



**GAIL BORDEN PUBLIC LIBRARY DISTRICT**

**BOARD OF TRUSTEES MEETING**

**September 10, 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. Action: Approval of Minutes	2
August 13, 2024 Regular Board Meeting	
5. Action: Treasurer's Report and Payment of Bills	8
Payment of bills for September 10, 2024, including the list of bills to be paid between September 10, 2024 and October 8, 2024, and all bills over \$10,000.	
6. Correspondence	
7. Reports:	
A. Chief Executive Officer	
B. Action: Security Report	38
8. Action: 2024-2025 Operating Budget	39
The board adopted the Tentative Operating Budget in July. This is the final budget.	
9. Action: Ordinance 2024-9-1 Budget & Appropriation	43
The library administration has been designated by the Board of Trustees to prepare in tentative form a budget and appropriation ordinance for the Gail Borden Public Library District, Kane and Cook County, Illinois, and in accordance with such designation, have prepared a tentative budget and appropriating ordinance and made the ordinance conveniently available to public inspection for at least (30) days prior to final action.	
10. Action: Resolution 2024-9-A	57
Determines the amount of money estimated to be necessary to be raised by taxation for the 2024-2025 fiscal year to support the Operating Budget. The Board's adoption of the aggravated levy will take place by December.	
11. Action: Automated Materials Handler (AMH)	63
Replaces the current sorter equipment	
12. Discussion of HUD Program Development	
13. Report: Employee Health Insurance for 2024-2025	67
14. Review of 2024 Summer Reading Program	68
15. Other	
16. Adjournment	69

**GAIL BORDEN PUBLIC LIBRARY DISTRICT**

Board of Trustees Meeting Minutes

270 N. Grove Ave., Elgin, IL

August 13, 2024

7:00 p.m.

President Bednar was physically present as well as Secretary Henderson, and Trustees Bedolla, Garcia, Lara, Prochot, and Symonds. Chief Executive Officer, Carole Medal, KCT CEO Mike Lee and Consumer Credit Union CEO Sean Rathylen, various members of the public and staff were also present.

President Bednar called the meeting to order at 7:02 p.m.

**Public Comment**

Randy Hopp commented on the library displays.

**Comments for the Good of the Organization**

Life Enrichment volunteers and Home Services presented a program called “Library Fun and Facts” at the Crescent Care. The theme was “Visit North Carolina” at the end of the program, one of the residents stated they love it when the ladies come and bring comprehensive and vibrant material. A customer with two children stopped by the Youth Center desk and explained her family was visiting her grandparents from Atlanta. She grew up in Elgin and practically lived at the library and remembers the main library being built. Her children were not impressed when she insisted on visiting the library it sounded boring, but as soon as they came here, they were very excited. Seeing KidSpace was making her want to move back to Elgin! The library received 5 new 5-Star Google reviews this month. Comments included Gail Borden Library is an incredible resource, has a vast collection of books, friendly staff, and programs for all ages. Best library in the suburbs! Librarians are extremely friendly and helpful. Can’t thank them enough for this great library.

President Bednar introduced KCT’s CEO Mike Lee and Consumer Credit Union’s CEO Sean Rathylen. Mike Lee explained that there will be a change in leadership due to the merger of KCT and Consumer Credit Union. He expressed his intention to retire along with his gratitude to the library and board for their support. The library and KCT partnership was the first of its kind in the nation. CEO Sean Rathylen stated that over the years, he heard a lot about the library and the branch inside. After visiting the library, he recognized it as the foundation of the community and found it inspiring to witness people taking advantage of the wonderful services offered. He expressed his excitement about working with the library in the future.

Garcia motioned to approve the July 9, 2024, board meeting minutes; seconded by Symonds. There was no discussion. Roll call resulted in 7 ayes (Bednar, Bedolla, Garcia, Henderson, Lara, Prochot, Symonds), 0 nays.

Treasurer Prochot moved to approve the payment of bills including the bills over \$10,000 as presented totaling \$594,138.62 and the revised list of bills to be paid prior to the next board

meeting; seconded by Garcia. There was no discussion. Roll call resulted in 7 ayes (Bednar, Bedolla, Garcia, Henderson, Lara, Prochot, Symonds), 0 nays.

#### Correspondence

A letter from Representative Raja Krishnamoorthi congratulating the library for being awarded a grant under the Library of America's Latino Poetry Initiative from the National Endowment for the Humanities was read.

#### Foundation Report

The Foundation board held an informational meeting due to no quorum. Judge Julio Cesar Valdez will be joining the Foundation board. A \$1,000 donation for ACE and a donation to the Early Learning Center was discussed. The next meeting will be held October 1.

#### CEO Report

The South Elgin Branch has closed to the public and is being prepared for construction. The IT department will be responsible for moving all IT equipment. Some items will be transferred to the Main library while the remaining items will be stored at Davis Road for the duration of the project. The laptop dispenser will be installed at Main library. The South Elgin shelving will replace the tall shelving in the Market Place, and the tall shelving will be used at Davis Road for the Mobile Services collection. The 150<sup>th</sup> Anniversary and the Story Book exhibits will be taken down at the end of the month. The Olmec Heads will be on display by the end of October. The Rakow Branch's 15<sup>th</sup> anniversary celebration will be held on August 16. The Mexican Consulate will be at Main Library the week of August 19.

Henderson motioned to approve the security report as presented; seconded by Bedolla. CEO Medal and COO Considine briefly explained the report. Roll call resulted in 7 ayes (Bednar, Bedolla, Garcia, Henderson, Lara, Prochot, Symonds), 0 nays.

A video presentation by Katie Clausen, Early Literacy Services Manager explaining the growth and change in the Early Learning Center as well as the need for redesigning the space was presented.

President Bednar left the meeting at 7:29 p.m.

Vice President Garcia took over the meeting.

Symonds motioned to approve the Early Learning Center redesign project; seconded by Lara. CEO Medal explained that the project has an estimated cost of \$700,000, and outlined how it would be funded. There were questions about the current amount in the Special Reserves, how long it would take to replenish along with the timeline for the completion of the project. Roll call resulted in 5 ayes (Bedolla, Garcia, Henderson, Lara, Prochot, Symonds), 0 nays and 1 absent (Bednar).

Lara motioned to approve using Special Reserve funds for the Early Learning Center project in the amount of \$421,000; seconded by Henderson. There was no discussion. Roll call resulted in 5 ayes (Bedolla, Garcia, Henderson, Lara, Prochot, Symonds), 0 nays and 1 absent (Bednar).

Secretary Henderson left the meeting at 7:53 p.m.

Symonds motioned to approve the Engberg Anderson Agreement for Interior Design Services for the Early Learning Center and KidSpace gateway in the amount of \$42,000.00; seconded by Bedolla. There was no discussion. Roll call resulted in 5 ayes (Bedolla, Garcia, Lara, Prochot, Symonds), 0 nays and 2 absent (Bednar, Henderson).

Prochot motioned to approve \$24,391.81 for the purchase of 19 desktop computers from Paragon Micro; seconded by Lara. There was no discussion. Roll call resulted in 5 ayes (Bedolla, Garcia, Lara, Prochot, Symonds), 0 nays and 2 absent (Bednar, Henderson).

Symonds motioned to approve the Personnel Policy 5.60 Holidays as presented; seconded by Prochot. There was no discussion. Roll call resulted in 5 ayes (Bedolla, Garcia, Lara, Prochot, Symonds), 0 nays and 2 absent (Bednar, Henderson).

#### Other

Trustee Symonds acknowledged the Kane County 2024 Progress Report Referendum Executive Summary and recommended the library create a similar report for its 2020 referendum. Trustee Bedolla expressed appreciation for all the staff that participated in the End of Summer Bash at Festival Park.

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

Meeting adjourned at 8:00 p.m.

Approved September 10, 2024

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

## **GAIL BORDEN PUBLIC LIBRARY DISTRICT**

Board of Trustees Meeting Minutes

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

Meeting adjourned at 8:00 p.m.

Approved September 10, 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 10/08/204

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
BAKER & TAYLOR		
LEASING	10-44-400-0	\$ 80,992.80
PROCESSING	10-42-265-0	\$ 11,016.00
CDW		
OFFICE SUPPLIES: COMPUTER	10-43-300-2	\$ 303.15
CINTAS		
JANITORIAL SUPPLIES	10-43-370-0	\$ 3,299.16
COMPLETE CLEANING		
GENERAL CLEANING	10-42-235-0	\$ 900.00
DAVEY TREE		
REPAIR/MAINT. OF GROUNDS	60-42-210-*	\$ 994.00
ENGBERG ANDERSON		
CAPITAL IMPROVEMENTS	10-49-900-0	\$ 2,715.00
GIFFORD PARK ASSOCIATION		
PUBLIC RELATIONS: OTHER	10-42-222-2	\$ 250.00
GILPATRICK, KAREN		
CONSULT. & PROF. FEES: OTHER	10-42-225-2	\$ 60.00
HD SUPPLY		
JANITORIAL SUPPLIES	10-43-370-0	\$ 200.54
HUFFMAN DESIGN		
CONSULT. & PROF. FEES: OTHER	10-42-225-2	\$ 157.50
ILA		
CONFERENCES	10-42-290-3	\$ 525.00
MIDWEST TAPE		
PROCESSING	10-42-265-0	\$ 176.13
OCLC		
EBOOKS	10-44-435-2	\$ 12,640.34
ORACLE		
COMP. MAINTENANCE: ACCESS SERVICES	10-42-255-4	\$ 2,675.00
PARAGON MICRO		
COMPUTER MAINTENANCE	10-42-255-2	\$ 2,547.65
	10-45-500-0	\$ 30,824.70
PLAYAWAY PRODUCTS		
AV	10-44-420-*	\$ 926.08
SAFEGARD EXTERMINATING		
REPAIR/MAINTENANCE OF BUILDING	60-42-200*	\$ 264.00
SOLARWINDS		
COMPUTER MAINTENANCE	10-42-255-2	\$ 4,076.00
TODAY'S UNIFORMS		
WORK APPAREL	10-43-301-0	\$ 521.55
UNIQUE MANAGEMENT		
COLLECTION AGENCY	10-42-215-0	\$ 1,713.03
VAUGHAN PLANTSCAPES		
REPAIR/MAINTENANCE OF GROUNDS	60-42-210-0	\$ 243.76
ZIEGLER'S ACE HARDWARE		
VARIOUS	MULTIPLE	\$ 90.36

ESTIMATED BILLS ANTICIPATED TO BE PAID PRIOR TO 10/08/2024

DESCRIPTION		MAXIMUM AMT.
1150 DAVIS ROAD		
LEASE	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
COMFORT FIRST		
BUILDING & GROUND SUPPLIES	60-43-320-0	\$ 880.00
CRAIG ELLIOTT PIANO TUNING		
SMALL EQUIP. MAINT: AV	10-42-270-3	\$ 300.00
FOX VALLEY FIRE & SAFETY		
RISK MANAGEMENT: FACILITIES	50-42-210-0	\$ 5,200.00
ISOLVED		
HEALTH & DENTAL INSURANCE	10-41-110-0	\$ 2,000.00
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
NEXTERA ENERGY/ COMED		
ELECTRICITY	10-42-201-*	\$ 70,000.00
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
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**

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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

**GAIL BORDEN PUBLIC LIBRARY DISTRICT**

BILLS OVER \$10,000

9/10/2024

DESCRIPTION	CHECK NUMBER	AMOUNT
ASSOCIATED ELECTRICAL CONTRACTORS CAPITAL PROJECT	149360	\$ 11,140.00
BAKER & TAYLOR BOOKS & MATERIALS	MULTIPLE	\$ 19,690.50
BLADE ELECTRIC CAPITAL PROJECT	149368	\$ 14,400.00
COMPLETE CLEANING GENERAL CLEANING	149372	\$ 15,756.34
HAGG PRESS NEWSLETTER	149388	\$ 21,517.00
HELM CAPITAL PROJECT/ REPAIR MAINT OF HVAC	149390	\$ 38,886.05
LAUTEBACH & AMEN AUDIT	149409	\$ 13,820.00
MIDWEST TAPE/HOOPLA ELECTRONIC RESOURCES: STREAMING/ AV	149412/149413	\$ 24,991.60
SEBERT LANDSCAPING REPAIR/MAINT. OF GROUNDS	149425	\$ 14,030.00
NUMBER OF CHECKS	86	\$ 252,542.01

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GAIL BORDEN PUBLIC LIBRARY DISTRICT

RUN DATE: 09/05/24

PAGE: 1

RUN TIME: 10:46AM

BILLS PAID REPORT FOR SEPTEMBER, 2024

CHECKS & DIR. DEBITS

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
AAA FOOD HANDLERS (6585) 8142024 CC PYMT (6415) FOR CONTINUING ED: REGISTRATION/FEEES	09/10/24 CK# 149396 10-42-290-1	\$6.95 6.95
ACCENT JANITORIAL SERVICES, INC. (5945) 6685 CAPITAL IMPROVEMENTS	09/10/24 CK# 149353 10-49-900-0	\$975.00 975.00
ACE HARDWARE (6538) 27427 CC PYMT (6418) FOR EXHIBITS AND DISPLAYS	09/10/24 CK# 149399 10-43-335-0	\$15.10 15.10
ACE RELOCATION SYSTEMS, INC. (4415) 204133 CAPITAL IMPROVEMENTS 205196 CAPITAL IMPROVEMENTS	09/10/24 CK# 149354 10-49-900-0 10-49-900-0	\$5,974.75 4,246.75 1,728.00
ALAMY (6746) IY04637904 CC PYMT (6421) FOR PUBLIC RELATIONS: GENERAL IY04675339 CC PYMT (6421) FOR PUBLIC RELATIONS: GENERAL	09/10/24 CK# 149402 10-42-222-2 10-42-222-2	\$90.00 45.00 45.00
ALTA LANGUAGE SERVICES, INC (6337) IS738572 CONSULT. & PROF. FEES:OTHER	09/10/24 CK# 149355 10-42-225-2	\$33.00 33.00
AMAZON CAPITAL SERVICES (6460) 19FV-D4C7-7LFH OFFICE EQUIPMENT 1JXH-9DK7-74LT PUBLIC PROGRAMMING:YOUTH 1JXH-9DK7-74LT GRAPHICS SUPPLIES 1JXH-9DK7-74LT ARTS & CRAFTS SUPPLIES: YOUTH 1JXH-9DK7-74LT FOOD & BEVERAGE: PUBLIC SVCS 1JXH-9DK7-74LT TOYS & KITS: KIDSPACE 1KDJ-7C3V-6XF6 BOOKS: ADULT 1KDJ-7C3V-6XF6 BOOKS: BRANCH ADULT 1KDJ-7C3V-6XF6 AUDIO-VISUAL: ADULT 1MDJ-VXRP-9WQT AUDIO-VISUAL: ADULT 1QX7-D6Y9-7LDX OFFICE SUPPLIES/GENERAL 1QX7-D6Y9-7LDX JANITORIAL SUPPLIES 1RKW-71LC-7NMJ PUBLIC PROGRAMMING:COMMUNITY SVCS 1RKW-71LC-7NMJ OFFICE SUPPLIES/GENERAL 1TC1-DRFH-6MLF PUBLIC PROGRAMMING:COMMUNITY SVCS	09/10/24 CK# 149356 10-45-520-0 10-42-230-2 10-43-330-0 10-43-330-1 10-43-360-1 10-44-440-0 10-44-400-1 10-44-400-5 10-44-420-1 10-44-420-1 10-43-300-1 10-43-370-0 10-42-230-3 10-43-300-1 10-42-230-3	\$1,057.01 123.74 76.34 185.22 53.87 54.00 94.08 168.88 20.64 107.82 -133.49 23.72 137.94 8.99 27.99 107.27
AMAZON CAPITAL SERVICES (6460) 11YL-Y1RQ-FWKQ BOOKS: ADULT 13G4-X34R-GGVJ TOYS & KITS: KIDSPACE 14G1-RKQ3-G4XX PUBLIC PROGRAMMING:COMMUNITY SVCS 17JV-1J74-F7XK OFFICE SUPPLIES/GENERAL 17JV-1J74-F7XK OFFICE SUPPLIES/COMPUTER 17JV-1J74-F7XK JANITORIAL SUPPLIES 17JV-1J74-F7XK COMPUTER EQUIPMENT 1DGQ-PY1V-FG13 BUILDING & GROUNDS SUPPLIES 1GKQ-GH7N-DQWP VEHICLE MAINTENANCE: MOBILE SVCS 1GKQ-GH7N-DQWP ARTS & CRAFTS SUPPLIES: COMM SVCS 1GKQ-GH7N-DQWP SMALL LIBRARY EQUIPMENT 1LRL-7HJ9-G3MK DIGITAL SERVICES MERCHANDISE 1NX4-THLM-DXPT ARTS & CRAFTS SUPPLIES: YOUTH	09/10/24 CK# 149357 10-44-400-1 10-44-440-0 10-42-230-3 10-43-300-1 10-43-300-2 10-43-370-0 10-45-500-0 60-43-320-0 10-42-270-0 10-43-330-3 10-45-540-0 10-43-300-5 10-43-330-1	\$1,933.87 371.76 -99.46 97.42 45.99 549.95 123.95 45.06 430.23 139.98 17.97 79.97 79.81 51.24
AMAZON CAPITAL SERVICES (6460) 17JX-WMGN-9H91 GRAPHICS SUPPLIES 1LR6-D3LM-9YGF ARTS & CRAFTS SUPPLIES: COMM SVCS 1LR6-D3LM-9YGF SMALL LIBRARY EQUIPMENT 1NG6-L1H6-9KFV PUBLIC PROGRAMMING:COMMUNITY SVCS 1P6M-HVCC-9MVG BOOKS: ADULT	09/10/24 CK# 149358 10-43-330-0 10-43-330-3 10-45-540-0 10-42-230-3 10-44-400-1	\$662.20 32.97 15.98 150.90 17.59 285.43

GAIL BORDEN PUBLIC LIBRARY DISTRICT

RUN DATE: 09/05/24

PAGE: 2

RUN TIME: 10:46AM

BILLS PAID REPORT FOR SEPTEMBER, 2024

CHECKS & DIR. DEBITS

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
1P6M-HVCC-9MVG BOOKS: YOUTH	10-44-400-2	33.98
1P6M-HVCC-9MVG BOOKS: BRANCH ADULT	10-44-400-5	12.59
1P6M-HVCC-9MVG AUDIO-VISUAL: ADULT	10-44-420-1	43.07
1YV3-7V37-97L7 OFFICE SUPPLIES/GENERAL	10-43-300-1	69.69
AMAZON CAPITAL SERVICES (6460)	09/10/24 CK# 149359	\$1,022.11
14QP-Y7V1-77P4 PUBLIC PROGRAMMING:YOUTH	10-42-230-2	89.58
14QP-Y7V1-77P4 OFFICE SUPPLIES/GENERAL	10-43-300-1	22.29
14WL-764X-3XDJ BUILDING & GROUNDS SUPPLIES	60-43-320-0	-93.45
16VF-JTDG-6H77 SMALL LIBRARY EQUIPMENT	10-45-540-0	361.71
16VF-JTDG-6H77 BUILDING & GROUNDS SUPPLIES	60-43-320-0	286.00
16YQ-VQ1N-6LQX AUDIO-VISUAL EQUIPMENT	10-45-530-0	282.85
19R7-7VX4-3CMH BUILDING & GROUNDS SUPPLIES	60-43-320-0	-84.95
1C6V-43LT-9MVV AUDIO-VISUAL: ADULT	10-44-420-1	-19.95
1CXY-6XW4-7LDH PUBLIC PROGRAMMING:COMMUNITY SVCS	10-42-230-3	55.92
1DYN-3TF6-7QVQ BUILDING & GROUNDS SUPPLIES	60-43-320-0	-49.44
1DYN-3TFG-7PFT BUILDING & GROUNDS SUPPLIES	60-43-320-0	-32.96
1HYF-9T99-6CG9 BOOKS: ADULT	10-44-400-1	107.37
1HYF-9T99-6CG9 BOOKS: YOUTH	10-44-400-2	9.30
1XK9-39FD-6CPC FOOD & BEVERAGE: OTHER	10-43-360-6	87.84
AMERICAN AIRLINES (6473)	09/10/24 CK# 149397	\$471.64
1085270 CC PYMT (6416) FOR CONFERENCES: ALL EXPENSES	10-42-290-3	471.64
AMERICAN LIBRARY ASSOCIATION (242)	09/10/24 CK# 149401	\$79.00
26164 CC PYMT (6420) FOR CONTINUING ED: REGISTRATION/FEES	10-42-290-1	79.00
AMERICAN LIBRARY ASSOCIATION (242)	09/10/24 CK# 149404	\$162.00
2234229 DR CC PYMT (6424) FOR DUES & MEMBERSHIPS	10-42-280-0	162.00
ANC NEWSPAPERS (6099)	09/10/24 CK# 149396	\$74.90
10778412 CC PYMT (6415) FOR ELECTRONIC RESOURCES: IN-HOUSE	10-44-435-1	74.90
APPLE INC. (5203)	09/10/24 CK# 149402	\$43.39
MNMNKN224 CC PYMT (6421) FOR ELECT RESOURCES: PUBLIC RELATIONS	10-44-435-5	43.39
ASSOCIATED ELECTRICAL CONTRACTORS (5401)	09/10/24 CK# 149360	\$11,140.00
350078541 CAPITAL IMPROVEMENTS	10-49-900-0	5,390.00
350078542 CAPITAL IMPROVEMENTS	10-49-900-0	5,750.00
AURORA SIGN CO (5852)	09/10/24 CK# 149361	\$440.00
240821-1 CONTINGENCY	60-42-299-0	440.00
BAK, DONALD (5869)	09/10/24 CK# 149362	\$150.00
08092024 DIGITAL LIT CLASSES BRANCHES	10-42-230-8	150.00
BAKER & TAYLOR L0332252 (5119)	09/10/24 CK# 149363	\$984.72
2038471131 BOOKS: YOUTH	10-44-400-2	43.57
2038471132 MATERIAL PROCESSING SERVICES	10-42-265-0	7.95
2038493881 BOOKS: ADULT	10-44-400-1	171.36
2038493881 BOOKS: YOUTH	10-44-400-2	97.58
2038493882 MATERIAL PROCESSING SERVICES	10-42-265-0	51.07
2038517658 BOOKS: YOUTH	10-44-400-2	509.20
2038517658 BOOKS: BRANCH YOUTH	10-44-400-6	46.38
2038517659 MATERIAL PROCESSING SERVICES	10-42-265-0	57.61
BAKER & TAYLOR L4230502 (5107)	09/10/24 CK# 149364	\$16,964.85
2038376815 BOOKS: ADULT	10-44-400-1	283.39
2038376815 BOOKS: YOUTH	10-44-400-2	57.37
2038376815 BOOKS: BRANCH ADULT	10-44-400-5	149.36

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
BAKER & TAYLOR L4230502 (5107) CONTINUED ...		
2038376815 BOOKS: BRANCH YOUTH	10-44-400-6	63.62
2038376816 MATERIAL PROCESSING SERVICES	10-42-265-0	169.10
2038376817 BOOKS: ADULT	10-44-400-1	149.34
2038376817 BOOKS: YOUTH	10-44-400-2	43.39
2038376817 BOOKS: BRANCH ADULT	10-44-400-5	70.89
2038376817 BOOKS: BRANCH YOUTH	10-44-400-6	8.40
2038376818 MATERIAL PROCESSING SERVICES	10-42-265-0	74.10
2038376819 BOOKS: YOUTH	10-44-400-2	20.23
2038376820 MATERIAL PROCESSING SERVICES	10-42-265-0	8.60
2038376821 BOOKS: BRANCH YOUTH	10-44-400-6	12.59
2038376822 MATERIAL PROCESSING SERVICES	10-42-265-0	4.30
2038429657 BOOKS: ADULT	10-44-400-1	346.71
2038429657 BOOKS: YOUTH	10-44-400-2	122.36
2038429657 BOOKS: BRANCH ADULT	10-44-400-5	85.51
2038429657 BOOKS: BRANCH YOUTH	10-44-400-6	9.68
2038429658 MATERIAL PROCESSING SERVICES	10-42-265-0	195.00
2038429659 BOOKS: ADULT	10-44-400-1	85.48
2038429659 BOOKS: YOUTH	10-44-400-2	4.85
2038429659 BOOKS: BRANCH YOUTH	10-44-400-6	15.16
2038429660 MATERIAL PROCESSING SERVICES	10-42-265-0	34.10
2038429661 BOOKS: YOUTH	10-44-400-2	4.84
2038429661 BOOKS: BRANCH YOUTH	10-44-400-6	15.16
2038429662 MATERIAL PROCESSING SERVICES	10-42-265-0	15.90
2038429663 BOOKS: BRANCH YOUTH	10-44-400-6	15.16
2038429664 MATERIAL PROCESSING SERVICES	10-42-265-0	49.30
2038438304 BOOKS: ADULT	10-44-400-1	391.53
2038438304 BOOKS: YOUTH	10-44-400-2	62.76
2038438304 BOOKS: BRANCH ADULT	10-44-400-5	110.39
2038438304 BOOKS: BRANCH YOUTH	10-44-400-6	20.39
2038438305 MATERIAL PROCESSING SERVICES	10-42-265-0	137.00
2038438306 BOOKS: ADULT	10-44-400-1	110.39
2038438306 BOOKS: YOUTH	10-44-400-2	20.39
2038438306 BOOKS: BRANCH ADULT	10-44-400-5	31.42
2038438307 MATERIAL PROCESSING SERVICES	10-42-265-0	30.10
2038438309 MATERIAL PROCESSING SERVICES	10-42-265-0	12.90
2038441576 BOOKS: ADULT	10-44-400-1	318.13
2038441576 BOOKS: YOUTH	10-44-400-2	146.55
2038441576 BOOKS: BRANCH ADULT	10-44-400-5	97.80
2038441576 BOOKS: BRANCH YOUTH	10-44-400-6	14.52
2038441577 MATERIAL PROCESSING SERVICES	10-42-265-0	208.50
2038441578 BOOKS: ADULT	10-44-400-1	116.00
2038441578 BOOKS: YOUTH	10-44-400-2	14.52
2038441578 BOOKS: BRANCH ADULT	10-44-400-5	77.73
2038441579 MATERIAL PROCESSING SERVICES	10-42-265-0	61.90
2038441580 BOOKS: YOUTH	10-44-400-2	8.64
2038441580 BOOKS: BRANCH ADULT	10-44-400-5	16.72
2038441581 MATERIAL PROCESSING SERVICES	10-42-265-0	8.60
2038441582 BOOKS: YOUTH	10-44-400-2	75.79
2038441583 MATERIAL PROCESSING SERVICES	10-42-265-0	57.60
2038442266 BOOKS: ADULT	10-44-400-1	37.75
2038442266 BOOKS: YOUTH	10-44-400-2	126.97
2038442266 BOOKS: BRANCH ADULT	10-44-400-5	17.29

