

BOARD OF LIBRARY TRUSTEES

**TUESDAY, DECEMBER 20, 2022
7:00 P.M.**

RICHARD FRISBIE BOARD ROOM

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

- AGENDA -

- I. CALL TO ORDER
- II. ROLL CALL
- III. PLEDGE OF ALLEGIANCE
- IV. PUBLIC COMMENT
- V. LIAISON REPORTS
 - FRIENDS OF THE ARLINGTON HEIGHTS MEMORIAL LIBRARY
 - ARLINGTON HEIGHTS MEMORIAL LIBRARY FOUNDATION
- VI. APPROVAL OF THE MINUTES OF THE REGULAR BOARD MEETING OF NOVEMBER 15, 2022 (Action Item 1)
- VII. APPROVAL OF THE MINUTES OF THE COMMITTEE OF THE WHOLE MEETING OF DECEMBER 5, 2022 (Action Item 2)

- VIII. REVIEW OF THE FINANCIAL REPORT FOR THE PERIOD ENDED NOVEMBER 30, 2022 (Item 3)
- IX. REVIEW OF THE CHECK REGISTER FOR THE PERIOD ENDED NOVEMBER 30, 2022 (Action Item 4)
- X. EXECUTIVE DIRECTOR'S REPORT
- XI. OLD BUSINESS
- KIDS' WORLD REFRESH PROJECT UPDATE (Item 5)
Staff and representatives from Williams Architects will provide an update on the Kids' World refresh project
 - ADOPTION OF REVISIONS TO POLICY 5.003 CIRCULATION (Action Item 6)
The board will consider adoption of proposed revisions to Policy 5.003 Circulation to improve accessibility and match current procedures
 - ADOPTION OF REVISIONS TO POLICY 7.007 USE OF FLAGS ON LIBRARY PROPERTY (Action Item 7)
The board will consider adoption of proposed revisions to Policy 7.007 Use of Flags on Library Property to add structure to the process of identifying flags and causes acknowledged by the board
 - APPROVAL OF FY2023 ILLINOIS PUBLIC LIBRARY PER CAPITA AND EQUALIZATION AID GRANT APPLICATION (Action Item 8)
The board will consider approval of the Illinois State Library FY2023 Public Library Per Capita and Equalization Aid Grant application
 - COMPENSATION STRUCTURE DEVELOPMENT (Item 9)
Staff will report details about the market benchmarking process and compensation structure development
- XII. NEW BUSINESS

- ONE BOOK, ONE VILLAGE WRAP-UP (Item 10)
Staff will present statistics and highlights from the library's 2022 One Book, One Village program

XIII. OTHER

- ARLINGTON HEIGHTS VILLAGE BOARD JOINT MEETING

XIV. CLOSED SESSION IN ACCORDANCE WITH 5 ILCS 120/2 (C) (1) TO REVIEW EXECUTIVE DIRECTOR'S PERFORMANCE GOALS

XV. ITEM(S) FROM CLOSED SESSION FOR ACTION

XVI. 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., December 20, 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; text 847-665-1491) 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, NOVEMBER 15, 2022.

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

11.22.02 Upon **ROLL CALL**, the following answered Present: Trustees Borrell, Galla, Medal, Somary, Supplitt and Zyck.

Absent: Trustee Ruhl

Also present: Michael Driskell, Executive Director; Dana Revilla, Deputy Director; Traci Sara, Finance Manager; Lisa Haack, Human Resources Manager; Mike Klean, Security Manager; Mary Jo Lepo, Senior and Accessible Services Manager; Katie Myers, Senior and Accessible Services Supervisor; Dan Billing, Security Officer Lead; Janet Moravec, Executive Administrative Assistant; and Lauree Harp, Arlington Heights Memorial Library Foundation Founder and Chair. Mary Hastings, Director of Communications and Marketing, participated in the meeting via Zoom.

11.22.03 There was no **PUBLIC COMMENT**.

11.22.04 **LIAISON REPORTS**

- **FRIENDS OF THE ARLINGTON HEIGHTS MEMORIAL LIBRARY** – Michael Driskell reported the Friends approved \$2,000 to purchase 1,150 wallets for youth receiving their first library card. The Friends made over \$25,000 at their fall used book sale in November and have a holiday sale coming up December 3 and 4.

- **ARLINGTON HEIGHTS MEMORIAL LIBRARY FOUNDATION** – Lauree Harp shared a recap of the Foundation’s Evening with the Chefs event on November 4 raising funds for the Foundation’s Scholarship for the Trades program. The Foundation has also sent out its annual appeal and is seeing good results.

11.22.05 Trustee Supplitt moved **APPROVAL OF THE MINUTES OF THE JOINT MEETING OF THE ARLINGTON HEIGHTS PARK DISTRICT BOARD OF COMMISSIONERS AND THE BOARD OF LIBRARY TRUSTEES OF OCTOBER 15, 2022 (Action Item 1)**. Trustee Somary seconded. All were in favor and the minutes were approved as submitted.

11.22.06 Trustee Somary moved **APPROVAL OF THE MINUTES OF THE REGULAR BOARD MEETING OF OCTOBER 25, 2022 (Action Item 2)**. Trustee Galla seconded. All were in favor and the minutes were approved as submitted.

11.22.07 Trustee Supplitt moved **APPROVAL OF THE MINUTES OF THE COMMITTEE OF THE WHOLE MEETING OF NOVEMBER 7, 2022 (Action Item 3)**. Trustee Borrell seconded. All were in favor and the minutes were approved as submitted.

11.22.08 **APPROVAL OF TRUSTEE EXPENDITURES (Action Item 4)** – The Local Government Expense Control Act requires any reimbursement to a trustee for travel, training, community events, etc., be approved by roll call vote of the board. Reimbursement to Trustee Somary for expenses incurred during the Illinois Library Association Conference were presented.

Trustee Medal moved **THE BOARD OF LIBRARY TRUSTEES APPROVES THE REIMBURSEMENT TO TRUSTEE SOMARY FOR TRAVEL EXPENSES IN THE AMOUNT OF \$123.06**. Trustee Borrell seconded. Upon **ROLL CALL**, the following answered Aye: Trustees Borrell, Galla, Medal, Supplitt and Zyck. Nay: none. Abstain: Trustee Somary. The motion carried.

11.22.09 **REVIEW OF THE FINANCIAL REPORT FOR THE PERIOD ENDED OCTOBER 31, 2022 (Item 5)** – Mr. Driskell reported due to Cook County's delay of second installment property tax bills, the library did not receive real estate tax receipts in October. The library received personal property replacement taxes (PPRT) of \$76,568.01 in October. Due to rising interest rates, the library received \$12,134.93 in interest income in October. With 83% of the fiscal year lapsed, 74% of the unaudited annual operating budget has been expensed and 64% of the total annual capital budget has been expensed.

11.22.10 **REVIEW OF THE CHECK REGISTER FOR THE PERIOD ENDED OCTOBER 31, 2022 (Action Item 6)** – Mr. 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 OCTOBER 31, 2022, IN THE AMOUNT OF \$1,171,999.62**. Trustee Somary seconded. Upon **ROLL CALL**, the following answered Aye: Trustees Borrell, Galla, Medal, Somary, Supplitt and Zyck. Nay: none. The motion carried.

11.22.11 **EXECUTIVE DIRECTOR'S REPORT** – The executive director highlighted the November 2022 Director's Report.

Security staff provided an overview of the history of security and policies and procedures as they relate to exceptional customer experiences at the library.

11.22.12 **OLD BUSINESS**

- ADOPTION OF REVISIONS TO HUMAN RESOURCE POLICY - HOLIDAYS (Action Item 7) – The board considered adoption of proposed revisions to human resource policy – Holidays to provide paid holidays to part-time benefited employees.

Trustee Medal moved **THE BOARD OF LIBRARY TRUSTEES ADOPTS REVISIONS TO HUMAN RESOURCE POLICY – HOLIDAYS, EFFECTIVE JANUARY 1, 2023.** Trustee Supplitt seconded. Upon **ROLL CALL**, the following answered Aye: Trustees Borrell, Galla, Medal, Somary, Supplitt and Zyck. Nay: none. The motion carried.

- ADOPTION OF HUMAN RESOURCE POLICY – PAID PARENTAL LEAVE (Action Item 8) – The board considered adoption of a new employee benefit and human resource policy – Paid Parental Leave to provide paid parental leave to full-time and part-time benefited employees.

Trustee Galla moved **THE BOARD OF LIBRARY TRUSTEES ADOPTS HUMAN RESOURCE POLICY – PAID PARENTAL LEAVE.** Trustee Borrell seconded. Upon **ROLL CALL**, the following answered Aye: Trustees Borrell, Galla, Medal, Somary, Supplitt and Zyck. Nay: none. The motion carried.

- ADOPTION OF REVISIONS TO POLICY 1.101 RULES OF THE BOARD OF LIBRARY TRUSTEES (Action Item 9) – The board considered adoption of revisions to Policy 1.101 Rules of the Board of Library Trustees to add the Pledge of Allegiance at the beginning of each committee and board meeting.

Trustee Somary moved **THE BOARD OF LIBRARY TRUSTEES ADOPTS REVISIONS TO POLICY 1.101 RULES OF THE BOARD OF LIBRARY TRUSTEES.** Trustee Galla seconded. Upon **ROLL CALL**, the following answered Aye: Trustees Borrell, Galla, Medal, Somary, Supplitt and Zyck. Nay: none. The motion carried.

11.22.13 NEW BUSINESS

- INCLUSION AWARENESS MONTH 2022 (Item 10) – Senior and Accessible Services staff provided a summary of the programming and services highlighted during October, as part of Inclusion Awareness Month.

11.22.14 OTHER

– Mr. Driskell thanked Trustee Supplitt for his presentation of the library’s budget to the Village board at the Village’s budget hearing.

There being no further business to discuss, Trustee Medal moved **ADJOURNMENT**. Trustee Galla seconded. All were in favor and the meeting was adjourned at 8:55 p.m.

Carole Medal, Vice President/Secretary

Janet Moravec, Recorder

BOARD OF LIBRARY TRUSTEES

COMMITTEE OF THE WHOLE

12.22.01 A meeting of the Committee of the Whole of the Board of Library Trustees of the Arlington Heights Memorial Library was called to order in the Richard Frisbie Board Room of the Arlington Heights Memorial Library on Monday, December 5, 2022, at 7:00 p.m. by President Greg Zyck.

Upon **ROLL CALL**, the following answered Present: Trustees Borrell, Galla, Ruhl, Supplitt and Zyck.

Absent: Trustees Medal and Somary

Also present: Michael Driskell, Executive Director; Dana Revilla, Deputy Director; and Janet Moravec, Executive Administrative Assistant. Mary Hastings, Director of Communications and Marketing participated in the meeting via Zoom.

12.22.02 President Zyck led the **PLEDGE OF ALLEGIANCE**.

12.22.03 There was no **PUBLIC COMMENT**.

Trustee Somary joined the meeting at 7:06 p.m.

12.22.04 **REVISIONS TO POLICY 5.004 CIRCULATION** (Item 1) – The committee reviewed proposed changes to the Circulation policy to improve accessibility and match current procedures.

12.22.05 **POLICY 7.007 USE OF FLAGS ON LIBRARY PROPERTY DISCUSSION** (Item 2) – The committee continued discussion of Policy 7.007 Use of Flags on Library Property. The committee discussed adding structure to the process of identifying flags and causes acknowledged by the board.

12.22.06 **DATA AND STATISTICS REPORTING** (Item 3) – The committee reviewed and discussed reporting format of statistics and performance indicators.

12.22.07 **FY2023 ILLINOIS PUBLIC LIBRARY PER CAPITA GRANT APPLICATION** (Item 4) – The committee reviewed a draft of the FY2023 Illinois Public Library Per Capita Grant application.

12.22.08 **OTHER**

- Trustee Galla questioned if staff are trained on the use of NARCAN. Mr. Driskell responded that on the recommendation of medical professions and the Arlington Heights

Police Department, staff are not trained to administer NARCAN but rather instructed to call 911 in an emergency.

- Trustee Ruhl inquired if the library would consider providing notary services in the future.
- Mr. Driskell reported he will be taking time off before the end of the year.
- Trustee Somary commented on an interaction she observed in the ESL/Literacy Office between staff and a grateful customer. She remarked how very proud she is the library is able to help those who may be new to our community.

There being no further business to be discussed, Trustee Supplitt moved **ADJOURNMENT**. Trustee Somary seconded. All were in favor and the meeting was adjourned at 7:55 p.m.

Janet Moravec, Recorder

(Item 3)

Village of Arlington Heights
REVENUE REPORT
92% OF YEAR LAPSED

ACCOUNTING PERIOD 11/2022

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		.00	797,302	490,530.97	62	869,788	379,257.03
04 00	Real Estate Tax FICA	55,261		.00	607,871	352,812.93	58	663,141	310,328.07
05 00	Real Estate Tax	1,095,666		.00	12,052,326	7,282,684.10	60	13,147,993	5,865,308.90
401 **	Real Estate Taxes	1,223,409		.00	13,457,499	8,126,028.00	60	14,680,922	6,554,894.00
403	Intergovernmental Taxes								
25 00	Replacement Tax	12,240		.00	134,640	365,825.30	272	146,880	218,945.30-
403 **	Intergovernmental Taxes	12,240		.00	134,640	365,825.30	272	146,880	218,945.30-
400 ***	Taxes	1,235,649		.00	13,592,139	8,491,853.30	63	14,827,802	6,335,948.70
410	Intergovernmental Revenue								
411	Intergovernmental								
65 00	Per Capita Grant & Gifts	9,231		.00	101,541	114,572.10	113	110,774	3,798.10-
70 00	Other Grants	0		.00	0	20,735.00		0	20,735.00-
90 00	Contribution Ord. Library	0		.00	0	1,435.41		0	1,435.41-
411 **	Intergovernmental	9,231		.00	101,541	136,742.51	135	110,774	25,968.51-
410 ***	Intergovernmental Revenue	9,231		.00	101,541	136,742.51	135	110,774	25,968.51-
430	Fees								
436	Library Fees								
72 00	Non Resident Fees	50		.00	550	681.00	124	600	81.00-
74 00	Copier/Reader Printer Fee	2,108	3,008.30	143	23,188	35,508.38	153	25,296	10,212.38-
75 00	Meeting Room Fees	33	150.00	455	363	1,575.00	434	400	1,175.00-
436 **	Library Fees	2,191	3,158.30	144	24,101	37,764.38	157	26,296	11,468.38-
430 ***	Fees	2,191	3,158.30	144	24,101	37,764.38	157	26,296	11,468.38-
440	Fines								
442	Library								
20 00	Late Charges	0	70.00		0	1,180.00		0	1,180.00-
25 00	Lost/Damaged Item Charges	797	606.84	76	8,767	10,943.25	125	9,564	1,379.25-
442 **	Library	797	676.84	85	8,767	12,123.25	138	9,564	2,559.25-
440 ***	Fines	797	676.84	85	8,767	12,123.25	138	9,564	2,559.25-
460	Interest Income								
461	Simple Interest								
02 00	Interest on Investments	293	13,860.16	4730	3,223	63,969.43	1985	3,520	60,449.43-
461 **	Simple Interest	293	13,860.16	4730	3,223	63,969.43	1985	3,520	60,449.43-

Village of Arlington Heights
 REVENUE REPORT
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ACCOUNTING PERIOD 11/2022

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	3,420.71		0	3,420.71-
462	** Investment Inc	0	.00		0	3,420.71		0	3,420.71-
460	*** Interest Income	293	13,860.16	4730	3,223	67,390.14	2091	3,520	63,870.14-
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	298.43	24	13,750	3,182.03	23	15,000	11,817.97
483	** Donations	1,250	298.43	24	13,750	3,182.03	23	15,000	11,817.97
489	Other								
90 00	Other Income	416	704.08	169	4,576	8,916.93	195	5,000	3,916.93-
94 00	FOL Reimbursements	4,166	.00		45,826	23,161.87	51	50,000	26,838.13
95 00	Foundation Reimbursements	0	.00		0	27.20		0	27.20-
96 00	IL Vehicle Renewal Stickr	0	207.00		0	2,762.00		0	2,762.00-
97 00	Misc. Revenue Makerspace	0	603.23		0	3,516.49		0	3,516.49-
98 00	Makerspace Rental Revenue	0	.00		0	450.00		0	450.00-
489	** Other	4,582	1,514.31	33	50,402	38,834.49	77	55,000	16,165.51
480	*** Other	5,832	1,812.74	31	64,152	42,016.52	66	70,000	27,983.48
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

Village of Arlington Heights
 REVENUE REPORT
 92% OF YEAR LAPSED

ACCOUNTING PERIOD 11/2022

Village of Arlington Heights

FUND 291 Memorial Library Fund		***** CURRENT *****			***** YEAR-TO-DATE *****			ANNUAL	UNREALIZED
ACCOUNT	DESCRIPTION	ESTIMATED	ACTUAL	%REV	ESTIMATED	ACTUAL	%REV	ESTIMATE	BALANCE
490	Other Financing Sources								
491	Other Financing Sources								
FUND TOTAL Memorial Library Fund		1,253,993	19,508.04	2	13,793,923	8,787,890.10	64	15,047,956	6,260,065.90

Village of Arlington Heights
 REVENUE REPORT
 92% OF YEAR LAPSED

ACCOUNTING PERIOD 11/2022

Village of Arlington Heights

FUND 491 Capital Projects-Library		*****	CURRENT	*****	*****	YEAR-TO-DATE	*****	ANNUAL	UNREALIZED
ACCOUNT	ACCOUNT DESCRIPTION	ESTIMATED	ACTUAL	%REV	ESTIMATED	ACTUAL	%REV	ESTIMATE	BALANCE
460	Interest Income								
461	Simple Interest								
02 00	Interest on Investments	416	.00		4,576	26,383.05	577	5,000	21,383.05-
461	** Simple Interest	416	.00		4,576	26,383.05	577	5,000	21,383.05-
462	Investment Inc								
10 00	Market Value Adj IMET	0	.00		0	7,331.45		0	7,331.45-
462	** Investment Inc	0	.00		0	7,331.45		0	7,331.45-
460	*** Interest Income	416	.00		4,576	33,714.50	737	5,000	28,714.50-
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		4,576	33,714.50	737	5,000	28,714.50-

PREPARED 12/14/2022, 14:42:55
PROGRAM: GM267L
Village of Arlington Heights

DETAIL BUDGET REPORT
92% OF YEAR LAPSED

PAGE 1
ACCOUNTING PERIOD 11/2022

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						ANNUAL	UNENCUMB.	%
BA	ELE	OBJ	*****CURRENT*****			*****YEAR-TO-DATE*****			BUDGET	BALANCE	BDGT
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.		
60		Culture/Recreation									
601		Library									
	16	Library Personal Services									
	16 85	Salaries	31458	25312.74	81	346038	257141.61	74	.00	377496	120354.39 68
	16 92	Achievement Awards	250	.00	0	2750	1000.00	36	.00	3000	2000.00 33
	16 **	Library Personal Services	31708	25312.74	80	348788	258141.61	74	.00	380496	122354.39 68
	18	Other Personal Services									
	18 05	Overtime Civilian	83	129.75	156	913	1724.30	189	.00	1000	724.30- 172
	18 **	Other Personal Services	83	129.75	156	913	1724.30	189	.00	1000	724.30- 172
	19	Employee Benefits									
	19 05	Medical Insurance	3285	2383.78	73	36135	26221.66	73	.00	39421	13199.34 67
	19 10	IMRF	3608	2646.02	73	39688	26922.11	68	.00	43299	16376.89 62
	19 11	Social Security	1950	1520.33	78	21450	15541.24	73	.00	23405	7863.76 66
	19 12	Medicare	456	355.57	78	5016	3634.62	73	.00	5474	1839.38 66
	19 53	Flexible Spending	250	137.75	55	2750	1662.50	61	.00	3000	1337.50 55
	19 55	Unemployment Compensation	536	.00	0	5896	.00	0	.00	6432	6432.00 0
	19 **	Employee Benefits	10085	7043.45	70	110935	73982.13	67	.00	121031	47048.87 61
	20	Prof Technical Services									
	20 05	Professional Services	1708	.00	0	18788	16000.00	85	.00	20500	4500.00 78
	20 08	Consulting Services Libr	3500	.00	0	38500	7800.00	20	.00	42000	34200.00 19
	20 20	Legal Services	1333	.00	0	14663	15328.75	105	.00	16000	671.25 96
	20 40	General Insurance	14898	.00	0	163878	151892.00	93	.00	178780	26888.00 85
	20 **	Prof Technical Services	21439	.00	0	235829	191020.75	81	.00	257280	66259.25 74
	21	Property Services									
	21 65	Other Services	250	735.00	294	2750	735.00	27	.00	3000	2265.00 25
	21 **	Property Services	250	735.00	294	2750	735.00	27	.00	3000	2265.00 25
	22	Other Contractual Service									
	22 01	Advertising	50	.00	0	550	64.80	12	.00	600	535.20 11
	22 02	Dues	477	786.00	165	5247	4293.00	82	.00	5729	1436.00 75
	22 03	Training	8594	1095.03	13	94534	64871.64	69	.00	103128	38256.36 63
	22 05	Postage	3375	19.18	1	37125	26081.86	70	.00	40500	14418.14 64
	22 70	Telephone Services	416	353.37	85	4576	4540.02	99	.00	5000	459.98 91
	22 **	Other Contractual Service	12912	2253.58	18	142032	99851.32	70	.00	154957	55105.68 64
	30	General Supplies									
	30 05	Office Supplies & Equip	1149	73.54	6	12639	3348.22	27	.00	13795	10446.78 24
	30 **	General Supplies	1149	73.54	6	12639	3348.22	27	.00	13795	10446.78 24
	31	Public Works Supplies									
	31 85	Small Tools and Equipment	208	.00	0	2288	45.90	2	.00	2500	2454.10 2
	31 **	Public Works Supplies	208	.00	0	2288	45.90	2	.00	2500	2454.10 2

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	770	1352.52	176	.00	850	502.52-	159
	32	99 Items Reimb by Employees	0	.00	0	0	15.38	0	.00	0	15.38-	0
	32	** Library Supplies	70	.00	0	770	1367.90	178	.00	850	517.90-	161
	40	Other Charges										
	40	96 Operating Contingency	416	1230.05	296	4576	2009.32	44	.00	5000	2990.68	40
	40	** Other Charges	416	1230.05	296	4576	2009.32	44	.00	5000	2990.68	40
	50	Property										
	50	15 Other Equipment	2083	171.60	8	22913	14053.87	61	.00	25000	10946.13	56
	50	** Property	2083	171.60	8	22913	14053.87	61	.00	25000	10946.13	56
601	**	** Library	80403	36949.71	46	884433	646280.32	73	.00	964909	318628.68	67
60	**	** Culture/Recreation	80403	36949.71	46	884433	646280.32	73	.00	964909	318628.68	67
DIV	6001	TOTAL ***** Administration	80403	36949.71	46	884433	646280.32	73	.00	964909	318628.68	67

FUND 291 Memorial Library Fund			DEPT/DIV 6002 Executive Office/Communications & Mrkting						ANNUAL	UNENCUMB.	%	
BA	ELE	OBJ	*****CURRENT*****	*****YEAR-TO-DATE*****			ENCUMBR.	BUDGET	BALANCE	BDGT		
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP				
60		Culture/Recreation										
601		Library										
	16	Library Personal Services										
	16 85	Salaries	36595	34111.81	93	402545	390869.54	97	.00	439144	48274.46	89
	16 **	Library Personal Services	36595	34111.81	93	402545	390869.54	97	.00	439144	48274.46	89
	18	Other Personal Services										
	18 05	Overtime Civilian	100	81.19	81	1100	690.15	63	.00	1200	509.85	58
	18 **	Other Personal Services	100	81.19	81	1100	690.15	63	.00	1200	509.85	58
	19	Employee Benefits										
	19 05	Medical Insurance	7051	6903.43	98	77561	75937.73	98	.00	84621	8683.27	90
	19 10	IMRF	4208	3556.07	85	46288	40722.11	88	.00	50496	9773.89	81
	19 11	Social Security	2274	2020.99	89	25014	23177.46	93	.00	27295	4117.54	85
	19 12	Medicare	532	472.64	89	5852	5420.43	93	.00	6384	963.57	85
	19 **	Employee Benefits	14065	12953.13	92	154715	145257.73	94	.00	168796	23538.27	86
	20	Prof Technical Services										
	20 05	Professional Services	250	.00	0	2750	.00	0	.00	3000	3000.00	0
	20 **	Prof Technical Services	250	.00	0	2750	.00	0	.00	3000	3000.00	0
	21	Property Services										
	21 02	Equipment Maintenance	142	.00	0	1562	3154.00	202	.00	1710	1444.00	184
	21 65	Other Services	1256	34.07	3	13816	8311.15	60	.00	15075	6763.85	55
	21 **	Property Services	1398	34.07	2	15378	11465.15	75	.00	16785	5319.85	68
	22	Other Contractual Service										
	22 02	Dues	78	.00	0	858	729.00	85	.00	945	216.00	77
	22 03	Training	4	.00	0	44	94.38	215	.00	50	44.38	189
	22 10	Printing	13537	16312.88	121	148907	158412.84	106	.00	162450	4037.16	98
	22 **	Other Contractual Service	13619	16312.88	120	149809	159236.22	106	.00	163445	4208.78	97
	30	General Supplies										
	30 05	Office Supplies & Equip	1298	1293.28	100	14278	15742.43	110	.00	15579	163.43	101
	30 **	General Supplies	1298	1293.28	100	14278	15742.43	110	.00	15579	163.43	101
	31	Public Works Supplies										
	31 85	Small Tools and Equipment	500	358.00	72	5500	1106.54	20	.00	6000	4893.46	18
	31 **	Public Works Supplies	500	358.00	72	5500	1106.54	20	.00	6000	4893.46	18
	32	Library Supplies										
	32 72	Special Events	1339	1383.00	103	14729	12796.61	87	.00	16073	3276.39	80
	32 **	Library Supplies	1339	1383.00	103	14729	12796.61	87	.00	16073	3276.39	80
601	** **	Library	69164	66527.36	96	760804	737164.37	97	.00	830022	92857.63	89
60	** **	Culture/Recreation	69164	66527.36	96	760804	737164.37	97	.00	830022	92857.63	89
DIV	6002	TOTAL ***** Communications & Mrkting	69164	66527.36	96	760804	737164.37	97	.00	830022	92857.63	89

