



Tuesday, March 18, 2025

Regular Board Meeting

6:30 PM

Addison Village Hall

1 Friendship Plaza

Board Room

Addison, IL 60101

1. **Call to Order**

2. **Roll Call**

Establishment of a quorum

3. **Pledge of Allegiance**

4. **Approval of the Agenda**

5. **Public Comment**

6. **Treasurer's Report**

The Treasurer will provide a report on the library's revenue for the month and year-to-date (YTD), as well as monthly and YTD expenditures, and monthly disbursements including payroll expenses.

Revenue

Received in February: \$63,848.29

YTD Revenue: \$6,852,889.89

Expenditures

Expended in February: \$981,714.76

YTD Expenditures: \$5,962,025.95

Disbursements

\$739,469.21 + February Payroll \$257,439.14

Grand Total for February Disbursements: \$996,908.35

7. **Consent Agenda**

A. Approval of Minutes

B. Approval of Bills & Disbursements

8. **Reports**

A. Director & Staff Reports

B. Statistics

C. Building Project Report

9. **Correspondence & Announcements**

A. Patron Communication

B. Other Correspondence

C. Library News

10. **New Business**

A. ACTION ITEM: Declaration of Surplus Equipment

B. ACTION ITEM: Director's Performance Review

1. Closed Session -

5 ILCS 120/2 (c) (1)

The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body, including hearing testimony on a complaint lodged against an employee to determine its validity.

5 ILCS 120/2(c)(11)

Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting.

11. Additional Discussion

12. Adjournment



Tuesday, March 18, 2025

Finance Committee Meeting, 6:00 PM
Addison Village Hall, 1 Friendship Plaza
Board Room, Addison, IL 60101

1. **Call to Order**
2. **Approval of Agenda**
3. **Public Comment**
4. **FY26 Draft Budget Review**
5. **Additional Discussion**
6. **Adjournment**



Tuesday, March 18, 2025

Regular Board Meeting, 6:30 PM
Addison Village Hall, 1 Friendship Plaza
Board Room, Addison, IL 60101

1. **Call to Order**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Approval of the Agenda**
5. **Public Comment**
6. **Treasurer's Report**
7. **Consent Agenda**
 - A. Approval of Minutes
 - B. Approval of Bills & Disbursements
8. **Reports**
 - A. Director & Staff Reports
 - B. Statistics
 - C. Building Project Report
9. **Correspondence & Announcements**
 - A. Patron Communication
 - B. Other Correspondence
 - C. Library News
10. **New Business**
 - A. ACTION ITEM: Declaration of Surplus Equipment
 - B. ACTION ITEM: Director's Performance Review
 1. Closed Session - 5 ILCS 120/2 (c) (1)
The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body, including hearing testimony on a complaint lodged against an employee to determine its validity.
11. **Additional Discussion**
12. **Adjournment**

Addison Public Library Balance Sheet as of February 28, 2025

	<u>Beginning Balance</u>	<u>M.T.D. Changes</u>	<u>Ending Balance</u>
<hr/> General Fund <hr/>			
<u>Assets</u>			
10-11-1030 - Cash on Hand - Petty Cash	205.35	0.00	205.35
10-11-1055 - Cash in Bank - Illinois National Bank E-Pay	9.40	0.00	9.40
10-11-1060 - Cash on Hand - Cash Registers	344.14	0.00	344.14
10-11-1065 - Cash in Bank - Harris Bank Friends	8,295.32	43.10	8,338.42
10-11-1070 - Cash in Bank - Harris Bank Librarian	2,000.00	0.00	2,000.00
10-11-1075 - Cash in Bank - Harris Bank Comingled	250,757.41	205,456.84	456,214.25
10-11-1085 - Cash in Bank - Ehlers	15,663,633.04	(281,893.09)	15,381,739.95
10-11-1095 - Cash in Bank - Harris Bank MM	6,322,565.63	(654,852.98)	5,667,712.65
10-11-2000 - Allocated Cash	(16,123,841.00)	335,911.82	(15,787,929.18)
10-12-0100 - Property Taxes Receivable	5,979,656.92	0.00	5,979,656.92
10-12-0101 - Due from State	53,215.63	0.00	53,215.63
	<u>12,156,841.84</u>	<u>(395,334.31)</u>	<u>11,761,507.53</u>
Liabilities and Fund Balance			
<u>Liabilities</u>			
10-21-2750 - Accounts Payable	145,928.37	4,040.41	149,968.78
10-22-0230 - Employee I.M.R.F. Payable	9,394.27	0.00	9,394.27
10-22-0260 - Def Annuity Withholding Payable	(125.00)	0.00	(125.00)
10-22-0390 - Accrued Payroll	79,692.59	0.00	79,692.59
10-24-0300 - Deferred Property Taxes	5,979,656.92	0.00	5,979,656.92
10-24-0301 - Deferred Revenue - Per Capita Grant	53,017.47	0.00	53,017.47
	<u>6,267,564.62</u>	<u>4,040.41</u>	<u>6,271,605.03</u>
Fund Balance			
10-30-2920 - Reserved - F.I.C.A.	(408,850.99)	0.00	(408,850.99)
10-30-2930 - Reserved - I.M.R.F.	144,313.11	0.00	144,313.11
10-30-2940 - Reserved - Unemployment Comp.	14,873.10	0.00	14,873.10
10-30-2950 - Reserved - Liability Insurance	11,717.53	0.00	11,717.53
10-30-2960 - Reserved - Audit	8,956.00	0.00	8,956.00
10-30-2965 - Reserved - Workers Comp	20,608.18	0.00	20,608.18
10-30-2970 - Reserved - Per Capita Grant	188,607.47	0.00	188,607.47
10-30-2990 - Unreserved Fund Balance	3,196,042.78	0.00	3,196,042.78
	<u>3,176,267.18</u>	<u>0.00</u>	<u>3,176,267.18</u>
Total Liabilities and Fund Balance	<u>9,443,831.80</u>	<u>4,040.41</u>	<u>9,447,872.21</u>
 Excess Revenues Over Expenses	<u>2,713,010.04</u>	<u>(399,374.72)</u>	<u>2,313,635.32</u>

