32-80	BOOKS	226.35	
		291-6470-601.32-80	BOOKS	260.66	
		291-6470-601.32-80	BOOKS	391.35	
		291-6470-601.32-80	BOOKS	509.83	
		291-6470-601.32-80	BOOKS	81.83	
		291-6470-601.32-80	BOOKS	108.97	
		291-6470-601.22-85	PROC SERVS	144.40	
		291-6470-601.22-85	PROC SERVS	117.80	
		291-6470-601.22-85	PROC SERVS	11.40-	
		291-6470-601.22-85	PROC SERVS	53.20-	
		291-6470-601.22-85	PROC SERVS	335.55	
		291-6470-601.22-85	PROC SERVS	125.40	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
		291-6470-601.22-85	PROC SERVS	91.20	
		291-6470-601.22-85	PROC SERVS	68.40	
		291-6470-601.22-85	PROC SERVS	79.10	
		291-6470-601.22-85	PROC SERVS	421.80	33,498.54
76393	BAKER & TAYLOR ENTERTAINMENT	291-6470-601.32-75	AV MTLs	86.46	
		291-6470-601.32-75	AV MTLs	11.88	
		291-6470-601.32-75	AV MTLs	13.22	
		291-6470-601.32-75	AV MTLs	240.85	
		291-6470-601.32-75	AV MTLs	2,736.60	
		291-6470-601.32-75	AV MTLs	342.21	
		291-6470-601.32-75	AV MTLs	244.06-	
		291-6470-601.32-75	AV MTLs	40.45	
		291-6470-601.32-75	AV MTLs	35.64	
		291-6470-601.32-75	AV MTLs	14.69	
		291-6470-601.32-75	AV MTLs	597.97	
		291-6470-601.32-75	AV MTLs	16.82-	
		291-6470-601.32-75	AV MTLs	14.23	
		291-6470-601.32-75	AV MTLs	2,442.83	
		291-6470-601.32-75	AV MTLs	66.31	
		291-6470-601.32-75	AV MTLs	166.33	
		291-6470-601.32-75	AV MTLs	10.19	
		291-6470-601.32-75	AV MTLs	158.86	
		291-6470-601.32-75	AV MTLs	6,886.48	
		291-6470-601.32-75	AV MTLs	16.48	
		291-6470-601.32-75	AV MTLs	387.08	
		291-6470-601.32-75	AV MTLs	253.45	
		291-6470-601.32-75	AV MTLs	220.02	
		291-6470-601.32-75	AV MTLs	5,590.25	
		291-6470-601.32-75	AV MTLs	73.68	
		291-6470-601.32-75	AV MTLs	17.24	
		291-6470-601.32-75	AV MTLs	213.00	
		291-6470-601.32-75	AV MTLs	139.03	20,514.55
76394	BARNES & NOBLE INC	291-6470-601.32-75	AV MTLs	656.77	
		291-6470-601.32-75	AV MTLs	161.95	818.72
76397	BIBLIOTHECA LLC	291-6470-601.32-75	eAUDIOBOOKS-JANUARY 2018	3,038.52	
		291-6470-601.32-80	eBOOKS-JANUARY 2018	5,548.07	
		291-6470-601.32-80	eBOOKS-JANUARY 2018	266.96	
		291-6470-601.32-75	eAUDIOBOOKS-JANUARY 2018	340.90	
		291-6470-601.32-80	eBOOKS-JANUARY 2018	331.59	9,526.04
76401	CAVENDISH SQUARE PUBLISHING	291-6470-601.32-80	BOOKS	177.93	177.93
76402	CENTER POINT LARGE PRINT	291-6470-601.32-80	BOOKS	186.96	
		291-6470-601.32-80	BOOKS	25.32	212.28
76403	CINEMA GUILD INC	291-6470-601.32-75	AV MTLs	113.95	113.95
76407	COMIX REVOLUTION	291-6470-601.32-80	BOOKS	7.98	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
		291-6470-601.32-95	PERIODICALS	135.64	
		291-6470-601.32-95	PERIODICALS	3.99	
		291-6470-601.32-80	BOOKS	26.93	
		291-6470-601.32-80	BOOKS	7.98	
		291-6470-601.32-95	PERIODICALS	35.90	218.42
76410	COX SUBSCRIPTIONS,W T	291-6470-601.32-95	PERIODICALS	113.85-	
		291-6470-601.32-95	PERIODICALS	45.54	
		291-6470-601.32-95	PERIODICALS	29.33	
		291-6470-601.32-95	PERIODICALS	187.22	148.24
76413	DEMCO INC	291-6470-601.32-05	LABEL PROTECTORS	178.33	
		291-6470-601.32-05	COLOR CODED PAPER TAPE	112.28	
		291-6470-601.32-05	LABEL PROTECTORS	144.74	435.35
76421	FOCUS BOOKSTORE	291-6470-601.32-80	BOOKS	107.91	107.91
76424	GALE/CENGAGE LEARNING	291-6470-601.32-80	BOOKS	493.45	
		291-6470-601.32-80	BOOKS	226.32	
		291-6470-601.32-80	BOOKS	118.37	
		291-6470-601.32-80	BOOKS	51.98	
		291-6470-601.32-80	BOOKS	59.18	
		291-6470-601.32-80	BOOKS	60.78	
		291-6470-601.32-80	BOOKS	60.78	
		291-6470-601.32-80	BOOKS	1,832.40	
		291-6470-601.32-80	BOOKS	182.24-	
		291-6470-601.32-80	BOOKS	65.22	
		291-6470-601.32-80	BOOKS	80.96	
		291-6470-601.32-80	BOOKS	877.94	
		291-6470-601.32-80	BOOKS	44.98	
		291-6470-601.32-80	BOOKS	156.74	
		291-6470-601.32-80	BOOKS	26.39	
		291-6470-601.32-80	BOOKS	217.54	
		291-6470-601.32-80	BOOKS	23.20	
		291-6470-601.32-80	BOOKS	27.19	
		291-6470-601.32-80	BOOKS	17.59	
		291-6470-601.32-80	BOOKS	1,333.42	5,592.19
76425	GARVEYS OFFICE PRODUCTS	291-6470-601.30-05	STAMP PADS	5.07	
		291-6470-601.30-05	LABELS	28.40	33.47
76433	IL INST CONTINUING LEGAL EDUC	291-6470-601.32-80	BOOKS	131.25	131.25
76436	INGRAM LIBRARY SERVICES	291-6470-601.32-90	BOOKS	52.70	
		291-6470-601.32-90	BOOKS	42.54	
		291-6470-601.32-90	BOOKS	86.07	
		291-6470-601.32-90	BOOKS	148.48	
		291-6470-601.32-80	BOOKS	128.62	
		291-6470-601.32-80	BOOKS	14.10	
		291-6470-601.32-80	BOOKS	146.16	
		291-6470-601.32-80	BOOKS	244.48	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
		291-6470-601.32-80	BOOKS	116.94	
		291-6470-601.32-80	BOOKS	15.00	
		291-6470-601.32-80	BOOKS	94.14	
		291-6470-601.32-80	BOOKS	140.70	
		291-6470-601.32-80	BOOKS	250.84	
		291-6470-601.32-80	BOOKS	187.33	
		291-6470-601.32-80	BOOKS	140.07	
		291-6470-601.32-80	BOOKS	53.41	
		291-6470-601.32-80	BOOKS	10.73	
		291-6470-601.32-80	BOOKS	35.34	
		291-6470-601.32-80	BOOKS	38.13	
		291-6470-601.32-80	BOOKS	167.90	
		291-6470-601.32-80	BOOKS	111.54	
		291-6470-601.32-80	BOOKS	27.00	
		291-6470-601.32-80	BOOKS	38.90	
		291-6470-601.32-80	BOOKS	43.50	
		291-6470-601.32-80	BOOKS	60.46	
		291-6470-601.32-80	BOOKS	145.24	
		291-6470-601.32-80	BOOKS	79.00	
		291-6470-601.32-80	BOOKS	38.29	
		291-6470-601.32-80	BOOKS	43.71	
		291-6470-601.32-80	BOOKS	136.59	
		291-6470-601.32-80	BOOKS	9.89	
		291-6470-601.32-80	BOOKS	53.11	
		291-6470-601.32-80	BOOKS	36.06	
		291-6470-601.32-80	BOOKS	10.20	
		291-6470-601.32-80	BOOKS	150.73	
		291-6470-601.32-80	BOOKS	518.75	
		291-6470-601.32-80	BOOKS	88.50	
		291-6470-601.32-80	BOOKS	31.17	
		291-6470-601.32-80	BOOKS	46.37	
		291-6470-601.32-80	BOOKS	8.38	
		291-6470-601.32-80	BOOKS	10.73	
		291-6470-601.32-80	BOOKS	20.40	
		291-6470-601.32-80	BOOKS	10.20	
		291-6470-601.32-80	BOOKS	26.90	3,859.30
76439	JANWAY COMPANY USA INC	291-6470-601.32-05	MESH TOY BAGS	336.58	336.58
76442	KANOPY LLC	291-6470-601.32-75	AV MTLs	358.00	358.00
76462	MIDWEST TAPE	291-6470-601.32-75	AV MTLs	556.46	
		291-6470-601.32-75	AV MTLs	387.50	
		291-6470-601.32-75	AV MTLs	67.44	
		291-6470-601.32-75	AV MTLs	118.43	
		291-6470-601.32-75	AV MTLs	7,842.46	8,972.29
76479	ROWMAN & LITTLEFIELD PUBLISHING GRP	291-6470-601.32-80	BOOKS	45.37	
		291-6470-601.32-80	BOOKS	91.18	136.55
76487	TASTE OF HOME BOOKS	291-6470-601.32-80	BOOKS	32.98	