FUND 291 Memorial Library Fund			DEPT/DIV 6003 Executive Office/Human Resources						ANNUAL	UNENCUMB.	%
BA ELE OBJ ACCOUNT			*****CURRENT*****			*****YEAR-TO-DATE*****			BUDGET	BALANCE	BDGT
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.		
60		Culture/Recreation									
601		Library									
16		Library Personal Services									
16	85	Salaries	15031	13978.31	93	165341	160392.41	97	.00	180373	19980.59 89
16	**	Library Personal Services	15031	13978.31	93	165341	160392.41	97	.00	180373	19980.59 89
18		Other Personal Services									
18	05	Overtime Civilian	25	63.75	255	275	557.50	203	.00	300	257.50- 186
18	**	Other Personal Services	25	63.75	255	275	557.50	203	.00	300	257.50- 186
19		Employee Benefits									
19	05	Medical Insurance	3928	3283.25	84	43208	36115.75	84	.00	47145	11029.25 77
19	10	IMRF	1724	1460.39	85	18964	16744.13	88	.00	20689	3944.87 81
19	11	Social Security	931	802.93	86	10241	9221.82	90	.00	11183	1961.18 83
19	12	Medicare	217	187.78	87	2387	2156.71	90	.00	2615	458.29 83
19	50	Employee Asst. Program	500	.00	0	5500	5115.17	93	.00	6000	884.83 85
19	**	Employee Benefits	7300	5734.35	79	80300	69353.58	86	.00	87632	18278.42 79
21		Property Services									
21	65	Other Services	2958	1910.86	65	32538	33787.63	104	.00	35500	1712.37 95
21	**	Property Services	2958	1910.86	65	32538	33787.63	104	.00	35500	1712.37 95
22		Other Contractual Service									
22	01	Advertising	108	.00	0	1188	249.00	21	.00	1300	1051.00 19
22	02	Dues	296	.00	0	3256	3538.00	109	.00	3558	20.00 99
22	03	Training	108	325.31	301	1188	758.69	64	.00	1300	541.31 58
22	55	In Service Training	833	.00	0	9163	7720.13	84	.00	10000	2279.87 77
22	**	Other Contractual Service	1345	325.31	24	14795	12265.82	83	.00	16158	3892.18 76
32		Library Supplies									
32	01	Program Supplies	33	.00	0	363	22.98	6	.00	400	377.02 6
32	**	Library Supplies	33	.00	0	363	22.98	6	.00	400	377.02 6
40		Other Charges									
40	62	Tuition Reimbursement	2083	.00	0	22913	10659.86	47	.00	25000	14340.14 43
40	70	Employee Recognition Prog	1779	4783.62	269	19569	13678.80	70	.00	21350	7671.20 64
40	**	Other Charges	3862	4783.62	124	42482	24338.66	57	.00	46350	22011.34 53
601	** **	Library	30554	26796.20	88	336094	300718.58	90	.00	366713	65994.42 82
60	** **	Culture/Recreation	30554	26796.20	88	336094	300718.58	90	.00	366713	65994.42 82
DIV	6003	TOTAL ***** Human Resources	30554	26796.20	88	336094	300718.58	90	.00	366713	65994.42 82

FUND 291 Memorial Library Fund			DEPT/DIV 6004 Executive Office/Paid by Gifts and Grants						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										
20		Prof Technical Services										
20	05	Professional Services	25	.00	0	275	.00	0	.00	300	300.00	0
20	**	Prof Technical Services	25	.00	0	275	.00	0	.00	300	300.00	0
21		Property Services										
21	65	Other Services	177	473.94	268	1947	5706.67	293	.00	2125	3581.67-	269
21	**	Property Services	177	473.94	268	1947	5706.67	293	.00	2125	3581.67-	269
22		Other Contractual Service										
22	02	Dues	41	.00	0	451	125.00	28	.00	500	375.00	25
22	10	Printing	41	.00	0	451	555.50	123	.00	500	55.50-	111
22	18	Contr Programs & Exhibits	1666	.00	0	18326	19650.00	107	.00	20000	350.00	98
22	**	Other Contractual Service	1748	.00	0	19228	20330.50	106	.00	21000	669.50	97
31		Public Works Supplies										
31	85	Small Tools and Equipment	333	.00	0	2663	483.90	18	.00	3000	2516.10	16
31	**	Public Works Supplies	333	.00	0	2663	483.90	18	.00	3000	2516.10	16
32		Library Supplies										
32	01	Program Supplies	604	168.31	28	5228	1373.16	26	.00	5835	4461.84	24
32	02	Program Events	194	509.36	263	3302	8898.69	270	.00	3500	5398.69-	254
32	32	Software	84-	.00	0	576	.00	0	.00	500	500.00	0
32	72	Special Events	1979	.00	0	14017	238.49	2	.00	16000	15761.51	2
32	75	Audio Visual	605-	97.97	16-	1097	345.92	32	.00	500	154.08	69
32	78	Electronic Resources	166	.00	0	1326	.00	0	.00	1500	1500.00	0
32	80	Books	188	44.94-	24-	1816	450.04	25	.00	2000	1549.96	23
32	90	Circulation Supplies	41	.00	0	951	.00	0	.00	1000	1000.00	0
32	**	Library Supplies	2483	730.70	29	28313	11306.30	40	.00	30835	19528.70	37
50		Property										
50	15	Other Equipment	208	.00	0	2288	377.98	17	.00	2500	2122.02	15
50	55	Other Capital Outlay	208	.00	0	2288	.00	0	.00	2500	2500.00	0
50	**	Property	416	.00	0	4576	377.98	8	.00	5000	4622.02	8
601	**	** Library	5182	1204.64	23	57002	38205.35	67	.00	62260	24054.65	61
60	**	** Culture/Recreation	5182	1204.64	23	57002	38205.35	67	.00	62260	24054.65	61
DIV	6004	TOTAL ***** Paid by Gifts and Grants	5182	1204.64	23	57002	38205.35	67	.00	62260	24054.65	61

FUND 291 Memorial Library Fund			DEPT/DIV 6008 Executive Office/Finance						ANNUAL	UNENCUMB.	%
BA	ELE	OBJ	*****CURRENT*****			*****YEAR-TO-DATE*****			BUDGET	BALANCE	BDGT
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.		
60		Culture/Recreation									
601		Library									
	16	Library Personal Services									
	16 85	Salaries	19629	15550.88	79	215919	206243.21	96	.00	235552	29308.79 88
	16 **	Library Personal Services	19629	15550.88	79	215919	206243.21	96	.00	235552	29308.79 88
	18	Other Personal Services									
	18 05	Overtime Civilian	20	253.82	1269	220	974.09	443	.00	250	724.09- 390
	18 **	Other Personal Services	20	253.82	1269	220	974.09	443	.00	250	724.09- 390
	19	Employee Benefits									
	19 05	Medical Insurance	4518	5672.93	126	49698	62402.23	126	.00	54220	8182.23- 115
	19 10	IMRF	2251	1643.70	73	24761	21550.61	87	.00	27018	5467.39 80
	19 11	Social Security	1217	920.54	76	13387	12204.30	91	.00	14604	2399.70 84
	19 12	Medicare	284	215.30	76	3124	2854.27	91	.00	3416	561.73 84
	19 **	Employee Benefits	8270	8452.47	102	90970	99011.41	109	.00	99258	246.59 100
	20	Prof Technical Services									
	20 05	Professional Services	656	.00	0	7216	7650.00	106	.00	7875	225.00 97
	20 **	Prof Technical Services	656	.00	0	7216	7650.00	106	.00	7875	225.00 97
	21	Property Services									
	21 36	Equipment Rental	136	503.58	370	1496	1946.60	130	.00	1639	307.60- 119
	21 65	Other Services	515	434.56	84	5665	5916.08	104	.00	6189	272.92 96
	21 **	Property Services	651	938.14	144	7161	7862.68	110	.00	7828	34.68- 100
	22	Other Contractual Service									
	22 02	Dues	68	.00	0	748	.00	0	.00	825	825.00 0
	22 03	Training	100	44.35	44	1100	338.47	31	.00	1200	861.53 28
	22 25	IT/GIS Service Charge	11095	11250.00	101	122045	123750.00	101	.00	133145	9395.00 93
	22 **	Other Contractual Service	11263	11294.35	100	123893	124088.47	100	.00	135170	11081.53 92
601 ** **		Library	40489	36489.66	90	445379	445829.86	100	.00	485933	40103.14 92
60 ** **		Culture/Recreation	40489	36489.66	90	445379	445829.86	100	.00	485933	40103.14 92
DIV 6008		TOTAL ***** Finance	40489	36489.66	90	445379	445829.86	100	.00	485933	40103.14 92

FUND 291 Memorial Library Fund			DEPT/DIV 6010 Executive Office/Information Technology						ANNUAL	UNENCUMB.	%	
BA ELE OBJ ACCOUNT			*****CURRENT*****			*****YEAR-TO-DATE*****			BUDGET	BALANCE	BDGT	
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
60		Culture/Recreation										
601		Library										
	16	Library Personal Services										
	16 85	Salaries	54292	49722.79	92	597212	572295.95	96	.00	651505	79209.05	88
	16 **	Library Personal Services	54292	49722.79	92	597212	572295.95	96	.00	651505	79209.05	88
	18	Other Personal Services										
	18 05	Overtime Civilian	20	54.16	271	220	561.93	255	.00	250	311.93-	225
	18 **	Other Personal Services	20	54.16	271	220	561.93	255	.00	250	311.93-	225
	19	Employee Benefits										
	19 05	Medical Insurance	13219	13534.79	102	145409	148882.69	102	.00	158638	9755.31	94
	19 10	IMRF	6062	5088.12	84	66682	58451.50	88	.00	72747	14295.50	80
	19 11	Social Security	3366	2937.63	87	37026	33852.22	91	.00	40393	6540.78	84
	19 12	Medicare	787	687.03	87	8657	7917.05	92	.00	9447	1529.95	84
	19 **	Employee Benefits	23434	22247.57	95	257774	249103.46	97	.00	281225	32121.54	89
	20	Prof Technical Services										
	20 05	Professional Services	491	839.10	171	5401	2440.88	45	.00	5895	3454.12	41
	20 08	Consulting Services Libr	299	.00	0	3289	.00	0	.00	3590	3590.00	0
	20 **	Prof Technical Services	790	839.10	106	8690	2440.88	28	.00	9485	7044.12	26
	21	Property Services										
	21 02	Equipment Maintenance	14249	1831.00	13	156739	180776.39	115	.00	170989	9787.39-	106
	21 **	Property Services	14249	1831.00	13	156739	180776.39	115	.00	170989	9787.39-	106
	22	Other Contractual Service										
	22 03	Training	537	.00	0	5907	.00	0	.00	6450	6450.00	0
	22 42	Internet Access	4805	7870.06	164	52855	48611.79	92	.00	57667	9055.21	84
	22 **	Other Contractual Service	5342	7870.06	147	58762	48611.79	83	.00	64117	15505.21	76
	30	General Supplies										
	30 05	Office Supplies & Equip	56	.00	0	616	107.85	18	.00	683	575.15	16
	30 30	Data System Supplies	2100	4200.44	200	23100	18165.34	79	.00	25204	7038.66	72
	30 32	Software Library	12191	5446.41	45	134101	137644.73	103	.00	146292	8647.27	94
	30 33	Documentation Library	8	.00	0	88	.00	0	.00	100	100.00	0
	30 **	General Supplies	14355	9646.85	67	157905	155917.92	99	.00	172279	16361.08	91
	31	Public Works Supplies										
	31 85	Small Tools and Equipment	1102	576.73	52	12122	11038.30	91	.00	13226	2187.70	84
	31 **	Public Works Supplies	1102	576.73	52	12122	11038.30	91	.00	13226	2187.70	84
	32	Library Supplies										
	32 05	Processing Supplies	25	.00	0	275	.00	0	.00	300	300.00	0
	32 32	Software	907	.00	0	9977	5.49	0	.00	10887	10881.51	0
	32 **	Library Supplies	932	.00	0	10252	5.49	0	.00	11187	11181.51	0

FUND 291 Memorial Library Fund			DEPT/DIV 6010 Executive Office/Information Technology							ANNUAL	UNENCUMB.	%
BA	ELE	OBJ	*****CURRENT*****			*****YEAR-TO-DATE*****			BUDGET	BALANCE	BDGT	
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.			
60		Culture/Recreation										
601		Library										
	50	Property										
	50 12	Computer Equipment	2649	.00	0	29139	23955.83	82	.00	31790	7834.17 75	
	50 15	Other Equipment	1050	.00	0	11550	3996.00	35	.00	12600	8604.00 32	
	50 **	Property	3699	.00	0	40689	27951.83	69	.00	44390	16438.17 63	
601 ** **		Library	118215	92788.26	79	1300365	1248703.94	96	.00	1418653	169949.06 88	
60 ** **		Culture/Recreation	118215	92788.26	79	1300365	1248703.94	96	.00	1418653	169949.06 88	
DIV 6010		TOTAL *****										
		Information Technology	118215	92788.26	79	1300365	1248703.94	96	.00	1418653	169949.06 88	

FUND 291 Memorial Library Fund			DEPT/DIV 6015 Executive Office/Security						ANNUAL	UNENCUMB.	%	
BA ELE OBJ ACCOUNT			*****CURRENT*****			*****YEAR-TO-DATE*****			BUDGET	BALANCE	BDGT	
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
60		Culture/Recreation										
601		Library										
16		Library Personal Services										
16	85	Salaries	21994	19895.29	91	241934	232176.36	96	.00	263937	31760.64	88
16	**	Library Personal Services	21994	19895.29	91	241934	232176.36	96	.00	263937	31760.64	88
18		Other Personal Services										
18	05	Overtime Civilian	166	115.11	69	1826	1330.44	73	.00	2000	669.56	67
18	**	Other Personal Services	166	115.11	69	1826	1330.44	73	.00	2000	669.56	67
19		Employee Benefits										
19	05	Medical Insurance	6929	6925.32	100	76219	76178.52	100	.00	83155	6976.48	92
19	10	IMRF	2371	1920.18	81	26081	22400.52	86	.00	28462	6061.48	79
19	11	Social Security	1342	1148.62	86	14762	13458.39	91	.00	16104	2645.61	84
19	12	Medicare	313	268.64	86	3443	3147.54	91	.00	3766	618.46	84
19	**	Employee Benefits	10955	10262.76	94	120505	115184.97	96	.00	131487	16302.03	88
22		Other Contractual Service										
22	03	Training	125	.00	0	1375	952.08	69	.00	1500	547.92	64
22	**	Other Contractual Service	125	.00	0	1375	952.08	69	.00	1500	547.92	64
30		General Supplies										
30	05	Office Supplies & Equip	36	.00	0	396	55.59	14	.00	435	379.41	13
30	**	General Supplies	36	.00	0	396	55.59	14	.00	435	379.41	13
601	**	** Library	33276	30273.16	91	366036	349699.44	96	.00	399359	49659.56	88
60	**	** Culture/Recreation	33276	30273.16	91	366036	349699.44	96	.00	399359	49659.56	88
DIV	6015	TOTAL ***** Security	33276	30273.16	91	366036	349699.44	96	.00	399359	49659.56	88

FUND 291 Memorial Library Fund			DEPT/DIV 6020 Executive Office/Facilities						ANNUAL	UNENCUMB.	%
BA	ELE	OBJ	*****CURRENT*****			*****YEAR-TO-DATE*****			BUDGET	BALANCE	BDGT
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.		
60		Culture/Recreation									
601		Library									
	16	Library Personal Services									
	16 85	Salaries	33538	30785.40	92	368918	354681.29	96	.00	402462	47780.71 88
	16 **	Library Personal Services	33538	30785.40	92	368918	354681.29	96	.00	402462	47780.71 88
	18	Other Personal Services									
	18 05	Overtime Civilian	375	328.46	88	4125	3886.44	94	.00	4500	613.56 86
	18 **	Other Personal Services	375	328.46	88	4125	3886.44	94	.00	4500	613.56 86
	19	Employee Benefits									
	19 05	Medical Insurance	8870	8695.46	98	97570	95650.06	98	.00	106451	10800.94 90
	19 10	IMRF	3592	3140.76	87	39512	35961.50	91	.00	43110	7148.50 83
	19 11	Social Security	2079	1793.96	86	22869	20737.93	91	.00	24953	4215.07 83
	19 12	Medicare	486	419.53	86	5346	4850.01	91	.00	5836	985.99 83
	19 **	Employee Benefits	15027	14049.71	94	165297	157199.50	95	.00	180350	23150.50 87
	21	Property Services									
	21 02	Equipment Maintenance	3414	2349.91	69	37554	36731.83	98	.00	40976	4244.17 90
	21 07	Vehicle Equipment Maint	760	67.01	9	8360	3184.21	38	.00	9121	5936.79 35
	21 11	Building Maintenance	17255	15772.78	91	189805	185636.16	98	.00	207066	21429.84 90
	21 36	Equipment Rental	83	.00	0	913	.00	0	.00	1000	1000.00 0
	21 60	Water and Sewer Service	1372	6551.83	478	15092	22103.52	147	.00	16472	5631.52- 134
	21 **	Property Services	22884	24741.53	108	251724	247655.72	98	.00	274635	26979.28 90
	22	Other Contractual Service									
	22 03	Training	36	.00	0	396	.00	0	.00	432	432.00 0
	22 **	Other Contractual Service	36	.00	0	396	.00	0	.00	432	432.00 0
	30	General Supplies									
	30 05	Office Supplies & Equip	8	87.29	1091	88	92.20	105	.00	100	7.80 92
	30 50	Petroleum Products	333	894.18	269	3663	4879.96	133	.00	4000	879.96- 122
	30 51	Heating Fuel	5211	6518.88	125	57321	50536.26	88	.00	62537	12000.74 81
	30 **	General Supplies	5552	7500.35	135	61072	55508.42	91	.00	66637	11128.58 83
	31	Public Works Supplies									
	31 45	Janitorial Supplies	1948	5475.31	281	21428	19755.10	92	.00	23387	3631.90 85
	31 **	Public Works Supplies	1948	5475.31	281	21428	19755.10	92	.00	23387	3631.90 85
	50	Property									
	50 15	Other Equipment	1666	4788.60	287	18326	4788.60	26	.00	20000	15211.40 24
	50 **	Property	1666	4788.60	287	18326	4788.60	26	.00	20000	15211.40 24
601	** **	Library	81026	87669.36	108	891286	843475.07	95	.00	972403	128927.93 87
60	** **	Culture/Recreation	81026	87669.36	108	891286	843475.07	95	.00	972403	128927.93 87
DIV	6020	TOTAL ***** Facilities	81026	87669.36	108	891286	843475.07	95	.00	972403	128927.93 87

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	ENCUMBR.	BUDGET	BALANCE	BDGT
60		Culture/Recreation										
601		Library										
16		Library Personal Services										
16	85	Salaries	84360	60807.94	72	927960	808911.30	87	.00	1012329	203417.70	80
16	**	Library Personal Services	84360	60807.94	72	927960	808911.30	87	.00	1012329	203417.70	80
18		Other Personal Services										
18	05	Overtime Civilian	166	.00	0	1826	700.29	38	.00	2000	1299.71	35
18	**	Other Personal Services	166	.00	0	1826	700.29	38	.00	2000	1299.71	35
19		Employee Benefits										
19	05	Medical Insurance	13721	13712.44	100	150931	150836.84	100	.00	164662	13825.16	92
19	10	IMRF	8673	5925.71	68	95403	78234.15	82	.00	104084	25849.85	75
19	11	Social Security	5230	3613.43	69	57530	48063.19	84	.00	62764	14700.81	77
19	12	Medicare	1223	845.07	69	13453	11240.45	84	.00	14679	3438.55	77
19	**	Employee Benefits	28847	24096.65	84	317317	288374.63	91	.00	346189	57814.37	83
22		Other Contractual Service										
22	02	Dues	379	505.00	133	4169	2904.00	70	.00	4548	1644.00	64
22	03	Training	331	293.59	89	3641	1611.37	44	.00	3979	2367.63	41
22	18	Contr Programs & Exhibits	1456	400.00	28	16016	17084.00	107	.00	17480	396.00	98
22	**	Other Contractual Service	2166	1198.59	55	23826	21599.37	91	.00	26007	4407.63	83
30		General Supplies										
30	05	Office Supplies & Equip	234	121.36	52	2574	1680.72	65	.00	2819	1138.28	60
30	**	General Supplies	234	121.36	52	2574	1680.72	65	.00	2819	1138.28	60
32		Library Supplies										
32	01	Program Supplies	912	317.83	35	10032	7616.07	76	.00	10948	3331.93	70
32	02	Program Events	2577	3633.47	141	28347	20015.35	71	.00	30930	10914.65	65
32	90	Circulation Supplies	702	.00	0	7722	5990.33	78	.00	8427	2436.67	71
32	**	Library Supplies	4191	3951.30	94	46101	33621.75	73	.00	50305	16683.25	67
601	**	** Library	119964	90175.84	75	1319604	1154888.06	88	.00	1439649	284760.94	80
60	**	** Culture/Recreation	119964	90175.84	75	1319604	1154888.06	88	.00	1439649	284760.94	80
DIV	6401	TOTAL ***** Youth Services	119964	90175.84	75	1319604	1154888.06	88	.00	1439649	284760.94	80

FUND 291 Memorial Library Fund			DEPT/DIV 6420 User Services/Customer Services									
BA	ELE	OBJ	*****CURRENT*****			*****YEAR-TO-DATE*****			ENCUMBR.	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	90449.99	79	1265429	1065579.04	84	.00	1380472	314892.96	77
16	**	Library Personal Services	115039	90449.99	79	1265429	1065579.04	84	.00	1380472	314892.96	77
18		Other Personal Services										
18	05	Overtime Civilian	83	1006.15	1212	913	7156.95	784	.00	1000	6156.95-	716
18	**	Other Personal Services	83	1006.15	1212	913	7156.95	784	.00	1000	6156.95-	716
19		Employee Benefits										
19	05	Medical Insurance	9735	5637.18	58	107085	62008.98	58	.00	116828	54819.02	53
19	10	IMRF	10992	8052.14	73	120912	92537.20	77	.00	131907	39369.80	70
19	11	Social Security	7132	5578.41	78	78452	65545.34	84	.00	85589	20043.66	77
19	12	Medicare	1668	1304.55	78	18348	15329.00	84	.00	20017	4688.00	77
19	**	Employee Benefits	29527	20572.28	70	324797	235420.52	73	.00	354341	118920.48	66
21		Property Services										
21	65	Other Services	292	354.60	121	3212	1696.80	53	.00	3513	1816.20	48
21	**	Property Services	292	354.60	121	3212	1696.80	53	.00	3513	1816.20	48
22		Other Contractual Service										
22	02	Dues	125	289.00	231	1375	738.00	54	.00	1505	767.00	49
22	03	Training	231	29.63	13	2541	2302.20	91	.00	2773	470.80	83
22	**	Other Contractual Service	356	318.63	90	3916	3040.20	78	.00	4278	1237.80	71
30		General Supplies										
30	05	Office Supplies & Equip	169	224.90	133	1859	1536.52	83	.00	2033	496.48	76
30	**	General Supplies	169	224.90	133	1859	1536.52	83	.00	2033	496.48	76
32		Library Supplies										
32	01	Program Supplies	83	125.40	151	913	444.06	49	.00	1000	555.94	44
32	90	Circulation Supplies	721	4.50-	1-	7931	4369.19	55	.00	8660	4290.81	51
32	**	Library Supplies	804	120.90	15	8844	4813.25	54	.00	9660	4846.75	50
601	**	** Library	146270	113047.45	77	1608970	1319243.28	82	.00	1755297	436053.72	75
60	**	** Culture/Recreation	146270	113047.45	77	1608970	1319243.28	82	.00	1755297	436053.72	75
DIV	6420	TOTAL ***** Customer Services	146270	113047.45	77	1608970	1319243.28	82	.00	1755297	436053.72	75

FUND 291 Memorial Library Fund			DEPT/DIV 6430 User Services/Accessible Services						ANNUAL	UNENCUMB.	%	
BA ELE OBJ ACCOUNT			*****CURRENT*****			*****YEAR-TO-DATE*****			BUDGET	BALANCE	BDGT	
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
60		Culture/Recreation										
601		Library										
16		Library Personal Services										
16	85	Salaries	19996	17754.37	89	219956	206256.98	94	.00	239959	33702.02	86
16	**	Library Personal Services	19996	17754.37	89	219956	206256.98	94	.00	239959	33702.02	86
19		Employee Benefits										
19	05	Medical Insurance	1041	1106.39	106	11451	12170.29	106	.00	12495	324.71	97
19	10	IMRF	2252	1846.46	82	24772	21455.95	87	.00	27030	5574.05	79
19	11	Social Security	1239	1049.34	85	13629	12212.64	90	.00	14875	2662.36	82
19	12	Medicare	289	245.40	85	3179	2856.17	90	.00	3479	622.83	82
19	**	Employee Benefits	4821	4247.59	88	53031	48695.05	92	.00	57879	9183.95	84
22		Other Contractual Service										
22	02	Dues	43	.00	0	473	295.00	62	.00	518	223.00	57
22	03	Training	77	.00	0	847	161.59	19	.00	930	768.41	17
22	18	Contr Programs & Exhibits	799	490.00	61	8789	6839.88	78	.00	9590	2750.12	71
22	**	Other Contractual Service	919	490.00	53	10109	7296.47	72	.00	11038	3741.53	66
30		General Supplies										
30	05	Office Supplies & Equip	41	.00	0	451	452.24	100	.00	500	47.76	90
30	**	General Supplies	41	.00	0	451	452.24	100	.00	500	47.76	90
32		Library Supplies										
32	01	Program Supplies	151	17.00	11	1661	1675.15	101	.00	1820	144.85	92
32	02	Program Events	50	31.98	64	550	206.06	38	.00	600	393.94	34
32	90	Circulation Supplies	87	.00	0	957	699.47	73	.00	1050	350.53	67
32	**	Library Supplies	288	14.98	5	3168	2580.68	82	.00	3470	889.32	74
601	**	Library	26065	22506.94	86	286715	265281.42	93	.00	312846	47564.58	85
60	**	Culture/Recreation	26065	22506.94	86	286715	265281.42	93	.00	312846	47564.58	85
DIV	6430	TOTAL ***** Accessible Services	26065	22506.94	86	286715	265281.42	93	.00	312846	47564.58	85

