

BOARD OF LIBRARY TRUSTEES

**TUESDAY, NOVEMBER 19, 2019
7:30 P.M**

RICHARD FRISBIE BOARD ROOM

- AGENDA -

- I. CALL TO ORDER
- II. ROLL CALL
- III. PUBLIC COMMENT
- IV. LIAISON REPORTS
 - FRIENDS OF THE ARLINGTON HEIGHTS MEMORIAL LIBRARY
 - ARLINGTON HEIGHTS MEMORIAL LIBRARY FOUNDATION
- V. APPROVAL OF THE MINUTES OF THE REGULAR BOARD MEETING OF OCTOBER 15, 2019 (Action Item 1)
- VI. REVIEW OF THE FINANCIAL REPORT FOR THE PERIOD ENDED OCTOBER 31, 2019 (Item 2)
- VII. REVIEW OF THE CHECK REGISTER FOR THE PERIOD ENDED OCTOBER 31, 2019 (Action Item 3)
- VIII. EXECUTIVE DIRECTOR'S REPORT
- IX. OLD BUSINESS

- MAKERSPACE PROJECT UPDATE (Item 4)

Staff and a representative from Williams Architects will provide an update on the progress of the makerspace building project at 112 North Belmont Avenue

- FY2020 ILLINOIS PUBLIC LIBRARY PER CAPITA GRANT APPLICATION UPDATE (Item 5)

Staff will provide an update on the Illinois State Library FY2020 Public Library Per Capita Grant application

X. NEW BUSINESS

- RECOGNIZING ILLINOIS LIBRARY LUMINARY HONOREE G. VICTOR JOHNSON (Item 6)

Recognizing outstanding voices in the library community while creating a legacy, the Illinois Library Association acknowledged 2019 Illinois Library Luminary Honoree G. Victor Johnson

- APPROVAL OF TRUSTEE EXPENDITURES (Action Item 7)

Staff will present proposed dues, travel and training expenditures for trustees in 2020.

XI. OTHER

- HOLIDAY BOOK DRIVE

Books will be purchased for the Wheeling Township's Adopt-a-Family program.

XII. CLOSED SESSION IN ACCORDANCE WITH 5 ILCS 120/2 (C) (1) FOR THE PURPOSE OF DISCUSSING PERSONNEL ISSUES

XIII. ITEM(S) FROM CLOSED SESSION FOR ACTION

XIV. ADJOURNMENT

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

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

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF LIBRARY TRUSTEES
OF THE ARLINGTON HEIGHTS MEMORIAL LIBRARY HELD ON TUESDAY,
OCTOBER 15, 2019.**

10.19.01 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, October 15, 2019, at 7:30 p.m. by President Greg Zyck.

10.19.02 Upon **ROLL CALL**, the following answered Present: Trustees Medal, Smart, Supplitt, Thanopoulos and Zyck.

Absent: Trustees Ruhl and Tangney.

Also present: Michael Driskell, Executive Director; Shannon Distel, Deputy Director; Donna Ekl, Director of Finance; Mary Hastings, Director of Communications and Marketing; Janet Moravec, Business Office Administrator; Commissioner Scott Britton, Cook County District 14; Karen Paszkiewicz, Cook County District 14; Greg Padovani, Veterans Memorial Committee of Arlington Heights; Lisa Slankard, Resident; Melissa Cayer, Resident.

10.19.03 **PUBLIC COMMENT** – Representing the Cook County Commissioners from the State of Illinois, Commissioner Scott Britton for Cook County District 14 honored Trustee Smart with a resolution recognizing her as recipient of the Illinois Library Association Library Trustee of the Year Award for community service to the residents of Arlington Heights. Ms. Cayer suggested programming topics around understanding property tax assessment and property tax bills.

Trustee Tangney joined the meeting at 7:31 p.m.

Trustee Ruhl joined the meeting at 7:33 p.m.

Trustee Smart moved **TO ADJUST THE AGENDA AND MOVE FORWARD ITEM 12 GENERATIONAL TIME CAPSULE PROJECT.** Trustee Medal seconded. All were in favor and the motion carried.

10.19.04 **NEW BUSINESS**

- **GENERATIONAL TIME CAPSULE PROJECT (Item 12)** – Mr. Greg Padovani, Chairman of the Veterans Memorial Committee of Arlington Heights, gave a presentation on a generational time capsule project.

10.19.05 **LIAISON REPORTS**

- **FRIENDS OF THE ARLINGTON HEIGHTS MEMORIAL LIBRARY** – Mr. Driskell reported the Friends Fantastic Fall Used Book and Media Sale runs November

1-3. The Friends generously approved two wish list items: makerspace equipment in the amount of \$62,750 and \$8,000 for the 2020 annual volunteer recognition luncheon.

- **ARLINGTON HEIGHTS MEMORIAL LIBRARY FOUNDATION** – Mr. Driskell reported the Foundation launched a capital campaign to raise funds for a professional-grade commercial kitchen in the Belmont makerspace. They are finalizing their website that will include a page for online donations.

- 10.19.06 Trustee Smart moved **APPROVAL OF THE MINUTES OF THE REGULAR BOARD MEETING OF SEPTEMBER 17, 2019 (Action Item 1)**. Trustee Supplitt seconded. All were in favor and the minutes were approved as submitted.
- 10.19.07 Trustee Medal moved **APPROVAL OF THE MINUTES OF THE JOINT MEETING OF THE ARLINGTON HEIGHTS PARK DISTRICT BOARD OF COMMISSIONERS AND THE BOARD OF LIBRARY TRUSTEES OF SEPTEMBER 21, 2019 (Action Item 2)**. Trustee Tangney seconded. All were in favor and the minutes were approved as submitted.
- 10.19.08 Trustee Supplitt moved **APPROVAL OF THE MINUTES OF THE COMMITTEE OF THE WHOLE MEETING OF SEPTEMBER 23, 2019 (Action Item 3)**. Trustee Thanopoulos seconded. All were in favor and the minutes were approved as submitted.
- 10.19.09 Trustee Smart moved **APPROVAL OF THE MINUTES OF THE COMMITTEE OF THE WHOLE MEETING OF OCTOBER 7, 2019 (Action Item 4)**. Trustee Tangney seconded. All were in favor and the minutes were approved as submitted.
- 10.19.10 **REVIEW OF THE FINANCIAL REPORT FOR THE PERIOD ENDED SEPTEMBER 30, 2019 (Item 5)** – Mr. Driskell reported the library received \$13,204 in tax revenue in September, 96.8% of the annual tax revenue budget of \$14.2 million has been received year-to-date. The Friends of the Library provided a reimbursement of \$17,899 in September; Mr. Driskell thanked the Friends for their continued support. 75% of the fiscal year has lapsed; 72% of the annual operating budget and 38% of the annual capital project budget has been expensed to date. Mr. Driskell highlighted departmental accounts of note from the Detail Budget Report.
- 10.19.11 **REVIEW OF THE CHECK REGISTER FOR THE PERIOD ENDED SEPTEMBER 30, 2019 (Action Item 6)** – Mr. Driskell provided information in response to trustees' questions about individual expenditures.

Trustee Supplitt moved **THE BOARD OF LIBRARY TRUSTEES ACCEPTS THE CHECK REGISTER DATED SEPTEMBER 30, 2019, IN THE AMOUNT OF \$1,077,725.82**. Trustee Smart seconded. Upon **ROLL CALL**, the following answered Aye: Trustees Medal, Ruhl, Smart, Supplitt, Tangney, Thanopoulos and Zyck. Nay: none. The motion carried.

10.19.12 **EXECUTIVE DIRECTOR'S REPORT** – Mr. Driskell highlighted a new Hi8 format converter, the switch to ePrintit wireless printing, and an additional fax station in digital services; a new monthly bookmobile stop at Mision San Juan Diego; library staff providing Excel training for Northwest Special Recreation Association staff; a staff and public blood drive with Heartland Blood Center; 94 customers celebrated *1,000 Books Before Kindergarten*; and 35 people enjoyed drinking tea and dinosaur-themed stories and crafts at a *Tea Rex Party*. Library card signup month saw the library working with over 30 business partners; staff attended 21 events and interacted with over 1,400 people promoting library resources; and 419 new customers and 3 new businesses signed up for library cards this month. One Book, One Village *The Feather Thief* programming included *Put a Bird on It*, painting and decorating birdhouses; *Birds of Prey* with River Trail Nature Center; *Intro to Bird Drawing*; and *Birding 101* with the Chicago Ornithological Society.

10.19.13 **OLD BUSINESS**

- **ADOPTION OF 2020 BUDGET (Action Item 7)** – Staff presented a proposed budget for 2020 for adoption by the board.

Trustee Smart moved **THE BOARD OF LIBRARY TRUSTEES APPROVES THE 2020 ARLINGTON HEIGHTS MEMORIAL LIBRARY BUDGET.** Trustee Supplitt seconded. Upon **ROLL CALL**, the following answered Aye: Trustees Medal, Ruhl, Smart, Supplitt, Tangney, Thanopoulos, and Zycck. Nay: none. The motion carried.

- **ADOPTION OF 2019 TAX LEVY (Action Item 8)** – Staff presented a proposed tax levy for 2019 for adoption by the board. The 2019 tax levy would be a 0% increase over the extended 2018 levy.

Trustee Supplitt moved **THE BOARD OF LIBRARY TRUSTEES ADOPTS THE 2019 TAX LEVY IN THE AMOUNT OF \$14,391,649.** Trustee Tangney seconded. Upon **ROLL CALL**, the following answered Aye: Trustees Medal, Ruhl, Smart, Supplitt, Tangney, Thanopoulos, and Zycck. Nay: none. The motion carried.

- **REVISION TO POLICY 5.002 ISSUANCE OF LIBRARY CARDS AND CONDITIONS OF USE (Action Item 9)** – Mr. Driskell presented proposed revisions to Policy 5.002 Issuance of Library Cards and Conditions of Use including the creation of a veteran and armed forces special use card.

Trustee Tangney moved **THE BOARD OF LIBRARY TRUSTEES APPROVES REVISIONS TO POLICY 5.002 ISSUANCE OF LIBRARY CARDS AND CONDITIONS OF USE.** Trustee Smart seconded. All were in favor and the motion carried.

- **REVISION TO POLICY 5.004 FEES AND CHARGES (Action Item 10)** – Mr. Driskell presented proposed revisions to Policy 5.004 Fees and Charges that include adjusting copy machine and printer charges.

Trustee Smart moved **THE BOARD OF LIBRARY TRUSTEES APPROVES REVISIONS TO POLICY 5.004 FEES AND CHARGES.** Trustee Tangney seconded. All were in favor and the motion carried.

- **NAMED RECOGNITION POLICY (Action Item 11)** – Mr. Driskell explained in an effort to recognize outstanding service or significant financial or in-kind contributions to the library, staff are proposing a new policy for naming recognition for contributions to the library directly, or through the Arlington Heights Memorial Library Foundation or Friends of the Library organizations.

Trustee Tangney moved **THE BOARD OF LIBRARY TRUSTEES ADOPTS POLICY 2.011 NAMED RECOGNITION.** Trustee Thanopoulos seconded. All were in favor and the motion carried.

10.19.14 **OTHER**

- Trustee Smart shared an Arlington Heights Godey Questers event on November 10 with proceeds to benefit historical preservation and restoration in Arlington Heights.

There being no further business to discuss, Trustee Tangney moved **ADJOURNMENT.** Trustee Ruhl seconded. All were in favor and the meeting was adjourned at 8:30 p.m.

Carole Medal, Vice President/Secretary

Janet Moravec, Recorder

ITEM 2

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	3,245.23	5	666,730	778,206.61	117	800,076	21,869.39
04 00	Real Estate Tax FICA	41,296	2,009.62	5	412,960	481,984.57	117	495,552	13,567.43
05 00	Real Estate Tax	1,079,460	52,541.89	5	10,794,600	12,599,388.62	117	12,953,529	354,140.38
401	** Real Estate Taxes	1,187,429	57,796.74	5	11,874,290	13,859,579.80	117	14,249,157	389,577.20
400	*** Taxes	1,187,429	57,796.74	5	11,874,290	13,859,579.80	117	14,249,157	389,577.20
410	Intergovernmental Revenue								
411	Intergovernmental								
65 00	Per Capita Grant & Gifts	5,000	.00		50,000	93,876.25	188	60,000	33,876.25-
70 00	Other Grants	41	.00		410	.00		500	500.00
75 00	Other Restricted	46	.00		460	.00		563	563.00
90 00	Contribution Ord. Library	0	.00		0	2,110.90		0	2,110.90-
411	** Intergovernmental	5,087	.00		50,870	95,987.15	189	61,063	34,924.15-
410	*** Intergovernmental Revenue	5,087	.00		50,870	95,987.15	189	61,063	34,924.15-
430	Fees								
436	Library Fees								
72 00	Non Resident Fees	208	.00		2,080	2,206.00	106	2,500	294.00
74 00	Copier/Reader Printer Fee	3,750	3,729.17	99	37,500	38,438.39	103	45,000	6,561.61
75 00	Meeting Room Fees	211	185.00	88	2,110	3,315.00	157	2,534	781.00-
436	** Library Fees	4,169	3,914.17	94	41,690	43,959.39	105	50,034	6,074.61
430	*** Fees	4,169	3,914.17	94	41,690	43,959.39	105	50,034	6,074.61
440	Fines								
442	Library								
20 00	Late Charges	11,496	8,708.07	76	114,960	75,246.76	66	137,959	62,712.24
25 00	Lost/Damaged Item Charges	1,416	1,498.88	106	14,160	13,559.24	96	17,000	3,440.76
442	** Library	12,912	10,206.95	79	129,120	88,806.00	69	154,959	66,153.00
440	*** Fines	12,912	10,206.95	79	129,120	88,806.00	69	154,959	66,153.00
460	Interest Income								
461	Simple Interest								
02 00	Interest on Investments	3,093	1,661.54	54	30,930	43,535.36	141	37,120	6,415.36-
461	** Simple Interest	3,093	1,661.54	54	30,930	43,535.36	141	37,120	6,415.36-
462	Investment Income								
10 00	Market Value Adjustments	0	1,800.98		0	21,647.74		0	21,647.74-
462	** Investment Income	0	1,800.98		0	21,647.74		0	21,647.74-

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
460	Interest Income								
462	Investment Income								
460	*** Interest Income	3,093	3,462.52	112	30,930	65,183.10	211	37,120	28,063.10-
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	2,333.65	561	4,160	4,146.37	100	5,000	853.63
483	** Donations	416	2,333.65	561	4,160	4,146.37	100	5,000	853.63
489	Other								
90 00	Other Income	713	960.47	135	7,130	13,027.43	183	8,565	4,462.43-
94 00	FOL Reimbursements	5,416	11,559.84	213	54,160	75,708.86	140	65,000	10,708.86-
489	** Other	6,129	12,520.31	204	61,290	88,736.29	145	73,565	15,171.29-
480	*** Other	6,545	14,853.96	227	65,450	92,882.66	142	78,565	14,317.66-
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	90,234.34	7	12,192,350	14,246,398.10	117	14,630,898	384,499.90

Village of Arlington Heights

FUND 491 Capital Projects-Library

ACCOUNT	DESCRIPTION	***** ESTIMATED	CURRENT ACTUAL	***** %REV	***** ESTIMATED	YEAR-TO-DATE ACTUAL	***** %REV	ANNUAL ESTIMATE	UNREALIZED BALANCE
460	Interest Income								
461	Simple Interest								
02 00	Interest on Investments	1,250	1,856.75	149	12,500	56,838.02	455	15,000	41,838.02-
461	** Simple Interest	1,250	1,856.75	149	12,500	56,838.02	455	15,000	41,838.02-
462	Investment Income								
10 00	Market Value Adjustments	0	2,746.01		0	33,011.07		0	33,011.07-
462	** Investment Income	0	2,746.01		0	33,011.07		0	33,011.07-
460	*** Interest Income	1,250	4,602.76	368	12,500	89,849.09	719	15,000	74,849.09-
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	4,602.76	368	12,500	89,849.09	719	15,000	74,849.09-

REPORT SELECTIONS

Fiscal year : 2019
Fund : 291
All Departments
All Divisions
Suppress accounts with zero balances : Y

FUND 291 Memorial Library Fund			DEPT/DIV 6001 Executive Office/Administration									
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	41825	25655.76	61	418250	287202.66	69	.00	501907	214704.34	57
16	92	Achievement Awards	333	.00	0	3330	2000.00	60	.00	4000	2000.00	50
16	**	Library Personal Services	42158	25655.76	61	421580	289202.66	69	.00	505907	216704.34	57
18		Other Personal Services										
18	05	Overtime Civilian	66	2.26	3	660	1358.73	206	.00	800	558.73-	170
18	**	Other Personal Services	66	2.26	3	660	1358.73	206	.00	800	558.73-	170
19		Employee Benefits										
19	05	Medical Insurance	5073	4753.58	94	50730	47535.80	94	.00	60885	13349.20	78
19	10	IMRF	4186	2568.35	61	41860	28884.90	69	.00	50241	21356.10	58
19	11	Social Security	2593	1566.40	60	25930	17496.48	68	.00	31118	13621.52	56
19	12	Medicare	606	366.34	61	6060	4091.89	68	.00	7278	3186.11	56
19	53	Flexible Spending	188	156.75	83	1880	1848.75	98	.00	2259	410.25	82
19	55	Unemployment Compensation	752	.00	0	7520	4627.84	62	.00	9024	4396.16	51
19	**	Employee Benefits	13398	9411.42	70	133980	104485.66	78	.00	160805	56319.34	65
20		Prof Technical Services										
20	05	Professional Services	583	.00	0	5830	.00	0	.00	7000	7000.00	0
20	08	Consulting Services	166	.00	0	1660	.00	0	.00	2000	2000.00	0
20	20	Legal Services	1333	2826.65	212	13330	18339.15	138	.00	16000	2339.15-	115
20	40	General Insurance	10541	.00	0	105410	107028.00	102	.00	126500	19472.00	85
20	81	OCLC Services	5110	15544.19	304	51100	61271.29	120	.00	61324	52.71	100
20	**	Prof Technical Services	17733	18370.84	104	177330	186638.44	105	.00	212824	26185.56	88
21		Property Services										
21	65	Other Services	836	1675.67	200	8360	9413.12	113	.00	10036	622.88	94
21	**	Property Services	836	1675.67	200	8360	9413.12	113	.00	10036	622.88	94
22		Other Contractual Service										
22	01	Advertising	50	.00	0	500	135.00	27	.00	600	465.00	23
22	02	Dues	515	1125.00	218	5150	4222.00	82	.00	6185	1963.00	68
22	03	Training	11187	5607.55	50	111870	70473.68	63	.00	134244	63770.32	53
22	05	Postage	3858	2825.02	73	38580	31689.88	82	.00	46300	14610.12	68
22	42	Internet Access	2319	2016.53	87	23190	24440.74	105	.00	27831	3390.26	88
22	70	Telephone Services	6089	7835.66	129	60890	71761.44	118	.00	73069	1307.56	98
22	**	Other Contractual Service	24018	19409.76	81	240180	202722.74	84	.00	288229	85506.26	70
30		General Supplies										
30	05	Office Supplies & Equip	738	155.60	21	7380	5296.35	72	.00	8858	3561.65	60
30	**	General Supplies	738	155.60	21	7380	5296.35	72	.00	8858	3561.65	60
31		Public Works Supplies										
31	85	Small Tools and Equipment	208	.00	0	2080	1049.85	51	.00	2500	1450.15	42
31	**	Public Works Supplies	208	.00	0	2080	1049.85	51	.00	2500	1450.15	42

FUND 291 Memorial Library Fund			DEPT/DIV 6001 Executive Office/Administration							ANNUAL	UNENCUMB.	%
BA ELE OBJ ACCOUNT			*****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										
32		Library Supplies										
32	72	Special Events	70	251.58	359	700	805.36	115	.00	850	44.64	95
32	99	Items Reimb by Employees	0	85.03	0	0	56.36	0	.00	0	56.36-	0
32	**	Library Supplies	70	336.61	481	700	861.72	123	.00	850	11.72-	101
40		Other Charges										
40	96	Operating Contingency	416	.00	0	4160	.00	0	.00	5000	5000.00	0
40	**	Other Charges	416	.00	0	4160	.00	0	.00	5000	5000.00	0
50		Property										
50	15	Other Equipment	2083	7905.96	380	20830	26872.86	129	.00	25000	1872.86-	108
50	**	Property	2083	7905.96	380	20830	26872.86	129	.00	25000	1872.86-	108
601	** **	Library	101724	82923.88	82	1017240	827902.13	81	.00	1220809	392906.87	68
60	** **	Culture/Recreation	101724	82923.88	82	1017240	827902.13	81	.00	1220809	392906.87	68
DIV	6001	TOTAL ***** Administration	101724	82923.88	82	1017240	827902.13	81	.00	1220809	392906.87	68

FUND 291 Memorial Library Fund			DEPT/DIV 6002 Executive Office/Communications & Mrkting						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	33510	29813.31	89	335100	321407.73	96	.00	402121	80713.27 80
16	**	Library Personal Services	33510	29813.31	89	335100	321407.73	96	.00	402121	80713.27 80
18		Other Personal Services									
18	05	Overtime Civilian	29	6.90	24	290	78.17	27	.00	350	271.83 22
18	**	Other Personal Services	29	6.90	24	290	78.17	27	.00	350	271.83 22
19		Employee Benefits									
19	05	Medical Insurance	4775	6598.70	138	47750	65987.00	138	.00	57300	8687.00- 115
19	10	IMRF	3354	2985.02	89	33540	32180.87	96	.00	40252	8071.13 80
19	11	Social Security	2077	1797.35	87	20770	19437.06	94	.00	24932	5494.94 78
19	12	Medicare	485	420.35	87	4850	4545.78	94	.00	5831	1285.22 78
19	**	Employee Benefits	10691	11801.42	110	106910	122150.71	114	.00	128315	6164.29 95
20		Prof Technical Services									
20	05	Professional Services	1541	.00	0	15410	3257.00	21	.00	18500	15243.00 18
20	**	Prof Technical Services	1541	.00	0	15410	3257.00	21	.00	18500	15243.00 18
21		Property Services									
21	02	Equipment Maintenance	142	.00	0	1420	1320.00	93	.00	1710	390.00 77
21	65	Other Services	1434	320.00	22	14340	4450.02	31	.00	17217	12766.98 26
21	**	Property Services	1576	320.00	20	15760	5770.02	37	.00	18927	13156.98 31
22		Other Contractual Service									
22	02	Dues	77	.00	0	770	575.00	75	.00	930	355.00 62
22	03	Training	4	.00	0	40	36.24	91	.00	50	13.76 73
22	10	Printing	16742	20479.47	122	167420	161539.32	97	.00	200905	39365.68 80
22	**	Other Contractual Service	16823	20479.47	122	168230	162150.56	96	.00	201885	39734.44 80
30		General Supplies									
30	05	Office Supplies & Equip	1298	2603.39	201	12980	13665.09	105	.00	15579	1913.91 88
30	**	General Supplies	1298	2603.39	201	12980	13665.09	105	.00	15579	1913.91 88
31		Public Works Supplies									
31	85	Small Tools and Equipment	500	355.29	71	5000	5110.93	102	.00	6000	889.07 85
31	**	Public Works Supplies	500	355.29	71	5000	5110.93	102	.00	6000	889.07 85
32		Library Supplies									
32	72	Special Events	823	993.93	121	8230	3791.21	46	.00	9883	6091.79 38
32	**	Library Supplies	823	993.93	121	8230	3791.21	46	.00	9883	6091.79 38
601	** **	Library	66791	66373.71	99	667910	637381.42	95	.00	801560	164178.58 80
60	** **	Culture/Recreation	66791	66373.71	99	667910	637381.42	95	.00	801560	164178.58 80
DIV	6002	TOTAL ***** Communications & Mrkting	66791	66373.71	99	667910	637381.42	95	.00	801560	164178.58 80

FUND 291 Memorial Library Fund			DEPT/DIV 6003 Executive Office/Human Resources					ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT		
BA	ELE	OBJ	*****CURRENT*****			*****YEAR-TO-DATE*****						
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.			
60		Culture/Recreation										
601		Library										
16		Library Personal Services										
16	85	Salaries	13724	12628.65	92	137240	139530.48	102	.00	164692	25161.52	85
16	**	Library Personal Services	13724	12628.65	92	137240	139530.48	102	.00	164692	25161.52	85
18		Other Personal Services										
18	05	Overtime Civilian	25	32.28	129	250	669.83	268	.00	300	369.83-	223
18	**	Other Personal Services	25	32.28	129	250	669.83	268	.00	300	369.83-	223
19		Employee Benefits										
19	05	Medical Insurance	3412	3957.08	116	34120	39570.80	116	.00	40955	1384.20	97
19	10	IMRF	1373	1267.36	92	13730	13653.27	99	.00	16486	2832.73	83
19	11	Social Security	850	721.75	85	8500	8031.18	95	.00	10211	2179.82	79
19	12	Medicare	199	168.79	85	1990	1878.21	94	.00	2388	509.79	79
19	50	Employee Asst. Program	929	.00	0	9290	5820.16	63	.00	11155	5334.84	52
19	**	Employee Benefits	6763	6114.98	90	67630	68953.62	102	.00	81195	12241.38	85
21		Property Services										
21	65	Other Services	875	809.25	93	8750	6209.25	71	.00	10500	4290.75	59
21	**	Property Services	875	809.25	93	8750	6209.25	71	.00	10500	4290.75	59
22		Other Contractual Service										
22	01	Advertising	108	.00	0	1080	245.00	23	.00	1300	1055.00	19
22	02	Dues	276	.00	0	2760	2659.00	96	.00	3315	656.00	80
22	03	Training	75	100.12	134	750	1197.16	160	.00	910	287.16-	132
22	55	In Service Training	625	.00	0	6250	7898.32	126	.00	7500	398.32-	105
22	**	Other Contractual Service	1084	100.12	9	10840	11999.48	111	.00	13025	1025.52	92
32		Library Supplies										
32	01	Program Supplies	116	.00	0	1160	.00	0	.00	1400	1400.00	0
32	**	Library Supplies	116	.00	0	1160	.00	0	.00	1400	1400.00	0
40		Other Charges										
40	62	Tuition Reimbursement	2083	.00	0	20830	11749.18	56	.00	25000	13250.82	47
40	70	Employee Recognition Prog	1612	94.77-	6-	16120	3991.34	25	.00	19350	15358.66	21
40	**	Other Charges	3695	94.77-	3-	36950	15740.52	43	.00	44350	28609.48	36
601	**	** Library	26282	19590.51	75	262820	243103.18	93	.00	315462	72358.82	77
60	**	** Culture/Recreation	26282	19590.51	75	262820	243103.18	93	.00	315462	72358.82	77
DIV	6003	TOTAL ***** Human Resources	26282	19590.51	75	262820	243103.18	93	.00	315462	72358.82	77

PROGRAM: GM267L
Village of Arlington Heights

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	1753.61	422	4160	6896.99	166	.00	5000	1896.99- 138
21	**	Property Services	416	1753.61	422	4160	6896.99	166	.00	5000	1896.99- 138
22		Other Contractual Service									
22	10	Printing	0	.00	0	0	342.56	0	.00	0	342.56- 0
22	18	Contr Programs & Exhibits	1666	3673.03	221	16660	35347.43	212	.00	20000	15347.43- 177
22	**	Other Contractual Service	1666	3673.03	221	16660	35689.99	214	.00	20000	15689.99- 178
31		Public Works Supplies									
31	85	Small Tools and Equipment	416	.00	0	4160	.00	0	.00	5000	5000.00 0
31	**	Public Works Supplies	416	.00	0	4160	.00	0	.00	5000	5000.00 0
32		Library Supplies									
32	01	Program Supplies	416	121.77	29	4160	323.27	8	.00	5000	4676.73 7
32	02	Program Events	568	1012.03	178	5680	7971.65	140	.00	6820	1151.65- 117
32	32	Software	125	.00	0	1250	.00	0	.00	1500	1500.00 0
32	72	Special Events	833	.00	0	8330	19121.95	230	.00	10000	9121.95- 191
32	75	Audio Visual	166	308.38	186	1660	546.86	33	.00	2000	1453.14 27
32	78	Electronic Resources	125	.00	0	1250	.00	0	.00	1500	1500.00 0
32	80	Books	416	223.01	54	4160	1117.80	27	.00	5000	3882.20 22
32	**	Library Supplies	2649	1665.19	63	26490	29081.53	110	.00	31820	2738.47 91
50		Property									
50	15	Other Equipment	208	163.85	79	2080	2215.83	107	.00	2500	284.17 89
50	55	Other Capital Outlay	208	.00	0	2080	.00	0	.00	2500	2500.00 0
50	**	Property	416	163.85	39	4160	2215.83	53	.00	5000	2784.17 44
601	**	** Library	5563	7255.68	130	55630	74682.34	134	.00	66820	7862.34- 112
60	**	** Culture/Recreation	5563	7255.68	130	55630	74682.34	134	.00	66820	7862.34- 112
DIV	6004	TOTAL ***** Paid by Gifts and Grants	5563	7255.68	130	55630	74682.34	134	.00	66820	7862.34- 112