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
BAKER & TAYLOR L4230502 (5107) CONTINUED ...		
2038442267 MATERIAL PROCESSING SERVICES	10-42-265-0	97.30
2038442268 BOOKS: ADULT	10-44-400-1	17.28
2038442268 BOOKS: YOUTH	10-44-400-2	38.50
2038442269 MATERIAL PROCESSING SERVICES	10-42-265-0	18.20
2038442270 BOOKS: YOUTH	10-44-400-2	30.02
2038442271 MATERIAL PROCESSING SERVICES	10-42-265-0	9.60
2038442272 BOOKS: YOUTH	10-44-400-2	98.02
2038442273 MATERIAL PROCESSING SERVICES	10-42-265-0	42.70
2038444150 BOOKS: ADULT	10-44-400-1	174.83
2038444150 BOOKS: YOUTH	10-44-400-2	104.21
2038444150 BOOKS: BRANCH ADULT	10-44-400-5	36.88
2038444150 BOOKS: BRANCH YOUTH	10-44-400-6	14.03
2038444151 MATERIAL PROCESSING SERVICES	10-42-265-0	120.50
2038444152 BOOKS: ADULT	10-44-400-1	36.88
2038444152 BOOKS: YOUTH	10-44-400-2	4.25
2038444152 BOOKS: BRANCH ADULT	10-44-400-5	17.29
2038444153 MATERIAL PROCESSING SERVICES	10-42-265-0	18.20
2038444154 BOOKS: YOUTH	10-44-400-2	9.79
2038444155 MATERIAL PROCESSING SERVICES	10-42-265-0	4.30
2038444156 BOOKS: BRANCH YOUTH	10-44-400-6	9.79
2038444157 MATERIAL PROCESSING SERVICES	10-42-265-0	4.30
2038446598 BOOKS: ADULT	10-44-400-1	307.41
2038446598 BOOKS: YOUTH	10-44-400-2	31.56
2038446598 BOOKS: BRANCH ADULT	10-44-400-5	71.28
2038446598 BOOKS: BRANCH YOUTH	10-44-400-6	14.54
2038446599 MATERIAL PROCESSING SERVICES	10-42-265-0	123.80
2038446600 BOOKS: ADULT	10-44-400-1	71.28
2038446600 BOOKS: YOUTH	10-44-400-2	7.27
2038446601 MATERIAL PROCESSING SERVICES	10-42-265-0	18.20
2038446602 BOOKS: YOUTH	10-44-400-2	7.27
2038446603 MATERIAL PROCESSING SERVICES	10-42-265-0	5.30
2038449661 BOOKS: ADULT	10-44-400-1	142.20
2038449661 BOOKS: YOUTH	10-44-400-2	159.31
2038449662 MATERIAL PROCESSING SERVICES	10-42-265-0	87.70
2038453151 BOOKS: ADULT	10-44-400-1	234.09
2038453151 BOOKS: YOUTH	10-44-400-2	64.98
2038453151 BOOKS: BRANCH ADULT	10-44-400-5	32.85
2038453151 BOOKS: BRANCH YOUTH	10-44-400-6	32.52
2038453152 MATERIAL PROCESSING SERVICES	10-42-265-0	121.80
2038453153 BOOKS: ADULT	10-44-400-1	32.85
2038453153 BOOKS: YOUTH	10-44-400-2	10.84
2038453154 MATERIAL PROCESSING SERVICES	10-42-265-0	12.90
2038453155 BOOKS: YOUTH	10-44-400-2	10.84
2038453156 MATERIAL PROCESSING SERVICES	10-42-265-0	4.30
2038453157 BOOKS: YOUTH	10-44-400-2	10.84
2038453158 MATERIAL PROCESSING SERVICES	10-42-265-0	8.60
2038455256 BOOKS: ADULT	10-44-400-1	237.65
2038455256 BOOKS: YOUTH	10-44-400-2	100.57
2038455256 BOOKS: BRANCH ADULT	10-44-400-5	108.94
2038455256 BOOKS: BRANCH YOUTH	10-44-400-6	10.60
2038455257 MATERIAL PROCESSING SERVICES	10-42-265-0	130.70
2038455258 BOOKS: ADULT	10-44-400-1	108.93

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
BAKER & TAYLOR L4230502 (5107) CONTINUED ...		
2038455258 BOOKS: YOUTH	10-44-400-2	10.60
2038455258 BOOKS: BRANCH ADULT	10-44-400-5	16.14
2038455259 MATERIAL PROCESSING SERVICES	10-42-265-0	35.40
2038455260 BOOKS: BRANCH ADULT	10-44-400-5	16.14
2038455261 MATERIAL PROCESSING SERVICES	10-42-265-0	4.30
2038455263 MATERIAL PROCESSING SERVICES	10-42-265-0	8.60
2038458089 BOOKS: ADULT	10-44-400-1	362.90
2038458089 BOOKS: YOUTH	10-44-400-2	148.06
2038458089 BOOKS: BRANCH YOUTH	10-44-400-6	3.63
2038458090 MATERIAL PROCESSING SERVICES	10-42-265-0	167.50
2038458091 BOOKS: YOUTH	10-44-400-2	3.63
2038458091 BOOKS: BRANCH YOUTH	10-44-400-6	20.39
2038458092 MATERIAL PROCESSING SERVICES	10-42-265-0	9.60
2038458093 BOOKS: BRANCH ADULT	10-44-400-5	10.91
2038458094 MATERIAL PROCESSING SERVICES	10-42-265-0	5.30
2038458096 MATERIAL PROCESSING SERVICES	10-42-265-0	4.30
2038460860 BOOKS: ADULT	10-44-400-1	620.33
2038460860 BOOKS: YOUTH	10-44-400-2	172.86
2038460860 BOOKS: BRANCH ADULT	10-44-400-5	117.15
2038460860 BOOKS: BRANCH YOUTH	10-44-400-6	36.86
2038460861 MATERIAL PROCESSING SERVICES	10-42-265-0	304.50
2038460862 BOOKS: ADULT	10-44-400-1	169.32
2038460862 BOOKS: YOUTH	10-44-400-2	11.52
2038460862 BOOKS: BRANCH ADULT	10-44-400-5	46.67
2038460863 MATERIAL PROCESSING SERVICES	10-42-265-0	73.50
2038460864 BOOKS: YOUTH	10-44-400-2	25.35
2038460865 MATERIAL PROCESSING SERVICES	10-42-265-0	8.60
2038460867 MATERIAL PROCESSING SERVICES	10-42-265-0	17.20
2038464233 BOOKS: ADULT	10-44-400-1	243.96
2038464233 BOOKS: YOUTH	10-44-400-2	62.14
2038464233 BOOKS: BRANCH ADULT	10-44-400-5	49.36
2038464233 BOOKS: BRANCH YOUTH	10-44-400-6	20.47
2038464234 MATERIAL PROCESSING SERVICES	10-42-265-0	130.10
2038464235 BOOKS: ADULT	10-44-400-1	49.36
2038464235 BOOKS: YOUTH	10-44-400-2	20.47
2038464235 BOOKS: BRANCH ADULT	10-44-400-5	18.44
2038464236 MATERIAL PROCESSING SERVICES	10-42-265-0	28.80
2038464237 BOOKS: BRANCH ADULT	10-44-400-5	17.29
2038464238 MATERIAL PROCESSING SERVICES	10-42-265-0	4.30
2038464240 MATERIAL PROCESSING SERVICES	10-42-265-0	13.90
2038470034 BOOKS: ADULT	10-44-400-1	194.59
2038470034 BOOKS: YOUTH	10-44-400-2	69.73
2038470035 MATERIAL PROCESSING SERVICES	10-42-265-0	88.40
2038470036 BOOKS: BRANCH ADULT	10-44-400-5	12.13
2038470036 BOOKS: BRANCH YOUTH	10-44-400-6	12.99
2038470037 MATERIAL PROCESSING SERVICES	10-42-265-0	9.60
2038470038 BOOKS: BRANCH YOUTH	10-44-400-6	12.99
2038470039 MATERIAL PROCESSING SERVICES	10-42-265-0	4.30
2038472453 BOOKS: ADULT	10-44-400-1	110.86
2038472453 BOOKS: YOUTH	10-44-400-2	107.37
2038472453 BOOKS: BRANCH ADULT	10-44-400-5	18.44
2038472454 MATERIAL PROCESSING SERVICES	10-42-265-0	68.20

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
BAKER & TAYLOR L4230502 (5107) CONTINUED ...		
2038472455 BOOKS: ADULT	10-44-400-1	18.44
2038472455 BOOKS: BRANCH ADULT	10-44-400-5	86.26
2038472456 MATERIAL PROCESSING SERVICES	10-42-265-0	26.80
2038472458 MATERIAL PROCESSING SERVICES	10-42-265-0	5.30
2038474638 BOOKS: ADULT	10-44-400-1	265.64
2038474638 BOOKS: YOUTH	10-44-400-2	41.56
2038474638 BOOKS: BRANCH ADULT	10-44-400-5	63.42
2038474638 BOOKS: BRANCH YOUTH	10-44-400-6	24.43
2038474639 MATERIAL PROCESSING SERVICES	10-42-265-0	110.20
2038474640 BOOKS: ADULT	10-44-400-1	63.42
2038474640 BOOKS: YOUTH	10-44-400-2	23.72
2038474641 MATERIAL PROCESSING SERVICES	10-42-265-0	26.80
2038474642 BOOKS: YOUTH	10-44-400-2	12.23
2038474643 MATERIAL PROCESSING SERVICES	10-42-265-0	4.30
2038476689 BOOKS: ADULT	10-44-400-1	146.81
2038476689 BOOKS: YOUTH	10-44-400-2	157.84
2038476689 BOOKS: BRANCH ADULT	10-44-400-5	52.41
2038476689 BOOKS: BRANCH YOUTH	10-44-400-6	15.28
2038476690 MATERIAL PROCESSING SERVICES	10-42-265-0	113.20
2038476691 BOOKS: ADULT	10-44-400-1	52.41
2038476691 BOOKS: YOUTH	10-44-400-2	7.64
2038476692 MATERIAL PROCESSING SERVICES	10-42-265-0	17.20
2038476693 BOOKS: YOUTH	10-44-400-2	7.64
2038476694 MATERIAL PROCESSING SERVICES	10-42-265-0	4.30
2038478857 BOOKS: ADULT	10-44-400-1	148.16
2038478857 BOOKS: YOUTH	10-44-400-2	132.86
2038478857 BOOKS: BRANCH ADULT	10-44-400-5	72.48
2038478857 BOOKS: BRANCH YOUTH	10-44-400-6	54.50
2038478858 MATERIAL PROCESSING SERVICES	10-42-265-0	124.10
2038478859 BOOKS: ADULT	10-44-400-1	72.48
2038478859 BOOKS: YOUTH	10-44-400-2	26.67
2038478859 BOOKS: BRANCH ADULT	10-44-400-5	27.62
2038478860 MATERIAL PROCESSING SERVICES	10-42-265-0	32.10
2038478861 BOOKS: YOUTH	10-44-400-2	52.14
2038478862 MATERIAL PROCESSING SERVICES	10-42-265-0	12.90
2038478863 BOOKS: YOUTH	10-44-400-2	43.47
2038478864 MATERIAL PROCESSING SERVICES	10-42-265-0	12.90
2038483166 BOOKS: ADULT	10-44-400-1	163.12
2038483166 BOOKS: YOUTH	10-44-400-2	39.72
2038483166 BOOKS: BRANCH ADULT	10-44-400-5	19.01
2038483167 MATERIAL PROCESSING SERVICES	10-42-265-0	65.20
2038483168 BOOKS: ADULT	10-44-400-1	35.39
2038483169 MATERIAL PROCESSING SERVICES	10-42-265-0	9.60
2038483170 BOOKS: ADULT	10-44-400-1	16.38
2038483171 MATERIAL PROCESSING SERVICES	10-42-265-0	5.30
2038485185 BOOKS: ADULT	10-44-400-1	159.96
2038485185 BOOKS: YOUTH	10-44-400-2	50.35
2038485186 MATERIAL PROCESSING SERVICES	10-42-265-0	62.20
2038485187 BOOKS: BRANCH ADULT	10-44-400-5	85.86
2038485187 BOOKS: BRANCH YOUTH	10-44-400-6	9.79
2038485188 MATERIAL PROCESSING SERVICES	10-42-265-0	25.80
2038485189 BOOKS: BRANCH YOUTH	10-44-400-6	9.79

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
BAKER & TAYLOR L4230502 (5107) CONTINUED ...		
2038485190 MATERIAL PROCESSING SERVICES	10-42-265-0	4.30
2038485192 MATERIAL PROCESSING SERVICES	10-42-265-0	13.90
2038488123 BOOKS: ADULT	10-44-400-1	269.91
2038488123 BOOKS: YOUTH	10-44-400-2	75.56
2038488123 BOOKS: BRANCH ADULT	10-44-400-5	17.28
2038488124 MATERIAL PROCESSING SERVICES	10-42-265-0	101.60
2038488125 BOOKS: ADULT	10-44-400-1	17.28
2038488125 BOOKS: YOUTH	10-44-400-2	18.76
2038488125 BOOKS: BRANCH ADULT	10-44-400-5	17.30
2038488125 BOOKS: BRANCH YOUTH	10-44-400-6	21.13
2038488126 MATERIAL PROCESSING SERVICES	10-42-265-0	27.80
2038488127 BOOKS: BRANCH YOUTH	10-44-400-6	13.86
2038488128 MATERIAL PROCESSING SERVICES	10-42-265-0	4.30
2038488130 MATERIAL PROCESSING SERVICES	10-42-265-0	9.60
2038489825 BOOKS: ADULT	10-44-400-1	181.04
2038489825 BOOKS: YOUTH	10-44-400-2	93.83
2038489825 BOOKS: BRANCH ADULT	10-44-400-5	197.39
2038489825 BOOKS: BRANCH YOUTH	10-44-400-6	14.52
2038489826 MATERIAL PROCESSING SERVICES	10-42-265-0	126.70
2038489827 BOOKS: ADULT	10-44-400-1	197.38
2038489827 BOOKS: YOUTH	10-44-400-2	27.11
2038489827 BOOKS: BRANCH YOUTH	10-44-400-6	32.24
2038489828 MATERIAL PROCESSING SERVICES	10-42-265-0	56.90
2038489829 BOOKS: BRANCH YOUTH	10-44-400-6	36.40
2038489830 MATERIAL PROCESSING SERVICES	10-42-265-0	12.90
2038489831 BOOKS: YOUTH	10-44-400-2	12.59
2038489832 MATERIAL PROCESSING SERVICES	10-42-265-0	4.30
2038492493 BOOKS: ADULT	10-44-400-1	134.00
2038492493 BOOKS: BRANCH ADULT	10-44-400-5	20.18
2038492494 MATERIAL PROCESSING SERVICES	10-42-265-0	53.30
2038492495 BOOKS: ADULT	10-44-400-1	20.18
2038492495 BOOKS: BRANCH ADULT	10-44-400-5	53.30
2038492496 MATERIAL PROCESSING SERVICES	10-42-265-0	17.20
2038492497 BOOKS: YOUTH	10-44-400-2	4.24
2038492498 MATERIAL PROCESSING SERVICES	10-42-265-0	5.30
2038492499 BOOKS: YOUTH	10-44-400-2	4.24
2038492500 MATERIAL PROCESSING SERVICES	10-42-265-0	5.30
2038496728 BOOKS: ADULT	10-44-400-1	305.05
2038496728 BOOKS: YOUTH	10-44-400-2	200.57
2038496729 MATERIAL PROCESSING SERVICES	10-42-265-0	144.60
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BAKER & TAYLOR L0620012 (5108)	09/10/24 CK# 149365	\$76.48
2038491493 IN-HOUSE REFERENCE	10-44-400-4	76.48
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BAKER AND TAYLOR L4229202 (394)	09/10/24 CK# 149366	\$1,664.45
2038442390 BOOKS: ADULT	10-44-400-1	112.82
2038442391 MATERIAL PROCESSING SERVICES	10-42-265-0	37.10
2038442392 BOOKS: ADULT	10-44-400-1	112.82
2038442393 MATERIAL PROCESSING SERVICES	10-42-265-0	37.10
2038442394 BOOKS: BRANCH ADULT	10-44-400-5	119.33
2038442395 MATERIAL PROCESSING SERVICES	10-42-265-0	33.10
2038447384 BOOKS: ADULT	10-44-400-1	65.71
2038447385 MATERIAL PROCESSING SERVICES	10-42-265-0	13.90

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
BAKER AND TAYLOR L4229202 (394) CONTINUED ...		
2038447386 BOOKS: BRANCH ADULT	10-44-400-5	34.23
2038447387 MATERIAL PROCESSING SERVICES	10-42-265-0	4.30
2038447388 BOOKS: BRANCH ADULT	10-44-400-5	17.29
2038447389 MATERIAL PROCESSING SERVICES	10-42-265-0	4.30
2038455925 BOOKS: ADULT	10-44-400-1	18.40
2038455925 BOOKS: YOUTH	10-44-400-2	9.90
2038455925 BOOKS: BRANCH ADULT	10-44-400-5	35.16
2038455926 MATERIAL PROCESSING SERVICES	10-42-265-0	18.20
2038455927 BOOKS: ADULT	10-44-400-1	35.16
2038455928 MATERIAL PROCESSING SERVICES	10-42-265-0	8.60
2038455929 BOOKS: BRANCH ADULT	10-44-400-5	47.29
2038455930 MATERIAL PROCESSING SERVICES	10-42-265-0	13.90
2038457889 BOOKS: ADULT	10-44-400-1	202.20
2038457889 BOOKS: YOUTH	10-44-400-2	19.81
2038457889 BOOKS: BRANCH ADULT	10-44-400-5	61.07
2038457890 MATERIAL PROCESSING SERVICES	10-42-265-0	89.70
2038457891 BOOKS: ADULT	10-44-400-1	61.07
2038457891 BOOKS: YOUTH	10-44-400-2	9.90
2038457892 MATERIAL PROCESSING SERVICES	10-42-265-0	22.50
2038457893 BOOKS: BRANCH ADULT	10-44-400-5	27.64
2038457894 MATERIAL PROCESSING SERVICES	10-42-265-0	9.60
2038476040 BOOKS: ADULT	10-44-400-1	64.60
2038476040 BOOKS: BRANCH ADULT	10-44-400-5	22.29
2038476041 MATERIAL PROCESSING SERVICES	10-42-265-0	24.50
2038476042 BOOKS: ADULT	10-44-400-1	55.65
2038476043 MATERIAL PROCESSING SERVICES	10-42-265-0	14.90
2038487969 BOOKS: ADULT	10-44-400-1	79.72
2038487969 BOOKS: BRANCH ADULT	10-44-400-5	39.00
2038487970 MATERIAL PROCESSING SERVICES	10-42-265-0	34.10
2038487971 BOOKS: ADULT	10-44-400-1	38.99
2038487972 MATERIAL PROCESSING SERVICES	10-42-265-0	8.60
BARRINGTON MOTOR SALES RV (5866)	09/10/24 CK# 149367	\$153.41
146297 VEHICLE MAINTENANCE: MOBILE SVCS	10-42-270-0	153.41
BLADE ELECTRIC & TECHNOLOGIES LLC (5934)	09/10/24 CK# 149368	\$14,400.00
5069 CAPITAL IMPROVEMENTS	10-49-900-0	14,400.00
BRITTAIN'S EXPRESS OIL & LUBE (4669)	09/10/24 CK# 149369	\$55.54
477184 VEHICLE MAINTENANCE: FACILITIES	10-42-270-1	55.54
CDW GOVERNMENT, INC. (842)	09/10/24 CK# 149370	\$222.40
SR16506 COMPUTER EQUIPMENT	10-45-500-0	101.90
SS70847 COMPUTER EQUIPMENT	10-45-500-0	120.50
CHARACTERS IO, LLC (6732)	09/10/24 CK# 149399	\$199.00
INV-OCN890 CC PYMT (6418) FOR PUBLIC RELATIONS: GENERAL	10-42-222-2	90.00
INV-OCN890 DEP CC PYMT (6418) FOR PUBLIC RELATIONS: GENERAL	10-42-222-2	109.00
CINTAS CORPORATION LOC. #355 (4662)	09/10/24 CK# 149371	\$4,001.95
4201616770 JANITORIAL SUPPLIES	10-43-370-0	224.40
4201900281 JANITORIAL SUPPLIES	10-43-370-0	806.00
4202439171 JANITORIAL SUPPLIES	10-43-370-0	57.54
4202440896 JANITORIAL SUPPLIES	10-43-370-0	1,069.78
4203168915 JANITORIAL SUPPLIES	10-43-370-0	108.13
4203170677 JANITORIAL SUPPLIES	10-43-370-0	1,678.56

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CINTAS CORPORATION LOC. #355 (4662) CONTINUED ... 4203956950 JANITORIAL SUPPLIES	10-43-370-0	57.54
COMFORT FIRST (6206) 09/10/24 CK# 149396 19283 CC PYMT (6415) FOR BUILDING & GROUNDS SUPPLIES	60-43-320-0	\$180.90 180.90
COMPLETE CLEANING COMPANY, INC. (835) 09/10/24 CK# 149372 AW15828 REPAIR/MAINT. OF BLDG: SOUTH ELGIN	60-42-200-7	\$15,756.34 830.00
AW15854 GENERAL CLEANING SERVICE	10-42-235-0	2,150.00
AW16736 GENERAL CLEANING SERVICE	10-42-235-0	1,180.00
AW16786 GENERAL CLEANING SERVICE	10-42-235-0	980.00
C28097 GENERAL CLEANING SERVICE: RAKOW	10-42-235-5	2,902.00
C28098 GENERAL CLEANING SERVICE	10-42-235-0	9,100.00
CM1721 GENERAL CLEANING SVC: SOUTH ELGIN	10-42-235-7	-1,385.66
CONSTRUCTIVE PLAYTHINGS (6456) 09/10/24 CK# 149398 CPS3443 CC PYMT (6417) FOR TOYS & KITS: KIDSPACE	10-44-440-0	\$149.48 149.48
COURIER NEWS (5321) 09/10/24 CK# 149373 08152024 PERIODICALS: BRANCH	10-44-410-5	\$130.00 130.00
CRYSTAL CLEAR AQUARIUM MAINTENANCE (931) 09/10/24 CK# 149374 22619 ANIMAL CARE & FEEDING	10-43-340-0	\$355.00 355.00
DANNY'S PIZZA (6381) 09/10/24 CK# 149396 08082024 CC PYMT (6415) FOR FOOD & BEVERAGE: PUBLIC SVCS	10-43-360-1	\$40.90 40.90
DEMCO (1000) 09/10/24 CK# 149375 7526732 MATERIALS PROCESSING SUPPLIES	10-43-310-0	\$227.03 227.03
DIGITAL OCEAN (6303) 09/10/24 CK# 149401 488999036 CC PYMT (6420) FOR ONLINE COMPUTER SVCS: ACCESS SVCS	10-42-255-3	\$25.21 25.21
DISCOUNT TIRES (6836) 09/10/24 CK# 149376 8783867 VEHICLE MAINTENANCE: FACILITIES	10-42-270-1	\$340.00 340.00
DISPLAYS2GO (6078) 09/10/24 CK# 149396 210149608 CC PYMT (6415) FOR SMALL LIBRARY EQUIPMENT	10-45-540-0	\$23.06 58.93
8282024 CC PYMT (6415) FOR SMALL LIBRARY EQUIPMENT	10-45-540-0	-35.87
DUO SECURITY, LLC (6066) 09/10/24 CK# 149397 11287479 CC PYMT (6416) FOR ONLINE COMPUTER SERVICES	10-42-255-1	\$360.00 360.00
DVORAK MARK (6827) 09/10/24 CK# 149377 09242024 PUBLIC PROGRAMMING:COMMUNITY SVCS	10-42-230-3	\$350.00 350.00
E. NORMAN SECURITY SYSTEMS, INC. 3 (4093) 09/10/24 CK# 149378 16806 COMPUTER MAINTENANCE	10-42-255-2	\$4,112.22 998.22
16819 RISK MANAGEMENT: FACILITIES	50-42-210-0	3,114.00
ECONOMY DISPOSAL (6816) 09/10/24 CK# 149400 471612 CC PYMT (6419) FOR CAPITAL IMPROVEMENTS	10-49-900-0	\$485.00 485.00
ELGIN HISTORY MUSEUM (5896) 09/10/24 CK# 149379 09182024 PUBLIC PROGRAMMING:COMMUNITY SVCS	10-42-230-3	\$125.00 125.00
ELGIN KEY & LOCK COMPANY (1155) 09/10/24 CK# 149380 241251 RISK MANAGEMENT: FACILITIES	50-42-210-0	\$167.30 167.30
ENGBERG ANDERSON, INC. (4014) 09/10/24 CK# 149381 23364402-1 CONSULT. & PROF. FEES:OTHER	10-42-225-2	\$880.00 880.00
ETHIC ROOFING CO (6025) 09/10/24 CK# 149382 1470 REPAIR/MAINT. OF BUILDING	60-42-200-0	\$1,520.00 760.00
1470 REPAIR/MAINT. OF BLDG: RAKOW	60-42-200-5	760.00

