

**BOARD OF LIBRARY TRUSTEES**

**TUESDAY, APRIL 16, 2019**

**7:30 P.M.**

**RICHARD FRISBIE BOARD ROOM**

**- AGENDA -**

- I. CALL TO ORDER
- II. ROLL CALL
- III. PUBLIC COMMENT
- IV. APPROVAL OF THE MINUTES OF THE REGULAR BOARD MEETING OF MARCH 19, 2019 (Action Item 1)
- V. REVIEW OF THE FINANCIAL REPORT FOR THE PERIOD ENDED MARCH 31, 2019 (Item 2)
- VI. REVIEW OF THE CHECK REGISTER FOR THE PERIOD ENDED MARCH 31, 2019 (Action Item 3)
- VII. EXECUTIVE DIRECTOR'S REPORT
- VIII. OLD BUSINESS
- IX. NEW BUSINESS

- RESOLUTION HONORING THE SERVICE OF JOAN BRODY GARKISCH (Action Item 4)  
Resolution honoring the service of Trustee Joan Brody Garkisch

- ENGLISH AS A SECOND LANGUAGE SERVICES (Item 5)  
Staff will present an overview of the library's English as a Second Language services

X. LIAISON REPORTS

- FRIENDS OF THE ARLINGTON HEIGHTS MEMORIAL LIBRARY

- ARLINGTON HEIGHTS MEMORIAL LIBRARY FOUNDATION

XI. OTHER

XII. 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, MARCH 19, 2019.**

- 03.19.01 A regular meeting of the Board of Library Trustees of the Arlington Heights Memorial Library was called to order in the Richard Frisbie Board Room of the Arlington Heights Memorial Library on Tuesday, March 19, 2019, at 7:30 p.m. by President Debbie Smart.
- 03.19.02 Upon **ROLL CALL**, the following answered Present: Trustees Brody Garkisch, Medal, Supplitt, Tangney, Thanopoulos, Zyck and Smart.

Absent: None.

Also present: Michael Driskell, Executive Director; Shannon Distel, Deputy Director; Donna Ekl, Director of Finance; Mary Hastings, Director of Communications and Marketing; Lisa Bobis, Collection Services Manager; Jolie Duncan, Info Services Manager; Janet Moravec, Business Office Administrator; JoAnne Gunderson, Resident; Melissa Cayer, Resident; Keith Moens, Resident; Emma Kaden, Resident; M Basch, Resident.

- 03.19.03 There was no **PUBLIC COMMENT**.
- 03.19.04 Trustee Thanopoulos moved **APPROVAL OF THE MINUTES OF THE REGULAR BOARD MEETING OF FEBRUARY 19, 2019 (Action Item 1)**. Trustee Tangney seconded. All were in favor and the minutes were approved as submitted.
- 03.19.05 Trustee Brody Garkisch moved **APPROVAL OF THE MINUTES OF THE COMMITTEE OF THE WHOLE MEETING OF MARCH 4, 2019 (Action Item 2)**. Trustee Zyck seconded. All were in favor and the minutes were approved as submitted.
- 03.19.06 **APPROVAL OF TRUSTEE EXPENDITURES (Action Item 3)** – President Smart recused herself from participating in the discussion and voting on the matter. Vice President/Secretary Brody Garkisch led the discussion of the item. The Local Government Expense Control Act requires any reimbursement to a trustee for travel, training, community events, etc., be approved by roll call vote of the board. Reimbursement to President Smart for expenses incurred during ALA Midwinter Conference and Staff Day were presented.

Trustee Supplitt moved **THE BOARD OF LIBRARY TRUSTEES APPROVES THE REIMBURSEMENT TO PRESIDENT SMART FOR EXPENSES IN THE AMOUNT OF \$510.** Trustee Medal seconded. Upon **ROLL CALL**, the following answered Aye: Trustees Brody Garkisch, Medal, Supplitt, Tangney, Thanopoulos and Zyck. Nay: none. The motion carried.

03.19.07 **REVIEW OF THE FINANCIAL REPORT FOR THE PERIOD ENDED FEBRUARY 28, 2019 (Item 4)** – Mr. Driskell reported the library received \$1.9 million in tax revenue in February, 13.8% of the annual tax revenue budget of \$14.2 million has been received year-to-date. Mr. Driskell highlighted departmental accounts of note from the Detail Budget Report.

03.19.08 **REVIEW OF THE CHECK REGISTER FOR THE PERIOD ENDED FEBRUARY 28, 2019 (Action Item 5)** – Mr. Driskell provided information in response to trustees’ questions about individual expenditures.

Trustee Zyck moved **THE BOARD OF LIBRARY TRUSTEES APPROVES THE CHECK REGISTER DATED FEBRUARY 28, 2019, IN THE AMOUNT OF \$1,065,158.10.** Trustee Tangney seconded. Upon **ROLL CALL**, the following answered Aye: Trustees Brody Garkisch, Medal, Supplitt, Tangney, Thanopoulos and Zyck. Nay: none. Abstain: Trustee Smart. The motion carried.

03.19.09 **EXECUTIVE DIRECTOR’S REPORT** – Mr. Driskell highlighted participation in the Urban Library Council’s Edge Assessment; the “Cut the Chord” tech bar; nearly 300 attendees participated at Jewel-Osco’s annual Chinese New Year Festival; valentine calligraphy instruction; 176 eager attendees learned tidying through KonMari 101; self-service scooters and walkers now available; Library Day at Cedar Village; tax season and assistance with 115 AARP tax appointments; teen volunteers sew hats for young clients of Journeys/The Road Home; collaboration with two Thomas Middle School 3DRD classes; and nearly 600 attendees engaged with the popular Harry Potter Book Night.

03.19.10 **OLD BUSINESS**

- **FINE FORGIVENESS WEEK (Action Item 6)** – The board was in favor of the proposed Fine Forgiveness Week, June 1-8, as an incentive to increase literacy and participation in summer programming.

Trustee Brody Garkisch moved **THE BOARD OF LIBRARY TRUSTEES APPROVES FINE FORGIVENESS WEEK FOR JUNE 1-8, 2019.** Trustee Tangney seconded. All were in favor and the motion carried.

- **ACQUISITION OF PROPERTY AT 112 N. BELMONT AVENUE (Action Item 7)** – The board approved the resolution and contract for the acquisition of the property at 112 N. Belmont Avenue.

Trustee Medal moved **THE BOARD OF LIBRARY TRUSTEES APPROVES RESOLUTION 19-01 RESOLUTION APPROVING A REAL ESTATE CONTRACT FOR THE PURCHASE OF 112 N. BELMONT AVENUE, ARLINGTON HEIGHTS, ILLINOIS.** Trustee Tangney seconded. Upon **ROLL CALL**, the following answered Aye: Trustees Brody Garkisch, Medal, Supplitt, Tangney, Thanopoulos, Zyck and Smart. Nay: none. The motion carried.

03.19.11 **NEW BUSINESS**

- **ANNUAL REPORT (Item 8)** – Mr. Driskell presented the library’s 2018 annual report summary and 2018 financial review.

03.19.12 **LIAISON REPORTS**

- **FRIENDS OF THE ARLINGTON HEIGHTS MEMORIAL LIBRARY** – Mr. Driskell reported the Friends of the Library discussed 2020 book sale dates and approved a wish list item for 2019 holiday decorations.

- **ARLINGTON HEIGHTS MEMORIAL LIBRARY FOUNDATION** – Ms. Hastings reported members of the Foundation attended the recent community meetings and they continue to await their 501(c)(3) status.

03.19.13 **OTHER**

- President Smart reported voting in the 2019 American Library Association election is now open.

- President Smart reported she and Ms. Ekl will be presenting a session at the American Library Association annual conference in Washington DC.

There being no further business to discuss, Trustee Supplitt moved **ADJOURNMENT.** Trustee Tangney seconded. All were in favor and the meeting was adjourned at 8:21 p.m.

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Joan Brody Garkisch, Vice President/Secretary

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Janet Moravec, Recorder

Village of Arlington Heights  
 REVENUE REPORT  
 25% OF YEAR LAPSED

(Item 2)

ACCOUNTING PERIOD 03/2019

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	66,673	302,883.78	454	200,019	413,694.59	207	800,076	386,381.41
04 00	Real Estate Tax FICA	41,296	187,600.64	454	123,888	256,234.82	207	495,552	239,317.18
05 00	Real Estate Tax	1,079,460	4,903,799.93	454	3,238,380	6,697,867.67	207	12,953,529	6,255,661.33
401 **	Real Estate Taxes	1,187,429	5,394,284.35	454	3,562,287	7,367,797.08	207	14,249,157	6,881,359.92
400 ***	Taxes	1,187,429	5,394,284.35	454	3,562,287	7,367,797.08	207	14,249,157	6,881,359.92
410	Intergovernmental Revenue								
411	Intergovernmental								
65 00	Per Capita Grant & Gifts	5,000	93,876.25	1878	15,000	93,876.25	626	60,000	33,876.25-
70 00	Other Grants	41	.00		123	.00		500	500.00
75 00	Other Restricted	46	.00		138	.00		563	563.00
411 **	Intergovernmental	5,087	93,876.25	1845	15,261	93,876.25	615	61,063	32,813.25-
410 ***	Intergovernmental Revenue	5,087	93,876.25	1845	15,261	93,876.25	615	61,063	32,813.25-
430	Fees								
436	Library Fees								
72 00	Non Resident Fees	208	441.00	212	624	882.00	141	2,500	1,618.00
74 00	Copier/Reader Printer Fee	3,750	3,764.75	100	11,250	10,334.18	92	45,000	34,665.82
75 00	Meeting Room Fees	211	405.00	192	633	1,200.00	190	2,534	1,334.00
436 **	Library Fees	4,169	4,610.75	111	12,507	12,416.18	99	50,034	37,617.82
430 ***	Fees	4,169	4,610.75	111	12,507	12,416.18	99	50,034	37,617.82
440	Fines								
442	Library								
20 00	Late Charges	11,496	8,796.24	77	34,488	25,893.34	75	137,959	112,065.66
25 00	Lost/Damaged Item Charges	1,416	1,521.23	107	4,248	4,222.73	99	17,000	12,777.27
442 **	Library	12,912	10,317.47	80	38,736	30,116.07	78	154,959	124,842.93
440 ***	Fines	12,912	10,317.47	80	38,736	30,116.07	78	154,959	124,842.93
460	Interest Income								
461	Simple Interest								
02 00	Interest on Investments	3,093	3,434.49	111	9,279	18,096.11	195	37,120	19,023.89
461 **	Simple Interest	3,093	3,434.49	111	9,279	18,096.11	195	37,120	19,023.89
462	Investment Income								
10 00	Market Value Adjustments	0	.00		0	11,025.50		0	11,025.50-
462 **	Investment Income	0	.00		0	11,025.50		0	11,025.50-

Village of Arlington Heights

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FUND 291 Memorial Library Fund									
ACCOUNT DESCRIPTION									
***** CURRENT *****									
ACCOUNT	DESCRIPTION	ESTIMATED	ACTUAL	%REV	ESTIMATED	ACTUAL	%REV	ANNUAL ESTIMATE	UNREALIZED BALANCE
-----									
460	Interest Income								
462	Investment Income								
460	*** Interest Income	3,093	3,434.49	111	9,279	29,121.61	314	37,120	7,998.39
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								
481	Special Events								
481	** Special Events	0	.00		0	.00		0	.00
482	Library Other								
482	** Library Other	0	.00		0	.00		0	.00
483	Donations								
70 00	Donations - Library	416	24.36	6	1,248	461.67	37	5,000	4,538.33
483	** Donations	416	24.36	6	1,248	461.67	37	5,000	4,538.33
489	Other								
90 00	Other Income	713	1,866.17	262	2,139	3,771.88	176	8,565	4,793.12
94 00	FOL Reimbursements	5,416	3,901.85	72	16,248	15,353.14	95	65,000	49,646.86
489	** Other	6,129	5,768.02	94	18,387	19,125.02	104	73,565	54,439.98
480	*** Other	6,545	5,792.38	89	19,635	19,586.69	100	78,565	58,978.31
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		1,219,235	5,512,315.69	452	3,657,705	7,552,913.88	207	14,630,898	7,077,984.12

Village of Arlington Heights  
 REVENUE REPORT  
 25% OF YEAR LAPSED

ACCOUNTING PERIOD 03/2019

Village of Arlington Heights

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FUND 491 Capital Projects-Library									
ACCOUNT DESCRIPTION ***** CURRENT ***** YEAR-TO-DATE ***** ANNUAL UNREALIZED									
ACCOUNT	DESCRIPTION	ESTIMATED	ACTUAL	%REV	ESTIMATED	ACTUAL	%REV	ESTIMATE	BALANCE
-----									
460	Interest Income								
461	Simple Interest								
02 00	Interest on Investments	1,250	1,898.01	152	3,750	11,863.00	316	15,000	3,137.00
461	** Simple Interest	1,250	1,898.01	152	3,750	11,863.00	316	15,000	3,137.00
462	Investment Income								
10 00	Market Value Adjustments	0	2,844.87		0	10,492.57		0	10,492.57-
462	** Investment Income	0	2,844.87		0	10,492.57		0	10,492.57-
460	*** Interest Income	1,250	4,742.88	379	3,750	22,355.57	596	15,000	7,355.57-
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	Capital Projects-Library	1,250	4,742.88	379	3,750	22,355.57	596	15,000	7,355.57-



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	41825	39796.76	95	125475	94170.61	75	.00	501907	407736.39	19
	16 92	Achievement Awards	333	.00	0	999	.00	0	.00	4000	4000.00	0
	16 **	Library Personal Services	42158	39796.76	94	126474	94170.61	75	.00	505907	411736.39	19
	18	Other Personal Services										
	18 05	Overtime Civilian	66	280.17	425	198	429.97	217	.00	800	370.03	54
	18 **	Other Personal Services	66	280.17	425	198	429.97	217	.00	800	370.03	54
	19	Employee Benefits										
	19 05	Medical Insurance	5073	4753.58	94	15219	14260.74	94	.00	60885	46624.26	23
	19 10	IMRF	4186	4011.70	96	12558	9469.49	75	.00	50241	40771.51	19
	19 11	Social Security	2593	2427.97	94	7779	5707.70	73	.00	31118	25410.30	18
	19 12	Medicare	606	567.82	94	1818	1334.85	73	.00	7278	5943.15	18
	19 53	Flexible Spending	188	171.00	91	564	674.50	120	.00	2259	1584.50	30
	19 55	Unemployment Compensation	752	.00	0	2256	.00	0	.00	9024	9024.00	0
	19 **	Employee Benefits	13398	11932.07	89	40194	31447.28	78	.00	160805	129357.72	20
	20	Prof Technical Services										
	20 05	Professional Services	583	.00	0	1749	.00	0	.00	7000	7000.00	0
	20 08	Consulting Services	166	.00	0	498	.00	0	.00	2000	2000.00	0
	20 20	Legal Services	1333	.00	0	3999	.00	0	.00	16000	16000.00	0
	20 40	General Insurance	10541	39721.00	377	31623	107028.00	338	.00	126500	19472.00	85
	20 81	OCLC Services	5110	.00	0	15330	15091.45	98	.00	61324	46232.55	25
	20 **	Prof Technical Services	17733	39721.00	224	53199	122119.45	230	.00	212824	90704.55	57
	21	Property Services										
	21 65	Other Services	836	1351.56	162	2508	3251.31	130	.00	10036	6784.69	32
	21 **	Property Services	836	1351.56	162	2508	3251.31	130	.00	10036	6784.69	32
	22	Other Contractual Service										
	22 01	Advertising	50	.00	0	150	.00	0	.00	600	600.00	0
	22 02	Dues	515	.00	0	1545	715.00	46	.00	6185	5470.00	12
	22 03	Training	11187	6971.95	62	33561	26071.15	78	.00	134244	108172.85	19
	22 05	Postage	3858	2825.84	73	11574	11312.46	98	.00	46300	34987.54	24
	22 42	Internet Services	2319	2214.53	96	6957	6503.80	94	.00	27831	21327.20	23
	22 70	Telephone Services	6089	6677.68	110	18267	20969.93	115	.00	73069	52099.07	29
	22 **	Other Contractual Service	24018	18690.00	78	72054	65572.34	91	.00	288229	222656.66	23
	30	General Supplies										
	30 05	Office Supplies & Equip	738	2143.82	291	2214	3250.99	147	.00	8858	5607.01	37
	30 **	General Supplies	738	2143.82	291	2214	3250.99	147	.00	8858	5607.01	37
	31	Public Works Supplies										
	31 85	Small Tools and Equipment	208	.00	0	624	.00	0	.00	2500	2500.00	0
	31 **	Public Works Supplies	208	.00	0	624	.00	0	.00	2500	2500.00	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	17.00	24	210	63.12-	30-	.00	850	913.12	7-
	32	99 Items Reimb by Employees	0	40.56-	0	0	31.32-	0	.00	0	31.32	0
	32	** Library Supplies	70	23.56-	34-	210	94.44-	45-	.00	850	944.44	11-
	40	Other Charges										
	40	96 Operating Contingency	416	.00	0	1248	.00	0	.00	5000	5000.00	0
	40	** Other Charges	416	.00	0	1248	.00	0	.00	5000	5000.00	0
	50	Property										
	50	15 Other Equipment	2083	.00	0	6249	.00	0	.00	25000	25000.00	0
	50	** Property	2083	.00	0	6249	.00	0	.00	25000	25000.00	0
601	**	** Library	101724	113891.82	112	305172	320147.51	105	.00	1220809	900661.49	26
60	**	** Culture/Recreation	101724	113891.82	112	305172	320147.51	105	.00	1220809	900661.49	26
DIV	6001	TOTAL ***** Administration	101724	113891.82	112	305172	320147.51	105	.00	1220809	900661.49	26

FUND 291 Memorial Library Fund		DEPT/DIV 6002 Executive Office/Communications & Mrkting										
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	33510	45787.66	137	100530	99876.01	99	.00	402121	302244.99	25
	16 **	Library Personal Services	33510	45787.66	137	100530	99876.01	99	.00	402121	302244.99	25
	18	Other Personal Services										
	18 05	Overtime Civilian	29	7.53	26	87	29.96	34	.00	350	320.04	9
	18 **	Other Personal Services	29	7.53	26	87	29.96	34	.00	350	320.04	9
	19	Employee Benefits										
	19 05	Medical Insurance	4775	6598.70	138	14325	19796.10	138	.00	57300	37503.90	35
	19 10	IMRF	3354	4584.13	137	10062	10000.62	99	.00	40252	30251.38	25
	19 11	Social Security	2077	2785.86	134	6231	6061.62	97	.00	24932	18870.38	24
	19 12	Medicare	485	651.54	134	1455	1417.65	97	.00	5831	4413.35	24
	19 **	Employee Benefits	10691	14620.23	137	32073	37275.99	116	.00	128315	91039.01	29
	20	Prof Technical Services										
	20 05	Professional Services	1541	1125.00	73	4623	2845.00	62	.00	18500	15655.00	15
	20 **	Prof Technical Services	1541	1125.00	73	4623	2845.00	62	.00	18500	15655.00	15
	21	Property Services										
	21 02	Equipment Maintenance	142	.00	0	426	440.00	103	.00	1710	1270.00	26
	21 65	Other Services	1434	302.23	21	4302	2395.58	56	.00	17217	14821.42	14
	21 **	Property Services	1576	302.23	19	4728	2835.58	60	.00	18927	16091.42	15
	22	Other Contractual Service										
	22 02	Dues	77	.00	0	231	.00	0	.00	930	930.00	0
	22 03	Training	4	.00	0	12	.00	0	.00	50	50.00	0
	22 10	Printing	16742	14794.36	88	50226	58965.88	117	.00	200905	141939.12	29
	22 **	Other Contractual Service	16823	14794.36	88	50469	58965.88	117	.00	201885	142919.12	29
	30	General Supplies										
	30 05	Office Supplies & Equip	1298	415.40	32	3894	1700.93	44	.00	15579	13878.07	11
	30 **	General Supplies	1298	415.40	32	3894	1700.93	44	.00	15579	13878.07	11
	31	Public Works Supplies										
	31 85	Small Tools and Equipment	500	37.99	8	1500	2134.39	142	.00	6000	3865.61	36
	31 **	Public Works Supplies	500	37.99	8	1500	2134.39	142	.00	6000	3865.61	36
	32	Library Supplies										
	32 72	Special Events	823	79.96	10	2469	79.96	3	.00	9883	9803.04	1
	32 **	Library Supplies	823	79.96	10	2469	79.96	3	.00	9883	9803.04	1
601 ** **		Library	66791	77170.36	116	200373	205743.70	103	.00	801560	595816.30	26
60 ** **		Culture/Recreation	66791	77170.36	116	200373	205743.70	103	.00	801560	595816.30	26
DIV 6002		TOTAL ***** Communications & Mrkting	66791	77170.36	116	200373	205743.70	103	.00	801560	595816.30	26

FUND 291 Memorial Library Fund			DEPT/DIV 6003 Executive Office/Human Resources								
BA	ELE	OBJ	*****CURRENT*****			*****YEAR-TO-DATE*****			ANNUAL	UNENCUMB.	%
SUB	SUB	ACCOUNT	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	BUDGET	BALANCE	BDGT
		DESCRIPTION									
60		Culture/Recreation									
601		Library									
	16	Library Personal Services									
	16 85	Salaries	13724	19208.00	140	41172	45182.35	110	.00	164692	119509.65 27
	16 **	Library Personal Services	13724	19208.00	140	41172	45182.35	110	.00	164692	119509.65 27
	18	Other Personal Services									
	18 05	Overtime Civilian	25	139.91	560	75	229.72	306	.00	300	70.28 77
	18 **	Other Personal Services	25	139.91	560	75	229.72	306	.00	300	70.28 77
	19	Employee Benefits									
	19 05	Medical Insurance	3412	3957.08	116	10236	11871.24	116	.00	40955	29083.76 29
	19 10	IMRF	1373	1572.52	115	4119	4181.56	102	.00	16486	12304.44 25
	19 11	Social Security	850	1121.88	132	2550	2611.39	102	.00	10211	7599.61 26
	19 12	Medicare	199	262.37	132	597	610.72	102	.00	2388	1777.28 26
	19 50	Employee Asst. Program	929	.00	0	2787	1887.83	68	.00	11155	9267.17 17
	19 **	Employee Benefits	6763	6913.85	102	20289	21162.74	104	.00	81195	60032.26 26
	21	Property Services									
	21 65	Other Services	875	303.00	35	2625	1496.50	57	.00	10500	9003.50 14
	21 **	Property Services	875	303.00	35	2625	1496.50	57	.00	10500	9003.50 14
	22	Other Contractual Service									
	22 01	Advertising	108	245.00	227	324	245.00	76	.00	1300	1055.00 19
	22 02	Dues	276	.00	0	828	189.00	23	.00	3315	3126.00 6
	22 03	Training	75	36.54	49	225	36.54	16	.00	910	873.46 4
	22 55	In Service Training	625	3485.47	558	1875	7898.32	421	.00	7500	398.32- 105
	22 **	Other Contractual Service	1084	3767.01	348	3252	8368.86	257	.00	13025	4656.14 64
	32	Library Supplies									
	32 01	Program Supplies	116	.00	0	348	.00	0	.00	1400	1400.00 0
	32 **	Library Supplies	116	.00	0	348	.00	0	.00	1400	1400.00 0
	40	Other Charges									
	40 62	Tuition Reimbursement	2083	1275.00	61	6249	1275.00	20	.00	25000	23725.00 5
	40 70	Employee Recognition Prog	1612	1171.31	73	4836	1171.31	24	.00	19350	18178.69 6
	40 **	Other Charges	3695	2446.31	66	11085	2446.31	22	.00	44350	41903.69 6
601	** **	Library	26282	32778.08	125	78846	78886.48	100	.00	315462	236575.52 25
60	** **	Culture/Recreation	26282	32778.08	125	78846	78886.48	100	.00	315462	236575.52 25
DIV	6003	TOTAL ***** Human Resources	26282	32778.08	125	78846	78886.48	100	.00	315462	236575.52 25