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	ENCUMBR.	BUDGET	BALANCE	BDGT
60		Culture/Recreation										
601		Library										
	16	Library Personal Services										
	16 85	Salaries	19718	16759.76	85	197180	191799.58	97	.00	236619	44819.42	81
	16 **	Library Personal Services	19718	16759.76	85	197180	191799.58	97	.00	236619	44819.42	81
	18	Other Personal Services										
	18 05	Overtime Civilian	83	1.77	2	830	7.30	1	.00	1000	992.70	1
	18 **	Other Personal Services	83	1.77	2	830	7.30	1	.00	1000	992.70	1
	19	Employee Benefits										
	19 05	Medical Insurance	4018	6490.38	162	40180	64903.80	162	.00	48218	16685.80-	135
	19 10	IMRF	1973	1677.84	85	19730	19162.84	97	.00	23686	4523.16	81
	19 11	Social Security	1222	989.13	81	12220	11232.61	92	.00	14670	3437.39	77
	19 12	Medicare	285	231.34	81	2850	2627.09	92	.00	3431	803.91	77
	19 **	Employee Benefits	7498	9388.69	125	74980	97926.34	131	.00	90005	7921.34-	109
	20	Prof Technical Services										
	20 05	Professional Services	475	.00	0	4750	5400.00	114	.00	5700	300.00	95
	20 **	Prof Technical Services	475	.00	0	4750	5400.00	114	.00	5700	300.00	95
	21	Property Services										
	21 36	Equipment Rental	106	.00	0	1060	1019.52	96	.00	1280	260.48	80
	21 65	Other Services	25	.00	0	250	.00	0	.00	310	310.00	0
	21 **	Property Services	131	.00	0	1310	1019.52	78	.00	1590	570.48	64
	22	Other Contractual Service										
	22 02	Dues	62	.00	0	620	100.00	16	.00	750	650.00	13
	22 03	Training	100	.00	0	1000	1154.26	115	.00	1200	45.74	96
	22 25	IT/GIS Service Charge	2091	2091.67	100	20910	20916.70	100	.00	25100	4183.30	83
	22 **	Other Contractual Service	2253	2091.67	93	22530	22170.96	98	.00	27050	4879.04	82
601	** **	Library	30158	28241.89	94	301580	318323.70	106	.00	361964	43640.30	88
60	** **	Culture/Recreation	30158	28241.89	94	301580	318323.70	106	.00	361964	43640.30	88
DIV	6008	TOTAL ***** Finance	30158	28241.89	94	301580	318323.70	106	.00	361964	43640.30	88

FUND 291 Memorial Library Fund			DEPT/DIV 6010 Executive Office/Information Technology					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	56174	51886.78	92	561740	575993.57	103	.00	674093
16	**	Library Personal Services	56174	51886.78	92	561740	575993.57	103	.00	674093
18		Other Personal Services								
18	05	Overtime Civilian	20	17.53	88	200	220.83	110	.00	250
18	**	Other Personal Services	20	17.53	88	200	220.83	110	.00	250
19		Employee Benefits								
19	05	Medical Insurance	12550	11625.09	93	125500	116250.90	93	.00	150601
19	10	IMRF	5623	4960.16	88	56230	55005.84	98	.00	67477
19	11	Social Security	3482	3096.73	89	34820	34623.31	99	.00	41794
19	12	Medicare	814	724.23	89	8140	8097.29	100	.00	9774
19	**	Employee Benefits	22469	20406.21	91	224690	213977.34	95	.00	269646
20		Prof Technical Services								
20	05	Professional Services	524	3564.43	680	5240	6699.30	128	.00	6290
20	08	Consulting Services	378	.00	0	3780	.00	0	.00	4545
20	**	Prof Technical Services	902	3564.43	395	9020	6699.30	74	.00	10835
21		Property Services								
21	02	Equipment Maintenance	12324	7314.79	59	123240	154894.52	126	.00	147898
21	**	Property Services	12324	7314.79	59	123240	154894.52	126	.00	147898
22		Other Contractual Service								
22	03	Training	37	.00	0	370	232.44	63	.00	450
22	**	Other Contractual Service	37	.00	0	370	232.44	63	.00	450
30		General Supplies								
30	05	Office Supplies & Equip	31	.00	0	310	339.10	109	.00	375
30	30	Data System Supplies	3183	1981.23	62	31830	23604.56	74	.00	38204
30	32	Software Library	14152	2917.40	21	141520	113829.49	80	.00	169829
30	33	Documentation Library	14	.00	0	140	.00	0	.00	175
30	**	General Supplies	17380	4898.63	28	173800	137773.15	79	.00	208583
31		Public Works Supplies								
31	85	Small Tools and Equipment	1106	355.49	32	11060	7090.51	64	.00	13276
31	**	Public Works Supplies	1106	355.49	32	11060	7090.51	64	.00	13276
32		Library Supplies								
32	05	Processing Supplies	25	.00	0	250	12.00	5	.00	300
32	32	Software	907	289.49	32	9070	5108.13	56	.00	10887
32	**	Library Supplies	932	289.49	31	9320	5120.13	55	.00	11187
50		Property								
50	12	Computer Equipment	3137	2637.54	84	31370	23688.32	76	.00	37649
50	**	Property	3137	2637.54	84	31370	23688.32	76	.00	37649

FUND 291 Memorial Library Fund			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										
601	** **	Library	114481	91370.89	80	1144810	1125690.11	98	.00	1373867	248176.89	82
60	** **	Culture/Recreation	114481	91370.89	80	1144810	1125690.11	98	.00	1373867	248176.89	82
DIV	6010	TOTAL ***** Information Technology	114481	91370.89	80	1144810	1125690.11	98	.00	1373867	248176.89	82

FUND 291 Memorial Library Fund			DEPT/DIV 6015 Executive Office/Security									
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	23283	20544.24	88	232830	228843.24	98	.00	279406	50562.76	82
	16 **	Library Personal Services	23283	20544.24	88	232830	228843.24	98	.00	279406	50562.76	82
	18	Other Personal Services										
	18 05	Overtime Civilian	166	177.84	107	1660	1494.29	90	.00	2000	505.71	75
	18 **	Other Personal Services	166	177.84	107	1660	1494.29	90	.00	2000	505.71	75
	19	Employee Benefits										
	19 05	Medical Insurance	5337	5036.10	94	53370	50361.00	94	.00	64053	13692.00	79
	19 10	IMRF	2330	1819.67	78	23300	20502.91	88	.00	27969	7466.09	73
	19 11	Social Security	1443	1209.48	84	14430	13540.44	94	.00	17323	3782.56	78
	19 12	Medicare	337	282.87	84	3370	3166.74	94	.00	4051	884.26	78
	19 **	Employee Benefits	9447	8348.12	88	94470	87571.09	93	.00	113396	25824.91	77
	22	Other Contractual Service										
	22 03	Training	291	855.00	294	2910	855.00	29	.00	3500	2645.00	24
	22 **	Other Contractual Service	291	855.00	294	2910	855.00	29	.00	3500	2645.00	24
	30	General Supplies										
	30 05	Office Supplies & Equip	302	.00	0	3020	31.28	1	.00	3635	3603.72	1
	30 **	General Supplies	302	.00	0	3020	31.28	1	.00	3635	3603.72	1
601	** **	Library	33489	29925.20	89	334890	318794.90	95	.00	401937	83142.10	79
60	** **	Culture/Recreation	33489	29925.20	89	334890	318794.90	95	.00	401937	83142.10	79
DIV	6015	TOTAL ***** Security	33489	29925.20	89	334890	318794.90	95	.00	401937	83142.10	79

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.	BUDGET	BALANCE	BDGT
60		Culture/Recreation										
601		Library										
		Executive Office	461975	406592.85	88	4619750	4359728.31	94	.00	5544355	1184626.69	79

FUND 291 Memorial Library Fund			DEPT/DIV 6405 User Services/Business & Specialty Serv							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	45335	31769.95	70	453350	384626.12	85	.00	544031	159404.88 71	
16	**	Library Personal Services	45335	31769.95	70	453350	384626.12	85	.00	544031	159404.88 71	
18		Other Personal Services										
18	05	Overtime Civilian	41	.00	0	410	59.90	15	.00	500	440.10 12	
18	**	Other Personal Services	41	.00	0	410	59.90	15	.00	500	440.10 12	
19		Employee Benefits										
19	05	Medical Insurance	11398	8294.66	73	113980	82946.60	73	.00	136782	53835.40 61	
19	10	IMRF	4538	3144.69	69	45380	37617.48	83	.00	54458	16840.52 69	
19	11	Social Security	2810	1860.66	66	28100	22530.09	80	.00	33730	11199.91 67	
19	12	Medicare	657	435.15	66	6570	5269.12	80	.00	7888	2618.88 67	
19	**	Employee Benefits	19403	13735.16	71	194030	148363.29	77	.00	232858	84494.71 64	
22		Other Contractual Service										
22	02	Dues	254	220.00	87	2540	1356.00	53	.00	3049	1693.00 45	
22	03	Training	315	317.11	101	3150	1538.66	49	.00	3788	2249.34 41	
22	18	Contr Programs & Exhibits	416	1110.00	267	4160	4800.00	115	.00	5000	200.00 96	
22	**	Other Contractual Service	985	1647.11	167	9850	7694.66	78	.00	11837	4142.34 65	
30		General Supplies										
30	05	Office Supplies & Equip	77	.00	0	770	1026.61	133	.00	930	96.61- 110	
30	**	General Supplies	77	.00	0	770	1026.61	133	.00	930	96.61- 110	
32		Library Supplies										
32	01	Program Supplies	0	92.50	0	0	1089.90	0	.00	0	1089.90- 0	
32	02	Program Events	401	.00	0	4010	323.65	8	.00	4820	4496.35 7	
32	90	Circulation Supplies	137	39.83	29	1370	110.59	8	.00	1649	1538.41 7	
32	**	Library Supplies	538	132.33	25	5380	1524.14	28	.00	6469	4944.86 24	
601	**	Library	66379	47284.55	71	663790	543294.72	82	.00	796625	253330.28 68	
60	**	Culture/Recreation	66379	47284.55	71	663790	543294.72	82	.00	796625	253330.28 68	
DIV	6405	TOTAL ***** Business & Specialty Serv	66379	47284.55	71	663790	543294.72	82	.00	796625	253330.28 68	

FUND 291 Memorial Library Fund			DEPT/DIV 6410 User Services/Info Services									
BA ELE OBJ ACCOUNT			*****CURRENT*****			*****YEAR-TO-DATE*****			ANNUAL	UNENCUMB.	%	
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
60		Culture/Recreation										
601		Library										
16		Library Personal Services										
16	85	Salaries	46063	62065.55	135	705379	636247.26	90	.00	797514	161266.74	80
16	**	Library Personal Services	46063	62065.55	135	705379	636247.26	90	.00	797514	161266.74	80
18		Other Personal Services										
18	05	Overtime Civilian	83	98.77	119	830	387.52	47	.00	1000	612.48	39
18	**	Other Personal Services	83	98.77	119	830	387.52	47	.00	1000	612.48	39
19		Employee Benefits										
19	05	Medical Insurance	8176	7452.58	91	81760	74525.80	91	.00	98122	23596.20	76
19	10	IMRF	4536	5048.38	111	75816	50686.87	67	.00	84892	34205.13	60
19	11	Social Security	2810	3744.43	133	43815	38694.06	88	.00	49446	10751.94	78
19	12	Medicare	657	875.74	133	10245	9049.42	88	.00	11564	2514.58	78
19	**	Employee Benefits	16179	17121.13	106	211636	172956.15	82	.00	244024	71067.85	71
22		Other Contractual Service										
22	02	Dues	55	.00	0	550	420.00	76	.00	668	248.00	63
22	03	Training	162	163.64	101	1620	1475.22	91	.00	1951	475.78	76
22	**	Other Contractual Service	217	163.64	75	2170	1895.22	87	.00	2619	723.78	72
30		General Supplies										
30	05	Office Supplies & Equip	130	58.81	45	1300	784.80	60	.00	1567	782.20	50
30	**	General Supplies	130	58.81	45	1300	784.80	60	.00	1567	782.20	50
32		Library Supplies										
32	01	Program Supplies	67	73.74	110	670	344.98	52	.00	804	459.02	43
32	**	Library Supplies	67	73.74	110	670	344.98	52	.00	804	459.02	43
601	** **	Library	62739	79581.64	127	921985	812615.93	88	.00	1047528	234912.07	78
60	** **	Culture/Recreation	62739	79581.64	127	921985	812615.93	88	.00	1047528	234912.07	78
DIV	6410	TOTAL ***** Info Services	62739	79581.64	127	921985	812615.93	88	.00	1047528	234912.07	78

FUND 291 Memorial Library Fund			DEPT/DIV 6420 User Services/Customer Services						ANNUAL	UNENCUMB.	%	
BA ELE OBJ ACCOUNT			*****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										
	16	Library Personal Services										
	16 85	Salaries	122308	87422.90	72	978331	1073236.46	110	.00	1222951	149714.54	88
	16 **	Library Personal Services	122308	87422.90	72	978331	1073236.46	110	.00	1222951	149714.54	88
	18	Other Personal Services										
	18 05	Overtime Civilian	83	5.24	6	830	72.98	9	.00	1000	927.02	7
	18 **	Other Personal Services	83	5.24	6	830	72.98	9	.00	1000	927.02	7
	19	Employee Benefits										
	19 05	Medical Insurance	8827	7460.36	85	88270	74603.60	85	.00	105931	31327.40	70
	19 10	IMRF	12080	6704.21	56	90344	81742.09	91	.00	114513	32770.91	71
	19 11	Social Security	7481	5344.73	71	59095	64917.36	110	.00	74061	9143.64	88
	19 12	Medicare	1749	1250.03	72	13815	15182.32	110	.00	17321	2138.68	88
	19 **	Employee Benefits	30137	20759.33	69	251524	236445.37	94	.00	311826	75380.63	76
	21	Property Services										
	21 65	Other Services	1050	742.50	71	10500	5827.80	56	.00	12602	6774.20	46
	21 **	Property Services	1050	742.50	71	10500	5827.80	56	.00	12602	6774.20	46
	22	Other Contractual Service										
	22 02	Dues	46	100.00	217	460	260.00	57	.00	562	302.00	46
	22 03	Training	147	934.96	636	1470	1545.83	105	.00	1773	227.17	87
	22 **	Other Contractual Service	193	1034.96	536	1930	1805.83	94	.00	2335	529.17	77
	30	General Supplies										
	30 05	Office Supplies & Equip	156	133.39	86	1560	702.91	45	.00	1883	1180.09	37
	30 07	Supplies Reimb by Patrons	170	.00	0	1700	1977.11	116	.00	2040	62.89	97
	30 **	General Supplies	326	133.39	41	3260	2680.02	82	.00	3923	1242.98	68
	32	Library Supplies										
	32 90	Circulation Supplies	751	1044.73	139	7510	6240.34	83	.00	9017	2776.66	69
	32 **	Library Supplies	751	1044.73	139	7510	6240.34	83	.00	9017	2776.66	69
601	** **	Library	154848	111143.05	72	1253885	1326308.80	106	.00	1563654	237345.20	85
60	** **	Culture/Recreation	154848	111143.05	72	1253885	1326308.80	106	.00	1563654	237345.20	85
DIV	6420	TOTAL ***** Customer Services	154848	111143.05	72	1253885	1326308.80	106	.00	1563654	237345.20	85

FUND 291 Memorial Library Fund			DEPT/DIV 6430 User Services/Accessible Services									
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	14452	15808.31	109	144520	156375.36	108	.00	173435	17059.64	90
	16 **	Library Personal Services	14452	15808.31	109	144520	156375.36	108	.00	173435	17059.64	90
	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	16610	12568.20	76	.00	19933	7364.80	63
	19 10	IMRF	1446	1514.47	105	14460	15369.63	106	.00	17361	1991.37	89
	19 11	Social Security	896	928.89	104	8960	9308.79	104	.00	10753	1444.21	87
	19 12	Medicare	209	217.23	104	2090	2176.97	104	.00	2515	338.03	87
	19 **	Employee Benefits	4212	3917.41	93	42120	39423.59	94	.00	50562	11138.41	78
	22	Other Contractual Service										
	22 02	Dues	24	.00	0	240	.00	0	.00	293	293.00	0
	22 03	Training	35	17.75	51	350	288.52	82	.00	422	133.48	68
	22 **	Other Contractual Service	59	17.75	30	590	288.52	49	.00	715	426.48	40
	30	General Supplies										
	30 05	Office Supplies & Equip	0	.00	0	0	59.53	0	.00	0	59.53-	0
	30 **	General Supplies	0	.00	0	0	59.53	0	.00	0	59.53-	0
	32	Library Supplies										
	32 90	Circulation Supplies	129	24.52	19	1290	364.40	28	.00	1551	1186.60	24
	32 **	Library Supplies	129	24.52	19	1290	364.40	28	.00	1551	1186.60	24
601	** **	Library	18852	19767.99	105	188520	196512.44	104	.00	226263	29750.56	87
60	** **	Culture/Recreation	18852	19767.99	105	188520	196512.44	104	.00	226263	29750.56	87
DIV	6430	TOTAL ***** Accessible Services	18852	19767.99	105	188520	196512.44	104	.00	226263	29750.56	87

FUND 291 Memorial Library Fund		DEPT/DIV 6440 User Services/Programs and Exhibits							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	21802	17336.92	80	218020	174018.05	80	.00	261631 87612.95 67	
16	**	Library Personal Services	21802	17336.92	80	218020	174018.05	80	.00	261631 87612.95 67	
18		Other Personal Services									
18	05	Overtime Civilian	16	56.54	353	160	64.19	40	.00	200 135.81 32	
18	**	Other Personal Services	16	56.54	353	160	64.19	40	.00	200 135.81 32	
19		Employee Benefits									
19	05	Medical Insurance	5188	4827.65	93	51880	48276.50	93	.00	62256 13979.50 78	
19	10	IMRF	2182	1741.09	80	21820	17283.80	79	.00	26189 8905.20 66	
19	11	Social Security	1351	1022.57	76	13510	10177.58	75	.00	16221 6043.42 63	
19	12	Medicare	316	239.15	76	3160	2380.21	75	.00	3794 1413.79 63	
19	**	Employee Benefits	9037	7830.46	87	90370	78118.09	86	.00	108460 30341.91 72	
22		Other Contractual Service									
22	02	Dues	116	.00	0	1160	570.00	49	.00	1401 831.00 41	
22	03	Training	87	118.66	136	870	1066.46	123	.00	1053 13.46- 101	
22	18	Contr Programs & Exhibits	15150	9804.90	65	151500	89259.72	59	.00	181800 92540.28 49	
22	**	Other Contractual Service	15353	9923.56	65	153530	90896.18	59	.00	184254 93357.82 49	
32		Library Supplies									
32	01	Program Supplies	25	.00	0	250	55.96	22	.00	300 244.04 19	
32	02	Program Events	3214	2500.63	78	32140	24150.75	75	.00	38572 14421.25 63	
32	**	Library Supplies	3239	2500.63	77	32390	24206.71	75	.00	38872 14665.29 62	
601	** **	Library	49447	37648.11	76	494470	367303.22	74	.00	593417 226113.78 62	
60	** **	Culture/Recreation	49447	37648.11	76	494470	367303.22	74	.00	593417 226113.78 62	
DIV	6440	TOTAL ***** Programs and Exhibits	49447	37648.11	76	494470	367303.22	74	.00	593417 226113.78 62	

FUND 291 Memorial Library Fund		DEPT/DIV 6450 User Services/Digital Services							ANNUAL	UNENCUMB.	%	
BA ELE OBJ ACCOUNT		*****CURRENT*****			*****YEAR-TO-DATE*****							
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	43253	38106.87	88	432530	444219.47	103	.00	519038	74818.53	86
	16 **	Library Personal Services	43253	38106.87	88	432530	444219.47	103	.00	519038	74818.53	86
	18	Other Personal Services										
	18 05	Overtime Civilian	8	.00	0	80	.00	0	.00	100	100.00	0
	18 **	Other Personal Services	8	.00	0	80	.00	0	.00	100	100.00	0
	19	Employee Benefits										
	19 05	Medical Insurance	4430	4453.58	101	44300	44535.80	101	.00	53168	8632.20	84
	19 10	IMRF	4329	3453.94	80	43290	40857.09	94	.00	51956	11098.91	79
	19 11	Social Security	2681	2296.25	86	26810	26925.54	100	.00	32180	5254.46	84
	19 12	Medicare	627	537.05	86	6270	6297.25	100	.00	7526	1228.75	84
	19 **	Employee Benefits	12067	10740.82	89	120670	118615.68	98	.00	144830	26214.32	82
	22	Other Contractual Service										
	22 02	Dues	168	.00	0	1680	1644.00	98	.00	2020	376.00	81
	22 03	Training	33	25.17	76	330	285.82	87	.00	400	114.18	72
	22 66	Outside Reference Service	230	.00	0	2300	2773.62	121	.00	2765	8.62	100
	22 **	Other Contractual Service	431	25.17	6	4310	4703.44	109	.00	5185	481.56	91
	30	General Supplies										
	30 05	Office Supplies & Equip	58	9.44	16	580	354.51	61	.00	707	352.49	50
	30 07	Supplies Reimb by Patrons	66	116.97	177	660	230.94	35	.00	800	569.06	29
	30 **	General Supplies	124	126.41	102	1240	585.45	47	.00	1507	921.55	39
	31	Public Works Supplies										
	31 85	Small Tools and Equipment	416	250.71	60	4160	4030.66	97	.00	5000	969.34	81
	31 **	Public Works Supplies	416	250.71	60	4160	4030.66	97	.00	5000	969.34	81
	32	Library Supplies										
	32 01	Program Supplies	62	.00	0	620	571.88	92	.00	750	178.12	76
	32 78	Electronic Resources	28589	4739.58	17	285890	333687.12	117	.00	343072	9384.88	97
	32 90	Circulation Supplies	139	.00	0	1390	1005.17	72	.00	1675	669.83	60
	32 **	Library Supplies	28790	4739.58	17	287900	335264.17	117	.00	345497	10232.83	97
	50	Property										
	50 15	Other Equipment	300	.00	0	3000	1870.75	62	.00	3606	1735.25	52
	50 **	Property	300	.00	0	3000	1870.75	62	.00	3606	1735.25	52
601	** **	Library	85389	53989.56	63	853890	909289.62	107	.00	1024763	115473.38	89
60	** **	Culture/Recreation	85389	53989.56	63	853890	909289.62	107	.00	1024763	115473.38	89
DIV	6450	TOTAL ***** Digital Services	85389	53989.56	63	853890	909289.62	107	.00	1024763	115473.38	89

FUND 291 Memorial Library Fund			DEPT/DIV 6470 User Services/Collection 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	72679	66256.05	91	726790	737714.66	102	.00	872150	134435.34 85
	16 **	Library Personal Services	72679	66256.05	91	726790	737714.66	102	.00	872150	134435.34 85
	18	Other Personal Services									
	18 05	Overtime Civilian	12	26.38	220	120	122.45	102	.00	150	27.55 82
	18 **	Other Personal Services	12	26.38	220	120	122.45	102	.00	150	27.55 82
	19	Employee Benefits									
	19 05	Medical Insurance	17677	15024.21	85	176770	150242.10	85	.00	212130	61887.90 71
	19 10	IMRF	7275	6634.89	91	72750	73857.76	102	.00	87302	13444.24 85
	19 11	Social Security	4506	3943.02	88	45060	43994.33	98	.00	54073	10078.67 81
	19 12	Medicare	1053	922.16	88	10530	10289.03	98	.00	12646	2356.97 81
	19 **	Employee Benefits	30511	26524.28	87	305110	278383.22	91	.00	366151	87767.78 76
	21	Property Services									
	21 64	Access Services	291	274.61	94	2910	6826.26	235	.00	3500	3326.26- 195
	21 **	Property Services	291	274.61	94	2910	6826.26	235	.00	3500	3326.26- 195
	22	Other Contractual Service									
	22 02	Dues	206	150.00	73	2060	1260.00	61	.00	2478	1218.00 51
	22 03	Training	83	239.41	288	830	1230.07	148	.00	1000	230.07- 123
	22 85	Processing Services	8963	8699.29	97	89630	71445.71	80	.00	107565	36119.29 66
	22 **	Other Contractual Service	9252	9088.70	98	92520	73935.78	80	.00	111043	37107.22 67
	30	General Supplies									
	30 05	Office Supplies & Equip	125	16.61	13	1250	1454.94	116	.00	1500	45.06 97
	30 33	Documentation Library	59	.00	0	590	716.00	121	.00	717	1.00 100
	30 **	General Supplies	184	16.61	9	1840	2170.94	118	.00	2217	46.06 98
	32	Library Supplies									
	32 03	Binding	16	.00	0	160	.00	0	.00	200	200.00 0
	32 05	Processing Supplies	2500	827.81	33	25000	16221.95	65	.00	30000	13778.05 54
	32 75	Audio Visual	44581	41303.72	93	445810	397636.06	89	.00	534980	137343.94 74
	32 80	Books	60223	69373.98	115	602230	591663.31	98	.00	722676	131012.69 82
	32 90	Circulation Supplies	500	.00	0	5000	4944.87	99	.00	6000	1055.13 82
	32 95	Periodicals	11061	6679.56	60	110610	103119.90	93	.00	132735	29615.10 78
	32 **	Library Supplies	118881	118185.07	99	1188810	1113586.09	94	.00	1426591	313004.91 78
601	** **	Library	231810	220371.70	95	2318100	2212739.40	96	.00	2781802	569062.60 80
60	** **	Culture/Recreation	231810	220371.70	95	2318100	2212739.40	96	.00	2781802	569062.60 80
DIV	6470	TOTAL ***** Collection Services	231810	220371.70	95	2318100	2212739.40	96	.00	2781802	569062.60 80

FUND 291 Memorial Library Fund			DEPT/DIV 6480 User Services/Belmont Makerspace									
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	3599	.00	0	7198	.00	0	.00	14396	14396.00	0
	16 **	Library Personal Services	3599	.00	0	7198	.00	0	.00	14396	14396.00	0
	19	Employee Benefits										
	19 10	IMRF	455	.00	0	910	.00	0	.00	1820	1820.00	0
	19 11	Social Security	223	.00	0	446	.00	0	.00	893	893.00	0
	19 12	Medicare	52	.00	0	104	.00	0	.00	208	208.00	0
	19 **	Employee Benefits	730	.00	0	1460	.00	0	.00	2921	2921.00	0
	20	Prof Technical Services										
	20 05	Professional Services	3988	592.20	15	7976	10858.20	136	.00	15950	5091.80	68
	20 20	Legal Services	2000	.00	0	4000	.00	0	.00	8000	8000.00	0
	20 40	General Insurance	50	.00	0	100	423.00	423	.00	200	223.00-	212
	20 **	Prof Technical Services	6038	592.20	10	12076	11281.20	93	.00	24150	12868.80	47
	21	Property Services										
	21 60	Water and Sewer Service	150	.00	0	300	.00	0	.00	600	600.00	0
	21 65	Other Services	8	.00	0	16	30.00	188	.00	30	.00	100
	21 **	Property Services	158	.00	0	316	30.00	10	.00	630	600.00	5
	30	General Supplies										
	30 51	Heating Fuel	3910	.00	0	7820	1907.66	24	.00	15640	13732.34	12
	30 **	General Supplies	3910	.00	0	7820	1907.66	24	.00	15640	13732.34	12
	31	Public Works Supplies										
	31 85	Small Tools and Equipment	8	.00	0	16	32.12	201	.00	32	.12-	100
	31 **	Public Works Supplies	8	.00	0	16	32.12	201	.00	32	.12-	100
	50	Property										
	50 55	Other Capital Outlay	2350-	.00	0	4700	.00	0	.00	0	.00	0
	50 **	Property	2350-	.00	0	4700	.00	0	.00	0	.00	0
601 ** **		Library	12093	592.20	5	33586	13250.98	40	.00	57769	44518.02	23
60 ** **		Culture/Recreation	12093	592.20	5	33586	13250.98	40	.00	57769	44518.02	23
DIV 6480		TOTAL ***** Belmont Makerspace	12093	592.20	5	33586	13250.98	40	.00	57769	44518.02	23
DEPT 64		TOTAL ***** User Services	792538	663669.93	84	7838036	7379010.32	94	.00	9423653	2044642.68	78
FUND 291		TOTAL ***** Memorial Library Fund	1254513	1070262.78	85	12457786	11738738.63	94	.00	14968008	3229269.37	78
GRAND		TOTAL *****	1254513	1070262.78	85	12457786	11738738.63	94	.00	14968008	3229269.37	78

PREPARED 11/15/2019, 9:37:38

PROGRAM: GM267L

Village of Arlington Heights

DETAIL BUDGET REPORT
83% OF YEAR LAPSED

PAGE 1
ACCOUNTING PERIOD 10/2019

REPORT SELECTIONS

Fiscal year : 2019

Fund : 491

All Departments

All Divisions

Suppress accounts with zero balances : Y

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	47500	.00	0	.00	57000	57000.00	0
	50 **	Property	4750	.00	0	47500	.00	0	.00	57000	57000.00	0
601	** **	Library	4750	.00	0	47500	.00	0	.00	57000	57000.00	0
60	** **	Culture/Recreation	4750	.00	0	47500	.00	0	.00	57000	57000.00	0
DIV	6001	TOTAL ***** Administration	4750	.00	0	47500	.00	0	.00	57000	57000.00	0