Addison Public Library Balance Sheet as of February 28, 2025

	<u>Beginning Balance</u>	<u>M.T.D. Changes</u>	<u>Ending Balance</u>
<hr/> Capital Improvement Fund <hr/>			
<u>Assets</u>			
80-11-1110 - Cash in Bank - Ill Metropolitan	656,409.06	2,996.65	659,405.71
80-11-2000 - Allocated Cash	16,122,053.97	(335,911.82)	15,786,142.15
	16,778,463.03	(332,915.17)	16,445,547.86
Liabilities and Fund Balance			
<u>Liabilities</u>			
80-21-2750 - Accounts Payable	335,911.82	185,576.58	521,488.40
	335,911.82	185,576.58	521,488.40
<u>Fund Balance</u>			
80-30-2999 - Reserved for Capital Projects	17,346,830.84	0.00	17,346,830.84
	17,346,830.84	0.00	17,346,830.84
Total Liabilities and Fund Balance	17,682,742.66	185,576.58	17,868,319.24
Excess Revenues Over Expenses	(904,279.63)	(518,491.75)	(1,422,771.38)

<hr/> Rebillables Fund <hr/>			
<u>Assets</u>			
90-11-2000 - Allocated Cash	1,787.03	0.00	1,787.03
	1,787.03	0.00	1,787.03
Liabilities and Fund Balance			
<u>Liabilities</u>			
<u>Fund Balance</u>			
90-30-2990 - Fund Balance	1,787.03	0.00	1,787.03
	1,787.03	0.00	1,787.03
Total Liabilities and Fund Balance	1,787.03	0.00	1,787.03

Addison Public Library Balance Sheet as of February 28, 2025

	<u>Beginning Balance</u>	<u>M.T.D. Changes</u>	<u>Ending Balance</u>
<hr/> Total All Funds <hr/>			
<u>Assets</u>			
Cash on Hand - Petty Cash	205.35	0.00	205.35
Cash in Bank - Illinois National Bank	9.40	0.00	9.40
Cash on Hand - Cash Registers	344.14	0.00	344.14
Cash in Bank - Harris Bank Friends	8,295.32	43.10	8,338.42
Cash in Bank - Harris Bank Librarian	2,000.00	0.00	2,000.00
Cash in Bank - Harris Bank Comingled	250,757.41	205,456.84	456,214.25
Cash in Bank - Ehlers	15,663,633.04	(281,893.09)	15,381,739.95
Cash in Bank - Harris Bank MM	6,322,565.63	(654,852.98)	5,667,712.65
Cash in Bank - Ill Metropolitan	656,409.06	2,996.65	659,405.71
Property Taxes Receivable	5,979,656.92	0.00	5,979,656.92
Due from State	53,215.63	0.00	53,215.63
	<u>28,937,091.90</u>	<u>(728,249.48)</u>	<u>28,208,842.42</u>
 Liabilities and Fund Balance			
<u>Liabilities</u>			
Accounts Payable	481,840.19	189,616.99	671,457.18
Employee I.M.R.F. Payable	9,394.27	0.00	9,394.27
Def Annuity Withholding Payable	(125.00)	0.00	(125.00)
Accrued Payroll	79,692.59	0.00	79,692.59
Deferred Property Taxes	5,979,656.92	0.00	5,979,656.92
Deferred Revenue - Per Capita Grant	53,017.47	0.00	53,017.47
	<u>6,603,476.44</u>	<u>189,616.99</u>	<u>6,793,093.43</u>
 <u>Fund Balance</u>			
Reserved - F.I.C.A.	(408,850.99)	0.00	(408,850.99)
Reserved - I.M.R.F.	144,313.11	0.00	144,313.11
Reserved - Unemployment Comp.	14,873.10	0.00	14,873.10
Reserved - Liability Insurance	11,717.53	0.00	11,717.53
Reserved - Audit	8,956.00	0.00	8,956.00
Reserved - Workers Comp	20,608.18	0.00	20,608.18
Reserved - Per Capita Grant	188,607.47	0.00	188,607.47
Unreserved Fund Balance	3,197,829.81	0.00	3,197,829.81
Reserved for Capital Projects	17,346,830.84	0.00	17,346,830.84
	<u>20,524,885.05</u>	<u>0.00</u>	<u>20,524,885.05</u>
 Total Liabilities & Fund Balance	<u>27,128,361.49</u>	<u>189,616.99</u>	<u>27,317,978.48</u>
 Excess Revenues Over Expenditures	<u>1,808,730.41</u>	<u>(917,866.47)</u>	<u>890,863.94</u>

Addison Public Library Balance Sheet as of February 28, 2025

	Beginning <u>Balance</u>	M.T.D. <u>Changes</u>	Ending <u>Balance</u>
General Capital Assets Fund			
<u>Assets</u>			
95-14-0400 - Building Improvements	1,060,653.18	0.00	1,060,653.18
95-14-0410 - Construction in Progress	544,034.00	0.00	544,034.00
95-14-0450 - Books and Materials	3,316,608.82	0.00	3,316,608.82
95-14-0480 - Office Equipment	<u>1,169,651.00</u>	<u>0.00</u>	<u>1,169,651.00</u>
	<u>6,090,947.00</u>	<u>0.00</u>	<u>6,090,947.00</u>
Liabilities and Fund Balance			
<u>Liabilities</u>			
95-20-1000 - Accumulated Depreciation	<u>2,560,408.00</u>	<u>0.00</u>	<u>2,560,408.00</u>
	<u>2,560,408.00</u>	<u>0.00</u>	<u>2,560,408.00</u>
<u>Net Capital Assets</u>			
95-30-0600 - Net Capital Assets	<u>3,530,539.00</u>	<u>0.00</u>	<u>3,530,539.00</u>
	<u>3,530,539.00</u>	<u>0.00</u>	<u>3,530,539.00</u>
Total Liabilities and Net Capital Assets	<u><u>6,090,947.00</u></u>	<u><u>0.00</u></u>	<u><u>6,090,947.00</u></u>