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FACEBOOK (6067)	09/10/24 CK# 149402	\$61.21
2V2LZ7L6P2 CC PYMT (6421) FOR PUBLIC RELATIONS: GENERAL	10-42-222-2	61.21
FRANK & SONS ENTERPRISES, INC (4545)	09/10/24 CK# 149383	\$2,260.00
2905 REPAIR/MAINT. OF GRDS: RAKOW	60-42-210-5	700.00
2906 REPAIR/MAINT. OF GROUNDS	60-42-210-0	1,560.00
FRY MARK (6826)	09/10/24 CK# 149384	\$1,500.00
09152024 PUBLIC PROGRAMMING:COMMUNITY SVCS	10-42-230-3	1,500.00
GAYLORD BROS. (1390)	09/10/24 CK# 149385	\$95.14
2877646 MATERIALS PROCESSING SUPPLIES	10-43-310-0	95.14
GRAINGER (1449)	09/10/24 CK# 149386	\$1,062.02
9214048812 JANITORIAL SUPPLIES	10-43-370-0	50.93
9216319567 OFFICE SUPPLIES/GENERAL	10-43-300-1	45.11
9218387349 SIGNAGE	60-43-370-0	119.90
9220926837 BUILDING & GROUNDS SUPPLIES	60-43-320-0	47.99
9226382258 BUILDING & GROUNDS SUPPLIES	60-43-320-0	162.33
9227090280 BUILDING & GROUNDS SUPPLIES	60-43-320-0	193.72
9227090298 BUILDING & GROUNDS SUPPLIES	60-43-320-0	320.00
9235933893 ELECTRICAL SUPPLIES/BULBS	10-43-380-0	122.04
GRANT PROFESSIONALS ASSOCIATION (6356)	09/10/24 CK# 149387	\$255.00
300017162 DUES & MEMBERSHIPS	10-42-280-0	255.00
GRASSHOPPER (6074)	09/10/24 CK# 149397	\$40.71
82024 CC PYMT (6416) FOR OFFICE SUPPLIES/COMPUTER	10-43-300-2	20.45
82024B CC PYMT (6416) FOR OFFICE SUPPLIES/COMPUTER	10-43-300-2	20.26
HABITAT FOR HUMANITY (6830)	09/10/24 CK# 149397	\$7.59
0D6J CC PYMT (6416) FOR FURNITURE AND FIXTURES	10-45-510-0	7.59
HAGG PRESS (1505)	09/10/24 CK# 149388	\$21,517.00
121103 PUBLIC RELATIONS: NEWSLETTER	10-42-222-1	21,517.00
HANSON, TRACY (6008)	09/10/24 CK# 149389	\$1,275.00
LIS 707 02 CONTINUING ED: TAP	10-42-290-4	1,275.00
HEINEMANN PUBLISHING (6104)	09/10/24 CK# 149396	\$25.00
97149673 CC PYMT (6415) FOR ELECTRONIC RESOURCES: IN-HOUSE	10-44-435-1	25.00
HELM SERVICE (5979)	09/10/24 CK# 149390	\$38,886.05
CH1144293P CAPITAL IMPROVEMENTS	10-49-900-0	32,713.00
CH1147420C REPAIR/MAINT. OF HVAC	60-42-220-0	2,330.42
CH1147439C REPAIR/MAINT. HVAC: SOUTH ELGIN	60-42-220-7	215.13
CH1147440C REPAIR/MAINT. HVAC: RAKOW	60-42-220-5	260.88
CH1147441C REPAIR/MAINT. OF HVAC	60-42-220-0	2,017.75
CH1147442C REPAIR/MAINT. HVAC: RAKOW	60-42-220-5	348.87
CH1198284 REPAIR/MAINT. HVAC: RAKOW	60-42-220-5	1,000.00
HOBBY LOBBY (6133)	09/10/24 CK# 149398	\$5.94
65062 CC PYMT (6417) FOR ARTS & CRAFTS SUPPLIES: YOUTH	10-43-330-1	5.94
HOBBY LOBBY (6133)	09/10/24 CK# 149399	\$186.27
15353 CC PYMT (6418) FOR EXHIBITS AND DISPLAYS	10-43-335-0	46.14
199203 CC PYMT (6418) FOR ARTS & CRAFTS SUPPLIES: COMM SVCS	10-43-330-3	20.94
303337 CC PYMT (6418) FOR EXHIBITS AND DISPLAYS	10-43-335-0	64.24
500825 CC PYMT (6418) FOR EXHIBITS AND DISPLAYS	10-43-335-0	13.58
75362 CC PYMT (6418) FOR EXHIBITS AND DISPLAYS	10-43-335-0	41.37

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HOME DEPOT (6340) 9011423 CC PYMT (6418) FOR EXHIBITS AND DISPLAYS	09/10/24 CK# 149399 10-43-335-0	\$139.44 139.44
HOME DEPOT CREDIT SERVICES (1617) 3513708 MAINTENANCE EQUIPMENT: UNDER \$1000	09/10/24 CK# 149391 60-45-500-2	\$249.00 249.00
HR SOURCE (5857) 56649 CC PYMT (6415) FOR CONTINUING ED: REGISTRATION/FEES	09/10/24 CK# 149396 10-42-290-1	\$95.00 95.00
IGLU (6831) US3811 CC PYMT (6417) FOR TOYS & KITS: KIDSPACE	09/10/24 CK# 149398 10-44-440-0	\$129.00 129.00
ILLINOIS LIBRARY ASSOCIATION (3822) 293989 SN CONFERENCES: ALL EXPENSES	09/10/24 CK# 149392 10-42-290-3	\$405.00 405.00
ILLINOIS LIBRARY ASSOCIATION (3822) 294337 GL CC PYMT (6417) FOR CONFERENCES: ALL EXPENSES 294339 NM CC PYMT (6417) FOR CONFERENCES: ALL EXPENSES	09/10/24 CK# 149398 10-42-290-3 10-42-290-3	\$730.00 365.00 365.00
ILLINOIS STATE POLICE (4466) 08192024 RISK MANAGEMENT: HR	09/10/24 CK# 149393 50-42-210-1	\$500.00 500.00
INNOVATIVE INTERFACES, INC. (1737) INV-INC37906 COMPUTER CATALOG SERVICE	09/10/24 CK# 149394 10-42-260-0	\$33.75 33.75
JOANN (6320) 375776 CC PYMT (6423) FOR ARTS & CRAFTS SUPPLIES: COMM SVCS	09/10/24 CK# 149403 10-43-330-3	\$72.86 72.86
JOOMSHAPERSTORE (6832) 2550-18131 CC PYMT (6421) FOR PUBLIC RELATIONS: GENERAL	09/10/24 CK# 149402 10-42-222-2	\$49.50 49.50
KANOPIY LLC (5682) 414640 ELECTRONIC RESOURCES: STREAMING	09/10/24 CK# 149395 10-44-435-3	\$683.00 683.00
KIDZ JUMP INC- BOUNCE HOUSE PARTY RENT (6833) 86421 CC PYMT (6423) FOR PUBLIC PROGRAMMING:COMMUNITY SVCS	09/10/24 CK# 149403 10-42-230-3	\$25.00 25.00
KUULA BUSINESS (6076) 29202415-0007 CC PYMT (6421) FOR ELECT RESOURCES: PUBLIC RELATIONS	09/10/24 CK# 149402 10-44-435-5	\$432.00 432.00
LAKESHORE LEARNING MATERIALS (1957) 841041082924 TOYS & KITS: COMMUNITY SVCS FY25	09/10/24 CK# 149407 10-44-440-2	\$185.98 185.98
LASER PRO CO., INC. (1983) 137874 OFFICE SUPPLIES/COMPUTER 137929 OFFICE SUPPLIES/COMPUTER 137996 OFFICE SUPPLIES/COMPUTER	09/10/24 CK# 149408 10-43-300-2 10-43-300-2 10-43-300-2	\$1,867.00 721.50 385.00 760.50
LAUTERBACH & AMEN (6351) 94689 AUDIT EXPENSES	09/10/24 CK# 149409 40-42-200-0	\$13,820.00 13,820.00
LIBERTY OF AMERICA (6829) 11583699 CC PYMT (6415) FOR BOOKS: ADULT	09/10/24 CK# 149396 10-44-400-1	\$80.00 80.00
LIBRARY JUICE (6633) 15217 CC PYMT (6427) FOR CONTINUING ED: REGISTRATION/FEES	09/10/24 CK# 149405 10-42-290-1	\$250.00 250.00
LIBRARYWORKS, INC. (6021) 22313 CC PYMT (6415) FOR CONTINUING ED: REGISTRATION/FEES	09/10/24 CK# 149396 10-42-290-1	\$25.00 25.00
M13 GRAPHICS (6283) 1010938 CC PYMT (6418) FOR PUBLIC RELATIONS: GENERAL	09/10/24 CK# 149399 10-42-222-2	\$77.52 77.52
MAILGUN TECHNOLOGIES, INC (6058) 66368742 CC PYMT (6420) FOR ONLINE COMPUTER SVCS: ACCESS SVCS	09/10/24 CK# 149401 10-42-255-3	\$80.00 80.00

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MARRIOTT (6309)	09/10/24 CK# 149405	\$933.80
70697326 CC PYMT (6427) FOR CONFERENCES: ALL EXPENSES	10-42-290-3	466.90
71120319 CC PYMT (6427) FOR CONFERENCES: ALL EXPENSES	10-42-290-3	466.90
MATTHEW BENDER & CO., INC. (442)	09/10/24 CK# 149410	\$269.10
42209900 BOOKS: ADULT	10-44-400-1	269.10
MEIJER (6188)	09/10/24 CK# 149396	\$30.68
353515 CC PYMT (6415) FOR FOOD & BEVERAGE: ADMIN	10-43-360-0	30.68
MENARDS (2224)	09/10/24 CK# 149396	\$43.36
353305 CC PYMT (6415) FOR SMALL LIBRARY EQUIPMENT	10-45-540-0	43.36
MENARDS (2224)	09/10/24 CK# 149400	\$187.96
933711 CC PYMT (6419) FOR ELECTRICAL SUPPLIES/BULBS	10-43-380-0	51.56
979933 CC PYMT (6419) FOR ELECTRICAL SUPPLIES/BULBS	10-43-380-0	136.40
MGS RENTALS, LLC (6834)	09/10/24 CK# 149403	\$205.50
15195 CC PYMT (6423) FOR PUBLIC PROGRAMMING:COMMUNITY SVCS	10-42-230-3	205.50
MICHAELS (6060)	09/10/24 CK# 149398	\$150.70
20177337 CC PYMT (6417) FOR ARTS & CRAFTS SUPPLIES: YOUTH	10-43-330-1	150.70
MIDWEST FIRST AID & SAFETY LLC (6609)	09/10/24 CK# 149411	\$72.40
1180 RISK MANAGEMENT: FACILITIES	50-42-210-0	72.40
MIDWEST TAPE (2256)	09/10/24 CK# 149412	\$4,602.36
505850529 AUDIO-VISUAL: ADULT	10-44-420-1	36.73
505850529 AUDIO-VISUAL: BRANCH ADULT	10-44-420-5	36.73
505872687 AUDIO-VISUAL: ADULT	10-44-420-1	131.97
505872688 AUDIO-VISUAL: ADULT	10-44-420-1	26.08
505872690 AUDIO-VISUAL: ADULT	10-44-420-1	221.17
505872691 AUDIO-VISUAL: ADULT	10-44-420-1	36.73
505872692 AUDIO-VISUAL: BRANCH ADULT	10-44-420-5	53.98
505872693 AUDIO-VISUAL: BRANCH ADULT	10-44-420-5	33.74
505894905 AUDIO-VISUAL: ADULT	10-44-420-1	71.99
505894906 AUDIO-VISUAL: ADULT	10-44-420-1	39.27
505894908 AUDIO-VISUAL: ADULT	10-44-420-1	76.47
505894909 AUDIO-VISUAL: BRANCH ADULT	10-44-420-5	17.99
505914884 AUDIO-VISUAL: ADULT	10-44-420-1	715.23
505914884 AUDIO-VISUAL: YOUTH	10-44-420-2	254.91
505914884 AUDIO-VISUAL: BRANCH ADULT	10-44-420-5	367.36
505914884 AUDIO-VISUAL: BRANCH YOUTH	10-44-420-6	142.45
505936695 AUDIO-VISUAL: ADULT	10-44-420-1	56.23
505936696 AUDIO-VISUAL: ADULT	10-44-420-1	11.24
505936698 AUDIO-VISUAL: BRANCH ADULT	10-44-420-5	109.45
505936699 AUDIO-VISUAL: BRANCH ADULT	10-44-420-5	62.23
505939160 AUDIO-VISUAL: ADULT	10-44-420-1	59.98
505939160 AUDIO-VISUAL: BRANCH ADULT	10-44-420-5	29.99
505964591 AUDIO-VISUAL: ADULT	10-44-420-1	34.99
505964593 AUDIO-VISUAL: ADULT	10-44-420-1	26.99
505964594 AUDIO-VISUAL: BRANCH ADULT	10-44-420-5	23.24
505978626 AUDIO-VISUAL: ADULT	10-44-420-1	824.66
505978626 AUDIO-VISUAL: YOUTH	10-44-420-2	374.86
505978626 AUDIO-VISUAL: BRANCH ADULT	10-44-420-5	509.78
505978626 AUDIO-VISUAL: BRANCH YOUTH	10-44-420-6	215.92
MIDWEST TAPE / HOOPLA (6521)	09/10/24 CK# 149413	\$20,389.24
505845652 ELECTRONIC RESOURCES: EBOOKS/AUDIO	10-44-435-2	225.00

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MIDWEST TAPE / HOOPLA (6521) CONTINUED ... 505982937 ELECTRONIC RESOURCES: STREAMING	10-44-435-3	20,164.24
NICHE ACADEMY (5515) 10433 ELECT RESOURCES: PLATFORM FEES	09/10/24 CK# 149414 10-44-435-4	\$3,230.00 3,230.00
OBENAUF AUCTION (6726) 810 CC PYMT (6419) FOR BUILDING & GROUNDS SUPPLIES 810.023 CC PYMT (6419) FOR BUILDING & GROUNDS SUPPLIES	09/10/24 CK# 149400 60-43-320-0 60-43-320-0	\$174.61 105.68 68.93
ORIENTAL TRADING CO., INC. (2563) 732154901 CC PYMT (6415) FOR PUBLIC PROGRAMMING:COMMUNITY SVCS	09/10/24 CK# 149396 10-42-230-3	\$131.58 131.58
OTIS ELEVATOR COMPANY (4788) 100401651087 REPAIR/MAINT. OF BUILDING	09/10/24 CK# 149415 60-42-200-0	\$1,187.78 1,187.78
OVERDRIVE, INC. (4535) 01018MA24257234 ELECTRONIC RESOURCES: EBOOKS/AUDIO	09/10/24 CK# 149416 10-44-435-2	\$5,199.15 5,199.15
PALERACIO JEN (6828) 10022024 PUBLIC PROGRAMMING:COMMUNITY SVCS	09/10/24 CK# 149417 10-42-230-3	\$175.00 175.00
PAYPAL, INC (6059) 148542787 CC PYMT (6420) FOR ONLINE COMPUTER SVCS: ACCESS SVCS	09/10/24 CK# 149401 10-42-255-3	\$19.95 19.95
PAYPAL, INC (6059) 9304487 CC PYMT (6423) FOR CONTINUING ED: REGISTRATION/FEES	09/10/24 CK# 149403 10-42-290-1	\$75.00 75.00
PETTY CASH - SARA JOHNSON (4777) 092024 PUBLIC PROGRAMMING:HISPANIC SVCS 092024 PUBLIC PROGRAMMING:YOUTH 092024 CONTINUING EDUCATION:TRAVEL & MEALS 092024 SUPPLIES: WORK APPAREL 092024 EXHIBITS AND DISPLAYS 092024 FOOD & BEVERAGE: PUBLIC SVCS	09/10/24 CK# 149418 10-42-230-1 10-42-230-2 10-42-290-2 10-43-301-0 10-43-335-0 10-43-360-1	\$233.49 18.52 20.00 58.28 49.99 31.32 55.38
PROQUEST LLC (2760) 70841549 ELECTRONIC RESOURCES: IN-HOUSE	09/10/24 CK# 149419 10-44-435-1	\$2,409.85 2,409.85
RAPLEY LILIBETH (6790) 09132024 PUBLIC PROGRAMMING:HISPANIC SVCS	09/10/24 CK# 149420 10-42-230-1	\$50.00 50.00
RELIANT CONTRACT GLASS, INC. (6010) 5910001-001 REPAIR/MAINT. OF BUILDING	09/10/24 CK# 149421 60-42-200-0	\$4,315.00 4,315.00
RYAN AILEEN (6701) 81401 720 01 CONTINUING ED: TAP	09/10/24 CK# 149422 10-42-290-4	\$625.00 625.00
SAM'S CLUB DIRECT (5057) 000000 GUWLWD FOOD & BEVERAGE: ADMIN 002253 GUWOBX FOOD & BEVERAGE: ADMIN 002255 GUWOBX VOLUNTEERS 002854 GUVGBE FOOD & BEVERAGE: COMMUNITY SVCS 08142024 MISCELLANEOUS INCOME 08142024 PUBLIC PROGRAMMING:YOUTH	09/10/24 CK# 149423 10-43-360-0 10-43-360-0 10-43-305-0 10-43-360-2 10-39-1-0 10-42-230-2	\$274.55 20.33 144.44 79.84 29.94 -28.86 28.86
SCHOLATIC LIBRARY PUBLISHING (3002) 61608743 ELECTRONIC RESOURCES: DATABASES	09/10/24 CK# 149424 10-44-435-0	\$1,808.00 1,808.00
SEBERT LANDSCAPING (6199) S590812 REPAIR/MAINT. OF GROUNDS S590816 REPAIR/MAINT. OF GRDS: RAKOW S590821 REPAIR/MAINT. OF GRDS: RAKOW	09/10/24 CK# 149425 60-42-210-0 60-42-210-5 60-42-210-5	\$14,030.00 3,845.00 4,950.00 5,235.00

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SHAW, RANDY (5711) 08272024 EXHIBITS AND DISPLAYS	09/10/24 CK# 149426 10-43-335-0	\$240.00 240.00
SIGN UP GENIUS (6221) 6266B7F3-0001 CC PYMT (6415) FOR COMPUTER MAINTENANCE	09/10/24 CK# 149396 10-42-255-2	\$9.99 9.99
SIGNS BY TOMORROW (3081) 16883 COMPUTER MAINTENANCE 31267 EXHIBITS AND DISPLAYS 31387 EXHIBITS AND DISPLAYS	09/10/24 CK# 149427 10-42-255-2 10-43-335-0 10-43-335-0	\$4,496.52 1,095.00 2,298.06 1,103.46
SOUTH ELGIN PROF CTR PHASE 2 CONDO (5393) 09012024 COMMON AREA MAINT: SO ELGIN	09/10/24 CK# 149428 10-42-204-0	\$3,014.46 3,014.46
SPOTIFY (6086) 82024 CC PYMT (6417) FOR PUBLIC PROGRAMMING:YOUTH	09/10/24 CK# 149398 10-42-230-2	\$19.99 19.99
STAPLES (3180) 9924068716 CC PYMT (6415) FOR DUPLICATING: PAPER/COPY SHOP SUPPL 9924068871 CC PYMT (6415) FOR DUPLICATING: PAPER/COPY SHOP SUPPL 9924069102 CC PYMT (6415) FOR DUPLICATING: PAPER/COPY SHOP SUPPL 9924069276 CC PYMT (6415) FOR DUPLICATING: PAPER/COPY SHOP SUPPL	09/10/24 CK# 149396 10-43-320-0 10-43-320-0 10-43-320-0 10-43-320-0	\$793.49 208.64 194.95 194.95 194.95
STAPLES (3180) 7638732337 DUPLICATING: PAPER/COPY SHOP SUPPL 7639916102 OFFICE SUPPLIES/GENERAL	09/10/24 CK# 149429 10-43-320-0 10-43-300-1	\$277.23 159.47 117.76
TARGET (6108) 86117 CC PYMT (6415) FOR ARTS & CRAFTS SUPPLIES: COMM SVCS	09/10/24 CK# 149396 10-43-330-3	\$38.55 38.55
TARGET (6108) 64961 CC PYMT (6417) FOR ARTS & CRAFTS SUPPLIES: YOUTH	09/10/24 CK# 149398 10-43-330-1	\$2.16 2.16
TOWN AND COUNTRY GARDENS (3359) 3461091126 MISCELLANEOUS	09/10/24 CK# 149430 10-43-399-0	\$155.99 155.99
ULINE (4778) 20264448 SMALL LIBRARY EQUIPMENT	09/10/24 CK# 149431 10-45-540-0	\$166.37 166.37
UNIQUE PHOTO (6139) 8282024 CC PYMT (6415) FOR OFFICE SUPPLIES/GENERAL	09/10/24 CK# 149396 10-43-300-1	\$177.09 177.09
UPS (5342) 08192024B CC PYMT (6417) FOR PUBLIC PROGRAMMING:YOUTH 8192024 CC PYMT (6417) FOR PUBLIC PROGRAMMING:YOUTH	09/10/24 CK# 149398 10-42-230-2 10-42-230-2	\$43.19 29.29 13.90
VILLAGE OF SOUTH ELGIN (5477) 082024 A WATER & SEWER: SOUTH ELGIN 082024 B WATER & SEWER: SOUTH ELGIN	09/10/24 CK# 149432 10-42-202-7 10-42-202-7	\$456.94 91.22 365.72
VILLAGOMEZ RODRIGO (6835) 09132024 PUBLIC PROGRAMMING:HISPANIC SVCS	09/10/24 CK# 149433 10-42-230-1	\$150.00 150.00
VIVAEROBUS (6359) WJ8H8E CC PYMT (6428) FOR CONFERENCES: ALL EXPENSES	09/10/24 CK# 149406 10-42-290-3	\$955.74 955.74
VOLGISTICS (6071) 501409 CC PYMT (6415) FOR COMPUTER MAINTENANCE	09/10/24 CK# 149396 10-42-255-2	\$70.00 70.00
VSP OF ILLINOIS (2257) 821066395 HEALTH, DENTAL & VISION INSURANCE	09/10/24 CK# 149434 10-41-110-0	\$2,298.04 2,298.04
WALMART (6075) 252728 CC PYMT (6423) FOR FOOD & BEVERAGE: COMMUNITY SVCS	09/10/24 CK# 149403 10-43-360-2	\$118.34 118.34

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WEX BANK (5012)	09/10/24 CK# 149435	\$922.77
99344465 FUEL/GASOLINE: FACILITIES	10-43-350-0	345.73
99344465 FUEL/GASOLINE: MOBILE SERVICES	10-43-350-1	577.04
WHITNEY C. WILLIAM (6825)	09/10/24 CK# 149436	\$250.00
08102024 PUBLIC PROGRAMMING:COMMUNITY SVCS	10-42-230-3	250.00
WILD GOOSE CHASE (3616)	09/10/24 CK# 149437	\$1,265.00
241267 REPAIR/MAINT. OF GROUNDS	60-42-210-0	1,265.00
ZIEGLER'S ACE HARDWARE (111)	09/10/24 CK# 149438	\$408.95
173639/A JANITORIAL SUPPLIES	10-43-370-0	21.84
173698/A EXHIBITS AND DISPLAYS	10-43-335-0	47.49
173731/A EXHIBITS AND DISPLAYS	10-43-335-0	13.28
173737/A JANITORIAL SUPPLIES	10-43-370-0	18.22
173750/A EXHIBITS AND DISPLAYS	10-43-335-0	44.58
173763/A BUILDING & GROUNDS SUPPLIES	60-43-320-0	43.60
173789/A BUILDING & GROUNDS SUPPLIES	60-43-320-0	8.54
173798/A MAINTENANCE EQUIPMENT: UNDER \$1000	60-45-500-2	24.75
173808/A BUILDING & GROUNDS SUPPLIES	60-43-320-0	31.32
173824/A JANITORIAL SUPPLIES	10-43-370-0	28.47
173840/A BUILDING & GROUNDS SUPPLIES	60-43-320-0	75.94
173854/A BUILDING & GROUNDS SUPPLIES	60-43-320-0	31.83
173915/A JANITORIAL SUPPLIES	10-43-370-0	19.09

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 BILLS PAID REPORT FOR SEPTEMBER, 2024  
 SUMMARY ALL FUNDS

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BANK ACCOUNT	BANK	DESCRIPTION	AMOUNT	
10-10-0	01	GENERAL FUND-CASH - GENERAL FUND	200,727.62	*
40-10-0	01	AUDIT FUND-CASH - AUDIT FUND	13,820.00	*
50-10-0	01	LIABILITY INS. FUND-CASH - LIAB. & RISK FUND	3,853.70	*
60-10-0	01	BUILDING & EQUIPMENT FUND-CASH - B & E FUND	34,140.69	*
TOTAL ALL FUNDS			252,542.01	**

NUMBER	DESCRIPTION	MONTH ACTIVITY	YEAR ACTIVITY	PRCT. USED	BUDGET AMOUNT	REMAINING
<u>GENERAL FUND</u>						
10-30	PROPERTY TAXES	1,268,368.38	1,268,368.38	0.00	0	-1,268,368.38
10-32	INTEREST EARNED	61,918.23	61,918.23	0.00	0	-61,918.23
10-33	FINES AND FEES	18,328.58	18,328.58	0.00	0	-18,328.58
10-39	MISCELLANEOUS	5,277.11	5,277.11	0.00	0	-5,277.11
**TOTAL	GENERAL FUND	1,353,892.30	1,353,892.30	0.00	0	-1,353,892.30
<u>I.M.R.F. FUND</u>						
20-30	PROPERTY TAXES	59,744.95	59,744.95	0.00	0	-59,744.95
**TOTAL	I.M.R.F. FUND	59,744.95	59,744.95	0.00	0	-59,744.95
<u>SOCIAL SECURITY FUND</u>						
30-30	PROPERTY TAXES	58,250.31	58,250.31	0.00	0	-58,250.31
**TOTAL	SOCIAL SECURITY FUND	58,250.31	58,250.31	0.00	0	-58,250.31
<u>AUDIT FUND</u>						
40-30	PROPERTY TAXES	1,195.14	1,195.14	0.00	0	-1,195.14
**TOTAL	AUDIT FUND	1,195.14	1,195.14	0.00	0	-1,195.14
<u>LIABILITY INS. FUND</u>						
50-30	PROPERTY TAXES	23,899.28	23,899.28	0.00	0	-23,899.28
**TOTAL	LIABILITY INS. FUND	23,899.28	23,899.28	0.00	0	-23,899.28
<u>BUILDING &amp; EQUIPMENT FUND</u>						
60-30	PROPERTY TAXES	59,744.95	59,744.95	0.00	0	-59,744.95
**TOTAL	BUILDING & EQUIPMENT FUND	59,744.95	59,744.95	0.00	0	-59,744.95
<u>BUILDING RESERVE FUND</u>						
90-32	INTEREST EARNED	5,111.55	5,111.55	0.00	0	-5,111.55
**TOTAL	BUILDING RESERVE FUND	5,111.55	5,111.55	0.00	0	-5,111.55
	GRAND TOTAL	1,561,838.48	1,561,838.48	0.00	0	-1,561,838.48
<u>FUND SUMMARY</u>						
10	GENERAL	1,353,892.30	1,353,892.30	0.00	0	-1,353,892.30
20	I.M.R.F.	59,744.95	59,744.95	0.00	0	-59,744.95
30	SOCIAL SECURITY	58,250.31	58,250.31	0.00	0	-58,250.31
40	AUDIT	1,195.14	1,195.14	0.00	0	-1,195.14
50	LIABILITY INS.	23,899.28	23,899.28	0.00	0	-23,899.28
60	BUILDING & EQUIPMENT	59,744.95	59,744.95	0.00	0	-59,744.95
90	SPECIAL/BUILDING RESERVE	5,111.55	5,111.55	0.00	0	-5,111.55
	TOTALS ALL FUNDS	1,561,838.48	1,561,838.48	0.00	0	-1,561,838.48

