

BOARD OF LIBRARY TRUSTEES

TUESDAY, MARCH 15, 2022

7:00 P.M.

CARDINAL ROOM

(Meeting may be viewed on the Library's YouTube channel [here](#))

- 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 FEBRUARY 15, 2022 (Action Item 1)
- VI. REVIEW OF THE FINANCIAL REPORT FOR THE PERIOD ENDED FEBRUARY 28, 2022 (Item 2)
- VII. REVIEW OF THE CHECK REGISTER FOR THE PERIOD ENDED FEBRUARY 28, 2022 (Action Item 3)
- VIII. EXECUTIVE DIRECTOR'S REPORT

- VOLUNTEER SERVICES

Volunteer Coordinator Jennifer Begich will provide a 2021 year in review of the library's volunteer program

IX. OLD BUSINESS

- KIDS' WORLD REFRESH PROJECT UPDATE (Item 4)

Staff and representatives from Williams Architects will provide an update on the Kids' World refresh project

X. NEW BUSINESS

- 2021 YEAR IN REVIEW (Item 5)

Staff will give a preview of the library's 2021 Year in Review on the digital publishing platform Issuu

- EMPLOYEE ENGAGEMENT SURVEY RESULTS (Item 6)

Staff will present information about the employee engagement survey including the process and results.

XI. OTHER

XII. ADJOURNMENT

Public comment for this meeting can be made either in person or in advance via email. Please email comments to LibraryDirector@ahml.info by 5:00 p.m., March 15, 2022. Comments will be shared during the Public Comment section of the agenda.

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

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

MINUTES OF THE REGULAR MEETING OF THE BOARD OF LIBRARY TRUSTEES OF THE ARLINGTON HEIGHTS MEMORIAL LIBRARY HELD ON TUESDAY, FEBRUARY 15, 2022.

02.22.01 A regular meeting of the Board of Library Trustees of the Arlington Heights Memorial Library was called to order in the Cardinal Room of the Arlington Heights Memorial Library on Tuesday, February 15, 2022, at 7:00 p.m. by President Greg Zyck.

02.22.02 Upon **ROLL CALL**, the following answered Present: Trustee Galla, Medal, Ruhl, Smart, Somary, Supplitt and Zyck.

Absent: None

Also present: Michael Driskell, Executive Director; Traci Sara, Finance Manager; Jack Bower, Digital Services Manager; Chris Krueger, Makerspace Branch Assistant Manager; Janet Moravec, Business Office Administrator; and Jennifer Borrell, Friends of the Library Board. John Shales, Shales McNutt Construction; and Mary Hastings, Director of Communications and Marketing participated in the meeting via Zoom.

02.22.03 There was no **PUBLIC COMMENT**.

02.22.04 **LIAISON REPORTS**

- **FRIENDS OF THE ARLINGTON HEIGHTS MEMORIAL LIBRARY** – Jennifer Borrell reported the Friends February weekend sale brought in \$3,800. They sold 7,500 books and 20 chairs. There will be a non-book fundraising event in summer. The next book sale will be in April.

- **ARLINGTON HEIGHTS MEMORIAL LIBRARY FOUNDATION** – Michael Driskell reported the Foundation Board approved the purchase of two worktables, wheeled storage carts and additional flooring for the Makerplace. The Scholarship Tack Force continues to make progress establishing partnerships. An audit committee has been appointed to review the Foundation’s 2021 financials.

02.22.05 Trustee Ruhl moved **APPROVAL OF THE MINUTES OF THE REGULAR BOARD MEETING OF JANUARY 18, 2022 (Action Item 1)**. Trustee Smart seconded. All were in favor and the minutes were approved as submitted.

02.22.06 Trustee Somary moved **APPROVAL OF THE MINUTES OF THE COMMITTEE OF THE WHOLE MEETING, FEBRUARY 7, 2022 (Action Item 2)**. Trustee Galla seconded. All were in favor and the minutes were approved as submitted.

02.22.07 **REVIEW OF THE FINANCIAL REPORT FOR THE PERIOD ENDED JANUARY 31, 2022 (Item 3)** – Michael Driskell reported the library’s real estate tax revenue totaled \$10,129.95 for the month of January. The library received personal property replacement taxes (PPRT) in the amount of \$38,092.26. The library also received a \$20,735 public

assistance grant from the Federal Emergency Management Agency (FEMA) as reimbursement for certain personal protective equipment (PPE) costs during the pandemic. Total revenue collected in January was \$74,782.44. With 8% of the fiscal year lapsed, 11% of the unaudited annual operating budget has been expensed.

- 02.22.08 **REVIEW OF THE CHECK REGISTER FOR THE PERIOD ENDED JANUARY 31, 2022 (Action Item 4)** – Michael Driskell provided information in response to trustees’ questions regarding individual expenditures.

Trustee Supplitt moved **THE BOARD OF LIBRARY TRUSTEES APPROVES THE ACCOUNTS PAYABLE CHECK REGISTER FOR THE ARLINGTON HEIGHTS MEMORIAL LIBRARY OF JANUARY 31, 2022, IN THE AMOUNT OF \$789,278.27.** Trustee Smart seconded. Upon **ROLL CALL**, the following answered Aye: Trustees Galla, Medal, Ruhl, Smart, Somary, Supplitt and Zyck. Nay: none. The motion carried.

- 02.22.09 **EXECUTIVE DIRECTOR’S REPORT** – The executive director highlighted the February 2022 Director’s Report.

-MAKERPLACE INTIAL USAGE REPORT – Makerplace staff provided an initial usage report of the library’s makerspace branch that opened in September 2021.

- 02.22.10 **OLD BUSINESS**

-APPROVAL OF 2022 ILLINOIS PUBLIC LIBRARY ANNUAL REPORT OF 2021 (Action Item 5) – The board approved the 2022 Illinois Public Library Annual Report of 2021 to be filed with the Secretary of State’s office.

Trustee Smart moved **THE BOARD OF LIBRARY TRUSTEES APPROVES THE 2022 ILLINOIS PUBLIC LIBRARY ANNUAL REPORT OF 2021.** Trustee Ruhl seconded. All were in favor and the motion carried.

-APPROVAL OF INTERGOVERNMENTAL AGREEMENT FOR LIBRARY SERVICES (Action Item 6) - The board approved expanding educator library card services by entering into intergovernmental agreements with K-12 schools within the Village of Arlington Heights for the purpose of equitably offering library cards to educators who support students at Arlington Heights schools.

Trustee Somary moved **THE BOARD OF LIBRARY TRUSTEES APPROVES ENTERING INTO INTERGOVERNMENTAL AGREEMENTS WITH K-12 SCHOOLS WITHIN THE INCORPORATED BOUNDARIES OF THE VILLAGE OF ARLINGTON HEIGHTS AT THE DISCRETION OF THE EXECUTIVE DIRECTOR.** Trustee Smart seconded. Upon **ROLL CALL**, the following answered Aye: Trustees Galla, Medal, Ruhl, Smart, Somary, Supplitt and Zyck. Nay: none. The motion carried.

-APPROVAL OF CONTRACT FOR CONSTRUCTION MANAGEMENT SERVICES FOR KIDS' WORLD REFRESH (Action Item 7) - The board approved entering into a contract with Shales McNutt Construction for the Kids' World refresh project.

Trustee Smart moved **THE BOARD OF LIBRARY TRUSTEES APPROVES ENTERING INTO A CONTRACT WITH SHALES MCNUTT CONSTRUCTION FOR CONSTRUCTION MANAGEMENT SERVICES, UPON REVIEW BY THE LIBRARY ATTORNEY, WITH A TOTAL AMOUNT OF SERVICES NOT TO EXCEED \$40,950.** Trustee Medal seconded. Upon **ROLL CALL**, the following answered Aye: Trustees Galla, Medal, Ruhl, Smart, Somary, Supplitt and Zyck. Nay: none. The motion carried.

-ACCEPTANCE FOR EXECUTIVE SEARCH SERVICES FOR DEPUTY DIRECTOR POSITION (Action Item 8) – The board accepted John Keister and Associates as the executive search provider for the deputy director search.

Trustee Supplitt moved **THE BOARD OF LIBRARY TRUSTEES ACCEPTS JOHN KEISTER ASSOCIATES AS THE EXECUTIVE SEARCH PROVIDER FOR THE DEPUTY DIRECTOR POSITION, FOR A SUM NOT TO EXCEED \$16,000.** Trustee Medal seconded. Upon **ROLL CALL**, the following answered Aye: Trustees Galla, Medal, Ruhl, Somary, Supplitt and Zyck. Nay: none. Abstain: Trustee Smart. The motion carried.

02.22.11 There was no **NEW BUSINESS** to be discussed.

02.22.12 **OTHER**

UPDATE ON ILLINOIS' INDOOR MASK MANDATE – Michael Driskell reported the library may be adjusting mask guidelines to remain aligned with any changes to the State of Illinois' mask mandate on February 28.

02.22.13 Trustee Supplitt moved **THE BOARD ADJOURNS TO CLOSED SESSION IN ACCORDANCE WITH 5 ILCS 120/2 (C) (1) FOR THE PURPOSE OF DISCUSSING PERSONNEL ISSUES.** Trustee Somary seconded. All were in favor and the board went into closed session at 7:59 p.m.

The board returned to open session at 9:43 p.m.

Trustee Smart moved **APPROVAL OF THE WRITTEN CLOSED SESSION MINUTES OF FEBRUARY 15, 2022.** Trustee Ruhl seconded. All were in favor and the motion carried. The written minutes and audio recording were sealed until further action by the board.

There being no further business to discuss, Trustee Supplitt moved **ADJOURNMENT**. Trustee Medal seconded. All were in favor and the meeting was adjourned at 9:44 p.m.

Carole Medal, Vice President/Secretary

Janet Moravec, Recorder

Village of Arlington Heights
 REVENUE REPORT
 17% OF YEAR LAPSED

(Item 2)

ACCOUNTING PERIOD 02/2022

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	72,482	134,686.74	186	144,964	135,298.24	93	869,788	734,489.76
04 00	Real Estate Tax FICA	55,261	96,873.04	175	110,522	97,312.86	88	663,141	565,828.14
05 00	Real Estate Tax	1,095,666	1,999,631.11	183	2,191,332	2,008,709.74	92	13,147,993	11,139,283.26
401 **	Real Estate Taxes	1,223,409	2,231,190.89	182	2,446,818	2,241,320.84	92	14,680,922	12,439,601.16
403	Intergovernmental Taxes								
25 00	Replacement Tax	12,240	.00		24,480	38,092.26	156	146,880	108,787.74
403 **	Intergovernmental Taxes	12,240	.00		24,480	38,092.26	156	146,880	108,787.74
400 ***	Taxes	1,235,649	2,231,190.89	181	2,471,298	2,279,413.10	92	14,827,802	12,548,388.90
410	Intergovernmental Revenue								
411	Intergovernmental								
65 00	Per Capita Grant & Gifts	9,231	.00		18,462	.00		110,774	110,774.00
70 00	Other Grants	0	.00		0	20,735.00		0	20,735.00-
411 **	Intergovernmental	9,231	.00		18,462	20,735.00	112	110,774	90,039.00
410 ***	Intergovernmental Revenue	9,231	.00		18,462	20,735.00	112	110,774	90,039.00
430	Fees								
436	Library Fees								
72 00	Non Resident Fees	50	227.00	454	100	454.00	454	600	146.00
74 00	Copier/Reader Printer Fee	2,108	2,861.16	136	4,216	5,741.53	136	25,296	19,554.47
75 00	Meeting Room Fees	33	75.00	227	66	200.00	303	400	200.00
436 **	Library Fees	2,191	3,163.16	144	4,382	6,395.53	146	26,296	19,900.47
430 ***	Fees	2,191	3,163.16	144	4,382	6,395.53	146	26,296	19,900.47
440	Fines								
442	Library								
20 00	Late Charges	0	90.00		0	200.00		0	200.00-
25 00	Lost/Damaged Item Charges	797	877.37	110	1,594	1,906.48	120	9,564	7,657.52
442 **	Library	797	967.37	121	1,594	2,106.48	132	9,564	7,457.52
440 ***	Fines	797	967.37	121	1,594	2,106.48	132	9,564	7,457.52
460	Interest Income								
461	Simple Interest								
02 00	Interest on Investments	293	100.27	34	586	265.35	45	3,520	3,254.65
461 **	Simple Interest	293	100.27	34	586	265.35	45	3,520	3,254.65

Village of Arlington Heights
 REVENUE REPORT
 17% OF YEAR LAPSED

ACCOUNTING PERIOD 02/2022

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								
461	Simple Interest								
462	Investment Inc								
10 00	Market Value Adj IMET	0	.00		0	54.56		0	54.56-
462	** Investment Inc	0	.00		0	54.56		0	54.56-
460	*** Interest Income	293	100.27	34	586	319.91	55	3,520	3,200.09
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	1,250	55.98	5	2,500	397.46	16	15,000	14,602.54
483	** Donations	1,250	55.98	5	2,500	397.46	16	15,000	14,602.54
489	Other								
90 00	Other Income	416	1,302.71	313	832	1,874.62	225	5,000	3,125.38
94 00	FOL Reimbursements	4,166	2,581.78	62	8,332	2,581.78	31	50,000	47,418.22
96 00	IL Vehicle Renewal Stickr	0	175.00		0	409.00		0	409.00-
97 00	Misc. Revenue Makerspace	0	193.09		0	391.43		0	391.43-
489	** Other	4,582	4,252.58	93	9,164	5,256.83	57	55,000	49,743.17
480	*** Other	5,832	4,308.56	74	11,664	5,654.29	49	70,000	64,345.71
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		1,253,993	2,239,730.25	179	2,507,986	2,314,624.31	92	15,047,956	12,733,331.69

Village of Arlington Heights
 REVENUE REPORT
 17% OF YEAR LAPSED

ACCOUNTING PERIOD 02/2022

Village of Arlington Heights

FUND 491 Capital Projects-Library

ACCOUNT	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	416	.00		832	106.14	13	5,000	4,893.86
461	** Simple Interest	416	.00		832	106.14	13	5,000	4,893.86
462	Investment Inc								
10 00	Market Value Adj IMET	0	.00		0	101.48		0	101.48-
462	** Investment Inc	0	.00		0	101.48		0	101.48-
460	*** Interest Income	416	.00		832	207.62	25	5,000	4,792.38
480	Other								
489	Other								
489	** Other	0	.00		0	.00		0	.00
480	*** Other	0	.00		0	.00		0	.00
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		416	.00		832	207.62	25	5,000	4,792.38

PREPARED 03/09/2022, 16:38:35
PROGRAM: GM267L
Village of Arlington Heights

DETAIL BUDGET REPORT
17% OF YEAR LAPSED

REPORT SELECTIONS

Fiscal year : 2022
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	*****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	31458	19336.26	62	62916	38673.41	62	.00	377496	338822.59	10
	16 92	Achievement Awards	250	.00	0	500	.00	0	.00	3000	3000.00	0
	16 **	Library Personal Services	31708	19336.26	61	63416	38673.41	61	.00	380496	341822.59	10
	18	Other Personal Services										
	18 05	Overtime Civilian	83	4.84	6	166	4.84	3	.00	1000	995.16	1
	18 **	Other Personal Services	83	4.84	6	166	4.84	3	.00	1000	995.16	1
	19	Employee Benefits										
	19 05	Medical Insurance	3285	2383.78	73	6570	4767.64	73	.00	39421	34653.36	12
	19 10	IMRF	3608	2011.48	56	7216	4022.55	56	.00	43299	39276.45	9
	19 11	Social Security	1950	1160.40	60	3900	2320.55	60	.00	23405	21084.45	10
	19 12	Medicare	456	271.38	60	912	542.70	60	.00	5474	4931.30	10
	19 53	Flexible Spending	250	313.50	125	500	313.50	63	.00	3000	2686.50	11
	19 55	Unemployment Compensation	536	.00	0	1072	.00	0	.00	6432	6432.00	0
	19 **	Employee Benefits	10085	6140.54	61	20170	11966.94	59	.00	121031	109064.06	10
	20	Prof Technical Services										
	20 05	Professional Services	1708	5400.00	316	3416	5400.00	158	.00	20500	15100.00	26
	20 08	Consulting Services Libr	3500	.00	0	7000	.00	0	.00	42000	42000.00	0
	20 20	Legal Services	1333	.00	0	2666	.00	0	.00	16000	16000.00	0
	20 40	General Insurance	14898	.00	0	29796	143833.00	483	.00	178780	34947.00	81
	20 **	Prof Technical Services	21439	5400.00	25	42878	149233.00	348	.00	257280	108047.00	58
	21	Property Services										
	21 65	Other Services	250	.00	0	500	.00	0	.00	3000	3000.00	0
	21 **	Property Services	250	.00	0	500	.00	0	.00	3000	3000.00	0
	22	Other Contractual Service										
	22 01	Advertising	50	.00	0	100	.00	0	.00	600	600.00	0
	22 02	Dues	477	867.00	182	954	994.00	104	.00	5729	4735.00	17
	22 03	Training	8594	6738.86	78	17188	10738.48	63	.00	103128	92389.52	10
	22 05	Postage	3375	5908.80	175	6750	11744.65	174	.00	40500	28755.35	29
	22 70	Telephone Services	416	.00	0	832	.00	0	.00	5000	5000.00	0
	22 **	Other Contractual Service	12912	13514.66	105	25824	23477.13	91	.00	154957	131479.87	15
	30	General Supplies										
	30 05	Office Supplies & Equip	1149	256.17	22	2298	579.75	25	.00	13795	13215.25	4
	30 **	General Supplies	1149	256.17	22	2298	579.75	25	.00	13795	13215.25	4
	31	Public Works Supplies										
	31 85	Small Tools and Equipment	208	.00	0	416	.00	0	.00	2500	2500.00	0
	31 **	Public Works Supplies	208	.00	0	416	.00	0	.00	2500	2500.00	0

FUND 291 Memorial Library Fund			DEPT/DIV 6001 Executive Office/Administration									
BA	ELE	OBJ	*****CURRENT*****			*****YEAR-TO-DATE*****			ANNUAL	UNENCUMB.	%	
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
60		Culture/Recreation										
601		Library										
	32	Library Supplies										
	32	72 Special Events	70	.00	0	140	4.99	4	.00	850	845.01	1
	32	99 Items Reimb by Employees	0	63.68	0	0	63.68	0	.00	0	63.68-	0
	32	** Library Supplies	70	63.68	91	140	68.67	49	.00	850	781.33	8
	40	Other Charges										
	40	96 Operating Contingency	416	.00	0	832	.00	0	.00	5000	5000.00	0
	40	** Other Charges	416	.00	0	832	.00	0	.00	5000	5000.00	0
	50	Property										
	50	15 Other Equipment	2083	1552.59	75	4166	2623.76	63	.00	25000	22376.24	11
	50	** Property	2083	1552.59	75	4166	2623.76	63	.00	25000	22376.24	11
601	**	** Library	80403	46268.74	58	160806	226627.50	141	.00	964909	738281.50	24
60	**	** Culture/Recreation	80403	46268.74	58	160806	226627.50	141	.00	964909	738281.50	24
DIV	6001	TOTAL *****										
		Administration	80403	46268.74	58	160806	226627.50	141	.00	964909	738281.50	24

FUND 291 Memorial Library Fund			DEPT/DIV 6002 Executive Office/Communications & Mrkting									
BA ELE OBJ ACCOUNT			*****CURRENT*****			*****YEAR-TO-DATE*****			ANNUAL	UNENCUMB.	%	
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
60		Culture/Recreation										
601		Library										
	16	Library Personal Services										
	16 85	Salaries	36595	33901.77	93	73190	67890.05	93	.00	439144	371253.95	16
	16 **	Library Personal Services	36595	33901.77	93	73190	67890.05	93	.00	439144	371253.95	16
	18	Other Personal Services										
	18 05	Overtime Civilian	100	27.87	28	200	41.94	21	.00	1200	1158.06	4
	18 **	Other Personal Services	100	27.87	28	200	41.94	21	.00	1200	1158.06	4
	19	Employee Benefits										
	19 05	Medical Insurance	7051	6903.43	98	14102	13806.86	98	.00	84621	70814.14	16
	19 10	IMRF	4208	3528.68	84	8416	7064.90	84	.00	50496	43431.10	14
	19 11	Social Security	2274	2004.63	88	4548	4013.79	88	.00	27295	23281.21	15
	19 12	Medicare	532	468.83	88	1064	938.69	88	.00	6384	5445.31	15
	19 **	Employee Benefits	14065	12905.57	92	28130	25824.24	92	.00	168796	142971.76	15
	20	Prof Technical Services										
	20 05	Professional Services	250	.00	0	500	.00	0	.00	3000	3000.00	0
	20 **	Prof Technical Services	250	.00	0	500	.00	0	.00	3000	3000.00	0
	21	Property Services										
	21 02	Equipment Maintenance	142	.00	0	284	.00	0	.00	1710	1710.00	0
	21 65	Other Services	1256	652.70	52	2512	3340.70	133	.00	15075	11734.30	22
	21 **	Property Services	1398	652.70	47	2796	3340.70	120	.00	16785	13444.30	20
	22	Other Contractual Service										
	22 02	Dues	78	.00	0	156	675.00	433	.00	945	270.00	71
	22 03	Training	4	.00	0	8	.00	0	.00	50	50.00	0
	22 10	Printing	13537	14223.71	105	27074	29220.26	108	.00	162450	133229.74	18
	22 **	Other Contractual Service	13619	14223.71	104	27238	29895.26	110	.00	163445	133549.74	18
	30	General Supplies										
	30 05	Office Supplies & Equip	1298	1905.07	147	2596	2236.66	86	.00	15579	13342.34	14
	30 **	General Supplies	1298	1905.07	147	2596	2236.66	86	.00	15579	13342.34	14
	31	Public Works Supplies										
	31 85	Small Tools and Equipment	500	421.07	84	1000	421.07	42	.00	6000	5578.93	7
	31 **	Public Works Supplies	500	421.07	84	1000	421.07	42	.00	6000	5578.93	7
	32	Library Supplies										
	32 72	Special Events	1339	.00	0	2678	.00	0	.00	16073	16073.00	0
	32 **	Library Supplies	1339	.00	0	2678	.00	0	.00	16073	16073.00	0
601 ** **		Library	69164	64037.76	93	138328	129649.92	94	.00	830022	700372.08	16
60 ** **		Culture/Recreation	69164	64037.76	93	138328	129649.92	94	.00	830022	700372.08	16
DIV 6002		TOTAL *****										
		Communications & Mrkting	69164	64037.76	93	138328	129649.92	94	.00	830022	700372.08	16

