



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

August 12, 2025

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
 - July 8, 2025, Regular Board Meeting
 - July 8, 2025, Closed Session Meeting
5. Action: Treasurer's Report and Payment of Bills 5

Payment of bills for August 12 2025, including the list of bills to be paid between August 12, 2025 and September 9, 2025, and all bills over \$10,000.
6. Correspondence
7. Reports:
 - A. Foundation
 - B. Chief Executive Officer 39
 - C. Action: Security Report 46
8. Action: Policies for Federal Grants 47
 - Indirect Cost Rate Policy
 - Protection of Personally Identifiable and Other Sensitive Information Policy
 - Financial Reconciliation Policy
9. Presentation: Upcoming Exhibit "Dinosaur Explorer"
10. Other
11. Adjournment

GAIL BORDEN PUBLIC LIBRARY DISTRICT

Board of Trustees Meeting Minutes

270 N. Grove Ave., Elgin, IL

July 8, 2025

7:00 p.m.

President Bednar was physically present as well as Secretary Henderson, Trustees Bedolla, Lara and Symonds. Trustee Garcia was absent. Chief Executive Officer Carole Medal, Ancel Glink Attorney Britt Isaly, KCT Credit Union's Joe Menolascino and various members of the public and staff were also present.

President Bednar called the meeting to order at 7:00 p.m.

There were no public comments.

A moment of silence was held for former Board President Joan Berna.

Comments for the Good of the Organization were read. The library received eight new five-star Google reviews this month.

KCT Credit Union's Joe Menolascino presented a check for the 2024 Infinity card Giveback to GBPLD Foundation in the amount of \$2,603.00.

Bedolla motioned to approve the June 10, 2025, board meeting minutes; seconded by Lara. There was no discussion. Roll call resulted in 5 ayes (Bednar, Bedolla, Henderson, Lara, Symonds), 0 nays and 1 absent (Garcia).

Treasurer Bedolla moved to approve the payment of bills including the bills over \$10,000 as presented totaling \$431,962.99 and the revised list of bills to be paid prior to the next board meeting; seconded by Symonds; There was no discussion. Roll call resulted in 5 ayes (Bednar, Bedolla, Henderson, Lara, Symonds), 0 nays and 1 absent (Garcia).

Britt Isaly, the library's attorney from Ancel Glink introduced himself to the board and informed them that they could contact him or any of the other attorneys at the firm with any questions. Training for newly elected officials is available, covering topics like Municipal Government, FOIA, OMA, public comment, board procedures, ethics and social media.

A letter from the Secretary of State, awarding Gail Borden Public Library District the Per Capita Grant in the amount of \$221,112.83 was read.

CEO Report

The South Elgin reopening was successful with over 600 attendees. Gratitude was extended to all staff members involved in the project for their hard work and dedication. In the first ten days the South Elgin Branch welcomed a total of 2,729 visitors. The Juneteenth Gospel Fest was a huge success thanks to Trustee Henderson. Due to the library no longer leasing books from Baker & Taylor it was determined that the library never used its quota each year resulting in a credit of

\$184,786 which will be reimbursed to the Library in quarterly payments. Even though circulation has declined, the library has still exceeded one million checkouts. An Intern from Ball State University studying social work, was introduced. She worked with Life Enrichment services, Social Services and on the Bookmobile to complete her 400 hours of internship. Director of KidSpace, Margaret Peebles, was introduced as the new District Chief of Children's Programming. Branch Childrens Service's Manager, Katie Boucher was introduced as the new Director of KidSpace. The library received the prestigious American Library Association's John Cotton Dana award for the 2023 -2024 Violins of Hope Exhibit. The award is for excellence in marketing and has a \$10,000 prize. Division Chief of Public Relations & Development, Natalie Kiburg and her team accepted the award on the Library's behalf at the ALA conference in Philadelphia.

Symonds motioned to approve the security report; seconded by Henderson. There was no discussion. Roll call resulted in 5 ayes (Bednar, Bedolla, Henderson, Lara, Symonds), 0 nays and 1 absent (Garcia).

Symonds motioned to approve the KidSpace Re-Imagined Phase 2 project: seconded by Henderson. Chief Operating Officer, Sara Sabo gave an overview of the remodeling area including carpet replacement, new furniture, shelves, removing study rooms, painting and wall coverings. There was no discussion. Roll call resulted in 5 ayes (Bednar, Bedolla, Henderson, Lara, Symonds), 0 nays and 1 absent (Garcia).

Henderson motioned to approve Resolution No. 2025-7-A: Preparation of Tentative Budget and Appropriation as presented; seconded by Bedolla. There was no discussion. Roll call resulted in 5 ayes (Bednar, Bedolla, Henderson, Lara, Symonds), 0 nays and 1 absent (Garcia).

Symonds motioned to approve Resolution No. 2025-7-B: Tentative Working Budget as presented; seconded by Lara. CEO Medal explained the increase in both the Educational Tuition program and the salary lines. There was no discussion. Roll call resulted in 5 ayes (Bednar, Bedolla, Henderson, Lara, Symonds), 0 nays and 1 absent (Garcia).

Lara motioned to release the closed minutes and erase the audio recording of the November 14, 2023, closed session; seconded by Symonds. There was no discussion. Roll call resulted in 5 ayes (Bednar, Bedolla, Henderson, Lara, Symonds), 0 nays and 1 absent (Garcia).

Bedolla motioned to retain the closed minutes of the June 11, 2024, closed session; seconded by Lara. There was no discussion. Roll call resulted in 5 ayes (Bednar, Bedolla, Henderson, Lara, Symonds), 0 nays and 1 absent (Garcia).

Other

Trustee Henderson wanted to recognize and thank Tish Calhamer and staff for their amazing support during the Juneteenth Gospel Celebration.

Bedolla motioned to go into Executive Session: Statutory Section 5ILCS 120/2(c)1- personnel; seconded by Lara. There was no discussion. Roll call resulted in 5 ayes (Bednar, Bedolla, Henderson, Lara, Symonds), 0 nays and 1 absent (Garcia).

Entered closed session at 8:04 p.m.

Return to the regular meeting at 8:49 p.m.

Henderson motioned to bring Carole Medal's salary for fiscal year 2025-2026 to a total of \$250,000 per year; seconded by Symonds. The board expressed appreciation to CEO Medal for her exemplary leadership and significant contributions to the library and the community. CEO Medal thanked the board for their support. There was no discussion. Roll call resulted in 5 ayes (Bednar, Bedolla, Henderson, Lara, Symonds), 0 nays and 1 absent (Garcia).

Lara motioned to adjourn; seconded by Henderson. A voice vote resulted in 5 ayes.

Meeting adjourned at 8:55 p.m.

Approved August 12, 2025

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

GAIL BORDEN PUBLIC LIBRARY DISTRICT

ESTIMATED BILLS ANTICIPATED TO BE PAID PRIOR TO 09/09/2025

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
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
BUDGET BLINDS		
SE EXPANSION	10-49-930-0	\$ 15,000.00
CITY OF ELGIN		
WATER & SEWER	10-42-202-*	\$ 9,000.00
COMCAST		
ONLINE COMPUTER SERVICES	10-42-255-1	\$ 1,000.00
COMCAST BUSINESS		
ONLINE COMPUTER SERVICES	10-42-255-1	\$ 9,000.00
COMED/NEXTERA		
ELECTRICITY	10-42-201-*	\$ 52,000.00
CRAIG ELLIOTT PIANO TUNING		
SMALL EQUIP. MAINT: AV	10-42-270-3	\$ 300.00
FAMILY PLACE LIBRARY TRAINING		
CONFERENCES	10-42-290-3	\$ 15,000.00
ISOLVED		
HEALTH & DENTAL INSURANCE	10-41-110-0	\$ 2,000.00
KONICA MINOLTA		
COPIERS/LEASE/MAINT	10-42-245-*	\$ 7,000.00
KONICA MINOLTA BUSINESS SOLUTIONS		
COPIERS/LEASE/MAINT	10-42-245-*	\$ 7,500.00
LRS		
REPAIR./MAINT. OF BUILDING	60-42-200-9	\$ 1,500.00
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
MIDWEST TAPE/HOOPLA		
EBOOKS	10-44-435-*	\$ 30,000.00
NICOR/CONSTELLATION ENERGY		
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
VSP VISION		
HEALTH & DENTAL INSURANCE	10-41-110-0	\$ 3,500.00
WASTE MANAGEMENT		
REPAIR./MAINT. OF BUILDING	5 60-42-200-*	\$ 6,000.00

BILLS TO BE PAID PRIOR TO 09/09/2025

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
ABOS		
CONFERENCES	10-42-290-3	\$ 125.00
BATTERIES PLUS		
MISC.	60-43-399-0	\$ 51.84
CDW		
COMPUTER EQUIPMENT	10-45-500-0	\$ 742.11
COMPUTER MAINTENANCE	10-42-255-2	\$ 97.65
CINTAS		
JANITORIAL SUPPLIES	10-43-370-0	\$ 2,311.05
COMPLETE CLEANING		
GENERAL CLENAING	10-42-235-0	\$ 1,640.00
TAHA DIN		
DIGITAL LIT. CLASSES: BRANCH	10-42-230-8	\$ 1,050.00
ELGIN KEY & LOCK		
REPAIR/MAINT. GROUNDS: SE	60-42-210-7	\$ 328.56
GROVE FOR LIBRARIES		
ONLINE COMPUTER SERVICES: ACCESS SERVI	10-42-255-3	\$ 6,650.00
GRAINGER		
MAINT. EQUIPMENT UNDER 1K	60-45-500-2	\$ 289.26
PETTY CASH- SARA JOHNSON		
REPLENISH PETTY CASH	MULTIPLE	\$ 221.85
PITNEY BOWES		
POSTAGE & SHIPPING	10-42-210-0	\$ 373.36
UNIQUE MANANGEMENT		
COLLECTION AGENCY	10-42-215-0	\$ 1,142.60
ZIEGLER'S ACE HARDWARE		
BUILDING & GROUND SUPPLIES	60-43-320-0	\$ 56.99

GAIL BORDEN PUBLIC LIBRARY DISTRICT

BILLS OVER \$10,000

8/12/2025

DESCRIPTION	CHECK NUMBER		AMOUNT
1150 DAVIS RD RENT	151262	\$	10,106.67
BAKER & TAYLOR BOOKS & MATERIALS	MULTIPLE	\$	12,867.35
CINTAS JANITORIAL SUPPLIES	151247/151278	\$	11,135.86
COMPLETE CLEANING GENERAL CLEANING	151248/151280	\$	22,633.00
DAVEY TREE REPAIR/MAINT. OF GROUNDS	151249/151282	\$	17,396.00
INFO USA MARKETING ELECT. RESOURCES: DATABASES	151301	\$	14,280.00
OVERDRIVE ELECT. RESOURCES: PLATFORM FEES	151326	\$	24,318.44
RAILS ELECT. RESOURCES: DATABASES	151328	\$	30,108.00
SHALES MCNUTT CAPITAL IMPROVEMENTS	151335	\$	23,511.20
	NUMBER OF CHECKS		
		105	\$ 296,449.83

GAIL BORDEN PUBLIC LIBRARY DISTRICT

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BILLS PAID REPORT FOR AUGUST, 2025

CHECKS & DIR. DEBITS

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
1150 DAVIS RD, LLC (6735)	08/12/25 CK# 151262	\$10,106.67
09125C/D LEASE: DAVIS ROAD	10-42-204-9	10,106.67
4IMPRINT, INC. (5420)	08/12/25 CK# 151263	\$1,000.59
29894692 PUBLIC RELATIONS: PROMOTIONS	10-42-222-3	1,000.59
ABOS (5873)	08/12/25 CK# 151264	\$750.00
08276 CONFERENCES: ALL EXPENSES	10-42-290-3	375.00
08277 CONFERENCES: ALL EXPENSES	10-42-290-3	375.00
ALL WINDOW CLEANING SERVICE, INC. (172)	08/12/25 CK# 151265	\$4,050.00
48003 REPAIR/MAINT. OF BLDG: SOUTH ELGIN	60-42-200-7	550.00
48107 REPAIR/MAINT. OF BUILDING	60-42-200-0	3,500.00
ALTA LANGUAGE SERVICES, INC (6337)	08/12/25 CK# 151266	\$93.00
IS797911 CONSULT. & PROF. FEES:OTHER	10-42-225-2	93.00
AMAZON CAPITAL SERVICES (6460)	08/12/25 CK# 151267	\$2,548.82
14D7-LD6T-XMTN MATERIALS PROCESSING SUPPLIES	10-43-310-0	13.46
14D7-LD6T-XMTN BOOKS: ADULT	10-44-400-1	451.18
14D7-LD6T-XMTN BOOKS: YOUTH	10-44-400-2	455.90
14D7-LD6T-XMTN AUDIO-VISUAL: ADULT	10-44-420-1	56.95
1D14-93V9-WY94 PUBLIC PROGRAMMING:YOUTH	10-42-230-2	12.99
1D14-93V9-WY94 ARTS & CRAFTS SUPPLIES: YOUTH	10-43-330-1	80.20
1D14-93V9-WY94 TOYS & KITS: KIDSPACE	10-44-440-0	398.67
1D14-93V9-X4PX PUBLIC PROGRAMMING:MOBILE SVCS	10-42-230-9	167.88
1DYC-WLHN-XQ7T PUBLIC PROGRAMMING:BRANCH SVCS	10-42-230-0	149.34
1DYC-WLHN-XQ7T BOOKS: YOUTH	10-44-400-2	337.17
1DYC-WLHN-XQ7T TOYS & KITS: COMMUNITY SVCS FY25	10-44-440-2	70.44
1DYC-WLHN-XQ7T SMALL LIBRARY EQUIPMENT	10-45-540-0	31.89
1T9R-VJ3G-W793 PUBLIC PROGRAMMING:HISPANIC SVCS	10-42-230-1	50.49
1T9R-VJ3G-W793 OFFICE SUPPLIES/GENERAL	10-43-300-1	10.99
1T9R-VJ3G-W793 BUILDING & GROUNDS SUPPLIES	60-43-320-0	279.99
1WVK-CMDT-PWRP BOOKS: ADULT	10-44-400-1	-52.24
1YKT-FGXY-X7TP OFFICE SUPPLIES/GENERAL	10-43-300-1	33.52
AMAZON CAPITAL SERVICES (6460)	08/12/25 CK# 151268	\$3,318.16
11XP-PYYG-M7YJ PUBLIC PROGRAMMING:MOBILE SVCS	10-42-230-9	19.99
11XP-PYYG-M7YJ VEHICLE MAINTENANCE: MOBILE SVCS	10-42-270-0	138.51
11XP-PYYG-M7YJ ARTS & CRAFTS SUPPLIES: COMM SVCS	10-43-330-3	107.63
11XP-PYYG-M7YJ SMALL LIBRARY EQUIPMENT	10-45-540-0	83.96
14PG-F31H-RVR6 PUBLIC PROGRAMMING:BRANCH SVCS	10-42-230-0	12.90
1D9D-HL49-4H1P MATERIALS PROCESSING SUPPLIES	10-43-310-0	63.11
1D9D-HL49-4H1P BOOKS: ADULT	10-44-400-1	543.36
1D9D-HL49-4H1P BOOKS: YOUTH	10-44-400-2	344.76
1D9D-HL49-4H1P BOOKS: BRANCH ADULT	10-44-400-5	6.32
1D9D-HL49-4H1P AUDIO-VISUAL: ADULT	10-44-420-1	29.99
1D9D-HL49-4H1P AUDIO-VISUAL: YOUTH	10-44-420-2	143.06
1D9D-HL49-4H1P AUDIO-VISUAL: BRANCH ADULT	10-44-420-5	114.97
1JP9-PTWT-GG9P TOYS & KITS: KIDSPACE	10-44-440-0	-49.57
1JQV-D9GL-NVCL PUBLIC PROGRAMMING:YOUTH	10-42-230-2	107.47
1JQV-D9GL-NVCL ARTS & CRAFTS SUPPLIES: YOUTH	10-43-330-1	40.22
1NWX-GGNF-RNXH PUBLIC PROGRAMMING:HISPANIC SVCS	10-42-230-1	307.63
1NWX-GGNF-RNXH MATERIALS PROCESSING SUPPLIES	10-43-310-0	65.99
1NWX-GGNF-RNXH ELECTRICAL SUPPLIES/BULBS	10-43-380-0	452.66
1NWX-GGNF-RNXH COMPUTER EQUIPMENT	10-45-500-0	472.20
1NWX-GGNF-RNXH MISCELLANEOUS	60-43-399-0	313.00

GAIL BORDEN PUBLIC LIBRARY DISTRICT

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BILLS PAID REPORT FOR AUGUST, 2025

CHECKS & DIR. DEBITS

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
AMAZON CAPITAL SERVICES (6460)	08/12/25 CK# 151269	\$2,113.60
1697-FCKQ-F6XY BOOKS: ADULT	10-44-400-1	317.29
1697-FCKQ-F6XY BOOKS: YOUTH	10-44-400-2	67.24
1697-FCKQ-F6XY AUDIO-VISUAL: ADULT	10-44-420-1	79.95
1HP6-CYLQ-FGV3 GRAPHICS SUPPLIES	10-43-330-0	28.88
1HP6-CYLQ-FQGP PUBLIC PROGRAMMING:YOUTH	10-42-230-2	9.99
1HP6-CYLQ-FQGP TOYS & KITS: KIDSPACE	10-44-440-0	954.52
1KP9-PFL7-DQC6 PUBLIC PROGRAMMING:HISPANIC SVCS	10-42-230-1	195.98
1KP9-PFL7-DQC6 OFFICE SUPPLIES/GENERAL	10-43-300-1	30.60
1KP9-PFL7-DQC6 OFFICE SUPPLIES/COMPUTER	10-43-300-2	70.38
1KP9-PFL7-DQC6 COMPUTER EQUIPMENT	10-45-500-0	19.99
1KP9-PFL7-DQC6 OFFICE EQUIPMENT	10-45-520-0	39.95
1KP9-PFL7-DQC6 SMALL LIBRARY EQUIPMENT	10-45-540-0	66.49
1X4G-4P1G-FHXG BOOKS: YOUTH	10-44-400-2	14.49
1X4G-4P1G-FHXG TOYS & KITS: COMMUNITY SVCS FY25	10-44-440-2	29.29
1X4G-4P1G-FHXG SMALL LIBRARY EQUIPMENT	10-45-540-0	188.56
AMAZON CAPITAL SERVICES (6460)	08/12/25 CK# 151270	\$437.89
13VC-F9XC-33V7 OFFICE SUPPLIES/GENERAL	10-43-300-1	12.96
13VC-F9XC-3DT1 TOYS & KITS: COMMUNITY SVCS FY25	10-44-440-2	9.99
1646-V3T9-341V PUBLIC PROGRAMMING:YOUTH	10-42-230-2	94.91
1646-V3T9-341V TOYS & KITS: KIDSPACE	10-44-440-0	22.53
19JT-JXWY-1VMJ GRAPHICS SUPPLIES	10-43-330-0	58.09
1HMR-FRLJ-3PF9 MATERIALS PROCESSING SUPPLIES	10-43-310-0	11.49
1HMR-FRLJ-3PF9 BOOKS: ADULT	10-44-400-1	179.94
1HMR-FRLJ-3PF9 AUDIO-VISUAL: ADULT	10-44-420-1	47.98
AMERICAN LIBRARY ASSOCIATION (242)	08/12/25 CK# 151271	\$630.00
0157203 DUES & MEMBERSHIPS	10-42-280-0	210.00
1014175 DUES & MEMBERSHIPS	10-42-280-0	210.00
2091559 GL DUES & MEMBERSHIPS	10-42-280-0	210.00
AMERICAN LIBRARY ASSOCIATION (242)	08/12/25 CK# 151313	\$125.00
4228274 JM CC PYMT (6423) FOR DUES & MEMBERSHIPS	10-42-280-0	125.00
APPLE INC. (5203)	08/12/25 CK# 151307	\$1,644.00
MB83562268 CC PYMT (6416) FOR COMPUTER EQUIPMENT	10-45-500-0	1,644.00
ASCAP (7019)	08/12/25 CK# 151306	\$301.00
946285 CC PYMT (6415) FOR PUBLIC PROGRAMMING:HISPANIC SVCS	10-42-230-1	301.00
BAKER & TAYLOR L0332252 (5119)	08/12/25 CK# 151272	\$43.86
2039209592 BOOKS: YOUTH	10-44-400-2	20.39
2039209593 MATERIAL PROCESSING SERVICES	10-42-265-0	1.54
2039218515 BOOKS: YOUTH	10-44-400-2	20.39
2039218516 MATERIAL PROCESSING SERVICES	10-42-265-0	1.54
BAKER & TAYLOR L4230502 (5107)	08/12/25 CK# 151273	\$9,724.18
2039146756 BOOKS: ADULT	10-44-400-1	245.47
2039146756 BOOKS: YOUTH	10-44-400-2	60.44
2039146756 BOOKS: BRANCH ADULT	10-44-400-5	51.81
2039146756 BOOKS: BRANCH YOUTH	10-44-400-6	13.82
2039146757 MATERIAL PROCESSING SERVICES	10-42-265-0	107.20
2039146758 BOOKS: ADULT	10-44-400-1	17.28
2039146758 BOOKS: BRANCH ADULT	10-44-400-5	34.56
2039146759 MATERIAL PROCESSING SERVICES	10-42-265-0	12.90
2039146760 BOOKS: ADULT	10-44-400-1	34.56
2039146760 BOOKS: YOUTH	10-44-400-2	13.82