NT NUMBER	DESCRIPTION	MONTH ACTIVITY	YEAR ACTIVITY	PRCT. USED	WORKING BUDGET	BUDGET REMAINING	PRCT. APPROP.	APPROP.
<u>GENERAL FUND</u>								
<u>SALARIES &amp; BENEFITS</u>								
10-41-100-0	SALARIES & WAGES/ADMINISTRATION	143,994.91	143,994.91	8.14	1,770,000	1,626,005.09	0.00	0
10-41-101-0	SALARIES & WAGES/LIBR. & SUPERV.	335,204.10	335,204.10	8.44	3,970,000	3,634,795.90	0.00	0
10-41-102-0	SALARIES & WAGES/SUPPORT	326,477.41	326,477.41	8.37	3,900,000	3,573,522.59	0.00	0
10-41-103-0	SALARIES & WAGES/MAINTENANCE	29,224.58	29,224.58	6.35	460,000	430,775.42	0.00	0
10-41-110-0	HEALTH, DENTAL & VISION INSURANCE	81,288.19	81,288.19	6.58	1,235,000	1,153,711.81	0.00	0
10-41-111-0	LIFE INSURANCE	1,650.68	1,650.68	16.84	9,800	8,149.32	0.00	0
*TOTAL	SALARIES & BENEFITS	917,839.87	917,839.87	8.09	11,344,800	10,426,960.13	0.00	0
<u>CONTRACTUAL SERVICES</u>								
10-42-200-0	NATURAL GAS	0.00	0.00	0.00	85,000	85,000.00	0.00	0
10-42-200-5	NATURAL GAS: RAKOW	0.00	0.00	0.00	4,500	4,500.00	0.00	0
10-42-200-7	NATURAL GAS: SOUTH ELGIN	91.60	91.60	2.18	4,200	4,108.40	0.00	0
10-42-200-9	NATURAL GAS: DAVIS ROAD	49.88	49.88	0.50	10,000	9,950.12	0.00	0
10-42-201-0	ELECTRICITY	0.00	0.00	0.00	265,000	265,000.00	0.00	0
10-42-201-5	ELECTRICITY: RAKOW	0.00	0.00	0.00	35,000	35,000.00	0.00	0
10-42-201-7	ELECTRICITY: SOUTH ELGIN	130.92	130.92	2.52	5,200	5,069.08	0.00	0
10-42-201-9	ELECTRICITY: DAVIS ROAD	386.92	386.92	3.87	10,000	9,613.08	0.00	0
10-42-202-0	WATER & SEWER	0.00	0.00	0.00	19,000	19,000.00	0.00	0
10-42-202-5	WATER & SEWER: RAKOW	0.00	0.00	0.00	5,500	5,500.00	0.00	0
10-42-202-7	WATER & SEWER: SOUTH ELGIN	0.00	0.00	0.00	3,900	3,900.00	0.00	0
10-42-202-9	WATER & SEWER: DAVIS ROAD	12.85	12.85	0.54	2,400	2,387.15	0.00	0
10-42-203-1	TELEPHONE/LINE CHARGES	1,645.93	1,645.93	9.46	17,400	15,754.07	0.00	0
10-42-203-3	TELEPHONE/MAINTENANCE & SERVICE	3,174.28	3,174.28	6.73	47,200	44,025.72	0.00	0
10-42-203-4	TELEPHONE: MOBILE	107.68	107.68	1.06	10,200	10,092.32	0.00	0
10-42-204-0	COMMON AREA MAINT: SO ELGIN	3,014.46	3,014.46	7.54	40,000	36,985.54	0.00	0
10-42-204-5	REAL ESTATE TAXES	0.00	0.00	0.00	5,500	5,500.00	0.00	0
10-42-204-9	LEASE: DAVIS ROAD	1,866.67	1,866.67	1.87	100,000	98,133.33	0.00	0
10-42-205-0	BANKING FEES	1,394.32	1,394.32	9.68	14,400	13,005.68	0.00	0
10-42-206-0	DEBT CERT PRINCIPAL	0.00	0.00	0.00	125,000	125,000.00	0.00	0
10-42-206-5	DEBT CERT INTEREST	0.00	0.00	0.00	9,200	9,200.00	0.00	0
10-42-209-0	STORAGE/MOVING	650.00	650.00	18.57	3,500	2,850.00	0.00	0
10-42-210-0	POSTAGE & SHIPPING	3,000.00	3,000.00	16.67	18,000	15,000.00	0.00	0
10-42-215-0	COLLECTION AGENCY	0.00	0.00	0.00	15,000	15,000.00	0.00	0
10-42-220-2	LEGAL PUBLICATIONS	0.00	0.00	0.00	2,200	2,200.00	0.00	0
10-42-222-1	PUBLIC RELATIONS: NEWSLETTER	0.00	0.00	0.00	161,800	161,800.00	0.00	0
10-42-222-2	PUBLIC RELATIONS: GENERAL	0.00	0.00	0.00	29,000	29,000.00	0.00	0
10-42-225-1	CONSULT. & PROF. FEES:LEGAL	0.00	0.00	0.00	15,000	15,000.00	0.00	0
10-42-225-2	CONSULT. & PROF. FEES:OTHER	0.00	0.00	0.00	100,000	100,000.00	0.00	0
10-42-230-1	PUBLIC PROGRAMMING:HISPANIC SVCS	159.18	159.18	1.01	15,800	15,640.82	0.00	0
10-42-230-2	PUBLIC PROGRAMMING:YOUTH	317.57	317.57	1.41	22,500	22,182.43	0.00	0
10-42-230-3	PUBLIC PROGRAMMING:COMMUNITY SVCS	4,603.70	4,603.70	9.94	46,300	41,696.30	0.00	0
10-42-230-4	PUBLIC PROGRAMMING: TRANSLATION	0.00	0.00	0.00	2,500	2,500.00	0.00	0
10-42-230-5	DIGITAL LITERACY CLASSES	0.00	0.00	0.00	8,000	8,000.00	0.00	0
10-42-230-6	PUBLIC PROGRAMMING: STUDIO/INFO SVC	0.00	0.00	0.00	1,100	1,100.00	0.00	0
10-42-230-7	DIGITAL LIT CLASSES BILINGUAL	0.00	0.00	0.00	5,500	5,500.00	0.00	0
10-42-230-8	DIGITAL LIT CLASSES BRANCHES	0.00	0.00	0.00	4,800	4,800.00	0.00	0
10-42-235-0	GENERAL CLEANING SERVICE	9,100.00	9,100.00	4.73	192,200	183,100.00	0.00	0
10-42-235-5	GENERAL CLEANING SERVICE: RAKOW	2,902.00	2,902.00	6.10	47,600	44,698.00	0.00	0
10-42-235-7	GENERAL CLEANING SVC: SOUTH ELGIN	2,174.00	2,174.00	4.57	47,600	45,426.00	0.00	0
10-42-235-9	GENERAL CLEANING SVC: DAVIS ROAD	0.00	0.00	0.00	12,000	12,000.00	0.00	0
10-42-240-0	PRINTING: OUTSIDE	0.00	0.00	0.00	16,200	16,200.00	0.00	0
10-42-245-0	COPIER LEASES	1,015.65	1,015.65	8.26	12,300	11,284.35	0.00	0
10-42-245-1	COPIER LEASES: PRAD	1,642.00	1,642.00	8.29	19,800	18,158.00	0.00	0
10-42-245-2	COPIER/VIEWSCAN MAINTENANCE	121.64	121.64	1.10	11,100	10,978.36	0.00	0

NT NUMBER	DESCRIPTION	MONTH ACTIVITY	YEAR ACTIVITY	PRCT. USED	WORKING BUDGET	BUDGET REMAINING	PRCT. APPROP.	APPROP.
10-42-245-3	COPIER MAINTENANCE: PRAD	1,697.56	1,697.56	7.16	23,700	22,002.44	0.00	0
10-42-246-0	SORTER LEASE	0.00	0.00	0.00	101,000	101,000.00	0.00	0
10-42-250-0	BINDING	0.00	0.00	0.00	1,500	1,500.00	0.00	0
10-42-255-1	ONLINE COMPUTER SERVICES	4,132.40	4,132.40	4.31	95,800	91,667.60	0.00	0
10-42-255-2	COMPUTER MAINTENANCE	25,324.94	25,324.94	9.36	270,500	245,175.06	0.00	0
10-42-255-3	ONLINE COMPUTER SVCS: ACCESS SVCS	16,500.00	16,500.00	32.16	51,300	34,800.00	0.00	0
10-42-255-4	COMPUTER MAINT: ACCESS SVCS	2,595.00	2,595.00	1.59	162,800	160,205.00	0.00	0
10-42-260-0	COMPUTER CATALOG SERVICE	30,503.61	30,503.61	95.62	31,900	1,396.39	0.00	0
10-42-265-0	MATERIAL PROCESSING SERVICES	97.30	97.30	0.07	140,000	139,902.70	0.00	0
10-42-270-0	VEHICLE MAINTENANCE: MOBILE SVCS	0.00	0.00	0.00	20,000	20,000.00	0.00	0
10-42-270-1	VEHICLE MAINTENANCE: FACILITIES	0.00	0.00	0.00	10,000	10,000.00	0.00	0
10-42-270-2	SAMLL EQUIP MAINT.: OFFICE	0.00	0.00	0.00	3,600	3,600.00	0.00	0
10-42-270-3	SMALL EQUIP MAINT: A-V	0.00	0.00	0.00	2,800	2,800.00	0.00	0
10-42-275-0	PAYROLL PROCESSING	3,642.08	3,642.08	7.92	46,000	42,357.92	0.00	0
10-42-280-0	DUES & MEMBERSHIPS	2,917.00	2,917.00	14.59	20,000	17,083.00	0.00	0
10-42-290-1	CONTINUING ED: REGISTRATION/FEES	0.00	0.00	0.00	30,000	30,000.00	0.00	0
10-42-290-2	CONTINUING EDUCATION:TRAVEL & MEALS	52.17	52.17	1.30	4,000	3,947.83	0.00	0
10-42-290-3	CONFERENCES: ALL EXPENSES	0.00	0.00	0.00	60,000	60,000.00	0.00	0
10-42-290-4	CONTINUING ED: TAP	0.00	0.00	0.00	15,000	15,000.00	0.00	0
10-42-290-5	TELECOMMUTING EXPENSES	0.00	0.00	0.00	1,200	1,200.00	0.00	0
10-42-299-0	CONTINGENCY	109.57	109.57	2.19	5,000	4,890.43	0.00	0
*TOTAL	CONTRACTUAL SERVICES	125,132.88	125,132.88	4.59	2,724,500	2,599,367.12	0.00	0
	<u>SUPPLIES</u>							
10-43-300-1	OFFICE SUPPLIES/GENERAL	1,086.56	1,086.56	10.87	10,000	8,913.44	0.00	0
10-43-300-2	OFFICE SUPPLIES/COMPUTER	0.00	0.00	0.00	35,900	35,900.00	0.00	0
10-43-300-5	DIGITAL SERVICES MERCHANDISE	357.99	357.99	35.80	1,000	642.01	0.00	0
10-43-301-0	SUPPLIES: WORK APPAREL	0.00	0.00	0.00	6,500	6,500.00	0.00	0
10-43-305-0	VOLUNTEERS	0.00	0.00	0.00	6,800	6,800.00	0.00	0
10-43-310-0	MATERIALS PROCESSING SUPPLIES	335.77	335.77	1.81	18,600	18,264.23	0.00	0
10-43-320-0	DUPLICATING: PAPER/COPY SHOP SUPPL	0.00	0.00	0.00	17,500	17,500.00	0.00	0
10-43-330-0	GRAPHICS SUPPLIES	0.00	0.00	0.00	10,400	10,400.00	0.00	0
10-43-330-1	ARTS & CRAFTS SUPPLIES: YOUTH	99.98	99.98	2.50	4,000	3,900.02	0.00	0
10-43-330-2	ARTS & CRAFTS SUPPLIES: PUBLIC SVCS	0.00	0.00	0.00	3,000	3,000.00	0.00	0
10-43-330-3	ARTS & CRAFTS SUPPLIES: COMM SVCS	0.00	0.00	0.00	3,400	3,400.00	0.00	0
10-43-335-0	EXHIBITS AND DISPLAYS	836.21	836.21	2.36	35,400	34,563.79	0.00	0
10-43-340-0	ANIMAL CARE & FEEDING	355.00	355.00	8.26	4,300	3,945.00	0.00	0
10-43-350-0	FUEL/GASOLINE: FACILITES	57.65	57.65	0.89	6,500	6,442.35	0.00	0
10-43-350-1	FUEL/GASOLINE: MOBILE SERVICES	0.00	0.00	0.00	11,000	11,000.00	0.00	0
10-43-360-0	FOOD & BEVERAGE: ADMIN	0.00	0.00	0.00	7,300	7,300.00	0.00	0
10-43-360-1	FOOD & BEVERAGE: PUBLIC SVCS	0.00	0.00	0.00	5,000	5,000.00	0.00	0
10-43-360-2	FOOD & BEVERAGE: COMMUNITY SVCS	0.00	0.00	0.00	1,700	1,700.00	0.00	0
10-43-360-3	FOOD & BEVERAGE: PRAD	0.00	0.00	0.00	700	700.00	0.00	0
10-43-360-5	FOOD & BEVERAGE: ACCESS	0.00	0.00	0.00	300	300.00	0.00	0
10-43-360-6	FOOD & BEVERAGE: OTHER	0.00	0.00	0.00	2,500	2,500.00	0.00	0
10-43-370-0	JANITORIAL SUPPLIES	2,418.77	2,418.77	2.55	95,000	92,581.23	0.00	0
10-43-380-0	ELECTRICAL SUPPLIES/BULBS	0.00	0.00	0.00	10,000	10,000.00	0.00	0
10-43-399-0	MISCELLANEOUS	0.00	0.00	0.00	5,000	5,000.00	0.00	0
*TOTAL	SUPPLIES	5,547.93	5,547.93	1.84	301,800	296,252.07	0.00	0
	<u>MATERIALS</u>							
10-44-400-0	BOOKS: LEASING	0.00	0.00	0.00	80,100	80,100.00	0.00	0
10-44-400-1	BOOKS: ADULT	311.07	311.07	0.18	170,500	170,188.93	0.00	0
10-44-400-2	BOOKS: YOUTH	78.95	78.95	0.08	93,300	93,221.05	0.00	0
10-44-400-4	IN-HOUSE REFERENCE	0.00	0.00	0.00	1,200	1,200.00	0.00	0
10-44-400-5	BOOKS: BRANCH ADULT	83.29	83.29	0.17	48,500	48,416.71	0.00	0

NT NUMBER	DESCRIPTION	MONTH ACTIVITY	YEAR ACTIVITY	PRCT. USED	WORKING BUDGET	BUDGET REMAINING	PRCT. APPROP.	APPROP.
10-44-400-6	BOOKS: BRANCH YOUTH	20.73	20.73	0.12	17,200	17,179.27	0.00	0
10-44-410-0	PERIODICALS	0.00	0.00	0.00	12,700	12,700.00	0.00	0
10-44-410-5	PERIODICALS: BRANCH	0.00	0.00	0.00	4,000	4,000.00	0.00	0
10-44-420-1	AUDIO-VISUAL: ADULT	1,463.40	1,463.40	1.73	84,800	83,336.60	0.00	0
10-44-420-2	AUDIO-VISUAL: YOUTH	0.00	0.00	0.00	15,000	15,000.00	0.00	0
10-44-420-5	AUDIO-VISUAL: BRANCH ADULT	0.00	0.00	0.00	25,000	25,000.00	0.00	0
10-44-420-6	AUDIO-VISUAL: BRANCH YOUTH	0.00	0.00	0.00	8,500	8,500.00	0.00	0
10-44-430-0	DIGITIZATION AND PRESERVATION	0.00	0.00	0.00	17,000	17,000.00	0.00	0
10-44-435-0	ELECTRONIC RESOURCES: DATABASES	15,700.00	15,700.00	9.81	160,000	144,300.00	0.00	0
10-44-435-1	ELECTRONIC RESOURCES: IN-HOUSE	0.00	0.00	0.00	30,000	30,000.00	0.00	0
10-44-435-2	ELECTRONIC RESOURCES: EBOOKS/AUDIO	0.00	0.00	0.00	253,500	253,500.00	0.00	0
10-44-435-3	ELECTRONIC RESOURCES: STREAMING	0.00	0.00	0.00	290,400	290,400.00	0.00	0
10-44-435-4	ELECT RESOURCES: PLATFORM FEES	14,005.32	14,005.32	30.65	45,700	31,694.68	0.00	0
10-44-435-5	ELECT RESOURCES: PUBLIC RELATIONS	0.00	0.00	0.00	29,300	29,300.00	0.00	0
10-44-440-0	TOYS & KITS: KIDSPACE	0.00	0.00	0.00	11,300	11,300.00	0.00	0
10-44-440-1	GAMES: STUDIO	0.00	0.00	0.00	500	500.00	0.00	0
10-44-440-2	TOYS & KITS: COMMUNITY SVCS FY25	0.00	0.00	0.00	10,200	10,200.00	0.00	0
*TOTAL	MATERIALS	31,662.76	31,662.76	2.25	1,408,700	1,377,037.24	0.00	0
	<u>EQUIPMENT</u>							
10-45-500-0	COMPUTER EQUIPMENT	0.00	0.00	0.00	250,000	250,000.00	0.00	0
10-45-510-0	FURNITURE AND FIXTURES	0.00	0.00	0.00	67,000	67,000.00	0.00	0
10-45-520-0	OFFICE EQUIPMENT	0.00	0.00	0.00	20,100	20,100.00	0.00	0
10-45-530-0	AUDIO-VISUAL EQUIPMENT	92.81	92.81	0.59	15,600	15,507.19	0.00	0
10-45-540-0	SMALL LIBRARY EQUIPMENT	259.97	259.97	2.48	10,500	10,240.03	0.00	0
10-45-599-0	CONTINGENCY	0.00	0.00	0.00	5,000	5,000.00	0.00	0
*TOTAL	EQUIPMENT	352.78	352.78	0.10	368,200	367,847.22	0.00	0
	<u>CAPITAL IMPROVEMENTS</u>							
10-49-900-0	CAPITAL IMPROVEMENTS	0.00	0.00	0.00	512,500	512,500.00	0.00	0
10-49-930-0	SE EXPANSION	0.00	0.00	0.00	3,972,000	3,972,000.00	0.00	0
10-49-930-5	SE EXPANSION TECHNOLOGY	0.00	0.00	0.00	249,000	249,000.00	0.00	0
*TOTAL	CAPITAL IMPROVEMENTS	0.00	0.00	0.00	4,733,500	4,733,500.00	0.00	0
**TOTAL	GENERAL FUND	1080,536.22	1,080,536.22	5.17	20,881,500	19,800,963.78	0.00	0
	<u>I.M.R.F. FUND</u>							
	<u>SALARIES &amp; BENEFITS</u>							
20-41-100-0	LIBRARY'S CONTRIBUTION TO IMRF	69,723.11	69,723.11	7.92	880,000	810,276.89	0.00	0
*TOTAL	SALARIES & BENEFITS	69,723.11	69,723.11	7.92	880,000	810,276.89	0.00	0
**TOTAL	I.M.R.F. FUND	69,723.11	69,723.11	7.92	880,000	810,276.89	0.00	0
	<u>SOCIAL SECURITY FUND</u>							
	<u>SALARIES &amp; BENEFITS</u>							
30-41-100-0	LIBRARY'S CONTRIBUTION TO FICA	62,722.19	62,722.19	8.20	764,800	702,077.81	0.00	0
*TOTAL	SALARIES & BENEFITS	62,722.19	62,722.19	8.20	764,800	702,077.81	0.00	0
**TOTAL	SOCIAL SECURITY FUND	62,722.19	62,722.19	8.20	764,800	702,077.81	0.00	0
	<u>AUDIT FUND</u>							
	<u>CONTRACTUAL SERVICES</u>							
40-42-200-0	AUDIT EXPENSES	0.00	0.00	0.00	16,000	16,000.00	0.00	0
*TOTAL	CONTRACTUAL SERVICES	0.00	0.00	0.00	16,000	16,000.00	0.00	0
**TOTAL	AUDIT FUND	0.00	0.00	0.00	16,000	16,000.00	0.00	0

NT NUMBER	DESCRIPTION	MONTH ACTIVITY	YEAR ACTIVITY	PRCT. USED	WORKING BUDGET	BUDGET REMAINING	PRCT. APPROP.	APPROP.
<u>LIABILITY INS. FUND</u>								
<u>SALARIES &amp; BENEFITS</u>								
50-41-100-0	WORKERS COMPENSATION INSURANCE	0.00	0.00	0.00	24,000	24,000.00	0.00	0
50-41-110-0	UNEMPLOYMENT COMPENSATION INSURANC	1,664.86	1,664.86	10.41	16,000	14,335.14	0.00	0
*TOTAL	SALARIES & BENEFITS	1,664.86	1,664.86	4.16	40,000	38,335.14	0.00	0
<u>CONTRACTUAL SERVICES</u>								
50-42-200-0	GENERAL INSURANCE	0.00	0.00	0.00	160,000	160,000.00	0.00	0
50-42-210-0	RISK MANAGEMENT: FACILITIES	4,265.70	4,265.70	6.37	67,000	62,734.30	0.00	0
50-42-210-1	RISK MANAGEMENT: HR	4,631.00	4,631.00	32.84	14,100	9,469.00	0.00	0
50-42-210-2	RISK MANAGEMENT: PROJECTS	0.00	0.00	0.00	90,500	90,500.00	0.00	0
*TOTAL	CONTRACTUAL SERVICES	8,896.70	8,896.70	2.68	331,600	322,703.30	0.00	0
**TOTAL	LIABILITY INS. FUND	10,561.56	10,561.56	2.84	371,600	361,038.44	0.00	0
<u>BUILDING &amp; EQUIPMENT FUND</u>								
<u>CONTRACTUAL SERVICES</u>								
60-42-200-0	REPAIR/MAINT. OF BUILDING	9,709.22	9,709.22	4.39	221,000	211,290.78	0.00	0
60-42-200-5	REPAIR/MAINT. OF BLDG: RAKOW	1,200.72	1,200.72	2.93	41,000	39,799.28	0.00	0
60-42-200-7	REPAIR/MAINT. OF BLDG: SOUTH ELGIN	67.00	67.00	0.67	10,000	9,933.00	0.00	0
60-42-200-9	REPAIR/MAINT. OF BLDG: DAVIS ROAD	0.00	0.00	0.00	11,000	11,000.00	0.00	0
60-42-210-0	REPAIR/MAINT. OF GROUNDS	1,560.00	1,560.00	0.84	185,000	183,440.00	0.00	0
60-42-210-5	REPAIR/MAINT. OF GRDS: RAKOW	700.00	700.00	0.99	71,000	70,300.00	0.00	0
60-42-210-7	REPAIR/MAINT. OF GRDS: SOUTH ELGIN	0.00	0.00	0.00	2,500	2,500.00	0.00	0
60-42-210-9	REPAIR/MAINT. OF GRDS: DAVIS ROAD	0.00	0.00	0.00	2,500	2,500.00	0.00	0
60-42-220-0	REPAIR/MAINT. OF HVAC	0.00	0.00	0.00	139,000	139,000.00	0.00	0
60-42-220-5	REPAIR/MAINT. HVAC: RAKOW	0.00	0.00	0.00	30,500	30,500.00	0.00	0
60-42-220-7	REPAIR/MAINT. HVAC: SOUTH ELGIN	0.00	0.00	0.00	5,000	5,000.00	0.00	0
60-42-220-9	REPAIR/MAINT. HVAC: DAVIS ROAD	0.00	0.00	0.00	2,500	2,500.00	0.00	0
60-42-230-0	REPAIR/MAINT. OF OTHER MAINT. EQUIP	0.00	0.00	0.00	6,300	6,300.00	0.00	0
60-42-299-0	CONTINGENCY	0.00	0.00	0.00	50,000	50,000.00	0.00	0
*TOTAL	CONTRACTUAL SERVICES	13,236.94	13,236.94	1.70	777,300	764,063.06	0.00	0
<u>SUPPLIES</u>								
60-43-320-0	BUILDING & GROUNDS SUPPLIES	6.74	6.74	0.03	23,100	23,093.26	0.00	0
60-43-340-0	CHEMICALS/WATER TREATMENT	0.00	0.00	0.00	1,500	1,500.00	0.00	0
60-43-370-0	SIGNAGE	0.00	0.00	0.00	5,300	5,300.00	0.00	0
60-43-399-0	MISCELLANEOUS	934.50	934.50	18.69	5,000	4,065.50	0.00	0
*TOTAL	SUPPLIES	941.24	941.24	2.70	34,900	33,958.76	0.00	0
<u>EQUIPMENT</u>								
60-45-500-1	MAINTENANCE EQUIPMENT: MAJOR	0.00	0.00	0.00	23,200	23,200.00	0.00	0
60-45-500-2	MAINTENANCE EQUIPMENT: UNDER \$1000	0.00	0.00	0.00	5,000	5,000.00	0.00	0
60-45-599-0	MISCELLANEOUS	0.00	0.00	0.00	1,000	1,000.00	0.00	0
*TOTAL	EQUIPMENT	0.00	0.00	0.00	29,200	29,200.00	0.00	0
**TOTAL	BUILDING & EQUIPMENT FUND	14,178.18	14,178.18	1.69	841,400	827,221.82	0.00	0
<u>BUILDING RESERVE FUND</u>								
<u>CONTRACTUAL SERVICES</u>								
90-42-205-0	INVESTMENT FEES	144.16	144.16	0.00	0	-144.16	0.00	0
*TOTAL	CONTRACTUAL SERVICES	144.16	144.16	0.00	0	-144.16	0.00	0
**TOTAL	BUILDING RESERVE FUND	144.16	144.16	0.00	0	-144.16	0.00	0