FUND 291 Memorial Library Fund			DEPT/DIV 6440 User Services/Programs and Exhibits						ANNUAL	UNENCUMB.	%	
BA	ELE	OBJ	*****CURRENT*****			*****YEAR-TO-DATE*****			BUDGET	BALANCE	BDGT	
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
60		Culture/Recreation										
601		Library										
16		Library Personal Services										
16	85	Salaries	20327	14947.81	74	223597	187226.24	84	.00	243924	56697.76	77
16	**	Library Personal Services	20327	14947.81	74	223597	187226.24	84	.00	243924	56697.76	77
18		Other Personal Services										
18	05	Overtime Civilian	20	.66	3	220	63.72	29	.00	250	186.28	26
18	**	Other Personal Services	20	.66	3	220	63.72	29	.00	250	186.28	26
19		Employee Benefits										
19	05	Medical Insurance	3944	4000.42	101	43384	44004.62	101	.00	47336	3331.38	93
19	10	IMRF	2333	1554.63	67	25663	19478.12	76	.00	28007	8528.88	70
19	11	Social Security	1260	868.38	69	13860	10993.88	79	.00	15123	4129.12	73
19	12	Medicare	294	203.08	69	3234	2571.11	80	.00	3537	965.89	73
19	**	Employee Benefits	7831	6626.51	85	86141	77047.73	89	.00	94003	16955.27	82
22		Other Contractual Service										
22	02	Dues	96	.00	0	1056	756.00	72	.00	1156	400.00	65
22	03	Training	119	10.75	9	1309	391.09	30	.00	1428	1036.91	27
22	18	Contr Programs & Exhibits	7351	7474.40	102	80861	58630.16	73	.00	88213	29582.84	67
22	**	Other Contractual Service	7566	7485.15	99	83226	59777.25	72	.00	90797	31019.75	66
32		Library Supplies										
32	02	Program Events	678	808.50	119	7458	8916.12	120	.00	8138	778.12-	110
32	**	Library Supplies	678	808.50	119	7458	8916.12	120	.00	8138	778.12-	110
601	**	** Library	36422	29868.63	82	400642	333031.06	83	.00	437112	104080.94	76
60	**	** Culture/Recreation	36422	29868.63	82	400642	333031.06	83	.00	437112	104080.94	76
DIV	6440	TOTAL ***** Programs and Exhibits	36422	29868.63	82	400642	333031.06	83	.00	437112	104080.94	76

FUND 291 Memorial Library Fund			DEPT/DIV 6450 User Services/Digital Services						ANNUAL	UNENCUMB.	%
BA	ELE	OBJ	*****CURRENT*****			*****YEAR-TO-DATE*****			BUDGET	BALANCE	BDGT
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.		
60		Culture/Recreation									
601		Library									
	16	Library Personal Services									
	16 85	Salaries	45235	40606.55	90	497585	454044.76	91	.00	542823	88778.24 84
	16 **	Library Personal Services	45235	40606.55	90	497585	454044.76	91	.00	542823	88778.24 84
	19	Employee Benefits									
	19 05	Medical Insurance	4380	4187.92	96	48180	46067.12	96	.00	52569	6501.88 88
	19 10	IMRF	4615	3909.80	85	50765	43328.94	85	.00	55387	12058.06 78
	19 11	Social Security	2804	2474.03	88	30844	27444.59	89	.00	33655	6210.41 82
	19 12	Medicare	655	578.63	88	7205	6418.51	89	.00	7871	1452.49 82
	19 **	Employee Benefits	12454	11150.38	90	136994	123259.16	90	.00	149482	26222.84 83
	22	Other Contractual Service									
	22 02	Dues	166	.00	0	1826	1249.00	68	.00	1995	746.00 63
	22 03	Training	41	7.50	18	451	189.12	42	.00	500	310.88 38
	22 42	Internet Access	320	.00	0	3520	3840.00	109	.00	3840	.00 100
	22 66	Outside Reference Service	256	.00	0	2816	3203.00	114	.00	3078	125.00- 104
	22 **	Other Contractual Service	783	7.50	1	8613	8481.12	99	.00	9413	931.88 90
	30	General Supplies									
	30 05	Office Supplies & Equip	58	.00	0	638	544.61	85	.00	700	155.39 78
	30 07	Supplies Reimb by Patrons	45	.00	0	495	458.74	93	.00	550	91.26 83
	30 **	General Supplies	103	.00	0	1133	1003.35	89	.00	1250	246.65 80
	31	Public Works Supplies									
	31 85	Small Tools and Equipment	516	161.27	31	5676	5315.04	94	.00	6200	884.96 86
	31 **	Public Works Supplies	516	161.27	31	5676	5315.04	94	.00	6200	884.96 86
	32	Library Supplies									
	32 01	Program Supplies	58	.00	0	638	407.16	64	.00	700	292.84 58
	32 78	Electronic Resources	31291	4033.07	13	344201	355052.81	103	.00	375497	20444.19 95
	32 90	Circulation Supplies	131	553.93	423	1441	1107.33	77	.00	1575	467.67 70
	32 **	Library Supplies	31480	4587.00	15	346280	356567.30	103	.00	377772	21204.70 94
601	** **	Library	90571	56512.70	62	996281	948670.73	95	.00	1086940	138269.27 87
60	** **	Culture/Recreation	90571	56512.70	62	996281	948670.73	95	.00	1086940	138269.27 87
DIV	6450	TOTAL ***** Digital Services	90571	56512.70	62	996281	948670.73	95	.00	1086940	138269.27 87

PREPARED 12/14/2022, 14:42:55
 PROGRAM: GM267L
 Village of Arlington Heights

DETAIL BUDGET REPORT
 92% OF YEAR LAPSED

FUND 291 Memorial Library Fund			DEPT/DIV 6470 User Services/Collection Services							ANNUAL	UNENCUMB.	%
BA	ELE	OBJ	*****CURRENT*****			*****YEAR-TO-DATE*****			BUDGET			
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
60		Culture/Recreation										
601		Library										
		Collection Services	235595	196521.35	83	2591545	2286649.20	88	.00	2827224	540574.80	81

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	21231.38	72	324148	244710.79	76	.00	353626	108915.21	69
	16 **	Library Personal Services	29468	21231.38	72	324148	244710.79	76	.00	353626	108915.21	69
	18	Other Personal Services										
	18 05	Overtime Civilian	20	3.45	17	220	58.16	26	.00	250	191.84	23
	18 **	Other Personal Services	20	3.45	17	220	58.16	26	.00	250	191.84	23
	19	Employee Benefits										
	19 05	Medical Insurance	1173	2128.37	181	12903	23412.07	181	.00	14084	9328.07	166
	19 10	IMRF	3213	2208.43	69	35343	25438.06	72	.00	38562	13123.94	66
	19 11	Social Security	1827	1296.16	71	20097	14914.37	74	.00	21925	7010.63	68
	19 12	Medicare	427	303.12	71	4697	3487.88	74	.00	5128	1640.12	68
	19 **	Employee Benefits	6640	5936.08	89	73040	67252.38	92	.00	79699	12446.62	84
	20	Prof Technical Services										
	20 40	General Insurance	18	.00	0	198	.00	0	.00	216	216.00	0
	20 **	Prof Technical Services	18	.00	0	198	.00	0	.00	216	216.00	0
	21	Property Services										
	21 02	Equipment Maintenance	627	58.96	9	6897	4278.20	62	.00	7530	3251.80	57
	21 11	Building Maintenance	4613	8230.99	178	50743	59516.19	117	.00	55366	4150.19	108
	21 36	Equipment Rental	83	.00	0	913	.00	0	.00	1000	1000.00	0
	21 60	Water and Sewer Service	100	117.72	118	1100	505.68	46	.00	1200	694.32	42
	21 65	Other Services	25	23.39	94	275	184.43	67	.00	300	115.57	62
	21 **	Property Services	5448	8431.06	155	59928	64484.50	108	.00	65396	911.50	99
	22	Other Contractual Service										
	22 02	Dues	66	.00	0	726	308.00	42	.00	802	494.00	38
	22 03	Training	83	.00	0	913	389.47	43	.00	1000	610.53	39
	22 28	Contr Prog & Exhib-Adult	1750	.00	0	19250	18934.52	98	.00	21000	2065.48	90
	22 38	Contr Prog & Exhib-Youth	125	.00	0	1375	.00	0	.00	1500	1500.00	0
	22 42	Internet Access	256	231.99	91	2816	2551.89	91	.00	3075	523.11	83
	22 **	Other Contractual Service	2280	231.99	10	25080	22183.88	89	.00	27377	5193.12	81
	30	General Supplies										
	30 05	Office Supplies & Equip	166	95.71	58	1826	1551.14	85	.00	2000	448.86	78
	30 07	Supplies Reimb by Patrons	685	2371.97	346	7535	5478.90	73	.00	8231	2752.10	67
	30 32	Software Library	562	.00	0	6182	3194.87	52	.00	6750	3555.13	47
	30 51	Heating Fuel	3345	357.82	11	36795	4368.38	12	.00	40140	35771.62	11
	30 **	General Supplies	4758	2825.50	59	52338	14593.29	28	.00	57121	42527.71	26
	31	Public Works Supplies										
	31 45	Janitorial Supplies	689	.00	0	7579	1182.12	16	.00	8270	7087.88	14
	31 85	Small Tools and Equipment	1044	474.94	46	11484	5908.60	52	.00	12529	6620.40	47
	31 **	Public Works Supplies	1733	474.94	27	19063	7090.72	37	.00	20799	13708.28	34

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	1669.17	134	13750	9510.22	69	.00	15000	5489.78	63
32	22	Program Events-Youth	250	66.13	27	2750	1011.53	37	.00	3000	1988.47	34
32	**	Library Supplies	1500	1735.30	116	16500	10521.75	64	.00	18000	7478.25	59
50		Property										
50	12	Computer Equipment	166	.00	0	1826	1199.00	66	.00	2000	801.00	60
50	15	Other Equipment	1268	833.05	66	13948	3136.18	23	.00	15221	12084.82	21
50	**	Property	1434	833.05	58	15774	4335.18	28	.00	17221	12885.82	25
601	**	** Library	53299	41702.75	78	586289	435230.65	74	.00	639705	204474.35	68
60	**	** Culture/Recreation	53299	41702.75	78	586289	435230.65	74	.00	639705	204474.35	68
DIV	6480	TOTAL ***** Belmont Makerspace	53299	41702.75	78	586289	435230.65	74	.00	639705	204474.35	68
DEPT	64	TOTAL ***** User Services	830270	658501.61	79	9132970	8009666.77	88	.00	9963835	1954168.23	80
FUND	291	TOTAL ***** Memorial Library Fund	1288579	1037199.96	81	14174369	12619743.70	89	.00	15464087	2844343.30	82
GRAND		TOTAL *****	1288579	1037199.96	81	14174369	12619743.70	89	.00	15464087	2844343.30	82

PREPARED 12/14/2022, 14:43:06
PROGRAM: GM267L
Village of Arlington Heights

DETAIL BUDGET REPORT
92% OF YEAR LAPSED

PAGE 1
ACCOUNTING PERIOD 11/2022

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							ANNUAL	UNENCUMB.	%
BA	ELE	OBJ	*****CURRENT*****			*****YEAR-TO-DATE*****			BUDGET	BALANCE	BDGT	
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.			
60		Culture/Recreation										
601		Library										
	50	Property										
	50 55	Other Capital Outlay	33333	674.08	2	366663	31194.40	9	.00	400000	368805.60 8	
	50 **	Property	33333	674.08	2	366663	31194.40	9	.00	400000	368805.60 8	
601 ** **		Library	33333	674.08	2	366663	31194.40	9	.00	400000	368805.60 8	
60 ** **		Culture/Recreation	33333	674.08	2	366663	31194.40	9	.00	400000	368805.60 8	
DIV 6001		TOTAL *****										
		Administration	33333	674.08	2	366663	31194.40	9	.00	400000	368805.60 8	

FUND 491 Capital Projects-Library			DEPT/DIV 6004 Executive Office/Paid by Gifts and Grants							ANNUAL	UNENCUMB.	%
BA	ELE	OBJ	*****CURRENT*****			*****YEAR-TO-DATE*****			BUDGET	BALANCE	BDGT	
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.			
60		Culture/Recreation										
601		Library										
	50	Property										
	50 15	Other Equipment	0	4677.70	0	0	9510.10	0	.00	0	9510.10- 0	
	50 **	Property	0	4677.70	0	0	9510.10	0	.00	0	9510.10- 0	
601	** **	Library	0	4677.70	0	0	9510.10	0	.00	0	9510.10- 0	
60	** **	Culture/Recreation	0	4677.70	0	0	9510.10	0	.00	0	9510.10- 0	
DIV	6004	TOTAL *****										
		Paid by Gifts and Grants	0	4677.70	0	0	9510.10	0	.00	0	9510.10- 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	943173	883645.00	94	.00	1028926	145281.00	86
	50 **	Property	85743	.00	0	943173	883645.00	94	.00	1028926	145281.00	86
601	** **	Library	85743	.00	0	943173	883645.00	94	.00	1028926	145281.00	86
60	** **	Culture/Recreation	85743	.00	0	943173	883645.00	94	.00	1028926	145281.00	86
DIV	6020	TOTAL ***** Facilities	85743	.00	0	943173	883645.00	94	.00	1028926	145281.00	86
DEPT	60	TOTAL ***** Executive Office	119076	5351.78	5	1309836	924349.50	71	.00	1428926	504576.50	65

FUND 491 Capital Projects-Library			DEPT/DIV 6480 User Services/Belmont Makerspace						ANNUAL	UNENCUMB.	%	
BA	ELE	OBJ	*****CURRENT*****			*****YEAR-TO-DATE*****			BUDGET	BALANCE	BDGT	
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
60		Culture/Recreation										
601		Library										
	50	Property										
	50	55 Other Capital Outlay	5416	6580.00	122	59576	43760.28	74	.00	65000	21239.72	67
	50	** Property	5416	6580.00	122	59576	43760.28	74	.00	65000	21239.72	67
601	**	** Library	5416	6580.00	122	59576	43760.28	74	.00	65000	21239.72	67
60	**	** Culture/Recreation	5416	6580.00	122	59576	43760.28	74	.00	65000	21239.72	67
DIV	6480	TOTAL *****										
		Belmont Makerspace	5416	6580.00	122	59576	43760.28	74	.00	65000	21239.72	67
DEPT	64	TOTAL *****										
		User Services	5416	6580.00	122	59576	43760.28	74	.00	65000	21239.72	67
FUND	491	TOTAL *****										
		Capital Projects-Library	124492	11931.78	10	1369412	968109.78	71	.00	1493926	525816.22	65
GRAND		TOTAL *****	124492	11931.78	10	1369412	968109.78	71	.00	1493926	525816.22	65

December 20, 2022

(Action Item 4)

**ACCOUNTS PAYABLE
CHECK REGISTER
ARLINGTON HEIGHTS MEMORIAL LIBRARY
November 30, 2022**

Fund Number	Fund Name	Fund Total
291	General Fund - Library	\$432,361.17
491	Capital Projects Fund - Library	\$11,931.78
Total Disbursements		<u>\$444,292.95</u>
Payrolls Paid		
11/4/2022		\$289,971.42
11/18/2022		\$290,907.26
Total Payroll Disbursements		<u>\$580,878.68</u>
Journal Entry Expenditures by Village On Behalf Of the Library		
11/30/2022	Group Insurance	\$136,297.93
11/30/2022	IMRF	\$65,918.75
11/30/2022	Social Security	\$43,834.70
11/30/2022	Medicare	\$19,689.61
		<u>\$265,740.99</u>
Total Disbursed		<u><u>\$1,290,912.62</u></u>

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
84268	ARLINGTON HTS MEMORIAL LIBRARY	291-0000-140.05-00	ALA CONF FLIGHT-C SHIN	17.80	
		291-0000-140.05-00	ALA CONF FLIGHT-C SHIN	310.19	
		291-0000-489.90-00	JOANN REFUND	19.66-	
		291-0000-489.90-00	CORPORATE CASHBACK	129.30-	179.03
84278	BENNETT, BRUCE	291-0000-140.05-00	JAN- JOB SEARCH OVER 50	150.00	150.00
84289	CFRA	291-0000-140.05-00	PREPAID CFRA MARKETSCOPE	5,454.17	5,454.17
84290	CHICAGO SUN TIMES	291-0000-140.05-00	PERIODICALS	1,424.80	1,424.80
84291	CHICAGO TRIBUNE	291-0000-140.05-00	PERIODICALS	693.20	693.20
84298	EBSCO INFORMATION SERVICES	291-0000-140.05-00	NOVELIST SELECT SUBSCR	1,299.00	
		291-0000-140.05-00	PREPAID PERIODICALS 2023	3,603.82	4,902.82
84299	FAMBRO MANAGEMENT	291-0000-140.05-00	1/15 CHESS CLUB	190.00	190.00
84311	GROUP ADMINISTRATORS	291-0000-210.97-00	FSA MED NOVEMBER	3,303.10	
		291-0000-210.99-00	FSA DEP NOVEMBER	1,153.86	4,456.96
84321	INNOVATIVE INTERFACES INC	291-0000-140.05-00	SIERRA MAINT 2023 PREPAID	104,348.72	
		291-0000-140.05-00	PREPAID RESOURCE SHARING	32,695.78	
		291-0000-140.05-00	PREPAID SIERRA CLOUD HOST	26,530.20	163,574.70
84327	KNABB, JACOB S	291-0000-140.05-00	1/11 WRITERS INK	200.00	200.00
84329	LACONI INC-MEMBERSHIP	291-0000-140.05-00	LACONI DUES AHML 2023	150.00	150.00
84344	MOTION PICTURE LICENSING CORP	291-0000-140.05-00	MPLC UMBRELLA LICENSE LEP	389.39	389.39
84348	NICHE ACADEMY	291-0000-140.05-00	PREPAID NICHE ACADEMY SUB	1,530.00	1,530.00
84351	PADDOCK PUBLICATIONS INC	291-0000-140.05-00	PERIODICALS PREPAID	276.60	276.60
84356	PROQUEST LLC	291-0000-140.05-00	PREPAID NEWSPAPERS.COM	6,239.60	6,239.60
84370	SIZEUP INC	291-0000-140.05-00	PREPAID SIZEUP SUBSCRIPT	6,325.00	6,325.00
84372	SOCIETY FOR HUMAN RESOURCE	291-0000-140.05-00	SHRM DUES - L HAACK	229.00	229.00
84374	SONTIQ, INC	291-0000-210.83-00	OCT ULTRASECURE IDENTITY	100.92	100.92

***** DIVISION TOTAL **** 196,466.19

***** DEPARTMENT TOTAL ** 196,466.19

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #			<i>Administration</i>		
84255	ALA MEMBERSHIP	291-6001-601.22-02	ALA DUES - AHML	500.00	500.00
84260	AMBIUS (19)	291-6001-601.40-96	REG SERVS NOVEMBER	18.00	
		291-6001-601.40-96	REG SERVS DECEMBER	18.00	36.00
84266	ARLINGTON HTS MEMORIAL LIBRARY	291-6001-601.22-03	ILA CONF MILEAGE-L BOBIS	31.88	
		291-6001-601.30-05	BOOKMOBILE DECOR	36.25	
		291-6001-601.22-03	OPEN MIKE SUPPLIES	3.99	
		291-6001-601.22-03	ILA CONF-T KARIM	33.38	
		291-6001-601.22-05	POSTAGE	3.00	108.50
84268	ARLINGTON HTS MEMORIAL LIBRARY	291-6001-601.21-65	CASHBACK PROGRAM-CZAJKA	90.00	
		291-6001-601.21-65	AMEX MEMBERSHIP-CZAJKA	75.00	
		291-6001-601.21-65	CASHBACK PROGRAM-DRISKELL	90.00	
		291-6001-601.21-65	AMEX MEMBERSHIP-DRISKELL	75.00	
		291-6001-601.22-03	LMCC CONF HOTEL-W TOLAN	663.39	
		291-6001-601.22-05	POSTAGE FOR C&M CONF	16.18	
		291-6001-601.21-65	CASHBACK PROGRAM-DWORIANY	90.00	
		291-6001-601.21-65	AMEX MEMBERSHIP-DWORIANYN	75.00	
		291-6001-601.21-65	AMEX MEMBERSHIP-KRUEGER	75.00	
		291-6001-601.21-65	CASHBACK PROGRAM-SZYMANEK	90.00	
		291-6001-601.21-65	AMEX MEMBERSHIP-SZYMANEK	75.00	1,414.57
84302	FINER LINE	291-6001-601.30-05	NAME BADGES	19.01	19.01
84305	FRANK COONEY COMPANY INC	291-6001-601.50-15	PULL OUT DRAWERS INFO DES	171.60	171.60
84309	GETTYSBURG FLAG WORKS INC	291-6001-601.40-96	FLAG AND FLAG STAND	465.05	
		291-6001-601.40-96	FLAG AND FLAG STAND	189.90	654.95
84311	GROUP ADMINISTRATORS	291-6001-601.19-53	FSA FEES NOVEMBER	137.75	137.75
84317	ILA MEMBERSHIP	291-6001-601.22-02	ILA DUES - BORRELL J	75.00	75.00
84343	MORAVEC, JANET	291-6001-601.22-02	ALA DUES - BORRELL J	211.00	
		291-6001-601.22-03	SUPPLIES FOR OPEN MIKE	56.76	267.76
84359	QUICK DELIVERY SERVICE INC	291-6001-601.40-96	DELIVERY SERVS OCT-NOV	108.00	
		291-6001-601.40-96	DELIVERY SERVS NOVEMBER	108.00	
		291-6001-601.40-96	DELIVERY SERVS NOV-DEC	107.10	
		291-6001-601.40-96	DELIVERY SERVS NOVEMBER	108.00	
		291-6001-601.40-96	DELIVERY SERVS NOVEMBER	108.00	539.10
84360	QUILL LLC	291-6001-601.30-05	FINANCE OFFICE SUPPLIES	18.28	18.28
84380	TOLAN, WILLIAM	291-6001-601.22-03	LMCC CONF EXPENSES REIMBU	305.63	305.63
84386	VERIZON WIRELESS	<- 291-6001-601.22-70	TELEPHONE 10/26-11/25	353.37	353.37
84389	WILLIAMS ASSOCIATES ARCHITECTS	491-6001-601.50-55	OCTOBER KID'S WORLD CONST	674.08	674.08

***** DIVISION TOTAL ****

5,275.60

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #			<i>Command Marketing</i>		
84258	AMAZON CAPITAL SERVICES, INC	291-6002-601.30-05	OFFICE SUPPLIES	31.97	31.97
84259	AMAZON.COM CREDIT	291-6002-601.30-05	MONTHLY PLANNERS	37.76	
		291-6002-601.31-85	END OF STACK SHELVES	358.00	
		291-6002-601.30-05	COMMAND STRIPS	108.20	
		291-6002-601.30-05	COMMAND STRIPS	129.84	
		291-6002-601.30-05	COMMAND STRIPS	86.56	720.36
84268	ARLINGTON HTS MEMORIAL LIBRARY	291-6002-601.21-65	FACEBOOK ADVERTISING	25.00	
		291-6002-601.21-65	FACEBOOK ADVERTISING	9.07	
		291-6002-601.22-10	STAFF/VOL HOLIDAY CARDS	226.50	
		291-6002-601.22-10	BUSINESS CARDS-BORRELL, M	96.99	
		291-6002-601.30-05	HOLIDAY CARD ENVELOPES	72.04	
		291-6002-601.30-05	FONT PACK	99.00	
		291-6002-601.30-05	CLEAR LOGO STICKERS	109.00	
		291-6002-601.30-05	TWEEN WINTER READING STIC	198.00	
		291-6002-601.30-05	FONT FOR NEWSLETTER	24.96	
		291-6002-601.30-05	WINTER READING FONT	15.00	
		291-6002-601.30-05	GOO GONE	25.25	900.81
84284	CARDINAL COLORGROUP	291-6002-601.22-10	DECEMBER NEWSLETTER	14,855.00	14,855.00
84292	COLORWAVE GRAPHICS LLC	291-6002-601.22-10	WINTER READING TRIPTICH	1,134.39	1,134.39
84332	LINDENMEYR MUNROE	291-6002-601.30-05	PAPER ORDER	355.70	355.70
84394	4ALL PROMOTIONS	291-6002-601.32-72	TEEN GIVEAWAYS	1,383.00	1,383.00
***** DIVISION TOTAL *****					19,381.23

DEPARTMENT:	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
60	Executive Office		<i>Human Resources</i>		
84254	ACCURATE EMPLOYMENT SCREENING LLC	291-6003-601.21-65	AMPLOYMENT& VOL SCREENING	362.86	362.86
84256	ALBERTSONS COMPANIES	291-6003-601.21-65	2022 FLU SHOT VAUCHER	43.00	43.00
84257	ALBERTSONS/SAFEWAY	291-6003-601.40-70	VOLUNTEER REFRESHMENTS	43.95	43.95
84266	ARLINGTON HTS MEMORIAL LIBRARY	291-6003-601.22-03	MILEAGE-G ROJEK	39.56	
		291-6003-601.40-70	STAFF HOLIDAY MEAL	40.46	
		291-6003-601.22-03	MILEAGE-L HAACK	35.75	115.77
84268	ARLINGTON HTS MEMORIAL LIBRARY	291-6003-601.22-03	2023 EMPLOYMENT LAW CONF-	250.00	
		291-6003-601.40-70	STAFF HOLIDAY MEAL CATERI	3,488.50	3,738.50
84288	CERTIF-A-GIFT COMPANY	291-6003-601.40-70	VOLUNTEER GIFT REDEMPTION	41.00	
		291-6003-601.40-70	VOLUNTEER GIFT REDEMPTION	20.00	61.00
84303	FLOWER STUDIO INC	291-6003-601.40-70	VASED ARRANGEMENT	99.00	99.00
84343	MORAVEC, JANET	291-6003-601.40-70	STAFF HOLIDAY GIFT	465.66	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
		291-6003-601.40-70	HOLIDAY MEAL	175.71	641.37
84345	MUSZYNSKI, EMILY	291-6003-601.40-70	DSSC AFTER HOURS PARTY	259.34	259.34
84358	QUALTRICS, LLC	291-6003-601.21-65	ENGAGEMENT EMPLOYEE CLOUD	1,505.00	1,505.00