Village of Arlington Heights

FUND 491 Capital Projects-Library			DEPT/DIV 6010 Executive Office/Information Technology							ANNUAL	UNENCUMB.	%
BA	ELE	OBJ	*****CURRENT*****			*****YEAR-TO-DATE*****						
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
60		Culture/Recreation										
601		Library										
	50	Property										
	50 15	Other Equipment	1066	.00	0	10660	.00	0	.00	12800	12800.00	0
	50 **	Property	1066	.00	0	10660	.00	0	.00	12800	12800.00	0
601	** **	Library	1066	.00	0	10660	.00	0	.00	12800	12800.00	0
60	** **	Culture/Recreation	1066	.00	0	10660	.00	0	.00	12800	12800.00	0
DIV	6010	TOTAL ***** Information Technology	1066	.00	0	10660	.00	0	.00	12800	12800.00	0

FUND 491 Capital Projects-Library			DEPT/DIV 6020 Executive Office/Facilities						ANNUAL	UNENCUMB.	%	
BA	ELE	OBJ	*****CURRENT*****			*****YEAR-TO-DATE*****			BUDGET	BALANCE	BDGT	
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
60		Culture/Recreation										
601		Library										
	50	Property										
	50 15	Other Equipment	2583	.00	0	25830	675.00	3	.00	31000	30325.00	2
	50 55	Other Capital Outlay	4690	10985.00-	234-	46900	48690.00	104	.00	56290	7600.00	87
	50 **	Property	7273	10985.00-	151-	72730	49365.00	68	.00	87290	37925.00	57
601	** **	Library	7273	10985.00-	151-	72730	49365.00	68	.00	87290	37925.00	57
60	** **	Culture/Recreation	7273	10985.00-	151-	72730	49365.00	68	.00	87290	37925.00	57
DIV	6020	TOTAL ***** Facilities	7273	10985.00-	151-	72730	49365.00	68	.00	87290	37925.00	57
DEPT	60	TOTAL ***** Executive Office	13089	10985.00-	84-	130890	49365.00	38	.00	157090	107725.00	31

FUND 491 Capital Projects-Library			DEPT/DIV 6480 User Services/Belmont Makerspace						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									
	50	Property									
	50 55	Other Capital Outlay	9400	.00	0	9400	.00	0	.00	28200	28200.00 0
	50 **	Property	9400	.00	0	9400	.00	0	.00	28200	28200.00 0
601 ** **		Library	9400	.00	0	9400	.00	0	.00	28200	28200.00 0
60 ** **		Culture/Recreation	9400	.00	0	9400	.00	0	.00	28200	28200.00 0
DIV 6480		TOTAL *****									
		Belmont Makerspace	9400	.00	0	9400	.00	0	.00	28200	28200.00 0
DEPT 64		TOTAL *****									
		User Services	9400	.00	0	9400	.00	0	.00	28200	28200.00 0
FUND 491		TOTAL *****									
		Capital Projects-Library	22489	10985.00-	49-	140290	49365.00	35	.00	185290	135925.00 27
GRAND		TOTAL *****	22489	10985.00-	49-	140290	49365.00	35	.00	185290	135925.00 27

November 19, 2019

(Action Item 4)

**ACCCOUNTS PAYABLE
CHECK REGISTER
ARLINGTON HEIGHTS MEMORIAL LIBRARY
October 31, 2019**

<u>Fund Number</u>	<u>Fund Name</u>	<u>Fund Total</u>
291	General Fund - Library	\$360,145.95
491	Capital Projects Fund - Library	\$0.00
Total Disbursements		<u>\$360,145.95</u>
Payrolls Paid		
10/11/2019		\$288,353.56
10/25/2019		\$288,356.16
		<u>\$576,709.72</u>
Journal Entry Expenditures by Village On Behalf Of the Library		
10/31/2019	Group Insurance	\$105,550.00
10/31/2019	IMRF	\$52,649.78
10/31/2019	Social Security	\$34,532.25
10/31/2019	Medicare	\$8,076.21
		<u>\$200,808.24</u>
Total Disbursed		<u>\$1,137,663.91</u>

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
79372	AFLAC WORLD HEADQUARTERS	291-0000-210.89-00	AFLAC DEDUCTION OCTOBER	99.84	99.84
79373	ALA CONFERENCE REGISTRATION DEPT	291-0000-140.05-00	ALA MIDWINTER - R KING	278.00	278.00
79387	ARLINGTON HTS MEMORIAL LIBRARY	291-0000-489.90-00	OTHER INCOME/REBATE	146.23-	
		291-0000-140.05-00	PLA CONF - G BERGER	305.00	
		291-0000-140.05-00	PLA CONF - P SCHWARTING	305.00	
		291-0000-140.05-00	PLA CONF - S MEYER	175.00	
		291-0000-140.05-00	PLA CONF - E MATHER	305.00	
		291-0000-140.05-00	PLA CONF - PAPANASTASSIOU	305.00	
		291-0000-140.05-00	SXSW LODGING-BOWER&CZAJKA	754.71	2,003.48
79395	BAMBOOHR,LLC	291-0000-140.05-00	BAMBOOHR	9,063.32	9,063.32
79409	CARLSON,ELIZABETH	291-0000-140.05-00	DEPOSIT 1/7/2020	100.00	100.00
79411	CFRA	291-0000-140.05-00	PREPAID CFRA MARKETSCOPE	5,454.17	5,454.17
79445	GREY HOUSE PUBLISHING	291-0000-140.05-00	FINANCIAL RATING ONLINE	5,065.00	5,065.00
79446	GROUP ADMINISTRATORS	291-0000-210.97-00	FSA MED NOVEMBER	3,213.14	
		291-0000-210.99-00	FSA DEP NOVEMBER	1,153.85	4,366.99
79483	METROPOLIS BALLROOM OF A.H.	291-0000-140.05-00	DEPOSIT VOL.LUNCHEON,4/29	750.00	750.00
79494	NEWSBANK	291-0000-140.05-00	PREPAID NEWSBANK ELECTR	29,396.00	29,396.00
79505	PROQUEST LLC	291-0000-140.05-00	PREPAID PROQUEST	12,596.44	12,596.44
79508	RECORD INFORMATION SERVICES INC	291-0000-140.05-00	PREPAID PUBLIC RECORD &	1,475.00	1,475.00
79529	TREEHOUSE	291-0000-140.05-00	PREPAID TREEHOUSE 50 ANN	7,906.25	7,906.25
79541	WAYNE GRIFFIN TRAVEL & CRUISE SRVS	291-0000-140.05-00	SXSW CONF AIRFARE J BOWER	441.60	
		291-0000-140.05-00	PLA CONF G BERGER	301.60	
		291-0000-140.05-00	PLA CONF D SMART	391.60	
		291-0000-140.05-00	PLA CONF P SCHWARTING	301.60	
		291-0000-140.05-00	PLA CONF M PAPANASTASSIOU	301.60	
		291-0000-140.05-00	PLA CONF E MATHER	362.60	
		291-0000-140.05-00	PLA CONF V JAFFE	301.60	
		291-0000-140.05-00	PLA CONF D EKL	391.60	
		291-0000-140.05-00	PLA CONF M DRISKELL	391.60	3,185.40
***** DIVISION TOTAL ****					81,739.89
***** DEPARTMENT TOTAL **					81,739.89

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
79374	ALA MEMBERSHIP	291-6001-601.22-02	ALA DUES - M DRISKELL	275.00	275.00
79375	ALBERTSONS/SAFEWAY	291-6001-601.22-03	TRAVEL/TRAINING	14.97	14.97
79378	AMAZON.COM CREDIT	291-6001-601.30-05	POST-ITS	17.93	
		291-6001-601.30-05	OFFICE SUPPLIES	16.86	
		291-6001-601.30-05	OFFICE SUPPLIES	5.99	
		291-6001-601.30-05	OFFICE SUPPLIES	13.48	54.26
79385	ARLINGTON HTS MEMORIAL LIBRARY	291-6001-601.22-03	TRAVEL/TRAINING	32.00	
		291-6001-601.22-03	TRAVEL/TRAINING	33.26	65.26
79387	ARLINGTON HTS MEMORIAL LIBRARY	291-6001-601.32-72	OBOV AUTHOR&STAFF DINNER	126.58	
		291-6001-601.21-65	CASHBACK PROGRAM FEE ANNU	90.00	
		291-6001-601.22-03	ALA REFUND	175.00-	
		291-6001-601.32-72	LMT LUNCH DOWN PAYMENT	125.00	166.58
79388	AT & T	291-6001-601.22-70	TELE	7,347.59	7,347.59
79389	AT&T MOBILITY	291-6001-601.22-42	INTERNET ACCESS 8/28-9/27	138.69	
		291-6001-601.22-42	INTERNET ACCESS9/28-10/27	139.14	277.83
79392	BAILEY, KERRY	291-6001-601.22-03	ILA CONF, TINLEY PARK IL	174.56	174.56
79393	BAKER & TAYLOR	291-6001-601.32-99	EMPL REIMB PURCHASE	37.36	
		291-6001-601.32-99	EMPL REIMB PURCHASE	15.60	
		291-6001-601.32-99	EMPL REIMB PURCHASE	82.55	
		291-6001-601.32-99	EMPL REIMB PURCHASE	89.86	
		291-6001-601.32-99	EMPL REIMB PURCHASE	54.94	280.31
79399	BERGER, GREGORY	291-6001-601.22-03	ILA CONF, TINLEY PARK IL	88.24	88.24
79402	BOWER, JACK	291-6001-601.22-03	ILA CONF, TINLEY PARK IL	179.26	179.26
79407	CARDINAL COLORGROUP	291-6001-601.22-05	POSTAGE NOVEMBER	2,825.02	2,825.02
79412	COMCAST	291-6001-601.22-42	BUSINESS CABLE NOVEMBER	21.00	21.00
79418	CZAJKA, JENNIFER	291-6001-601.22-03	ILA CONF, TINLEY PARK IL	249.44	249.44
79419	DANTIS, PATRICIA	291-6001-601.22-03	ILA CONF, TINLEY PARK IL	77.88	77.88
79421	DISTEL, SHANNON	291-6001-601.22-03	ILA CONF, TINLEY PARK IL	208.98	208.98
79423	DRISKELL, MIKE	291-6001-601.22-03	ILA CONF, TINLEY PARK IL	356.70	356.70
79424	DUNCAN, JOLIE	291-6001-601.22-03	ILA CONF, TINLEY PARK IL	241.09	241.09
79426	EKL, DONNA	291-6001-601.22-03	TRUSTEE SPEECH, HINKLEY	150.00	150.00
79428	ESAU, ALRXANDER D.	291-6001-601.22-03	ILA CONF, TINLEY PARK IL	70.70	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					70.70
79432	FINER LINE	291-6001-601.30-05	NAME BADGES	16.36	16.36
79441	GARCIA,ALBERT	291-6001-601.22-03	ILA CONF, TINLEY PARK IL	70.70	70.70
79446	GROUP ADMINISTRATORS	291-6001-601.19-53	FSA FEES NOVEMBER	156.75	156.75
79448	HASTINGS,MARY	291-6001-601.22-03	ILA CONF, TINLEY PARK IL	70.70	70.70
79451	HITEC GROUP INTERNATIONAL INC	291-6001-601.22-70	TEXTNET TTY SERVS OCTOBER	49.95	49.95
79454	ILA MEMBERSHIP	291-6001-601.22-02	ILA DUES - AHML	750.00	750.00
79455	ILLINOIS HEARTLAND LIBRARY SYSTEM	291-6001-601.20-81	FY2020 2ND QUARTER OCLC	15,544.19	15,544.19
79460	INNOVATIVE USERS GROUP	291-6001-601.22-02	IUG DUES - ID#10	100.00	100.00
79461	INTERIOR INVESTMENTS LLC	291-6001-601.50-15	FURNITURE F/COUCH NEAR	747.24	
		291-6001-601.50-15	14 CHAIRS: SS & SAS	5,773.13	
		291-6001-601.50-15	FURNITURE: FILE CABINETS	1,290.59	7,810.96
79468	KARIM,TRACY	291-6001-601.22-03	ILA CONF, TINLEY PARK IL	104.71	104.71
79473	LOEFFLER,EMILY A	291-6001-601.22-03	ILA CONF, TINLEY PARK IL	247.81	247.81
79474	LUDEMANN,ELIZABETH	291-6001-601.22-03	ILA CONF, TINLEY PARK IL	275.94	275.94
79476	MALIK,DIANE N.	291-6001-601.22-03	ILA CONF, TINLEY PARK IL	243.58	243.58
79478	MATHER,EVAN	291-6001-601.22-03	ILA CONF, TINLEY PARK IL	255.09	255.09
79480	MCGUIRE,KIMBERLY H.	291-6001-601.22-03	ILA CONF, TINLEY PARK IL	93.81	93.81
79484	MEYER,SHANNON	291-6001-601.22-03	ILA CONF, TINLEY PARK IL	162.96	162.96
79485	MIDDENDORF,JAYMIE P.	291-6001-601.22-03	ILA CONF, TINLEY PARK IL	80.52	80.52
79490	MORAVEC,JANET	291-6001-601.22-03	ILA CONF, TINLEY PARK IL	70.70	70.70
79495	NG-HE,CAROL	291-6001-601.22-03	ILA CONF, TINLEY PARK IL	215.40	215.40
79498	PACIFIC TELEMAGEMENT SERVICES	291-6001-601.22-70	2ND FLOOR PAYPHONE NOV'19	63.00	63.00
79500	PARDUE,WILLIAM J.	291-6001-601.22-03	ILA CONF, TINLEY PARK IL	212.10	212.10
79502	PEREGRINE STIME NEWMAN RITZMAN &	291-6001-601.20-20	LEGAL SRVS 7/1-9/30	2,826.65	2,826.65
79507	RADHAKRISHNAN,MINI	291-6001-601.22-03	ILA CONF, TINLEY PARK IL	80.75	80.75
79514	RYAN,SAMANTHA M.	291-6001-601.22-03	ILA CONF, TINLEY PARK IL	69.66	69.66
79520	SHIN,CATALINA C.	291-6001-601.22-03	ILA CONF, TINLEY PARK IL	248.10	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					248.10
79524	SULLIVAN, SUSAN	291-6001-601.22-03	ILA CONF, TINLEY PARK IL	70.70	70.70
79527	THORNTON, REBECCA	291-6001-601.22-03	ILA CONF, TINLEY PARK IL	82.75	82.75
79535	UPS FREIGHT	291-6001-601.50-15	14 CHAIRS: SS & SAS	95.00	95.00
79536	VERIZON WIRELESS	291-6001-601.22-70	TELEPHONE 9/26-10/25	375.12	375.12
79540	WAREHOUSE DIRECT	291-6001-601.30-05	OFFICE SUPPLIES	84.98	84.98
79541	WAYNE GRIFFIN TRAVEL & CRUISE SRVS	291-6001-601.22-03	ALA/YALSA AIRFARE - A SON	385.60	
		291-6001-601.22-03	ALA/YALSA - A HARDER	373.60	
		291-6001-601.22-03	LMCC AIRFARE - P AICHELE	373.60	1,132.80
79544	WOW BUSINESS	291-6001-601.22-42	INTERNET ACCESS 10/19-10/	142.71	
		291-6001-601.22-42	INTERNET ACCESS 10/13-10/	1,574.99	1,717.70
79546	YOUNG, MEGAN	291-6001-601.22-03	ILA CONF, TINLEY PARK IL	227.69	227.69
***** DIVISION TOTAL ****					46,731.80

COMMUNICATIONS and MARKETING

DEPARTMENT:	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
60 Executive Office					
79378	AMAZON.COM CREDIT	291-6002-601.31-85	CAMERA LENS W/UV FILTER	355.29	
		291-6002-601.22-10	DIGITAL SIGNAGE KIOSK	4,674.00	
		291-6002-601.30-05	FOAMBOARD	64.78	5,094.07
79387	ARLINGTON HTS MEMORIAL LIBRARY	291-6002-601.21-65	CONSTANT CONTACT MONTHLY	320.00	
		291-6002-601.22-10	BUSINESS CARDS	85.79	
		291-6002-601.22-10	BUSINESS CARDS	45.39	
		291-6002-601.30-05	RETRACTING WALL MOUNT	339.43	
		291-6002-601.30-05	ADHESIVE ROLL UNIT	699.98	
		291-6002-601.32-72	AHML BRANDED TABLECLOTH	901.43	2,392.02
79407	CARDINAL COLORGROUP	291-6002-601.22-10	PRINTING NOVEMBER	14,326.00	14,326.00
79472	LINDENMEYR MUNROE	291-6002-601.30-05	PAPER	180.20	
		291-6002-601.30-05	PAPER	907.40	
		291-6002-601.30-05	PAPER	224.90	
		291-6002-601.30-05	PAPER	151.50	1,464.00
79488	MOBILE PRINT	291-6002-601.22-10	STAFF PICK STICK NOTES	448.29	448.29
79501	PAULSON PRESS, INC	291-6002-601.22-10	SUNDAY MUSICALE BROCHURE	900.00	900.00
79540	WAREHOUSE DIRECT	291-6002-601.30-05	OFFICE SUPPLIES	35.20	35.20
79549	4ALL PROMOTIONS	291-6002-601.32-72	AHML PENS	92.50	92.50
***** DIVISION TOTAL ****					24,752.08

HUMAN RESOURCES

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
79375	ALBERTSONS/SAFEWAY	291-6003-601.40-70	DSSC BBQ, 9/27	28.43	28.43
79378	AMAZON.COM CREDIT	291-6003-601.40-70	DSSC HALLOWEEN TROPHY	22.74	
		291-6003-601.40-70	DSSC CHILI TROPHIES	33.73	56.47
79385	ARLINGTON HTS MEMORIAL LIBRARY	291-6003-601.22-03	TRAVEL/TRAINING	33.18	
		291-6003-601.22-03	TRAVEL/TRAINING	34.68	
		291-6003-601.22-03	TRAVL/TRAINING	32.26	
		291-6003-601.40-70	DSSC EMPL RECOGN PROGRAM	16.38	
		291-6003-601.40-70	DSSC EMPL RECOGN PROGRAM	12.98	129.48
79387	ARLINGTON HTS MEMORIAL LIBRARY	291-6003-601.40-70	DSSC GRILL RENTAL 9/27	209.03-	209.03-
79408	CAREERBUILDER	291-6003-601.21-65	EMPL&VOLUNT SCREENING	809.25	809.25
***** DIVISION TOTAL *****					814.60

GIFTS AND GRANTS

79378	AMAZON.COM CREDIT	291-6004-601.32-75	AV MTL - N JOSHI DONATION	39.55	
		291-6004-601.32-75	AV MTL - N JOSHI DONATION	15.30	
		291-6004-601.32-01	ESL PROGRAM SUPPLIES	101.90	
		291-6004-601.32-75	AV MATERIALS	6.30	
		291-6004-601.32-01	OFFICE SUPPLIES	19.87	
		291-6004-601.32-75	AV MATERIALS - P NOAKES	89.98	
		291-6004-601.32-75	AV MATERIALS - P NOAKES	10.38	
		291-6004-601.32-75	AV MATERIALS - P NOAKES	6.88	290.16
79379	AMBIUS (19)	291-6004-601.21-65	MAINTEN SERVS NOVEMBER	236.97	236.97
79385	ARLINGTON HTS MEMORIAL LIBRARY	291-6004-601.21-65	POSTAGE	44.64	44.64
79387	ARLINGTON HTS MEMORIAL LIBRARY	291-6004-601.50-15	MEMORY BENCH PLAQUE	163.85	163.85
79390	ATLANTIC RELOCATION SYSTEMS	291-6004-601.22-18	CULINARY CURIOSITY IVAN	1,115.37	1,115.37
79393	BAKER & TAYLOR	291-6004-601.32-80	BOOKS	104.64	
		291-6004-601.32-80	BOOKS	47.74	152.38
79397	BENSON, RAYMOND	291-6004-601.22-18	MOVIE CLUB, 11/21	350.00	350.00
79398	BENSON, RAYMOND	291-6004-601.22-18	MOVIE CLUB, 12/12	350.00	350.00
79431	FINDAWAY WORLD LLC	291-6004-601.32-75	AV MTLs	139.99	139.99
79442	GIRE, DANN	291-6004-601.22-18	MOVIE CLUB, 11/21	350.00	350.00
79443	GIRE, DANN	291-6004-601.22-18	MOVIE CLUB, 12/12	350.00	350.00
79459	INGRAM LIBRARY SERVICES	291-6004-601.32-80	BOOKS	70.63	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					70.63
79465	JIM GILL, INC	291-6004-601.22-18	FAMILY CONCERTS,12/28	625.00	625.00
79466	K & K CONCREATE, LLC	291-6004-601.21-65	CONCRETE FOR BENCH	1,472.00	1,472.00
79470	LAKESHORE LEARNING MATERIALS	291-6004-601.32-02	ACTIVITY SCARVES	479.97	1,044.69
		291-6004-601.32-02	EGG SHAKERS	564.72	
79471	LEE,BRIAN K.	291-6004-601.22-18	SUNDAY MUSICALE:MAKANI,	650.00	650.00
***** DIVISION TOTAL ****					7,405.68

INFORMATION TECHNOLOGY

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
DEPARTMENT: 60	Executive Office	DIVISION: 10			
79371	ADVANTAGE MICROFILM SERVICES	291-6010-601.21-02	ANNUAL SRVS AGREEMENT	2,600.00	2,600.00
79378	AMAZON.COM CREDIT	291-6010-601.30-30	TONER FOR PRINTERS	512.67	3,338.32
		291-6010-601.50-12	ANDROID PHONES / SR CNTR	2,025.24	
		291-6010-601.50-12	MINI KEYBOARD	14.99	
		291-6010-601.31-85	BOOK BIKE ACCESSORIES	35.99	
		291-6010-601.31-85	BOOK BIKE ACCESSORIES	26.99	
		291-6010-601.50-12	REPLACEMENT HEADPHONE PAD	20.19	
		291-6010-601.31-85	BOOK BIKE ACCESSORIES	54.99	
		291-6010-601.50-12	REPLACEMENT HEADPHONE PAD	1.19-	
		291-6010-601.30-30	PRINTER TONER	82.48	
		291-6010-601.50-12	POWER STRIPS	119.31	
		291-6010-601.31-85	DECIBEL METER/AUDIO TEST	18.89	
		291-6010-601.31-85	SHORT POWER CABLES	15.99	
		291-6010-601.31-85	LAPTOP ADAPTERS	35.90	
		291-6010-601.30-30	BACKUP TONER	146.99	
		291-6010-601.30-30	BACKUP TONER	228.89	
79386	ARLINGTON HTS MEMORIAL LIBRARY	291-6010-601.32-32	NINTENDO GAMES F/TWEEN	63.74	
		291-6010-601.32-32	NINTENDO GAMES F/TWEEN	39.30	
		291-6010-601.32-32	NINTENDO GAMES F/TWEEN	61.77	
		291-6010-601.32-32	NINTENDO GAMES F/TWEEN	60.65	
		291-6010-601.32-32	NINTENDO GAMES F/TWEEN	39.45	
		291-6010-601.32-32	NINTENDO GAMES F/TWEEN	24.58	
79387	ARLINGTON HTS MEMORIAL LIBRARY	291-6010-601.21-02	BOOKS BIKE HARDWARE	69.00	
		291-6010-601.31-85	HDMI WALL PLATE F/HENDRI	14.44	
		291-6010-601.31-85	CHARGING STATION F/SENIOR	138.49	
		291-6010-601.50-12	BOOK BIKE HARDWARE	28.69-	
		291-6010-601.50-12	BOOK BIKE HARDWARE	487.69	
		291-6010-601.30-32	YOUTUBE PREMIUM SUBSCR	11.99	
		291-6010-601.30-32	GITHUB MONTHLY SUBSCR	25.00	
		291-6010-601.30-32	APPLE ITUNES APP F/KIDS	5.27	
		291-6010-601.30-32	APPLE ITUNES APP F/KIDS	5.30	
		291-6010-601.30-32	APPLE ITUNES APP F/KIDS	12.72	
		291-6010-601.30-32	APPLE ITUNES APP F/KIDS	12.72	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
		291-6010-601.30-32	APPLE ITUNES APP F/KIDS	15.87	
		291-6010-601.30-32	APPLE ITUNES APP F/KIDS	15.91	
		291-6010-601.30-32	APPLE ITUNES APP F/KIDS	20.13	
		291-6010-601.30-32	COMCAST INTERNET	346.85	
		291-6010-601.30-32	TRELLO MONTHLY SUBSCR	35.00	
		291-6010-601.30-32	AMAZON FREETIME SUBSCR	4.99	
		291-6010-601.20-05	PAYPAL PAYFLOW PRO	54.10	
		291-6010-601.30-32	SPOTIFY MONTHLY SUBSCR	14.99	
		291-6010-601.30-32	BLACKFIRE.IO WEBSITE PER-	129.00	
		291-6010-601.30-32	RIDDLE.COM MONTHLY SUBSCR	49.00	1,439.77
79395	BAMBOOHR, LLC	291-6010-601.30-32	BAMBOOHR	1,812.66	
		291-6010-601.20-05	BAMBOOHR IMPLEMENTATION	2,551.13	4,363.79
79427	ENCOMIUM PUBLICATIONS	291-6010-601.30-32	PRACTICAL WRITING NA ENGL	400.00	400.00
79456	IMAGE SYSTEMS & BUSINESS SOLUTIONS	291-6010-601.21-02	EQUIPM MAINTEN	656.84	656.84
79457	IMPACT NETWORKING LLC	291-6010-601.21-02	EQUIPMENT MAINTEN	303.20	
		291-6010-601.30-30	PAPER THROUGH OUT BLDG	988.50	
		291-6010-601.21-02	EQUIPMENT MAINT	274.71	
		291-6010-601.30-30	COPIER SUPPLIES ORDER	19.50	
		291-6010-601.30-30	COPIER TONER CARTRIDGES	19.50	
		291-6010-601.21-02	EQUIPM MAINT	11.98	
		291-6010-601.21-02	EQUIPM MAINT	489.14	
		291-6010-601.21-02	EQUIPM MAINT	447.55	
		291-6010-601.21-02	EQUIPM MAINT	1,677.37	4,231.45
79489	MONOPRICE INC	291-6010-601.31-85	AV EQUIPMENT	13.81	13.81
79510	RMC IMAGING INC	291-6010-601.21-02	SCANNER READER SOFTWARE	785.00	785.00
79528	TODAYS BUSINESS SOLUTIONS	291-6010-601.20-05	COST PER FAX PROGRAM 3RD	959.20	959.20
***** DIVISION TOTAL ****					19,077.67
<i>SECURITY</i>					
DEPARTMENT: 60	Executive Office	DIVISION: 15			
79491	MOUNT PROSPECT FIRE DEPARTMENT	291-6015-601.22-03	CPR/AED TRAINING, 10/17	855.00	855.00
***** DIVISION TOTAL ****					855.00
<i>FACILITIES</i>					
DEPARTMENT: 60	Executive Office	DIVISION: 20			
79369	ACRES GROUP	291-6020-601.21-11	LAWN MAINT SEPTEMBER	300.00	
		291-6020-601.21-11	LAWN MAINTEN NOVEMBER	453.75	753.75
79370	ADVANCED DISPOSAL SERVICES	291-6020-601.21-11	STANDARD SRVS OCTOBER	2,957.72	2,957.72
79377	ALPHA PRIME COMMUNICATIONS	291-6020-601.21-11	2 BATTERIES F/WALKIE TALK	90.00	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					90.00
79378	AMAZON.COM CREDIT	291-6020-601.21-11	MAINTENANCE SUPPLIES	288.00	288.00
79381	ANDERSON LOCK CO LTD	291-6020-601.21-11	KEY BLANKS	185.00	185.00
79382	ANDERSON PEST SOLUTIONS	291-6020-601.21-11	REGULAR SRVS AUGUST	89.00	
		291-6020-601.21-11	REGULAR SRVS OCTOBER	89.00	178.00
79383	AQUARIUM ADVENTURE	291-6020-601.21-02	EQUIP MAINT OCTOBER	300.00	300.00
79387	ARLINGTON HTS MEMORIAL LIBRARY	291-6020-601.21-11	DRY ERASE BOARD CLEANER	227.37	227.37
79406	CALL THE UNDERGROUND-OASIS IRRIG	291-6020-601.21-11	WINTERIZE SPRINKLER SYST	150.00	
		291-6020-601.21-11	MID-SEASON TUNE-UP,7/26	58.50	208.50
79413	COMED	291-6020-601.30-51	HEATING 9/6-10/7/2019	29.51	
		291-6020-601.30-51	HEATING 9/6-10/7/2019	1.64	31.15
79415	COMPLETE TEMPERATURE SYSTEMS	291-6020-601.21-11	2 CONTROL VALVES-1968BLDG	896.00	
		291-6020-601.21-11	HVAC REPAIR	2,420.00	
		291-6020-601.21-11	LEAKING HOT WATER POMP'78	1,651.00	
		291-6020-601.21-11	PREVENTIVE MAINT	1,650.00	
		291-6020-601.21-11	PREVENTIVE MAINT	2,137.00	8,754.00
79417	CROWTHER ROOFING & SHEET METAL INC	291-6020-601.21-11	ROOF MAINTENANCE	950.00	950.00
79436	FRIES AUTOMOTIVE SERVICES	291-6020-601.21-07	BOOKMOBILE REPAIRS	921.82	921.82
79444	GLOBAL EQUIPMENT COMPANY INC	291-6020-601.21-11	MAINTENANCE SUPPLIES	32.14	32.14
79452	IGS	291-6020-601.30-51	NATURAL GAS SEPTEMBER	2,176.09	2,176.09
79477	MASTER MAINTENANCE SERVICE INC	291-6020-601.21-11	JANITORIAL SRVS NOVEMBER	4,599.00	4,599.00
79482	MENARDS-MOUNT PROSPECT	291-6020-601.21-11	BLDG MAINT	44.34	
		291-6020-601.21-11	BLDG MAINT	37.49	
		291-6020-601.21-11	BLDG MAINT	136.06	
		291-6020-601.21-11	BLDG MAINT	40.43	258.32
79486	MIDWEST PAPER RETRIEVER	291-6020-601.21-11	RECYCLING SRVS SEPTEMBER	54.75	54.75
79489	MONOPRICE INC	291-6020-601.21-11	MAINTEN SUPPLIES	6.91	6.91
79496	NICOR GAS	291-6020-601.30-51	NATURAL GAS DISTRIB SEPT	169.15	
		291-6020-601.30-51	NATURAL GAS DISTRIB SEPT	694.88	
		291-6020-601.30-51	NATURAL GAS DISTRIB OCT	638.36	
		291-6020-601.30-51	NATURAL GAS DISTRIB OCT	225.83	1,728.22
79497	NOFFS SELF STORAGE INC	291-6020-601.21-11	PARADE VEHICLE STOR DEC	76.00	76.00
79519	SHERWIN ACE HARDWARE INC	291-6020-601.21-11	BLDG MAINT	36.34	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
		291-6020-601.21-11	BLDG MAINT	30.51	66.85
79523	STANDARD ELEVATOR CO	291-6020-601.21-02	REG SERV NOVEMBER	959.18	959.18
79537	VILLAGE OF ARLINGTON HEIGHTS	291-6020-601.30-50	PETROL SEPTEMBER	290.23	
		291-6020-601.21-02	5 ELEVATOR INSPECTIONS'19	500.00	790.23
79540	WAREHOUSE DIRECT	291-6020-601.31-45	JANITORIAL PRODUCTS	27.78	27.78
***** DIVISION TOTAL ****					26,620.78
***** DEPARTMENT TOTAL **					126,257.61