GAIL BORDEN PUBLIC LIBRARY DISTRICT  
 EXPENDITURES FOR JULY, 2024

RECAP BY FUND

NT NUMBER	DESCRIPTION	MONTH ACTIVITY	YEAR ACTIVITY	PRCT. USED	WORKING BUDGET	BUDGET REMAINING	PRCT. APPROP.	APPROP.
<u>FUND SUMMARY</u>								
10	GENERAL	1080,536.22	1,080,536.22	5.17	20,881,500	19,800,963.78	0.00	0
20	I.M.R.F	69,723.11	69,723.11	7.92	880,000	810,276.89	0.00	0
30	SOCIAL SECURITY	62,722.19	62,722.19	8.20	764,800	702,077.81	0.00	0
40	AUDIT	0.00	0.00	0.00	16,000	16,000.00	0.00	0
50	LIABILITY INS.	10,561.56	10,561.56	2.84	371,600	361,038.44	0.00	0
60	BUILDING & EQUIPMENT	14,178.18	14,178.18	1.69	841,400	827,221.82	0.00	0
90	SPECIAL/BUILDING RESERVE	144.16	144.16	0.00	0	-144.16	0.00	0
	TOTALS ALL FUNDS	1237,865.42	1,237,865.42	5.21	23,755,300	22,517,434.58	0.00	0

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

<b>REVENUES</b>				
	<u>Working Budget</u>		<u>Actual</u>	
Taxes	\$ 20,137,500	\$	3,197,606	15.9%
Fines and Fees	\$ 215,500	\$	18,329	8.5%
Misc Income	\$ 614,300	\$	67,195	10.9%
Developer Fees	\$ 120,000	\$	-	0.0%
Grants	\$ 222,600	\$	-	0.0%
<b>Total Revenues</b>	<b>\$ 21,309,900</b>	<b>\$</b>	<b>3,283,129 *</b>	<b>15.4%</b>

<b>EXPENDITURES</b>				
	<u>Working Budget</u>		<u>Actual</u>	
Personnel	\$ 13,029,600	\$	2,127,998	16.3%
Contractual Services	\$ 3,849,400	\$	545,508	14.2%
Supplies	\$ 336,700	\$	52,233	15.5%
Materials	\$ 1,408,700	\$	245,586	17.4%
Equipment	\$ 397,400	\$	41,216	10.4%
Capital Improvements	\$ 4,733,500	\$	87,888	1.9%
<b>Total Expenditures</b>	<b>\$ 23,755,300</b>	<b>\$</b>	<b>3,100,430 **</b>	<b>13.1%</b>

\*tax receipts only through 09/04/2024

\*\*invoices posted through 09/04/2024

<b>Personnel</b>				
<b>FY 2024 25</b>				
	<b>Full Time</b>	<b>Part Time</b>	<b>Total</b>	<b>FTE</b>
<b>AUGUST</b>	99	124	<b>223</b>	152.07
New Hires	1	1	<b>2</b>	1.48
Separations	3	2	<b>5</b>	4.15
<b>Current</b>	<b>97</b>	<b>123</b>	<b>220</b>	<b>149.40</b>

<b>AUGUST</b>	<b>Hours</b>	<b># of Vol</b>	
	784	102	
<b>YTD (Jan-Dec 2024)</b>	6,335	325	<b>3.17</b>
<b>YTD Value of Volunteer Hours</b>			<b>\$ 206,499</b>



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
238	8/25/2024	Public Intoxication Alarming and Disturbing Behavior Failure to Follow Staff Directives	Main	1 Year	No	8/26/2025
239	8/9/2024	Alarming and Disturbing Behavior Consumption of Alcohol on Library Premises Failure to Follow Staff Directives	Main	1 Year	No	8/12/2025

Operating Budget FY25

SJ 090324

ACCOUNT #s	DESCRIPTION	2023-2024	2023-2024	2024-2025	%Change
		Budget	Expenditures	Budget	
<b>GENERAL FUND</b>					
10-41-100-0	SALARIES & WAGES: ADMINISTRATION	1,725,000	1,714,954	1,770,000	
10-41-101-0	SALARIES & WAGES: LIBR. & SUPERV.	3,785,000	3,694,613	3,970,000	
10-41-102-0	SALARIES & WAGES: SUPPORT	3,695,000	3,612,161	3,900,000	
10-41-103-0	SALARIES & WAGES: MAINTENANCE	405,000	391,514	460,000	
	TOTAL SALARIES	<b>9,610,000</b>	<b>9,413,241</b>	<b>10,100,000</b>	5.10%
10-41-110-0	HEALTH & DENTAL INSURANCE	1,235,000	1,079,744	1,235,000	0.00%
10-41-111-0	LIFE INSURANCE	9,800	9,744	9,800	0.00%
<b>* TOTAL</b>	<b>PERSONNEL EXPENDITURES</b>	<b>10,854,800</b>	<b>10,502,729</b>	<b>11,344,800</b>	<b>4.51%</b>
10-42-200-0	NATURAL GAS	80,000	90,312	85,000	6.25%
10-42-200-5	NATURAL GAS: RAKOW	4,300	2,908	4,500	4.65%
10-42-200-7	NATURAL GAS: SE	4,200	1,517	4,200	0.00%
<b>10-42-200-9</b>	<b>NATURAL GAS: DAVIS ROAD</b>	<b>**NEW**</b>	<b>265</b>	<b>10,000</b>	<b>100.00%</b>
10-42-201-0	ELECTRICITY	250,000	287,174	265,000	6.00%
10-42-201-5	ELECTRICITY: RAKOW	35,000	27,949	35,000	0.00%
10-42-201-7	ELECTRICITY: SE	5,200	5,737	5,200	0.00%
<b>10-42-201-9</b>	<b>ELECTRICITY: DAVIS ROAD</b>	<b>**NEW**</b>	<b>803</b>	<b>10,000</b>	<b>100.00%</b>
10-42-202-0	WATER & SEWER	19,000	21,196	19,000	0.00%
10-42-202-5	WATER & SEWER: RAKOW	5,000	6,071	5,500	10.00%
10-42-202-7	WATER & SEWER: SE	2,400	3,350	3,900	62.50%
<b>10-42-202-9</b>	<b>WATER &amp; SEWER: DAVIS ROAD</b>	<b>**NEW**</b>	<b>42</b>	<b>2,400</b>	<b>100.00%</b>
10-42-203-1	TELEPHONE/LINE CHARGES	73,200	29,713	17,400	-76.23%
10-42-203-3	TELEPHONE/MAINT & SERVICE	13,700	11,913	47,200	244.53%
10-42-203-4	TELEPHONE: MOBILE	9,500	8,004	10,200	7.37%
10-42-204-0	COMMON AREA MAINT: SOUTH ELGIN	36,200	36,174	40,000	10.50%
10-42-204-5	REAL ESTATE TAXES	5,000	4,965	5,500	10.00%
<b>10-42-204-9</b>	<b>LEASE: DAVIS ROAD</b>	<b>**NEW**</b>	<b>15,467</b>	<b>100,000</b>	<b>100.00%</b>
10-42-205-0	BANKING FEES	12,600	14,288	14,400	14.29%
10-42-206-0	DEBT CERTIFICATE PRINCIPAL	125,000	125,000	125,000	0.00%
10-42-206-5	DEBT CERTIFICATE INTEREST	12,400	12,102	9,200	-25.81%
10-42-209-0	STORAGE/MOVING	8,400	8,964	3,500	-58.33%
10-42-210-0	POSTAGE & SHIPPING	16,000	12,570	18,000	12.50%
10-42-215-0	COLLECTION AGENCY	12,000	15,451	15,000	25.00%
10-42-220-2	LEGAL PUBLICATIONS	2,000	1,935	2,200	10.00%
10-42-222-1	PUBLIC RELATIONS: NEWSLETTER	160,000	128,120	161,800	1.13%
10-42-222-2	PUBLIC RELATIONS: OTHER	26,500	17,821	29,000	9.43%
10-42-225-1	CONSULT. & PROF. FEES: LEGAL	15,000	7,734	15,000	0.00%
10-42-225-2	CONSULT. & PROF. FEES: OTHER	150,000	110,615	100,000	-33.33%
10-42-230-1	PUBLIC PROGRAMMING: HISPANIC SERVICES	11,000	10,134	15,800	43.64%
10-42-230-2	PUBLIC PROGRAMMING: YOUTH	21,000	19,047	22,500	7.14%
10-42-230-3	PUBLIC PROGRAMMING: COMM SVCS	43,000	36,814	46,300	7.67%
10-42-230-4	PUBLIC PROGRAMMING: TRANSLATION	2,000	1,563	2,500	25.00%
10-42-230-5	DIGITAL LITERACY CLASSES	5,000	2,450	8,000	60.00%
10-42-230-6	PUBLIC PROGRAMMING: INFO SVCS/ STUDIO	1,200	174	1,100	-8.33%
10-42-230-7	DIGITAL LITERACY CLASSES-BILINGUAL	5,500	4,760	5,500	0.00%
10-42-230-8	DIGITAL LITERACY CLASSES-BRANCHES	7,500	3,000	4,800	-36.00%
10-42-235-0	GENERAL CLEANING SERVICE	183,000	179,249	192,200	5.03%
10-42-235-5	GENERAL CLEANING SERV: RAKOW	47,600	41,155	47,600	0.00%

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ACCOUNT #s	DESCRIPTION	2023-2024	2023-2024	2024-2025	%Change
		Budget	Expenditures	Budget	
10-42-235-7	GENERAL CLEANING SERV: SE	47,600	30,180	47,600	0.00%
<b>10-42-235-9</b>	<b>GENERAL CLEANING SERV: DAVIS ROAD</b>	<b>**NEW**</b>	<b>**NEW**</b>	<b>12,000</b>	<b>100.00%</b>
10-42-240-0	PRINTING: OUTSIDE	9,500	7,858	16,200	70.53%
10-42-245-0	COPIERS-LEASES	12,100	12,087	12,300	1.65%
10-42-245-1	COPIERS-LEASES: PRAD	19,800	19,704	19,800	0.00%
10-42-245-2	COPIER/VIEWSCAN MAINTENANCE	22,500	8,042	11,100	-50.67%
10-42-245-3	COPIER MAINTENANCE: PRAD	21,100	21,710	23,700	12.32%
<b>10-42-246-0</b>	<b>SORTER LEASE</b>	<b>**NEW**</b>	<b>**NEW**</b>	<b>101,000</b>	<b>100.00%</b>
10-42-250-0	BINDING	1,500	1,756	1,500	0.00%
10-42-255-1	ON-LINE COMPUTER SVCS	92,900	81,927	95,800	3.12%
10-42-255-2	COMPUTER MAINTENANCE	290,000	226,344	270,500	-6.72%
10-42-255-3	ON-LINE COMPUTER SVCS: ACCESS SVCS	60,700	73,704	51,300	-15.49%
10-42-255-4	COMPUTER MAINTENANCE: ACCESS SVCS	157,900	153,591	162,800	3.10%
10-42-260-0	COMPUTER CATALOG SERVICE	30,800	30,583	31,900	3.57%
10-42-265-0	MATERIAL PROCESSING SERVICE	120,000	118,253	140,000	16.67%
10-42-270-0	VEHICLE MAINTENANCE: MOBILE SERVICES	20,000	27,351	20,000	0.00%
10-42-270-1	VEHICLE MAINTENANCE: FACILITIES	10,000	5,990	10,000	0.00%
10-42-270-2	SMALL EQUIP MAINT: OFFICE	4,700	3,614	3,600	-23.40%
10-42-270-3	SMALL EQUIP MAINT: A-V	2,300	2,282	2,800	21.74%
10-42-275-0	PAYROLL PROCESSING	41,700	42,609	46,000	10.31%
10-42-280-0	DUES & MEMBERSHIPS	20,000	21,125	20,000	0.00%
10-42-290-1	CONTINUING ED: REGISTRATION & FEES	40,000	21,713	30,000	-25.00%
10-42-290-2	CONTINUING ED: TRAVEL & MEALS	8,000	4,534	4,000	-50.00%
10-42-290-3	CONFERENCES: ALL EXPENSES	55,000	41,529	60,000	9.09%
10-42-290-4	CONTINUING ED: TAP	10,500	9,130	15,000	42.86%
10-42-290-5	TELECOMMUTING EXPENSES	2,000	885	1,200	-40.00%
10-42-299-0	CONTINGENCY	5,000	2551	5,000	0.00%
<b>* TOTAL</b>	<b>CONTRACTUAL EXPENDITURES</b>	<b>2,515,000</b>	<b>2,275,556</b>	<b>2,724,500</b>	<b>8.33%</b>
10-43-300-1	OFFICE SUPPLIES: GENERAL	10,000	7,452	10,000	0.00%
10-43-300-2	OFFICE SUPPLIES: COMPUTER	33,200	32,774	35,900	8.13%
10-43-300-5	DIGITAL SERVICES MERCHANDISE	1,000	797	1,000	0.00%
10-43-301-0	SUPPLIES: WORK APPAREL	6,500	4,733	6,500	0.00%
10-43-305-0	VOLUNTEERS	6,500	4,704	6,800	4.62%
10-43-310-0	MATERIALS PROCESSING SUPPLIES	18,600	17,843	18,600	0.00%
10-43-320-0	DUPLICATING: PAPER/COPY SHOP SUPPLIES	14,500	16,574	17,500	20.69%
10-43-330-0	GRAPHICS SUPPLIES	10,200	8,582	10,400	1.96%
10-43-330-1	ARTS & CRAFTS SUPPLIES: YOUTH	4,000	3,749	4,000	0.00%
10-43-330-2	ARTS & CRAFTS SUPPLIES: PUBLIC SVCS	2,300	1,720	3,000	30.43%
10-43-330-3	ARTS & CRAFTS SUPPLIES: COMM SVCS	2,100	1,699	3,400	61.90%
10-43-335-0	EXHIBITS AND DISPLAYS	30,000	27,200	35,400	18.00%
10-43-340-0	ANIMAL CARE & FEEDING	4,300	4,245	4,300	0.00%
10-43-350-0	FUEL/GASOLINE: FACILITIES	6,000	3,716	6,500	8.33%
10-43-350-1	FUEL/GASOLINE: MOBILE SERVICES	8,000	4,173	11,000	37.50%
10-43-360-0	FOOD & BEVERAGE	15,200	11,739	17,500	15.13%

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ACCOUNT #s	DESCRIPTION	2023-2024	2023-2024	2024-2025	%Change
		Budget	Expenditures	Budget	
10-43-370-0	JANITORIAL SUPPLIES	84,000	101,010	95,000	13.10%
10-43-380-0	ELECTRICAL SUPPLIES/BULBS	10,000	5,182	10,000	0.00%
10-43-399-0	MISCELLANEOUS	5,000	3,395	5,000	0.00%
<b>* TOTAL</b>	<b>SUPPLIES EXPENDITURES</b>	<b>271,400</b>	<b>261,285</b>	<b>301,800</b>	<b>11.20%</b>
10-44-400-0	BOOKS: LEASING	99,000	98,202	80,100	-19.09%
10-44-400-1	BOOKS: ADULT	146,000	137,895	170,500	16.78%
10-44-400-2	BOOKS: YOUTH	92,000	88,895	93,300	1.41%
10-44-400-4	IN-HOUSE REFERENCE	1,300	1,033	1,200	-7.69%
10-44-400-5	BOOKS: ADULT BRANCH	30,000	28,874	48,500	61.67%
10-44-400-6	BOOKS: YOUTH BRANCH	19,000	17,278	17,200	-9.47%
10-44-410-0	PERIODICALS	14,500	13,720	12,700	-12.41%
10-44-410-5	PERIODICALS: BRANCH	5,000	4,348	4,000	-20.00%
10-44-420-1	AUDIO-VISUAL: ADULT	101,000	79,737	84,800	-16.04%
10-44-420-2	AUDIO-VISUAL: YOUTH	15,000	14,247	15,000	0.00%
10-44-420-3	TOYS & KITS: COMM SVCS	2,200	2,255	<b>MOVED</b>	
10-44-420-5	AUDIO-VISUAL: ADULT BRANCH	29,000	23,965	25,000	-13.79%
10-44-420-6	AUDIO-VISUAL: YOUTH BRANCH	6,500	4,886	8,500	30.77%
10-44-430-0	DIGITIZATION AND PRESERVATION	17,000	17,263	17,000	0.00%
10-44-435-0	ELECTRONIC RESOURCES: DATABASES	150,000	149,615	160,000	6.67%
10-44-435-1	ELECTRONIC RESOURCES: IN HOUSE	25,000	26,445	30,000	20.00%
10-44-435-2	ELECTRONIC RESOURCES: EBOOKS	210,000	203,322	253,500	20.71%
10-44-435-3	ELECTRONIC RESOURCES: STREAMING SVCS	215,000	261,571	290,400	35.07%
10-44-435-4	ELECTRONIC RESOURCES: PLATFORM FEES	53,100	53,565	45,700	-13.94%
10-44-435-5	ELECTRONIC RESOURCES: PUBLIC RELATIONS	29,900	26,180	29,300	-2.01%
10-44-440-0	TOYS & KITS: YOUTH	9,000	8,981	11,300	25.56%
10-44-440-1	GAMES: STUDIO	500	179	500	0.00%
<b>10-44-440-2</b>	<b>TOYS &amp; KITS: COMM SVCS</b>	<b>**NEW**</b>	<b>**NEW**</b>	10,200	363.64%
<b>* TOTAL</b>	<b>MATERIALS EXPENDITURES</b>	<b>1,270,000</b>	<b>1,262,456</b>	<b>1,408,700</b>	<b>10.92%</b>
10-45-500-0	COMPUTER EQUIPMENT	232,800	215,568	250,000	7.39%
10-45-510-0	FURNITURE AND FIXTURES	200,000	171,040	67,000	-66.50%
10-45-520-0	OFFICE EQUIPMENT	20,200	10,098	20,100	-0.50%
10-45-530-0	AUDIO-VISUAL EQUIPMENT	20,200	7,980	15,600	-22.77%
10-45-540-0	SMALL LIBRARY EQUIPMENT	6,100	3,984	10,500	72.13%
10-45-599-0	CONTINGENCY	5,000	276	5,000	0.00%
<b>*TOTAL</b>	<b>EQUIPMENT EXPENDITURES</b>	<b>484,300</b>	<b>408,946</b>	<b>368,200</b>	<b>-23.97%</b>
10-49-900-0	CAPITAL IMPROVEMENTS	411,500	227,542	512,500	24.54%
10-49-930-0	SE EXPANSION EXPENDITURES	1,321,500	183,860	3,972,000	200.57%
<b>10-49-930-5</b>	<b>SE TECHNOLOGY</b>	<b>**NEW**</b>	<b>**NEW**</b>	<b>249,000</b>	<b>100.00%</b>
<b>*TOTAL</b>	<b>CAPITAL IMPROVEMENT EXPENDITURES</b>	<b>1,733,000</b>	<b>411,402</b>	<b>4,733,500</b>	<b>173.14%</b>
	<b>GENERAL FUND EXPENDITURES</b>	<b>17,128,500</b>	<b>15,122,374</b>	<b>20,881,500</b>	<b>21.91%</b>
20-41-100-0	<b>I.M.R.F. FUND EXPENDITURES</b>	<b>825,000</b>	<b>801,620</b>	<b>880,000</b>	<b>6.67%</b>
30-41-100-0	<b>SOCIAL SECURITY FUND EXPENDITURES</b>	<b>720,000</b>	<b>705,746</b>	<b>764,800</b>	<b>6.22%</b>

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ACCOUNT #s	DESCRIPTION	2023-2024 Budget	2023-2024 Expenditures	2024-2025 Budget	%Change
40-42-200-0	AUDIT FUND EXPENDITURES	16,000	15,400	16,000	0.00%
<b>LIABILITY INSURANCE FUND</b>					
50-41-100-0	WORKERS COMPENSATION INSURANCE	32,000	31,028	24,000	-25.00%
50-41-110-0	UNEMPLOYMENT COMPENSATION INSURANCE	16,000	10,023	16,000	0.00%
50-42-200-0	GENERAL INSURANCE	140,000	138,959	160,000	14.29%
50-42-210-0	RISK MANAGEMENT: FACILITIES	54,600	63,037	67,000	22.71%
50-42-210-1	RISK MANAGEMENT : HR	11,800	6,139	14,100	19.49%
50-42-210-2	RISK MANAGEMENT: PROJECTS	30,000	28,806	90,500	201.67%
	<b>LIABILITY INSURANCE FUND EXPENDITURES</b>	<b>284,400</b>	<b>277,991</b>	<b>371,600</b>	<b>30.66%</b>
<b>BUILDING &amp; EQUIPMENT FUND</b>					
60-42-200-0	REPAIR/MAINT. OF BUILDING	197,000	214,039	221,000	12.18%
60-42-200-5	REPAIR/MAINT. BLDG RAKOW	36,400	40,701	41,000	12.64%
60-42-200-7	REPAIR/MAINT BLDG: SE	10,000	8,601	10,000	0.00%
<b>60-42-200-9</b>	<b>REPAIR/MAINT BLDG: DAVIS ROAD</b>	<b>**NEW**</b>	<b>**NEW**</b>	<b>11,000</b>	<b>100.00%</b>
60-42-210-0	REPAIR/MAINT. OF GROUNDS	160,000	140,864	185,000	15.63%
60-42-210-5	REPAIR/MAINT GROUNDS: RAKOW	57,500	65,644	71,000	23.48%
60-42-210-7	REPAIR/MAINT GROUNDS: SE	2,500	-	2,500	0.00%
<b>60-42-210-9</b>	<b>REPAIR/MAINT GROUNDS: DAVIS ROAD</b>	<b>**NEW**</b>	<b>**NEW**</b>	<b>2,500</b>	<b>100.00%</b>
60-42-220-0	REPAIR/MAINT. OF HVAC	130,000	156,198	139,000	6.92%
60-42-220-5	REPAIR/MAINT HVAC: RAKOW	30,500	24,422	30,500	0.00%
60-42-220-7	REPAIR/MAINT HVAC: SE	5,000	3,151	5,000	0.00%
<b>60-42-220-9</b>	<b>REPAIR/MAINT HVAC: DAVIS ROAD</b>	<b>**NEW**</b>	<b>**NEW**</b>	<b>2,500</b>	<b>100.00%</b>
60-42-230-0	REPAIR/MAINT. OF OTHER MAINT. EQUIP	6,300	1,242	6,300	0.00%
60-42-299-0	CONTINGENCY	50,000	30,008	50,000	0.00%
<b>* TOTAL</b>	<b>CONTRACTUAL EXPENDITURES</b>	<b>685,200</b>	<b>684,869</b>	<b>777,300</b>	<b>13.44%</b>
60-43-320-0	BLDG. & GROUNDS SUPPLIES	23,100	22,624	23,100	0.00%
60-43-340-0	CHEMICALS/WATER TREATMENT	1,500	1,202	1,500	0.00%
60-43-370-0	SIGNAGE	5,300	580	5,300	0.00%
60-43-399-0	MISCELLANEOUS	5,000	1,986	5,000	0.00%
<b>* TOTAL</b>	<b>SUPPLIES EXPENDITURES</b>	<b>34,900</b>	<b>26,392</b>	<b>34,900</b>	<b>0.00%</b>
60-45-500-1	MAINTENANCE EQUIPMENT: MAJOR	-	-	23,200	100.00%
60-45-500-2	MAINTENANCE EQUIPMENT:UNDR 1000	5,000	4,777	5,000	0.00%
60-45-599-0	MISCELLANEOUS	1,000	74	1,000	0.00%
<b>* TOTAL</b>	<b>EQUIPMENT EXPENDITURES</b>	<b>6,000</b>	<b>4,851</b>	<b>29,200</b>	<b>386.67%</b>
<b>TOTAL</b>	<b>BUILDING &amp; EQUIP. FUND EXPENDITURES</b>	<b>726,100</b>	<b>716,113</b>	<b>841,400</b>	<b>15.88%</b>
<b>TOTAL</b>	<b>OPERATING BUDGET</b>	<b>19,700,000</b>	<b>17,639,244</b>	<b>23,755,300</b>	<b>20.59%</b>
<b>ADDITIONAL EXPENSES</b>					
	SPECIAL RESERVE EXPENDITURE	500,000	1,586	700,000	
	GIFT FUND EXPENDITURE	75,500	4,483	92,200	
	HUD GRANT EXPENDITURE	2,391,500	-	100,000	
<b>TOTAL</b>	<b>OPERATING AND ADDITIONAL EXPENSES</b>	<b>22,667,000</b>	<b>17,645,314</b>	<b>24,647,500</b>	

**ORDINANCE No. 2024-9-1**  
**BUDGET AND APPROPRIATION ORDINANCE**  
**OF THE GAIL BORDEN PUBLIC LIBRARY DISTRICT,**  
**KANE AND COOK COUNTIES, ILLINOIS**

The following constitutes the Budget and Appropriation Ordinance for the Gail Borden Public Library District, Kane and Cook Counties, Illinois, for the fiscal year beginning July 1, 2024 and ending June 30, 2025, adopted by said Board of Library Trustees on September 10, 2024, after a public hearing:

WHEREAS, the library administration has been designated by the Board of Library Trustees to prepare in tentative form a budget and appropriation ordinance for the Gail Borden Public Library District, Kane and Cook Counties, Illinois, and in accordance with such designation have prepared such tentative budget and appropriation ordinance and made the ordinance conveniently available to public inspection for at least thirty (30) days prior to action thereon; and

WHEREAS, prior to final action, a public hearing was scheduled as to such budget and appropriation ordinance on September 10, 2024, notice of which hearing was given at least thirty (30) days prior thereto by publication in the Daily Herald, a newspaper published regularly in the District, and all other requirements of the Illinois Public Library District Act of 1991 and the Illinois Municipal Budget Law have been met,

NOW, THEREFORE, BE IT ORDAINED, by the Board of Trustees of the Gail Borden Public Library District, Kane and Cook Counties, Illinois:

Section 1. That the following budget containing an estimate of receipts and expenditures of the Gail Borden Public Library District, Kane and Cook Counties, Illinois, be and the same is hereby adopted as the Budget and Appropriation Ordinance of the District, for the fiscal year beginning July 1, 2024 and ending June 30, 2025.

