



**GAIL BORDEN PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING**

August 13, 2024

7:00 PM

Elgin Room

270 N. Grove Ave

Elgin, IL 60120

AGENDA

1. Call to Order
2. Public Comment
3. Comments for the Good of the Organization
4. Introduce CEO's from KCT and Consumer's Credit Unions
5. Action: Approval of Minutes 2
 July 9, 2024 Regular Board Meeting
6. Action: Treasurer's Report and Payment of Bills 8
 Payment of bills for August 13, 2024, including the list of bills to be paid
 between August 13, 2024 and September 10, 2024, and all bills over \$10,000.
7. Correspondence
8. Reports:
 - A. Foundation
 - B. Chief Executive Officer
 - C. Action: Security Report 41
9. Presentation on proposed Early Learning Center Redesign
 - A. Action: Project approval 42
 - B. Action: Use of Special Reserve Funds for the Project
 - C. Action: Engberg Anderson Agreement for Interior Design Services 43
 for the Early Learning Center and KidSpace Gateway.
10. Action: FY 2024-2025 Computer Replacements 53
 Phase 1 replaces 21 Desktop Computers
11. Action: Personnel Policy Updates 56
 - A. Holiday Pay for Part Time Employees
12. Other
13. Adjournment 60

GAIL BORDEN PUBLIC LIBRARY DISTRICT

Board of Trustees Meeting Minutes

270 N. Grove Ave., Elgin, IL

July 9, 2024

7:00 p.m.

President Bednar was physically present as well as Treasurer Prochot, Trustees Bedolla, and Symonds. Trustees Garcia, Henderson and Lara were absent. Chief Executive Officer, Carole Medal, John Shales and Brooke Irving from Shales McNutt Construction, and various members of the public and staff were also present.

President Bednar called the meeting to order at 7:03 p.m.

Public Comment

Randy Hopp commented on various agenda items.

Vice President Garcia entered the meeting at 7:04 p.m.

Comments for the Good of the Organization

A staff member was at a store buying supplies for an event and an employee heard where she worked and said she visits the library a lot and she loves our study rooms. Home Services received a comment thanking them for all their time and effort in getting the customers books and delivering them with a smile. A customer stated they love the children exhibits. The library received 6 new 5-Star Google reviews this month and a comment regarding the Crystal Lake Strikers wonderful performance. Digital Media Lab staff also received positive comments regarding their professionalism, creative vibes, and were very friendly.

Prochot motioned to approve the June 11, 2024, Board meeting minutes and June 11, 2024 Closed Session minutes; seconded by Bedolla. There was no discussion. Roll call resulted in 5 ayes (Bednar, Bedolla, Garcia, Prochot, Symonds), 0 nays and 2 absent (Henderson, Lara).

Treasurer Prochot moved to approve the payment of bills including the bills over \$10,000 as presented totaling \$405,750.14 and the revised list of bills to be paid prior to the next board meeting; seconded by Bedolla. Following a question on a line-item roll call resulted in 5 ayes (Bednar, Bedolla, Garcia, Prochot, Symonds), 0 nays and 2 absent (Henderson, Lara).

There was no correspondence.

Chief Executive Officer Report

Gail Borden Public Library was the Grand Marshall at Elgin's Fourth of July parade honoring our 150th Anniversary. The procession included a float pulled by a tractor, a Model A Ford with passengers President Bednar and John Steffen as Gail Borden, a sixteen-member book cart drill team, the Readership van, and Bookmobile. Our volunteers, staff and board members distributed candy and bookmarks to the audience. The Bumblebee Express train continues to be a success. The planning continues for the 5K Race and the Dia de los Muertos festival that the Foundation and U-46 are organizing for November 2. This month there was a 10% increase in visitors, with an overall increase of 12% at Main.

Secretary Henderson entered the meeting at 7:21 p.m

Prochot motioned to amend HUD grant FY2023 Community Project Funding Agreement B-23-CP-IL-0562 from Construction to Program; seconded by Garcia. Miriam Lytle, Director of Grants, explained the process and reasoning of changing the HUD Grant from construction to program. The board expressed concern and had several questions regarding the time, money spent and if it fits with the direction of the library. There was discussion regarding continuing or rejecting the grant. The board wants to be included in preparing the program proposal plan including community needs that the library could provide. Roll call resulted in 5 ayes (Bednar, Bedolla, Garcia, Henderson, Prochot), 1 nay (Symonds), and 1 absent (Lara).

Garcia motioned to amend the Amendment to AIA Document A134-2019 between Gail Borden Public Library and Shales McNutt by removing the HUD grant construction funding; seconded by Henderson. CEO Medal stated that the original agreement was amended to include the HUD grant. John Shales explained that in order to proceed with the construction, the HUD grant must be removed from the document. Roll call resulted in 6 ayes (Bednar, Bedolla, Garcia, Henderson, Prochot, Symonds), 0 nays and 1 absent (Lara).

Prochot motioned to approve the following South Elgin Branch Expansion Construction bids as recommended by Shales McNutt with totals including Alternates 1a,2,3,4,5,6 and 8:

06A General Trades be awarded to Hargrave Builders for \$648,200,

08A Glass & Glazing be awarded to CAD Glazing for \$184,580

09A Acoustical Ceiling be awarded to Alpine Acoustics for \$165,000

09C Flooring be awarded to Douglas Floor Covering for \$182,400

09E Painting be awarded to D.E.S. Painting for \$60,050

21A Fire Protection be awarded to Automatic Fire Systems for \$206,422

22A Plumbing be awarded to Joe Bero Plumbing for \$152,700

23A HVAC be awarded to Hartwig Mechanical for \$477,500

26A Electrical be awarded to Ascend Electric for \$455,505; seconded by Symonds.

CEO Medal explained the budget for the project and clarified that KCT Credit Union will pay for their area's renovation. Roll call resulted in 6 ayes (Bednar, Bedolla, Garcia, Henderson, Prochot, Symonds), 0 nays and 1 absent (Lara).

Henderson motioned to approve Resolution No. 2024-7-A: Preparation of Tentative Budget and Appropriation as presented; seconded by Prochot. There was no discussion. Roll call resulted in 6 ayes (Bednar, Bedolla, Garcia, Henderson, Prochot, Symonds), 0 nays, and 1 absent (Lara).

Prochot motioned to approve Resolution No. 2024-7-B: Tentative Working Budget as presented; Garcia. CEO Medal went over the Tentative working budget. There was no discussion. Roll call resulted in 6 ayes (Bednar, Bedolla, Garcia, Henderson, Prochot, Symonds), 0 nays, and 1 absent (Lara).

Prochot motioned to release the closed minutes and erase the audio recording of the February 11, 2020, October 12, 2021, September 13, 2022, and the October 11, 2022, Closed sessions;

seconded by Bedolla. There was no discussion. Roll call resulted in 6 ayes (Bednar, Bedolla, Garcia, Henderson, Prochot, Symonds), 0 nays, and 1 absent (Lara).

Henderson motioned to retain the closed minutes of the February 14, 2023, and November 14, 2023, closed sessions; seconded by Prochot. Following a question, roll call resulted in 5 ayes (Bednar, Bedolla, Garcia, Henderson, Prochot), 1 nay (Symonds), and 1 absent (Lara).

Other

CEO Medal asked the board for their thoughts on holding a meeting at the South Elgin Branch before construction starts. She stated that if they were interested having a walk thru during the construction process to contact her.

Symonds motioned to adjourn; seconded by Garcia. A voice vote resulted in no nays.

Meeting adjourned at 8:40 p.m.

Approved August 13, 2024

Tiffany Henderson, Secretary
Gail Borden Public Library District Board of Trustees

Draft

GAIL BORDEN PUBLIC LIBRARY DISTRICT

Board of Trustees Meeting Minutes

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Symonds motioned to adjourn; seconded by Garcia. A voice vote resulted in no nays.

Meeting adjourned at 8:40 p.m.

Approved August 13, 2024

/S/ Tiffany Henderson

Tiffany Henderson, Secretary

Gail Borden Public Library District Board of Trustees

GAIL BORDEN PUBLIC LIBRARY DISTRICT

BILLS TO BE PAID PRIOR TO 09/10/2024

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
ABOS		
DUES & MEMBERSHIPS	10-42-280-0	\$ 49.00
ALEXANDER PLUMBING		
CAPITAL IMPROVEMENTS	10-49-900-0	\$ 6,640.00
ALL WINDOW CLEANING		
REPAIR/MAINT. OF BUILDING	60-42-220-0	\$ 3,500.00
JULIE BOETTCHER		
PUBLIC PROGRAMMING: COMM SVCS	10-42-230-3	\$ 50.00
CINTAS		
JANITORIAL SUPPLIES	10-43-370-0	\$ 1,912.20
COMPLETE CLEANING		
GENERAL CLEANING	10-42-235-0	\$ 3,000.00
REPAIR/MAINT. OF BLDG: RAKOW	60-42-2005	\$ 935.00
EBSCO		
ELECTRONIC RESOURCES: DATABASES	10-44-435-0	\$ 8,159.00
HELM		
REPAIR/MAINT. OF HVAC	60-42-220-0	\$ 6,258.00
ILLINOIS LIBRARY ASSOCIATION		
DUES & MEMBERSHIPS	10-42-280-0	\$ 150.00
KNICKERBOCKER ROOFING		
REPAIR/MAINTENANCE BLDG	60-42-200-0	\$ 658.80
LAKESHORE LEARNING		
TOYS & KITS: YOUTH	10-44-440-0	\$ 250.99
LECTORUM PUBLICATIONS		
BOOKS: YOUTH	10-44-400-2	\$ 16.79
OCLC		
ELECTRONIC RESOURCES: EBOOKS	10-44-435-2	\$ 18,610.21
PARAGON MICRO		
COMPUTER MAINTENANCE	10-42-255-2	\$ 822.80
COMPUTER EQUIPMENT	10-45-500-0	\$ 15,284.96
PETTY CASH- SARA JOHNSON		
REPLENISH PETTY CASH	MULTIPLE	\$ 381.05
ROADWAY TOWING & SERVICE		
VEHICLE MAINTENANCE	10-42-270-0	\$ 45.00
SAFEGARD EXTERMINATOR		
REPAIR/MAINT. OF BUILDING	60-42-200-*	\$ 331.00
ULINE		
MATERIAL PROCESSING SUPPLIES	10-43-310-0	\$ 156.26
UNIQUE		
COLLECTION AGENCY	10-42-215-0	\$ 1,507.05
VAUGHAN PLANTSCAPE		
REPAIR/MAINT. OF GROUNDS	60-42-210-0	\$ 243.76
ZIEGLER'S ACE HARDWARE		
VEHICLE MAINTENANCE: FACILITIES	10-42-270-1	\$ 13.29
JANITORIAL SUPPLIES	10-43-370-0	\$ 36.44
BUILDING & GROUND SUPPLIES	60-43-320-0	\$ 23.46

ESTIMATED BILLS ANTICIPATED TO BE PAID PRIOR TO 09/10/2024

DESCRIPTION		MAXIMUM AMT.
1150 DAVIS ROAD, LLC		
LEASE:MOBILE SVCS SPACE	10-42-204-9	\$ 12,000.00
AMAZON		
MULTIPLE	MULTIPLE	\$ 10,000.00
ANCEL GLINK		
CONSULT & PROF FEES: LEGAL	10-42-225-1	\$ 10,000.00
AT&T		
ONLINE COMPUTER SERVICES	10-42-255-1	\$ 10,000.00
BLUE CROSS BLUE SHIELD		
HEALTH INSURANCE	10-41-110-0	\$ 120,000.00
CITY OF ELGIN		
WATER & SEWER	10-42-202-*	\$ 9,000.00
COMCAST		
ONLINE COMPUTER SERVICES	10-42-255-1	\$ 1,000.00
COMCAST BUSINESS		
ONLINE COMPUTER SERVICES	10-42-255-1	\$ 9,000.00
COMED		
ELECTRICITY: SOUTH ELGIN	10-42-201-*	\$ 1,000.00
CRAIG ELLIOTT PIANO TUNING		
SMALL EQUIP. MAINT: AV	10-42-270-3	\$ 300.00
DAILY HERALD		
LEGAL PUBLICATIONS	10-42-220-2	\$ 100.00
ISOLVED		
HEALTH & DENTAL INSURANCE	10-41-110-0	\$ 2,000.00
JAMF/SALESFORCE		
COMPUTER MAINTENANCE	10-42-255-2	\$ 6,000.00
KONICA MINOLTA		
COPIERS/LEASE/MAINT	10-42-245-*	\$ 3,500.00
KONICA MINOLTA BUSINESS SOLUTIONS		
COPIERS/LEASE/MAINT	10-42-245-*	\$ 7,500.00
MACQUARIE EQUIPMENT CAPITAL		
TELEPHONE MAINT. & SERVICE	10-42-230-3	\$ 10,000.00
METLIFE		
LIFE INSURANCE	10-41-111-0	\$ 2,000.00
HEALTH & DENTAL INSURANCE	10-41-110-0	\$ 9,000.00
MID AMERICAN ENERGY/NEXTERA ENERGY		
ELECTRICITY	10-42-201-*	\$ 50,000.00
NICOR/CONSTELLATION ENERGY/VANGUARD		
NATURAL GAS	10-42-200-*	\$ 50,000.00
PEERLESS NETWORK		
TELEPHONE / LINE CHARGES	10-42-203-1	\$ 2,500.00
SPECTRUM VOIP		
TELEPHONE MAINT. & SERVICE	10-42-203-3	\$ 2,000.00
T-MOBILE		
COMPUTER MAINTENANCE	10-42-255-2	\$ 2,500.00
TODAY'S UNIFORMS		
WORK APPAREL	10-43-301-0	\$ 1,000.00
VERIZON WIRELESS		
ONLINE COMPUTER SERVICES	10-42-255-1/10-42-203-4	\$ 3,000.00
VILLAGE OF SOUTH ELGIN		
WATER & SEWER: SE	10-42-202-7	\$ 1,000.00
WASTE MANAGEMENT		
REPAIR./MAINT. OF BUILDING	60-42-200-*	\$ 6,000.00

GAIL BORDEN PUBLIC LIBRARY DISTRICT

BILLS TO BE PAID PRIOR TO 09/10/2024

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AT&T			
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HEALTH INSURANCE	10-41-110-0	\$	120,000.00
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COMCAST			
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COMCAST BUSINESS			
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DAILY HERALD			
LEGAL PUBLICATIONS	10-42-220-2	\$	100.00
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VILLAGE OF SOUTH ELGIN			
WATER & SEWER: SE	10-42-202-7	\$	1,000.00
WASTE MANAGEMENT			
REPAIR./MAINT. OF BUILDING	60-42-200-*	\$	6,000.00

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
1000 BULBS (5547)	08/13/24 CK# 149254	\$774.97
W04093590 CC PYMT (6419) FOR CAPITAL IMPROVEMENTS	10-49-900-0	370.00
W04097714 CC PYMT (6419) FOR ELECTRICAL SUPPLIES/BULBS	10-43-380-0	404.97
4IMPRINT, INC. (5420)	08/13/24 CK# 149259	\$317.29
27595599 CC PYMT (6425) FOR PUBLIC PROGRAMMING:COMMUNITY SVCS	10-42-230-3	317.29
ABOS (5873)	08/13/24 CK# 149205	\$49.00
07303 AD DUES & MEMBERSHIPS	10-42-280-0	49.00
ALPINE ACOUSTICS (6823)	08/13/24 CK# 149206	\$4,050.00
12167 CAPITAL IMPROVEMENTS	10-49-900-0	4,050.00
AMAZON CAPITAL SERVICES (6460)	08/13/24 CK# 149207	\$1,414.09
14PN-6DR1-XX9N MATERIALS PROCESSING SUPPLIES	10-43-310-0	154.70
14PN-6DR1-XX9N BOOKS: ADULT	10-44-400-1	195.10
14PN-6DR1-XX9N BOOKS: YOUTH	10-44-400-2	140.86
14PN-6DR1-XX9N AUDIO-VISUAL: ADULT	10-44-420-1	6.99
1GMG-DHVM-XCFY PUBLIC PROGRAMMING:YOUTH	10-42-230-2	482.14
1GMG-DHVM-XCFY ARTS & CRAFTS SUPPLIES: YOUTH	10-43-330-1	278.46
1GMG-DHVM-XCFY FOOD & BEVERAGE: PUBLIC SVCS	10-43-360-1	24.48
1JLJ-RTXK-WVT6 OFFICE SUPPLIES/GENERAL	10-43-300-1	50.03
1NH6-Y1VV-WG3P BUILDING & GROUNDS SUPPLIES	60-43-320-0	36.36
1RVJ-TK73-XY39 PUBLIC PROGRAMMING:COMMUNITY SVCS	10-42-230-3	44.97
AMAZON CAPITAL SERVICES (6460)	08/13/24 CK# 149208	\$1,049.76
1DLF-1R7N-G3HX AUDIO-VISUAL EQUIPMENT	10-45-530-0	283.00
1N4W-1WM3-FM4T PUBLIC PROGRAMMING:COMMUNITY SVCS	10-42-230-3	14.78
1RNX-4NML-JVT6 BOOKS: ADULT	10-44-400-1	191.26
1RNX-4NML-JVT6 AUDIO-VISUAL: ADULT	10-44-420-1	352.34
1VRG-KHMC-HXP9 BUILDING & GROUNDS SUPPLIES	60-43-320-0	16.88
1WHY-WGTX-JD67 PUBLIC PROGRAMMING:COMMUNITY SVCS	10-42-230-3	146.92
1WHY-WGTX-JD67 AUDIO-VISUAL: YOUTH	10-44-420-2	37.47
1WJH-77WV-J9TX ARTS & CRAFTS SUPPLIES: YOUTH	10-43-330-1	7.11
AMAZON CAPITAL SERVICES (6460)	08/13/24 CK# 149209	\$1,551.40
1F4F-GYNW-7DWW PUBLIC PROGRAMMING:YOUTH	10-42-230-2	157.21
1F4F-GYNW-7DWW ARTS & CRAFTS SUPPLIES: YOUTH	10-43-330-1	26.95
1F4F-GYNW-7DWW TOYS & KITS: KIDSPACE	10-44-440-0	903.62
1LGQ-3XYX-76LL MATERIALS PROCESSING SUPPLIES	10-43-310-0	64.80
1LGQ-3XYX-76LL BOOKS: ADULT	10-44-400-1	159.09
1LGQ-3XYX-76LL BOOKS: BRANCH ADULT	10-44-400-5	11.85
1LGQ-3XYX-76LL AUDIO-VISUAL: ADULT	10-44-420-1	8.25
1LHY-F71H-79DD AUDIO-VISUAL: YOUTH	10-44-420-2	56.95
1LHY-F71H-79DD TOYS & KITS: COMMUNITY SVCS FY25	10-44-440-2	13.87
1NHQ-HPGM-F3DQ OFFICE SUPPLIES/GENERAL	10-43-300-1	-4.99
1QL6-LTKQ-73CK OFFICE SUPPLIES/GENERAL	10-43-300-1	53.81
1RLN-TG4L-6LW9 OFFICE SUPPLIES/GENERAL	10-43-300-1	99.99
AMAZON CAPITAL SERVICES (6460)	08/13/24 CK# 149210	\$1,332.49
177K-GJ4Y-6MMN MATERIALS PROCESSING SUPPLIES	10-43-310-0	114.60
177K-GJ4Y-6MMN BOOKS: ADULT	10-44-400-1	104.24
177K-GJ4Y-6MMN AUDIO-VISUAL: ADULT	10-44-420-1	8.99
17YX-RFLK-6NTY PUBLIC PROGRAMMING:YOUTH	10-42-230-2	22.93
17YX-RFLK-6NTY ARTS & CRAFTS SUPPLIES: YOUTH	10-43-330-1	26.95
17YX-RFLK-6NTY TOYS & KITS: KIDSPACE	10-44-440-0	513.63
19GH-7GPK-4YG7 GRAPHICS SUPPLIES	10-43-330-0	258.04
1NKF-WMJ4-6R3LY PUBLIC PROGRAMMING:COMMUNITY SVCS	10-42-230-3	56.38

GAIL BORDEN PUBLIC LIBRARY DISTRICT

RUN DATE: 08/09/24

PAGE: 2

RUN TIME: 09:37AM

BILLS PAID REPORT FOR AUGUST, 2024

CHECKS & DIR. DEBITS

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
1NV4-4H33-LCXN BOOKS: ADULT	10-44-400-1	-29.98
1PWJ-KD7M-4LNV EXHIBITS AND DISPLAYS	10-43-335-0	-179.95
1QHJ-YPKN-4V4L PUBLIC RELATIONS: GENERAL	10-42-222-2	173.40
1QHJ-YPKN-4V4L PUBLIC PROGRAMMING:HISPANIC SVCS	10-42-230-1	217.57
1QHJ-YPKN-4V4L OFFICE SUPPLIES/GENERAL	10-43-300-1	45.69
AMERICAN LIBRARY ASSOCIATION (242)	08/13/24 CK# 149211	\$1,427.00
0157203 TC DUES & MEMBERSHIPS	10-42-280-0	247.00
1014175 MP DUES & MEMBERSHIPS	10-42-280-0	247.00
1121777 ED DUES & MEMBERSHIPS	10-42-280-0	247.00
2009876 BM DUES & MEMBERSHIPS	10-42-280-0	224.00
2025377 AD DUES & MEMBERSHIPS	10-42-280-0	247.00
2025480 KC DUES & MEMBERSHIPS	10-42-280-0	215.00
AMERICAN LIBRARY ASSOCIATION (242)	08/13/24 CK# 149250	\$232.00
1292430 MB CC PYMT (6415) FOR DUES & MEMBERSHIPS	10-42-280-0	232.00
BAK, DONALD (5869)	08/13/24 CK# 149212	\$200.00
07022024 DIGITAL LITERACY CLASSES	10-42-230-5	200.00
BAKER & TAYLOR L0332252 (5119)	08/13/24 CK# 149213	\$192.05
2038396672 BOOKS: ADULT	10-44-400-1	165.55
2038396673 MATERIAL PROCESSING SERVICES	10-42-265-0	26.50
BAKER & TAYLOR L4230502 (5107)	08/13/24 CK# 149214	\$21,985.35
2038368353 BOOKS: ADULT	10-44-400-1	239.04
2038368353 BOOKS: YOUTH	10-44-400-2	197.20
2038368353 BOOKS: BRANCH ADULT	10-44-400-5	147.51
2038368353 BOOKS: BRANCH YOUTH	10-44-400-6	116.56
2038368354 MATERIAL PROCESSING SERVICES	10-42-265-0	236.60
2038368355 BOOKS: ADULT	10-44-400-1	147.52
2038368355 BOOKS: YOUTH	10-44-400-2	65.47
2038368355 BOOKS: BRANCH ADULT	10-44-400-5	17.28
2038368355 BOOKS: BRANCH YOUTH	10-44-400-6	7.27
2038368356 MATERIAL PROCESSING SERVICES	10-42-265-0	76.10
2038368357 BOOKS: YOUTH	10-44-400-2	51.11
2038368357 BOOKS: BRANCH YOUTH	10-44-400-6	13.76
2038368358 MATERIAL PROCESSING SERVICES	10-42-265-0	27.80
2038373843 BOOKS: ADULT	10-44-400-1	689.23
2038373843 BOOKS: YOUTH	10-44-400-2	249.30
2038373843 BOOKS: BRANCH ADULT	10-44-400-5	134.14
2038373843 BOOKS: BRANCH YOUTH	10-44-400-6	81.18
2038373844 MATERIAL PROCESSING SERVICES	10-42-265-0	292.50
2038373845 BOOKS: ADULT	10-44-400-1	192.36
2038373845 BOOKS: YOUTH	10-44-400-2	56.02
2038373845 BOOKS: BRANCH ADULT	10-44-400-5	17.29
2038373845 BOOKS: BRANCH YOUTH	10-44-400-6	24.82
2038373846 MATERIAL PROCESSING SERVICES	10-42-265-0	76.10
2038373847 BOOKS: YOUTH	10-44-400-2	12.59
2038373847 BOOKS: BRANCH YOUTH	10-44-400-6	40.54
2038373848 MATERIAL PROCESSING SERVICES	10-42-265-0	17.20
2038373849 BOOKS: YOUTH	10-44-400-2	12.58
2038373849 BOOKS: BRANCH YOUTH	10-44-400-6	12.59
2038373850 MATERIAL PROCESSING SERVICES	10-42-265-0	8.60
2038378909 BOOKS: YOUTH	10-44-400-2	23.16
2038378910 MATERIAL PROCESSING SERVICES	10-42-265-0	8.60