FUND 291 Memorial Library Fund		DEPT/DIV 6003 Executive Office/Human Resources										
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	15031	13959.58	93	30062	27914.44	93	.00	180373	152458.56	16
	16 **	Library Personal Services	15031	13959.58	93	30062	27914.44	93	.00	180373	152458.56	16
	18	Other Personal Services										
	18 05	Overtime Civilian	25	12.18	49	50	67.81	136	.00	300	232.19	23
	18 **	Other Personal Services	25	12.18	49	50	67.81	136	.00	300	232.19	23
	19	Employee Benefits										
	19 05	Medical Insurance	3928	3283.25	84	7856	6566.50	84	.00	47145	40578.50	14
	19 10	IMRF	1724	1453.07	84	3448	2910.17	84	.00	20689	17778.83	14
	19 11	Social Security	931	798.56	86	1862	1599.52	86	.00	11183	9583.48	14
	19 12	Medicare	217	186.75	86	434	374.07	86	.00	2615	2240.93	14
	19 50	Employee Asst. Program	500	.00	0	1000	1715.50	172	.00	6000	4284.50	29
	19 **	Employee Benefits	7300	5721.63	78	14600	13165.76	90	.00	87632	74466.24	15
	21	Property Services										
	21 65	Other Services	2958	418.52	14	5916	7729.04	131	.00	35500	27770.96	22
	21 **	Property Services	2958	418.52	14	5916	7729.04	131	.00	35500	27770.96	22
	22	Other Contractual Service										
	22 01	Advertising	108	.00	0	216	249.00	115	.00	1300	1051.00	19
	22 02	Dues	296	.00	0	592	319.00	54	.00	3558	3239.00	9
	22 03	Training	108	.00	0	216	50.00	23	.00	1300	1250.00	4
	22 55	In Service Training	833	.00	0	1666	.00	0	.00	10000	10000.00	0
	22 **	Other Contractual Service	1345	.00	0	2690	618.00	23	.00	16158	15540.00	4
	32	Library Supplies										
	32 01	Program Supplies	33	10.99	33	66	10.99	17	.00	400	389.01	3
	32 **	Library Supplies	33	10.99	33	66	10.99	17	.00	400	389.01	3
	40	Other Charges										
	40 62	Tuition Reimbursement	2083	.00	0	4166	.00	0	.00	25000	25000.00	0
	40 70	Employee Recognition Prog	1779	200.00	11	3558	350.00	10	.00	21350	21000.00	2
	40 **	Other Charges	3862	200.00	5	7724	350.00	5	.00	46350	46000.00	1
601	** **	Library	30554	20322.90	67	61108	49856.04	82	.00	366713	316856.96	14
60	** **	Culture/Recreation	30554	20322.90	67	61108	49856.04	82	.00	366713	316856.96	14
DIV	6003	TOTAL ***** Human Resources	30554	20322.90	67	61108	49856.04	82	.00	366713	316856.96	14

FUND 291 Memorial Library Fund			DEPT/DIV 6004 Executive Office/Paid by Gifts and Grants									
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										
	20	Prof Technical Services										
	20	05 Professional Services	25	.00	0	50	.00	0	.00	300	300.00	0
	20	** Prof Technical Services	25	.00	0	50	.00	0	.00	300	300.00	0
	21	Property Services										
	21	65 Other Services	177	236.97	134	354	930.56	263	.00	2125	1194.44	44
	21	** Property Services	177	236.97	134	354	930.56	263	.00	2125	1194.44	44
	22	Other Contractual Service										
	22	02 Dues	41	.00	0	82	.00	0	.00	500	500.00	0
	22	10 Printing	41	.00	0	82	.00	0	.00	500	500.00	0
	22	18 Contr Programs & Exhibits	1666	1375.00	83	3332	4125.00	124	.00	20000	15875.00	21
	22	** Other Contractual Service	1748	1375.00	79	3496	4125.00	118	.00	21000	16875.00	20
	31	Public Works Supplies										
	31	85 Small Tools and Equipment	83	.00	0	166	.00	0	.00	1000	1000.00	0
	31	** Public Works Supplies	83	.00	0	166	.00	0	.00	1000	1000.00	0
	32	Library Supplies										
	32	01 Program Supplies	250	.00	0	500	.00	0	.00	3000	3000.00	0
	32	02 Program Events	486	.00	0	972	.00	0	.00	5835	5835.00	0
	32	32 Software	291	.00	0	582	.00	0	.00	3500	3500.00	0
	32	72 Special Events	41	.00	0	82	.00	0	.00	500	500.00	0
	32	75 Audio Visual	1333	55.98	4	2666	97.96	4	.00	16000	15902.04	1
	32	78 Electronic Resources	41	.00	0	82	.00	0	.00	500	500.00	0
	32	80 Books	125	.00	0	250	79.85	32	.00	1500	1420.15	5
	32	90 Circulation Supplies	166	.00	0	332	.00	0	.00	2000	2000.00	0
	32	** Library Supplies	2733	55.98	2	5466	177.81	3	.00	32835	32657.19	1
	50	Property										
	50	15 Other Equipment	208	.00	0	416	.00	0	.00	2500	2500.00	0
	50	55 Other Capital Outlay	208	.00	0	416	.00	0	.00	2500	2500.00	0
	50	** Property	416	.00	0	832	.00	0	.00	5000	5000.00	0
601	**	** Library	5182	1667.95	32	10364	5233.37	51	.00	62260	57026.63	8
60	**	** Culture/Recreation	5182	1667.95	32	10364	5233.37	51	.00	62260	57026.63	8
DIV	6004	TOTAL *****										
		Paid by Gifts and Grants	5182	1667.95	32	10364	5233.37	51	.00	62260	57026.63	8

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	19629	20266.38	103	39258	38431.31	98	.00	235552	197120.69	16
	16 **	Library Personal Services	19629	20266.38	103	39258	38431.31	98	.00	235552	197120.69	16
	18	Other Personal Services										
	18 05	Overtime Civilian	20	35.70	179	40	94.40	236	.00	250	155.60	38
	18 **	Other Personal Services	20	35.70	179	40	94.40	236	.00	250	155.60	38
	19	Employee Benefits										
	19 05	Medical Insurance	4518	5672.93	126	9036	11345.86	126	.00	54220	42874.14	21
	19 10	IMRF	2251	2111.42	94	4502	4006.67	89	.00	27018	23011.33	15
	19 11	Social Security	1217	1198.07	98	2434	2267.28	93	.00	14604	12336.72	16
	19 12	Medicare	284	280.19	99	568	530.25	93	.00	3416	2885.75	16
	19 **	Employee Benefits	8270	9262.61	112	16540	18150.06	110	.00	99258	81107.94	18
	20	Prof Technical Services										
	20 05	Professional Services	656	.00	0	1312	.00	0	.00	7875	7875.00	0
	20 **	Prof Technical Services	656	.00	0	1312	.00	0	.00	7875	7875.00	0
	21	Property Services										
	21 36	Equipment Rental	136	435.86	321	272	435.86	160	.00	1639	1203.14	27
	21 65	Other Services	515	424.78	83	1030	981.12	95	.00	6189	5207.88	16
	21 **	Property Services	651	860.64	132	1302	1416.98	109	.00	7828	6411.02	18
	22	Other Contractual Service										
	22 02	Dues	68	.00	0	136	.00	0	.00	825	825.00	0
	22 03	Training	100	22.95	23	200	26.12	13	.00	1200	1173.88	2
	22 25	IT/GIS Service Charge	11095	11250.00	101	22190	22500.00	101	.00	133145	110645.00	17
	22 **	Other Contractual Service	11263	11272.95	100	22526	22526.12	100	.00	135170	112643.88	17
601	** **	Library	40489	41698.28	103	80978	80618.87	100	.00	485933	405314.13	17
60	** **	Culture/Recreation	40489	41698.28	103	80978	80618.87	100	.00	485933	405314.13	17
DIV	6008	TOTAL ***** Finance	40489	41698.28	103	80978	80618.87	100	.00	485933	405314.13	17

FUND 291 Memorial Library Fund			DEPT/DIV 6010 Executive Office/Information Technology									
BA	ELE OBJ	ACCOUNT	*****CURRENT*****			*****YEAR-TO-DATE*****			ANNUAL	UNENCUMB.	%	
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
60		Culture/Recreation										
601		Library										
	16	Library Personal Services										
	16 85	Salaries	54292	49138.53	91	108584	97948.41	90	.00	651505	553556.59	15
	16 **	Library Personal Services	54292	49138.53	91	108584	97948.41	90	.00	651505	553556.59	15
	18	Other Personal Services										
	18 05	Overtime Civilian	20	.97	5	40	18.73	47	.00	250	231.27	8
	18 **	Other Personal Services	20	.97	5	40	18.73	47	.00	250	231.27	8
	19	Employee Benefits										
	19 05	Medical Insurance	13219	13534.79	102	26438	27069.58	102	.00	158638	131568.42	17
	19 10	IMRF	6062	5076.49	84	12124	10154.78	84	.00	72747	62592.22	14
	19 11	Social Security	3366	2941.97	87	6732	5864.62	87	.00	40393	34528.38	15
	19 12	Medicare	787	688.03	87	1574	1371.56	87	.00	9447	8075.44	15
	19 **	Employee Benefits	23434	22241.28	95	46868	44460.54	95	.00	281225	236764.46	16
	20	Prof Technical Services										
	20 05	Professional Services	491	97.09	20	982	151.19	15	.00	5895	5743.81	3
	20 08	Consulting Services Libr	299	.00	0	598	.00	0	.00	3590	3590.00	0
	20 **	Prof Technical Services	790	97.09	12	1580	151.19	10	.00	9485	9333.81	2
	21	Property Services										
	21 02	Equipment Maintenance	14249	6816.64	48	28498	144714.14	508	.00	170989	26274.86	85
	21 **	Property Services	14249	6816.64	48	28498	144714.14	508	.00	170989	26274.86	85
	22	Other Contractual Service										
	22 03	Training	537	.00	0	1074	.00	0	.00	6450	6450.00	0
	22 42	Internet Access	4805	3616.41	75	9610	6871.57	72	.00	57667	50795.43	12
	22 **	Other Contractual Service	5342	3616.41	68	10684	6871.57	64	.00	64117	57245.43	11
	30	General Supplies										
	30 05	Office Supplies & Equip	56	38.88	69	112	38.88	35	.00	683	644.12	6
	30 30	Data System Supplies	2100	729.72	35	4200	2657.67	63	.00	25204	22546.33	11
	30 32	Software Library	12191	8650.37	71	24382	80512.33	330	.00	146292	65779.67	55
	30 33	Documentation Library	8	.00	0	16	.00	0	.00	100	100.00	0
	30 **	General Supplies	14355	9418.97	66	28710	83208.88	290	.00	172279	89070.12	48
	31	Public Works Supplies										
	31 85	Small Tools and Equipment	1102	3038.40	276	2204	4655.48	211	.00	13226	8570.52	35
	31 **	Public Works Supplies	1102	3038.40	276	2204	4655.48	211	.00	13226	8570.52	35
	32	Library Supplies										
	32 05	Processing Supplies	25	.00	0	50	.00	0	.00	300	300.00	0
	32 32	Software	907	.00	0	1814	.00	0	.00	10887	10887.00	0
	32 **	Library Supplies	932	.00	0	1864	.00	0	.00	11187	11187.00	0

FUND 291 Memorial Library Fund			DEPT/DIV 6010 Executive Office/Information Technology									
BA	ELE	OBJ	*****CURRENT*****			*****YEAR-TO-DATE*****			ANNUAL	UNENCUMB.	%	
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
60		Culture/Recreation										
601		Library										
	50	Property										
	50	12 Computer Equipment	2649	1999.00	76	5298	2198.00	42	.00	31790	29592.00	7
	50	15 Other Equipment	1050	.00	0	2100	.00	0	.00	12600	12600.00	0
	50	** Property	3699	1999.00	54	7398	2198.00	30	.00	44390	42192.00	5
601	**	** Library	118215	96367.29	82	236430	384226.94	163	.00	1418653	1034426.06	27
60	**	** Culture/Recreation	118215	96367.29	82	236430	384226.94	163	.00	1418653	1034426.06	27
DIV	6010	TOTAL *****										
		Information Technology	118215	96367.29	82	236430	384226.94	163	.00	1418653	1034426.06	27

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	21994	20382.01	93	43988	40031.12	91	.00	263937	223905.88	15
	16	** Library Personal Services	21994	20382.01	93	43988	40031.12	91	.00	263937	223905.88	15
	18	Other Personal Services										
	18	05 Overtime Civilian	166	132.36	80	332	196.68	59	.00	2000	1803.32	10
	18	** Other Personal Services	166	132.36	80	332	196.68	59	.00	2000	1803.32	10
	19	Employee Benefits										
	19	05 Medical Insurance	6929	6925.32	100	13858	13850.64	100	.00	83155	69304.36	17
	19	10 IMRF	2371	1956.13	83	4742	3855.11	81	.00	28462	24606.89	14
	19	11 Social Security	1342	1179.86	88	2684	2310.06	86	.00	16104	13793.94	14
	19	12 Medicare	313	275.94	88	626	540.26	86	.00	3766	3225.74	14
	19	** Employee Benefits	10955	10337.25	94	21910	20556.07	94	.00	131487	110930.93	16
	22	Other Contractual Service										
	22	03 Training	125	.00	0	250	.00	0	.00	1500	1500.00	0
	22	** Other Contractual Service	125	.00	0	250	.00	0	.00	1500	1500.00	0
	30	General Supplies										
	30	05 Office Supplies & Equip	36	.00	0	72	.00	0	.00	435	435.00	0
	30	** General Supplies	36	.00	0	72	.00	0	.00	435	435.00	0
601	**	** Library	33276	30851.62	93	66552	60783.87	91	.00	399359	338575.13	15
60	**	** Culture/Recreation	33276	30851.62	93	66552	60783.87	91	.00	399359	338575.13	15
DIV	6015	TOTAL ***** Security	33276	30851.62	93	66552	60783.87	91	.00	399359	338575.13	15

FUND 291 Memorial Library Fund			DEPT/DIV 6020 Executive Office/Facilities								
BA	ELE	OBJ	*****CURRENT*****			*****YEAR-TO-DATE*****			ANNUAL	UNENCUMB.	%
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	BUDGET	BALANCE	BDGT
60		Culture/Recreation									
601		Library									
	16	Library Personal Services									
	16 85	Salaries	33538	30589.35	91	67076	61156.40	91	402462	341305.60	15
	16 **	Library Personal Services	33538	30589.35	91	67076	61156.40	91	402462	341305.60	15
	18	Other Personal Services									
	18 05	Overtime Civilian	375	317.81	85	750	561.12	75	4500	3938.88	13
	18 **	Other Personal Services	375	317.81	85	750	561.12	75	4500	3938.88	13
	19	Employee Benefits									
	19 05	Medical Insurance	8870	8695.46	98	17740	17390.92	98	106451	89060.08	16
	19 10	IMRF	3592	3004.94	84	7184	6015.88	84	43110	37094.12	14
	19 11	Social Security	2079	1781.12	86	4158	3556.25	86	24953	21396.75	14
	19 12	Medicare	486	416.55	86	972	831.69	86	5836	5004.31	14
	19 **	Employee Benefits	15027	13898.07	93	30054	27794.74	93	180350	152555.26	15
	21	Property Services									
	21 02	Equipment Maintenance	3414	2375.24	70	6828	8679.71	127	40976	32296.29	21
	21 07	Vehicle Equipment Maint	760	783.50	103	1520	1140.16	75	9121	7980.84	13
	21 11	Building Maintenance	17255	9954.50	58	34510	30410.32	88	207066	176655.68	15
	21 36	Equipment Rental	83	.00	0	166	.00	0	1000	1000.00	0
	21 60	Water and Sewer Service	1372	.00	0	2744	82.94	3	16472	16389.06	1
	21 **	Property Services	22884	13113.24	57	45768	40313.13	88	274635	234321.87	15
	22	Other Contractual Service									
	22 03	Training	36	.00	0	72	.00	0	432	432.00	0
	22 **	Other Contractual Service	36	.00	0	72	.00	0	432	432.00	0
	30	General Supplies									
	30 05	Office Supplies & Equip	8	.00	0	16	.00	0	100	100.00	0
	30 50	Petroleum Products	333	418.35	126	666	883.79	133	4000	3116.21	22
	30 51	Heating Fuel	5211	8368.94	161	10422	8588.75	82	62537	53948.25	14
	30 **	General Supplies	5552	8787.29	158	11104	9472.54	85	66637	57164.46	14
	31	Public Works Supplies									
	31 45	Janitorial Supplies	1948	2865.29	147	3896	2923.20	75	23387	20463.80	13
	31 **	Public Works Supplies	1948	2865.29	147	3896	2923.20	75	23387	20463.80	13
	50	Property									
	50 15	Other Equipment	1666	.00	0	3332	.00	0	20000	20000.00	0
	50 **	Property	1666	.00	0	3332	.00	0	20000	20000.00	0
601	** **	Library	81026	69571.05	86	162052	142221.13	88	972403	830181.87	15
60	** **	Culture/Recreation	81026	69571.05	86	162052	142221.13	88	972403	830181.87	15
DIV	6020	TOTAL ***** Facilities	81026	69571.05	86	162052	142221.13	88	972403	830181.87	15

PREPARED 03/09/2022, 16:38:35
 PROGRAM: GM267L
 Village of Arlington Heights

DETAIL BUDGET REPORT
 17% OF YEAR LAPSED

FUND 291 Memorial Library Fund			DEPT/DIV 6020 Executive Office/Facilities									
BA	ELE	OBJ	*****CURRENT*****			*****YEAR-TO-DATE*****			ANNUAL	UNENCUMB.	%	
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
60		Culture/Recreation										
601		Library										
DEPT	60	TOTAL *****										
		Executive Office	458309	370785.59	81	916618	1079217.64	118	.00	5500252	4421034.36	20

FUND 291 Memorial Library Fund		DEPT/DIV 6401 User Services/Youth Services									
BA	ELE	OBJ	*****CURRENT*****			*****YEAR-TO-DATE*****			ANNUAL	UNENCUMB.	%
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	BUDGET	BALANCE	BDGT
60		Culture/Recreation									
601		Library									
	16	Library Personal Services									
	16 85	Salaries	84360	68991.83	82	168720	134397.69	80	.00	1012329	877931.31 13
	16 **	Library Personal Services	84360	68991.83	82	168720	134397.69	80	.00	1012329	877931.31 13
	18	Other Personal Services									
	18 05	Overtime Civilian	166	9.90	6	332	9.90	3	.00	2000	1990.10 1
	18 **	Other Personal Services	166	9.90	6	332	9.90	3	.00	2000	1990.10 1
	19	Employee Benefits									
	19 05	Medical Insurance	13721	13712.44	100	27442	27424.88	100	.00	164662	137237.12 17
	19 10	IMRF	8673	6882.13	79	17346	13452.18	78	.00	104084	90631.82 13
	19 11	Social Security	5230	4075.17	78	10460	7928.10	76	.00	62764	54835.90 13
	19 12	Medicare	1223	953.06	78	2446	1854.13	76	.00	14679	12824.87 13
	19 **	Employee Benefits	28847	25622.80	89	57694	50659.29	88	.00	346189	295529.71 15
	22	Other Contractual Service									
	22 02	Dues	379	.00	0	758	355.00	47	.00	4548	4193.00 8
	22 03	Training	331	9.83	3	662	9.83	2	.00	3979	3969.17 0
	22 18	Contr Programs & Exhibits	1456	950.00	65	2912	1450.00	50	.00	17480	16030.00 8
	22 **	Other Contractual Service	2166	959.83	44	4332	1814.83	42	.00	26007	24192.17 7
	30	General Supplies									
	30 05	Office Supplies & Equip	234	67.51	29	468	106.48	23	.00	2819	2712.52 4
	30 **	General Supplies	234	67.51	29	468	106.48	23	.00	2819	2712.52 4
	32	Library Supplies									
	32 01	Program Supplies	912	161.40	18	1824	751.54	41	.00	10948	10196.46 7
	32 02	Program Events	2577	327.86	13	5154	1088.47	21	.00	30930	29841.53 4
	32 90	Circulation Supplies	702	1612.47	230	1404	1625.46	116	.00	8427	6801.54 19
	32 **	Library Supplies	4191	2101.73	50	8382	3465.47	41	.00	50305	46839.53 7
601 ** **		Library	119964	97753.60	82	239928	190453.66	79	.00	1439649	1249195.34 13
60 ** **		Culture/Recreation	119964	97753.60	82	239928	190453.66	79	.00	1439649	1249195.34 13
DIV 6401		TOTAL *****									
		Youth Services	119964	97753.60	82	239928	190453.66	79	.00	1439649	1249195.34 13

FUND 291 Memorial Library Fund			DEPT/DIV 6410 User Services/Info 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	91858	82529.16	90	183716	162787.68	89	.00	1102307	939519.32	15
	16 **	Library Personal Services	91858	82529.16	90	183716	162787.68	89	.00	1102307	939519.32	15
	18	Other Personal Services										
	18 05	Overtime Civilian	83	45.78	55	166	90.51	55	.00	1000	909.49	9
	18 **	Other Personal Services	83	45.78	55	166	90.51	55	.00	1000	909.49	9
	19	Employee Benefits										
	19 05	Medical Insurance	12311	15805.52	128	24622	31611.04	128	.00	147736	116124.96	21
	19 10	IMRF	9258	7550.74	82	18516	15102.24	82	.00	111098	95995.76	14
	19 11	Social Security	5695	4943.38	87	11390	9734.67	86	.00	68343	58608.33	14
	19 12	Medicare	1331	1156.11	87	2662	2276.61	86	.00	15983	13706.39	14
	19 **	Employee Benefits	28595	29455.75	103	57190	58724.56	103	.00	343160	284435.44	17
	22	Other Contractual Service										
	22 02	Dues	233	363.00	156	466	513.00	110	.00	2802	2289.00	18
	22 03	Training	275	59.00	22	550	130.10	24	.00	3300	3169.90	4
	22 18	Contr Programs & Exhibits	480	150.00	31	960	270.00	28	.00	5760	5490.00	5
	22 **	Other Contractual Service	988	572.00	58	1976	913.10	46	.00	11862	10948.90	8
	30	General Supplies										
	30 05	Office Supplies & Equip	157	121.78	78	314	201.82	64	.00	1888	1686.18	11
	30 **	General Supplies	157	121.78	78	314	201.82	64	.00	1888	1686.18	11
	32	Library Supplies										
	32 01	Program Supplies	229	.00	0	458	40.45	9	.00	2750	2709.55	2
	32 90	Circulation Supplies	174	39.78	23	348	39.78	11	.00	2095	2055.22	2
	32 **	Library Supplies	403	39.78	10	806	80.23	10	.00	4845	4764.77	2
601	** **	Library	122084	112764.25	92	244168	222797.90	91	.00	1465062	1242264.10	15
60	** **	Culture/Recreation	122084	112764.25	92	244168	222797.90	91	.00	1465062	1242264.10	15
DIV	6410	TOTAL ***** Info Services	122084	112764.25	92	244168	222797.90	91	.00	1465062	1242264.10	15