PREPARED 03/19/18, 02:29 PM
PROGRAM GM348U5
DEPARTMENT: 64 User Services

ACCOUNTS PAYABLE CHECK REGISTER BY DEPT/DIV
Village of Arlington Heights
DIVISION: 70

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					32.98
76492	TSAI FONG BOOKS INC	291-6470-601.32-80	BOOKS	30.29	
		291-6470-601.32-80	BOOKS	241.05	
		291-6470-601.32-80	BOOKS	146.98	
		291-6470-601.32-80	BOOKS	476.36	894.68
76504	WORTH	291-6470-601.32-95	PERIODICALS	75.00	75.00
76507	YBP LIBRARY SERVICES	291-6470-601.32-80	BOOKS	35.00	
***** DIVISION TOTAL ****					93,876.04
***** DEPARTMENT TOTAL **					130,030.31
***** GRAND TOTAL *****					274,898.51

FUND TOTALS

FUND	FUND NAME	FUND TOTAL
291	Memorial Library Fund	274,898.51
**** TOTAL ALL FUNDS ****		274,898.51

March 19, 2018

**Arlington Heights Memorial Library
American Express Card Summary
2/28/2018**

Count	76			
<u>CARDHOLDER</u>	<u>ACCOUNT</u>	<u>AMOUNT</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>
M. Driskell	489-90-00	\$ (69.24)	AMEX Cash back rebate	Other Income/Rebate
	6001-2203	\$ 61.75	ARMANDS PIZZERIA	Lunch for facilities dept. recognition of sewage issue
	6001-2203	\$ 72.08	FRANCESCA'S TAVOLA	AHHOG Lunch
	6004-3272	\$ 500.00	LIONS CLUB	AHML sponsorship of Lions Club chili cook off
	6001-3272	\$ 100.00	ARLINGTON HEIGHTS	Registration for Historical Society Team Trivia
	6001-2203	\$ 1,200.00	PAYPAL-Colorado Library Consortium	Registration to Research Institute for Public Libraries
J. Moravec	6001-2203	\$ 550.93	PANERA BREAD	Library Strategies Community Retreat Lunch - 2/24/18
	6001-2203	\$ 304.95	PANERA BREAD	Library Strategies Community Retreat Lunch Breakfast - 2/24/18
	6020-2111	\$ 938.25	BULBSDEPOT/ILIGHT	Ballasts for light fixtures
	6440-3202	\$ 50.37	JUST CANDY	Candy for Family Movie Night
	6003-2255	\$ 43.78	SAMS CLUB	Water Staff Day
	6002-2210	\$ 45.39	VISTAPR*VISTAPRINT	New Business Cards
	6015-2203	\$ 45.00	4TE*IL PROF LICENSE	Certification D Billing
	6015-2203	\$ 1.06	4TE*IL PROF LICENSE	Certification D Billing
	6440-3202	\$ 115.20	PEEPS RETAIL STORE	Peeps for Art Contest
	6002-2210	\$ 24.19	VISTAPR*VISTAPRINT	New Business Cards
	6020-2111	\$ 59.98	ROLLIER HARDWARE	Drain Cover
	6440-3202	\$ 177.60	TOP FLEET INC	Limo for Speaker B Suskind
	6470-3205	\$ 129.19	CASETOPIA MEDIA	Cases
	6002-2210	\$ 49.93	VISTAPR*VISTAPRINT	New Business Cards
	6020-2111	\$ 64.48	SP * BULBAMERICA	Light Bulbs
	6440-3202	\$ 77.02	DOLLAR TREE	TechFair
	6003-2255	\$ 88.18	BARGAIN BALLOONS	Staff Day
	6003-2255	\$ 26.80	BARGAIN BALLOONS	Staff Day
	6003-2255	\$ 928.80	IN *WATERBOTTLES.COM	Volunteer and Staff Day
	6003-2255	\$ 2,142.40	IN *WATERBOTTLES.COM	Volunteer and Staff Day
	6004-3272	\$ 928.80	IN *WATERBOTTLES.COM	Volunteer and Staff Day
	6450-5015	\$ 108.00	TECHSOUP	Mobile Hotspots
	6001-2203	\$ 80.00	ARL HTS CHAMBER OF C	Registration for Mayor's Prayer Breakfast
	6002-3005	\$ 341.02	DISPLAYS2GO	acrylic Brochure Holders
	6420-2203	\$ (11.28)	AMERICAN LIBRARY	Tax Refund
	6002-3005	\$ 582.18	FIXTURE ZONE	Acrylic Sign Frames
J. Czajka	6440-3202	\$ 123.15	TRADER JOE'S	Program Refreshments 2/9/18
R. Dworianyyn	6010-3185	\$ 7.99	AMAZON	amfilm Tempered Glass Screen Protector for Nintendo Switch 2017
	6010-3232	\$ 26.95	MOJANG.COM	Minecraft License
	6010-3232	\$ 26.95	MOJANG.COM	Minecraft License
	6010-3232	\$ 26.95	MOJANG.COM	Minecraft License
	6010-3232	\$ 26.95	MOJANG.COM	Minecraft License
	6010-3032	\$ 25.00	GITHUB GITHUB	Github Monthly Subscription
	6010-3185	\$ 152.98	AMAZON.COM	WD 1TB & 4TB Elements Portable External Hard Drive
	6001-2242	\$ 344.85	COMCAST CHICAGO	Comcast Monthly Internet Bill (Public)
	6010-3032	\$ 9.99	SPOTIFY	Spotify Monthly Subscription
	6010-3032	\$ 40.00	TRELLO	Trello Monthly Subscription
	6010-3032	\$ 9.99	AMAZON FREETIME	Amazon Free Time Unlimited Monthly Subscription
	6010-2005	\$ 234.94	WEB*NETWORKSOLUTIONS	AHML Domain Renewal
	6010-2005	\$ 54.10	PAYFLOW/PAYPAL	PayFlow Pro Monthly Subscription
	6001-2203	\$ 325.00	ACT*INNOVATIVE USERS	IUG 2018 Conference Registration
M. Schultz	6470-3275	\$ 4.99	ACORN.TV	AV Mtls
	6470-3275	\$ 4.99	ACORN.TV	AV Mtls
	6470-3275	\$ 4.99	ACORN.TV	AV Mtls
	6470-3275	\$ 4.99	ACORN.TV	AV Mtls
	6470-3275	\$ 4.99	ACORN.TV	AV Mtls
	6470-3275	\$ 119.98	THE RIGHT STUF	AV Mtls
	6470-3275	\$ 146.21	THE RIGHT STUF	AV Mtls
	6470-3275	\$ 214.96	USA*ACORNUSA	AV Mtls
	6470-3275	\$ 4.99	ACORN.TV	AV Mtls
	6470-3295	\$ 60.00	PAYPAL	Periodicals
	6470-3275	\$ 13.99	NETFLIX.COM	AV Mtls
	6470-3295	\$ 26.43	MY MAG STORE	Periodicals
	6470-3275	\$ 42.48	FRG*NFLSHOP.COM	AV Mtls
	6470-3275	\$ (2.50)	NFLSHOP.COM	AV Mtls
	6470-3275	\$ 40.99	SP * THE WONDER YEAR HATFIELD	AV Mtls
	6470-3275	\$ 13.99	NETFLIX.COM	AV Mtls
	6470-3275	\$ 35.98	TARGET.COM	AV Mtls
	6470-3275	\$ 38.98	TARGET.COM	AV Mtls
	6470-3275	\$ 13.99	NETFLIX.COM	AV Mtls
	6470-3295	\$ 27.47	MY MAG STORE 6	Periodicals
	6470-3275	\$ 83.90	NATURE- WATCH	AV Mtls
	6470-3275	\$ 4.99	ACORN.TV	AV Mtls
	6470-3275	\$ 4.99	ACORN.TV	AV Mtls
	6470-3275	\$ 4.99	ACORN.TV	AV Mtls
	6470-3275	\$ 4.99	ACORN.TV	AV Mtls
	6470-3275	\$ 4.99	ACORN.TV	AV Mtls
	6470-3275	\$ 4.99	ACORN.TV	AV Mtls
	6470-3280	\$ 40.47	MY MAG STORE	Books
	6470-3275	\$ 22.50	PAYPAL	AV Mtls
		<u>\$ 12,192.30</u>		