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
BAKER & TAYLOR L4230502 (5107) CONTINUED ...		
2038379533 BOOKS: ADULT	10-44-400-1	129.52
2038379533 BOOKS: YOUTH	10-44-400-2	82.23
2038379533 BOOKS: BRANCH ADULT	10-44-400-5	212.82
2038379533 BOOKS: BRANCH YOUTH	10-44-400-6	28.00
2038379534 MATERIAL PROCESSING SERVICES	10-42-265-0	140.30
2038379535 BOOKS: ADULT	10-44-400-1	212.81
2038379535 BOOKS: YOUTH	10-44-400-2	18.32
2038379535 BOOKS: BRANCH ADULT	10-44-400-5	16.72
2038379535 BOOKS: BRANCH YOUTH	10-44-400-6	10.94
2038379536 MATERIAL PROCESSING SERVICES	10-42-265-0	71.80
2038379537 BOOKS: YOUTH	10-44-400-2	9.68
2038379537 BOOKS: BRANCH YOUTH	10-44-400-6	8.64
2038379538 MATERIAL PROCESSING SERVICES	10-42-265-0	8.60
2038381765 BOOKS: ADULT	10-44-400-1	97.85
2038381765 BOOKS: YOUTH	10-44-400-2	10.94
2038381765 BOOKS: BRANCH ADULT	10-44-400-5	50.32
2038381766 MATERIAL PROCESSING SERVICES	10-42-265-0	36.40
2038381767 BOOKS: YOUTH	10-44-400-2	9.79
2038381768 MATERIAL PROCESSING SERVICES	10-42-265-0	4.30
2038384237 BOOKS: ADULT	10-44-400-1	219.97
2038384237 BOOKS: YOUTH	10-44-400-2	144.84
2038384237 BOOKS: BRANCH ADULT	10-44-400-5	61.63
2038384237 BOOKS: BRANCH YOUTH	10-44-400-6	60.20
2038384238 MATERIAL PROCESSING SERVICES	10-42-265-0	161.80
2038384239 BOOKS: ADULT	10-44-400-1	61.63
2038384239 BOOKS: YOUTH	10-44-400-2	17.43
2038384240 MATERIAL PROCESSING SERVICES	10-42-265-0	22.50
2038384241 BOOKS: YOUTH	10-44-400-2	28.38
2038384242 MATERIAL PROCESSING SERVICES	10-42-265-0	8.60
2038384243 BOOKS: YOUTH	10-44-400-2	27.45
2038384244 MATERIAL PROCESSING SERVICES	10-42-265-0	178.10
2038388198 BOOKS: ADULT	10-44-400-1	379.25
2038388198 BOOKS: YOUTH	10-44-400-2	32.64
2038388198 BOOKS: BRANCH ADULT	10-44-400-5	39.59
2038388198 BOOKS: BRANCH YOUTH	10-44-400-6	15.20
2038388199 MATERIAL PROCESSING SERVICES	10-42-265-0	169.50
2038388200 BOOKS: ADULT	10-44-400-1	52.33
2038388200 BOOKS: YOUTH	10-44-400-2	4.84
2038388200 BOOKS: BRANCH ADULT	10-44-400-5	16.14
2038388201 MATERIAL PROCESSING SERVICES	10-42-265-0	24.50
2038388202 BOOKS: YOUTH	10-44-400-2	10.36
2038388202 BOOKS: BRANCH YOUTH	10-44-400-6	4.85
2038388203 MATERIAL PROCESSING SERVICES	10-42-265-0	9.60
2038390888 BOOKS: ADULT	10-44-400-1	70.07
2038390889 MATERIAL PROCESSING SERVICES	10-42-265-0	18.20
2038390893 MATERIAL PROCESSING SERVICES	10-42-265-0	517.10
2038391098 BOOKS: ADULT	10-44-400-1	301.64
2038391098 BOOKS: YOUTH	10-44-400-2	130.20
2038391098 BOOKS: BRANCH ADULT	10-44-400-5	106.05
2038391098 BOOKS: BRANCH YOUTH	10-44-400-6	97.35
2038391099 MATERIAL PROCESSING SERVICES	10-42-265-0	228.70
2038391100 BOOKS: ADULT	10-44-400-1	106.05

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
BAKER & TAYLOR L4230502 (5107) CONTINUED ...		
2038391100 BOOKS: YOUTH	10-44-400-2	28.36
2038391100 BOOKS: BRANCH ADULT	10-44-400-5	65.69
2038391100 BOOKS: BRANCH YOUTH	10-44-400-6	10.58
2038391101 MATERIAL PROCESSING SERVICES	10-42-265-0	61.20
2038391102 BOOKS: YOUTH	10-44-400-2	51.01
2038391103 MATERIAL PROCESSING SERVICES	10-42-265-0	22.50
2038391104 BOOKS: YOUTH	10-44-400-2	18.00
2038391105 MATERIAL PROCESSING SERVICES	10-42-265-0	222.00
2038392109 BOOKS: ADULT	10-44-400-1	172.90
2038392109 BOOKS: YOUTH	10-44-400-2	80.43
2038392109 BOOKS: BRANCH ADULT	10-44-400-5	39.18
2038392110 MATERIAL PROCESSING SERVICES	10-42-265-0	80.40
2038392111 BOOKS: ADULT	10-44-400-1	39.18
2038392112 MATERIAL PROCESSING SERVICES	10-42-265-0	8.60
2038392116 MATERIAL PROCESSING SERVICES	10-42-265-0	21.50
2038393770 BOOKS: ADULT	10-44-400-1	245.14
2038393770 BOOKS: YOUTH	10-44-400-2	74.88
2038393770 BOOKS: BRANCH ADULT	10-44-400-5	29.11
2038393770 BOOKS: BRANCH YOUTH	10-44-400-6	35.24
2038393771 MATERIAL PROCESSING SERVICES	10-42-265-0	129.40
2038393772 BOOKS: ADULT	10-44-400-1	29.11
2038393772 BOOKS: YOUTH	10-44-400-2	24.88
2038393772 BOOKS: BRANCH ADULT	10-44-400-5	17.30
2038393772 BOOKS: BRANCH YOUTH	10-44-400-6	3.63
2038393773 MATERIAL PROCESSING SERVICES	10-42-265-0	28.80
2038393774 BOOKS: YOUTH	10-44-400-2	10.36
2038393775 MATERIAL PROCESSING SERVICES	10-42-265-0	4.30
2038393776 BOOKS: YOUTH	10-44-400-2	18.36
2038393777 MATERIAL PROCESSING SERVICES	10-42-265-0	292.50
2038394113 BOOKS: ADULT	10-44-400-1	100.26
2038394114 MATERIAL PROCESSING SERVICES	10-42-265-0	25.80
2038394116 MATERIAL PROCESSING SERVICES	10-42-265-0	256.70
2038396346 BOOKS: ADULT	10-44-400-1	63.65
2038396346 BOOKS: YOUTH	10-44-400-2	124.41
2038396346 BOOKS: BRANCH ADULT	10-44-400-5	51.19
2038396346 BOOKS: BRANCH YOUTH	10-44-400-6	27.51
2038396347 MATERIAL PROCESSING SERVICES	10-42-265-0	78.40
2038396348 BOOKS: ADULT	10-44-400-1	51.19
2038396348 BOOKS: YOUTH	10-44-400-2	27.51
2038396348 BOOKS: BRANCH ADULT	10-44-400-5	17.30
2038396349 MATERIAL PROCESSING SERVICES	10-42-265-0	21.50
2038396350 BOOKS: BRANCH YOUTH	10-44-400-6	14.52
2038396351 MATERIAL PROCESSING SERVICES	10-42-265-0	4.30
2038396353 MATERIAL PROCESSING SERVICES	10-42-265-0	17.20
2038398786 BOOKS: ADULT	10-44-400-1	72.20
2038398786 BOOKS: YOUTH	10-44-400-2	19.49
2038398786 BOOKS: BRANCH YOUTH	10-44-400-6	19.49
2038398787 MATERIAL PROCESSING SERVICES	10-42-265-0	49.00
2038398788 BOOKS: YOUTH	10-44-400-2	15.86
2038398789 MATERIAL PROCESSING SERVICES	10-42-265-0	9.60
2038398790 BOOKS: YOUTH	10-44-400-2	3.63
2038398791 MATERIAL PROCESSING SERVICES	10-42-265-0	5.30

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
BAKER & TAYLOR L4230502 (5107) CONTINUED ...		
2038398793 MATERIAL PROCESSING SERVICES	10-42-265-0	17.20
2038401638 BOOKS: ADULT	10-44-400-1	189.00
2038401638 BOOKS: YOUTH	10-44-400-2	121.60
2038401638 BOOKS: BRANCH ADULT	10-44-400-5	87.43
2038401638 BOOKS: BRANCH YOUTH	10-44-400-6	14.40
2038401639 MATERIAL PROCESSING SERVICES	10-42-265-0	118.80
2038401640 BOOKS: ADULT	10-44-400-1	105.61
2038401641 MATERIAL PROCESSING SERVICES	10-42-265-0	27.80
2038401642 BOOKS: YOUTH	10-44-400-2	14.40
2038401643 MATERIAL PROCESSING SERVICES	10-42-265-0	4.30
2038401645 MATERIAL PROCESSING SERVICES	10-42-265-0	4.30
2038404513 BOOKS: ADULT	10-44-400-1	625.89
2038404513 BOOKS: YOUTH	10-44-400-2	93.96
2038404513 BOOKS: BRANCH ADULT	10-44-400-5	28.83
2038404513 BOOKS: BRANCH YOUTH	10-44-400-6	25.98
2038404514 MATERIAL PROCESSING SERVICES	10-42-265-0	211.20
2038404515 BOOKS: ADULT	10-44-400-1	28.83
2038404515 BOOKS: YOUTH	10-44-400-2	38.21
2038404516 MATERIAL PROCESSING SERVICES	10-42-265-0	22.50
2038404517 BOOKS: YOUTH	10-44-400-2	12.23
2038404518 MATERIAL PROCESSING SERVICES	10-42-265-0	12.90
2038406302 BOOKS: ADULT	10-44-400-1	161.77
2038406302 BOOKS: YOUTH	10-44-400-2	30.99
2038406302 BOOKS: BRANCH ADULT	10-44-400-5	50.14
2038406302 BOOKS: BRANCH YOUTH	10-44-400-6	31.76
2038406303 MATERIAL PROCESSING SERVICES	10-42-265-0	76.10
2038406304 BOOKS: ADULT	10-44-400-1	50.14
2038406304 BOOKS: YOUTH	10-44-400-2	4.24
2038406305 MATERIAL PROCESSING SERVICES	10-42-265-0	18.20
2038406306 BOOKS: YOUTH	10-44-400-2	27.52
2038406307 MATERIAL PROCESSING SERVICES	10-42-265-0	8.60
2038409823 BOOKS: ADULT	10-44-400-1	153.01
2038409823 BOOKS: YOUTH	10-44-400-2	138.51
2038409823 BOOKS: BRANCH ADULT	10-44-400-5	44.39
2038409824 MATERIAL PROCESSING SERVICES	10-42-265-0	110.20
2038409825 BOOKS: ADULT	10-44-400-1	44.39
2038409825 BOOKS: YOUTH	10-44-400-2	14.51
2038409825 BOOKS: BRANCH ADULT	10-44-400-5	33.43
2038409826 MATERIAL PROCESSING SERVICES	10-42-265-0	26.80
2038409827 BOOKS: BRANCH ADULT	10-44-400-5	17.29
2038409828 MATERIAL PROCESSING SERVICES	10-42-265-0	4.30
2038409829 BOOKS: YOUTH	10-44-400-2	14.52
2038409830 MATERIAL PROCESSING SERVICES	10-42-265-0	22.50
2038413046 BOOKS: ADULT	10-44-400-1	62.79
2038413046 BOOKS: YOUTH	10-44-400-2	53.90
2038413047 MATERIAL PROCESSING SERVICES	10-42-265-0	37.40
2038413048 BOOKS: BRANCH ADULT	10-44-400-5	15.77
2038413049 MATERIAL PROCESSING SERVICES	10-42-265-0	5.30
2038413050 BOOKS: BRANCH YOUTH	10-44-400-6	10.36
2038413051 MATERIAL PROCESSING SERVICES	10-42-265-0	4.30
2038413053 MATERIAL PROCESSING SERVICES	10-42-265-0	4.30
2038414785 BOOKS: ADULT	10-44-400-1	96.26

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
BAKER & TAYLOR L4230502 (5107) CONTINUED ...		
2038414785 BOOKS: YOUTH	10-44-400-2	1,164.73
2038414785 BOOKS: BRANCH ADULT	10-44-400-5	54.18
2038414786 MATERIAL PROCESSING SERVICES	10-42-265-0	471.20
2038414787 BOOKS: ADULT	10-44-400-1	54.17
2038414787 BOOKS: BRANCH ADULT	10-44-400-5	38.59
2038414787 BOOKS: BRANCH YOUTH	10-44-400-6	44.00
2038414788 MATERIAL PROCESSING SERVICES	10-42-265-0	46.00
2038414789 BOOKS: BRANCH ADULT	10-44-400-5	16.13
2038414789 BOOKS: BRANCH YOUTH	10-44-400-6	25.18
2038414790 MATERIAL PROCESSING SERVICES	10-42-265-0	12.90
2038414791 BOOKS: BRANCH YOUTH	10-44-400-6	12.59
2038414792 MATERIAL PROCESSING SERVICES	10-42-265-0	4.30
2038417221 BOOKS: ADULT	10-44-400-1	172.77
2038417221 BOOKS: YOUTH	10-44-400-2	530.33
2038417221 BOOKS: BRANCH ADULT	10-44-400-5	26.15
2038417222 MATERIAL PROCESSING SERVICES	10-42-265-0	266.40
2038417223 BOOKS: ADULT	10-44-400-1	26.15
2038417223 BOOKS: BRANCH ADULT	10-44-400-5	16.72
2038417224 MATERIAL PROCESSING SERVICES	10-42-265-0	8.60
2038417227 BOOKS: YOUTH	10-44-400-2	15.26
2038417227 BOOKS: BRANCH YOUTH	10-44-400-6	6.06
2038417228 MATERIAL PROCESSING SERVICES	10-42-265-0	24.50
2038418643 BOOKS: ADULT	10-44-400-1	303.39
2038418643 BOOKS: YOUTH	10-44-400-2	101.25
2038418643 BOOKS: BRANCH ADULT	10-44-400-5	85.37
2038418643 BOOKS: BRANCH YOUTH	10-44-400-6	8.40
2038418644 MATERIAL PROCESSING SERVICES	10-42-265-0	131.40
2038418645 BOOKS: ADULT	10-44-400-1	85.37
2038418645 BOOKS: YOUTH	10-44-400-2	8.41
2038418645 BOOKS: BRANCH ADULT	10-44-400-5	29.07
2038418646 MATERIAL PROCESSING SERVICES	10-42-265-0	31.10
2038418650 MATERIAL PROCESSING SERVICES	10-42-265-0	12.90
2038420787 BOOKS: ADULT	10-44-400-1	298.43
2038420787 BOOKS: YOUTH	10-44-400-2	140.11
2038420787 BOOKS: BRANCH ADULT	10-44-400-5	112.62
2038420788 MATERIAL PROCESSING SERVICES	10-42-265-0	156.90
2038420789 BOOKS: ADULT	10-44-400-1	112.62
2038420789 BOOKS: YOUTH	10-44-400-2	10.94
2038420790 MATERIAL PROCESSING SERVICES	10-42-265-0	34.10
2038420793 BOOKS: YOUTH	10-44-400-2	10.94
2038420794 MATERIAL PROCESSING SERVICES	10-42-265-0	8.60
2038424458 BOOKS: ADULT	10-44-400-1	233.14
2038424458 BOOKS: YOUTH	10-44-400-2	95.56
2038424458 BOOKS: BRANCH ADULT	10-44-400-5	30.06
2038424458 BOOKS: BRANCH YOUTH	10-44-400-6	4.24
2038424459 MATERIAL PROCESSING SERVICES	10-42-265-0	116.50
2038424460 BOOKS: ADULT	10-44-400-1	30.05
2038424460 BOOKS: BRANCH YOUTH	10-44-400-6	28.67
2038424461 MATERIAL PROCESSING SERVICES	10-42-265-0	18.20
2038424462 BOOKS: YOUTH	10-44-400-2	4.24
2038424462 BOOKS: BRANCH YOUTH	10-44-400-6	28.68
2038424463 MATERIAL PROCESSING SERVICES	10-42-265-0	13.90

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
BAKER & TAYLOR L4230502 (5107) CONTINUED ...		
2038424464 BOOKS: BRANCH YOUTH	10-44-400-6	28.67
2038424465 MATERIAL PROCESSING SERVICES	10-42-265-0	8.60
2038426773 BOOKS: ADULT	10-44-400-1	215.99
2038426773 BOOKS: YOUTH	10-44-400-2	307.54
2038426773 BOOKS: BRANCH ADULT	10-44-400-5	135.85
2038426773 BOOKS: BRANCH YOUTH	10-44-400-6	24.20
2038426774 MATERIAL PROCESSING SERVICES	10-42-265-0	277.70
2038426775 BOOKS: ADULT	10-44-400-1	135.85
2038426775 BOOKS: YOUTH	10-44-400-2	12.10
2038426775 BOOKS: BRANCH ADULT	10-44-400-5	38.54
2038426776 MATERIAL PROCESSING SERVICES	10-42-265-0	54.60
2038426777 BOOKS: YOUTH	10-44-400-2	12.10
2038426777 BOOKS: BRANCH ADULT	10-44-400-5	17.29
2038426778 MATERIAL PROCESSING SERVICES	10-42-265-0	8.60
2038426780 MATERIAL PROCESSING SERVICES	10-42-265-0	4.30
2038432549 BOOKS: ADULT	10-44-400-1	378.52
2038432549 BOOKS: YOUTH	10-44-400-2	33.41
2038432549 BOOKS: BRANCH ADULT	10-44-400-5	83.93
2038432549 BOOKS: BRANCH YOUTH	10-44-400-6	40.78
2038432550 MATERIAL PROCESSING SERVICES	10-42-265-0	134.00
2038432551 BOOKS: ADULT	10-44-400-1	83.93
2038432551 BOOKS: YOUTH	10-44-400-2	20.39
2038432551 BOOKS: BRANCH ADULT	10-44-400-5	18.73
2038432551 BOOKS: BRANCH YOUTH	10-44-400-6	10.94
2038432552 MATERIAL PROCESSING SERVICES	10-42-265-0	30.10
2038432553 BOOKS: BRANCH YOUTH	10-44-400-6	10.94
2038432554 MATERIAL PROCESSING SERVICES	10-42-265-0	4.30
2038432555 BOOKS: YOUTH	10-44-400-2	20.39
2038432556 MATERIAL PROCESSING SERVICES	10-42-265-0	34.40
2038434908 BOOKS: ADULT	10-44-400-1	243.05
2038434908 BOOKS: YOUTH	10-44-400-2	65.67
2038434908 BOOKS: BRANCH ADULT	10-44-400-5	61.81
2038434909 MATERIAL PROCESSING SERVICES	10-42-265-0	73.80
2038434910 BOOKS: ADULT	10-44-400-1	61.82
2038434910 BOOKS: BRANCH YOUTH	10-44-400-6	7.88
2038434911 MATERIAL PROCESSING SERVICES	10-42-265-0	14.90
2038434912 BOOKS: YOUTH	10-44-400-2	15.26
2038434913 MATERIAL PROCESSING SERVICES	10-42-265-0	34.10
BAKER & TAYLOR L0620012 (5108) 08/13/24 CK# 149215 \$404.75		
2038441313 BOOKS: YOUTH	10-44-400-2	287.26
2038441313 IN-HOUSE REFERENCE	10-44-400-4	56.09
2038446036 BOOKS: YOUTH	10-44-400-2	9.69
2038467385 BOOKS: YOUTH	10-44-400-2	6.87
2038467385 AUDIO-VISUAL: YOUTH	10-44-420-2	44.84
BAKER & TAYLOR L442272 (6328) 08/13/24 CK# 149216 \$23,171.00		
NS24070373 MATERIAL PROCESSING SERVICES	10-42-265-0	11,585.50
NS24070374 MATERIAL PROCESSING SERVICES	10-42-265-0	5,792.75
NS24070375 MATERIAL PROCESSING SERVICES	10-42-265-0	5,792.75
BAKER AND TAYLOR L4229202 (394) 08/13/24 CK# 149217 \$320.57		
2038403000 BOOKS: ADULT	10-44-400-1	51.27
2038403000 BOOKS: BRANCH ADULT	10-44-400-5	49.22