FUND 291 Memorial Library Fund		DEPT/DIV 6420 User Services/Customer Services									
BA	ELE OBJ	ACCOUNT	*****CURRENT*****			*****YEAR-TO-DATE*****			ANNUAL	UNENCUMB.	%
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	BUDGET	BALANCE	BDGT
60		Culture/Recreation									
601		Library									
	16	Library Personal Services									
	16 85	Salaries	115039	87134.06	76	230078	184096.27	80	1380472	1196375.73	13
	16 **	Library Personal Services	115039	87134.06	76	230078	184096.27	80	1380472	1196375.73	13
	18	Other Personal Services									
	18 05	Overtime Civilian	83	369.07	445	166	375.53	226	1000	624.47	38
	18 **	Other Personal Services	83	369.07	445	166	375.53	226	1000	624.47	38
	19	Employee Benefits									
	19 05	Medical Insurance	9735	5637.18	58	19470	11274.36	58	116828	105553.64	10
	19 10	IMRF	10992	7504.91	68	21984	16049.15	73	131907	115857.85	12
	19 11	Social Security	7132	5352.65	75	14264	11257.34	79	85589	74331.66	13
	19 12	Medicare	1668	1251.85	75	3336	2632.80	79	20017	17384.20	13
	19 **	Employee Benefits	29527	19746.59	67	59054	41213.65	70	354341	313127.35	12
	21	Property Services									
	21 65	Other Services	292	327.65	112	584	327.65	56	3513	3185.35	9
	21 **	Property Services	292	327.65	112	584	327.65	56	3513	3185.35	9
	22	Other Contractual Service									
	22 02	Dues	125	.00	0	250	40.00	16	1505	1465.00	3
	22 03	Training	231	135.51	59	462	216.71	47	2773	2556.29	8
	22 **	Other Contractual Service	356	135.51	38	712	256.71	36	4278	4021.29	6
	30	General Supplies									
	30 05	Office Supplies & Equip	169	60.84	36	338	126.33	37	2033	1906.67	6
	30 **	General Supplies	169	60.84	36	338	126.33	37	2033	1906.67	6
	32	Library Supplies									
	32 01	Program Supplies	83	.00	0	166	.00	0	1000	1000.00	0
	32 90	Circulation Supplies	721	.00	0	1442	73.46	5	8660	8586.54	1
	32 **	Library Supplies	804	.00	0	1608	73.46	5	9660	9586.54	1
601	** **	Library	146270	107773.72	74	292540	226469.60	77	1755297	1528827.40	13
60	** **	Culture/Recreation	146270	107773.72	74	292540	226469.60	77	1755297	1528827.40	13
DIV	6420	TOTAL ***** Customer Services	146270	107773.72	74	292540	226469.60	77	1755297	1528827.40	13

FUND 291 Memorial Library Fund		DEPT/DIV 6430 User Services/Accessible Services											
BA	ELE	OBJ	ACCOUNT	*****CURRENT*****			*****YEAR-TO-DATE*****						
SUB	SUB		DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT
60			Culture/Recreation										
601			Library										
	16		Library Personal Services										
	16	85	Salaries	19996	18177.70	91	39992	36051.50	90	.00	239959	203907.50	15
	16	**	Library Personal Services	19996	18177.70	91	39992	36051.50	90	.00	239959	203907.50	15
	19		Employee Benefits										
	19	05	Medical Insurance	1041	1106.39	106	2082	2212.78	106	.00	12495	10282.22	18
	19	10	IMRF	2252	1895.70	84	4504	3754.57	83	.00	27030	23275.43	14
	19	11	Social Security	1239	1078.68	87	2478	2143.52	87	.00	14875	12731.48	14
	19	12	Medicare	289	252.26	87	578	501.30	87	.00	3479	2977.70	14
	19	**	Employee Benefits	4821	4333.03	90	9642	8612.17	89	.00	57879	49266.83	15
	22		Other Contractual Service										
	22	02	Dues	43	.00	0	86	.00	0	.00	518	518.00	0
	22	03	Training	77	.00	0	154	.00	0	.00	930	930.00	0
	22	18	Contr Programs & Exhibits	799	490.00	61	1598	1829.88	115	.00	9590	7760.12	19
	22	**	Other Contractual Service	919	490.00	53	1838	1829.88	100	.00	11038	9208.12	17
	30		General Supplies										
	30	05	Office Supplies & Equip	41	25.96	63	82	124.27	152	.00	500	375.73	25
	30	**	General Supplies	41	25.96	63	82	124.27	152	.00	500	375.73	25
	32		Library Supplies										
	32	01	Program Supplies	151	722.99	479	302	722.99	239	.00	1820	1097.01	40
	32	02	Program Events	50	.00	0	100	.00	0	.00	600	600.00	0
	32	90	Circulation Supplies	87	.00	0	174	.00	0	.00	1050	1050.00	0
	32	**	Library Supplies	288	722.99	251	576	722.99	126	.00	3470	2747.01	21
601	**	**	Library	26065	23749.68	91	52130	47340.81	91	.00	312846	265505.19	15
60	**	**	Culture/Recreation	26065	23749.68	91	52130	47340.81	91	.00	312846	265505.19	15
DIV	6430		TOTAL *****										
			Accessible Services	26065	23749.68	91	52130	47340.81	91	.00	312846	265505.19	15

FUND 291 Memorial Library Fund			DEPT/DIV 6440 User Services/Programs and Exhibits									
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	20327	17043.26	84	40654	33939.14	84	.00	243924	209984.86	14
	16 **	Library Personal Services	20327	17043.26	84	40654	33939.14	84	.00	243924	209984.86	14
	18	Other Personal Services										
	18 05	Overtime Civilian	20	15.90	80	40	29.66	74	.00	250	220.34	12
	18 **	Other Personal Services	20	15.90	80	40	29.66	74	.00	250	220.34	12
	19	Employee Benefits										
	19 05	Medical Insurance	3944	4000.42	101	7888	8000.84	101	.00	47336	39335.16	17
	19 10	IMRF	2333	1774.15	76	4666	3532.76	76	.00	28007	24474.24	13
	19 11	Social Security	1260	1003.40	80	2520	1997.52	79	.00	15123	13125.48	13
	19 12	Medicare	294	234.67	80	588	467.18	80	.00	3537	3069.82	13
	19 **	Employee Benefits	7831	7012.64	90	15662	13998.30	89	.00	94003	80004.70	15
	22	Other Contractual Service										
	22 02	Dues	96	75.00	78-	192	40.00	21	.00	1156	1116.00	4
	22 03	Training	119	.00	0	238	.00	0	.00	1428	1428.00	0
	22 18	Contr Programs & Exhibits	7351	2625.00	36	14702	5710.00	39	.00	88213	82503.00	7
	22 **	Other Contractual Service	7566	2550.00	34	15132	5750.00	38	.00	90797	85047.00	6
	32	Library Supplies										
	32 02	Program Events	678	50.81	8	1356	370.51	27	.00	8138	7767.49	5
	32 **	Library Supplies	678	50.81	8	1356	370.51	27	.00	8138	7767.49	5
601	** **	Library	36422	26672.61	73	72844	54087.61	74	.00	437112	383024.39	12
60	** **	Culture/Recreation	36422	26672.61	73	72844	54087.61	74	.00	437112	383024.39	12
DIV	6440	TOTAL *****										
		Programs and Exhibits	36422	26672.61	73	72844	54087.61	74	.00	437112	383024.39	12

FUND 291 Memorial Library Fund			DEPT/DIV 6450 User Services/Digital Services								
BA	ELE	OBJ	*****CURRENT*****			*****YEAR-TO-DATE*****			ANNUAL	UNENCUMB.	%
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	BUDGET	BALANCE	BDGT
60		Culture/Recreation									
601		Library									
	16	Library Personal Services									
	16 85	Salaries	45235	39679.90	88	90470	79600.91	88	542823	463222.09	15
	16 **	Library Personal Services	45235	39679.90	88	90470	79600.91	88	542823	463222.09	15
	19	Employee Benefits									
	19 05	Medical Insurance	4380	4187.92	96	8760	8375.84	96	52569	44193.16	16
	19 10	IMRF	4615	3861.83	84	9230	7660.79	83	55387	47726.21	14
	19 11	Social Security	2804	2413.41	86	5608	4615.45	82	33655	29039.55	14
	19 12	Medicare	655	564.43	86	1310	1079.43	82	7871	6791.57	14
	19 **	Employee Benefits	12454	11027.59	89	24908	21731.51	87	149482	127750.49	15
	22	Other Contractual Service									
	22 02	Dues	166	.00	0	332	596.00	180	1995	1399.00	30
	22 03	Training	41	.00	0	82	.00	0	500	500.00	0
	22 42	Internet Access	320	2880.00	900	640	2880.00	450	3840	960.00	75
	22 66	Outside Reference Service	256	.00	0	512	3078.00	601	3078	.00	100
	22 **	Other Contractual Service	783	2880.00	368	1566	6554.00	419	9413	2859.00	70
	30	General Supplies									
	30 05	Office Supplies & Equip	58	36.62	63	116	109.33	94	700	590.67	16
	30 07	Supplies Reimb by Patrons	45	23.89	53	90	23.89	27	550	526.11	4
	30 **	General Supplies	103	60.51	59	206	133.22	65	1250	1116.78	11
	31	Public Works Supplies									
	31 85	Small Tools and Equipment	516	1661.43	322	1032	2512.03	243	6200	3687.97	41
	31 **	Public Works Supplies	516	1661.43	322	1032	2512.03	243	6200	3687.97	41
	32	Library Supplies									
	32 01	Program Supplies	58	.00	0	116	.00	0	700	700.00	0
	32 78	Electronic Resources	31291	9635.87	31	62582	226330.99	362	375497	149166.01	60
	32 90	Circulation Supplies	131	.71-	1-	262	22.48	9	1575	1552.52	1
	32 **	Library Supplies	31480	9635.16	31	62960	226353.47	360	377772	151418.53	60
601	** **	Library	90571	64944.59	72	181142	336885.14	186	1086940	750054.86	31
60	** **	Culture/Recreation	90571	64944.59	72	181142	336885.14	186	1086940	750054.86	31
DIV	6450	TOTAL *****									
		Digital Services	90571	64944.59	72	181142	336885.14	186	1086940	750054.86	31

PREPARED 03/09/2022, 16:38:35
 PROGRAM: GM267L
 Village of Arlington Heights

DETAIL BUDGET REPORT
 17% OF YEAR LAPSED

FUND 291 Memorial Library Fund		DEPT/DIV 6470 User Services/Collection Services							ANNUAL	UNENCUMB.	%	
BA	ELE OBJ	ACCOUNT	*****CURRENT*****			*****YEAR-TO-DATE*****			BUDGET	BALANCE	BDGT	
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
60		Culture/Recreation										
601		Library										
		Collection Services	235595	187229.01	80	471190	424770.16	90	.00	2827224	2402453.84	15

Village of Arlington Heights

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	29468	20716.04	70	58936	40574.28	69	.00	353626	313051.72	12
16	**	Library Personal Services	29468	20716.04	70	58936	40574.28	69	.00	353626	313051.72	12
18		Other Personal Services										
18	05	Overtime Civilian	20	8.44	42	40	16.21	41	.00	250	233.79	7
18	**	Other Personal Services	20	8.44	42	40	16.21	41	.00	250	233.79	7
19		Employee Benefits										
19	05	Medical Insurance	1173	2128.37	181	2346	4256.74	181	.00	14084	9827.26	30
19	10	IMRF	3213	2155.35	67	6426	4221.40	66	.00	38562	34340.60	11
19	11	Social Security	1827	1263.84	69	3654	2474.44	68	.00	21925	19450.56	11
19	12	Medicare	427	295.56	69	854	578.67	68	.00	5128	4549.33	11
19	**	Employee Benefits	6640	5843.12	88	13280	11531.25	87	.00	79699	68167.75	15
20		Prof Technical Services										
20	40	General Insurance	18	.00	0	36	.00	0	.00	216	216.00	0
20	**	Prof Technical Services	18	.00	0	36	.00	0	.00	216	216.00	0
21		Property Services										
21	02	Equipment Maintenance	627	545.90	87	1254	908.85	73	.00	7530	6621.15	12
21	11	Building Maintenance	4613	3207.21	70	9226	7131.83	77	.00	55366	48234.17	13
21	36	Equipment Rental	83	.00	0	166	.00	0	.00	1000	1000.00	0
21	60	Water and Sewer Service	100	.00	0	200	.00	0	.00	1200	1200.00	0
21	65	Other Services	25	8.95	36	50	20.64	41	.00	300	279.36	7
21	**	Property Services	5448	3762.06	69	10896	8061.32	74	.00	65396	57334.68	12
22		Other Contractual Service										
22	02	Dues	66	.00	0	132	.00	0	.00	802	802.00	0
22	03	Training	83	.00	0	166	.00	0	.00	1000	1000.00	0
22	28	Contr Prog & Exhib-Adult	1750	2880.00	165	3500	7010.00	200	.00	21000	13990.00	33
22	38	Contr Prog & Exhib-Youth	125	.00	0	250	.00	0	.00	1500	1500.00	0
22	42	Internet Access	256	.00	0	512	231.99	45	.00	3075	2843.01	8
22	**	Other Contractual Service	2280	2880.00	126	4560	7241.99	159	.00	27377	20135.01	27
30		General Supplies										
30	05	Office Supplies & Equip	166	132.05	80	332	200.83	61	.00	2000	1799.17	10
30	07	Supplies Reimb by Patrons	685	.00	0	1370	23.99	2	.00	8231	8207.01	0
30	32	Software Library	562	3079.00	548	1124	3079.00	274	.00	6750	3671.00	46
30	51	Heating Fuel	3345	880.33	26	6690	1570.93	24	.00	40140	38569.07	4
30	**	General Supplies	4758	4091.38	86	9516	4874.75	51	.00	57121	52246.25	9
31		Public Works Supplies										
31	45	Janitorial Supplies	689	297.54	43	1378	297.54	22	.00	8270	7972.46	4
31	85	Small Tools and Equipment	1044	458.29	44	2088	742.47	36	.00	12529	11786.53	6
31	**	Public Works Supplies	1733	755.83	44	3466	1040.01	30	.00	20799	19758.99	5

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										
	32	Library Supplies										
	32	12 Program Events-Adult	1250	1409.09	113	2500	1634.43	65	.00	15000	13365.57	11
	32	22 Program Events-Youth	250	.00	0	500	.00	0	.00	3000	3000.00	0
	32	** Library Supplies	1500	1409.09	94	3000	1634.43	55	.00	18000	16365.57	9
	50	Property										
	50	12 Computer Equipment	166	.00	0	332	.00	0	.00	2000	2000.00	0
	50	15 Other Equipment	1268	.00	0	2536	.00	0	.00	15221	15221.00	0
	50	** Property	1434	.00	0	2868	.00	0	.00	17221	17221.00	0
601	**	** Library	53299	39465.96	74	106598	74974.24	70	.00	639705	564730.76	12
60	**	** Culture/Recreation	53299	39465.96	74	106598	74974.24	70	.00	639705	564730.76	12
DIV	6480	TOTAL *****										
		Belmont Makerspace	53299	39465.96	74	106598	74974.24	70	.00	639705	564730.76	12
DEPT	64	TOTAL *****										
		User Services	830270	660353.42	80	1660540	1577779.12	95	.00	9963835	8386055.88	16
FUND	291	TOTAL *****										
		Memorial Library Fund	1288579	1031139.01	80	2577158	2656996.76	103	.00	15464087	12807090.24	17
GRAND		TOTAL *****										
			1288579	1031139.01	80	2577158	2656996.76	103	.00	15464087	12807090.24	17

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PROGRAM: GM267L
Village of Arlington Heights

DETAIL BUDGET REPORT
17% OF YEAR LAPSED

PAGE 1
ACCOUNTING PERIOD 02/2022

REPORT SELECTIONS

Fiscal year : 2022
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	55 Other Capital Outlay	33333	913.92	3	66666	1430.59	2	.00	400000	398569.41	0
	50	** Property	33333	913.92	3	66666	1430.59	2	.00	400000	398569.41	0
601	**	** Library	33333	913.92	3	66666	1430.59	2	.00	400000	398569.41	0
60	**	** Culture/Recreation	33333	913.92	3	66666	1430.59	2	.00	400000	398569.41	0
DIV	6001	TOTAL ***** Administration	33333	913.92	3	66666	1430.59	2	.00	400000	398569.41	0

FUND 491 Capital Projects-Library			DEPT/DIV 6020 Executive Office/Facilities									
BA	ELE	OBJ	*****CURRENT*****			*****YEAR-TO-DATE*****			ANNUAL	UNENCUMB.	%	
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
60		Culture/Recreation										
601		Library										
	50	Property										
	50	15 Other Equipment	85743	.00	0	171486	38041.20	22	.00	1028926	990884.80	4
	50	** Property	85743	.00	0	171486	38041.20	22	.00	1028926	990884.80	4
601	**	** Library	85743	.00	0	171486	38041.20	22	.00	1028926	990884.80	4
60	**	** Culture/Recreation	85743	.00	0	171486	38041.20	22	.00	1028926	990884.80	4
DIV	6020	TOTAL ***** Facilities	85743	.00	0	171486	38041.20	22	.00	1028926	990884.80	4
DEPT	60	TOTAL ***** Executive Office	119076	913.92	1	238152	39471.79	17	.00	1428926	1389454.21	3

FUND 491 Capital Projects-Library			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										
	50	Property										
	50	55 Other Capital Outlay	5416	.00	0	10832	.00	0	.00	65000	65000.00	0
	50	** Property	5416	.00	0	10832	.00	0	.00	65000	65000.00	0
601	**	** Library	5416	.00	0	10832	.00	0	.00	65000	65000.00	0
60	**	** Culture/Recreation	5416	.00	0	10832	.00	0	.00	65000	65000.00	0
DIV	6480	TOTAL *****										
		Belmont Makerspace	5416	.00	0	10832	.00	0	.00	65000	65000.00	0
DEPT	64	TOTAL *****										
		User Services	5416	.00	0	10832	.00	0	.00	65000	65000.00	0
FUND	491	TOTAL *****										
		Capital Projects-Library	124492	913.92	1	248984	39471.79	16	.00	1493926	1454454.21	3
GRAND		TOTAL *****	124492	913.92	1	248984	39471.79	16	.00	1493926	1454454.21	3

March 15, 2022

(Action Item 3)

**ACCOUNTS PAYABLE
CHECK REGISTER
ARLINGTON HEIGHTS MEMORIAL LIBRARY
February 28, 2022**

Fund Number	Fund Name	Fund Total
291	General Fund - Library	\$234,230.81
491	Capital Projects Fund - Library	\$913.92
Total Disbursements		<u>\$235,144.73</u>
Payrolls Paid		
2/11/2022		\$297,786.02
2/25/2022		\$295,922.73
Total Payroll Disbursements		<u>\$593,708.75</u>
Journal Entry Expenditures by Village On Behalf Of the Library		
2/28/2022	Group Insurance	\$110,483.33
2/28/2022	IMRF	\$58,039.21
2/28/2022	Social Security	\$35,307.89
2/28/2022	Medicare	\$8,257.44
		<u>\$212,087.87</u>
Total Disbursed		<u><u>\$1,040,941.35</u></u>

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
83041	ARLINGTON HTS MEMORIAL LIBRARY	291-0000-489.90-00	CORPORATE CASHBACK	176.65-	176.65-
83049	BIBLIOTHECA LLC	291-0000-140.05-00	PREPAID BIBLIOTHECA CLOUD	916.67	916.67
83082	GROUP ADMINISTRATORS	291-0000-210.97-00	FSA MED JANUARY	3,561.58	
		291-0000-210.99-00	FSA MED JANUARY	1,153.86	
		291-0000-210.97-00	FSA MED FEBRUARY	3,523.11	
		291-0000-210.99-00	FSA DEP FEBRUARY	1,153.86	9,392.41
83112	MNJ TECHNOLOGIES DIRECT INC	291-0000-140.05-00	PREPAID AHML ADOBE CREATI	1,477.92	
		291-0000-140.05-00	PREPAID BELM ADOBE CREATI	615.80	2,093.72
83132	SONTIQ, INC	291-0000-210.83-00	JANUARY ULTRASECURE IDENT	76.66	76.66
***** DIVISION TOTAL ****					12,302.81
***** DEPARTMENT TOTAL **					12,302.81