March 19, 2018

Arlington Heights Memorial Library
American Express Card Summary
2/28/2018

<u>CARDHOLDER</u>	<u>ACCOUNT</u>	<u>AMOUNT</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>
M. Driskell	489-90-00	\$ (173.30)	AMEX Cash back rebate	Other Income/Rebate
	6002-2165	\$ 125.15	Facebook	Facebook advertising for XOXO opining night party and library survey
J. Moravec	6001-2165	\$ 15.32	Netflix	Disputed
	6001-2165	\$ (15.32)	Netflix	Disputed
M. Schultz	6470-3275	\$ (1.00)	Acorn USA	AV Mtls
	6470-3275	\$ 235.95	Acorn USA	AV Mtls
R. Dworianyn	6010-3032	\$ 24.95	Flickr	Flickr Annual Subscription
	Total	<u>\$ 211.75</u>		

March 19, 2018

Arlington Heights Memorial Library
Master Card Summary
2/28/2018

Count 4

<u>CARDHOLDER</u>	<u>ACCOUNT</u>	<u>AMOUNT</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>
K Spokas	6440-3202	\$28.50	Rosati's Pizza	Read, Eat Repeat 2/7/18
	6440-3202	\$77.69	Domino's	TAG Feb. Meeting
	6440-3202	\$14.98	Domino's	Game Changers Program 2/13/18
	6440-3202	\$40.00	Eddies Restaurant	Books and Brews Program 2/21/18
	Total	<u>\$161.17</u>		

March 19, 2018

**Arlington Heights Memorial Library
Special Funds Summary
2/28/2018**

Count 26

	Account	Amount	Description	Staff
Check # 1489-AHML - VAH Special Events				
Commission	6001-2203	\$ 660.00	AH Heart of Gold	J Moravec
Check # 1490-AHML - ILL Dept. of Employment Security	6001-1955	\$ 3,143.00	4th Quarter 2017 Unemployment Newsletter Payment for	L Langdon
Check # 1491-AHML - Cardinal ColorGroup	6002-2210	\$ 9,896.00	Dec. 2017 Newsletter Payment for	H Trieu
Check # 1492-AHML - Cardinal ColorGroup	6002-2210	\$ 14,326.00	Dec. 2018	H Trieu
Check # 1493-AHML - Petty Cash				
2/5/2018	6405-2203	\$ 41.89	Travel/Training	L Dakas
	6405-2203	\$ 7.68	Travel/Training	L Dakas
	6420-2203	\$ 14.14	Travel/Training	S Meyer
	6440-3202	\$ 46.29	Program Events	P Sparreo
	6020-2111	\$ 38.94	Building Maintenance	G Leclair
	6001-2203	\$ 39.75	Travel/Training	I Lebolt
2/12/2018	6001-2205	\$ 2.53	Postage	D Halpin
	6420-3005	\$ 6.00	Office Supplies	S Beckman
	6440-3202	\$ 37.52	Program Events	D Napravnik
	6440-2203	\$ 41.42	Travel/Training	J Czajka
	6470-3295	\$ 12.34	Periodicals	M Syzmanek
2/19/2018	6440-3202	\$ 37.09	Program Events	M Papanastassiou
	6010-2203	\$ 25.07	Travel/Training	V Petrov
	6440-3202	\$ 42.36	Program Events	P Sparreo
	6003-2255	\$ 33.95	In-Service Training	K McCoy
2/26/2018	6440-3202	\$ 38.48	Program Events	L Priest
	6440-3202	\$ 42.25	Program Events	M Matkowski
	6440-3202	\$ 14.65	Program Events	M Young
	6001-2205	\$ 35.00	Postage	D Halpin
2/28/2018	6440-3202	\$ 16.95	Program Events	N Murray
	6401-3202	\$ 22.82	Program Events	C Caputo
	6420-2203	\$ 19.83	Travel Training	C Caputo
		<u>\$ 28,641.95</u>		

To: Board of Library Trustees
From: Michael Driskell
Date: March 16, 2018
Re: Review of Committee of the Whole Schedule

The board moved to a monthly Committee of the Whole model in August 2017. At your March board meeting, I would like to discuss how the current Committee of the Whole monthly schedule is working in conjunction with the regular monthly board meetings.

To: Board of Library Trustees
From: Mike Driskell
Date: March 20, 2018
Re: Update on Systems Outage

In February, the library experienced a staff-side systems outage due to a cryptolocker virus. Staff will provide an update on the restoration efforts and a summary of the protections put in place following the outage to prevent further instances of this type of virus attack.

To: Board of Library Trustees
From: Rich Dworiansyn, Mike Driskell
Date: March 20, 2018
Re: Hyper-converged Server System

As part of our server replacement plan in 2018, we have budgeted to move to a hyper-converged server infrastructure. This system condenses the four host servers and storage system into one internally redundant system. Hyper-converged systems are a relatively new technology (introduced in 2012) that builds on the success of the architecture of the converged systems, similar to what we currently have in place. Hyper-converged systems now make up approximately 25% of the total converged systems market, and continue to grow in popularity.

Benefits of this system are:

- Efficiency – faster since it is all in one unit, no transport over the network
- Fast deployment of new services
- Less overhead per virtual server, allowing for more processor power and space for servers
- Cost remains about the same as the current hardware rotation. Less staff time will be needed to integrate a server every year.
- Simplicity – a hyper-converged system reduces the complexity of the server infrastructure

Historically, we have been on an annual replacement cycle of one of our four virtual host server per year and our network attached storage server every five years. Since we have been planning for the replacement of the virtual host servers with the hyper-converged system, we stopped replacing the host servers, allowing two of them to reach end of life, while keeping two under warranty. Typical annual host server replacement cost has been around \$20,000. We have not replaced a host server since December 2014 in preparation for this, saving us approximately \$60,000 over the course of three years. In 2018, we have budgeted to replace all four host servers and the network storage server with the hyper-converged server system. Our expected replacement cycle is five years for the new system.

We have evaluated solutions from multiple vendors, including Dell/EMC's VXRail, HP's Simplivity, Cisco's HyperFlex, and Nutanix. Our evaluation included many different criteria including: ease of use, migration from current platform, backup integration, server management, price, support program, disaster recovery, longevity, compatibility, and market share.

Nutanix is a leader in this space, and has one of the more attractive systems for the price. Their system will meet the needs of the library, enable us to more efficiently manage our resources, and enhance our backup/disaster recovery strategy. Our goal is to not only meet, but to far exceed the staff and customer demands for system up-time and efficiency.