***** DIVISION TOTAL ***** *Grants/FOL* 6,869.79

DEPARTMENT:	EXECUTIVE OFFICE	DIVISION:	DESCRIPTION	AMOUNT	TOTAL
60	Executive Office	04			
84258	AMAZON CAPITAL SERVICES, INC	291-6004-601.32-80	BOOKS NORTH.IL CHAPTER OF	26.99	26.99
84260	AMBIUS (19)	291-6004-601.21-65	REG SERVS NOVEMBER	236.97	
		291-6004-601.21-65	REG SERVS DECEMBER	236.97	473.94
84268	ARLINGTON HTS MEMORIAL LIBRARY	291-6004-601.32-02	EARLY LITERACY CALENDAR	29.76	29.76
84282	BOOK STALL, THE	291-6004-601.32-02	COMMUNITY GIVEAWAY BOOKS	479.60	479.60
84301	FINDAWAY WORLD LLC	291-6004-601.32-80	BOOKS	144.99	144.99
84320	INGRAM LIBRARY SERVICES	291-6004-601.32-80	BOOKS	19.92	
		291-6004-601.32-80	BOOKS	421.59	
		291-6004-601.32-80	BOOKS	22.90	
		291-6004-601.32-80	BOOKS	13.67	478.08
84340	MIDWEST TAPE	291-6004-601.32-75	AV MTLs	97.97	97.97
84343	MORAVEC, JANET	291-6004-601.32-01	POINSETTIAS	168.31	168.31
84379	TMC FURNITURE, INC	491-6004-601.50-15	FAMILY WORKSTATION	4,677.70	4,677.70

***** DIVISION TOTAL ***** *Finance* 6,577.34

DEPARTMENT:	EXECUTIVE OFFICE	DIVISION:	DESCRIPTION	AMOUNT	TOTAL
60	Executive Office	08			
84268	ARLINGTON HTS MEMORIAL LIBRARY	291-6008-601.22-03	TEAM MEETING SUPPLIES	44.35	44.35
84357	NEOPOST) QUADIEN, INC. (B2/24/2020	291-6008-601.21-36	PREMIER MAINTENANCE	503.58	503.58

***** DIVISION TOTAL ***** *IT* 547.93

DEPARTMENT:	EXECUTIVE OFFICE	DIVISION:	DESCRIPTION	AMOUNT	TOTAL
60	Executive Office	10			
84259	AMAZON.COM CREDIT	291-6010-601.31-85	EXTERNAL CAMERA CAPTURE C	114.99	
		291-6010-601.30-30	TONER	169.89	
		291-6010-601.30-30	TONER	153.00	
		291-6010-601.31-85	SURGE PROTECTORS	273.13	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
		291-6010-601.31-85	ERGONOMIC MOUSE FOR STAFF	29.98	
		291-6010-601.30-30	TONER	716.32	
		291-6010-601.30-30	TONER	537.24	1,994.55
84268	ARLINGTON HTS MEMORIAL LIBRARY	291-6010-601.22-42	EMERGENCY TEXTING SERVICE	94.98	
		291-6010-601.30-32	LAT ZOOM SUBSCRIPTION	280.00	
		291-6010-601.20-05	PAYFLOW PRO SUBSCRIPTION	54.10	
		291-6010-601.22-42	BUSINESS CABLE 11/1-11/30	21.04	
		291-6010-601.22-42	SC INTERNET, 10/21-11/20	140.69	
		291-6010-601.22-42	ADT SECURITY SUBSCRIPTION	53.32	
		291-6010-601.30-32	YOUTUBE SUBSCRIPTION	11.99	
		291-6010-601.30-32	TWILIO SUBSCRIPTION	20.02	
		291-6010-601.30-32	VOLUNTEER SUBSCRIPTION	165.00	
		291-6010-601.30-32	MICROSOFT SUBSCRIPTION	1.50	
		291-6010-601.30-32	AMAZON KINDLE SUBSCRIPTIO	9.99	
		291-6010-601.30-32	PARALLELS ANNUAL SUBSCRIP	60.63	
		291-6010-601.30-32	AMAZON FREETIME SUBSCRIPT	7.99	
		291-6010-601.30-32	OFFICE 365 SUBSCRIPTION	651.75	
		291-6010-601.30-32	AMAZON S3 BACKUP STORAGE	421.74	
		291-6010-601.30-32	TRELLO SUBSCRIPTION	43.75	
		291-6010-601.30-32	SPOTIFY SUBSCRIPTION	15.99	
		291-6010-601.30-32	GOOGLE GSUITE SUBSCRIPTIO	57.00	
		291-6010-601.30-32	GOOGLE GSUITE SUBSCRIPTIO	54.00	
		291-6010-601.30-32	AMAZON MUSIC SUBSCRIPTION	9.99	
		291-6010-601.30-32	RIDDLE SUBSCRIPTION	49.00	
		291-6010-601.31-85	TRIPP LITE SURGE PROTECTO	48.85	2,273.32
84269	AT&T MOBILITY	291-6010-601.22-42	INTERNET ACCESS 9/28-10/2	138.92	
		291-6010-601.22-42	INTERNET ACCESS 5/28-6/27	138.69	
		291-6010-601.22-42	INTERNET ACCESS 8/28-9/27	138.92	
		291-6010-601.22-42	INTERNET ACCESS 10/28-11/	141.69	558.22
84270	B & H PHOTO VIDEO	291-6010-601.30-30	INK FOR GRAPHICS PRINTER	777.00	
		291-6010-601.31-85	RAM FOR MAKERPLACE SERVIC	109.78	
		291-6010-601.30-30	GRAPHICS ROLL PAPER	779.88	1,666.66
84293	COMCAST	291-6010-601.22-42	NOV INTERNET SERVS AHML	1,554.95	
		291-6010-601.22-42	DEC INTERNET SERVS AHML	1,581.06	
		291-6010-601.22-42	OCT INTERNET SERVS AHML	1,580.63	4,716.64
84319	IMPACT NETWORKING LLC	291-6010-601.30-30	COPIER TONER	19.50	
		291-6010-601.21-02	EQUIPMENT MAINTENANCE	700.40	
		291-6010-601.21-02	EQUIPMENT MAINTENANCE	442.46	
		291-6010-601.21-02	EQUIPMENT MAINTENANCE	302.92	
		291-6010-601.30-30	ADMIN COPIER SUPPLIES	19.50	
		291-6010-601.21-02	EQUIPMENT MAINTENANCE	385.22	
		291-6010-601.30-30	PRINTER TONER	19.50	1,889.50
84341	MNJ TECHNOLOGIES DIRECT INC	291-6010-601.30-32	VPN SOFTWARE FOR FIREWALL	550.00	550.00
84346	NAS SOFTWARE INC	291-6010-601.30-32	ESL SOFTWARE 5 USERS	1,178.40	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					1,178.40
84364	RCN	291-6010-601.22-42	ACCT#443884401 INTERNET 1	2,285.17	2,285.17
84365	RMC IMAGING INC	291-6010-601.20-05	VIEWSCAN SOFTWARE SUPPORT	785.00	785.00
84376	STAPLES	291-6010-601.30-30	COMPUTER SUPPLIES	1,008.61	1,008.61
84384	UNIQUE MANAGEMENT SERVICES INC	291-6010-601.30-32	NCOA SEARCHES	862.67	862.67
84388	WHOFI	291-6010-601.30-32	LIBRARY LICENSE	995.00	995.00
***** DIVISION TOTAL ****					20,763.74

Facilities

84259	AMAZON.COM CREDIT	291-6020-601.21-07	WINDOW LOCK	9.38	
		291-6020-601.21-07	WINDOW LOCK	9.16	
		291-6020-601.21-07	WINDOW LOCK RETURN	9.16-	
		291-6020-601.31-45	JANITORIAL SUPPLIES	120.54	
		291-6020-601.30-05	PENS	12.98	142.90
84264	AQUARIUM ADVENTURE	291-6020-601.21-11	REG SERV NOVEMBER	140.00	
		291-6020-601.21-11	REG SERVS OCTOBER	280.00	420.00
84265	ARLINGTON HEIGHTS FORD	291-6020-601.21-07	OIL & FILTER CHANGE	57.63	57.63
84268	ARLINGTON HTS MEMORIAL LIBRARY	291-6020-601.21-11	FLEX DUCT	50.27	
		291-6020-601.21-11	EMERGENCY LIGHT BATTERIES	299.30	
		291-6020-601.50-15	CUBICLE PANEL CALL CENTER	4,788.60	5,138.17
84271	BADE SUPPLY	291-6020-601.31-45	JANITORIAL SUPPLIES	577.92	
		291-6020-601.31-45	JANITORIAL SUPPLIES	878.04	
		291-6020-601.31-45	JANITORIAL SUPPLIES	960.40	2,416.36
84287	CENTRAL STATES AUTOMATIC SPRINKLERS	291-6020-601.21-11	FIRE SPRINKLER TESTING	1,317.00	1,317.00
84294	COMED	291-6020-601.30-51	HEATING 10/6-11/4	73.23	
		291-6020-601.30-51	HEATING 10/6-11/4	2.99	76.22
84300	FILTER SERVICES INC	291-6020-601.21-11	PLEATED FILTER	750.00	750.00
84308	GARDEN GUY, INC.	291-6020-601.21-11	LANDSCAPE MAINT NOV AHML	682.00	682.00
84310	GRAINGER INC,W W	291-6020-601.21-11	MAINTENANCE SUPPLIES	89.28	89.28
84314	HOH WATER TECHNOLOGY INC	291-6020-601.21-11	COOLING TOWER TESTING	380.00	
		291-6020-601.21-11	FURTHER LEGIONELLA TESTIN	380.00	760.00
84315	IGS ENERGY	291-6020-601.30-51	NATURAL GAS OCTOBER	3,854.81	3,854.81
84331	LIGHTING SUPPLY COMPANY	291-6020-601.21-11	LIGHT BULBS	78.35	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					78.35
84334	MASTER MAINTENANCE SERVICE INC	291-6020-601.21-11	JANITORIAL SERVS DEC AHML	4,599.00	4,599.00
84338	MENARDS-MOUNT PROSPECT	291-6020-601.21-11	BLDG MAINTENANCE	69.39	69.39
84339	MIDWEST PAPER RETRIEVER	291-6020-601.21-11	RECYCLING SERVS NOVEMBER	96.60	96.60
84347	NEHER ELECTRIC SUPPLY, INC	291-6020-601.21-11	FUSES FOR SEASONS4 HVAC U	850.50	
		291-6020-601.21-11	FUSES	143.00	
		291-6020-601.21-11	LIGHT BULBS	748.50	1,742.00
84349	NICOR GAS	291-6020-601.30-51	NATURAL GAS OCTOBER	269.26	
		291-6020-601.30-51	NATURAL GAS OCTOBER	990.02	
		291-6020-601.30-51	NATURAL GAS NOVEMBER	935.85	
		291-6020-601.30-51	NATURAL GAS NOVEMBER	392.72	2,587.85
84353	PIKE SYSTEMS INC	291-6020-601.31-45	JANITORIAL SUPPLIES	391.35	391.35
84363	RAMROD DISTRIBUTORS INC	291-6020-601.31-45	JANITORIAL SUPPLIES	907.72	
		291-6020-601.31-45	JANITORIAL SUPPLIES	84.90	992.62
84368	SECURITAS ELECTRONIC SECURITY, INC.	291-6020-601.21-02	INTRUSION ALARM MONITORIN	118.17	
		291-6020-601.21-02	ELEVATOR MONITORING 12/20	67.74	
		291-6020-601.21-02	ELEVATOR MONITORING 12/20	67.74	253.65
84369	SHERWIN ACE HARDWARE INC	291-6020-601.21-11	BLDG MAINTENANCE	15.99	
		291-6020-601.21-11	BLDG MAINTENANCE	21.94	37.93
84375	STANDARD ELEVATOR CO	291-6020-601.21-02	REG SERVS NOVEMBER AHML	1,048.13	
		291-6020-601.21-02	REG SERVS DECEMBER AHML	1,048.13	2,096.26
84376	STAPLES	291-6020-601.31-45	JANITORIAL SUPPLIES	822.42	
		291-6020-601.31-45	JANITORIAL SUPPLIES	732.02	1,554.44
84377	SULLIVAN ROOFING INC	291-6020-601.21-11	ROOF MAINTENANCE	2,625.00	2,625.00
84378	TENNANT SALES AND SERVICE COMPANY	291-6020-601.21-11	BRUSHES FOR SWEEPER	1,067.20	1,067.20
84383	ULINE	291-6020-601.30-05	LABEL MAKER	74.31	74.31
84387	VILLAGE OF ARLINGTON HEIGHTS	291-6020-601.30-50	FUEL OCTOBER	482.53	
		291-6020-601.21-60	WATER/SEWER 8/26-10/26	6,468.59	
		291-6020-601.21-60	WATER/SEWER 8/30-10/28	83.24	
		291-6020-601.30-50	FUEL NOVEMBER	411.65	7,446.01
84390	WM CORPORATE SERVICES INC	291-6020-601.21-11	WASTE, RECYCLING & GREEN	678.73	
		291-6020-601.21-11	WASTE, RECYCLING & GREEN	410.73	1,089.46
***** DIVISION TOTAL ****					42,505.79
***** DEPARTMENT TOTAL **					101,921.42

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #			<i>Youth Services</i>		
84255	ALA MEMBERSHIP	291-6401-601.22-02	ALA DUES - MROCZEK E	305.00	305.00
84257	ALBERTSONS/SAFeway	291-6401-601.32-02	TEEN HALLOWEEN	43.97	43.97
84258	AMAZON CAPITAL SERVICES, INC	291-6401-601.32-01	CHALK MARKERS FOR HUB	20.87	
		291-6401-601.32-02	TEEN CLOWN COLLEGE KNOWLE	136.38	157.25
84259	AMAZON.COM CREDIT	291-6401-601.30-05	BATTERY HOLDER	12.99	
		291-6401-601.30-05	BATTERY HOLDER	31.48	
		291-6401-601.30-05	SANITIZING WIPES	9.75	
		291-6401-601.32-01	RMHS OUTREACH CRAFT	11.98	
		291-6401-601.32-01	RMHS OUTREACH CRAFT	10.88	
		291-6401-601.32-01	NOVEMBER TWEEN DIY	52.90	
		291-6401-601.32-01	NOVEMBER TWEEN DIY	119.82	
		291-6401-601.32-01	KW DINO RIDING TOY	19.50	
		291-6401-601.32-02	WINTER READING PROGRAM KI	83.15	
		291-6401-601.32-02	DECEMBER CRAFTERNOON SUPP	41.98	
		291-6401-601.32-02	BATTERIES HOMESCHOOL HANG	66.70	
		291-6401-601.32-02	DECEMBER CRAFTERNOON SUPP	46.78	
		291-6401-601.32-02	KIDS CRAFTERNOON SUPPLIES	6.64	
		291-6401-601.32-02	KIDS CRAFTERNOON SUPPLIES	28.95	
		291-6401-601.32-02	STAY & PLAY, 11/14	27.99	
		291-6401-601.32-01	PASSIVE CRAFT SUPPLIES	13.99	
		291-6401-601.32-02	TWEEN DIY GIFTS, 12/14	57.17	
		291-6401-601.32-02	OSMO LITTLE GENIUS KIT	59.99	
		291-6401-601.32-02	TEEN TINKER DAYS, 12/8	7.40	
		291-6401-601.32-02	TEEN TINKER DAYS, 12/8	46.40	
		291-6401-601.32-01	PASSIVE CRAFT SUPPLIES	15.93	
		291-6401-601.32-02	TWEEN WINTER READING KITS	98.94	
		291-6401-601.32-02	TWEEN DIY GIFTS, 12/14	22.98	
		291-6401-601.32-01	I SPY CASE PRIZES	38.97	
		291-6401-601.32-01	IMAGINATION STATION DEC	12.99	
		291-6401-601.32-02	WINTER READING KIT	27.72	
		291-6401-601.32-02	TWEEN DIY GIFTS, 12/16	13.78	
		291-6401-601.32-02	TEEN TINKER DAYS, 12/8	19.98	
		291-6401-601.32-02	WINTER ELEMENTARY PROGRAM	19.98	
		291-6401-601.32-02	WINTER ELEMENTARY PROGRAM	24.98	
		291-6401-601.32-02	WINTER ELEMENTARY PROGRAM	102.94	
		291-6401-601.32-02	TWEEN CRAFT DECEMBER	30.36	1,185.99
84262	ANAND, MOTIKA	291-6401-601.22-18	STRING ART 12/27 TWO SESS	400.00	400.00
84266	ARLINGTON HTS MEMORIAL LIBRARY	291-6401-601.32-02	MISC YOUTH PROGRAM SUPPLY	33.88	
		291-6401-601.22-03	MILEAGE-K MCGUIRE	25.44	
		291-6401-601.22-03	MILEAGE-K MCGUIRE	20.70	
		291-6401-601.32-02	MEETING SUPPLIES	31.04	
		291-6401-601.22-03	MILEAGE-A MORENO	25.75	
		291-6401-601.32-02	HALLOWEEN FUN DECORATIONS	30.15	
		291-6401-601.32-02	SNACKS FOR OUTREACH	24.98	
		291-6401-601.22-03	MILEAGE-L DAKAS	10.31	202.25
84268	ARLINGTON HTS MEMORIAL LIBRARY	291-6401-601.22-03	YS TEAM ACTIVITIES REFUND	232.52-	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
		291-6401-601.22-03	YS TEAM ACTIVITIES	211.39	
		291-6401-601.22-03	YS TEAM ACTIVITIES	232.52	211.39
84276	BELL,AIMEE	291-6401-601.22-18	12/5 STROLLER STIDES	150.00	150.00
84306	FUN EXPRESS LLC	291-6401-601.32-02	SUPPLIES DEC CRAFTERTNOON	47.90	47.90
84317	ILA MEMBERSHIP	291-6401-601.22-02	ILA DUES - DANTIS P	200.00	200.00
84342	MODULAR ROBOTICS INC	291-6401-601.32-02	CUBELETS FOR HOMESCHOOL H	2,249.00	2,249.00
84355	PRIEST,LYNNE	291-6401-601.32-02	WINTER READING CHALLENGE	102.89	102.89
84373	SON,ALICE	291-6401-601.32-02	TAB MEETING SUPPLIES 12/4	98.47	98.47
84376	STAPLES	291-6401-601.30-05	OFFICE SUPPLIES	67.14	67.14
***** DIVISION TOTAL ****					5,421.25

Info Services

DEPARTMENT:	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
64	User Services	DIVISION: 10			
83907	LIBRARY STORE INC,THE	291-6410-601.30-05	COUNTERTOP DISPLAYS	58.56-	58.56-
84259	AMAZON.COM CREDIT	291-6410-601.30-05	CALENDAR 2ND FLOOR DESK	10.99	
		291-6410-601.30-05	COFFEE CUPS	19.75	
		291-6410-601.30-05	HOT CHOCOLATE	10.99	
		291-6410-601.30-05	PENS	25.42	
		291-6410-601.30-05	PERMANENT MARKERS	13.29	
		291-6410-601.30-05	PENS, MARKERS & PUSH PINS	45.00	
		291-6410-601.32-90	PENS	51.66	
		291-6410-601.32-01	LITCRATE BOXES 1YR QTY300	450.00	
		291-6410-601.32-01	TEA	29.98	
		291-6410-601.32-01	FUZZY SOCKS	70.36	
		291-6410-601.32-01	FUZZY SOCKS	77.28	
		291-6410-601.30-05	GLASS SAFETY HAMMERS	8.99	
		291-6410-601.30-05	OFFICE DESK ORGANIZERS	146.93	
		291-6410-601.30-05	OFFICE SUPPLIES	61.06	
		291-6410-601.32-90	FEBREZE	20.70	
		291-6410-601.30-05	WRITING PADS	54.58	
		291-6410-601.32-01	LITCRATE SLEEP MASKS JAN	15.59	
		291-6410-601.30-05	NOTEBOOKS	49.35	
		291-6410-601.30-05	CLOROX WIPES	24.98	1,186.90
84266	ARLINGTON HTS MEMORIAL LIBRARY	291-6410-601.22-03	MILEAGE-D MALIK	7.88	
		291-6410-601.32-01	COFFEE & CONNECT SUPPLIES	28.46	
		291-6410-601.22-03	MILEAGE-D MALIK	5.94	42.28
84268	ARLINGTON HTS MEMORIAL LIBRARY	291-6410-601.30-05	MINI MARSHMALLOWS	9.95	9.95
84278	BENNETT,BRUCE	291-6410-601.22-18	RESUME REVIEWS NOVEMBER	30.00	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					30.00
84328	KRISIK, LAINA	291-6410-601.22-18	RESUME REVIEWS OCTOBER	120.00	120.00
84383	ULINE	291-6410-601.32-01	LIT CRATE CRINKLE PAPER	52.39	52.39
84395	4IMPRINT	291-6410-601.32-90	TAKE HOME JOB KIT FOLDER	580.44	580.44
***** DIVISION TOTAL ****					1,963.40

Circulation

DEPARTMENT: 64 User Services
 84259 AMAZON.COM CREDIT

DIVISION: 20

		291-6420-601.30-05	BINDER	9.98	
		291-6420-601.30-05	ESL OFFICE SUPPLIES	69.13	
		291-6420-601.30-05	ESL OFFICE SUPPLIES	35.84	
		291-6420-601.30-05	OFFICE SUPPLIES	4.90	
		291-6420-601.30-05	OFFICE SUPPLIES	23.34	
		291-6420-601.30-05	OFFICE SUPPLIES	8.98	
		291-6420-601.32-01	ESL PROGRAM SUPPLIES	62.58	
		291-6420-601.32-01	ESL PROGRAM SUPPLIES	21.99	236.74
84266	ARLINGTON HTS MEMORIAL LIBRARY	291-6420-601.30-05	RECOGNITION COMMITTEE SUP	10.91	
		291-6420-601.22-03	MILEAGE-C EVANGELISTA	3.50	
		291-6420-601.22-03	MILEAGE-M KLOPP	10.50	
		291-6420-601.22-03	MILEAGE-M MAIER	15.63	40.54
84268	ARLINGTON HTS MEMORIAL LIBRARY	291-6420-601.22-02	ITBE MEMBERSHIP-C SHIN	40.00	
		291-6420-601.32-90	FOLDING TABLE, TAX REFUND	4.50-	35.50
84317	ILA MEMBERSHIP	291-6420-601.22-02	ILA DUES - SHIN C	100.00	100.00
84350	NW HISPANIC CHAMBER OF COMMERCE	291-6420-601.22-02	NWHCC DUES 2022	149.00	149.00
84366	ROUNDY'S INC	291-6420-601.32-01	VOLUNTEER LUNCH SUPPLIES	40.83	40.83
84376	STAPLES	291-6420-601.30-05	OFFICE SUPPLIES	61.82	
		291-6420-601.30-05	OFFICE SUPPLIES	7.19-	
		291-6420-601.30-05	OFFICE SUPPLIES	7.19	61.82
84384	UNIQUE MANAGEMENT SERVICES INC	291-6420-601.21-65	OCTOBER PLACEMENTS	285.65	
		291-6420-601.21-65	NOVEMBER PLACEMENTS	68.95	354.60
***** DIVISION TOTAL ****					1,019.03

SAS

DEPARTMENT: 64 User Services
 84257 ALBERTSONS/SAFEWAY

DIVISION: 30

84337	MCNULTY, ALAYNE	291-6430-601.32-02	PROGRAM SUPPLIES	31.98	31.98
		291-6430-601.22-18	DECEMBER CREATIVE AGING:	490.00	490.00
***** DIVISION TOTAL ****					521.98

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #			<i>Programs</i>		
83081	GROSS, JOE	291-6440-601.22-18	3/24 33 1/3 CLASSIC ALBUM	250.00-	250.00-
84266	ARLINGTON HTS MEMORIAL LIBRARY	291-6440-601.32-02	AUTHOR EVENT CHOCOLATES	48.00	
		291-6440-601.22-03	OBOV MILEAGE-N PARKER	10.75	58.75
84268	ARLINGTON HTS MEMORIAL LIBRARY	291-6440-601.22-18	TRACI CHEE HOTEL	199.13	
		291-6440-601.22-18	TRACI CHEE LUNCH	84.09	
		291-6440-601.22-18	TRACI CHEE AIFARE	773.04	
		291-6440-601.22-18	WIDER LENS LICENSE, 11/17	269.00	
		291-6440-601.22-18	TRACI CHEE AIRFARE TRAVEL	60.00	
		291-6440-601.22-18	NAOMI HIRAHARA HOTEL OBOV	430.94	
		291-6440-601.22-18	ARCADE AGE STOOLS	71.42	
		291-6440-601.32-02	ARCADE AGE OPENING SUPPLY	444.59	
		291-6440-601.32-02	ARCADE AGE OPENING FILM	124.00	
		291-6440-601.32-02	VETS RECEPTION, 11/13	51.67	
		291-6440-601.22-18	ARCADE AGE RUG TAX REFUND	46.38-	
		291-6440-601.22-18	ARCADE AGE RUG TAX REFUND	46.38-	
		291-6440-601.22-18	ARCADE AGE RUG TAX REFUND	46.38-	
		291-6440-601.22-18	ARCADE AGE RUG TAX REFUND	46.38-	
		291-6440-601.22-18	ARCADE AGE RUGS	2,040.52	
		291-6440-601.32-02	BOOKS & BREWS, 11/16	40.00	4,402.88
84274	BARONNER, CHRISTOPHER	291-6440-601.22-18	11/18 ARCADE AGE DANCE PA	580.00	580.00
84275	BATES, SUZAN J	291-6440-601.22-18	12/20 DNA TESTS & GENEALO	175.00	175.00
84280	BILL YOUNG MEDIA	291-6440-601.22-18	T CHEE - MEDIA ESCORT	125.73	125.73
84344	MOTION PICTURE LICENSING CORP	291-6440-601.22-18	MPLC UMBRELLA LICENSE	321.05	321.05
84362	RAILS	291-6440-601.22-18	IL LIBRARY PRESENTS 09/20	2,300.00	2,300.00
84366	ROUNDY'S INC	291-6440-601.32-02	TEA & TALK PROGRAM SUPPLI	34.16	
		291-6440-601.32-02	TEA & TALK PROGRAM SUPPLI	66.08	100.24
84371	SKOKIE PUBLIC LIBRARY	291-6440-601.22-18	11/9 WHY PATTI SMITH MATT	80.00	80.00
84392	ZELKOWITZ, MARK	291-6440-601.22-18	12/15 MEDITATION F/THE HO	150.00	150.00