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
BAKER AND TAYLOR L4229202 (394) CONTINUED ...		
2038403001 MATERIAL PROCESSING SERVICES	10-42-265-0	28.80
2038403002 BOOKS: ADULT	10-44-400-1	49.22
2038403002 BOOKS: BRANCH ADULT	10-44-400-5	17.29
2038403003 MATERIAL PROCESSING SERVICES	10-42-265-0	18.20
2038425804 BOOKS: ADULT	10-44-400-1	49.13
2038425805 MATERIAL PROCESSING SERVICES	10-42-265-0	15.90
2038425806 BOOKS: ADULT	10-44-400-1	30.94
2038425807 MATERIAL PROCESSING SERVICES	10-42-265-0	10.60
BATTERIES PLUS BULBS (416)	08/13/24 CK# 149218	\$311.50
P74247630 MISCELLANEOUS	60-43-399-0	311.50
BIBLIOTHECA, LLC (5448)	08/13/24 CK# 149219	\$26,266.85
INV-US76453 COMPUTER MAINT: ACCESS SVCS	10-42-255-4	26,266.85
BLICK ART MATERIALS (1043)	08/13/24 CK# 149252	\$201.52
31778186 CC PYMT (6417) FOR ARTS & CRAFTS SUPPLIES: YOUTH	10-43-330-1	201.52
BRODART CO. (571)	08/13/24 CK# 149220	\$247.55
642550 MATERIALS PROCESSING SUPPLIES	10-43-310-0	103.80
642634 MATERIALS PROCESSING SUPPLIES	10-43-310-0	36.70
B6820278 BOOKS: YOUTH	10-44-400-2	78.78
B6823766 BOOKS: YOUTH	10-44-400-2	15.54
B6826885 BOOKS: YOUTH	10-44-400-2	12.73
BUSINESS MANAGEMENT DAILY (5427)	08/13/24 CK# 149221	\$199.00
SBQ5R03 PERIODICALS	10-44-410-0	199.00
CDW GOVERNMENT, INC. (842)	08/13/24 CK# 149222	\$9,265.12
SG71287 COMPUTER EQUIPMENT	10-45-500-0	5,949.90
SK54453 COMPUTER EQUIPMENT	10-45-500-0	989.44
SK90426 COMPUTER EQUIPMENT	10-45-500-0	307.52
SL84397 COMPUTER EQUIPMENT	10-45-500-0	108.02
SL96841 OFFICE SUPPLIES/COMPUTER	10-43-300-2	490.94
SN17056 COMPUTER EQUIPMENT	10-45-500-0	63.07
SP23466 COMPUTER EQUIPMENT	10-45-500-0	781.09
SP35924 COMPUTER EQUIPMENT	10-45-500-0	575.14
CINTAS CORPORATION LOC. #355 (4662)	08/13/24 CK# 149223	\$10,437.98
4198045339 JANITORIAL SUPPLIES	10-43-370-0	307.03
4198167539 JANITORIAL SUPPLIES	10-43-370-0	1,568.55
4198312395 JANITORIAL SUPPLIES	10-43-370-0	631.24
4198752535 JANITORIAL SUPPLIES	10-43-370-0	184.58
4198883655 JANITORIAL SUPPLIES	10-43-370-0	57.54
4198885464 JANITORIAL SUPPLIES	10-43-370-0	1,827.18
4199585400 JANITORIAL SUPPLIES	10-43-370-0	57.54
4199587422 JANITORIAL SUPPLIES	10-43-370-0	1,512.02
4200300047 JANITORIAL SUPPLIES	10-43-370-0	108.13
4200300133 JANITORIAL SUPPLIES	10-43-370-0	385.54
4200302031 JANITORIAL SUPPLIES	10-43-370-0	1,678.56
4200892771 JANITORIAL SUPPLIES	10-43-370-0	307.03
4201017143 JANITORIAL SUPPLIES	10-43-370-0	57.54
4201018970 JANITORIAL SUPPLIES	10-43-370-0	1,755.50
COMPLETE CLEANING COMPANY, INC. (835)	08/13/24 CK# 149224	\$16,721.00
AW15663 REPAIR/MAINT. OF BUILDING	60-42-200-0	935.00
AW16732 REPAIR/MAINT. OF BUILDING	60-42-200-0	1,610.00

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
COMPLETE CLEANING COMPANY, INC. (835) CONTINUED ...		
C27841 GENERAL CLEANING SVC: SOUTH ELGIN	10-42-235-7	2,174.00
C27842 GENERAL CLEANING SERVICE: RAKOW	10-42-235-5	2,902.00
C27843 GENERAL CLEANING SERVICE	10-42-235-0	9,100.00
CREATIVE PRO (6819)	08/13/24 CK# 149256	\$495.00
CPW24720241693 CC PYMT (6421) FOR CONTINUING ED: REGISTRATION/FEEES	10-42-290-1	495.00
CRYSTAL CLEAR AQUARIUM MAINTENANCE (931)	08/13/24 CK# 149225	\$355.00
22566 ANIMAL CARE & FEEDING	10-43-340-0	355.00
DAVEY TREE EXPERT COMPANY (975)	08/13/24 CK# 149226	\$9,951.00
918758747 B REPAIR/MAINT. OF GROUNDS	60-42-210-0	2,057.00
918758747 B REPAIR/MAINT. OF GRDS: RAKOW	60-42-210-5	694.00
918758750 REPAIR/MAINT. OF GROUNDS	60-42-210-0	6,000.00
918758750 REPAIR/MAINT. OF GRDS: RAKOW	60-42-210-5	1,200.00
DEMCO (1000)	08/13/24 CK# 149227	\$347.89
7506002 MATERIALS PROCESSING SUPPLIES	10-43-310-0	210.30
7511375 MATERIALS PROCESSING SUPPLIES	10-43-310-0	137.59
DEVINE, ANA (4525)	08/13/24 CK# 149228	\$624.18
0715 0716 CONTINUING EDUCATION:TRAVEL & MEALS	10-42-290-2	624.18
DIGITAL OCEAN (6303)	08/13/24 CK# 149255	\$25.21
487103026 CC PYMT (6420) FOR ONLINE COMPUTER SVCS: ACCESS SVCS	10-42-255-3	25.21
DIN TAHA (6354)	08/13/24 CK# 149229	\$150.00
07012024 DIGITAL LITERACY CLASSES	10-42-230-5	150.00
DISPLAYS2GO (6078)	08/13/24 CK# 149250	\$469.98
210142681 CC PYMT (6415) FOR SMALL LIBRARY EQUIPMENT	10-45-540-0	469.98
DR. E BROWN ENTERPRISES, INC (6809)	08/13/24 CK# 149230	\$1,230.00
07182024 PUBLIC PROGRAMMING:YOUTH	10-42-230-2	1,230.00
DUO SECURITY, LLC (6066)	08/13/24 CK# 149250	\$360.00
11260286 CC PYMT (6415) FOR ONLINE COMPUTER SERVICES	10-42-255-1	360.00
E. NORMAN SECURITY SYSTEMS, INC. 3 (4093)	08/13/24 CK# 149231	\$133.95
16754 RISK MANAGEMENT: FACILITIES	50-42-210-0	133.95
ECONOMY DISPOSAL (6816)	08/13/24 CK# 149254	\$485.00
7222024 CC PYMT (6419) FOR CAPITAL IMPROVEMENTS	10-49-900-0	485.00
ELGIN KEY & LOCK COMPANY (1155)	08/13/24 CK# 149232	\$17.00
241016 BUILDING & GROUNDS SUPPLIES	60-43-320-0	17.00
ELGIN SHEET METAL CO (6810)	08/13/24 CK# 149233	\$4,750.00
42986 CAPITAL IMPROVEMENTS	10-49-900-0	4,750.00
EPEL (6611)	08/13/24 CK# 149234	\$1,500.00
08012024 PRINTING: OUTSIDE	10-42-240-0	1,500.00
ETHIC ROOFING CO (6025)	08/13/24 CK# 149235	\$1,520.00
1457 REPAIR/MAINT. OF BUILDING	60-42-200-0	760.00
1457 REPAIR/MAINT. OF BLDG: RAKOW	60-42-200-5	760.00
EVENT BRITE (6187)	08/13/24 CK# 149252	\$251.94
1003207789 CC PYMT (6417) FOR CONTINUING ED: REGISTRATION/FEEES	10-42-290-1	251.94
FACEBOOK (6067)	08/13/24 CK# 149256	\$711.49
3WPGZ7L7P2 CC PYMT (6421) FOR PUBLIC RELATIONS: GENERAL	10-42-222-2	200.00
4330260 CC PYMT (6421) FOR PUBLIC RELATIONS: GENERAL	10-42-222-2	82.47
599203 CC PYMT (6421) FOR PUBLIC RELATIONS: GENERAL	10-42-222-2	29.02

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FACEBOOK (6067) CONTINUED ...		
H5KMB8L7P2 CC PYMT (6421) FOR PUBLIC RELATIONS: GENERAL	10-42-222-2	200.00
K7Y5N6Q6P2 CC PYMT (6421) FOR PUBLIC RELATIONS: GENERAL	10-42-222-2	200.00
FLAG NATION (6820)	08/13/24 CK# 149256	\$231.96
177441-2024 CC PYMT (6421) FOR PUBLIC RELATIONS: GENERAL	10-42-222-2	231.96
FOX VALLEY FIRE & SAFETY (1329)	08/13/24 CK# 149236	\$7,415.25
IN00698950 REPAIR/MAINT. OF BUILDING	60-42-200-0	356.00
IN00699627 CAPITAL IMPROVEMENTS	10-49-900-0	5,000.00
IN00700000 RISK MANAGEMENT: FACILITIES	50-42-210-0	1,668.25
IN00700002 RISK MANAGEMENT: FACILITIES	50-42-210-0	50.00
IN00700003 RISK MANAGEMENT: FACILITIES	50-42-210-0	50.00
IN00701100 RISK MANAGEMENT: FACILITIES	50-42-210-0	291.00
FRANK & SONS ENTERPRISES, INC (4545)	08/13/24 CK# 149237	\$2,260.00
2863 REPAIR/MAINT. OF GRDS: RAKOW	60-42-210-5	700.00
2864 REPAIR/MAINT. OF GROUNDS	60-42-210-0	1,560.00
GALLUP STORE (6063)	08/13/24 CK# 149259	\$24.99
424839 CC PYMT (6425) FOR CONTINUING ED: REGISTRATION/FEES	10-42-290-1	24.99
GENO PIZZA (6269)	08/13/24 CK# 149251	\$70.50
814670 CC PYMT (6416) FOR FOOD & BEVERAGE: OTHER	10-43-360-6	70.50
GILPATRICK, KAREN (5886)	08/13/24 CK# 149238	\$540.00
059 CONSULT. & PROF. FEES:OTHER	10-42-225-2	540.00
GOOGLE, LLC (6091)	08/13/24 CK# 149256	\$15.17
8665267 CC PYMT (6421) FOR PUBLIC RELATIONS: GENERAL	10-42-222-2	15.17
GRAINGER (1449)	08/13/24 CK# 149239	\$828.76
1521221179 BUILDING & GROUNDS SUPPLIES	60-43-320-0	-595.66
9176202415 BUILDING & GROUNDS SUPPLIES	60-43-320-0	595.66
9200751213 ELECTRICAL SUPPLIES/BULBS	10-43-380-0	275.04
9201804367 ELECTRICAL SUPPLIES/BULBS	10-43-380-0	203.36
9204866009 JANITORIAL SUPPLIES	10-43-370-0	286.56
9206603038 BUILDING & GROUNDS SUPPLIES	60-43-320-0	63.80
HD SUPPLY FORMALY HOME DEPOT PRO (6777)	08/13/24 CK# 149240	\$252.95
818198780 JANITORIAL SUPPLIES	10-43-370-0	93.95
818458796 JANITORIAL SUPPLIES	10-43-370-0	159.00
HELM SERVICE (5979)	08/13/24 CK# 149241	\$5,090.42
CHI147326C REPAIR/MAINT. HVAC: SOUTH ELGIN	60-42-220-7	208.92
CHI147327C REPAIR/MAINT. HVAC: RAKOW	60-42-220-5	253.33
CHI147328C REPAIR/MAINT. OF HVAC	60-42-220-0	1,959.00
CHI147329C REPAIR/MAINT. HVAC: RAKOW	60-42-220-5	338.75
CHI147349C REPAIR/MAINT. OF HVAC	60-42-220-0	2,330.42
HOBBY LOBBY (6133)	08/13/24 CK# 149253	\$28.84
655810 CC PYMT (6418) FOR EXHIBITS AND DISPLAYS	10-43-335-0	19.85
655920 CC PYMT (6418) FOR EXHIBITS AND DISPLAYS	10-43-335-0	8.99
HOME DEPOT (6340)	08/13/24 CK# 149253	\$82.66
2014303 CC PYMT (6418) FOR EXHIBITS AND DISPLAYS	10-43-335-0	82.66
HOME DEPOT (6340)	08/13/24 CK# 149256	\$16.76
2624943 CC PYMT (6421) FOR EXHIBITS AND DISPLAYS	10-43-335-0	16.76
HOME DEPOT CREDIT SERVICES (1617)	08/13/24 CK# 149242	\$636.67
3014182 CAPITAL IMPROVEMENTS	10-49-900-0	151.76

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HOME DEPOT CREDIT SERVICES (1617) CONTINUED ...		
4013109 CAPITAL IMPROVEMENTS	10-49-900-0	75.53
5020334 MISCELLANEOUS	10-43-399-0	253.50
7013745 BUILDING & GROUNDS SUPPLIES	60-43-320-0	116.90
9013537 CAPITAL IMPROVEMENTS	10-49-900-0	38.98
HR SOURCE (5857)	08/13/24 CK# 149257	\$280.00
56011 CC PYMT (6423) FOR DUES & MEMBERSHIPS	10-42-280-0	280.00
HUFFMAN, DEBORAH (1650)	08/13/24 CK# 149243	\$297.50
72024 CONSULT. & PROF. FEES:OTHER	10-42-225-2	297.50
ILLINOIS LABOR LAW (6813)	08/13/24 CK# 149250	\$171.57
1001083146 CC PYMT (6415) FOR RISK MANAGEMENT: HR	50-42-210-1	171.57
ILLINOIS LIBRARY ASSOCIATION (3822)	08/13/24 CK# 149244	\$2,050.00
288564 AD DUES & MEMBERSHIPS	10-42-280-0	200.00
288568 AF DUES & MEMBERSHIPS	10-42-280-0	150.00
288800 KC DUES & MEMBERSHIPS	10-42-280-0	150.00
288889 MB DUES & MEMBERSHIPS	10-42-280-0	200.00
288967 SS DUES & MEMBERSHIPS	10-42-280-0	250.00
288986 SN DUES & MEMBERSHIPS	10-42-280-0	150.00
289003 TC DUES & MEMBERSHIPS	10-42-280-0	200.00
289009 TH DUES & MEMBERSHIPS	10-42-280-0	75.00
289170 CONFERENCES: ALL EXPENSES	10-42-290-3	200.00
293845 SS CONFERENCES: ALL EXPENSES	10-42-290-3	325.00
293986 SP DUES & MEMBERSHIPS	10-42-280-0	150.00
INFO USA MARKETING, INC. (1718)	08/13/24 CK# 149245	\$14,280.00
10004231351 ELECTRONIC RESOURCES: DATABASES	10-44-435-0	14,280.00
INGRAM (1734)	08/13/24 CK# 149246	\$284.33
67732317 BOOKS: YOUTH	10-44-400-2	284.33
INNOVATIVE INTERFACES, INC. (1737)	08/13/24 CK# 149247	\$76.50
INV-INC37654 COMPUTER CATALOG SERVICE	10-42-260-0	76.50
J.M. IRRIGATION, INC. (1817)	08/13/24 CK# 149248	\$448.00
73014 REPAIR/MAINT. OF GROUNDS	60-42-210-0	448.00
JAMF SOFTWARE, LLC (5811)	08/13/24 CK# 149251	\$108.00
100971808 CC PYMT (6416) FOR COMPUTER MAINTENANCE	10-42-255-2	108.00
KANOPY LLC (5682)	08/13/24 CK# 149249	\$631.00
410020 ELECTRONIC RESOURCES: STREAMING	10-44-435-3	631.00
KJR STUDIO PRODUCTIONS (6811)	08/13/24 CK# 149261	\$600.00
08152024 PUBLIC PROGRAMMING:COMMUNITY SVCS	10-42-230-3	600.00
KNICKERBOCKER ROOFING (4533)	08/13/24 CK# 149262	\$941.63
20119004 REPAIR/MAINT. OF BUILDING	60-42-200-0	941.63
KNOWBE4, INC. (5761)	08/13/24 CK# 149263	\$7,266.00
INV334426 RISK MANAGEMENT: HR	50-42-210-1	7,266.00
KOHL CHILDREN'S MUSEUM (6815)	08/13/24 CK# 149252	\$57.00
11812991 CC PYMT (6417) FOR CONTINUING ED: REGISTRATION/FEES	10-42-290-1	57.00
LASER PRO CO., INC. (1983)	08/13/24 CK# 149264	\$3,287.50
137578 OFFICE SUPPLIES/COMPUTER	10-43-300-2	852.00
137697 OFFICE SUPPLIES/COMPUTER	10-43-300-2	909.50
137768 OFFICE SUPPLIES/COMPUTER	10-43-300-2	1,526.00

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LIBRARY IDEAS, LLC (4740)	08/13/24 CK# 149265	\$25,025.00
114776 ELECTRONIC RESOURCES: STREAMING	10-44-435-3	25,025.00
M13 GRAPHICS (6283)	08/13/24 CK# 149253	\$329.00
1008001 CC PYMT (6418) FOR PUBLIC RELATIONS: GENERAL	10-42-222-2	329.00
M13 GRAPHICS (6283)	08/13/24 CK# 149256	\$164.88
1004603 CC PYMT (6421) FOR PRINTING: OUTSIDE	10-42-240-0	164.88
MAILGUN TECHNOLOGIES, INC (6058)	08/13/24 CK# 149255	\$80.00
65011191 CC PYMT (6420) FOR ONLINE COMPUTER SVCS: ACCESS SVCS	10-42-255-3	80.00
MANGO LANGUAGES (4595)	08/13/24 CK# 149266	\$6,381.41
INV014574 ELECTRONIC RESOURCES: DATABASES	10-44-435-0	6,381.41
MCALISTERS (6401)	08/13/24 CK# 149250	\$157.20
250003 CC PYMT (6415) FOR VOLUNTEERS	10-43-305-0	157.20
MIDAMERICAN ENERGY SERVICES, LLC (6048)	08/13/24 CK# 149267	\$39,468.69
12108672 ELECTRICITY	10-42-201-0	36,749.32
12111882 ELECTRICITY: SOUTH ELGIN	10-42-201-7	46.90
12114204 ELECTRICITY	10-42-201-0	2,672.47
MIDWEST FIRST AID & SAFETY LLC (6609)	08/13/24 CK# 149268	\$187.59
1114 RISK MANAGEMENT: FACILITIES	50-42-210-0	187.59
MIDWEST TAPE (2256)	08/13/24 CK# 149269	\$7,267.03
505710334 AUDIO-VISUAL: ADULT	10-44-420-1	84.98
505710335 AUDIO-VISUAL: ADULT	10-44-420-1	50.22
505710337 AUDIO-VISUAL: ADULT	10-44-420-1	108.71
505710338 AUDIO-VISUAL: BRANCH ADULT	10-44-420-5	34.99
505710339 AUDIO-VISUAL: ADULT	10-44-420-1	93.71
505710380 AUDIO-VISUAL: BRANCH ADULT	10-44-420-5	105.70
505710381 AUDIO-VISUAL: BRANCH ADULT	10-44-420-5	148.45
505729764 AUDIO-VISUAL: ADULT	10-44-420-1	317.12
505729764 AUDIO-VISUAL: BRANCH ADULT	10-44-420-5	175.43
505744339 AUDIO-VISUAL: ADULT	10-44-420-1	79.98
505744350 AUDIO-VISUAL: ADULT	10-44-420-1	24.28
505744352 AUDIO-VISUAL: YOUTH	10-44-420-2	11.24
505744353 AUDIO-VISUAL: ADULT	10-44-420-1	89.17
505744354 AUDIO-VISUAL: BRANCH ADULT	10-44-420-5	89.97
505744355 AUDIO-VISUAL: BRANCH ADULT	10-44-420-5	42.73
505762445 AUDIO-VISUAL: ADULT	10-44-420-1	350.09
505762445 AUDIO-VISUAL: BRANCH ADULT	10-44-420-5	215.15
505771444 AUDIO-VISUAL: ADULT	10-44-420-1	140.93
505771444 AUDIO-VISUAL: YOUTH	10-44-420-2	125.98
505771445 AUDIO-VISUAL: ADULT	10-44-420-1	226.94
505771446 AUDIO-VISUAL: ADULT	10-44-420-1	13.49
505771447 AUDIO-VISUAL: ADULT	10-44-420-1	10.79
505771449 AUDIO-VISUAL: ADULT	10-44-420-1	14.98
505771530 AUDIO-VISUAL: BRANCH ADULT	10-44-420-5	80.95
505796944 AUDIO-VISUAL: ADULT	10-44-420-1	626.07
505796944 AUDIO-VISUAL: BRANCH ADULT	10-44-420-5	256.41
505799355 AUDIO-VISUAL: ADULT	10-44-420-1	103.44
505799356 AUDIO-VISUAL: ADULT	10-44-420-1	39.42
505799358 AUDIO-VISUAL: BRANCH ADULT	10-44-420-5	80.95
505799359 AUDIO-VISUAL: BRANCH ADULT	10-44-420-5	59.98
505814454 AUDIO-VISUAL: ADULT	10-44-420-1	643.21