DEPARTMENT: 64 User Services

DIVISION: 01

YOUTH SERVICES

79375	ALBERTSONS/SAFEWAY	291-6401-601.32-02	PROGRAM EVENTS	36.28	
		291-6401-601.22-03	TRAVEL/TRAINING	5.00	41.28
79378	AMAZON.COM CREDIT	291-6401-601.21-02	BELL SYSTEM / YOUTH SERV	29.99	
		291-6401-601.32-01	OCTOBER TWEEN DIY KIT	37.94	
		291-6401-601.32-01	OCTOBER TWEEN DIY KIT	7.99	
		291-6401-601.32-01	OCTOBER TWEEN DIY KIT	25.99	
		291-6401-601.32-02	STOOL FOR PRESENTERS	27.99	
		291-6401-601.32-01	DOLL TOY ACCESSORIES	20.24	
		291-6401-601.32-01	TWEEN DIY KIT SUPPLIES	10.10	
		291-6401-601.32-02	WCC SUPPLIES	7.99	168.23
79385	ARLINGTON HTS MEMORIAL LIBRARY	291-6401-601.22-03	TRAVEL/TRAINING	4.99	
		291-6401-601.22-03	TRAVEL/TRAINING	47.67	
		291-6401-601.22-03	TRAVEL/TRAINING	11.95	
		291-6401-601.22-03	TRAVEL/TRAINING	11.37	
		291-6401-601.22-03	TRAVEL/TRAINING	19.20	
		291-6401-601.22-03	TRAVEL/TRAINING	36.89	
		291-6401-601.22-03	TRAVEL/TRAINING	2.67	
		291-6401-601.32-01	PROGRAM SUPPLIES	7.00	
		291-6401-601.32-02	PROGRAM EVENTS	2.00	
		291-6401-601.22-03	TRAVEL/TRAINING	5.11	
		291-6401-601.22-03	TRAVEL/TRAINING	31.10	
		291-6401-601.22-03	TRAVEL/TRAINING	18.68	198.63
79387	ARLINGTON HTS MEMORIAL LIBRARY	291-6401-601.32-01	HALLOWEEN FUN DOLLHOUSE	15.50	
		291-6401-601.32-01	HALLOWEEN FUN DOLLHOUSE	17.49	
		291-6401-601.32-02	SUMMER READING RAFFLE	140.00	
		291-6401-601.32-02	BOOKMOBILE MAGNETIC BOOK-	315.72	488.71
79392	BAILEY, KERRY	291-6401-601.32-01	TWEEN DIY KIT	40.84	40.84
79437	FUN EXPRESS LLC	291-6401-601.32-02	SUPPLIES FOR WCC	30.09	30.09
79470	LAKESHORE LEARNING MATERIALS	291-6401-601.32-01	TOYS F/PLAYGROUP & TABLE	222.22	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
		291-6401-601.32-01	IMAGINATIVE PLAY ITEMS	90.97	313.19
79478	MATHER, EVAN	291-6401-601.32-02	PUMPKINS F/NEWCOMER &	80.00	80.00
79511	ROUNDY'S INC	291-6401-601.32-02	WCC DIST 214	56.56	
		291-6401-601.30-05	OFFICE SUPPLIES	6.97	63.53
79540	WAREHOUSE DIRECT	291-6401-601.21-02	EQUIPM MAINTEN	77.22	77.22
***** DIVISION TOTAL ****					1,501.72

SPECIALTY INFO SERVICES

DEPARTMENT:		DIVISION:			
64	User Services	05			
79378	AMAZON.COM CREDIT	291-6405-601.32-90	OFFICE SUPPLIES	39.83	39.83
79385	ARLINGTON HTS MEMORIAL LIBRARY	291-6405-601.22-03	TRAVEL/TRAINING	38.11	
		291-6405-601.22-03	TRAVEL/TRAINING	43.81	81.92
79387	ARLINGTON HTS MEMORIAL LIBRARY	291-6405-601.22-02	TESOL/BE DUES - NOHRA B	40.00	
		291-6405-601.22-02	TESOL/BE DUES - KARIM T	40.00	
		291-6405-601.22-02	TESOL/BE DUES - GOURLEY A	40.00	
		291-6405-601.22-03	ISGS FALL CONF-MIDDENDORF	85.00	205.00
79450	HENQUINET, RICHARD	291-6405-601.22-18	RESUME REVIEWS:FEB,MAR,AP	720.00	720.00
79454	ILA MEMBERSHIP	291-6405-601.22-02	ILA DUES - J MIDDENDORF	100.00	100.00
79475	MADAY, JULIE I	291-6405-601.22-18	RESUME REVIEWS OCTOBER	390.00	390.00
79485	MIDDENDORF, JAYMIE P.	291-6405-601.22-03	ISGS, NAPERVILLE	88.71	88.71
79527	THORNTON, REBECCA	291-6405-601.22-03	PLA TRAINING	61.48	61.48
79549	4ALL PROMOTIONS	291-6405-601.32-01	AHML PENS	92.50	92.50
***** DIVISION TOTAL ****					1,779.44

INFO SERVICES

DEPARTMENT:		DIVISION:			
64	User Services	10			
79378	AMAZON.COM CREDIT	291-6410-601.30-05	PENS FOR INFO SERVICES	9.99	
		291-6410-601.30-05	PENS FOR INFO SERVICES	16.45	
		291-6410-601.30-05	WIPES FOR CALL CENTER	32.37	
		291-6410-601.32-01	SNACKS FOR PROGRAMS	44.05	102.86
79385	ARLINGTON HTS MEMORIAL LIBRARY	291-6410-601.22-03	TRAVEL/TRAINING	12.64	
		291-6410-601.32-01	PROGRAM SUPPLIES	29.69	42.33
79387	ARLINGTON HTS MEMORIAL LIBRARY	291-6410-601.22-03	ALA/PLA DUES - SCHWARTING	151.00	151.00
***** DIVISION TOTAL ****					296.19

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
79368	ABLE CARD LLC	291-6420-601.32-90	VETERAN LIBRARY CARDS	890.25	890.25
79378	AMAZON.COM CREDIT	291-6420-601.32-90	SMALL DESK FAN	15.07	
		291-6420-601.32-90	CONFERENCE ROOM SUPPLIES	15.96	31.03
79385	ARLINGTON HTS MEMORIAL LIBRARY	291-6420-601.22-03	TRAVL/TRAINING	30.26	
		291-6420-601.22-03	TRAVEL/TRAINING	20.42	50.68
79387	ARLINGTON HTS MEMORIAL LIBRARY	291-6420-601.32-90	DRY ERASE BOARD CLEANER	12.46	12.46
79454	ILA MEMBERSHIP	291-6420-601.22-02	ILA DUES - M MAIER	100.00	100.00
79484	MEYER, SHANNON	291-6420-601.22-03	WILIUG CONF, WI	87.41	87.41
79506	QUICK DELIVERY SERVICE INC	291-6420-601.21-65	DELIVERY SERVS	109.00	
		291-6420-601.21-65	DELIVERY SERVS	109.00	
		291-6420-601.21-65	DELIVERY SERVS	108.00	
		291-6420-601.21-65	DELIVERY SERVS	109.00	
		291-6420-601.21-65	DELIVERY SERVS	109.00	
		291-6420-601.21-65	DELIVERY SERVS	109.00	653.00
79515	SCALLON, TERESA	291-6420-601.22-03	ABOS CONF, OMAHA	796.87	796.87
79532	UNIQUE MANAGEMENT SERVICES INC	291-6420-601.21-65	PLACEMENTS OCTOBER	89.50	89.50
79540	WAREHOUSE DIRECT	291-6420-601.32-90	CIRCULATION SUPPLIES	110.99	
		291-6420-601.30-05	OFFICE SUPPLIES	133.39	244.38

***** DIVISION TOTAL ****

SENIOR AND ACCESSIBLE SERVICES

2,955.58

DEPARTMENT: 64 User Services

DIVISION: 30

79378	AMAZON.COM CREDIT	291-6430-601.32-90	MEMORY CAFE PRGM MATERIAL	24.52	24.52
79385	ARLINGTON HTS MEMORIAL LIBRARY	291-6430-601.22-03	TRAVEL/TRAINING	14.85	
		291-6430-601.22-03	TRAVL/TRAINING	2.90	17.75

***** DIVISION TOTAL ****

42.27

PROGRAMS AND EXHIBITS

DEPARTMENT: 64 User Services

DIVISION: 40

79375	ALBERTSONS/SAFEWAY	291-6440-601.32-02	PROGRAM EVENTS	176.89	176.89
79378	AMAZON.COM CREDIT	291-6440-601.22-18	CULINARY CURIOSITY DECOR	32.34	
		291-6440-601.22-18	CULINARY CURIOSITY DOCENT	14.35	
		291-6440-601.32-02	TEEN MURDER MYSTERY PRGM	19.89	
		291-6440-601.32-02	MEMORY CAFE PRGM MATERIAL	36.54	
		291-6440-601.32-02	FOOD SAFETY KIT FOR PRGM	11.92	
		291-6440-601.32-02	BAD ART NIGHT PRIZES	44.50	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
		291-6440-601.32-02	TOY HORSES - HORSE EVENT	263.76	
		291-6440-601.32-02	TOY HORSES - HORSE EVENT	263.76-	
		291-6440-601.32-02	PROGRAM SUPPLIES	10.97	
		291-6440-601.32-02	CULINARY CUROSITY DOCENT	19.98	
		291-6440-601.22-18	CUL CURIOSITY GUEST BKS	43.17	
		291-6440-601.32-02	DIY GIFT SUPPLIES	10.89	
		291-6440-601.32-02	MULTICULTURAL FAIR SPLS	6.13	
		291-6440-601.32-02	MULTICULTURAL FAIR SPLS	96.71	
		291-6440-601.32-02	HOLIDAY GIFT DIY SUPPLIES	8.99	
		291-6440-601.32-02	MULTICULTURAL FAIR SPLS	38.97	
		291-6440-601.32-02	PROGRAM CRAFT SUPPLIES	18.94	
		291-6440-601.32-02	TWEEN COOKING SUPPLIES	14.99	
		291-6440-601.32-02	PROGRAM SUPPLIES	9.25	
		291-6440-601.32-02	PROGRAM SUPPLIES	17.38	
		291-6440-601.32-02	PROGRAM SUPPLIES	108.44	
		291-6440-601.32-02	MULTICULTURAL FAIR SPLS	39.96	
		291-6440-601.32-02	PROGRAM SUPPLIES	22.49	626.80
79380	AMERICAN EAGLE PRODUCTIONS	291-6440-601.22-18	REMAINDER CHARLOTTE 11/30	450.00	450.00
79384	ARCHER, MICK	291-6440-601.22-18	CHARLIE BROWN CHRISTMAS	800.00	800.00
79385	ARLINGTON HTS MEMORIAL LIBRARY	291-6440-601.22-18	OBOV:HANDS-ON FLY TYING	500.00	
		291-6440-601.32-02	PROGRAM EVENTS	49.98	
		291-6440-601.32-02	PROGRAM EVENTS	38.97	
		291-6440-601.22-18	PASSPORT STAMPS TO PARTI-	22.05	
		291-6440-601.22-18	POSTAGE	7.35	
		291-6440-601.22-03	TRAVEL/TRAINING	30.00	
		291-6440-601.32-02	PROGRAM EVENTS	25.37	
		291-6440-601.32-02	PROGRAM EVENTS	19.00	
		291-6440-601.32-02	PROGRAM EVENTS	27.85	
		291-6440-601.32-02	PROGRAM EVENTS	33.00	
		291-6440-601.32-02	PROGRAM EVENTS	6.00	
		291-6440-601.22-18	POSTAGE	28.65	
		291-6440-601.32-02	PROGRAM SUPPLIES	15.86	
		291-6440-601.32-02	PROGRAM SUPPLIES	28.50	
		291-6440-601.32-02	PROGRAM SUPPLIES	39.87	
		291-6440-601.22-03	TRAVEL/TRAINING	25.46	
		291-6440-601.22-03	TRAVEL/TRAINING	20.00	
		291-6440-601.22-03	TRAVEL/TRAINING	19.60	
		291-6440-601.22-03	TRAVEL/TRAINING	23.60	961.11
79386	ARLINGTON HTS MEMORIAL LIBRARY	291-6440-601.32-02	PIZZA F/BOOKS'N BITES	30.00	
		291-6440-601.32-02	BOOKS & BREWS, 10/9	50.00	
		291-6440-601.32-02	PIZZA F/TAB MEETING, 10/13	31.62	
		291-6440-601.32-02	PIZZA F/TEEN HALLOWEEN	75.13	186.75
79387	ARLINGTON HTS MEMORIAL LIBRARY	291-6440-601.32-02	COOKBOOK DISCUSSION, 10/23	279.00	
		291-6440-601.32-02	BAD ART NIGHT SUPPLIES	70.60	
		291-6440-601.32-02	PROGRAM SUPPLIES	125.70	
		291-6440-601.22-18	STANCHIONS F/EXHIBITS/	685.84	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
		291-6440-601.32-02	MAKE A HOLIDAY PROGRAM	31.48	
		291-6440-601.32-02	AUTHOR EVENT CHOCOLATE	176.00	
		291-6440-601.32-02	CANDLEMAKING PROGRAM SUP-	1.88-	
		291-6440-601.32-02	CANDLEMAKING PROGRAM SUP-	23.43	
		291-6440-601.32-02	CANDLEMAKING PROGRAM SUP-	28.00	1,418.17
79392	BAILEY, KERRY	291-6440-601.32-02	MAGICAL FOOD & DIY GIFTS	23.58	23.58
79420	DENEEN, ROSEMARY	291-6440-601.22-18	CHEF ROSE BAKES W/VEGETA-	100.00	100.00
79422	DISTRICT 214 COMMUNITY EDUCATION	291-6440-601.22-18	OBOV EVENT, 10/10	725.00	725.00
79429	FAMBRO MANAGEMENT	291-6440-601.22-18	CHESS CLUB, 9/29	100.00	
		291-6440-601.22-18	CHESS CLUB, 10/20	100.00	
		291-6440-601.22-18	CHESS CLUB, 11/10	100.00	300.00
79433	FLYNN, EUGENE	291-6440-601.22-18	GERMAN CHRISTMAS MARKET	75.00	75.00
79437	FUN EXPRESS LLC	291-6440-601.32-02	HALLOWEEN FUN PRIZES &	220.24	
		291-6440-601.32-02	SUPPLIES F/HALLOWEEN FUN	17.94	
		291-6440-601.32-02	HALLOWEEN FUN PRIZES	111.74	
		291-6440-601.32-02	PRIZES F/MULTICULTURAL	139.20	489.12
79464	JEWISH CHILD & FAMILY SERVICES	291-6440-601.22-18	CITIZENSHIP INTERVIEW, NOV	125.00	125.00
79465	JIM GILL, INC	291-6440-601.22-18	FAMILY CONCERTS, 12/28	1,000.00	1,000.00
79469	KOVARIK, LAURA	291-6440-601.22-18	NORWEGIAN RESEARCH, 12/2	100.00	100.00
79470	LAKESHORE LEARNING MATERIALS	291-6440-601.32-02	BIG BROTHER SISTER, 11/14	44.99	44.99
79479	MATRANGA, VICTORIA	291-6440-601.22-18	DOCENT TOUR GUIDE TRAIN	250.00	250.00
79481	MCNULTY, ALAYNE	291-6440-601.22-18	CREATIVE AGING: ART 12/3&	490.00	490.00
79492	MUDRA DANCE ACADEMY	291-6440-601.22-18	MULTICULTURAL FAIR, 11/16	500.00	500.00
79511	ROUNDY'S INC	291-6440-601.32-02	ESL TEA & TALK, 10/9	25.63	25.63
79513	RUSSELL, JOHN J.	291-6440-601.22-18	TAI CHI DEMONSTR. 11/16	125.00	125.00
79517	SCHROEDER, JOHN	291-6440-601.22-18	INTRO TO CSS, 12/5	200.00	200.00
79518	SCHROEDER, JOHN	291-6440-601.22-18	INTRO TO JAVASCRIPT, 12/12	200.00	
		291-6440-601.22-18	INTRO TO HTML, 11/21	200.00	400.00
79522	SOUNDS GOOD CHOIR NFP	291-6440-601.22-18	CHOIR: THE FIRST NOWELL,	300.00	300.00
79526	THORNTON, CHRISTINE	291-6440-601.22-18	PAINTING WORKSHOPS, 12/14	600.00	600.00
79531	TTOWA	291-6440-601.22-18	KOREAN CULTURE, 12/9	400.00	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					400.00
79534	UPS	291-6440-601.22-18	PLINKO RETURN	124.55	124.55
79538	VRABLIK,LISA	291-6440-601.22-18	2 MINCRAFT PROGRAMS,12/7	400.00	400.00
79539	WALLMARK,LAURIE	291-6440-601.22-18	AUTHOR VISIT TO K,11/13-	200.00	200.00
79541	WAYNE GRIFFIN TRAVEL & CRUISE SRVS	291-6440-601.22-18	AIRFARE AUTHOR WALLMARK	506.60	506.60
79547	ZELKO,MARK	291-6440-601.22-18	MEDITATION, 11/23	75.00	75.00
79548	ZELKO,MARK	291-6440-601.22-18	MEDITATION, 12/7	75.00	75.00
***** DIVISION TOTAL ****					12,274.19

DIGITAL SERVICES

DEPARTMENT:	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
64	User Services	DIVISION: 50			
79376	ALLDATA	291-6450-601.32-78	AD OL1 REPAIR LIBRARY	1,500.00	1,500.00
79378	AMAZON.COM CREDIT	291-6450-601.30-07	DSG SUPPLIES	116.97	116.97
79385	ARLINGTON HTS MEMORIAL LIBRARY	291-6450-601.31-85	REPAIR TO VHS-DVD PLAYER	125.00	
		291-6450-601.22-03	TRAVEL/TRAINING	25.17	
		291-6450-601.31-85	SMALL TOLLS & EQUIPMENT	25.75	175.92
79391	B & H PHOTO VIDEO	291-6450-601.31-85	WIRED MICE F/STUDIOS	99.96	99.96
79411	CFRA	291-6450-601.32-78	MARKETSCOPE ADVISOR	495.83	495.83
79425	EBSCO INFORMATION SERVICES	291-6450-601.32-78	AUTO REPAIR SOURCE	2,000.00	2,000.00
79449	HEINEMANN	291-6450-601.32-78	FOUNTAS & PINNELL LEVELED	25.00	25.00
79529	TREEHOUSE	291-6450-601.32-78	50 ANNUAL LICENSES	718.75	718.75
79540	WAREHOUSE DIRECT	291-6450-601.30-05	OFFICE SUPPLIES	9.44	9.44
***** DIVISION TOTAL ****					5,141.87

COLLECTION SERVICES

DEPARTMENT:	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT
64	User Services	DIVISION: 70		
79378	AMAZON.COM CREDIT	291-6470-601.32-80	BOOKS	149.94
		291-6470-601.32-80	BOOKS	21.98
		291-6470-601.32-80	BOOKS	22.70
		291-6470-601.32-80	BOOKS	9.90
		291-6470-601.32-80	BOOKS	49.00
		291-6470-601.32-80	BOOKS	18.34
		291-6470-601.32-80	BOOKS	12.95
		291-6470-601.32-80	BOOKS	10.19