***** DIVISION TOTAL **** 8,043.65

Digital Services

ACCOUNT	DESCRIPTION	AMOUNT
291-6450-601.31-85	REPLACEMENT LIGHTNING COR	10.99
291-6450-601.31-85	LAPTOP CHARGERS	59.95
291-6450-601.31-85	BATTERIES	6.22
291-6450-601.32-90	BATTERIES	199.00
291-6450-601.32-90	SANITIZING WIPES	219.42
291-6450-601.32-90	PENS & TAPE	66.01
291-6450-601.32-90	POWER ADAPTER	69.50

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					631.09
84261	AMERICAN BUTTON MACHINES	291-6450-601.31-85	DIGITAL SERVICES SUPPLIES	84.11	84.11
84266	ARLINGTON HTS MEMORIAL LIBRARY	291-6450-601.22-03	MILEAGE-M RADHAKRISHNAN	7.50	7.50
84289	CFRA	291-6450-601.32-78	MARKETSCOPE ADVISOR ACADE	495.83	495.83
84356	PROQUEST LLC	291-6450-601.32-78	NEWSPAPERS.COM -WORLD COL	567.24	567.24
84381	TREEHOUSE	291-6450-601.32-78	30 ANNUAL LICENSES	2,970.00	2,970.00
***** DIVISION TOTAL ****					4,755.77

Collection Services

DEPARTMENT:	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
64	User Services	DIVISION: 70			
84258	AMAZON CAPITAL SERVICES, INC	291-6470-601.32-75	AV MATERIALS	1,950.55	
		291-6470-601.32-80	BOOKS	793.04	
		291-6470-601.32-95	PERIODICALS	224.13	2,967.72
84259	AMAZON.COM CREDIT	291-6470-601.32-75	AV MTLs	59.99	
		291-6470-601.32-75	AV MTLs	13.79	
		291-6470-601.32-75	AV MTLs	104.97	
		291-6470-601.32-75	AV MTLs	14.98	
		291-6470-601.32-75	AV MTLs	209.97	
		291-6470-601.32-80	BOOKS	18.95	
		291-6470-601.32-80	BOOKS	18.70	
		291-6470-601.32-80	BOOKS	17.80	
		291-6470-601.32-75	AV MTLs	23.99	
		291-6470-601.32-75	AV MTLs	33.96	
		291-6470-601.32-75	AV MTLs	28.94	
		291-6470-601.32-75	AV MTLs	21.32	
		291-6470-601.32-75	AV MTLs	5.00	
		291-6470-601.32-80	BOOKS	34.99	
		291-6470-601.32-75	AV MTLs	18.90	
		291-6470-601.32-75	AV MTLs	189.97	
		291-6470-601.32-75	AV MTLs	19.99	
		291-6470-601.32-75	AV MTLs	18.81	
		291-6470-601.32-75	AV MTLs	14.99	
		291-6470-601.32-75	AV MTLs	11.90	
		291-6470-601.32-75	AV MTLs	4.99	
		291-6470-601.32-75	AV MTLs	17.99	
		291-6470-601.32-75	AV MTLs	15.99	
		291-6470-601.32-75	AV MTLs	79.98	
		291-6470-601.32-75	AV MTLs	16.00	
		291-6470-601.32-75	AV MTLs	39.99	
		291-6470-601.32-75	AV MTLs	11.49	
		291-6470-601.32-75	AV MTLs	87.98	
		291-6470-601.32-75	AV MTLs	79.98	
		291-6470-601.32-75	AV MTLs	19.16	
		291-6470-601.32-75	AV MTLs	59.99	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
		291-6470-601.32-75	AV MTLs	99.00	
		291-6470-601.32-75	AV MTLs	42.19	
		291-6470-601.32-75	AV MTLs	19.83	
		291-6470-601.32-75	AV MTLs	18.99	
		291-6470-601.32-75	AV MTLs	599.90	
		291-6470-601.32-80	BOOKS	11.99	
		291-6470-601.32-80	BOOKS	12.99	
		291-6470-601.32-80	BOOKS	35.99	
		291-6470-601.32-80	BOOKS	9.99	
		291-6470-601.32-80	BOOKS	17.99	
		291-6470-601.32-80	BOOKS	28.49	
		291-6470-601.32-80	BOOKS	14.99	
		291-6470-601.32-80	BOOKS	13.99	
		291-6470-601.32-80	BOOKS	24.89	
		291-6470-601.32-80	BOOKS	19.99	
		291-6470-601.32-80	BOOKS	13.63	
		291-6470-601.32-80	BOOKS	16.49	
		291-6470-601.32-80	BOOKS	17.95	
		291-6470-601.32-80	BOOKS	11.08	
		291-6470-601.32-80	BOOKS	17.99	
		291-6470-601.32-80	BOOKS	12.99	
		291-6470-601.32-75	AV MTLs	67.50	
		291-6470-601.32-75	AV MTLs	14.70	
		291-6470-601.32-75	AV MTLs	19.99	
		291-6470-601.32-75	AV MTLs	5.99	
		291-6470-601.32-75	AV MTLs	9.99	
		291-6470-601.32-75	AV MTLs	9.99	
		291-6470-601.32-05	PROCESSING SUPPLIES	47.97	
		291-6470-601.32-80	BOOKS	10.99	
		291-6470-601.32-80	BOOKS	25.49	
		291-6470-601.32-80	BOOKS	29.97	
		291-6470-601.32-80	BOOKS	22.20	
		291-6470-601.32-80	BOOKS	16.99	
		291-6470-601.32-80	BOOKS	17.99	
		291-6470-601.32-80	BOOKS	11.81	
		291-6470-601.32-80	BOOKS	48.22	
		291-6470-601.32-80	BOOKS	20.99	
		291-6470-601.32-80	BOOKS	17.95	
		291-6470-601.32-80	BOOKS	17.99	
		291-6470-601.32-80	BOOKS	17.69	
		291-6470-601.32-80	BOOKS	5.94	
		291-6470-601.32-80	BOOKS	10.98	
		291-6470-601.32-80	BOOKS	10.21	
		291-6470-601.32-80	BOOKS	28.00	
		291-6470-601.32-80	BOOKS	28.00	
		291-6470-601.32-80	BOOKS	44.92	
		291-6470-601.32-80	BOOKS	28.00	
		291-6470-601.32-80	BOOKS	8.99	
		291-6470-601.32-80	BOOKS	28.00	
		291-6470-601.32-80	BOOKS	16.01	
		291-6470-601.32-80	BOOKS	15.99	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
		291-6470-601.32-80	BOOKS	11.95	
		291-6470-601.32-80	BOOKS	17.80	
		291-6470-601.32-80	BOOKS	29.10	
		291-6470-601.32-80	BOOKS	25.32	
		291-6470-601.32-80	BOOKS	14.99	
		291-6470-601.32-95	PERIODICALS	21.49	
		291-6470-601.32-95	PERIODICALS	14.99	
		291-6470-601.32-75	AV MATERIALS	6.69	
		291-6470-601.32-75	AV MATERIALS	104.97	
		291-6470-601.32-75	AV MATERIALS	44.88	
		291-6470-601.32-75	AV MATERIALS	137.76	
		291-6470-601.32-75	AV MATERIALS	9.98	
		291-6470-601.32-75	AV MATERIALS	36.89	
		291-6470-601.32-75	AV MATERIALS	11.89	
		291-6470-601.32-75	AV MATERIALS	9.00-	
		291-6470-601.32-75	AV MATERIALS	2.03-	
		291-6470-601.32-75	AV MATERIALS	1.13-	
		291-6470-601.32-75	AV MATERIALS	81.38	
		291-6470-601.32-75	AV MATERIALS	11.98	
		291-6470-601.32-75	AV MATERIALS	31.63	
		291-6470-601.32-75	AV MATERIALS	69.00	
		291-6470-601.32-75	AV MATERIALS	12.24-	
		291-6470-601.32-75	AV MATERIALS	39.00	
		291-6470-601.32-75	AV MATERIALS	11.99	
		291-6470-601.32-75	AV MATERIALS	17.49	
		291-6470-601.32-75	AV MATERIALS	17.49	
		291-6470-601.32-75	AV MATERIALS	34.24	
		291-6470-601.32-75	AV MATERIALS	8.79	
		291-6470-601.32-75	AV MATERIALS	12.46	
		291-6470-601.32-75	AV MATERIALS	14.95	
		291-6470-601.32-75	AV MATERIALS	12.49	
		291-6470-601.32-75	AV MATERIALS	11.99	
		291-6470-601.32-75	AV MATERIALS	14.98	
		291-6470-601.32-75	AV MATERIALS	7.22	
		291-6470-601.32-75	AV MATERIALS	14.00	
		291-6470-601.32-75	AV MATERIALS	49.49	
		291-6470-601.32-75	AV MATERIALS	9.40	
		291-6470-601.32-75	AV MATERIALS	16.89	
		291-6470-601.32-75	AV MATERIALS	23.94	
		291-6470-601.32-75	AV MATERIALS	5.99	
		291-6470-601.32-75	AV MATERIALS	125.72	
		291-6470-601.32-75	AV MATERIALS	299.40	
		291-6470-601.32-75	AV MATERIALS	33.99	
		291-6470-601.32-75	AV MATERIALS	299.40	
		291-6470-601.32-75	AV MATERIALS	8.99	
		291-6470-601.32-75	AV MATERIALS	7.99	
		291-6470-601.32-75	AV MATERIALS	11.96	
		291-6470-601.32-75	AV MATERIALS	14.99	
		291-6470-601.32-75	AV MATERIALS	10.99	
		291-6470-601.32-75	AV MATERIALS	159.92	
		291-6470-601.32-75	AV MATERIALS	4.99	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
		291-6470-601.32-75	AV MATERIALS	12.04	
		291-6470-601.32-75	AV MTLs	27.96	
		291-6470-601.32-75	AV MTLs	39.99	
		291-6470-601.32-75	AV MTLs	14.11	
		291-6470-601.32-75	AV MTLs	12.96	
		291-6470-601.32-75	AV MTLs	17.99	
		291-6470-601.32-75	AV MTLs	29.90	
		291-6470-601.32-75	AV MTLs	25.06	
		291-6470-601.32-75	AV MTLs	31.77	
		291-6470-601.32-75	AV MTLs	14.11-	
		291-6470-601.32-80	BOOKS	7.50	
		291-6470-601.32-80	BOOKS	31.32	
		291-6470-601.30-05	OFFICE SUPPLIES	54.97	
		291-6470-601.32-75	AV MATERIALS	14.99	
		291-6470-601.32-75	AV MATERIALS	13.99	
		291-6470-601.32-75	AV MATERIALS	14.99	
		291-6470-601.32-75	AV MATERIALS	9.39	
		291-6470-601.32-75	AV MATERIALS	7.99	
		291-6470-601.32-75	AV MATERIALS	69.99	
		291-6470-601.32-75	AV MATERIALS	76.94	
		291-6470-601.32-75	AV MATERIALS	29.98	
		291-6470-601.32-80	BOOKS	12.99	
		291-6470-601.32-80	BOOKS	24.99	
		291-6470-601.32-80	BOOKS	34.99	
		291-6470-601.32-80	BOOKS	16.38	
		291-6470-601.32-80	BOOKS	12.79	
		291-6470-601.32-80	BOOKS	7.95	
		291-6470-601.32-80	BOOKS	19.99	
		291-6470-601.32-80	BOOKS	14.89	
		291-6470-601.32-80	BOOKS	69.95	
		291-6470-601.32-80	BOOKS	13.94	
		291-6470-601.32-80	BOOKS	24.99	
		291-6470-601.32-80	BOOKS	19.95	
		291-6470-601.32-80	BOOKS	21.90	
		291-6470-601.32-80	BOOKS	17.99	
		291-6470-601.32-95	PERIODICALS	15.94	
		291-6470-601.32-80	BOOKS	14.95	
		291-6470-601.32-75	AV MTLs	10.99	
		291-6470-601.32-75	AV MTLs	5.00-	
		291-6470-601.32-80	BOOKS	10.99	
		291-6470-601.32-80	BOOKS	28.00	
		291-6470-601.32-80	BOOKS	14.49	
		291-6470-601.32-80	BOOKS	174.75	
		291-6470-601.32-80	BOOKS	17.99	
		291-6470-601.32-75	AV MATERIALS	5.99	
		291-6470-601.32-75	AV MATERIALS	15.99	
		291-6470-601.32-75	AV MATERIALS	16.39	
		291-6470-601.32-75	AV MATERIALS	6.49	
		291-6470-601.32-75	AV MATERIALS	17.99	6,165.05
84266	ARLINGTON HTS MEMORIAL LIBRARY	291-6470-601.22-03	MILEAGE-C HAMANN	20.13	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
		291-6470-601.32-95	PERIODICALS	12.99	
		291-6470-601.32-80	BOOKS	23.94	
		291-6470-601.30-05	HOLIDAY PARTY SUPPLIES	21.25	78.31
84267	ARLINGTON HTS MEMORIAL LIBRARY	291-6470-601.32-75	AV MATERIALS	19.99	
		291-6470-601.32-75	AV MATERIALS	19.99	39.98
84268	ARLINGTON HTS MEMORIAL LIBRARY	291-6470-601.30-05	ILL REMOVEABLE LABELS	419.62	
		291-6470-601.32-75	AV MATERIALS	19.99	
		291-6470-601.32-75	AV MATERIALS	14.99	
		291-6470-601.32-75	AV MATERIALS	249.45	
		291-6470-601.32-95	PERIODICALS	26.70	
		291-6470-601.32-75	AV MATERIALS	49.61	
		291-6470-601.32-75	AV MATERIALS	14.99	
		291-6470-601.32-75	AV MATERIALS	14.99	
		291-6470-601.32-75	AV MATERIALS	14.99	
		291-6470-601.32-75	AV MATERIALS	139.00	
		291-6470-601.32-75	AV MATERIALS	33.88	
		291-6470-601.32-75	AV MATERIALS	499.00	
		291-6470-601.32-75	AV MATERIALS	19.99	
		291-6470-601.32-75	AV MATERIALS	32.28	
		291-6470-601.32-75	AV MATERIALS	91.35	
		291-6470-601.32-75	AV MATERIALS	19.99	
		291-6470-601.32-75	AV MATERIALS	24.66-	
		291-6470-601.32-75	AV MATERIALS	284.25	
		291-6470-601.32-75	AV MATERIALS	93.49	
		291-6470-601.32-75	AV MATERIALS	42.49	
		291-6470-601.32-75	AV MATERIALS	19.95	
		291-6470-601.32-75	AV MATERIALS	69.58-	
		291-6470-601.32-75	AV MATERIALS	27.60	
		291-6470-601.32-75	AV MATERIALS	14.99	
		291-6470-601.32-75	AV MATERIALS	50.00	
		291-6470-601.32-75	AV MATERIALS	96.56	
		291-6470-601.32-75	AV MATERIALS	20.98	
		291-6470-601.32-80	BOOKS	24.98	
		291-6470-601.32-80	BOOKS	14.47	
		291-6470-601.32-80	BOOKS	25.99	
		291-6470-601.32-80	BOOKS	49.50	
		291-6470-601.32-80	BOOKS	38.90	
		291-6470-601.32-80	BOOKS	9.60	
		291-6470-601.32-80	BOOKS	14.13	
		291-6470-601.32-80	BOOKS	8.78	
		291-6470-601.32-80	BOOKS	11.85	
		291-6470-601.32-80	BOOKS	19.45	
		291-6470-601.32-95	PERIODICALS	1.00	
		291-6470-601.32-95	PERIODICALS	1.00	
		291-6470-601.32-95	PERIODICALS	497.00	
		291-6470-601.32-95	PERIODICALS	10.90	
		291-6470-601.32-95	PERIODICALS	54.71	
		291-6470-601.32-95	PERIODICALS	29.50	
		291-6470-601.32-95	PERIODICALS	17.99	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
		291-6470-601.32-95	PERIODICALS	385.00	
		291-6470-601.32-95	PERIODICALS	239.00	
		291-6470-601.32-95	PERIODICALS	29.99	
		291-6470-601.32-95	PERIODICALS	45.05	
		291-6470-601.32-95	PERIODICALS	30.98	
		291-6470-601.32-95	PERIODICALS	7.00	
		291-6470-601.32-95	PERIODICALS	20.99	
		291-6470-601.32-95	PERIODICALS	19.98	
		291-6470-601.32-95	PERIODICALS	30.84	
		291-6470-601.32-95	PERIODICALS	9.95	3,865.42
84272	BAKER & TAYLOR	291-6470-601.32-80	BOOKS	848.31	
		291-6470-601.32-80	BOOKS	290.63	
		291-6470-601.32-80	BOOKS	232.75	
		291-6470-601.32-80	BOOKS	126.36	
		291-6470-601.32-80	BOOKS	610.41	
		291-6470-601.32-80	BOOKS	246.12	
		291-6470-601.22-85	PROC SERVS	152.00	
		291-6470-601.22-85	PROC SERVS	79.80	
		291-6470-601.32-75	AV MTLs	69.08	
		291-6470-601.32-75	AV MTLs	15.07	
		291-6470-601.32-80	BOOKS	418.09	
		291-6470-601.32-80	BOOKS	522.36	
		291-6470-601.32-80	BOOKS	383.22	
		291-6470-601.32-80	BOOKS	178.92	
		291-6470-601.32-80	BOOKS	356.38	
		291-6470-601.32-80	BOOKS	388.29	
		291-6470-601.32-80	BOOKS	566.19	
		291-6470-601.22-85	PROC SERVS	3.80-	
		291-6470-601.22-85	PROC SERVS	98.80	
		291-6470-601.22-85	PROC SERVS	167.20	
		291-6470-601.32-80	BOOKS	351.90	
		291-6470-601.32-80	BOOKS	620.40	
		291-6470-601.32-80	BOOKS	189.06	
		291-6470-601.32-80	BOOKS	102.32	
		291-6470-601.32-80	BOOKS	386.31	
		291-6470-601.32-80	BOOKS	225.21	
		291-6470-601.32-80	BOOKS	429.23	
		291-6470-601.32-80	BOOKS	383.55	
		291-6470-601.32-80	BOOKS	143.63	
		291-6470-601.32-80	BOOKS	448.79	
		291-6470-601.32-80	BOOKS	515.54	
		291-6470-601.32-80	BOOKS	177.92	
		291-6470-601.22-85	PROC SERVS	46.75-	
		291-6470-601.22-85	PROC SERVS	64.60	
		291-6470-601.22-85	PROC SERVS	91.20	
		291-6470-601.22-85	PROC SERVS	76.00	
		291-6470-601.22-85	PROC SERVS	45.60	
		291-6470-601.22-85	PROC SERVS	91.20	
		291-6470-601.22-85	PROC SERVS	110.20	
		291-6470-601.22-85	PROC SERVS	57.00	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
		291-6470-601.32-80	BOOKS	502.42	
		291-6470-601.32-80	BOOKS	1,627.02	
		291-6470-601.32-80	BOOKS	47.55-	
		291-6470-601.32-75	AV MTLs	13.81	
		291-6470-601.22-85	PROC SERVs	7.60-	
		291-6470-601.32-80	BOOKS	385.19	
		291-6470-601.22-85	PROC SERVs	91.20	
		291-6470-601.22-85	PROC SERVs	41.80	
		291-6470-601.32-75	AV MTLs	66.30	
		291-6470-601.32-80	BOOKS	406.68	
		291-6470-601.32-80	BOOKS	855.36	
		291-6470-601.32-80	BOOKS	272.98	
		291-6470-601.32-80	BOOKS	1,016.82	
		291-6470-601.32-80	BOOKS	261.05	
		291-6470-601.32-80	BOOKS	130.92	
		291-6470-601.32-80	BOOKS	712.42	
		291-6470-601.32-80	BOOKS	992.94	
		291-6470-601.32-80	BOOKS	886.97	
		291-6470-601.32-80	BOOKS	76.59	
		291-6470-601.32-80	BOOKS	94.00	
		291-6470-601.32-80	BOOKS	222.63	
		291-6470-601.32-80	BOOKS	563.76	19,374.80
84273	BAKER & TAYLOR ENTERTAINMENT	291-6470-601.32-75	AV MTLs	53.48	
		291-6470-601.32-75	AV MTLs	60.86	
		291-6470-601.32-75	AV MTLs	33.30	
		291-6470-601.32-75	AV MTLs	62.43	
		291-6470-601.32-75	AV MTLs	573.00	
		291-6470-601.32-75	AV MTLs	28.44	
		291-6470-601.32-75	AV MTLs	34.52	
		291-6470-601.32-75	AV MTLs	25.72	
		291-6470-601.32-75	AV MTLs	53.45	
		291-6470-601.32-75	AV MTLs	42.59	
		291-6470-601.32-75	AV MTLs	167.31	
		291-6470-601.32-75	AV MTLs	25.72	
		291-6470-601.32-75	AV MTLs	589.83	1,750.65
84277	BELLWETHER MEDIA INC	291-6470-601.32-80	BOOKS	1,601.90	1,601.90
84279	BIBLIOTHECA LLC	291-6470-601.32-75	AV MTLs	1,256.50	
		291-6470-601.32-80	BOOKS	2,156.99	
		291-6470-601.32-80	BOOKS	644.15	
		291-6470-601.32-75	AV MTLs	154.57	
		291-6470-601.32-75	AV MTLs	10,787.10	
		291-6470-601.32-80	BOOKS	12,193.78	27,193.09
84281	BLACKSTONE PUBLISHING	291-6470-601.32-75	AV MTLs	55.14	
		291-6470-601.32-80	BOOKS	22.19	
		291-6470-601.32-75	AV MTLs	90.48	167.81
84285	CAVENDISH SQUARE PUBLISHING	291-6470-601.32-80	BOOKS	53.74	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					53.74
84286	CENTER POINT LARGE PRINT	291-6470-601.32-80	BOOKS	26.00	26.00
84291	CHICAGO TRIBUNE	291-6470-601.32-95	PERIODICALS	6.26	
		291-6470-601.32-95	PERIODICALS	95.25	
		291-6470-601.32-95	PERIODICALS	151.61	253.12
84296	CREATIVE COMPANY THE	291-6470-601.32-80	BOOKS	89.80	
		291-6470-601.32-80	BOOKS	17.96	107.76
84297	DEMCO INC	291-6470-601.32-05	PROCESSING SUPPLIES	315.54	315.54
84298	EBSCO INFORMATION SERVICES	291-6470-601.32-95	PERIODICALS	4,382.57	
		291-6470-601.32-95	PERIODICALS	283.43	4,666.00
84301	FINDAWAY WORLD LLC	291-6470-601.32-80	BOOKS	46.94	
		291-6470-601.32-80	BOOKS	61.94	
		291-6470-601.32-80	BOOKS	52.99	
		291-6470-601.32-80	BOOKS	61.94	
		291-6470-601.32-80	BOOKS	652.88	
		291-6470-601.32-80	BOOKS	160.97	
		291-6470-601.32-80	BOOKS	109.98	
		291-6470-601.32-80	BOOKS	377.93	
		291-6470-601.32-80	BOOKS	99.98	
		291-6470-601.32-80	BOOKS	109.98	
		291-6470-601.32-80	BOOKS	61.94	1,797.47
84304	FRA NOI	291-6470-601.32-95	PERIODICALS	24.00	24.00
84307	GALE/CENGAGE LEARNING	291-6470-601.32-80	BOOKS	55.98	
		291-6470-601.32-80	BOOKS	124.77	
		291-6470-601.32-80	BOOKS	60.78	
		291-6470-601.32-80	BOOKS	124.77	
		291-6470-601.32-80	BOOKS	210.33	
		291-6470-601.32-80	BOOKS	30.39	
		291-6470-601.32-80	BOOKS	249.54	
		291-6470-601.32-80	BOOKS	28.79	
		291-6470-601.32-80	BOOKS	60.78	
		291-6470-601.32-80	BOOKS	86.37	
		291-6470-601.32-80	BOOKS	28.79	
		291-6470-601.32-80	BOOKS	28.79	
		291-6470-601.32-80	BOOKS	81.57	
		291-6470-601.32-80	BOOKS	57.58	
		291-6470-601.32-80	BOOKS	25.59	
		291-6470-601.32-80	BOOKS	29.59	
		291-6470-601.32-80	BOOKS	60.78	
		291-6470-601.32-80	BOOKS	115.17	
		291-6470-601.32-80	BOOKS	27.99	
		291-6470-601.32-80	BOOKS	124.76	
		291-6470-601.32-80	BOOKS	121.57	
		291-6470-601.32-80	BOOKS	116.76	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
		291-6470-601.32-80	BOOKS	83.96	
		291-6470-601.32-80	BOOKS	25.59	
		291-6470-601.32-80	BOOKS	60.78	
		291-6470-601.32-80	BOOKS	27.19	
		291-6470-601.32-80	BOOKS	46.48	
		291-6470-601.32-80	BOOKS	118.36	
		291-6470-601.32-80	BOOKS	36.78	
		291-6470-601.32-80	BOOKS	26.39	
		291-6470-601.32-80	BOOKS	27.99	
		291-6470-601.32-80	BOOKS	26.39	
		291-6470-601.32-80	BOOKS	18.39	
		291-6470-601.32-80	BOOKS	59.18	
		291-6470-601.32-80	BOOKS	60.78	2,469.70
84312	GUIDEPOSTS	291-6470-601.32-80	BOOKS	9.89	9.89
84313	HF GROUP, LLC	291-6470-601.32-03	BINDING	451.86	451.86
84316	IL INST CONTINUING LEGAL EDUC	291-6470-601.32-80	BOOKS	123.75	
		291-6470-601.32-80	BOOKS	127.50	
		291-6470-601.32-80	BOOKS	112.50	
		291-6470-601.32-80	BOOKS	131.25	
		291-6470-601.32-80	BOOKS	127.50	622.50
84318	ILLINOIS HEARTLAND LIBRARY SYSTEM	291-6470-601.21-64	ACCESS SERVS OCTOBER	202.54	202.54
84320	INGRAM LIBRARY SERVICES	291-6470-601.32-80	BOOKS	62.29	
		291-6470-601.32-80	BOOKS	250.29	
		291-6470-601.32-80	BOOKS	335.98	
		291-6470-601.32-80	BOOKS	194.78	
		291-6470-601.32-80	BOOKS	25.58	
		291-6470-601.32-80	BOOKS	25.32	
		291-6470-601.32-80	BOOKS	210.79	
		291-6470-601.32-80	BOOKS	12.09	
		291-6470-601.32-80	BOOKS	194.35	
		291-6470-601.32-80	BOOKS	279.68	
		291-6470-601.32-80	BOOKS	7.14	
		291-6470-601.32-80	BOOKS	11.44	
		291-6470-601.32-80	BOOKS	12.99	
		291-6470-601.32-80	BOOKS	337.76	
		291-6470-601.32-80	BOOKS	183.05	
		291-6470-601.32-80	BOOKS	205.45	
		291-6470-601.32-80	BOOKS	412.95	
		291-6470-601.32-80	BOOKS	51.20-	
		291-6470-601.32-80	BOOKS	242.01	
		291-6470-601.32-75	AV MTLs	12.13	
		291-6470-601.32-80	BOOKS	32.22	
		291-6470-601.32-80	BOOKS	297.36	
		291-6470-601.32-80	BOOKS	11.04	
		291-6470-601.32-80	BOOKS	23.70	
		291-6470-601.32-80	BOOKS	22.50	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
		291-6470-601.32-80	BOOKS	15.00	
		291-6470-601.32-80	BOOKS	22.50	
		291-6470-601.32-80	BOOKS	23.40	
		291-6470-601.32-80	BOOKS	16.76	
		291-6470-601.32-80	BOOKS	23.40	
		291-6470-601.32-80	BOOKS	27.60	
		291-6470-601.32-80	BOOKS	25.14	
		291-6470-601.32-80	BOOKS	185.34	
		291-6470-601.32-80	BOOKS	270.15	
		291-6470-601.32-80	BOOKS	681.41	
		291-6470-601.32-80	BOOKS	319.85	
		291-6470-601.32-75	AV MTLs	30.82	
		291-6470-601.32-80	BOOKS	17.07	
		291-6470-601.32-80	BOOKS	169.74	
		291-6470-601.32-80	BOOKS	346.51	
		291-6470-601.32-80	BOOKS	15.57	
		291-6470-601.32-80	BOOKS	296.98	
		291-6470-601.32-80	BOOKS	202.11	
		291-6470-601.32-80	BOOKS	286.45	
		291-6470-601.32-80	BOOKS	9.49	
		291-6470-601.32-80	BOOKS	8.45	
		291-6470-601.32-80	BOOKS	129.69	
		291-6470-601.32-80	BOOKS	276.48	6,751.60
84322	JOHN HERSEY HIGH SCHOOL	291-6470-601.32-80	YEARBOOKS	150.00	150.00
84325	KANOPY INC	291-6470-601.32-75	AV MTLs	804.00	804.00
84326	KIRKUS MEDIA LLC	291-6470-601.32-95	PERIODICALS	199.00	199.00
84330	LAKESHORE LEARNING MATERIALS	291-6470-601.32-75	AV MTLs	229.96	229.96
84335	MATTHEW BENDER & CO INC	291-6470-601.32-80	BOOKS	287.51	287.51
84336	MCHENRY COUNTY IL GENEALOG SOCIETY	291-6470-601.32-95	PERIODICALS	30.00	30.00
84340	MIDWEST TAPE	291-6470-601.32-75	AV MTLs	18.89	
		291-6470-601.32-75	AV MTLs	732.24	
		291-6470-601.32-75	AV MTLs	139.95	
		291-6470-601.32-75	AV MTLs	882.33	
		291-6470-601.32-75	AV MTLs	293.88	
		291-6470-601.32-75	AV MTLs	1,326.26	
		291-6470-601.32-75	AV MTLs	919.95	
		291-6470-601.32-75	AV MTLs	171.43	
		291-6470-601.32-75	AV MTLs	292.54	
		291-6470-601.32-75	AV MTLs	45.49	
		291-6470-601.32-75	AV MTLs	8,991.60	
		291-6470-601.32-80	BOOKS	3,514.48	
		291-6470-601.22-85	PROC SERVS	494.78	
		291-6470-601.32-75	AV MTLs	906.41	
		291-6470-601.32-75	AV MTLs	367.35	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
		291-6470-601.32-75	AV MTLs	906.41-	
		291-6470-601.32-75	AV MTLs	906.41	19,097.58
84354	POLONIA BOOKSTORE INC	291-6470-601.32-80	BOOKS	82.78	
		291-6470-601.32-80	BOOKS	43.55	126.33
84367	ROWMAN & LITTLEFIELD PUBLISHING GRP	291-6470-601.32-80	BOOKS	119.06	
		291-6470-601.32-80	BOOKS	103.58	222.64
84382	TSAI FONG BOOKS INC	291-6470-601.32-80	BOOKS	50.55	50.55
84383	ULINE	291-6470-601.32-05	PROCESSING SUPPLIES	760.42	760.42
84391	YBP LIBRARY SERVICES	291-6470-601.32-80	BOOKS	73.54	
		291-6470-601.32-80	BOOKS	103.83	177.37