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									
	20	Prof Technical Services									
	20 05	Professional Services	0	.00	0	0	798.00	0	.00	0	798.00- 0
	20 **	Prof Technical Services	0	.00	0	0	798.00	0	.00	0	798.00- 0
	21	Property Services									
	21 65	Other Services	416	150.00	36	1248	7099.59	569	.00	5000	2099.59- 142
	21 **	Property Services	416	150.00	36	1248	7099.59	569	.00	5000	2099.59- 142
	22	Other Contractual Service									
	22 10	Printing	0	342.56	0	0	342.56	0	.00	0	342.56- 0
	22 18	Contr Programs & Exhibits	1666	1822.86	109	4998	17464.36	349	.00	20000	2535.64 87
	22 **	Other Contractual Service	1666	2165.42	130	4998	17806.92	356	.00	20000	2193.08 89
	31	Public Works Supplies									
	31 85	Small Tools and Equipment	416	.00	0	1248	.00	0	.00	5000	5000.00 0
	31 **	Public Works Supplies	416	.00	0	1248	.00	0	.00	5000	5000.00 0
	32	Library Supplies									
	32 01	Program Supplies	416	.00	0	1248	.00	0	.00	5000	5000.00 0
	32 02	Program Events	568	616.22	109	1704	1600.86	94	.00	6820	5219.14 24
	32 32	Software	125	.00	0	375	.00	0	.00	1500	1500.00 0
	32 72	Special Events	833	4302.01	516	2499	7257.44	290	.00	10000	2742.56 73
	32 75	Audio Visual	166	.00	0	498	.00	0	.00	2000	2000.00 0
	32 78	Electronic Resources	125	.00	0	375	.00	0	.00	1500	1500.00 0
	32 80	Books	416	24.36	6	1248	492.90	40	.00	5000	4507.10 10
	32 **	Library Supplies	2649	4942.59	187	7947	9351.20	118	.00	31820	22468.80 29
	50	Property									
	50 15	Other Equipment	208	.00	0	624	1351.98	217	.00	2500	1148.02 54
	50 55	Other Capital Outlay	208	.00	0	624	.00	0	.00	2500	2500.00 0
	50 **	Property	416	.00	0	1248	1351.98	108	.00	5000	3648.02 27
601 ** **		Library	5563	7258.01	131	16689	36407.69	218	.00	66820	30412.31 55
60 ** **		Culture/Recreation	5563	7258.01	131	16689	36407.69	218	.00	66820	30412.31 55
DIV 6004		TOTAL *****									
		Paid by Gifts and Grants	5563	7258.01	131	16689	36407.69	218	.00	66820	30412.31 55

FUND 291 Memorial Library Fund			DEPT/DIV 6008 Executive Office/Finance								
BA	ELE	OBJ	*****CURRENT*****			*****YEAR-TO-DATE*****			ANNUAL	UNENCUMB.	%
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	BUDGET	BALANCE	BDGT
60		Culture/Recreation									
601		Library									
	16	Library Personal Services									
	16 85	Salaries	19718	27516.09	140	59154	63793.29	108	.00	236619	172825.71 27
	16 **	Library Personal Services	19718	27516.09	140	59154	63793.29	108	.00	236619	172825.71 27
	18	Other Personal Services									
	18 05	Overtime Civilian	83	3.54	4	249	3.54	1	.00	1000	996.46 0
	18 **	Other Personal Services	83	3.54	4	249	3.54	1	.00	1000	996.46 0
	19	Employee Benefits									
	19 05	Medical Insurance	4018	6490.38	162	12054	19471.14	162	.00	48218	28746.86 40
	19 10	IMRF	1973	2754.73	140	5919	6386.09	108	.00	23686	17299.91 27
	19 11	Social Security	1222	1624.08	133	3666	3723.17	102	.00	14670	10946.83 25
	19 12	Medicare	285	379.84	133	855	870.78	102	.00	3431	2560.22 25
	19 **	Employee Benefits	7498	11249.03	150	22494	30451.18	135	.00	90005	59553.82 34
	20	Prof Technical Services									
	20 05	Professional Services	475	.00	0	1425	.00	0	.00	5700	5700.00 0
	20 **	Prof Technical Services	475	.00	0	1425	.00	0	.00	5700	5700.00 0
	21	Property Services									
	21 36	Equipment Rental	106	.00	0	318	306.00	96	.00	1280	974.00 24
	21 65	Other Services	25	.00	0	75	.00	0	.00	310	310.00 0
	21 **	Property Services	131	.00	0	393	306.00	78	.00	1590	1284.00 19
	22	Other Contractual Service									
	22 02	Dues	62	.00	0	186	.00	0	.00	750	750.00 0
	22 03	Training	100	.00	0	300	.00	0	.00	1200	1200.00 0
	22 25	IT/GIS Service Charge	2091	2091.67	100	6273	6275.01	100	.00	25100	18824.99 25
	22 **	Other Contractual Service	2253	2091.67	93	6759	6275.01	93	.00	27050	20774.99 23
601 ** **		Library	30158	40860.33	136	90474	100829.02	111	.00	361964	261134.98 28
60 ** **		Culture/Recreation	30158	40860.33	136	90474	100829.02	111	.00	361964	261134.98 28
DIV 6008		TOTAL *****									
		Finance	30158	40860.33	136	90474	100829.02	111	.00	361964	261134.98 28

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	BUDGET	BALANCE	BDGT
60		Culture/Recreation									
601		Library									
	16	Library Personal Services									
	16 85	Salaries	56174	73202.05	130	168522	177315.71	105	674093	496777.29	26
	16 **	Library Personal Services	56174	73202.05	130	168522	177315.71	105	674093	496777.29	26
	18	Other Personal Services									
	18 05	Overtime Civilian	20	26.71	134	60	67.32	112	250	182.68	27
	18 **	Other Personal Services	20	26.71	134	60	67.32	112	250	182.68	27
	19	Employee Benefits									
	19 05	Medical Insurance	12550	11625.09	93	37650	34875.27	93	150601	115725.73	23
	19 10	IMRF	5623	6988.68	124	16869	16919.68	100	67477	50557.32	25
	19 11	Social Security	3482	4442.96	128	10446	10690.95	102	41794	31103.05	26
	19 12	Medicare	814	1039.08	128	2442	2500.28	102	9774	7273.72	26
	19 **	Employee Benefits	22469	24095.81	107	67407	64986.18	96	269646	204659.82	24
	20	Prof Technical Services									
	20 05	Professional Services	524	150.05	29	1572	379.72	24	6290	5910.28	6
	20 08	Consulting Services	378	.00	0	1134	.00	0	4545	4545.00	0
	20 **	Prof Technical Services	902	150.05	17	2706	379.72	14	10835	10455.28	4
	21	Property Services									
	21 02	Equipment Maintenance	12324	2347.19	19	36972	127697.61	345	147898	20200.39	86
	21 **	Property Services	12324	2347.19	19	36972	127697.61	345	147898	20200.39	86
	22	Other Contractual Service									
	22 03	Training	37	32.44	88	111	32.44	29	450	417.56	7
	22 **	Other Contractual Service	37	32.44	88	111	32.44	29	450	417.56	7
	30	General Supplies									
	30 05	Office Supplies & Equip	31	60.14	194	93	149.78	161	375	225.22	40
	30 30	Data System Supplies	3183	3336.26	105	9549	7399.07	78	38204	30804.93	19
	30 32	Software Library	14152	19582.36	138	42456	81159.27	191	169829	88669.73	48
	30 33	Documentation Library	14	.00	0	42	.00	0	175	175.00	0
	30 **	General Supplies	17380	22978.76	132	52140	88708.12	170	208583	119874.88	43
	31	Public Works Supplies									
	31 85	Small Tools and Equipment	1106	642.61	58	3318	3437.79	104	13276	9838.21	26
	31 **	Public Works Supplies	1106	642.61	58	3318	3437.79	104	13276	9838.21	26
	32	Library Supplies									
	32 05	Processing Supplies	25	.00	0	75	.00	0	300	300.00	0
	32 32	Software	907	.00	0	2721	2164.50	80	10887	8722.50	20
	32 **	Library Supplies	932	.00	0	2796	2164.50	77	11187	9022.50	19
	50	Property									
	50 12	Computer Equipment	3137	12265.99	391	9411	14009.09	149	37649	23639.91	37
	50 **	Property	3137	12265.99	391	9411	14009.09	149	37649	23639.91	37

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										
601	**	** Library	114481	135741.61	119	343443	478798.48	139	.00	1373867	895068.52	35
60	**	** Culture/Recreation	114481	135741.61	119	343443	478798.48	139	.00	1373867	895068.52	35
DIV	6010	TOTAL *****										
		Information Technology	114481	135741.61	119	343443	478798.48	139	.00	1373867	895068.52	35



FUND 291 Memorial Library Fund			DEPT/DIV 6015 Executive Office/Security					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									
	16	Library Personal Services									
	16 85	Salaries	23283	32472.45	140	69849	73433.53	105	.00	279406	205972.47 26
	16 **	Library Personal Services	23283	32472.45	140	69849	73433.53	105	.00	279406	205972.47 26
	18	Other Personal Services									
	18 05	Overtime Civilian	166	380.68	229	498	566.66	114	.00	2000	1433.34 28
	18 **	Other Personal Services	166	380.68	229	498	566.66	114	.00	2000	1433.34 28
	19	Employee Benefits									
	19 05	Medical Insurance	5337	5036.10	94	16011	15108.30	94	.00	64053	48944.70 24
	19 10	IMRF	2330	2855.46	123	6990	6562.65	94	.00	27969	21406.35 24
	19 11	Social Security	1443	1955.14	136	4329	4381.10	101	.00	17323	12941.90 25
	19 12	Medicare	337	457.26	136	1011	1024.61	101	.00	4051	3026.39 25
	19 **	Employee Benefits	9447	10303.96	109	28341	27076.66	96	.00	113396	86319.34 24
	22	Other Contractual Service									
	22 03	Training	291	.00	0	873	.00	0	.00	3500	3500.00 0
	22 **	Other Contractual Service	291	.00	0	873	.00	0	.00	3500	3500.00 0
	30	General Supplies									
	30 05	Office Supplies & Equip	302	31.28	10	906	31.28	4	.00	3635	3603.72 1
	30 **	General Supplies	302	31.28	10	906	31.28	4	.00	3635	3603.72 1
601	** **	Library	33489	43188.37	129	100467	101108.13	101	.00	401937	300828.87 25
60	** **	Culture/Recreation	33489	43188.37	129	100467	101108.13	101	.00	401937	300828.87 25
DIV	6015	TOTAL ***** Security	33489	43188.37	129	100467	101108.13	101	.00	401937	300828.87 25



PREPARED 04/11/2019, 14:10:29  
 PROGRAM: GM267L  
 Village of Arlington Heights

DETAIL BUDGET REPORT  
 25% OF YEAR LAPSED

FUND 291 Memorial Library Fund			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.		
60		Culture/Recreation									
601		Library									
		Executive Office	461975	558071.85	121	1385925	1582327.06	114	.00	5544355	3962027.94 29

FUND 291 Memorial Library Fund			DEPT/DIV 6401 User Services/Youth Services						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	81779	103962.62	127	245337	194404.30	79	.00	981349	786944.70 20
	16 **	Library Personal Services	81779	103962.62	127	245337	194404.30	79	.00	981349	786944.70 20
	18	Other Personal Services									
	18 05	Overtime Civilian	166	.00	0	498	.00	0	.00	2000	2000.00 0
	18 **	Other Personal Services	166	.00	0	498	.00	0	.00	2000	2000.00 0
	19	Employee Benefits									
	19 05	Medical Insurance	10464	9905.07	95	31392	29715.21	95	.00	125568	95852.79 24
	19 10	IMRF	8186	9454.05	116	24558	18769.75	76	.00	98233	79463.25 19
	19 11	Social Security	5070	6328.43	125	15210	12354.26	81	.00	60844	48489.74 20
	19 12	Medicare	1185	1480.06	125	3555	2889.34	81	.00	14230	11340.66 20
	19 **	Employee Benefits	24905	27167.61	109	74715	63728.56	85	.00	298875	235146.44 21
	21	Property Services									
	21 02	Equipment Maintenance	37	.00	0	111	7.90	7	.00	455	447.10 2
	21 **	Property Services	37	.00	0	111	7.90	7	.00	455	447.10 2
	22	Other Contractual Service									
	22 02	Dues	373	.00	0	1119	727.00	65	.00	4478	3751.00 16
	22 03	Training	211	207.60	98	633	495.41	78	.00	2541	2045.59 20
	22 **	Other Contractual Service	584	207.60	36	1752	1222.41	70	.00	7019	5796.59 17
	30	General Supplies									
	30 05	Office Supplies & Equip	201	138.53	69	603	337.58	56	.00	2414	2076.42 14
	30 **	General Supplies	201	138.53	69	603	337.58	56	.00	2414	2076.42 14
	32	Library Supplies									
	32 01	Program Supplies	912	150.48	17	2736	760.37	28	.00	10948	10187.63 7
	32 02	Program Events	2028	853.72	42	6084	930.96	15	.00	24339	23408.04 4
	32 90	Circulation Supplies	369	1402.55	380	1107	1850.35	167	.00	4433	2582.65 42
	32 **	Library Supplies	3309	2406.75	73	9927	3541.68	36	.00	39720	36178.32 9
601	** **	Library	110981	133883.11	121	332943	263242.43	79	.00	1331832	1068589.57 20
60	** **	Culture/Recreation	110981	133883.11	121	332943	263242.43	79	.00	1331832	1068589.57 20
DIV	6401	TOTAL ***** Youth Services	110981	133883.11	121	332943	263242.43	79	.00	1331832	1068589.57 20

FUND 291 Memorial Library Fund			DEPT/DIV 6405 User Services/Business & Specialty Serv						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	45335	51718.53	114	136005	146090.82	107	.00	544031	397940.18 27
	16 **	Library Personal Services	45335	51718.53	114	136005	146090.82	107	.00	544031	397940.18 27
	18	Other Personal Services									
	18 05	Overtime Civilian	41	59.90	146	123	59.90	49	.00	500	440.10 12
	18 **	Other Personal Services	41	59.90	146	123	59.90	49	.00	500	440.10 12
	19	Employee Benefits									
	19 05	Medical Insurance	11398	8294.66	73	34194	24883.98	73	.00	136782	111898.02 18
	19 10	IMRF	4538	5006.85	110	13614	14072.04	103	.00	54458	40385.96 26
	19 11	Social Security	2810	3088.17	110	8430	8448.85	100	.00	33730	25281.15 25
	19 12	Medicare	657	722.25	110	1971	1975.95	100	.00	7888	5912.05 25
	19 **	Employee Benefits	19403	17111.93	88	58209	49380.82	85	.00	232858	183477.18 21
	22	Other Contractual Service									
	22 02	Dues	254	.00	0	762	175.00	23	.00	3049	2874.00 6
	22 03	Training	315	248.24	79	945	631.45	67	.00	3788	3156.55 17
	22 18	Contr Programs & Exhibits	416	510.00	123	1248	1560.00	125	.00	5000	3440.00 31
	22 **	Other Contractual Service	985	758.24	77	2955	2366.45	80	.00	11837	9470.55 20
	30	General Supplies									
	30 05	Office Supplies & Equip	77	.00	0	231	.00	0	.00	930	930.00 0
	30 **	General Supplies	77	.00	0	231	.00	0	.00	930	930.00 0
	32	Library Supplies									
	32 01	Program Supplies	0	44.30	0	0	68.80	0	.00	0	68.80- 0
	32 02	Program Events	401	.00	0	1203	108.34	9	.00	4820	4711.66 2
	32 90	Circulation Supplies	137	.00	0	411	28.83	7	.00	1649	1620.17 2
	32 **	Library Supplies	538	44.30	8	1614	205.97	13	.00	6469	6263.03 3
601	** **	Library	66379	69692.90	105	199137	198103.96	100	.00	796625	598521.04 25
60	** **	Culture/Recreation	66379	69692.90	105	199137	198103.96	100	.00	796625	598521.04 25
DIV	6405	TOTAL ***** Business & Specialty Serv	66379	69692.90	105	199137	198103.96	100	.00	796625	598521.04 25

FUND 291 Memorial Library Fund			DEPT/DIV 6410 User Services/Info Services							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	96028	95933.26	100	288084	178548.42	62	.00	1152347	973798.58 16	
	16 **	Library Personal Services	96028	95933.26	100	288084	178548.42	62	.00	1152347	973798.58 16	
	18	Other Personal Services										
	18 05	Overtime Civilian	83	59.94	72	249	107.19	43	.00	1000	892.81 11	
	18 **	Other Personal Services	83	59.94	72	249	107.19	43	.00	1000	892.81 11	
	19	Employee Benefits										
	19 05	Medical Insurance	8176	7452.58	91	24528	22357.74	91	.00	98122	75764.26 23	
	19 10	IMRF	9612	7487.49	78	28836	14658.35	51	.00	115350	100691.65 13	
	19 11	Social Security	5953	5804.38	98	17859	11189.03	63	.00	71445	60255.97 16	
	19 12	Medicare	1392	1357.46	98	4176	2616.76	63	.00	16709	14092.24 16	
	19 **	Employee Benefits	25133	22101.91	88	75399	50821.88	67	.00	301626	250804.12 17	
	22	Other Contractual Service										
	22 02	Dues	55	.00	0	165	.00	0	.00	668	668.00 0	
	22 03	Training	162	32.20	20	486	90.20	19	.00	1951	1860.80 5	
	22 **	Other Contractual Service	217	32.20	15	651	90.20	14	.00	2619	2528.80 3	
	30	General Supplies										
	30 05	Office Supplies & Equip	130	48.59	37	390	259.39	67	.00	1567	1307.61 17	
	30 **	General Supplies	130	48.59	37	390	259.39	67	.00	1567	1307.61 17	
	32	Library Supplies										
	32 01	Program Supplies	67	.00	0	201	28.17	14	.00	804	775.83 4	
	32 **	Library Supplies	67	.00	0	201	28.17	14	.00	804	775.83 4	
601 ** **		Library	121658	118175.90	97	364974	229855.25	63	.00	1459963	1230107.75 16	
60 ** **		Culture/Recreation	121658	118175.90	97	364974	229855.25	63	.00	1459963	1230107.75 16	
DIV 6410		TOTAL *****										
		Info Services	121658	118175.90	97	364974	229855.25	63	.00	1459963	1230107.75 16	

FUND 291 Memorial Library Fund			DEPT/DIV 6420 User Services/Customer Services						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	72343	144704.43	200	217029	394530.88	182	.00	868118	473587.12 45
	16 **	Library Personal Services	72343	144704.43	200	217029	394530.88	182	.00	868118	473587.12 45
	18	Other Personal Services									
	18 05	Overtime Civilian	83	10.33	12	249	17.68	7	.00	1000	982.32 2
	18 **	Other Personal Services	83	10.33	12	249	17.68	7	.00	1000	982.32 2
	19	Employee Benefits									
	19 05	Medical Insurance	8827	7460.36	85	26481	22381.08	85	.00	105931	83549.92 21
	19 10	IMRF	7004	11139.16	159	21012	29826.59	142	.00	84055	54228.41 36
	19 11	Social Security	4338	8899.46	205	13014	23339.24	179	.00	52062	28722.76 45
	19 12	Medicare	1014	2081.33	205	3042	5458.40	179	.00	12176	6717.60 45
	19 **	Employee Benefits	21183	29580.31	140	63549	81005.31	128	.00	254224	173218.69 32
	21	Property Services									
	21 64	Access Services	0	166.00-	0	0	.00	0	.00	0	.00 0
	21 65	Other Services	1050	812.20	77	3150	1534.50	49	.00	12602	11067.50 12
	21 **	Property Services	1050	646.20	62	3150	1534.50	49	.00	12602	11067.50 12
	22	Other Contractual Service									
	22 02	Dues	46	.00	0	138	86.00	62	.00	562	476.00 15
	22 03	Training	147	93.29	64	441	256.34	58	.00	1773	1516.66 15
	22 **	Other Contractual Service	193	93.29	48	579	342.34	59	.00	2335	1992.66 15
	30	General Supplies									
	30 05	Office Supplies & Equip	156	53.62	34	468	299.88	64	.00	1883	1583.12 16
	30 07	Supplies Reimb by Patrons	170	.00	0	510	.00	0	.00	2040	2040.00 0
	30 **	General Supplies	326	53.62	16	978	299.88	31	.00	3923	3623.12 8
	32	Library Supplies									
	32 90	Circulation Supplies	751	211.12	28	2253	626.21	28	.00	9017	8390.79 7
	32 **	Library Supplies	751	211.12	28	2253	626.21	28	.00	9017	8390.79 7
601	** **	Library	95929	175299.30	183	287787	478356.80	166	.00	1151219	672862.20 42
60	** **	Culture/Recreation	95929	175299.30	183	287787	478356.80	166	.00	1151219	672862.20 42
DIV	6420	TOTAL ***** Customer Services	95929	175299.30	183	287787	478356.80	166	.00	1151219	672862.20 42

FUND 291 Memorial Library Fund			DEPT/DIV 6430 User Services/Accessible Services						ANNUAL	UNENCUMB.	%
BA ELE OBJ ACCOUNT			*****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	14452	21106.52	146	43356	40065.18	92	.00	173435	133369.82 23
	16 **	Library Personal Services	14452	21106.52	146	43356	40065.18	92	.00	173435	133369.82 23
	18	Other Personal Services									
	18 05	Overtime Civilian	0	.00	0	0	1.04	0	.00	0	1.04- 0
	18 **	Other Personal Services	0	.00	0	0	1.04	0	.00	0	1.04- 0
	19	Employee Benefits									
	19 05	Medical Insurance	1661	1256.82	76	4983	3770.46	76	.00	19933	16162.54 19
	19 10	IMRF	1446	2112.78	146	4338	4142.84	96	.00	17361	13218.16 24
	19 11	Social Security	896	1254.13	140	2688	2453.23	91	.00	10753	8299.77 23
	19 12	Medicare	209	293.29	140	627	573.72	92	.00	2515	1941.28 23
	19 **	Employee Benefits	4212	4917.02	117	12636	10940.25	87	.00	50562	39621.75 22
	22	Other Contractual Service									
	22 02	Dues	24	.00	0	72	.00	0	.00	293	293.00 0
	22 03	Training	35	.00	0	105	109.99	105	.00	422	312.01 26
	22 **	Other Contractual Service	59	.00	0	177	109.99	62	.00	715	605.01 15
	32	Library Supplies									
	32 90	Circulation Supplies	129	191.31	148	387	191.31	49	.00	1551	1359.69 12
	32 **	Library Supplies	129	191.31	148	387	191.31	49	.00	1551	1359.69 12
601	** **	Library	18852	26214.85	139	56556	51307.77	91	.00	226263	174955.23 23
60	** **	Culture/Recreation	18852	26214.85	139	56556	51307.77	91	.00	226263	174955.23 23
DIV	6430	TOTAL *****									
		Accessible Services	18852	26214.85	139	56556	51307.77	91	.00	226263	174955.23 23