DEPARTMENT: 60 Executive Office

DIVISION: 01

83034	AMAZON.COM CREDIT	291-6001-601.30-05	CASH BAGS FOR FINANCE	22.58	
		291-6001-601.30-05	KN95 MASK RESTOCK	38.97	61.55
83038	ARLINGTON HTS CHAMBER OF COMMERCE	291-6001-601.22-02	PARTNER CONNECTION DUES A	640.00	640.00
83039	ARLINGTON HTS MEMORIAL LIBRARY	291-6001-601.22-03	DE-ESCALATION TRAINING SU	40.00	
		291-6001-601.22-03	MILEAGE - DOREN	3.74	
		291-6001-601.22-03	DE-ESCALATION TRAINING SU	40.00	
		291-6001-601.22-03	DE-ESCALATION TRAINING SU	20.00	
		291-6001-601.22-03	MILEAGE - DOREN	9.70	
		291-6001-601.22-03	DE-ESCALATION TRAINING SU	13.99	
		291-6001-601.22-03	MILEAGE - DOREN	6.67	
		291-6001-601.22-03	STAFF TRAINING SUPPLIES	40.00	
		291-6001-601.22-03	OPEN MIKE SUPPLIES	5.96	180.06
83041	ARLINGTON HTS MEMORIAL LIBRARY	491-6001-601.50-55	LIGHT FIXTURES F/KIDS' WO	899.76	
		291-6001-601.22-03	PLA AIRFARE - LUDEMANN E	554.20	
		291-6001-601.22-03	PLA CONF AUTHOR LUNCH-LUD	60.00	
		291-6001-601.22-03	PLA AIRFARE - SON A	138.60	
		291-6001-601.22-03	PLA AIRFARE - YOUNG M	651.20	
		291-6001-601.22-03	PLA AIRFARE - MEYER S	247.60	
		291-6001-601.22-03	PLA AIRFARE - MEYER S	157.60	
		291-6001-601.22-03	PLA AIRFARE - MEYER S	26.00	
		291-6001-601.22-03	PLA AIRFARE - MEYER S	26.00	
		291-6001-601.22-03	ITBE CONF - DUFFEY A	110.00	
		291-6001-601.22-03	ITBE CONF - FUJINO G	160.00	
		291-6001-601.22-03	ITBE CONF - NOHRA B	110.00	
		291-6001-601.22-03	POWER UP CONF-PAPANASTASS	200.00	
		291-6001-601.22-03	PLA CONF - CZAJKA J	375.00	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
		291-6001-601.30-05	CLEAR PANEL MASKS	130.08	
		291-6001-601.30-05	LOCKABLE CASH BAG F/FINAN	46.00	
		291-6001-601.50-15	TABLE F/CORE ENTRANCE BOO	72.99	
		291-6001-601.22-03	PLA AIRFARE - SON A	242.60	4,207.63
83046	BAKER & TAYLOR	291-6001-601.32-99	EMPL REIMB PURCHASE	15.61	
		291-6001-601.32-99	EMPLOYEE REIMB PURCHASE	63.68	79.29
83070	FINER LINE	291-6001-601.30-05	NAME BADGES	18.54	18.54
83074	GARVEYS OFFICE PRODUCTS	291-6001-601.50-15	CHAIRS FOR CIRC SUPERVISO	1,479.60	1,479.60
83082	GROUP ADMINISTRATORS	291-6001-601.19-53	FSA FEES JANUARY	156.75	
		291-6001-601.19-53	FSA FEES FEBRUARY	156.75	313.50
83086	ILA CONFERENCE	291-6001-601.22-03	5/6 REACHING FORWARD CONF	3,200.00	3,200.00
83091	INNOVATIVE USERS GROUP	291-6001-601.22-03	IUG REGISTR - BOBIS+5EMPL	300.00	300.00
83094	JOHN KEISTER & ASSOCIATES LLC	291-6001-601.20-05	EXECUTIVE SEARCH SERVS:DE	5,400.00	5,400.00
83100	LACONI INC-MEMBERSHIP	291-6001-601.22-02	LACONI DUES AHML 2022	100.00	100.00
83118	POSTMASTER	291-6001-601.22-05	PERMIT#591 POSTAGE APRIL	2,900.00	2,900.00
83124	ROBBINS SCHWARTZ	291-6001-601.20-20	LEGAL SERVS NOVEMBER 2021	615.00	615.00
83125	ROTARY CLUB OF ARLINGTON HEIGHTS	291-6001-601.22-02	QUARTERLY DUES APRIL-JUNE	127.00	127.00
83140	UPS	291-6001-601.22-05	POSTAGE	8.80	8.80
83141	US POSTAL SERVICE-QUADIENT POSTAGE	291-6001-601.22-05	ACCT#8028351 CUSTOMER#608	3,000.00	3,000.00
83145	WILLIAMS ASSOCIATES ARCHITECTS	491-6001-601.50-55	JAN KIDS' WORLD CONSTRUCT	14.16	14.16
***** DIVISION TOTAL ****					22,645.13

Communications & Marketing

ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
DIVISION: 02			
291-6002-601.30-05	SLATWALL BRACKETS	119.95	
291-6002-601.30-05	MONTHLY PLANNER	15.89	135.84
83041	ARLINGTON HTS MEMORIAL LIBRARY		
291-6002-601.21-65	FACEBOOK ADVERTISING	3.76	
291-6002-601.21-65	MEETUP.COM SUBSCRIPTION	98.94	
291-6002-601.21-65	FLOWCODE ANNUAL SUBSCRIPT	550.00	
291-6002-601.22-10	PRESENTATION FOLDER F/TAK	547.92	
291-6002-601.30-05	ACRYLIC SHELF	30.30	
291-6002-601.30-05	STOCK ART CREDITS	1,000.00	
291-6002-601.30-05	METAL DISPLAY STAND	10.93	
291-6002-601.30-05	METAL DISPLAY STAND,TAX R	.99-	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
		291-6002-601.30-05	VOLUNTEER BIRTHDAY ENVELO	63.25	
		291-6002-601.31-85	NEW PHOTOGRAPHY LIGHT F/G	321.07	
		291-6002-601.31-85	SHELF	100.00	2,725.18
83052	CARDINAL COLORGROUP	291-6002-601.22-10	MARCH NEWSLETTER	13,303.00	13,303.00
83064	DISPLAYS2GO	291-6002-601.30-05	ACRYLIC SIGN HOLDERS	477.75	477.75
83103	LINDENMEYR MUNROE	291-6002-601.30-05	PAPER	102.20	102.20
83131	SIGNS BY TOMORROW	291-6002-601.22-10	SHELF TALKERS	372.79	
		291-6002-601.22-10	PARKING LOT SIGNS	133.00	505.79
83138	ULINE	291-6002-601.30-05	NITRILE GLOVES	85.79	85.79
***** DIVISION TOTAL ****					17,335.55

Human Resources

DEPARTMENT: 60	Executive Office	DIVISION: 03			
83033	ACCURATE EMPLOYMENT SCREENING LLC	291-6003-601.21-65	EMPLOYMENT & VOL SCREENING	418.52	418.52
83126	ROUNDY'S INC	291-6003-601.32-01	SAM TREATS	10.99	10.99
***** DIVISION TOTAL ****					429.51

Gifts & Grants

DEPARTMENT: 60	Executive Office	DIVISION: 04			
83035	AMBIUS (19)	291-6004-601.21-65	REG SERVS MARCH	236.97	236.97
83048	BENSON, RAYMOND	291-6004-601.22-18	MOVIE CLUB 4/14	350.00	350.00
83065	DONNA HERULA LTD	291-6004-601.22-18	4/10 SUNDAY MUSICALE - DO	675.00	675.00
83075	GIRE, DANN	291-6004-601.22-18	4/14 MOVIE CLUB	350.00	350.00
83110	MIDWEST TAPE	291-6004-601.32-75	AV MTLs	55.98	55.98

Finance

DEPARTMENT: 60	Executive Office	DIVISION: 08			
83039	ARLINGTON HTS MEMORIAL LIBRARY	291-6008-601.22-03	MILEAGE - SCHEINER	1.18	
		291-6008-601.22-03	MILEAGE - BECKMAN	1.77	2.95
83084	IL GOVERNMENT FINANCE OFFICERS ASS	291-6008-601.22-03	3/11 WEBINAR REG - T SARA	20.00	20.00
83120	NEOPOST) QUADIEN, INC. (B2/24/2020	291-6008-601.21-36	PREMIER MAINT & METER	435.86	435.86
***** DIVISION TOTAL ****					458.81

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
83034	AMAZON.COM CREDIT	291-6010-601.50-12	LAPTOP FOR MAKERPLACE MAN	1,999.00	1,999.00
83041	ARLINGTON HTS MEMORIAL LIBRARY	291-6010-601.22-42	EMERGENCY TEXTING SERVICE	94.98	
		291-6010-601.30-32	ZOOM SUBSCRIPTION	280.00	
		291-6010-601.20-05	PAYFLOW PRO SUBSCRIPTION	54.10	
		291-6010-601.20-05	SSL CERTIFICATE RENEWAL	42.99	
		291-6010-601.22-42	ADT SECURITY F/MAKERPLACE	51.99	
		291-6010-601.22-42	BUSINESS CABLE 2/1-2/28	21.04	
		291-6010-601.22-42	BUSINESS CABLE OCT/NOV/DE	83.98	
		291-6010-601.22-42	PUBLIC INTERNET SERVS 1/2	344.85	
		291-6010-601.22-42	MS TEAM CONF BRIDGE NUMB	1.50	
		291-6010-601.30-05	FIRST AID KIT F/IT NORTH	38.88	
		291-6010-601.30-32	AMAZON FREETIME SUBSCRIPT	4.99	
		291-6010-601.30-32	AMAZON MUSIC SUBSCRIPTION	9.99	
		291-6010-601.30-32	AMAZON S3 BACKUP STORAGE	364.30	
		291-6010-601.30-32	GOOGLE PHONE MANAGEMENT S	54.00	
		291-6010-601.30-32	YOUTUBE PREMIUM SUBSCRIPT	11.99	
		291-6010-601.30-32	PHPSTORM LICENSES F/DEVEL	178.50	
		291-6010-601.30-32	KIOSK PRO SOFTWARE LICENS	72.00	
		291-6010-601.30-32	RIDDLE MONTHLY SUBSCRIPTI	49.00	
		291-6010-601.30-32	SPOTIFY FAMILY PLAN SUBSC	15.99	
		291-6010-601.30-32	TRELLO MONTHLY SUBSCRIPTI	35.00	
		291-6010-601.30-32	TWILIO SMS SERVICE	20.01	
		291-6010-601.30-32	VOLUNTEER SOFTWARE SUBSCR	165.00	1,995.08
83043	AT&T MOBILITY	291-6010-601.22-42	INTERNET ACCESS 12/28-1/2	138.69	138.69
83056	COMCAST	291-6010-601.22-42	708726621 INTERNET SERVS	2,456.18	2,456.18
83088	IMPACT NETWORKING LLC	291-6010-601.21-02	EQUIPMENT MAINTENANCE	1,568.00	
		291-6010-601.21-02	EQUIPMENT MAINTENANCE	2,623.53	
		291-6010-601.21-02	EQUIPMENT MAINTENANCE	182.39	
		291-6010-601.21-02	EQUIPMENT MAINTENANCE	492.95	
		291-6010-601.21-02	EQUIPMENT MAINTENANCE	310.42	
		291-6010-601.21-02	EQUIPMENT MAINTENANCE	230.61	
		291-6010-601.21-02	EQUIPMENT MAINTENANCE	4.66	
		291-6010-601.21-02	EQUIPMENT MAINTENANCE	484.03	
		291-6010-601.21-02	EQUIPMENT MAINTENANCE	920.05	6,816.64
83112	MNJ TECHNOLOGIES DIRECT INC	291-6010-601.30-32	ADOBE CREATIVE SUITE LICE	7,389.60	
		291-6010-601.31-85	SERVER RAM FOR NUTANIX	379.80	
		291-6010-601.31-85	SERVER RAM FOR NUTANIX	1,329.30	
		291-6010-601.31-85	SERVER RAM FOR NUTANIX	1,329.30	10,428.00
83121	QUILL LLC	291-6010-601.30-30	TONER FOR PRINTERS	729.72	729.72
83142	VERIZON WIRELESS	<- 291-6010-601.22-42	TELEPHONE 1/26-2/25	353.60	353.60
83147	WOW BUSINESS	291-6010-601.22-42	ACCT#011521470 INTERNET	69.60	69.60

Information Technology

***** DIVISION TOTAL *****

24,986.51

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #			<i>Facilities</i>		
83034	AMAZON.COM CREDIT	291-6020-601.21-11	MAINTENANCE SUPPLIES	35.00	
		291-6020-601.21-11	MAINTENANCE SUPPLIES	59.97	
		291-6020-601.21-11	COMPUTER CHAIR MATS	113.86	208.83
83036	ANDERSON PEST SOLUTIONS	291-6020-601.21-11	REG SERVS FEBRUARY	93.45	93.45
83037	AQUARIUM ADVENTURE	291-6020-601.21-11	REG SERVS 2/16	140.00	140.00
83039	ARLINGTON HTS MEMORIAL LIBRARY	291-6020-601.21-07	BOOKMOBILE VEHICLE INSPEC	30.00	30.00
83041	ARLINGTON HTS MEMORIAL LIBRARY	291-6020-601.21-07	BOOKMIBILE LIGHT FIXTURES	753.50	
		291-6020-601.21-11	MAINTENANCE SUPPLIES	15.12	
		291-6020-601.21-11	MAINTENANCE SUPPLIES	28.50	
		291-6020-601.31-45	JANITORIAL SUPPLIES	91.00	
		291-6020-601.31-45	JANITORIAL SUPPLIES	39.36	927.48
83042	ARLINGTON POWER EQUIPMENT	291-6020-601.21-11	KOHLER GOVERNOR SPRING	12.99	12.99
83045	BADE SUPPLY	291-6020-601.31-45	JANITORIAL SUPPLIES	1,239.72	1,239.72
83057	COMED	291-6020-601.30-51	HEATING 1/10-2/9/2022	2.99	
		291-6020-601.30-51	5231481007 HEATING 1/10-2	237.29	240.28
83059	COMPLETE TEMPERATURE SYSTEMS	291-6020-601.21-11	HVAC PREVENTATIVE MAINTEN	1,650.00	
		291-6020-601.21-11	CAMUS BOILER MAINTENANCE	4,875.00	6,525.00
83061	CROWTHER ROOFING & SHEET METAL INC	291-6020-601.21-11	FALL ROOF MAINTENANCE	750.00	750.00
83068	ESSCOE, LLC	291-6020-601.21-02	REMOTE ASSIST F/SECURITY	107.50	107.50
83078	GRAINGER INC,W W	291-6020-601.21-11	MAINTENANCE SUPPLIES	11.48	
		291-6020-601.21-11	MAINTENANCE SUPPLIES	299.08	
		291-6020-601.21-11	MAINTENANCE SUPPLIES	12.76	
		291-6020-601.21-11	MAINTENANCE SUPPLIES	81.96	405.28
83083	IGS ENERGY	291-6020-601.30-51	NATURAL GAS JANUARY	6,018.13	6,018.13
83106	MASTER MAINTENANCE SERVICE INC	291-6020-601.21-11	JANITORIAL SERVS MARCH	4,599.00	4,599.00
83108	MENARDS-MOUNT PROSPECT	291-6020-601.21-11	BLDG MAINTENANCE	22.88	22.88
83109	MIDWEST PAPER RETRIEVER	291-6020-601.21-11	RECYCLING SERVS FEBRUARY	67.32	67.32
83115	NICOR GAS	291-6020-601.30-51	NATURAL GAS JANUARY 2022	1,102.88	
		291-6020-601.30-51	NATURAL GAS JANUARY 2022	533.02	
		291-6020-601.30-51	NATURAL GAS FEBRUARY	474.63	2,110.53
83123	RAMROD DISTRIBUTORS INC	291-6020-601.31-45	JANITORIAL SUPPLIES	907.40	907.40
83128	SECURITAS ELECTRONIC SECURITY, INC.	291-6020-601.21-02	INTRUSION ALARM MONITORIN	118.17	
		291-6020-601.21-02	ELEVATOR MONITORING	67.74	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
		291-6020-601.21-02	ELEVATOR MONITORING	67.74	253.65
83130	SHERWIN ACE HARDWARE INC	291-6020-601.21-11	BLDG MAINTENANCE	64.55	
		291-6020-601.21-11	BUILDING MAINTENANCE	25.09	
		291-6020-601.21-11	BUILDING MAINTENANCE	9.57	
		291-6020-601.21-11	BUILDING MAINTENANCE	1.98	
		291-6020-601.21-11	BUILDING MAINTENANCE	17.98	119.17
83133	STANDARD ELEVATOR CO	291-6020-601.21-02	FEBRUARY REG SERV AHML	1,017.60	
		291-6020-601.21-02	REGULAR SERVICES MARCH	1,017.60	2,035.20
83134	STAPLES	291-6020-601.21-11	BUILDING MAINTENANCE	7.23	
		291-6020-601.31-45	JANITORIAL SUPPLIES	587.81	595.04
83143	VILLAGE OF ARLINGTON HEIGHTS	291-6020-601.30-50	FUEL FEBRUARY	418.35	418.35
83146	WM CORPORATE SERVICES INC	291-6020-601.21-11	WASTE, RECYCLING & GREEN	552.45	
		291-6020-601.21-11	WASTE, RECYCLING & GREEN	456.45	1,008.90
83150	1000BULBS.COM	291-6020-601.21-11	MAINTENANCE SUPPLIES	1,308.28	
		291-6020-601.21-11	MAINTENANCE SUPPLIES	267.55	1,575.83
***** DIVISION TOTAL ****					30,411.93
***** DEPARTMENT TOTAL **					97,935.39

Youth Services

		291-6401-601.32-02	TWEEN COLORFUL CANVASES	16.98	
		291-6401-601.32-02	TWEEN COLORFUL CANVASES	81.33	
		291-6401-601.32-90	TWEEN LIT CRATE MARCH	50.37	
		291-6401-601.32-02	PASSPORT TO CULTURE SUPPL	4.99	
		291-6401-601.32-02	PASSPORT TO CULTURE SUPPL	13.90	
		291-6401-601.32-90	TWEEN LITCRATE APRIL	25.99	
		291-6401-601.32-90	TWEEN LITCRATE TAGS	10.99	
		291-6401-601.32-90	TWEEN LITCRATE SUPPLIES	6.04	
		291-6401-601.32-02	PASSPORT TO CULTURE SUPPL	11.99	
		291-6401-601.32-01	MAGNIFYING GLASS FOR ISPY	19.97	
		291-6401-601.32-02	READER'S SLUMBER PARTY SU	40.96	283.51
83039	ARLINGTON HTS MEMORIAL LIBRARY	291-6401-601.32-02	PROGRAM SUPPLIES	20.38	
		291-6401-601.32-02	CAKE POP PROGRAM SUPPLIES	5.99	
		291-6401-601.22-03	MILEAGE - DAKAS	9.83	
		291-6401-601.32-01	IMAGINATION STATION SUPPL	7.98	
		291-6401-601.32-01	IMAGINATION STATION SUPPL	43.46	87.64
83041	ARLINGTON HTS MEMORIAL LIBRARY	291-6401-601.32-01	APRIL TWEEN DIY KIT	89.99	
		291-6401-601.32-02	TWEEN COLORFUL CANVASES P	31.28	
		291-6401-601.32-02	STICKERS F/PASSPORT TO CU	80.17	
		291-6401-601.32-02	STICKERS F/PASSPORT TO CU	2.81-	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
		291-6401-601.32-02	STICKERS F/PASSPORT TO CU	4.48-	
		291-6401-601.32-02	TAG FEBRUARY MEETING SUPP	27.18	
		291-6401-601.32-90	TWEEN LITCRATE CASES	370.47	
		291-6401-601.32-90	TEEN LITCRATE CASES	623.35	
		291-6401-601.32-90	TWEEN LITCRATE MARCH	201.69	
		291-6401-601.32-90	TWEEN LITCRATE MARCH,TAX	2.10-	
		291-6401-601.32-90	TWEEN LITCRATE MARCH,REFU	8.00-	
		291-6401-601.32-90	TWEEN LITCRATE MARCH,TAX	16.24-	
		291-6401-601.32-90	TWEEN LITCRATE APRIL	59.98	
		291-6401-601.32-90	TWEEN LITCRATE LABELS	256.00	1,706.48
83067	ERICKSON,LAUREN	291-6401-601.22-18	3/24 FIRELY FAMILY THEATR	450.00	450.00
83072	FUN EXPRESS LLC	291-6401-601.32-90	APRIL TWEEN LITCRATE	33.93	33.93
83093	JIMENEZ,BENJAMIN A.	291-6401-601.22-18	4/2 TWO BUBBLE SHOWS	500.00	500.00
83134	STAPLES	291-6401-601.30-05	OFFICE SUPPLIES	67.51	67.51
***** DIVISION TOTAL ****					3,129.07

Info Services

DEPARTMENT: 64 User Services
 83034 AMAZON.COM CREDIT

DIVISION: 10

		291-6410-601.30-05	PENS	21.92	
		291-6410-601.30-05	AAA BATTERIES	10.73	
		291-6410-601.30-05	PANEL WALL CLIPS	12.79	
		291-6410-601.30-05	LABEL MAKER REFILLS	17.09	
		291-6410-601.32-90	MAILING ENVELOPES	39.78	102.31
83040	ARLINGTON HTS MEMORIAL LIBRARY	291-6410-601.22-03	GENEALOGY WEBINAR - CAMP	5.00	
		291-6410-601.22-03	GENEALOGY WEBINAR - CAMP	5.00	10.00
83041	ARLINGTON HTS MEMORIAL LIBRARY	291-6410-601.22-02	ALIGNABLE PREMIUM DUES	288.00	
		291-6410-601.22-03	LIBRARY WORKS WEBINAR2/24	49.00	337.00
83047	BENNETT,BRUCE	291-6410-601.22-18	RESUME REVIEWS FEBRUARY	150.00	150.00
83144	WAREHOUSE DIRECT	291-6410-601.30-05	OFFICE SUPPLIES	59.25	59.25

***** DIVISION TOTAL ****

Circulation

DEPARTMENT: 64 User Services
 83034 AMAZON.COM CREDIT

DIVISION: 20

		291-6420-601.30-05	CORD HOLDER FOR IPODS	5.59	
		291-6420-601.30-05	STICKY NOTES	14.96	20.55
83039	ARLINGTON HTS MEMORIAL LIBRARY	291-6420-601.22-03	MILEAGE - WILLIAMS	6.56	
		291-6420-601.22-03	MILEAGE - MEYER	16.33	
		291-6420-601.22-03	MILEAGE - MAIER	25.52	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
		291-6420-601.22-03	MILEAGE - WILLIAMS	3.57	
		291-6420-601.22-03	MILEAGE - MEYER	10.54	
		291-6420-601.22-03	MILEAGE - WILLIAMS	3.57	66.09
83071	FUJINO,GARY M.	291-6420-601.22-03	ITBE CONF TRAVEL EXP	69.42	69.42
83121	QUILL LLC	291-6420-601.30-05	RED INK PADS F/NEWSPAPERS	11.78	
		291-6420-601.30-05	NEWSPAPER SUPPLIES	9.40	21.18
83139	UNIQUE MANAGEMENT SERVICES INC	291-6420-601.21-65	JANUARY PLACEMENTS	170.05	
		291-6420-601.21-65	FEBRUARY PLACEMENTS	157.60	327.65
83144	WAREHOUSE DIRECT	291-6420-601.30-05	OFFICE SUPPLIES	19.11	19.11
***** DIVISION TOTAL ****					524.00

Senior & Accessible Services

DEPARTMENT: 64 User Services

83051 BLICK ART MATERIALS

DIVISION: 30

		291-6430-601.32-01	MARCH-JUNE ART WITH ALAYN	108.00	
		291-6430-601.32-01	MARCH-JUNE ART WITH ALAYN	12.96-	
		291-6430-601.32-01	MARCH-JUNE ART WITH ALAYN	12.96	
		291-6430-601.32-01	ART WITH ALAYNE SUPPLIES	4.32-	
		291-6430-601.32-01	ART WITH ALAYNE SUPPLIES	1.08	
		291-6430-601.32-01	ART WITH ALAYNE SUPPLIES	34.56-	
		291-6430-601.32-01	ART WITH ALAYNE SUPPLIES	632.56	
		291-6430-601.32-01	ART WITH ALAYNE SUPPLIES	3.24	706.00
83107	MCNULTY,ALAYNE	291-6430-601.22-18	MARCH CREATIVE AGING: ART	490.00	490.00
83121	QUILL LLC	291-6430-601.32-01	ART WITH ALAYNE SUPPLIES	16.99	16.99
83144	WAREHOUSE DIRECT	291-6430-601.30-05	OFFICE SUPPLIES	25.96	25.96
***** DIVISION TOTAL ****					1,238.95