***** DIVISION TOTAL ***** *Makeplace* 103,091.81

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
DEPARTMENT: 64	User Services	DIVISION: 80			
84258	AMAZON CAPITAL SERVICES, INC	291-6480-601.30-05	OFFICE SUPPLIES	11.19	11.19
84259	AMAZON.COM CREDIT	291-6480-601.30-07	EMBROIDERY STABILIZER	119.96	
		291-6480-601.31-85	THERMOMETER	27.30	
		291-6480-601.30-05	STORAGE BOX	45.89	
		291-6480-601.30-05	MOUNTING TAPE	11.99	
		291-6480-601.32-12	NAME TAGS	19.98	
		291-6480-601.32-22	SUPPLIES F/TEENS MAKE: EM	16.95	
		291-6480-601.32-22	SUPPLIES F/TEENS MAKE: EM	10.67	
		291-6480-601.31-85	FLOUR STORAGE	98.90	
		291-6480-601.31-85	REPAIR KIT	19.99	
		291-6480-601.31-85	CRICUT CUTTING MAT	39.98	
		291-6480-601.31-85	USB DRIVES	21.50	
		291-6480-601.32-12	COOKIE DECORATING, 12/10	17.98	
		291-6480-601.32-12	DIY GIFT WRAPPING	56.06	
		291-6480-601.32-12	DIY GIFT WRAPPING	9.99	
		291-6480-601.30-07	SUBLIMATION PRINTER SUPPL	74.48	
		291-6480-601.32-12	HEAT RESISTANT GLOVES	41.98	
		291-6480-601.32-12	HEAT RESISTANT GLOVES	32.97	
		291-6480-601.32-12	SUPER GLUE	57.20	
		291-6480-601.30-05	FIRST AID REFILLS	6.66	
		291-6480-601.30-05	FIRST AID REFILLS	19.98	
		291-6480-601.32-12	PAINTERS TAPE	42.60	
		291-6480-601.32-12	PAINTERS TAPE	42.60	
		291-6480-601.32-12	PROGRAM SUPPLIES	109.60	945.21
84263	ANDERSON PEST SOLUTIONS	291-6480-601.21-11	EXTERMINATING SERVICES	76.84	76.84
84266	ARLINGTON HTS MEMORIAL LIBRARY	291-6480-601.32-22	EMBROIDERY PROGRAM	13.63	
		291-6480-601.32-12	SUBLIMATION CLASS SUPPLY	41.95	

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					
		291-6480-601.32-12	FABRIC FOR VETS DAY	35.97	
		291-6480-601.32-22	EMBROIDERY FLOSS	12.90	104.45
84268	ARLINGTON HTS MEMORIAL LIBRARY	291-6480-601.30-07	PINT GLASSES	280.25	
		291-6480-601.31-85	KITCHEN SUPPLIES	132.05	
		291-6480-601.32-12	KITCHEN SUPPLIES	206.04	
		291-6480-601.32-12	SEWING/VINYL CLASS SUPPLY	103.93	
		291-6480-601.32-12	QUILT SUPPLIES	283.08	
		291-6480-601.32-22	EMBROIDERY SUPPLIES	11.98	
		291-6480-601.31-85	SPARE PARTS 3D PRINTERS	135.22	
		291-6480-601.32-12	KNIFE SKILLS INGREDIENTS	119.17	
		291-6480-601.32-12	HEAT PRESS VINYL CLASS	173.99	
		291-6480-601.32-12	PAINT POURING SUPPLIES	77.11	1,522.82
84283	BUSINESS SOLUTIONS GROUP, LLC	291-6480-601.21-02	EAGLE EYE SOFTWARE SEPT	12.90-	
		291-6480-601.21-02	EAGLE EYE SOFTWARE NOV	79.84	
		291-6480-601.21-02	EAGLE EYE SOFTWARE OCT	7.98-	58.96
84295	COMPLETE TEMPERATURE SYSTEMS	291-6480-601.21-11	11/17 HVAC REPAIR	276.50	
		291-6480-601.21-11	11/11 RTU MAINTENANCE	920.00	1,196.50
84308	GARDEN GUY, INC.	291-6480-601.21-11	LANSCAPE MAINT NOV BELM	270.00	270.00
84310	GRAINGER INC,W W	291-6480-601.21-11	BELMONT LIGHT FIXTURES	1,115.20	1,115.20
84323	JOHNSON CONTROLS FIRE PROTECTION LP	291-6480-601.21-11	FIRE ALARM DEFICIENCY REP	1,395.64	1,395.64
84324	JOHNSON PLASTICS PLUS	291-6480-601.30-07	MUGS F/SUBLIMATION PRINTE	256.22	256.22
84333	LO VERDE CONTRACTING CO	491-6480-601.50-55	BELMONT CONCRETE FLAT WOR	6,580.00	6,580.00
84334	MASTER MAINTENANCE SERVICE INC	291-6480-601.21-11	JANITORIAL SERVS DEC BELM	1,650.00	1,650.00
84349	NICOR GAS	291-6480-601.30-51	NATURAL GAS 10/13-11/14	235.58	
		291-6480-601.30-51	NATURAL GAS 10/13-11/14	122.24	357.82
84352	PETERSEN BROS. PLASTICS, INC.	291-6480-601.30-07	SALE ACRYLIC SHEETS F/MAK	323.00	323.00
84361	R.I.C.ELECTRIC	291-6480-601.21-11	ELECTRICAL F/NEW DOOR OPE	2,427.10	2,427.10
84364	RCN	291-6480-601.22-42	ACCT#410983001 INTERNET 1	231.99	231.99
84366	ROUNDY'S INC	291-6480-601.32-12	PROGRAM SUPPLIES	54.95	
		291-6480-601.32-12	CULINARY CLASS SUPPLIES	106.85	161.80
84369	SHERWIN ACE HARDWARE INC	291-6480-601.21-11	BLDG MAINTENANCE	60.95	
		291-6480-601.21-11	BLDG MAINTENANCE	22.77	
		291-6480-601.21-11	BLDG MAINTENANCE	15.99	99.71
84383	ULINE	291-6480-601.50-15	STORAGE & FURNITURE F/MAK	833.05	833.05
84385	USCUTTER, INC	291-6480-601.32-12	MASKING TAPE F/LASER CUTT	35.17	

PREPARED 12/20/22, 02:16 PM
PROGRAM GM348U5
DEPARTMENT: 64 User Services

ACCOUNTS PAYABLE CHECK REGISTER BY DEPT/DIV
Village of Arlington Heights
DIVISION: 80

CHECK	PAYEE	ACCOUNT	DESCRIPTION	AMOUNT	TOTAL
/PAYM #					35.17
84387	VILLAGE OF ARLINGTON HEIGHTS	291-6480-601.21-60	WATER/SEWER 8/26-10/26	117.72	117.72
84393	3PI TECH SOLUTIONS INC	291-6480-601.30-07	FILAMENT F/3D PRINTERS	1,318.06	
***** DIVISION TOTAL ****					21,088.45
***** DEPARTMENT TOTAL **					145,905.34
***** GRAND TOTAL *****					444,292.95

FUND TOTALS

FUND	FUND NAME	FUND TOTAL
291	Memorial Library Fund	432,361.17
491	Capital Projects-Library	11,931.78
**** TOTAL ALL FUNDS ****		444,292.95

December 20, 2022

**Arlington Heights Memorial Library
American Express Card Summary
11/30/2022**

#	CARDHOLDER	ACCOUNT	AMOUNT	DESCRIPTION	VENDOR
	Count	141			
1	Czajka	6001-2165	\$ 90.00	Cashback Program Fee - J Czajka	CASHBACK PROGRAM FEE
2	Czajka	6001-2165	\$ 75.00	Annual Amex Membership - J Czajka	ANNUAL MEMBERSHIP REN
3	Czajka	6440-2218	\$ 199.13	Traci Chee Hotel (11/9 Author visit)	Courtyard By Marriot
4	Czajka	6440-2218	\$ 84.09	Traci Chee lunch (11/9 author visit)	TTOWA RESTAURANT
5	Czajka	6440-2218	\$ 773.04	Traci Chee airfare (11/9 author visit)	AMERICAN AIRLINES
6	Czajka	6440-2218	\$ 269.00	Wider Lens DVD & license (11/17)	SP GOOD DOCS
7	Czajka	6440-2218	\$ 60.00	Traci Chee airfare (11/9 author visit)	TRAVEL AGENCY SERVIC
8	Czajka	6440-2218	\$ 430.94	Naomi Hirahara Hotel (OBOV Oct. 27 event)	HAMPTON INN MT PROSP
9	Czajka	6440-2218	\$ 71.42	Arcade Age Exhibit Stools	CLDTKN AMZN MKTP US*H
10	Czajka	6440-3202	\$ 444.59	Arcade Age opening refreshments, supplies (11/18)	TARGET 008375
11	Czajka	6440-3202	\$ 124.00	Arcade Age opening: film (11/18)	WAL-MART 2815 2815
12	Czajka	6440-3202	\$ 51.67	Refreshments for Vets Reception (11/13)	TRADER JOE S #687 00
13	Driskell	291-0000-140-05-00	\$ 17.80	LibLearnX (Midwinter) ALA Conference (Flight) - C Shin	AMERICAN AIRLINES
14	Driskell	291-0000-140-05-00	\$ 310.19	LibLearnX (Midwinter) ALA Conference (Flight) - C Shin	AMERICAN AIRLINES
15	Driskell	489-90-00	\$ (19.66)	Joann refund	JOANN STORES ONLINE.
16	Driskell	489-90-00	\$ (129.30)	Corporate Cashback	CORPORATE CASHBACK CR
17	Driskell	6001-2165	\$ 90.00	Cashback Program Fee - M Driskell	CASHBACK PROGRAM FEE
18	Driskell	6001-2165	\$ 75.00	Annual Amex Membership - M Driskell	ANNUAL MEMBERSHIP REN
19	Driskell	6001-2203	\$ 663.39	LMCC Conference Nov 2-3, 2022 William Tolan	HYATT REGENCY INDIAN
20	Driskell	6001-2205	\$ 16.18	UPS Shipping for C&M Conference	UPS 1Z53T43103914946
21	Driskell	6002-2165	\$ 25.00	Facebook Advertising	FACEBK*7TYSTKTNS2
22	Driskell	6002-2165	\$ 9.07	Facebook Advertising	FACEBK*UENTKJXMS2
23	Driskell	6002-2210	\$ 226.50	Staff and Holiday Cards	MOO INC MOO INC
24	Driskell	6002-2210	\$ 96.99	Business Cards	VISTAPRINT
25	Driskell	6002-3005	\$ 72.04	Volunteer Holiday Card Envelope	BARNES&NOBLE PAPERSON
26	Driskell	6002-3005	\$ 99.00	Bourton Hand Complete Pack	SP MYFONTS INC
27	Driskell	6002-3005	\$ 109.00	Clear Logo Stickers	STICKER MULE
28	Driskell	6002-3005	\$ 198.00	Tween Winter Reading stickers	STICKER MULE
29	Driskell	6002-3005	\$ 24.96	Font for newsletter	BT*CREATIVE MARKET
30	Driskell	6002-3005	\$ 15.00	Winter Reading Font	PAYPAL *ATTYPESTUDI
31	Driskell	6002-3005	\$ 25.25	Goo Gone	LOWES.COM 0907
32	Driskell	6003-2203	\$ 250.00	Employment Law Conference (Gabriela Rojek)	MGMT ASSC OF IL
33	Driskell	6003-4070	\$ 3,488.50	Catering for Staff Holiday Meal	IN *TASTY CATERING
34	Driskell	6004-3202	\$ 29.76	PLA Early Literacy Calendar, English, 2023	CHICAGO BOOKS & JOUR
35	Driskell	6008-2203	\$ 44.35	Team Meeting Supplies	SP LETSTICKTOGETHER
36	Driskell	6010-2242	\$ 94.98	Emergency Texting Service	ONTIMETEL DIALMYCAL
37	Driskell	6010-3032	\$ 280.00	LAT Zoom Subscription	ZOOM.US 888-799-9666
38	Driskell	6020-2111	\$ 50.27	Flex Duct	HOMEDEPOT.COM
39	Driskell	6020-2111	\$ 299.30	Emergency Light Batteries	BATTERYSHARKS COM 00
40	Driskell	6020-5015	\$ 4,788.60	Cubicle Panels for Call center	BT*VERSARE SOLUTIONS
41	Driskell	6401-2203	\$ (232.52)	YS Team Activities- refund	SP LETSTICKTOGETHER
42	Driskell	6401-2203	\$ 211.39	YS Team Activities	SP LETSTICKTOGETHER
43	Driskell	6401-2203	\$ 232.52	YS Team Activities	SP LETSTICKTOGETHER
44	Driskell	6410-3005	\$ 9.95	Marshmallow Mini	WALMART.COM
45	Driskell	6420-2202	\$ 40.00	ITBE: Illinois TESOL-BE Annual Membership	ITBE ORG 00-08029634
46	Driskell	6420-3290	\$ (4.50)	Folding Table for Outreach, tax refund	ACEHARDWARE Acehardw
47	Driskell	6440-2218	\$ (46.38)	Rugs for Arcade Age, Tax Refund	SOCIETY6.COM
48	Driskell	6440-2218	\$ (46.38)	Rugs for Arcade Age, Tax Refund	SOCIETY6.COM
49	Driskell	6440-2218	\$ (46.38)	Rugs for Arcade Age, Tax Refund	SOCIETY6.COM
50	Driskell	6440-2218	\$ (46.38)	Rugs for Arcade Age, Tax Refund	SOCIETY6.COM
51	Driskell	6440-2218	\$ 2,040.52	Rugs for Arcade Age	SOCIETY6.COM
52	Driskell	6440-3202	\$ 40.00	Eddie's Food for Books and Brews 11/16/2022	EDDIES RESTAURANT AN
53	Driskell	6470-3005	\$ 419.62	ILL Removeable labels (6-up labels)	PROSERV BUSINESS PRO
54	Driskell	6480-3007	\$ 280.25	Pint Glasses for Sale at Makerplace	The Webstaurant Stor
55	Driskell	6480-3185	\$ 132.05	Makerplace Kitchen Supplies	The Webstaurant Stor
56	Driskell	6480-3212	\$ 206.04	Makerplace Kitchen Supplies	The Webstaurant Stor
57	Driskell	6480-3212	\$ 103.93	Makerplace Sewing and Vinyl Class supplies	JOANN STORES ONLINE.
58	Driskell	6480-3212	\$ 283.08	Makerplace Quilt Supplies	ACQUQUILT
59	Driskell	6480-3222	\$ 11.98	Supplies for Teens Make: Embroidery	JOANN STORES ONLINE.
60	Dworianyn	6001-2165	\$ 90.00	Cashback Program Fee - R Dworianyn	CASHBACK PROGRAM FEE

#	CARDHOLDER	ACCOUNT	AMOUNT	DESCRIPTION	VENDOR
61	Dworianyn	6001-2165	\$ 75.00	Annual Amex Membership - R Dworianyn	ANNUAL MEMBERSHIP REN
62	Dworianyn	6010-2005	\$ 54.10	PayPal PayFlow Pro Monthly Subscription	PAYFLOW/PAYPAL 0045
63	Dworianyn	6010-2242	\$ 21.04	Business Cable, 11/1-11/30	COMCAST CHICAGO
64	Dworianyn	6010-2242	\$ 140.69	SC Internet Service, 10/21-11/20	COMCAST CHICAGO
65	Dworianyn	6010-2242	\$ 53.32	ADT Security Subscription for Makerplace	ADT SECURITY*4038885
66	Dworianyn	6010-3032	\$ 11.99	YouTube Premium Monthly Subscription for Kids World	GOOGLE *YOUTUBEPREMI
67	Dworianyn	6010-3032	\$ 20.02	Twilio Subscription for Text Messaging Service	TWILIO INC
68	Dworianyn	6010-3032	\$ 165.00	Volunteer software monthly subscription	WWW.VOLGISTICS.COM
69	Dworianyn	6010-3032	\$ 1.50	Microsoft Conference Bridge Monthly Subscription	CLDTKN MSFT * E0400KX
70	Dworianyn	6010-3032	\$ 9.99	Amazon Kindle Unlimited Monthly Subscription	CLDTKN KINDLE UNLTD*H
71	Dworianyn	6010-3032	\$ 60.63	Parallels Annual Renewal	CBI*PARALLELS
72	Dworianyn	6010-3032	\$ 7.99	Amazon Freetime Monthly Subscription	CLDTKN AMAZON KIDS+*H
73	Dworianyn	6010-3032	\$ 651.75	Office 365 Monthly Subscription	MNJTECHNOLOGIESDIREC
74	Dworianyn	6010-3032	\$ 421.74	Amazon S3 Backup Storage	AMAZON WEB SERVICES
75	Dworianyn	6010-3032	\$ 43.75	Trello Monthly Subscription	TRELLO.COM* ATLASSIA
76	Dworianyn	6010-3032	\$ 15.99	Spotify Monthly Subscription	CLDTKN SPOTIFY USA
77	Dworianyn	6010-3032	\$ 57.00	Google Gsuite Subscription	GOOGLE*GSUITE_AHML.I
78	Dworianyn	6010-3032	\$ 54.00	Google Gsuite for Android Phone Subscription	GOOGLE*GSUITE_AHML.N
79	Dworianyn	6010-3032	\$ 9.99	Amazon Music Monthly Subscription	CLDTKN AMAZON MUSIC*H
80	Dworianyn	6010-3032	\$ 49.00	Riddle.com Monthly Subscription	RIDDLE.COM SUBSCRIPT
81	Dworianyn	6010-3185	\$ 48.85	Tripp Lite Surge Protector for Arcade Exhibit	CLDTKN AMAZON.COM*HB3
82	Krueger	6001-2165	\$ 75.00	Annual Amex Membership - C Krueger	ANNUAL MEMBERSHIP REN
83	Krueger	6480-3185	\$ 135.22	Spare Parts for Makerplace 3D Printers	ROBERT BOSCH TOOL CO
84	Krueger	6480-3212	\$ 119.17	Ingredients for Makerplace Knife Skills Class	RESTAURANT DEPOT 548
85	Krueger	6480-3212	\$ 173.99	Heat press for Makerplace Vinyl Class	MICHAELS STORES 1338
86	Krueger	6480-3212	\$ 77.11	Makerplace Paint Pouring Supplies	MICHAELS STORES 1338
87	Szymanek	6001-2165	\$ 90.00	Cashback Program Fee - M Szymanek	CASHBACK PROGRAM FEE
88	Szymanek	6001-2165	\$ 75.00	Annual Amex Membership - M Szymanek	ANNUAL MEMBERSHIP REN
89	Szymanek	6470-3275	\$ 19.99	AV Materials	NETFLIX.COM
90	Szymanek	6470-3275	\$ 14.99	AV Materials	HELP.HBOMAX.COM
91	Szymanek	6470-3275	\$ 249.45	AV Materials	B&H PHOTO MOTO 00000
92	Szymanek	6470-3295	\$ 26.70	Periodicals	SP RPIPRESS STORE
93	Szymanek	6470-3275	\$ 49.61	AV Materials	BT*TRANSIT TEES
94	Szymanek	6470-3275	\$ 14.99	AV Materials	HLU*HULU 17479794398
95	Szymanek	6470-3275	\$ 14.99	AV Materials	HLU*HULU 17479807882
96	Szymanek	6470-3275	\$ 14.99	AV Materials	HLU*HULU 17479817049
97	Szymanek	6470-3275	\$ 139.00	AV Materials	AMAZON PRIME*HI4ID16
98	Szymanek	6470-3275	\$ 33.88	AV Materials	WALMART.COM 80096665
99	Szymanek	6470-3275	\$ 499.00	AV Materials	WALMART.COM 80096665
100	Szymanek	6470-3275	\$ 19.99	AV Materials	NETFLIX.COM
101	Szymanek	6470-3275	\$ 32.28	AV Materials	SP SPHERO/LITTLEBITS
102	Szymanek	6470-3275	\$ 91.35	AV Materials	TFH (USA) LTD.
103	Szymanek	6470-3275	\$ 19.99	AV Materials	NETFLIX.COM
104	Szymanek	6470-3275	\$ (24.66)	AV Materials	TARGET.COM
105	Szymanek	6470-3275	\$ 284.25	AV Materials	TARGET.COM 3991
106	Szymanek	6470-3275	\$ 93.49	AV Materials	CRICUT
107	Szymanek	6470-3275	\$ 42.49	AV Materials	USA*ACORNUSA
108	Szymanek	6470-3275	\$ 19.95	AV Materials	WALMART.COM 80096665
109	Szymanek	6470-3275	\$ (69.58)	AV Materials	CHARGE AMOUNT RETURNE
110	Szymanek	6470-3275	\$ 27.60	AV Materials	GAMESTOP.COM GameSto
111	Szymanek	6470-3275	\$ 14.99	AV Materials	HELP.HBOMAX.COM
112	Szymanek	6470-3275	\$ 50.00	AV Materials	SLING.COM
113	Szymanek	6470-3275	\$ 96.56	AV Materials	BT*GHOSTSTOP
114	Szymanek	6470-3275	\$ 20.98	AV Materials	WALMART.COM 80096665
115	Szymanek	6470-3280	\$ 24.98	Books	BARNES&NOBLE PAPERSO
116	Szymanek	6470-3280	\$ 14.47	Books	WALMART.COM
117	Szymanek	6470-3280	\$ 25.99	Books	ECKHARTZ PRESS BOOKS
118	Szymanek	6470-3280	\$ 49.50	Books	PAYPAL *WANTED MAN
119	Szymanek	6470-3280	\$ 38.90	Books	CONNIE FAIRBANKS BOO
120	Szymanek	6470-3280	\$ 9.60	Books	CLDTKN EBAY O*20-0926
121	Szymanek	6470-3280	\$ 14.13	Books	CLDTKN EBAY O*20-0926
122	Szymanek	6470-3280	\$ 8.78	Books	CLDTKN EBAY O*20-0926
123	Szymanek	6470-3280	\$ 11.85	Books	CLDTKN EBAY O*20-0926
124	Szymanek	6470-3280	\$ 19.45	Books	CLDTKN EBAY O*20-0926
125	Szymanek	6470-3295	\$ 1.00	Periodicals	MILK STREET MAGAZINE