Addison Public Library Revenue Report For the 10 Months Ended February 28, 2025

<u>General Fund</u>	<u>Received this Month</u>	<u>Received this Year</u>	<u>Budgeted Receipts</u>	<u>Uncollected Receipts</u>	<u>Prct. Collected</u>
<u>Taxes</u>					
10-41-3201 - Property Current - General	0.00	5,273,039.21	5,292,463.18	19,423.97	99.63
10-41-3202 - Property Current - F.I.C.A.	0.00	285,152.80	286,203.19	1,050.39	99.63
10-41-3203 - Property Current - I.M.R.F.	0.00	300,401.62	301,508.17	1,106.55	99.63
10-41-3205 - Property Current - Liability Insurance	0.00	60,995.25	61,219.93	224.68	99.63
10-41-3206 - Property Current - Audit	0.00	7,624.40	7,652.49	28.09	99.63
10-41-3207 - Property Current - Unemployment	0.00	4,574.65	4,591.49	16.84	99.63
10-41-3208 - Property Current - Workers Compensation	0.00	4,574.65	4,591.49	16.84	99.63
10-41-3301 - Replacement Taxes	0.00	62,210.14	100,000.00	37,789.86	62.21
10-41-3400 - Aggregate Refunds	<u>0.00</u>	<u>21,348.34</u>	<u>21,426.98</u>	<u>78.64</u>	<u>99.63</u>
	<u>0.00</u>	<u>6,019,921.06</u>	<u>6,079,656.92</u>	<u>59,735.86</u>	<u>99.02</u>
<u>Fines & Fees</u>					
10-42-3010 - Fines	437.05	5,498.67	5,000.00	(498.67)	109.97
10-42-3011 - Reciprocal Borrowing Reimbursements	244.46	1,566.74	1,000.00	(566.74)	156.67
10-42-3012 - Nonresident Fees	0.00	1,811.62	3,500.00	1,688.38	51.76
10-42-3016 - Scanner Fees	893.34	8,150.84	6,500.00	(1,650.84)	125.40
10-42-3023 - Activity Fees	(825.30)	0.00	0.00	0.00	0.00
10-42-3099 - Printing and Other Fees	<u>1,448.58</u>	<u>6,630.68</u>	<u>5,000.00</u>	<u>(1,630.68)</u>	<u>132.61</u>
	<u>2,198.13</u>	<u>23,658.55</u>	<u>21,000.00</u>	<u>(2,658.55)</u>	<u>112.66</u>
<u>Intergovernmental</u>					
10-43-3004 - Per Capita Grant - Current Year	0.00	53,017.47	52,660.00	(357.47)	100.68
10-43-3009 - Other Grants	0.00	300.00	0.00	(300.00)	0.00
10-43-3016 - Pathways to Success Grant	<u>0.00</u>	<u>2,000.00</u>	<u>0.00</u>	<u>(2,000.00)</u>	<u>0.00</u>
	<u>0.00</u>	<u>55,317.47</u>	<u>52,660.00</u>	<u>(2,657.47)</u>	<u>105.05</u>
<u>Interest</u>					
10-46-3028 - Other Interest Income	4,572.67	59,294.17	20,000.00	(39,294.17)	296.47
10-46-3029 - Interest on TD Ameritrade	<u>54,018.73</u>	<u>654,850.41</u>	<u>300,000.00</u>	<u>(354,850.41)</u>	<u>218.28</u>
	<u>58,591.40</u>	<u>714,144.58</u>	<u>320,000.00</u>	<u>(394,144.58)</u>	<u>223.17</u>
<u>Miscellaneous</u>					
10-47-3014 - Donations	0.01	(449.12)	100.00	549.12	(449.12)
10-47-3024 - Other Income	0.00	7,577.14	2,500.00	(5,077.14)	303.09
10-47-3030 - Friends of Addison Public Library	62.10	4,197.76	7,500.00	3,302.24	55.97
10-47-3031 - Friends Hispanic Program	<u>0.00</u>	<u>0.00</u>	<u>450.00</u>	<u>450.00</u>	<u>0.00</u>
	<u>62.11</u>	<u>11,325.78</u>	<u>10,550.00</u>	<u>(775.78)</u>	<u>107.35</u>
Total Non-Tax Revenues	<u>60,851.64</u>	<u>804,446.38</u>	<u>404,210.00</u>	<u>(400,236.38)</u>	<u>199.02</u>
Total General Fund Revenues	<u>60,851.64</u>	<u>6,824,367.44</u>	<u>6,483,866.92</u>	<u>(340,500.52)</u>	<u>105.25</u>