After the February ransomware attack, we determined that accelerating the implementation of our new servers would be a good next logical step. In making this decision, there are many factors that we considered, including: shortage of system resources, lack of remaining storage space, aging systems and support contract expiration, expanded service offerings, and enhanced backup strategy.

With this, we are seeking authorization to purchase the new platform for a total cost not to exceed the \$116,000 budgeted amount. We have received quotes from multiple vendors for the chosen system, and have identified MNJ Technologies as the vendor with the lowest price. The costs breaks down as follows:

- \$84,444 – 4 Node Appliance
- \$20,000 – 3 Year System Support Contract (24x7x365)
- \$4,000 – Lifetime PRO Software Entitlement
- \$4,000 – System Implementation Services
- \$695 – Online Administration and Curriculum
- \$275 – Shipping Fees
- \$2,500 – Contingency

Suggested motion: **The Board of Library Trustees authorizes the purchase of a hyper-converged server system for a total cost not to exceed \$116,000.**

Executive Director's Report March 2018

What's New @ AHML

Tech Learning Center

Digital Services changed the name of the main service point from “Tech Help” to “Tech Learning Center” to clarify to customers the service to expect from the Digital Services Advisors at the desk.



Tax Forms

With help from the IT and Graphics, Info Services instituted a tax printing station. The computer and printer, dedicated solely to tax forms, allow customers to access forms that they need from the IRS and State of Illinois websites. The self-service stations allow customers to quickly connect to resources, without having to wait for staff assistance.



Book Me

Info Services resurrected and revised the “Book Me” service on our Books, Movies and Music page of the website. This service gives customers an opportunity for form-based readers advisory. The customer completes a form of reading preferences and advisors create a customized curated list of book recommendations.

Which format(s) do you prefer:

<input type="checkbox"/> Book	<input type="checkbox"/> Audiobook	<input type="checkbox"/> Large print
<input type="checkbox"/> Graphic novel	<input type="checkbox"/> eBook	<input type="checkbox"/> eAudiobook

Fiction Genre:

<input type="checkbox"/> Adventure	<input type="checkbox"/> Chick Lit	<input type="checkbox"/> Espionage
<input type="checkbox"/> Fantasy	<input type="checkbox"/> Historical Fiction	<input type="checkbox"/> Horror
<input type="checkbox"/> Humor	<input type="checkbox"/> Inspirational Fiction	<input type="checkbox"/> Legal Thrillers
<input type="checkbox"/> Literary Fiction	<input type="checkbox"/> Mystery (gritty mystery)	<input type="checkbox"/> Mystery (cozy/amateur sleuth)
<input type="checkbox"/> Psychological Suspense	<input type="checkbox"/> Romance-Historical	<input type="checkbox"/> Romance-Suspense
<input type="checkbox"/> Romance-Paranormal	<input type="checkbox"/> Science Fiction	<input type="checkbox"/> Short Stories
<input type="checkbox"/> Westerns		

Other Fiction Genre: _____

Diversity and Inclusion

A Wider Lens: I Am Not Your Negro

A Wider Lens celebrated Black History Month with a screening fitting of both the month-long national celebration and our deep history as a place of books and reading. Academy Award nominated *I Am Not Your Negro* is based on an unfinished manuscript by novelist James Baldwin. Its historical footage and moving narration, direct from the manuscript, captivated all 23 attendees. Darnell Leatherwood of University of Chicago facilitated the discussion that followed and wonderfully navigated the experiences and feelings shared by participants. Everyone seemed to walk away with an expanded understanding or new perspective, and an appreciation for being able to gain this kind of learning at the library. Based on the deeply personal things that people chose to share, it was clear that we have created a safe and respectful environment for these conversations filling a truly significant role in our community.

A Wider Lens: The Age of Love Discussion (an XOXO program)

After watching this funny, yet poignant documentary about a group of adults who try a speed-dating event for 70-90 year olds, 25 participants stayed to talk about the film and share their own experiences. Many in the group could relate to the feelings of loneliness and isolation that some of the dating participants had experienced after losing a spouse. Others shared personal stories about their dating fears and had a meaningful discussion about how much we all need to have someone to love and love us.

Chinese New Year Outreach

Jewel-Osco invited AHML to join in a Chinese New Year celebration filled with food and performance at their Golf Road store. Eager for the opportunity to connect with new community members around a cultural celebration, staff from Kids' World and Circulation curated a collection of materials and activities fitting of the occasion. The library interacted with 130 people at the event. Kids and families were glad to see us there and loved making Chinese paper lanterns, plus taking home traditional red envelopes with gold chocolate coins. Staff interacted with many Arlington Heights residents who haven't visited the library. Jewel-Osco produced a full color report prominently featuring the library as community partner.



Interfaith Dialogue on Love, Understanding, and Forgiveness

The exhibit themes of love and forgiveness opened up a wonderful opportunity to bring together faith leaders in our community to discuss these ideas. The panel consisted of five people of different faith backgrounds (Buddhist, Catholic, Jewish, Presbyterian and Islamic) and was facilitated by a Pastor Melissa Earley of First United Methodist Church. The discussion was overwhelmingly well received with 102 attendees, all complimentary of the format and opportunity for dialogue. Some comments received via survey:

"Moderator did a great job staying on topic. Good questions. Interesting answers. Enlightening."

"I loved the panel format because even if one particular member didn't resonate with you, there were others to hear from as well."

"The facilitator and panel were excellent, exceeding all expectations."

Department Highlights

Collection Services News

Lisa Bobis started as Collection Services Manager on February 26.

Customers Choice

34% of Customer Driven Acquisitions (purchase on demand) titles have been ordered (1,505 of 7,312 titles) 845 nonfiction titles have been ordered.

For the Record

Rockford Public Library joined our CloudLink group on February 5, which made the AHML collection more than double with the addition of Rockford's 50,000+ items. CloudLink is the CloudLibrary feature that lets us borrow available eBooks and audiobooks from partner libraries, such as Oak Park, Indian Trails, Gail Borden and Rockford. There is surprisingly little overlap among libraries—about 80% of the CloudLink collection is unique to one library, with less than 0.5% of titles owned by all.

Library Delivery Service

In February 2018, Info Services added seven new library delivery customers. This is a significant increase for this service and is a result of promotion in the February newsletter cover story.

Digital Services News

Spring Tech Fair

On Saturday, March 3, Digital Services hosted a "Spring Tech Fair" in the Hendrickson Room that had 200 attendees. Customers were able to play with virtual reality, audio gadgetry, video production, STEM kits, and robotics. We will host a large, library-wide, Tech Fair on November 10.



A Maker Mood

Digital Services debuted a new theme for our Tech Bar. “A Maker Mood” is a tech-focused experience that’s an extension of XOXO: An Exhibit About Love & Forgiveness.



Senior Services News

Art with Alayne

What has been especially rewarding to see is the number of personal connections that have formed during the classes and the number of older adults who respond positively to exploring their creativity for the first time. One of our students shared a wonderful comment in her evaluation:

“The Creative Aging: Art with Alayne program has awakened a dormant part of my brain, as I have never considered myself artistic or having the slightest art ability. So, I have learned something new, feel great about it, and have met the most amazing people.”



New Highlands Assisted Living at Moorings – Grand Opening

As part of the initial programming at the new facility, Senior Services staff assisted Highland’s activity staff in planning a new book discussion program and led the first discussion of *A Man Called Ove* attended by 14 residents. Staff received a lovely bouquet of flowers and a nice note of thanks from staff.

Programs

February XOXO Exhibit Interaction by the numbers

We offered twelve, 2-hour interactive/instructional sessions.
18 site surveys were conducted. 926 were observed.

Of those 926:

- 74% visited and/or interacted with the exhibit activities
- 39% read the exhibit activity instructions
- The average time spent on an exhibit activity: 12 minutes per activity

The average satisfaction rating in February for the exhibit is 4.2 out of 5.