FUND 291 Memorial Library Fund			DEPT/DIV 6440 User Services/Programs and Exhibits									
BA	ELE	OBJ	*****CURRENT*****			*****YEAR-TO-DATE*****			ANNUAL	UNENCUMB.	%	
SUB	SUB	ACCOUNT	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	BUDGET	BALANCE	BDGT	
		DESCRIPTION										
60		Culture/Recreation										
601		Library										
	16	Library Personal Services										
	16 85	Salaries	21802	23095.33	106	65406	58607.34	90	.00	261631	203023.66	22
	16 **	Library Personal Services	21802	23095.33	106	65406	58607.34	90	.00	261631	203023.66	22
	18	Other Personal Services										
	18 05	Overtime Civilian	16	.00	0	48	.00	0	.00	200	200.00	0
	18 **	Other Personal Services	16	.00	0	48	.00	0	.00	200	200.00	0
	19	Employee Benefits										
	19 05	Medical Insurance	5188	4827.65	93	15564	14482.95	93	.00	62256	47773.05	23
	19 10	IMRF	2182	2311.84	106	6546	5724.79	88	.00	26189	20464.21	22
	19 11	Social Security	1351	1380.79	102	4053	3382.56	84	.00	16221	12838.44	21
	19 12	Medicare	316	322.92	102	948	791.06	83	.00	3794	3002.94	21
	19 **	Employee Benefits	9037	8843.20	98	27111	24381.36	90	.00	108460	84078.64	23
	22	Other Contractual Service										
	22 02	Dues	116	.00	0	348	165.00	47	.00	1401	1236.00	12
	22 03	Training	87	90.17	104	261	139.22	53	.00	1053	913.78	13
	22 18	Contr Programs & Exhibits	15150	5140.00	34	45450	35153.42	77	.00	181800	146646.58	19
	22 **	Other Contractual Service	15353	5230.17	34	46059	35457.64	77	.00	184254	148796.36	19
	32	Library Supplies										
	32 01	Program Supplies	25	.00	0	75	.00	0	.00	300	300.00	0
	32 02	Program Events	3214	2582.57	80	9642	7511.26	78	.00	38572	31060.74	20
	32 **	Library Supplies	3239	2582.57	80	9717	7511.26	77	.00	38872	31360.74	19
601	** **	Library	49447	39751.27	80	148341	125957.60	85	.00	593417	467459.40	21
60	** **	Culture/Recreation	49447	39751.27	80	148341	125957.60	85	.00	593417	467459.40	21
DIV	6440	TOTAL *****	49447	39751.27	80	148341	125957.60	85	.00	593417	467459.40	21
		Programs and Exhibits										

FUND 291 Memorial Library Fund			DEPT/DIV 6450 User Services/Digital Services								
BA	ELE	OBJ	*****CURRENT*****			*****YEAR-TO-DATE*****			ANNUAL	UNENCUMB.	%
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	BUDGET	BALANCE	BDGT
60		Culture/Recreation									
601		Library									
	16	Library Personal Services									
	16 85	Salaries	43253	61601.67	142	129759	142727.85	110	.00	519038	376310.15 28
	16 **	Library Personal Services	43253	61601.67	142	129759	142727.85	110	.00	519038	376310.15 28
	18	Other Personal Services									
	18 05	Overtime Civilian	8	.00	0	24	.00	0	.00	100	100.00 0
	18 **	Other Personal Services	8	.00	0	24	.00	0	.00	100	100.00 0
	19	Employee Benefits									
	19 05	Medical Insurance	4430	4453.58	101	13290	13360.74	101	.00	53168	39807.26 25
	19 10	IMRF	4329	5600.69	129	12987	12990.71	100	.00	51956	38965.29 25
	19 11	Social Security	2681	3719.03	139	8043	8587.80	107	.00	32180	23592.20 27
	19 12	Medicare	627	869.80	139	1881	2008.46	107	.00	7526	5517.54 27
	19 **	Employee Benefits	12067	14643.10	121	36201	36947.71	102	.00	144830	107882.29 26
	22	Other Contractual Service									
	22 02	Dues	168	280.00	167	504	717.00	142	.00	2020	1303.00 36
	22 03	Training	33	95.98	291	99	189.47	191	.00	400	210.53 47
	22 66	Outside Reference Service	230	.00	0	690	2773.62	402	.00	2765	8.62- 100
	22 **	Other Contractual Service	431	375.98	87	1293	3680.09	285	.00	5185	1504.91 71
	30	General Supplies									
	30 05	Office Supplies & Equip	58	8.99	16	174	137.14	79	.00	707	569.86 19
	30 07	Supplies Reimb by Patrons	66	.00	0	198	.00	0	.00	800	800.00 0
	30 **	General Supplies	124	8.99	7	372	137.14	37	.00	1507	1369.86 9
	31	Public Works Supplies									
	31 85	Small Tools and Equipment	416	95.93	23	1248	970.46	78	.00	5000	4029.54 19
	31 **	Public Works Supplies	416	95.93	23	1248	970.46	78	.00	5000	4029.54 19
	32	Library Supplies									
	32 01	Program Supplies	62	.00	0	186	109.96	59	.00	750	640.04 15
	32 78	Electronic Resources	28589	3929.25	14	85767	202178.09	236	.00	343072	140893.91 59
	32 90	Circulation Supplies	139	160.97	116	417	169.96	41	.00	1675	1505.04 10
	32 **	Library Supplies	28790	4090.22	14	86370	202458.01	234	.00	345497	143038.99 59
	50	Property									
	50 15	Other Equipment	300	40.00	13	900	1025.22	114	.00	3606	2580.78 28
	50 **	Property	300	40.00	13	900	1025.22	114	.00	3606	2580.78 28
601	** **	Library	85389	80855.89	95	256167	387946.48	151	.00	1024763	636816.52 38
60	** **	Culture/Recreation	85389	80855.89	95	256167	387946.48	151	.00	1024763	636816.52 38
DIV	6450	TOTAL ***** Digital Services	85389	80855.89	95	256167	387946.48	151	.00	1024763	636816.52 38

FUND 291 Memorial Library Fund			DEPT/DIV 6470 User Services/Collection Services						ANNUAL	UNENCUMB.	%		
BA	ELE	OBJ	ACCOUNT	*****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	72679	100567.23	138	218037	237382.65	109	.00	872150	634767.35	27
	16	**	Library Personal Services	72679	100567.23	138	218037	237382.65	109	.00	872150	634767.35	27
	18		Other Personal Services										
	18	05	Overtime Civilian	12	27.56	230	36	54.58	152	.00	150	95.42	36
	18	**	Other Personal Services	12	27.56	230	36	54.58	152	.00	150	95.42	36
	19		Employee Benefits										
	19	05	Medical Insurance	17677	15024.21	85	53031	45072.63	85	.00	212130	167057.37	21
	19	10	IMRF	7275	10069.58	138	21825	23767.57	109	.00	87302	63534.43	27
	19	11	Social Security	4506	6033.58	134	13518	14164.98	105	.00	54073	39908.02	26
	19	12	Medicare	1053	1411.08	134	3159	3312.81	105	.00	12646	9333.19	26
	19	**	Employee Benefits	30511	32538.45	107	91533	86317.99	94	.00	366151	279833.01	24
	21		Property Services										
	21	64	Access Services	291	1322.00	454	873	1924.20	220	.00	3500	1575.80	55
	21	**	Property Services	291	1322.00	454	873	1924.20	220	.00	3500	1575.80	55
	22		Other Contractual Service										
	22	02	Dues	206	.00	0	618	370.00	60	.00	2478	2108.00	15
	22	03	Training	83	.00	0	249	15.54	6	.00	1000	984.46	2
	22	85	Processing Services	8963	5879.30	66	26889	19609.65	73	.00	107565	87955.35	18
	22	**	Other Contractual Service	9252	5879.30	64	27756	19995.19	72	.00	111043	91047.81	18
	30		General Supplies										
	30	05	Office Supplies & Equip	125	52.26	42	375	402.60	107	.00	1500	1097.40	27
	30	33	Documentation Library	59	.00	0	177	525.00	297	.00	717	192.00	73
	30	**	General Supplies	184	52.26	28	552	927.60	168	.00	2217	1289.40	42
	32		Library Supplies										
	32	03	Binding	16	.00	0	48	.00	0	.00	200	200.00	0
	32	05	Processing Supplies	2500	4665.55	187	7500	6859.26	92	.00	30000	23140.74	23
	32	75	Audio Visual	44581	41564.55	93	133743	127884.52	96	.00	534980	407095.48	24
	32	80	Books	60223	68398.00	114	180669	172855.52	96	.00	722676	549820.48	24
	32	90	Circulation Supplies	500	745.90	149	1500	930.63	62	.00	6000	5069.37	16
	32	95	Periodicals	11061	9669.37	87	33183	73559.42	222	.00	132735	59175.58	55
	32	**	Library Supplies	118881	125043.37	105	356643	382089.35	107	.00	1426591	1044501.65	27
601	**	**	Library	231810	265430.17	115	695430	728691.56	105	.00	2781802	2053110.44	26
60	**	**	Culture/Recreation	231810	265430.17	115	695430	728691.56	105	.00	2781802	2053110.44	26
DIV	6470		TOTAL ***** Collection Services	231810	265430.17	115	695430	728691.56	105	.00	2781802	2053110.44	26
DEPT	64		TOTAL ***** User Services	780445	909303.39	117	2341335	2463461.85	105	.00	9365884	6902422.15	26
FUND	291		TOTAL ***** Memorial Library Fund	1242420	1467375.24	118	3727260	4045788.91	109	.00	14910239	10864450.09	27

FUND 491 Capital Projects-Library			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										
	50	Property										
	50 15	Other Equipment	4750	.00	0	14250	.00	0	.00	57000	57000.00	0
	50 **	Property	4750	.00	0	14250	.00	0	.00	57000	57000.00	0
601	** **	Library	4750	.00	0	14250	.00	0	.00	57000	57000.00	0
60	** **	Culture/Recreation	4750	.00	0	14250	.00	0	.00	57000	57000.00	0
DIV	6001	TOTAL *****										
		Administration	4750	.00	0	14250	.00	0	.00	57000	57000.00	0

FUND 491 Capital Projects-Library			DEPT/DIV 6010 Executive Office/Information Technology							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	1066	.00	0	3198	.00	0	.00	12800	12800.00	0
	50 **	Property	1066	.00	0	3198	.00	0	.00	12800	12800.00	0
601	** **	Library	1066	.00	0	3198	.00	0	.00	12800	12800.00	0
60	** **	Culture/Recreation	1066	.00	0	3198	.00	0	.00	12800	12800.00	0
DIV	6010	TOTAL *****										
		Information Technology	1066	.00	0	3198	.00	0	.00	12800	12800.00	0

FUND 491 Capital Projects-Library			DEPT/DIV 6020 Executive Office/Facilities									
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 15	Other Equipment	2583	.00	0	7749	.00	0	.00	31000	31000.00	0
	50 55	Other Capital Outlay	4690	.00	0	14070	.00	0	.00	56290	56290.00	0
	50 **	Property	7273	.00	0	21819	.00	0	.00	87290	87290.00	0
601 ** **		Library	7273	.00	0	21819	.00	0	.00	87290	87290.00	0
60 ** **		Culture/Recreation	7273	.00	0	21819	.00	0	.00	87290	87290.00	0
DIV 6020		TOTAL ***** Facilities	7273	.00	0	21819	.00	0	.00	87290	87290.00	0
DEPT 60		TOTAL ***** Executive Office	13089	.00	0	39267	.00	0	.00	157090	157090.00	0
FUND 491		TOTAL ***** Capital Projects-Library	13089	.00	0	39267	.00	0	.00	157090	157090.00	0
GRAND		TOTAL *****	13089	.00	0	39267	.00	0	.00	157090	157090.00	0

April 16, 2019

(Action Item 3)

**ACCOUNTS PAYABLE  
CHECK REGISTER  
ARLINGTON HEIGHTS MEMORIAL LIBRARY  
March 31, 2019**

<b>Fund Number</b>	<b>Fund Name</b>	<b>Fund Total</b>
291	General Fund - Library	<b>\$302,305.84</b>
491	Capital Projects Fund - Library	<b>\$0.00</b>
<b>Total Disbursements</b>		<b><u>\$302,305.84</u></b>
<b>Payrolls Paid</b>		
3/1/2019		<b>\$290,792.24</b>
3/15/2019		<b>\$301,757.67</b>
3/29/2019		
		<b><u>\$592,549.91</u></b>
<b>Journal Entry Expenditures by Village On Behalf Of the Library</b>		
3/31/2019	Group Insurance	<b>\$105,550.00</b>
3/31/2019	IMRF	<b>\$80,055.49</b>
3/31/2019	Social Security	<b>\$53,550.02</b>
3/31/2019	Medicare	<b>\$12,523.85</b>
		<b><u>\$251,679.36</u></b>
<b>Total Disbursed</b>		<b><u>\$1,146,535.11</u></b>

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
78358	AFLAC WORLD HEADQUARTERS	291-0000-210.89-00	AFLAC DEDUCTION MARCH	149.76	149.76
78367	ARLINGTON HTS MEMORIAL LIBRARY	291-0000-489.90-00	OTHER INCOME/REBATE	114.55-	114.55-
78424	GREY HOUSE PUBLISHING	291-0000-140.05-00	PREPAID GREY HOUSE PUBL	6,228.75	6,228.75
78425	GROUP ADMINISTRATORS	291-0000-210.97-00 291-0000-210.99-00	FSA MED FSA DEP	3,779.11 1,153.85	4,932.96
***** DIVISION TOTAL ****					11,196.92
***** DEPARTMENT TOTAL **					11,196.92

DEPARTMENT:	60	Executive Office	DIVISION:	01		
78361	AMAZON.COM CREDIT		291-6001-601.30-05	SHARPIE MARKER	7.94	
			291-6001-601.30-05	NAME BADGE MAGNETS	35.96	
			291-6001-601.30-05	OFFICE SUPPLIES	31.15	
			291-6001-601.30-05	OFFICE SUPPLIES	9.18	
			291-6001-601.30-05	DORCY FLASHLIGHT	46.68	
			291-6001-601.30-05	OFFICE SUPPLIES-ENVELOPES	23.20	
			291-6001-601.30-05	OFFICE SUPPLIES	25.43	179.54
78365	ARLINGTON HTS MEMORIAL LIBRARY		291-6001-601.32-72	SPECIAL EVENTS	17.00	
			291-6001-601.22-05	POSTAGE	7.85	
			291-6001-601.22-03	TRAVEL/TRAINING	38.99	63.84
78367	ARLINGTON HTS MEMORIAL LIBRARY		291-6001-601.22-03	IYSI CONF HOTEL-R KING	152.32	
			291-6001-601.22-03	SXSW CONF HOTEL OLICHWIER	489.38	
			291-6001-601.30-05	COFFEE SLEEVES	178.36	
			291-6001-601.22-42	PUBLIC INTERNET SERVICE	346.85	
			291-6001-601.22-03	IYSI CONF HOTEL CAPUTO	138.88	1,305.79
78368	AT & T		291-6001-601.22-70	TELE	6,192.35	6,192.35
78369	AT&T MOBILITY		291-6001-601.22-42	INTERNET ACCESS 1/28-2/27	138.69	138.69
78373	BAILEY, KERRY		291-6001-601.22-03	IYSI CONF, BLOOMINGTON IL	343.23	343.23
78388	CARDINAL COLORGROUP		291-6001-601.22-05	POSTAGE	2,817.99	2,817.99
78395	COMCAST		291-6001-601.21-65	BUSINESS CABLE APRIL	21.00	21.00
78409	FE MORAN SECURITY SOLUTIONS		291-6001-601.30-05	PROXIMITY ACCESS CARDS	1,676.00	1,676.00
78410	FINER LINE		291-6001-601.30-05	NEW HIRE, REPLACEMENT &	14.36	14.36
78411	FIRST CLASS TRAVEL		291-6001-601.22-03	ALA CONF AIRFACE-P DANTIS	413.60	413.60
78412	FIRST PRESBYTERIAN CHURCH		291-6001-601.21-65	PARKING RENTAL F/ 2ND QUA	750.00	



CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					750.00
78418	GARVEYS OFFICE PRODUCTS	291-6001-601.30-05	POST-IT EASEL PADS	27.10	
		291-6001-601.30-05	SELF-STICK NOTES	4.98	32.08
78419	GIOVANNELLI-CAPUTO, CHRISTINA	291-6001-601.22-03	IYSI, 3/21-3/22,	193.27	193.27
78421	GLOBAL KNOWLEDGE TRAINING LLC	291-6001-601.22-03	CYBERSECURITY TRAINING	2,995.00	2,995.00
78425	GROUP ADMINISTRATORS	291-6001-601.19-53	FSA FEES	171.00	171.00
78426	HARTFORD	291-6001-601.20-40	ADD'L WORK COMP PREMIUM	1,573.00	1,573.00
78428	HITEC GROUP INTERNATIONAL INC	291-6001-601.22-70	TESTNET TTY SRVS	49.95	49.95
78431	ILA CONFERENCE	291-6001-601.22-03	ELEVATE REG - M MAIER	100.00	
		291-6001-601.22-03	ELEVATE REG - C FISHER	100.00	
		291-6001-601.22-03	ELEVATE REG - V JAFFE	100.00	
		291-6001-601.22-03	ELEVATE REG - E BALZER	100.00	400.00
78435	INNOVATIVE INTERFACES INC	291-6001-601.22-03	MANAGING SIERRA-S MEYER	1,400.00	1,400.00
78436	INNOVATIVE USERS GROUP	291-6001-601.22-03	IUG CONF - C KRUEGER	325.00	325.00
78440	LANGUAGE LINE SERVICES	291-6001-601.21-65	OTHER SRVS, TRANSLATION	179.75	179.75
78469	PACIFIC TELEMANAGEMENT SERVICES	291-6001-601.22-70	2ND FLOOR PAYPHONE APRIL	63.00	63.00
78479	ROUNDY'S INC	291-6001-601.22-03	WATER, COOKIES, CREAMER	32.28	32.28
78486	STATE OF MICHIGAN	291-6001-601.22-03	MICHIGAN REGIONAL RIPL	50.00	50.00
78491	VERIZON WIRELESS	291-6001-601.22-70	TELEPHONE 2/26-3/25	372.38	372.38
78495	WAREHOUSE DIRECT	291-6001-601.30-05	OFFICE SUPPLIES	63.48	63.48
78498	WOW BUSINESS	291-6001-601.22-42	INTERNET ACCESS 3/19-4/18	154.00	
		291-6001-601.22-42	INTERNET ACCESS 3/13-4/12	1,574.99	1,728.99
***** DIVISION TOTAL ****					23,545.57

*Communications + Marketing*

ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
291-6002-601.31-85	SMALL TOOLS & EQUIPMENT	37.99	37.99
291-6002-601.21-65	MONTHLY SUBSCRIP	300.00	
291-6002-601.32-72	ENVELOPS	79.96	
291-6002-601.20-05	CREDITS F/STOCK ART	1,125.00	
291-6002-601.22-10	BUSINESS CARDS	19.38	
291-6002-601.22-10	STICKERS F/BOOKMOBILE	137.00	
291-6002-601.22-10	BUSINESS CARDS	22.98	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
		291-6002-601.21-65	ADVERTISING	2.23	1,686.55
78387	BUY101.COM	291-6002-601.30-05	DIE SETS F/GROMMET	123.74	123.74
78388	CARDINAL COLORGROUP	291-6002-601.22-10	PRINTING	14,615.00	14,615.00
78445	LINDENMEYR MUNROE	291-6002-601.30-05	PAPER	291.66	291.66
***** DIVISION TOTAL ****					16,754.94

*Human Resources*

DEPARTMENT:	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
60	Executive Office	DIVISION: 03			
78356	ACTION WITHOUT BORDERS	291-6003-601.22-01	ADVERTISING - JOB AD	95.00	95.00
78365	ARLINGTON HTS MEMORIAL LIBRARY	291-6003-601.22-03	TRAVEL/TRAINING	36.54	36.54
78367	ARLINGTON HTS MEMORIAL LIBRARY	291-6003-601.22-55	LUNCH STAFF DAY	1,721.77	3,485.47
		291-6003-601.22-55	BREAKFAST STAFF DAY	1,763.70	
78389	CAREERBUILDER	291-6003-601.21-65	VOL&EMPLOYMENT SCREENING	303.00	303.00
78404	DRISKELL,MIKE	291-6003-601.40-62	TUITION REIMBURSEMENT	1,275.00	1,275.00
78454	MERIDIAN BANQUET	291-6003-601.40-70	VOLUNTEER LUNCHEON, 3/27	1,156.36	1,156.36
78455	MIDWEST AREA DRUPAL CAMP	291-6003-601.22-01	MHRM - L HAACK, 3/19	150.00	150.00
***** DIVISION TOTAL ****					6,501.37

*Gifts + Grants*

DEPARTMENT:	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
60	Executive Office	DIVISION: 04			
78361	AMAZON.COM CREDIT	291-6004-601.32-02	100 BOOKS BEFORE HS PRIZE	17.98	191.27
		291-6004-601.32-02	REFUND	17.98-	
		291-6004-601.32-02	100 BOOKS BEFORE HS PRIZE	173.29	
		291-6004-601.32-02	100 BOOKS BEFORE HS PRIZE	17.98	
78367	ARLINGTON HTS MEMORIAL LIBRARY	291-6004-601.21-65	LUMINARY DONATION FOL	150.00	150.00
78374	BAKER & TAYLOR	291-6004-601.32-80	MEMORIAL DONATION/TRECKA	24.36	24.36
78378	BENSON,RAYMOND	291-6004-601.22-18	DANN&RAYMOND'S MOVIE CLUB	350.00	350.00
78407	EMPIRE PROMOTIONAL RESOURCES INC	291-6004-601.32-72	VOLUNTEER GIFTS 2019	770.45	770.45
78420	GIRE,DANN	291-6004-601.22-18	DANN&RAYMOND'S MOVIE CLUB	350.00	350.00
78454	MERIDIAN BANQUET	291-6004-601.32-72	VOLUNTEER LUNCHEON, 3/27	2,442.54	2,442.54
78458	MJ PRODUCTIONS	291-6004-601.22-18	FELIX & FINGERS, 5/19	850.00	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					850.00
78460	MOBILE PRINT	291-6004-601.22-10	VOLUNTEER LUNCHEON PROGR	342.56	342.56
78472	PROMOTIONSNOW	291-6004-601.32-72	VOLUNTEER GIFTS 2019	1,089.02	1,089.02
78503	4ALL PROMOTIONS	291-6004-601.22-18	FANCON T-SHIRTS	272.86	272.86
***** DIVISION TOTAL ****					6,833.06