**Addison Public Library
Revenue Report
For the 10 Months Ended February 28, 2025**

	<u>Received this Month</u>	<u>Received this Year</u>	<u>Budgeted Receipts</u>	<u>Uncollected Receipts</u>	<u>Prct. Collected</u>
<u>Capital Improvement Fund</u>					
<u>Other</u>					
80-46-3029 - Interest on IMET	2,996.65	28,522.45	20,000.00	(8,522.45)	142.61
80-47-3019 - Capital Donations	<u>0.00</u>	<u>0.00</u>	<u>100,000.00</u>	<u>100,000.00</u>	<u>0.00</u>
	<u>2,996.65</u>	<u>28,522.45</u>	<u>120,000.00</u>	<u>91,477.55</u>	<u>23.77</u>
<u>Transfers</u>					
Total Capital Improvement Fund Revenues	<u>2,996.65</u>	<u>28,522.45</u>	<u>120,000.00</u>	<u>91,477.55</u>	<u>23.77</u>
<u>Rebillables Fund</u>					
<u>Miscellaneous</u>					
Total All Funds	<u>63,848.29</u>	<u>6,852,889.89</u>	<u>6,603,866.92</u>	<u>(249,022.97)</u>	<u>103.77</u>

Addison Public Library Expense Report For the 10 Months Ended February 28, 2025

	<u>M.T.D.</u> <u>Expended</u>	<u>Y.T.D.</u> <u>Expended</u>	<u>Budgeted</u> <u>Amount</u>	<u>Budgeted</u> <u>Remain.</u>	<u>Prct.</u> <u>Expend.</u>	<u>Prct.</u> <u>Remain.</u>
<u>General Fund</u>						
<u>Staffing</u>						
10-50-1100 - Staff Salaries and Wages	226,739.53	2,463,371.41	3,440,882.00	977,510.59	71.59	28.41
10-50-2200 - Employer F.I.C.A. Expense	17,060.04	185,331.42	263,228.00	77,896.58	70.41	29.59
10-50-2300 - Employer I.M.R.F. Expense	13,640.33	130,181.99	180,710.00	50,528.01	72.04	27.96
10-50-2400 - Health Insurance	36,428.88	365,412.24	513,175.00	147,762.76	71.21	28.79
10-50-2450 - Employee Assistance Program	0.00	3,412.50	3,420.00	7.50	99.78	0.22
10-50-2500 - Recruiting	<u>0.00</u>	<u>0.00</u>	<u>1,000.00</u>	<u>1,000.00</u>	<u>0.00</u>	<u>100.00</u>
	<u>293,868.78</u>	<u>3,147,709.56</u>	<u>4,402,415.00</u>	<u>1,254,705.44</u>	<u>71.50</u>	<u>28.50</u>
<u>Library Materials</u>						
<u>Children Services</u>						
10-52-3100 - Children Books	6,235.65	55,603.51	71,000.00	15,396.49	78.31	21.69
10-52-3900 - Children Other Expenditures	<u>1,284.07</u>	<u>19,517.44</u>	<u>28,000.00</u>	<u>8,482.56</u>	<u>69.71</u>	<u>30.29</u>
	<u>7,519.72</u>	<u>75,120.95</u>	<u>99,000.00</u>	<u>23,879.05</u>	<u>75.88</u>	<u>24.12</u>
<u>Adult Services</u>						
10-54-3110 - Adult Books	14,442.72	123,927.64	167,000.00	43,072.36	74.21	25.79
10-54-3900 - Adult Other Expenditures	<u>7,123.66</u>	<u>65,428.17</u>	<u>88,000.00</u>	<u>22,571.83</u>	<u>74.35</u>	<u>25.65</u>
	<u>21,566.38</u>	<u>189,355.81</u>	<u>255,000.00</u>	<u>65,644.19</u>	<u>74.26</u>	<u>25.74</u>
<u>Other Library Materials</u>						
10-55-3400 - Magazines/News	205.04	9,709.63	10,500.00	790.37	92.47	7.53
10-55-3500 - Online Databases	4,667.00	176,837.20	223,000.00	46,162.80	79.30	20.70
10-55-3860 - E-Books	12,598.11	69,336.09	75,000.00	5,663.91	92.45	7.55
10-55-3900 - Other Digital Media	<u>40,000.00</u>	<u>44,719.00</u>	<u>46,000.00</u>	<u>1,281.00</u>	<u>97.22</u>	<u>2.78</u>
	<u>57,470.15</u>	<u>300,601.92</u>	<u>354,500.00</u>	<u>53,898.08</u>	<u>84.80</u>	<u>15.20</u>
Total Library Materials	<u>86,556.25</u>	<u>565,078.68</u>	<u>708,500.00</u>	<u>143,421.32</u>	<u>79.76</u>	<u>20.24</u>
<u>General Contractual Services</u>						
10-56-4100 - Legal Fees	3,799.25	8,749.67	12,000.00	3,250.33	72.91	27.09
10-56-4410 - Collection Agency Fees	126.30	2,783.10	3,500.00	716.90	79.52	20.48
10-56-4420 - Equipment Rental & Leasing	0.00	3,071.43	4,000.00	928.57	76.79	23.21
10-56-4450 - Accounting Service Fees	1,940.00	20,170.00	23,830.00	3,660.00	84.64	15.36
10-56-4500 - Payroll Service Fees	5,099.52	41,559.04	56,210.00	14,650.96	73.94	26.06
10-56-4600 - Audit Service Fees	0.00	6,798.00	6,798.00	0.00	100.00	0.00
10-56-4900 - Other Contracts	<u>3,327.22</u>	<u>35,182.99</u>	<u>60,000.00</u>	<u>24,817.01</u>	<u>58.64</u>	<u>41.36</u>
	<u>14,292.29</u>	<u>118,314.23</u>	<u>166,338.00</u>	<u>48,023.77</u>	<u>71.13</u>	<u>28.87</u>