We had 478 visits to the XOXO webpage during the month of February

The Selfish Giant

160 community members celebrated XOXO through a unique puppetry performance at Thomas Middle School. The production was created by renowned puppeteer Blair Thomas. [An article in Daily Herald](#) introduced Arlington Heights to his work and the power and “immediacy” of puppetry as a medium. Some attendees were experiencing this type of performance for the first time while others were followers of Michael Smith, the composer, or of



Blair Thomas’ previous work with Redmoon Theater. Following the production, children were invited to interact with the puppets and see the sets up close. An ASL interpreter, Patti Shore Kaden, increased the accessibility of this performance and complimented the library for caring about accessibility enough to offer her services.

In the Name of Love: An Evening of Storytelling for Adults



The community was more than ready for our first storytelling event for adults, presented by Arlington Heights resident and three time winner of The Moth story slam, Diane Kastiel. The local connection and excitement about the format resulted in 280 registering to attend with an additional 80 on a waitlist for the Friday night event. Even though the library closed for severe weather and snow cleanup the morning of this program, 185 still came out to bask in the power of personal stories of eight very different “tellers.” Attendees came in couples, groups, and enjoyed the social atmosphere of the event, complete with refreshments.



Youth Services

Preschool Educators Workshop

Youth Services staff delivered a Preschool Educators Workshop. Staff researched and hired presenter Jeanie B to perform and share ideas with 45 attendees. Participants enjoyed song and dance while learning how to incorporate her interactive musical ideas into their own classrooms.



Teen Job Fair

This year's 6th Annual Teen Job Fair brought 26 exhibitors and 403 attendees to the library this month. Developed and delivered in conjunction with the Village of Arlington Heights Youth Commission, teen and adult commissioners contacted businesses to participate and helped promote the event.





Cocoa & Kindness

To support the *XOXO* exhibit, the Teen Advisory Board planned and presented a family program, Cocoa & Kindness. On Monday, February 19, eight TAB members hosted a hot cocoa bar for 87 customers. While enjoying cocoa, customers could contribute to four projects to help spread kindness in the community: sharing a positive message on a cup of hot cocoa for a stranger, crafting a blanket for the Linus Project, creating a bookmark for Liberation Library, and making a worry doll to share with someone.



Staff Development

We had our annual Staff Day on February 28, which, from what I have heard from a number of staff, was a major success. A number of staff put a lot of work into making the day so successful. Many staff told us that it was the best Staff Day they had attended.

With 202 staff in attendance, we provided information on the library itself, a number of different areas within the library, and provided an opportunity for all staff to provide input on the library's culture statement. We recognized staff tenure for 10, 15, 20 and 25 years and presented the first Ryan Popp Award recognizing a staff member who displays extraordinary acumen in their work, with the ideals of empathy and compassion in their service to others. Staff Day concluded with a delicious lunch from Lou Malnati's and an AHML water bottle giveaway.



In the Community

Dryden School

Dryden School showed their appreciation for the terrific resources available from AHML.



February 2018

Service Point Traffic

Total visits
83,096 ↓ -5%
 87,522 last year

Main Library visits
80,410 ↓ -5%
 84,396 last year

Sr Center Visits
1,387 ↓ -20.20%
 1,738 last year

Bookmobile Visits
1,299 ↓ -6.41%
 1,388 last year

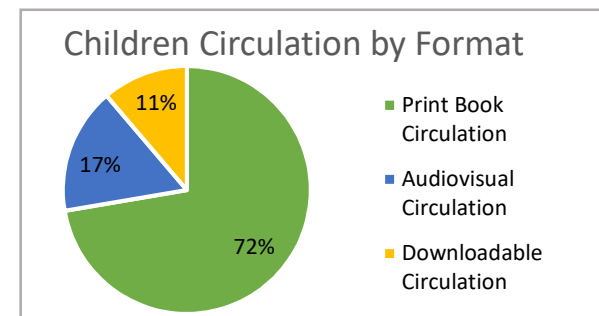
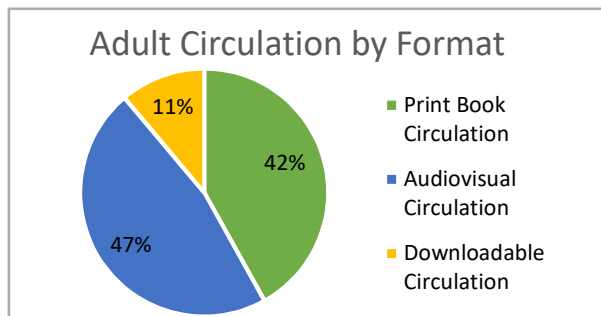
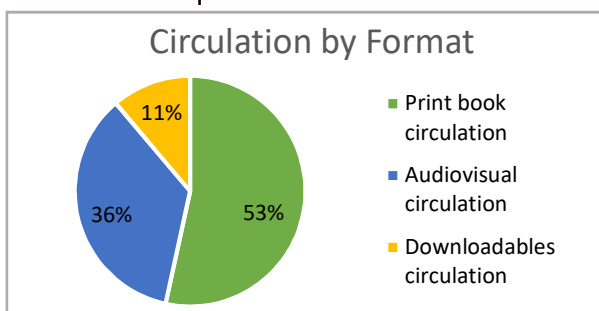
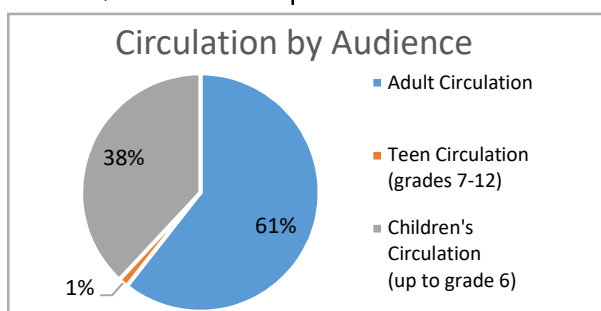
Circulation

Total Circulation
149,569 ↓ -13%
 172,055 last year

Card Holders
47,378

Library Cards Issued
 Resident (issued) **294** ↓ -5.77%
 312 last year
 Non-Resident (Registered) **152** ↓ -14.61%
 178 last year

Interlibrary Loan
 Borrowed **279** ↓ -10.58%
 312 last year
 Lent **404** ↓ -42.70%
 705 last year



Programs

Program Attendance
8,401 ↓ -41%
 14,232 last year

Number of Programs
275 ↓ -25%
 366 last year

Cost of Programs
 Coming soon

General Satisfaction
 Coming soon

Questions

Reference Questions
15,816 ↑ 7%
 14,739 last year

Reference Questions
 (via call center)
4,616 ↑ 23%
 3,746 last year

Chat sessions
381 0.00%
 381 last year

Technology Usage

Public Computer Use
9,248 ↓ -6.78%
 9,921 last year

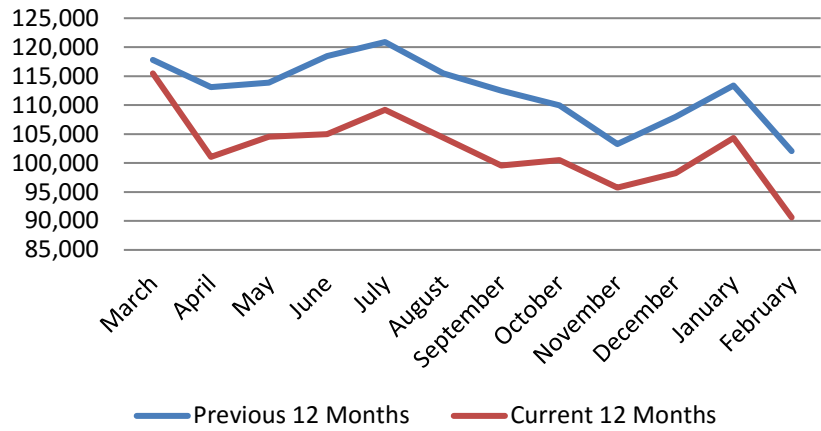
Website Visits
93,234 ↓ -8.52%
 101,913 last year