Programs & Exhibits

DEPARTMENT: 64 User Services

83041 ARLINGTON HTS MEMORIAL LIBRARY

DIVISION: 40

		291-6440-601.32-02	THROWBACK TRIVIA PRIZES	4.99	
		291-6440-601.32-02	THROWBACK TRIVIA PRIZES	31.06	36.05
83054	CHAPLIN,LAURA STREET	291-6440-601.22-18	4/18 GETTING ORGINIZED	150.00	150.00
83055	CHAVEZ,MONICA G.	291-6440-601.22-18	4/5 ZERO-WASTE MINDSET	250.00	250.00
83066	DUDEK,DEBRA M	291-6440-601.22-18	3/17 RESEARCHING YOUR IRI	125.00	125.00
83081	GROSS,JOE	291-6440-601.22-18	3/24 33 1/3 CLASSIC ALBUM	250.00	250.00
83097	JRS MARKETING COMMUNICATIONS	291-6440-601.22-18	3/15 PAID ADVERTISING	150.00	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					150.00
83111	MILLIGAN, LAUREN	291-6440-601.22-18	3/24 ACE THE INTERVIEW	200.00	200.00
83114	MPRESARIA, LLC	291-6440-601.22-18	4/12 HOW TO START A BUSIN	150.00	150.00
83122	RAILS	291-6440-601.22-18	6 MONTHS OF VIRTUAL AUTHO	1,150.00	1,150.00
83126	ROUNDY'S INC	291-6440-601.32-02	ESL TEA & TALK	14.76	14.76
83137	TWO SPOTTED CATS LLC	291-6440-601.22-18	4/6 NETWORKING F/WHERE YO	200.00	200.00
***** DIVISION TOTAL ****					2,675.81

Digital Services

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
			DIVISION: 50		
		291-6450-601.30-05	LIGHTNING TO USB CABLE	16.48	
		291-6450-601.30-05	USB C TO HDMI CABLE	11.60	
		291-6450-601.31-85	CHARGING STATION CABLES	8.99	
		291-6450-601.30-05	CABLE TIES	8.54	
		291-6450-601.30-07	DVD-R DISCS	23.89	
		291-6450-601.31-85	POP FILTER	8.99	
		291-6450-601.31-85	SCANNER TRAY	45.30	
		291-6450-601.31-85	EPSON SCANNER	1,128.00	
		291-6450-601.32-90	PORTABLE CD PLAYER	22.48	
		291-6450-601.32-90	PORTABLE CD PLAYER RETURN	23.19	
		291-6450-601.31-85	TRIPOD & VLOGGING KIT	184.16	1,435.24
83041	ARLINGTON HTS MEMORIAL LIBRARY	291-6450-601.31-85	ONYX BOOK LEAF TABLET/ERE	285.99	285.99
83073	GALE/CENGAGE LEARNING	291-6450-601.32-78	GALE ELECTR RESOURCES	9,635.87	9,635.87
83113	MOBILE BEACON	291-6450-601.22-42	4G INTERNET ACCESS 24DEV	2,880.00	2,880.00

Collection Services

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
			DIVISION: 70		
		291-6470-601.32-80	BOOKS	56.40	
		291-6470-601.32-80	BOOKS	56.40	112.80
83034	AMAZON.COM CREDIT	291-6470-601.32-80	BOOKS	12.99	
		291-6470-601.32-80	BOOKS	17.39	
		291-6470-601.32-80	BOOKS	17.99	
		291-6470-601.32-80	BOOKS	15.79	
		291-6470-601.32-80	BOOKS	13.39	
		291-6470-601.32-80	BOOKS	16.65	
		291-6470-601.32-80	BOOKS	11.99	
		291-6470-601.32-80	BOOKS	11.99	
		291-6470-601.32-80	BOOKS	12.99	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
		291-6470-601.32-80	BOOKS	12.94	
		291-6470-601.32-80	BOOKS	20.45	
		291-6470-601.32-80	BOOKS	35.08	
		291-6470-601.32-80	BOOKS	40.00	
		291-6470-601.32-80	BOOKS	19.99	
		291-6470-601.32-80	BOOKS	71.96	
		291-6470-601.32-80	BOOKS	14.95	
		291-6470-601.32-75	AV MATERIALS	76.93	
		291-6470-601.32-75	AV MATERIALS	40.57	
		291-6470-601.32-75	AV MATERIALS	24.95	
		291-6470-601.32-75	AV MATERIALS	88.88	
		291-6470-601.32-75	AV MATERIALS	41.85	
		291-6470-601.32-75	AV MATERIALS	179.97	
		291-6470-601.32-75	AV MATERIALS	39.88	
		291-6470-601.32-75	AV MATERIALS	39.82	
		291-6470-601.32-75	AV MATERIALS	9.99	
		291-6470-601.32-75	AV MATERIALS	9.99	
		291-6470-601.32-75	AV MATERIALS	19.97	
		291-6470-601.32-75	AV MATERIALS	22.96	
		291-6470-601.32-95	PERIODICALS	31.97	
		291-6470-601.32-95	PERIODICALS	17.98	
		291-6470-601.32-95	PERIODICALS	17.27	
		291-6470-601.32-95	PERIODICALS	16.89	
		291-6470-601.32-95	PERIODICALS	12.99	
		291-6470-601.32-95	PERIODICALS	37.76	
		291-6470-601.32-95	PERIODICALS	9.99	
		291-6470-601.32-80	BOOKS	29.98	
		291-6470-601.32-80	BOOKS	26.95	
		291-6470-601.32-80	BOOKS	11.99	
		291-6470-601.32-80	BOOKS	11.99	
		291-6470-601.32-80	BOOKS	14.99	
		291-6470-601.32-80	BOOKS	14.36	
		291-6470-601.32-80	BOOKS	12.49	
		291-6470-601.32-80	BOOKS	13.05	
		291-6470-601.32-80	BOOKS	9.99	
		291-6470-601.32-80	BOOKS	22.99	
		291-6470-601.32-80	BOOKS	25.59	
		291-6470-601.32-80	BOOKS	9.99	
		291-6470-601.32-80	BOOKS	12.79	
		291-6470-601.32-80	BOOKS	65.97	
		291-6470-601.32-95	PERIODICALS	14.99	
		291-6470-601.32-95	PERIODICALS	15.94	
		291-6470-601.32-75	AV MTLs	95.59	
		291-6470-601.32-75	AV MTLs	12.98	
		291-6470-601.32-75	AV MTLs	74.97	
		291-6470-601.32-75	AV MTLs	9.99	
		291-6470-601.32-75	AV MTLs	7.99	
		291-6470-601.32-75	AV MTLs	44.95	
		291-6470-601.32-75	AV MTLs	37.40	
		291-6470-601.32-75	AV MTLs	19.96	
		291-6470-601.32-75	AV MTLs	198.31	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
		291-6470-601.32-75	AV MTLs	89.97	
		291-6470-601.32-75	AV MTLs	8.59	
		291-6470-601.32-75	AV MTLs	47.27	
		291-6470-601.32-75	AV MTLs	12.79	
		291-6470-601.32-75	AV MTLs	51.84	
		291-6470-601.32-75	AV MTLs	30.92	
		291-6470-601.32-75	AV MTLs	23.79	
		291-6470-601.32-80	BOOKS	11.95	
		291-6470-601.32-80	BOOKS	15.00	
		291-6470-601.32-80	BOOKS	14.99	
		291-6470-601.32-80	BOOKS	17.43	
		291-6470-601.32-80	BOOKS	17.91	
		291-6470-601.32-80	BOOKS	21.90	
		291-6470-601.32-80	BOOKS	38.37	
		291-6470-601.32-75	AV MTLs	44.73	
		291-6470-601.32-75	AV MTLs	24.18	
		291-6470-601.32-75	AV MTLs	204.99	
		291-6470-601.32-75	AV MTLs	139.60	
		291-6470-601.32-80	BOOKS	54.54	
		291-6470-601.32-80	BOOKS	16.69	
		291-6470-601.32-80	BOOKS	11.92	
		291-6470-601.32-80	BOOKS	12.99	
		291-6470-601.32-80	BOOKS	30.80	
		291-6470-601.32-80	BOOKS	30.50	
		291-6470-601.32-80	BOOKS	29.67	
		291-6470-601.32-80	BOOKS	26.87	
		291-6470-601.32-80	BOOKS	25.49	
		291-6470-601.32-80	BOOKS	87.15	
		291-6470-601.32-80	BOOKS	17.79	
		291-6470-601.32-80	BOOKS	25.98	
		291-6470-601.32-80	BOOKS	34.64	
		291-6470-601.32-80	BOOKS	14.99	
		291-6470-601.32-80	BOOKS	18.99	
		291-6470-601.32-80	BOOKS	25.49	
		291-6470-601.32-95	PERIODICALS	18.98	
		291-6470-601.32-95	PERIODICALS	27.98	
		291-6470-601.32-95	PERIODICALS	16.98	
		291-6470-601.32-95	PERIODICALS	17.99	
		291-6470-601.32-95	PERIODICALS	39.98	
		291-6470-601.32-95	PERIODICALS	13.93	
		291-6470-601.32-95	PERIODICALS	19.99	
		291-6470-601.32-75	AV MTLs	11.99	
		291-6470-601.32-75	AV MTLs	39.99	
		291-6470-601.32-75	AV MTLs	35.44	
		291-6470-601.32-75	AV MTLs	54.90	
		291-6470-601.32-75	AV MTLs	8.79	
		291-6470-601.32-75	AV MTLs	22.84	
		291-6470-601.32-75	AV MTLs	38.88	
		291-6470-601.32-75	AV MTLs	69.99	
		291-6470-601.32-75	AV MTLs	48.56	
		291-6470-601.32-75	AV MTLs	59.00	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
		291-6470-601.32-75	AV MTLs	13.99	
		291-6470-601.32-75	AV MTLs	19.81	
		291-6470-601.32-75	AV MTLs	33.88	
		291-6470-601.32-75	AV MTLs	11.99	
		291-6470-601.32-75	AV MTLs	10.99	
		291-6470-601.32-75	AV MTLs	59.94	
		291-6470-601.32-75	AV MTLs	19.84	
		291-6470-601.32-75	AV MTLs	10.96	
		291-6470-601.32-75	AV MTLs	66.10	
		291-6470-601.32-75	AV MTLs	19.99	
		291-6470-601.32-75	AV MTLs	30.88	
		291-6470-601.32-75	AV MTLs	2.68-	
		291-6470-601.32-75	AV MTLs	17.99	
		291-6470-601.32-75	AV MTLs	75.12	
		291-6470-601.32-75	AV MTLs	18.86	
		291-6470-601.32-75	AV MTLs	31.70	
		291-6470-601.32-75	AV MTLs	11.99	
		291-6470-601.32-75	AV MTLs	53.88	
		291-6470-601.32-75	AV MTLs	22.96	
		291-6470-601.32-75	AV MTLs	29.99	
		291-6470-601.32-75	AV MTLs	95.06	
		291-6470-601.30-05	OFFICE SUPPLIES	15.39	
		291-6470-601.32-80	BOOKS	53.92	
		291-6470-601.32-80	BOOKS	79.13	
		291-6470-601.32-80	BOOKS	8.89	
		291-6470-601.32-75	AV MTLs	5.00	
		291-6470-601.32-75	AV MTLs	10.99	
		291-6470-601.32-75	AV MTLs	10.98	
		291-6470-601.32-75	AV MTLs	29.99	
		291-6470-601.32-95	PERIODICALS	25.76-	
		291-6470-601.32-95	PERIODICALS	13.98	
		291-6470-601.32-95	PERIODICALS	25.76	
		291-6470-601.32-75	AV MTLs	49.58	
		291-6470-601.32-75	AV MTLs	13.29	
		291-6470-601.32-75	AV MTLs	59.99	
		291-6470-601.32-75	AV MTLs	11.53	
		291-6470-601.32-75	AV MTLs	179.97	
		291-6470-601.32-75	AV MTLs	26.99	
		291-6470-601.32-75	AV MTLs	69.99	
		291-6470-601.32-75	AV MTLs	15.19	
		291-6470-601.32-75	AV MTLs	44.29	
		291-6470-601.32-75	AV MTLs	16.98	
		291-6470-601.32-80	BOOKS	15.81	
		291-6470-601.32-80	BOOKS	15.19	
		291-6470-601.32-80	BOOKS	21.90	
		291-6470-601.32-80	BOOKS	33.76	
		291-6470-601.32-80	BOOKS	74.97	
		291-6470-601.32-95	PERIODICALS	31.18	
		291-6470-601.32-95	PERIODICALS	25.96	
		291-6470-601.32-75	AV MATERIALS	59.98	
		291-6470-601.32-75	AV MATERIALS	59.99	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
		291-6470-601.32-75	AV MATERIALS	15.20	
		291-6470-601.32-75	AV MATERIALS	10.47	
		291-6470-601.32-80	BOOKS	58.08	
		291-6470-601.32-80	BOOKS	14.39	
		291-6470-601.32-80	BOOKS	26.99	5,563.45
83040	ARLINGTON HTS MEMORIAL LIBRARY	291-6470-601.32-95	PERIODICALS	16.98	
		291-6470-601.32-95	PERIODICALS	.33	
		291-6470-601.32-80	BOOKS	22.43	
		291-6470-601.32-80	BOOKS	.44	
		291-6470-601.32-75	AV MTLs	17.99	
		291-6470-601.32-75	AV MTLs	19.99	78.16
83041	ARLINGTON HTS MEMORIAL LIBRARY	291-6470-601.32-90	REMOVABLE LABELS	302.94	
		291-6470-601.32-75	AV MTLs	17.99	
		291-6470-601.32-75	AV MTLs	14.99	
		291-6470-601.32-75	AV MTLs	63.82	
		291-6470-601.32-75	AV MTLs	9.99	
		291-6470-601.32-75	AV MTLs	12.99	
		291-6470-601.32-75	AV MTLs	32.97	
		291-6470-601.32-75	AV MTLs	12.99	
		291-6470-601.32-75	AV MTLs	12.99	
		291-6470-601.32-75	AV MTLs	99.00	
		291-6470-601.32-75	AV MTLs	17.99	
		291-6470-601.32-75	AV MTLs	59.99	
		291-6470-601.32-75	AV MTLs	99.99	
		291-6470-601.32-75	AV MTLs	17.99	
		291-6470-601.32-75	AV MTLs	63.74	
		291-6470-601.32-75	AV MTLs	20.17	
		291-6470-601.32-95	PERIODICALS	27.85	
		291-6470-601.32-75	AV MTLs	49.99	
		291-6470-601.32-75	AV MTLs	34.08	
		291-6470-601.32-75	AV MTLs	14.99	
		291-6470-601.32-75	AV MTLs	19.65	
		291-6470-601.32-75	AV MTLs	60.54	
		291-6470-601.32-75	AV MTLs	1.05	
		291-6470-601.32-75	AV MTLs	50.00	
		291-6470-601.32-75	AV MTLs	63.59	
		291-6470-601.32-75	AV MTLs	39.07	
		291-6470-601.32-75	AV MTLs	44.99	
		291-6470-601.32-75	AV MTLs	49.99	
		291-6470-601.32-80	BOOKS	24.45	
		291-6470-601.32-80	BOOKS	91.37	
		291-6470-601.32-80	BOOKS	26.69	
		291-6470-601.32-80	BOOKS	37.11	
		291-6470-601.32-80	BOOKS	2.79-	
		291-6470-601.32-80	BOOKS	2.70-	
		291-6470-601.32-80	BOOKS	1.80-	
		291-6470-601.32-80	BOOKS	21.95	
		291-6470-601.32-80	BOOKS	39.78	
		291-6470-601.32-80	BOOKS	27.74	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
		291-6470-601.32-80	BOOKS	38.64	
		291-6470-601.32-95	PERIODICALS	12.99	
		291-6470-601.32-95	PERIODICALS	14.00	
		291-6470-601.32-95	PERIODICALS	8.94	
		291-6470-601.32-95	PERIODICALS	3.92	
		291-6470-601.32-95	PERIODICALS	29.50	
		291-6470-601.32-95	PERIODICALS	29.00	
		291-6470-601.32-95	PERIODICALS	20.00	
		291-6470-601.32-95	PERIODICALS	115.60	
		291-6470-601.32-95	PERIODICALS	14.99	
		291-6470-601.32-95	PERIODICALS	153.50	
		291-6470-601.32-95	PERIODICALS	15.68	
		291-6470-601.32-95	PERIODICALS	18.94	
		291-6470-601.32-95	PERIODICALS	19.97	
		291-6470-601.32-95	PERIODICALS	20.00	
		291-6470-601.32-95	PERIODICALS	29.15	
		291-6470-601.32-95	PERIODICALS	8.79	
		291-6470-601.32-95	PERIODICALS	8.80	
		291-6470-601.32-95	PERIODICALS	15.20	
		291-6470-601.32-95	PERIODICALS	12.94	
		291-6470-601.32-95	PERIODICALS	25.00	
		291-6470-601.32-95	PERIODICALS	45.00	
		291-6470-601.32-95	PERIODICALS	24.95	2,263.63
83044	BACKPACKER	291-6470-601.32-95	PERIODICALS	18.00	18.00
83046	BAKER & TAYLOR	291-6470-601.22-85	PROC SERVS	121.60	
		291-6470-601.22-85	PROC SERVS	133.00	
		291-6470-601.22-85	PROC SERVS	111.35	
		291-6470-601.22-85	PROC SERVS	76.00	
		291-6470-601.22-85	PROC SERVS	87.40	
		291-6470-601.22-85	PROC SERVS	23.95	
		291-6470-601.22-85	PROC SERVS	209.00	
		291-6470-601.22-85	PROC SERVS	133.00	
		291-6470-601.22-85	PROC SERVS	98.80	
		291-6470-601.32-80	BOOKS	62.71	
		291-6470-601.32-80	BOOKS	163.67	
		291-6470-601.32-80	BOOKS	454.22	
		291-6470-601.32-80	BOOKS	471.41	
		291-6470-601.32-80	BOOKS	10.78	
		291-6470-601.32-80	BOOKS	216.62	
		291-6470-601.32-80	BOOKS	10.78	
		291-6470-601.32-80	BOOKS	182.29	
		291-6470-601.32-80	BOOKS	550.52	
		291-6470-601.32-80	BOOKS	61.07	
		291-6470-601.32-80	BOOKS	28.63	
		291-6470-601.32-80	BOOKS	80.20	
		291-6470-601.32-80	BOOKS	65.19	
		291-6470-601.32-80	BOOKS	85.01	
		291-6470-601.32-80	BOOKS	341.19	
		291-6470-601.32-80	BOOKS	288.25	