Addison Public Library Expense Report For the 10 Months Ended February 28, 2025

	<u>M.T.D.</u> <u>Expended</u>	<u>Y.T.D.</u> <u>Expended</u>	<u>Budgeted</u> <u>Amount</u>	<u>Budgeted</u> <u>Remain.</u>	<u>Prct.</u> <u>Expend.</u>	<u>Prct.</u> <u>Remain.</u>
<u>Physical Services</u>						
<u>Utilities and Services</u>						
10-58-5100 - Natural Gas Service	3,484.39	15,343.01	28,000.00	12,656.99	54.80	45.20
10-58-5120 - Water Service	553.20	2,956.08	4,000.00	1,043.92	73.90	26.10
10-58-5310 - Refuse Disposal Service	399.73	3,297.57	4,265.00	967.43	77.32	22.68
10-58-5320 - Cleaning Service	<u>4,813.00</u>	<u>52,826.00</u>	<u>77,000.00</u>	<u>24,174.00</u>	<u>68.61</u>	<u>31.39</u>
	<u>9,250.32</u>	<u>74,422.66</u>	<u>113,265.00</u>	<u>38,842.34</u>	<u>65.71</u>	<u>34.29</u>
<u>Telecommunications</u>						
10-58-5510 - Telephone	37.60	4,605.18	11,500.00	6,894.82	40.05	59.95
10-58-5570 - Leased Internet Access Line	<u>1,447.89</u>	<u>7,514.47</u>	<u>7,500.00</u>	<u>(14.47)</u>	<u>100.19</u>	<u>(0.19)</u>
	<u>1,485.49</u>	<u>12,119.65</u>	<u>19,000.00</u>	<u>6,880.35</u>	<u>63.79</u>	<u>36.21</u>
<u>Maintenance and Repair</u>						
10-58-5610 - Building Supplies	2,785.46	28,115.85	45,000.00	16,884.15	62.48	37.52
10-58-5620 - HVAC	0.00	10,930.83	35,000.00	24,069.17	31.23	68.77
10-58-5690 - Other Building Materials & Repair	0.00	4,529.62	15,000.00	10,470.38	30.20	69.80
10-58-5710 - Equipment Maintenance & Repair	<u>2,441.90</u>	<u>51,930.36</u>	<u>85,000.00</u>	<u>33,069.64</u>	<u>61.09</u>	<u>38.91</u>
	<u>5,227.36</u>	<u>95,506.66</u>	<u>180,000.00</u>	<u>84,493.34</u>	<u>53.06</u>	<u>46.94</u>
Total Physical Services	<u>15,963.17</u>	<u>182,048.97</u>	<u>312,265.00</u>	<u>130,216.03</u>	<u>58.30</u>	<u>41.70</u>
<u>Automation</u>						
10-61-4800 - System Development	0.00	25,500.00	49,000.00	23,500.00	52.04	47.96
10-61-6100 - ILS Services	15,072.00	45,216.00	67,000.00	21,784.00	67.49	32.51
10-61-6200 - Software/Licenses	<u>(6,899.69)</u>	<u>65,174.20</u>	<u>100,000.00</u>	<u>34,825.80</u>	<u>65.17</u>	<u>34.83</u>
	<u>8,172.31</u>	<u>135,890.20</u>	<u>216,000.00</u>	<u>80,109.80</u>	<u>62.91</u>	<u>37.09</u>
<u>Continuing Education</u>						
10-62-7410 - Administration	99.00	1,028.00	3,500.00	2,472.00	29.37	70.63
10-62-7420 - Information Technology	320.00	1,452.74	1,600.00	147.26	90.80	9.20
10-62-7430 - Guest Services	0.00	910.00	1,500.00	590.00	60.67	39.33
10-62-7440 - Adult Services	739.00	2,335.77	2,500.00	164.23	93.43	6.57
10-62-7450 - Children Services	320.00	975.00	1,200.00	225.00	81.25	18.75
10-62-7455 - Teen Services	0.00	651.65	1,200.00	548.35	54.30	45.70
10-62-7460 - Materials Management	520.00	2,515.98	2,700.00	184.02	93.18	6.82
10-62-7470 - Staff In-Service	396.21	2,425.04	7,500.00	5,074.96	32.33	67.67
10-62-7480 - Board	0.00	465.00	2,500.00	2,035.00	18.60	81.40
10-62-7500 - Community Engagement	320.00	1,571.47	2,115.00	543.53	74.30	25.70
10-62-7510 - Memberships (Staff & Board)	1,079.00	7,945.88	11,000.00	3,054.12	72.24	27.76
10-62-7550 - In-State Travel	347.84	8,685.89	13,800.00	5,114.11	62.94	37.06
10-62-7560 - Out-of-State Travel	0.00	2,806.66	6,500.00	3,693.34	43.18	56.82
10-62-7600 - Tuition Reimbursement	<u>0.00</u>	<u>0.00</u>	<u>6,500.00</u>	<u>6,500.00</u>	<u>0.00</u>	<u>100.00</u>
	<u>4,141.05</u>	<u>33,769.08</u>	<u>64,115.00</u>	<u>30,345.92</u>	<u>52.67</u>	<u>47.33</u>