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
2039146761 MATERIAL PROCESSING SERVICES	10-42-265-0	12.90
2039146762 BOOKS: ADULT	10-44-400-1	17.28
2039146763 MATERIAL PROCESSING SERVICES	10-42-265-0	4.30
2039156258 BOOKS: ADULT	10-44-400-1	233.58
2039156258 BOOKS: YOUTH	10-44-400-2	21.82
2039156258 BOOKS: BRANCH ADULT	10-44-400-5	94.29
2039156259 MATERIAL PROCESSING SERVICES	10-42-265-0	93.30
2039156260 BOOKS: ADULT	10-44-400-1	34.56
2039156260 BOOKS: BRANCH ADULT	10-44-400-5	51.27
2039156261 MATERIAL PROCESSING SERVICES	10-42-265-0	21.50
2039156262 BOOKS: ADULT	10-44-400-1	59.74
2039156262 BOOKS: BRANCH ADULT	10-44-400-5	17.28
2039156263 MATERIAL PROCESSING SERVICES	10-42-265-0	17.20
2039156264 BOOKS: ADULT	10-44-400-1	17.28
2039156265 MATERIAL PROCESSING SERVICES	10-42-265-0	4.30
2039158002 BOOKS: ADULT	10-44-400-1	611.79
2039158002 BOOKS: YOUTH	10-44-400-2	32.60
2039158002 BOOKS: BRANCH ADULT	10-44-400-5	53.47
2039158003 MATERIAL PROCESSING SERVICES	10-42-265-0	142.30
2039158004 BOOKS: ADULT	10-44-400-1	53.47
2039158005 MATERIAL PROCESSING SERVICES	10-42-265-0	13.90
2039158006 BOOKS: BRANCH ADULT	10-44-400-5	32.15
2039158007 MATERIAL PROCESSING SERVICES	10-42-265-0	9.60
2039158008 BOOKS: ADULT	10-44-400-1	32.15
2039158009 MATERIAL PROCESSING SERVICES	10-42-265-0	9.60
2039159611 BOOKS: ADULT	10-44-400-1	50.22
2039159611 BOOKS: YOUTH	10-44-400-2	27.88
2039159611 BOOKS: BRANCH ADULT	10-44-400-5	51.19
2039159612 MATERIAL PROCESSING SERVICES	10-42-265-0	27.80
2039159613 BOOKS: ADULT	10-44-400-1	51.18
2039159614 MATERIAL PROCESSING SERVICES	10-42-265-0	8.60
2039161348 BOOKS: ADULT	10-44-400-1	113.85
2039161348 BOOKS: YOUTH	10-44-400-2	15.29
2039161348 BOOKS: BRANCH ADULT	10-44-400-5	34.58
2039161349 MATERIAL PROCESSING SERVICES	10-42-265-0	31.10
2039161350 BOOKS: ADULT	10-44-400-1	17.29
2039161350 BOOKS: BRANCH ADULT	10-44-400-5	17.29
2039161351 MATERIAL PROCESSING SERVICES	10-42-265-0	8.60
2039161352 BOOKS: ADULT	10-44-400-1	17.29
2039161353 MATERIAL PROCESSING SERVICES	10-42-265-0	4.30
2039161354 BOOKS: ADULT	10-44-400-1	17.29
2039161355 MATERIAL PROCESSING SERVICES	10-42-265-0	4.30
2039164296 BOOKS: ADULT	10-44-400-1	235.73
2039164296 BOOKS: YOUTH	10-44-400-2	35.40
2039164296 BOOKS: BRANCH ADULT	10-44-400-5	56.32
2039164297 MATERIAL PROCESSING SERVICES	10-42-265-0	76.10
2039164298 BOOKS: ADULT	10-44-400-1	20.17
2039164298 BOOKS: BRANCH ADULT	10-44-400-5	36.14
2039164299 MATERIAL PROCESSING SERVICES	10-42-265-0	13.90
2039164300 BOOKS: ADULT	10-44-400-1	36.14
2039164301 MATERIAL PROCESSING SERVICES	10-42-265-0	9.60
2039164302 BOOKS: ADULT	10-44-400-1	36.14
2039164303 MATERIAL PROCESSING SERVICES	10-42-265-0	9.60

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
BAKER & TAYLOR L4230502 (5107) CONTINUED ...		
2039168118 BOOKS: ADULT	10-44-400-1	278.38
2039168118 BOOKS: YOUTH	10-44-400-2	39.99
2039168119 MATERIAL PROCESSING SERVICES	10-42-265-0	86.40
2039168122 BOOKS: ADULT	10-44-400-1	15.17
2039168123 MATERIAL PROCESSING SERVICES	10-42-265-0	5.30
2039170567 BOOKS: ADULT	10-44-400-1	185.14
2039170568 MATERIAL PROCESSING SERVICES	10-42-265-0	38.40
2039170569 BOOKS: BRANCH ADULT	10-44-400-5	11.53
2039170570 MATERIAL PROCESSING SERVICES	10-42-265-0	5.30
2039170571 BOOKS: ADULT	10-44-400-1	18.82
2039170572 MATERIAL PROCESSING SERVICES	10-42-265-0	5.30
2039176490 BOOKS: ADULT	10-44-400-1	110.65
2039176490 BOOKS: BRANCH ADULT	10-44-400-5	73.64
2039176491 MATERIAL PROCESSING SERVICES	10-42-265-0	45.00
2039176492 BOOKS: ADULT	10-44-400-1	16.13
2039176492 BOOKS: BRANCH ADULT	10-44-400-5	57.51
2039176493 MATERIAL PROCESSING SERVICES	10-42-265-0	18.20
2039176494 BOOKS: ADULT	10-44-400-1	57.52
2039176495 MATERIAL PROCESSING SERVICES	10-42-265-0	13.90
2039176496 BOOKS: ADULT	10-44-400-1	39.08
2039176497 MATERIAL PROCESSING SERVICES	10-42-265-0	9.60
2039179049 BOOKS: ADULT	10-44-400-1	158.93
2039179049 BOOKS: BRANCH ADULT	10-44-400-5	16.72
2039179050 MATERIAL PROCESSING SERVICES	10-42-265-0	36.40
2039179051 BOOKS: ADULT	10-44-400-1	16.72
2039179051 BOOKS: BRANCH ADULT	10-44-400-5	17.29
2039179052 MATERIAL PROCESSING SERVICES	10-42-265-0	8.60
2039179053 BOOKS: BRANCH ADULT	10-44-400-5	55.22
2039179054 MATERIAL PROCESSING SERVICES	10-42-265-0	8.60
2039181316 BOOKS: ADULT	10-44-400-1	154.57
2039181317 MATERIAL PROCESSING SERVICES	10-42-265-0	40.70
2039181318 BOOKS: ADULT	10-44-400-1	9.68
2039181319 MATERIAL PROCESSING SERVICES	10-42-265-0	5.30
2039182835 BOOKS: ADULT	10-44-400-1	126.44
2039182835 BOOKS: YOUTH	10-44-400-2	28.92
2039182836 MATERIAL PROCESSING SERVICES	10-42-265-0	45.00
2039182837 BOOKS: BRANCH YOUTH	10-44-400-6	14.52
2039182838 MATERIAL PROCESSING SERVICES	10-42-265-0	4.30
2039185124 BOOKS: ADULT	10-44-400-1	221.51
2039185124 BOOKS: YOUTH	10-44-400-2	83.65
2039185124 BOOKS: BRANCH YOUTH	10-44-400-6	15.49
2039185125 MATERIAL PROCESSING SERVICES	10-42-265-0	83.70
2039185126 BOOKS: BRANCH ADULT	10-44-400-5	17.29
2039185127 MATERIAL PROCESSING SERVICES	10-42-265-0	4.30
2039185128 BOOKS: YOUTH	10-44-400-2	15.49
2039185129 MATERIAL PROCESSING SERVICES	10-42-265-0	4.30
2039187211 BOOKS: ADULT	10-44-400-1	110.31
2039187211 BOOKS: YOUTH	10-44-400-2	49.45
2039187211 BOOKS: BRANCH ADULT	10-44-400-5	36.11
2039187211 BOOKS: BRANCH YOUTH	10-44-400-6	14.53
2039187212 MATERIAL PROCESSING SERVICES	10-42-265-0	52.60
2039187213 BOOKS: YOUTH	10-44-400-2	14.53

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
BAKER & TAYLOR L4230502 (5107) CONTINUED ...		
2039187213 BOOKS: BRANCH ADULT	10-44-400-5	86.84
2039187214 MATERIAL PROCESSING SERVICES	10-42-265-0	26.80
2039187215 BOOKS: ADULT	10-44-400-1	36.12
2039187215 BOOKS: BRANCH ADULT	10-44-400-5	33.43
2039187216 MATERIAL PROCESSING SERVICES	10-42-265-0	18.20
2039187217 BOOKS: ADULT	10-44-400-1	69.55
2039187218 MATERIAL PROCESSING SERVICES	10-42-265-0	18.20
2039189868 BOOKS: ADULT	10-44-400-1	137.11
2039189868 BOOKS: YOUTH	10-44-400-2	75.79
2039189868 BOOKS: BRANCH ADULT	10-44-400-5	67.43
2039189868 BOOKS: BRANCH YOUTH	10-44-400-6	28.80
2039189869 MATERIAL PROCESSING SERVICES	10-42-265-0	87.00
2039189870 BOOKS: ADULT	10-44-400-1	50.13
2039189870 BOOKS: YOUTH	10-44-400-2	14.40
2039189870 BOOKS: BRANCH ADULT	10-44-400-5	51.15
2039189871 MATERIAL PROCESSING SERVICES	10-42-265-0	30.10
2039189872 BOOKS: ADULT	10-44-400-1	17.29
2039189872 BOOKS: YOUTH	10-44-400-2	14.40
2039189872 BOOKS: BRANCH ADULT	10-44-400-5	33.86
2039189873 MATERIAL PROCESSING SERVICES	10-42-265-0	17.20
2039191976 BOOKS: ADULT	10-44-400-1	107.59
2039191976 BOOKS: YOUTH	10-44-400-2	14.52
2039191977 MATERIAL PROCESSING SERVICES	10-42-265-0	32.10
2039191978 BOOKS: ADULT	10-44-400-1	15.17
2039191979 MATERIAL PROCESSING SERVICES	10-42-265-0	5.30
2039191980 BOOKS: ADULT	10-44-400-1	15.17
2039191981 MATERIAL PROCESSING SERVICES	10-42-265-0	5.30
2039193312 BOOKS: ADULT	10-44-400-1	32.25
2039193312 BOOKS: YOUTH	10-44-400-2	13.34
2039193313 MATERIAL PROCESSING SERVICES	10-42-265-0	19.20
2039198244 BOOKS: ADULT	10-44-400-1	62.11
2039198244 BOOKS: YOUTH	10-44-400-2	235.08
2039198245 MATERIAL PROCESSING SERVICES	10-42-265-0	103.90
2039200515 BOOKS: ADULT	10-44-400-1	310.01
2039200515 BOOKS: YOUTH	10-44-400-2	71.04
2039200515 BOOKS: BRANCH ADULT	10-44-400-5	16.14
2039200515 BOOKS: BRANCH YOUTH	10-44-400-6	11.52
2039200516 MATERIAL PROCESSING SERVICES	10-42-265-0	120.50
2039200517 BOOKS: ADULT	10-44-400-1	159.88
2039200517 BOOKS: BRANCH ADULT	10-44-400-5	16.71
2039200518 MATERIAL PROCESSING SERVICES	10-42-265-0	56.30
2039200519 BOOKS: ADULT	10-44-400-1	15.17
2039200519 BOOKS: YOUTH	10-44-400-2	11.51
2039200520 MATERIAL PROCESSING SERVICES	10-42-265-0	9.60
2039202322 BOOKS: ADULT	10-44-400-1	96.14
2039202322 BOOKS: YOUTH	10-44-400-2	64.75
2039202323 MATERIAL PROCESSING SERVICES	10-42-265-0	52.30
2039202324 BOOKS: ADULT	10-44-400-1	50.95
2039202325 MATERIAL PROCESSING SERVICES	10-42-265-0	15.90
2039204130 BOOKS: ADULT	10-44-400-1	89.18
2039204130 BOOKS: YOUTH	10-44-400-2	95.98
2039204130 BOOKS: BRANCH ADULT	10-44-400-5	11.51

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
BAKER & TAYLOR L4230502 (5107) CONTINUED ...		
2039204130 BOOKS: BRANCH YOUTH	10-44-400-6	14.52
2039204131 MATERIAL PROCESSING SERVICES	10-42-265-0	70.50
2039204132 BOOKS: ADULT	10-44-400-1	27.28
2039204132 BOOKS: YOUTH	10-44-400-2	14.52
2039204133 MATERIAL PROCESSING SERVICES	10-42-265-0	14.90
2039204134 BOOKS: BRANCH YOUTH	10-44-400-6	14.97
2039204135 MATERIAL PROCESSING SERVICES	10-42-265-0	4.30
2039209011 BOOKS: ADULT	10-44-400-1	86.83
2039209011 BOOKS: YOUTH	10-44-400-2	33.88
2039209011 BOOKS: BRANCH YOUTH	10-44-400-6	13.56
2039209012 MATERIAL PROCESSING SERVICES	10-42-265-0	40.70
2039209015 BOOKS: YOUTH	10-44-400-2	13.56
2039209016 MATERIAL PROCESSING SERVICES	10-42-265-0	4.30
2039214129 BOOKS: ADULT	10-44-400-1	198.81
2039214129 BOOKS: YOUTH	10-44-400-2	29.81
2039214129 BOOKS: BRANCH ADULT	10-44-400-5	96.77
2039214130 MATERIAL PROCESSING SERVICES	10-42-265-0	79.40
2039214131 BOOKS: ADULT	10-44-400-1	79.48
2039214131 BOOKS: BRANCH ADULT	10-44-400-5	34.57
2039214132 MATERIAL PROCESSING SERVICES	10-42-265-0	31.10
2039214133 BOOKS: ADULT	10-44-400-1	17.29
2039214134 MATERIAL PROCESSING SERVICES	10-42-265-0	4.30
BAKER AND TAYLOR L4229202 (394)		
	08/12/25 CK# 151274	\$3,099.31
2039165849 BOOKS: ADULT	10-44-400-1	42.30
2039165849 BOOKS: YOUTH	10-44-400-2	182.66
2039165849 BOOKS: BRANCH ADULT	10-44-400-5	15.17
2039165849 BOOKS: BRANCH YOUTH	10-44-400-6	59.25
2039165850 MATERIAL PROCESSING SERVICES	10-42-265-0	109.20
2039165851 BOOKS: ADULT	10-44-400-1	15.17
2039165851 BOOKS: YOUTH	10-44-400-2	51.99
2039165851 BOOKS: BRANCH YOUTH	10-44-400-6	11.27
2039165852 MATERIAL PROCESSING SERVICES	10-42-265-0	27.80
2039165853 BOOKS: YOUTH	10-44-400-2	3.63
2039165853 BOOKS: BRANCH YOUTH	10-44-400-6	7.64
2039165854 MATERIAL PROCESSING SERVICES	10-42-265-0	9.60
2039165855 BOOKS: ADULT	10-44-400-1	18.44
2039165855 BOOKS: YOUTH	10-44-400-2	3.63
2039165856 MATERIAL PROCESSING SERVICES	10-42-265-0	9.60
2039183628 BOOKS: ADULT	10-44-400-1	121.13
2039183628 BOOKS: YOUTH	10-44-400-2	110.25
2039183628 BOOKS: BRANCH YOUTH	10-44-400-6	36.83
2039183629 MATERIAL PROCESSING SERVICES	10-42-265-0	62.20
2039183630 BOOKS: YOUTH	10-44-400-2	10.94
2039183631 MATERIAL PROCESSING SERVICES	10-42-265-0	4.30
2039183632 BOOKS: YOUTH	10-44-400-2	12.13
2039183633 MATERIAL PROCESSING SERVICES	10-42-265-0	5.30
2039183634 BOOKS: YOUTH	10-44-400-2	13.76
2039183635 MATERIAL PROCESSING SERVICES	10-42-265-0	4.30
2039190170 BOOKS: YOUTH	10-44-400-2	440.06
2039190170 BOOKS: BRANCH YOUTH	10-44-400-6	150.82
2039190171 MATERIAL PROCESSING SERVICES	10-42-265-0	195.50