CHECK #	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
		291-6470-601.32-80	BOOKS	790.45	
		291-6470-601.32-80	BOOKS	327.34	
		291-6470-601.32-80	BOOKS	358.71	
		291-6470-601.32-80	BOOKS	137.52	
		291-6470-601.32-80	BOOKS	4.18	
		291-6470-601.32-80	BOOKS	134.27	
		291-6470-601.32-80	BOOKS	16.94-	
		291-6470-601.22-85	PROC SERVS	7.60-	
		291-6470-601.22-85	PROC SERVS	3.80-	
		291-6470-601.22-85	PROC SERVS	3.80-	
		291-6470-601.22-85	PROC SERVS	3.80-	
		291-6470-601.22-85	PROC SERVS	37.25-	
		291-6470-601.22-85	PROC SERVS	3.80-	
		291-6470-601.22-85	PROC SERVS	7.60-	
		291-6470-601.32-80	BOOKS	943.63	
		291-6470-601.32-80	BOOKS	48.18	
		291-6470-601.32-80	BOOKS	640.89	
		291-6470-601.32-80	BOOKS	383.24	
		291-6470-601.32-80	BOOKS	167.17	
		291-6470-601.32-80	BOOKS	429.27	
		291-6470-601.32-80	BOOKS	166.33	
		291-6470-601.32-80	BOOKS	273.88	
		291-6470-601.32-80	BOOKS	45.44	
		291-6470-601.32-80	BOOKS	472.97	
		291-6470-601.32-80	BOOKS	247.94	
		291-6470-601.32-80	BOOKS	222.95	
		291-6470-601.32-80	BOOKS	357.02	
		291-6470-601.22-85	PROC SERVS	98.80	
		291-6470-601.22-85	PROC SERVS	53.20	
		291-6470-601.22-85	PROC SERVS	110.20	
		291-6470-601.22-85	PROC SERVS	72.20	
		291-6470-601.22-85	PROC SERVS	102.60	
		291-6470-601.22-85	PROC SERVS	159.60	
		291-6470-601.22-85	PROC SERVS	95.00	
		291-6470-601.22-85	PROC SERVS	83.60	
		291-6470-601.22-85	COLLECTIONHQ SUBSCRIPTION	10,800.00	
		291-6470-601.22-85	COLLECTIONHQ IMPLEMENTATI	1,500.00	
		291-6470-601.22-85	PROC SERVS	49.40	
		291-6470-601.32-80	BOOKS	53.23	
		291-6470-601.32-80	BOOKS	227.40	
		291-6470-601.32-80	BOOKS	163.09	
		291-6470-601.32-80	BOOKS	396.77	
		291-6470-601.32-80	BOOKS	191.02	
		291-6470-601.32-80	BOOKS	367.17	
		291-6470-601.32-80	BOOKS	310.57	
		291-6470-601.32-80	BOOKS	199.63	
		291-6470-601.32-80	BOOKS	294.30	
		291-6470-601.32-80	BOOKS	156.15	
		291-6470-601.32-80	BOOKS	9.58	
		291-6470-601.22-85	PROC SERVS	78.30	
		291-6470-601.22-85	PROC SERVS	201.40	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
		291-6470-601.22-85	PROC SERVS	77.15	
		291-6470-601.22-85	PROC SERVS	3.80	
		291-6470-601.32-80	BOOKS	146.15	
		291-6470-601.32-80	BOOKS	154.28	
		291-6470-601.32-80	BOOKS	26.93	
		291-6470-601.32-80	BOOKS	281.63	
		291-6470-601.32-80	BOOKS	761.06	
		291-6470-601.32-80	BOOKS	323.38	
		291-6470-601.32-80	BOOKS	203.12	
		291-6470-601.22-85	PROC SERVS	3.80-	
		291-6470-601.22-85	PROC SERVS	3.80-	
		291-6470-601.22-85	PROC SERVS	3.80-	
		291-6470-601.22-85	PROCESSING SERVICES	60.80	
		291-6470-601.22-85	PROCESSING SERVICES	76.00	
		291-6470-601.32-80	BOOKS	15.90	
		291-6470-601.32-80	BOOKS	23.84	
		291-6470-601.32-80	BOOKS	27.38	
		291-6470-601.32-80	BOOKS	167.30	
		291-6470-601.32-80	BOOKS	222.13	
		291-6470-601.32-80	BOOKS	293.56	28,759.65
83049	BIBLIOTHECA LLC	291-6470-601.32-75	CLOUDLIBRARY ANNUAL SUBSC	4,583.33	4,583.33
83050	BLACKSTONE PUBLISHING	291-6470-601.32-75	AV MTLs	139.96	
		291-6470-601.32-80	BOOKS	37.99	
		291-6470-601.32-05	REPLACEMENT CASES	18.00	195.95
83053	CENTER POINT LARGE PRINT	291-6470-601.32-80	BOOKS	25.97	
		291-6470-601.32-80	BOOKS	227.23	253.20
83058	COMIX REVOLUTION	291-6470-601.32-80	BOOKS	14.96	14.96
83060	COX SUBSCRIPTIONS,W T	291-6470-601.32-95	PERIODICALS	333.96	
		291-6470-601.32-95	PERIODICALS	111.30	
		291-6470-601.32-95	PERIODICALS	455.40	
		291-6470-601.32-95	PERIODICALS	133.50	
		291-6470-601.32-95	PERIODICALS	80.91	
		291-6470-601.32-95	PERIODICALS	18.22	
		291-6470-601.32-95	PERIODICALS	160.91	
		291-6470-601.32-95	PERIODICALS	422.00	
		291-6470-601.32-95	PERIODICALS	130.29	
		291-6470-601.32-95	PERIODICALS	64.76	
		291-6470-601.32-95	PERIODICALS	60.72	
		291-6470-601.32-95	PERIODICALS	261.05	
		291-6470-601.32-95	PERIODICALS	60.72	
		291-6470-601.32-95	PERIODICALS	1,700.11	
		291-6470-601.32-95	PERIODICALS	29.33	
		291-6470-601.32-95	PERIODICALS	464.13	
		291-6470-601.32-95	PERIODICALS	586.42	
		291-6470-601.32-95	PERIODICALS	589.74	
		291-6470-601.32-95	PERIODICALS	30.31	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
		291-6470-601.32-95	PERIODICALS	254.85	
		291-6470-601.32-95	PERIODICALS	20.22	
		291-6470-601.32-95	PERIODICALS	16.19	
		291-6470-601.32-95	PERIODICALS	240.66	
		291-6470-601.32-95	PERIODICALS	1,900.41	
		291-6470-601.32-95	PERIODICALS	40.43	
		291-6470-601.32-95	PERIODICALS	24.29	
		291-6470-601.32-95	PERIODICALS	133.50	
		291-6470-601.32-95	PERIODICALS	30.31	
		291-6470-601.32-95	PERIODICALS	197.34-	
		291-6470-601.32-95	PERIODICALS	180.02	
		291-6470-601.32-95	PERIODICALS	422.99	
		291-6470-601.32-95	PERIODICALS	684.03	
		291-6470-601.32-95	PERIODICALS	408.63	
		291-6470-601.32-95	PERIODICALS	1,415.56	
		291-6470-601.32-95	PERIODICALS	826.29	
		291-6470-601.32-95	PERIODICALS	787.93	
		291-6470-601.32-95	PERIODICALS	549.68	
		291-6470-601.32-95	PERIODICALS	362.16	
		291-6470-601.32-95	PERIODICALS	796.23	
		291-6470-601.32-95	PERIODICALS	60.62	
		291-6470-601.32-95	PERIODICALS	492.84	
		291-6470-601.32-95	PERIODICALS	60.72	
		291-6470-601.32-95	PERIODICALS	326.74	15,531.74
83063	DEMCO INC	291-6470-601.32-05	PROCESSING SUPPLIES	467.93	
		291-6470-601.32-05	PROCESSING SUPPLIES	51.39	519.32
83069	FINDAWAY WORLD LLC	291-6470-601.32-80	BOOKS	109.98	
		291-6470-601.32-80	BOOKS	56.94	166.92
83073	GALE/CENGAGE LEARNING	291-6470-601.32-80	BOOKS	102.36	
		291-6470-601.32-80	BOOKS	18.39	
		291-6470-601.32-80	BOOKS	83.97	
		291-6470-601.32-80	BOOKS	25.59	
		291-6470-601.32-80	BOOKS	107.96	
		291-6470-601.32-80	BOOKS	54.38	
		291-6470-601.32-80	BOOKS	45.73	
		291-6470-601.32-80	BOOKS	133.56	
		291-6470-601.32-80	BOOKS	82.36	
		291-6470-601.32-80	BOOKS	23.79	
		291-6470-601.32-80	BOOKS	80.96	
		291-6470-601.32-80	BOOKS	35.18	
		291-6470-601.32-80	BOOKS	147.99	
		291-6470-601.32-80	BOOKS	51.18	
		291-6470-601.32-80	BOOKS	23.99	
		291-6470-601.32-80	BOOKS	87.97	
		291-6470-601.32-80	BOOKS	291.90	
		291-6470-601.32-80	BOOKS	83.17	
		291-6470-601.32-80	BOOKS	213.53	
		291-6470-601.32-80	BOOKS	29.59	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
		291-6470-601.32-80	BOOKS	59.18	
		291-6470-601.32-80	BOOKS	52.78	
		291-6470-601.32-80	BOOKS	77.57	
		291-6470-601.32-80	BOOKS	52.78	
		291-6470-601.32-80	BOOKS	83.97	
		291-6470-601.32-80	BOOKS	30.39	
		291-6470-601.32-80	BOOKS	45.73	
		291-6470-601.32-80	BOOKS	102.36	
		291-6470-601.32-80	BOOKS	79.97	
		291-6470-601.32-80	BOOKS	32.18	2,340.46
83074	GARVEYS OFFICE PRODUCTS	291-6470-601.32-05	PROCESSING SUPPLIES	923.04	
		291-6470-601.32-05	PROCESSING SUPPLIES	615.36	1,538.40
83079	GREY HOUSE PUBLISHING	291-6470-601.32-80	BOOKS	260.05	
		291-6470-601.32-80	BOOKS	260.05	520.10
83085	IL INST CONTINUING LEGAL EDUC	291-6470-601.32-80	BOOKS	135.00	
		291-6470-601.32-80	BOOKS	131.25	
		291-6470-601.32-80	BOOKS	127.50	393.75
83087	ILLINOIS HEARTLAND LIBRARY SYSTEM	291-6470-601.21-64	ACCESS SERVS JANUARY	305.75	305.75
83089	INFORMATION TODAY INC	291-6470-601.32-80	BOOKS	474.03	474.03
83090	INGRAM LIBRARY SERVICES	291-6470-601.32-80	BOOKS	75.46	
		291-6470-601.32-80	BOOKS	32.29	
		291-6470-601.32-80	BOOKS	171.46	
		291-6470-601.32-80	BOOKS	179.11	
		291-6470-601.32-80	BOOKS	36.84	
		291-6470-601.32-80	BOOKS	28.17	
		291-6470-601.32-80	BOOKS	123.64	
		291-6470-601.32-80	BOOKS	35.00	
		291-6470-601.32-80	BOOKS	31.61	
		291-6470-601.32-80	BOOKS	157.65	
		291-6470-601.32-80	BOOKS	79.00	
		291-6470-601.32-80	BOOKS	48.55	
		291-6470-601.32-80	BOOKS	20.36	
		291-6470-601.32-80	BOOKS	40.65	
		291-6470-601.32-80	BOOKS	139.97	
		291-6470-601.32-80	BOOKS	123.11	
		291-6470-601.32-80	BOOKS	102.29	
		291-6470-601.32-80	BOOKS	82.35	
		291-6470-601.32-80	BOOKS	27.73	
		291-6470-601.32-80	BOOKS	50.96	
		291-6470-601.32-80	BOOKS	10.77	
		291-6470-601.32-80	BOOKS	44.63	
		291-6470-601.32-80	BOOKS	17.94	
		291-6470-601.32-80	BOOKS	45.81	
		291-6470-601.32-80	BOOKS	269.57	
		291-6470-601.32-80	BOOKS	10.73	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
		291-6470-601.32-80	BOOKS	153.65	
		291-6470-601.32-80	BOOKS	435.66	
		291-6470-601.32-80	BOOKS	246.84	
		291-6470-601.32-80	BOOKS	83.28	
		291-6470-601.32-80	BOOKS	19.19	
		291-6470-601.32-75	AV MTLs	65.98	
		291-6470-601.32-80	BOOKS	90.91	
		291-6470-601.32-80	BOOKS	214.53	
		291-6470-601.32-80	BOOKS	107.83	
		291-6470-601.32-80	BOOKS	182.22	
		291-6470-601.32-80	BOOKS	27.79	
		291-6470-601.32-80	BOOKS	9.60	
		291-6470-601.32-80	BOOKS	29.94	
		291-6470-601.32-80	BOOKS	21.54	
		291-6470-601.32-80	BOOKS	133.81	
		291-6470-601.32-80	BOOKS	232.86	
		291-6470-601.32-80	BOOKS	95.48	4,136.76
83096	JOURNAL & TOPICS NEWSPAPERS	291-6470-601.32-95	PERIODICALS	43.00	43.00
83098	KANKAKEE VALLEY GENEALOGICAL	291-6470-601.32-95	PERIODICALS	35.00	35.00
83099	KANOPY INC	291-6470-601.32-75	AV MTLs	843.00	843.00
83101	LAKESHORE LEARNING MATERIALS	291-6470-601.32-75	AV MTLs	32.97	32.97
83104	MANUFACTURERS NEWS INC	291-6470-601.32-80	BOOKS	234.00	234.00
83105	MARCIVE INC	291-6470-601.22-85	FEBRUARY AUTHORITY PROCES	137.04	137.04
83110	MIDWEST TAPE	291-6470-601.32-75	AV MTLs	1,840.66	
		291-6470-601.32-75	AV MTLs	75.57-	
		291-6470-601.32-75	AV MTLs	640.25	
		291-6470-601.32-75	AV MTLs	1,538.80	
		291-6470-601.32-75	AV MTLs	1,592.65	
		291-6470-601.32-75	AV MTLs	332.44	
		291-6470-601.32-75	AV MTLs	395.35	
		291-6470-601.22-85	PROC SERVS	917.06	
		291-6470-601.32-75	AV MTLs	8,162.30	
		291-6470-601.32-80	BOOKS	3,231.67	
		291-6470-601.32-75	AV MTLs	728.42	
		291-6470-601.32-75	AV MTLs	142.03	
		291-6470-601.32-75	AV MTLs	73.47	
		291-6470-601.32-75	AV MTLs	41.99	19,561.52
83116	PEOPLE MAGAZINE	291-6470-601.32-95	PERIODICALS	118.26	118.26
83117	POLONIA BOOKSTORE INC	291-6470-601.32-80	BOOKS	70.08	
		291-6470-601.32-80	BOOKS	67.55	137.63
83127	ROWMAN & LITTLEFIELD PUBLISHING GRP	291-6470-601.32-80	BOOKS	217.89	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					217.89
83129	SENTRUM MARKETING LLC	291-6470-601.32-80	BOOKS	28.80	28.80
83135	THINK SOCIAL PUBLISHING, INC.	291-6470-601.32-80	BOOKS	127.10	127.10
83138	ULINE	291-6470-601.32-05	PROCESSING SUPPLIES	232.06	232.06
83148	YBP LIBRARY SERVICES	291-6470-601.32-80	BOOKS	35.00	35.00
***** DIVISION TOTAL ****					89,553.63

Makerplace

		291-6480-601.21-11	MAINTENANCE SUPPLIES	8.99	
		291-6480-601.31-85	KITCHEN EQUIPMENT	15.99-	
		291-6480-601.31-85	KITCHEN EQUIPMENT	15.99	
		291-6480-601.32-12	KITCHEN EQUIPMENT	279.84	
		291-6480-601.32-12	PAINT STIR POPSICLE STICK	5.69	
		291-6480-601.32-12	ART PROGRAM SUPPLIES	12.89	
		291-6480-601.31-85	MULTITOO	36.32	
		291-6480-601.32-12	JEWELRY TOOLS & CLASS SUP	242.86	
		291-6480-601.32-12	JEWELRY TOOLS & CLASS SUP	138.97	
		291-6480-601.32-12	JEWELRY/PAINT CLASS SUPPL	26.74	
		291-6480-601.30-05	MILK CRATES	25.68	
		291-6480-601.30-05	CLOCK	38.99	
		291-6480-601.30-05	OFFICE SUPPLIES	18.95	
		291-6480-601.30-05	OFFICE SUPPLIES	48.43	
		291-6480-601.32-12	WIRE CUTTERS	25.50	
		291-6480-601.32-12	BLANKS FOR CNC MILL	11.99	
		291-6480-601.31-85	KITCHEN EQUIPMENT	279.84	
		291-6480-601.32-12	KITCHEN EQUIPMENT	279.84-	921.84
83036	ANDERSON PEST SOLUTIONS	291-6480-601.21-11	EXTERMINATING SERVS FEBRU	68.00	68.00
83041	ARLINGTON HTS MEMORIAL LIBRARY	291-6480-601.30-05	DELIVERY BAGS	81.10	
		291-6480-601.30-05	DELIVERY BAGS, REFUND	81.10-	
		291-6480-601.31-85	CNC VACUUM ACCESSORY	142.13	
		291-6480-601.32-12	SEWING CLASS SUPPLIES	71.06	213.19
83045	BADE SUPPLY	291-6480-601.31-45	JANITORIAL SUPPLIES	272.16	272.16
83062	DEFRANCO PLUMBING INC	291-6480-601.21-11	BELMONT PIPE REPAIR	285.20	285.20
83076	GOUDIE, GRACE	291-6480-601.22-28	3/8 CHEF'S CHOICE 2 SESSI	800.00	800.00
83077	GOUDIE, GRACE	291-6480-601.22-28	4/19 CHEF'S CHOICE 2 SESS	800.00	800.00
83078	GRAINGER INC, W W	291-6480-601.21-11	MAINTENANCE SUPPLIES	83.65	83.65
83080	GROOT, INC.	291-6480-601.21-11	MARCH WASTE & RECYCLE COM	124.64	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					124.64
83092	JENSENS PLUMBING & HEATING	291-6480-601.21-11	HVAC REPAIR	986.73	986.73
83095	JOHNSON PLASTICS PLUS	291-6480-601.32-12	LASER ENGRAVING MATERIALS	60.95	60.95
83102	LIBRARY STORE INC,THE	291-6480-601.32-12	ELLISON DIES F/MAKERPLACE	406.22	812.44
		291-6480-601.32-12	ELLISON DIES F/MAKERPLACE	406.22	
83106	MASTER MAINTENANCE SERVICE INC	291-6480-601.21-11	JANITORIAL SERVS MARCH	1,650.00	1,650.00
83112	MNJ TECHNOLOGIES DIRECT INC	291-6480-601.30-32	ADOBE CREATIVE SUITE LICE	3,079.00	3,079.00
83115	NICOR GAS	291-6480-601.30-51	NATURAL GAS 1/13-2/14/22	410.17	880.33
		291-6480-601.30-51	NATURAL GAS 1/13-2/14/22	470.16	
83119	PRACHT,ANDREA	291-6480-601.22-28	4/7 YOGURT & GRANOLA 2 CL	600.00	600.00
83123	RAMROD DISTRIBUTORS INC	291-6480-601.31-45	JANITORIAL SUPPLIES	25.38	25.38
83133	STANDARD ELEVATOR CO	291-6480-601.21-02	FEBRUARY REG SERVS BELM	272.95	545.90
		291-6480-601.21-02	REGULAR SERVICES MARCH	272.95	
83136	TTOWA	291-6480-601.22-28	3/16 CULINARY: KIMCHI	300.00	300.00
83149	ZIMMERMANN,NICOLE M.	291-6480-601.22-28	3/15 REGIONAL COFFEES 2 S	380.00	
***** DIVISION TOTAL ****					12,889.41
***** DEPARTMENT TOTAL **					124,906.53
***** GRAND TOTAL *****					235,144.73

FUND TOTALS

FUND	FUND NAME	FUND TOTAL
291	Memorial Library Fund	234,230.81
491	Capital Projects-Library	913.92
**** TOTAL ALL FUNDS ****		235,144.73

March 15, 2022

**Arlington Heights Memorial Library
American Express Card Summary
2/28/2022**

#	Count	CARDHOLDER	ACCOUNT	AMOUNT	DESCRIPTION	VENDOR
	141					
1		Driskell	291-0000-489-9000	\$ (176.65)	Corporate Cashback	CORPORATE CASHBACK CR
2		Driskell	491-6001-5055	\$ 899.76	Light Fixtures for Kids' World	HOMEDEPOT.COM
3		Driskell	6001-2203	\$ 554.20	PLA Airfare - E Ludemann	UNITED AIRLINES
4		Driskell	6001-2203	\$ 60.00	PLA Conf Author Lunch - E Ludemann	ACR
5		Driskell	6001-2203	\$ 138.60	PLA Airfare - A Son	ALASKA AIRLINES
6		Driskell	6001-2203	\$ 651.20	PLA Airfare - M Young	UNITED AIRLINES
7		Driskell	6001-2203	\$ 247.60	PLA Airfare - S Meyer	UNITED AIRLINES
8		Driskell	6001-2203	\$ 157.60	PLA Airfare - S Meyer	UNITED AIRLINES
9		Driskell	6001-2203	\$ 26.00	PLA Airfare - S Meyer	UNITED AIRLINES
10		Driskell	6001-2203	\$ 26.00	PLA Airfare - S Meyer	UNITED AIRLINES
11		Driskell	6001-2203	\$ 110.00	ITBE Conf Registration - A Duffey	ITBE ORG 00-08029634
12		Driskell	6001-2203	\$ 160.00	ITBE Conf Registration - G Fujino	ITBE ORG 00-08029634
13		Driskell	6001-2203	\$ 110.00	ITBE Conf Registration - B Nohra	ITBE ORG 00-08029634
14		Driskell	6001-2203	\$ 200.00	Power Up Conf Registration - M Papanastassiou	UWCC REGISTRATIONS U
15		Driskell	6001-2203	\$ 375.00	PLA Conf Registration - J Czajka	ACR
16		Driskell	6001-3005	\$ 130.08	Clear Panel Masks	SAFENCLEAR THE COMMU
17		Driskell	6001-3005	\$ 46.00	Lockable Cash Bag for Finance	BANKSUPPLIES 0000000
18		Driskell	6001-5015	\$ 72.99	Table for Core Entrance Book Drop	WF* WAYFAIR352230056
19		Driskell	6002-2165	\$ 3.76	Facebook Advertising	FACEBK*37Q6SBKNS2
20		Driskell	6002-2165	\$ 98.94	Meetup.com Subscription	MEETUP ORG SUB 6M
21		Driskell	6002-2165	\$ 550.00	Flowcode Annual Subscription	FLOWCODE PRO
22		Driskell	6002-2210	\$ 547.92	Presentation Folder for Take Home Jobs Kit	GOTPRINT.COM
23		Driskell	6002-3005	\$ 30.30	Acrylic Shelf	CLEAR SOLUTIONS (WEB
24		Driskell	6002-3005	\$ 1,000.00	Stock Art Credits	CKO*WWW.ISTOCKPHOTO.
25		Driskell	6002-3005	\$ 10.93	Metal Display Stand	ETSY.COM
26		Driskell	6002-3005	\$ (0.99)	Metal Display Stand, Tax Refund	ETSY.COM
27		Driskell	6002-3005	\$ 63.25	Volunteer Birthday Envelope	PAPER SOURCE ECOMMER
28		Driskell	6002-3185	\$ 321.07	New Photography Light for Graphics	PAUL C BUFF
29		Driskell	6002-3185	\$ 100.00	Shelf	SHELFOLOGY
30		Driskell	6010-2242	\$ 94.98	Emergency Texting Service	ONTIMETEL DIALMYCAL
31		Driskell	6010-3032	\$ 280.00	Zoom Subscription	ZOOM.US 888-799-9666
32		Driskell	6020-2107	\$ 753.50	Bookmobile Light Fixtures	EYBAY O*07-08183-6428
33		Driskell	6020-2111	\$ 15.12	Maintenance Supplies	PAYPAL *OPEENGINES
34		Driskell	6020-2111	\$ 28.50	Maintenance Supplies	CABINETPARTS.COM, IN
35		Driskell	6020-3145	\$ 91.00	Janitorial Supplies	HOMEDEPOT.COM
36		Driskell	6020-3145	\$ 39.36	Janitorial Supplies	HOMEDEPOT.COM
37		Driskell	6401-3201	\$ 89.99	April Tween DIY Kit	SUNBUTTER DIRECT
38		Driskell	6401-3202	\$ 31.28	Tween Colorful Canvases Program Supplies	MICHAELS #9490
39		Driskell	6401-3202	\$ 80.17	Stickers for Passport to Culture	ETSY.COM
40		Driskell	6401-3202	\$ (2.81)	Stickers for Passport to Culture, Tax Refund	ETSY.COM
41		Driskell	6401-3202	\$ (4.48)	Stickers for Passport to Culture, Tax Refund	ETSY.COM
42		Driskell	6401-3202	\$ 27.18	TAG February Meeting Supplies	JOANN STORES ONLINE.
43		Driskell	6401-3290	\$ 370.47	Tween LitCrate Cases	JOANN STORES ONLINE.
44		Driskell	6401-3290	\$ 623.35	Teen LitCrate Cases	MICHAELS #9490
45		Driskell	6401-3290	\$ 201.69	Tween Lit Crate March	ETSY.COM
46		Driskell	6401-3290	\$ (2.10)	Tween Lit Crate March, Tax Refund	ETSY.COM
47		Driskell	6401-3290	\$ (8.00)	Tween Lit Crate March, Refund	ETSY.COM
48		Driskell	6401-3290	\$ (16.24)	Tween Lit Crate March, Tax Refund	ETSY.COM
49		Driskell	6401-3290	\$ 59.98	Tween LitCrate April	WWW.BUZZYSEEDS.COM
50		Driskell	6401-3290	\$ 256.00	Tween LitCrate Labels	STICKER MULE
51		Driskell	6410-2202	\$ 288.00	Alignable Premium Membership	ALIGNABLE
52		Driskell	6410-2203	\$ 49.00	Library Works Webinar	LIBRARYWORKS.COM
53		Driskell	6440-3202	\$ 4.99	Throwback Trivia Prizes	TARGET.COM 3991
54		Driskell	6440-3202	\$ 31.06	Throwback Trivia Prizes	TARGET.COM 3991
55		Driskell	6450-3185	\$ 285.99	Onyx Boox Leaf Tablet/eReader	PAYPAL *WENSHIXINXI
56		Driskell	6470-3290	\$ 302.94	Removeable Lables	BT*ONLINE LABELS, IN