Addison Public Library Expense Report For the 10 Months Ended February 28, 2025

	<u>M.T.D.</u> <u>Expended</u>	<u>Y.T.D.</u> <u>Expended</u>	<u>Budgeted</u> <u>Amount</u>	<u>Budgeted</u> <u>Remain.</u>	<u>Prct.</u> <u>Expend.</u>	<u>Prct.</u> <u>Remain.</u>
<u>Programs</u>						
10-64-8100 - Adult Services Programs	652.67	18,555.40	28,000.00	9,444.60	66.27	33.73
10-64-8120 - Children Services Programs - General	408.49	11,742.76	17,000.00	5,257.24	69.08	30.92
10-64-8160 - Teen Program	1,970.60	12,587.42	19,000.00	6,412.58	66.25	33.75
10-64-8165 - Community Engagement Program	218.59	2,579.77	5,075.00	2,495.23	50.83	49.17
10-64-8170 - IT Programs	<u>361.24</u>	<u>4,612.71</u>	<u>6,500.00</u>	<u>1,887.29</u>	<u>70.96</u>	<u>29.04</u>
	<u>3,611.59</u>	<u>50,078.06</u>	<u>75,575.00</u>	<u>25,496.94</u>	<u>66.26</u>	<u>33.74</u>
<u>PR/Marketing</u>						
10-64-8210 - Newsletter	6,722.53	35,184.42	52,350.00	17,165.58	67.21	32.79
10-64-8220 - Flyers/Brochures	635.00	6,349.95	15,150.00	8,800.05	41.91	58.09
10-64-8910 - Other Promotions	<u>4,217.91</u>	<u>18,547.22</u>	<u>62,000.00</u>	<u>43,452.78</u>	<u>29.91</u>	<u>70.09</u>
	<u>11,575.44</u>	<u>60,081.59</u>	<u>129,500.00</u>	<u>69,418.41</u>	<u>46.40</u>	<u>53.60</u>
<u>Other Operating Expenses</u>						
<u>Supplies</u>						
10-66-9210 - Office Supplies	951.54	4,477.79	7,500.00	3,022.21	59.70	40.30
10-66-9220 - Guest Services Supplies	1,218.46	5,208.94	5,500.00	291.06	94.71	5.29
10-66-9230 - Adult Services Supplies	0.00	851.47	1,000.00	148.53	85.15	14.85
10-66-9240 - Children Services Supplies	38.97	2,301.32	3,000.00	698.68	76.71	23.29
10-66-9245 - Teen Services Supplies	195.53	688.65	1,000.00	311.35	68.87	31.13
10-66-9250 - Materials Management Supplies	4,882.41	24,402.74	35,000.00	10,597.26	69.72	30.28
10-66-9270 - Information Technology Supplies	463.16	22,978.89	27,000.00	4,021.11	85.11	14.89
10-66-9290 - Postage	191.35	4,271.35	10,000.00	5,728.65	42.71	57.29
10-66-9300 - Library Wide Supplies	256.94	6,522.64	11,000.00	4,477.36	59.30	40.70
10-66-9330 - Community Engagement Supplies	<u>113.96</u>	<u>2,877.38</u>	<u>4,320.00</u>	<u>1,442.62</u>	<u>66.61</u>	<u>33.39</u>
	<u>8,312.32</u>	<u>74,581.17</u>	<u>105,320.00</u>	<u>30,738.83</u>	<u>70.81</u>	<u>29.19</u>
<u>Insurance</u>						
10-66-9510 - Unemployment Compensation Insurance	0.00	1,011.59	5,000.00	3,988.41	20.23	79.77
10-66-9520 - Workers' Compensation Insurance	0.00	10,867.00	10,867.00	0.00	100.00	0.00
10-66-9530 - Liability Insurance	<u>0.00</u>	<u>51,546.00</u>	<u>55,500.00</u>	<u>3,954.00</u>	<u>92.88</u>	<u>7.12</u>
	<u>0.00</u>	<u>63,424.59</u>	<u>71,367.00</u>	<u>7,942.41</u>	<u>88.87</u>	<u>11.13</u>
<u>Grant Expenses</u>						
10-66-9840 - Per Capita Grant - Current Year	845.64	3,770.64	52,660.00	48,889.36	7.16	92.84
10-66-9850 - Per Capita Grant - Prior Year	0.00	18,439.32	36,321.86	17,882.54	50.77	49.23
10-66-9886 - Pathways to Success Grant Expenses	<u>856.94</u>	<u>856.94</u>	<u>0.00</u>	<u>(856.94)</u>	<u>0.00</u>	<u>100.00</u>
	<u>1,702.58</u>	<u>23,066.90</u>	<u>88,981.86</u>	<u>65,914.96</u>	<u>25.92</u>	<u>74.08</u>

Addison Public Library Expense Report For the 10 Months Ended February 28, 2025

	<u>M.T.D. Expended</u>	<u>Y.T.D. Expended</u>	<u>Budgeted Amount</u>	<u>Budgeted Remain.</u>	<u>Prct. Expend.</u>	<u>Prct. Remain.</u>
<u>Other Expenses</u>						
10-66-9910 - Hardware	7,249.42	32,683.69	50,000.00	17,316.31	65.37	34.63
10-66-9920 - Furniture and Equipment	2,807.03	9,275.48	10,000.00	724.52	92.75	7.25
10-66-9930 - Reciprocal Borrowing Expense	0.00	163.00	1,000.00	837.00	16.30	83.70
10-66-9940 - Cable Broadcast	800.00	4,400.00	4,800.00	400.00	91.67	8.33
10-66-9950 - Donations	(7.49)	1,151.75	0.00	(1,151.75)	0.00	100.00
10-66-9951 - Friends Hispanic Program	0.00	59.80	450.00	390.20	13.29	86.71
10-66-9960 - Friends of the Library	0.00	2,492.38	7,500.00	5,007.62	33.23	66.77
10-66-9970 - FUNshine Committee	190.02	2,180.09	4,500.00	2,319.91	48.45	51.55
10-66-9980 - Staff Recognition	991.60	4,282.90	9,100.00	4,817.10	47.06	52.94
	<u>12,030.58</u>	<u>56,689.09</u>	<u>87,350.00</u>	<u>30,660.91</u>	<u>64.90</u>	<u>35.10</u>
<u>Transfers</u>						
Total Other Operating Expenses	<u>22,045.48</u>	<u>217,761.75</u>	<u>353,018.86</u>	<u>135,257.11</u>	<u>61.69</u>	<u>38.31</u>
Total General Fund Expenditures	<u>460,226.36</u>	<u>4,510,732.12</u>	<u>6,427,726.86</u>	<u>1,916,994.74</u>	<u>70.18</u>	<u>29.82</u>
<u>Capital Improvement Fund</u>						
<u>Asset Replacement</u>						
80-55-1900 - Asset Replacement Expense	0.00	5,875.00	300,000.00	294,125.00	1.96	98.04
80-55-1905 - Renovation Project	521,488.40	1,445,418.83	10,000,000.00	8,554,581.17	14.45	85.55
	<u>521,488.40</u>	<u>1,451,293.83</u>	<u>10,300,000.00</u>	<u>8,848,706.17</u>	<u>14.09</u>	<u>85.91</u>
<u>RFID Project</u>						
80-65-1940 - RFID Project	0.00	0.00	0.00	0.00	0.00	100.00
Total Capital Improvement Fund Expenditures	<u>521,488.40</u>	<u>1,451,293.83</u>	<u>10,300,000.00</u>	<u>8,848,706.17</u>	<u>14.09</u>	<u>85.91</u>
<u>Rebillables Fund</u>						
90-50-5900 - Personal Orders	0.00	0.00	0.00	0.00	0.00	100.00
90-50-5950 - Interlibrary Loans, etc.	0.00	0.00	0.00	0.00	0.00	100.00
Total All Funds	<u>981,714.76</u>	<u>5,962,025.95</u>	<u>16,727,726.86</u>	<u>10,765,700.91</u>	<u>35.64</u>	<u>64.36</u>