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
BAKER AND TAYLOR L4229202 (394) CONTINUED ...		
2039190172 BOOKS: YOUTH	10-44-400-2	105.91
2039190172 BOOKS: BRANCH YOUTH	10-44-400-6	30.67
2039190173 MATERIAL PROCESSING SERVICES	10-42-265-0	44.00
2039190174 BOOKS: YOUTH	10-44-400-2	42.14
2039190174 BOOKS: BRANCH YOUTH	10-44-400-6	14.52
2039190175 MATERIAL PROCESSING SERVICES	10-42-265-0	17.20
2039190176 BOOKS: YOUTH	10-44-400-2	31.86
2039190176 BOOKS: BRANCH YOUTH	10-44-400-6	10.94
2039190177 MATERIAL PROCESSING SERVICES	10-42-265-0	12.90
2039201142 BOOKS: ADULT	10-44-400-1	104.15
2039201142 BOOKS: YOUTH	10-44-400-2	212.17
2039201142 BOOKS: BRANCH YOUTH	10-44-400-6	30.51
2039201143 MATERIAL PROCESSING SERVICES	10-42-265-0	130.40
2039201144 BOOKS: YOUTH	10-44-400-2	30.48
2039201145 MATERIAL PROCESSING SERVICES	10-42-265-0	8.60
2039201146 BOOKS: BRANCH YOUTH	10-44-400-6	10.94
2039201147 MATERIAL PROCESSING SERVICES	10-42-265-0	4.30
2039202383 BOOKS: YOUTH	10-44-400-2	72.74
2039202384 MATERIAL PROCESSING SERVICES	10-42-265-0	25.80
2039206237 BOOKS: ADULT	10-44-400-1	15.26
2039206237 BOOKS: YOUTH	10-44-400-2	223.23
2039206237 BOOKS: BRANCH YOUTH	10-44-400-6	29.35
2039206238 MATERIAL PROCESSING SERVICES	10-42-265-0	78.40
2039206239 BOOKS: YOUTH	10-44-400-2	18.48
2039206239 BOOKS: BRANCH YOUTH	10-44-400-6	16.31
2039206240 MATERIAL PROCESSING SERVICES	10-42-265-0	12.90
2039206241 BOOKS: YOUTH	10-44-400-2	10.84
2039206242 MATERIAL PROCESSING SERVICES	10-42-265-0	4.30
2039206243 BOOKS: BRANCH YOUTH	10-44-400-6	10.84
2039206244 MATERIAL PROCESSING SERVICES	10-42-265-0	4.30
BARRINGTON MOTOR SALES RV (5866)	08/12/25 CK# 151314	\$999.54
146998 CC PYMT (6424) FOR VEHICLE MAINTENANCE: MOBILE SVCS	10-42-270-0	999.54
BATTERIES PLUS BULBS (416)	08/12/25 CK# 151275	\$191.46
P83917343 MISCELLANEOUS	60-43-399-0	126.18
P84187867 MISCELLANEOUS	60-43-399-0	65.28
BUSINESS MANAGEMENT DAILY (5427)	08/12/25 CK# 151276	\$199.00
SBQ5R03 PERIODICALS	10-44-410-0	199.00
CANVA (6234)	08/12/25 CK# 151308	\$540.00
04572-70847137 CC PYMT (6417) FOR PUBLIC PROGRAMMING:YOUTH	10-42-230-2	540.00
CDW GOVERNMENT, INC. (842)	08/12/25 CK# 151277	\$2,215.35
AE7IS8X COMPUTER EQUIPMENT	10-45-500-0	1,221.23
AE7Q46S COMPUTER EQUIPMENT	10-45-500-0	81.89
AE7UY1A OFFICE SUPPLIES/COMPUTER	10-43-300-2	500.60
AE89A1K OFFICE SUPPLIES/COMPUTER	10-43-300-2	250.73
AE8C86F COMPUTER EQUIPMENT	10-45-500-0	160.90
CHOMPSHOP (7016)	08/12/25 CK# 151308	\$306.79
22097 CC PYMT (6417) FOR PUBLIC PROGRAMMING:YOUTH	10-42-230-2	306.79
CINTAS CORPORATION LOC. #355 (4662)	08/12/25 CK# 151278	\$10,326.78
4235556519 JANITORIAL SUPPLIES	10-43-370-0	101.10
4236057084 JANITORIAL SUPPLIES	10-43-370-0	147.95

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
CINTAS CORPORATION LOC. #355 (4662) CONTINUED ...		
4236236410 JANITORIAL SUPPLIES	10-43-370-0	46.68
4236238012 JANITORIAL SUPPLIES	10-43-370-0	806.00
4236807273 JANITORIAL SUPPLIES	10-43-370-0	247.83
4236807332 JANITORIAL SUPPLIES	10-43-370-0	626.62
4236808471 JANITORIAL SUPPLIES	10-43-370-0	1,492.74
4236885876 JANITORIAL SUPPLIES	10-43-370-0	55.11
4237492817 JANITORIAL SUPPLIES	10-43-370-0	138.99
4237494720 JANITORIAL SUPPLIES	10-43-370-0	1,113.70
4237617773 JANITORIAL SUPPLIES	10-43-370-0	55.11
4238117784 JANITORIAL SUPPLIES	10-43-370-0	224.40
4238266006 JANITORIAL SUPPLIES	10-43-370-0	244.00
4238267835 JANITORIAL SUPPLIES	10-43-370-0	1,663.50
4238429363 JANITORIAL SUPPLIES	10-43-370-0	109.53
4238988760 JANITORIAL SUPPLIES	10-43-370-0	160.58
4238990091 JANITORIAL SUPPLIES	10-43-370-0	1,743.47
4238990238 JANITORIAL SUPPLIES	10-43-370-0	313.56
4239081891 JANITORIAL SUPPLIES	10-43-370-0	64.30
4239083503 JANITORIAL SUPPLIES	10-43-370-0	806.00
9329542776 JANITORIAL SUPPLIES	10-43-370-0	165.61
CLAUSS BROTHERS, INC (4808)	08/12/25 CK# 151279	\$385.00
28448 REPAIR/MAINT. OF GROUNDS	60-42-210-0	385.00
COMPLETE CLEANING COMPANY, INC. (835)	08/12/25 CK# 151280	\$19,862.00
AW17238 REPAIR/MAINT. OF BLDG: RAKOW	60-42-200-5	935.00
AW18126 GENERAL CLEANING SERVICE	10-42-235-0	1,540.00
AW18162 GENERAL CLEANING SERVICE	10-42-235-0	350.00
AW18445 REPAIR/MAINT. OF BLDG: SOUTH ELGIN	60-42-200-7	180.00
C30815 GENERAL CLEANING SERVICE: RAKOW	10-42-235-5	3,047.00
C30816 GENERAL CLEANING SERVICE	10-42-235-0	9,555.00
C31019 GENERAL CLEANING SVC: SOUTH ELGIN	10-42-235-7	4,255.00
CONSTANT CONTACT (5729)	08/12/25 CK# 151309	\$474.00
7282025 CC PYMT (6418) FOR ELECT RESOURCES: PUBLIC RELATIONS	10-44-435-5	474.00
CRICUT (6530)	08/12/25 CK# 151314	\$95.88
7092025 CC PYMT (6424) FOR PUBLIC PROGRAMMING:MOBILE SVCS	10-42-230-9	4.99
7092025 B CC PYMT (6424) FOR PUBLIC PROGRAMMING:MOBILE SVCS	10-42-230-9	90.89
DANNY'S PIZZA (6381)	08/12/25 CK# 151306	\$103.71
7102025 CC PYMT (6415) FOR FOOD & BEVERAGE: PUBLIC SVCS	10-43-360-1	70.81
724025 CC PYMT (6415) FOR FOOD & BEVERAGE: PUBLIC SVCS	10-43-360-1	32.90
DASHER PRINTING SERVICES, INC. (4516)	08/12/25 CK# 151281	\$1,080.00
IN00793540 PRINTING: OUTSIDE	10-42-240-0	1,080.00
DAVEY TREE EXPERT COMPANY (975)	08/12/25 CK# 151282	\$6,616.00
919793467 REPAIR/MAINT. OF GROUNDS	60-42-210-0	5,621.00
919793467 REPAIR/MAINT. OF GRDS: RAKOW	60-42-210-5	995.00
DELL MARKETING (4232)	08/12/25 CK# 151283	\$205.39
10826526077 COMPUTER EQUIPMENT	10-45-500-0	205.39
DEMCO (1000)	08/12/25 CK# 151284	\$1,942.66
7676139 MATERIALS PROCESSING SUPPLIES	10-43-310-0	309.30
7676226 MATERIALS PROCESSING SUPPLIES	10-43-310-0	922.18
7676300 MATERIALS PROCESSING SUPPLIES	10-43-310-0	528.29
7677185 MATERIALS PROCESSING SUPPLIES	10-43-310-0	182.89

GAIL BORDEN PUBLIC LIBRARY DISTRICT

RUN DATE: 08/07/25

PAGE: 9

RUN TIME: 02:19PM

BILLS PAID REPORT FOR AUGUST, 2025

CHECKS & DIR. DEBITS

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
DIGITAL OCEAN (6303) 519085355 CC PYMT (6420) FOR ONLINE COMPUTER SVCS: ACCESS SVCS	08/12/25 CK# 151311 10-42-255-3	\$53.57 53.57
DISPLAYS2GO (6078) 2102310247 CC PYMT (6415) FOR SMALL LIBRARY EQUIPMENT	08/12/25 CK# 151306 10-45-540-0	\$129.10 129.10
DOLLAR TREE (6171) 65198 CC PYMT (6424) FOR PUBLIC PROGRAMMING:MOBILE SVCS	08/12/25 CK# 151314 10-42-230-9	\$101.72 101.72
DULCES CLARA (6969) 14 CC PYMT (6415) FOR FOOD & BEVERAGE: PUBLIC SVCS	08/12/25 CK# 151306 10-43-360-1	\$25.00 25.00
DUO SECURITY, LLC (6066) 11589074 CC PYMT (6416) FOR ONLINE COMPUTER SERVICES	08/12/25 CK# 151307 10-42-255-1	\$360.00 360.00
E. NORMAN SECURITY SYSTEMS, INC. 3 (4093) 17469 RISK MANAGEMENT: FACILITIES 17473 RISK MANAGEMENT: FACILITIES	08/12/25 CK# 151285 50-42-210-0 50-42-210-0	\$268.95 135.00 133.95
ECKHARTZ PRESS (5854) 16322 CC PYMT (6427) FOR BOOKS: ADULT	08/12/25 CK# 151316 10-44-400-1	\$25.99 25.99
ELGIN AREA CHAMBER (3748) 3282 CC PYMT (6423) FOR CONTINUING EDUCATION:TRAVEL & MEALS	08/12/25 CK# 151313 10-42-290-2	\$30.00 30.00
ELGIN KEY & LOCK COMPANY (1155) 251089 BUILDING & GROUNDS SUPPLIES	08/12/25 CK# 151286 60-43-320-0	\$53.75 53.75
ENGBERG ANDERSON, INC. (4014) 25383200-4 CONSULT. & PROF. FEES:OTHER 25383201-1 CAPITAL IMPROVEMENTS	08/12/25 CK# 151287 10-42-225-2 10-49-900-0	\$6,072.50 45.00 6,027.50
ETHIC ROOFING CO (6025) 1623 REPAIR/MAINT. OF BUILDING 1623 REPAIR/MAINT. OF BLDG: RAKOW	08/12/25 CK# 151288 60-42-200-0 60-42-200-5	\$1,520.00 760.00 760.00
FACEBOOK (6067) 8JZ28UL6P2 CC PYMT (6421) FOR PUBLIC RELATIONS: GENERAL	08/12/25 CK# 151312 10-42-222-2	\$45.02 45.02
FAT BRAIN TOYS (6096) 251996758551 CC PYMT (6425) FOR TOYS & KITS: COMMUNITY SVCS FY25	08/12/25 CK# 151315 10-44-440-2	\$87.90 87.90
FED EX (1253) 8-932-48002 CC PYMT (6423) FOR EXHIBITS AND DISPLAYS	08/12/25 CK# 151313 10-43-335-0	\$5,193.92 5,193.92
FOX VALLEY FIRE & SAFETY (1329) IN00790817 REPAIR/MAINT. OF GROUNDS IN00792862 RISK MANAGEMENT: FACILITIES IN00793540 REPAIR/MAINT. OF BUILDING	08/12/25 CK# 151289 60-42-210-0 50-42-210-0 60-42-200-0	\$2,411.00 193.00 260.00 1,958.00
FRANK & SONS ENTERPRISES, INC (4545) 3267 REPAIR/MAINT. OF GRDS: RAKOW 3268 REPAIR/MAINT. OF GROUNDS	08/12/25 CK# 151290 60-42-210-5 60-42-210-0	\$2,260.00 700.00 1,560.00
GILPATRICK, KAREN (5886) 071 CONSULT. & PROF. FEES:OTHER	08/12/25 CK# 151291 10-42-225-2	\$690.00 690.00
GO DADDY (6237) 6132025 CC PYMT (6416) FOR COMPUTER MAINTENANCE	08/12/25 CK# 151307 10-42-255-2	\$44.38 44.38
GRAINGER (1449) 9569582431 BUILDING & GROUNDS SUPPLIES 9574674314 BUILDING & GROUNDS SUPPLIES 9580918234 RISK MANAGEMENT: FACILITIES 9580918234 BUILDING & GROUNDS SUPPLIES	08/12/25 CK# 151292 60-43-320-0 60-43-320-0 50-42-210-0 60-43-320-0	\$770.75 56.40 63.02 25.77 21.32

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GRAINGER (1449) CONTINUED ...		
9582819331 JANITORIAL SUPPLIES	10-43-370-0	205.72
9582910825 BUILDING & GROUNDS SUPPLIES	60-43-320-0	398.52
GRANT PROFESSIONALS ASSOCIATION (6356)	08/12/25 CK# 151293	\$235.00
300022056 DUES & MEMBERSHIPS	10-42-280-0	235.00
GRASSHOPPER (6074)	08/12/25 CK# 151307	\$20.21
7282025 CC PYMT (6416) FOR OFFICE SUPPLIES/COMPUTER	10-43-300-2	20.21
HD SUPPLY FORMALY HOME DEPOT PRO (6777)	08/12/25 CK# 151294	\$560.72
872016068 JANITORIAL SUPPLIES	10-43-370-0	60.15
872256334 JANITORIAL SUPPLIES	10-43-370-0	152.21
873427173 MAINTENANCE EQUIPMENT: UNDER \$1000	60-45-500-2	84.12
875448052 JANITORIAL SUPPLIES	10-43-370-0	23.64
875671919 JANITORIAL SUPPLIES	10-43-370-0	139.80
875671927 JANITORIAL SUPPLIES	10-43-370-0	100.80
HEINEMANN PUBLISHING (6104)	08/12/25 CK# 151306	\$25.00
97321085 CC PYMT (6415) FOR ELECTRONIC RESOURCES: IN-HOUSE	10-44-435-1	25.00
HELM SERVICE (5979)	08/12/25 CK# 151295	\$6,201.72
CHI148078C REPAIR/MAINT. HVAC: RAKOW	60-42-220-5	260.92
CHI148079C REPAIR/MAINT. OF HVAC	60-42-220-0	2,017.75
CHI148080C REPAIR/MAINT. HVAC: RAKOW	60-42-220-5	348.83
CHI148115C REPAIR/MAINT. OF HVAC	60-42-220-0	2,330.42
CHI204077 REPAIR/MAINT. OF HVAC	60-42-220-0	1,243.80
HOBBY LOBBY (6133)	08/12/25 CK# 151306	\$69.13
114498 CC PYMT (6415) FOR FOOD & BEVERAGE: PUBLIC SVCS	10-43-360-1	25.82
251238 CC PYMT (6415) FOR ARTS & CRAFTS SUPPLIES: PUBLIC SVCS	10-43-330-2	43.31
HOBBY LOBBY (6133)	08/12/25 CK# 151314	\$10.16
947976 CC PYMT (6424) FOR PUBLIC PROGRAMMING:MOBILE SVCS	10-42-230-9	10.16
HORTON STEVE (7022)	08/12/25 CK# 151296	\$150.00
07232025 PUBLIC PROGRAMMING:COMMUNITY SVCS	10-42-230-3	150.00
HR SOURCE (5857)	08/12/25 CK# 151297	\$2,200.00
62930 CONTINUING ED: REGISTRATION/FEES	10-42-290-1	1,100.00
62931 CONTINUING ED: REGISTRATION/FEES	10-42-290-1	1,100.00
HR SOURCE (5857)	08/12/25 CK# 151306	\$230.00
62929 CC PYMT (6415) FOR DUES & MEMBERSHIPS	10-42-280-0	230.00
HUFFMAN, DEBORAH (1650)	08/12/25 CK# 151298	\$262.50
72025 CONSULT. & PROF. FEES:OTHER	10-42-225-2	262.50
ILLINOIS LIBRARY ASSOCIATION (3822)	08/12/25 CK# 151299	\$2,800.00
318500 MB DUES & MEMBERSHIPS	10-42-280-0	200.00
318510 ML DUES & MEMBERSHIPS	10-42-280-0	250.00
318528 NM DUES & MEMBERSHIPS	10-42-280-0	150.00
318575 SS DUES & MEMBERSHIPS	10-42-280-0	250.00
318587 SP DUES & MEMBERSHIPS	10-42-280-0	150.00
318596 SN DUES & MEMBERSHIPS	10-42-280-0	150.00
318613 TC DUES & MEMBERSHIPS	10-42-280-0	200.00
318619 TH DUES & MEMBERSHIPS	10-42-280-0	75.00
319366 CONFERENCES: ALL EXPENSES	10-42-290-3	350.00
319435 JB CONFERENCES: ALL EXPENSES	10-42-290-3	325.00
319507 TC CONFERENCES: ALL EXPENSES	10-42-290-3	350.00
319508 CB CONFERENCES: ALL EXPENSES	10-42-290-3	350.00

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ILLINOIS LIBRARY ASSOCIATION (3822)	08/12/25 CK# 151306	\$300.00
318171 CC PYMT (6415) FOR DUES & MEMBERSHIPS	10-42-280-0	200.00
318818 CC PYMT (6415) FOR CONTINGENCY	10-42-299-0	100.00
ILLINOIS LIBRARY ASSOCIATION (3822)	08/12/25 CK# 151313	\$150.00
319436 JM CC PYMT (6423) FOR DUES & MEMBERSHIPS	10-42-280-0	150.00
IMAGE360 (5301)	08/12/25 CK# 151300	\$81.90
I-41984 SIGNAGE	60-43-370-0	81.90
INFO USA MARKETING, INC. (1718)	08/12/25 CK# 151301	\$14,280.00
10004332919 ELECTRONIC RESOURCES: DATABASES	10-44-435-0	14,280.00
INGRAM (1734)	08/12/25 CK# 151302	\$6,617.84
63195779 BOOKS: YOUTH	10-44-400-2	14.24
63195780 BOOKS: ADULT	10-44-400-1	17.99
63195781 BOOKS: ADULT	10-44-400-1	10.79
63195782 BOOKS: ADULT	10-44-400-1	64.58
63195782 BOOKS: BRANCH ADULT	10-44-400-5	32.29
63195783 BOOKS: ADULT	10-44-400-1	16.39
63195784 BOOKS: ADULT	10-44-400-1	16.36
63195785 BOOKS: ADULT	10-44-400-1	16.95
63195785 BOOKS: BRANCH ADULT	10-44-400-5	32.77
63195786 BOOKS: ADULT	10-44-400-1	96.17
63196335 BOOKS: ADULT	10-44-400-1	154.62
63196335 BOOKS: BRANCH ADULT	10-44-400-5	68.73
63196336 BOOKS: ADULT	10-44-400-1	36.72
63196336 BOOKS: BRANCH ADULT	10-44-400-5	36.72
63196337 BOOKS: ADULT	10-44-400-1	16.95
63196338 BOOKS: ADULT	10-44-400-1	31.77
63196338 BOOKS: BRANCH ADULT	10-44-400-5	19.78
63196339 BOOKS: YOUTH	10-44-400-2	7.49
63196340 BOOKS: YOUTH	10-44-400-2	25.46
63196341 BOOKS: ADULT	10-44-400-1	16.39
63196946 BOOKS: ADULT	10-44-400-1	35.38
63196946 BOOKS: BRANCH ADULT	10-44-400-5	35.38
63196947 BOOKS: ADULT	10-44-400-1	11.37
63196948 BOOKS: YOUTH	10-44-400-2	35.57
63196949 BOOKS: ADULT	10-44-400-1	44.53
63196949 BOOKS: BRANCH ADULT	10-44-400-5	12.60
63196950 BOOKS: YOUTH	10-44-400-2	6.74
63196951 BOOKS: YOUTH	10-44-400-2	11.86
63196952 BOOKS: ADULT	10-44-400-1	16.95
63196952 BOOKS: YOUTH	10-44-400-2	6.74
63196952 BOOKS: BRANCH YOUTH	10-44-400-6	53.92
63198649 BOOKS: ADULT	10-44-400-1	256.62
63198649 BOOKS: BRANCH ADULT	10-44-400-5	68.43
63198650 BOOKS: YOUTH	10-44-400-2	11.29
63198651 BOOKS: ADULT	10-44-400-1	34.46
63198651 BOOKS: BRANCH ADULT	10-44-400-5	34.46
63198652 BOOKS: ADULT	10-44-400-1	15.29
63198653 BOOKS: ADULT	10-44-400-1	33.14
63198950 BOOKS: ADULT	10-44-400-1	178.11
63198950 BOOKS: YOUTH	10-44-400-2	136.94
63198950 BOOKS: BRANCH ADULT	10-44-400-5	87.13