*Information Technology*

		291-6010-601.31-85	BOARD ROOM SOUND EQUIPMT	218.92	
		291-6010-601.31-85	HDMI SWITCH	45.98	
		291-6010-601.31-85	TV STAND	27.75	
		291-6010-601.30-05	HOOK & LOOP FASTENERS	15.49	308.14
78365	ARLINGTON HTS MEMORIAL LIBRARY	291-6010-601.22-03	TRAVEL/TRAINING	32.44	32.44
78367	ARLINGTON HTS MEMORIAL LIBRARY	291-6010-601.30-32	MONTHLY SUBSCRIPTION	49.00	
		291-6010-601.30-32	MONTHLY SUBSCRIPTION	11.99	
		291-6010-601.30-32	MONTHLY SUBSCRIPTION	25.00	
		291-6010-601.31-85	HDMI CABLE	13.96	
		291-6010-601.50-12	IPAD REPLACEMENT	658.00	
		291-6010-601.30-32	MONTHLY SUBSCRIPTION	35.00	
		291-6010-601.20-05	DOMAIN RENEWAL	18.17	
		291-6010-601.30-32	AMAZON FREETIME	4.99	
		291-6010-601.30-32	MONTHLY SUBSCRIPTION	54.10	
		291-6010-601.20-05	HOSTING RENEWAL	131.88	
		291-6010-601.30-32	MONTHLY SUBSCRIPTION	14.99	
		291-6010-601.21-02	IPHONE REPAIR	181.68	
		291-6010-601.30-32	MONTHLY SUBSCRIPTION	49.00	1,247.76
78371	B & H PHOTO VIDEO	291-6010-601.50-12	MICROPHONES F/HENDRICKSON	253.00	
		291-6010-601.50-12	MICROPHONES F/HENDRICKSON	634.72	
		291-6010-601.31-85	AV EQUIPMENT	49.00	
		291-6010-601.30-30	INK F/GRAPHICS PRINTER	494.00	
		291-6010-601.31-85	HEADPHONES F/TRAINING CEN	287.00	1,717.72
78383	BOOKSITE	291-6010-601.30-32	SOFTWARE LIBRARY	2,232.00	2,232.00
78392	CDW GOVERNMENT INC	291-6010-601.50-12	STAFF LAPTOPS	3,337.94	3,337.94
78433	IMPACT NETWORKING LLC	291-6010-601.21-02	EQUIPMENT MAINTENANCE	207.70	
		291-6010-601.30-30	PAPER THROUGH OUT BUILD.	978.00	
		291-6010-601.30-30	STAPLE HOLDERS W/STAPLES	91.50	
		291-6010-601.21-02	EQUIPM MAINTEN	545.29	
		291-6010-601.21-02	EQUIPM MAINTEN	924.43	
		291-6010-601.21-02	EQUIPM MAINTEN	488.09	
		291-6010-601.30-30	TONER CARTRIDGES F/COPIER	19.50	3,254.51
78459	MNJ TECHNOLOGIES DIRECT INC	291-6010-601.50-12	BOARD ROOM PROJECTOR &	2,625.45	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
		291-6010-601.50-12	BOARD ROOM PROJECTOR &	1,072.88	
		291-6010-601.30-32	ADOBE CREATIVE CLOUD	8,867.52	
		291-6010-601.30-32	SOPHOS ANTI-VIRUS LICENSE	1,280.00	13,845.85
78463	NEWEGG BUSINESS	291-6010-601.50-12	MONITOR F/PUBLIC CATALOG	3,914.25	
		291-6010-601.50-12	MONITOR F/PUBLIC CATALOG	230.25-	3,684.00
78468	OFFICE DEPOT BUSINESS ACCOUNT	291-6010-601.30-05	OFFICE SUPPLIES	44.65	44.65
78473	PROQUEST LLC	291-6010-601.30-32	LIBRARY THING F/LIBRARIES	3,670.77	3,670.77
78485	STAPLES ADVANTAGE	291-6010-601.30-30	INKJET PAPER	595.96	
		291-6010-601.30-30	TONER	397.55	
		291-6010-601.30-30	TONER	82.49	
		291-6010-601.30-30	TONER	520.47	
		291-6010-601.30-30	TONER	156.79	1,753.26
78493	VOLGISTICS INC	291-6010-601.30-32	VOLGISTICS SRVS	1,032.00	1,032.00
78500	ZOOBEAN INC	291-6010-601.30-32	BEANSTACK SUBSCRIP 2019	2,256.00	2,256.00
***** DIVISION TOTAL ****					38,417.04
					<i>Security</i>
DEPARTMENT: 60	Executive Office	DIVISION: 15			
78418	GARVEYS OFFICE PRODUCTS	291-6015-601.30-05	WIPES	31.28	31.28
***** DIVISION TOTAL ****					31.28
					<i>Facilities</i>
DEPARTMENT: 60	Executive Office	DIVISION: 20			
78357	ADVANCED DISPOSAL SERVICES	291-6020-601.21-11	STANDARD DRVS MARCH	2,552.48	2,552.48
78361	AMAZON.COM CREDIT	291-6020-601.21-11	MAINTENANCE SUPPLIES	228.52	
		291-6020-601.21-07	BRAKE LIGHT BULB	15.95	
		291-6020-601.31-45	JANITORIAL SUPPLIES	35.00	
		291-6020-601.31-45	HAND SANITIZER GEL	68.90	
		291-6020-601.31-45	HAND SANITIZER GEL	68.90	417.27
78363	ANDERSON PEST SOLUTIONS	291-6020-601.21-11	REGULAR SRVS MARCH	89.00	89.00
78364	AQUARIUM ADVENTURE	291-6020-601.21-02	EQUIP MAINT - MARCH	200.00	200.00
78365	ARLINGTON HTS MEMORIAL LIBRARY	291-6020-601.21-07	AUTO EQUIPMENT MAINTEN	27.00	
		291-6020-601.21-11	BUILDING MAINTENANCE	38.94	65.94
78372	BADE SUPPLY	291-6020-601.31-45	JANITORIAL SUPPLIES	1,401.90	
		291-6020-601.21-11	JANITORIAL SUPPLIES	80.20	1,482.10
78396	COMED	291-6020-601.30-51	HEATING 2/8-3/11/2019	150.33	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
		291-6020-601.30-51	HEATING 2/8-3/11/2019	1.64	151.97
78399	COMPLETE TEMPERATURE SYSTEMS	291-6020-601.21-11	HVAC SERVICE CALL	596.00	
		291-6020-601.21-11	PREVENTATIVE MAINTENANCE	2,137.00	
		291-6020-601.21-11	HVAC REPAIR	1,544.00	4,277.00
78414	FRIES AUTOMOTIVE SERVICES	291-6020-601.21-07	BOOKMOBILE REPAIR	2,584.51	2,584.51
78415	FSI	291-6020-601.21-11	MAINTEN SUPPLIES	1,235.60	1,235.60
78422	GRAINGER INC,W W	291-6020-601.21-11	MAINTEN SUPPLIES	275.94	
		291-6020-601.21-11	MAINTENANCE SUPPLIES	275.94	
		291-6020-601.21-11	MAINTENANCE SUPPLIES	111.36	
		291-6020-601.21-11	MAINTENANCE SUPPLIES	320.26	983.50
78429	IGS	291-6020-601.30-51	NATURAL GAS - FEBRUARY	3,958.80	3,958.80
78437	JOHNSON CONTROLS SECURITY SOLUTIONS	291-6020-601.21-02	FIRE ALARM MONITORING	261.23	261.23
78438	K & E PAINTING & DECORATING	291-6020-601.21-11	PAINTING WORK	3,200.00	3,200.00
78443	LIBRARY FURNITURE INTERNATIONAL INC	291-6020-601.21-11	ACRYLIC SIGN HOLDER	197.80	197.80
78449	MASTER MAINTENANCE SERVICE INC	291-6020-601.21-11	JANITORIAL SRVS APRIL	4,599.00	4,599.00
78453	MENARDS-MOUNT PROSPECT	291-6020-601.21-11	BLDG MAINT	25.00-	
		291-6020-601.21-11	BLDG MAINT	254.53	229.53
78464	NICOR GAS	291-6020-601.30-51	NATURAL GAS DISTRIBUTION	739.27	
		291-6020-601.30-51	NATURAL GAS DISTRIBUTION	429.60	1,168.87
78465	NOFFS SELF STORAGE INC	291-6020-601.21-11	PARADE VEHICLE STORAGE	76.00	76.00
78467	OAK BROOK MECHANICAL SERVICES	291-6020-601.21-11	WINTER WORK ON 2 CARRIER	7,063.00	7,063.00
78470	PIKE SYSTEMS INC	291-6020-601.21-11	CARPET CHEMICALS	91.05	
		291-6020-601.21-11	CARPET CHEMICALS	78.10	169.15
78475	R.I.C.ELECTRIC	291-6020-601.21-11	ELECTRICAL WORK	1,326.01	1,326.01
78476	RAMROD DISTRIBUTORS INC	291-6020-601.31-45	JANITORIAL SUPPLIES	1,011.77	
		291-6020-601.31-45	JANITORIAL SUPPLIES	946.02	1,957.79
78478	RENT RITE EQUIPMENT CO	291-6020-601.21-36	LIFT RENTAL	407.50	407.50
78483	SHERWIN ACE HARDWARE INC	291-6020-601.21-11	BLDG MAINTEN	39.98	
		291-6020-601.21-11	BLDG MAINTEN	67.12	
		291-6020-601.21-11	BLDG MAINTEN	51.54	158.64
78484	STANDARD ELEVATOR CO	291-6020-601.21-02	ELEVATOR REPAIR, 3/4	458.75	
		291-6020-601.21-11	REG SRVS APRIL 2019	959.18	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
		291-6020-601.21-11	NO LOAD PRESSURE TEST ON	3,225.00	4,642.93
78485	STAPLES ADVANTAGE	291-6020-601.21-11	RECYCLING BOXES	444.87	
		291-6020-601.31-45	CLEANING PRODUCTS	408.53	853.40
78492	VILLAGE OF ARLINGTON HEIGHTS	291-6020-601.21-60	WATER/SEWER 1/2-2/27	1,570.56	
		291-6020-601.21-60	WATER/SEWER 1/8-3/4	82.77	1,653.33
78501	1000BULBS.COM	291-6020-601.21-11	LIGHT BULBS	45.87	45.87
***** DIVISION TOTAL ****					46,008.22
***** DEPARTMENT TOTAL **					138,091.48

*Youth Services*

DEPARTMENT:	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
64	User Services	DIVISION: 01			
78361	AMAZON.COM CREDIT	291-6401-601.32-01	TWEEN DIY KIT	37.99	
		291-6401-601.32-01	APRIL TWEEN DIY KIT	8.99	46.98
78365	ARLINGTON HTS MEMORIAL LIBRARY	291-6401-601.22-03	TRAVEL/TRAINING	11.37	
		291-6401-601.22-03	TRAVEL/TRAINING	17.81	
		291-6401-601.22-03	TRAVEL/TRAINING	18.91	
		291-6401-601.32-02	PROGRAM EVENTS	17.44	65.53
78367	ARLINGTON HTS MEMORIAL LIBRARY	291-6401-601.32-02	SURVAVAL KIT SUPPLIES	99.00	
		291-6401-601.32-90	SURVIVAL KIT SUPPLIES	423.40	
		291-6401-601.32-02	100 BOOKS PRIZE	10.63	
		291-6401-601.32-02	100 BOOKS PRIZE	351.53	863.30
78403	DISCOUNT SCHOOL SUPPLY	291-6401-601.32-01	COLORED PENCILS & MARKERS	103.50	103.50
78406	ELLISON EDUCATIONAL EQUIPMENT	291-6401-601.30-05	DIE CUT F/OFFICE USE	56.00	56.00
78418	GARVEYS OFFICE PRODUCTS	291-6401-601.30-05	OFFICE SUPPLIES	47.84	47.84
78446	LOEFFLER, EMILY A	291-6401-601.22-03	C2E2, 3/22 CHICAGO	66.47	66.47
78450	MATHER, EVAN	291-6401-601.22-03	CHICAGO COMIC & ENT EXPO	93.04	93.04
78479	ROUNDY'S INC	291-6401-601.32-02	HERSEY OUTREACH VISIT TO	22.92	22.92
78481	SCHOLASTIC INC	291-6401-601.32-90	100 BOOKS BEFORE	979.15	979.15
78495	WAREHOUSE DIRECT	291-6401-601.30-05	OFFICE SUPPLIES	34.69	34.69
78503	4ALL PROMOTIONS	291-6401-601.32-02	STAR ERASERS TO FIVE AWAY	813.36	813.36
***** DIVISION TOTAL ****					3,192.78

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
<i>Specialty Info Services</i>					
/PAYM #					
78362	AMERICAN LIBRARY ASSOCIATION	291-6405-601.22-03	RUSA ECOURSE	130.00	130.00
78365	ARLINGTON HTS MEMORIAL LIBRARY	291-6405-601.22-03	TRAVEL/TRAINING	44.81	
		291-6405-601.22-03	TRAVEL/TRAINING	20.00	
		291-6405-601.22-03	TRAVEL/TRAINING	49.14	
		291-6405-601.22-03	TRAVEL/TRAINING	4.29	118.24
78427	HENQUINET, RICHARD	291-6405-601.22-18	RESUME REVIEWS MARCH	270.00	270.00
78448	MADAY, JULIE I	291-6405-601.22-18	RESUME REVIEWS MARCH	240.00	240.00
78479	ROUNDY'S INC	291-6405-601.32-01	TEA & TALK	44.30	44.30

\*\*\*\*\* DIVISION TOTAL \*\*\*\* *Info Services* 802.54

DEPARTMENT:	64	User Services	DIVISION:	10		
78361	AMAZON.COM CREDIT		291-6410-601.30-05	LABEL TAPE	14.99	
			291-6410-601.22-03	BOOK FOR TRAINING	13.09	28.08
78365	ARLINGTON HTS MEMORIAL LIBRARY		291-6410-601.22-03	TRAVEL/TRAINING	19.11	19.11
78418	GARVEYS OFFICE PRODUCTS		291-6410-601.30-05	REMOVABLE SCOTCH TAPE	15.48	15.48
78495	WAREHOUSE DIRECT		291-6410-601.30-05	OFFICE SUPPLIES	18.12	18.12

\*\*\*\*\* DIVISION TOTAL \*\*\*\* *Circulation Services* 80.79

DEPARTMENT:	64	User Services	DIVISION:	20		
78361	AMAZON.COM CREDIT		291-6420-601.32-90	OFFICE SUPPLIES	38.89	
			291-6420-601.32-90	OFFICE SUPPLIES	35.24	
			291-6420-601.32-90	OFFICE SUPPLIES	17.94	
			291-6420-601.30-05	TALLY COUNTER FOR CIRC	17.42	109.49
78365	ARLINGTON HTS MEMORIAL LIBRARY		291-6420-601.22-03	TRAVEL/TRAINING	34.76	
			291-6420-601.22-03	TRAVEL/TRAINING	11.37	
			291-6420-601.22-03	TRAVEL/TRAINING	22.16	
			291-6420-601.32-90	CIRCULATION SUPPLIES	16.98	85.27
78366	ARLINGTON HTS MEMORIAL LIBRARY		291-6420-601.22-03	ILA WEBINAR - S MEYER	25.00	25.00
78406	ELLISON EDUCATIONAL EQUIPMENT		291-6420-601.30-05	DIE CUTS F/OFFICE	19.99	19.99
78418	GARVEYS OFFICE PRODUCTS		291-6420-601.30-05	POST IT NOTES & OINTMENT	4.55	
			291-6420-601.32-90	PENS/POST ITS/SHARPIES	22.75	27.30
78474	QUICK DELIVERY SERVICE INC		291-6420-601.21-65	DELIVERY SRVS	83.00	
			291-6420-601.21-65	DELIVERY SRVS	104.00	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
		291-6420-601.21-65	DELIVERY SRVS	106.00	
		291-6420-601.21-65	DELIVERY SRVS	105.00	
		291-6420-601.21-65	DELIVERY SRVS	105.00	503.00
78489	UNIQUE MANAGEMENT SERVICES INC	291-6420-601.21-65	PLACEMENTS FEBRUARY	143.20	143.20
78495	WAREHOUSE DIRECT	291-6420-601.30-05	OFFICE SUPPLIES	11.66	
		291-6420-601.32-90	CIRCULATION SUPPLIES	79.32	90.98
***** DIVISION TOTAL *****					1,004.23

*Senior + Accessible Services*

DEPARTMENT: 64	User Services	DIVISION: 30			
78361	AMAZON.COM CREDIT	291-6430-601.32-90	SENIOR CENTER SUPPLIES	40.73	
		291-6430-601.32-90	REFUND	24.89-	
		291-6430-601.32-90	SENIOR CENTER SUPPLIES	24.89	40.73
78418	GARVEYS OFFICE PRODUCTS	291-6430-601.32-90	SUPPLIES F/SENIOR & ACC	43.85	43.85
78495	WAREHOUSE DIRECT	291-6430-601.32-90	CIRCULATION SUPPLIES	106.73	106.73
***** DIVISION TOTAL *****					191.31

*Programs & Exhibits*

DEPARTMENT: 64	User Services	DIVISION: 40			
78360	ALBERTSONS/SAFEGWAY	291-6440-601.32-02	PROGRAM EVENTS	127.87	127.87
78361	AMAZON.COM CREDIT	291-6440-601.32-02	EXPLORE ART SUPPLIES	16.24	
		291-6440-601.32-02	EXPLORE ART SUPPLIES	10.16-	
		291-6440-601.32-02	EXPLORE ART SUPPLIES	10.50	
		291-6440-601.32-02	EXPLORE ART SUPPLIES	132.03	
		291-6440-601.32-02	EXPLORE ART SUPPLIES	53.98	
		291-6440-601.32-02	EXPLORE ART SUPPLIES	7.92	
		291-6440-601.32-02	MARIO KART PROG PRIZES	84.56	
		291-6440-601.32-02	POPCORN FOR PROGRAM	102.00	
		291-6440-601.32-02	EXPLORING ART PALETTES	194.95	
		291-6440-601.32-02	SPRING SQUISHIES SUPPLIES	7.89	
		291-6440-601.32-02	SPRING SQUISHIES SUPPLIES	23.16	
		291-6440-601.32-02	SPRING SQUISHIES SUPPLIES	8.99	
		291-6440-601.32-02	SPRING SQUISHIES SUPPLIES	39.18	
		291-6440-601.32-02	HOORAY STORYTIME SUPPLIES	9.61	
		291-6440-601.32-02	REFUND	59.40-	
		291-6440-601.32-02	WILTON BLACK GEL	59.40	
		291-6440-601.32-02	WILTON BLACK GEL	61.95	
		291-6440-601.32-02	REFUND	2.25-	
		291-6440-601.32-02	FAM MOVIE NIGHT SUPPLIES	39.40	
		291-6440-601.32-02	SPACE PROGRAM SUPPLIES	137.98	
		291-6440-601.32-02	WONDER TIME SUPPLIES	8.99	
		291-6440-601.32-02	BOOK FIESTA PROG SUPPLIES	103.98	



CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					1,030.90
78365	ARLINGTON HTS MEMORIAL LIBRARY	291-6440-601.32-02	PROGRAM EVENTS	33.84	
		291-6440-601.32-02	PROGRAM EVENTS	9.98	
		291-6440-601.32-02	PROGRAM EVENTS	15.90	
		291-6440-601.32-02	PROGRAM EVENTS	7.00	
		291-6440-601.32-02	PROGRAM EVENTS	31.00	97.72
78366	ARLINGTON HTS MEMORIAL LIBRARY	291-6440-601.32-02	PIZZA F/TAB, 3/10	34.12	
		291-6440-601.32-02	PIZZA F/PI DAY PROGRAM	17.45	51.57
78367	ARLINGTON HTS MEMORIAL LIBRARY	291-6440-601.32-02	CLAY POTS	31.48	
		291-6440-601.32-02	REPLACEMENT BROOMS FOR	221.99	
		291-6440-601.32-02	REFUND	23.28-	
		291-6440-601.32-02	SENSORY- FRIENDLY ACCESS	276.39	506.58
78370	AYALA, MICHAEL	291-6440-601.22-18	COLLEGE KNOWLEDGE, 4/30	100.00	100.00
78377	BENNETT, BRUCE	291-6440-601.22-18	EFFECTIVE NETWORKING IN	150.00	150.00
78379	BENSON, RAYMOND	291-6440-601.22-18	JAMES BOND PHENOMENON, 5/1	300.00	300.00
78381	BINDER, MATTHEW C.	291-6440-601.22-03	C2E2, 3/21-3/22	90.17	90.17
78382	BLICK ART MATERIALS	291-6440-601.32-02	WATER COLOR PAPER FOR	35.05	35.05
78385	BURKERT, HANS	291-6440-601.22-18	DADDY-DAUGHTER HAIR FAC-	400.00	400.00
78386	BURROUGHS, ANTHONY P.	291-6440-601.22-18	PROCESSING FAMILY PAPERS	250.00	250.00
78394	CIFUENTES, MARIA C.	291-6440-601.22-18	COLLEGE KNOWLEDGE, 4/23	100.00	100.00
78408	FAMBRO MANAGEMENT	291-6440-601.22-18	CHESS CLUB, 5/12	100.00	100.00
78416	FUN EXPRESS LLC	291-6440-601.32-02	SUPPLIES F/HOORAY STORY-	29.91	29.91
78418	GARVEYS OFFICE PRODUCTS	291-6440-601.32-02	EXPLORE ART SUPPLES, 3/16	52.80	52.80
78423	GREANEY, BILL	291-6440-601.32-02	D25 ART SHOW, BALLONS	175.00	175.00
78441	LAUTERBACH, MATTHEW R	291-6440-601.22-18	FILMMAKER-IN-RESIDENCE	1,500.00	1,500.00
78447	LUCERO ENTERTAINMENT	291-6440-601.22-18	REMAINDERF/DIA DE LAS MAD	350.00	350.00
78451	MCNULTY, ALAYNE	291-6440-601.22-18	CREATIVE AGING, 5/14&5/21	490.00	490.00
78452	MEEJ INC.	291-6440-601.22-18	WIDER LENS/FILMMAKER-IN-	400.00	400.00
78457	MILESTONE FILM & VIDEO	291-6440-601.22-18	RIGHTS SCREENING: THE MY-	100.00	100.00
78461	MONOPRICE INC	291-6440-601.32-02	EQUIPMENT F/PODCAST PROG-	209.79	209.79
78466	NUMMERDOR, NICHOLAS	291-6440-601.22-18	ASK A FILMMAKER, 4/9	150.00	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					150.00
78479	ROUNDY'S INC	291-6440-601.32-02	PROGRAM EVENTS	114.99	114.99
78482	SCHROEDER, JOHN	291-6440-601.22-18	INTRO TO JAVASCRIPT, 4/25	200.00	200.00
78485	STAPLES ADVANTAGE	291-6440-601.32-02	LABELS	67.32	67.32
78488	ULINE	291-6440-601.32-02	SUPPLIES F/BOOKS N BITES	20.11	20.11
78490	VELA, MAUREEN	291-6440-601.32-02	PROGRAM EVENTS, 4/16 & 5/20	62.96	62.96
78494	VRABLIK, LISA	291-6440-601.22-18	MINECRAFT, 2 PROG, 5/4	400.00	400.00
78496	WILLIAMS, JEFFREY N.	291-6440-601.22-18	STARTING A BUSINESS AFTER	150.00	150.00
***** DIVISION TOTAL ****					7,812.74

*Digital Services*

78359	ALA MEMBERSHIP	291-6450-601.22-02	ALA DUES - B BEDNAREK	280.00	280.00
78361	AMAZON.COM CREDIT	291-6450-601.30-05	BINDER KEY CHAIN RINGS	8.99	
		291-6450-601.32-90	BATTERIES	26.24	
		291-6450-601.32-90	USB CABLE	4.99	40.22
78365	ARLINGTON HTS MEMORIAL LIBRARY	291-6450-601.22-03	TRAVEL/TRAINING	18.73	
		291-6450-601.22-03	TRAVEL/TRAINING	32.25	
		291-6450-601.22-03	TRAVEL/TRAINING	45.00	95.98
78367	ARLINGTON HTS MEMORIAL LIBRARY	291-6450-601.50-15	MONTHLY SUBSCRIPTION	40.00	40.00
78371	B & H PHOTO VIDEO	291-6450-601.31-85	MICROPHONE CABLES	46.90	46.90
78413	FOUNDATION CENTER, THE	291-6450-601.32-78	INFO NETWORK PARTNERSHIP	2,995.00	2,995.00
78418	GARVEYS OFFICE PRODUCTS	291-6450-601.32-90	DIGITAL MONTHLY WIPES	129.74	129.74
78424	GREY HOUSE PUBLISHING	291-6450-601.32-78	FINANCIAL RATING SERIES	566.25	566.25
78442	LEXISNEXIS	291-6450-601.32-78	CORPORATE AFFILIATIONS	2,463.00	2,463.00
78461	MONOPRICE INC	291-6450-601.31-85	LIGHTNING CABLE TO	49.03	49.03
78497	WORLD TRADE PRESS	291-6450-601.32-78	DATABASE SUBSCRIPTION	900.00	900.00
***** DIVISION TOTAL ****					7,606.12