I. GENERAL CORPORATE FUND

A. ESTIMATED RECEIPTS		
1. Cash on hand, 7/1/2024		\$ 14,001,017
2. a. Kane County Property Taxes	12,247,700	
b. Cook County Property Taxes	4,908,800	
c. Replacement Tax	<u>229,400</u>	
Net Tax Receipts Available		\$ 17,385,900
3. a. Interest from Investments	500,000	
b. Fines and Fees	215,500	
c. Miscellaneous Income	114,300	
d. Developer Impact Fees	120,000	
e. Per Capita Grant	222,600	
f. Other Grants	<u>500,000</u>	
Net Other Receipts Available		\$ 1,672,400
TOTAL GENERAL FUND AVAILABLE CASH		\$ 33,059,317
B. ESTIMATED EXPENDITURES (Main and Branch Facilities)		
1. Personnel Services	12,712,000	
2. Contractual Services	3,108,000	
3. Supplies	362,000	
4. Materials	1,690,400	
5. Capital Improvements/Acquisitions/Equipment	6,242,000	
6. Loan Expenditure	145,000	
7. HUD Grant Expenditure	<u>100,000</u>	
TOTAL GENERAL FUND EXPENDITURES		\$ 24,359,400
C. ESTIMATED CASH ON HAND, 6/30/2025		\$ 8,699,917

The foregoing expenditures are appropriated for general corporate purposes from the general library property tax and from proceeds of the Building Reserve Fund.

II. ILLINOIS MUNICIPAL RETIREMENT FUND

A. ESTIMATED RECEIPTS		
1. Cash on hand, 7/1/2024		\$ 186,969
2. a. Kane County Property Taxes	577,000	
b. Cook County Property Taxes	231,500	
c. Replacement Taxes	<u>8,100</u>	
Net Tax Receipts Available		\$ 816,600
TOTAL I.M.R.F. FUND AVAILABLE CASH		\$1,003,569
B. ESTIMATED EXPENDITURES:		
Employer contributions to IMRF		\$1,000,000
C. ESTIMATED CASH ON HAND, 6/30/2025		\$ 3,569

The foregoing expenditures are appropriated from the proceeds of a special tax for the purpose of contributions to the Illinois Municipal Retirement Fund which is in addition to all other library taxes as provided by law, and are appropriated for said purposes.

III. SOCIAL SECURITY FUND

A. ESTIMATED RECEIPTS:		
1. Cash on Hand, 7/1/2024		\$ 96,826
2. a. Kane County Property Taxes	577,000	
b. Cook County Property Taxes	<u>230,500</u>	
Net Tax Receipts Available		\$ 807,500
 TOTAL SOCIAL SECURITY FUND AVAILABLE CASH		 \$ 904,326
 B. ESTIMATED EXPENDITURES		
Employer contributions to Social Security		\$ 870,000
 C. ESTIMATED CASH ON HAND, 6/30/2025		 \$ 34,326

The foregoing expenditures are appropriated from the proceeds of a special tax for the purpose of contributions to Social Security which is in addition to all other library taxes as provided by law and are appropriated for said purposes.

IV. AUDIT FUND

A. ESTIMATED RECEIPTS:		
1. Cash on hand, 7/1/2024		\$ 6,751
2. a. Kane County Property Taxes	11,500	
b. Cook County Property Taxes	<u>4,700</u>	
Net Tax Receipts Available		\$ 16,200
 TOTAL AUDIT FUND AVAILABLE CASH		 \$ 22,951
 B. ESTIMATED EXPENDITURES;		
Annual audit		\$ 18,000
 C. ESTIMATED CASH ON HAND, 6/30/2025		 \$ 4,951

The foregoing expenditures are appropriated from the proceeds of a special tax for audit purposes which is in addition to all other library taxes as provided by law and are appropriated for said purposes.

V. LIABILITY INSURANCE AND RISK MANAGEMENT FUND

A. ESTIMATED RECEIPTS:		
1. Cash on hand, 7/1/2024		\$ 80,518
2. a. Kane County Property Taxes	230,800	
b. Cook County Property Taxes	<u>92,500</u>	
Net Tax Receipts Available		\$ 323,300
 TOTAL LIABILITY INSURANCE AND RISK MANAGEMENT FUND AVAILABLE CASH		 \$ 403,818
 B. ESTIMATED EXPENDITURES		
Insurance and Risk Management		\$ 451,000
 C. ESTIMATED CASH ON HAND, 6/30/2025		 \$ ( 47,182)

The foregoing expenditures are appropriated from the proceeds of a special tax for insurance and risk purposes which is in addition to all other library taxes as provided by law and are appropriated for said purposes.

VI. BUILDING, EQUIPMENT AND MAINTENANCE FUND

A. ESTIMATED RECEIPTS		
1. Cash on hand, 7/1/2024		\$ 107,883
2. a. Kane County Property Taxes	562,500	
b. Cook County Property Taxes	<u>225,500</u>	
Net Tax Receipts Available		\$ 788,000
 TOTAL BUILDING, EQUIPMENT & MAINTENANCE FUNDS AVAILABLE CASH		 \$ 895,883
 B. ESTIMATED EXPENDITURES		
Building Equipment and Maintenance		\$ 1,009,700
 C. ESTIMATED CASH ON HAND, 6/30/2025		 \$ (113,817)

The foregoing expenditures are appropriated from the proceeds of a special tax for the purpose of purchase, construction and maintenance of sites, building and equipment which is in addition to all other library taxes as provided by law, and are appropriated for said purposes.

VII. SPECIAL/BUILDING RESERVE FUND

A. ESTIMATED RECEIPTS:		
1. Cash on hand, 7/1/2024		\$ 734,971
2. Interest from investments		\$ 15,000
 TOTAL BUILDING RESERVE FUND AVAILABLE CASH		 \$ 749,971
 B. ESTIMATED EXPENDITURES		
1. Capital Improvements/Acquisitions	747,000	
2. Investment Fees	<u>2,500</u>	
 TOTAL SPECIAL/BUILDING FUND EXPENDITURES		 \$ 749,900
 C. ESTIMATED CASH ON HAND, 6/30/2025		 \$ 71

The foregoing expenditures are appropriated for special reserve, emergency, building and General Corporate purposes.

IX. GIFT FUND

A. ESTIMATED RECEIPTS:		
1. Cash and investments on hand, 7/1/2024		\$ 92,299
2. Grants/donations/other		500,000
 TOTAL GIFT FUND AVAILABLE CASH		 \$ 592,299
 B. ESTIMATED EXPENDITURES		 \$ 592,200
 C. ESTIMATED CASH ON HAND, 6/30/2025		 \$ 99

The foregoing expenditures are appropriated from the proceeds of gifts, donations and grants made to the library which is in addition to all other library taxes as provided by law and are appropriated for said purposes.

SUMMARY BY FUND

Total appropriations for General Corporate Fund expenditures	\$ 24,359,400
Total appropriations for Illinois Municipal Retirement Fund expenditures	\$ 1,000,000
Total appropriations for Social Security Fund expenditures	\$ 870,000
Total appropriations for Audit Fund expenditures	\$ 18,000
Total appropriations for Liability Insurance and Risk Management Fund expenditures	\$ 451,000
Total appropriations for Building, Equipment and Maintenance Fund expenditures	\$ 1,009,700
Total appropriations for Special/Building Reserve Fund expenditures	\$ 749,900
Total Appropriations for Gift Fund expenditures	\$ 592,200
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 29,050,200</b>

DRAFT

Section 2. That, to the extent permitted by law, all unexpended balances of any item or items for which an appropriation is made by the budget and appropriation ordinance may be transferred to or expended in making to any insufficiency or deficit in, any other item or items for which an appropriation is made by this ordinance.

Section 3. That this ordinance shall be in full force and effect from and after its passage, approval and publication as provided by law. That further, a certified copy of this ordinance shall be published at least once after passage, in a newspaper or circulated in said Library District.

Section 4. That any and all ordinances or parts of ordinances that in any way conflict with the provisions of this ordinance are hereby repealed. That, further, if any one or more provisions contained in this ordinance for any reason is held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect any other provision hereof.

Section 5. That to the extent permitted by law, all unexpended balances of the General Corporate Fund not applied in the manner set forth above in this ordinance or unexpended balances not applied as provided in prior Budget and Appropriation Ordinances of the District, may be transferred to the Special/Building Reserve Fund.

PASSED by the Board of Trustees of the Gail Borden Public Library District, Kane and Cook Counties, Illinois, this 10th day of September 2024.

APPROVED this 10th day of September 2024

AYES:

NAYS:

ABSENT:

\_\_\_\_\_  
President, Board of Library Trustees  
Gail Borden Public Library District  
Kane and Cook Counties, Illinois

ATTEST:

\_\_\_\_\_  
Secretary

## SECRETARY'S CERTIFICATION OF ORDINANCE

I, the undersigned, do hereby certify that I am the duly elected, qualified and acting Secretary of the Gail Borden Public Library District, Kane and Cook Counties, Illinois (the "District"), and that as such official I am the keeper of the records, files and seal of the Board of Trustees of the District (the "Board").

I do further certify that attached hereto is a full, true and complete copy of Ordinance No. 2024-9-1, fully entitled **BUDGET AND APPROPRIATION ORDINANCE OF THE GAIL BORDEN PUBLIC LIBRARY DISTRICT, KANE AND COOK COUNTIES, ILLINOIS**, which Ordinance was duly passed and adopted by the Board at a meeting of the Board held on September 10, 2024 and approved by the President of the District on September 10, 2024, and said Ordinance has been duly filed with the undersigned as Secretary of the District and is now in full force and effect.

I do further certify that the deliberations of the Board on the adoption of said Ordinance were conducted openly, that the vote on the adoption of said Ordinance was taken openly, that said meeting was called and held in strict compliance with the provisions of the Open Meetings Act of the State of Illinois, as amended, and with the provisions of the Public Library District Act of 1991, as amended, and that the Board has complied with all the provisions of said Acts and with all procedural rules of the Board.

IN WITNESS WHEREOF, I hereto affix my official signature and the seal of the District, this 10th day of September 2024.

ATTEST:

\_\_\_\_\_  
Secretary, Board of Library Trustees,  
Gail Borden Public Library District,  
Kane and Cook Counties, Illinois

(SEAL)

**ORDINANCE No. 2024-9-1**  
**BUDGET AND APPROPRIATION ORDINANCE**  
**OF THE GAIL BORDEN PUBLIC LIBRARY DISTRICT,**  
**KANE AND COOK COUNTIES, ILLINOIS**

The following constitutes the Budget and Appropriation Ordinance for the Gail Borden Public Library District, Kane and Cook Counties, Illinois, for the fiscal year beginning July 1, 2024 and ending June 30, 2025, adopted by said Board of Library Trustees on September 10, 2024, after a public hearing:

WHEREAS, the library administration has been designated by the Board of Library Trustees to prepare in tentative form a budget and appropriation ordinance for the Gail Borden Public Library District, Kane and Cook Counties, Illinois, and in accordance with such designation have prepared such tentative budget and appropriation ordinance and made the ordinance conveniently available to public inspection for at least thirty (30) days prior to action thereon; and

WHEREAS, prior to final action, a public hearing was scheduled as to such budget and appropriation ordinance on September 10, 2024, notice of which hearing was given at least thirty (30) days prior thereto by publication in the Daily Herald, a newspaper published regularly in the District, and all other requirements of the Illinois Public Library District Act of 1991 and the Illinois Municipal Budget Law have been met,

NOW, THEREFORE, BE IT ORDAINED, by the Board of Trustees of the Gail Borden Public Library District, Kane and Cook Counties, Illinois:

Section 1. That the following budget containing an estimate of receipts and expenditures of the Gail Borden Public Library District, Kane and Cook Counties, Illinois, be and the same is hereby adopted as the Budget and Appropriation Ordinance of the District, for the fiscal year beginning July 1, 2024 and ending June 30, 2025.

I. GENERAL CORPORATE FUND

A. ESTIMATED RECEIPTS		
1. Cash on hand, 7/1/2024		\$ 14,001,017
2. a. Kane County Property Taxes	12,247,700	
b. Cook County Property Taxes	4,908,800	
c. Replacement Tax	<u>229,400</u>	
Net Tax Receipts Available		\$ 17,385,900
3. a. Interest from Investments	500,000	
b. Fines and Fees	215,500	
c. Miscellaneous Income	114,300	
d. Developer Impact Fees	120,000	
e. Per Capita Grant	222,600	
f. Other Grants	<u>500,000</u>	
Net Other Receipts Available		\$ 1,672,400
TOTAL GENERAL FUND AVAILABLE CASH		\$ 33,059,317
B. ESTIMATED EXPENDITURES (Main and Branch Facilities)		
1. Personnel Services	12,712,000	
2. Contractual Services	3,108,000	
3. Supplies	362,000	
4. Materials	1,690,400	
5. Capital Improvements/Acquisitions/Equipment	6,242,000	
6. Loan Expenditure	145,000	
7. HUD Grant Expenditure	<u>100,000</u>	
TOTAL GENERAL FUND EXPENDITURES		\$ 24,359,400
C. ESTIMATED CASH ON HAND, 6/30/2025		\$ 8,699,917

The foregoing expenditures are appropriated for general corporate purposes from the general library property tax and from proceeds of the Building Reserve Fund.

II. ILLINOIS MUNICIPAL RETIREMENT FUND

A. ESTIMATED RECEIPTS		
1. Cash on hand, 7/1/2024		\$ 186,969
2. a. Kane County Property Taxes	577,000	
b. Cook County Property Taxes	231,500	
c. Replacement Taxes	<u>8,100</u>	
Net Tax Receipts Available		\$ 816,600
TOTAL I.M.R.F. FUND AVAILABLE CASH		\$1,003,569
B. ESTIMATED EXPENDITURES:		
Employer contributions to IMRF		\$1,000,000
C. ESTIMATED CASH ON HAND, 6/30/2025		\$ 3,569

The foregoing expenditures are appropriated from the proceeds of a special tax for the purpose of contributions to the Illinois Municipal Retirement Fund which is in addition to all other library taxes as provided by law, and are appropriated for said purposes.

### III. SOCIAL SECURITY FUND

A. ESTIMATED RECEIPTS:		
1. Cash on Hand, 7/1/2024		\$ 96,826
2. a. Kane County Property Taxes	577,000	
b. Cook County Property Taxes	<u>230,500</u>	
Net Tax Receipts Available		\$ 807,500
 TOTAL SOCIAL SECURITY FUND AVAILABLE CASH		 \$ 904,326
 B. ESTIMATED EXPENDITURES		
Employer contributions to Social Security		\$ 870,000
 C. ESTIMATED CASH ON HAND, 6/30/2025		 \$ 34,326

The foregoing expenditures are appropriated from the proceeds of a special tax for the purpose of contributions to Social Security which is in addition to all other library taxes as provided by law and are appropriated for said purposes.

### IV. AUDIT FUND

A. ESTIMATED RECEIPTS:		
1. Cash on hand, 7/1/2024		\$ 6,751
2. a. Kane County Property Taxes	11,500	
b. Cook County Property Taxes	<u>4,700</u>	
Net Tax Receipts Available		\$ 16,200
 TOTAL AUDIT FUND AVAILABLE CASH		 \$ 22,951
 B. ESTIMATED EXPENDITURES;		
Annual audit		\$ 18,000
 C. ESTIMATED CASH ON HAND, 6/30/2025		 \$ 4,951

The foregoing expenditures are appropriated from the proceeds of a special tax for audit purposes which is in addition to all other library taxes as provided by law and are appropriated for said purposes.

### V. LIABILITY INSURANCE AND RISK MANAGEMENT FUND

A. ESTIMATED RECEIPTS:		
1. Cash on hand, 7/1/2024		\$ 80,518
2. a. Kane County Property Taxes	230,800	
b. Cook County Property Taxes	<u>92,500</u>	
Net Tax Receipts Available		\$ 323,300
 TOTAL LIABILITY INSURANCE AND RISK MANAGEMENT FUND AVAILABLE CASH		 \$ 403,818
 B. ESTIMATED EXPENDITURES		
Insurance and Risk Management		\$ 451,000
 C. ESTIMATED CASH ON HAND, 6/30/2025		 \$ ( 47,182)

The foregoing expenditures are appropriated from the proceeds of a special tax for insurance and risk purposes which is in addition to all other library taxes as provided by law and are appropriated for said purposes.

VI. BUILDING, EQUIPMENT AND MAINTENANCE FUND

A. ESTIMATED RECEIPTS		
1. Cash on hand, 7/1/2024		\$ 107,883
2. a. Kane County Property Taxes	562,500	
b. Cook County Property Taxes	<u>225,500</u>	
Net Tax Receipts Available		\$ 788,000
 TOTAL BUILDING, EQUIPMENT & MAINTENANCE FUNDS AVAILABLE CASH		 \$ 895,883
 B. ESTIMATED EXPENDITURES		
Building Equipment and Maintenance		\$ 1,009,700
 C. ESTIMATED CASH ON HAND, 6/30/2025		 \$ (113,817)

The foregoing expenditures are appropriated from the proceeds of a special tax for the purpose of purchase, construction and maintenance of sites, building and equipment which is in addition to all other library taxes as provided by law, and are appropriated for said purposes.

VII. SPECIAL/BUILDING RESERVE FUND

A. ESTIMATED RECEIPTS:		
1. Cash on hand, 7/1/2024		\$ 734,971
2. Interest from investments		\$ 15,000
 TOTAL BUILDING RESERVE FUND AVAILABLE CASH		 \$ 749,971
 B. ESTIMATED EXPENDITURES		
1. Capital Improvements/Acquisitions	747,000	
2. Investment Fees	<u>2,500</u>	
 TOTAL SPECIAL/BUILDING FUND EXPENDITURES		 \$ 749,900
 C. ESTIMATED CASH ON HAND, 6/30/2025		 \$ 71

The foregoing expenditures are appropriated for special reserve, emergency, building and General Corporate purposes.

IX. GIFT FUND

A. ESTIMATED RECEIPTS:		
1. Cash and investments on hand, 7/1/2024		\$ 92,299
2. Grants/donations/other		500,000
 TOTAL GIFT FUND AVAILABLE CASH		 \$ 592,299
 B. ESTIMATED EXPENDITURES		 \$ 592,200
 C. ESTIMATED CASH ON HAND, 6/30/2025		 \$ 99

The foregoing expenditures are appropriated from the proceeds of gifts, donations and grants made to the library which is in addition to all other library taxes as provided by law and are appropriated for said purposes.

SUMMARY BY FUND

Total appropriations for General Corporate Fund expenditures	\$ 24,359,400
Total appropriations for Illinois Municipal Retirement Fund expenditures	\$ 1,000,000
Total appropriations for Social Security Fund expenditures	\$ 870,000
Total appropriations for Audit Fund expenditures	\$ 18,000
Total appropriations for Liability Insurance and Risk Management Fund expenditures	\$ 451,000
Total appropriations for Building, Equipment and Maintenance Fund expenditures	\$ 1,009,700
Total appropriations for Special/Building Reserve Fund expenditures	\$ 749,900
Total Appropriations for Gift Fund expenditures	\$ 592,200
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 29,050,200</b>

Section 2. That, to the extent permitted by law, all unexpended balances of any item or items for which an appropriation is made by the budget and appropriation ordinance may be transferred to or expended in making to any insufficiency or deficit in, any other item or items for which an appropriation is made by this ordinance.

Section 3. That this ordinance shall be in full force and effect from and after its passage, approval and publication as provided by law. That further, a certified copy of this ordinance shall be published at least once after passage, in a newspaper or circulated in said Library District.

Section 4. That any and all ordinances or parts of ordinances that in any way conflict with the provisions of this ordinance are hereby repealed. That, further, if any one or more provisions contained in this ordinance for any reason is held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect any other provision hereof.

Section 5. That to the extent permitted by law, all unexpended balances of the General Corporate Fund not applied in the manner set forth above in this ordinance or unexpended balances not applied as provided in prior Budget and Appropriation Ordinances of the District, may be transferred to the Special/Building Reserve Fund.

PASSED by the Board of Trustees of the Gail Borden Public Library District, Kane and Cook Counties, Illinois, this 10th day of September 2024.

APPROVED this 10th day of September 2024

AYES: 6  
NAYS: 0  
ABSENT: 1

/s/ Jean Bednar  
President, Board of Library Trustees  
Gail Borden Public Library District  
Kane and Cook Counties, Illinois

ATTEST:

/s/ Tiffany Henderson  
Secretary

## SECRETARY'S CERTIFICATION OF ORDINANCE

I, the undersigned, do hereby certify that I am the duly elected, qualified and acting Secretary of the Gail Borden Public Library District, Kane and Cook Counties, Illinois (the "District"), and that as such official I am the keeper of the records, files and seal of the Board of Trustees of the District (the "Board").

I do further certify that attached hereto is a full, true and complete copy of Ordinance No. 2024-9-1, fully entitled **BUDGET AND APPROPRIATION ORDINANCE OF THE GAIL BORDEN PUBLIC LIBRARY DISTRICT, KANE AND COOK COUNTIES, ILLINOIS**, which Ordinance was duly passed and adopted by the Board at a meeting of the Board held on September 10, 2024 and approved by the President of the District on September 10, 2024, and said Ordinance has been duly filed with the undersigned as Secretary of the District and is now in full force and effect.

I do further certify that the deliberations of the Board on the adoption of said Ordinance were conducted openly, that the vote on the adoption of said Ordinance was taken openly, that said meeting was called and held in strict compliance with the provisions of the Open Meetings Act of the State of Illinois, as amended, and with the provisions of the Public Library District Act of 1991, as amended, and that the Board has complied with all the provisions of said Acts and with all procedural rules of the Board.

IN WITNESS WHEREOF, I hereto affix my official signature and the seal of the District, this 10th day of September 2024.

ATTEST:

/s/ Tiffany Henderson  
Secretary, Board of Library Trustees,  
Gail Borden Public Library District,  
Kane and Cook Counties, Illinois

(SEAL)

**THE BOARD OF LIBRARY TRUSTEES OF THE  
GAIL BORDEN PUBLIC LIBRARY DISTRICT,  
KANE AND COOK COUNTIES, ILLINOIS**

**RESOLUTION NO. 2024-9-A**

**RESOLUTION DETERMINING AMOUNT OF MONEY  
ESTIMATED TO BE NECESSARY TO BE RAISED  
BY TAXATION FOR THE 2024-2025 FISCAL YEAR**

WHEREAS, 35 ILCS 200/18-55 et seq. (The Truth in Taxation Act) provides that not less than twenty (20) days prior to the adoption of its aggregate levy, the corporate authority of each taxing district shall determine the amounts of money, exclusive of any portion of the levy attributable in the costs of conducting an election required by the General Election Law, estimated to be necessary to be raised by taxation for the year upon which the taxable property in its district; and

WHEREAS, this Board anticipates adopting its aggregate levy October 8, 2024;

NOW, THEREFORE, BE IT ORDAINED by the Board of Library Trustees of the Gail Borden Public Library District, Kane and Cook Counties, Illinois, as follows:

The following are hereby determined to be the amounts of money estimated to be required by fund to be raised by taxation for the 2024-2025 fiscal year (2024 taxes extended in 2025):

	<u>2024 Proposed</u>
General Corporate Fund	\$ 24,359,400
I.M.R.F. Fund	1,000,000
Social Security Fund	870,000
Audit Fund	18,000
Liability Insurance and Risk Management Fund	451,000
Building, Equipment and Maintenance Fund	1,009,700
 Total All Funds	 \$ 27,708,100

PASSED by the Board of Library Trustees of the Gail Borden Public Library District, Kane and Cook Counties, Illinois, this 10th day of September 2024, by a vote of:

AYES:

NAYS:

ABSENT:

APPROVED:

\_\_\_\_\_  
President, The Board of Library Trustees of  
The Gail Borden Public Library District,  
Kane and Cook Counties, Illinois

ATTEST:

\_\_\_\_\_  
Secretary

(SEAL)

STATE OF ILLINOIS)

)SS.

COUNTY OF KANE)

**SECRETARY'S CERTIFICATION OF RESOLUTION**

I, the undersigned, do hereby certify that I am the duly elected, qualified and acting secretary of the Gail Borden Public Library District, Kane and Cook Counties, Illinois (the "District"), and that as such official I am the keeper of the records, files and seal of The Board of Library Trustees of the District (the "Board").

I do further certify that attached and hereto is a full, true and complete copy of Resolution No. 2024-9-A, fully entitled

**RESOLUTION OF THE BOARD OF TRUSTEES OF THE GAIL BORDEN PUBLIC LIBRARY DISTRICT, KANE & COOK COUNTIES, ILLINOIS, DETERMINING AN AMOUNT OF MONEY NECESSARY TO BE RAISED BY TAXATION FOR THE JULY 1, 2024 – JUNE 30, 2025 FISCAL YEAR**

Which Resolution was duly passed and adopted by the Board at a meeting of the Board held on September 10, 2024 and approved by the President of the District on September 10, 2024 and said Resolution has been duly filed with the undersigned as acting Secretary of the district and is in full force and effect as provided therein.

I do further certify that the deliberations of the Board on the adoption of said Resolution were conducted openly, that the vote on the adoption of said Resolution was taken openly, that said meeting was called and held in strict compliance with the provisions of the Open Meeting Act of the State of Illinois, as amended, and with the provisions of the Public Library District Act of 1991, as amended, and that the Board has complied with all of the provisions of said Acts and with all of the procedural rules of the Board.

IN WITNESS WHEREOF, I hereunto affix my official signature and the seal of the District this 10th day of September 2024.