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MIDWEST TAPE (2256) CONTINUED ...		
505814454 AUDIO-VISUAL: BRANCH ADULT	10-44-420-5	352.33
505839410 AUDIO-VISUAL: ADULT	10-44-420-1	280.94
505839411 AUDIO-VISUAL: ADULT	10-44-420-1	24.43
505839413 AUDIO-VISUAL: ADULT	10-44-420-1	147.71
505839414 AUDIO-VISUAL: ADULT	10-44-420-1	13.49
505839415 AUDIO-VISUAL: BRANCH ADULT	10-44-420-5	200.89
505839416 AUDIO-VISUAL: BRANCH ADULT	10-44-420-5	62.23
505840117 MATERIAL PROCESSING SERVICES	10-42-265-0	72.80
505840118 MATERIAL PROCESSING SERVICES	10-42-265-0	300.66
505840119 MATERIAL PROCESSING SERVICES	10-42-265-0	20.40
505850046 AUDIO-VISUAL: ADULT	10-44-420-1	506.78
505850046 AUDIO-VISUAL: YOUTH	10-44-420-2	332.13
505850046 AUDIO-VISUAL: BRANCH ADULT	10-44-420-5	338.09
505850046 AUDIO-VISUAL: BRANCH YOUTH	10-44-420-6	168.69
MIDWEST TAPE / HOOPLA (6521)	08/13/24 CK# 149270	\$19,213.78
505841561 ELECTRONIC RESOURCES: STREAMING	10-44-435-3	19,213.78
OCLC (4723)	08/13/24 CK# 149271	\$616.82
1000393440 ONLINE COMPUTER SVCS: ACCESS SVCS	10-42-255-3	616.82
OLAC (6818)	08/13/24 CK# 149260	\$50.00
2997 CC PYMT (6427) FOR CONTINUING ED: REGISTRATION/FEEES	10-42-290-1	50.00
OTIS ELEVATOR COMPANY (4788)	08/13/24 CK# 149272	\$1,187.78
100401620729 REPAIR/MAINT. OF BUILDING	60-42-200-0	1,187.78
OVERDRIVE, INC. (4535)	08/13/24 CK# 149273	\$3,131.80
01018MA24228091 ELECTRONIC RESOURCES: EBOOKS/AUDIO	10-44-435-2	3,131.80
PARAGON MICRO INC. (4877)	08/13/24 CK# 149274	\$27,451.35
S5165027 COMPUTER MAINTENANCE	10-42-255-2	12,968.89
S5165654 COMPUTER EQUIPMENT	10-45-500-0	10,079.99
S5168045 COMPUTER EQUIPMENT	10-45-500-0	4,189.99
S5168657 COMPUTER MAINTENANCE	10-42-255-2	212.48
PARIS LAS VEGAS (6814)	08/13/24 CK# 149251	\$204.08
D9D8CD3D CC PYMT (6416) FOR CONFERENCES: ALL EXPENSES	10-42-290-3	204.08
PARTIES WITH CHARACTER (6027)	08/13/24 CK# 149275	\$187.00
8031 DEP PUBLIC PROGRAMMING:YOUTH	10-42-230-2	187.00
PAYPAL, INC (6059)	08/13/24 CK# 149255	\$19.95
14781197 CC PYMT (6420) FOR ONLINE COMPUTER SVCS: ACCESS SVCS	10-42-255-3	19.95
PBC GURU LLC (6597)	08/13/24 CK# 149276	\$4,500.00
INV-503624 PUBLIC PROGRAMMING:COMMUNITY SVCS	10-42-230-3	4,500.00
PLAYAWAY PRODUCTS LLC (4273)	08/13/24 CK# 149277	\$112.98
469402 AUDIO-VISUAL: ADULT	10-44-420-1	37.99
469880 AUDIO-VISUAL: YOUTH	10-44-420-2	74.99
RACEWAY CAR WASH (6817)	08/13/24 CK# 149258	\$85.00
486643 CC PYMT (6424) FOR VEHICLE MAINTENANCE: MOBILE SVCS	10-42-270-0	85.00
RAILS (5481)	08/13/24 CK# 149278	\$30,075.00
12561 ELECT RESOURCES: PLATFORM FEES	10-44-435-4	9,901.00
12608 ELECTRONIC RESOURCES: DATABASES	10-44-435-0	20,174.00
RECORD INFORMATION SERVICES (6332)	08/13/24 CK# 149279	\$844.00
55291 ELECTRONIC RESOURCES: DATABASES	10-44-435-0	844.00

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DESCRIPTION	ACCOUNT NUMBER	AMOUNT
REVERSO (6822) 3WX1ZKST CC PYMT (6421) FOR ELECT RESOURCES: PUBLIC RELATIONS	08/13/24 CK# 149256 10-44-435-5	\$50.62 50.62
ROSE PAXINA HARMONY (6446) 16 DIGITAL LITERACY CLASSES	08/13/24 CK# 149280 10-42-230-5	\$450.00 450.00
SAM'S CLUB DIRECT (5057) 004313 GUSFPV PUBLIC PROGRAMMING:YOUTH GUTJWI FOOD & BEVERAGE: ADMIN	08/13/24 CK# 149281 10-42-230-2 10-43-360-0	\$103.84 83.86 19.98
SETMORE (6046) 72024 CC PYMT (6415) FOR ELECTRONIC RESOURCES: IN-HOUSE	08/13/24 CK# 149250 10-44-435-1	\$199.00 199.00
SIGN UP GENIUS (6221) 59B68894-0006 CC PYMT (6415) FOR COMPUTER MAINTENANCE	08/13/24 CK# 149250 10-42-255-2	\$9.99 9.99
SIGNS BY TOMORROW (3081) 31285 SIGNAGE	08/13/24 CK# 149282 60-43-370-0	\$1,024.40 1,024.40
SOCIAL MEDIA EXAMINER (6821) SME-24834 CC PYMT (6421) FOR CONFERENCES: ALL EXPENSES	08/13/24 CK# 149256 10-42-290-3	\$997.00 997.00
SOUTH ELGIN PROF CTR PHASE 2 CONDO (5393) AUGUST 2024 COMMON AREA MAINT: SO ELGIN	08/13/24 CK# 149283 10-42-204-0	\$3,014.46 3,014.46
SPOTIFY (6086) 72024 CC PYMT (6417) FOR PUBLIC PROGRAMMING:YOUTH	08/13/24 CK# 149252 10-42-230-2	\$19.99 19.99
STAPLES (3180) 9923133773 CC PYMT (6415) FOR DUPLICATING: PAPER/COPY SHOP SUPPL	08/13/24 CK# 149250 10-43-320-0	\$209.95 209.95
STAPLES (3180) 7636151421 DUPLICATING: PAPER/COPY SHOP SUPPL 7636154385 DUPLICATING: PAPER/COPY SHOP SUPPL 7637382274 OFFICE SUPPLIES/GENERAL	08/13/24 CK# 149284 10-43-320-0 10-43-320-0 10-43-300-1	\$1,090.18 108.30 818.72 163.16
TAN JAMES (6812) 08292024 PUBLIC PROGRAMMING:COMMUNITY SVCS	08/13/24 CK# 149285 10-42-230-3	\$1,500.00 1,500.00
TARGET (6108) 670910 CC PYMT (6415) FOR ARTS & CRAFTS SUPPLIES: COMM SVCS 6759184 CC PYMT (6415) FOR ARTS & CRAFTS SUPPLIES: COMM SVCS	08/13/24 CK# 149250 10-43-330-3 10-43-330-3	\$119.60 55.00 64.60
TARGET (6108) 7192024 CC PYMT (6417) FOR TOYS & KITS: KIDSPACE	08/13/24 CK# 149252 10-44-440-0	\$140.39 140.39
TARGET (6108) 485688 CC PYMT (6424) FOR MISCELLANEOUS 775155 CC PYMT (6424) FOR OFFICE SUPPLIES/GENERAL	08/13/24 CK# 149258 10-43-399-0 10-43-300-1	\$57.99 24.00 33.99
TARGET (6108) 8261425 CC PYMT (6427) FOR AUDIO-VISUAL: YOUTH	08/13/24 CK# 149260 10-44-420-2	\$59.99 59.99
TASB, INC. (4976) 662634 ELECTRONIC RESOURCES: IN-HOUSE	08/13/24 CK# 149286 10-44-435-1	\$4,000.00 4,000.00
TECH SYSTEMS, INC. (3287) 325353 RISK MANAGEMENT: FACILITIES	08/13/24 CK# 149287 50-42-210-0	\$975.00 975.00
TODAY'S BUSINESS SOLUTIONS, INC. (3346) 16677 COMPUTER MAINTENANCE 16752 COMPUTER MAINTENANCE 16796 COMPUTER MAINTENANCE	08/13/24 CK# 149288 10-42-255-2 10-42-255-2 10-42-255-2	\$1,874.00 684.00 890.00 300.00
TRADE PRESS MEDIA (6600) 7112024 CC PYMT (6416) FOR DUES & MEMBERSHIPS	08/13/24 CK# 149251 10-42-280-0	\$179.00 179.00

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BILLS PAID REPORT FOR AUGUST, 2024

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DESCRIPTION	ACCOUNT NUMBER	AMOUNT
TRADE PRESS MEDIA (6600)	08/13/24 CK# 149254	\$125.00
7112024 B CC PYMT (6419) FOR DUES & MEMBERSHIPS	10-42-280-0	125.00
U S POSTMASTER (4528)	08/13/24 CK# 149289	\$6,300.00
08012024 PUBLIC RELATIONS: NEWSLETTER	10-42-222-1	6,300.00
ULINE (4778)	08/13/24 CK# 149290	\$1,138.03
180759099 OFFICE SUPPLIES/GENERAL	10-43-300-1	618.39
181336815 REPAIR/MAINT. OF BUILDING	60-42-200-0	107.19
181353244 JANITORIAL SUPPLIES	10-43-370-0	412.45
ULTIMATE TRUCK WASH (6106)	08/13/24 CK# 149258	\$140.00
30880 CC PYMT (6424) FOR VEHICLE MAINTENANCE: MOBILE SVCS	10-42-270-0	140.00
UNIQUE PHOTO (6139)	08/13/24 CK# 149250	\$550.00
7222024 CC PYMT (6415) FOR OFFICE SUPPLIES/GENERAL	10-43-300-1	550.00
UWCC (6277)	08/13/24 CK# 149257	\$682.75
612999 CC PYMT (6423) FOR CONFERENCES: ALL EXPENSES	10-42-290-3	682.75
VAUGHAN PLANTSCAPES, INC. (4296)	08/13/24 CK# 149291	\$243.76
64740 REPAIR/MAINT. OF GROUNDS	60-42-210-0	243.76
VILLAGE OF SOUTH ELGIN (5477)	08/13/24 CK# 149292	\$419.13
072024 WATER & SEWER: SOUTH ELGIN	10-42-202-7	92.72
072024B WATER & SEWER: SOUTH ELGIN	10-42-202-7	326.41
VOLGISTICS (6071)	08/13/24 CK# 149250	\$70.00
497708 CC PYMT (6415) FOR ONLINE COMPUTER SERVICES	10-42-255-1	70.00
VSP OF ILLINOIS (2257)	08/13/24 CK# 149293	\$2,282.67
820868056 HEALTH, DENTAL & VISION INSURANCE	10-41-110-0	2,282.67
WALMART (6075)	08/13/24 CK# 149250	\$24.95
525918 CC PYMT (6415) FOR FOOD & BEVERAGE: PUBLIC SVCS	10-43-360-1	24.95
WALMART (6075)	08/13/24 CK# 149252	\$204.77
348820 CC PYMT (6417) FOR PUBLIC PROGRAMMING:YOUTH	10-42-230-2	64.44
492261 CC PYMT (6417) FOR PUBLIC PROGRAMMING:YOUTH	10-42-230-2	83.57
492261 CC PYMT (6417) FOR ARTS & CRAFTS SUPPLIES: YOUTH	10-43-330-1	56.76
WELCH BROS., INC. (5897)	08/13/24 CK# 149254	\$104.20
2318717 CC PYMT (6419) FOR CAPITAL IMPROVEMENTS	10-49-900-0	104.20
WEX BANK (5012)	08/13/24 CK# 149294	\$976.04
98853749 FUEL/GASOLINE: FACILITES	10-43-350-0	440.68
98853749 FUEL/GASOLINE: MOBILE SERVICES	10-43-350-1	535.36
WILD GOOSE CHASE (3616)	08/13/24 CK# 149295	\$2,165.00
240917 REPAIR/MAINT. OF GROUNDS	60-42-210-0	900.00
241043 REPAIR/MAINT. OF GROUNDS	60-42-210-0	1,265.00
ZIEGLER'S ACE HARDWARE (111)	08/13/24 CK# 149296	\$422.71
075445/G BUILDING & GROUNDS SUPPLIES	60-43-320-0	17.64
173043/A PUBLIC RELATIONS: GENERAL	10-42-222-2	28.45
173043/A EXHIBITS AND DISPLAYS	10-43-335-0	26.43
173117/A BUILDING & GROUNDS SUPPLIES	60-43-320-0	16.32
173167/A BUILDING & GROUNDS SUPPLIES	60-43-320-0	5.69
173281/A CAPITAL IMPROVEMENTS	10-49-900-0	35.12
173289/A BUILDING & GROUNDS SUPPLIES	60-43-320-0	8.51
173322/A GRAPHICS SUPPLIES	10-43-330-0	30.38
173338/A BUILDING & GROUNDS SUPPLIES	60-43-320-0	62.71
173361/A EXHIBITS AND DISPLAYS	10-43-335-0	19.93

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DESCRIPTION	ACCOUNT NUMBER	AMOUNT
ZIEGLER'S ACE HARDWARE (111) CONTINUED ...		
173415/A JANITORIAL SUPPLIES	10-43-370-0	32.45
173437/A ELECTRICAL SUPPLIES/BULBS	10-43-380-0	51.80
173446/A GRAPHICS SUPPLIES	10-43-330-0	43.66
173457/A BUILDING & GROUNDS SUPPLIES	60-43-320-0	16.32
173472/A EXHIBITS AND DISPLAYS	10-43-335-0	20.66
173477/A GRAPHICS SUPPLIES	10-43-330-0	6.64

GAIL BORDEN PUBLIC LIBRARY DISTRICT

BILLS PAID REPORT FOR AUGUST, 2024

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SUMMARY ALL FUNDS

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BANK ACCOUNT	BANK	DESCRIPTION	AMOUNT	
10-10-0	01	GENERAL FUND-CASH - GENERAL FUND	353,115.42	*
50-10-0	01	LIABILITY INS. FUND-CASH - LIAB. & RISK FUND	10,793.36	*
60-10-0	01	BUILDING & EQUIPMENT FUND-CASH - B & E FUND	28,529.81	*
TOTAL ALL FUNDS			392,438.59	**

GAIL BORDEN PUBLIC LIBRARY DISTRICT

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PRIOR YEAR BILLS PAID REPORT FOR JULY, 2024

CHECKS & DIR. DEBITS

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
AIRBNB (6770)	08/13/24 CK# 149196	\$-779.57
7032024 CC PYMT (6428) FOR CONFERENCES: ALL EXPENSES	10-25-6	-779.57
CDW GOVERNMENT, INC. (842)	08/13/24 CK# 149189	\$444.82
SB37924 COMPUTER EQUIPMENT	10-25-6	222.68
SB64025 COMPUTER EQUIPMENT	10-25-6	222.14
CHICAGO DOCK & DOOR (6509)	08/13/24 CK# 149190	\$1,105.00
570788 REPAIR/MAINT. OF BLDG: RAKOW	60-25-6	1,105.00
COMPLETE CLEANING COMPANY, INC. (835)	08/13/24 CK# 149191	\$14,015.00
AW15835 GENERAL CLEANING SERVICE: RAKOW	10-25-6	1,390.00
AW15835 REPAIR/MAINT. OF BLDG: RAKOW	60-25-6	1,390.00
AW15839 GENERAL CLEANING SERVICE: RAKOW	10-25-6	1,190.00
AW15853 GENERAL CLEANING SERVICE	10-25-6	2,150.00
AW15860 REPAIR/MAINT. OF BUILDING	60-25-6	7,895.00
CONFERENCE FOOD & BEVERAGE (6685)	08/13/24 CK# 149195	\$182.64
06282024 RM ALA CC PYMT (6423) FOR CONFERENCES: ALL EXPENSES	10-25-6	182.64
CONFERENCE FOOD & BEVERAGE (6685)	08/13/24 CK# 149196	\$124.03
06282024 ALA AF CC PYMT (6428) FOR CONFERENCES: ALL EXPENSES	10-25-6	124.03
DAVEY TREE EXPERT COMPANY (975)	08/13/24 CK# 149192	\$14,513.00
918647276 REPAIR/MAINT. OF GRDS: RAKOW	60-25-6	711.00
918647276 REPAIR/MAINT. OF GROUNDS	60-25-6	6,962.00
918758747 REPAIR/MAINT. OF GRDS: RAKOW	60-25-6	3,060.00
918758747 REPAIR/MAINT. OF GROUNDS	60-25-6	3,780.00
FACEBOOK (6067)	08/13/24 CK# 149194	\$200.00
QPPYW5Y6P2 CC PYMT (6421) FOR PUBLIC RELATIONS: GENERAL	10-25-6	200.00
ILLINOIS LIBRARY ASSOCIATION (3822)	08/13/24 CK# 149193	\$200.00
282841 BM DUES & MEMBERSHIPS	10-25-6	200.00
KIWANIS CLUB OF ELGIN (3793)	08/13/24 CK# 149197	\$50.00
8306 DUES & MEMBERSHIPS	10-25-6	50.00
MARRIOTT (6309)	08/13/24 CK# 149196	\$2,056.01
0628 RM CC PYMT (6428) FOR CONFERENCES: ALL EXPENSES	10-25-6	1,213.76
324735434 CC PYMT (6428) FOR CONFERENCES: ALL EXPENSES	10-25-6	842.25
MIDWEST FIRST AID & SAFETY LLC (6609)	08/13/24 CK# 149198	\$227.32
925 RISK MANAGEMENT: FACILITIES	50-25-6	227.32
NATIONAL LIFT TRUCK, INC. (3896)	08/13/24 CK# 149199	\$2,000.00
IV240511028 RISK MANAGEMENT: FACILITIES	50-25-6	2,000.00
NATIONAL SOFTWASH, INC. (5941)	08/13/24 CK# 149200	\$2,700.00
24205 REPAIR/MAINT. OF BUILDING	60-25-6	2,700.00
SHALES MC NUTT CONSTRUCTION (4170)	08/13/24 CK# 149201	\$31,880.00
22-031-02 SE EXPANSION	10-25-6	31,880.00
STUDIO GC (5252)	08/13/24 CK# 149202	\$132,482.42
21043.14 ADJ SE EXPANSION	10-25-6	131,756.47
21043A.07 SE EXPANSION	10-25-6	725.95
TODAY'S BUSINESS SOLUTIONS, INC. (3346)	08/13/24 CK# 149203	\$299.36
072924-37 CONTINGENCY	10-25-6	299.36

GAIL BORDEN PUBLIC LIBRARY DISTRICT
 PRIOR YEAR BILLS PAID REPORT FOR JULY, 2024
 SUMMARY ALL FUNDS

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BANK ACCOUNT	BANK	DESCRIPTION	AMOUNT	
10-10-0	01	GENERAL FUND-CASH - GENERAL FUND	171,869.71	*
50-10-0	01	LIABILITY INS. FUND-CASH - LIAB. & RISK FUND	2,227.32	*
60-10-0	01	BUILDING & EQUIPMENT FUND-CASH - B & E FUND	27,603.00	*
TOTAL ALL FUNDS			201,700.03	**

NUMBER	DESCRIPTION	MONTH ACTIVITY	YEAR ACTIVITY	PRCT. USED	BUDGET AMOUNT	REMAINING
<u>GENERAL FUND</u>						
10-30	PROPERTY TAXES	5,253,215.42	16,223,274.83	101.16	16,037,100	-186,174.83
10-31	REPLACEMENT TAXES	-28,722.60	311,107.23	83.32	373,400	62,292.77
10-32	INTEREST EARNED	42,646.25	566,238.05	311.12	182,000	-384,238.05
10-33	FINES AND FEES	17,559.23	214,987.99	109.69	196,000	-18,987.99
10-34	MISCELLANEOUS INCOME	0.00	1,752.52	109.53	1,600	-152.52
10-35	DEVELOPER FEES	11,958.15	115,499.46	144.37	80,000	-35,499.46
10-36	GRANTS	1,499.07	222,611.90	89.04	250,000	27,388.10
10-39	MISCELLANEOUS	4,193.00	106,974.51	96.90	110,400	3,425.49
**TOTAL	GENERAL FUND	5,302,348.52	17,762,446.49	103.09	17,230,500	-531,946.49
<u>I.M.R.F. FUND</u>						
20-30	PROPERTY TAXES	247,571.37	835,998.70	96.25	868,600	32,601.30
20-31	REPLACEMENT TAXES	-1,020.17	11,049.98	95.26	11,600	550.02
**TOTAL	I.M.R.F. FUND	246,551.20	847,048.68	96.23	880,200	33,151.32
<u>SOCIAL SECURITY FUND</u>						
30-30	PROPERTY TAXES	241,229.60	730,394.64	102.11	715,300	-15,094.64
**TOTAL	SOCIAL SECURITY FUND	241,229.60	730,394.64	102.11	715,300	-15,094.64
<u>AUDIT FUND</u>						
40-30	PROPERTY TAXES	4,947.25	16,041.72	98.42	16,300	258.28
**TOTAL	AUDIT FUND	4,947.25	16,041.72	98.42	16,300	258.28
<u>LIABILITY INS. FUND</u>						
50-30	PROPERTY TAXES	98,972.65	302,576.49	102.08	296,400	-6,176.49
50-39	MISCELLANEOUS	0.00	8,258.05	0.00	0	-8,258.05
**TOTAL	LIABILITY INS. FUND	98,972.65	310,834.54	104.87	296,400	-14,434.54
<u>BUILDING & EQUIPMENT FUND</u>						
60-30	PROPERTY TAXES	247,436.29	764,443.31	99.76	766,300	1,856.69
**TOTAL	BUILDING & EQUIPMENT FUND	247,436.29	764,443.31	99.76	766,300	1,856.69
<u>BUILDING RESERVE FUND</u>						
90-32	INTEREST EARNED	1,890.29	34,954.49	349.54	10,000	-24,954.49
**TOTAL	BUILDING RESERVE FUND	1,890.29	34,954.49	349.54	10,000	-24,954.49
<u>BRANCH BUILDING PROJECT FUND</u>						
95-32	INTEREST EARNED	0.00	0.00	0.00	175,000	175,000.00
95-37	GRANTS RECEIVED	0.00	0.00	0.00	2,391,500	2,391,500.00
**TOTAL	BRANCH BUILDING PROJECT FUND	0.00	0.00	0.00	2,566,500	2,566,500.00
<u>GIFT FUND</u>						
98-39	MISCELLANEOUS	25.00	21,228.13	21.23	100,000	78,771.87
**TOTAL	GIFT FUND	25.00	21,228.13	21.23	100,000	78,771.87
GRAND TOTAL		6,143,400.80	20,487,392.00	90.73	22,581,500	2,094,108.00

GAIL BORDEN PUBLIC LIBRARY DISTRICT
 REVENUE ACCUM FOR JUNE, 2024
 RECAP BY FUND

NUMBER	DESCRIPTION	MONTH ACTIVITY	YEAR ACTIVITY	PRCT. USED	BUDGET AMOUNT	REMAINING
<u>FUND SUMMARY</u>						
10	GENERAL	5,302,348.52	17,762,446.49	103.09	17,230,500	-531,946.49
20	I.M.R.F	246,551.20	847,048.68	96.23	880,200	33,151.32
30	SOCIAL SECURITY	241,229.60	730,394.64	102.11	715,300	-15,094.64
40	AUDIT	4,947.25	16,041.72	98.42	16,300	258.28
50	LIABILITY INS.	98,972.65	310,834.54	104.87	296,400	-14,434.54
60	BUILDING & EQUIPMENT	247,436.29	764,443.31	99.76	766,300	1,856.69
90	SPECIAL/BUILDING RESERVE	1,890.29	34,954.49	349.54	10,000	-24,954.49
95	BRANCH BULIDING PROJECT	0.00	0.00	0.00	2,566,500	2,566,500.00
98	GIFT	25.00	21,228.13	21.23	100,000	78,771.87
	TOTALS ALL FUNDS	6,143,400.80	20,487,392.00	90.73	22,581,500	2,094,108.00