<u>#</u>	<u>CARDHOLDER</u>	<u>ACCOUNT</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>	<u>VENDOR</u>
57	Driskell	6480-3005	\$ 81.10	Delivery Bags	WALMART.COM AA
58	Driskell	6480-3005	\$ (81.10)	Delivery Bags, Refund	WALMART.COM
59	Driskell	6480-3185	\$ 142.13	CNC Vacuum Accessory	BANTAM TOOLS
60	Driskell	6480-3212	\$ 71.06	Sewing Class Supplies	JOANN STORES ONLINE.
61	Dworianyn	6001-2203	\$ 242.60	PLA Airfare - A Son	UNITED AIRLINES
62	Dworianyn	6010-2005	\$ 54.10	PayFlow Pro Subscription	PAYFLOW/PAYPAL 0045
63	Dworianyn	6010-2005	\$ 42.99	SSL Certificate Renewal	WEB*NETWORKSOLUTIONS
64	Dworianyn	6010-2242	\$ 51.99	ADT Security for Makerplace	ADT SECURITY*4038885
65	Dworianyn	6010-2242	\$ 21.04	Business Cable, 2/1-2/28	COMCAST CHICAGO
66	Dworianyn	6010-2242	\$ 83.98	Business Cable, Oct/Nov/Dec '21, Jan '22	COMCAST CHICAGO
67	Dworianyn	6010-2242	\$ 344.85	Public Internet Service, 1/23-2/22	COMCAST CHICAGO
68	Dworianyn	6010-2242	\$ 1.50	MS Teams conference bridge number	MSFT * E0400HJC1M 00
69	Dworianyn	6010-3005	\$ 38.88	First Aid Kit for IT North	AMZN MKTP US*JJ2F98T
70	Dworianyn	6010-3032	\$ 4.99	Amazon Freetime Subscription	AMAZON KIDS+*UY7KG6H
71	Dworianyn	6010-3032	\$ 9.99	Amazon Music Subscription	AMAZON MUSIC*5O2B17E
72	Dworianyn	6010-3032	\$ 364.30	Amazon S3 Backup Storage	AMAZON WEB SERVICES
73	Dworianyn	6010-3032	\$ 54.00	Google Phone Management Subscription	GOOGLE *GSUITE_AHML.
74	Dworianyn	6010-3032	\$ 11.99	YouTube Premium Subscription	GOOGLE *YOUTUBEPREMI
75	Dworianyn	6010-3032	\$ 178.50	PHPStorm Licenses for Developers	JETBRAINS AMERICAS I
76	Dworianyn	6010-3032	\$ 72.00	Kiosk Pro Software License	PROVISIO LLC 0157000
77	Dworianyn	6010-3032	\$ 49.00	Riddle Monthly Subscription	RIDDLE.COM SUBSCRIPT
78	Dworianyn	6010-3032	\$ 15.99	Spotify Family Plan Subscription	SPOTIFY USA
79	Dworianyn	6010-3032	\$ 35.00	Trello Monthly Subscription	TRELLO.COM* ATLISSIA
80	Dworianyn	6010-3032	\$ 20.01	Twilio SMS Service	TWILIO INC
81	Dworianyn	6010-3032	\$ 165.00	Volunteer Software Subscription	WWW.VOLGISTICS.COM
82	Szymanek	6470-3275	\$ 17.99	AV Materials	NETFLIX.COM
83	Szymanek	6470-3275	\$ 14.99	AV Materials	HELP.HBOMAX.COM
84	Szymanek	6470-3275	\$ 63.82	AV Materials	MT*PINK FLOYD STORE
85	Szymanek	6470-3275	\$ 9.99	AV Materials	CRUNCHYROLL *TRIAL
86	Szymanek	6470-3275	\$ 12.99	AV Materials	HLU*HULU 17479794351
87	Szymanek	6470-3275	\$ 32.97	AV Materials	UDISCOVER
88	Szymanek	6470-3275	\$ 12.99	AV Materials	HLU*HULU 17479807884
89	Szymanek	6470-3275	\$ 12.99	AV Materials	HLU*HULU 17479817083
90	Szymanek	6470-3275	\$ 99.00	AV Materials	SHOWTIME
91	Szymanek	6470-3275	\$ 17.99	AV Materials	NETFLIX.COM
92	Szymanek	6470-3275	\$ 59.99	AV Materials	ACORN TV ANNUAL
93	Szymanek	6470-3275	\$ 99.99	AV Materials	VIKI.COM
94	Szymanek	6470-3275	\$ 17.99	AV Materials	NETFLIX.COM
95	Szymanek	6470-3275	\$ 63.74	AV Materials	BESTBUYCOM8065374001
96	Szymanek	6470-3275	\$ 20.17	AV Materials	MUSICTODAY INC Music
97	Szymanek	6470-3295	\$ 27.85	Periodicals	SP * RPIPRESS STORE
98	Szymanek	6470-3275	\$ 49.99	AV Materials	ZEE5 - ASIA TV LTD
99	Szymanek	6470-3275	\$ 34.08	AV Materials	TARGET PLUS 0
100	Szymanek	6470-3275	\$ 14.99	AV Materials	HELP.HBOMAX.COM
101	Szymanek	6470-3275	\$ 19.65	AV Materials	ASSOC OF MARIAN HELP
102	Szymanek	6470-3275	\$ 60.54	AV Materials	USA*ACORNUSA
103	Szymanek	6470-3275	\$ 1.05	AV Materials	TARGET.COM 3991
104	Szymanek	6470-3275	\$ 50.00	AV Materials	SLING.COM
105	Szymanek	6470-3275	\$ 63.59	AV Materials	TARGET.COM 3991
106	Szymanek	6470-3275	\$ 39.07	AV Materials	TARGET.COM 3991
107	Szymanek	6470-3275	\$ 44.99	AV Materials	WALMART.COM AA 09920
108	Szymanek	6470-3275	\$ 49.99	AV Materials	APPLE.COM/BILL
109	Szymanek	6470-3280	\$ 24.45	Books	SOUTH OF SUNRISE CRE
110	Szymanek	6470-3280	\$ 91.37	Books	PRES. TRUMPS BOOK
111	Szymanek	6470-3280	\$ 26.69	Books	BARNES&NOBLE.COM 000
112	Szymanek	6470-3280	\$ 37.11	Books	ANDERSONS BOOK200019
113	Szymanek	6470-3280	\$ (2.79)	Books	BARNES&NOBLE.COM 000
114	Szymanek	6470-3280	\$ (2.70)	Books	BARNES&NOBLE.COM 000
115	Szymanek	6470-3280	\$ (1.80)	Books	BARNES&NOBLE.COM 000
116	Szymanek	6470-3280	\$ 21.95	Books	SALINA BOOKSHELF INC
117	Szymanek	6470-3280	\$ 39.78	Books	BARNES&NOBLE.COM 000
118	Szymanek	6470-3280	\$ 27.74	Books	BARNES&NOBLE.COM 000

<u>#</u>	<u>CARDHOLDER</u>	<u>ACCOUNT</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>	<u>VENDOR</u>
119	Szymanek	6470-3280	\$ 38.64	Books	BARNES&NOBLE.COM 000
120	Szymanek	6470-3295	\$ 12.99	Periodicals	ONFITNESS MAGAZINE
121	Szymanek	6470-3295	\$ 14.00	Periodicals	OYLA* OYLA US
122	Szymanek	6470-3295	\$ 8.94	Periodicals	EBAY O*09-08302-2730
123	Szymanek	6470-3295	\$ 3.92	Periodicals	BT*MDDN HOLDINGS INC
124	Szymanek	6470-3295	\$ 29.50	Periodicals	IPC MEDIA LTD SUBSCR
125	Szymanek	6470-3295	\$ 29.00	Periodicals	NATGEO HIST 80064754
126	Szymanek	6470-3295	\$ 20.00	Periodicals	MDC*ROYALS MAG QTR M
127	Szymanek	6470-3295	\$ 115.60	Periodicals	WWW.ICEBERGPRESS.CO.
128	Szymanek	6470-3295	\$ 14.99	Periodicals	D J*DOWJONES NEWS
129	Szymanek	6470-3295	\$ 153.50	Periodicals	CHICAGO TRIB SUBSCRI
130	Szymanek	6470-3295	\$ 15.68	Periodicals	EBAY O*21-08201-2601
131	Szymanek	6470-3295	\$ 18.94	Periodicals	KPC*KALMBACH PRODUCT
132	Szymanek	6470-3295	\$ 19.97	Periodicals	SPIRITUALITY & HEALT
133	Szymanek	6470-3295	\$ 20.00	Periodicals	BT*SHALOM MEDIA USA
134	Szymanek	6470-3295	\$ 29.15	Periodicals	EBAY O*16-08202-4443
135	Szymanek	6470-3295	\$ 8.79	Periodicals	EBAY O*14-08194-6167
136	Szymanek	6470-3295	\$ 8.80	Periodicals	EBAY O*20-08192-8276
137	Szymanek	6470-3295	\$ 15.20	Periodicals	EBAY O*22-08193-0187
138	Szymanek	6470-3295	\$ 12.94	Periodicals	TV WEEKLY MAG. SUBSC
139	Szymanek	6470-3295	\$ 25.00	Periodicals	NORTH SUBURBAN GENE
140	Szymanek	6470-3295	\$ 45.00	Periodicals	PAYPAL *ISBGFH ISBGF
141	Szymanek	6470-3295	\$ 24.95	Periodicals	HOUSE WHITE BIRCH
			<u>\$ 14,521.06</u>		

March 15, 2022

Arlington Heights Memorial Library
Mastercard Summary
2/28/2022

<u>CARDHOLDER</u>	<u>ACCOUNT</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>	<u>VENDOR</u>
Count	8			
Szymanek	6410-2203	\$ 5.00	Genealogy Webinar - N Camp	Tennessee Genealogical
	6410-2203	\$ 5.00	Genealogy Webinar - N Camp	Tennessee Genealogical
	6470-3295	\$ 16.98	Periodicals	SP*Lions Roar Found
	6470-3295	\$ 0.33	Periodicals	Foreign Transaction Fee
	6470-3280	\$ 22.43	Books	Native Northwest
	6470-3280	\$ 0.44	Books	Foreign Transaction Fee
	6470-3275	\$ 17.99	AV Materials	Netflix
	6470-3275	\$ 19.99	AV Materials	Netflix
		<u>\$ 88.16</u>		

March 15, 2022

**Arlington Heights Memorial Library
Special Funds Summary
2/28/2022**

Count 23

#		Account	Amount	Description	Staff
Check # 1603 – AHML – Petty Cash					
1	2/7/2022	6420-2203	\$ 6.56	Mileage - Williams	M Williams
2		6001-2203	\$ 40.00	De-escalation Training Supplies	J Doren
3		6001-2203	\$ 3.74	Mileage - Doren	J Doren
4		6401-3202	\$ 20.38	Program Supplies	A Belford
5		6001-2203	\$ 40.00	De-escalation Training Supplies	J Doren
6		6001-2203	\$ 20.00	De-escalation Training Supplies	J Doren
7		6001-2203	\$ 9.70	Mileage - Doren	J Doren
8		6008-2203	\$ 1.18	Mileage - Scheiner	L Scheiner
9		6020-2107	\$ 30.00	Bookmobile Vehicle Inspection	R Moravec
10	2/15/2022	6401-3202	\$ 5.99	Cake Pop Program Supplies	K Bailey
11		6001-2203	\$ 13.99	De-escalation Training Supplies	J Moravec
12		6401-2203	\$ 9.83	Mileage - Dakas	L Dakas
13		6420-2203	\$ 16.33	Mileage - Meyer	S Meyer
14		6420-2203	\$ 25.52	Mileage - Maier	M Maier
15	2/21/2022	6420-2203	\$ 3.57	Mileage - Williams	M Williams
16		6001-2203	\$ 6.67	Mileage - Doren	J Doren
17		6001-2203	\$ 40.00	Staff Training Supplies	J Doren
18		6420-2203	\$ 10.54	Mileage - Meyer	S Meyer
19		6401-3201	\$ 7.98	Imagination Station Supplies	R King
20	2/28/2022	6420-2203	\$ 3.57	Mileage - Williams	M Williams
21		6001-2203	\$ 5.96	Open Mike Supplies	J Moravec
22	3/1/2022	6401-3201	\$ 43.46	Imagination Station Supplies	S Prince
23		6008-2203	\$ 1.77	Mileage - Beckman	S Beckman
			<u>\$ 366.74</u>		

To: Board of Library Trustees
From: Michael Driskell
Date: March 15, 2022
Re: Kids' World Refresh Update

Staff and representatives from Williams Architects will provide an updated concept and drawings for refreshing the Kids' World department addressing needs in layout, additional spaces and interactive elements.

To: Board of Library Trustees

From: Michael Driskell

Date: March 15, 2022

Re: 2021 Year in Review

Staff will present the [2021 at the Library](#), a review of the year through stories of our service to the community. This report highlights our many accomplishments and service innovations throughout the past year. You can preview the report on the digital publishing platform Issuu through the link above.

To: Board of Library Trustees
From: Mike Driskell and Lisa Haack
Date: March 15, 2022
Re: Employee Engagement Survey Results

Library staff recently completed an Employee Engagement Survey, meant to help understand areas in which we excel as an organization, and areas of opportunity. The library periodically conducts employee engagement surveys to get a pulse of employee engagement and workplace satisfaction. Previous surveys have taken place in 2015, 2018 (during Strategic Planning) and 2020.

This most recent survey was launched January 25 through a third-party company which specializes in surveying, data collection and benchmarking. The benefit of having a third party administer the survey is ensured anonymity for staff and meaningful data reporting for the leadership team for action planning.

The survey consists of 53 questions. Four of the questions are open ended and the remaining 49 represent twenty unique engagement dimensions.

The administrative team and Human Resources will be working with managers to evaluate results, identify strengths and opportunities and create action plans.

Human Resources staff will present an overview of the survey process and the findings provided to the library by the survey administrator.



▶ adding value in your life

Arlington Heights Memorial Library - 2022 Employee Engagement Survey

Summary

- Survey Dates: January 25 – February 15, 2022
- 87% of staff participated (184/211 people)
- 49 questions + 4 open ended
- 88% of participants made comments (187/211 people)
- Overall Engagement = 74% Positive (2% above benchmark)
- 13 Dimensions above benchmark; 6 Dimensions below benchmark

Benchmarks

- Qualtrics US Overall Benchmark
 - 523 participating organizations
 - 14 industries
 - 4.5 million respondents
 - Timeframe: 2018-2020

Results & Action Planning

- Department must have 3 responses to receive individual results
- All managers will create an action plan

Organizational Strengths & Opportunities

- Strengths
 - Manager Effectiveness
 - Teamwork
 - Trust
- Opportunities
 - Behavior Change
 - Future Vision
 - Survey Credibility

Results

Dimension	2022 AHML Favorable	US Overall Benchmark	Difference
Engagement	74%	72%	2%
Equip Factors	86%	76%	10%
Manager Effectiveness	83%	70%	13%
Behavior Change	41%	62%	-21%
Communication	68%	69%	-1%
Compensation & Benefits	65%	64%	1%
Diversity	91%	N/A	N/A
Ethics	74%	80%	-6%
Future Vision	56%	68%	-12%
Growth & Development	71%	70%	1%
Immediate Supervisor/Manager	93%	87%	6%
Innovation	77%	75%	2%
Involvement & Belonging	83%	77%	6%
Performance Management	61%	58%	3%
Recognition	71%	63%	8%
Safety	84%	87%	-3%
Survey Credibility	43%	51%	-8%
Teamwork	86%	72%	14%
Trust	89%	76%	13%
Values	75%	74%	1%

Executive Director's Report

March 2022

What's New @ AHML

Roku Stick – International Debuts

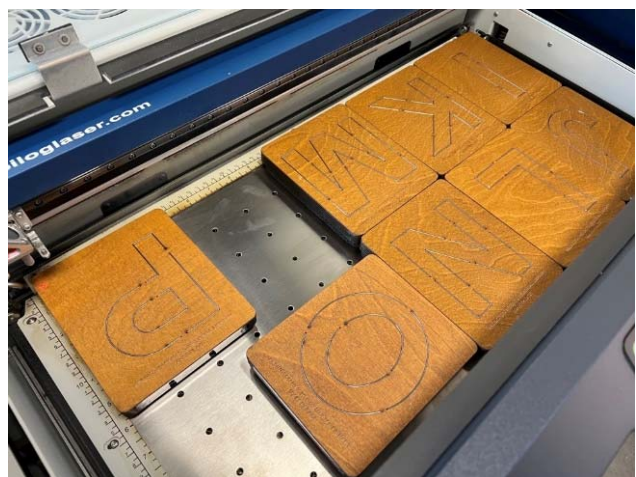
Roku Stick – International collection provides access to international streaming services including Acorn TV (UK), Crunchyroll (Japan), Viki (Korea), Zee5 (India) subscriptions and a variety of other apps with movies and shows from around the world.

LegalGPS Helping Entrepreneurs

LegalGPS is a tool for entrepreneurs to help make basic business-related legal decisions in advance of working with a lawyer, potentially saving significant time and money. The Arlington Heights Memorial Library is among the first libraries to subscribe to this new product. LegalGPS worked with RAILS to provide a group discount package for RAILS members, resulting in the library receiving a 33% discount from the original quoted price.

New Ellison Dies Added to Makerplace Creative Arts Room

Requested by customers, the library added additional Ellison Dies to the Makerplace's collection. The new additions include upper- and lower-case letters as well as numbers and special characters. Customers are excited to use these for banners, signs and other paper crafting.



Electric Guitar Added to Studio

Rockers rejoice! A Fender Squire Stratocaster electric guitar was added for in-Studio use. It makes an especially valuable addition to the audio production hardware and software available for customer use in Studio Production.

New Ultra-High Resolution Flatbed Scanner Added to Studio

The library upgraded the scanner in Studio A from a 7-year-old Epson Perfection V600 to a top-of-the-line Epson Perfection V850. The new scanner captures a higher resolution and can scan more negatives and transparencies at once and at a faster speed. The Epson Perfection V850 fully rounds out the comprehensive scanning options in Studio A which also include an Epson batch photo scanner and a large format book scanner.

Serving Our Community

Readers Services Highlight Timely Topics

In February, Info Services advisors created timely and relevant booklists that include: [The Worlds Eyes are on Ukraine](#) and [Banned and Challenged Books](#). These [booklists](#) were promoted on the library website.

The display topic for February was “Black History Month” and had 54 items checked out. Info Services staff worked with Communications and Marketing to promote the display and [online booklist](#).



Wednesday Cinema: Judas and the Black Messiah

February marked our return to Wednesday Cinema – a series of monthly afternoon screenings of notable, current and buzzworthy films. In honor of Black History Month, an in-person audience gathered to watch two-time Academy Award winning film *Judas and the Black Messiah*. Depicting a fictionalized re-telling of a true story of how the FBI infiltrated the Chicago chapter of the Black Panther Party and destroyed it from within.

Remembering Japanese Internment with ‘Hidden Memory’

February 19 marked the 80th anniversary of Executive Order 9066, which authorized the incarceration of Japanese Americans into internment camps. In remembrance, Programs and Exhibits Specialist Neal Parker worked with professional storyteller Anne Shimojima to share a personal account of this history in her presentation, Hidden Memory. Anne used family and government archive photos in sharing the story of her family’s experience. Her style brought an immediacy to her presentation and highlighted the conditions of the camps for attendees. As a professional storyteller, Anne seamlessly wove her family’s story through the photos. She discussed racism against Japanese Americans at the time and highlighted the rise in anti-Asian racism today. Several attendees shared that they are compiling their own family history about their grandparents' experience in the camps, including one woman who watched the program at 1 a.m. in England. Anne happily shared her personal email to them to assist these participants in their research.

TAG Giving Back

Led by Tween librarian Kerry Bailey and Youth Services Specialist Ellie Richardson, six Tween Advisory Group (TAG) volunteers made four dog and cat beds that will be donated to Arlington Heights animal rescue organization The Buddy Foundation. They also gave input on summer reading registration prizes and meeting topics for the rest of the year.



Versiti Blood Drive

Since 2019, the library has partnered with Versiti Blood Center of Illinois to offer blood drives in the Arlington Heights community. With national blood shortages a continuing concern, Programs and Exhibits staff, with the help of volunteers, have continued this service, even during building closures due to COVID. February 3 marked the first Community Blood Drive of 2022 and it was a resounding success. February metrics include 44 appointments made, 34 units collected, and 102 potential patients helped through our Drive. From our Versiti representative John Weilgosz:

“Thank you for your support of the blood drive on 2/3/22 – We hit our goal again... way to go! Great start to 2022. On behalf of everyone here at Versiti and our hospital partners, THANK YOU! We could not fulfill our lifesaving mission without community partners like you.”