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #			<i>Collection Services</i>		
78355	ABC-CLIO LLC	291-6470-601.32-80	BOOKS	54.00	54.00
78361	AMAZON.COM CREDIT	291-6470-601.32-75	AV MTLs	30.51	
		291-6470-601.32-75	AV MTLs	109.99	
		291-6470-601.32-75	AV MTLs	7.00	
		291-6470-601.32-75	AV MTLs	92.95	
		291-6470-601.32-75	AV MTLs	39.00	
		291-6470-601.32-75	AV MTLs	188.28	
		291-6470-601.32-75	AV MTLs	19.99	
		291-6470-601.32-75	AV MTLs	39.99	
		291-6470-601.32-75	AV MTLs	99.97	
		291-6470-601.32-75	AV MTLs	9.96	
		291-6470-601.32-75	AV MTLs	278.85	
		291-6470-601.32-75	AV MTLs	1.80-	
		291-6470-601.32-75	AV MTLs	11.49	
		291-6470-601.32-75	AV MTLs	29.98	
		291-6470-601.32-75	AV MTLs	16.99	
		291-6470-601.32-75	AV MTLs	79.98	
		291-6470-601.32-75	AV MTLs	5.99	
		291-6470-601.32-75	AV MTLs	19.96	
		291-6470-601.32-75	AV MTLs	61.42	
		291-6470-601.32-75	AV MTLs	71.96	
		291-6470-601.32-75	AV MTLs	75.82	
		291-6470-601.32-75	AV MTLs	6.48	
		291-6470-601.32-75	AV MTLs	5.40-	
		291-6470-601.32-75	AV MTLs	29.94	
		291-6470-601.32-75	AV MTLs	16.80	
		291-6470-601.32-75	AV MTLs	11.51	
		291-6470-601.32-75	AV MTLs	108.63	
		291-6470-601.32-75	AV MTLs	183.92	
		291-6470-601.32-75	AV MTLs	27.90	
		291-6470-601.32-75	AV MTLs	89.47	
		291-6470-601.32-75	AV MTLs	31.95	
		291-6470-601.32-75	AV MTLs	36.21	
		291-6470-601.32-75	AV MTLs	11.98	
		291-6470-601.32-75	AV MTLs	34.79	
		291-6470-601.32-75	AV MTLs	89.00	
		291-6470-601.32-75	AV MTLs	24.34	
		291-6470-601.32-75	AV MTLs	59.98	
		291-6470-601.32-75	AV MTLs	45.98	
		291-6470-601.32-75	AV MTLs	32.97	
		291-6470-601.32-75	AV MTLs	14.99	
		291-6470-601.32-75	AV MTLs	119.87	
		291-6470-601.32-75	AV MTLs	159.92	
		291-6470-601.32-75	AV MTLs	11.99	
		291-6470-601.32-75	AV MTLs	159.52	
		291-6470-601.32-80	BOOKS	17.70	
		291-6470-601.32-80	BOOKS	128.32	
		291-6470-601.32-80	BOOKS	15.69	
		291-6470-601.32-80	BOOKS	25.46	
		291-6470-601.32-80	BOOKS	60.39	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
		291-6470-601.32-80	BOOKS	11.94	
		291-6470-601.32-80	BOOKS	23.29	
		291-6470-601.32-80	BOOKS	26.95	
		291-6470-601.32-80	BOOKS	31.75	
		291-6470-601.32-80	BOOKS	31.92	
		291-6470-601.32-80	BOOKS	44.99	
		291-6470-601.32-80	BOOKS	11.12	
		291-6470-601.32-80	BOOKS	113.99	
		291-6470-601.32-80	BOOKS	9.64	
		291-6470-601.32-80	BOOKS	60.81	
		291-6470-601.32-80	BOOKS	24.99	
		291-6470-601.32-80	BOOKS	16.98	
		291-6470-601.32-80	BOOKS	1.59-	
		291-6470-601.32-95	PERIODICALS	35.94	
		291-6470-601.32-95	PERIODICALS	18.23	
		291-6470-601.32-95	PERIODICALS	18.23	
		291-6470-601.32-95	PERIODICALS	10.97	
		291-6470-601.32-95	PERIODICALS	17.28	
		291-6470-601.32-95	PERIODICALS	10.97	
		291-6470-601.32-95	PERIODICALS	11.32	
		291-6470-601.32-95	PERIODICALS	19.44	
		291-6470-601.32-95	PERIODICALS	19.44	
		291-6470-601.32-95	PERIODICALS	11.68	
		291-6470-601.32-05	PROCESSING SUPPLIES	16.90	
		291-6470-601.32-05	PROCESSING SUPPLIES	25.90	
		291-6470-601.32-90	MAGIC TAPE	43.87	
		291-6470-601.32-75	AV MTLs	18.80	
		291-6470-601.32-75	AV MTLs	24.69	
		291-6470-601.32-75	AV MTLs	39.92	
		291-6470-601.32-75	AV MTLs	33.90	
		291-6470-601.32-75	AV MTLs	104.97	
		291-6470-601.32-75	AV MTLs	33.15	
		291-6470-601.32-75	AV MTLs	29.98	
		291-6470-601.32-75	AV MTLs	25.94	
		291-6470-601.32-75	AV MTLs	24.98	
		291-6470-601.32-75	AV MTLs	30.23	
		291-6470-601.32-75	AV MTLs	84.76	
		291-6470-601.32-75	AV MTLs	21.00	
		291-6470-601.32-75	AV MTLs	13.97	
		291-6470-601.32-75	AV MTLs	17.39	
		291-6470-601.32-75	AV MTLs	40.94	
		291-6470-601.32-75	AV MTLs	32.92	
		291-6470-601.32-75	AV MTLs	23.49	
		291-6470-601.32-75	AV MTLs	177.15	
		291-6470-601.32-75	AV MTLs	17.97	
		291-6470-601.32-75	AV MTLs	51.92	
		291-6470-601.32-75	AV MTLs	.11-	
		291-6470-601.32-75	AV MTLs	58.77	
		291-6470-601.32-75	AV MTLs	29.82-	
		291-6470-601.32-75	AV MTLs	44.75	
		291-6470-601.32-75	AV MTLs	59.97	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
		291-6470-601.32-80	BOOKS	18.08	
		291-6470-601.32-75	AV MTLs	35.83	
		291-6470-601.32-80	BOOKS	71.98	
		291-6470-601.32-80	BOOKS	43.17	
		291-6470-601.32-80	BOOKS	100.71	
		291-6470-601.32-80	BOOKS	9.45	
		291-6470-601.32-80	BOOKS	138.49	
		291-6470-601.32-80	BOOKS	12.97	
		291-6470-601.32-80	BOOKS	7.98	
		291-6470-601.32-80	BOOKS	23.45	
		291-6470-601.32-75	AV MTLs	40.44	
		291-6470-601.32-75	AV MTLs	22.95	
		291-6470-601.32-75	AV MTLs	74.42	
		291-6470-601.32-75	AV MTLs	12.58	
		291-6470-601.32-75	AV MTLs	29.70	
		291-6470-601.32-80	BOOKS	12.99	
		291-6470-601.32-80	BOOKS	111.90	
		291-6470-601.32-80	BOOKS	5.54	
		291-6470-601.32-80	BOOKS	20.95	
		291-6470-601.32-80	BOOKS	11.26	
		291-6470-601.32-80	BOOKS	21.98	
		291-6470-601.32-80	BOOKS	33.88	
		291-6470-601.32-80	BOOKS	15.29	
		291-6470-601.32-80	BOOKS	61.16	
		291-6470-601.32-80	BOOKS	97.00	
		291-6470-601.32-80	BOOKS	46.47	
		291-6470-601.32-80	BOOKS	67.16	
		291-6470-601.32-80	BOOKS	23.31	
		291-6470-601.32-80	BOOKS	62.95	
		291-6470-601.32-80	BOOKS	14.33	
		291-6470-601.32-80	BOOKS	12.68	
		291-6470-601.32-80	BOOKS	10.32	
		291-6470-601.32-80	BOOKS	83.75	
		291-6470-601.32-80	BOOKS	58.94	
		291-6470-601.32-80	BOOKS	17.09	
		291-6470-601.32-80	BOOKS	142.70	
		291-6470-601.32-80	BOOKS	17.80	
		291-6470-601.32-95	PERIODICALS	19.98	
		291-6470-601.32-95	PERIODICALS	13.99	
		291-6470-601.32-95	PERIODICALS	13.99	
		291-6470-601.32-95	PERIODICALS	12.99	
		291-6470-601.32-95	PERIODICALS	13.95	
		291-6470-601.32-95	PERIODICALS	13.50	
		291-6470-601.32-95	PERIODICALS	12.19	
		291-6470-601.32-75	AV MTLs	39.99	
		291-6470-601.32-75	AV MTLs	13.98	
		291-6470-601.32-75	AV MTLs	16.64	
		291-6470-601.32-75	AV MTLs	72.20	
		291-6470-601.32-75	AV MTLs	9.99	
		291-6470-601.32-75	AV MTLs	116.93	
		291-6470-601.32-75	AV MTLs	66.88	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
		291-6470-601.32-75	AV MTLs	33.60	
		291-6470-601.32-75	AV MTLs	26.99	
		291-6470-601.32-75	AV MTLs	43.32	
		291-6470-601.32-75	AV MTLs	1.43-	
		291-6470-601.32-80	BOOKS	106.74	
		291-6470-601.32-80	BOOKS	25.98	
		291-6470-601.32-80	BOOKS	73.98	
		291-6470-601.32-80	BOOKS	61.99	
		291-6470-601.32-80	BOOKS	20.32	
		291-6470-601.32-80	BOOKS	12.48	
		291-6470-601.32-80	BOOKS	12.99	
		291-6470-601.32-80	BOOKS	4.03	
		291-6470-601.32-80	BOOKS	30.71	
		291-6470-601.32-95	PERIODICALS	26.48	
		291-6470-601.32-95	PERIODICALS	11.25	
		291-6470-601.32-95	PERIODICALS	12.35	
		291-6470-601.32-95	PERIODICALS	10.97-	
		291-6470-601.32-95	PERIODICALS	13.94	
		291-6470-601.30-05	OFFICE SUPPLIES	9.55	
		291-6470-601.32-75	AV MTLs	14.82	
		291-6470-601.32-75	AV MTLs	26.94	
		291-6470-601.32-75	AV MTLs	95.42	
		291-6470-601.32-75	AV MTLs	12.89	
		291-6470-601.32-75	AV MTLs	17.64	
		291-6470-601.32-75	AV MTLs	15.24	
		291-6470-601.32-75	AV MTLs	239.82	
		291-6470-601.32-75	AV MTLs	14.99	
		291-6470-601.32-75	AV MTLs	103.76	
		291-6470-601.32-75	AV MTLs	25.46	
		291-6470-601.32-75	AV MTLs	55.82	
		291-6470-601.32-75	AV MTLs	143.97	
		291-6470-601.32-75	AV MTLs	29.99	
		291-6470-601.32-75	AV MTLs	4.29-	
		291-6470-601.32-75	AV MTLs	39.53	
		291-6470-601.32-75	AV MTLs	21.93	
		291-6470-601.32-75	AV MTLs	62.95	
		291-6470-601.32-75	AV MTLs	35.85	
		291-6470-601.32-75	AV MTLs	13.39	
		291-6470-601.32-80	BOOKS	99.63	
		291-6470-601.32-80	BOOKS	155.60	
		291-6470-601.32-80	BOOKS	58.98	
		291-6470-601.32-80	BOOKS	15.99	
		291-6470-601.32-80	BOOKS	27.25	
		291-6470-601.32-80	BOOKS	5.54	
		291-6470-601.32-80	BOOKS	15.99	
		291-6470-601.32-80	BOOKS	15.29	
		291-6470-601.32-80	BOOKS	167.92	
		291-6470-601.32-80	BOOKS	50.33	
		291-6470-601.32-80	BOOKS	30.83	
		291-6470-601.32-80	BOOKS	15.19	
		291-6470-601.32-95	PERIODICALS	9.74	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
		291-6470-601.32-95	PERIODICALS	7.98	
		291-6470-601.32-75	AV MTLs	19.99	
		291-6470-601.32-75	AV MTLs	21.56	
		291-6470-601.32-75	AV MTLs	26.95	
		291-6470-601.32-75	AV MTLs	21.83	
		291-6470-601.32-75	AV MTLs	23.91	
		291-6470-601.32-75	AV MTLs	69.16	
		291-6470-601.32-75	AV MTLs	57.98	
		291-6470-601.32-75	AV MTLs	13.65	
		291-6470-601.32-75	AV MTLs	.12-	
		291-6470-601.32-80	BOOKS	13.79	
		291-6470-601.32-80	BOOKS	15.99	
		291-6470-601.32-80	BOOKS	16.77	
		291-6470-601.32-75	AV MTLs	119.20	
		291-6470-601.32-75	AV MTLs	46.85	
		291-6470-601.32-80	BOOKS	8.99	
		291-6470-601.32-80	BOOKS	30.05	
		291-6470-601.32-95	PERIODICALS	9.99	9,189.23
78365	ARLINGTON HTS MEMORIAL LIBRARY	291-6470-601.32-95	PERIODICALS	24.93	
		291-6470-601.32-95	PERIODICALS	12.99	
		291-6470-601.32-80	BOOKS	42.29	80.21
78366	ARLINGTON HTS MEMORIAL LIBRARY	291-6470-601.32-95	PERIODICALS	29.95	
		291-6470-601.32-95	PERIODICALS	75.00	
		291-6470-601.32-95	PERIODICALS	1.50	106.45
78367	ARLINGTON HTS MEMORIAL LIBRARY	291-6470-601.30-05	STAMPS	38.00	
		291-6470-601.32-05	PROCESSING SUPPLIES	84.55	
		291-6470-601.32-05	PROCESSING SUPPLIES	74.99	
		291-6470-601.32-75	AV MTLs	179.97	
		291-6470-601.32-75	AV MTLs	64.99	
		291-6470-601.32-75	AV MTLs	20.04	
		291-6470-601.32-75	AV MTLs	19.98	
		291-6470-601.32-75	AV MTLs	8.63	
		291-6470-601.32-75	AV MTLs	75.00	
		291-6470-601.32-80	BOOKS	119.00	
		291-6470-601.32-75	AV MTLs	13.99	
		291-6470-601.32-95	PERIODICALS	12.84	
		291-6470-601.32-95	PERIODICALS	19.49	
		291-6470-601.32-75	AV MTLs	76.00	
		291-6470-601.32-75	AV MTLs	4.00-	
		291-6470-601.32-75	AV MTLs	222.16	
		291-6470-601.32-75	AV MTLs	13.70	
		291-6470-601.32-75	AV MTLs	39.99	
		291-6470-601.32-75	AV MTLs	11.51	
		291-6470-601.32-75	AV MTLs	13.99	
		291-6470-601.32-80	BOOKS	239.06	
		291-6470-601.32-95	PERIODICALS	19.75	
		291-6470-601.32-95	PERIODICALS	20.98	
		291-6470-601.32-95	PERIODICALS	24.68	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
		291-6470-601.32-75	AV MTLs	13.99	
		291-6470-601.32-95	PERIODICALS	19.49	
		291-6470-601.32-95	PERIODICALS	28.45	
		291-6470-601.32-75	AV MTLs	39.98	
		291-6470-601.32-95	PERIODICALS	5.00	
		291-6470-601.32-75	AV MTLs	35.49	
		291-6470-601.32-95	PERIODICALS	24.00	
		291-6470-601.32-75	AV MTLs	185.90	
		291-6470-601.32-95	PERIODICALS	11.99	
		291-6470-601.32-75	AV MTLs	2.50-	
		291-6470-601.32-75	AV MTLs	49.92	
		291-6470-601.32-95	PERIODICALS	19.68	
		291-6470-601.32-75	AV MTLs	362.79	
		291-6470-601.32-75	AV MTLs	43.99	2,247.46
78374	BAKER & TAYLOR	291-6470-601.32-80	BOOKS	737.19	
		291-6470-601.32-80	BOOKS	517.98	
		291-6470-601.32-80	BOOKS	399.68	
		291-6470-601.32-80	BOOKS	180.16	
		291-6470-601.32-80	BOOKS	191.05	
		291-6470-601.32-80	BOOKS	589.88	
		291-6470-601.32-80	BOOKS	181.76	
		291-6470-601.32-80	BOOKS	303.18	
		291-6470-601.32-80	BOOKS	107.17	
		291-6470-601.32-80	BOOKS	448.51	
		291-6470-601.32-80	BOOKS	216.31	
		291-6470-601.32-80	BOOKS	557.25	
		291-6470-601.32-80	BOOKS	524.57	
		291-6470-601.32-80	BOOKS	878.65	
		291-6470-601.32-80	BOOKS	209.32	
		291-6470-601.32-80	BOOKS	1,084.22	
		291-6470-601.32-80	BOOKS	441.66	
		291-6470-601.32-80	BOOKS	88.22	
		291-6470-601.32-80	BOOKS	491.55	
		291-6470-601.32-80	BOOKS	1,376.67	
		291-6470-601.32-80	BOOKS	76.75	
		291-6470-601.32-80	BOOKS	292.52	
		291-6470-601.32-80	BOOKS	226.04	
		291-6470-601.32-80	BOOKS	170.10	
		291-6470-601.32-80	BOOKS	91.44	
		291-6470-601.32-80	BOOKS	50.60	
		291-6470-601.32-80	BOOKS	237.53	
		291-6470-601.32-80	BOOKS	346.89	
		291-6470-601.32-80	BOOKS	167.06	
		291-6470-601.32-80	BOOKS	340.47	
		291-6470-601.32-80	BOOKS	195.88	
		291-6470-601.32-80	BOOKS	344.01	
		291-6470-601.32-80	BOOKS	826.74	
		291-6470-601.32-80	BOOKS	163.82	
		291-6470-601.32-80	BOOKS	410.49	
		291-6470-601.32-80	BOOKS	88.97	



CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
		291-6470-601.32-80	BOOKS	253.26	
		291-6470-601.32-80	BOOKS	255.98	
		291-6470-601.32-80	BOOKS	1,658.48	
		291-6470-601.32-80	BOOKS	455.11	
		291-6470-601.32-80	BOOKS	364.35	
		291-6470-601.32-80	BOOKS	2,449.36	
		291-6470-601.32-80	BOOKS	468.13	
		291-6470-601.32-80	BOOKS	1,113.54	
		291-6470-601.32-80	BOOKS	933.06	
		291-6470-601.22-85	PROC SERVS	140.60	
		291-6470-601.22-85	PROC SERVS	163.40	
		291-6470-601.22-85	PROC SERVS	129.20	
		291-6470-601.22-85	PROC SERVS	197.60	
		291-6470-601.22-85	PROC SERVS	76.00	
		291-6470-601.22-85	PROC SERVS	159.60	
		291-6470-601.22-85	PROC SERVS	83.60	
		291-6470-601.22-85	PROC SERVS	129.20	
		291-6470-601.22-85	PROC SERVS	239.40	
		291-6470-601.22-85	PROC SERVS	513.00	
		291-6470-601.22-85	PROC SERVS	262.20	
		291-6470-601.22-85	PROC SERVS	114.00	
		291-6470-601.22-85	PROC SERVS	112.00	
		291-6470-601.22-85	PROC SERVS	57.00	
		291-6470-601.22-85	PROC SERVS	19.00-	
		291-6470-601.22-85	PROC SERVS	7.60-	
		291-6470-601.22-85	PROC SERVS	220.05	
		291-6470-601.22-85	PROC SERVS	45.60	
		291-6470-601.22-85	PROC SERVS	254.60	
		291-6470-601.22-85	PROC SERVS	11.40-	
		291-6470-601.22-85	PROC SERVS	117.60	
		291-6470-601.32-80	BOOKS	54.93	
		291-6470-601.32-80	BOOKS	123.75	
		291-6470-601.32-80	BOOKS	143.67	
		291-6470-601.32-80	BOOKS	390.20	
		291-6470-601.32-80	BOOKS	325.09	
		291-6470-601.32-80	BOOKS	453.05	
		291-6470-601.32-80	BOOKS	507.22	
		291-6470-601.32-80	BOOKS	520.64	
		291-6470-601.32-80	BOOKS	1,337.12	
		291-6470-601.32-80	BOOKS	191.51	
		291-6470-601.32-80	BOOKS	372.38	
		291-6470-601.32-80	BOOKS	395.87	
		291-6470-601.32-80	BOOKS	1,170.05	
		291-6470-601.32-80	BOOKS	238.21	
		291-6470-601.32-80	BOOKS	348.86	
		291-6470-601.32-80	BOOKS	256.60	
		291-6470-601.32-80	BOOKS	220.51	
		291-6470-601.32-80	BOOKS	337.59	
		291-6470-601.32-80	BOOKS	312.08	
		291-6470-601.32-80	BOOKS	467.37	
		291-6470-601.32-80	BOOKS	604.15	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
		291-6470-601.32-80	BOOKS	57.00	
		291-6470-601.32-80	BOOKS	174.59	
		291-6470-601.32-80	BOOKS	1,744.89	
		291-6470-601.32-80	BOOKS	134.15	
		291-6470-601.32-80	BOOKS	39.63	
		291-6470-601.32-80	BOOKS	264.38	
		291-6470-601.22-85	PROC SERVS	106.40	
		291-6470-601.22-85	PROC SERVS	91.20	
		291-6470-601.22-85	PROC SERVS	76.00	
		291-6470-601.22-85	PROC SERVS	193.80	
		291-6470-601.22-85	PROC SERVS	135.30	
		291-6470-601.22-85	PROC SERVS	186.20	
		291-6470-601.22-85	PROC SERVS	463.60	
		291-6470-601.22-85	PROC SERVS	98.80	
		291-6470-601.22-85	PROC SERVS	319.20	
		291-6470-601.22-85	PROC SERVS	160.75	
		291-6470-601.22-85	PROC SERVS	129.20	
		291-6470-601.22-85	PROC SERVS	129.20	
		291-6470-601.22-85	PROC SERVS	83.60	
		291-6470-601.22-85	PROC SERVS	5.60-	
		291-6470-601.22-85	PROC SERVS	7.60-	
		291-6470-601.22-85	PROC SERVS	123.20	
		291-6470-601.22-85	PROC SERVS	600.40	
		291-6470-601.22-85	PROC SERVS	19.00	
		291-6470-601.32-75	AV MTLs	70.17	
		291-6470-601.32-75	AV MTLs	118.22	
		291-6470-601.32-75	AV MTLs	52.48	
		291-6470-601.32-75	AV MTLs	403.82	
		291-6470-601.32-75	AV MTLs	109.92	
		291-6470-601.32-75	AV MTLs	411.85	
		291-6470-601.32-75	AV MTLs	110.02	
		291-6470-601.32-75	AV MTLs	46.97	
		291-6470-601.32-75	AV MTLs	466.13	40,359.93
78375	BAKER & TAYLOR ENTERTAINMENT	291-6470-601.32-75	AV MTLs	57.70	
		291-6470-601.32-75	AV MTLs	190.58	
		291-6470-601.32-75	AV MTLs	154.03	
		291-6470-601.32-75	AV MTLs	198.46	
		291-6470-601.32-75	AV MTLs	53.13	
		291-6470-601.32-75	AV MTLs	200.83	
		291-6470-601.32-75	AV MTLs	70.64	
		291-6470-601.32-75	AV MTLs	20.99	
		291-6470-601.32-75	AV MTLs	1,936.58	
		291-6470-601.32-75	AV MTLs	209.49	
		291-6470-601.32-75	AV MTLs	159.20	
		291-6470-601.32-75	AV MTLs	96.54	
		291-6470-601.32-75	AV MTLs	2,188.99	
		291-6470-601.32-75	AV MTLs	485.17	
		291-6470-601.32-75	AV MTLs	154.30	
		291-6470-601.32-75	AV MTLs	91.90	
		291-6470-601.32-75	AV MTLs	23.77	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
		291-6470-601.32-75	AV MTLs	2,792.35	
		291-6470-601.32-75	AV MTLs	632.75	
		291-6470-601.32-75	AV MTLs	99.40	
		291-6470-601.32-75	AV MTLs	25.87	9,842.67
78376	BARNES & NOBLE INC	291-6470-601.32-75	AV MTLs	742.38	
		291-6470-601.32-75	AV MTLs	1,206.28	1,948.66
78380	BIBLIOTHECA LLC	291-6470-601.32-75	AV MTLs	2,964.64	
		291-6470-601.32-80	BOOKS	5,207.24	
		291-6470-601.32-75	AV MTLs	293.99	
		291-6470-601.32-80	BOOKS	4,546.23	
		291-6470-601.32-75	AV MTLs	232.47	
		291-6470-601.32-80	BOOKS	301.92	
		291-6470-601.32-80	BOOKS	6,809.65	
		291-6470-601.32-75	AV MTLs	5,022.42	
		291-6470-601.32-80	BOOKS	15.99	25,394.55
78384	BRODART CO	291-6470-601.32-05	PROCESSING SUPPLIES	1,293.59	1,293.59
78390	CAVENDISH SQUARE PUBLISHING	291-6470-601.32-80	BOOKS	215.55	215.55
78391	CCH INCORPORATED	291-6470-601.32-80	BOOKS	174.69	174.69
78393	CENTER POINT LARGE PRINT	291-6470-601.32-80	BOOKS	50.64	
		291-6470-601.32-80	BOOKS	27.10	77.74
78397	COMIX REVOLUTION	291-6470-601.32-80	BOOKS	50.89	50.89
78398	COMPLETE INVESTOR	291-6470-601.32-95	PERIODICALS	99.00	99.00
78400	COMPUTYPE INC	291-6470-601.32-05	PROCESSING SUPPLIES	737.00	737.00
78401	COX SUBSCRIPTIONS,W T	291-6470-601.32-95	PERIODICALS	20.19	
		291-6470-601.32-95	PERIODICALS	597.08	
		291-6470-601.32-95	PERIODICALS	117.39	
		291-6470-601.32-95	PERIODICALS	50.55	
		291-6470-601.32-95	PERIODICALS	70.83	
		291-6470-601.32-95	PERIODICALS	40.43	
		291-6470-601.32-95	PERIODICALS	2,342.34	
		291-6470-601.32-95	PERIODICALS	1,051.21	
		291-6470-601.32-95	PERIODICALS	242.88	
		291-6470-601.32-95	PERIODICALS	1,977.67	
		291-6470-601.32-95	PERIODICALS	20.19-	
		291-6470-601.32-95	PERIODICALS	40.43-	
		291-6470-601.32-95	PERIODICALS	1,730.65	8,180.60
78402	DEMCO INC	291-6470-601.32-05	PROCESSING SUPPLIES	139.33	
		291-6470-601.32-05	PROCESSING SUPPLIES	763.15	
		291-6470-601.32-90	ILL TAPE	126.98	
		291-6470-601.32-05	PROCESSING SUPPLIES	131.12	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					1,160.58
78405	EBSCO INFORMATION SERVICES	291-6470-601.32-95	PERIODICALS	11.00	
		291-6470-601.32-95	PERIODICALS	283.21	294.21
78417	GALE/CENGAGE LEARNING	291-6470-601.32-80	BOOKS	437.48	
		291-6470-601.32-80	BOOKS	44.98	
		291-6470-601.32-80	BOOKS	55.98	
		291-6470-601.32-80	BOOKS	124.77	
		291-6470-601.32-80	BOOKS	51.18	
		291-6470-601.32-80	BOOKS	59.98	
		291-6470-601.32-80	BOOKS	65.22	
		291-6470-601.32-80	BOOKS	167.94	
		291-6470-601.32-80	BOOKS	80.96	
		291-6470-601.32-80	BOOKS	51.98	
		291-6470-601.32-80	BOOKS	28.79	
		291-6470-601.32-80	BOOKS	942.15	
		291-6470-601.32-80	BOOKS	30.39	
		291-6470-601.32-80	BOOKS	25.59	
		291-6470-601.32-80	BOOKS	111.16	
		291-6470-601.32-80	BOOKS	25.59	
		291-6470-601.32-80	BOOKS	28.79	2,332.93
78418	GARVEYS OFFICE PRODUCTS	291-6470-601.32-05	PROCESSING SUPPLIES	1,319.76	
		291-6470-601.32-05	PROCESSING SUPPLIES	33.84	1,353.60
78430	IL INST CONTINUING LEGAL EDUC	291-6470-601.32-80	BOOKS	127.50	127.50
78432	ILLINOIS HEARTLAND LIBRARY SYSTEM	291-6470-601.21-64	ACCESS SRVS - FEBRUARY	1,352.00	1,352.00
78434	INGRAM LIBRARY SERVICES	291-6470-601.32-80	BOOKS	7.90	
		291-6470-601.32-80	BOOKS	10.17	
		291-6470-601.32-80	BOOKS	115.66	
		291-6470-601.32-75	AV MTLs	47.50	
		291-6470-601.32-80	BOOKS	48.33	
		291-6470-601.32-80	BOOKS	20.70	
		291-6470-601.32-80	BOOKS	20.70	
		291-6470-601.32-80	BOOKS	21.54	
		291-6470-601.32-80	BOOKS	25.20	
		291-6470-601.32-80	BOOKS	105.85	
		291-6470-601.32-80	BOOKS	121.67	
		291-6470-601.32-80	BOOKS	107.30	
		291-6470-601.32-80	BOOKS	103.73	
		291-6470-601.32-80	BOOKS	22.02	
		291-6470-601.32-80	BOOKS	43.34	
		291-6470-601.32-80	BOOKS	130.74	
		291-6470-601.32-80	BOOKS	86.02	
		291-6470-601.32-80	BOOKS	107.09	
		291-6470-601.32-80	BOOKS	99.52	
		291-6470-601.32-80	BOOKS	246.35	
		291-6470-601.32-80	BOOKS	108.25	
		291-6470-601.32-80	BOOKS	60.97	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
		291-6470-601.32-80	BOOKS	5.37	
		291-6470-601.32-80	BOOKS	72.08	
		291-6470-601.32-80	BOOKS	32.80	
		291-6470-601.32-80	BOOKS	40.03	
		291-6470-601.32-80	BOOKS	50.87	
		291-6470-601.32-80	BOOKS	66.04	
		291-6470-601.32-80	BOOKS	19.16	
		291-6470-601.32-80	BOOKS	9.60	
		291-6470-601.32-80	BOOKS	19.18	
		291-6470-601.32-80	BOOKS	25.14	
		291-6470-601.32-80	BOOKS	12.00	
		291-6470-601.32-80	BOOKS	30.37	
		291-6470-601.32-80	BOOKS	489.33	
		291-6470-601.32-80	BOOKS	25.55	
		291-6470-601.32-80	BOOKS	175.62	
		291-6470-601.32-80	BOOKS	459.98	
		291-6470-601.32-80	BOOKS	31.05	
		291-6470-601.32-80	BOOKS	60.78	
		291-6470-601.32-80	BOOKS	157.04	
		291-6470-601.32-80	BOOKS	83.63	
		291-6470-601.32-80	BOOKS	246.89	
		291-6470-601.32-80	BOOKS	50.31	
		291-6470-601.32-80	BOOKS	154.47	
		291-6470-601.32-80	BOOKS	1,514.59	
		291-6470-601.32-80	BOOKS	27.63	
		291-6470-601.32-80	BOOKS	80.15	
		291-6470-601.32-80	BOOKS	74.50	
		291-6470-601.32-80	BOOKS	128.79	
		291-6470-601.32-75	AV MTLs	16.49	
		291-6470-601.32-80	BOOKS	24.85	
		291-6470-601.32-80	BOOKS	1,401.14	
		291-6470-601.32-80	BOOKS	2,181.94	9,427.92
78439	KANOPY INC	291-6470-601.32-75	AV MTLs	580.00	580.00
78444	LIBRARY JOURNAL	291-6470-601.32-95	PERIODICALS	157.99	157.99
78456	MIDWEST TAPE	291-6470-601.32-75	AV MTLs	1,571.64	
		291-6470-601.32-75	AV MTLs	62.94	
		291-6470-601.32-75	AV MTLs	258.62	
		291-6470-601.32-75	AV MTLs	1,343.47	
		291-6470-601.32-75	AV MTLs	702.41	
		291-6470-601.32-75	AV MTLs	7,369.30	
		291-6470-601.32-80	BOOKS	2,517.23	13,825.61
78462	MORNINGSTAR INC	291-6470-601.32-95	PERIODICALS	185.00	185.00
78471	PIIONEER WOMAN MAGAZINE	291-6470-601.32-95	PERIODICALS	18.00	18.00
78477	RECORDED BOOKS INC	291-6470-601.32-75	AV MTLs	74.20	
		291-6470-601.32-75	AV MTLs	269.10	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
		291-6470-601.32-75	AV MTLs	74.20	417.50
78480	ROWMAN & LITTLEFIELD PUBLISHING GRP	291-6470-601.32-80	BOOKS	45.87	45.87
78485	STAPLES ADVANTAGE	291-6470-601.32-90	LABELS	464.50	464.50
78487	TSAI FONG BOOKS INC	291-6470-601.32-80	BOOKS	68.45	
		291-6470-601.32-80	BOOKS	91.43	
		291-6470-601.32-80	BOOKS	151.19	311.07
78488	ULINE	291-6470-601.32-90	BUBBLE MAILERS	110.55	110.55
78495	WAREHOUSE DIRECT	291-6470-601.32-05	PROCESSING SUPPLIES	45.42	
		291-6470-601.30-05	OFFICE SUPPLIES	4.71	50.13
78499	YBP LIBRARY SERVICES	291-6470-601.32-80	BOOKS	30.75	30.75
78502	2600 BACK ISSUES	291-6470-601.32-95	PERIODICALS	29.00	
***** DIVISION TOTAL ****					132,326.93
***** DEPARTMENT TOTAL **					153,017.44
***** GRAND TOTAL *****					302,305.84

FUND TOTALS

FUND	FUND NAME	FUND TOTAL
291	Memorial Library Fund	302,305.84
**** TOTAL ALL FUNDS ****		302,305.84

**Arlington Heights Memorial Library  
Special Funds Summary  
4/1/2019**

Count 32

Check #1538-AHML	100-80-00	\$ 25,000.00	Transfer to Disbursement Account	L Plakhotnyuk
	<b>Account</b>	<b>Amount</b>	<b>Description</b>	<b>Staff</b>
<b>Check #1539 -AHML - Petty Cash</b>				
3/11/2019	6410-2203	\$ 19.11	Travel/Training	J Duncan
	6020-2107	\$ 27.00	Auto Equipment Maintenance	R Moravec
	6450-2203	\$ 18.73	Travel/Training	J Bower
	6420-2203	\$ 34.76	Travel/Training	R Moravec
	6440-3202	\$ 33.84	Program Events	R King
	6401-2203	\$ 11.37	Travel/Training	R King
	6470-3295	\$ 24.93	Periodicals	M Szymanek
	6440-3202	\$ 9.98	Program Events	M Morsches
3/18/2019	6420-2203	\$ 11.37	Travel/Training	R Kunkel
	6450-2203	\$ 32.25	Travel/Training	G Berger
	6401-2203	\$ 17.81	Travel/Training	E Loeffler
	6401-2203	\$ 18.91	Travel/Training	L Dakas
	6001-3272	\$ 17.00	Special Events	F Prisby
	6405-2203	\$ 44.81	Travel/Training	T Karim
3/25/2019	6010-2203	\$ 32.44	Travel/Training	I Lebolt
	6002-3185	\$ 37.99	Small Tools & Equipment	S Battista
	6450-2203	\$ 45.00	Travel/Training	J Bower
	6405-2203	\$ 20.00	Travel/Training	T Karim
	6470-3295	\$ 12.99	Periodicals	M Szymanek
	6420-2203	\$ 22.16	Travel/Training	S Meyer
3/31/2019	6470-3280	\$ 42.29	Books	J Middendorf
	6020-2111	\$ 38.94	Building Maintenance	G Lecair
	6003-2203	\$ 36.54	Travel/Training	G Rojek
	6001-2205	\$ 7.85	Postage	G Rojek
	6405-2203	\$ 49.14	Travel/Training	T Karim
	6405-2203	\$ 4.29	Travel/Training	A Lorincz
	6001-2203	\$ 38.99	Travel/Training	J Moravec
	6420-3290	\$ 16.98	Circulation Supplies	T Scallon
	6401-3202	\$ 17.44	Program events	E Loeffler
	6440-3202	\$ 15.90	Program events	E Loeffler
	6440-3202	\$ 7.00	Program events	L Draftz
	6440-3202	\$ 31.00	Program events	A Belford
		<u>\$ 798.81</u>		



April 16, 2019

**Arlington Heights Memorial Library  
American Express Card Summary  
3/30/2019**

<u>CARDHOLDER</u>	<u>ACCOUNT</u>	<u>AMOUNT</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>
	Count	76		
M. Driskell	489-90-00	\$ (114.55)	AMEX Cash back rebate	Other Income/Rebate
	6470-3005	\$ 38.00	STAMP CONNECTION	Stamps
	6001-2203	\$ 152.32	BLOOMINGTON NORMAL	IYSI Conference Hotel R King
	6002-2165	\$ 300.00	CONSTANTCONTACT	Monthly Subscription
	6002-3272	\$ 79.96	ENVELOPES.COM	Envelopes
	6470-3205	\$ 84.55	STAMP CONNECTION	Processing Supplies
	6470-3205	\$ 74.99	REALLY USEFUL BOXES	Processing Supplies
	6440-3202	\$ 31.48	Dollar Tree,	Clay Pots
	6002-2005	\$ 1,125.00	*WWW.ISTOCKPHOTO.	Credits for Stock Art
	6002-2210	\$ 19.38	VISTAPRINT	Business Cards
	6002-2210	\$ 137.00	STICKER MULE	Sticker for Bookmobile
	6002-2210	\$ 22.98	VISTAPRINT	Business Cards
	6001-2203	\$ 489.38	HOLIDAY INN AUSTIN	SXSW Conference Hotel D Olichwier
	6401-3202	\$ 99.00	DHGATE.COM	Survival Kit Supplies
	6450-5015	\$ 40.00	GOOGLE *YOUTUBE TV	Monthly Subscription
	6002-2165	\$ 2.23	FACEBK	Advertising
	6440-3202	\$ 221.99	ALIVANS.COM	Replacement Brooms for Lumos
	6401-3290	\$ 423.40	DHGATE.COM	Survival Kit Supplies
	6401-3202	\$ (10.63)	CUSTOMINK GROUPS	100 Books Prize
	6401-3202	\$ 351.53	CUSTOMINK GROUPS	100 Books Prize
	6004-2165	\$ 150.00	ILLINOIS LIBRARY ASS	Luminary Donation from the FOL
	6001-3005	\$ 178.36	THE WEBSTAUANT STORE	Coffee Sleeves
R. Dworianyn	6010-3032	\$ 49.00	RIDDLE.COM	Monthly Subscription
	6010-3032	\$ 11.99	GOOGLE *YOUTUBEPREM	Monthly Subscription
	6010-3032	\$ 25.00	GITHUB	Monthly Subscription
	6010-3185	\$ 13.96	AMZN MKTP	HDMI Cable
	6010-5012	\$ 658.00	AMZN MKTP	iPad Replacement
	6001-2242	\$ 346.85	COMCAST	Public Internet Service
	6010-3032	\$ 35.00	TRELLO.COM,	Monthly Subscription
	6010-2005	\$ 18.17	GODADDY.COM	Domain Renewal
	6010-3032	\$ 4.99	AMZNFREETIME	Amazon Freetime
	6010-3032	\$ 54.10	PAYFLOW	Monthly Subscription
	6010-2005	\$ 131.88	GODADDY.COM	Hosting Renewal
	6010-3032	\$ 14.99	SPOTIFY	Monthly Subscription
	6010-2102	\$ 181.68	APPLE STORE	iPhone Repair
	6010-3032	\$ 49.00	RIDDLE.COM	Monthly Subscription
J. Czajka	6440-3202	\$ (23.28)	PANERA BREAD	Refund
	6440-3202	\$ 276.39	PANERA BREAD	Sensory -friendly Access 3/3/19
D. Ekl	6001-2203	\$ 138.88	BLOOMINGTON NORMAL L	IYSI Conference Hotel C Caputo
	6003-2255	\$ 1,721.77	9 - EC - LOU MALNATI	Lunch Staff Day
	6003-2255	\$ 1,763.70	PANERA BREAD	Breakfast Staff Day
M. Szymanek	6470-3275	\$ 179.97	TARGET.COM	AV Mts
	6470-3275	\$ 64.99	MERCHCONNECTIONINC	AV Mts
	6470-3275	\$ 20.04	SP * SOV/AMERICAN GO	AV Mts
	6470-3275	\$ 19.98	PAYPAL	AV Mts
	6470-3275	\$ 8.63	CDBABY.COM	AV Mts
	6470-3275	\$ 75.00	QUILTFOBK	AV Mts
	6470-3280	\$ 119.00	AMAZON PRIME	Books
	6470-3275	\$ 13.99	NETFLIX.COM	AV Mts
	6470-3295	\$ 12.84	BAYARD, INC.	Periodicals
	6470-3295	\$ 19.49	MY MAG STORE	Periodicals
	6470-3275	\$ 76.00	WTTW CHANNEL 11	AV Mts
	6470-3275	\$ (4.00)	BESTBUYCOM	AV Mts
	6470-3275	\$ 222.16	DEAD.NET	AV Mts
	6470-3275	\$ 13.70	WWW.MADDIEPOPPE.COM	AV Mts
	6470-3275	\$ 39.99	TARGET.COM	AV Mts
	6470-3275	\$ 11.51	BROTHER MALL BROTHER	AV Mts
	6470-3275	\$ 13.99	NETFLIX.COM	AV Mts
	6470-3280	\$ 239.06	TEAMFANSHOP	Books
	6470-3295	\$ 19.75	MY MAG STORE	Periodicals
	6470-3295	\$ 20.98	DOWN EAST PROMO	Periodicals
	6470-3295	\$ 24.68	STAMPINGTON & COMPANY	Periodicals
	6470-3275	\$ 13.99	NETFLIX.COM	AV Mts
	6470-3295	\$ 19.49	MY MAG STORE	Periodicals
	6470-3295	\$ 28.45	MY MAG STORE	Periodicals
	6470-3275	\$ 39.98	SLING.COM	AV Mts
	6470-3295	\$ 5.00	BT*ALTPRESS MEDIA	Periodicals

6470-3275	\$	35.49	TARGET.COM	AV Mts
6470-3295	\$	24.00	MANTRA GOSQ.COM	Periodicals
6470-3275	\$	185.90	PRO LINGUA ASSOCIATE	Periodicals
6470-3295	\$	11.99	PALEO MAGAZINE	Periodicals
6470-3275	\$	(2.50)	GAMESTOP.COM	AV Mts
6470-3275	\$	49.92	ACORN USA	AV Mts
6470-3295	\$	19.68	STAMPINGTON & COMPANY	Periodicals
6470-3275	\$	362.79	SIMON SAYS STAMP	AV Mts
6470-3275	\$	43.99	BESTBUYCOM	AV Mts
Total	\$	<u>11,418.36</u>		

April 16, 2019

Arlington Heights Memorial Library  
Master Card Summary  
3/30/2019

Count 6

<u>CARDHOLDER</u>	<u>ACCOUNT</u>	<u>AMOUNT</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>
Shannon Distel	6440-3202	\$34.12	Rodsatis Pizza	Pizza for TAB 3/10/19
	6440-3202	\$17.45	Domino's	Pizza for Pi Day Program
	6420-2203	\$25.00	ILA	Webinar s Meyer
M Szymanek	6470-3295	\$29.95	Card Player	Periodicals
	6470-3295	\$75.00	Amar CHI Trakatha	Periodicals
	6470-3295	\$1.50	Foreigh Transaction Fee	Periodicals
	Total	<u>\$183.02</u>		

**RESOLUTION 19-02  
HONORING THE SERVICE OF JOAN BRODY GARKISCH**

**Whereas**, Joan Brody Garkisch has served with distinction on the Board of Library Trustees of the Arlington Heights Memorial Library from 2013 to 2019; and

**Whereas**, she has shown her leadership capabilities and profound commitment to the library and the community by serving the Board of Library Trustees as vice president/secretary for two years; and

**Whereas**, Joan Brody Garkisch has served as a member and chair of the Strategic Planning Committee from 2013 to 2017 and has shared her expertise in crafting a community survey to provide valuable information to the Board of Library Trustees to help shape the future and relevancy of the library as community resource and destination; and

**Whereas**, she has a strong passion for public service excellence yet is always cognizant of the importance of fiscal responsibility. She has never lost sight of the fact that the library belongs to the residents of Arlington Heights; and

**Whereas**, Joan Brody Garkisch served as a board liaison to the Friends of the Library organization whose support has been invaluable, having provided over \$1.7 million in gifts to the library; and

**Whereas**, she also served in the selection of a new executive director, Mike Driskell, in 2018; and

**Whereas**, Joan Brody Garkisch has been an advocate of providing our community with the next generation of library services, and encouraging the advancement in technology offered to library customers; and

**Whereas**, Joan Brody Garkisch is well regarded for her sound judgment, her commitment to the library's vision and values and her knowledge of the community and its needs; and

**Therefore, be it resolved** THAT THE BOARD OF LIBRARY TRUSTEES RECOGNIZES AND SINCERELY THANKS JOAN BRODY GARKISCH FOR HER SIX YEARS OF DISTINGUISHED SERVICE AND FOR ALL SHE HAS CONTRIBUTED TO THE LIBRARY AND TO THE ARLINGTON HEIGHTS COMMUNITY; and

**Furthermore, be it resolved** THAT THE BOARD EXTENDS ITS WARMEST CONGRATULATIONS AND APPRECIATION ALONG WITH ITS BEST WISHES FOR SUCCESS IN ALL OF HER FUTURE ENDEAVORS.

Adopted the 16th day of April 2019 by the Board of Library Trustees

\_\_\_\_\_  
Debbie Smart, President

\_\_\_\_\_  
Greg Zyck, Treasurer

\_\_\_\_\_  
Carole Medal

\_\_\_\_\_  
John Supplitt

\_\_\_\_\_  
Christine Tangney

\_\_\_\_\_  
Marianthi Thanopoulos

To: Board of Library Trustees

From: Mike Driskell

Date: April 16, 2019

Re: English as a Second Language Services Presentation

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Staff will present an overview of our English as a Second Language (ESL) Services, including tutor and student insights, success stories and new initiatives.

## Executive Director's Report April 2019

### Diversity and Inclusion

#### Sensory Access Exhibit Hours

As part of the *Chagall for Children* exhibit, families who sought a more sensory-friendly experience were invited to enjoy the exhibit before-hours on Sunday, March 3. The special event was especially suited for those who would benefit from a more controlled environment. While we've offered the opportunity with previous exhibits (Fairy Tale and *XOXO*), we were excited to welcome our largest group yet – 23 kids, their family members and caretakers. Families attending enjoyed a light continental breakfast, quiet space in the Lindsey Room, accessible items (always available for use in Kids' World) and engaged with several of the sensory play engagement activities developed to complement the exhibit. We also used the opportunity to display special items from the collection. Attendee response was incredibly positive. One attendee, a therapist accompanying the 6 year-old she works with and his family, remarked "Look at him, he is just soaring today" as he explored every corner of Kids' World wearing a Chagall 'At the Circus' cape.



## **Xbox Adaptive Controller**

Digital Services Supervisor Gregory Berger acquired and prepared an Xbox Adaptive Controller kit to circulate in the Library of Things. This video game controller works on the Xbox One video game console and Windows computers and is designed to make user input more accessible for people with disabilities. In addition to the main adaptive controller, the kit includes a one-handed joystick and two switches.



## **NVDA Screen Reader**

To make the Public Computer Lab more accessible outside of its special needs station, IT has added NVDA screen reader software to our public PCs. NVDA is free open-source software to help people with vision impairments more easily navigate the Windows operating system and many third party applications. It allows utilization of internet browsers, email clients and productivity software like Microsoft Word and Excel by reading aloud the visual elements on the screen to users. Now customers who require this software will not be constrained to only one workstation!

## **New Format for Braille Books**

Braille books have a new format and now (Braille) appears below the title in the catalog. Additionally, the subject heading “Braille Books” has been added and can be filtered when searching. There are 31 braille books, all of which are in Kids’ World.

## **Scooters and Walkers (update)**

The scooter and walker rollout has brought many favorable comments from our customers. At our Luther Village book discussion in March, a customer shared that the new walkers at AHML have completely changed how she’s able to experience the library. Previously, she would come in and go to one destination to pick out a single item; with the walker, she is physically able to view more of the collection. Of her most recent visit, she said that she was able to browse multiple sections and took out so many things, she doesn’t even know if she’ll have the time to read everything! Another long-time customer said, “the walkers are one of the best things the library has implemented in 40 years!”

## **Department Highlights**

### **Chagall Exhibit**

*Chagall for Children* was open for ten weeks from January 26 to April 7. Over 60,000 visitors to Kids' World experienced the traveling exhibit, which encouraged interactive, intergenerational play. Children and their caregivers enjoyed the mini-gallery experience celebrating creativity and specifically highlighting the colorful, playful work of Marc Chagall. Based on more than 400 surveys collected, the average satisfaction rate of the exhibit is 4 out of 5. Visitors expressed positive feedback about the exhibit and their experiences with it, including:

- *What a beautiful experience; kudos to AHML! Thank you*
- *This was very educational! My sister, who is 8, and my grandmother both loved it! This is a great exhibit for all ages!*
- *Such a great idea and we loved the options that kept all different ages engaged*
- *This is truly a wonderful experience for kids and their family! Loved this exhibit!*
- *It made me realize how much art actually matters and how beautiful it is*
- *It is sooooooooooooooooooooooooooooooooooooo fun!*

The survey continues to show visitors enjoyed the following the most about the exhibit:

- The fact that this exhibit is in a public library (16%), followed by
- The opportunity to get to know about the artist and his work (12.8%),
- Learning with family or friends (8.7%),
- Discover new art forms (8.2%),
- find inspiration to create more (6.5%), and
- Other (4.6%).