VT NUMBER	DESCRIPTION	MONTH ACTIVITY	YEAR ACTIVITY	PRCT. USED	WORKING BUDGET	BUDGET REMAINING	PRCT. APPROP.	APPROP.
<u>GENERAL FUND</u>								
<u>SALARIES & BENEFITS</u>								
10-41-100-0	SALARIES & WAGES/ADMINISTRATION	151,000.16	1,714,953.53	99.42	1,725,000	10,046.47	90.26	1,900,000
10-41-101-0	SALARIES & WAGES/LIBR. & SUPERV.	315,971.45	3,694,613.14	97.61	3,785,000	90,386.86	88.60	4,170,200
10-41-102-0	SALARIES & WAGES/SUPPORT	328,409.91	3,612,160.79	97.76	3,695,000	82,839.21	88.73	4,071,000
10-41-103-0	SALARIES & WAGES/MAINTENANCE	36,361.10	391,513.63	96.67	405,000	13,486.37	87.63	446,800
10-41-110-0	HEALTH, DENTAL & VISION INSURANCE	75,727.93	1,079,743.93	87.43	1,235,000	155,256.07	71.98	1,500,000
10-41-111-0	LIFE INSURANCE	0.00	9,744.13	99.43	9,800	55.87	81.20	12,000
*TOTAL	SALARIES & BENEFITS	907,470.55	10,502,729.15	96.76	10,854,800	352,070.85	86.80	12,100,000
<u>CONTRACTUAL SERVICES</u>								
10-42-200-0	NATURAL GAS	13,616.65	90,311.81	112.89	80,000	-10,311.81	92.15	98,000
10-42-200-5	NATURAL GAS: RAKOW	-462.64	2,908.28	67.63	4,300	1,391.72	55.93	5,200
10-42-200-7	NATURAL GAS: SOUTH ELGIN	92.12	1,516.70	36.11	4,200	2,683.30	29.74	5,100
10-42-200-9	NATURAL GAS: DAVIS ROAD	48.48	265.20	0.00	0	-265.20	0.00	0
10-42-201-0	ELECTRICITY	52,068.78	287,173.80	114.87	250,000	-37,173.80	95.09	302,000
10-42-201-5	ELECTRICITY: RAKOW	4,904.21	27,949.34	79.86	35,000	7,050.66	65.00	43,000
10-42-201-7	ELECTRICITY: SOUTH ELGIN	884.50	5,737.32	110.33	5,200	-537.32	91.07	6,300
10-42-201-9	ELECTRICITY: DAVIS ROAD	339.34	803.12	0.00	0	-803.12	0.00	0
10-42-202-0	WATER & SEWER	3,932.87	21,196.06	111.56	19,000	-2,196.06	92.16	23,000
10-42-202-5	WATER & SEWER: RAKOW	993.18	6,070.86	121.42	5,000	-1,070.86	101.18	6,000
10-42-202-7	WATER & SEWER: SOUTH ELGIN	726.79	3,350.03	139.58	2,400	-950.03	115.52	2,900
10-42-202-9	WATER & SEWER: DAVIS ROAD	42.22	42.22	0.00	0	-42.22	0.00	0
10-42-203-1	TELEPHONE/LINE CHARGES	5,155.01	29,713.47	40.59	73,200	43,486.53	33.39	89,000
10-42-203-3	TELEPHONE/MAINTENANCE & SERVICE	3,791.12	11,913.00	86.96	13,700	1,787.00	72.20	16,500
10-42-203-4	TELEPHONE: MOBILE	1,482.62	8,003.79	84.25	9,500	1,496.21	66.70	12,000
10-42-204-0	COMMON AREA MAINT: SO ELGIN	3,014.46	36,173.52	99.93	36,200	26.48	80.39	45,000
10-42-204-5	REAL ESTATE TAXES	0.00	4,964.72	99.29	5,000	35.28	82.75	6,000
10-42-204-9	LEASE: DAVIS ROAD	1,866.67	15,466.68	0.00	0	-15,466.68	0.00	0
10-42-205-0	BANKING FEES	1,064.75	14,287.78	113.40	12,600	-1,687.78	89.30	16,000
10-42-206-0	DEBT CERT PRINCIPAL	0.00	125,000.00	100.00	125,000	0.00	95.42	131,000
10-42-206-5	DEBT CERT INTEREST	0.00	12,102.10	97.60	12,400	297.90	86.44	14,000
10-42-209-0	STORAGE/MOVING	650.00	8,964.00	106.71	8,400	-564.00	88.75	10,100
10-42-210-0	POSTAGE & SHIPPING	-52.70	12,570.21	78.56	16,000	3,429.79	62.85	20,000
10-42-215-0	COLLECTION AGENCY	2,620.10	15,451.46	128.76	12,000	-3,451.46	103.01	15,000
10-42-220-2	LEGAL PUBLICATIONS	0.00	1,934.87	96.74	2,000	65.13	77.39	2,500
10-42-222-1	PUBLIC RELATIONS: NEWSLETTER	22,302.00	128,120.00	80.08	160,000	31,880.00	66.73	192,000
10-42-222-2	PUBLIC RELATIONS: GENERAL	1,033.90	17,821.34	67.25	26,500	8,678.66	55.69	32,000
10-42-225-1	CONSULT. & PROF. FEES:LEGAL	72.00	7,734.00	51.56	15,000	7,266.00	42.97	18,000
10-42-225-2	CONSULT. & PROF. FEES:OTHER	9,110.25	110,614.84	73.74	150,000	39,385.16	61.45	180,000
10-42-230-1	PUBLIC PROGRAMMING:HISPANIC SVCS	2,111.60	10,133.64	92.12	11,000	866.36	72.38	14,000
10-42-230-2	PUBLIC PROGRAMMING:YOUTH	1,843.21	19,047.39	90.70	21,000	1,952.61	73.26	26,000
10-42-230-3	PUBLIC PROGRAMMING:COMMUNITY SVCS	4,461.48	36,814.29	85.61	43,000	6,185.71	71.07	51,800
10-42-230-4	PUBLIC PROGRAMMING: TRANSLATION	215.30	1,562.79	78.14	2,000	437.21	65.12	2,400
10-42-230-5	DIGITAL LITERACY CLASSES	750.00	2,450.00	49.00	5,000	2,550.00	40.83	6,000
10-42-230-6	PUBLIC PROGRAMMING: STUDIO/INFO SVC	0.00	173.88	14.49	1,200	1,026.12	10.23	1,700
10-42-230-7	DIGITAL LIT CLASSES BILINGUAL	1,700.00	4,760.00	86.55	5,500	740.00	71.04	6,700
10-42-230-8	DIGITAL LIT CLASSES BRANCHES	1,050.00	3,000.00	40.00	7,500	4,500.00	30.93	9,700
10-42-235-0	GENERAL CLEANING SERVICE	14,043.00	179,248.68	97.95	183,000	3,751.32	80.74	222,000
10-42-235-5	GENERAL CLEANING SERVICE: RAKOW	5,370.00	41,155.00	86.46	47,600	6,445.00	68.59	60,000
10-42-235-7	GENERAL CLEANING SVC: SOUTH ELGIN	2,710.00	30,180.00	63.40	47,600	17,420.00	50.30	60,000
10-42-240-0	PRINTING: OUTSIDE	2,500.03	7,857.98	82.72	9,500	1,642.02	65.48	12,000
10-42-245-0	COPIER LEASES	1,015.65	12,086.95	99.89	12,100	13.05	81.67	14,800
10-42-245-1	COPIER LEASES: PRAD	1,642.00	19,704.00	99.52	19,800	96.00	82.10	24,000
10-42-245-2	COPIER/VIEWSCAN MAINTENANCE	1,084.36	8,041.64	35.74	22,500	14,458.36	29.78	27,000
10-42-245-3	COPIER MAINTENANCE: PRAD	6,099.46	21,709.78	102.89	21,100	-609.78	85.47	25,400

VT NUMBER	DESCRIPTION	MONTH ACTIVITY	YEAR ACTIVITY	PRCT. USED	WORKING BUDGET	BUDGET REMAINING	PRCT. APPROP.	APPROP.
10-42-250-0	BINDING	1,049.43	1,756.16	117.08	1,500	-256.16	87.81	2,000
10-42-255-1	ONLINE COMPUTER SERVICES	5,853.57	81,926.75	88.19	92,900	10,973.25	71.24	115,000
10-42-255-2	COMPUTER MAINTENANCE	-3,579.89	226,344.33	78.05	290,000	63,655.67	64.67	350,000
10-42-255-3	ONLINE COMPUTER SVCS: ACCESS SVCS	10,171.58	73,703.91	121.42	60,700	-13,003.91	98.27	75,000
10-42-255-4	COMPUTER MAINT: ACCESS SVCS	2,675.00	153,590.82	97.27	157,900	4,309.18	80.84	190,000
10-42-260-0	COMPUTER CATALOG SERVICE	106.50	30,582.85	99.29	30,800	217.15	78.42	39,000
10-42-265-0	MATERIAL PROCESSING SERVICES	12,787.28	118,253.13	98.54	120,000	1,746.87	79.90	148,000
10-42-270-0	VEHICLE MAINTENANCE: MOBILE SVCS	3,615.63	27,350.61	136.75	20,000	-7,350.61	105.19	26,000
10-42-270-1	VEHICLE MAINTENANCE: FACILITIES	1,353.70	5,989.91	59.90	10,000	4,010.09	42.79	14,000
10-42-270-2	SAMLL EQUIP MAINT.: OFFICE	362.76	3,614.22	76.90	4,700	1,085.78	63.41	5,700
10-42-270-3	SMALL EQUIP MAINT: A-V	0.00	2,282.18	99.23	2,300	17.82	81.51	2,800
10-42-275-0	PAYROLL PROCESSING	3,592.32	42,608.92	102.18	41,700	-908.92	83.55	51,000
10-42-280-0	DUES & MEMBERSHIPS	1,996.00	21,124.64	105.62	20,000	-1,124.64	88.02	24,000
10-42-290-1	CONTINUING ED: REGISTRATION/FEES	2,624.02	21,712.99	54.28	40,000	18,287.01	45.24	48,000
10-42-290-2	CONTINUING EDUCATION:TRAVEL & MEALS	959.23	4,533.87	56.67	8,000	3,466.13	45.34	10,000
10-42-290-3	CONFERENCES: ALL EXPENSES	5,418.51	41,528.80	75.51	55,000	13,471.20	61.07	68,000
10-42-290-4	CONTINUING ED: TAP	3,810.00	9,130.00	86.95	10,500	1,370.00	65.21	14,000
10-42-290-5	TELECOMMUTING EXPENSES	225.00	885.00	44.25	2,000	1,115.00	36.88	2,400
10-42-299-0	CONTINGENCY	357.68	2,550.71	51.01	5,000	2,449.29	42.51	6,000
*TOTAL	CONTRACTUAL SERVICES	229,271.09	2,275,556.34	90.48	2,515,000	239,443.66	74.73	3,045,000
<u>SUPPLIES</u>								
10-43-300-1	OFFICE SUPPLIES/GENERAL	955.39	7,451.67	74.52	10,000	2,548.33	64.80	11,500
10-43-300-2	OFFICE SUPPLIES/COMPUTER	2,219.84	32,773.77	98.72	33,200	426.23	84.04	39,000
10-43-300-5	DIGITAL SERVICES MERCHANDISE	0.00	796.59	79.66	1,000	203.41	72.42	1,100
10-43-301-0	SUPPLIES: WORK APPAREL	638.98	4,732.57	72.81	6,500	1,767.43	62.27	7,600
10-43-305-0	VOLUNTEERS	278.05	4,703.80	72.37	6,500	1,796.20	61.89	7,600
10-43-310-0	MATERIALS PROCESSING SUPPLIES	1,185.49	17,843.41	95.93	18,600	756.59	81.11	22,000
10-43-320-0	DUPLICATING: PAPER/COPY SHOP SUPPL	4,377.58	16,574.06	114.30	14,500	-2,074.06	97.49	17,000
10-43-330-0	GRAPHICS SUPPLIES	2,064.35	8,581.73	84.13	10,200	1,618.27	71.51	12,000
10-43-330-1	ARTS & CRAFTS SUPPLIES: YOUTH	600.42	3,749.27	93.73	4,000	250.73	79.77	4,700
10-43-330-2	ARTS & CRAFTS SUPPLIES: PUBLIC SVCS	1,077.16	1,719.66	74.77	2,300	580.34	62.53	2,750
10-43-330-3	ARTS & CRAFTS SUPPLIES: COMM SVCS	389.07	1,699.01	80.91	2,100	400.99	69.35	2,450
10-43-335-0	EXHIBITS AND DISPLAYS	3,411.25	27,199.51	90.67	30,000	2,800.49	77.27	35,200
10-43-340-0	ANIMAL CARE & FEEDING	710.00	4,245.00	98.72	4,300	55.00	84.90	5,000
10-43-350-0	FUEL/GASOLINE: FACILITES	536.60	3,716.35	61.94	6,000	2,283.65	52.34	7,100
10-43-350-1	FUEL/GASOLINE: MOBILE SERVICES	789.87	4,173.45	52.17	8,000	3,826.55	44.40	9,400
10-43-360-0	FOOD & BEVERAGE: ADMIN	255.71	6,340.32	93.24	6,800	459.68	79.25	8,000
10-43-360-1	FOOD & BEVERAGE: PUBLIC SVCS	388.20	2,235.54	82.80	2,700	464.46	72.11	3,100
10-43-360-2	FOOD & BEVERAGE: COMMUNITY SVCS	425.10	1,559.61	64.98	2,400	840.39	57.76	2,700
10-43-360-3	FOOD & BEVERAGE: PRAD	140.06	687.94	137.59	500	-187.94	125.08	550
10-43-360-5	FOOD & BEVERAGE: ACCESS	113.84	333.63	111.21	300	-33.63	95.32	350
10-43-360-6	FOOD & BEVERAGE: OTHER	242.48	580.92	23.24	2,500	1,919.08	20.75	2,800
10-43-370-0	JANITORIAL SUPPLIES	13,837.55	101,009.83	120.25	84,000	-17,009.83	100.21	100,800
10-43-380-0	ELECTRICAL SUPPLIES/BULBS	-494.90	5,181.52	51.82	10,000	4,818.48	45.06	11,500
10-43-399-0	MISCELLANEOUS	255.73	3,394.99	67.90	5,000	1,605.01	58.53	5,800
*TOTAL	SUPPLIES	34,397.82	261,284.15	96.27	271,400	10,115.85	81.65	320,000
<u>MATERIALS</u>								
10-44-400-0	BOOKS: LEASING	76.55	98,202.02	99.19	99,000	797.98	83.22	118,000
10-44-400-1	BOOKS: ADULT	22,408.19	137,895.13	94.45	146,000	8,104.87	79.02	174,500
10-44-400-2	BOOKS: YOUTH	13,368.33	88,895.14	96.63	92,000	3,104.86	80.81	110,000
10-44-400-4	IN-HOUSE REFERENCE	304.95	1,033.23	79.48	1,300	266.77	68.88	1,500
10-44-400-5	BOOKS: BRANCH ADULT	4,624.18	28,873.73	96.25	30,000	1,126.27	81.33	35,500
10-44-400-6	BOOKS: BRANCH YOUTH	3,177.38	17,278.20	90.94	19,000	1,721.80	77.13	22,400
10-44-410-0	PERIODICALS	99.00	13,720.33	94.62	14,500	779.67	80.71	17,000

VT NUMBER	DESCRIPTION	MONTH ACTIVITY	YEAR ACTIVITY	PRCT. USED	WORKING BUDGET	BUDGET REMAINING	PRCT. APPROP.	APPROP.
10-44-410-5	PERIODICALS: BRANCH	676.00	4,347.52	86.95	5,000	652.48	74.96	5,800
10-44-420-1	AUDIO-VISUAL: ADULT	11,066.91	79,736.88	78.95	101,000	21,263.12	67.01	119,000
10-44-420-2	AUDIO-VISUAL: YOUTH	2,465.87	14,247.28	94.98	15,000	752.72	83.81	17,000
10-44-420-3	TOYS & KITS: COMM SERVICES	252.89	2,254.57	102.48	2,200	-54.57	90.18	2,500
10-44-420-5	AUDIO-VISUAL: BRANCH ADULT	3,570.67	23,964.90	82.64	29,000	5,035.10	72.62	33,000
10-44-420-6	AUDIO-VISUAL: BRANCH YOUTH	750.36	4,886.23	75.17	6,500	1,613.77	65.15	7,500
10-44-430-0	DIGITIZATION AND PRESERVATION	6,126.04	17,263.36	101.55	17,000	-263.36	86.32	20,000
10-44-435-0	ELECTRONIC RESOURCES: DATABASES	0.00	149,615.16	99.74	150,000	384.84	84.05	178,000
10-44-435-1	ELECTRONIC RESOURCES: IN-HOUSE	2,394.00	26,444.63	105.78	25,000	-1,444.63	91.19	29,000
10-44-435-2	ELECTRONIC RESOURCES: EBOOKS	28,352.18	203,321.56	96.82	210,000	6,678.44	81.33	250,000
10-44-435-3	ELECTRONIC RESOURCES: STREAMING	38,999.74	261,570.59	121.66	215,000	-46,570.59	103.80	252,000
10-44-435-4	ELECT RESOURCES: PLATFORM FEES	0.00	53,564.57	100.87	53,100	-464.57	86.39	62,000
10-44-435-5	ELECT RESOURCES: PUBLIC RELATIONS	3,210.42	26,180.47	87.56	29,900	3,719.53	77.00	34,000
10-44-440-0	TOYS & KITS: KIDSPACE	2,944.71	8,981.23	99.79	9,000	18.77	83.94	10,700
10-44-440-1	GAMES: STUDIO	0.00	178.94	35.79	500	321.06	29.82	600
*TOTAL	MATERIALS	144,868.37	1,262,455.67	99.41	1,270,000	7,544.33	84.16	1,500,000
	<u>EQUIPMENT</u>							
10-45-500-0	COMPUTER EQUIPMENT	35,651.72	215,567.76	92.60	232,800	17,232.24	77.26	279,000
10-45-510-0	FURNITURE AND FIXTURES	16,495.96	171,039.95	85.52	200,000	28,960.05	71.36	239,700
10-45-520-0	OFFICE EQUIPMENT	0.00	10,098.01	49.99	20,200	10,101.99	42.08	24,000
10-45-530-0	AUDIO-VISUAL EQUIPMENT	678.09	7,980.30	39.51	20,200	12,219.70	33.25	24,000
10-45-540-0	SMALL LIBRARY EQUIPMENT	637.51	3,984.45	65.32	6,100	2,115.55	54.58	7,300
10-45-599-0	CONTINGENCY	0.00	276.20	5.52	5,000	4,723.80	4.60	6,000
*TOTAL	EQUIPMENT	53,463.28	408,946.67	84.44	484,300	75,353.33	70.51	580,000
	<u>CAPITAL IMPROVEMENTS</u>							
10-49-900-0	CAPITAL IMPROVEMENTS	101,751.42	227,542.09	55.30	411,500	183,957.91	37.92	600,000
10-49-930-0	SE EXPANSION	164,362.42	183,859.67	13.91	1,321,500	1,137,640.33	10.10	1,820,000
*TOTAL	CAPITAL IMPROVEMENTS	266,113.84	411,401.76	23.74	1,733,000	1,321,598.24	17.00	2,420,000
**TOTAL	GENERAL FUND	1635,584.95	15,122,373.74	88.29	17,128,500	2,006,126.26	75.74	19,965,000
	<u>I.M.R.F. FUND</u>							
	<u>SALARIES & BENEFITS</u>							
20-41-100-0	LIBRARY'S CONTRIBUTION TO IMRF	68,684.07	801,620.18	97.17	825,000	23,379.82	86.66	925,000
*TOTAL	SALARIES & BENEFITS	68,684.07	801,620.18	97.17	825,000	23,379.82	86.66	925,000
**TOTAL	I.M.R.F. FUND	68,684.07	801,620.18	97.17	825,000	23,379.82	86.66	925,000
	<u>SOCIAL SECURITY FUND</u>							
	<u>SALARIES & BENEFITS</u>							
30-41-100-0	LIBRARY'S CONTRIBUTION TO FICA	62,463.48	705,745.87	98.02	720,000	14,254.13	86.07	820,000
*TOTAL	SALARIES & BENEFITS	62,463.48	705,745.87	98.02	720,000	14,254.13	86.07	820,000
**TOTAL	SOCIAL SECURITY FUND	62,463.48	705,745.87	98.02	720,000	14,254.13	86.07	820,000
	<u>AUDIT FUND</u>							
	<u>CONTRACTUAL SERVICES</u>							
40-42-200-0	AUDIT EXPENSES	0.00	15,400.00	96.25	16,000	600.00	85.56	18,000
*TOTAL	CONTRACTUAL SERVICES	0.00	15,400.00	96.25	16,000	600.00	85.56	18,000
**TOTAL	AUDIT FUND	0.00	15,400.00	96.25	16,000	600.00	85.56	18,000