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
INGRAM (1734) CONTINUED ...		
63198950 BOOKS: BRANCH YOUTH	10-44-400-6	19.56
63199500 BOOKS: ADULT	10-44-400-1	37.66
63199500 BOOKS: BRANCH ADULT	10-44-400-5	37.66
63199501 BOOKS: ADULT	10-44-400-1	31.18
63199502 BOOKS: ADULT	10-44-400-1	33.90
63199502 BOOKS: BRANCH ADULT	10-44-400-5	16.95
63199503 BOOKS: ADULT	10-44-400-1	16.95
63199503 BOOKS: YOUTH	10-44-400-2	11.29
63199504 BOOKS: YOUTH	10-44-400-2	123.88
63199684 BOOKS: ADULT	10-44-400-1	33.98
63199684 BOOKS: BRANCH ADULT	10-44-400-5	50.97
63199685 BOOKS: ADULT	10-44-400-1	17.99
63199686 BOOKS: ADULT	10-44-400-1	56.39
63199686 BOOKS: BRANCH ADULT	10-44-400-5	41.40
63199687 BOOKS: ADULT	10-44-400-1	127.96
63199687 BOOKS: YOUTH	10-44-400-2	78.62
63199687 BOOKS: BRANCH ADULT	10-44-400-5	103.96
63199687 BOOKS: BRANCH YOUTH	10-44-400-6	21.03
63200174 BOOKS: ADULT	10-44-400-1	59.40
63200174 BOOKS: BRANCH ADULT	10-44-400-5	39.60
63200175 BOOKS: ADULT	10-44-400-1	64.76
63200176 BOOKS: ADULT	10-44-400-1	16.39
63200177 BOOKS: YOUTH	10-44-400-2	10.16
63200454 BOOKS: ADULT	10-44-400-1	30.00
63200455 BOOKS: YOUTH	10-44-400-2	31.18
63200455 BOOKS: BRANCH YOUTH	10-44-400-6	45.47
63200456 BOOKS: ADULT	10-44-400-1	16.39
63200456 BOOKS: BRANCH YOUTH	10-44-400-6	48.88
63200808 BOOKS: YOUTH	10-44-400-2	10.49
63200809 BOOKS: YOUTH	10-44-400-2	8.45
63200810 BOOKS: ADULT	10-44-400-1	9.58
63200811 BOOKS: ADULT	10-44-400-1	14.69
63200812 BOOKS: ADULT	10-44-400-1	16.95
63200812 BOOKS: BRANCH YOUTH	10-44-400-6	294.73
63201189 BOOKS: ADULT	10-44-400-1	18.52
63201189 BOOKS: BRANCH ADULT	10-44-400-5	37.04
63201190 BOOKS: YOUTH	10-44-400-2	23.72
63201190 BOOKS: BRANCH YOUTH	10-44-400-6	23.72
63201191 BOOKS: ADULT	10-44-400-1	14.99
63201191 BOOKS: BRANCH ADULT	10-44-400-5	14.99
63201192 BOOKS: ADULT	10-44-400-1	11.99
63201193 BOOKS: ADULT	10-44-400-1	177.30
63201194 BOOKS: ADULT	10-44-400-1	13.17
63201195 BOOKS: ADULT	10-44-400-1	32.78
63201195 BOOKS: YOUTH	10-44-400-2	13.56
63201195 BOOKS: BRANCH ADULT	10-44-400-5	32.78
63201195 BOOKS: BRANCH YOUTH	10-44-400-6	13.56
63201196 BOOKS: YOUTH	10-44-400-2	91.24
63201947 BOOKS: ADULT	10-44-400-1	47.97
63201948 BOOKS: BRANCH ADULT	10-44-400-5	16.95
63201949 BOOKS: ADULT	10-44-400-1	67.80
63201949 BOOKS: BRANCH ADULT	10-44-400-5	33.90

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
INGRAM (1734) CONTINUED ...		
63201950 BOOKS: ADULT	10-44-400-1	72.47
63201950 BOOKS: YOUTH	10-44-400-2	13.00
63201950 BOOKS: BRANCH ADULT	10-44-400-5	35.60
63202093 BOOKS: ADULT	10-44-400-1	41.06
63202093 BOOKS: BRANCH ADULT	10-44-400-5	41.06
63202094 BOOKS: ADULT	10-44-400-1	11.39
63202094 BOOKS: YOUTH	10-44-400-2	33.87
63202094 BOOKS: BRANCH YOUTH	10-44-400-6	11.29
63202095 BOOKS: YOUTH	10-44-400-2	245.26
63202095 BOOKS: BRANCH YOUTH	10-44-400-6	25.32
63203891 BOOKS: YOUTH	10-44-400-2	17.94
63203892 BOOKS: YOUTH	10-44-400-2	42.95
63203892 BOOKS: BRANCH YOUTH	10-44-400-6	16.24
63203893 BOOKS: YOUTH	10-44-400-2	207.76
63204682 BOOKS: ADULT	10-44-400-1	15.99
63204683 BOOKS: YOUTH	10-44-400-2	24.28
63204684 BOOKS: YOUTH	10-44-400-2	16.24
63204685 BOOKS: ADULT	10-44-400-1	10.79
63204686 BOOKS: ADULT	10-44-400-1	67.46
63204687 BOOKS: ADULT	10-44-400-1	26.59
63204687 BOOKS: YOUTH	10-44-400-2	84.73
63204687 BOOKS: BRANCH YOUTH	10-44-400-6	29.22
63205569 BOOKS: YOUTH	10-44-400-2	14.24
63205570 BOOKS: YOUTH	10-44-400-2	10.19
63205571 BOOKS: ADULT	10-44-400-1	49.97
63205571 BOOKS: BRANCH ADULT	10-44-400-5	34.15
63205572 BOOKS: ADULT	10-44-400-1	18.08
63205572 BOOKS: YOUTH	10-44-400-2	26.22
63205572 BOOKS: BRANCH ADULT	10-44-400-5	18.08
63205572 BOOKS: BRANCH YOUTH	10-44-400-6	81.90
63206035 BOOKS: YOUTH	10-44-400-2	24.46
63206036 BOOKS: ADULT	10-44-400-1	14.99
63206037 BOOKS: YOUTH	10-44-400-2	11.29
63206038 BOOKS: ADULT	10-44-400-1	38.40
63206039 BOOKS: ADULT	10-44-400-1	36.72
63206039 BOOKS: BRANCH ADULT	10-44-400-5	36.72
67837976 BOOKS: ADULT	10-44-400-1	19.49
67837976 BOOKS: BRANCH ADULT	10-44-400-5	19.49
67837977 BOOKS: ADULT	10-44-400-1	14.99
67837978 BOOKS: YOUTH	10-44-400-2	10.73
67837979 BOOKS: BRANCH ADULT	10-44-400-5	45.37
67837980 BOOKS: ADULT	10-44-400-1	11.39
67840305 BOOKS: ADULT	10-44-400-1	21.08
67840306 BOOKS: ADULT	10-44-400-1	13.79
67840307 BOOKS: ADULT	10-44-400-1	177.30
67840308 BOOKS: ADULT	10-44-400-1	16.39
67840309 BOOKS: ADULT	10-44-400-1	10.80
67840309 BOOKS: YOUTH	10-44-400-2	21.46
67840310 BOOKS: YOUTH	10-44-400-2	38.55
67840311 BOOKS: ADULT	10-44-400-1	51.47
67840311 BOOKS: BRANCH ADULT	10-44-400-5	11.39
67840312 BOOKS: BRANCH YOUTH	10-44-400-6	42.91

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INGRAM (1734) CONTINUED ...		
67842521 BOOKS: BRANCH YOUTH	10-44-400-6	110.21
67842522 BOOKS: YOUTH	10-44-400-2	61.43
67845103 BOOKS: YOUTH	10-44-400-2	30.90
67845104 BOOKS: ADULT	10-44-400-1	50.44
67845104 BOOKS: BRANCH ADULT	10-44-400-5	35.38
67845105 BOOKS: ADULT	10-44-400-1	13.20
67845106 BOOKS: BRANCH YOUTH	10-44-400-6	14.93
67845107 BOOKS: YOUTH	10-44-400-2	56.73
67845108 BOOKS: ADULT	10-44-400-1	23.37
67845108 BOOKS: BRANCH ADULT	10-44-400-5	77.22
89084217 BOOKS: YOUTH	10-44-400-2	-12.99
J.M. IRRIGATION, INC. (1817) 28450 REPAIR/MAINT. OF BUILDING	08/12/25 CK# 151303 60-42-200-0	\$519.00 519.00
JC LICHT, LLC (5121) 65128873 REPAIR/MAINT. OF BLDG: RAKOW	08/12/25 CK# 151304 60-42-200-5	\$132.78 132.78
KANOPY LLC (5682) 462243-PPU ELECTRONIC RESOURCES: STREAMING	08/12/25 CK# 151305 10-44-435-3	\$851.00 851.00
KEENAN JAMES (7023) 08222025 PUBLIC PROGRAMMING:COMMUNITY SVCS	08/12/25 CK# 151317 10-42-230-3	\$200.00 200.00
KRUEGER INTERNATIONAL, INC. (3996) 14759379 FURNITURE AND FIXTURES	08/12/25 CK# 151318 10-45-510-0	\$540.58 540.58
LAKESHORE LEARNING MATERIALS (1957) 91234554 TOYS & KITS: COMMUNITY SVCS FY25 91243982 TOYS & KITS: COMMUNITY SVCS FY25 91274986 TOYS & KITS: COMMUNITY SVCS FY25 91322860 TOYS & KITS: KIDSPACE	08/12/25 CK# 151319 10-44-440-2 10-44-440-2 10-44-440-2 10-44-440-0	\$1,254.24 27.99 796.91 171.34 258.00
LASER PRO CO., INC. (1983) 140813 OFFICE SUPPLIES/COMPUTER 140855 OFFICE SUPPLIES/COMPUTER 140921 OFFICE SUPPLIES/COMPUTER	08/12/25 CK# 151320 10-43-300-2 10-43-300-2 10-43-300-2	\$2,000.50 590.00 483.50 927.00
LOAR ROBERT (7024) 08212025 PUBLIC PROGRAMMING:COMMUNITY SVCS	08/12/25 CK# 151321 10-42-230-3	\$1,000.00 1,000.00
MAILGUN TECHNOLOGIES, INC (6058) 81100422 CC PYMT (6420) FOR ONLINE COMPUTER SVCS: ACCESS SVCS	08/12/25 CK# 151311 10-42-255-3	\$80.00 80.00
MGS RENTALS, LLC (6834) 7172025 CC PYMT (6425) FOR PUBLIC PROGRAMMING:BRANCH SVCS	08/12/25 CK# 151315 10-42-230-0	\$416.34 416.34
MIDWEST FIRST AID & SAFETY LLC (6609) 2188 RISK MANAGEMENT: FACILITIES	08/12/25 CK# 151322 50-42-210-0	\$131.25 131.25
MIDWEST TAPE (2256) 507395488 MATERIAL PROCESSING SERVICES 507395489 MATERIAL PROCESSING SERVICES 507395490 MATERIAL PROCESSING SERVICES 507401971 AUDIO-VISUAL: ADULT 507401973 AUDIO-VISUAL: ADULT 507401974 AUDIO-VISUAL: ADULT 507401975 AUDIO-VISUAL: BRANCH ADULT 507406124 AUDIO-VISUAL: ADULT 507406124 AUDIO-VISUAL: BRANCH ADULT	08/12/25 CK# 151323 10-42-265-0 10-42-265-0 10-42-265-0 10-44-420-1 10-44-420-1 10-44-420-1 10-44-420-5 10-44-420-1 10-44-420-5	\$5,485.19 50.40 162.56 10.80 10.79 103.46 594.89 288.60 200.92 120.69

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MIDWEST TAPE (2256) CONTINUED ...		
507431217 AUDIO-VISUAL: ADULT	10-44-420-1	48.72
507431218 AUDIO-VISUAL: ADULT	10-44-420-1	14.24
507435680 AUDIO-VISUAL: ADULT	10-44-420-1	77.98
507435681 AUDIO-VISUAL: BRANCH ADULT	10-44-420-5	78.71
507452865 AUDIO-VISUAL: ADULT	10-44-420-1	1,253.51
507452865 AUDIO-VISUAL: BRANCH ADULT	10-44-420-5	598.26
507460950 AUDIO-VISUAL: BRANCH ADULT	10-44-420-5	95.96
507460951 AUDIO-VISUAL: BRANCH ADULT	10-44-420-5	83.97
507491254 AUDIO-VISUAL: ADULT	10-44-420-1	338.90
507491254 AUDIO-VISUAL: BRANCH ADULT	10-44-420-5	177.69
507492928 AUDIO-VISUAL: ADULT	10-44-420-1	74.98
507492980 AUDIO-VISUAL: BRANCH ADULT	10-44-420-5	55.48
507527943 AUDIO-VISUAL: ADULT	10-44-420-1	29.99
507527944 AUDIO-VISUAL: ADULT	10-44-420-1	68.80
507533320 MATERIAL PROCESSING SERVICES	10-42-265-0	42.00
507533321 MATERIAL PROCESSING SERVICES	10-42-265-0	123.92
507533322 MATERIAL PROCESSING SERVICES	10-42-265-0	9.00
507550851 AUDIO-VISUAL: ADULT	10-44-420-1	101.97
507550851 AUDIO-VISUAL: BRANCH ADULT	10-44-420-5	41.23
507550852 AUDIO-VISUAL: YOUTH	10-44-420-2	330.64
507550852 AUDIO-VISUAL: BRANCH YOUTH	10-44-420-6	182.19
507561307 AUDIO-VISUAL: ADULT	10-44-420-1	44.97
507561309 AUDIO-VISUAL: BRANCH ADULT	10-44-420-5	68.97
MONNIT (5592)	08/12/25 CK# 151307	\$316.73
INV121272 CC PYMT (6416) FOR COMPUTER EQUIPMENT	10-45-500-0	316.73
NAME CHEAP (7017)	08/12/25 CK# 151311	\$221.95
176132702 CC PYMT (6420) FOR ONLINE COMPUTER SVCS: ACCESS SVCS	10-42-255-3	221.95
OCLC (4723)	08/12/25 CK# 151324	\$1,165.28
1000457399 ELECTRONIC RESOURCES: EBOOKS/AUDIO	10-44-435-2	259.72
1000457572 ELECTRONIC RESOURCES: EBOOKS/AUDIO	10-44-435-2	905.56
OTIS ELEVATOR COMPANY (4788)	08/12/25 CK# 151325	\$1,225.23
100402002198 REPAIR/MAINT. OF BUILDING	60-42-200-0	1,225.23
OVERDRIVE, INC. (4535)	08/12/25 CK# 151326	\$24,318.44
072025 DAILY ELECTRONIC RESOURCES: EBOOKS/AUDIO	10-44-435-2	24,318.44
PARAGON MICRO INC. (4877)	08/12/25 CK# 151327	\$2,377.47
S5218113 COMPUTER MAINTENANCE	10-42-255-2	229.48
S5218916 COMPUTER EQUIPMENT	10-45-500-0	1,339.99
S5726038 COMPUTER MAINTENANCE	10-42-255-2	808.00
PAYPAL, INC (6059)	08/12/25 CK# 151311	\$19.95
160228960 CC PYMT (6420) FOR ONLINE COMPUTER SVCS: ACCESS SVCS	10-42-255-3	19.95
PENS.COM (6971)	08/12/25 CK# 151313	\$-16.38
07102025 CC PYMT (6423) FOR TOYS & KITS: COMMUNITY SVCS FY25	10-44-440-2	-16.38
PRINT RUNNER (6316)	08/12/25 CK# 151306	\$296.67
14254522 CC PYMT (6415) FOR PASSPORT SERVICES SUPPLIES	10-43-300-4	296.67
RAILS (5481)	08/12/25 CK# 151328	\$30,108.00
14193 ELECTRONIC RESOURCES: DATABASES	10-44-435-0	675.00
14304 ELECTRONIC RESOURCES: DATABASES	10-44-435-0	19,037.00
14451 ELECT RESOURCES: PLATFORM FEES	10-44-435-4	10,396.00