Self Checkout
 (% of total checkouts)
66% 0.66%
 66% last year

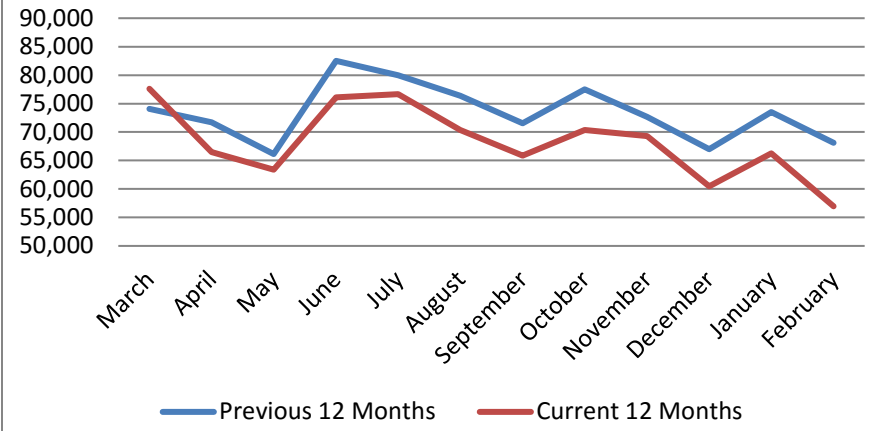
AHML - DASHBOARD - February 2018

	February 2018	February 2017	% change from last February	Jan 2018 - Feb 2018	Jan 2017 - Feb 2017	% change from last YTD
Total circulation	149,569	172,055	-13%	322,426	360,996	-11%
Adult circulation	90,613	102,054	-11%	194,929	215,446	-10%
Teen circulation	1,996	1,910	5%	4,290	3,929	9%
Children circulation	56,960	68,091	-16%	123,207	141,621	-13%
Print book circulation	75,999	82,975	-8%	163,139	173,800	-6%
Audiovisual circulation	50,414	59,820	-16%	110,389	127,464	-13%
Downloadables circulation	15,875	21,224	-25%	32,962	42,436	-22%
Self-check as % of main floor circ	66.17%	65.51%	0.66%	65.83%	65.20%	0.64%
Circulation to reciprocal borrowers	8,956	10,610	-16%	18,771	21,848	-14%
ILLs borrowed for our customers	279	312	-11%	643	724	-11%
ILLS lent to other libraries	404	705	-43%	996	1,425	-30%
Resident cards issued	294	312	-6%	694	742	-6%
Reciprocal cards registered	152	178	-15%	333	368	-10%
Reference questions	15,816	14,739	7%	32,273	30,732	5%
Number of Programs	275	249	10%	549	475	16%
Program attendance	8,401	14,232	-41%	18,108	25,163	-28%
Public computer use	9,248	9,921	-7%	20,068	20,867	-4%
Website visits	93,234	101,913	-9%	199,798	215,467	-7%
In-person visitors	83,096	87,522	-5%	173,817	181,925	-4%
Marketplace - % of adult coll	8.35%	8.51%	-2%	8.4%	8.4%	0.4%
Marketplace - % of circ	34.3%	34.1%	1%	34.4%	34.3%	0.3%
Kids' Mktplace - % of KW coll	4.7%	5.3%	-13%	4.8%	5.1%	-7%
Kids' Mktplace - % of circ	15.5%	15.8%	-1%	15.4%	15.3%	1%
Individual Staff Sessions	323	391	-21%	516	702	-36%
Volunteer hours	2,087	2,345	-11%	4,055	4,453	-10%

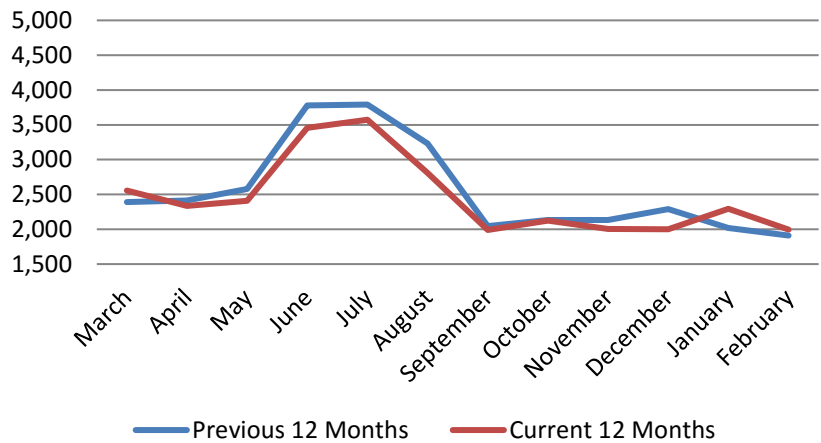
Adult Circulation



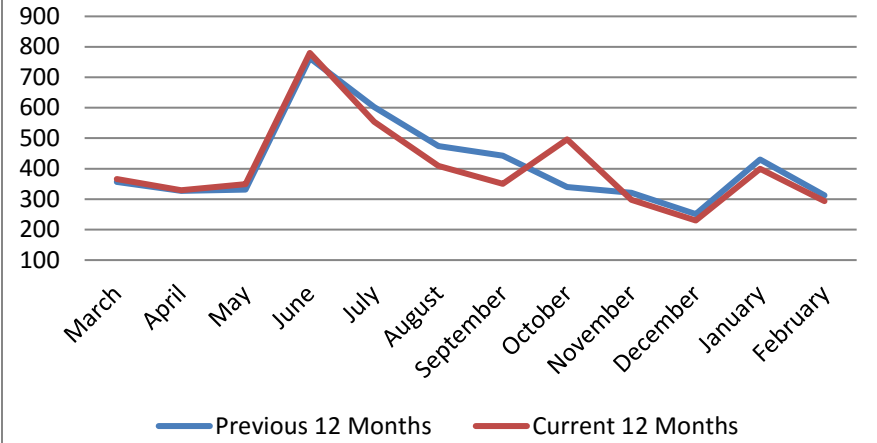
Children's Circulation

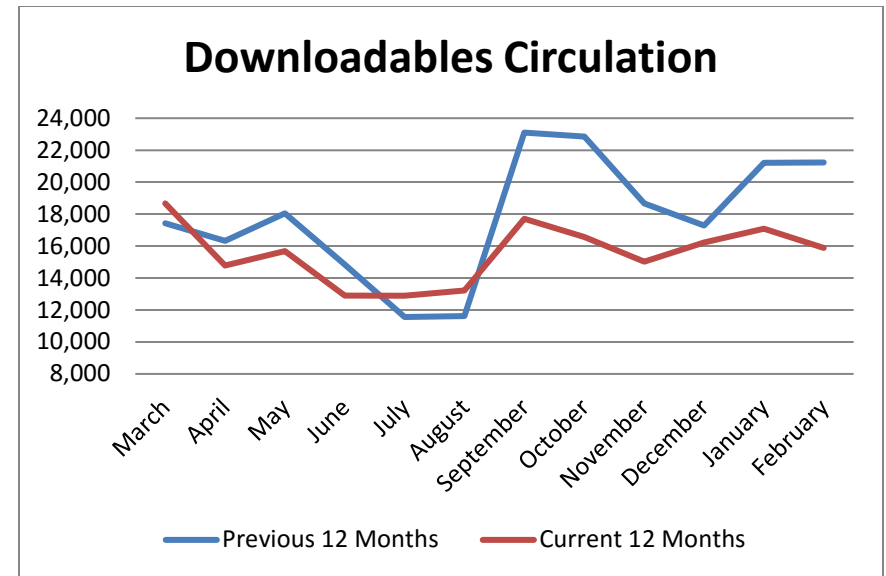
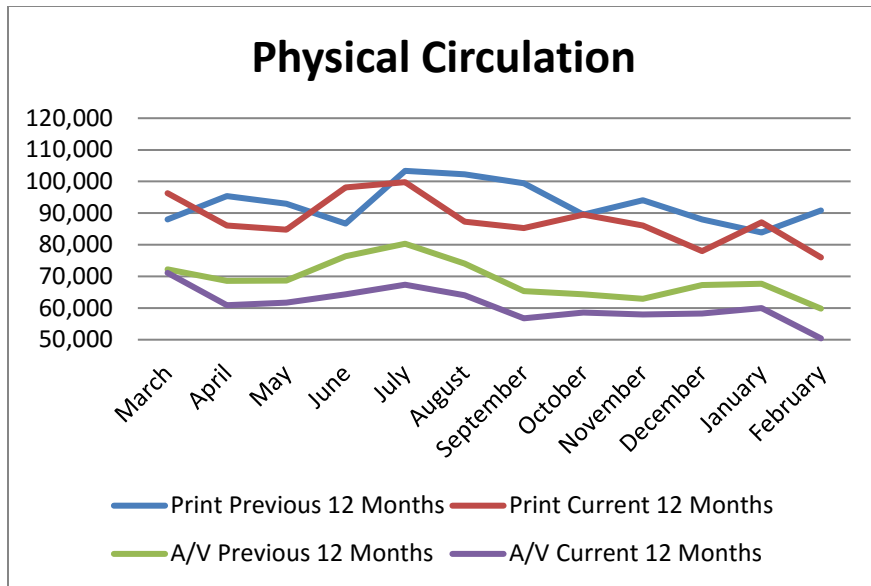