### **'Sunday Afternoon with An Artist' screenings**

Customers loved this special miniseries celebrating Chagall's contemporaries through documentary film. The final two films screened in March explored the lives and work of Frida Kahlo and Pablo Picasso. They attracted almost 50 attendees each – a generous turnout for film screenings indicating a strong interest in the arts. Asked, "What attracted you to this program? – an attendee shared *"I'm a painter and enjoy knowing about other painters and seeing their art. Thank you."*



## Exploring Art

In celebration of our *Chagall for Children* exhibit, we welcomed the community to get hands-on with art making through a great medley of activities stationed in the Marketplace and on Main Street. The opportunity to explore attracted kids and families, adults and seniors alike who enjoyed all of the stations: mixed media collages, Q-tip pointillism painting, cardboard sculpture, still life drawing, origami and coloring. After a participant completed three stations, they turned in a punch card for a watercolor paint set and a bag to take their creations home. This unique event was collaboratively designed by Matt Binder, Adult Program Coordinator, Lynne Priest, Youth Program Coordinator, Christina Giovannelli-Caputo of Youth Services, and Kate Henry of Digital Services, and delivered with additional staff from Programs & Exhibits, Teen and some very talented volunteers. Exploring Art attracted almost 150 people on a Saturday afternoon and staff and volunteers received overwhelmingly positive customer comments and requests to offer more events, which allow them to try new things in a comfortable atmosphere.



## **The Art of Marc Chagall**

Customer favorites, Art historians Jeff and Michelle Mishur, have offered wonderful lectures over the years. During the *Chagall for Children* exhibit, Jeff engaged a crowd of 72 adults in learning about Chagall’s distinctive style, major themes and important works, including around the corner in Chicago. Feedback was positive as always: *“It is always a pleasure to attend one of Jeff’s lectures. His talks are always so well done. Please continue to invite Jeff back again and again.”*

## **Chagall for Children Play Engagement Projects**

To support the traveling exhibit, Kids’ World Library Advisor Jan Pinotti developed and coordinated delivery of weekly, creative projects to enhance the experience of customers exploring the 14 multi-sensory exhibit components. Six different activities rotated throughout the 10-week period, including tissue paper stained glass windows, flower painting using celery, a circus-themed sensory bin – all activities inspired by Chagall’s work featured in the exhibit. Over 2,000 visitors interacted at the play engagement tables with adult and teen volunteers instructing and maintaining the activities.





## Programs and Services

### **Flower Arranging with the Eiffel Flower**

As a nod to Marc Chagall's love of flowers, 25 residents got creative on Saturday, March 9 in our Flower Arranging Workshop. Developed with Mike Brown of The Eiffel Flower, the hands-on workshop led participants in creating a fresh flower arrangement, including tips for arranging in small vases. Each participant left brimming with pride and an improved skill and additional sessions to meet the high demand will welcome more participants this summer.



## **Your Health with Northwest Community Healthcare**

On March 19, Northwest Community Healthcare returned for the next in our collaborative series, which features panels of medical experts on topics NCH, has curated to meet the diverse health information needs in the community. The presenters for Colorectal Cancer Awareness were fantastic – relatable and very funny, which made the topic more comfortable for the audience. Q&A was extensive and attendees had a chance to get every question answered by the doctor, nurse, and dietitian. When asked, “What attracted you to this program?” in our survey, several shared they were seeking the information because they or a family member have been impacted by Colorectal Cancer.

## **Centennial Memorial Day Parade Video**

Digital Services Manager Jack Bower with help from Digital Media Specialist Bryan Bednarek and Digital Services Advisor Charlie Crane worked with a group formed by Chairman of the Veterans Memorial Committee of Arlington Heights and Village Trustee Greg Padovani to produce a video to commemorate the 100th Memorial Day Parade in Arlington Heights. The library helped capture interview audio and edit a rough cut of the video in preparation for its release at the end of April.

## **OverDrive Sunset**

As the June OverDrive cancellation date nears, Digital Services Librarian, Bill Pardue, sent out a Constant Contact message to almost 2,800 recipients who’ve checked out OverDrive items since January 2017 informing them of the discontinuation. Bill corresponded with several concerned customers who in turn expressed interest in possibly borrowing a Nook Glowlight as an ePaper solution on long-term loan as the transition date approaches. The discontinuation in service satisfies part of our strategic plan, “Optimize the availability of e-resources at the Library” by reducing confusion about the number of apps necessary for accessing the library’s online collection and maximizing the titles available to our customers.

## **So, You’ve Found Your German Town of Origin, Now What?**

Genealogy volunteer, Teresa McMillin, presented the program to great success in March and 54 community members attended to learn about this specialized topic.

## **Homebuyer’s Workshop**

On March 12, 35 customers attended SIS Librarian Barb Power’s homebuyer’s panel discussion where each presenter gave a 10-15 minute talk about their area of expertise, and attendees were able to get their specific questions answered.

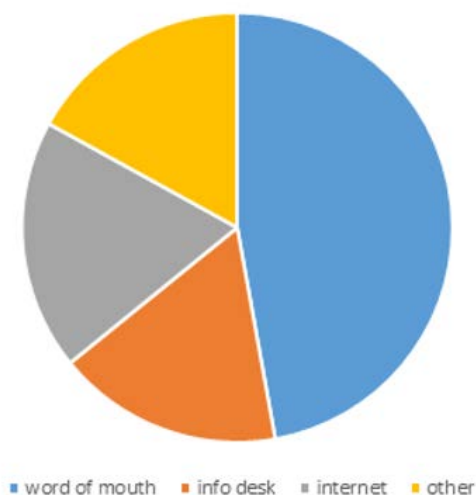
## **AARP Tax Appointments summary**

207 customers were assisted during the month of March. 121 of the 207 were Arlington Heights residents. 322 returns have been prepared through March, which is about 50 more than last year at this time.

## ESL Insights

We currently have 423 active ESL students, a number that is consistently growing. Our team was interested in finding out more about how our students hear about us so we can plan our marketing and outreach efforts more effectively. From September 2018 to March of this year, we had 107 new students sign up. We asked them how they found out about us and the results are below:

new students in ESL September 2018-March 2019



## Downloadables' Best March Yet

This March's downloadable circulations were the highest of any March ever with 20,096 circs! Part of this figure is due to the continued growing popularity of the PressReader database's international periodical and magazine offerings. PressReader alone had 1,500 checkouts in March, up from 717 in December 2018.

## Book Me – Form-based Advisory Services

As a result of the positive customer testimonial in the April Newsletter, we saw a sharp increase in the number of Book Me personalized reading suggestion requests. In the last week of March, 18 requests were fulfilled; in the month of February, we had 3 total. We have seen a very clear correlation between advertisement of the service, either on social media or the newsletter, and a drastic increase. It shows that people have a need for the service. All of the advisors contributed to creating the lists as well as collaborating with Youth Services staff on a few book me requests that skewed younger.

## Twisted Tales Theatre

For the fourth year in a row, the Tween Advisory Group and teen writing group Inklings collaborated to rewrite a familiar tale with a new twist. This year's tale *The Three Little Pigs* was rewritten in wacky settings, with Inklings mentors guiding tweens through the script writing process. Scripts were shared with a theater class at Buffalo Grove High School. Students expertly rehearsed and brought these amusing and creative stories to life for a crowd of 125 library customers. After the performance, teen and tween authors expressed amazement and pride at seeing their work brought to life, with one saying she was near tears, both from laughter and joy. Teacher Beth Wells, a first-time collaborator this year, shared that her students were so excited and happy to get an opportunity to adapt and perform this staging.





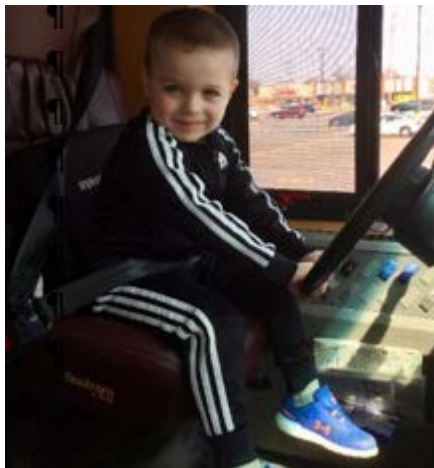
## Paging through History

We partnered with the Arlington Heights Historical Museum to host the bi-monthly nonfiction book discussion at Banta House, as a pilot. This first discussion was the book *Radium Girls: The Dark Story of America's Shining Women*. There were 17 attendees, a mix of men and women. The discussion was thoughtful and customers enjoyed a true story that they knew nothing about. Attendees really liked the atmosphere of the Banta house and thought it was a great fit to host at the location.

## Outreach

### Gold Fish Swim School

The Gold Fish Swim School requested a visit from the bookmobile during spring break. There were just over 10 visitors, and customers expressed enthusiasm about our upcoming 'schedule a visit' opportunities with the bookmobile.



### Winter Farmer's Market

For the third year, the library had a presence at the indoor Winter Farmer's Market at Our Saviour's Lutheran Church. Andrea Naughton, Info Services Assistant and Matt Williams, Circulation Assistant, staffed the table, which had books about cooking and eating well available to check out along with the ability for library card registrations. About 35 people visited the table with 2 library card registrations. Chagall exhibit stickers were quite popular, sparking conversations from customers who were excited to visit the exhibit.



## **STEM Outreach at Greenbrier School**

Circulation Assistant Diana Stoczanyn attended the STEM outreach at Greenbrier School. She joined Youth Programs Specialist Maureen Vela checking out books and STEM kits to a packed house. Although most attendees already had library cards, a couple new cards were created, and Diana's fluency in Polish came in handy when she met two Polish families that spotted her helpful red language badge.

## **Filmmaker-in-Residence begins**

This month saw the beginning of our second Artist-in-Residency with Filmmaker Matt Lauterbach. Matt brings a wealth of experience in teaching, film editing, writing, and producing as well as being an amiable, patient and kind person.

The residency kicked off with a four-day **Movie-Making Workshop for Teens**. Held over spring break, the hands-on class engaged 12 teens (our maximum capacity). We had a great range of participants from those who haven't made movies before and thought it sounded cool, to teens who have YouTube channels and wanted to work on their editing, plus teens who want to be filmmakers when they grow up. The first day covered what makes a great short film, what makes documentaries interesting, and how to interview to get a full-story; the second was filming interviews in partners; the third spent gathering B-roll footage and beginning to edit in Premier Pro; the last day was devoted to editing. The teens created amazing documentaries and received certificates of completion. Several plan to continue working on their piece through May, when we screen the residency films at a special closing event. The teens also enjoyed being interviewed by the *Daily Herald* and seemed to beam with pride when talking to the reporter.

In addition, Matt hosted the first of three **Wider Lens 'takeovers'**. His takeover will include three films from Chicago's Kartemquin Films followed by discussions with people who made the films. Eighteen attended Matt's screening of *Unbroken Glass*, a film about family, mental illness, and the nature of perception in relationships, which he helped write, edit, and produce. Matt effortlessly engaged the audience in conversation and attendees brought interesting questions, and look forward to meeting more filmmakers through this series. When asked, "What did you enjoy most about this program? Attendees answered, "how personal this story was;" "very good speaker; and happy the program was open to teens to learn about filmmaking."

Then, on Sunday, March 31, Matt began a five-part **adult filmmaking workshop** series. Class registration filled right away with adults of different ages and skill levels bringing an enthusiastic energy to learn. Matt will guide them on Sundays for two hours a day until May 5.

Throughout the residency, customers can check out a selection of documentary films curated by Matt, including 'Local Filmmakers' and films which serve as his 'Inspiration.'



## Library User Instruction

Youth Outreach Librarian Emily Loeffler hosted a Daisy Troop visit from Westgate Elementary. The eighteen students were working towards earning their petal/badge for using resources wisely. Emily highlighted library resources, instructing the troop on the Dewey Decimal System and challenging them to find resources on specific topics in small groups.



## Teen Job Fair

With the assistance from Programs and Exhibits, Youth Services, and Communications and Marketing, Specialty Info Services (SIS) staff were able to re-schedule February's Teen Job Fair to March 5. We had 23 business tables (coordinated by SIS manager, Tom Spicer) and 231 teens and parents attend. 49 teens were specifically interested in open library positions! In addition, staff offered Warm Up for Teen Job Fair. In the Hub, teens were invited to prepare themselves for making a great impression at the Fair. Fifteen teens stopped by to practice their best interview answers with Teen Advisor, Lauren Draftz, and SIS Librarians, Becky Thornton and Elizabeth Ludemann and left for the Fair with more confidence.



## **Staff Development**

### **Consumer Technology in Libraries**

On March 3, Digital Services, Supervisor Gregory Berger, presented at a LACONI event at the Oak Park Public Library on the topic of consumer technology in libraries to an audience of 70 attendees from area libraries. He shared his experience as the library's go-to guy for consumer technology for the Library of Things.

### **Illinois Youth Services Institute (IYSI)**

Early Literacy Supervisor Rebecca King, Tween Librarian Kerry Bailey and Kids' World Librarian Christina Giovanelli-Caputo attended the Illinois Youth Services Institute, a two-day conference developed by LACONI YSS, ILA, RAILS and IHLS. Kerry Bailey presented *Work Hard, Play Harder: An Insider's Guide to Not So Passive Programs* on a panel of youth librarians from Palos Heights and Steger-South Chicago, Kerry shared information on Tween D.I.Y. Kits, which served 1,333 tweens in 2018. Christina Giovanelli-Caputo presented *Hanging with My Homies* with the School Outreach Coordinator from Deerfield Public Library. Their presentation focused on engaging and serving homeschool youth and their families.

### **LACONI-OPP leadership**

Programs & Exhibits Manager Jennifer Czajka renewed her term on LACONI's Outreach, Programming and Promotions board of trustees and will serve her next two-year term as President. This section of LACONI provides professional development programs for library staff involved in public relations and adult programming and responsive programs meeting the needs of library staff across the field such as Models of Community Engagement and the anticipated upcoming Assessing Informal Learning Experiences. The board is comprised of staff members from Skokie Public Library, Schaumburg Township District Library, Hinsdale Public Library, Mount Prospect Public Library, Barrington Public Library, Joliet Public Library, and is currently recruiting additional members.

### **LACONI "Trends in Circulation" Program**

AHML hosted LACONI's "Trends in Circulation" program. With over 80 attendees representing various suburban libraries, new ideas about fines, text messaging, auto-renewal and more were shared. Lisa Bobis and Candy Rossin, along with Jack Bower and Shannon Meyer presented about our Library of Things. The presentation was well received, with many questions asked afterwards.

## DuPage County Genealogy Society Conference

On Saturday, March 9, Genealogy Librarian, Jaymie Middendorf, hosted a table at the DuPage County Genealogy Society's conference, where she spoke to 73 people about the library and the resources we offer. She also had the opportunity to connect with representatives from many other societies and libraries, including the Illinois State Genealogical Society, the Newberry Library, and the Chicago Genealogical Society.

## Staff Day 2019

207 AHML staff attended Staff Day 2019 on March 1. This full day of learning and networking was the first time the library offered a full day event. The morning program included a magician and speakers from Face 2 Face Communications.



Face 2 Face Communications had staff working together on a number of fun activities to help enable better teamwork and communication between staff that normally do not work together. The morning also included a special presentation from our own Dunton Street Players.



We also introduced our new culture statement to staff. This revised version included input from every level of the organization and resulted in an easy to remember, effective statement. An activity that many staff took part in included building a visual representation of the culture statement that is now installed in the staff lounge.



The afternoon was comprised of presentations on a number of topics including Wellness in the Workplace, a preview of our new website, Makerspaces, AHML benefits (IMRF, ICMA, EAP), databases, and a number of other learning opportunities. The afternoon also included the Ryan Popp customer service award and years of service recognition.



Overall, we received positive responses and feedback about the day. 81% of staff felt that the overall program was excellent or very good. 80% of staff felt that the breakout sessions were either very useful or extremely useful. Below is some of the feedback we received from staff about the day:

*Enjoyable...interactive...upbeat...good lunch!*

*The best one in the 10 years I've been here. It was entertaining (magician was great), informative and at times emotional.*

*Informative-Learned a lot-Laughed a lot-ate a lot-amazed a lot*

*Informative, entertaining, fun, touching, interactive*

*Refreshing, enlightening, and interesting*

*A good time! Definitely felt more connected to my coworkers and the library afterwards.*

*I enjoyed being able to take a break in a relaxed but learned environment with my colleagues.*

*I felt it was a very well-prepared, collaborative, upbeat day and people seems genuinely thrilled to be there.*

*It was my first staff day as an AHML staff and I found it informative and rewarding*

*The day went very fast and without a hitch. Food was great - sessions were great - service awards were great*

*Exceptional. One of the best Staff Days.*

*The Magician was fun and entertaining. It was good to just relax for part of the Staff Day and laugh with my coworkers.*

# Metrics for March 2019

## Service Point Traffic

**Total visits**  
**87,926** ↓ -4%  
 91,346 last year

**Main Library visits**  
**84,523** ↓ -4%  
 87,925 last year

**Sr Center Visits**  
**1,987** ↑ 2.90%  
 1,931 last year

**Bookmobile Visits**  
**1,416** ↓ -4.97%  
 1,490 last year

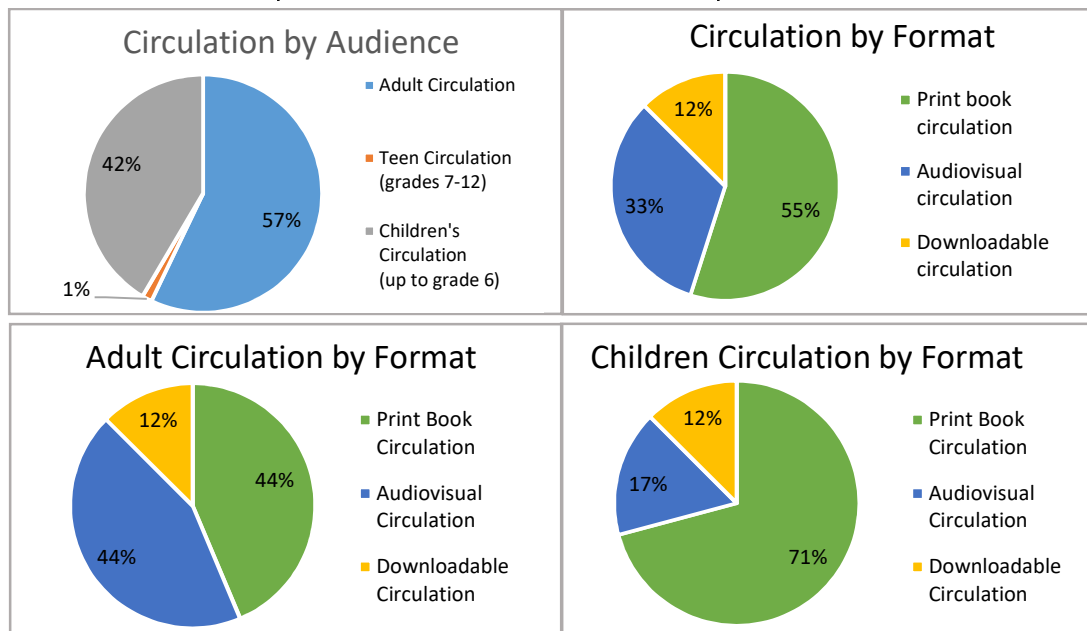
## Circulation

**Total Circulation**  
**169,720** ↓ -4%  
 176,763 last year

**Card Holders**  
**57,317**

**Library Cards Issued**  
 Resident **350** ↓ 0.86%  
 (issued) 347 last year  
 Non-Resident **203** ↑ 16.00%  
 (Registered) 175 last year

**Interlibrary Loan**  
 Borrowed **537** ↑ 21.77%  
 441 last year  
 Lent **514** ↓ -21.04%  
 651 last year



## Programs

**Program Attendance**  
**6,224** ↓ -7%  
 6,670 last year

**Number of Programs**  
**265** ↑ 9%  
 243 last year

**Cost of Programs**  
**\$7,681**  
 \$1,765 funded by FOL

**General Satisfaction**  
**4.73/5**

## Questions

**Reference Questions**  
**17,448** ↓ 0%  
 17,433 last year

**Reference Questions**  
 (via call center)  
**5,324** ↑ 11%  
 4,776 last year

**Chat sessions**  
**458** ↑ 20.84%  
 379 last year

## Technology Usage

**Public Computer Use**  
**9,649** ↓ -11.42%  
 10,893 last year

**Website Visits**  
**100,179** ↓ -2.02%  
 102,240 last year

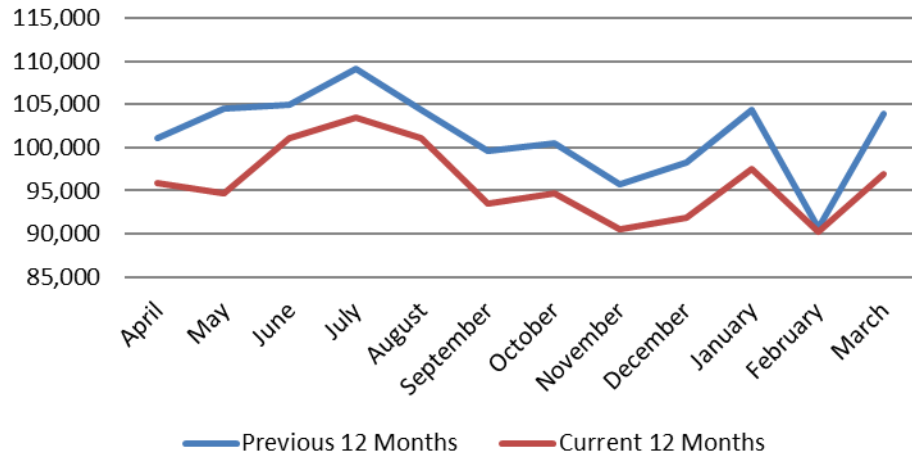
**Self Checkout**  
 (% of total checkouts)  
**66%** ↓ -1.70%  
 68% last year

Note: Library was closed for Staff day in March 2019. In 2018, Staff Day was held in February

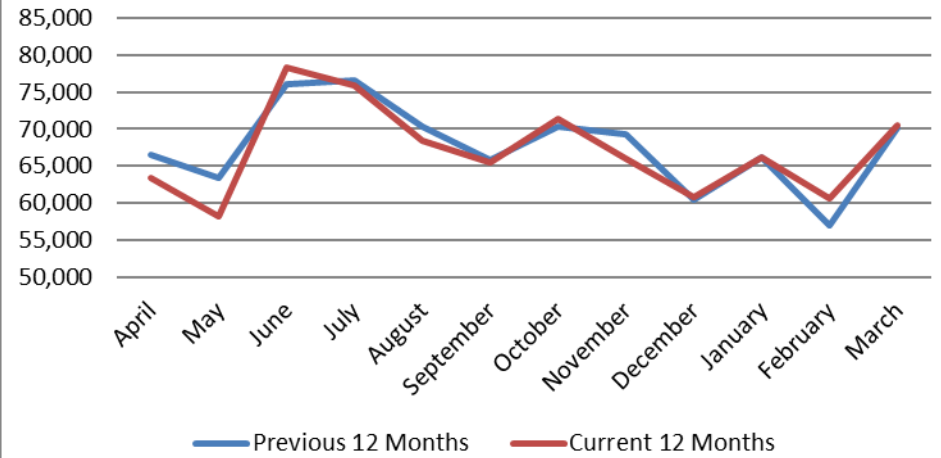
**AHML - DASHBOARD - March 2019**

	March 2019	March 2018	% change from last March	Jan 2019-March 2019	Jan 2018-March 2018	% change from last YTD
Total circulation	169,720	176,763	-4%	488,449	499,189	-2%
Adult circulation	96,958	103,869	-7%	284,723	298,798	-5%
Teen circulation	2,301	2,716	-15%	6,490	7,006	-7%
Children circulation	70,461	70,178	0%	197,236	193,385	2%
Print book circulation	88,169	91,032	-3%	250,864	254,171	-1%
Audiovisual circulation	52,244	59,564	-12%	154,108	169,953	-9%
Downloadables circulation	20,096	17,688	14%	57,152	50,650	13%
Self-check as % of main floor circ	66%	67%	-2%	66%	66%	-1%
Circulation to reciprocal borrowers	10,311	10,397	-1%	30,291	29,168	4%
ILLs borrowed for our customers	537	441	22%	1,438	1,084	33%
ILLS lent to other libraries	514	651	-21%	1,335	1,647	-19%
Resident cards issued	350	347	1%	1,010	1,041	-3%
Reciprocal cards registered	203	175	16%	493	508	-3%
Reference questions	17,448	17,433	0%	51,514	49,706	4%
Number of Programs	265	243	9%	807	792	2%
Program attendance	6,224	6,670	-7%	19,944	24,778	-20%
Public computer use	9,649	10,893	-11%	26,801	31,338	-14%
Website visits	100,179	102,240	-2%	294,361	302,038	-3%
In-person visitors	87,926	91,346	-4%	256,058	265,625	-4%
Marketplace - % of adult coll	8.1%	8.6%	-5%	8.2%	8.5%	-3%
Marketplace - % of circ	34.4%	34.0%	1%	33.8%	34.3%	-1%
Kids' Mktplace - % of KW coll	4.8%	5.0%	-4%	4.6%	4.9%	-6%
Kids' Mktplace - % of circ	15.6%	15.3%	2%	15.3%	15.4%	-1%
Individual Staff Sessions	717	438	39%	1471	973	34%
Volunteer hours	2,438	2,195	11%	6,631	6,250	6%