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DESCRIPTION	ACCOUNT NUMBER	AMOUNT
RECORD INFORMATION SERVICES (6332)	08/12/25 CK# 151329	\$844.00
56839 ELECTRONIC RESOURCES: DATABASES	10-44-435-0	844.00
RESTORE PLUMBING AND DRAIN (5890)	08/12/25 CK# 151330	\$1,176.00
21598 REPAIR/MAINT. OF BLDG: SOUTH ELGIN	60-42-200-7	587.00
21750 REPAIR/MAINT. OF BLDG: RAKOW	60-42-200-5	589.00
REVERSO (6822)	08/12/25 CK# 151306	\$9.99
7142025 CC PYMT (6415) FOR ELECTRONIC RESOURCES: IN-HOUSE	10-44-435-1	9.99
ROLL N DONUT/DOUANGCHAY'S KITCHEN (6088)	08/12/25 CK# 151331	\$35.10
54 FOOD & BEVERAGE: ADMIN	10-43-360-0	35.10
ROTARY CLUB OF ELGIN (3757)	08/12/25 CK# 151332	\$450.00
0291 DC DUES & MEMBERSHIPS	10-42-280-0	225.00
0302 CM DUES & MEMBERSHIPS	10-42-280-0	225.00
SAFEGARD EXTERMINATING CO. (2958)	08/12/25 CK# 151333	\$340.00
07-1194 REPAIR/MAINT. OF BUILDING	60-42-200-0	197.00
07-1195 REPAIR/MAINT. OF BLDG: DAVIS ROAD	60-42-200-9	76.00
07-1196 REPAIR/MAINT. OF BLDG: RAKOW	60-42-200-5	67.00
SAFEGUARD SUPPLY (7014)	08/12/25 CK# 151307	\$110.13
301238 CC PYMT (6416) FOR COMPUTER EQUIPMENT	10-45-500-0	110.13
SAM'S CLUB DIRECT (5057)	08/12/25 CK# 151334	\$179.62
004762 GVXBJL FOOD & BEVERAGE: PUBLIC SVCS	10-43-360-1	56.92
007767 GVXOCS FOOD & BEVERAGE: PUBLIC SVCS	10-43-360-1	37.96
008767 GVBZY FOOD & BEVERAGE: PUBLIC SVCS	10-43-360-1	64.76
GVWZXD FOOD & BEVERAGE: ADMIN	10-43-360-0	19.98
SHALES MC NUTT CONSTRUCTION (4170)	08/12/25 CK# 151335	\$23,511.20
80-550-02 CAPITAL IMPROVEMENTS	10-49-900-0	23,511.20
SHULTZ MOIRA (7020)	08/12/25 CK# 151336	\$200.00
07122025 PUBLIC PROGRAMMING:COMMUNITY SVCS	10-42-230-3	200.00
SKYWARE INVENTORY (7015)	08/12/25 CK# 151309	\$6.00
2710-4037 CC PYMT (6418) FOR ELECT RESOURCES: PUBLIC RELATIONS	10-44-435-5	6.00
SOUTH ELGIN PROF CTR PHASE 2 CONDO (5393)	08/12/25 CK# 151337	\$3,014.46
AUGUST 2025 COMMON AREA MAINT: SO ELGIN	10-42-204-0	3,014.46
SPOTIFY (6086)	08/12/25 CK# 151308	\$19.99
7142025 CC PYMT (6417) FOR PUBLIC PROGRAMMING:YOUTH	10-42-230-2	19.99
SPOTIFY (6086)	08/12/25 CK# 151314	\$19.99
7292025 CC PYMT (6424) FOR PUBLIC PROGRAMMING:MOBILE SVCS	10-42-230-9	19.99
STAPLES (3180)	08/12/25 CK# 151306	\$896.77
9931265956 CC PYMT (6415) FOR DUPLICATING: PAPER/COPY SHOP SUPPL	10-43-320-0	194.95
9931266011 CC PYMT (6415) FOR DUPLICATING: PAPER/COPY SHOP SUPPL	10-43-320-0	194.95
9931266049 CC PYMT (6415) FOR DUPLICATING: PAPER/COPY SHOP SUPPL	10-43-320-0	194.95
9931266078 CC PYMT (6415) FOR DUPLICATING: PAPER/COPY SHOP SUPPL	10-43-320-0	194.95
9931266128 CC PYMT (6415) FOR DUPLICATING: PAPER/COPY SHOP SUPPL	10-43-320-0	116.97
STAPLES (3180)	08/12/25 CK# 151338	\$138.57
150951 UNAPP DUPLICATING: PAPER/COPY SHOP SUPPL	10-43-320-0	-447.13
6037647602 OFFICE SUPPLIES/GENERAL	10-43-300-1	65.96
6037647607 OFFICE SUPPLIES/GENERAL	10-43-300-1	48.10
6037647614 DUPLICATING: PAPER/COPY SHOP SUPPL	10-43-320-0	369.36
6037647632 OFFICE SUPPLIES/GENERAL	10-43-300-1	102.28

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SWAN (4908)	08/12/25 CK# 151339	\$11.04
12070 LOST & PAID MATERIALS	10-33-1-4	11.04
TARGET (6108)	08/12/25 CK# 151313	\$103.69
1560294 CC PYMT (6423) FOR TOYS & KITS: KIDSPACE	10-44-440-0	103.69
TARGET (6108)	08/12/25 CK# 151314	\$24.24
948307 CC PYMT (6424) FOR PUBLIC PROGRAMMING:MOBILE SVCS	10-42-230-9	24.24
TARGET (6108)	08/12/25 CK# 151316	\$130.18
330218 CC PYMT (6427) FOR AUDIO-VISUAL: YOUTH	10-44-420-2	65.09
330218 CC PYMT (6427) FOR AUDIO-VISUAL: BRANCH YOUTH	10-44-420-6	65.09
TASB, INC. (4976)	08/12/25 CK# 151340	\$4,000.00
677035 ELECTRONIC RESOURCES: IN-HOUSE	10-44-435-1	4,000.00
TECH SYSTEMS, INC. (3287)	08/12/25 CK# 151341	\$519.00
327873 RISK MANAGEMENT: FACILITIES	50-42-210-0	519.00
TODAY'S BUSINESS SOLUTIONS, INC. (3346)	08/12/25 CK# 151342	\$1,874.00
18610 COMPUTER MAINTENANCE	10-42-255-2	684.00
18613 COMPUTER MAINTENANCE	10-42-255-2	890.00
18624 COMPUTER MAINTENANCE	10-42-255-2	300.00
TODAY'S UNIFORMS INC. (5402)	08/12/25 CK# 151343	\$203.80
282309 SUPPLIES: WORK APPAREL	10-43-301-0	101.90
283055 SUPPLIES: WORK APPAREL	10-43-301-0	101.90
TOTAL RESTROOM (7018)	08/12/25 CK# 151313	\$467.60
30385933 CC PYMT (6423) FOR BUILDING & GROUNDS SUPPLIES	60-43-320-0	467.60
TRADE PRESS MEDIA (6600)	08/12/25 CK# 151310	\$125.00
7292025 CC PYMT (6419) FOR DUES & MEMBERSHIPS	10-42-280-0	125.00
TREVOR MUELLER (7021)	08/12/25 CK# 151344	\$200.00
08022025 PUBLIC PROGRAMMING:COMMUNITY SVCS	10-42-230-3	200.00
TUTOR.COM INC. (5482)	08/12/25 CK# 151345	\$8,930.00
INV-000020508 ELECTRONIC RESOURCES: DATABASES	10-44-435-0	8,930.00
U S POSTMASTER (4528)	08/12/25 CK# 151346	\$6,900.00
082025 PUBLIC RELATIONS: NEWSLETTER	10-42-222-1	6,900.00
ULINE (4778)	08/12/25 CK# 151347	\$695.04
194813820 MATERIALS PROCESSING SUPPLIES	10-43-310-0	253.94
194820913 JANITORIAL SUPPLIES	10-43-370-0	306.62
196002675 BUILDING & GROUNDS SUPPLIES	60-43-320-0	134.48
UNIQUE PHOTO (6139)	08/12/25 CK# 151313	\$590.00
1416724 CC PYMT (6423) FOR PASSPORT SERVICES SUPPLIES	10-43-300-4	590.00
UNITED AIRLINES (6070)	08/12/25 CK# 151316	\$167.72
JX0TBW CC PYMT (6427) FOR CONFERENCES: ALL EXPENSES	10-42-290-3	167.72
VAUGHAN PLANTSCAPES, INC. (4296)	08/12/25 CK# 151348	\$243.76
65738 REPAIR/MAINT. OF GROUNDS	60-42-210-0	243.76
VOLGISTICS (6071)	08/12/25 CK# 151306	\$70.00
072025 CC PYMT (6415) FOR COMPUTER MAINTENANCE	10-42-255-2	70.00
WALMART (6075)	08/12/25 CK# 151306	\$19.98
250882 CC PYMT (6415) FOR FOOD & BEVERAGE: PUBLIC SVCS	10-43-360-1	19.98
WEX BANK (5012)	08/12/25 CK# 151349	\$955.34
106391863 FUEL/GASOLINE: FACILITES	10-43-350-0	397.73
106391863 FUEL/GASOLINE: MOBILE SERVICES	10-43-350-1	557.61

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
WILD GOOSE CHASE (3616)	08/12/25 CK# 151350	\$1,265.00
252022 REPAIR/MAINT. OF GROUNDS	60-42-210-0	1,265.00
ZIEGLER'S ACE HARDWARE (111)	08/12/25 CK# 151351	\$896.16
036433/J MAINTENANCE EQUIPMENT: UNDER \$1000	60-45-500-2	36.04
177997/A BUILDING & GROUNDS SUPPLIES	60-43-320-0	19.55
177998/A FURNITURE AND FIXTURES	10-45-510-0	10.78
178005/A VEHICLE MAINTENANCE: FACILITIES	10-42-270-1	18.99
178056/A ELECTRICAL SUPPLIES/BULBS	10-43-380-0	9.48
178063/A BUILDING & GROUNDS SUPPLIES	60-43-320-0	16.14
178066/A BUILDING & GROUNDS SUPPLIES	60-43-320-0	11.39
178077/A BUILDING & GROUNDS SUPPLIES	60-43-320-0	10.44
178077/A BUILDING & GROUNDS SUPPLIES	60-43-320-0	48.99
178077/A MISCELLANEOUS	60-43-399-0	19.94
178077/A MAINTENANCE EQUIPMENT: UNDER \$1000	60-45-500-2	32.29
178078/A MAINTENANCE EQUIPMENT: UNDER \$1000	60-45-500-2	12.24
178096/A BUILDING & GROUNDS SUPPLIES	60-43-320-0	30.38
178103/A JANITORIAL SUPPLIES	10-43-370-0	11.95
178105/A ELECTRICAL SUPPLIES/BULBS	10-43-380-0	2.65
178107/A ELECTRICAL SUPPLIES/BULBS	10-43-380-0	29.41
178109/A BUILDING & GROUNDS SUPPLIES	60-43-320-0	13.24
178118/A ELECTRICAL SUPPLIES/BULBS	10-43-380-0	13.64
178160/A BUILDING & GROUNDS SUPPLIES	60-43-320-0	39.84
178184/A BUILDING & GROUNDS SUPPLIES	60-43-320-0	67.40
178201/A BUILDING & GROUNDS SUPPLIES	60-43-320-0	217.55
178216/A REPAIR/MAINT. OF BUILDING	60-42-200-0	68.35
178231/A BUILDING & GROUNDS SUPPLIES	60-43-320-0	26.58
178232/A BUILDING & GROUNDS SUPPLIES	60-43-320-0	32.64
178233/A EXHIBITS AND DISPLAYS	10-43-335-0	8.16
178275/A BUILDING & GROUNDS SUPPLIES	60-43-320-0	42.72
178331/A BUILDING & GROUNDS SUPPLIES	60-43-320-0	2.64
178332/A REPAIR/MAINT. OF BUILDING	60-42-200-0	42.74

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BANK ACCOUNT	BANK	DESCRIPTION	AMOUNT	
10-10-0	01	GENERAL FUND-CASH - GENERAL FUND	238,512.84	*
50-10-0	01	LIABILITY INS. FUND-CASH - LIAB. & RISK FUND	1,204.97	*
60-10-0	01	BUILDING & EQUIPMENT FUND-CASH - B & E FUND	32,137.15	*
TOTAL ALL FUNDS			271,854.96	**

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PRIOR YEAR BILLS PAID REPORT FOR JULY, 2025

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DESCRIPTION	ACCOUNT NUMBER	AMOUNT
CINTAS CORPORATION LOC. #355 (4662)	08/12/25 CK# 151247	\$809.08
4232503370 JANITORIAL SUPPLIES	10-25-6	97.10
4233322640 JANITORIAL SUPPLIES	10-25-6	42.68
4233887176 JANITORIAL SUPPLIES	10-25-6	626.62
4234053567 JANITORIAL SUPPLIES	10-25-6	42.68
COMPLETE CLEANING COMPANY, INC. (835)	08/12/25 CK# 151248	\$2,771.00
AW18314 GENERAL CLEANING SVC: SOUTH ELGIN	10-25-6	1,860.00
C30320 GENERAL CLEANING SERVICE: RAKOW	10-25-6	911.00
CONFERENCE FOOD & BEVERAGE (6685)	08/12/25 CK# 151253	\$87.90
07012025 CC PYMT (6427) FOR CONFERENCES: ALL EXPENSES	10-25-6	87.90
CONFERENCE FOOD & BEVERAGE (6685)	08/12/25 CK# 151254	\$76.94
07012025 B CC PYMT (6428) FOR CONFERENCES: ALL EXPENSES	10-25-6	76.94
DAVEY TREE EXPERT COMPANY (975)	08/12/25 CK# 151249	\$10,780.00
919689371 REPAIR/MAINT. OF GRDS: SOUTH ELGIN	60-25-6	370.00
919689371 REPAIR/MAINT. OF GRDS: RAKOW	60-25-6	2,494.00
919689371 REPAIR/MAINT. OF GROUNDS	60-25-6	7,916.00
DOUBLE TREE (6397)	08/12/25 CK# 151251	\$733.10
6302025 CC PYMT (6418) FOR CONFERENCES: ALL EXPENSES	10-25-6	733.10
DOUBLE TREE (6397)	08/12/25 CK# 151252	\$733.10
06302025B CC PYMT (6421) FOR CONFERENCES: ALL EXPENSES	10-25-6	733.10
HELM SERVICE (5979)	08/12/25 CK# 151250	\$370.00
CHI203723 REPAIR/MAINT. OF HVAC	60-25-6	370.00
HILTON (6590)	08/12/25 CK# 151254	\$869.56
83884275 CC PYMT (6428) FOR CONFERENCES: ALL EXPENSES	10-25-6	869.56
KELLENBERGER ELECTRIC INC. (1880)	08/12/25 CK# 151255	\$1,570.00
31856-01R REPAIR/MAINT. OF BUILDING	60-25-6	1,570.00
LAKESHORE LEARNING MATERIALS (1957)	08/12/25 CK# 151256	\$102.96
91078350 TOYS & KITS: KIDSPACE	10-25-6	59.98
91078351 TOYS & KITS: KIDSPACE	10-25-6	29.99
91105916 TOYS & KITS: KIDSPACE	10-25-6	12.99
LRS, LLC (6876)	08/12/25 CK# 151257	\$3,205.92
PS665691 CONTINGENCY	60-25-6	3,205.92
LYFT (6308)	08/12/25 CK# 151253	\$37.03
7012025 CC PYMT (6427) FOR CONFERENCES: ALL EXPENSES	10-25-6	37.03
ROLL N DONUT/DOUANGCHAY'S KITCHEN (6088)	08/12/25 CK# 151258	\$190.65
51 FOOD & BEVERAGE: PUBLIC SVCS	10-25-6	61.36
52 FOOD & BEVERAGE: COMMUNITY SVCS	10-25-6	30.00
53 FOOD & BEVERAGE: COMMUNITY SVCS	10-25-6	99.29
SIGNS BY TOMORROW (3081)	08/12/25 CK# 151259	\$800.00
31865 SIGNAGE	60-25-6	800.00
SONESTA (6554)	08/12/25 CK# 151253	\$926.24
39400584 CC PYMT (6427) FOR CONFERENCES: ALL EXPENSES	10-25-6	926.24
TODAY'S BUSINESS SOLUTIONS, INC. (3346)	08/12/25 CK# 151260	\$405.76
071425-07 CONTINGENCY	10-25-6	405.76
UBER (6158)	08/12/25 CK# 151254	\$48.58
7012025 CC PYMT (6428) FOR CONFERENCES: ALL EXPENSES	10-25-6	48.58

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DESCRIPTION	ACCOUNT NUMBER	AMOUNT
WEST SIDE ELECTRIC (6178)	08/12/25 CK# 151261	\$77.05
E300146196 ELECTRICAL SUPPLIES/BULBS	10-25-6	77.05

GAIL BORDEN PUBLIC LIBRARY DISTRICT
 PRIOR YEAR BILLS PAID REPORT FOR JULY, 2025
 SUMMARY ALL FUNDS

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BANK ACCOUNT	BANK	DESCRIPTION	AMOUNT
10-10-0	01	GENERAL FUND-CASH - GENERAL FUND	7,868.95 *
60-10-0	01	BUILDING & EQUIPMENT FUND-CASH - B & E FUND	16,725.92 *
TOTAL ALL FUNDS			24,594.87 **