---

Secretary, the Board of Library Trustees  
of the Gail Borden Public Library District,  
Kane and Cook Counties, Illinois

(SEAL)

**THE BOARD OF LIBRARY TRUSTEES OF THE  
GAIL BORDEN PUBLIC LIBRARY DISTRICT,  
KANE AND COOK COUNTIES, ILLINOIS**

**RESOLUTION NO. 2024-9-A**

**RESOLUTION DETERMINING AMOUNT OF MONEY  
ESTIMATED TO BE NECESSARY TO BE RAISED  
BY TAXATION FOR THE 2024-2025 FISCAL YEAR**

WHEREAS, 35 ILCS 200/18-55 et seq. (The Truth in Taxation Act) provides that not less than twenty (20) days prior to the adoption of its aggregate levy, the corporate authority of each taxing district shall determine the amounts of money, exclusive of any portion of the levy attributable in the costs of conducting an election required by the General Election Law, estimated to be necessary to be raised by taxation for the year upon which the taxable property in its district; and

WHEREAS, this Board anticipates adopting its aggregate levy October 8, 2024;

NOW, THEREFORE, BE IT ORDAINED by the Board of Library Trustees of the Gail Borden Public Library District, Kane and Cook Counties, Illinois, as follows:

The following are hereby determined to be the amounts of money estimated to be required by fund to be raised by taxation for the 2024-2025 fiscal year (2024 taxes extended in 2025):

	<u>2024 Proposed</u>
General Corporate Fund	\$ 24,359,400
I.M.R.F. Fund	1,000,000
Social Security Fund	870,000
Audit Fund	18,000
Liability Insurance and Risk Management Fund	451,000
Building, Equipment and Maintenance Fund	1,009,700
 Total All Funds	 \$ 27,708,100

PASSED by the Board of Library Trustees of the Gail Borden Public Library District, Kane and Cook Counties, Illinois, this 10th day of September 2024, by a vote of:

AYES: 6

NAYS: 0

ABSENT: 1

APPROVED:

/s/ Jean Bednar  
President, The Board of Library Trustees of  
The Gail Borden Public Library District,  
Kane and Cook Counties, Illinois

ATTEST:

/s/ Tiffany Henderson  
Secretary

(SEAL)

STATE OF ILLINOIS)

)SS.

COUNTY OF KANE)

**SECRETARY'S CERTIFICATION OF RESOLUTION**

I, the undersigned, do hereby certify that I am the duly elected, qualified and acting secretary of the Gail Borden Public Library District, Kane and Cook Counties, Illinois (the "District"), and that as such official I am the keeper of the records, files and seal of The Board of Library Trustees of the District (the "Board").

I do further certify that attached and hereto is a full, true and complete copy of Resolution No. 2024-9-A, fully entitled

**RESOLUTION OF THE BOARD OF TRUSTEES OF THE GAIL BORDEN PUBLIC  
LIBRARY DISTRICT, KANE & COOK COUNTIES, ILLINOIS, DETERMINING AN  
AMOUNT OF MONEY NECESSARY TO BE RAISED BY TAXATION FOR THE  
JULY 1, 2024 – JUNE 30, 2025 FISCAL YEAR**

Which Resolution was duly passed and adopted by the Board at a meeting of the Board held on September 10, 2024 and approved by the President of the District on September 10, 2024 and said Resolution has been duly filed with the undersigned as acting Secretary of the district and is in full force and effect as provided therein.

I do further certify that the deliberations of the Board on the adoption of said Resolution were conducted openly, that the vote on the adoption of said Resolution was taken openly, that said meeting was called and held in strict compliance with the provisions of the Open Meeting Act of the State of Illinois, as amended, and with the provisions of the Public Library District Act of 1991, as amended, and that the Board has complied with all of the provisions of said Acts and with all of the procedural rules of the Board.

IN WITNESS WHEREOF, I hereunto affix my official signature and the seal of the District this 10th day of September 2024.

/s/ Tiffany Henderson  
Secretary, the Board of Library Trustees  
of the Gail Borden Public Library District,  
Kane and Cook Counties, Illinois

(SEAL)

## **EXECUTIVE SUMMARY: Lyngsoe Sorting System Upgrade 2024**

### **BACKGROUND:**

In May 2012, Gail Borden worked with 3M, Lyngsoe and other construction contractors to start installation of the sorting system at the Main Library location. After several months of testing, adjusting and patience, we were live with the sorter in June of 2012.

Since that time, Gail Borden staff have done an exemplary job of maintaining the sorter equipment, and along with Lyngsoe's support team and Hotline, we have had minimal downtime. Each year we spend about \$26,000.00 on maintenance, which includes two (2) visits by a Lyngsoe technician to clean and adjust the equipment. In addition, Gail Borden has always maintained a series of spare parts that we can use to get the system back up and operational. This model has worked well, as it allows us to replace parts, send the bad parts back and get news ones for the shelf.

### **ISSUES EXPERIENCED:**

Starting in 2017, we started experiencing problems with the outside induction point during periods of extreme (hot or cold) weather. The biggest problems were in the cold months, and we found that the doors to the sorter would freeze either in the closed or open position. This necessitated us to put the sorter out of service when we experienced extremely cold weather. Although this does not occur often, it negates the purpose of a 24X7 sorting system when we need to take the sorter down. Also in 2017, our service reports from the Lyngsoe technician started showing wear on the drum motors, tension rollers and starting to see broken pieces on the curved belt system (called the Spantech conveyor).

Summer of 2018, we saw issues with the outside induction door not closing properly due to extreme heat from the sun on the east side of the building. Once again, Lyngsoe adjusted the door. The sprockets on the drive shaft of the Spantech motor became loose, causing the chain not to sit properly. This damaged a lot of links, and they needed to be replaced. Problems with the Spantech conveyor continued through 2019 and were reflected in the Service Visit Reports. After we had a pipe burst in February 2019, we had a technician onsite to check out the system (power boxes) for any damage. The technician at that time determined that the Spantech had multiple points of failure, and many pieces would need to be replaced. In March 2019, it was determined that there were also issues with the worn sprockets and rods in the Spantech conveyor – these were replaced.

In October of 2020, Lyngsoe worked with GBPL IT to upgrade the computer systems onsite from Windows 7 to Windows 10. In addition to the system upgrade, they also did an extensive replacement of parts on the Spantech conveyor and replaced several other conveyor belts on the divertors.

As with any technology, systems age and parts become harder and harder to source. Also, keeping up with new features, functionality and performance. Per my request, in May of 2022, Lyngsoe presented to us the option of upgrading our sorter for the first time. The reasons for the upgrade were clear, and the design for the sorter upgrade would faster sorting capacity, Ergo Trolley per set point and one Ergo Trolley for the exceptions bin. This upgrade would also include upgraded technology for the external drive-up unit, which would have greater resistance to outside ambient temperatures, thus eliminating the need to close the sorter in extreme weather. Unfortunately, this upgrade did not eliminate the Spantech conveyor, which was the reason for most of our issues.

That fall (October 2022) Lyngsoe introduced the option of wrapping our annual maintenance agreement into a hardware replacement for the sorter. Again, this design did not eliminate the Spantech conveyor, so we determined that we would possibly consider later revisions of the sorter design.

May of 2023, I requested some pricing on the latest replacement options, and we started seeing replacement options for removing the Spantech conveyor. This was reviewed with the Library Cabinet, and Lyngsoe presented these options to the group. We determined that we would start looking at the options and would include a plan in the 2024-2025 budget. In the meantime, we considered removing the last segment of the sorter, as it would make additional room. We also got pricing to entirely replace the Spantech conveyor. In total, these two changes would cost over \$31,000.00. It was decided to table this upgrade in favor of pursuing a full replacement in 2024-2025.

#### **EXPANDING OUR SCOPE:**

After reviewing our requirements for the sorting system at Main, we decided to investigate options for both Main and the Rakow Branch. The sorting system at the Rakow Branch was installed prior to that location opening in August 2009. As it is older than the sorting system at Main, the Library Cabinet decided to include its replacement in the scope of this project.

We reached out to Lyngsoe and Bibliotheca (formerly 3M) in April of this year and had them present collective options for both locations. Both companies provided pricing that was attractive, and both offered solutions that would fit our needs for many years. Bibliotheca only provided Gail Borden with an option for a Capital outlay on the upgrade and did not present an option for leasing. Lyngsoe on the other hand, offered Gail Borden the option to purchase, or choose a leasing option which includes maintenance.

#### **Bibliotheca:**

Sorting System at Main - \$394,999.00

Sorting System at Rakow Branch - \$121,810.00

Spare Part Starter Kit - \$6,499.00

**TOTAL COST (Year 1) - \$523,308.00**

Subsequent Maintenance Cost Years 2-5 - \$31,999.00 per year or **\$127,966.00**

**TOTAL 5 YEAR COST - \$651,304.00**

**Lyngsoe Leasing:**

Year 1 - \$103,126.00

Year 2 - \$106,102.00

Year 3 - \$109,167.00

Year 4 - \$112,324.00

Year 5 - \$115,575.00

**TOTAL 5 YEAR COST - \$546,294.00**

**WHY UPGRADE – WHAT DO WE GET:**

1. Support of the equipment is paramount to the operational uptime of the sorter. In the time that we had the Lyngsoe system, we have worked closely with Lyngsoe to maintain a very high level of readiness. When a problem with the sorter is reported, Gail Borden IT are the first to respond. If IT is not able to resolve the problem, then it is the responsibility of IT to escalate to Lyngsoe support. Any time that we have been down for more than 24 hours has been due to the availability of parts, or the repair requiring a technician to come onsite. Rarely have we incurred downtime of more than 48 hours. With the existing 3M sorter (Bibliotheca) at our Rakow Branch, the amount of downtime has been much higher due to the support model. Bibliotheca does not generally allow the customer to maintain a spare parts inventory, and they have always required one of their technicians to perform all maintenance and repair. When we checked with other libraries that have installed the Bibliotheca sorting system recently, the number of complaints we received was alarming. We have been happy with Lyngsoe and want to keep using the tried-and-true support mechanisms we have in place.
2. After we looked at the options, we determined that the leasing option was very attractive for Gail Borden due to costs, and what we gain. Lyngsoe has informed us that since the current system is already 14 years old, the replacement parts will become more difficult to obtain, and that would impact the maintenance costs. Each year, we can expect a 5%+ increase over the next 5 years. The current cost for maintenance of the sorter at Main is \$25,915.00.
3. In addition to the associated costs, the new design does away with the Spantech conveyor and replaces it with a straight conveyor system. This will eliminate any issues we encounter with the Spantech conveyor on the current sorter.
4. The outside induction point will be replaced by a LibraryMate 2100, which is less susceptible to extreme temperatures. This should effectively eliminate the need to take the sorter out of service due to weather conditions.
5. Part of the new design includes an auxiliary locking drop, which will be automated to unlock if the outside induction point is down. This has been utilized at other library locations and has been a great addition. (NOTE: This proposal does not include construction costs for this drop.)

6. Due to the new technology, the actual physical footprint (size) is reduced. This will help with staff being able to work around the equipment and maximize efficiency.
7. Since we are replacing the induction points with another Lyngsoe LibraryMate, we should not have to make any modifications to the existing physical frames, including the glass structure in the lobby at the front library entrance.
8. Maintenance and IT have developed great methods to clean and maintain the Lyngsoe systems. By replacing the system at the Rakow Branch, we can use the same methods of maintaining that system, instead of relying on Bibliotheca.
9. Moving to a new system should give us many years of availability of spare parts, which ultimately reduces our downtime.
10. At the end of the lease, Gail Borden owns the equipment. At that time, we can continue to use the equipment and start paying for maintenance, or we can choose to enter into another lease agreement – depending on our needs at that time.

**RECOMMENDATION:**

It is my recommendation, as well as the Library Cabinet, to pursue the replacement of the sorter using Lyngsoe. We are familiar with Lyngsoe, we are happy with Lyngsoe, and we find the leasing options to be a financially attractive option to include this in our yearly operating budget, rather than taking the funds out of Capital Improvements or reserves.

Please consider approving \$103,126.00 to be taken out of our operating budget for year 1, and a total of \$546,294.00 over 5 years. The cost for 2024-2025 was budgeted under account number 10-42-246-0

Thank you for your consideration.

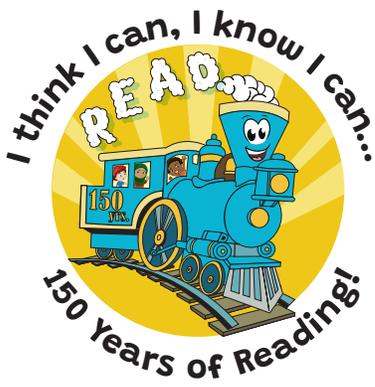
Respectfully Submitted: Brian P. Hoeg, Division Chief – Facilities & Building Operations

Financial Analysis: BlueCross BlueShield Renewal Options - October 1, 2024

	CURRENT	REVISED RENEWAL	OPTION	CURRENT	REVISED RENEWAL	OPTION	CURRENT	REVISED RENEWAL	OPTION
	BLUE ADVANTAGE HMO			BLUEPRINT PPO			BLUE CHOICE OPTIONS		
PLAN ID:	MIBAH2020	MIBAH2020	MIBAH2010	MIBPP2080	MIBPP2080	MIBPP1091	MIBCO2050	MIBCO2050	MIBCO4074
Coinsurance Plan Pays (In/Out):	100% In Network	100% In Network	100% In Network	80/60	80/60	80/60	80/60/50	80/60/50	80/60/50
Deductible - Individual (In/Out):	None	None	None	\$1,500/\$3,000	\$1,500/\$3,000	\$2,000/\$4,000	\$4,000/\$5,000/\$10,000	\$4,000/\$5,000/\$10,000	\$5,000/\$6,000/\$18,000
Deductible - Family (In/Out):	None	None	None	\$4,500/\$9,000	\$4,500/\$9,000	\$6,000/\$12,000	\$10,200/\$10,200/\$26,400	\$10,200/\$10,200/\$26,400	\$10,000/\$12,000/\$28,000
OV Copay PCP/Spec (In Network):	\$20/\$40	\$20/\$40	\$30/\$50	\$30/\$50	\$30/\$50	\$30/\$50	BC \$35/\$55 PPO \$60/\$120	BC \$35/\$55 PPO \$60/\$120	BC \$40/\$60 PPO \$65/\$120
Virtual Office Visit (In Network):	N/A	N/A	N/A	\$0	\$0	\$0	\$35	\$35	\$40
Urgent Care (In Network):	\$20/\$40	\$20/\$40	\$30/\$50	Ded then 80%	Ded then 80%	Ded then 80%	\$75	\$75	\$75
ER Copay (In/Out):	\$250	\$250	\$250	\$150 then 100%	\$150 then 100%	\$150 then 100%	\$500; Ded then 80%	\$500; Ded then 80%	\$500; Ded then 80%
Outpatient Surgery (In Network):	100%	100%	100%	Ded then 80%	Ded then 80%	Ded then 80%	\$200/\$400; Ded then 80%/60%	\$200/\$400; Ded then 80%/60%	\$200/\$400; Ded then 80%/60%
Inpatient Admission (In Network):	100%	100%	100%	Ded then 80%	Ded then 80%	Ded then 80%	\$250/\$500; Ded then 80%/60%	\$250/\$500; Ded then 80%/60%	\$250/\$500; Ded then 80%/60%
OOP - Individual (In/Out):	\$1,500	\$1,500	\$1,500	\$4,500/\$13,500	\$4,500/\$13,500	\$6,000/\$18,000	\$5,600/\$5,600/\$16,800	\$5,600/\$5,600/\$16,800	\$6,600/\$7,600/\$22,800
OOP - Family (In/Out):	\$3,000	\$3,000	\$3,000	\$12,000/\$36,000	\$12,000/\$36,000	\$17,100/\$51,300	\$10,200/\$10,200/\$30,600	\$10,200/\$10,200/\$30,600	\$13,200/\$15,200/\$45,600
Rx Copays (In Network):	\$0/\$10/\$50/\$100/\$150/\$250	\$0/\$10/\$50/\$100/\$150/\$250	\$0/\$10/\$50/\$100/\$150/\$250	\$10/\$20/\$55/\$95/\$150/\$250	\$10/\$20/\$55/\$95/\$150/\$250	\$10/\$20/\$55/\$95/\$150/\$250	\$10/\$20/\$55/\$95/\$150/\$250	\$10/\$20/\$55/\$95/\$150/\$250	\$10/\$20/\$55/\$95/\$150/\$250
Rx Copays (Preferred Pharmacy):	N/A	N/A	N/A	\$0/\$10/\$35/\$75/\$150/\$250	\$0/\$10/\$35/\$75/\$150/\$250	\$0/\$10/\$35/\$75/\$150/\$250	\$0/\$10/\$35/\$75/\$150/\$250	\$0/\$10/\$35/\$75/\$150/\$250	\$0/\$10/\$35/\$75/\$150/\$250
NETWORK:	BAE HMO	BAE HMO	BAE HMO	PPO	PPO	PPO	BCO/PPO	BCO/PPO	BCO/PPO
	Enrollment			Enrollment			Enrollment		
Employee	12			12			32		
Employee + Spouse	2			3			4		
Employee + Children	0			2			10		
Employee + Family	3			0			6		
Total Enrolled	17			17			52		
RATES:	CURRENT	REVISED RENEWAL	OPTION	CURRENT	REVISED RENEWAL	OPTION	CURRENT	REVISED RENEWAL	OPTION
Employee	\$701.28	\$717.76	\$715.36	\$807.33	\$899.71	\$871.22	\$645.39	\$733.26	\$624.26
Employee + Spouse	\$1,477.17	\$1,508.00	\$1,502.96	\$1,700.56	\$1,890.28	\$1,830.40	\$1,359.46	\$1,540.57	\$1,311.56
Employee + Children	\$1,344.85	\$1,415.89	\$1,411.15	\$1,548.23	\$1,774.81	\$1,718.59	\$1,237.69	\$1,446.46	\$1,231.44
Employee + Family	\$2,120.75	\$2,206.13	\$2,198.75	\$2,441.46	\$2,765.38	\$2,677.78	\$1,951.76	\$2,253.77	\$1,918.74
Estimated Monthly Premium	\$17,731.95	\$18,247.51	\$18,186.49	\$17,886.10	\$20,016.98	\$19,383.02	\$50,177.78	\$57,613.82	\$49,049.40
Estimated Annual Premium	\$212,783.40	\$218,970.12	\$218,237.88	\$214,633.20	\$240,203.76	\$232,596.24	\$602,133.36	\$691,365.84	\$588,592.80
% of Increase / decrease over current		2.91%	2.56%		11.91%	8.37%		14.82%	-2.25%
							Total Enrolled All Plans		86
							Estimated Combined CURRENT Monthly Premium		\$85,795.83
							Estimated Combined CURRENT Annual Premium		\$1,029,549.96
							Estimated Combined REVISED RENEWAL Monthly Premium		\$95,878.31
							Estimated Combined REVISED RENEWAL Annual Premium		\$1,150,539.72
							% of Increase over Current		11.75%
							Estimated Combined OPTIONS Monthly Premium		\$86,618.91
							Estimated Combined OPTIONS Annual Premium		\$1,039,426.92
							% of Increase over Current		0.96%
							BCBS One-Time Credit		\$20,000.00
							Estimated ADJUSTED Combined OPTIONS Annual Premium		\$1,019,426.92
							% of Increase over Current		-0.98%

See 2024 Renewal Notes

NOTE: The Financial Analysis is a summary of enclosed Renewal. Refer to Renewal for all Terms and Conditions.  
 Benefit information is for illustration purposes only. Refer to Contract or Benefit Booklet for a more complete description of plan benefits and exclusions.  
 This contains information that is privileged, proprietary, confidential and exempt from disclosure.  
 Any dissemination, distribution or copying of this information is strictly prohibited without written consent of all parties that presented information.



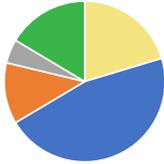
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## 2024 Summer Reading Finishers



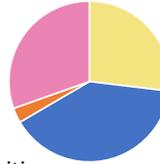
### 1,911 In-Library Completions

- 389 Early Learning
- 881 Elementary
- 235 Middle School
- 92 High School
- 314 Adult



### 2,794 In the Community Completions

- 752 Early Learning
- 1108 Elementary
- 84 Middle School
- 850 Senior Care/ Developmental Communities



### Family Adventure Prize Winner

Allie, Clare and Quinn received a Birthday Party at the Centre of Elgin.



Children receiving their finishing prizes at Gold Star Partner sites.



Finishers at the Main Library had a special extra prize: their selection from Beanie Babies donated by a local collector. Kids enjoyed selecting their very own reading buddies!

These finishers with their Beanie Babies are the granddaughters of the woman who donated hundreds of Beanie Babies to the department.

## 22 Gold Star Partners

- ★ Bethlehem Lutheran Child Development Center
- ★ Boys & Girls Club of North Central Illinois - Elgin
- ★ Boys & Girls Clubs of North Central Illinois - South Elgin
- ★ Centre Of Elgin Summer Camp and Sports Camp
- ★ Channing Elementary Summer Connection Program
- ★ Children of America
- ★ Elgin Kids United
- ★ Elgin Math and Science Academy
- ★ Hillcrest Elementary Summer Connection Program
- ★ KinderCare - Main Ln.
- ★ KinderCare - South St.
- ★ KinderCare - Spring St.
- ★ Learning Hills
- ★ Multicultural Education Group
- ★ North End Youth Center
- ★ One Hope United
- ★ Otter Creek Summer Connection Program
- ★ The Learning Tree - Elgin West
- ★ The Learning Tree - Elgin East
- ★ Two Rivers Head Start
- ★ Village of South Elgin Summer Camp
- ★ YWCA Elgin

## 17 Summer Reading Sponsors

- ★ Gail Borden Public Library Foundation
- ★ Kane County Cougars
- ★ Bear Family Restaurants
- ★ Kuiper's Family Farm
- ★ British Swim School
- ★ Kyuki-Do Martial Arts
- ★ Centre of Elgin
- ★ Oberweis
- ★ Classic Cinemas
- ★ Papa John's
- ★ Culver's of South Elgin
- ★ Schaumburg Boomers
- ★ Epic Air
- ★ Santa's Village
- ★ Funway
- ★ Wendy's
- ★ Golden Corral

# 1,700

Visitors



### 150th Anniversary Old Towne Fair & Summer Reading Kickoff

1,700 people came out to celebrate our 150th Anniversary and to kick-off Summer Reading! Visitors had a grand time playing vintage games, riding the carousel, visiting the petting zoo, and enjoying free treats.

### End of Summer Bash

We congratulated our Summer Reading finishers in a BIG way at the City of Elgin's End of Summer Bash on August 10. The 300-drone light show at Festival Park included images to celebrate our 150th Anniversary and all our summer readers. Over 6,000 people attended the spectacular event.



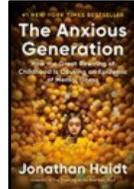
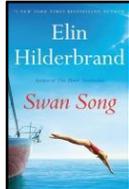
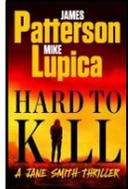
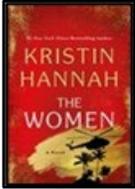
A huge THANK YOU to the Gail Borden Library Foundation for sponsoring the Old Towne Fair and supporting the Summer Reading Challenge.



## Access Services – August 2024

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

### Top Adult Fiction



### Top Adult Nonfiction



### Top Family DVD

### Collection Development, Customer Relations and Technical Services Departments Expanding Educational Play: New Additions to the Children's Collection

We've added new educational games to our children's collection, including the Gears Puzzle, Rainbow Sorting Set, and Balancing Ball Track, to promote critical thinking and motor skills. Other highlights like the Memory Match Game: Dinosaur Edition and Musical Keyboard encourage memory and creativity. These games will be available in our children's area for fun, skill-building play.



### Successful Rearrangement of Marketplace AV Collection

The Marketplace AV collection has undergone a successful rearrangement, significantly improving both accessibility and aesthetics. Audiobooks were relocated to lower shelves using the old shelving from the South Elgin branch, creating a more uniform look throughout the AV collection. The collection was quickly shelf-read to ensure everything was back in order after the shift, making items promptly available to patrons.

Temporary signage has been placed on the shelving units to assist with the new layout. This project is a great example of departments collaborating effectively. A special

thanks to the Materials Handling staff for their excellent work in preparing and staging the materials, and to the Collection Services and Customer Relations teams for their diligent efforts in shelf-reading, reshelving and organizing the collection. This reorganization reflects our ongoing commitment to enhancing the user experience at our library.



## **Preparing the Future**

The Access Services team continued its commitment to nurturing future library professionals by providing an intern with a well-rounded, hands-on experience across key departments. The intern participated in a wide range of essential activities, gaining practical skills in areas such as collection development, cataloging, resource sharing, and customer relations. They were introduced to the processes involved in selecting and ordering materials, along with invoicing procedures. Additionally, the intern was involved in tasks such as programming RFID tags, processing and mending books, and providing frontline customer service. These experiences are invaluable in equipping future library staff with the skills and knowledge necessary to serve our community effectively.

## **Library Applications**

Library Applications staff completed our annual patron record cleanup. Consistency in patron records allows physical mail to be delivered properly, improves the findability of accounts when customers call for assistance, and facilitates an efficient address verification.

## **Volunteer Services**

### **Volunteers Bring Comfort and Joy and Welcome Baby service**

KidSpace recently reached out for volunteers with sewing skills, and a professional seamstress answered the call, crafting several outfits for our baby dolls. These adorable clothes will bring hours of joy to the children in our Early Learning Center (ELC).



The "Welcome Baby" program, which celebrates a baby's first library experience, continues to thrive. Volunteers lovingly assembled 46 sets of handmade blankets and knitted caps this month, showcasing their dedication and care for our youngest community members.

### **Celebrating Summer's End: Events and Reading Success**

August marked the end of summer with volunteers supporting various celebrations, including the End of Summer Bash, Family Picnic, Bubble Show at Rakow, and the Outdoor Concert Series.

As the Summer Reading program wrapped up, 893 Gail's Sales Summer Reading free book coupons were redeemed this year, a **6.8%** increase from last year's 836. This redemption rate highlights our success in getting books into the hands of children as part of the program's rewards.

-Respectfully, Robert Moffett, Division Chief of Access Services

## Community Services – August 2024

Branch Library Services

Community Engagement

Mobile Library Services

### Branch Library Services

Bubbles and foam were special attractions at the Rakow Branch this month! A **Summer Foam Party** with 200 people in attendance; foam was shot out of a cannon, as kids squealed with excitement.

We finished the month with the **Bubble Show Spectacular** with over 500 people in attendance. Families arrived early to picnic together on the Rakow lawn. The kids danced and played in the bubbles.



South Elgin Branch closed on August 12. Branch staff packed up the collection and workroom, and the building is now ready for construction to begin. We eagerly await until we can move back in. We love our volunteers! We appreciate the seven volunteers who assembled 500 boxes in 90 minutes in preparation for our packing up SEB.



We celebrated the **15<sup>th</sup> anniversary of the Rakow Branch** with a reception. Visitors were invited to participate in a community art collage by drawing on small canvases with their favorite memory of the branch or why they love this branch. We have kept the canvases and plan to install them into an art collage soon.



Adults enjoyed a 3D printing class, a class on Gail Borden apps, Rakow Readers, a feather mosaic crafting program, a program on bees, and Device Advice.