Teen Circulation



Resident Library Cards Issued

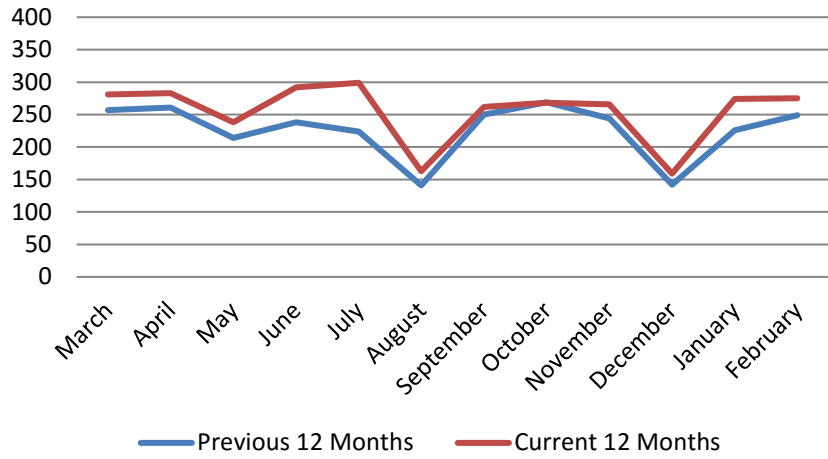




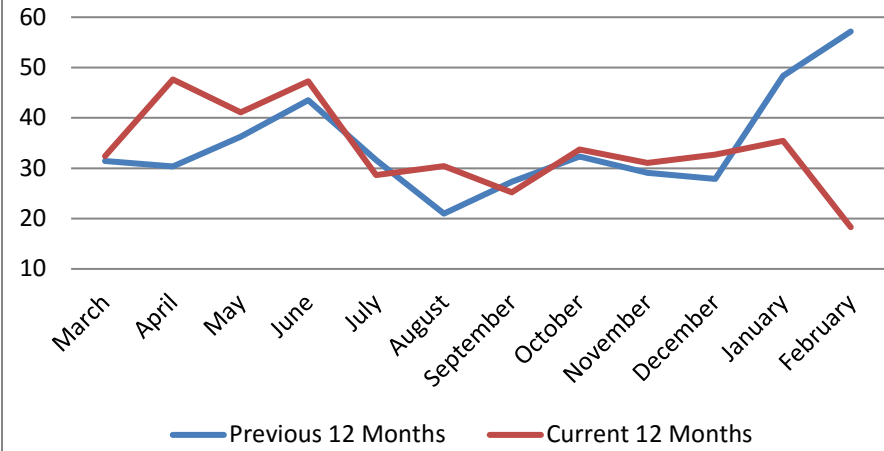
Notes relating to circulation

- Although circulation is down 13.1% for the month and 10.7% for the year, Kids’ World graphic novels and teen graphic novels have both seen a big increase compared to last February. Kids’ increased by 21.2% and teen increased by 23.3%, possibly due to the regrouping of graphic novels into more specific genres.
- 66.2% of all main library checkouts were done at one of our self-check stations. This is up 0.7% compared to last February. AV self-check was especially popular, up 12.3% for the month.
- Senior Center customers checked out 6.6% of all their materials using the new self-check in February. As February was the first full month of usage, we will continue tracking the popularity of this additional service.
- We’re still seeing the after-effects of the 2016/17 Tumblebook surge and decline, resulting in a 25 % reduction in total electronic checkouts over last year. However, usage for all other products is up 17% compared to last February.