VT NUMBER	DESCRIPTION	MONTH ACTIVITY	YEAR ACTIVITY	PRCT. USED	WORKING BUDGET	BUDGET REMAINING	PRCT. APPROP.	APPROP.
<u>GENERAL FUND</u>								
<u>SALARIES & BENEFITS</u>								
10-41-100-0	SALARIES & WAGES/ADMINISTRATION	133,702.61	1,676,435.50	94.71	1,770,000	93,564.50	84.67	1,980,000
10-41-101-0	SALARIES & WAGES/LIBR. & SUPERV.	319,878.86	3,797,395.29	95.65	3,970,000	172,604.71	85.43	4,445,000
10-41-102-0	SALARIES & WAGES/SUPPORT	317,522.24	3,777,007.62	96.85	3,900,000	122,992.38	86.63	4,360,000
10-41-103-0	SALARIES & WAGES/MAINTENANCE	50,588.98	477,403.40	103.78	460,000	-17,403.40	92.70	515,000
10-41-110-0	HEALTH, DENTAL & VISION INSURANCE	78,681.05	1,052,111.30	85.19	1,235,000	182,888.70	75.15	1,400,000
10-41-111-0	LIFE INSURANCE	0.00	9,900.56	101.03	9,800	-100.56	82.50	12,000
*TOTAL	SALARIES & BENEFITS	900,373.74	10,790,253.67	95.11	11,344,800	554,546.33	84.88	12,712,000
<u>CONTRACTUAL SERVICES</u>								
10-42-200-0	NATURAL GAS	13,078.24	105,619.04	124.26	85,000	-20,619.04	103.55	102,000
10-42-200-5	NATURAL GAS: RAKOW	205.97	3,400.30	75.56	4,500	1,099.70	62.97	5,400
10-42-200-7	NATURAL GAS: SOUTH ELGIN	323.07	2,494.77	59.40	4,200	1,705.23	48.92	5,100
10-42-200-9	NATURAL GAS: DAVIS ROAD	96.74	4,780.23	47.80	10,000	5,219.77	39.84	12,000
10-42-201-0	ELECTRICITY	30,454.31	330,004.23	124.53	265,000	-65,004.23	103.77	318,000
10-42-201-5	ELECTRICITY: RAKOW	6,221.59	35,042.18	100.12	35,000	-42.18	83.43	42,000
10-42-201-7	ELECTRICITY: SOUTH ELGIN	256.05	5,054.58	97.20	5,200	145.42	80.23	6,300
10-42-201-9	ELECTRICITY: DAVIS ROAD	575.12	5,390.89	53.91	10,000	4,609.11	44.92	12,000
10-42-202-0	WATER & SEWER	5,157.08	23,533.10	123.86	19,000	-4,533.10	103.22	22,800
10-42-202-5	WATER & SEWER: RAKOW	1,379.64	7,107.26	129.22	5,500	-1,607.26	107.69	6,600
10-42-202-7	WATER & SEWER: SOUTH ELGIN	338.28	3,540.17	90.77	3,900	359.83	76.96	4,600
10-42-202-9	WATER & SEWER: DAVIS ROAD	73.33	343.85	14.33	2,400	2,056.15	12.28	2,800
10-42-203-1	TELEPHONE/LINE CHARGES	907.23	17,794.75	102.27	17,400	-394.75	85.55	20,800
10-42-203-3	TELEPHONE/MAINTENANCE & SERVICE	3,292.01	38,760.44	82.12	47,200	8,439.56	68.48	56,600
10-42-203-4	TELEPHONE: MOBILE	1,542.78	7,558.13	74.10	10,200	2,641.87	61.95	12,200
10-42-204-0	COMMON AREA MAINT: SO ELGIN	3,014.46	36,173.52	90.43	40,000	3,826.48	75.36	48,000
10-42-204-5	REAL ESTATE TAXES	0.00	5,168.84	93.98	5,500	331.16	78.32	6,600
10-42-204-9	LEASE: DAVIS ROAD	10,106.67	92,773.37	92.77	100,000	7,226.63	77.31	120,000
10-42-205-0	BANKING FEES	1,612.79	16,696.82	115.95	14,400	-2,296.82	96.51	17,300
10-42-206-0	DEBT CERT PRINCIPAL	0.00	125,000.00	100.00	125,000	0.00	92.59	135,000
10-42-206-5	DEBT CERT INTEREST	0.00	9,168.00	99.65	9,200	32.00	91.68	10,000
10-42-209-0	STORAGE/MOVING	650.00	7,800.00	222.86	3,500	-4,300.00	185.71	4,200
10-42-210-0	POSTAGE & SHIPPING	183.92	13,775.69	76.53	18,000	4,224.31	63.78	21,600
10-42-215-0	COLLECTION AGENCY	3,186.00	17,960.13	119.73	15,000	-2,960.13	99.78	18,000
10-42-220-2	LEGAL PUBLICATIONS	14.95	1,969.37	89.52	2,200	230.63	75.75	2,600
10-42-222-1	PUBLIC RELATIONS: NEWSLETTER	19,372.00	126,551.00	78.21	161,800	35,249.00	65.23	194,000
10-42-222-2	PUBLIC RELATIONS: GENERAL	6,391.32	29,372.11	101.28	29,000	-372.11	84.40	34,800
10-42-225-1	CONSULT. & PROF. FEES:LEGAL	225.00	2,798.50	18.66	15,000	12,201.50	15.55	18,000
10-42-225-2	CONSULT. & PROF. FEES:OTHER	2,629.00	20,947.98	20.95	100,000	79,052.02	17.46	120,000
10-42-230-1	PUBLIC PROGRAMMING:HISPANIC SVCS	8,047.98	14,335.67	90.73	15,800	1,464.33	75.85	18,900
10-42-230-2	PUBLIC PROGRAMMING:YOUTH	3,981.68	22,301.19	99.12	22,500	198.81	82.60	27,000
10-42-230-3	PUBLIC PROGRAMMING:COMMUNITY SVCS	6,259.62	48,238.10	104.19	46,300	-1,938.10	86.92	55,500
10-42-230-4	PUBLIC PROGRAMMING: TRANSLATION	0.00	0.00	0.00	2,500	2,500.00	0.00	3,000
10-42-230-5	DIGITAL LITERACY CLASSES	1,700.00	2,500.00	31.25	8,000	5,500.00	26.04	9,600
10-42-230-6	PUBLIC PROGRAMMING: TEEN-INFO SVCS	0.00	148.86	13.53	1,100	951.14	11.45	1,300
10-42-230-7	DIGITAL LIT CLASSES BILINGUAL	850.00	4,760.00	86.55	5,500	740.00	72.12	6,600
10-42-230-8	DIGITAL LIT CLASSES BRANCHES	300.00	1,800.00	37.50	4,800	3,000.00	31.58	5,700
10-42-235-0	GENERAL CLEANING SERVICE	23,175.00	185,379.00	96.45	192,200	6,821.00	80.36	230,700
10-42-235-5	GENERAL CLEANING SERVICE: RAKOW	6,124.59	42,016.59	88.27	47,600	5,583.41	73.46	57,200
10-42-235-7	GENERAL CLEANING SVC: SOUTH ELGIN	5,884.00	8,846.34	18.58	47,600	38,753.66	15.47	57,200
10-42-235-9	GENERAL CLEANING SVC: DAVIS ROAD	0.00	0.00	0.00	12,000	12,000.00	0.00	14,400
10-42-240-0	PRINTING: OUTSIDE	4,494.73	7,999.04	49.38	16,200	8,200.96	41.02	19,500
10-42-245-0	COPIER LEASES	1,092.82	11,924.88	96.95	12,300	375.12	81.12	14,700
10-42-245-1	COPIER LEASES: PRAD	1,597.28	19,761.92	99.81	19,800	38.08	83.38	23,700
10-42-245-2	COPIER/VIEWSCAN MAINTENANCE	516.50	7,815.73	70.41	11,100	3,284.27	58.76	13,300

VT NUMBER	DESCRIPTION	MONTH ACTIVITY	YEAR ACTIVITY	PRCT. USED	WORKING BUDGET	BUDGET REMAINING	PRCT. APPROP.	APPROP.
10-42-245-3	COPIER MAINTENANCE: PRAD	2,534.30	15,028.48	63.41	23,700	8,671.52	52.92	28,400
10-42-246-0	SORTER LEASE	0.00	103,126.00	102.10	101,000	-2,126.00	85.09	121,200
10-42-250-0	BINDING	0.00	1,170.05	78.00	1,500	329.95	65.00	1,800
10-42-255-1	ONLINE COMPUTER SERVICES	7,351.88	80,165.19	83.68	95,800	15,634.81	69.71	115,000
10-42-255-2	COMPUTER MAINTENANCE	18,050.05	164,920.44	60.97	270,500	105,579.56	50.82	324,500
10-42-255-3	ONLINE COMPUTER SVCS: ACCESS SVCS	341.10	57,848.42	112.76	51,300	-6,548.42	94.06	61,500
10-42-255-4	COMPUTER MAINT: ACCESS SVCS	2,675.00	159,886.21	98.21	162,800	2,913.79	81.83	195,400
10-42-260-0	COMPUTER CATALOG SERVICE	0.00	30,963.29	97.06	31,900	936.71	80.84	38,300
10-42-265-0	MATERIAL PROCESSING SERVICES	10,058.75	99,835.09	71.31	140,000	40,164.91	59.43	168,000
10-42-270-0	VEHICLE MAINTENANCE: MOBILE SVCS	4,358.71	19,085.58	95.43	20,000	914.42	79.52	24,000
10-42-270-1	VEHICLE MAINTENANCE: FACILITIES	3,010.65	15,969.62	159.70	10,000	-5,969.62	133.08	12,000
10-42-270-2	SMALL EQUIP MAINT.: OFFICE	362.76	2,502.78	69.52	3,600	1,097.22	56.88	4,400
10-42-270-3	SMALL EQUIP MAINT: A-V	135.00	1,425.00	50.89	2,800	1,375.00	41.91	3,400
10-42-275-0	PAYROLL PROCESSING	3,681.22	43,648.82	94.89	46,000	2,351.18	79.07	55,200
10-42-280-0	DUES & MEMBERSHIPS	967.00	18,922.00	94.61	20,000	1,078.00	78.84	24,000
10-42-290-1	CONTINUING ED: REGISTRATION/FEES	1,348.35	10,419.92	34.73	30,000	19,580.08	28.94	36,000
10-42-290-2	CONTINUING EDUCATION:TRAVEL & MEALS	1,675.74	7,772.88	194.32	4,000	-3,772.88	161.94	4,800
10-42-290-3	CONFERENCES: ALL EXPENSES	9,163.52	43,608.19	72.68	60,000	16,391.81	60.57	72,000
10-42-290-4	CONTINUING ED: TAP	2,720.00	12,327.00	82.18	15,000	2,673.00	68.48	18,000
10-42-290-5	TELECOMMUTING EXPENSES	355.00	810.00	67.50	1,200	390.00	54.00	1,500
10-42-299-0	CONTINGENCY	609.74	7,549.43	150.99	5,000	-2,549.43	125.82	6,000
*TOTAL	CONTRACTUAL SERVICES	244,710.52	2,371,390.96	87.04	2,724,500	353,109.04	72.90	3,253,000
	<u>SUPPLIES</u>							
10-43-300-1	OFFICE SUPPLIES/GENERAL	745.93	10,706.86	107.07	10,000	-706.86	89.22	12,000
10-43-300-2	OFFICE SUPPLIES/COMPUTER	10,711.73	41,356.64	115.20	35,900	-5,456.64	96.18	43,000
10-43-300-5	DIGITAL SERVICES MERCHANDISE	0.00	942.83	94.28	1,000	57.17	78.57	1,200
10-43-301-0	SUPPLIES: WORK APPAREL	1,333.49	7,951.91	122.34	6,500	-1,451.91	101.95	7,800
10-43-305-0	VOLUNTEERS	846.51	5,126.83	75.39	6,800	1,673.17	62.52	8,200
10-43-310-0	MATERIALS PROCESSING SUPPLIES	3,867.68	19,295.20	103.74	18,600	-695.20	86.53	22,300
10-43-320-0	DUPLICATING: PAPER/COPY SHOP SUPPL	3,049.00	12,842.27	73.38	17,500	4,657.73	61.15	21,000
10-43-330-0	GRAPHICS SUPPLIES	949.35	7,822.38	75.22	10,400	2,577.62	63.08	12,400
10-43-330-1	ARTS & CRAFTS SUPPLIES: YOUTH	636.04	3,615.63	90.39	4,000	384.37	75.33	4,800
10-43-330-2	ARTS & CRAFTS SUPPLIES: PUBLIC SVCS	564.95	1,395.43	46.51	3,000	1,604.57	38.76	3,600
10-43-330-3	ARTS & CRAFTS SUPPLIES: COMM SVCS	1,506.33	2,956.27	86.95	3,400	443.73	72.10	4,100
10-43-335-0	EXHIBITS AND DISPLAYS	964.66	35,659.72	100.73	35,400	-259.72	83.91	42,500
10-43-340-0	ANIMAL CARE & FEEDING	0.00	2,840.00	66.05	4,300	1,460.00	55.69	5,100
10-43-350-0	FUEL/GASOLINE: FACILITES	684.90	4,218.46	64.90	6,500	2,281.54	54.08	7,800
10-43-350-1	FUEL/GASOLINE: MOBILE SERVICES	769.49	4,835.02	43.95	11,000	6,164.98	36.63	13,200
10-43-360-0	FOOD & BEVERAGE: ADMIN	2,364.09	7,153.67	98.00	7,300	146.33	81.29	8,800
10-43-360-1	FOOD & BEVERAGE: PUBLIC SVCS	625.80	3,947.72	78.95	5,000	1,052.28	65.80	6,000
10-43-360-2	FOOD & BEVERAGE: COMMUNITY SVCS	695.17	1,895.25	111.49	1,700	-195.25	94.76	2,000
10-43-360-3	FOOD & BEVERAGE: PRAD	0.00	221.60	31.66	700	478.40	27.70	800
10-43-360-5	FOOD & BEVERAGE: ACCESS	83.04	83.04	27.68	300	216.96	20.76	400
10-43-360-6	FOOD & BEVERAGE: OTHER	177.63	586.06	23.44	2,500	1,913.94	19.54	3,000
10-43-370-0	JANITORIAL SUPPLIES	16,235.05	113,649.28	119.63	95,000	-18,649.28	99.69	114,000
10-43-380-0	ELECTRICAL SUPPLIES/BULBS	380.48	6,777.14	67.77	10,000	3,222.86	56.48	12,000
10-43-399-0	MISCELLANEOUS	735.56	6,528.95	130.58	5,000	-1,528.95	108.82	6,000
*TOTAL	SUPPLIES	47,926.88	302,408.16	100.20	301,800	-608.16	83.54	362,000
	<u>MATERIALS</u>							
10-44-400-0	BOOKS: LEASING	0.00	81,259.88	101.45	80,100	-1,159.88	84.65	96,000
10-44-400-1	BOOKS: ADULT	40,302.96	162,997.84	95.60	170,500	7,502.16	79.67	204,600
10-44-400-2	BOOKS: YOUTH	18,330.11	90,517.29	97.02	93,300	2,782.71	80.82	112,000
10-44-400-4	IN-HOUSE REFERENCE	0.00	452.02	37.67	1,200	747.98	32.29	1,400
10-44-400-5	BOOKS: BRANCH ADULT	10,019.74	52,923.86	109.12	48,500	-4,423.86	90.93	58,200

VT NUMBER	DESCRIPTION	MONTH ACTIVITY	YEAR ACTIVITY	PRCT. USED	WORKING BUDGET	BUDGET REMAINING	PRCT. APPROP.	APPROP.
10-44-400-6	BOOKS: BRANCH YOUTH	1,204.47	17,872.08	103.91	17,200	-672.08	86.34	20,700
10-44-410-0	PERIODICALS	2,940.00	13,846.89	109.03	12,700	-1,146.89	91.10	15,200
10-44-410-5	PERIODICALS: BRANCH	359.80	2,849.55	71.24	4,000	1,150.45	59.37	4,800
10-44-420-1	AUDIO-VISUAL: ADULT	11,833.39	72,844.38	85.90	84,800	11,955.62	71.56	101,800
10-44-420-2	AUDIO-VISUAL: YOUTH	3,582.28	17,138.91	114.26	15,000	-2,138.91	95.22	18,000
10-44-420-5	AUDIO-VISUAL: BRANCH ADULT	2,841.17	19,346.48	77.39	25,000	5,653.52	64.49	30,000
10-44-420-6	AUDIO-VISUAL: BRANCH YOUTH	2,104.39	8,612.54	101.32	8,500	-112.54	84.44	10,200
10-44-430-0	DIGITIZATION AND PRESERVATION	9,124.44	15,823.46	93.08	17,000	1,176.54	77.57	20,400
10-44-435-0	ELECTRONIC RESOURCES: DATABASES	0.00	128,538.94	80.34	160,000	31,461.06	66.95	192,000
10-44-435-1	ELECTRONIC RESOURCES: IN-HOUSE	19.98	18,712.10	62.37	30,000	11,287.90	51.98	36,000
10-44-435-2	ELECTRONIC RESOURCES: EBOOKS/AUDIO	69,891.70	269,966.77	106.50	253,500	-16,466.77	88.75	304,200
10-44-435-3	ELECTRONIC RESOURCES: STREAMING	25,095.51	270,220.77	93.05	290,400	20,179.23	77.56	348,400
10-44-435-4	ELECT RESOURCES: PLATFORM FEES	0.00	35,636.32	77.98	45,700	10,063.68	64.91	54,900
10-44-435-5	ELECT RESOURCES: PUBLIC RELATIONS	1,580.61	27,160.89	92.70	29,300	2,139.11	77.16	35,200
10-44-440-0	TOYS & KITS: KIDSPACE	1,056.28	12,756.62	112.89	11,300	-1,456.62	94.49	13,500
10-44-440-1	GAMES: TEEN SVCS	0.00	240.08	48.02	500	259.92	40.01	600
10-44-440-2	TOYS & KITS: COMMUNITY SVCS FY25	5,500.10	9,842.24	96.49	10,200	357.76	80.02	12,300
*TOTAL	MATERIALS	205,786.93	1,329,559.91	94.38	1,408,700	79,140.09	78.65	1,690,400
<u>EQUIPMENT</u>								
10-45-500-0	COMPUTER EQUIPMENT	13,502.80	227,245.39	90.90	250,000	22,754.61	75.75	300,000
10-45-510-0	FURNITURE AND FIXTURES	45,709.29	79,284.19	118.33	67,000	-12,284.19	98.49	80,500
10-45-520-0	OFFICE EQUIPMENT	1,131.67	14,303.79	71.16	20,100	5,796.21	59.11	24,200
10-45-530-0	AUDIO-VISUAL EQUIPMENT	2,312.90	7,857.20	50.37	15,600	7,742.80	42.02	18,700
10-45-540-0	SMALL LIBRARY EQUIPMENT	1,739.85	8,037.71	76.55	10,500	2,462.29	63.79	12,600
10-45-599-0	CONTINGENCY	-4,113.08	766.14	15.32	5,000	4,233.86	12.77	6,000
*TOTAL	EQUIPMENT	60,283.43	337,494.42	91.66	368,200	30,705.58	76.36	442,000
<u>CAPITAL IMPROVEMENTS</u>								
10-49-900-0	CAPITAL IMPROVEMENTS	45,775.80	552,531.89	107.81	512,500	-40,031.89	85.00	650,000
10-49-930-0	SE EXPANSION	91,926.73	3,136,240.02	78.96	3,972,000	835,759.98	65.34	4,800,000
10-49-930-5	SE EXPANSION TECHNOLOGY	105,901.75	362,178.23	145.45	249,000	-113,178.23	103.48	350,000
*TOTAL	CAPITAL IMPROVEMENTS	243,604.28	4,050,950.14	85.58	4,733,500	682,549.86	69.84	5,800,000
**TOTAL	GENERAL FUND	1702,685.78	19,182,057.26	91.86	20,881,500	1,699,442.74	79.07	24,259,400
<u>I.M.R.F. FUND</u>								
<u>SALARIES & BENEFITS</u>								
20-41-100-0	LIBRARY'S CONTRIBUTION TO IMRF	72,309.46	849,861.57	96.58	880,000	30,138.43	84.99	1,000,000
*TOTAL	SALARIES & BENEFITS	72,309.46	849,861.57	96.58	880,000	30,138.43	84.99	1,000,000
**TOTAL	I.M.R.F. FUND	72,309.46	849,861.57	96.58	880,000	30,138.43	84.99	1,000,000
<u>SOCIAL SECURITY FUND</u>								
<u>SALARIES & BENEFITS</u>								
30-41-100-0	LIBRARY'S CONTRIBUTION TO FICA	61,982.76	732,441.08	95.77	764,800	32,358.92	84.19	870,000
*TOTAL	SALARIES & BENEFITS	61,982.76	732,441.08	95.77	764,800	32,358.92	84.19	870,000
**TOTAL	SOCIAL SECURITY FUND	61,982.76	732,441.08	95.77	764,800	32,358.92	84.19	870,000
<u>AUDIT FUND</u>								
<u>CONTRACTUAL SERVICES</u>								
40-42-200-0	AUDIT EXPENSES	0.00	15,820.00	98.88	16,000	180.00	87.89	18,000
*TOTAL	CONTRACTUAL SERVICES	0.00	15,820.00	98.88	16,000	180.00	87.89	18,000
**TOTAL	AUDIT FUND	0.00	15,820.00	98.88	16,000	180.00	87.89	18,000