### Community Engagement

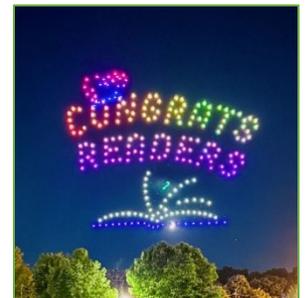
The waning days of summer featured lots of outdoor festivals, special events, concerts, and activities for the entire community to enjoy. Community Engagement Team staff lived up to their name, hitting the National Night Out party circuit including Church of the Brethren, Pantom Mill Park, and downtown Elgin. Alongside other Community Services staff and with our colleagues in Hispanic Services, we talked to at least 1,200 people at the NNO events.



We represented the library at the **What Makes Elgin Township Tick** event Saturday, August 17<sup>th</sup> at the Township Building, rolling in with the Readership and handing out giveaways, library resources and information to 133 attendees.

Westwind Towers hosted a **National Day Out event for seniors**. The Life Enrichment Manager attended and met a lot of friendly people interested in library services.

**Elgin's End of Summer Bash**—took place in Festival Park on Saturday, August 10<sup>th</sup> with a big presence by Gail Borden Public Library staff. Our team passed out library information, glow necklaces to summer reading finishers and engaged the young people with many activities and giveaways. Between the team at the Sprinter van and the library tent, we engaged with over 1,500 community members. The night culminated in a fabulous drone show, with an illuminated nod to the library's 150<sup>th</sup> and summer reading finishers. Over 6,000 people attended this extraordinary community event.





**Summer Concert on the Library Lawn: Kaleidoscope Eyes** - Over 300 people sang along to Beatles favorites performed by Kaleidoscope Eyes, a popular Chicago-area tribute band. The weather was absolutely gorgeous, and the band graciously blended their Beatlesque harmonies with the sounds of trains and cars!

**Adult Programs:** Tom Coleman, Chair of the Chicago Metro Chapter of the Climate Reality Project, presented **How to Save Money & Save the Planet**. Coleman spoke about key steps individuals and families can take that will hugely impact the environment and save money

August was indeed a musical month! Besides Beatles songs, audiences enjoyed the piano stylings of former music teacher Vito Scalia. Leonard Bernstein's odyssey from Broadway musicals and movie scores to symphonies and chorales was discussed and sung by sopranos Kathleen Monson, Kristina Bachrach, and pianist Riko Niguma.



**Activity kits:** A mainstay of Life Enrichment programs, the activity kit contains everything to make a fun and stimulating craft with residents of care communities. Construction paper, yarn, buttons, and other materials are gathered into bins



-serving a group of 10 or so folks. Life Enrichment volunteers tie in the crafts to their current programming. The ROI of activity kits is astounding. In August, 27 kits were sent out, one per each care center that partakes, and at \$15/crafter, 270 x \$15 = \$ 4,050 program value. \$15 is the amount the ilovelibraries.org calculator of library worth assigns to both passive and active programming. The Life Enrichment Manager and volunteers know the real value of activity kits is social interaction, camaraderie, mental and physical stimulation, a sense of accomplishment, and fun!

### Mobile Library Services

August was a month full of large-scale events, back-to-school parties, and exciting plans for our future! Mobile Library Services team had a wonderful time celebrating the end of the Summer with our community.



August also saw the end of the Bookmobile's summer stops, which were very well received. We participated in National Night Out and between the Bookmobile, Community Connections, and Hispanic Services, we engaged with hundreds of people. Our team also staffed the Sprinter at Elgin's End of Summer Bash. Getting ready for the school year, our Manager of Bookmobile Services visited two of our student success schools to explain the program to the new staff.



The Book Bike attended the last **Adventures in the Zoo and Storytime Program** for the summer with good attendance at both. We also had a great time at National Night Out on South Grove Street. We have been able to continue our attendance at Farmers Market on Fridays and will do so through September 20<sup>th</sup>.

Elementary Engagement finished passing out prizes to all our Gold Star Partner participants. We were also invited to attend several special events, such as Project Backpack at ECC, which saw close to 1,000 people, and back-to-school events in collaboration with the Bookmobile at Coleman, Otter Creek, Fox Meadow, Highland, Huff, and O'Neal Schools.

August was our last **Lords Park Zoo Storytime!** With a total attendance of 106 people and amazing weather. We love the participation from parents and children during the Storytime and the involvement of the Book Bike. Also, the support from EPD, the popsicle cart made a special appearance to wrap up an awesome summer series. We also attended Highlands Elementary's **Night Under the Stars** event. We had a total of 148 visitors, check-outs and a library card sign up.



Respectfully submitted by: Ana Devine, Division Chief of <sup>72</sup>Community Services

## Facilities and Building Operations

### Board Report

August 2024

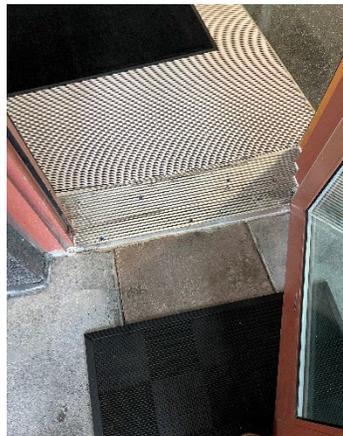
#### MAINTENANCE:

Finished out August (and summer) with a strong effort from the team, as we get ready for a busy fall. Starting after Labor Day, construction at the South Elgin Branch begins, and we start to make a final push to finish 1150 Davis Road for occupancy by staff. Lot resurfacing at Main and Rakow takes place the Sunday of Labor Day weekend, and the lot will reopen early the Tuesday following Labor Day weekend. Some highlights of this month include:

- The Maintenance Department welcomed a new Maintenance Technician II to the team in August. He is a welcome addition to the team and has hit the ground running!
- On Monday, August 19<sup>th</sup>, ACE Relocation Services and Gail Borden Facilities & Building Operations staff were onsite to pack up the items at the South Elgin Branch. All technology equipment was removed by GBPL IT staff and taken to 1150 Davis Road or the Main Library for safekeeping until the construction is completed. Other items that were removed were



*Threshold (Before)*



*Threshold (Repaired)*

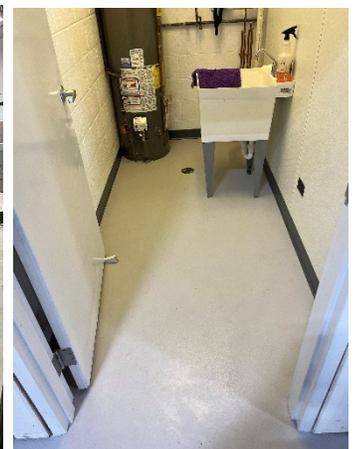
- taken by GBPL staff or ACE Relocation to 1150 Davis or the Main library. Shelving taken to Main was set up another day.
- Grounds – Davey Tree performed fertilization and Sebert completed work at Main and the Rakow Branch.
- During regular business hours, it was discovered that the North handicapped door thresholds at the Main Library developed a tripping hazard. One of our Maintenance Managers took it apart and was able to fix the issue internally, saving the cost and time of bringing in an outside contractor.
- The Mexican Consulate was onsite at the Main Library the week of August 22<sup>nd</sup>. Security staff and Maintenance staff assisted with onsite presence and keeping the areas clean with the large crowds.
- 1150 Davis Road – Repaired the concrete floor. Also patched and painted the utility room. Also set up bookshelves for the Mobile Services collection.
- Also maintained the operational capacity of all locations and completed almost 500 tickets in the month of August.



*South Elgin - Emptied out*



*Mobile Services Bookshelves*



*1150 Utility Closet*

## **SECURITY:**

### **Security Director:**

- During the daily perimeter check the outside glass of the Youth Department was found to be cracked. Reliant Glass was contacted to replace the glass. Inspection of the old glass determined that the crack formed because of possible lawn mower kicking up pebble hitting the glass just right in the corner.



- New lift truck delivered to 1150 Davis (Annex). The truck allows ease of movement and stacking of material, minimizes possible lifting injuries, and efficiency of work. Model of truck does not require any special license; training can be done in house for staff usage.



### **Security Training Coordinator:**

- Three new employee trainings completed.
- Monthly Security training – Handling Special Situations (Tornado, Fire, Code Adam, Blue Point); Access Services requests presentation on subject at their September Department Meeting.

### **Security Safety Manager:**

- Helped with training of new Maintenance Employee. Helped with the removal of all equipment and items from the South Elgin branch. Continued monitoring of safety and Security issues at all locations. Continued interaction with the unhoused to make sure policies are being met.

(Submitted by John Johnson – Director of Security)

## **INFORMATION TECHNOLOGY:**

- The migration to Jamf Pro is complete. Eighteen iMacs, MacBook's, and Mac Minis and one hundred and seven iPads and iPhones have been migrated and configured into our new system. The transition was smooth with small adjustments along the way. In the process a new iMac was added up in Studio 270 for the Digital Media Lab.



- Windows 11 project has started back up with the beginning of the new budget season. IT is looking at replacing the PCs in the Computer Training Room. An order has been placed for more PCs. Three PCs we had in stock have been built and the image approved by Digital Services. Once the order of PCs comes in the rest of the CTR PCs will be built then deployed in one day to make a smooth transition between scheduled classes.
- Updated Unitrends Appliances to Unitrends Backup 10.8.3/10.8.4. Enhanced agent behavior to improve resiliency when Windows systems undergo major updates. Fixed an issue that prevented service child processes from timing out properly, which caused the agent to become unresponsive resolving issues with recovery assurance, Windows Replicas, and Instant Recovery on Hyper-V. Fixed an issue with File recovery from indexed Windows image-level backups directory names containing apostrophes. In the File Browser, you can now select and download files from these directories. Finally, The Backup Copy Hot Targets report email now includes the PDF attachment of hot backup copy activity over the last 24 hours.
- IT is currently working with Digi Corporation to revise the quote for a Veeam backup system to replace the existing Unitrends system. This project is planned to start in October.
- KaneGIS has been updated to version 61.
- IT staff worked to replace the Rakow core switch. The old switch was in desperate need of being replaced.
- IT worked as a team to uninstall all IT equipment at the South Elgin branch in preparation for the pending construction. All servers, switches, security appliances, wireless access points, cameras, projectors and door counters were removed and placed in storage until they can be reinstalled following construction.
- IT staff worked to install hardware including a firewall, switch and server at the new Davis Road location. We have so far installed and configured a Domain Controller, a Windows update server, staff network, VPN and wireless access.
- With the additional staff working out of Rakow, IT installed a new wireless access point in the workroom to accommodate the additional staff Wi-Fi usage.
- IT recently needed to do some maintenance on staff servers at Rakow and Davis that required us to visit these locations in person. We were able to acquire iDRAC licensing which allows us to monitor and maintain these servers quickly and remotely when needed.
- IT worked this month to migrate from Carbon Black Cloud to CrowdStrike Falcon.
- July Server and workstation updates have been approved.
- IT installed new uninterruptible power supply units for critical infrastructure in the MDF and worked with Maintenance to balance power usage of our servers between the new circuits.

(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 – August 2024

In our efforts to support library and community activities, communicate the library's value, and aid in fundraising, the Public Relations & Development team dedicated time in August to several important activities.

The division aimed to maximize the impact of the 150th-anniversary exhibit (in partnership with Storyland) as much of the first-floor display concluded in August, along with the final two days of the Bumblebee Express train ride. Both events were well attended despite students returning to school. While customers waited in line, we distributed 150th-anniversary Yo-Yos to children who had at least one checked-out book. Kidspace provided a cart of books for quick checkouts, and we observed families reading while waiting in line.



This was a wonderful opportunity to showcase our library's vibrant atmosphere, offering a chance for family bonding and the promotion of literacy. With a costumed pirate interacting with the children, we helped create a positive and memorable experience. Overall, 600 riders attended the event.

We packed up the Storyland exhibit on August 26 and dismantled the Tunnel of Terrifics and the train. The guestbook for the exhibit contained signatures from visitors in places like Arlington, TX, and Indianapolis, IN, as well as many local community members, with comments such as, "Love coming to these exhibits with our family!" "I love the snow and the books!" and "Thank you for putting on these great exhibits for the community! This is AMAZING! Thank you!!"



The coloring train game had 8,981 plays, the collecting books game had 11,616 plays, and the igloo game had 6,603 plays.

### Getting Ready for Hispanic Heritage Month and the Olmec Exhibit

As Hispanic Heritage Month approaches, we created two videos (one in English and one in Spanish) to promote the Day of the Dead Skeleton Trot event. The videos featured Martha Martinez, Elisa Lara, and a Catrina dancing. In the videos, Martha and Elisa enthusiastically discuss the festival and race, encouraging others to participate and form teams. The purpose of these videos is to convey that this event is for everyone, regardless of age or athletic ability.



We also assisted with printing flyers, posters, social media posts, web pages, and stand-ups for the first-ever El Trote de las Calacas 5K Run. In addition, we have been working to complete our three large Catrina puppets.

Two stand-up displays of folklorico dancers were created to celebrate Hispanic heritage, beautifully representing this traditional dance style. We are committed to honoring and celebrating diverse cultures. As we look forward to these fall activities, we are already collecting Ofrenda photos from the community.

## Fundraising for the El Trote de las Calacas Event

Fundraising for the El Trote de las Calacas event is progressing well.

## Other Marketing Preparation Work

- **Gate Count Analysis:** To increase library attendance, we monitor gate counts to evaluate the effectiveness of our efforts. By comparing current foot traffic with figures from last year and pre-COVID times, we can better understand what influences visitor numbers.
- **National Days for 2024:** This initiative will help us create relevant and engaging social media posts that connect with our audience, highlight library offerings, and boost our online presence throughout the year. This approach will allow us to better engage with the community, promote programs effectively, and improve social media interaction.
- We worked on various signage around the Main Library and the South Elgin Branch.
- **Back-to-School Excitement:** To coincide with the back-to-school season, we created a display featuring books in our collection related to school and educational activities. We also included a large Gail Borden Library card to remind students of the library's resources available to support their educational needs.
- The creative staff viewed several conference videos about Adobe Creative Suite tools and settings to enhance workflow and expedite design work.
- We completed new bay header signage for the second floor, providing a refreshing update for our upstairs collection. This signage is important to help customers locate materials efficiently.
- We updated the Library Services and Welcome brochure in both English and Spanish to ensure customers have the most up-to-date information about the library's services and resources.
- We also recorded a performance by Carole and her nephew Riley, which customers greatly enjoyed.
- **Support for the Local Latina Artist Project:** We supported Trini Armenta's Local Latina Artist project. Jo Ann expressed her appreciation:



*"The library staff did an excellent job supporting the TAAFA Art Exhibit in honor of my mother, Trini Armenta, yesterday. I sang the praises of the library for its support of the growing Latino community by providing more Latino literature, art, and culture in general, and for generously displaying my mom's mural as a kind of anchor. Much thanks and praise to the ALWAYS helpful staff."*

— Jo Ann Armenta, TAAFA Founder and President

## Social Media

The most popular Facebook posts last month were:

- Elisa Lara's El Trote video (Spanish version), which garnered 40,000 views and 343 interactions.

- Elisa Lara’s El Trote video (English version), which reached 36,500 views and 190 interactions.
- Photos from the End of Summer Bash drone show, which reached 9,500 people and had 341 interactions.

YouTube Stats: 10.6K views, 481.7 watch hours, and +31 subscribers (for a total of 1,865 subscribers).

We also created Facebook Reels, including “What made you a passionate reader?”, “Utilizing the library to cool off from the summer heat,” and adult fiction book suggestions from our librarians. The purpose of these reels is to promote literacy and encourage customers to explore our extensive collections.

Respectfully submitted, Denise Raleigh, Division Chief

## Public Services –August 2024

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

**Digital & Information Services:** Technology class attendance in August increased dramatically over July 2024. Classes this month included: *Microsoft Excel, Microsoft PowerPoint, Computers 101, 3D Scanning with Kiri Engine, etc.*

Computer Center staff again reported several near capacity days in August 2024. A major spike in use can be attributed to a week-long visit from the Mexican Mobile Consulate; customers often visited Computer Center to copy essential documents for their consular appointments.

Interesting reference transactions at the Info Desk: locating death records for someone who died at the Elgin Mental Health Center in 1895, horse training research, title replacement and gifting a car across states, consumer protection for seniors, help making appointments or uploading documents online, and the question: if a frog is boiled slowly, will it really not jump out of the pot? (Answer: It will jump out. This is an urban legend).



WorkNet Batavia partnered with us on a *Mock Job Interviews* program. We are also updating our “Business” section within our shelves, with local and pertinent business information right where the customer is searching for it.

Social Services reports that this has been our busiest month yet with 63 appointments. While we do see repeat clients, we also get referrals from other agencies, and many clients are now telling us they are referred by friends via word-of-mouth.

**Hispanic Services:** The Mobile Mexican Consulate visited us over five days. 1,025 people had appointments and learned about library services, while being encouraged to apply for a library card. The Consulate reports: *Passports issued: 650 ; Registrations issued: 580 ; Certified copies of birth certificates: 130.* While people come from all over the state to this event, the top cities we served included: *South Elgin: 23, Carpentersville: 121; and Elgin: 515.*



We were happy to accompany Mobile Library Services at National Night Out on Spring St. where we shared information about our Spanish language programs and services as well as promoted the upcoming *Trote de las Calacas* race.

**KidSpace:** This month we wrapped up the Summer Reading Challenge, hosted our final summer programs and planned for the upcoming school year’s programs.



The Manager of Early Literacy led a Storytime Training here for children's departments throughout Illinois. This was done in partnership with RAILS Youth Services Managers group. Also in Early Literacy, our team hosted a well-attended *1000 Books Before Kindergarten* graduation. Over fifty participants were thrilled to meet Bluey at this event!

Our elementary school team has been busy preparing for class visits, school-year programming, engagement activities and the return of Battle of the Books. Class visits are already being booked, especially with interest around the upcoming Olmac exhibit. We coordinated four "Kid Librarian" displays and hosted 6 kids' with collections for the display cases.

Almost 50 Write to Rover letters were submitted by customers (although most of them were submitted to Rocket the Turtle).

Our Middle School Services Librarian hosted the ever-popular *Manga and Anime Club*, and a *K-Pop Afternoon*. Our *K-Pop Afternoon* students indicated in a survey that they were interested in learning the Korean Language, so we have introduced vocabulary flashcards into this club!

**Studio 270/DML:** Studio 270 returned to school year hours on Aug. 13<sup>th</sup>, now opening at 3pm on school days and 12 on no school days and weekends.

We are already hosting school visits during the hours before we open, especially with our regularly visiting special education high school classes. We also hosted the young adults of Youth Build Elgin in partnership with our Career Services Librarian who talked with them about job hunting resources.

We worked with a few families on college readiness including writing entry essays and scholarship information.

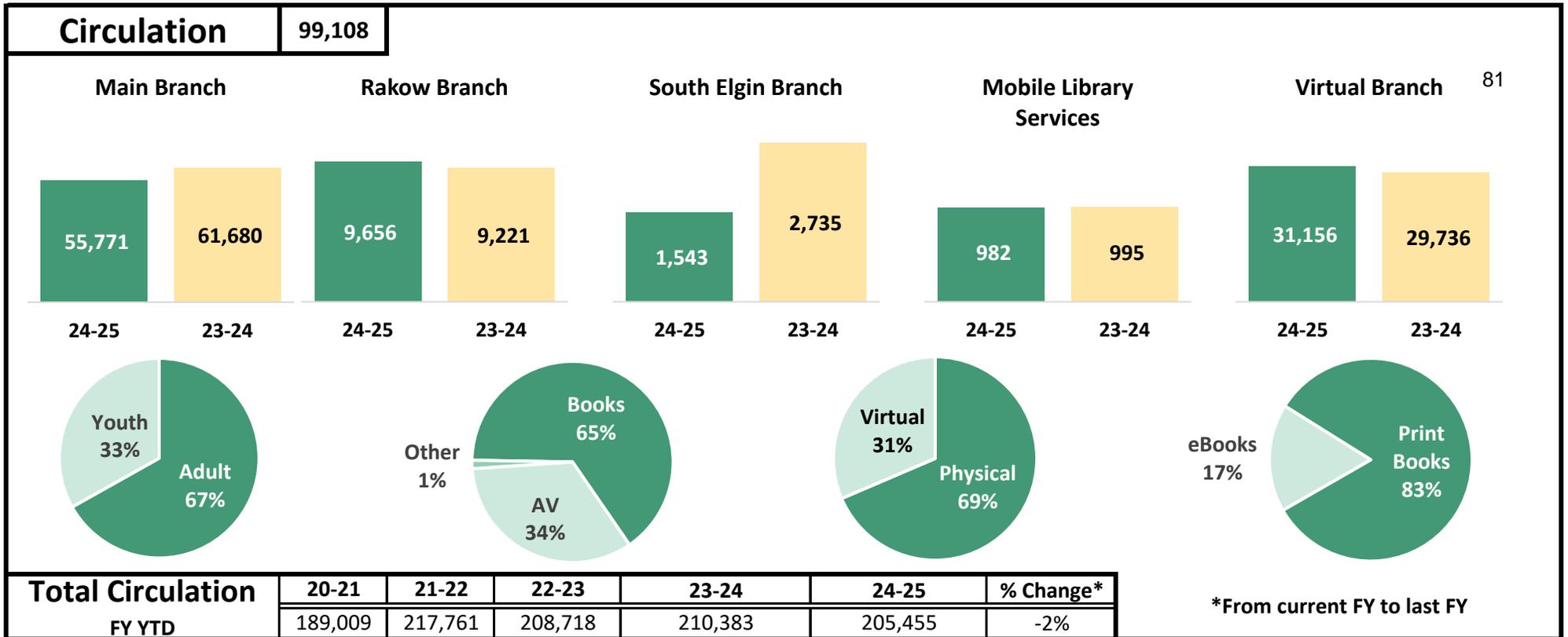
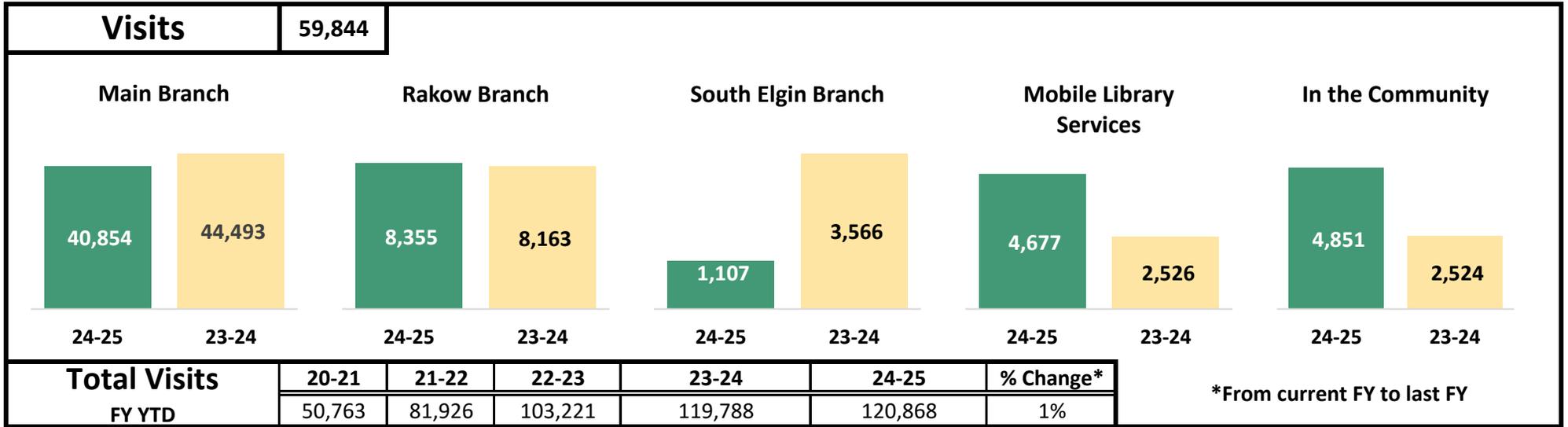
In the Media Lab, we were happy to have a new iMac installed. Podcast recording and editing continues to grow, and other appointments ranged from Christian music recordings, to rap, and even had a patron record their eBook in Spanish.

The Digital Media Manager attended ECC's *Project Backpack* with Hispanic Services, where we were able to share information about our services.

Our teen volunteers have also been busy, helping Hispanic Services with stuffing bags for community events, dusting and cleaning, helping with the Booksale preparation and more!



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



<b>Library Cards</b>	559					<b>New to District</b>	<b>District Total</b>	<b>District + RBs Total</b>	
						24-25	559	77,663	82,545
						23-24	606	71,489	77,245
						% Change	-8%	9%	7%
<b>Total New Cards</b>	<b>21-22</b>	<b>22-23</b>	<b>23-24</b>	<b>24-25</b>	<b>% Change*</b>				
FY YTD	915	1,239	1,199	1,080	-10%	*From current FY to last FY			

<b>Program Attendance</b>	8,800						
<b>Main Branch</b>		<b>Rakow Branch</b>		<b>South Elgin Branch</b>		<b>In the Community</b>	
	3,144	4,307	805	461	37	4,851	
						2,524	
	24-25	23-24	24-25	23-24	24-25	23-24	
						82	
<b>Total Attendance</b>	<b>20-21</b>	<b>21-22</b>	<b>22-23</b>	<b>23-24</b>	<b>24-25</b>	<b>% Change*</b>	
FY YTD	221	6,389	9,005	14,998	16,553	10%	
							*From current FY to last FY

<b>Program Sessions</b>	<b>In-Person</b>	<b>Virtual</b>	<b>Hybrid</b>
	123	3	8

<b>General Statistics</b>	<b>Volunteer Hours</b>	<b>Reference Questions</b>	<b>Passports</b>	<b>License Plate Renewals</b>
	784	13,242	217	150

<b>What affected the numbers this month</b>	August 7 (Rakow) Summer Foam Party	August 10 (ITC) End of Summer Bash	August 28 (Rakow) Family Picnic & Bubble Show
August 5 (Main) Tie Dye Celebration	August 7 (ITC) Coleman Back-to-School Night	August 12-31 (SEB) South Elgin Closed for Expansion	August 29th (Main) Summer Concert: Kaliedoscope Eyes
August 6 (ITC) National Night Out	August 8 & 23 (Main) Bumblebee Express Train	August 20-24 (Main) Mexican Mobile Consulate	