**Addison Public Library
Check Register**

All Bank Accounts
February 2025

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
Vendor Checks						
ADP, LLC #110146				21606	02/11/25	<u>4,529.62</u>
10-56-4500	Payroll Service Fees	Inv #682827208	4,154.42			
10-56-4500	Payroll Service Fees	Inv #682825563	375.20			
Albertsons - Safeway 112213				21607	02/11/25	<u>560.56</u>
10-64-8160	Teen Program	1/27/25	133.73			
10-64-8160	Teen Program	1/17/25 Dianne's Party	145.94			
10-64-8160	Teen Program	1/13/25 Jan/Feb Visits	126.49			
10-66-9980	Staff Recognition	1/27/25	97.43			
10-66-9970	FUNshine Committee	1/17/2025 Dianne's Party	56.97			
Mission Square 231901				21608	02/11/25	<u>2,959.51</u>
10-22-0260	Def Annuity Withholding Payable	Plan #306740 Payroll 2/12/25	2,959.51			
Nicor Gas 241916				21609	02/11/25	<u>3,484.39</u>
10-58-5100	Natural Gas Service	ACCT #66-89-55-1902 4	3,484.39			
Republic Services #551 122869				21610	02/11/25	<u>399.73</u>
10-58-5310	Refuse Disposal Service	Inv #0551-016180457	399.73			
Village of Addison - HSA				21611	02/11/25	<u>2,756.90</u>
10-50-2400	Health Insurance	EE & ER HSA Contribution 2/12/25 Payroll	2,756.90			
VisoGraphic 322200				21612	02/11/25	<u>6,844.37</u>
10-64-8910	Other Promotions	Inv #258332	121.84			
10-64-8210	Newletter	Inv #244222	6,722.53			
Amazon Capital Services 112300				21613	02/12/25	<u>983.66</u>
10-66-9970	FUNshine Committee	INV 1CC7 6KVY 7GDG	23.98			
10-64-8160	Teen Program	INV 1TQ9 RL37 RPRV	19.98			
10-66-9950	Donations	INV 1JRJ 4RRG 1G64	400.00			
10-64-8120	Children Services Programs - General	INV 1FYQ XW6M 16N1	24.54			
10-64-8120	Children Services Programs - General	INV 11RH T1CX 7C91	18.97			
10-64-8120	Children Services Programs - General	INV 1JRJ 4RRG 1G64	10.73			
10-64-8120	Children Services Programs - General	INV 1TQ9 RL37 4DKQ	71.77			
10-64-8120	Children Services Programs - General	INV 1RXP 7PXY 7YQ6	214.24			
10-66-9240	Children Services Supplies	INV 1H1X P49G YWFX	122.22			
10-66-9240	Children Services Supplies	INV 1HYN WWPW 17QJ	60.74			
10-66-9270	Information Technology Supplies	INV 1WWF GGVY 6X4W	16.49			