VT NUMBER	DESCRIPTION	MONTH ACTIVITY	YEAR ACTIVITY	PRCT. USED	WORKING BUDGET	BUDGET REMAINING	PRCT. APPROP.	APPROP.
<u>LIABILITY INS. FUND</u>								
<u>SALARIES & BENEFITS</u>								
50-41-100-0	WORKERS COMPENSATION INSURANCE	1,939.00	21,714.00	90.48	24,000	2,286.00	75.40	28,800
50-41-110-0	UNEMPLOYMENT COMPENSATION INSURANC	0.00	7,385.26	46.16	16,000	8,614.74	38.46	19,200
*TOTAL	SALARIES & BENEFITS	1,939.00	29,099.26	72.75	40,000	10,900.74	60.62	48,000
<u>CONTRACTUAL SERVICES</u>								
50-42-200-0	GENERAL INSURANCE	2,200.00	161,665.00	101.04	160,000	-1,665.00	82.91	195,000
50-42-210-0	RISK MANAGEMENT: FACILITIES	28,715.58	65,775.71	98.17	67,000	1,224.29	80.21	82,000
50-42-210-1	RISK MANAGEMENT: HR	42.00	13,406.57	95.08	14,100	693.43	78.86	17,000
50-42-210-2	RISK MANAGEMENT: PROJECTS	3,994.00	57,946.55	64.03	90,500	32,553.45	53.16	109,000
*TOTAL	CONTRACTUAL SERVICES	34,951.58	298,793.83	90.11	331,600	32,806.17	74.14	403,000
**TOTAL	LIABILITY INS. FUND	36,890.58	327,893.09	88.24	371,600	43,706.91	72.70	451,000
<u>BUILDING & EQUIPMENT FUND</u>								
<u>CONTRACTUAL SERVICES</u>								
60-42-200-0	REPAIR/MAINT. OF BUILDING	33,741.83	218,925.34	99.06	221,000	2,074.66	82.55	265,200
60-42-200-5	REPAIR/MAINT. OF BLDG: RAKOW	7,587.00	43,097.04	105.11	41,000	-2,097.04	87.60	49,200
60-42-200-7	REPAIR/MAINT. OF BLDG: SOUTH ELGIN	1,477.69	4,003.69	40.04	10,000	5,996.31	33.36	12,000
60-42-200-9	REPAIR/MAINT. OF BLDG: DAVIS ROAD	457.15	5,192.77	47.21	11,000	5,807.23	39.34	13,200
60-42-210-0	REPAIR/MAINT. OF GROUNDS	48,913.42	184,746.81	99.86	185,000	253.19	83.22	222,000
60-42-210-5	REPAIR/MAINT. OF GRDS: RAKOW	14,409.37	68,422.67	96.37	71,000	2,577.33	80.31	85,200
60-42-210-7	REPAIR/MAINT. OF GRDS: SOUTH ELGIN	370.00	2,190.00	87.60	2,500	310.00	73.00	3,000
60-42-210-9	REPAIR/MAINT. OF GRDS: DAVIS ROAD	0.00	76.00	3.04	2,500	2,424.00	2.53	3,000
60-42-220-0	REPAIR/MAINT. OF HVAC	53,124.22	147,280.16	105.96	139,000	-8,280.16	88.30	166,800
60-42-220-5	REPAIR/MAINT. HVAC: RAKOW	6,496.90	30,921.70	101.38	30,500	-421.70	84.49	36,600
60-42-220-7	REPAIR/MAINT. HVAC: SOUTH ELGIN	1,319.67	1,958.89	39.18	5,000	3,041.11	32.65	6,000
60-42-220-9	REPAIR/MAINT. HVAC: DAVIS ROAD	0.00	2,669.00	106.76	2,500	-169.00	88.97	3,000
60-42-230-0	REPAIR/MAINT. OF OTHER MAINT. EQUIP	0.00	702.57	11.15	6,300	5,597.43	9.37	7,500
60-42-299-0	CONTINGENCY	22,105.92	41,593.72	83.19	50,000	8,406.28	69.32	60,000
*TOTAL	CONTRACTUAL SERVICES	190,003.17	751,780.36	96.72	777,300	25,519.64	80.60	932,700
<u>SUPPLIES</u>								
60-43-320-0	BUILDING & GROUNDS SUPPLIES	6,845.66	23,857.63	103.28	23,100	-757.63	85.82	27,800
60-43-340-0	CHEMICALS/WATER TREATMENT	405.00	1,252.24	83.48	1,500	247.76	69.57	1,800
60-43-370-0	SIGNAGE	1,353.11	6,179.23	116.59	5,300	-879.23	96.55	6,400
60-43-399-0	MISCELLANEOUS	478.27	3,465.77	69.32	5,000	1,534.23	57.76	6,000
*TOTAL	SUPPLIES	9,082.04	34,754.87	99.58	34,900	145.13	82.75	42,000
<u>EQUIPMENT</u>								
60-45-500-1	MAINTENANCE EQUIPMENT: MAJOR	14,750.00	22,250.00	95.91	23,200	950.00	80.04	27,800
60-45-500-2	MAINTENANCE EQUIPMENT: UNDER \$1000	97.04	2,986.45	59.73	5,000	2,013.55	49.77	6,000
60-45-599-0	MISCELLANEOUS	0.00	7.59	0.76	1,000	992.41	0.63	1,200
*TOTAL	EQUIPMENT	14,847.04	25,244.04	86.45	29,200	3,955.96	72.13	35,000
**TOTAL	BUILDING & EQUIPMENT FUND	213,932.25	811,779.27	96.48	841,400	29,620.73	80.40	1,009,700
<u>BUILDING RESERVE FUND</u>								
<u>CONTRACTUAL SERVICES</u>								
90-42-205-0	INVESTMENT FEES	57.16	1,499.52	83.31	1,800	300.48	59.98	2,500
*TOTAL	CONTRACTUAL SERVICES	57.16	1,499.52	83.31	1,800	300.48	59.98	2,500

VT NUMBER	DESCRIPTION	MONTH ACTIVITY	YEAR ACTIVITY	PRCT. USED	WORKING BUDGET	BUDGET REMAINING	PRCT. APPROP.	APPROP.
<u>CAPITAL IMPROVEMENTS</u>								
90-50-900-0	CAPITAL EXPENDITURES	94,581.04	436,816.50	62.40	700,000	263,183.50	58.25	749,900
*TOTAL	CAPITAL IMPROVEMENTS	94,581.04	436,816.50	62.40	700,000	263,183.50	58.25	749,900
**TOTAL	BUILDING RESERVE FUND	94,638.20	438,316.02	62.46	701,800	263,483.98	58.26	752,400
<u>GIFT FUND</u>								
<u>SUPPLIES</u>								
98-43-399-0	GIFT FUND EXPENSES	600.00	94,655.52	102.66	92,200	-2,455.52	15.98	592,200
*TOTAL	SUPPLIES	600.00	94,655.52	102.66	92,200	-2,455.52	15.98	592,200
**TOTAL	GIFT FUND	600.00	94,655.52	102.66	92,200	-2,455.52	15.98	592,200
<u>FUND SUMMARY</u>								
10	GENERAL	1702,685.78	19,182,057.26	91.86	20,881,500	1,699,442.74	79.07	24,259,400
20	I.M.R.F	72,309.46	849,861.57	96.58	880,000	30,138.43	84.99	1,000,000
30	SOCIAL SECURITY	61,982.76	732,441.08	95.77	764,800	32,358.92	84.19	870,000
40	AUDIT	0.00	15,820.00	98.88	16,000	180.00	87.89	18,000
50	LIABILITY INS.	36,890.58	327,893.09	88.24	371,600	43,706.91	72.70	451,000
60	BUILDING & EQUIPMENT	213,932.25	811,779.27	96.48	841,400	29,620.73	80.40	1,009,700
90	SPECIAL/BUILDING RESERVE	94,638.20	438,316.02	62.46	701,800	263,483.98	58.26	752,400
98	GIFT	600.00	94,655.52	102.66	92,200	-2,455.52	15.98	592,200
	TOTALS ALL FUNDS	2183,039.03	22,452,823.81	91.46	24,549,300	2,096,476.19	77.55	28,952,700

NUMBER	DESCRIPTION	MONTH ACTIVITY	YEAR ACTIVITY	PRCT. USED	BUDGET AMOUNT	REMAINING
<u>GENERAL FUND</u>						
10-30	PROPERTY TAXES	5,985,501.54	17,319,229.81	100.95	17,156,500	-162,729.81
10-31	REPLACEMENT TAXES	0.00	225,337.64	98.23	229,400	4,062.36
10-32	INTEREST EARNED	33,428.12	610,130.43	122.03	500,000	-110,130.43
10-33	FINES AND FEES	20,105.76	231,377.63	107.37	215,500	-15,877.63
10-34	MISCELLANEOUS INCOME	0.00	1,817.29	106.90	1,700	-117.29
10-35	DEVELOPER FEES	2,271.10	109,294.02	91.08	120,000	10,705.98
10-36	GRANTS	0.00	0.00	0.00	222,600	222,600.00
10-39	MISCELLANEOUS	248,254.13	344,975.62	306.37	112,600	-232,375.62
**TOTAL	GENERAL FUND	6,289,560.65	18,842,162.44	101.53	18,558,300	-283,862.44
<u>I.M.R.F. FUND</u>						
20-30	PROPERTY TAXES	262,035.45	793,814.26	98.18	808,500	14,685.74
20-31	REPLACEMENT TAXES	0.00	8,003.59	98.81	8,100	96.41
**TOTAL	I.M.R.F. FUND	262,035.45	801,817.85	98.19	816,600	14,782.15
<u>SOCIAL SECURITY FUND</u>						
30-30	PROPERTY TAXES	239,101.72	755,861.55	93.61	807,500	51,638.45
**TOTAL	SOCIAL SECURITY FUND	239,101.72	755,861.55	93.61	807,500	51,638.45
<u>AUDIT FUND</u>						
40-30	PROPERTY TAXES	4,908.53	15,508.31	95.73	16,200	691.69
**TOTAL	AUDIT FUND	4,908.53	15,508.31	95.73	16,200	691.69
<u>LIABILITY INS. FUND</u>						
50-30	PROPERTY TAXES	108,088.77	321,146.92	99.33	323,300	2,153.08
**TOTAL	LIABILITY INS. FUND	108,088.77	321,146.92	99.33	323,300	2,153.08
<u>BUILDING & EQUIPMENT FUND</u>						
60-30	PROPERTY TAXES	278,401.40	811,893.38	103.03	788,000	-23,893.38
**TOTAL	BUILDING & EQUIPMENT FUND	278,401.40	811,893.38	103.03	788,000	-23,893.38
<u>BUILDING RESERVE FUND</u>						
90-32	INTEREST EARNED	937.00	29,475.45	196.50	15,000	-14,475.45
**TOTAL	BUILDING RESERVE FUND	937.00	29,475.45	196.50	15,000	-14,475.45
<u>GIFT FUND</u>						
98-39	MISCELLANEOUS	10,000.00	20,810.00	4.16	500,000	479,190.00
**TOTAL	GIFT FUND	10,000.00	20,810.00	4.16	500,000	479,190.00
GRAND TOTAL		7,193,033.52	21,598,675.90	98.96	21,824,900	226,224.10

NUMBER	DESCRIPTION	MONTH ACTIVITY	YEAR ACTIVITY	PRCT. USED	BUDGET AMOUNT	REMAINING
<u>FUND SUMMARY</u>						
10	GENERAL	6,289,560.65	18,842,162.44	101.53	18,558,300	-283,862.44
20	I.M.R.F	262,035.45	801,817.85	98.19	816,600	14,782.15
30	SOCIAL SECURITY	239,101.72	755,861.55	93.61	807,500	51,638.45
40	AUDIT	4,908.53	15,508.31	95.73	16,200	691.69
50	LIABILITY INS.	108,088.77	321,146.92	99.33	323,300	2,153.08
60	BUILDING & EQUIPMENT	278,401.40	811,893.38	103.03	788,000	-23,893.38
90	SPECIAL/BUILDING RESERVE	937.00	29,475.45	196.50	15,000	-14,475.45
98	GIFT	10,000.00	20,810.00	4.16	500,000	479,190.00
	TOTALS ALL FUNDS	7,193,033.52	21,598,675.90	98.96	21,824,900	226,224.10

**GAIL BORDEN PUBLIC LIBRARY DISTRICT FY26
AUGUST 2025 BOARD MEETING**

REVENUES					
	<u>Working Budget</u>		<u>Actual</u>		
Taxes	\$	20,637,500	\$	365,932	1.8%
Fines and Fees	\$	243,500	\$	-	0.0%
Misc Income	\$	441,900	\$	-	0.0%
Developer Fees	\$	120,000	\$	-	0.0%
Grants	\$	221,100	\$	-	0.0%
Total Revenues	\$	21,664,000	\$	365,932 *	1.7%

EXPENDITURES					
	<u>Working Budget</u>		<u>Actual</u>		
Personnel	\$	13,781,100	\$	562,801 ^	4.1%
Contractual Services	\$	4,142,300	\$	315,003	7.6%
Supplies	\$	363,800	\$	31,018	8.5%
Materials	\$	1,399,900	\$	186,634	13.3%
Equipment	\$	489,900	\$	8,042	1.6%
Capital Improvements	\$	1,520,500	\$	29,539	1.9%
Total Expenditures	\$	21,697,500	\$	1,133,036 **	5.2%

*tax receipts only through 07/31/25
^payroll posted through 07/15/25
**invoices posted through 08/07/25

Personnel				
FY 2025 2026				
	Full Time	Part Time	Total	FTE
JULY 2025	96	132	228	149.39
New Hires	1	2	3	2.30
Separations	0	1	1	0.48
Current	97	133	230	151.21

JULY 2025	Hours	# of Vol		
	871	119		
YTD (Jan-Dec 2025)	6,029	283		3.09
YTD Value of Volunteer Hours			\$	206,333

**GAIL BORDEN PUBLIC LIBRARY DISTRICT FY25
AUGUST 2025 BOARD MEETING**

REVENUES					
	<u>Working Budget</u>		<u>Actual</u>		
Taxes	\$	20,137,500	\$	20,250,795	100.6%
Fines and Fees	\$	215,500	\$	231,378	107.4%
Misc Income	\$	614,300	\$	956,923	155.8%
Developer Fees	\$	120,000	\$	109,294	91.1%
Grants	\$	222,600	\$	-	0.0%
Total Revenues	\$	21,309,900	\$	21,548,390 *	101.1%
EXPENDITURES					
	<u>Working Budget</u>		<u>Actual</u>		
Personnel	\$	13,029,600	\$	12,401,656 ^	95.2%
Contractual Services	\$	3,849,400	\$	3,437,785	89.3%
Supplies	\$	336,700	\$	337,163	100.1%
Materials	\$	1,408,700	\$	1,329,560	94.4%
Equipment	\$	397,400	\$	362,738	91.3%
Capital Improvements	\$	4,733,500	\$	4,050,950	85.6%
Total Expenditures	\$	23,755,300	\$	21,919,852 **	92.3%

*tax receipts only through 06/30/2025

^payroll posted through 06/30/2025

**invoices posted through 08/07/25

July was a month of significant technological advancement, vibrant community engagement, and impressive recognition for the Gail Borden Public Library District. These accomplishments underscore the Library's dedication to providing dynamic and accessible resources that enrich the lives of every resident.

"Powering Up" Readers

We continued to drive engagement as we approached the end of **Summer Reading Challenge**. We encouraged readers to finish the challenge and redeem prizes through various events and incentives.

The **"Photos with Minecraft Characters" Power Up Party** drew **339 attendees** who were eager to show their summer reading progress.

The Gold Star Partner Program has neared completion with **23 partners sites** and over 1,600 participants completing the program so far! This program also allows us to keep great connections with partners and children we see throughout the year, along with encouraging community literacy.

We excitedly announced and displayed that, in July, Library readers had collectively **surpassed the 2,500,000 total minute reading goal!**

The Summer Reading iPad game was a powerful tool for encouraging consistent engagement, with **over 7,460 plays and 89.4 hours of active use.**



A New Chapter in Innovation and Service

The Main Library and Rakow Branch have successfully installed new automated material handling systems, a major upgrade that replaces outdated equipment and **significantly improves performance.**

These new systems are **faster and quieter**, enhancing the experience for both staff and customers. A key feature of this upgrade is a manual return slot that automatically unlocks if the system goes offline, **ensuring uninterrupted 24/7 service.**

This cross-departmental initiative required ample collaboration, and is already proving to be a beneficial investment, as it **modernizes a vital service function** while strengthening **long-term operational stability.**

Exciting Exhibits

Preparations are in full swing for our fantastic fall exhibit, **Dinosaur Explorer**. We are developing a new, engaging iPad game to accompany the exhibit. We anticipate Dinosaur Explorer will drive a great turnout, ultimately increasing library visitors and circulation numbers, and draw in new library users.

A special, limited-edition dinosaur library card is also planned for September's **Library Card Sign-Up Month**. This strategic push will offer new library card holders an unforgettable library card and help promote the exhibit.



Projects & Planning

Planning and promotion for the **El Trote 5K Race** are well underway, with a focus on ensuring a safe and exciting event. Key details are being finalized, promotional materials and website updates have been completed, and social media promotion is ramping up.

With **94 people already registered**, we anticipate a much larger turnout than last year, benefiting both the Gail Borden Library and U-46 Foundations.



Awesome Awards



The Public Relations & Development team received the **John Cotton Dana Award** for the Violins of Hope campaign, along with a **\$10,000 prize**. This is the highest marketing award that a library can receive; recognizing outstanding public relations and communications. Our narrative was one of only eight recognized this year out of 140 entries.



The Digital Services team has been awarded **\$10,000 from the Comcast Internet Essentials** program. This money will be used to hire technology trainers for public programs at the Main Library. These programs are considerably popular and very well-attended.

Captivating Collections

The reopening of KidSpace "Re-imagined" has drawn families back to enjoy more of its offerings. To meet the renewed excitement, we've **added 15 new puzzles** with popular themes such as Sea Creatures, Vegetable Garden and Traffic. The response? **Smiles all around**, further emphasizing the family-friendly atmosphere of the renewed space.

Engaging Everyone Everywhere

The Library Book Cart Drill Team, vehicles, and walkers delivered an entergetic and exciting performance in **Elgin's 4th of July Parade**. Despite hot, muggy, and rainy weather, staff participants showcased the Library's energy and presence, promoting literacy and library initiatives to a large community audience. The crowd's positive response was a highlight of the event.



We hosted the **Power Up Wellness Fair**. The event drew **1,073 attendees** who enjoyed community booths, a magician and face painting. The fair provided vital access to health services, with **294 individuals** receiving sports physicals and eye exams from physicians. This collaboration supports the Library's commitment to fostering a healthy and vibrant community.



The newly renovated South Elgin Branch is bustling with activity, with both staff and patrons embracing the expanded space. Children's programs, including Watercolor Butterflies and Storytimes, have been a hit, and the popular Touch-a-Truck event drew an **impressive 450 participants**. Adult programming has also made a strong return, featuring offerings like Mindful Movements, Card Making and various computer classes.

The Summer Concert on the Lawn featured the **Illinois Brass Band**, performing favorites ranging from Jurassic Park to jazz for an audience of **141 people**. Attendees were treated to free ice cream from Culver's and hot dogs from the Library's Café, creating a memorable evening for all.

We hosted a vibrant **Vibes and Culture (Vibras y Cultura)** event, which brought together **227 attendees** to celebrate Hispanic culture in Elgin. The program showcased five key Hispanic communities—Mexico, Puerto Rico, El Salvador, Colombia, and Guatemala—through cultural artifacts, snacks, and activities. Highlights included a "Yo Sabo" Spanish game, photo opportunities with a Bad Bunny cutout, and a spirited dance lesson led by Library Trustee Elisa Lara, and Rodrigo Villagomez. The event **fostered cultural pride, learning, and community connection**.



The Mobile Library Services team continues to make a significant impact throughout the community, offering popular programs such as **Stories at Lords Park Zoo** and Adventures in the Zoo, along with making heartwarming connections with eager children at the **Summer Learning on the Go with EPEL** program and more.