<u>#</u>	<u>CARDHOLDER</u>	<u>ACCOUNT</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>	<u>VENDOR</u>
126	Szymanek	6470-3295	\$ 1.00	Periodicals	MILK STREET MAGAZINE
127	Szymanek	6470-3295	\$ 497.00	Periodicals	CABOT HERITAGE
128	Szymanek	6470-3295	\$ 10.90	Periodicals	CLDTKN EBAY O*20-0937
129	Szymanek	6470-3295	\$ 54.71	Periodicals	FORKSOVERKNIVES.COM
130	Szymanek	6470-3295	\$ 29.50	Periodicals	FUTURE PUBLISHING LT
131	Szymanek	6470-3295	\$ 17.99	Periodicals	COOKINGWITHPAULADEEN
132	Szymanek	6470-3295	\$ 385.00	Periodicals	FINANCIAL TIMES
133	Szymanek	6470-3295	\$ 239.00	Periodicals	HORIZON PUBL NEWSLET
134	Szymanek	6470-3295	\$ 29.99	Periodicals	D J*BARRON'S
135	Szymanek	6470-3295	\$ 45.05	Periodicals	SP RPIPRESS STORE
136	Szymanek	6470-3295	\$ 30.98	Periodicals	TASTE OF THE SOUTH
137	Szymanek	6470-3295	\$ 7.00	Periodicals	OYLA US
138	Szymanek	6470-3295	\$ 20.99	Periodicals	CLDTKN EBAY O*08-0928
139	Szymanek	6470-3295	\$ 19.98	Periodicals	CLDTKN EBAY O*22-0927
140	Szymanek	6470-3295	\$ 30.84	Periodicals	EBAY O*02-09286-1986
141	Szymanek	6470-3295	\$ 9.95	Periodicals	CLDTKN EBAY O*02-0927
			<u>\$ 23,766.47</u>		

December 20, 2022

Arlington Heights Memorial Library
Mastercard Summary
11/30/2022

Count	2			
<u>CARDHOLDER</u>	<u>ACCOUNT</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>	<u>VENDOR</u>
M. Szymanek	6470-3275	\$ 19.99	AV Materials	Netflix
	6470-3275	\$ 19.99	AV Materials	Netflix
		<u>\$ 39.98</u>		

December 20, 2022

**Arlington Heights Memorial Library
Special Funds Summary
11/30/2022**

Count 34

#	Account	Amount	Description	Staff
Check # 1618 – AHML – Petty Cash				
1	11/10/2022 6420-3005	\$ 10.91	Recognition Committee Supplies	M Williams
2	6440-3202	\$ 48.00	Author event chocolates	J Czajka
3	6440-2203	\$ 10.75	Driving for OBOV	N Parker
4	6001-2203	\$ 31.88	ILA Conference	L Bobis
5	6410-2203	\$ 7.88	Mileage - Malik	D Malik
6	6410-3201	\$ 28.46	Program supplies - Coffee & Connect	D Malik
7	6401-3202	\$ 33.88	Program supplies - Misc Youth	J Pinotti
8	6420-2203	\$ 3.50	Mileage - Evangelista	C Evangelista
9	6401-2203	\$ 25.44	Mileage - McGuire	K McGuire
10	6401-2203	\$ 20.70	Mileage - McGuire	K McGuire
11	11/28/2022 6450-2203	\$ 7.50	Mileage	M.Radhakrishnan
12	6401-3202	\$ 31.04	Meeting supplies	A.Belford
13	6420-2203	\$ 10.50	Mileage	M.Klopp
14	6003-2203	\$ 39.56	Mileage	G.Rojek
15	6001-3005	\$ 36.25	Décor for bookmobile	J.Kessler
16	6003-4070	\$ 40.46	Staff Holiday Meal	G.Rojek
17	6001-2203	\$ 3.99	Open Mike Staff Meeting	G.Rojek
18	6420-2203	\$ 15.63	Mileage	M.Maier
19	6480-3222	\$ 13.63	Embroidery Program	A.Moreno
20	6401-2203	\$ 25.75	Mileage	A.Moreno
21	6401-3202	\$ 30.15	Halloween Fun Decorations	R.King
22	6401-3202	\$ 24.98	Snacks for outreach	R.King
23	6470-2203	\$ 20.13	Mileage	C.Hamann
24	6401-2203	\$ 10.31	Mileage	L.Dakas
25	6001-2203	\$ 33.38	ILA Conference Expences	T.Karim
26	6003-2203	\$ 35.75	Mileage	L.Haack
27	6480-3212	\$ 41.95	Sublimation Class	L.Davis
28	6480-3212	\$ 35.97	Fabric for Vets Day	L.Davis
29	12/1/2022 6001-2205	\$ 3.00	Postage	M.Szymanek
30	6470-3295	\$ 12.99	Periodicals	M.Szymanek
31	6470-3280	\$ 23.94	Books	M.Szymanek
32	6470-3005	\$ 21.25	Paper goods for holiday party	L.Bobis
33	6410-2203	\$ 5.94	Mileage	D.Malik
34	6480-3222	\$ 12.90	Embroidery Floss	A.Moreno
		<u>\$ 758.35</u>		

To: Board of Library Trustees
From: Michael Driskell
Date: December 20, 2022
Re: Kids' World Refresh Project Update

Staff and representatives from Williams Architects will provide an update of the project to refresh the Kids' World department, specifically regarding entrance options.

To: Board of Library Trustees
From: Dana Revilla and Shannon Meyer
Cc: Michael Driskell
Date: December 20, 2022
Re: Proposed Revisions to Policy 5.003 Circulation

As discussed at the December Committee of the Whole meeting, the proposed policy revisions allow more access to the collection, match policy language to procedures, and better align with the library's mission, vision, and values.

Recommendations

Policy 5.003 Circulation currently contains limits on checkouts and renewals that can be lifted to increase access and circulation of materials. Changes to terminology are also included in the proposed policy to reflect current procedures, gender neutral pronouns and updated collection names.

Increase total borrowing limit for reciprocal borrowers (RB) from 20 to 40.

- RB checkouts account for only 5.5% of all checkouts year to date
- Cannot place holds

Increase automatic renewals for eligible materials from two to four times

- Customers regularly contact staff to receive additional renewal on items
- Items with holds will not automatically renew

Remove specific language regarding LINKin renewal limits

- LINKin renewal limits are set among partnering libraries in the lending and borrowing agreement. Currently, LINKin items are limited to one renewal.

Other proposed changes:

- Update New & Popular collection details to include Hot Picks.
- Revise language to reflect current procedures
- Replace gender pronouns

Suggested motion: **The Board of Library Trustees adopts revisions to Policy 5.003 Circulation.**

5.003 CIRCULATION

I. BORROWING LIBRARY ITEMS

A. Loan Quantities

1. The total number of items that can be checked out to an Arlington Heights Memorial Library (AHML) cardholder at any one time is 100. There are also borrowing limits for some formats.
2. The maximum number of items by format allowed for checkout is reviewed on a periodic basis by the executive director.
3. A registered reciprocal borrower may possess as many as 40 items from the library's collection at a time.
4. An AHML cardholder or registered reciprocal borrower who has forgotten their card may borrow items by showing identification that verifies name and address.
5. Loans from developing collections are limited to AHML cardholders.
6. Temporary limits may be set by department managers for their collections due to seasonal demand, special programs or because a collection is designated as either a developing collection or as a limited resource.

B. Loan Periods

1. These items circulate for one week:
 - a. DVDs and Blu-rays with three discs or fewer
 - b. Video games
 - c. Designated holiday books
 - d. Magazines
 - e. Studio equipment
 - f. Library of Things
2. These items circulate for two weeks:
 - a. New & Popular books with fewer than 500 pages
 - b. eBooks
 - c. Music compact discs
 - d. Puzzles, toys, puppets, and games other than video games
 - e. DVDs and Blu-rays with four or more discs
 - f. Adult TV series on DVD and Blu-rays
 - g. eReaders
3. Items from the Book Discussion collection circulate for six weeks.

4. In-house use laptops, tablet computers, cable adapters and makerspace equipment circulate for two hours.
5. All other items circulate for four weeks.
6. Loan periods for senior services and organizations with intergovernmental agreements are specified by the executive director.
7. Temporary loan periods may be set by department managers for their collections due to seasonal demand, special programs or because a collection is designated as either a developing collection or a limited resource.

C. Renewals

All items are automatically renewed four times, except:

1. New & Popular items (eligible for one renewal)
2. Items with holds
3. Items from the book discussion collection
4. LINKin items (in accordance with lending and borrowing agreement)
5. Some developing collections

Renewal limits on interlibrary loans are set by the lending library.

D. Holds and Interlibrary Loans

1. Placing holds on library items is a service available only to AHML cardholders.
2. The New & Popular consists of two collections – New & Popular and Hot Picks. Hot Pick items are a browsing collection and cannot be placed on hold. New & Popular consists of items that may be placed on hold under the rules of this section.
3. All items can be placed on hold except for items from the Hot Picks collection, items in some developing collections and LINKin items currently checked out.
4. Interlibrary loan requests are available only to AHML cardholders.

II. ITEM RETURNS AND CHARGES

A. Overdue Items

1. The Arlington Heights Memorial Library does not charge late fees for overdue items.
2. Borrowers are expected to return items on or before the specified due date. Borrowers are responsible for charges related to lost or damaged library items. In the case of a minor (under the age of 18), the parent/guardian is responsible for any amounts owed relating to the minor's card.

3. Library borrowing privileges are suspended when an item on the account is 14 days overdue, any item is billed, or \$10.00 in fees accrue on the account. Privileges are reinstated when the account is paid below the \$10.00 threshold and billed or overdue materials are returned.
4. Overdue reminders are sent when an item is three days overdue, seven days overdue, 14 days overdue and 21 days overdue.
5. If an item is 35 days overdue: Unreturned items are considered lost and the cardholder will be billed the replacement cost of the overdue item(s). Returning the item(s) within 60 days of the original due date will remove the charges and block.
6. If an item remains overdue for 45 or more days, the library may turn the account over to a material recovery agency. If the item is returned within 60 days of the original due date, the borrower is not responsible for the price of the item, instead, the material recovery agency fee applies. If the item is not returned, both the replacement cost and the material recovery fee apply.

B. Lost or Damaged Items

1. Borrowers are responsible for charges related to lost or damaged library items. In the case of a minor (under the age of 18), the parent/guardian is responsible for any amounts owed relating to the minor's card.
2. The charge for a lost item or one damaged beyond repair is the price recorded at the time of acquisition. Material replacements are not accepted.
3. The library is not liable for damage to a borrower's equipment used in conjunction with library items.
4. The charge for a lost or badly damaged item from a multiple set is the price for the entire set recorded at the time of acquisition.
5. The charge for lost or damaged supplementary item contents, including instruction booklets or covers, is the price of the entire set at the time of acquisition.
6. There is a charge for lost or damaged containers of borrowed items.
7. A refund for a lost item is given if the item has been paid for and then is returned within 60 days of the item's last due date.
8. If AHML reimburses another library for any charges for lost or damaged items accrued by an AHML cardholder at another library, those charges are placed on the cardholder's AHML account, and they are responsible for reimbursing AHML the full amount of the charges.

III. MATERIAL RECOVERY/LEGAL ACTION

In the event a customer owes in excess of \$50.00 under library policies, the library may submit the account to a material recovery agency and/or pursue legal action. For a minor's library account, the parent or guardian is considered the customer for the purpose of collection/legal action. If turned over to a material recovery agency, a non-refundable fee is charged to the customer. If legal action is pursued, the customer is responsible for legal fees and other costs of recovery.

To: Board of Library Trustees

From: Greg Zyck

Date: December 20, 2022

Re: Adoption of Revisions to Policy 7.007 Use of Flags on Library Property

The Board of Library Trustees will continue the discussion of Policy 7.007 Use of Flags on Library Property, last discussed at the December 5 Committee of the Whole meeting, and the process by which trustees initiate a request for a flag or resolution.

Proposed changes to Policy 7.007 are attached.

Suggested motion: **The Board of Library Trustees adopts revisions to Policy 7.007 Use of Flags on Library Property.**

7.007 USE OF FLAGS ON LIBRARY PROPERTY

The Board of Library Trustees adopts this Policy 7.007 as the flag policy of the Arlington Heights Memorial Library.

The library has two flagpoles, i.e., a flagpole located at the front of the library's property at 500 North Dunton Avenue and another at 112 North Belmont (Makerplace).

Generally, flags on library flagpoles are one or more of the following:

1. The United States flag;
2. The State of Illinois flag;
3. The Village of Arlington Heights flag;
4. National League of Families POW/MIA flag.

The library will follow provisions governing the display of the flags found in the United States Code, Title 4, Chapter 1, and the Illinois Flag Display Act 5 ILCS 465.

Other flags: From time to time, the board may approve flying other flags. Any flags approved by the board shall represent an expression of the library's official sentiments or the library's mission, vision and values. Flags flown on the library's flagpoles will be approved by the board and serve as a government forum for expression of the library's missions, vision, values or official sentiments (government speech) as was recognized by the United States Supreme Court in its decision in *Shurtleff et al. v. City of Boston*.

The library does not fly flags at the request of the public, any organization, or any individual. Use of a library flagpole is not intended to serve as or create a forum for free expression by the public.

When approving flags to be flown on library flagpoles, the board will consider the following:

1. Whether the United States or the State of Illinois has recognized the flag or cause through statute or proclamation or other official communication, e.g., National Heritage Months or National Awareness Months;
2. Whether the flag represents a national, state, or local interest and is consistent with the library's mission, vision, values or official sentiments;
3. Whether the flag represents a positive interest or value worthy of public recognition and is consistent with the library's mission, vision, values or official sentiments.

Trustee responsibilities:

1. Initial proposal, by Trustee, to be done at Committee of the Whole, for review.
 - a. At that time, Trustee will provide:
 1. Documentation of Point #1, above.
 2. Documentation/photo of existing flag.
 3. Completed Flag Request form

The board will express its approval of flags on library flagpoles either by a written resolution or by majority vote of the Board of Library Trustees which majority vote will be documented in the minutes of a board meeting.

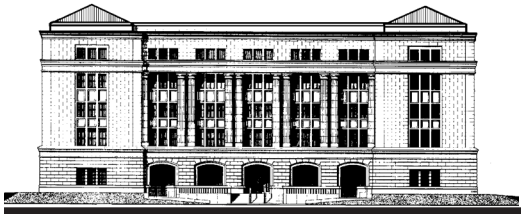
To: Board of Library Trustees
From: Michael Driskell
Date: December 20, 2022
Re: Illinois State Library FY2023 Public Library Per Capita Grant Application

As discussed at the November Committee of the Whole meeting, the deadline to apply for the FY2023 Public Library Per Capita and Equalization Aid Grant is January 30, 2023. In order to be eligible for the grant, a public library must show that it provides library services which either meet or show progress towards meeting the Illinois Library Standards as most recently approved by the Illinois Library Association.

The FY2023 Public Library Per Capita and Equalization Aid Grant application is a series of questions to determine the status of the library in relationship to *Serving Our Public 4.0: Standards for Illinois Public Libraries*. The executive director and Board of Library Trustees have reviewed the entirety of *Serving Our Public 4.0: Standards for Illinois Public Libraries, 2019* including checklists at the end of each chapter to navigate the application and evaluate if the library meets, is making progress towards meeting, or does not meet each standard.

Attached is the library's Illinois State Library FY2023 Illinois Public Library Per Capita and Equalization Aid Grant application.

Suggested motion: **The Board of Library Trustees approves the FY2023 Illinois Public Library Per Capita and Equalization Aid Grant Application.**



JESSE WHITE • Secretary of State & State Librarian
Illinois State Library, Gwendolyn Brooks Building
300 South Second Street, Springfield, IL 62701-1796
WWW.CYBERDRIVEILLINOIS.COM

Illinois State Library

**ILLINOIS PUBLIC LIBRARY PER CAPITA AND
EQUALIZATION AID GRANT APPLICATION**

As required by The Illinois Library System Act (23 Ill. Adm. Code 3030.200 (a)(2)(I) and (J)), to be eligible for funding, the applying public library shall have completed the Illinois Public Library Annual Report (IPLAR) and the annual certification process to confirm eligibility for grants administered by the Illinois State Library.

The Library Board of Trustees agrees to expend the funds received for the purposes outlined in the application as approved by the Illinois State Library, and as stipulated by the Illinois Library Systems Act (75 ILCS 10/8 and 10/8.1) and Illinois State Library Grant Programs (23 Ill. Adm. Code 3035.115 and 3035.135).

The Library Board of Trustees affirms that all grant funds received as a result of this application shall be used to provide public library service to its community by supplementing the library's regular budget and that it will not reduce, nor cause to have reduced, the public library's levy in the current or next fiscal year.

The Library Board of Trustees agrees that the Illinois State Library or its designee shall have the right to examine any of the records directly related to this grant.

Legal Name of Library: _____

Library's Control Number: _____ **Branch Number:** _____ **Today's Date:** _____

Contact information of the person completing this grant application:

Preparer's Name: _____
(First Name) *(Last Name)*

Preparer's Title: _____

Preparer's Phone Number: _____

Preparer's Email Address: _____

By checking this box, I certify: 1) that I have the authority to submit this application on behalf of the Library Board of Trustees, and 2) that the statements herein are true, complete and accurate to the best of my knowledge. The Library Board of Trustees is aware that any false, fictitious or fraudulent statements or claims may be subject to civil, criminal or administrative penalties.

Changes in the population count for the eligible service area must be documented and supporting information that details the increase or decrease shall be submitted electronically with this application. Documentation must include one of the following:

- A U.S. Census certification (e.g., correction or special census) that has been filed with the Office of the Secretary of State Index Department prior to submission of the application.
- For population changes, annexations or disconnects that are typically not documented by the U.S. Census, the library must submit appropriate and substantial supporting information, including a certified population count. Examples include, but are not limited to: legal documentation from an appropriate municipal corporate authority or a library district's referenda questions and certified results.

If the population has not changed, no additional documentation is necessary.

Service Area Population _____

Part I. Review of *Serving Our Public 4.0: Standards for Illinois Public Libraries* (© Illinois Library Association, 2019)

To be eligible for a per capita grant, a public library shall show that it will either meet or show progress toward meeting the Illinois library standards as most recently adopted by the Illinois Library Association (75 ILCS 10/8.1).

A grant applicant with below standard performance levels must raise or improve its performance levels in relation to the standards according to the objectives, time frames and priorities the library shall state in the application and which are consistent with the terms of the plan of service of the system of which it is a member. (23 ILAC 3035.115)

The Library Director and the Board of Trustees shall review the entirety of *Serving Our Public 4.0: Standards for Illinois Public Libraries*. To complete this application, refer to the checklist at the conclusion of each chapter.

Chapter 1: Core Standards

Explain the objectives and priorities to be undertaken during the ensuing year to improve the library's performance levels where the chapter's standards are not met or the library is making progress toward meeting those standards. If the library meets all Core Standards, please indicate. (150 word limit)

Chapter 2: Governance and Administration

Explain the objectives and priorities to be undertaken during the ensuing year to improve the library's performance levels where the chapter's standards are not met or the library is making progress toward meeting those standards. If the library meets all components of the Governance and Administration checklist, please indicate. (150 word limit)

Chapter 3: Personnel

Explain the objectives and priorities to be undertaken during the ensuing year to improve the library's performance levels where the chapter's standards are not met or the library is making progress toward meeting those standards. If the library meets all components of the Personnel checklist, please indicate. (150 word limit)

Chapter 4: Access

Explain the objectives and priorities to be undertaken during the ensuing year to improve the library's performance levels where the chapter's standards are not met or the library is making progress toward meeting those standards. If the library meets all components of the Access checklist, please indicate. (150 word limit)

Chapter 5: Building Infrastructure and Maintenance

Explain the objectives and priorities to be undertaken during the ensuing year to improve the library's performance levels where the chapter's standards are not met or the library is making progress toward meeting those standards. If the library meets all components of the Building Infrastructure and Maintenance checklists, please indicate. (150 word limit)

Chapter 6: Safety

Explain the objectives and priorities to be undertaken during the ensuing year to improve the library's performance levels where the chapter's standards are not met or the library is making progress toward meeting those standards. If the library meets all components of the Safety checklist, please indicate. (150 word limit)

Chapter 7: Collection Management

Explain the objectives and priorities to be undertaken during the ensuing year to improve the library's performance levels where the chapter's standards are not met or the library is making progress toward meeting those standards. If the library meets all components of the Collection Management checklist, please indicate. (150 word limit)

Chapter 8: System Member Responsibilities and Resource Sharing

Explain the objectives and priorities to be undertaken during the ensuing year to improve the library's performance levels where the chapter's standards are not met or the library is making progress toward meeting those standards. If the library meets all components of the System Membership Responsibilities and Resource Sharing checklist, please indicate. (150 word limit)

Chapter 9: Public Services: Reference and Reader's Advisory Services

Explain the objectives and priorities to be undertaken during the ensuing year to improve the library's performance levels where the chapter's standards are not met or the library is making progress toward meeting those standards. If the library meets all components of the Reference Service checklist and the Reader's Advisory Service checklist, please indicate. (150 word limit)

Chapter 10: Programming

Explain the objectives and priorities to be undertaken during the ensuing year to improve the library's performance levels where the chapter's standards are not met or the library is making progress toward meeting those standards. If the library meets all components of the Programming checklist, please indicate. (150 word limit)

Chapter 11: Youth/Young Adult Services

Explain the objectives and priorities to be undertaken during the ensuing year to improve the library's performance levels where the chapter's standards are not met or the library is making progress toward meeting those standards. If the library meets all components of the Youth/Young Adult Services checklist, please indicate. (150 word limit)

Chapter 12: Technology

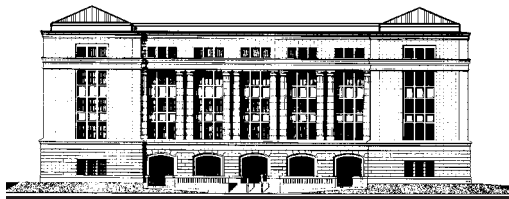
Explain the objectives and priorities to be undertaken during the ensuing year to improve the library's performance levels where the chapter's standards are not met or the library is making progress toward meeting those standards. If the library meets all components of the Technology checklist, please indicate. (150 word limit)

Chapter 13: Marketing, Promotion and Collaboration

Explain the objectives and priorities to be undertaken during the ensuing year to improve the library's performance levels where the chapter's standards are not met or the library is making progress toward meeting those standards. If the library meets all components of the Marketing, Promotion and Collaboration checklist, please indicate. (150 word limit)

Part II: Planned Use of Grant Funds

Describe objectives and priorities for use of grant monies to meet or improve performance levels in relation to the standards in *Serving Our Public 4.0: Standards for Illinois Public Libraries* (23 ILAC 3035.115). Use general categories in identifying actual planned expenditures. Do NOT include monetary figures or specific brands.



JESSE WHITE • Secretary of State & State Librarian

Illinois State Library, Gwendolyn Brooks Building

300 S. Second St., Springfield, IL 62701-1796

ilsos.gov

Illinois Public Library Per Capita Grant Expenditures Report

Control Number: _____ **City:** _____

Library Name: _____

Exact amount of Per Capita Grant received in Fiscal Year 2021: _____

Report on the use of grant monies to meet or improve performance levels in relation to the standards in *Serving Our Public 4.0: Standards for Illinois Public Libraries* (23 ILAC 3035.115). Do not include monetary figures or specific brands.

Check the applicable standard(s) based on use of grant funds. For each chapter checked 1) briefly report how grant funds were used and 2) how this helped meet or make progress towards meeting the standard.