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
		291-6470-601.32-80	BOOKS	11.83	
		291-6470-601.32-80	BOOKS	7.49	
		291-6470-601.32-80	BOOKS	27.90	
		291-6470-601.32-80	BOOKS	42.42	
		291-6470-601.32-80	BOOKS	32.78	
		291-6470-601.32-80	BOOKS	16.99	
		291-6470-601.32-80	BOOKS	17.34	
		291-6470-601.32-80	BOOKS	18.88	
		291-6470-601.32-80	BOOKS	25.18	
		291-6470-601.32-80	BOOKS	19.98	
		291-6470-601.32-80	BOOKS	27.99	
		291-6470-601.32-80	BOOKS	49.44	
		291-6470-601.32-80	BOOKS	20.95	
		291-6470-601.32-80	BOOKS	9.99	
		291-6470-601.32-80	BOOKS	11.59	
		291-6470-601.32-75	AV MATERIALS	13.59	
		291-6470-601.32-80	BOOKS	17.95	
		291-6470-601.32-80	BOOKS	10.84	
		291-6470-601.32-80	BOOKS	11.50	
		291-6470-601.32-80	BOOKS	15.99	
		291-6470-601.32-80	BOOKS	16.55	
		291-6470-601.32-80	BOOKS	62.58	
		291-6470-601.32-80	BOOKS	62.89	
		291-6470-601.32-80	BOOKS	8.83	
		291-6470-601.32-95	PERIODICALS	14.93	
		291-6470-601.32-95	PERIODICALS	13.99	
		291-6470-601.32-95	PERIODICALS	15.88	
		291-6470-601.32-95	PERIODICALS	12.53	
		291-6470-601.32-95	PERIODICALS	14.98	
		291-6470-601.32-75	AV MATERIALS	67.98	
		291-6470-601.32-75	AV MATERIALS	12.10	
		291-6470-601.32-75	AV MATERIALS	17.99	
		291-6470-601.32-75	AV MATERIALS	42.96	
		291-6470-601.32-75	AV MATERIALS	50.34	
		291-6470-601.32-75	AV MATERIALS	21.79	
		291-6470-601.32-75	AV MATERIALS	9.99	
		291-6470-601.32-75	AV MATERIALS	49.94	
		291-6470-601.32-75	AV MATERIALS	27.98	
		291-6470-601.32-75	AV MATERIALS	51.32	
		291-6470-601.32-75	AV MATERIALS	18.99	
		291-6470-601.32-75	AV MATERIALS	26.99	
		291-6470-601.32-75	AV MATERIALS	21.26	
		291-6470-601.32-75	AV MATERIALS	19.14	
		291-6470-601.32-75	AV MATERIALS	45.07	
		291-6470-601.32-75	AV MATERIALS	44.21	
		291-6470-601.32-75	AV MATERIALS	35.53	
		291-6470-601.32-75	AV MATERIALS	99.60	
		291-6470-601.32-75	AV MATERIALS	10.45	
		291-6470-601.32-75	AV MATERIALS	22.99	
		291-6470-601.32-75	AV MATERIALS	299.94	
		291-6470-601.32-75	AV MATERIALS	47.99	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
		291-6470-601.32-75	AV MATERIALS	127.44	
		291-6470-601.32-95	PERIODICALS	9.98	
		291-6470-601.32-95	PERIODICALS	10.98	
		291-6470-601.32-95	PERIODICALS	12.99	
		291-6470-601.32-95	PERIODICALS	14.99	
		291-6470-601.32-95	PERIODICALS	28.94	
		291-6470-601.32-95	PERIODICALS	13.99	
		291-6470-601.32-95	PERIODICALS	36.92	
		291-6470-601.32-95	PERIODICALS	18.48	
		291-6470-601.32-80	BOOKS	22.79	
		291-6470-601.32-80	BOOKS	6.28	
		291-6470-601.32-80	BOOKS	17.71	
		291-6470-601.32-80	BOOKS	13.95	
		291-6470-601.32-80	BOOKS	6.99	
		291-6470-601.32-80	BOOKS	36.68	
		291-6470-601.32-80	BOOKS	26.96	
		291-6470-601.32-80	BOOKS	14.99	
		291-6470-601.32-80	BOOKS	29.98	
		291-6470-601.32-80	BOOKS	20.00	
		291-6470-601.32-80	BOOKS	9.99	
		291-6470-601.32-80	BOOKS	14.24	
		291-6470-601.32-80	BOOKS	28.95	
		291-6470-601.32-80	BOOKS	16.99	
		291-6470-601.32-75	AV MATERIALS	24.65	
		291-6470-601.32-75	AV MATERIALS	185.98	
		291-6470-601.32-75	AV MATERIALS	13.96	
		291-6470-601.32-75	AV MATERIALS	11.58	
		291-6470-601.32-75	AV MATERIALS	59.99	
		291-6470-601.32-75	AV MATERIALS	80.90	
		291-6470-601.32-75	AV MATERIALS	26.09	
		291-6470-601.32-75	AV MATERIALS	14.99	
		291-6470-601.32-75	AV MATERIALS	37.39	
		291-6470-601.32-75	AV MATERIALS	54.98	
		291-6470-601.32-75	AV MATERIALS	11.99	
		291-6470-601.32-75	AV MATERIALS	29.95	
		291-6470-601.32-75	AV MATERIALS	9.96	
		291-6470-601.32-75	AV MATERIALS	99.88	
		291-6470-601.32-75	AV MATERIALS	16.99	
		291-6470-601.32-75	AV MATERIALS	47.98	
		291-6470-601.32-75	AV MATERIALS	35.98	
		291-6470-601.32-75	AV MATERIALS	59.99	
		291-6470-601.32-75	AV MATERIALS	25.35	
		291-6470-601.32-75	AV MATERIALS	251.36	
		291-6470-601.32-75	AV MATERIALS	29.99	
		291-6470-601.32-75	AV MATERIALS	93.28	
		291-6470-601.32-75	AV MATERIALS	.80-	
		291-6470-601.32-75	AV MATERIALS	53.97	
		291-6470-601.32-75	AV MATERIALS	43.96	
		291-6470-601.32-75	AV MATERIALS	13.99	
		291-6470-601.32-75	AV MATERIALS	19.99	
		291-6470-601.32-75	AV MATERIALS	29.99	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
		291-6470-601.32-75	AV MATERIALS	319.96	
		291-6470-601.32-75	AV MATERIALS	4.00-	
		291-6470-601.32-75	AV MATERIALS	14.49	
		291-6470-601.32-75	AV MATERIALS	324.00	
		291-6470-601.32-75	AV MATERIALS	39.58	
		291-6470-601.32-75	AV MATERIALS	10.99	
		291-6470-601.32-75	AV MATERIALS	44.06	
		291-6470-601.32-75	AV MATERIALS	23.03	
		291-6470-601.32-75	AV MATERIALS	18.62	
		291-6470-601.32-75	AV MATERIALS	99.88	
		291-6470-601.32-75	AV MATERIALS	116.80	
		291-6470-601.32-75	AV MATERIALS	109.83	
		291-6470-601.32-75	AV MATERIALS	20.29	
		291-6470-601.32-75	AV MATERIALS	39.88	
		291-6470-601.32-75	AV MATERIALS	79.98	
		291-6470-601.32-75	AV MATERIALS	89.64	
		291-6470-601.32-75	AV MATERIALS	14.98	
		291-6470-601.32-75	AV MATERIALS	19.87	
		291-6470-601.32-75	AV MATERIALS	39.99	
		291-6470-601.32-75	AV MATERIALS	29.92	
		291-6470-601.32-75	AV MATERIALS	13.27	
		291-6470-601.32-75	AV MATERIALS	6.99	
		291-6470-601.32-75	AV MATERIALS	89.97	
		291-6470-601.32-75	AV MATERIALS	40.16	
		291-6470-601.32-80	BOOKS	49.97	
		291-6470-601.32-80	BOOKS	8.99	
		291-6470-601.32-80	BOOKS	12.65	
		291-6470-601.32-80	BOOKS	14.99	
		291-6470-601.32-80	BOOKS	14.96	
		291-6470-601.32-80	BOOKS	7.87	
		291-6470-601.32-80	BOOKS	96.23	
		291-6470-601.32-80	BOOKS	13.99	
		291-6470-601.32-80	BOOKS	14.99	
		291-6470-601.32-80	BOOKS	17.96	
		291-6470-601.32-80	BOOKS	16.98	
		291-6470-601.32-80	BOOKS	62.07	
		291-6470-601.32-80	BOOKS	34.99	
		291-6470-601.32-80	BOOKS	35.98	
		291-6470-601.32-80	BOOKS	6.99	
		291-6470-601.32-80	BOOKS	136.08	
		291-6470-601.32-80	BOOKS	13.64	
		291-6470-601.32-80	BOOKS	28.32	
		291-6470-601.32-75	AV MATERIALS	81.71	
		291-6470-601.32-75	AV MATERIALS	5.09	
		291-6470-601.32-75	AV MATERIALS	49.81	
		291-6470-601.32-75	AV MATERIALS	50.00	
		291-6470-601.32-75	AV MATERIALS	311.89	
		291-6470-601.32-95	PERIODICALS	11.49	
		291-6470-601.32-80	BOOKS	12.98	
		291-6470-601.32-75	AV MATERIALS	21.44	
		291-6470-601.32-75	AV MATERIALS	15.35	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
		291-6470-601.32-75	AV MATERIALS	22.95	
		291-6470-601.32-75	AV MATERIALS	70.98	
		291-6470-601.32-75	AV MATERIALS	66.37	
		291-6470-601.32-75	AV MATERIALS	35.25	
		291-6470-601.32-75	AV MATERIALS	46.38	
		291-6470-601.32-75	AV MATERIALS	15.98	
		291-6470-601.32-75	AV MATERIALS	12.98	
		291-6470-601.32-75	AV MATERIALS	19.99	
		291-6470-601.32-75	AV MATERIALS	31.93	
		291-6470-601.32-75	AV MATERIALS	103.42	
		291-6470-601.32-75	AV MATERIALS	12.65	
		291-6470-601.32-75	AV MATERIALS	9.96	
		291-6470-601.32-75	AV MATERIALS	196.50	
		291-6470-601.32-75	AV MATERIALS	19.55	
		291-6470-601.32-75	AV MATERIALS	46.81	
		291-6470-601.32-75	AV MATERIALS	11.99	
		291-6470-601.32-75	AV MATERIALS	9.97	
		291-6470-601.32-75	AV MATERIALS	34.47	
		291-6470-601.32-75	AV MATERIALS	79.99	
		291-6470-601.32-75	AV MATERIALS	79.03	
		291-6470-601.32-75	AV MATERIALS	39.24	
		291-6470-601.32-80	BOOKS	30.00	
		291-6470-601.32-80	BOOKS	23.43	
		291-6470-601.32-80	BOOKS	29.02	
		291-6470-601.32-80	BOOKS	14.00	
		291-6470-601.32-80	BOOKS	8.99	
		291-6470-601.32-80	BOOKS	8.99	
		291-6470-601.32-95	PERIODICALS	11.49	
		291-6470-601.32-95	PERIODICALS	9.64	
		291-6470-601.32-75	AV MATERIALS	12.98	
		291-6470-601.32-75	AV MATERIALS	20.10-	
		291-6470-601.32-75	AV MATERIALS	57.16	
		291-6470-601.32-75	AV MATERIALS	59.98	
		291-6470-601.32-75	AV MATERIALS	36.29	
		291-6470-601.32-75	AV MATERIALS	20.29	
		291-6470-601.32-75	AV MATERIALS	18.99	
		291-6470-601.32-75	AV MATERIALS	17.58	
		291-6470-601.32-75	AV MATERIALS	59.99	
		291-6470-601.32-75	AV MATERIALS	101.64	
		291-6470-601.32-75	AV MATERIALS	8.66	
		291-6470-601.32-75	AV MATERIALS	119.98	
		291-6470-601.32-75	AV MATERIALS	119.96	
		291-6470-601.32-75	AV MATERIALS	66.95	
		291-6470-601.32-75	AV MATERIALS	39.99	
		291-6470-601.32-75	AV MATERIALS	15.69	
		291-6470-601.32-75	AV MATERIALS	12.19	
		291-6470-601.32-75	AV MATERIALS	16.33	
		291-6470-601.32-75	AV MATERIALS	119.98	
		291-6470-601.32-75	AV MATERIALS	27.74	
		291-6470-601.32-75	AV MATERIALS	12.64	
		291-6470-601.32-75	AV MATERIALS	119.98	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
		291-6470-601.32-75	AV MATERIALS	16.99	
		291-6470-601.32-80	BOOKS	14.95	
		291-6470-601.32-80	BOOKS	8.99	
		291-6470-601.32-80	BOOKS	14.35	
		291-6470-601.32-80	BOOKS	11.95	
		291-6470-601.32-80	BOOKS	13.94	
		291-6470-601.32-80	BOOKS	21.81	
		291-6470-601.32-80	BOOKS	15.29	
		291-6470-601.32-80	BOOKS	21.00	
		291-6470-601.32-80	BOOKS	17.39	
		291-6470-601.32-80	BOOKS	14.75	
		291-6470-601.32-80	BOOKS	25.98	
		291-6470-601.32-75	AV MATERIALS	9.85	
		291-6470-601.32-75	AV MATERIALS	179.88	
		291-6470-601.32-75	AV MATERIALS	21.11	
		291-6470-601.32-75	AV MATERIALS	12.98	
		291-6470-601.32-75	AV MATERIALS	150.00	
		291-6470-601.32-75	AV MATERIALS	16.98	
		291-6470-601.32-75	AV MATERIALS	13.91	
		291-6470-601.32-75	AV MATERIALS	7.44	
		291-6470-601.32-75	AV MATERIALS	44.72	
		291-6470-601.32-75	AV MATERIALS	87.04	
		291-6470-601.32-75	AV MATERIALS	15.98	
		291-6470-601.32-75	AV MATERIALS	20.75	
		291-6470-601.32-75	AV MATERIALS	26.32	
		291-6470-601.32-75	AV MATERIALS	54.55	
		291-6470-601.32-75	AV MATERIALS	129.94	
		291-6470-601.32-75	AV MATERIALS	35.12	
		291-6470-601.32-75	AV MATERIALS	19.59	
		291-6470-601.32-75	AV MATERIALS	99.88	
		291-6470-601.32-75	AV MATERIALS	70.27	
		291-6470-601.32-75	AV MATERIALS	10.99	
		291-6470-601.32-75	AV MATERIALS	.03-	
		291-6470-601.32-75	AV MATERIALS	3.99	
		291-6470-601.32-75	AV MATERIALS	59.99	
		291-6470-601.32-75	AV MATERIALS	38.24	
		291-6470-601.32-75	AV MATERIALS	14.99	
		291-6470-601.32-75	AV MATERIALS	11.29	
		291-6470-601.32-75	AV MATERIALS	94.99	
		291-6470-601.32-75	AV MATERIALS	8.75	
		291-6470-601.32-95	PERIODICALS	18.23	
		291-6470-601.32-95	PERIODICALS	15.48	
		291-6470-601.32-95	PERIODICALS	18.23	
		291-6470-601.32-95	PERIODICALS	7.55	
		291-6470-601.32-80	BOOKS	12.99	
		291-6470-601.32-75	AV MATERIALS	73.98	
		291-6470-601.32-75	AV MATERIALS	13.98	
		291-6470-601.32-75	AV MATERIALS	99.88	
		291-6470-601.32-75	AV MATERIALS	.22-	
		291-6470-601.32-75	AV MATERIALS	119.96	
		291-6470-601.32-75	AV MATERIALS	149.97	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
		291-6470-601.32-75	AV MATERIALS	10.06	
		291-6470-601.32-95	PERIODICALS	15.06	
		291-6470-601.32-95	PERIODICALS	25.98	
		291-6470-601.32-95	PERIODICALS	38.97	
		291-6470-601.32-95	PERIODICALS	15.78	
		291-6470-601.32-80	BOOKS	23.98	
		291-6470-601.32-80	BOOKS	24.36	
		291-6470-601.32-80	BOOKS	59.07	
		291-6470-601.32-80	BOOKS	12.99	
		291-6470-601.32-80	BOOKS	16.32	
		291-6470-601.32-80	BOOKS	12.99	
		291-6470-601.32-80	BOOKS	7.31	
		291-6470-601.32-80	BOOKS	36.44	
		291-6470-601.32-80	BOOKS	59.96	
		291-6470-601.32-80	BOOKS	13.99	
		291-6470-601.32-80	BOOKS	13.23	
		291-6470-601.32-80	BOOKS	19.94	
		291-6470-601.32-80	BOOKS	6.53	
		291-6470-601.32-80	BOOKS	69.15	
		291-6470-601.32-80	BOOKS	53.98	
		291-6470-601.32-80	BOOKS	19.97	
		291-6470-601.32-80	BOOKS	10.33	
		291-6470-601.32-80	BOOKS	16.55	
		291-6470-601.32-80	BOOKS	15.10	
		291-6470-601.32-80	BOOKS	16.51	
		291-6470-601.32-80	BOOKS	40.99	
		291-6470-601.32-80	BOOKS	33.20	
		291-6470-601.32-80	BOOKS	10.49	
		291-6470-601.32-75	AV MATERIALS	20.12	
		291-6470-601.32-75	AV MATERIALS	79.99	
		291-6470-601.32-75	AV MATERIALS	38.25	
		291-6470-601.32-75	AV MATERIALS	.04	
		291-6470-601.32-75	AV MATERIALS	21.10	
		291-6470-601.32-75	AV MATERIALS	8.54	
		291-6470-601.32-75	AV MATERIALS	26.66	
		291-6470-601.32-75	AV MATERIALS	12.98	
		291-6470-601.32-75	AV MATERIALS	25.96	
		291-6470-601.32-75	AV MATERIALS	19.18	
		291-6470-601.32-75	AV MATERIALS	54.09	
		291-6470-601.32-75	AV MATERIALS	9.98	
		291-6470-601.32-75	AV MATERIALS	30.46	
		291-6470-601.32-75	AV MATERIALS	49.99	
		291-6470-601.32-75	AV MATERIALS	32.97	
		291-6470-601.32-75	AV MATERIALS	58.03	
		291-6470-601.32-75	AV MATERIALS	39.96	
		291-6470-601.32-75	AV MATERIALS	15.89	
		291-6470-601.32-75	AV MATERIALS	17.03	
		291-6470-601.32-75	AV MATERIALS	149.82	
		291-6470-601.32-75	AV MATERIALS	31.87	
		291-6470-601.32-75	AV MATERIALS	62.90	12,287.17
79385	ARLINGTON HTS MEMORIAL LIBRARY	291-6470-601.32-95	PERIODICALS	48.92	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					48.92
79387	ARLINGTON HTS MEMORIAL LIBRARY	291-6470-601.32-75	AV MTLs	13.99	
		291-6470-601.32-75	AV MTLs	45.25	
		291-6470-601.32-75	AV MTLs	15.99	
		291-6470-601.32-75	AV MTLs	15.99	
		291-6470-601.32-75	AV MTLs	32.12	
		291-6470-601.32-75	AV MTLs	19.99	
		291-6470-601.32-75	AV MTLs	6.05-	
		291-6470-601.32-75	AV MTLs	65.85	
		291-6470-601.32-75	AV MTLs	90.28	
		291-6470-601.32-75	AV MTLs	105.12	
		291-6470-601.32-75	AV MTLs	39.98	
		291-6470-601.32-75	AV MTLs	474.00	
		291-6470-601.32-80	BOOKS	109.90	
		291-6470-601.32-80	BOOKS	22.32	
		291-6470-601.32-80	BOOKS	25.00	
		291-6470-601.32-80	BOOKS	11.99	
		291-6470-601.32-80	BOOKS	20.00	
		291-6470-601.32-80	BOOKS	22.98	
		291-6470-601.32-80	BOOKS	36.29	
		291-6470-601.32-80	BOOKS	20.22	
		291-6470-601.32-80	BOOKS	24.59	
		291-6470-601.32-80	BOOKS	11.82	
		291-6470-601.32-80	BOOKS	12.89	
		291-6470-601.32-80	BOOKS	33.90	
		291-6470-601.32-80	BOOKS	38.48	
		291-6470-601.32-80	BOOKS	9.39	
		291-6470-601.32-80	BOOKS	10.77	
		291-6470-601.32-80	BOOKS	55.00	
		291-6470-601.32-80	BOOKS	14.64	
		291-6470-601.32-80	BOOKS	55.50	
		291-6470-601.32-80	BOOKS	26.98	
		291-6470-601.32-80	BOOKS	41.39	
		291-6470-601.32-80	BOOKS	19.33	
		291-6470-601.32-80	BOOKS	17.80	
		291-6470-601.32-80	BOOKS	112.40	
		291-6470-601.32-80	BOOKS	33.89	
		291-6470-601.32-80	BOOKS	12.99-	
		291-6470-601.32-95	PERIODICALS	23.49	
		291-6470-601.32-95	PERIODICALS	6.99	
		291-6470-601.32-95	PERIODICALS	48.45	
		291-6470-601.32-95	PERIODICALS	17.99	
		291-6470-601.32-95	PERIODICALS	98.43	
		291-6470-601.32-95	PERIODICALS	60.45	
		291-6470-601.32-95	PERIODICALS	27.52	
		291-6470-601.32-95	PERIODICALS	24.78	
		291-6470-601.32-95	PERIODICALS	41.93	
		291-6470-601.32-95	PERIODICALS	35.47	
		291-6470-601.32-95	PERIODICALS	5.00	
		291-6470-601.32-95	PERIODICALS	47.94	
		291-6470-601.32-95	PERIODICALS	25.98	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
		291-6470-601.32-95	PERIODICALS	25.98	2,177.39
79393	BAKER & TAYLOR	291-6470-601.32-75	AV MTLS	46.97	
		291-6470-601.32-75	AV MTLS	508.73	
		291-6470-601.32-75	AV MTLS	24.87	
		291-6470-601.32-75	AV MTLS	64.08	
		291-6470-601.32-80	BOOKS	358.08	
		291-6470-601.32-80	BOOKS	223.83	
		291-6470-601.32-80	BOOKS	143.26	
		291-6470-601.32-80	BOOKS	1,004.14	
		291-6470-601.32-80	BOOKS	1,089.59	
		291-6470-601.32-80	BOOKS	174.07	
		291-6470-601.32-80	BOOKS	176.77	
		291-6470-601.32-80	BOOKS	473.73	
		291-6470-601.32-80	BOOKS	197.12	
		291-6470-601.32-80	BOOKS	29.86	
		291-6470-601.32-80	BOOKS	52.65	
		291-6470-601.32-80	BOOKS	459.13	
		291-6470-601.32-80	BOOKS	108.60	
		291-6470-601.32-80	BOOKS	90.40	
		291-6470-601.32-80	BOOKS	311.64	
		291-6470-601.32-80	BOOKS	322.77	
		291-6470-601.32-80	BOOKS	238.41	
		291-6470-601.32-80	BOOKS	174.69	
		291-6470-601.32-80	BOOKS	1,027.38	
		291-6470-601.32-80	BOOKS	93.26	
		291-6470-601.32-80	BOOKS	135.25	
		291-6470-601.32-80	BOOKS	59.53	
		291-6470-601.32-80	BOOKS	156.77	
		291-6470-601.32-80	BOOKS	301.26	
		291-6470-601.32-80	BOOKS	82.08-	
		291-6470-601.32-80	BOOKS	1,458.35	
		291-6470-601.32-80	BOOKS	751.11	
		291-6470-601.32-80	BOOKS	1,786.55	
		291-6470-601.32-80	BOOKS	18.45	
		291-6470-601.32-80	BOOKS	434.48	
		291-6470-601.32-80	BOOKS	899.37	
		291-6470-601.32-80	BOOKS	645.76	
		291-6470-601.32-80	BOOKS	513.84	
		291-6470-601.32-80	BOOKS	289.91	
		291-6470-601.32-80	BOOKS	109.42	
		291-6470-601.32-80	BOOKS	502.31	
		291-6470-601.32-75	AV MTLS	52.50	
		291-6470-601.32-80	BOOKS	1,777.95	
		291-6470-601.32-80	BOOKS	350.42	
		291-6470-601.32-80	BOOKS	231.71	
		291-6470-601.32-80	BOOKS	50.59	
		291-6470-601.32-80	BOOKS	609.76	
		291-6470-601.32-80	BOOKS	611.25	
		291-6470-601.32-80	BOOKS	1,956.73	
		291-6470-601.32-80	BOOKS	404.20	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
		291-6470-601.32-80	BOOKS	635.19	
		291-6470-601.32-80	BOOKS	170.64	
		291-6470-601.22-85	PROC SERVS	254.60	
		291-6470-601.22-85	PROC SERVS	315.40	
		291-6470-601.22-85	PROC SERVS	72.20	
		291-6470-601.22-85	PROC SERVS	49.40	
		291-6470-601.22-85	PROC SERVS	106.40	
		291-6470-601.22-85	PROC SERVS	68.40	
		291-6470-601.22-85	PROC SERVS	11.40	
		291-6470-601.22-85	PROC SERVS	22.80	
		291-6470-601.22-85	PROC SERVS	76.00	
		291-6470-601.22-85	PROC SERVS	128.80	
		291-6470-601.22-85	PROC SERVS	22.80	
		291-6470-601.22-85	PROC SERVS	501.60	
		291-6470-601.22-85	PROC SERVS	277.40	
		291-6470-601.22-85	PROC SERVS	440.80	
		291-6470-601.22-85	PROC SERVS	3.80	
		291-6470-601.22-85	PROC SERVS	110.20	
		291-6470-601.22-85	PROC SERVS	205.20	
		291-6470-601.22-85	PROC SERVS	159.60	
		291-6470-601.22-85	PROC SERVS	98.80	
		291-6470-601.22-85	PROC SERVS	608.00	
		291-6470-601.22-85	PROC SERVS	98.80	
		291-6470-601.22-85	PROC SERVS	197.60	
		291-6470-601.22-85	PROC SERVS	136.80	
		291-6470-601.22-85	PROC SERVS	475.00	
		291-6470-601.22-85	PROC SERVS	103.75	
		291-6470-601.22-85	PROC SERVS	197.60	
		291-6470-601.32-80	BOOKS	342.85	
		291-6470-601.32-80	BOOKS	493.16	
		291-6470-601.32-80	BOOKS	827.70	
		291-6470-601.32-80	BOOKS	302.85	
		291-6470-601.32-75	AV MTLs	21.95	
		291-6470-601.32-80	BOOKS	1,297.73	
		291-6470-601.32-80	BOOKS	402.85	
		291-6470-601.32-80	BOOKS	479.49	
		291-6470-601.32-80	BOOKS	122.70	
		291-6470-601.32-80	BOOKS	337.61	
		291-6470-601.32-80	BOOKS	378.35	
		291-6470-601.32-80	BOOKS	52.22	
		291-6470-601.32-80	BOOKS	244.91	
		291-6470-601.32-80	BOOKS	290.73	
		291-6470-601.32-80	BOOKS	1,571.93	
		291-6470-601.32-80	BOOKS	174.24	
		291-6470-601.32-80	BOOKS	40.64	
		291-6470-601.32-80	BOOKS	936.00	
		291-6470-601.32-80	BOOKS	317.18	
		291-6470-601.32-80	BOOKS	549.76	
		291-6470-601.32-80	BOOKS	342.41	
		291-6470-601.32-80	BOOKS	247.40	
		291-6470-601.32-80	BOOKS	691.40	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
		291-6470-601.32-80	BOOKS	412.59	
		291-6470-601.32-80	BOOKS	82.89	
		291-6470-601.32-80	BOOKS	1,509.98	
		291-6470-601.32-75	AV MTLs	371.19	
		291-6470-601.32-75	AV MTLs	69.68	
		291-6470-601.32-75	AV MTLs	49.75	
		291-6470-601.32-75	AV MTLs	24.87	
		291-6470-601.22-85	PROC SERVS	369.75	
		291-6470-601.22-85	PROC SERVS	114.00	
		291-6470-601.22-85	PROC SERVS	95.20	
		291-6470-601.22-85	PROC SERVS	250.80	
		291-6470-601.22-85	PROC SERVS	129.20	
		291-6470-601.22-85	PROC SERVS	301.35	
		291-6470-601.22-85	PROC SERVS	369.75	
		291-6470-601.22-85	PROC SERVS	255.75	
		291-6470-601.22-85	PROC SERVS	106.40	
		291-6470-601.22-85	PROC SERVS	154.30	
		291-6470-601.22-85	PROC SERVS	83.60	
		291-6470-601.22-85	PROC SERVS	76.00	
		291-6470-601.22-85	PROC SERVS	174.45	
		291-6470-601.32-80	BOOKS	142.03	
		291-6470-601.32-80	BOOKS	316.94	
		291-6470-601.32-80	BOOKS	179.06	
		291-6470-601.32-80	BOOKS	992.96	
		291-6470-601.32-80	BOOKS	417.25	
		291-6470-601.32-80	BOOKS	83.57	
		291-6470-601.32-80	BOOKS	198.52	
		291-6470-601.32-80	BOOKS	12.77	
		291-6470-601.32-80	BOOKS	234.03	
		291-6470-601.32-80	BOOKS	57.81	
		291-6470-601.32-80	BOOKS	187.85	
		291-6470-601.32-75	AV MTLs	21.95	
		291-6470-601.32-80	BOOKS	761.48	
		291-6470-601.32-80	BOOKS	527.62	
		291-6470-601.32-80	BOOKS	191.78	
		291-6470-601.32-80	BOOKS	270.01	
		291-6470-601.32-80	BOOKS	79.14	
		291-6470-601.32-80	BOOKS	727.41	
		291-6470-601.32-80	BOOKS	256.33	
		291-6470-601.32-80	BOOKS	1,480.63	
		291-6470-601.32-80	BOOKS	303.28	
		291-6470-601.32-80	BOOKS	114.07	
		291-6470-601.32-80	BOOKS	55.53	
		291-6470-601.32-80	BOOKS	420.18	
		291-6470-601.32-80	BOOKS	295.51	
		291-6470-601.22-85	PROC SERVS	110.20	
		291-6470-601.22-85	PROC SERVS	53.20	
		291-6470-601.22-85	PROC SERVS	338.20	
		291-6470-601.22-85	PROC SERVS	185.85	
		291-6470-601.22-85	PROC SERVS	148.20	
		291-6470-601.22-85	PROC SERVS	91.20	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
		291-6470-601.22-85	PROC SERVS	353.40	
		291-6470-601.22-85	PROC SERVS	98.80	
		291-6470-601.22-85	PROC SERVS	87.40	
		291-6470-601.32-75	AV MTLs	74.59	
		291-6470-601.32-80	BOOKS	15.31-	52,208.12
79394	BAKER & TAYLOR ENTERTAINMENT	291-6470-601.32-75	AV MTLs	1,211.03	
		291-6470-601.32-75	AV MTLs	374.21	
		291-6470-601.32-75	AV MTLs	700.67	
		291-6470-601.32-75	AV MTLs	1,673.64	
		291-6470-601.32-75	AV MTLs	118.61	
		291-6470-601.32-75	AV MTLs	255.34	
		291-6470-601.32-75	AV MTLs	28.46	
		291-6470-601.32-75	AV MTLs	37.89	
		291-6470-601.32-75	AV MTLs	171.32	
		291-6470-601.32-75	AV MTLs	227.20	
		291-6470-601.32-75	AV MTLs	421.15	
		291-6470-601.32-75	AV MTLs	55.02	
		291-6470-601.32-75	AV MTLs	212.58	
		291-6470-601.32-75	AV MTLs	134.94	
		291-6470-601.32-75	AV MTLs	18.36	
		291-6470-601.32-75	AV MTLs	529.14	
		291-6470-601.32-75	AV MTLs	394.92	
		291-6470-601.32-75	AV MTLs	169.77	
		291-6470-601.32-75	AV MTLs	150.09	
		291-6470-601.32-75	AV MTLs	195.48	
		291-6470-601.32-75	AV MTLs	244.87	
		291-6470-601.32-75	AV MTLs	136.07	
		291-6470-601.32-75	AV MTLs	2,412.79	
		291-6470-601.32-75	AV MTLs	109.86	
		291-6470-601.32-75	AV MTLs	49.56	10,032.97
79396	BELOIT COLLEGE LIBRARY	291-6470-601.21-64	ILL196440080 LOST BOOK	50.00	50.00
79400	BIBLIOTHECA LLC	291-6470-601.32-75	AV MTLs	6,588.62	
		291-6470-601.32-80	BOOKS	7,789.85	
		291-6470-601.32-80	BOOKS	45.00	
		291-6470-601.32-75	AV MTLs	129.00	
		291-6470-601.32-75	AV MTLs	365.91	
		291-6470-601.32-80	BOOKS	393.72	15,312.10
79401	BOTTOM LINE BOOKS	291-6470-601.32-80	BOOKS	54.93	54.93
79403	BRINKER ADVISORY SERVICES INC	291-6470-601.32-95	PERIODICALS	99.00	99.00
79404	BRODART CO	291-6470-601.32-05	PROCESSING SUPPLIES	276.35	
		291-6470-601.32-05	PROCESSING SUPPLIES	230.30-	
		291-6470-601.32-05	PROCESSING SUPPLIES	276.35	322.40
79405	BYLINSKA, MALGORZATA	291-6470-601.22-03	RAILS BURR RIDGE & ILL WI	151.89	151.89
79410	CENTER POINT LARGE PRINT	291-6470-601.32-80	BOOKS	126.60	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
		291-6470-601.32-80	BOOKS	150.62	277.22
79414	COMIX REVOLUTION	291-6470-601.32-80	BOOKS	40.90	40.90
79416	COX SUBSCRIPTIONS,W T	291-6470-601.32-95	PERIODICALS	68.78	
		291-6470-601.32-95	PERIODICALS	36.43-	
		291-6470-601.32-95	PERIODICALS	20.19-	
		291-6470-601.32-95	PERIODICALS	68.78	
		291-6470-601.32-95	PERIODICALS	60.71	
		291-6470-601.32-95	PERIODICALS	34.38	
		291-6470-601.32-95	PERIODICALS	17.14	
		291-6470-601.32-95	PERIODICALS	15.13-	
		291-6470-601.32-95	PERIODICALS	40.48-	
		291-6470-601.32-95	PERIODICALS	121.43-	
		291-6470-601.32-95	PERIODICALS	44.53	
		291-6470-601.32-95	PERIODICALS	34.41-	26.25
79430	FILMTOOLS	291-6470-601.32-05	PROCESSING SUPPLIES	13.56	
		291-6470-601.32-05	PROCESSING SUPPLIES	48.44	62.00
79431	FINDAWAY WORLD LLC	291-6470-601.32-80	BOOKS	624.86	
		291-6470-601.32-75	AV MTLs	149.99	774.85
79434	FOCUS BOOKSTORE	291-6470-601.32-80	BOOKS	169.93	169.93
79435	FRESNO COUNTY PUBLIC LIBRARY	291-6470-601.21-64	ILL198958449	5.00	5.00
79438	FUTURE PUBLISHING/MAXIMUM PC	291-6470-601.32-95	PERIODICALS	17.99	17.99
79439	FUTURE PUBLISHING/PC GAMER	291-6470-601.32-95	PERIODICALS	17.99	17.99
79440	GALE/CENGAGE LEARNING	291-6470-601.32-80	BOOKS	100.76	
		291-6470-601.32-80	BOOKS	65.22	
		291-6470-601.32-80	BOOKS	54.38	
		291-6470-601.32-80	BOOKS	87.97	
		291-6470-601.32-80	BOOKS	215.95	
		291-6470-601.32-80	BOOKS	466.24	
		291-6470-601.32-80	BOOKS	54.38	
		291-6470-601.32-80	BOOKS	19.99	
		291-6470-601.32-80	BOOKS	26.39	
		291-6470-601.32-80	BOOKS	31.19	
		291-6470-601.32-80	BOOKS	30.39	
		291-6470-601.32-80	BOOKS	51.18	
		291-6470-601.32-80	BOOKS	27.99	
		291-6470-601.32-80	BOOKS	80.96	
		291-6470-601.32-80	BOOKS	45.73	
		291-6470-601.32-80	BOOKS	55.98	
		291-6470-601.32-80	BOOKS	74.38	
		291-6470-601.32-80	BOOKS	98.96	1,588.04
79445	GREY HOUSE PUBLISHING	291-6470-601.32-80	BOOKS	931.75	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					931.75
79447	GUIDEPOSTS	291-6470-601.32-80	BOOKS	17.92	17.92
79453	IL INST CONTINUING LEGAL EDUC	291-6470-601.32-80	BOOKS	131.25	
		291-6470-601.32-80	BOOKS	131.25	
		291-6470-601.32-80	BOOKS	22.50	
		291-6470-601.32-80	BOOKS	131.25	416.25
79454	ILA MEMBERSHIP	291-6470-601.22-02	ILA DUES - M BYLINSKA	150.00	150.00
79455	ILLINOIS HEARTLAND LIBRARY SYSTEM	291-6470-601.21-64	ACCESS SRVS SEPTEMBER	217.00	217.00
79458	INFORMATION TODAY INC	291-6470-601.32-80	BOOKS	455.03	455.03
79459	INGRAM LIBRARY SERVICES	291-6470-601.32-80	BOOKS	22.16	
		291-6470-601.32-80	BOOKS	5.08	
		291-6470-601.32-80	BOOKS	18.98	
		291-6470-601.32-75	AV MTLs	21.99	
		291-6470-601.32-80	BOOKS	35.33	
		291-6470-601.32-80	BOOKS	191.34	
		291-6470-601.32-80	BOOKS	256.28	
		291-6470-601.32-80	BOOKS	175.47	
		291-6470-601.32-80	BOOKS	25.19	
		291-6470-601.32-80	BOOKS	397.02	
		291-6470-601.32-80	BOOKS	115.96	
		291-6470-601.32-80	BOOKS	364.91	
		291-6470-601.32-80	BOOKS	90.96	
		291-6470-601.32-80	BOOKS	25.20	
		291-6470-601.32-80	BOOKS	21.54	
		291-6470-601.32-80	BOOKS	20.70	
		291-6470-601.32-80	BOOKS	20.70	
		291-6470-601.32-80	BOOKS	63.52	
		291-6470-601.32-80	BOOKS	52.87	
		291-6470-601.32-80	BOOKS	4.79	
		291-6470-601.32-80	BOOKS	57.44	
		291-6470-601.32-80	BOOKS	67.20	
		291-6470-601.32-80	BOOKS	480.73	
		291-6470-601.32-80	BOOKS	15.60	
		291-6470-601.32-80	BOOKS	26.37	
		291-6470-601.32-80	BOOKS	124.88	
		291-6470-601.32-80	BOOKS	521.43	
		291-6470-601.32-80	BOOKS	110.28	
		291-6470-601.32-80	BOOKS	127.70	
		291-6470-601.32-80	BOOKS	42.23	
		291-6470-601.32-80	BOOKS	88.59	
		291-6470-601.32-80	BOOKS	168.61	
		291-6470-601.32-80	BOOKS	183.51	
		291-6470-601.32-80	BOOKS	134.73	
		291-6470-601.32-80	BOOKS	68.45	
		291-6470-601.32-80	BOOKS	71.28	
		291-6470-601.32-80	BOOKS	139.54	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
		291-6470-601.32-80	BOOKS	127.13	
		291-6470-601.32-80	BOOKS	21.54	
		291-6470-601.32-80	BOOKS	15.60	
		291-6470-601.32-80	BOOKS	13.80	
		291-6470-601.32-80	BOOKS	18.90	
		291-6470-601.32-80	BOOKS	174.47	
		291-6470-601.32-80	BOOKS	86.48	
		291-6470-601.32-80	BOOKS	78.42	
		291-6470-601.32-80	BOOKS	122.46	
		291-6470-601.32-80	BOOKS	123.56	
		291-6470-601.32-80	BOOKS	111.09	
		291-6470-601.32-80	BOOKS	19.14	
		291-6470-601.32-80	BOOKS	42.88	
		291-6470-601.32-80	BOOKS	163.18	
		291-6470-601.32-80	BOOKS	42.37	
		291-6470-601.32-80	BOOKS	9.01	
		291-6470-601.32-80	BOOKS	132.19	
		291-6470-601.32-80	BOOKS	131.40	
		291-6470-601.32-80	BOOKS	26.97-	
		291-6470-601.32-80	BOOKS	34.17	
		291-6470-601.32-80	BOOKS	106.43	
		291-6470-601.32-80	BOOKS	73.73	
		291-6470-601.32-80	BOOKS	28.93	
		291-6470-601.32-80	BOOKS	10.80	
		291-6470-601.32-80	BOOKS	38.99	
		291-6470-601.32-80	BOOKS	216.57	
		291-6470-601.32-80	BOOKS	65.26	
		291-6470-601.32-80	BOOKS	26.93	
		291-6470-601.32-80	BOOKS	126.46	
		291-6470-601.32-80	BOOKS	153.14	
		291-6470-601.32-80	BOOKS	59.27	
		291-6470-601.32-80	BOOKS	23.40	
		291-6470-601.32-80	BOOKS	114.06	
		291-6470-601.32-80	BOOKS	15.25	
		291-6470-601.32-80	BOOKS	103.63	
		291-6470-601.32-80	BOOKS	244.75	
		291-6470-601.32-80	BOOKS	58.77	
		291-6470-601.32-80	BOOKS	92.78	
		291-6470-601.32-80	BOOKS	37.52	
		291-6470-601.32-80	BOOKS	83.44	7,479.49
79462	INTERNET GENEALOGY	291-6470-601.32-95	PERIODICALS	24.00	24.00
79463	JAFFE, VIOLET	291-6470-601.22-03	WILIUG, MILWAUKEE WI	87.52	87.52
79467	KANOPY INC	291-6470-601.32-75	AV MTLS	460.00	460.00
79470	LAKESHORE LEARNING MATERIALS	291-6470-601.32-75	AV MTLS	68.97	
		291-6470-601.32-75	AV MTLS	80.48	
		291-6470-601.32-75	AV MTLS	31.98	181.43
79487	MIDWEST TAPE	291-6470-601.32-75	AV MTLS	7,685.28	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
		291-6470-601.32-80	BOOKS	2,517.28	
		291-6470-601.32-75	AV MTLs	39.99	
		291-6470-601.32-75	AV MTLs	14.99	
		291-6470-601.32-75	AV MTLs	64.98	
		291-6470-601.32-75	AV MTLs	20.98	
		291-6470-601.32-75	AV MTLs	1,063.62	
		291-6470-601.32-75	AV MTLs	14.99	
		291-6470-601.32-75	AV MTLs	29.99	
		291-6470-601.32-75	AV MTLs	587.72	
		291-6470-601.32-75	AV MTLs	128.69	
		291-6470-601.32-75	AV MTLs	27.99	
		291-6470-601.32-75	AV MTLs	108.92	
		291-6470-601.32-75	AV MTLs	188.15	
		291-6470-601.32-75	AV MTLs	69.97	
		291-6470-601.22-85	PROC SERVs	9.14	
		291-6470-601.32-75	AV MTLs	64.98	
		291-6470-601.32-75	AV MTLs	80.62	
		291-6470-601.32-75	AV MTLs	500.91	
		291-6470-601.32-75	AV MTLs	20.98	
		291-6470-601.32-75	AV MTLs	561.84	
		291-6470-601.32-75	AV MTLs	27.99	
		291-6470-601.32-75	AV MTLs	132.90	
		291-6470-601.32-75	AV MTLs	6.99	13,969.89
79493	NEWBERRY HILL PRESS	291-6470-601.32-80	BOOKS	48.00	48.00
79499	PADDOCK PUBLICATIONS INC	291-6470-601.32-95	PERIODICALS	790.40	790.40
79503	PETERSON'S	291-6470-601.32-80	BOOKS	56.58	56.58
79504	PRO LINGUA ASSOCIATES	291-6470-601.32-75	AV MTLs	35.50	35.50
79505	PROQUEST LLC	291-6470-601.32-95	PERIODICALS	1,145.13	1,145.13
79509	RECORDED BOOKS INC	291-6470-601.32-95	PERIODICALS	3,600.00	
		291-6470-601.32-05	PROCESSING SUPPLIES	435.70	
		291-6470-601.32-75	AV MTLs	382.72	4,418.42
79512	ROWMAN & LITTLEFIELD PUBLISHING GRP	291-6470-601.32-80	BOOKS	110.06	
		291-6470-601.32-80	BOOKS	137.06	247.12
79516	SCHOLASTIC INC	291-6470-601.32-80	BOOKS	27.93	27.93
79521	SIERRA CLUB MEMBER SERVICES	291-6470-601.32-95	PERIODICALS	12.00	12.00
79525	TASTE OF HOME BOOKS/TRUSTED MEDIA	291-6470-601.32-80	BOOKS	139.92	139.92
79530	TSAI FONG BOOKS INC	291-6470-601.32-80	BOOKS	334.40	
		291-6470-601.32-80	BOOKS	128.07	462.47
79533	UPS	291-6470-601.32-05	PROCESSING SUPPLIES	7.71	