We forged a **new partnership** with Kids Above All at Wing Park, which has successfully connected new families to early literacy resources and library card registration.

Engaging Everyone Everywhere

In a successful outreach event, **Cómo obtener una cita con el Consulado de México**, we assisted **67 people** with hands-on training on how to use WhatsApp app to schedule appointments with the **Mexican Consulate**. Participants left equipped with the skills and tip sheets needed to continue practicing at home. The Consulate will be at the Main Library in August, further solidifying the Library's role in providing crucial resources and bridging community needs with essential services.

We **welcomed many first-time visitors** to the Studio this summer and are excited to see them return throughout the school year. It is especially **rewarding to see returning teens** whose projects have grown and developed over the years.

The **YWCA Take 2 Digital Literacy Camp** returned to Studio 270 for another summer, making weekly visits to use the space and our resources. Campers worked on projects in the Digital Media Lab and enjoyed the creative offerings. Teens enjoyed playing video games, visiting the café and working on craft projects.



The Library commemorated the 110th anniversary of the tragic 1915 Chicago ship sinking with the historical program, **The Eastland Disaster: An Extraordinary Day in the Lives of Ordinary People**. The event featured two granddaughters of survivor Bobbie Aanstad, who shared powerful personal stories of the disaster and its impact.

Volunteers

Hands That Sign, Hearts That Support - The launch of the new **ASL Practice Club** has created a bridge to communication within the community. A dedicated volunteer facilitator leads this welcoming and supportive, peer-led environment, where community members can **learn, practice and connect through American Sign Language**, further solidifying our role in acting as a hub for a variety of community offerings.

Fostering Facilities, Features & Functionality



Menstrual Equity Initiative: The Library has taken a significant step toward menstrual equity by making all female product dispensers free across all branches. This change ensures consistent and equitable access to essential hygiene products by eliminating the 25-cent fee, which was an unnecessary barrier. This initiative acknowledges that menstrual products are a basic health need, not a luxury.



South Elgin Branch Renovation Continues: More installations at the South Elgin Branch have been completed, including new glass partitions, decorative ceilings, and the installation of a new Feature Wall with dimensional letters and logo at the entrance. The team continues to work with contractors to provide the best possible experience for the South Elgin community and staff efficiency.



Safety and Maintenance: Preventative maintenance is ongoing to ensure the safety and reliability of our facilities. Recent activities included the annual inspection of AEDs and fire extinguishers, as well as the flushing of fire hydrants.



Streamlined Communications: To align with other locations, all incoming phone calls at the South Elgin Branch are now immediately directed to the auto attendant, improving call handling efficiency.

Comments for the Good of the Organization

A customer commented on Facebook:
“The Library is a marvel. One of the reasons we chose Elgin as our home. The library is the best place around.”

July 29, 2025
On my way to visit the computer lab today I noticed the life-size "portraits" on display in the lobby. As I was admiring the people portrayed, I noticed the magical green card each was holding!

Kudos to the person(s) who came up with the concept, the photographer, and the subjects themselves.

As a retired librarian, I appreciated the magic in these portraits – the personalities and emotions came through in each photograph. What a wonderful way to show what having a library card can mean to someone.

Please pass along my appreciation to those who made the exhibit possible – I truly enjoyed spending a few moments to pause and receive the sense of joy portrayed.

Sandy Whitmer

*p.s. Congrats on the John Cotton Dana Award!
A wonderful and much deserved achievement.*

A customer from Aurora stopped in and remarked how many events we have going on. They also said they loved the costume exhibit, adding that

“It isn't every day that the public gets to see something like that!”

5-Star Google Review:

“Muy buena y amables un lugar para disfrutar con los niños”

Translation: Very good and friendly, a place to enjoy with kids.

A customer used the Drive-Up for the first time and was thrilled by the convenience. She asked if this was where she could pick up her holds. After receiving her book, she said:

"Omg so cool! Ha. Thank you!"

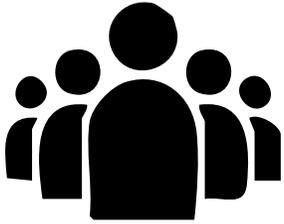
A regular customer walked by the concierge podium and said:

“Always got something cooking up here. That's fantastic, you work at a great place.”

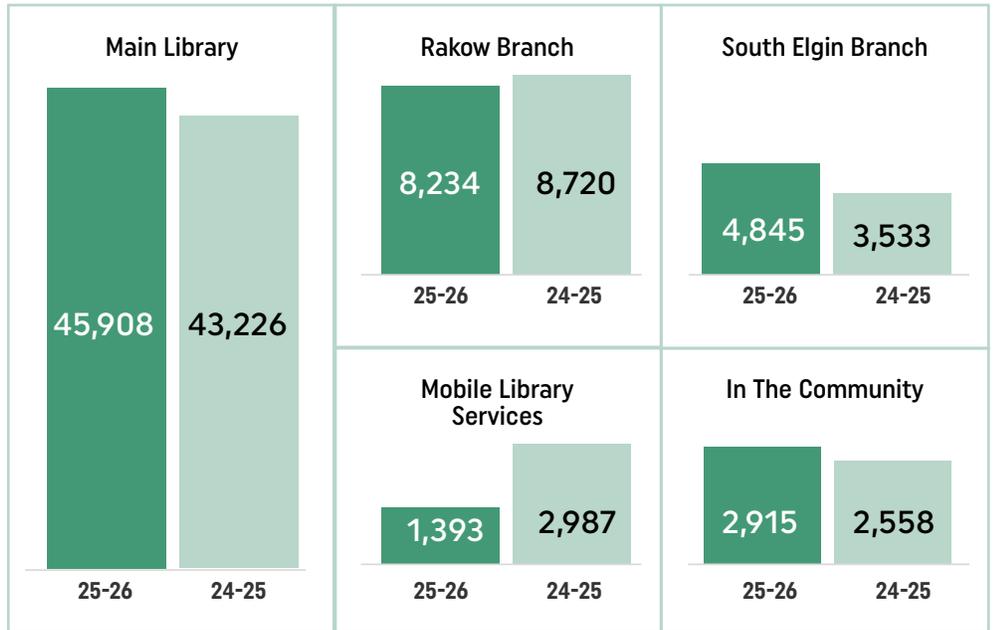
They were referring specifically to library events, including the Hispanic celebration.

Visits

63,295

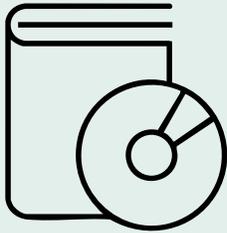


Total Visits FY YTD **63,295**

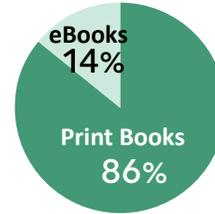
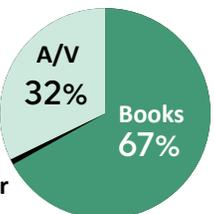
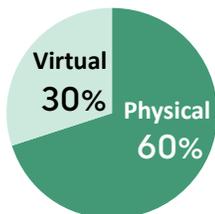
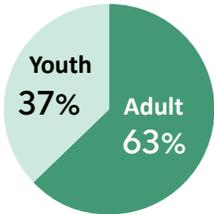
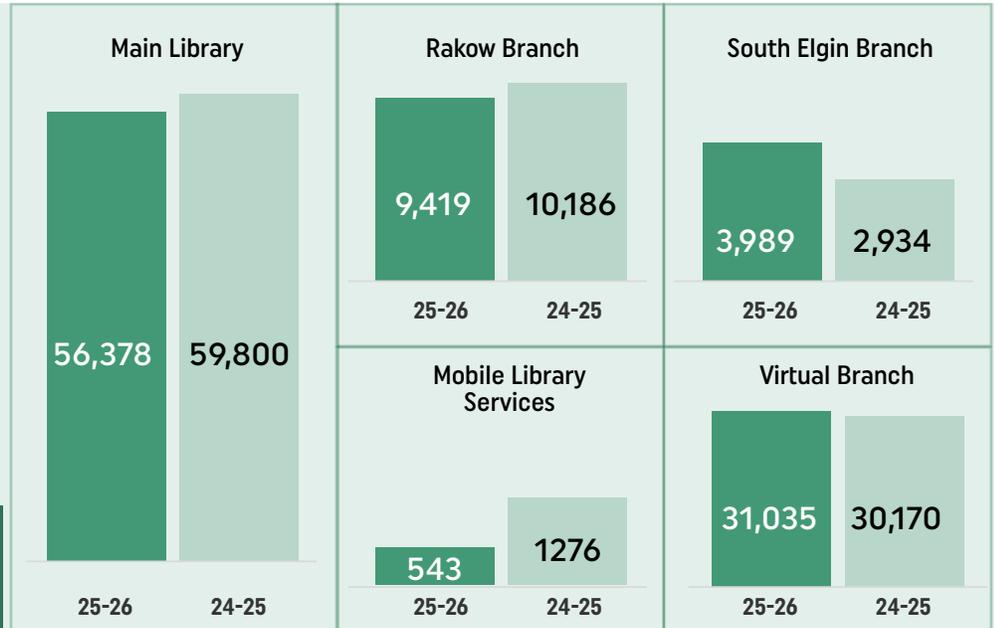


Circulation

104,511



Total Circulation FY YTD **104,511**



Other 1%

What impacted numbers this month?

July 1 (Main)
Power Up with Minecraft!

July 14 (SEB)
Touch-a-Truck

July 3 (All Facilities)
Early Closing

July 19 (Main)
Celebrando Vibras y Culturas

July 4 (All Facilities)
Holiday Closing

July 12 (Main)
Power Up Wellness Fair

July 30 (ITC)
Gold Start Partner Learning Tree West

New Library Cards

588

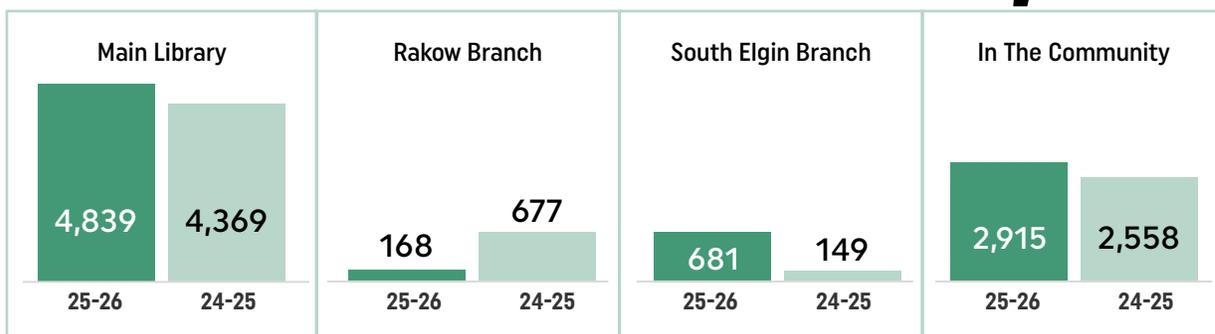


601	81,262	86,555
584	77,105	83,511
3%	5%	4%

Total New Cards
FY YTD

588

Program Attendance 8,603



Total Attendance
FY YTD
8,603

Program Sessions



General Statistics

220 Passports
267 Passport Photos

62 Social Services Client Cases

Reference Questions
10,363

License Plate Renewals
143

73,257 Website Views
7.2% ↑
from July '24

871 Volunteer Hours

Social Media
45 Post Views
370,000+
20.6% ↑
from previous month
Engagements
5,900+

38.1% e-Newsletter Open Rate
2.9% ↑
from previous month



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
253	08/05/25	Alarming and Disturbing Behavior Failure to Follow Staff Directives Behavior Resulting in Elgin PD Intervention	Main	1 Year	Y	8/5/2026

Background

Indirect costs, also known as facilities and administrative costs (F&A costs), are the institutional or infrastructure costs of managing and running programs that cannot be directly attributed to a program or activity. These costs include items such as printing, equipment use, accounting, utilities, professional development, security, ITS, and administrative costs that are hard to calculate but are true costs for running programs.

This policy is designed to establish the internal processes necessary to ensure consistency and uniformity in cost allocation for both direct and indirect costs. This policy provides consistent principles and standards for determining costs of federal awards carried out through grants, cost reimbursement contracts, and other agreements with governmental units. This policy applies to all employees and officers of GBPLD.

Requirements

- All costs incurred are either direct costs or indirect costs depending on final cost objectives.
- Expenditures charged as direct costs will be consistently and economically identified to an item of work associated with a given project, task, or other cost objective.
- Expenditures not readily subject to treatment as direct costs because of their occurrence for common or joint objectives may be charged as indirect costs. These costs may be assigned to indirect overhead pools for collection and allocated to the project's benefiting objectives.
- Routine administrative and overhead functions may be charged to appropriate (overhead) accounts and pools.

Responsibilities

- GBPLD will use the Negotiated Indirect Cost Rate Agreement (NICRA) rate when applicable.
- The CEO and Director of Grants are responsible for drafting and finalizing any future indirect cost rate agreements and extensions and ensuring there is consistency in:
 - Classification of costs incurred, and functions performed as direct or indirect costs or activities.
 - Establishment of indirect cost pools for indirect activities and support.
 - Assignment of indirect cost elements to overhead pools.
- GBPLD will use the 15% de minimis cost rate allowed under 2 CFR 200.414(f) and 45 CFR Part 75.414(f) for awards that allow indirect cost recovery and where a NICRA has not been established.
- The Director of Grants will ensure the appropriate documentation for all costs is retained for a minimum of three (3) years.

(8/2025)

This policy establishes Gail Borden Public Library District's (GBPLD) internal controls to safeguard Personally Identifiable Information (PII) and other sensitive information. GBPLD complies with the provisions of the Identity Protection Act (5 ILCS 179/1 et seq.), the Library Records Confidentiality Act (75 ILCS 70/), as well as relevant federal regulations including [2 CFR 200.303\(e\)](#). This policy applies to all employees, officers, and contractors doing business with GBPLD.

Definitions

- **Personally Identifiable Information (PII):** Information that can be used to distinguish or trace an individual's identity, either alone or when combined with other personal or identifying information that is linked or linkable to a specific individual.
- **Protected Personally Identifiable Information (Protected PII):** PII that is not required to be disclosed by law.
- **Sensitive Information:** Information that GBPLD has determined should be treated with a higher standard of care.

Identifying PII and Sensitive Information

PII is any representation of information that permits the identity of an individual to whom the information applies to be reasonably inferred by either direct or indirect means. It requires a case-by-case assessment of the specific risk that an individual can be identified. Further, PII is defined as information:

- That directly identifies an individual (e.g., name, address, social security number or other identifying number or code, telephone number, email address, etc.) or
- By which specific individuals can be identified in conjunction with other data elements, i.e., indirect identification. (These data elements may include a combination of gender, race, birth date, geographic indicator, and other descriptors).

Additionally, information permitting the physical or online contacting of a specific individual is the same as PII. This information may be in the form of paper, electronic, or other media. Examples of PII include, but are not limited to: names, addresses, social security numbers, credit card numbers, bank numbers, biometrics, date and place of birth, mother's maiden name, criminal, medical, and financial records, and educational transcripts.

GBPLD may designate any information as sensitive or confidential even if it does not fall into the category of PII.

Requirements

GBPLD must take reasonable cybersecurity and other measures to safeguard information including protected PII. This also includes information a federal awarding agency or pass-through entity designates as sensitive or other information GBPLD considers sensitive and is

consistent with applicable Federal, State, local, and tribal laws regarding privacy and responsibility over confidentiality.

GBPLD Safeguards PII and other sensitive information by:

- **Educating Staff about Risks and Responsibilities:** GBPLD personnel who have access to PII or sensitive information receive training about the risks of disclosure and their responsibilities for protection of this type information.
- **Limiting Collection and Access:** GPLD collects the minimum information that is necessary to fulfill its objectives and avoids collection of unnecessary PII. Only employees who are required to use or handle PII or sensitive information will have access to such information. GBPLD has established administrative, technical, and physical safeguards to protect PII commensurate with the risk and magnitude of the harm that would result from its unauthorized access, use, modification, loss, destruction, dissemination, or disclosure. Physical files with PII or sensitive information are secured in filing cabinets, locked offices, and secured buildings as appropriate. Sensitive electronic files are protected through security mechanisms including the use of multi-factor authentication and encryption as appropriate.
- **Appropriately Maintaining Records:** GBPLD follows all applicable records management laws, regulations, and policies. Records are not maintained longer than required. Records containing PII or other sensitive information are disposed of appropriately.
- **Redacting Protected PII from Records Subject to Release:** As a public organization and a recipient of federal funds, certain GBPLD records may be subject to release under the Freedom of Information Act (FOIA). Protected PII will be redacted from documents prior to release.

Incident Response

A data breach occurs when PII or other sensitive information is viewed, leaked, or accessed by anyone who is not the individual, or someone authorized to have access to this information as part of his/her official duties. Staff must promptly report all suspected compromises of PII or sensitive information to their immediate supervisor or Department Director. Violations of GBPLD's information security policies will be referred to the Chief Executive Officer and personnel may be disciplined for security violations or irresponsible use.

Responsibilities

- Department Directors will ensure personnel receive appropriate training on the protection of PII and sensitive information related to their duties.
- The Chief Executive Officer will oversee the implementation and enforcement of this policy to ensure compliance.

Review of this Policy

The GBPLD Board of Trustees will review this policy annually to maintain best practices.

Related Policies

Identity Protection

Personnel Records and Confidentiality

(8/2025)

This policy is designed to establish techniques and procedures for the proper comparison of financial records, such as transactions, accounts, and statements, to ensure accuracy, consistency, and integrity in GBPLD's financial data. This policy establishes internal controls to effectively and efficiently minimize the risks associated with financial reconciliation practices, reduce the risks of fraud and costly errors, and protect the assets of the GBPLD. This policy applies to all employees, officers, and contractors doing business with GBPLD.

Requirements

- GBPLD will perform financial reconciliation in accordance with generally accepted accounting principles (GAAP) to provide accuracy and consistency in financial accounts.
- GBPLD will ensure written procedures exist for all applicable financial reconciliation activities, including but not limited to bank reconciliation, account reconciliation, invoice reconciliation, and balance sheet reconciliation.
- GBPLD will ensure responsibilities for financial reconciliation are segregated from collections and general ledger posting.
- Reconciliations will be performed consistently, and documentation will be maintained for audit purposes.
- GBPLD will ensure accurate, current, and complete disclosure of the financial results of each Federal award or program in accordance with the reporting requirements set forth in [§§ 200.328](#) and [200.329](#).
- To the extent possible, GBPLD will complete reconciliations prior to the certification of financial statements or financial reports. When it is not possible, reconciliations should be completed as soon as practicable after the issuance of statements or reports.

Responsibilities

- The Director of Finance will create written procedures for all forms of reconciliation that at a minimum address comparing internal records with various statements or reports, identifying and recording discrepancies, and resolving errors and balancing records.
- Written procedures will be reviewed and approved by the Director of Finance on an annual basis. They are also responsible for enforcing the segregation of duties and recommending improvements to the reconciliation process.
- The Director of Finance will complete reconciliations quarterly, monthly, or more frequently as needed, addressing specific aspects of GBPLD's financial activities. They are also responsible for maintaining appropriate documentation, escalating problems or variances with reconciliations, and providing justifications for material discrepancies.

(8/2025)