VT NUMBER	DESCRIPTION	MONTH ACTIVITY	YEAR ACTIVITY	PRCT. USED	WORKING BUDGET	BUDGET REMAINING	PRCT. APPROP.	APPROP.
<u>LIABILITY INS. FUND</u>								
<u>SALARIES & BENEFITS</u>								
50-41-100-0	WORKERS COMPENSATION INSURANCE	7,045.25	31,028.25	96.96	32,000	971.75	80.59	38,500
50-41-110-0	UNEMPLOYMENT COMPENSATION INSURANC	0.00	10,023.34	62.65	16,000	5,976.66	52.20	19,200
*TOTAL	SALARIES & BENEFITS	7,045.25	41,051.59	85.52	48,000	6,948.41	71.15	57,700
<u>CONTRACTUAL SERVICES</u>								
50-42-200-0	GENERAL INSURANCE	2,781.50	138,958.50	99.26	140,000	1,041.50	81.03	171,500
50-42-210-0	RISK MANAGEMENT: FACILITIES	8,065.41	63,036.54	115.45	54,600	-8,436.54	96.09	65,600
50-42-210-1	RISK MANAGEMENT: HR	0.00	6,139.00	52.03	11,800	5,661.00	43.23	14,200
50-42-210-2	RISK MANAGEMENT: PROJECTS	13,840.00	28,806.09	96.02	30,000	1,193.91	80.02	36,000
*TOTAL	CONTRACTUAL SERVICES	24,686.91	236,940.13	100.23	236,400	-540.13	82.47	287,300
**TOTAL	LIABILITY INS. FUND	31,732.16	277,991.72	97.75	284,400	6,408.28	80.58	345,000
<u>BUILDING & EQUIPMENT FUND</u>								
<u>CONTRACTUAL SERVICES</u>								
60-42-200-0	REPAIR/MAINT. OF BUILDING	26,830.79	214,038.74	108.65	197,000	-17,038.74	90.69	236,000
60-42-200-5	REPAIR/MAINT. OF BLDG: RAKOW	6,359.50	40,700.84	111.82	36,400	-4,300.84	93.35	43,600
60-42-200-7	REPAIR/MAINT. OF BLDG: SOUTH ELGIN	1,590.00	8,601.16	86.01	10,000	1,398.84	72.28	11,900
60-42-210-0	REPAIR/MAINT. OF GROUNDS	27,364.76	140,863.61	88.04	160,000	19,136.39	73.44	191,800
60-42-210-5	REPAIR/MAINT. OF GRDS: RAKOW	14,236.00	65,643.80	114.16	57,500	-8,143.80	95.41	68,800
60-42-210-7	REPAIR/MAINT. OF GRDS: SOUTH ELGIN	0.00	0.00	0.00	2,500	2,500.00	0.00	2,900
60-42-220-0	REPAIR/MAINT. OF HVAC	21,826.80	156,197.96	120.15	130,000	-26,197.96	100.13	156,000
60-42-220-5	REPAIR/MAINT. HVAC: RAKOW	1,184.16	24,422.13	80.07	30,500	6,077.87	66.73	36,600
60-42-220-7	REPAIR/MAINT. HVAC: SOUTH ELGIN	417.84	3,150.91	63.02	5,000	1,849.09	52.52	6,000
60-42-230-0	REPAIR/MAINT. OF OTHER MAINT. EQUIP	0.00	1,241.95	19.71	6,300	5,058.05	16.56	7,500
60-42-299-0	CONTINGENCY	1,059.02	30,008.02	60.02	50,000	19,991.98	50.01	60,000
*TOTAL	CONTRACTUAL SERVICES	100,868.87	684,869.12	99.95	685,200	330.88	83.41	821,100
<u>SUPPLIES</u>								
60-43-320-0	BUILDING & GROUNDS SUPPLIES	1,871.81	22,623.98	97.94	23,100	476.02	81.68	27,700
60-43-340-0	CHEMICALS/WATER TREATMENT	1,202.00	1,202.00	80.13	1,500	298.00	66.78	1,800
60-43-370-0	SIGNAGE	69.80	579.91	10.94	5,300	4,720.09	9.20	6,300
60-43-399-0	MISCELLANEOUS	18.09	1,986.21	39.72	5,000	3,013.79	33.66	5,900
*TOTAL	SUPPLIES	3,161.70	26,392.10	75.62	34,900	8,507.90	63.29	41,700
<u>EQUIPMENT</u>								
60-45-500-2	MAINTENANCE EQUIPMENT: UNDER \$1000	102.53	4,777.24	95.54	5,000	222.76	79.62	6,000
60-45-599-0	MISCELLANEOUS	74.00	74.00	7.40	1,000	926.00	6.17	1,200
*TOTAL	EQUIPMENT	176.53	4,851.24	80.85	6,000	1,148.76	67.38	7,200
**TOTAL	BUILDING & EQUIPMENT FUND	104,207.10	716,112.46	98.62	726,100	9,987.54	82.31	870,000
<u>BUILDING RESERVE FUND</u>								
<u>CONTRACTUAL SERVICES</u>								
90-42-205-0	INVESTMENT FEES	148.36	1,586.27	0.00	0	-1,586.27	0.00	0
*TOTAL	CONTRACTUAL SERVICES	148.36	1,586.27	0.00	0	-1,586.27	0.00	0
<u>CAPITAL IMPROVEMENTS</u>								
90-50-900-0	CAPITAL EXPENDITURES	0.00	0.00	0.00	500,000	500,000.00	0.00	710,400
*TOTAL	CAPITAL IMPROVEMENTS	0.00	0.00	0.00	500,000	500,000.00	0.00	710,400
**TOTAL	BUILDING RESERVE FUND	148.36	1,586.27	0.32	500,000	498,413.73	0.22	710,400

VT NUMBER	DESCRIPTION	MONTH ACTIVITY	YEAR ACTIVITY	PRCT. USED	WORKING BUDGET	BUDGET REMAINING	PRCT. APPROP.	APPROP.
<u>BRANCH BUILDING PROJECT FUND</u>								
<u>CONTRACTUAL SERVICES</u>								
95-42-201-0	CONSTRUCTION EXPENSES	0.00	0.00	0.00	2,391,500	2,391,500.00	0.00	2,566,500
*TOTAL	CONTRACTUAL SERVICES	0.00	0.00	0.00	2,391,500	2,391,500.00	0.00	2,566,500
**TOTAL	BRANCH BUILDING PROJECT FUND	0.00	0.00	0.00	2,391,500	2,391,500.00	0.00	2,566,500
<u>GIFT FUND</u>								
<u>SUPPLIES</u>								
98-43-399-0	GIFT FUND EXPENSES	0.00	4,483.43	5.94	75,500	71,016.57	0.75	600,500
*TOTAL	SUPPLIES	0.00	4,483.43	5.94	75,500	71,016.57	0.75	600,500
**TOTAL	GIFT FUND	0.00	4,483.43	5.94	75,500	71,016.57	0.75	600,500
<u>FUND SUMMARY</u>								
10	GENERAL	1635,584.95	15,122,373.74	88.29	17,128,500	2,006,126.26	75.74	19,965,000
20	I.M.R.F	68,684.07	801,620.18	97.17	825,000	23,379.82	86.66	925,000
30	SOCIAL SECURITY	62,463.48	705,745.87	98.02	720,000	14,254.13	86.07	820,000
40	AUDIT	0.00	15,400.00	96.25	16,000	600.00	85.56	18,000
50	LIABILITY INS.	31,732.16	277,991.72	97.75	284,400	6,408.28	80.58	345,000
60	BUILDING & EQUIPMENT	104,207.10	716,112.46	98.62	726,100	9,987.54	82.31	870,000
90	SPECIAL/BUILDING RESERVE	148.36	1,586.27	0.32	500,000	498,413.73	0.22	710,400
95	BRANCH BUILDING PROJECT	0.00	0.00	0.00	2,391,500	2,391,500.00	0.00	2,566,500
98	GIFT	0.00	4,483.43	5.94	75,500	71,016.57	0.75	600,500
	TOTALS ALL FUNDS	1902,820.12	17,645,313.67	77.85	22,667,000	5,021,686.33	65.79	26,820,400

**GAIL BORDEN PUBLIC LIBRARY DISTRICT
AUGUST 2024 BOARD MEETING**

REVENUES				
	<u>Working Budget</u>		<u>Actual</u>	
Taxes	\$ 20,225,000		\$ 2,546,613	12.6%
Fines and Fees	\$ 215,500			0.0%
Misc Income	\$ 489,300			0.0%
Developer Fees	\$ 120,000			0.0%
Grants	\$ 222,600			0.0%
Total Revenues	<u>\$ 21,272,400</u>		<u>\$ 2,546,613 *</u>	<u>12.0%</u>

EXPENDITURES				
	<u>Working Budget</u>		<u>Actual</u>	
Personnel	\$ 13,029,600		\$ 1,057,158	8.1%
Contractual Services	\$ 3,849,400		\$ 342,127	8.9%
Supplies	\$ 336,700		\$ 30,677	9.1%
Materials	\$ 1,408,700		\$ 162,292	11.5%
Equipment	\$ 397,400		\$ 24,075	6.1%
Capital Improvements	\$ 4,733,500		\$ 15,061	0.3%
Total Expenditures	<u>\$ 23,755,300</u>		<u>\$ 1,631,389 **</u>	<u>6.9%</u>

*tax receipts only through 08/08/2024

**invoices posted through 08/07/2024

Personnel				
FY 2024 25				
	Full Time	Part Time	Total	FTE
JULY	99	125	224	151.80
New Hires	0	1	1	0.75
Separations	0	2	2	0.48
Current	99	124	223	152.07

JULY	Hours	# of Vol	
	582	85	
YTD (Jan-Dec 2024)	5,444	295	2.79
YTD Value of Volunteer Hours			\$ 176,659



Main Library
270 N. Grove Ave
Elgin, IL 60120

Rakow Branch
2751 W. Bowes Rd
Elgin, IL 60124

South Elgin Branch
127 S. McLean Blvd
South Elgin, IL 60177

Security Report

#	Incident Date	Type of Incident	Location	Recommended Susp. Term	Police Called	Susp. Thru
234	07/11/24	Theft	Main	1 Year	No	7/11/2025
235	7/28/2024	Alarming and Disturbing Behavior Smoking Cannabis in the library Failure to Follow Staff Directives	Main	1 Year	No	7/28/2025
236	8/4/2024	Alarming and Disturbing Behavior Creating a Public Disturbance Possession of a Threatening Weapon Failure to Follow Staff Directives	Main	1 Year	Yes	8/4/2025
237	8/4/2024	Alarming and Disturbing Behavior involving the discharge of pepper spray at another individual thus affecting other innocent library users Creating a Public Disturbance Failure to Follow Staff Directives	Main	Permanent	Yes	8/4/2025

To: GBPLD Board of Trustees
From: Carole Medal
Subj: Early Learning Center Transformation

As I have previously discussed with the Board, the Early Learning Center, that is now over 20 years old, needs to be remodeled to better serve our young customers. What was cutting edge 20 years ago is no longer suited to the children of today. There is also a potential safety hazard with the aging climber. Since this is such a popular area, removing the climber will invoke unhappiness with our customers. So, we need to replace it with an inviting, engaging, and fun learning environment that will appeal to all.

Katie Clausen, Manager of the Early Learning Center, will be making a recorded presentation for the Board meeting about the importance of this ELC project and its positive effect on learning.

The entire project has an estimated cost of \$700,000.

Because of library funds now being used for the South Elgin Branch expansion, we earmarked only \$100,000 for the ELC in the FY 2024-25 Operating Budget thinking we would do the work in phases. However, after further consideration, I decided that it would be better for our customers to do the project all at once. There would be far less disruption if we closed the ELC only once rather than several times throughout the course of the project.

Included in the project would be:

- Lighting replacement
- Carpet replacement including the play area, picture book collection and gateway
- New paint
- Furniture and equipment
- Removing the glass wall that divides the KidSpace department
- Installing a new service desk that replaces 2 current service desks
- New look for the KidSpace entry and replacing wall panels in the gateway
- Architectural fees

Funding the project:

\$100,000	FY 2024-2025 Operating Budget
\$ 85,000	Donations in the Gift Fund earmarked for children's services
\$ 40,000	Seigle Foundation Grant
\$ 50,000	GBPLD Foundation (to be approved)
\$ 4,000	Kiwanis Golden K
\$421,000	Special Reserve Fund

If the Board approves this project, necessary bids will be prepared for the work which the board will approve later. Furniture and equipment will be purchased from Demco who is a member of the government procurement Omnia group. We also have received free design services from Demco.

August 8, 2024

AGREEMENT FOR INTERIOR DESIGN SERVICES GAIL BORDEN PUBLIC LIBRARY FLOORING REPLACEMENT, REPAINTING & LIGHTING

between

Gail Borden Public Library District, Elgin, IL
270 N. Grove
Elgin, IL 60120
c/o: Carole Medal

and

Engberg Anderson, Inc
8618 West Catalpa Avenue, Suite 1116
Chicago IL, 60656

Engberg Anderson Project No. TBD

Dear Carole,

Engberg Anderson is pleased to submit this proposal for interior design services related to flooring replacement Youth Services Service Design, Youth Services Entry, and lighting replacement. This proposal is based on our current understanding of the project. We ask that you review the scope, schedule and fee proposed and identify any concerns or questions in this regard.

SCOPE OF BASIC SERVICES

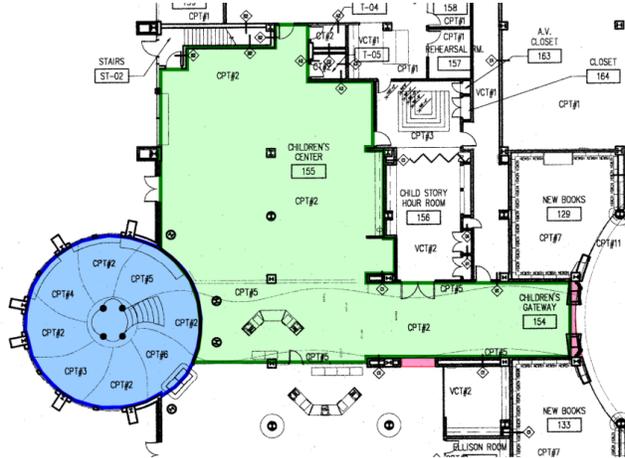
PROJECT UNDERSTANDING

The Library has a need to replace flooring, repaint and replace lighting in the Early Learning Center (ELC). Engberg Anderson has worked with the library to narrow down carpet, paint and lighting options prior to this agreement. Parallel to this work effort the Library is working with Demco to procure furnishings for the ELC. Engberg Anderson will coordinate with separate owner contracts. Engberg Anderson is not expected to manage the furniture procurement with Demco.

Carpeting and Painting

- Provide construction documents to replace the carpet at the main entry corridor, Picture Book area and ELC.
- Provide construction documents to repaint the ELC and Picture Book Area, finishes TBD.
- Carpets selected from Interface: Kerbstone, Sett in Stone, Moss, Flagstone, and Moss in Stone

Flooring Options



Lighting

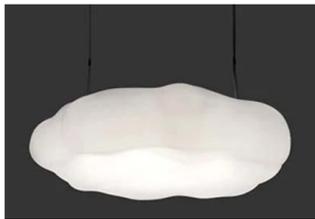
The current lighting in the ELC does not provide enough illumination leaving the space. The goal the project is to provide new LED main lighting and add in six decorative pendant lights to coordinate with the new theme of the space.

- Provide construction documents to replace and add light fixtures to the space.
- Provide individual control to the space.
- Decorative Light: Thorlux Cloud; standard LED can lights.

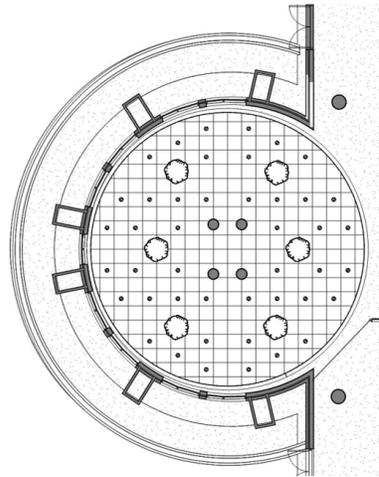
Lighting Design

44 Can Lights

6 Decorative Cloud Fixtures



Thorlux Cloud: 40x40

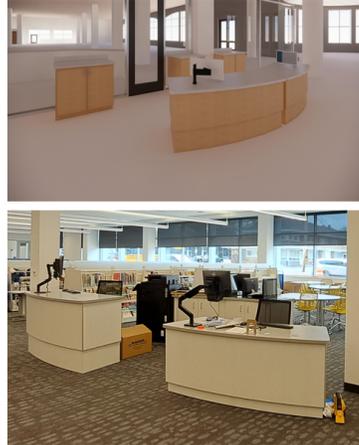
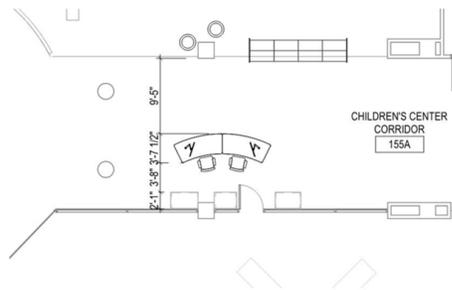


Youth Services Desk and Glass Wall

The Library would like to remove the glass wall that divides the youth services department and provide a new desk that can accommodate up to 4 staff members.

- Modify electrical as required and look at the ventilation for the full youth services department based on removing the wall.

Service Desk Options



Kids Entry

Modify the existing Kids Space entry by adding signage, wall graphics, lighting and a soffit.

Kids Entry Option 3b



SCHEDULE

The library desires to implement the desired improvements in an expeditious manner. The goal would be to complete the construction work in the winter of 2025. Summer construction sees higher bid costs due to competition with school work that is on-going and interference with Summer Reading Programs at the Library.

DELIVERY METHOD

The project is assumed to be design, bid, build for the carpet, paint and lighting.

METHODOLOGY

The methodology we propose for this project is simple and direct. We will complete a design workshop to review previous sections and finalize the finishes. Using this approach, we will complete the following tasks:

- Workshop 01: We convene a group of stakeholders from the Library to review flooring and paint options. This would include color, texture, pattern, cost, pile thickness. We would discuss the desk and look at finish options and placement. Additionally, we will review the lighting sections and complete a

site verification.

- Workshop 02: We would review the refinements based on comments from Workshop 01. Look and final modifications before we proceed to construction documents.
- Update the estimate.
- Finalize the construction documents and submit the documents for plan review. The scope includes one response and document update based on the AHJ review.
- Issue the documents for public Bid.
- Addenda as needed to respond to bidder questions
- Attend 1 pre-construction site visit and 1 bid opening.
- Responses to Requests for Information, Proposals, and Change Order Requests
- Submittal review
- 2 Site visits during construction and final job site observation at the end of the construction period.

ASSUMPTIONS

This Proposal assumes:

1. There will not be any major building system renovations as part of this project.
2. Documents prepared by the Architect will be prepared based upon reasonable assumptions derived from existing information provided by the Owner and from limited observation of accessible and visible existing conditions by the Architect without the benefit of extensive field measurements and investigation prohibited by expense and inconvenience to the Owner. It is understood and agreed that unforeseen conditions uncovered during the progress of the project may require changes in the project, resulting in additional cost and delay.
3. Existing base building systems are code compliant and have adequate capacity to support the project requirements. The design for modifications, replacements or replacement installations of the base building system to support the project will be considered an additional service.
4. New furniture and equipment are not part of this project. Coordination with Library procured furniture is included.

EXCLUSIONS

1. Invasive field takeoff to determine existing conditions that are not readily accessible or visible.
2. LEED criteria evaluation, energy modeling, calculation, justification, and documentation.
3. Assistance with grants and other related funding applications.
4. Revising equipment layout and connections, and floor plan modifications, after construction drawings and specifications are complete.
5. Value engineering or negotiating construction cost/scope with contractors and related document revisions after documents are complete.
6. Preparing record documents from as-built markups or files provided by contractors or verifying the accuracy and completeness of same.

FEE PROPOSAL

FEE

Based on this understanding, we propose to complete the outlined services for the following fees:

Expense	Fee
Architectural and Interior Design	\$27,000.00
Lighting & Electrical - IMEG	\$15,000.00

Total	\$42,000.00

REIMBURSABLE EXPENSES

In addition to the Fees, expenses incurred in the course of completing the work will be invoiced to the Client. Detailed records of reimbursable expenses shall be included in monthly invoices.

Overhead expenses associated with project engineering can be saved through direct payment of consultant invoices by the Library. If the Library elects direct payment to consultants, Engberg Anderson will still coordinate the work of the consultants and maintain overall project liability; provide review of consultant invoices; advise the Library as to the status of the work at the time each consultant invoice is received; and recommend amount of payments to each consultant at the time of invoice.

Expense of professional liability insurance dedicated exclusively to this Project or the expense of additional insurance coverage or limits requested by the Owner in excess of that normally carried by the Architect. The Architect currently maintains the coverages identified in the *Insurance Coverages Exhibit*.

Incidental expenses will be invoiced in accordance with the attached *Reimbursable Expenses Exhibit*.

PROGRESS PAYMENTS

Invoices shall be submitted monthly and shall reflect the status of the work at the time of the invoice. Payments based on the invoices shall be made in accordance with the Library’s established review and approval procedures and in accordance with the provisions of Local Government Prompt Payment Act, as amended, that call for payment within 30 days after approval of the invoice by the Board of Library Trustees (50ILCS 505/1 *et seq.*)

ADDITIONAL SERVICES

No additional service will be undertaken without a defined scope and written authorization. Any Additional Service will be itemized and invoiced against a limit established and agreed to in writing by both parties. Any additional service shall be invoiced separately to allow tracking of project expenses.

USE OF MATERIALS

The Architect agrees to furnish, upon completion of this Agreement, upon termination and upon demand by the Library, copies of all basic notes and sketches, charts, computations, and any other data prepared or obtained by the Architect pursuant to this Agreement, and without restrictions or limitation as to the use relative to specific Projects covered under this Agreement. In such event, the Architect shall not be liable for the use of such documents by the Library or others.

TERMINATION

Both parties acknowledge each other’s right to terminate this agreement with 15 days’ written notice and without cause. Upon such notification all product of the design effort completed to that point becomes the property of the Library and any fees earned to that point become due.

ATTACHMENTS

The following Exhibits are made part of this agreement:

- Exhibit 1: Reimbursable Expenses; Insurance Coverages Exhibit 2: Terms & Conditions of the Agreement For Projects Involving Construction

ACCEPTANCE

If you have questions concerning any aspect of this proposal, please call. We ask that an individual authorized to bind the Owner to this agreement sign two copies of the agreement. Keep one for your records and return the second to us. We will begin work upon receipt of a signed copy.

For
Engberg Anderson, Inc.

For
Gail Borden Public Library District

Signature:  _____

Signature: _____

Name: Joseph Huberty

Name: _____

Title: Partner

Title: _____

Date: August 8, 2024

Date: _____

Copied Shaun Kelly, Principal | Engberg Anderson

EA File Name: U:\PROJECTS\2023 3550\233644 Gail Borden AEOC\1-Project Administration\1-Contracts & Fees\1-Client\OAA-YS Flooring And Lighting 20240808.Docx

EXHIBIT 1: RATES, EXPENSES, INSURANCE

2024 HOURLY RATES

Invoices for basic and additional services will be based on time charged to the project during the invoice period. The time will be invoiced based on the following schedule up to the limits specified for each service or phase of the project.

Category	Hourly rate	Category	Hourly rate
Principal	\$165	Senior Interior Designer	\$115
Senior Team Leader	\$125	Project Architect	\$105
Team Leader	\$120	Project Interior Designer	\$105
Senior Project Architect	\$115	Designer	\$95
Senior Interior Designer	\$115	Administrative Support	\$65

REIMBURSABLE EXPENSES EXHIBIT

In addition to the Fees included in the Agreement, expenses incurred in the course of completing the work will be invoiced to the Owner in accordance with the following parameters.

- Transportation in connection with the Project including authorized out-of-town travel, lodging and sustenance.
 - Mileage is calculated using the prevailing IRS reimbursement rates.
 - Sustenance is limited to \$10/\$15/\$20 or \$45 per day.
- Reproductions, plots, standard form documents, postage, handling and delivery of instruments of service.
- Bid hosting and plan room services during the bidding phase.
- Renderings, models and mock-ups other than those normally produced by the architect as a part of the process and requested by the Library will be provided as an additional expense.
- Expense of professional liability insurance dedicated exclusively to this Project or the expense of additional insurance coverage or limits requested by the Owner in excess of that normally carried by the Architect. The Architect currently maintains shown in the Insurance Coverages Exhibit:

INSURANCE COVERAGES EXHIBIT

Engberg Anderson currently maintains the coverages shown, the costs of which are included in the base fees proposed for the project. Additional coverage is negotiated on a project by project basis.

- Commercial General Liability: \$2,000,000 each Occurrence; \$4,000,000 Annual Aggregate.
- Business Automobile: \$1,000,000 Combined Single Limit, coverage includes hired and non-owned vehicles.
- Workers Compensation: Statutory requirements, \$1,000,000.
- Umbrella/Excess Liability: \$5,000,000 per Occurrence/Annual Aggregate
- Professional Liability: \$3,000,000 per Claim; \$3,000,000 Annual Aggregate

EXHIBIT 2: TERMS & CONDITIONS OF THE AGREEMENT FOR PROJECTS INVOLVING CONSTRUCTION

GENERAL

The provisions of these Terms & Conditions are made part of the Agreement.