PREPARED 11/19/19, 10:43 AM
PROGRAM GM348U5
DEPARTMENT: 64 User Services

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

PAGE 30
ACCOUNTING PERIOD 11/2019

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					7.71
79540	WAREHOUSE DIRECT	291-6470-601.30-05	OFFICE SUPPLIES	16.61	16.61
79542	WILLARD LIBRARY	291-6470-601.21-64	ILL USPS POSTAGE	2.61	2.61
79545	YBP LIBRARY SERVICES	291-6470-601.32-80	BOOKS	39.25	39.25
***** DIVISION TOTAL ****					127,564.99
DEPARTMENT: 64	User Services	DIVISION: 80	<i>BELMONT</i>		
79543	WILLIAMS ASSOCIATES ARCHITECTS	291-6480-601.20-05	PROF SRVS SEPTEMBER	592.20	
***** DIVISION TOTAL ****					592.20
***** DEPARTMENT TOTAL **					152,148.45
***** GRAND TOTAL ****					360,145.95

FUND TOTALS

FUND	FUND NAME	FUND TOTAL
291	Memorial Library Fund	360,145.95
	**** TOTAL ALL FUNDS ****	360,145.95

November 19, 2019

**Arlington Heights Memorial Library
American Express Card Summary
10/31/2019**

Count	111			
<u>CARDHOLDER</u>	<u>ACCOUNT</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>	<u>VENDOR</u>
	489-90-00	\$ (146.23)	Other Income/Rebate	AMEX Cash back rebate
J. Czajka	6440-3202	\$ 279.00	Sister Pie Cookbook discussion supplies 10/23	PIE AND COFFEE
J. Czajka	6440-3202	\$ 70.60	Bad Art Night Supplies 10/16	JOANN STORES #2113
J. Czajka	6440-3202	\$ 125.70	Program Supplies	Ikea
M. Driskell	6001-3272	\$ 126.58	Staff Dinner with OBOV Author 10/10	Francesca's Tavola
M. Driskell	6002-2165	\$ 320.00	Constant Contact Monthly Billing	CONSTANT CONTACT
M. Driskell	6401-3201	\$ 15.50	Halloween Fun Dollhouse Toys	TARGET.COM 800-591-3
M. Driskell	6401-3201	\$ 17.49	Halloween Fun Dollhouse Toys	TARGET.COM 800-591-3
D. Ekl	291-0000-140-05-00	\$ 305.00	PLA Conference (G Berger)	ARCL
D. Ekl	291-0000-140-05-00	\$ 305.00	PLA Conference (P Schwarting)	ARCL
D. Ekl	291-0000-140-05-00	\$ 175.00	PLA Conference (S Meyer)	ARCL
D. Ekl	291-0000-140-05-00	\$ 305.00	PLA Conference (E Mather)	ARCL
D. Ekl	291-0000-140-05-00	\$ 305.00	PLA Conference (M Papanastassiou)	ARCL
D. Ekl	6001-2165	\$ 90.00	CASHBACK PROGRAM FEE ANNUAL	
D. Ekl	291-0000-140-05-00	\$ 754.71	SXSW Lodging (J Bower and J Czajka)	AIRBNB
D. Ekl	6001-2203	\$ (175.00)	ALA Refund	AMERICAN LIBRARY ASSO
D. Ekl	6001-3272	\$ 125.00	LMT Lunch down payment 11/18	La Sorella Di Frances
D. Ekl	6002-2210	\$ 85.79	Business Cards	WWW.VISTAPRINT.COM
D. Ekl	6002-2210	\$ 45.39	Business Cards	WWW.VISTAPRINT.COM
D. Ekl	6002-3005	\$ 339.43	Retracting Wall Mount Unit	CROWDCONTROLEXPERTS C
D. Ekl	6002-3005	\$ 699.98	Adhesive Roll Refill	THE BUZ-LINE CO
D. Ekl	6002-3272	\$ 901.43	AHML Branded Tablecloth	DISPLAYS 2 GO
D. Ekl	6003-4070	\$ (209.03)	Grill Rental for DSSC 9/27	HOUSE OF RENTAL
D. Ekl	6004-5015	\$ 163.85	Memory Bench Plaque	TREETOP PRODUCTS CONS
D. Ekl	6010-2102	\$ 69.00	Book Bike Hardware	APPLE ONLINE STORE
D. Ekl	6010-3185	\$ 14.44	HDMI Wall Plate for Hendrickson Room	EBAY
D. Ekl	6010-3185	\$ 138.49	Charging Station for Senior Center Classes	WALMART.COM
D. Ekl	6010-5012	\$ (28.69)	Book Bike Hardware	APPLE ONLINE STORE
D. Ekl	6010-5012	\$ 487.69	Book Bike Hardware	APPLE ONLINE STORE
D. Ekl	6020-2111	\$ 227.37	Dry Erase Board Cleaner	The Webstaurant Store
D. Ekl	6401-3202	\$ 140.00	Summer Reading Raffle Prize	SMART DESTINATIONS
D. Ekl	6401-3202	\$ 315.72	Bookmobile Magnetic Bookmark	4IMPRINT
D. Ekl	6405-2202	\$ 40.00	TESOL/BE Membership Dues (B Nohra)	ITBE ORG
D. Ekl	6405-2202	\$ 40.00	TESOL/BE Membership Dues (T Karim)	ITBE ORG
D. Ekl	6405-2202	\$ 40.00	TESOL/BE Membership Dues (A Gourelly)	ITBE ORG
D. Ekl	6405-2203	\$ 85.00	ISGS Fall Conference (J Middendorf)	PAYPAL *ISGS
D. Ekl	6410-2203	\$ 151.00	ALA/PLA Membership Dues (P Schwarting)	AMERICAN LIBRARY ASSO
D. Ekl	6420-3290	\$ 12.46	Dry Erase Board Cleaner	ZORO
D. Ekl	6440-2218	\$ 685.84	Stanchions for Exhibits/Displays	DISPLAYS 2 GO
D. Ekl	6440-3202	\$ 31.48	Make a Holiday Program Gift 12/9	Dollar Tree Corporati
D. Ekl	6440-3202	\$ 176.00	Author Event Chocolate 10/10	Lindt Chocolate Ibm
D. Ekl	6440-3202	\$ (1.88)	Candlemaking Program Supplies 10/14	Dollar Tree Corporati
D. Ekl	6440-3202	\$ 23.43	Candlemaking Program Supplies 10/14	Dollar Tree Corporati
D. Ekl	6440-3202	\$ 28.00	Candlemaking Program Supplies 10/14	CANDLEWIC
R. Dworiany	6010-3032	\$ 11.99	YouTube Premium Subscription	Google Services
R. Dworiany	6010-3032	\$ 25.00	Github Monthly Subscription	GITHUB
R. Dworiany	6010-3032	\$ 5.27	Apple iTunes App for Kids World	apple.com/bill
R. Dworiany	6010-3032	\$ 5.30	Apple iTunes App for Kids World	apple.com/bill
R. Dworiany	6010-3032	\$ 12.72	Apple iTunes App for Kids World	apple.com/bill
R. Dworiany	6010-3032	\$ 12.72	Apple iTunes App for Kids World	apple.com/bill
R. Dworiany	6010-3032	\$ 15.87	Apple iTunes App for Kids World	apple.com/bill
R. Dworiany	6010-3032	\$ 15.91	Apple iTunes App for Kids World	apple.com/bill
R. Dworiany	6010-3032	\$ 20.13	Apple iTunes App for Kids World	apple.com/bill
R. Dworiany	6010-3032	\$ 346.85	Comcast Internet	Xfinity Store by Comc
R. Dworiany	6010-3032	\$ 35.00	Trello Monthly Subscription	TRELLO*TRELLO
R. Dworiany	6010-3032	\$ 4.99	Amazon Freetime Subscription	AMAZON DIGITAL DOWNLO
R. Dworiany	6010-2005	\$ 54.10	PayPal PayFlow Pro	VERISIGN PAYPAL
R. Dworiany	6010-3032	\$ 14.99	Spotify Monthly Subscription	SPOTIFY MUSIC SUBS US
R. Dworiany	6010-3032	\$ 129.00	Blackfire.io Website Performance Testing	BLACKFIREIO INC.

<u>CARDHOLDER</u>	<u>ACCOUNT</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>	<u>VENDOR</u>
R. Dworiatyn	6010-3032	\$ 49.00	Riddle.com Monthly Subscription	RIDDLE.COM SUBSCRIPTI
M. Szymanek	6470-3275	\$ 13.99	AV Materials	PORT MERCH
M. Szymanek	6470-3275	\$ 45.25	AV Materials	WWW.FPA.ORG
M. Szymanek	6470-3275	\$ 15.99	AV Materials	NETFLIX.COM 866-579-
M. Szymanek	6470-3275	\$ 15.99	AV Materials	NETFLIX.COM 866-579-
M. Szymanek	6470-3275	\$ 32.12	AV Materials	ETA HAND2MIND
M. Szymanek	6470-3275	\$ 19.99	AV Materials	PAYPAL *DMY HOY LLC
M. Szymanek	6470-3275	\$ (6.05)	AV Materials	GameStop
M. Szymanek	6470-3275	\$ 65.85	AV Materials	ACORN USA
M. Szymanek	6470-3275	\$ 90.28	AV Materials	ACORN USA
M. Szymanek	6470-3275	\$ 105.12	AV Materials	SP * LIMITED RUN
M. Szymanek	6470-3275	\$ 39.98	AV Materials	SLING TV
M. Szymanek	6470-3275	\$ 474.00	AV Materials	ETSY.COM
M. Szymanek	6470-3280	\$ 109.90	Books	AMAZON.COM
M. Szymanek	6470-3280	\$ 22.32	Books	Barns & Noble.com - B
M. Szymanek	6470-3280	\$ 25.00	Books	AMAZON.COM
M. Szymanek	6470-3280	\$ 11.99	Books	AMAZON.COM
M. Szymanek	6470-3280	\$ 20.00	Books	AMAZON.COM
M. Szymanek	6470-3280	\$ 22.98	Books	Amazon Marketplace
M. Szymanek	6470-3280	\$ 36.29	Books	AMAZON.COM
M. Szymanek	6470-3280	\$ 20.22	Books	Amazon Marketplace
M. Szymanek	6470-3280	\$ 24.59	Books	Barns & Noble.com - B
M. Szymanek	6470-3280	\$ 11.82	Books	AMAZON.COM
M. Szymanek	6470-3280	\$ 12.89	Books	AMAZON.COM
M. Szymanek	6470-3280	\$ 33.90	Books	AMAZON.COM
M. Szymanek	6470-3280	\$ 38.48	Books	AMAZON.COM
M. Szymanek	6470-3280	\$ 9.39	Books	AMAZON.COM
M. Szymanek	6470-3280	\$ 10.77	Books	AMAZON.COM
M. Szymanek	6470-3280	\$ 55.00	Books	AMAZON.COM
M. Szymanek	6470-3280	\$ 14.64	Books	AMAZON.COM
M. Szymanek	6470-3280	\$ 55.50	Books	AMAZON.COM
M. Szymanek	6470-3280	\$ 26.98	Books	AMAZON.COM
M. Szymanek	6470-3280	\$ 41.39	Books	AMAZON.COM
M. Szymanek	6470-3280	\$ 19.33	Books	JOHN MAXWELL-POWEROF5
M. Szymanek	6470-3280	\$ 17.80	Books	AMAZON.COM
M. Szymanek	6470-3280	\$ 112.40	Books	AMERICAN RADIO RELAY
M. Szymanek	6470-3280	\$ 33.89	Books	Amazon Marketplace
M. Szymanek	6470-3280	\$ (12.99)	Books	AMAZON US PRIME
M. Szymanek	6470-3295	\$ 23.49	Periodicals	MY MAG STORE
M. Szymanek	6470-3295	\$ 6.99	Periodicals	MY MAG STORE
M. Szymanek	6470-3295	\$ 48.45	Periodicals	MY MAG STORE
M. Szymanek	6470-3295	\$ 17.99	Periodicals	HOFFMAN MEDIA
M. Szymanek	6470-3295	\$ 98.43	Periodicals	STAMPINGTON & COMPANY
M. Szymanek	6470-3295	\$ 60.45	Periodicals	MY MAG STORE
M. Szymanek	6470-3295	\$ 27.52	Periodicals	Baker's Catalogue
M. Szymanek	6470-3295	\$ 24.78	Periodicals	MONICA BEACH ENTERPRI
M. Szymanek	6470-3295	\$ 41.93	Periodicals	STAMPINGTON & COMPANY
M. Szymanek	6470-3295	\$ 35.47	Periodicals	MY MAG STORE
M. Szymanek	6470-3295	\$ 5.00	Periodicals	ALTPRESS MEDIA
M. Szymanek	6470-3295	\$ 47.94	Periodicals	WWW.MISSOURIQUILTCO.C
M. Szymanek	6470-3295	\$ 25.98	Periodicals	HOFFMAN MEDIA
M. Szymanek	6470-3295	\$ 25.98	Periodicals	HOFFMAN MEDIA

\$ 10,636.77

CARDHOLDER

ACCOUNT

AMOUNT

DESCRIPTION

VENDOR

CARDHOLDER

ACCOUNT

AMOUNT

DESCRIPTION

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AMOUNT

DESCRIPTION

VENDOR

November 19, 2019

**Arlington Heights Memorial Library
Mastercard Summary
10/31/2019**

<u>CARDHOLDER</u>	<u>ACCOUNT</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>	<u>VENDOR</u>
Count	10			
S Distel	6010-3232	\$ 63.74	Nintendo Games for Tween Gaming	Nintendo
	6010-3232	\$ 39.30	Nintendo Games for Tween Gaming	Nintendo
	6010-3232	\$ 61.77	Nintendo Games for Tween Gaming	Nintendo
	6010-3232	\$ 60.65	Nintendo Games for Tween Gaming	Nintendo
	6010-3232	\$ 39.45	Nintendo Games for Tween Gaming	Nintendo
	6010-3232	\$ 24.58	Nintendo Games for Tween Gaming	Nintendo
	6440-3202	\$ 30.00	Pizza for Books n Bites	Domino's
	6440-3202	\$ 50.00	Books and Brews 10/9	Eddie's Restaurant
	6440-3202	\$ 31.62	Pizza for TAB Meeting 10/13	Rosati's Pizza
	6440-3202	\$ 75.13	Pizza for Teen Halloween Program	Domino's
		<u>\$ 476.24</u>		

November 19, 2019

**Arlington Heights Memorial Library
Special Funds Summary
10/31/2019**

Count 51

	Account	Amount	Description	Staff
Check # 1555 - Jeremy Spaccapanica	6440-2218	\$ 500.00	OBOV Program: Hands-On Fly Tying 10/6	J Czajka
Check #1556 - TV Clinic	6450-3185	\$ 125.00	Repair to VHS-DVD Player in Studio	J Bower
Check # 1557 – AHML – Petty Cash				
10/7/2019	6440-3202	\$ 49.98	Program Events	C Caputo
	6001-2203	\$ 32.00	Travel/Training	J Doren
	6450-2203	\$ 25.17	Travel/Training	B Bednarek
	6430-2203	\$ 14.85	Travel/Training	K Myers
	6003-2203	\$ 33.18	Travel/Training	L Haack
	6003-2203	\$ 34.68	Travel/Training	L Haack
	6401-2203	\$ 4.99	Travel/Training	M Ramsland
	6401-2203	\$ 47.67	Travel/Training	E Loeffler
	6401-2203	\$ 11.95	Travel/Training	E Muszynski
	6401-2203	\$ 11.37	Travel/Training	R King
	6401-2203	\$ 19.20	Travel/Training	K McGuire
	6410-2203	\$ 12.64	Travel/Training	J Duncan
	6405-2203	\$ 38.11	Travel/Training	C Shin
10/14/2019	6440-3202	\$ 38.97	Program Events	A Hamilton
	6003-2203	\$ 32.26	Travel/Training	G Rojek
	6430-2203	\$ 2.90	Travel/Training	J McDonnell
	6420-2203	\$ 30.26	Travel/Training	S Meyer
	6450-3185	\$ 25.75	Small Tools & Equipment	J Bower
	6440-2218	\$ 22.05	Passport Stamps to Participating Libraries	C Ng-He
10/21/2019	6004-2165	\$ 44.64	Postage	J Doren
	6440-2218	\$ 7.35	Postage	C Ng-He
	6440-2203	\$ 30.00	Travel/Training	C Ng-He
	6440-3202	\$ 25.37	Program Events	A Hamilton
	6401-2203	\$ 36.89	Travel/Training	T Dantis
	6401-2203	\$ 2.67	Travel/Training	L Dakas
	6440-3202	\$ 19.00	Program Events	L Dakas
	6440-3202	\$ 27.85	Program Events	E Mather
	6401-3201	\$ 7.00	Program Supplies	K Bailey
	6440-3202	\$ 33.00	Program Events	K Bailey
	6401-3202	\$ 2.00	Program Events	K Bailey
	6440-3202	\$ 6.00	Program Events	K Bailey
	6410-3201	\$ 29.69	Program Supplies	A Stanfield
	6440-2218	\$ 28.65	Postage	C Ng-He
10/28/2019	6003-4070	\$ 16.38	Employee recognition Program DSSC	J Pinotti
	6001-2203	\$ 33.26	Travel/Training	J Moravec
10/31/2019	6440-3202	\$ 15.86	Program Supplies	R King
	6440-3202	\$ 28.50	Program Supplies	K Bailey
	6440-3202	\$ 39.87	Program Supplies	J Pinotti
	6401-2203	\$ 5.11	Travel/Training	J Pinotti
	6401-2203	\$ 31.10	Travel/Training	K McGuire
	6440-2203	\$ 25.46	Travel/Training	C Ng-He
	6440-2203	\$ 20.00	Travel/Training	T Recklaus
	6401-2203	\$ 18.68	Travel/Training	E Loeffler
	6003-4070	\$ 12.98	Employee Recognition (DSSC)	S Goswami
	6420-2203	\$ 20.42	Travel/Training	S Meyer
	6470-3295	\$ 48.92	Periodicals	M Szymanek
	6440-2203	\$ 19.60	Travel/Training	S Ryan
	6440-2203	\$ 23.60	Travel/Training	M Young
	6405-2203	\$ 43.81	Travel/Training	T Karim
		<u>\$ 1,816.64</u>		

To: Board of Library Trustees
From: Mike Driskell
Date: November 19, 2019
Re: Update of Makerspace project

Staff and a representative from Williams Architects will provide an update on the progress of the makerspace building project at 112 North Belmont Avenue.

To: Board of Library Trustees
From: Shannon Distel
Date: November 19, 2019
Re: FY2020 Per Capita Grant Requirements

Upon review of the Per Capita Grant application, which is now available, the Standards Chapter Review requirement has changed. In preparation for compliance, please see the requirement below.

- **Standards Chapter Review — The library director and the Board of Trustees shall review Chapter 3, “Personnel,” of “Serving Our Public 3.0: Standards for Illinois Public Libraries, 2014”. Review the check list at the end of the chapter and report on progress toward meeting any items left unchecked. If all items are checked, please indicate as such.**

Please read and review for discussion at the December Committee of the Whole meeting.

Chapter 3 [Personnel]

A good public library has at its heart qualified staff that is paid competitive salaries. The staff is well trained through an ongoing program of staff development that includes both in-service training and participation in relevant classes, workshops, and meetings outside the library. Staff has a thorough understanding of all library policies and is able to interpret those policies to library patrons. The public library has access to the services of a qualified librarian.

For the purposes of this document, a full-time equivalent employee (FTE) works 37.5 hours per week including paid breaks of 15 minutes or less but excluding paid or unpaid meal breaks of 20 minutes or more.

APPLICABLE CORE STANDARDS – Please see Core Standards 1, 4, 5, 6, 8, 13, 16, and 20 in Chapter 1.