Core Standards — Chapter 1

Governance and Administration — Chapter 2

Personnel — Chapter 3

Access — Chapter 4

Building Infrastructure and Maintenance — Chapter 5

Safety — Chapter 6

Collection Management — Chapter 7

System Member Responsibilities and Resource Sharing — Chapter 8

Public Services: Reference and Reader's Advisory — Chapter 9

Programming — Chapter 10

Youth/Young Adult Services — Chapter 11

Technology — Chapter 12

Marketing, Promotion, and Collaboration — Chapter 13

To: Board of Library Trustees
From: Lisa Haack and Michael Driskell
Date: December 20, 2022
Re: Market Benchmarking and Compensation Structure Development;
Compensation Philosophy Statement

In August 2022, the library partnered with a third-party vendor, HR Source, to conduct a Market Benchmarking Analysis and Compensation Structure Development. At the December board meeting, staff will report out details about the process, including implementation.

Below are some details about the process:

Our overall compensation philosophy, and the reasoning behind this analysis is to maintain a fair and equitable market-based compensation program that rewards performance and recognizes contributions made by all employees within the library. While remaining fluid and flexible to meet changing economic and market conditions, we strive to pay competitive market rates as is financially practical, taking into account individual performance and contributions and the parameters of the approved operating budget.

Best practice is to conduct a full benchmarking analysis every 3-5 years. The library's last analysis was in 2017 (effective 1/1/18). The results of this survey will be effective in the 2023 fiscal year.

The purpose of market benchmarking is to verify we continue paying competitively as compared to the market, staff engagement/retention, and balance internal equity.

Consultant actions:

- Benchmarked 71 of our 86 positions. The remaining 15 had been benchmarked recently and were verified/updated internally.
- Created a competitive market-based compensation structure
- Conducted a payroll analysis to assess the overall competitive position of the library relative to market and identify employees who are out of range
- Fair Labor Standards Act analysis to determine the correct exempt/non-exempt classification of each position

To: Board of Library Trustees
From: Michael Driskell
Date: December 20, 2022
Re: One Book One Village Wrap-Up

Staff from the One Book, One Village Committee will present statistics and highlights from the library's 2022 One Book, One Village program, *Clark and Division*, by Naomi Hirahara.

Executive Director's Report December 2022

What's New @ AHML

The Arcade Age Exhibit Opening and Dance Party



Mid-November the first floor of the library was transformed into a retro arcade for the Arcade Age exhibit, on loan from the Cradle of Aviation Museum and Education Center and sponsored by the Friends of the Library. The exhibit tells the story of the history of arcade games from their inception in the 1940s to their general decline in the 1990s.

Along with display pieces, there are 12 arcade games set to free-play for library visitors to enjoy. On Friday, November 18 the exhibit officially opened with an 80s themed dance party. Four hundred and fifty visitors of all ages played arcade games, walked around the library with the Stranger Things scavenger hunt, and danced to 80s tunes in the Hendrickson Room. It has been a joy to see intergenerational groups enjoy the games together.

Outreach and Community Engagement

ProMedica Library Days Visit



SAS staff hosted a Library Days outreach visit at ProMedica Skilled Nursing And Rehabilitation for the first time post-pandemic. Twelve residents attended the program, and eight new Library Delivery Services customers plus two new Talking Books participants registered for services. One resident was particularly thrilled to learn about the library services, saying she had not read books by her favorite authors since relocating to the facility. In December, Senior and Accessible Services will resume a dedicated monthly staff delivery visit.

The Harper Experience!

Circulation Assistants Mary Weber and Alexis Michalak and Community Engagement Liaison Catalina Shin were joined by Info Services Librarian Brittany Coleman and Digital Services staff Mini Radhakrishnan and Chris Smith to share resources about ESL (English as a Second Language), Jobs and Careers, Businesses, Tech Learning, and Makerspace, and provide Circulation services with 260 members of the community one morning at Harper Community College.

Having three departments present allowed staff to answer specific questions regarding the many different library services and show off the versatility of resources someone can benefit from at the library. Staff also offered giveaways, digital services activities, a button making craft, job and career kits, as well as ESL group session handouts and flyers marketing upcoming programming.



A Pop-Up Response to Senior Center Construction

Due to flooring replacement, the Senior Center Reading Room was inaccessible for a day. Senior and Accessible Services (SAS) staff held a pop-up library in the Senior Center lobby for customers to pick up holds and check out material. Staff served a number of new customers who discovered us for the first time in the temporary location.



Serving Our Community

Veterans Day Program: Operation Market Garden

Veterans and their friends and family members appreciated the Veteran's Day history program presented by Arlington Heights battlefield expert and award-winning author, Robert Mueller. Mr. Mueller described the action and heroic efforts involved in the World War II operation known as Market Garden.



Arlingtones Performance and Veterans Day Reception

On Sunday, November 13, 77 attendees joined Arlington Heights own *The Arlingtones* who served up different quartet configurations and performed songs throughout the decades. Programs and Exhibits staff hosted the celebration which began with the performers honoring branches of the service with a medley of tunes. The performance went on to include Beatles and Beach Boys, selections from the modern American songbook and even a sing-along which moved one couple to get up and dance. The event ended with a reception complete with refreshments.



The Arcade Age Pop-Ups

Programs and Exhibits Specialist Emily Muszynski and Youth Services Specialist Ellie Richardson hosted two STEM-tastic pop-up events designed to enhance and celebrate the Arcade Age Exhibit. One hundred people dropped in on November 23 and 59 participated on November 29 to enjoy the activities, including making your own circuits and coding your own pixel picture. Retro activities were also a part of these events, including Spriographs, origami fortune tellers, and 8-bit character coloring sheets. There was also ‘retro’ technology for kids to explore, including chording phones, early Apple devices, VHS tapes and a cassette player. Many of the children saw their first VHS at these pop-ups, and many adults relived memories of their youth – a theme we have been observing and loving since the exhibit opened.

Lego Night For Adults

On November 3 Programs and Exhibits Specialist Emily Muszynski and Digital Media Specialist Chris Smith brought Lego Night to Arlington Ale House! Twenty-one adults of varying ages spent the night meeting, building, and competing in challenges. The casual and social night was such a good time with great feedback that staff plan to repeat the adult-exclusive program with even more nostalgic games and activities.

“Super fun way to have a chill event for adults! I know a lot of adults who don't have much to do after work or don't have nights away from their kids, so it's really, really wonderful for the library to facilitate such fun events for adults!”



IDES Job Fair

Info Services Librarian Brittany Coleman partnered with the Illinois Department of Employment Security to host an all-industry Job Fair. On November 10, we welcomed job seekers and employers back to the library for this event. The last job fair was in November 2019, pre-pandemic. Job seekers had the opportunity to discuss potential job and/or internship openings with employers from various industries. We had 28 employers table the event and 78 job seekers in attendance. Represented employers ranged widely and included companies like Amazon, Luther Village, PACE, and Zurich North America.

Of those in attendance, 126 resumes were accepted; nine people were interviewed; and we were thrilled to hear that 24 individuals received job offers!

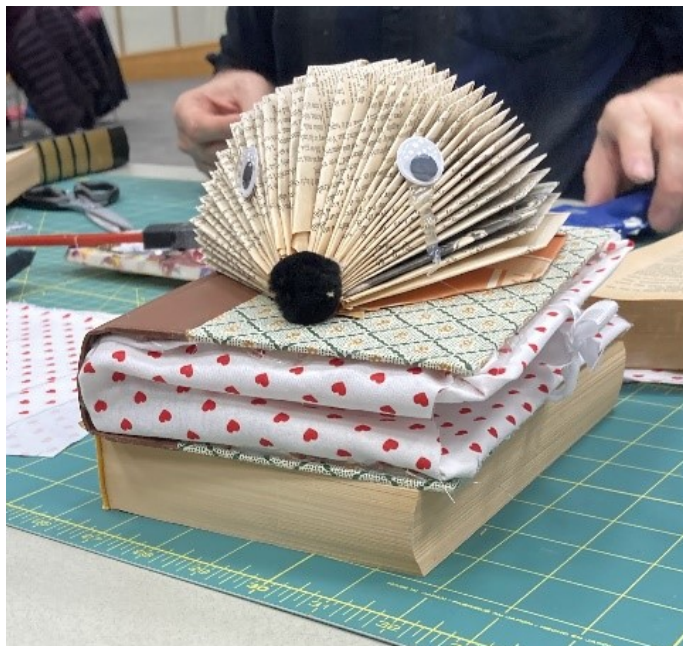


Wider Lens: Rez Metal

Programs and Exhibits Specialist, Neal Parker, and Gina Roxas, Program Director and Medicinal Garden Project Manager at the Trickster Cultural Center, hosted the documentary Rez Metal for a special Wider Lens celebrating Native American Heritage Month. Attendees watched the film and then participated in a facilitated discussion led by Gina. Gina described the therapeutic role music plays in the lives of Indigenous Americans. She was also able to discuss related programming at Trickster like drum circles.

Repurposed Book Crafts

Programs and Exhibits Specialist Emily Muszynski led an eager group of 23 crafters in repurposing books into decorations and gifts. She designed this hands-on workshop to encourage reuse and creativity. Using a generous donation of beautiful Reader's Digest books from the Friends of the Library, the crafters attending made book cover clutch purses and book page hedgehogs. Participants loved the creative environment and the chance to meet fellow crafters while making projects to take home.



Get Help, Connect with Local Government

On November 29, the library hosted the last of a three-part series in 2022 of “Get Help, Connect with Local Government” community program. During this event, 11 customers found important services they were seeking through various interactions with office members from the state and federal government.

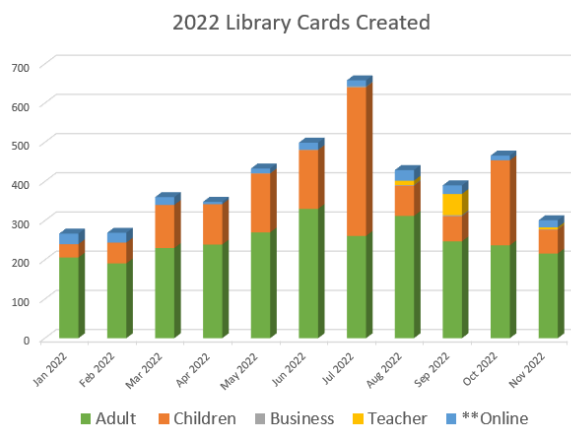
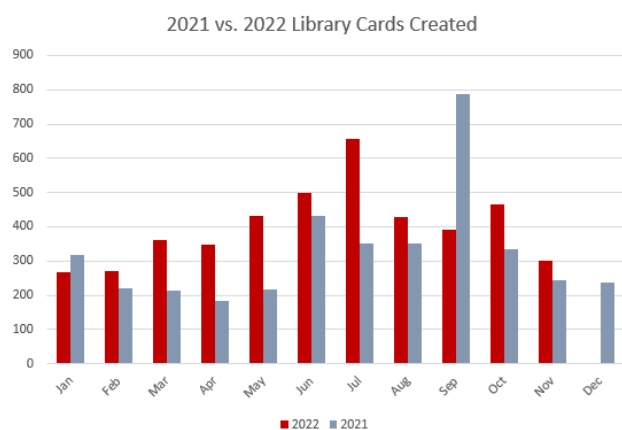


Sunday Musicale: Ida y Vuelta

On November 20, Ida y Vuelta joined the Sunday Musicale lineup sponsored by Friends of the Library. Programs and Exhibits Assistant Jay Semla coordinated the performance by this skilled trio that's been together for ten years – and it shows! They played to a captive audience of 59, showcasing four instruments, including a beautiful-sounding medium-sized harp (a centerpiece of their sound). They introduced their instruments and gave context around the songs, their purpose, and the traditions they support. They also brought a small, traditional dance “floor” for dancing and gave demonstrations.

Library Cards

In November, 301 new residents signed up for library cards. This is an increase of 22.86% over November 2021 (245). This increase seems to be due to both the additional outreach efforts of staff, as well as the introduction of the Arcade Age exhibit, which began November 19 and has brought in many customers who shared that they had not visited the library before.



Also, this month, 24 new library cards were issued and 16 renewals to students in District 23 through our partnership with Prospect Heights Public Library District. This annual partnership provides access to services and materials for students to use in the classroom and for personal enjoyment.

Finance Program Illuminates Popular Database

Info Services Librarian Barb Powers worked with the library's database vendor Morningstar to coordinate an instructional program for our local audience with one of their trainers. The library's financial databases have consistent popularity with customers, many of whom are quite independent in their usage. A total of 22 individuals attended the demonstration program, learning to collect financial information, find reliable portfolio analysis, explore investment options, and get the most up-to-date financial news.

Genealogy Services Highlight Immigrant Ethnicities

This fall has been a great representation of the variety of immigrant ethnicities. Genealogy and Local History Librarian Nikki Camp has been deliberate in planning and offering classes such as:

- Beginning Italian Genealogy (13 attendees)
- An Introduction to Japanese American Genealogy (20 attendees)
- Researching Mexican American Genealogy (7 attendees)
- They Came On This Ship (more general, 43 attendees)

Many customers have shared how valuable the focused programs are and express their gratitude. Nikki also conducted one-on-one appointments to assist customers with their genealogy research, providing resources and instruction so that they can uncover ancestors from backgrounds such as Italian, Irish, and more.

Makerplace Veterans Day of Service

Lee Anne Davis spearheaded the Makerplace's first Day of Service for Veteran's Day 2022 which saw 68 visitors wanting to learn and lend a hand. The Makerplace was transferred into an open house full of making, demonstration, and most importantly opportunities to give back to the veterans in our community. Some of the day's festivities included:

- 3D printers creating and volunteers showcasing 3D printer assistive devices
- Sublimation and laser engraving gifts for veterans
- Sewing hats and scarves to donate to Operation Gratitude.
- Card making both to send to vets and blank cards for vets to send home
- A total of ten hats, 16 scarves, and 45 cards were made



With the success of this inaugural Makerplace program, staff are excited to learn customers are generous and interested in service projects. Staff are evaluating how the library might increase drop-in service days throughout the year.

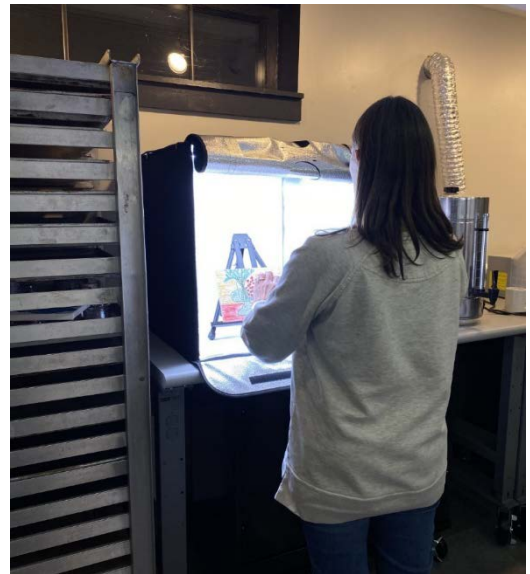
Makerplace Statistics

Now that the Makerplace has been open for a year, we can begin to compare statistics. This November's door count (1,235) is 24% higher than November 2021 (996).

The Makerplace Niche Academy page received 400 views in the month of November, the highest yet!

Making Art

This month's "Inspired By" Art Night featured Van Gogh and still life setups. Makerspace staff led 17 customers in the basics of drawing from life, taking inspiration from Van Gogh's own still life paintings. After customers had finished their art, they were encouraged to use the Makerplace's new lightbox to take photos of their masterpieces!



Ramp Reconstruction Completed



The Makerplace's exterior accessibility ramp was replaced this month. The freshly paved ramp is a great upgrade to the building and increases accessibility to the space.

Family Time at the Makerplace

A family came in and spent the day learning how to use the Dremel and Epilog lasers to make presents for friends and family. They were able to customize the gifts to include Gujarati, a language from northern India.



Birthday Experience

On a Sunday morning, two best friends came to the Makerplace for a birthday present. They said they've decided to give experiences instead of gifts. One of the ladies has retired and has been to the Makerplace many times (she told stories of making things with the Cricut and the laser cutters), but the other hadn't been before. The birthday experience was getting breakfast in downtown Arlington Heights and then having a painting lesson from one friend to another in the art space of the Makerplace. Both ladies left with a painting and a colored pencil piece.

Staff Highlights

Outreach and Marketing for Underserved Populations

Community Engagement Liaison Catalina Shin completed the ALA (American Library Association) eLearning Advanced Course "Outreach and Marketing for Underserved Populations" One of the biggest takeaways for Catalina during this course, was to look at the library's outreach services and initiatives through the lens of Equity, Diversity, and Inclusion while building trust in the community. "Libraries should be able to meet their communities where they are instead of expecting them to find the library on their own." This advanced course explored different marketing strategies and tips for surveying the community. It focused on getting to understand and know our strengths and opportunities as a public service provider while we also recognizing the need of key stakeholders and community partners throughout the process.

Bibliotheca Insiders Community Event

Community Engagement Liaison Catalina Shin attended the Bibliotheca Insiders Community Event in Skokie, Illinois. This event centered around EDI (Equity, Diversity, and Inclusion) and serving the most vulnerable customers. The first presentation focused on the benefits of having a social worker in the library and how, through community conversations, partnerships, and data analysis, Oak Park Public Library tackled different public health issues affecting their community.

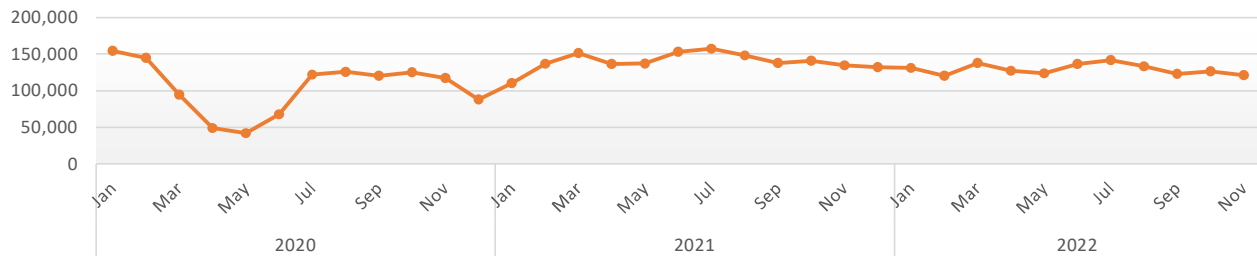
Arlington Heights Memorial Library

November 2022 Dashboard

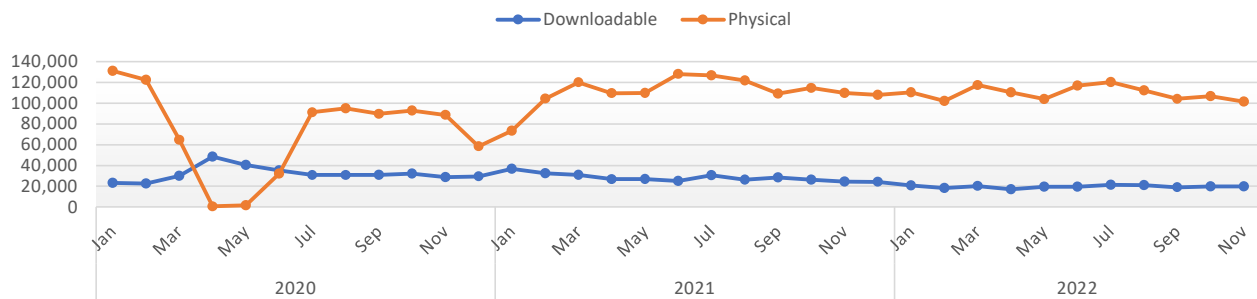
Circulation

Type	Current Month	Same Month Last Year	Change	Type	YTD Total Current Year	YTD Total Last Year	Change
Print	70,111	74,733	▼ -6.2%	Print	828,952	831,087	▼ -0.3%
Audiovisual	23,560	27,408	▼ -14.0%	Audiovisual	287,543	315,600	▼ -8.9%
Downloadable	19,631	24,417	▼ -19.6%	Downloadable	215,538	314,798	▼ -31.5%
ILL	287	287	▬ 0.0%	ILL	3,856	4,076	▼ -5.4%
Other	7,567	7,593	▬ -0.3%	Other	85,850	77,355	▲ 11.0%
Total	121,156	134,438	▼ -9.9%	Total	1,421,739	1,542,916	▼ -7.9%

Circulation



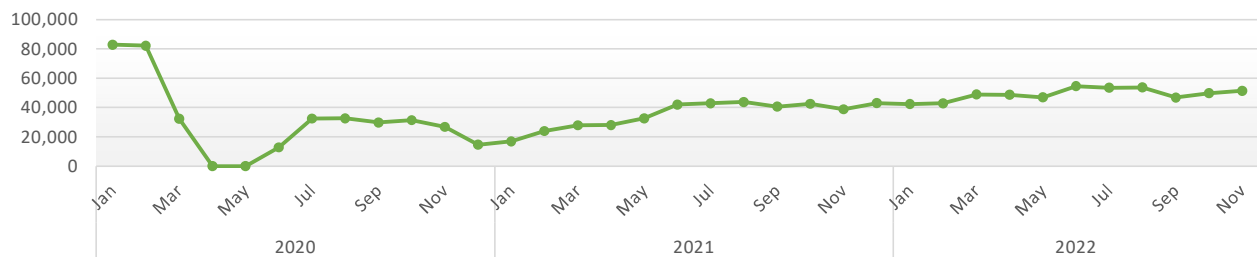
Physical vs. Downloadable Circulation



Library Visits

Location	Current Month	Same Month Last Year	Change	Location	YTD Total Current Year	YTD Total Last Year	Change
Main Library	43,049	29,959	▲ 43.7%	Main Library	440,211	278,121	▲ 58.3%
Drive-Up	4,972	5,548	▼ -10.4%	Drive-Up	57,270	72,661	▼ -21.2%
Bookmobile	1,283	1,275	▬ 0.6%	Bookmobile	18,871	19,160	▬ -1.5%
Senior Center	873	912	▼ -4.3%	Senior Center	10,993	5,646	▲ 94.7%
Makerplace	1,235	1,188	▲ 4.0%	Makerplace	12,309	4,377	▲ 181.2%
Total	51,412	38,882	▲ 32.2%	Total	539,654	379,965	▲ 42.0%

Library Visits



Arlington Heights Memorial Library

November 2022 Dashboard

Programs

Program Satisfaction 4.84 / 5

Program Attendance

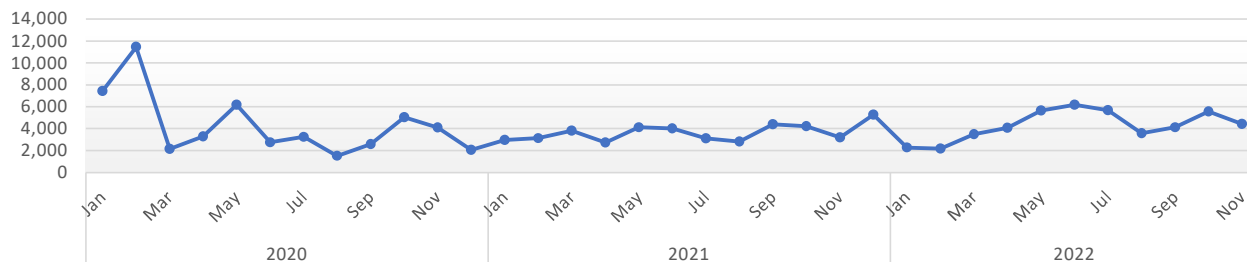
Audience	Current Month	Same Month Last Year	Change	Audience	YTD Total Current Year	YTD Total Last Year	Change
Adult	2,716	1,880	▲ 44.5%	Adult	25,342	21,879	▲ 15.8%
Children	1,357	1,159	▲ 17.1%	Children	18,066	14,777	▲ 22.3%
Teen	358	171	▲ 109.4%	Teen	3,903	1,948	▲ 100.4%
Total	4,431	3,210	▲ 38.0%	Total	47,311	38,604	▲ 22.6%

Number of Programs

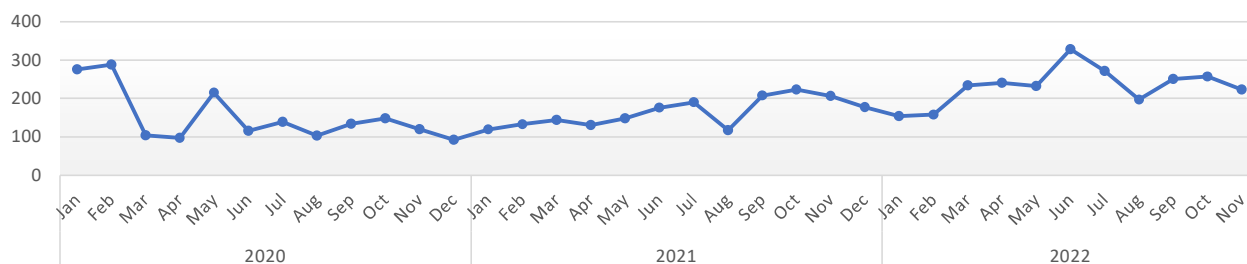
Audience	Current Month	Same Month Last Year	Change	Audience	YTD Total Current Year	YTD Total Last Year	Change
Adult	154	132	▲ 16.7%	Adult	1,660	1,086	▲ 52.9%
Children	60	57	▲ 5.3%	Children	715	551	▲ 29.8%
Teen	9	17	▼ -47.1%	Teen	171	158	▲ 8.2%
Total	223	206	▲ 8.3%	Total	2,546	1,795	▲ 41.8%

	Current Month	Same Month Last Year	Change		YTD Total Current Year	YTD Total Last Year	Change
Avg. Attendance	20	16	▲ 27.5%	Avg. Attendance	19	22	▼ -13.6%

Program Attendance



Number of Programs



Supplementary Programs and Activities

Number of Programs and Activities

Type	Current Month	Same Month Last Year	Change
Passive	19	20	▼ -5.0%

Program and Activity Attendance

Type	Current Month	Same Month Last Year	Change
Passive	3,691	1,593	▲ 131.7%