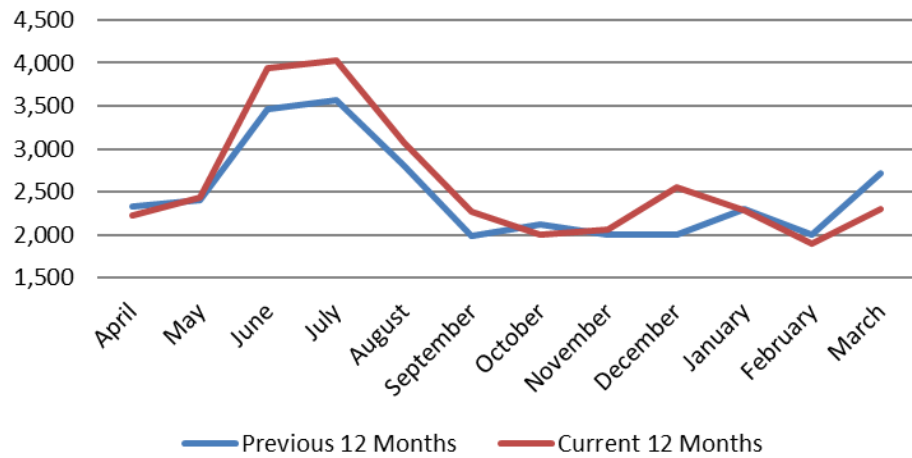
### Adult Circulation



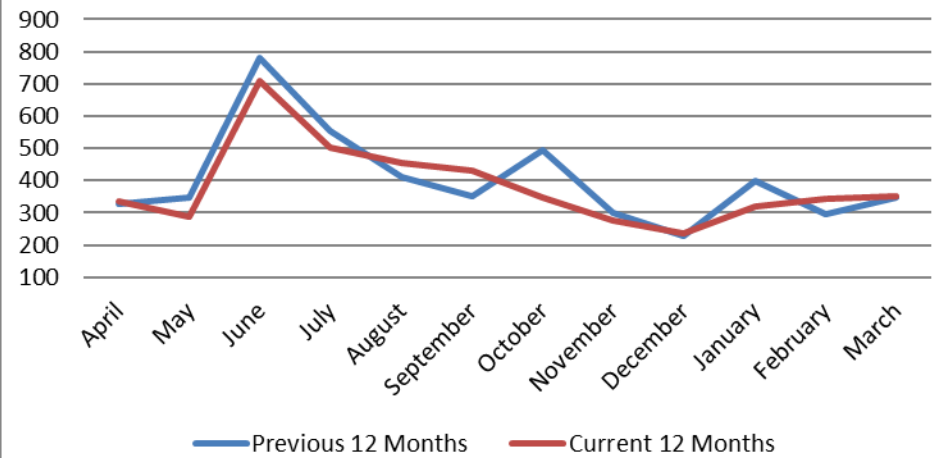
### Children's Circulation



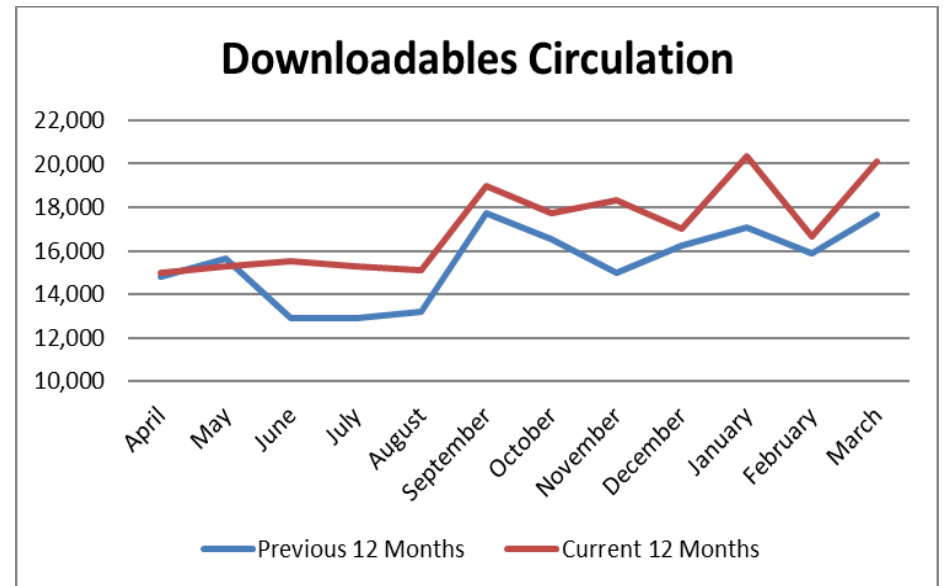
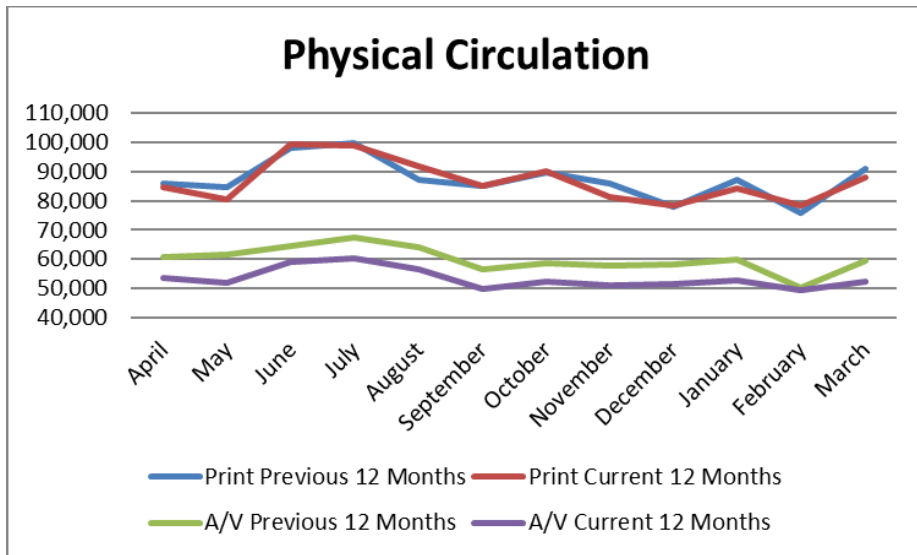
### Teen Circulation



### Resident Library Cards Issued





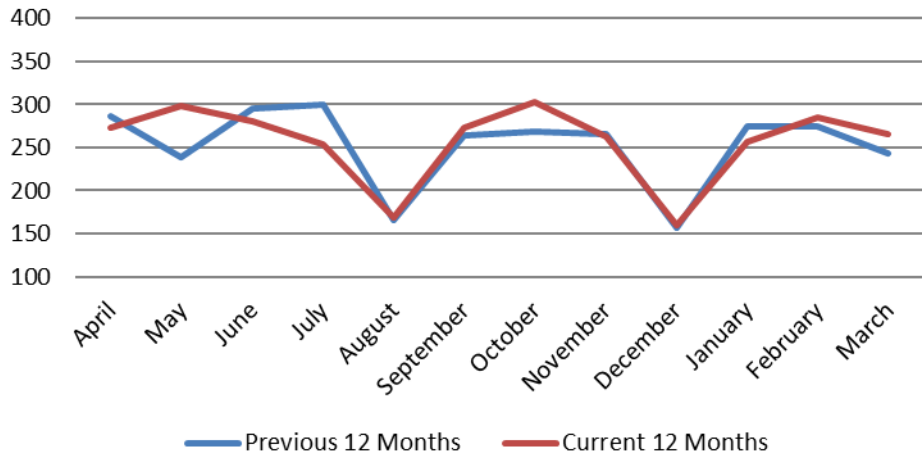


### Notes Relating to Circulation

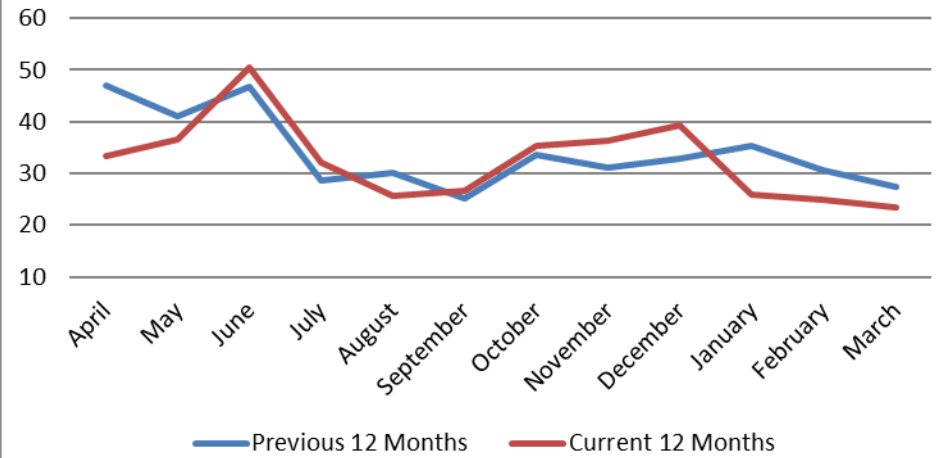
Equipment checkouts increased 64.81% over last March, with our Library of Things maintaining its popularity in our community. Customers checked out 464 ‘Things’ from this collection this month.

- Chinese language books in our adult collection were popular this month, up 35.29% over last year (69 checkouts). Spanish language books were popular in our youth collection, up 29.26% over last year (243 checkouts).
- Our youth materials continue to be popular with our community, resulting in the entire collection up 0.6% so far for the year.
- This is our busiest March on record for ematerials (20,096 circs). Much of that is attributable to continued high eMagazine numbers from RBdigital (2550) and PressReader (1500). Checkouts are up 13.6% over last March and up 12.8% for the year.

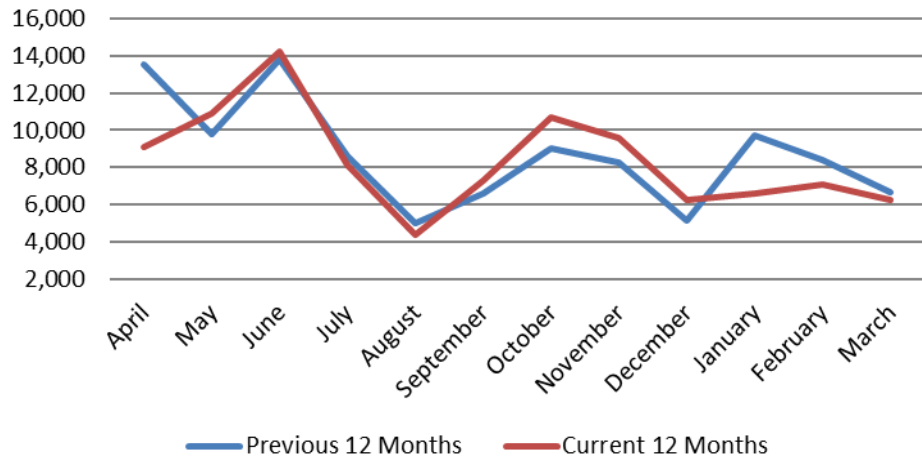
### Program Sessions



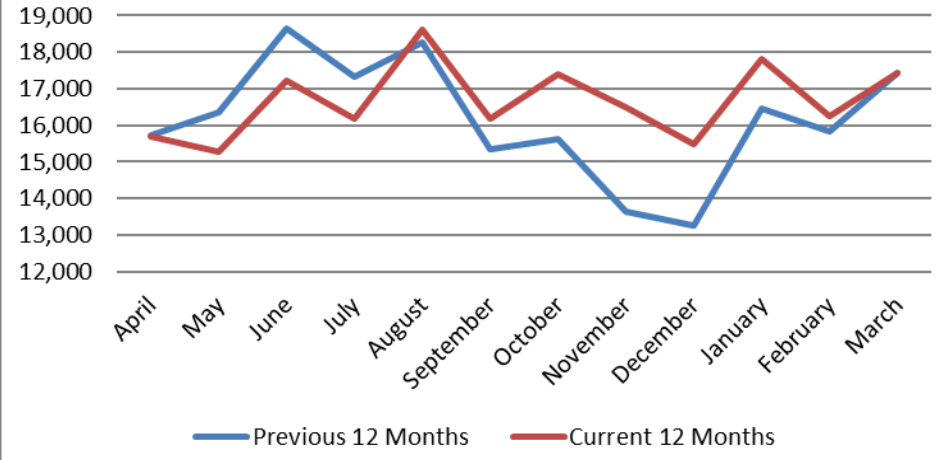
### Attendance Per Program



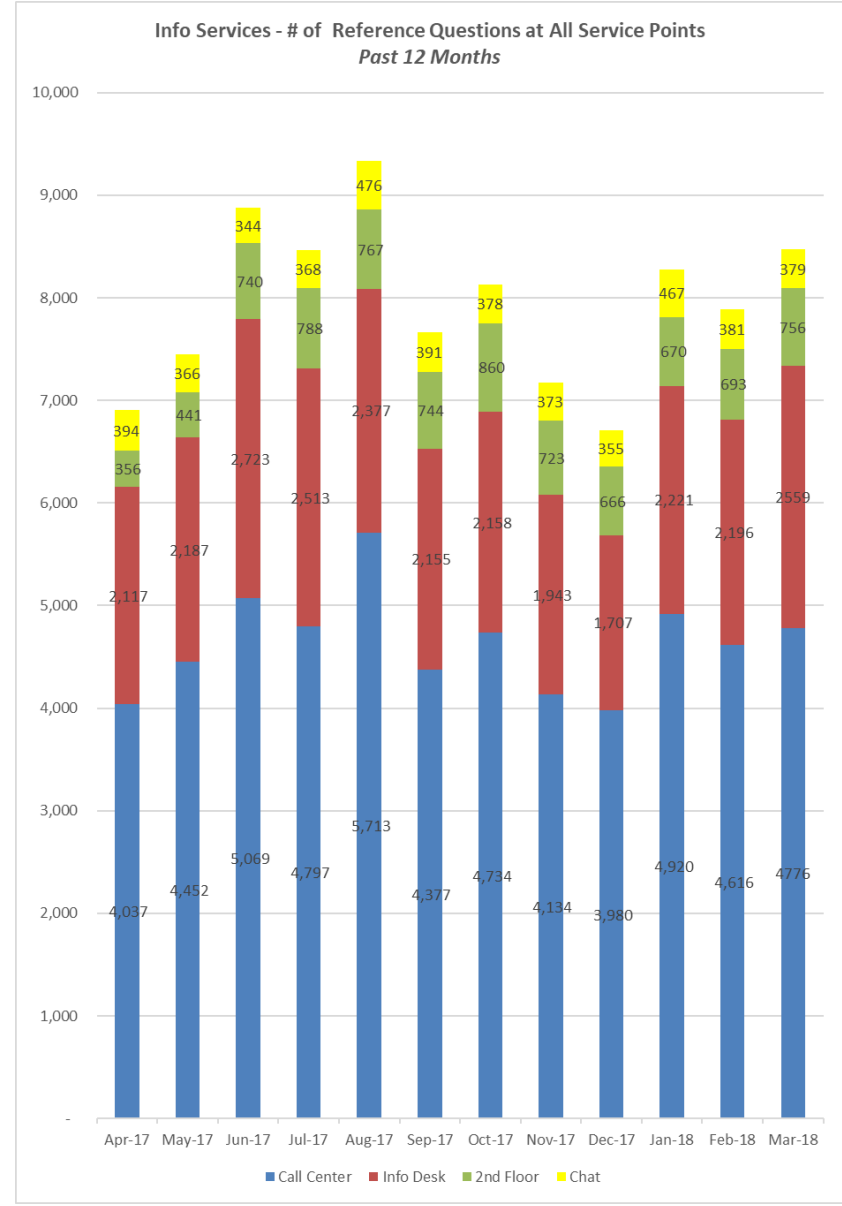
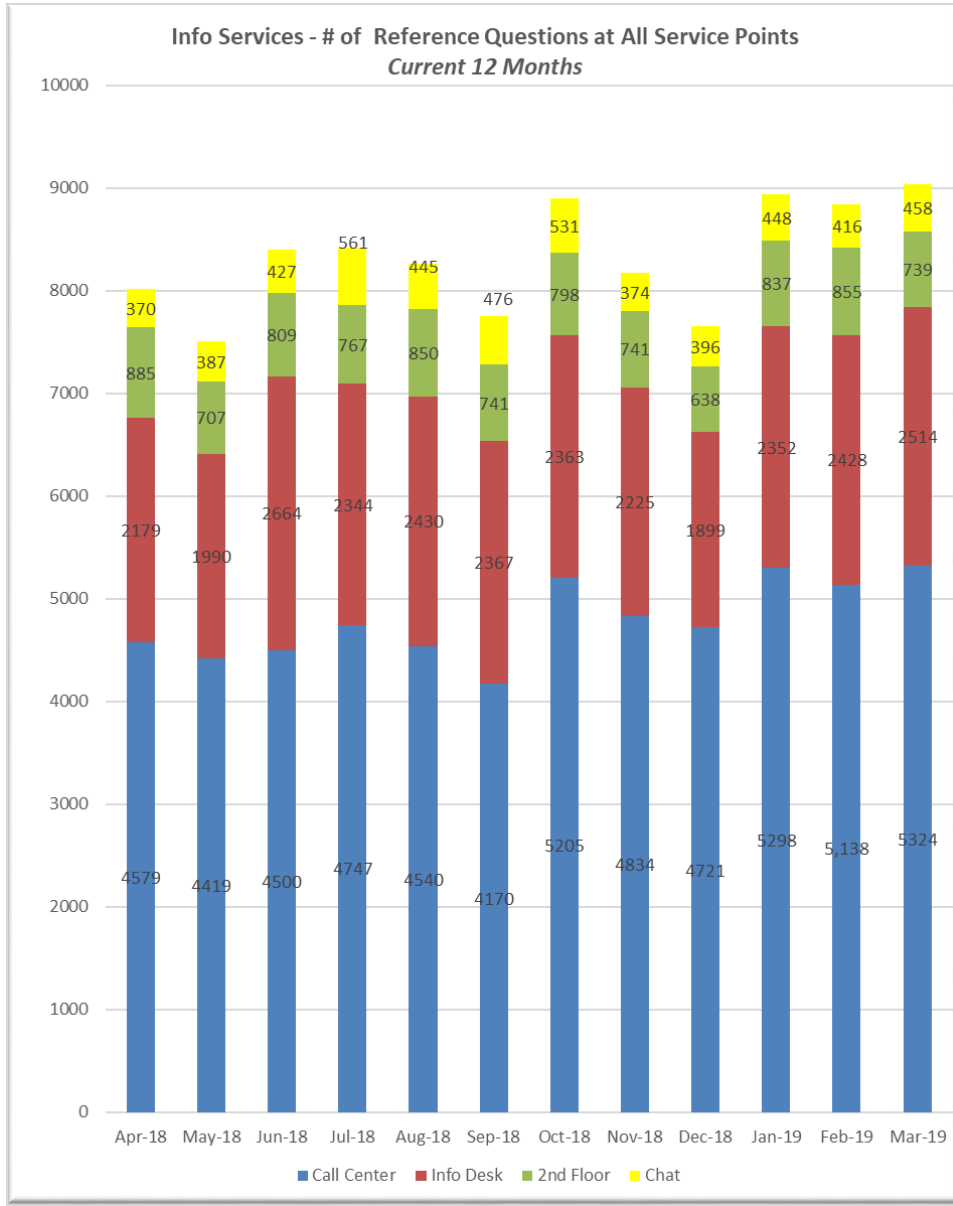
### Program Attendance



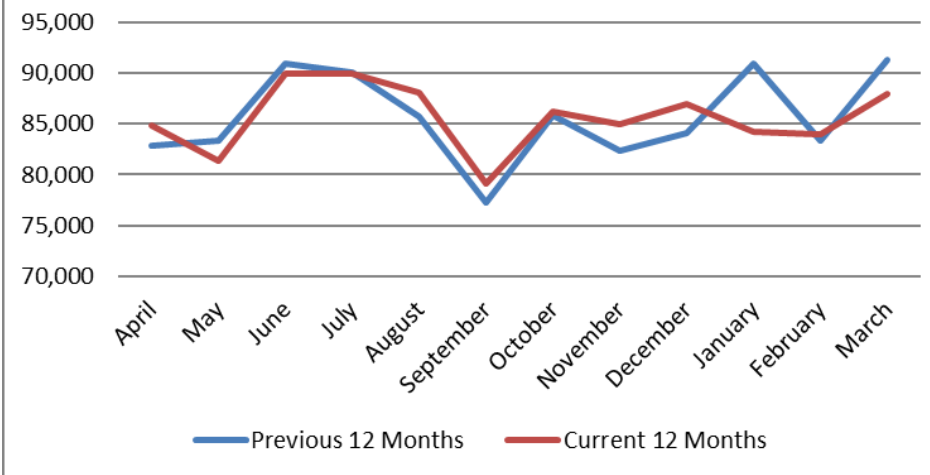
### Reference Questions (Library Wide)



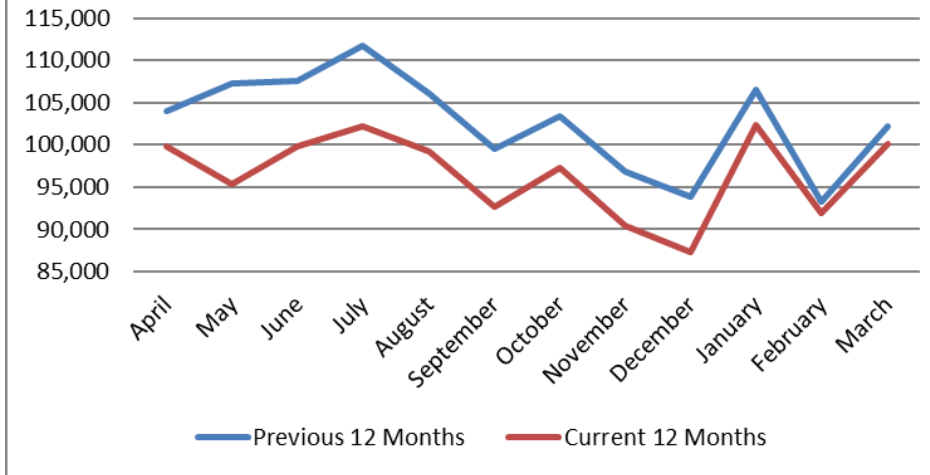
The charts below illustrate the total reference questions handled at the various Info Services points for the current 12 months and the prior 12 months.



### In-person Attendance



### Website Visits



### Public Computer Use