PERSONNEL STANDARDS

1. To ensure that library staff has a clear understanding of their responsibilities and rights as employees, the library has a board-approved personnel policy. The policy is developed by the library administrator with input from the staff. (See Appendix J)
2. Staffing levels are sufficient to carry out the library's mission, develop and implement the library's long-range/strategic plan, and provide adequate staff to offer all basic services during all the hours that the library is open. The library's level of self-service vs. assisted staffing should be considered when calculating adequate staffing levels. Basic services include circulation and reference. (See Appendix K)
3. Job descriptions for all positions and a salary schedule are included in the personnel policy or provided elsewhere. The job descriptions and salary schedule are reviewed periodically (preferably annually, but at least every three years) and revised as needed. Staff members have access to these documents.
4. Personnel policy, job descriptions, and hiring practices are in compliance with the Equal Employment Opportunity Commission (EEOC) guidelines and the requirements of the *Americans with Disabilities Act*.
5. The library compensates staff in a fair and equitable manner. Salaries alone typically account for up to 60 percent of the total operation budget. Salaries plus fringe benefits (FICA, pension such as IMRF, and health insurance) account for up to 70 percent. The library compensates qualified entry-level librarians with a salary that meets the current recommendations of the Illinois Library Association or at the same rate received by an entry-level public school teacher with a master's degree, adjusted to reflect a twelve-month work year.
Example: In 2012–13, the median salary of an entry-level public school teacher with a master's degree was \$40,160. Divide this amount by 10 and multiply the result by 12. $\$40,160/10 = \$4,016 \times 12 = \$48,192$. (The figures are from the *Illinois Teacher Salary Study*, conducted annually by the Illinois State Board of Education, Data Analysis and Accountability Division; www.isbe.state.il.us/research/htmls/teacher_salary.htm)
The library compensates all other staff at a level that is competitive with salaries paid for equivalent positions in other public agencies within the same or approximately the same service area.
6. The library gives each new employee a thorough orientation and introduces the employee to the particular responsibilities of the new employee's job. The orientation includes but is not limited to the mission statement, library policies, guidelines, services of the library, employment benefits, and opportunities for continuing education.
7. The library has a performance appraisal system in place that provides staff with an annual evaluation of current performance and guidance in improving or developing new skills.
8. The library supports and encourages staff to acquire new skills, keep current with new developments in public libraries, and renew their enthusiasm for library work. Attendance at local, regional, state, and national conferences; relevant courses, workshops, seminars, and in-service training; and other library-related meetings provide a variety of learning experiences. The library provides paid work time and funding for registration and related expenses. While funding constraints may limit the total number of staff who can attend conferences, the attendance of at least the library administrator at the state library association conference is encouraged and funded.
9. The library provides funding to train staff in the use and maintenance of new technology and equipment.
10. The library provides access to library journals and other professional literature for the staff.

Chapter 3 [Personnel]

11. Public library trustees and administrators are aware of federal, state, and local statutes and regulations relevant to personnel administration. Principal regulations include:

Fair Labor Standards Act [29 U.S.C. 201 *et seq.*]
Illinois Human Rights Act [775 ILCS 5/1-101 *et seq.*]
Americans with Disabilities Act [42 U.S.C. 12101 *et seq.*]
Illinois Collective Bargaining Successor Employer Act [820 ILCS 10/0.01 *et seq.*]
Illinois Public Labor Relations Act [5 ILCS 315/1 *et seq.*]
Occupational Safety and Health Act [29 U.S.C. 651 *et seq.*]
Family and Medical Leave Act of 1993 [29 U.S.C. 2601 to 2654]
Civil Rights Act (Title VII) [42 U.S.C. 2000e]

12. The library complies with state and federal laws that affect library operations. These laws include:

Environment Barriers Act [410 ILCS 25/1 *et seq.*]
Illinois Accessibility Code [71 Adm. Code 400 *et seq.*]
Open Meetings Act [5 ILCS 120/1 *et seq.*]
Illinois Freedom of Information Act [5 ILCS 140/1 *et seq.*]
Local Records Act [50 ILCS 205/1 *et seq.*]
State Records Act [5 ILCS 160/1 70/2 and 5/1-7 *et seq.*]
Library Records Confidentiality Act [75 ILCS 70/1 *et seq.*]
Drug Free Workplace Act [30 ILCS 580/1 *et seq.*]
Americans with Disabilities Act [42 U.S.C. 12101 *et seq.*]
Fair Labor Standards Act [29 U.S.C. 201 *et seq.*]
Bloodborne Pathogens Standard [29 C.F.R. 1910.1030]
Wage Payment and Collection Act [820 ILCS 115/1 *et seq.*]
Minimum Wage Act [820 ILCS 105/1 *et seq.*]
Public Officer Prohibited Activities Act [50 ILCS 105/3 *et seq.*]
Disclosure of Economic Interests Act [5 ILCS 420/4A-101 *et seq.*]
Personnel Record Review Act [820 ILCS 40/0.01 *et seq.*]
Local Governmental Employee Political Rights Act [50 ILCS 135/1 *et seq.*]
Privacy in the Workplace Act [820 ILCS 55/1 *et seq.*]
Victims' Economic Security and Safety Act [820 ILCS 180/1 *et seq.*]
School Visitation Rights Act [820 ILCS 147 *et seq.*]
Identity Protection Act [5 ILCS 179/1 *et seq.*]

PERSONNEL CHECKLIST

- Library has a board-approved personnel policy.
- Library has staffing levels that are sufficient to carry out the library's mission.
- Library has a long-range/strategic plan.
- Library has job descriptions and a salary schedule for all library positions. The job descriptions and salary schedule are periodically reviewed and revised as needed.
- Library's hiring practices are in compliance with EEOC guidelines and the *Americans with Disabilities Act*.
- Library salaries and fringe benefits account for up to 70 percent of total operations budget.
- Library gives each new employee a thorough orientation.
- Library evaluates staff annually.
- Library staff and administration attend local, regional, state, and national conferences as well as training workshops and seminars where feasible.
- Library provides staff access to library literature and other professional development materials.
- Public library trustees and administrators are aware of federal, state, and local statutes and regulations relevant to personnel administration.
- The library complies with state and federal laws that affect library operations.

BIBLIOGRAPHY

- Curzon, Susan Carol. *Managing Change: A How-to-Do-It Manual for Librarians*. New York: Neal-Schuman, 2005.
- Metz, Ruth. *Coaching in the Library*. 2nd ed. Chicago: American Library Association, 2010.
- Singer, Paula M. and Laura L. Francisco. *Developing a Compensation Plan for Your Library*. 2nd ed. Chicago: American Library Association, 2009.
- Stanley, Mary. *Managing Library Employees*. New York: Neal-Schuman, 2008.
- Stueart, Robert D. and Maureen Sullivan. *Developing Library Leaders: A How-to-Do-It Manual for Coaching, Team Building, and Mentoring Library Staff*. New York: Neal-Schuman, 2010.
- Trotta, Marcia. *Supervising Staff: A How-to-Do-It Manual for Librarians*. New York: Neal-Schuman, 2006.

WEBSITES

American Library Association
www.wikis.ala.org/professionaltips
www.ala-apa.org/

To: Board of Library Trustees

From: Mike Driskell

Date: November 13, 2019

Re: Recognizing Illinois Library Luminary Honoree G. Victor Johnson

Illinois Library Luminaries honor those who have made a significant contribution to Illinois libraries and whose supporters make a contribution of at least \$2,000 to the Illinois Library Association Endowment on their behalf.

Recognizing outstanding voices in the library community while creating a legacy, the Illinois Library Association (ILA) acknowledged 2019 Illinois Library Luminary Honoree Vic Johnson with the following words:

“G. Victor (Vic) Johnson served as a dedicated library trustee of the Arlington Heights Memorial Library from 1982 through 2013, more than thirty years! He was known for his tact, approachability, and commitment to service, giving an incredible amount of time and effort to benefit libraries on the local, state, and national levels.”

The 2019 Illinois Library Luminary Honorees were acknowledged at an awards luncheon in October during the 2019 ILA Annual Conference.

Illinois Library Luminary Honorees

This honor roll for Illinois libraries serves the dual purpose of recognizing outstanding voices in the library community, while creating a legacy through the ILA Endowment to continue their important work.

2019

G. Victor ("Vic") Johnson



G. Victor (Vic) Johnson served as a dedicated library trustee of the Arlington Heights Memorial Library from 1982 through 2013, more than thirty years! He was known for his tact, approachability, and commitment to service, giving an incredible amount of time and effort to benefit libraries on the local, state, and national levels. In Arlington Heights, Vic served on the Board of Library Trustees as president for eight years, vice president/secretary for four years and treasurer for nine years. In this role, he oversaw the hiring of four executive directors and the passage of two referenda, presided over two building campaigns, and helped maintain four years of zero-percent tax increases over the prior year's extended levy. During his Board Presidency, a three-year building project added 56,000 square feet of space to the library; also, the library was first

recognized as a Five-Star Library by *Library Journal* and has since earned five stars for five years in a row.

In Illinois, Vic served on the North Suburban Library System's board for 19 years, holding positions of treasurer for two years, vice president for two years, and president for three years. He then served on the board that oversaw the creation of the Reaching Across Illinois Library System (RAILS) from the merger of five library systems. In 2000, he received ILA's Robert R. McClarren Legislative Development Award, given to a member of the library community who contributes to legislative development in the state and advocated for libraries locally, throughout the state and nationally. He also served as a member of ILA's Trustee Forum Board.

Nationally, Vic served on the national level as President and other roles in the United for Libraries (formerly the Association of Library Trustees, Advocates, Friends and Foundations) division of the American Library Association (ALA), and was honored with the ALA Trustee Citation for 2013, the highest award that division bestows.

Inducted April 18, 2019

To: Board of Library Trustees
From: Donna Ekl
CC: Mike Driskell
Date: November 19, 2019
Re: Trustee Expenditures for 2020

Below are the proposed dues, travel and training expenditures for trustees in 2020. We are bringing these for board consideration and approval in advance of the 2020 fiscal year. We will also bring trustee reimbursements to the board, when submitted, for approval before disbursement and in accordance with the Government Travel Expense Control Act (50 ILCS 150/1).

Dues

Trustee ILA membership - \$75

Trustee ALA membership - \$195

 Basic membership - \$65

 PLA - \$75

 United for Libraries - \$55

Total dues budgeted for seven trustees: \$1,890

Travel and Training

PLA National Conference (Nashville, TN): February 25-29, 2020

 Registration - \$305

 Airfare - \$473

 Per Diem - \$183

 Service Charge - \$25

 Airport transportation - \$200

 Baggage - \$100

 Lodging - \$768

Total budgeted for one trustee, Debbie Smart, to attend PLA Nashville: \$2,054

ALA Annual Conference (Chicago, IL): June 25-30, 2020

Registration - \$320

Driving Allowance - \$34.80

Parking \$36

Per Diem- \$76

Total budgeted for three trustees to attend ALA Chicago: \$1,400.40

Chamber Awards and Recognition Gala, January 31, 2020: \$1,500 sponsorship

Trustees may attend

AH Mayor's Community Prayer Breakfast, February 6, 2020: Table of 10 for \$200

Trustees may attend

Hearts of Gold, February 15, 2020: Table of 10 for \$600

Trustees may attend

Library Legislative Breakfast, February 17, 2020: \$30 x 3 = \$90

ILA Library Trustee Forum - \$135 x 3 = \$405

Bellwood Public Library, January 18, 2020: Driving Allowance - \$26

Fountaindale Public Library District, May 30, 2020: Driving Allowance - \$39

ALA Midwinter (Philadelphia, PA): January 24-28, 2020 – no trustees currently budgeted to attend

Registration - \$140

Airfare - \$449

Per Diem - \$61

Lodging - \$795

ILA (Springfield, IL): October 20-22, 2020 – no trustees currently budgeted to attend

Registration - \$225

Driving Allowance - \$240

Per Diem - \$55

Lodging - \$182

Suggested motion: The Board of Library Trustees approves the proposed expenditures for Trustees Greg Zyck, Carole Medal, John Supplitt, Debra Smart, Christine Tangney, Marianthi Thanopoulos, and Andi Ruhl for dues, travel and training in the amount not to exceed \$8,204.40.

Executive Director's Report October 2019

What's New @ AHML

New Databases Added

Thanks to the rate reduction negotiated by Digital Services Librarian Bill Pardue on several databases, five new databases were added in 2019. This addresses Strategy 2.1, "Optimize the availability of e-resources at the Library" in the Strategic Plan. The five new databases include:

- *All Data Pro* – An automobile and small engine repair database with excellent search and browsing features.
- *Tumblemath* – A comprehensive collection of math picture books. Like *Tumblebooks*, the library has partnered with District 25 to provide easy remote access to *Tumblemath* at District 25 schools.
- *Scholastic Teachables* – A collection of printable lessons for teachers and parents who are homeschooling.
- *World Book Discover* – A research database that offers a practical life skills section to assist differentiated learners and older adults. It is a collection of unique videos and a visual dictionary to make content more accessible for readers of all levels.
- *Fountas and Pinnell Text Levels* – A database for staff when assisting parents who are looking for leveled texts for their children, allowing library staff to easily find books that match local schools' reading requirements.

Library of Things

Several new items were added to the Library of Things:

- Ultra HD 4K Blu-Ray Player
- PlayStation 4 Console
- Xbox One Console
- Nintendo Switch Lite Consoles
- Inspection Camera
- Air compressor
- Soil meter
- Electric 3-hole punch (28-sheet capacity)



Diversity and Inclusion



Inclusion Awareness Month

New this year, resource hours offered throughout the month provided residents the opportunity to connect with a variety of organizations such as Chicago Lighthouse, Have Dreams, and RTA Mobility Management that provide support and services to persons with various disabilities.

Mane in Heaven returns!

For the second year, we were lucky to kick off Inclusion Awareness Month with a visit from Mane in Heaven's mini therapy horses. During our hour-long drop in event, the two horses attracted over 300 people who were very excited to be there - families with their children being the biggest demographic with plenty of adults without children enjoying a visit. Customers were very inclusive, making room for people who had needs that prohibited them from being in line too long. Everyone was gentle with the horses and had a great time learning about them.



Our Time and Developmental Playgroup



Twice a month, Youth Services staff coordinate programs for families with children who are receiving therapy services or have questions related to their child's development. These programs, facilitated by C.I.T.Y of Support, offer an opportunity for children to engage in developmentally appropriate play, including sensory experiences, while their adult caregivers can chat with a community resource professional, find support and connection with other caregivers or browse library resources in an inclusive and accepting environment.

Record Numbers at Luther Village Book Discussion

Thirty-seven residents from Luther Village joined the October book discussion of *Where the Crawdads Sing* led by Senior and Accessibility Services Advisor Catherine Maxwell. The book was a big hit with most of the residents giving the book their highest rating.

Outreach to Newcomer Center and Vanguard

Teen Librarian Evan Mather, Bilingual Advisor Catalina Shin, and Youth Outreach Specialist Emily Muszynski coordinated a pumpkin carving activity with students from Newcomer Center and Vanguard School, two specialty schools serving students across all of District 214. This was an opportunity for community building between the two programs, with students working across cultural and language barriers to craft jack-o-lanterns.



Library Highlights

Bad Art Night

Thirty-six enthusiastic customers attended *Bad Art Night*. The event returned to H.O.M.E. Bar where participants selected unusual supplies to create a “messterpiece.” Most customers who attended were in their 20s and 30s, an often-underserved audience. *Bad Art Night* was last offered in 2018 and is often requested.



Friends Trivia

3 adults formed 32 teams to compete in *Friends Trivia*, celebrating the 25th anniversary of the iconic television show. *Friends* has attracted new audiences in its 15 years of syndication, attracting attendees from their early 20s and up. Our partner, Peggy Kinnane’s Irish Restaurant, provided prizes to the top five teams who had to make it through two bonus wager rounds to break a three-way tie.

Apple Users Group Presentation

Digital Services Advisor Rich Fabits presented the library’s technological offerings to the *Suburban Chicago Apple Users* group that is based in Schaumburg. Rich was invited to present when the group learned that most of our Studio’s services are available for reciprocal borrowers. A group of over 50 Apple users attended.

Culinary Curiosity Opens

Culinary Curiosity opened October 4 and has received overwhelmingly positive feedback. Our exhibit is one of four, displaying the extraordinary personal collection of food industry veterans Mel and Janet Mickivec, formerly displayed at Kendall College. Through four public library displays - one each at our partner libraries: Schaumburg Township District, Gail Borden Public Library District and Aurora Public Library, the exhibit celebrates the preparing and sharing of food across time and cultures.

The exhibit was viewed by approximately 62,000 visitors in October; 66 visitors shared feedback via an iPad survey, and more than 110 left comments in the guestbook. Some highlights to date demonstrate the intergenerational impact the exhibit offers visitors:

- *“Loved seeing all the cast-iron cookware – Must have had some muscles to use those to clean them day after day!”* – Sue G.
- *“Amazing how much work it took to cook a meal in the past.”* – Jeanne F
- *“What a great way to learn how our grandparents cooked. Thank you for finding these unique pieces and displaying!”* – Anya E
- *“I’m 77 years old. I remember when my grandmother had a stove just like the one you have. Such fun!”* – Marilyn
- *“AHML never disappoints!”* – Tim P

In addition, four adult volunteers were trained to offer exhibit tours as part of our Culinary Curiosity docent program, created by Exhibits Coordinator Carol Ng-He in collaboration with the exhibit’s original curator, Vicki Matranga. The volunteers will continue to offer drop-in tours at scheduled hours throughout the exhibit’s end on January 5.

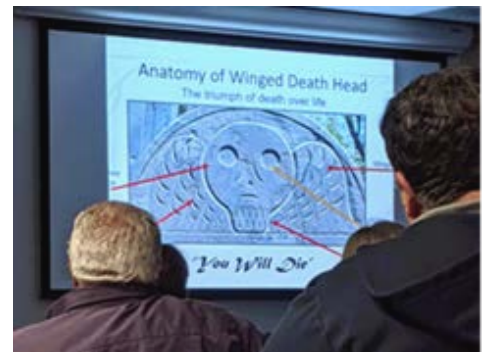
Catherine de Orio Talks Local Food

This unique streaming event celebrating Culinary Curiosity attracted a full house at Gail Borden Public Library’s beautiful atrium. Approximately 30 people attended the live event, also broadcast via Facebook Live, which featured representatives from the four exhibiting libraries in conversation with Catherine De Orio, former host of WTTW’s Check Please! and Executive Director of the Kendall College Trust. Exhibits Coordinator Carol Ng-He represented the library alongside Denise Raleigh of Gail Borden, Stephanie Driscoll of Schaumburg Township and Krista Danis of Aurora. Restaurants in all four communities were featured with Carol highlighting her dining experience at TTOWA Korean Bistro. The event was recorded and remains available online for viewing. The event has reached over 6,000 people, with almost 600 engagements and 2,400 views for the two feeds.



Stories in Stone: Genealogy Programs Get Spooky

Genealogy and Local History Librarian Jaymie Middendorf hosted speaker Debra Dudek to present “Stories in Stone: Decoding the Sentiment Behind Cemetery Symbolism.” Thirty-eight customers attended this informational (but high-energy!) session. Many attendees had positive feedback about the program, with one customer wishing the audience could all go out to dinner after the program.



Weiss Ratings Database Provides Value

Info Services Librarian Barb Powers hosted a representative from Weiss Ratings database who presented on their Medicare Supplemental Insurance (*Medigap*) Tool. Twenty-one people packed into the Training Center to see the presentation. The October stats for the database increased markedly, from 99 searches in September to 259 in October. Sixty-seven reports were retrieved from the *Medigap* portion of the database. If they had used this independently as a commercial product, each report would cost \$100; so in October, this database directly provided a value of \$6,700 for customers.

Outreach at St. Viator High School

Info Services Librarian Alison Lowery joined Teen Services staff for outreach to St. Viator High School. They presented on fundamental information literacy concepts like research techniques and logical search operators. Additionally, they provided instruction on specific library databases to support the students in their semester-long research project. Together, staff worked to make these topics relevant and engaging to the teen audience.

Author Visit to Mystery Book Discussion

Info Services Advisors Jon Freier and Neal Parker organized a visit from Chicago author Charlie Donlea to the Mystery Book Discussion group. Mr. Donlea discussed his novel *Don't Believe It* with 21 attendees.



Halloween Fun in Kids' World

The annual Halloween Fun event brought 400 customers to Kids' World. Customers enjoyed Halloween-themed games, crafts and activities. *Wayne's World* stars Garth and Wayne made a surprise appearance.



Thursday Fun Night

At the Spook-tacular Halloween Storytime, young customers donned their Halloween costumes while enjoying an early literacy-building storytime. After stories, songs and rhymes, attendees paraded through the library “trick-or-treating” at the Info and Checkout Desks to receive a sticker and bookmark.



Baby Play Time with RN

Registered Nurse Karen Presutti from Northwest Community Hospital joined the group of caregivers and their infants at the *Baby Play Time (BPT)* on October 14. This special session of the weekly playtime gives families the opportunity to socialize in a safe, quiet environment where parents typically chat among themselves while simultaneously playing with their infants. Karen visited with each family and answered questions on a variety of topics: teething, infant sleep patterns, car seat safety and proper nutrition. Customers' comments were so favorable, staff plan to schedule more BPT in 2020 with Nurse Karen.



Candle Making

Twenty-three tweens learned about the importance of fire safety before making jack-o-lantern candles and leaf luminaries.



Memory Café Halloween Fun

Senior and Accessible Services staff Katie Myers, Catherine Maxwell and Mary Jo Lepo led the Halloween party activities at October's Memory Café. Participants (and staff) came in costume, played Halloween bingo and created a DIY mask craft.



Social Media Posts

Monthly social media posts continued with a Halloween theme to highlight library services. Info Services Advisor Lucy Sears and Genealogy Librarian Jaymie Middendorf took a boney friend on a visit around the library. The posts had 139 likes on Instagram and 111 likes and 17 shares on Facebook.



One Book, One Village Highlights

One Book, One Village (OBOV) celebration of Kirk Wallace Johnson's *The Feather Thief* continued with book discussions, programs and a centerpiece event with the author. Some highlights include:

Hands-On Fly-Tying

Dedicated readers of *The Feather Thief* practiced their fly-tying skills with representatives from DuPage Fly Fishing Co. Two hands-on workshops reeled in 22 participants. The instructors used pictures in *The Feather Thief* to compare samples they brought, which ranged in size and price up to \$450. They supplied feathers and step-by-step instructions to make flies.



“Had a blast!”

“This was an amazing class; I’ve never done anything like this in my life!”

The Parrot Stars

As part of OBOV, Programs and Exhibits team member Tracy Recklaus and members of Communications and Marketing worked with staff at neighboring business *Parrot Stars* to develop a program for all ages. 165 attendees met the beautiful birds of *Parrot Stars*. At the end of the program, customers were able to pet (and sometimes hold) a few of the parrots.



An Evening with Kirk Wallace Johnson

More than 330 fans and readers of our sixth annual OBOV selection, *The Feather Thief: Beauty, Obsession, and the Natural History Heist of the Century*, took a deep-dive into the stranger than fiction story with Kirk Wallace Johnson. *An Evening with Author Kirk Wallace Johnson*, held at Forest View Auditorium, was the signature event for our fall reading initiative. Johnson opened by asking the crowd “How many people have read the book?” He was delighted to see that by show of hands nearly everyone in attendance had read it.



Community Outreach Events

Circulation Assistants represented the library at various outreach events throughout the community. Over 200 people stopped by the library booth at the John Hersey High School football game on Friday, October 4. Children were delighted to spin the wheel for a prize and adults inquired about registering as reciprocal borrowers.

Harper College Expo Booths

The library had two booths at *Harper College Experience Day!* The library’s table at *The Expo* had over 100 visitors. Families enjoyed an engaging craft activity. *The Maker Fest* booth also saw around 100 visitors. Children and adults took part in trying out the virtual reality device and learned about the various tech equipment available in the Studio and for check out as part of the Library of Things.



Harper MakerFest



On October 5, Digital Services Manager Jack Bower and Circulation Assistant Maggie Rountree represented the library at the Harper College New Entrepreneur Center's MakerFest. Jack brought Oculus Rift from the Studio and festival attendees used the software Oculus Medium to sculpt in virtual reality. Over 90 festival participants visited the library's station.

Bookmobile Engagement

The bookmobile engaged with customers at Autumn Harvest, the Farmers Market, a block party, school visits and monthly stops at the AHSS Autism Center and Misión San Juan Diego. We connected with over 143 people at the Misión.



Staff Development

ARLIS/NA Webinar

Exhibit Coordinator Carol Ng-He organized and moderated a webinar panel discussion focusing on the experiences of people of color, especially in art libraries. This event was co-sponsored by the *ALA Spectrum Advisory Committee* and the *ARLIS/NA Professional Development – Education Subcommittee*. 46 people attended the event - this is among the most well attended events hosted by *ARLIS/NA* professional development programs outside of the annual conference.

ILA Annual Conference 2019

30 staff attended the ILA conference in Tinley Park, IL. Notable sessions that staff attended included: mathematical thinking, makerspaces, fine free libraries, the calculation of statistics by libraries, diversity and inclusion, community engagement, inclusive librarianship, successful partnership models, evaluating learning in makerspace environments, large-scale programs and programming opportunities during an election year, the inclusiveness and lessons learned about bringing a book bike to the community, the Illinois State Board of Education summer meals program and the importance of supporting literacy for teachers in local schools.

Digital Services Librarian Bill Pardue and Info Services Supervisor Elizabeth Ludemann presented “Gamifying the Job Search: The Path to Career Readiness”, a session sharing their experiences creating and managing the online job preparedness platform.

Tween Librarian Kerry Bailey coordinated activities for the *ILA Annual Conference Stories & Spirits* event, which kicked off her duties as incoming manager of the Youth Services Forum. She also presented diverse middle grade books at the *Youth Services Ignite!* session.

Teen Librarian Evan Mather coordinated and co-hosted a *Youth & Young Adult Unconference*, and in his final year on the Young Adult Services Forum (YASF) management team, supported several sponsored sessions and co-hosted the YASF stop on the pub stroll.

Youth Services Manager Trixie Dantis coordinated the Diversity Report poster presentation and assisted in delivering the *DiversiTEA* as a member of the Diversity Committee.

Workshops

Acquisitions Supervisor Marie Szymanek and Cataloging Supervisor Gosia Bylinska attended RAILS training on cataloging basics (Marie) and classification and subject analysis (Gosia.) They were each 2 full-day workshops at RAILS in Burr Ridge. Following her training, Marie updated our book templates to reflect RDA cataloging rules.

Youth Commission Appointee

Teen Services Supervisor Alice Son was appointed as an adult member to the Arlington Heights Youth Commission at October’s Village board meeting.

Suburban Chicago Apple Users Group

Digital Services Advisor Rich Fabits recently joined the Suburban Chicago Apple Users group, based in Schaumburg.

Other Professional Development

Genealogy and Local History Librarian Jaymie Middendorf attended the 2-day *Illinois State Genealogical Society* fall conference.

Info Services Librarian Becky Thornton attended a 2-day Public Library Association symposium on *Social Justice in Public Libraries*.

Bookmobile Supervisor Teri Scallon attended an *Association of Bookmobile and Outreach Services* conference in Omaha, Nebraska. Outreach staff and 'Bookmobilers' shared resources for amazing ways libraries use their bookmobiles to engage with their unique communities. Some county libraries discussed the challenges of taking an hour to get to one stop and being the only lifeline to library services for these rural area residents.

ESL Coordinator Tracy Karim attended a tutor-training workshop led by *ProLiteracy*. She returned with a wealth of training ideas and contact information for affordable onsite professional development available to library staff, tutors and general members of the community interested in working with students to improve English language proficiency.

ESL Advisor Allie Gourley's recent submission to the *Illinois Teachers of English to Speakers of Other Languages - Bilingual Education (ITBE)* Fall 2019 newsletter, on the topic of using graphic novels with English language learners, was accepted for publication.