DISPUTE RESOLUTION

All claims, disputes or controversies arising out of, or in relation to the interpretation, application or enforcement of this agreement shall be initially negotiated between the designated project representatives of both parties prior to Mediation.

If negotiation between designated project representatives does not result in a settlement of the matter, it shall be referred to the principal of each firm or its designee for joint discussion and attempted resolution of the matter.

Both parties agree that if the matter cannot be resolved by mutual agreement of the principals, the matter will be referred to an alternate dispute resolution process, which initially shall be mediation.

LIABILITY

Limitation of liability

Owner and persons claiming through Owner agree to limit the liability of the Architect, its agents, consultants and employees for all claims arising out of, in connection with or resulting from the performance of services under this Agreement to an amount equal to the aggregate of the amount of fees paid under this Agreement.

Standard of care & disclaimer of warranties

Nothing contained in this Agreement shall obligate or require the Architect to exercise professional skill and judgment greater than that which can be reasonably expected from other typical Architects performing similar services to those required hereunder. Architect makes no warranties, express or implied. This limitation shall not be modified by any certification or representation made by the Architect as an accommodation upon request of the Owner. Architect shall not be responsible for any failure to follow or apply any knowledge or techniques which are not generally known, acknowledged or accepted as of the time during which the Architect is performing the services under this Agreement. The foregoing is referred to as the "Standard of Care."

The parties acknowledge that no set of plans and specifications is entirely free of errors and omissions and that the existence of an error or omission does not automatically establish a breach of the Standard of Care. The Owner shall establish a reasonable contingency line item in the construction budget to cover additional costs resulting from errors and omissions, and the Architect shall not be liable therefore unless the errors and omissions both exceed a reasonable contingency amount and constitute a breach of the Standard of Care.

RESPONSIBILITY FOR CODE COMPLIANCE

The Architect shall conform the Drawings and Specifications to all applicable federal, state and local laws, ordinances, statutes, rules, regulations, orders and other legal requirements, including but not limited to all zoning, building, occupancy, environmental and land use laws, requirements, regulations and ordinances relating to the construction, use and occupancy of the Project (collectively called "Governmental Requirements") existing on the date of this Agreement.

However, the Owner recognizes that interpretations by government officials (“Code Authorities”) are often subject to change even after issuance of a building permit. If after award of the building permit, modifications to the Drawings or Specifications are required because of an interpretation by the Code Authority which had not been previously given, or which if given, was different than a prior interpretation of the Code Authority, the Architect shall make such required modifications, but the cost of such modifications shall be compensated as a Contingent Additional Service.

Nothing contained herein shall relieve the Architect of its obligations to modify at its own expense Plans and Specifications where the Architect has negligently failed to prepare them in compliance with applicable Government Requirements.

The Architect shall conform the Drawings and Specifications to the requirements known to similarly situated architects of the Americans with Disabilities Act Accessibility Guidelines (“ADAAG”). Owner shall be solely responsible for compliance with the remaining provisions of the Americans with Disabilities Act (“ADA”). Owner and Architect further recognize that interpretations of the ADAAG by governmental officials and/or courts of law may evolve, vary or change. Should such evolution, variance or change require the Architect to make modifications to the Drawings or Specifications, such modifications shall be considered an Additional Service.

INDEMNITY FOR DEVIATIONS

The Owner may choose to disregard the advice of the Architect or may otherwise choose to deviate during construction from the printed documents prepared by the Architect. Accordingly, the Owner hereby agrees to indemnify and hold harmless the Architect, its agents, employees and consultants from and against all claims, damages, losses and expenses, including but not limited to attorneys’ fees and economic damages, arising out of, in connection with, or resulting from the performance of (or failure to perform) and aspect of construction of the Project, where the Owner has knowingly authorized or permitted an deviation from any document prepared by the Architect which, over Architect’s objection, has not been corrected or where the Owner has elected not to follow any written recommendation of the Architect. In the event that the Architect or any other party indemnified hereunder is required to bring an action to enforce the provisions of this indemnity, the indemnifying party shall pay the attorney’s fees and costs incurred by the indemnified party in bringing this action.

INSTRUMENTS OF SERVICE & ELECTRONIC MEDIA

The license under the Agreement for Instruments of Service is only for information contained on printed documents. For the Owner’s convenience, the Architect may also furnish such information in electronic media. However, untraceable changes from causes not the fault of the Architect may sometimes occur in the information on electronic media, caused by the media conversion and changes in software. In such event, the Owner agrees to indemnify the Architect, its employees and consultants for and against all claims, losses and expenses (including reasonable attorneys defense fees and those incurred to enforce this obligation) arising out of, resulting from or in connection with any deviations of the information in electronic media for that in the printed documents. This indemnity shall survive the termination of this Agreement.

Instruments of Services, prepared by the Architect and the Architect’s consultants, shall be jointly owned, along with the copyrights, by the Owner and the Architect and its consultants. The Owner shall not use the instruments of service in connection with any other project, not related to the construction, maintenance or additions to this project without the Architect’s written consent. Unless such written consent is obtained, the Owner agrees to indemnify the Architect, its employees and consultants from and against all claims, losses and expenses (including reasonable attorneys defense fees and those incurred enforcing this obligation) arising from

or in connection with any deviations from the Instruments of Service prepared by the Architect. This indemnity shall survive the termination of this Agreement.

The Owner shall have the right to request the Architect to furnish to the Contractor, subcontractors and material or equipment suppliers' portions of the Instruments of Service in Electronic Format for their use in the execution of their portion of the Work. Such permission shall be granted contingent on those individuals and entities agreeing to use the information contained therein for reference only; to acknowledge that the information is an interim document and is not to be relied upon as complete or final; to confirm their obligation to conduct field measurements and verifications as required by the contract documents; to advise the Architect of any discrepancies or errors discovered in the information provided.

CONTRACTOR'S OBLIGATIONS

Obligation to insure for bodily injury claims

Owner will require the Contractor and its subcontractors to purchase insurance to cover claims and other expenses, including the cost of defense, asserted against the Architect, its agents, employees and consultants for bodily injury, sickness, disease or death caused by any negligent act or omission of the Contractor, any subcontractor, anyone directly or indirectly employed by them or anyone for whose acts any of them may be liable. Such insurance shall state: "The coverage afforded the additional insureds shall be primary insurance for the insured or additionally insureds with respect to claims arising out of operations performed by or on behalf of the named insured. If the additional insureds have other insurance, which is applicable to the loss, such other insurance shall be treated as excess or contingent coverage. The extent of the insured's liability under this insurance policy shall not be reduced by the existence of such other insurance."

Job-site safety

Notwithstanding any contrary or potentially ambiguous description of the Architect's services, it is intended that the Architect shall have no responsibility for job site safety on the project. The Contractor and subcontractors shall have full responsibility for job site safety on the Project. The Contractor and subcontractors shall have full responsibility for all safety programs and precautions in connection with the Work. When the Architect is present at the site, such presence shall be only for the purpose of endeavoring to protect the Owner against deviations or defects in the completed construction Work, and the Architect shall have no authority to take any action whatsoever on the site regarding safety precautions or procedures. No provision of this Agreement shall be interpreted to confer upon the Architect any duty owed under common law, under OSHA, or any other statute or regulation to construction workers or any other party regarding safety or the prevention of accidents at the job site.

End

EXECUTIVE SUMMARY: FY 2024-2025 Computer Replacements – Part 1

The Gail Borden Public Library Information Technology (IT) Department currently strives to maintain a 5-year refresh on all critical computers within the 3 library facilities. As such, IT generally budgets an amount annually to cover the number of computers we wish to replace in that fiscal year.

This fiscal year, the Library Board approved a total of \$54,000.00 for the replacement of computers and laptops. This is the first of two (2) orders, as we will place another order of computers later this fiscal year.

The attached proposal is for the purchase of twenty-one (19) Dell OptiPlex 7020 desktop computers. These systems will be dedicated to staff use and will be given to the staff that can best maximize the use of a high-end system. IT will cascade other computers to replace the oldest used by staff or patrons. Those oldest systems are then wiped and recycled.

Please consider approving \$24,319.81 for the purchase of twenty-one (19) desktop computers from Paragon Micro. This pricing is provided by Paragon Micro and is below GSA pricing available through other vendors.

Thank you for your consideration.

A handwritten signature in black ink, appearing to read 'B. Hoeg', with a stylized flourish extending to the right.

Respectfully Submitted: Brian P. Hoeg, Division Chief – Facilities & Building Operations

Paragon Micro

PO Box 775695
Chicago IL 60677-5695



Quote

Q5169577

DUNS: 800436714
TIN: 20-0144408
CAGE CODE: 4ZHT8

Bill To:

Gail Borden Public Library District
Accounts Payable
270 N. Grove Ave.
Elgin IL 60120

Ship To:

Gail Borden Public Library District
Brian Hoeg
270 N. Grove Ave.
Elgin IL 60120

Date:	Expires:
7/16/2024	8/15/2024
Sales Rep	
Russo, Jeff 847-719-8417 jrusso@paragonmicro.com	
Customer Contact	
Contact: Hoeg, Brian Account: GB15733 PO#: Phone: Email: bhoeg@gailborden.info	

Quote Name	Terms	Cost Center
Dell Opt SFF Plus - i7/16GB/512GB SSD/DVDRW/Win11/AutoPilot/Image/3Yr (19)	Net 30	

External Notes

Qty	MPN	Description	Notes	Unit Price	Total
19	CUST-DT-DELL	Dell OptiPlex SFF Plus 7020 - Intel Core i7-14700 / 16GB RAM / 512GB SSD / Win 11 Pro / Intel Integrated Graphics / DVDRW / Win AutoPilot / Ready Image / 3Yr Basic Support OptiPlex Small Form Factor Plus 7020 210-BKWL - 1 - Intel Core i7 processor 14700 vPro (33 MB cache, 20 cores, 28 threads, up to 5.3 GHz Turbo, 65W) 338-CNCK - 1 - Windows 11 Pro, English, Brazilian Portuguese PT-BR, French, Spanish 619-ARSB - 1 - Activate Your Microsoft 365 For A 30 Day Trial 658-BCSB - 1 - 16 GB: 2 x 8 GB, DDR5 370-BBPQ - 1 - M.2 2230 512GB PCIe NVMe SSD Class 35 400-BQSB - 1 - M.2 22x30 Thermal Pad 412-AAQT - 1 - M2X3.5 Screw for SSD/DDPE 773-BBBC - 1 - NO RAID 817-BBBN - 1 - Intel Integrated Graphics 490-BBFG - 1 - OptiPlex SFF Plus with 260W Bronze Power Supply 329-BJWJ - 1 - System Power Cord (Philippine/TH/US) 450-AAOJ - 1 - DVD+/-RW Bezel 325-BDSH - 1 - 8x DVD+/-RW 9.5mm Slimline Optical Disk Drive 429-ABFH - 1 - CyberLink Media Essentials for Windows 430-XYIX - 1 - No Media Card Reader 379-BBHM - 1 - No Wireless LAN Card 555-BKHY - 1 - No Additional Video Ports 492-BCKH - 1 - Dell Pro Wireless Keyboard and Mouse - KM5221W - English - Black 580-AJJG - 1 - Mouse included with Keyboard 570-AAADI - 1 - No Cover Selected 325-BCZQ - 1 - Dell Additional Software 634-CHFP - 1 - ENERGY STAR Qualified 387-BBLW - 1 - SERI Guide (ENG/FR/Multi) 340-AGIK - 1 - Watch Dog SRV 379-BFMR - 1 - Quick Start Guide, OptiPlex SFF Plus 340-DMJC - 1 - Print on Demand Label 389-BDQH - 1 - Trusted Platform Module (Discrete TPM Enabled) 329-BBJL - 1 - Shipping Material 340-CQYR - 1 - Shipping Label 389-BBUU - 1 - Regulatory Label for OptiPlex SFF Plus PSU DAO 389-FFZD - 1 - Intel® Rapid Storage Technology Driver 658-BFSK - 1 - Intel Core i7 vPro Enterprise Processor Label 389-EDDR - 1 - Desktop BTS/BTP Shipment 800-BBIP - 1 - No Additional Add In Cards 382-BBHx - 1 - No Additional Network Card Selected (Integrated NIC included) 555-BBJO - 1 - Configuration Matérielle Fixe 998-GRXP - 1 - EPEAT 2018 Registered (Silver) 379-BDTP - 1 - Windows AutoPilot 634-BRWG - 1 - Internal Speaker 520-AARD - 1 - Intel vPro® Enterprise 631-BBQN - 1 - Dell Limited Hardware Warranty Plus Service 812-3886 - 1 - Onsite/In-Home Service After Remote Diagnosis 3 Years 812-3887 - 1 - Ready Image for Client PC 365-8303 - 1 - CFI,INFO,LANG,ENGLISH,US,Factory Install 382-1755 - 1 - CFI,INFO,WIN 11 PRO,OEM,FACT 382-4389 - 1 - CFI,INFO,WIN11,UPDT,22H2,FACT 382-6357 - 154 System Box Asset Label 365-0538 - 1 -	Mfg # 3000179054800	1,279.99	24,319.81

5.60 Holidays

Gail Borden Library recognizes the following **as paid** holidays and will be closed:

New Year's Day	Thanksgiving
Memorial Day	Christmas Eve
Independence Day	Christmas Day
Labor Day	New Year's Eve

The library is also closed on Easter Sunday, the Sundays of Memorial Day and Labor Day weekends, and the evenings before Independence Day and Thanksgiving (the library closes at 6 pm); however, these are not paid holidays.

~~Full-time and part-time employees regularly scheduled to work at least 20 hours per week receive holiday pay.~~ Full-time employees will be paid 7.5 hours for each paid holiday. Part-time employees will be paid on a prorated basis for each holiday. **Substitute and temporary employees are not eligible for holiday pay.** Also, holiday pay is not awarded to employees who are on unpaid leaves. ~~Employees who regularly work less than 20 hours per week do not receive paid holiday time.~~

Below is the schedule of paid holiday time awarded for each recognized holiday based on an employee's regular work schedule:

Regular Hours Worked per Week	Hours of Paid Holiday Time
37.5	7.5
32	6.5
30	6
28	5.5
26	5
25	5
24	5
23	4.5
20	4
18	3.75
16	3.25
15	3
14	2.75
12	2.5
10	2

Alternate Holiday Time

When a paid holiday falls on an employee's day off, the employee should take an alternate day off within the same pay period. **The alternate day may be taken before the actual holiday or after the holiday.** The alternate days and hours for the holiday need to be requested in the payroll

system and are subject to manager approval. Extended periods for **the use of** alternate holiday **time use** may be granted by the **Chief Executive Officer Director**.

Holiday Time and Working

~~On rare occasions,~~ **Occasionally**, employees may be asked to work on a holiday when the Library is closed. Employees who work on a holiday, when the library is closed, will be paid a minimum of 2 hours. Compensation for working on a holiday will be **1 ½ times** the employee's regular hourly rate **in addition to being paid for the full holiday**.

Employees who work on a holiday and their worked hours exceed 40 hours for the work week, defined as Sunday 12:00 am – Saturday 11:59 pm, will be compensated according to overtime guidelines set forth by the Fair Labor Standards Act.

Holiday pay is not considered “hours worked” in the computation of overtime.

As an example:

During the week of Thanksgiving, an hourly (non-exempt) employee works 10 hours each day on Monday, Tuesday, Wednesday and Friday. The holiday is on Thursday. This employee is full-time; therefore, ~~he/she~~ **the employee** receives 7.5 hours of paid holiday time. Since the holiday hours are not actually worked by the employee, the 7.5 hours for the holiday are excluded from the overtime calculation. The employee will be paid for 40 hours of worked time at their regular hourly rate + 7.5 hours of holiday time at their regular hourly rate. No overtime pay is due.

Exempt employees do not receive additional compensation for working on a holiday; however, exempt staff may adjust their schedules and take time off on a different day to compensate for the time worked on a holiday.

Revised by Board of Trustees 4/9/19; 1/8/19; 12/12/17

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14	2.75
12	2.5
10	2

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Revised by Board of Trustees 8/13/24; 4/9/19; 1/8/19; 12/12/17

Access Services – July 2024

Collection Development | Customer Relations | Library Applications | Material Handling | Technical Services | Volunteer Services



Collection Development and Technical Services Departments

New kits Available

The Early Learning Center at the Main Library has expanded its collection with two new “Little STEAMers” kits. These kits are designed to introduce young patrons to STEAM concepts in a fun and engaging way. The latest additions, "Colors" and "Kindness," join existing topics like numbers, getting dressed, and keep trying.

New “Big Books” Now Available

We've added ten new Big Books to our circulating collection, including titles like One Little Mouse, Coco Can't Wait, Here comes the band!, Helping hands, and more. Big Books are perfect for group storytelling, ensuring everyone can enjoy the pictures. Visit the library to explore these engaging new titles with your group and enhance your reading sessions.

Hoopla & Library of Things

If you've borrowed a ukulele from our Library of Things collection, enhance your skills with Hoopla's FreZealot BingePass. This resource offers video lessons for guitar, bass, and ukulele! It's a fantastic way to build on what you've learned and discover new techniques. Start your musical journey today and unlock your full potential.



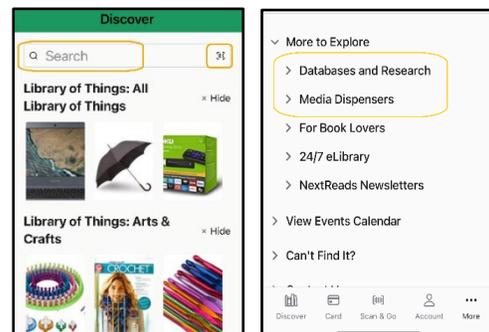
Customer Relations



Explore Elgin Area is celebrating its 40th anniversary with an exciting "Stick and Stay" program! Participants are invited to explore their community by visiting 24 destinations and collecting 12 unique stickers from participating locations by December 31st. Gail Borden Public Library is proud to be one of the stops on this adventure and looks forward to welcoming participants as they discover all that our library has to offer.

Library Applications

Our customers have provided a wealth of feedback for our new companion app for the Aspen Library Catalog. Due to their suggestions, we are going to change the search box to remain at the top of the home screen, remove the repetitive library quotes while loading the app, and add back some much-loved links to the Media Dispensers and Databases and Research pages of our website. Keep the valuable feedback coming!



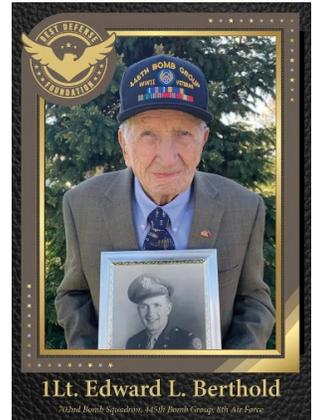
Volunteer Services

4th of July

July kicked off with volunteers helping to prepare for the 4th of July parade, packing bags with candy and bookmark giveaways. A dedicated group of 12 volunteers participated in the parade. Throughout the month, volunteers stayed active by supporting various Children's programs, including Touch a Truck and Taylor Swift Fan parties. Their efforts contributed significantly to the success of these events and the overall engagement of the community.

Preserving Veterans Stories

Thanks to a collaboration with the Digital Media Lab, veteran volunteers Ed "Bud" Berthold (WWII) and Tom Solar (Vietnam) had the opportunity to record their remarkable stories. Tom, a Navy veteran, played a crucial role in honoring Bud, who, at 104, recently attended the 80th Anniversary event in Normandy and received the prestigious French Legion of Honour Medal. Once editing is completed, their recordings will be proudly added to our Veteran Voices collection. This project not only preserves their invaluable experiences but also enriches our community's historical heritage.



Summer Reading & Gail's Sales

Gail's Sales is offering a free book coupon to children who enroll in our summer reading program through Beanstack, encouraging young readers to dive into new adventures. So far, 785 coupons have been redeemed, showing the program's popularity and success in promoting literacy. This initiative not only fosters a love for reading among children but also strengthens our community's commitment to lifelong learning. We look forward to seeing even more children benefit from this exciting opportunity as the summer progresses.

Farewell to Loyal Volunteer

It is with a heavy heart that we share the news of the passing of our dear volunteer, Bill Van Dusen. Bill, our dedicated Monday morning list puller, was a quiet soul but a steadfast presence on our team. He generously volunteered with us for nearly five years, contributing over 450 hours of his time. Beyond the hours, Bill's passion for helping others and his choice of Gail Borden as the place to share that passion is a testament to the strong bond our community has with our library. He will be deeply missed by everyone who had the privilege of working with him.

-Respectfully, Robert Moffett, Division Chief of Access Services

Community Services – July 2024

Branch Library Services

Community Engagement

Mobile Library Services

Mobile Library Services

July was an active month, full of parades, events, and programs. Our vehicles were featured in the City of Elgin's 4th of July Parade along with several other staff members joining the library's Book Cart Drill Team. We all had a lovely day celebrating 150 years of the Gail Borden Public Library District and our nation's Independence Day. The Bookmobile and Book Bike were also featured in the library's annual Touch-a-Truck event, which had over 1,000 visitors!



With its repairs finished, our Sprinter bookmobile was quickly put back into full service. It assisted with Elgin Partnership for Early Learning's Summer Learning on the Go series, held our third **STEAM on Wheels** program, resumed our regularly scheduled **TechKnow Mobile stops**, and attended the annual **Unplug Illinois** event in South Elgin which had 75 visitors.



Elementary Engagement had a month full of celebrations and **Gold Star Partners** visits. Gold Star Partners is a huge undertaking that involves many of our team members, including the ReaderShip Early Literacy Coordinator, Mobile Library Services Associate, and staff members from Branch Library Services. We still have a few more sites to finish but have now started to receive requests for back-to-school nights and events like Project Backpack at ECC.

(Photo left: children selecting their FREE book for finishing Summer Reading)



The ReaderShip also continued the **Stories Under the Hickory Tree** series at the Lords Park Zoo, and the **Mobile Story Times in the Park** series with the Bookmobile.

Home Services and Life Enrichment have continued working together with appearances at 3 programs this month. We have added customers from Aperion Elgin, Center City, Heritage Woods South Elgin, and the Sheridan at Tyler Creek. The Book Bike had another successful month with trips to the Lord's Park Zoo and the weekly Elgin Farmers Market.

Across all our team members, vehicles, and events, it has been a Summer to remember for Mobile Library Services. While we have been busily providing library services beyond the walls of our community, we have also begun preparing to move to our new facility on Davis Rd. We thank the Maintenance and IT Departments for their hard work preparing the space for us and are excited to begin this new chapter for Mobile Library Services.

Branch Library Services



We celebrated the 150th Birthday of Gail Borden Public Library with the generous support of the Foundation. Kids enjoyed an old-fashioned birthday party with games like musical chairs, pin the tail on the donkey, bozo buckets, duck pond, and decorating cupcakes. Special thanks to Grisel Leon from KidSpace for creating the balloon arch!



Let's Play continues to be a popular outdoor summertime program. Kids play in sensory stations such as a rice table, water table, with colorful gluten free playdoh (a recommendation from a patron), and of course, the parachute and bubbles.