Tax Help at AHML

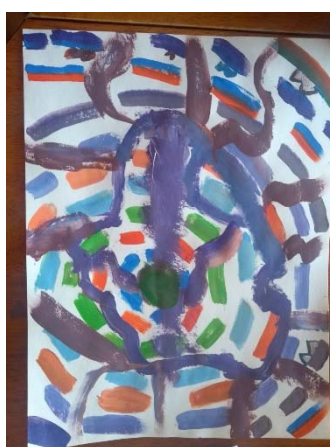
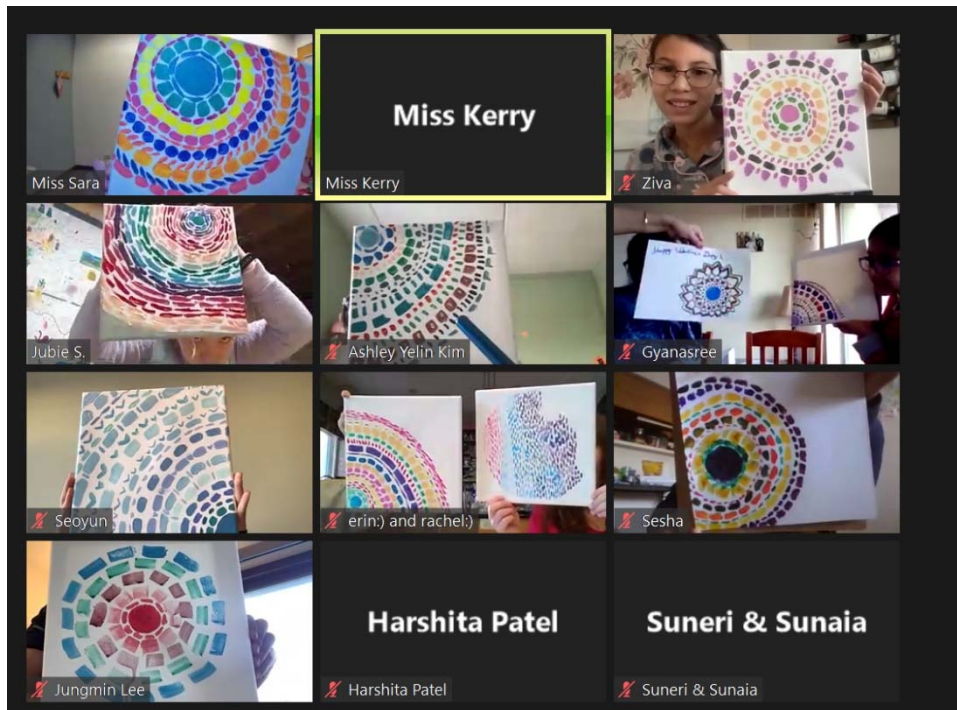
February means tax season! Info Services staff paired tax forms with a financial literacy book display. To date, 3,900 print forms and instruction booklets have been distributed. Customers have printed 2,809 sheets of paper at the popular self-print station. Forty-four finance related books circulated from the financial literacy display.

Starting in February, AARP (American Association of Retired Persons) provided free tax appointments for seniors. Info Services staff supports AARP by booking appointments, coordinating room space, answering customer questions and making reminder calls. In February AARP completed 138 one-on-one appointments.



Colorful Canvases

In celebration of Black History Month, Youth Services Advisor Sara Prince developed and led a tween program on the life and work of artist Alma Thomas. After learning about Thomas' career and impact, 16 tween participants practiced different techniques present in Thomas' work. After a discussion on the importance of celebrating the achievements and history of African Americans, they watched the short video "Your New Favorite Artist" narrated by Michelle Obama. The paintings the tweens created were quite impressive, and it was clear how proud they were of what they had made. Many parents passed along their appreciation for the program.



Get a Job! Workshop

On February 22, Teen Services Supervisor Alice Son teamed up with Info Services Librarian Brittany Coleman to provide guidance for first-time job seekers at Get a Job! Workshop for Teens. Fifteen teens learned about crafting resumes, best practices for interviewing and how to negotiate pay in the staff-led presentation. For the second half of the program, attendees were joined by Community and Circulation Services Manager Shannon Meyer, Digital Services Supervisor Gregory Berger and Material Handling Supervisor Matt Williams who provided mock interviews and valuable feedback for first-time (and slightly nervous) interviewees.

A participant who hosted a table at the event shared that she received her first job at a dentist's office at the library's Teen Job Fair back in 2014. This year, she joined the event in the hopes of hiring day camp counselors at the area park district where she supervises.



Virtual: Create Graphics for Social Media

Twenty-four attendees participated in the virtual class *Create Graphics for Social Media*. Digital Services Advisor Mini Radhakrishnan reviewed the free online graphic design platform Canva to create quick and easy graphics for attendees' professional and personal needs.

I SPY Kids' World Display

During the month of February, library customers enjoyed playing I Spy with dozens of bright, colorful items displayed in the Kids' World case. Children looked for 10 "hidden" objects and then turned in their game sheet to receive a mini-magnifying glass as a prize for playing. There were more than 225 participants.



Business Services in the Community

The library's Business Services were well represented in the community in February. Among other networking events attended, Business Services Advisor Diane Malik and Info Services Librarian Lev Kalmens attended the Arlington Heights Chamber of Commerce annual gala, along with Executive Director Mike Driskell. The event celebrated the history of the Arlington Heights Chamber of Commerce for its 75th anniversary. The library has been a proud member of the Chamber for 40 years.



D214 Adult Education - GED Spanish

Community Engagement Liaison Catalina Shin visited the GED Spanish classroom at the School District 214 Forest View Educational Center on February 25, an adult education and family literacy program that provides educational services to adults who are English as a Second Language learners. Twenty students learned about library resources related to GED test preparation, how to access free digital services for GED preparation, financial assistance information handouts and the library's March newsletter. Participants expressed interest in the library's ESL programs, Info Services support such as career and job-related opportunities and computer classes at the Tech Learning Center.

Artisan No-Knead Bread Making

Andrea Pratt of My Kitchen Clatter returned to the Makerplace Kitchen to lead two classes in Artisan no-knead bread making. Together with Programs and Exhibits Specialist Emily Muszynski, she prepared dough in the kitchen ahead of the event, then welcomed 26 bakers on event day, eager to learn about the science behind yeast dough and gain tips to make crusty loaves of bread at home. Attendees enjoyed the hands-on experience, each leaving with a loaf of fresh baked bread and dough to make another loaf at home!



Coffee & Chocolates

The first coffee-themed program in the Makerplace Kitchen was instructed by Nikki Zimmerman - an experienced barista who is also the Marketing and Public Relations Specialist at RAILS! Working with Programs and Exhibits Specialist Neal Parker, Nikki designed this class and ran two sessions, back-to-back the same day, engaging 26 coffee lovers through a delicious and informational class. It drew a mix of ages, including couples and friends that came together. Nikki paced the program perfectly starting with the history of coffee and chocolate and, as she heated water for the coffee tasting, began discussing what flavors to look for in the selected coffee and chocolates.



Meet the Maker – Sarah Holden

The Makerplace held it's first in-person Meet the Maker program on a snowy day in February. The session featured Sarah Holden who teaches steel fabrication and metal forming at The Chicago Industrial Arts and Design Center and whose sculpture and limited production jewelry can be found at galleries across the United States. Eleven attendees had terrific in-depth questions about Sarah's work.



Makerplace Projects



Makerplace user Zoe Feast, who works in forestry, donated one of her wood-puck laser-etched works for display at the Makerplace to inspire other users.



A customer used the button maker to make Women's History Month "Let's Make HER-story" buttons.



These cylindrical glass vases were engraved as a gift for a dance teacher.

Staff Highlights

Recharge

Info Services Supervisor Jackie Moreno became a member of the [Recharge Committee](#).

Recharge is an independent networking and professional development group that provides free continuing education in the Chicago area to inspire library leaders at all levels.

English to Speakers of Other Languages Conference

ESL/Literacy Advisor Gary Fujino presented “Comparative Analysis of Collocation Instruction in Four-Skill Textbooks” at the annual Illinois Teachers of English to Speakers of Other Languages Conference.

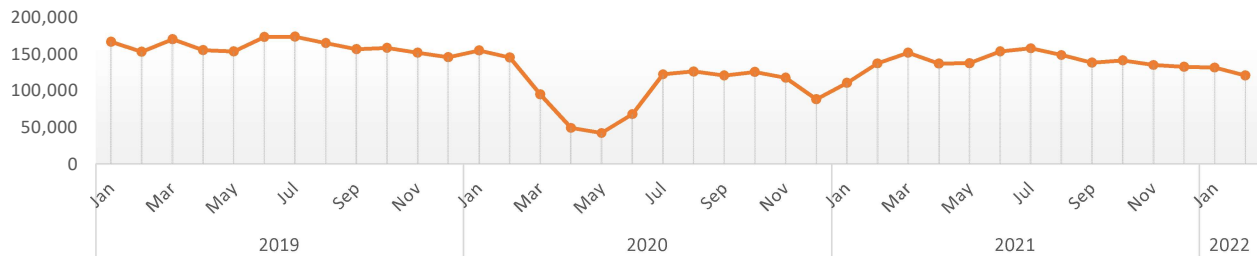
Arlington Heights Memorial Library

February 2022 Dashboard

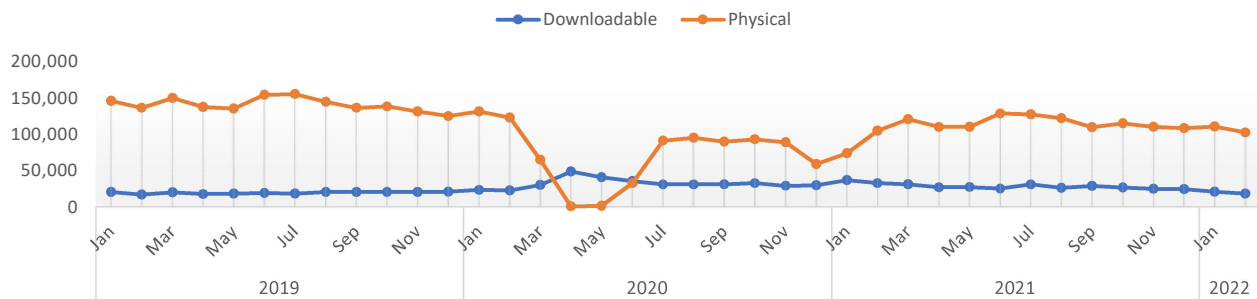
Circulation

Type	Current Month	Same Month Last Year	Change	Type	YTD Total Current Year	YTD Total Last Year	Change
Print	68,786	68,059	▲ 1.1%	Print	141,950	118,040	▲ 20.3%
Audiovisual	25,592	29,945	▼ -14.5%	Audiovisual	54,238	48,154	▲ 12.6%
Downloadable	18,312	32,350	▼ -43.4%	Downloadable	39,032	69,156	▼ -43.6%
ILL	324	372	▼ -12.9%	ILL	714	757	▼ -5.7%
Other	7,494	6,004	▲ 24.8%	Other	15,619	10,794	▲ 44.7%
Total	120,508	136,730	▼ -11.9%	Total	251,553	246,901	▲ 1.9%

Circulation



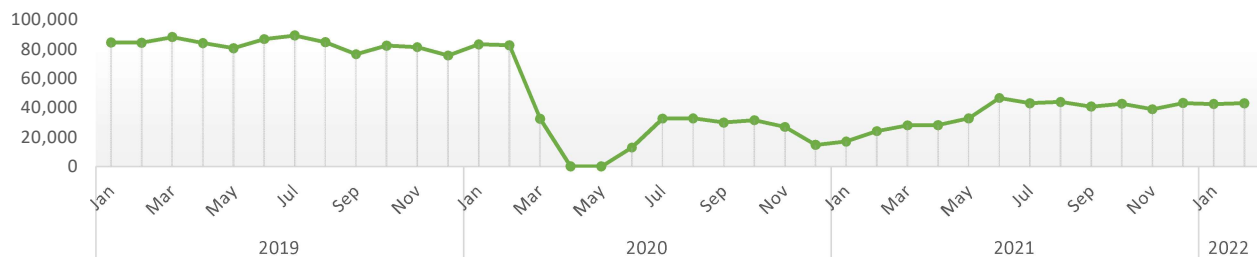
Physical vs. Downloadable Circulation



Library Visits

Location	Current Month	Same Month Last Year	Change	Location	YTD Total Current Year	YTD Total Last Year	Change
Main Library	35,034	14,655	▲ 139.1%	Main Library	68,694	19,426	▲ 253.6%
Drive-Up	5,275	8,108	▼ -34.9%	Drive-Up	11,393	19,230	▼ -40.8%
Bookmobile	1,023	1,074	▼ -4.7%	Bookmobile	2,109	2,056	▲ 2.6%
Senior Center	904	102	▲ 786.3%	Senior Center	1,695	116	▲ 1361.2%
Makerplace	708	0	--	Makerplace	1,431	0	--
Total	42,944	23,939	▲ 79.4%	Total	85,322	40,828	▲ 109.0%

Library Visits



Arlington Heights Memorial Library

February 2022 Dashboard

Program Satisfaction 4.7 / 5

Programs

Program Attendance

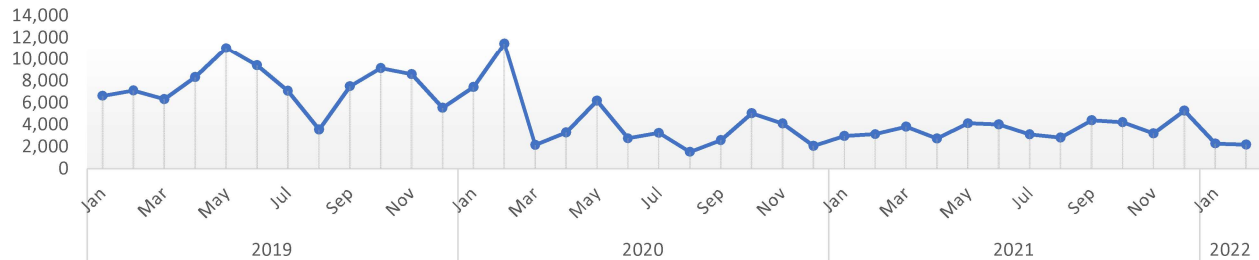
Audience	Current Month	Same Month Last Year	Change	Audience	YTD Total Current Year	YTD Total Last Year	Change
Adult	1,573	1,930	▼ -18.5%	Adult	3,136	4,225	▼ -25.8%
Children	500	981	▼ -49.0%	Children	1,054	1,504	▼ -29.9%
Teen	126	214	▼ -41.1%	Teen	291	355	▼ -18.0%
Total	2,199	3,125	▼ -29.6%	Total	4,481	6,084	▼ -26.3%

Number of Programs

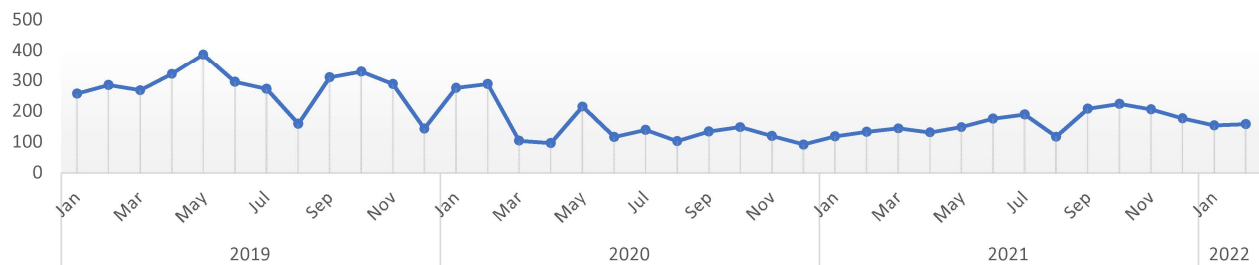
Audience	Current Month	Same Month Last Year	Change	Audience	YTD Total Current Year	YTD Total Last Year	Change
Adult	113	83	▲ 36.1%	Adult	215	164	▲ 31.1%
Children	37	34	▲ 8.8%	Children	82	61	▲ 34.4%
Teen	8	16	▼ -50.0%	Teen	15	27	▼ -44.4%
Total	158	133	▲ 18.8%	Total	312	252	▲ 23.8%

	Current Month	Same Month Last Year	Change		YTD Total Current Year	YTD Total Last Year	Change
Avg. Attendance	14	23	▼ -40.8%	Avg. Attendance	14	24	▼ -40.5%

Program Attendance



Number of Programs



Supplementary Programs and Activities

Number of Programs and Activities

Type	Current Month	Same Month Last Year	Change
Passive	19	18	▲ 5.6%

Program and Activity Attendance

Type	Current Month	Same Month Last Year	Change
Passive	1,259	1,841	▼ -31.6%

Arlington Heights Memorial Library Volunteer Program A Year in Review: 2021

Overview

As of December 31, we had 511 active volunteers¹ in our database. In 2021, 446 volunteers contributed 13,090.15 hours of service.

Highlights by Type of Volunteer

	Active Volunteers	Volunteers with Service ²	Hours of Service
Adults	260	169	10,740.02
Teens and Tweens ³	241	261	1,425.80
Adult Community Service Workers ⁴	3	12	910.67
Teen Community Service Workers	0	1	8.17
Aides ⁵	7	3	5.5

Highlights by Library Department

	Active Volunteers	Volunteers with Service	Hours of Service
Collection Services	9	2	39.98
Community & Circulation Services	146	86	4,456.03
Digital Services	16	8	29.42
Info Services	27	5	19.9
Programs and Exhibits	23	17	60.92
Senior & Accessible Services	29	23	903
Support Services ⁶	37	45	1,140.05
Youth Services ⁷	15	8	340.42

¹ Includes adult, teen, aide, adult community service, teen community service and SVS volunteers with or without service with a current status of “active” as of December 31, 2021

² Refers to volunteers with service at any point in 2021 regardless of their status as of December 31, 2021

³ Includes Summer Volunteer Squad participants

⁴ The library offers adults and teens the opportunity to complete court-mandated community service hours

⁵ AHML partners with Clearbrook to offer their clients volunteer opportunities. Aides are the Clearbrook staff who assist clients with their volunteer service.

⁶ Includes Administration, Finance, Communications & Marketing, Volunteer Services and Facilities

⁷ Includes adult and teen volunteers

Highlights

Makerplace Grand Opening

The library's new makerspace opened on Sunday, September 19. In preparation for this much-anticipated event, volunteers assisted library staff in several ways. Six volunteers prepared over 2,000 giveaways for attendees. To help promote the event for residents near the Makerplace, six volunteers distributed door hangers to approximately 75 homes and five apartment or condominium complexes.

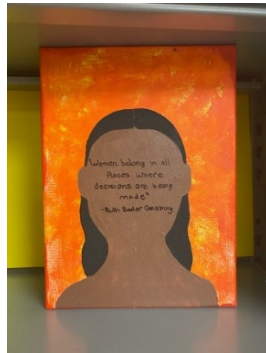
English Language Learner Volunteers

Several volunteers who have lower levels of English proficiency assisted the ESL/Literacy Office with various projects, such as inventorying and labeling games and equipment in the ESL collection so it was ready for customer use. Another volunteer helped staff sort through and label several boxes of Japanese-language materials that had been donated. These items were then given to the Friends of the Library to be sold. We also had a volunteer who spent almost two years creating Japanese-language lesson plans (completed in March 2021) while tutoring other volunteers in Japanese so they could better communicate with their students.

Summer Volunteer Squad

The library welcomed back Arlington Heights teens in grades 7-12 for the Summer Volunteer Squad (SVS) program. In June and July, volunteers in eight squads attended 54 planning meetings, delivered 28 programs for library customers, assembled hundreds of themed grab-and-go book bundles and designed and prepared hundreds of activity kits. 94 teens and tweens completed 670.57 hours of service.

Teens in the Art Activist squad created artwork throughout the summer to bring awareness to causes they wanted to spotlight, including conservation and climate change, mental health, sexism and LGBTQ inclusion. Their artwork was on display in the Hub throughout August. The Storytime in the Park squads designed activities, such as dance parties and obstacle courses, to engage young customers after storytime. To encourage writing and storytelling, teens in the Choose Your Own Adventure squad worked with children in four programs to write a multi-faceted, multi-ending story using their creativity. Youth Services and ESL/Literacy Departments collaborated to create the Book Buddies squad. In this squad, teens listened to children read and then discussed the events in the book. This helped improve the children's reading comprehension in a fun and engaging way.



Impact

What impact did our volunteers and the hours they served have? Here are some of the ways our volunteers impacted the library and its ability to serve the community:

- The library partnered with Versiti to host five **community blood drives**. 13 volunteers contributed 24 hours of service by welcoming donors and verifying their appointment. Through these efforts, 147 units of blood were collected and over 440 lives potentially saved.
- 90 customers received one-on-one in-person or virtual **English as a Second Language (ESL) tutoring**
- Several customers anecdotally credited their success in finding employment, navigating the healthcare system, passing the driver's license test and purchasing a home in part due to the support given to them by their ESL tutor.
- 418 customers were reached through 55 in-person and virtual **ESL programs** and classes that were volunteer led or assisted. The collaboration between staff and volunteers allows the library to offer valuable programming to customers.
- June through December, **library delivery** volunteers assisted with delivering over 4,500 items to homebound customers
- To enhance the customer experience for the *Snoopy and the Red Barron* exhibit, five volunteers served as **docents** providing guided tours to over 100 customers in November and December.
- Four volunteers helped 13 customers with basic hand-sewing skills at the Make Do and Mend program at the **Makerplace** in October.
- The **Teen Advisory Board (TAB)** completed several service projects including:
 - Providing artwork for the popular kids' Birthday Club greeting card program
 - Assisting library staff in selecting giveaways for teens participating in the Summer Reading Challenge
 - Recommending video games to be purchased for the Hub's new Nintendo Switch
 - Planning and preparing activities for younger kids who attended the Parent's Turn: Creating an Activity-Based Countdown Calendar for Your Family program
 - Creating a scavenger hunt to engage young children in the *Snoopy and the Red Baron* exhibit



- The **Tween Advisory Group (TAG)** completed several service projects including:
 - Planning puzzles for a virtual escape room for tweens
 - Painting wooden butterflies for the library's butterfly garden
 - Writing positive notes to place in library books and spread kindness
 - Preparing materials for and helping lead games at the library's Halloween Fun program
 - Writing scripts that were later performed in a virtual Twisted Tales Theatre program
 - Assembling personal care kits, decorating encouraging notes and making no-sew fleece hats for organizations who serve individuals experiencing homelessness



Friends and Foundation

Although separate organizations, the Friends of the Library and Arlington Heights Memorial Foundation support the Arlington Heights Memorial Library through volunteering of their time, talents, and resources. Each of these organizations has contributed significantly to the library, specifically to the Makerplace project, in 2021.

The **Friends of the Library (FOL)** is a not-for-profit, 501 (c)(3) tax exempt organization that raises funds to donate to the library to help support its mission of service to the public. They do this through sorting and selling items withdrawn from the library's collection, as well as items donated by the public, at periodic book sales. Volunteers donated over 3,800 hours of service during the preparation of these sales. FOL also maintains a used book shop located on the library's first floor. The Friends donated \$73,000 to the makerspace project and general library support in 2021 and over \$2 million since their inception.

The **Arlington Heights Memorial Library Foundation (Foundation)** is a not-for-profit, 501 (c)(3) tax exempt organization that provides support to the Arlington Heights Memorial Library in its quest to reach and serve all members of our community. The Foundation pursues financing and in-kind contributions to supplement the library through partnerships, planned giving, and donations. Contributions to the library in 2021 topped \$280,000 including discounts, in-kind and monetary donations.

Thank you to our Friends and Foundation for their generosity in sharing their time and talents for the betterment of the Arlington Heights Memorial Library and the community we serve.