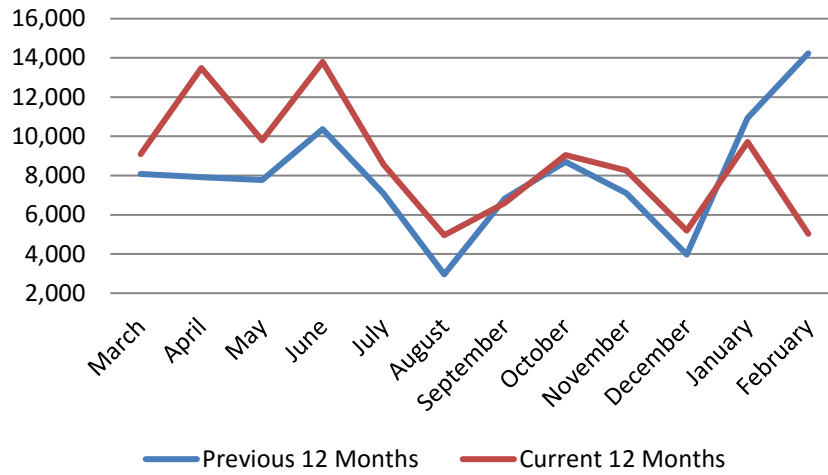
Program Sessions



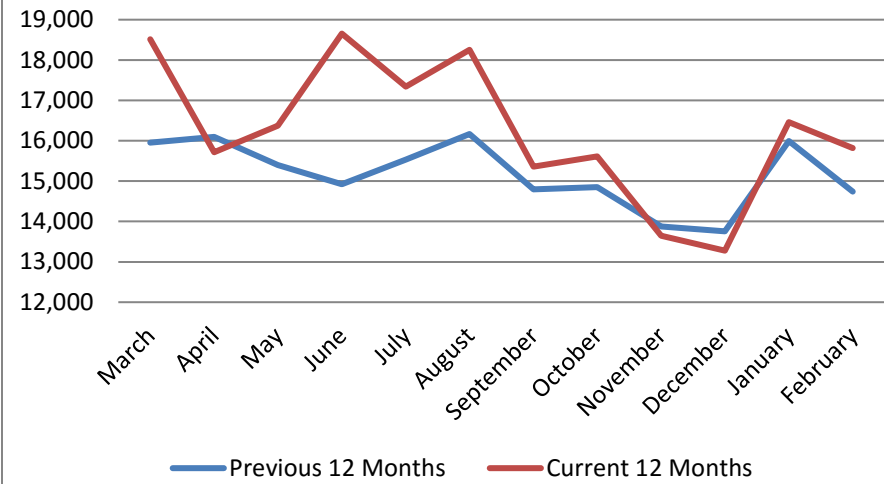
Attendance Per Program



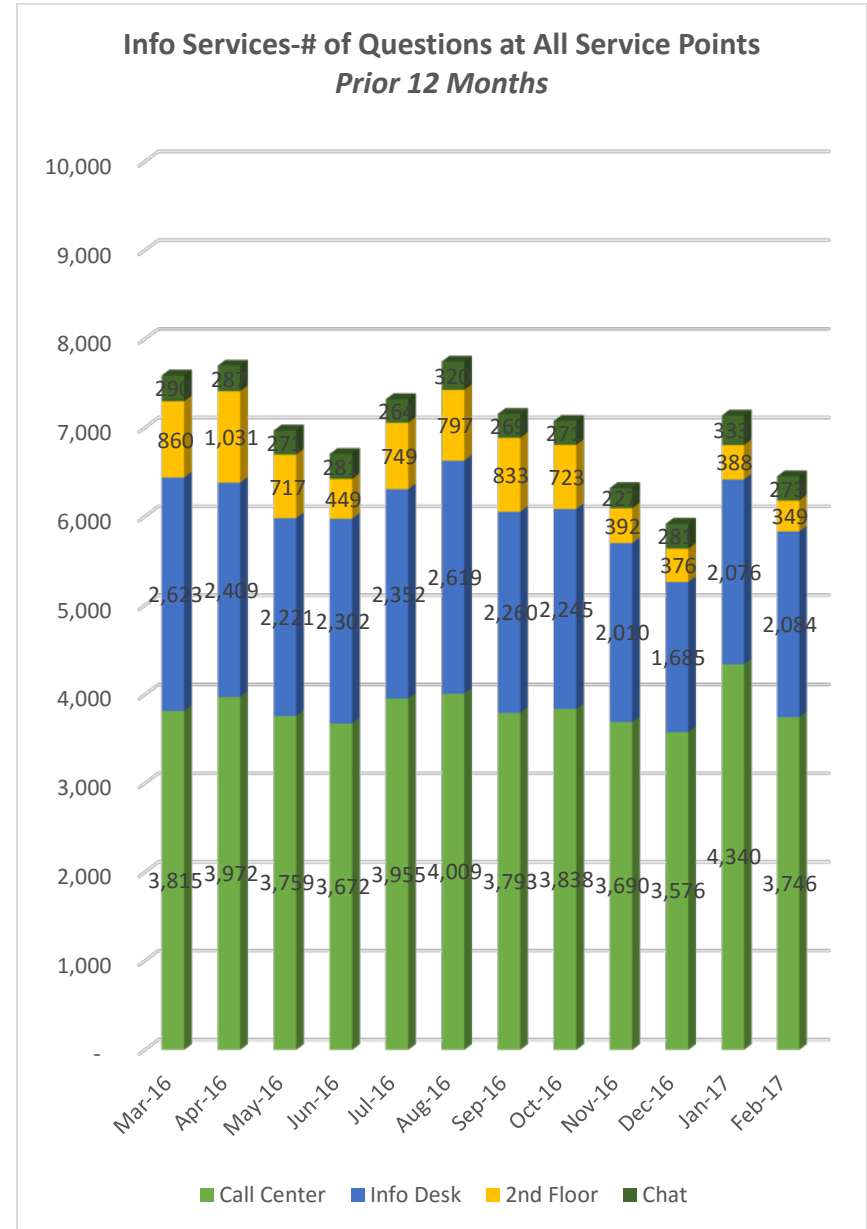
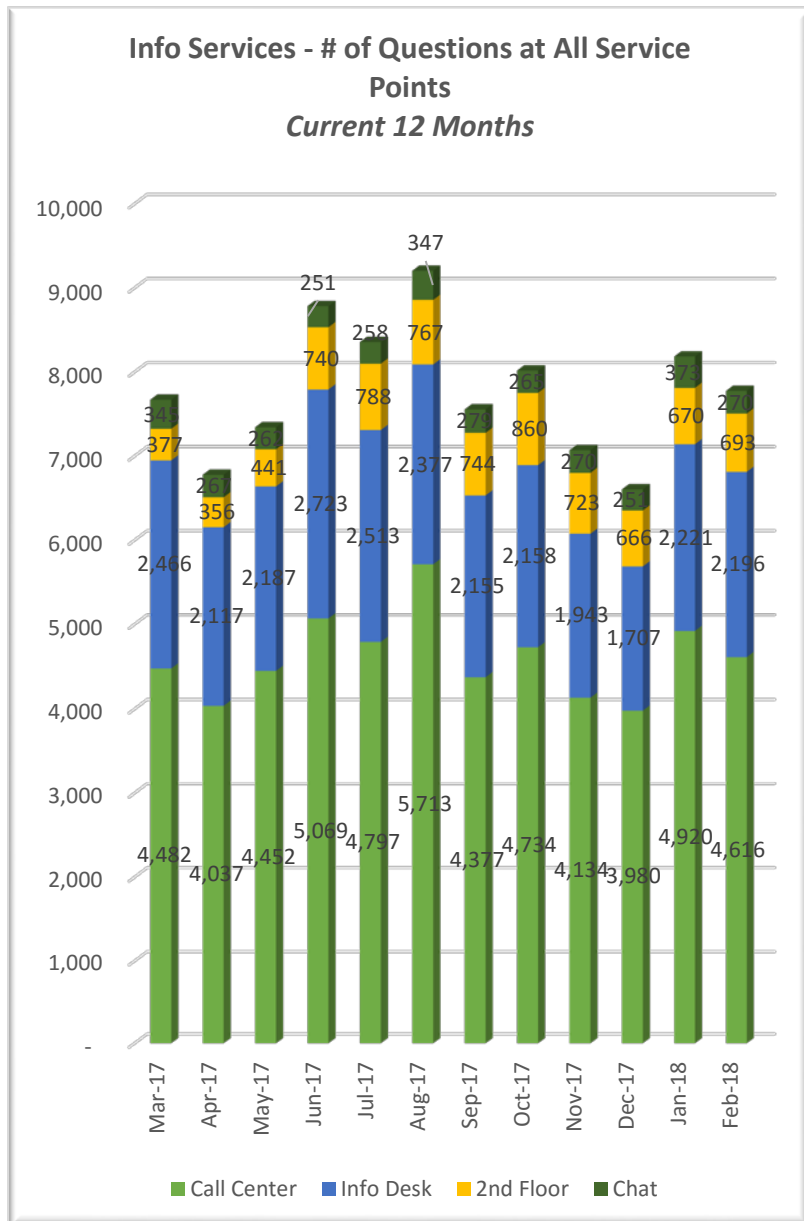
Program Attendance



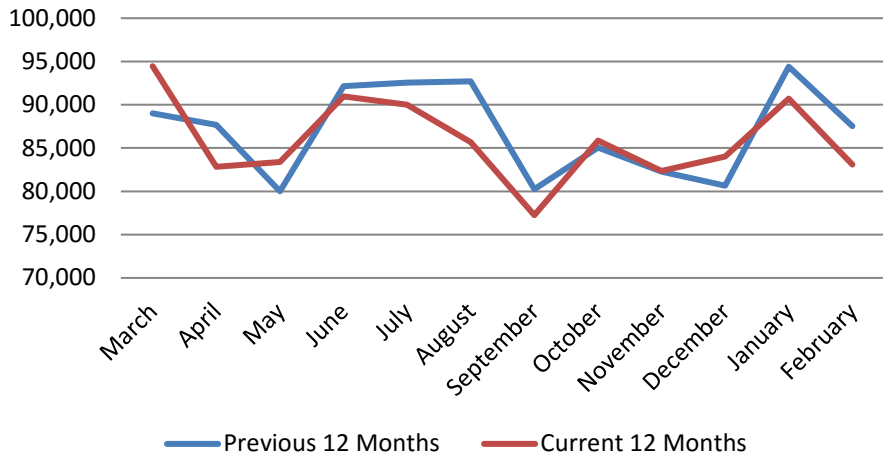
Reference Questions (Library Wide)



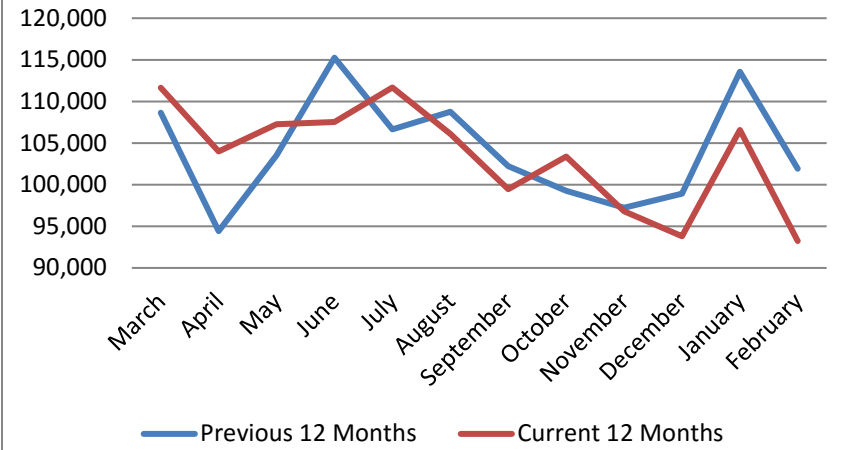
The charts below illustrate the total reference questions handled at the various Info Service points.



In-person Attendance



Website Visits



Public Computer Use