Budding Bookworm Storytime and **Bounce & Rhyme Storytime** continued at both Branches. We hope to see our South Elgin Branch families come to the Rakow Branch after SEB closes next month.

We're celebrating the Olympics in the Rakow Play Area this month. Flags of the countries, a family photo op, podium, and games fill the area. We're even keeping track of the USA Olympic medal count with a display. Trucker, our Read to Rover dog, even received a gold medal!



Nature Rangers: Native Bees brought kids out who wanted to learn about how to help native bees. They created their own bee hotels.

T-Rexplorers: Dino Discovery was our large family picnic at Rakow. Two hundred people came out to learn about and touch fossils and bones.

Adults enjoyed an outdoor concert at Rakow with **Ceruleum Band, Senator DeWitte's Mobile Office Hours, and Device Advice.**

Some interesting stories from our patrons this month:

- A couple who was traveling from Wisconsin to Ohio decided to stop in and visit the Rakow Branch as they were passing through Elgin. The man is a former librarian, and their last name is Rakow! He discovered us by pure chance when passing through Elgin and said he couldn't pass up on the opportunity to visit us. We gave him some goodies with his last name on it!
- While registering a patron for their library card at the South Elgin Branch, staff gave a little speech about all the things the library has to offer. The patron got very emotional, told us that he recently moved here from Hawaii and that he couldn't believe all that Gail Borden had to offer him and his soon to be family. He explained to us that the library in Hawaii didn't have these types of resources and was truly grateful for moving into a community that does. We were touched!

Community Engagement

"They're just like synchronized swimmers!"

WRMN host Leah Unser on the GBPL Book Cart Drill Team

The library's largest contingent, including a 16 cart Book Cart Drill Team, stepped out on an overcast 4th of July morning, parading down Douglas Ave. This year we were the Grand Marshal of the parade in honor of our 150th Anniversary. Special thanks go to the members of PRAD who designed our "cartumes, and to all the Book Cart Drill Team members.



Ed Berthold, our oldest **Veterans Voices** volunteer at 104, was recorded in July. Berthold served as a bomber pilot in WWII alongside a fellow soldier named Jimmy Stewart. Berthold traveled to Normandy Beach for the 80th commemoration of D-Day; he remembered how nice the personal nurse assigned to him had been during the ceremonies.

We hosted a **Gentle Yoga & Intuitive Art** program. Artist and teacher Lacy Foy led a relaxing yoga session followed by an art workshop.

Recurring Groups update - Even during the summer, the dedicated members of various affinity groups still meet. The recently-established Community Sewing Circle and Crochet Club, the French and German Conversation Groups, Poetry Writers Workshop and Writers on the Fox, and the Elgin Men's Shed planned upcoming projects. These groups are volunteer motivated and led, further strengthening the library's bonds with community.

Open Book on WRMN - The Director of Community Engagement and Director of Materials Handling went on air 7/1. The following week the Manager of Life Enrichment appeared to talk about library services to those living with dementia. The current series of library presenters, which features a wide range of departments and services, ends 8/12.



Respectfully submitted by: Ana Devine, Division Chief of Community Services

Facilities and Building Operations

Board Report

July 2024

MAINTENANCE:

As we continue to prepare 1150 Davis Road location for staff occupation later this summer, we are very pleased how things are coming together. This past month was spent starting to finalize the spaces, and we are hoping to have furniture installed sometime in August. The low voltage (data) cabling is being finished, and the ceiling is being re-installed. Other items at Davis Road completed this month include:

- Changed bulbs in 16 fixtures to LED.
- Prepped and painted the floor and installed vents in the server room.
- New ceiling tiles and painted utility room. Painted the door and frame and added a new vinyl base.
- Cleaned above ceiling and bar joist in warehouse.



Other items completed this month in Maintenance:

- Pulled data line to network the printer in the COO's office.
- Installed new power outlets in the Main Server Room.
- Painted the wheels on the bookmobile to make it ready for the Independence Day Parade.
- A good amount of work was completed by The Davey Tree Expert Company at the Main Library and Rakow branch, including:



MAIN LIBRARY:

- Removed broken branches from 10 Linden throughout parking lot.



- Removed broken limb in Linden by stage and removed lowest limb back to main trunk to balance canopy.
- Crown raised all Linden, Maples, Honey Locusts, Elms (no oaks) 6-7 feet above ground for vehicle clearance. Spot pruned "showy" Deadwood ½" and greater throughout these trees.
- Installed 2 high strength steel cables in 2 multi stemmed autumn blaze maple in front of building to help support main branch unions and lessen the risk of lead failure. Cleared canopy from building 8-9 feet and crown cleaned dead wood 1" and greater.
- Crown cleared Honey Locusts in front from building 8-9 feet. Crown cleaned dead wood 1" and greater from these trees.

- Crown cleaned dead wood 1" and greater and thinned 10% the canopies of 4 Flowering Pears. These pears are closest to the parking lot on the south side of the property.

RAKOW BRANCH:

- Crown raised all Maple canopies within the parking lot 7-8 feet.
- Informally shaped all Crabapples within the parking lot to contain trees and keep parking places clear. Crown cleared dead wood ½" and greater from these trees.
- Removed 1 broken limb in Honey Locust by the bike path.

SECURITY:

Security Director:

- Evening of July 12, 2024 – Carpet and floors in Studio 270 were detailed cleaned by the overnight cleaning service, Complete Cleaning.



- The staff lunchroom and Prad workroom detailed cleaned by the overnight cleaning crew.
- Contacted City of Elgin to have bushes trimmed, they were blocking the handicap signs and intruding into the staff parking spaces.



Security Training Coordinator:

- Five new employee trainings completed.
- Webinar training, Ryan Dowd

Security Safety Manager:

- Watched the webinar "Cultural Humility". Continued efforts in helping Maintenance with set-ups and general cleaning. Continued interaction with the unhoused patrons.

(Submitted by John Johnson – Director of Security)

INFORMATION TECHNOLOGY:

- The migration to Jamf Pro is almost complete with 20 devices left to be migrated. The library-owned iPads, iPhones, Mac Mini's, MacBooks, and iMacs will be migrated over from Jamf Now to Jamf Pro. Jamf Pro is a

more robust Mobile Device Manager with stronger administrative capabilities. Due to the non-profit status of Gail Borden, we were able to save money for a much larger benefit.

- Both Unitrends backup appliances have been updated to version 10.8.2. This update fixed a timeout issue that could cause pairing connections to hang, resulting in failed pairing attempts and backup failures if already paired. In addition, it fixed an issue with pairing Hyper-V cluster nodes, resolving a snapshot issue with Image-level backups that could result in the job being cancelled. The update addressed a race condition with windows image-level replicas that could cause replica restores to fail and the update resolved an issue with SQL backups that generated errors in the Windows Event Viewer for some successful backups.
- Windows 11 migration is moving forward with the start of the new budget year. IT has procured a quote for nineteen more PC's that will go towards Kidspace, the Computer Center, and the Computer Training Room. The approval for these computers is being presented at the August 2024 Board Meeting.
- Adjusted quotes for the new backup system Veeam are being generated with plans to move forward with the purchase in the Fall.
- Refreshing the AV equipment in the Elgin and Grove rooms has gone out to bid based on quotes from AVI-SPL. Will be reviewed and presented to the Board in September 2024.
- IT upgraded the hardware for the server that we are configuring for use at Davis Road.
- IT received a new virtual host server to replace our oldest host at the Main Library. The replacement has been configured, deployed and is currently hosting several guests.
- PDQ Deploy and Inventory have been upgraded to version 19.3.590.0
- June server and workstation updates have been approved.
- IT is still monitoring the replication of data from our old SAN to the new SAN. There have been some replication errors to deal with as of late which has slowed our progress.
- IT has removed the last of the phone equipment that was housed in the server room at the Main Library.
- Work is continuing for Davis Road; low voltage should be completed this week, and we will begin configuration of the network and server equipment.
- Beginning to plan the closure of South Elgin, getting everyone lined up to remove equipment along with graceful shutdown and storage of our equipment for the duration.
- Circuits have been added in the MDF to alleviate the power issue we had a couple months ago. UPSs have been added to carry cluster servers and our SAN. The UPSs are on separate circuits and are split between power supplies in case we lose circuit power will still be provided to the core of our network.

(Input by Matt Lutzow – Director of Information Technology)

Report compiled and prepared by:

Brian P. Hoeg

Division Chief – Facilities and Building Operations

Public Relations & Development Board Report

July 2024

In our efforts to support library and community activities, land the library value message and support fundraising, Public Relations & Development spent time in July on many valuable activities.

Keeping Our Community & Beyond Engaged

An all time reach high was reached when the post showing how high [Simone Biles can jump compared to a stack of James Patterson books](#) already reached more than **13 million** people and has 676,346 engagements. More than 758 people have clicked our link to view Simone Biles materials in our catalog.

I think I can, I know I can . . .READ! 150 Years of Reading! Summer Reading Challenge

Library visitors were eager to ride the Bumblebee Express with 320 boarding on July 12 and 424 on July 26!

Digital games designed by PRAD continue to be popular with Library visitors—the coloring train game is currently at 6670 plays, the collecting books game is at 9237 plays, and the igloo game is at 5008 plays. <https://gailborden.info/150>

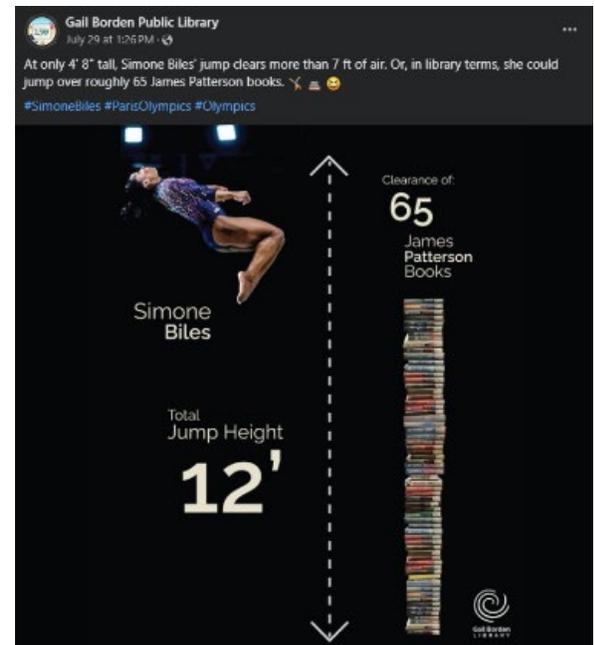
Elgin 4th of July Parade

July started out with the Parade Float being completed. Coordinating last-minute parade needs such as candy volunteer prep, volunteers, and people such as Steve Thoren, Mike Kenyon and Family for use of tractor, trailer, Model A antique car that were driven in the parade. PRAD worked on branding with 150th Celebration logos and artwork. This included banners and magnets for all vehicles including the book cart drill team carts. PRAD filmed a [timelapse video](#) of the Exhibits and Displays team building the 4th of July parade float.

The PRAD Team Engaged the Community in a Variety of Ways During July



2024 - Grand Marshal 4th of July Parade Gail Borden Public Library District



In addition to the Biles post, the [Library Olympics Reel](#) has been watched about 200,000 times on Facebook, and an additional 10,200 times on other social media platforms.

Other posts that performed well on our channel this month were:

- [4th of July Livestream](#) – 5,400 video views, 289 engagements
- [Trote Early Bird Registration Announcement/Courier Article](#) – Reached 28,000 people, 2955 engagements
- [Picture of Crane at Rakow](#) – reached 4,715 people, engaged 494
- [Elephant & Piggie Readalike Suggestion Reel](#) – 2,400 video plays, 41 engagements
- [Moana Livestream](#) – 2,300 views, 57 engaged.



Other Ways We Kept Our Community Engaged in July

- PRAD went out to visit Buffy the Bison at Lords Park Zoo to deliver her very own Library card. The photo was posted on social media and was very successful.
- Passionate Readers—PRAD continues to film members of the community and staff about the book that made them fall in love with reading.
<https://www.gailborden.info/library-info/3311-150-passionate-readers>
- 175 people got to take their photo with Moana after checking out materials.
- PRAD filmed a timelapse video of the Exhibits and Displays team building the 4th of July parade float.
- The team prepared materials including scavenger hunt worksheets for the Rakow Branch 15th anniversary celebration.
- PRAD designed new signage and handouts for the Library’s book clubs.
- PRAD updated the bay headers at the Rakow Branch. These bay headers are important for the customers to be able to locate materials.



We continue to work on the Olmec exhibit, Elgin Image Awards that will be hosted at the Library, Banned Books Week, the HHM Festival, Day of the Dead opening, and much more. The November 2, 5K El Trote Race/Olmec Origins that is a partnership between the Gail Borden and U-46 Foundations is already attracting both registrations and sponsorships.
[Gailborden.info/trote](https://www.gailborden.info/trote).

Respectfully submitted, *Denise Raleigh*, Division Chief

Public Services – July 2024

Digital & Information Services- Hispanic Services- KidSpace- -Studio 270

Digital & Information Services: Information Services staff had several interesting questions this month, including:

- What is the inside of the lower eyelid called, and what color is it supposed to be?
- Whether Cook County provides any mortgage or tax relief programs for seniors.
- Can you legally bring food from America into Canada?
- Information on the petrodollar agreement and Roosevelt's oil-for-security bargain.
- Helping a parent who just moved to Elgin register their child for school.

Info Services and Social Services were guests on the WRMN Radio show “Open Book” on July 15.

Nearly everyone in the department has helped organize the microfilm recently received from the *Chicago Tribune*. This project is about 40% complete.

Social Services was able to help a man in need. As a veteran, we connected him with Hines Medical Center, who even arranged pickup for him at our Social Services office. Social Services was thankful for the opportunity to attend the Veterans Services Fair in DuPage County last year where we were able to learn about many of the resources available for our veterans.



Boxes of microfilm

Digital Services had some busy days in July where we were at near capacity. We also updated the Computer Center iPad to a new operating system and latest version of Square software.

Hispanic Services: We were in a patriotic mood as our staff participated in the book cart drill team at the 4th of July parade.

Judge Julio Cesar Valdez moderated a panel discussion at our first *Citizenship and Immigration Expo*. Overall, we hosted 11 programs in the library this month.

Our team attended HopeFest, where we were able to engage **311 people**, and **register 22 individuals for library cards!**



KidSpace: Our Summer Reading program encourages literacy and helps prevent summer slide. Prize distribution for the program began on July 1st and we were already seeing an uptick in finishers. Our Summer Reading Room included a photo op with a train full of book characters. Children also enjoyed the prize of a beanie baby “reading buddy”, which we were able to offer due to a generous donation.

KidSpace held **63 programs** this month, connecting with **3438 attendees**. A few popular ones included *Touch a Truck* with over 1000 in attendance, the Taylor Swift Fan party, and our annual Children's Flea Market.

The summer *Teen Writing and Art Showcase* was published, **37 young teens** completed Volunteer sessions, and we had a fun Family Art Show "Guess Who? Peg Dolls On Display."

We work hard to make everyone feel welcome at our programs. We received an email from a special education teacher who brings her class to our *Story Mix* storytime. The teacher wanted to confirm plans for the coming school year and shared this wonderful compliment: "They [her students] absolutely LOVED joining last year and I truly think that the inclusion in your program was so amazing for their functional skills. Thank you for being so inclusive with us!"



Studio 270/DML: Our Studio 270 volunteers did a little bit of everything this month from dusting and cleaning, helping with donations and participating in the 150th birthday party at Rakow!

At the South Elgin Branch we hosted a Shrinky Dinks program and promoted our Open Mic night for next month at the Main Library.

After our summer collaboration with the YWCA Take 2 Class, we have been invited to attend their end of summer showcase where they will perform the songs they recorded here at the Digital Media Lab.

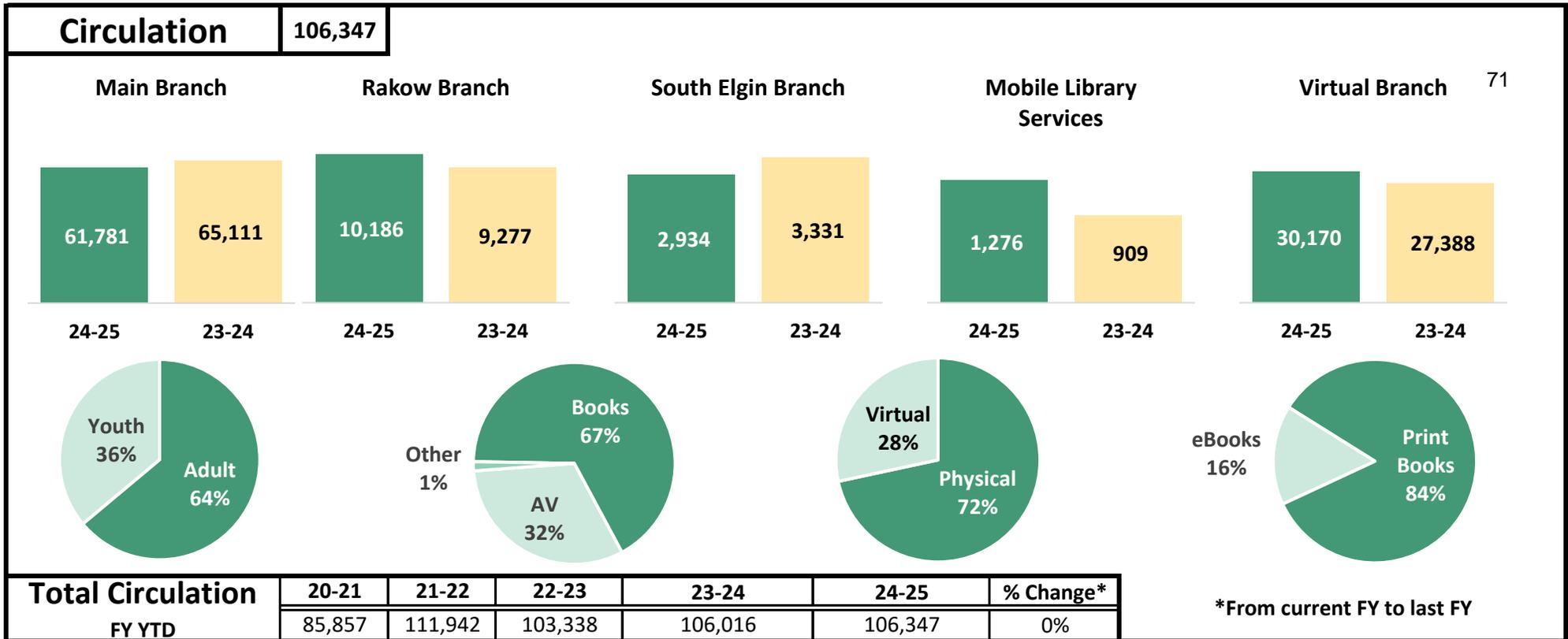
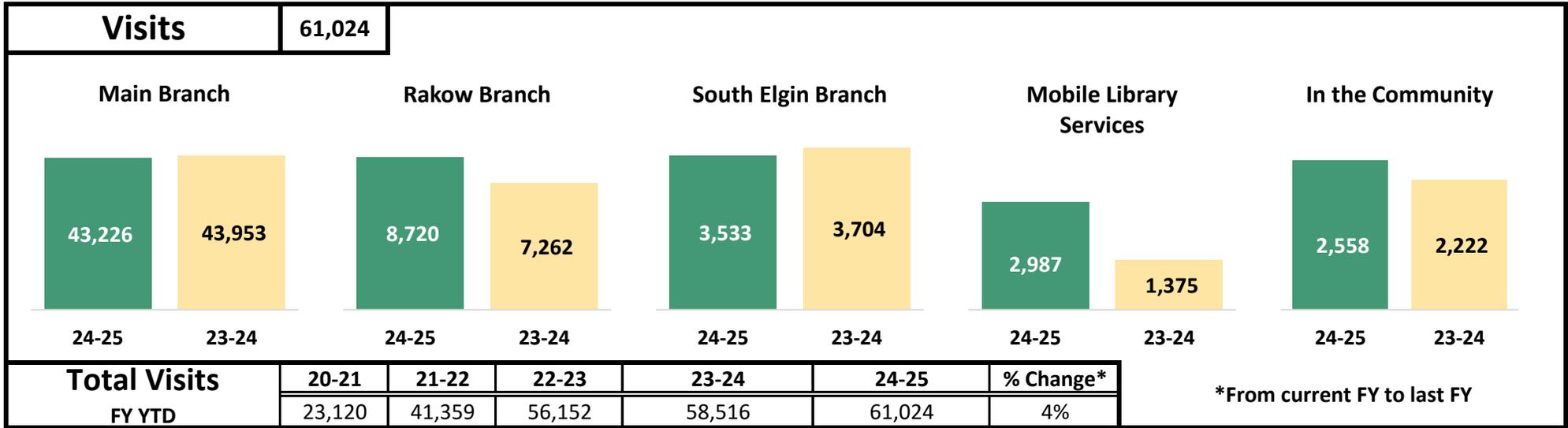
The Digital Media Lab saw **13 appointments** this month, and we had **15 community outreach/other programs**. We visited WRMN to talk about the history of the Studio and Digital Media Lab and promoted our services.

We helped our Director of Volunteer Services record and edit some of the Veteran's Voices interviews and plan to upload final versions into Biblioboard. We also worked with Information Services to record the hold message and music for GBPLD's phone system.



We are happy to announce that Digital Media Lab Assistant Andrew has been selected to present at the Illinois Library Association conference in October.

-Respectfully submitted, Margaret Peebles, Division Chief of Public Services



Library Cards	521					New to District	District Total	District + RBs Total	
						24-25	521	77,607	84,111
						23-24	593	70,931	76,613
						% Change	-12%	9%	10%
Total New Cards	20-21	22-23	23-24	24-25	% Change*				
FY YTD	498	557	593	521	-12%				

*From current FY to last FY

Program Attendance	7,753							
	Main Branch		Rakow Branch		South Elgin Branch		In the Community	
	4,369	4,810	677	420	149	217	2,558	2,222
	24-25	23-24	24-25	23-24	24-25	23-24	24-25	23-24
								72
Total Attendance	20-21	21-22	22-23	23-24	24-25	% Change*		
FY YTD	221	2,966	5,346	7,669	7,753	1%		

*From current FY to last FY

Program Sessions	In-Person	Virtual	Hybrid
	198	6	8

General Statistics	Volunteer Hours	Reference Questions	Passports	License Plate Renewals
	582	12,637	212	131

What affected the numbers this month	July 3 (All Facilities) Early Holiday Closing	July 12, 26 (Main) Bumblebee Express	July 27 (ITC) Hope Fest
July 1 (Main) Touch-A-Truck	July 4th (All Facilities) Closed for Holiday	July 18 (Rakow) T-Explorers - Dinosaur Discovery!	July 29 (ITC) Gold Star Partner Finishers - Learning Tree West
	July 3, 17, 24 (Main) Play on the Patio	July 24 (Rakow) Happy 150th Birthday!	July 30 (Main) Children's Flea Market