Metrics for October 2019

Service Point Traffic

Total visits
80,236 ↓ -7%
 86,147 last year

Main Library visits
75,748 ↓ -7%
 81,824 last year

Sr Center Visits
1,909 ↑ 4.83%
 1,821 last year

Bookmobile Visits
2,579 ↑ 3.08%
 2,502 last year

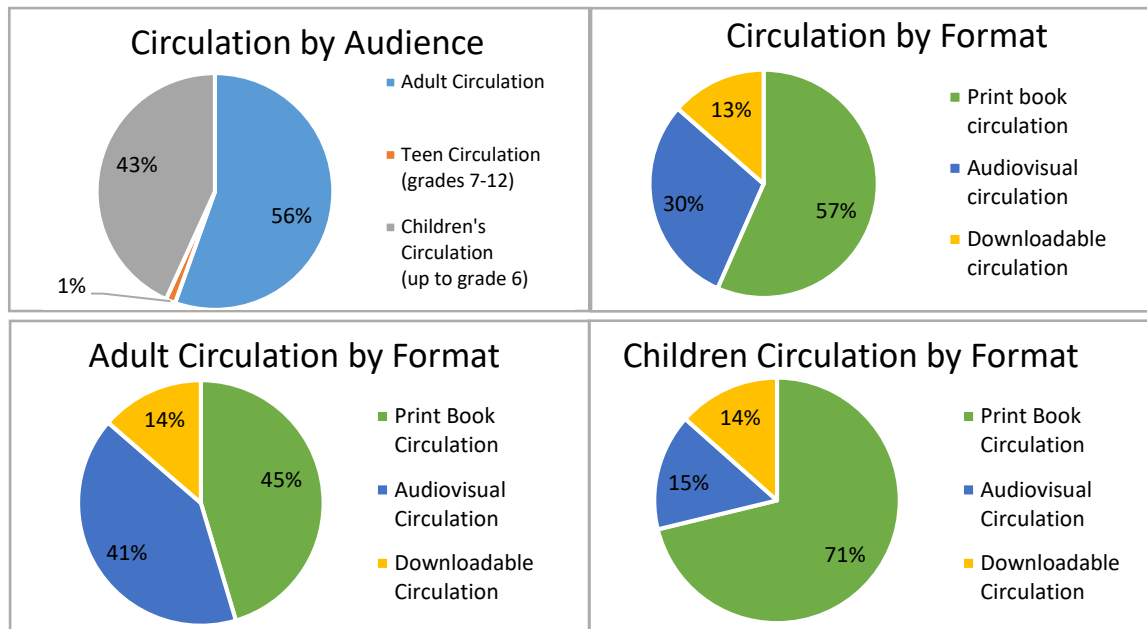
Circulation

Total Circulation
158,094 ↓ -6%
 168,149 last year

Card Holders
60,335

Library Cards Issued
 Resident **418** ↑ 20.46%
 (issued) 347 last year
 Non-Resident **129** ↓ -31.75%
 (Registered) 189 last year

Interlibrary Loan
 Borrowed **383** ↓ -10.09%
 426 last year
 Lent **646** ↑ 1.41%
 637 last year



Programs

Program Attendance
9,004 ↓ -16%
 10,698 last year

Number of Programs
326 ↑ 8%
 302 last year

Cost of Programs
\$18,051
 \$6,700 funded by FOL

General Satisfaction
4.9/5

Questions

Reference Questions
15,863 ↓ -9%
 17,383 last year

Reference Questions
 (via call center)*
4,388 ↓ -16%
 5,205 last year

Chat sessions*
330 ↓ -37.85%
 531 last year

Technology Usage

Public Computer Use
9,294 ↓ -8.89%
 10,201 last year

Website Visits
98,722 ↑ 1.51%
 97,253 last year

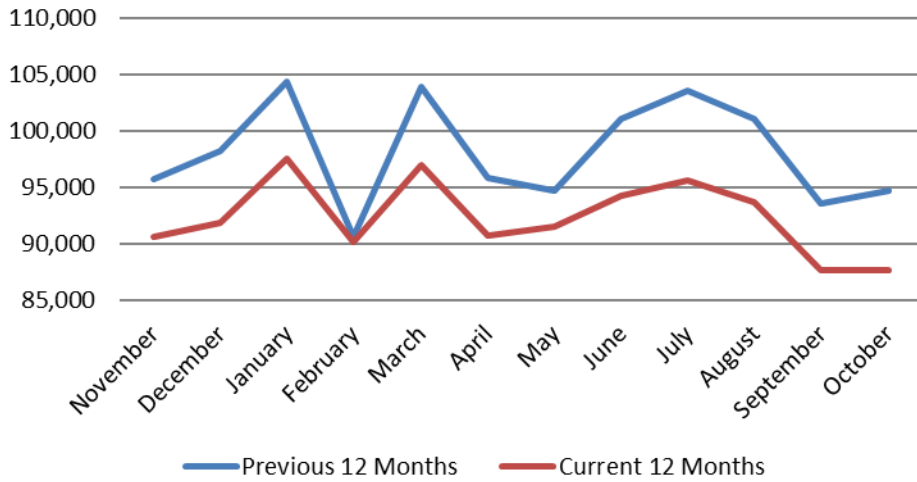
Self Checkout
 (% of total checkouts)
65% 0.00%
 65% last year

*Call center questions and chat sessions show a decrease in 2019 due to the first ever fine forgiveness week held in October 2018. Year to date, both call center and chats are down slightly.

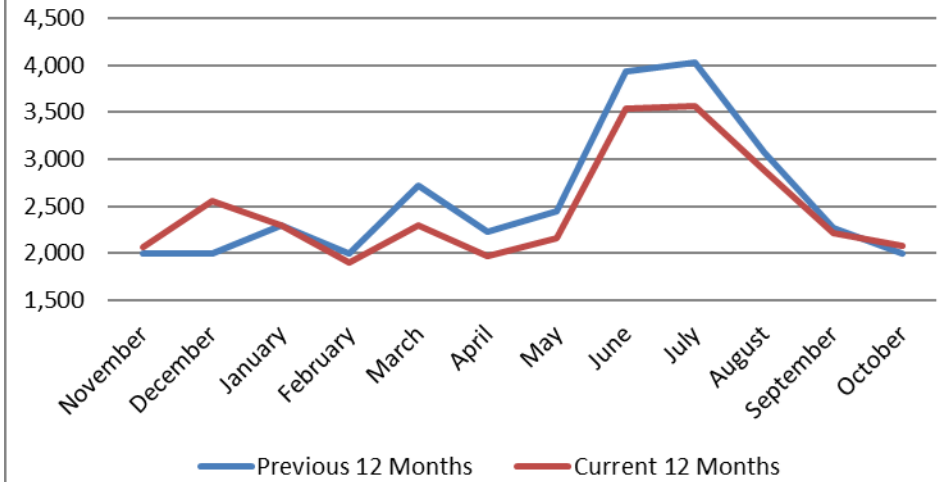
AHML - DASHBOARD - October 2019

	October 2019	October 2018	% change from last October	Jan 2019-Oct 2019	Jan 2018-Oct 2018	% change from last YTD
Total circulation	158,094	168,149	-6%	1,620,881	1,684,625	-4%
Adult circulation	87,694	94,748	-7%	925,948	983,149	-6%
Teen circulation	2,085	1,998	4%	24,897	26,976	-8%
Children circulation	68,315	71,403	-4%	670,036	674,500	-1%
Print book circulation	84,607	90,033	-6%	853,881	884,578	-3%
Audiovisual circulation	44,599	52,185	-15%	487,404	553,897	-12%
Downloadables circulation	20,245	17,763	14%	190,658	163,672	16%
Self-check as % of main floor circ	65%	65%	0%	66%	67%	-1%
Circulation to reciprocal borrowers	9,174	9,771	-6%	100,448	99,809	1%
ILLs borrowed for our customers	383	426	-10%	4,804	3,859	24%
ILLS lent to other libraries	646	637	1%	5,490	5,592	-2%
Resident cards issued	418	347	20%	4,123	4,104	0%
Reciprocal cards registered	129	189	-32%	1,633	1,788	-9%
Reference questions	15,863	17,383	-9%	166,524	166,295	0%
Number of Programs	326	302	8%	2,866	2,642	8%
Program attendance	9,004	10,698	-16%	75,265	89,516	-16%
Public computer use	9,294	10,201	-9%	92,424	105,010	-12%
Website visits	98,722	97,253	2%	995,341	988,315	1%
In-person visitors	80,236	86,147	-7%	828,973	865,103	-4%
Marketplace - % of adult coll	7.9%	8.7%	-11%	8.2%	8.6%	-5%
Marketplace - % of circ	33.7%	35.0%	-4%	34.1%	34.5%	-1%
Kids' Mktplace - % of KW coll	4.8%	4.8%	0%	4.6%	4.6%	0%
Kids' Mktplace - % of circ	15.6%	14.6%	6%	15.8%	15.0%	5%
Individual Staff Sessions	101	322	-219%	1216	3192	-162%
Volunteer hours	2,774	2,412	15%	25,630	23,684	8%

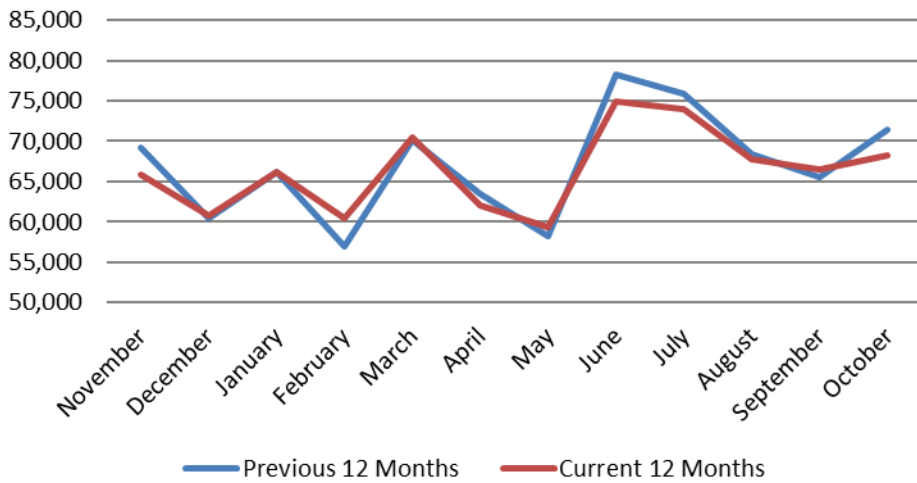
Adult Circulation



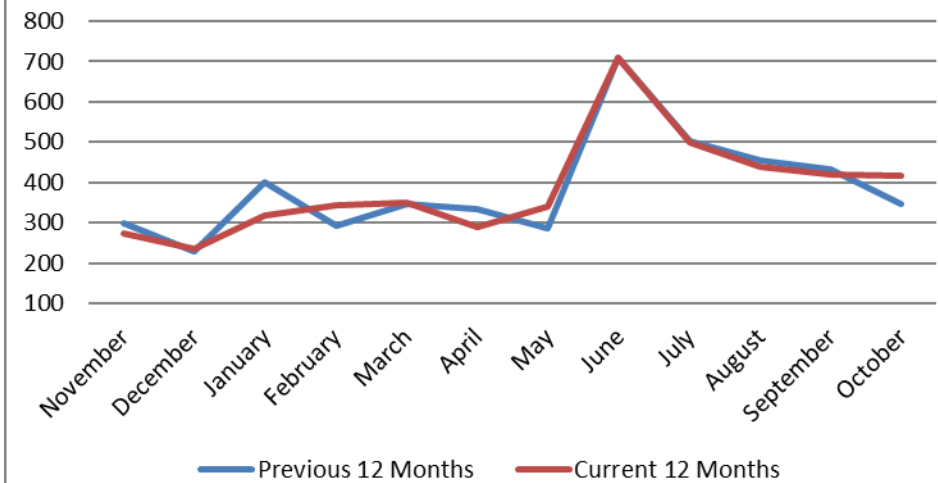
Teen Circulation

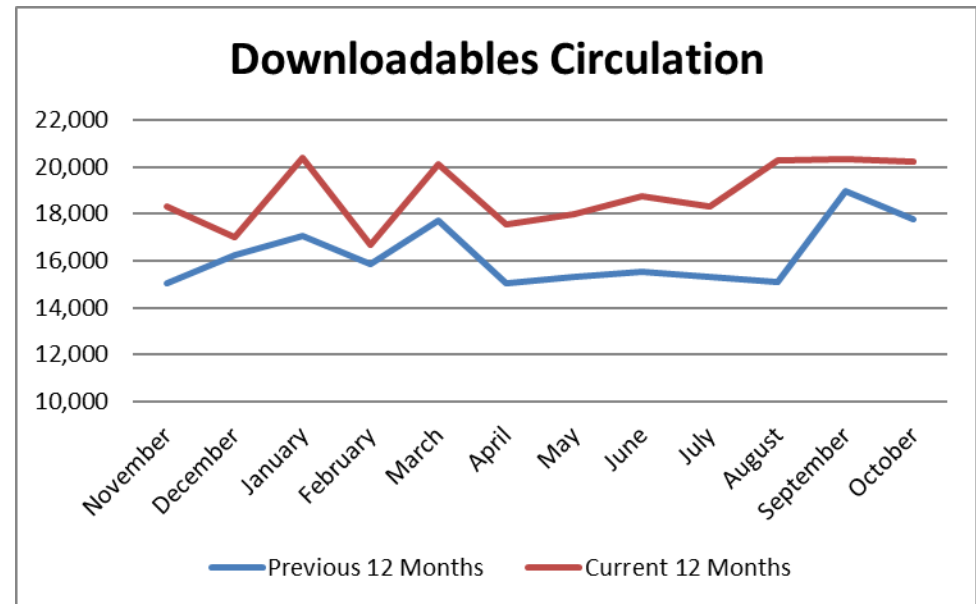
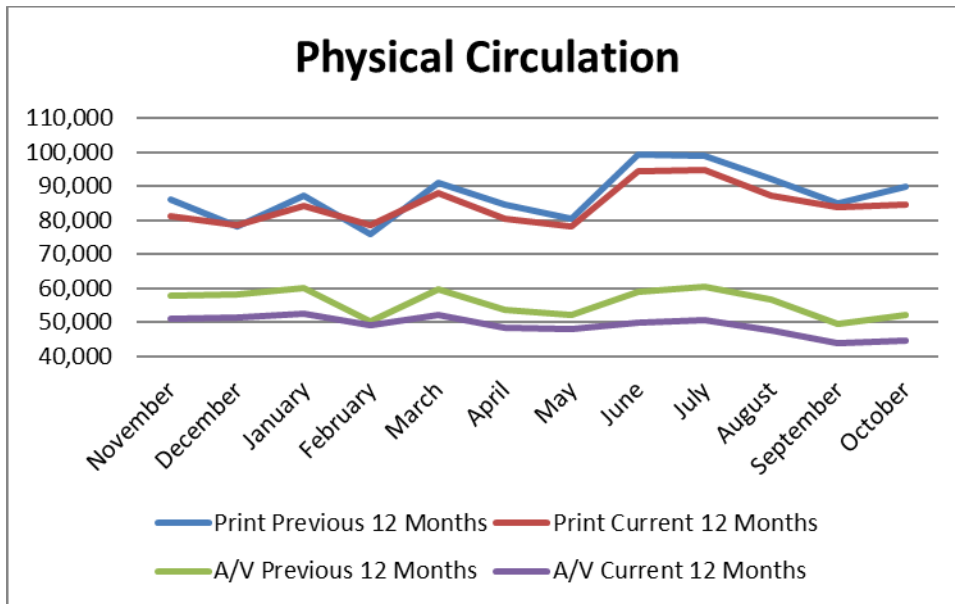


Children's Circulation



Resident Library Cards Issued

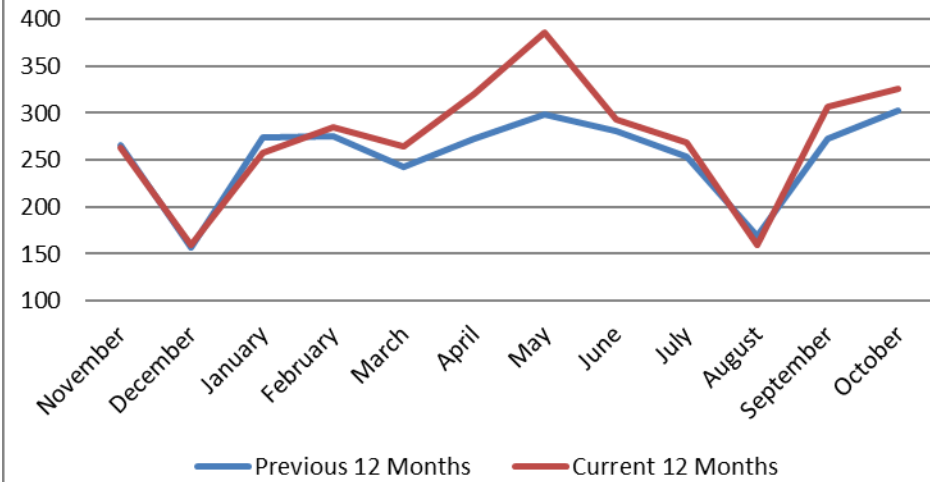




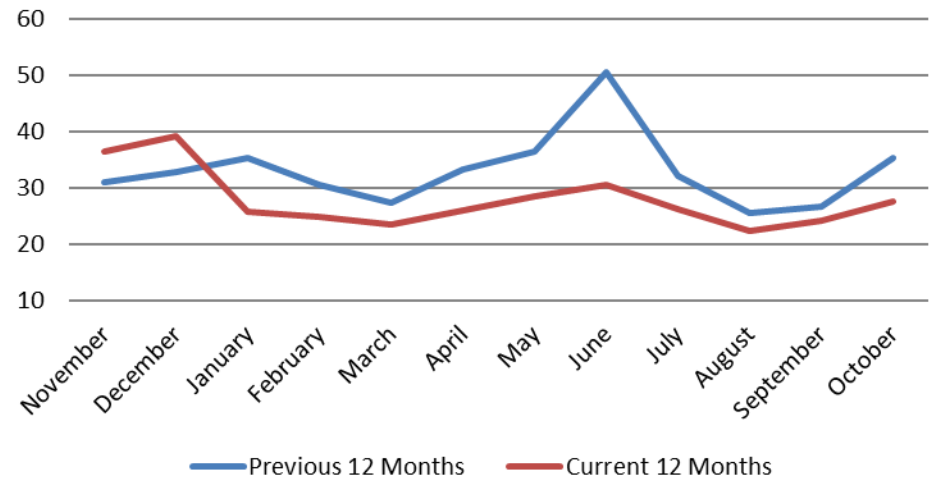
Notes Relating to Circulation

- Adults are enjoying the bookmobile this month, with adult materials circulating 3.2% higher than this month last year. Kids' non-fiction bookmobile materials also increased 27.29% this month, with 579 total checkouts.
- Youth material circulation increases were observed across multiple material types, including Graphic Novels (+8.2%), Holiday (+7.54%), Fiction Blu-Rays (+13.38%), Video Games (+1.4%), Toys (+20.79%), and Non-Fiction Books (+4.0%).
- Teen material checkouts increased 4% over last year due to the incredible popularity of Graphic Novels. With 549 Teen Graphic Novel checkouts this month, this is an increase of 46.63% over last October.
- Adult material circulation increased over last year in Video Games (+15.2%), Mystery (+7.99%), Equipment (+45.96%), Graphic Novels (+11.27%) and Large Type (+2.65%).
- eStuff usage is up 14% compared to the previous year, with 20,245 total checkouts.

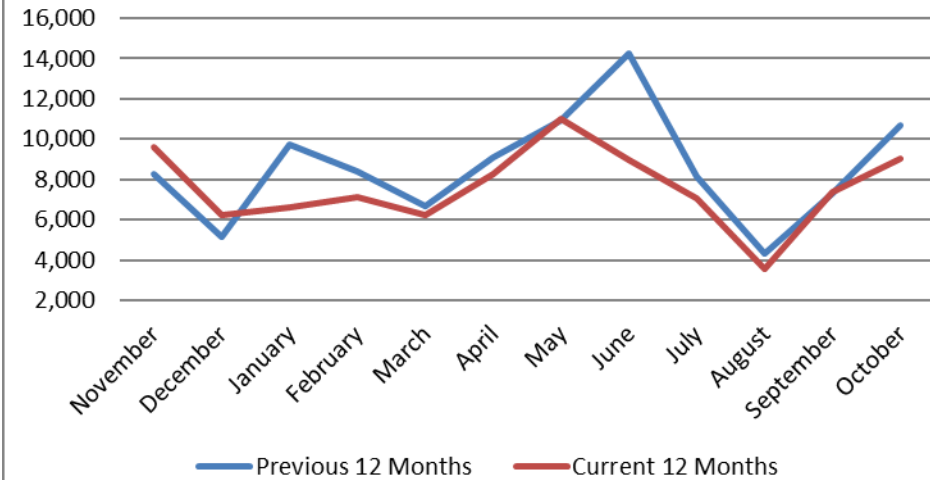
Program Sessions



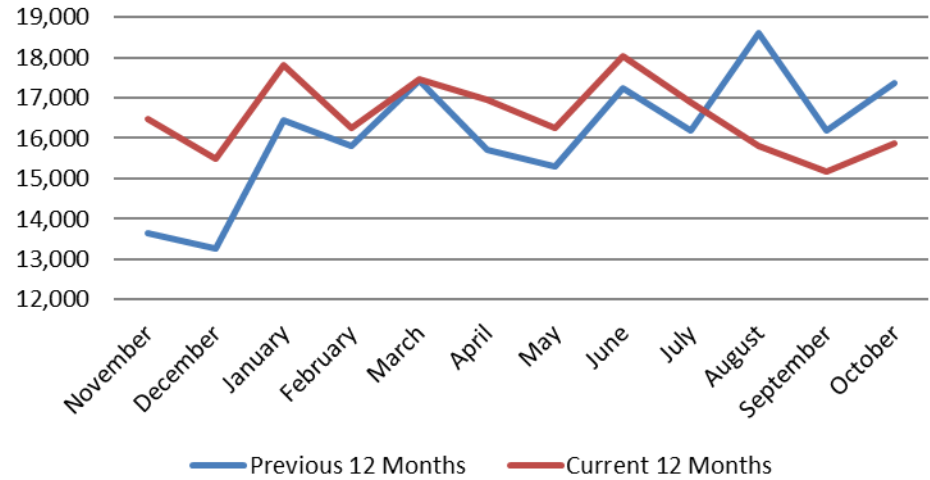
Attendance Per Program



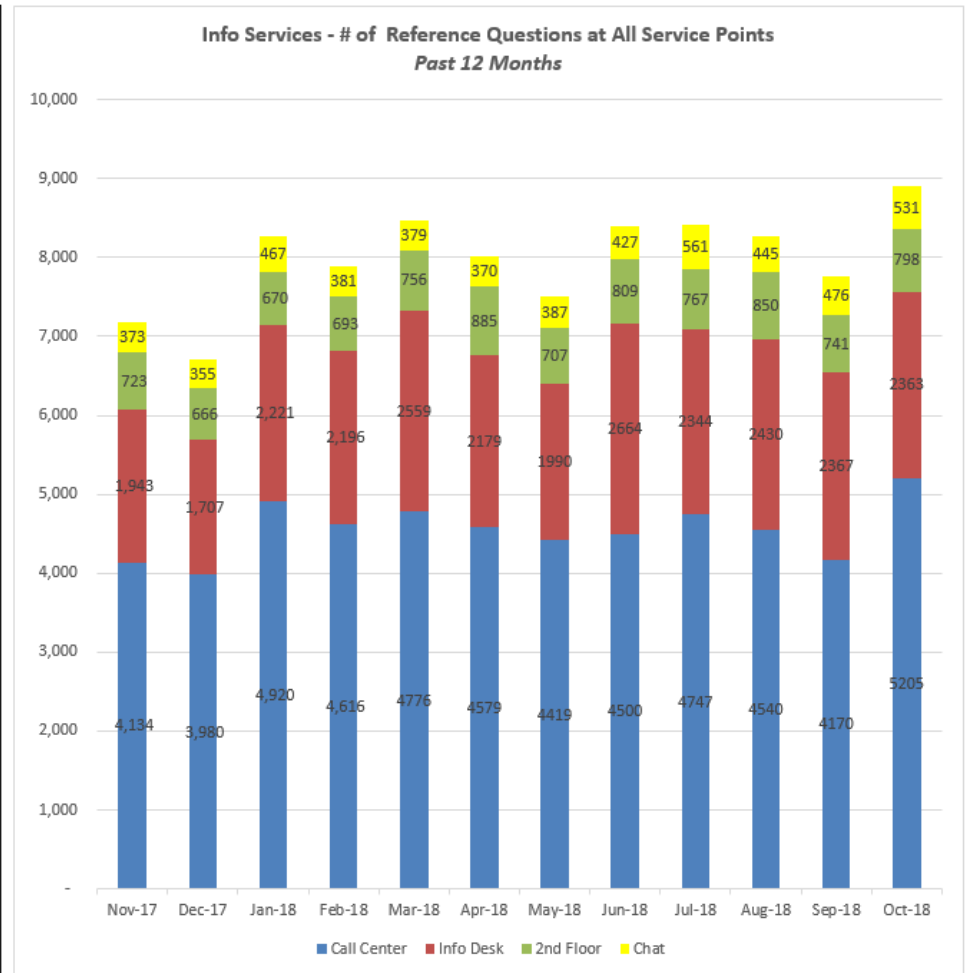
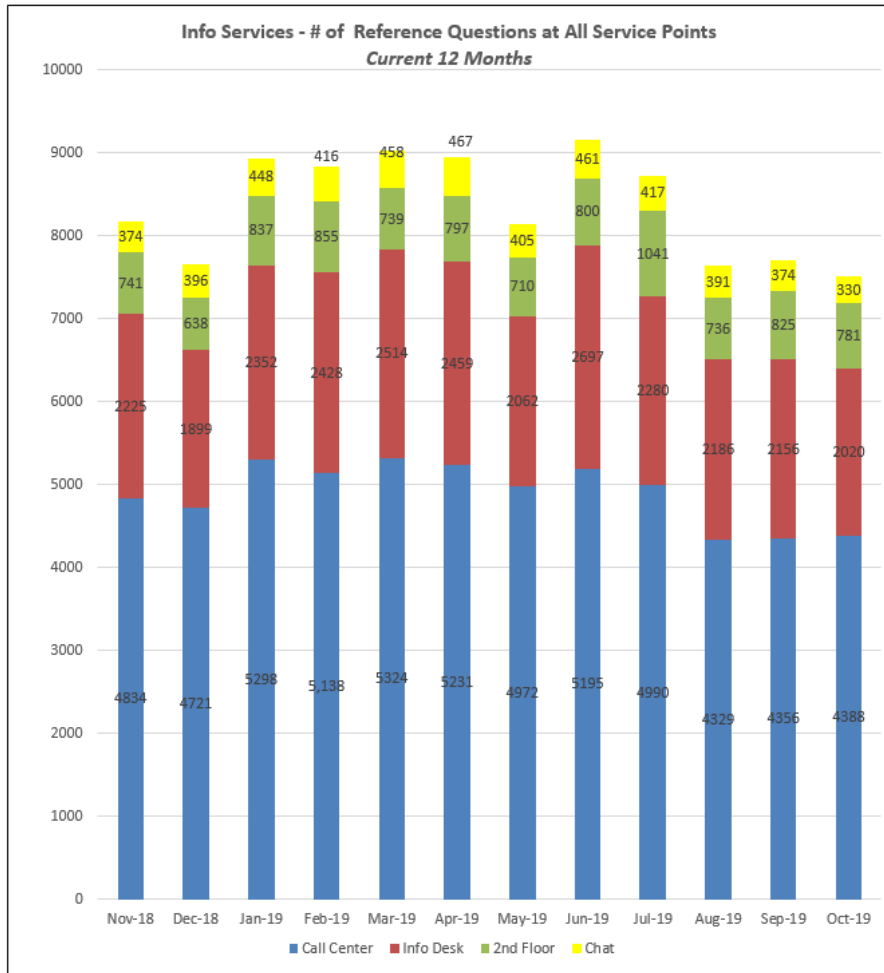
Program Attendance



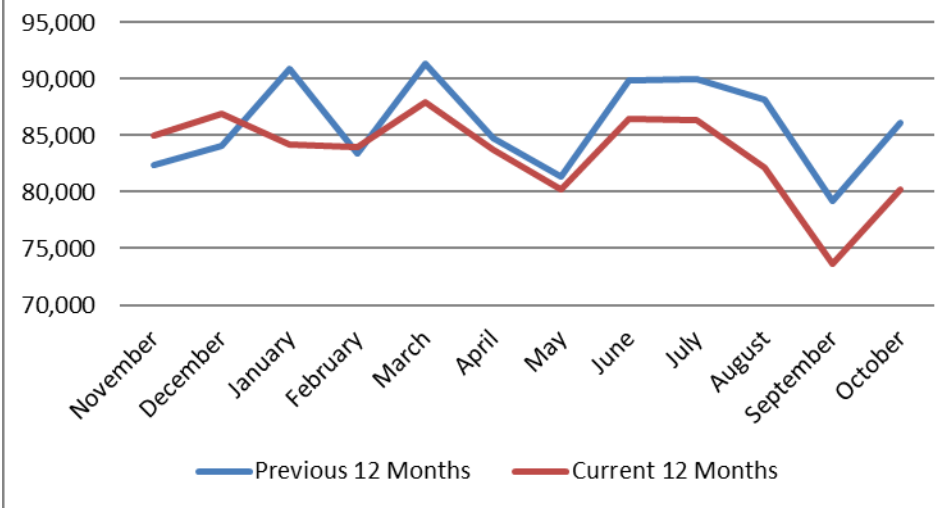
Reference Questions (Library Wide)



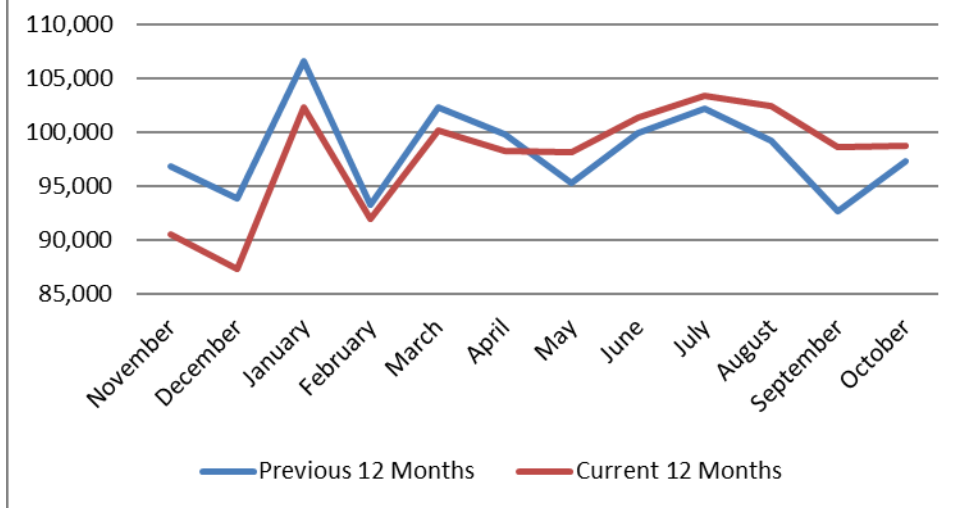
The charts below illustrate the total reference questions handled at the various Info service points for the current 12 months and the prior 12 months.



In-person Attendance



Website Visits



Public Computer Use