Addison Public Library Check Register

All Bank Accounts
February 2025

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
Amazon Capital Services 112300				21614	02/12/25	<u>1,127.06</u>
10-52-3100	Children Books	INV 174K R9NQ 7XGH	51.94			
10-52-3100	Children Books	INV 1PPV PVF4 CC4C	54.82			
10-52-3100	Children Books	INV 1GLP WHFG 47PW	180.96			
10-54-3110	Adult Books	INV 1QP6 JFKV 4HVG	160.39			
10-54-3900	Adult Other Expenditures	INV 1W11 GK3X 6W9F	71.20			
10-54-3900	Adult Other Expenditures	INV 1RNK 4CM6 3YPD	87.90			
10-54-3900	Adult Other Expenditures	INV 1PLP DP66 9YWR	27.23			
10-66-9240	Children Services Supplies	INV 1JM9 H4W4 6Y16	6.24			
10-66-9240	Children Services Supplies	INV 139F 6YPW 63DW	38.97			
10-64-8170	IT Programs	INV 1DJJ F9LN C36X	129.65			
10-66-9980	Staff Recognition	Amazon Capital Services 112300	270.00			
10-66-9250	Materials Management Supplies	INV 196R MC6F C4RN	47.76			
American Library Association				21615	02/12/25	<u>1,581.00</u>
10-62-7510	Memberships (Staff & Board)	Member ID 2152903 Moore	187.00			
10-62-7510	Memberships (Staff & Board)	Member ID 2203340 Eilers	125.00			
10-62-7510	Memberships (Staff & Board)	Member ID 0261961 Dini	210.00			
10-62-7510	Memberships (Staff & Board)	Member ID 2313014 Van Der Heyden	117.00			
10-62-7510	Memberships (Staff & Board)	Member ID 2343757 Williams	125.00			
10-62-7510	Memberships (Staff & Board)	Member ID 0256685 Liu	210.00			
10-62-7510	Memberships (Staff & Board)	Member ID 2298264 Lynch	187.00			
10-62-7510	Memberships (Staff & Board)	Member ID 0171705 Medjo Me Zengue	210.00			
10-62-7510	Memberships (Staff & Board)	Member ID 2312663 Tafolla	210.00			
Lesley Cyrier 892152				21616	02/12/25	<u>56.76</u>
10-64-8160	Teen Program	Rosati's Pizza Program	26.07			
10-64-8100	Adult Services Programs	Rosati's Pizza Program	26.07			
10-62-7550	In-State Travel	Kiwanis on 2/4/25	2.94			
10-62-7550	In-State Travel	Food Pantry Pick Up	1.68			
Aunt Tina's Sounds Bites LLC				21617	02/20/25	<u>250.00</u>
10-64-8160	Teen Program	Chef Presentation on 3/4/25	250.00			
IL Library Association 192210				21618	02/20/25	<u>150.00</u>
10-62-7510	Memberships (Staff & Board)	Inv #302207 - Welko	150.00			
IL Library Association 192210				21618	02/20/25	<u>(150.00)</u>
10-62-7510	Memberships (Staff & Board)	IL Library Association 192210	-150.00			

Addison Public Library Check Register

All Bank Accounts
February 2025

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
Verizon 10-58-5570	Leased Internet Access Line	Inv #6105405463	97.12	21619	02/20/25	<u>97.12</u>
Village of Addison: Misc Exp 500010 10-22-0255	Other Insurance Withholding Payable	TransAmerica January 2025	240.01	21620	02/20/25	<u>240.01</u>
Village of Addison: Misc Exp 500010 10-22-0255	Other Insurance Withholding Payable	AllState ID March 2025	75.70	21621	02/20/25	<u>75.70</u>
Village of Addison: Misc Exp 500010 10-22-0255	Other Insurance Withholding Payable	MetLife Hyatt Legal March 2025	110.00	21622	02/20/25	<u>110.00</u>
Village of Addison: Misc Exp 500010 10-22-0255	Other Insurance Withholding Payable	Mutual of Omaha Worksite Benefits March 2025	519.03	21623	02/20/25	<u>519.03</u>
Village of Addison: Misc Exp 500010 10-22-0255	Other Insurance Withholding Payable	Mutual of Omaha Self Bill/AD&D March 2025	826.64	21624	02/20/25	<u>826.64</u>
Village of Addison:Health Ins 500011 10-50-2400	Health Insurance	BCBS March 2025	32,109.08	21625	02/20/25	<u>32,109.08</u>
Village of Addison:Health Ins 500011 10-50-2400	Health Insurance	VSP March 2025	306.91	21626	02/20/25	<u>306.91</u>
Village of Addison:Health Ins 500011 10-50-2400	Health Insurance	Delta Dental March 2025	2,327.57	21627	02/20/25	<u>2,327.57</u>
LACONI, Inc. 221163 10-62-7510	Memberships (Staff & Board)	INV #-0522	150.00	21628	02/24/25	<u>150.00</u>
Mission Square 231901 10-22-0260	Def Annuity Withholding Payable	Mission Square Plan #306740 2/26/25 Pay Date	2,959.51	21629	02/24/25	<u>2,959.51</u>
Village of Addison - HSA 10-50-2400	Health Insurance	EE & ER HSA Contributions of 2/26/25 Pay Date	2,756.90	21630	02/24/25	<u>2,756.90</u>
Addison Public Library 500004 10-11-1070	Cash in Bank - Harris Bank Librarian	Reimbursement for Deluxe Small Business Checks	239.71	39103	03/06/25	<u>239.71</u>

Addison Public Library

Check Register

All Bank Accounts

February 2025

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
ADP, LLC #110146				39104	03/06/25	<u>569.90</u>
10-56-4500	Payroll Service Fees	INV 683786904	569.90			
Amazon Capital Services 112300				39105	03/06/25	<u>818.07</u>
10-64-8160	Teen Program	1XCT NRPG V4YC	59.87			
10-52-3100	Children Books	11L3 DKTQ YT3M	-28.42			
10-52-3100	Children Books	1VDJ 9HY1 6WJD	27.71			
10-52-3100	Children Books	17JG LGYT 4XCQ	69.23			
10-54-3110	Adult Books	11PG 93MW VYCL	93.54			
10-54-3110	Adult Books	1KV7 7MYP XGRD	-12.79			
10-54-3110	Adult Books	1FC7 CPHH W4MK	40.96			
10-54-3110	Adult Books	19L1 HKX3 4V74	345.00			
10-54-3900	Adult Other Expenditures	1RV4 L61V VXG1	-34.06			
10-54-3900	Adult Other Expenditures	1YF3 D1NV WXJ1	28.69			
10-54-3900	Adult Other Expenditures	1Y7F RTCP XR1C	44.61			
10-54-3900	Adult Other Expenditures	1VD 9HY1 76MP	183.73			
Amazon Capital Services 112300				39106	03/06/25	<u>423.68</u>
10-66-9300	Library Wide Supplies	1NTT 7J1G W6KV	17.59			
10-64-8160	Teen Program	1936 QVHG VRHT	99.93			
10-64-8120	Children Services Programs - General	1W6Q KM44 WH6V	15.00			
10-52-3100	Children Books	1YF3 D1NV X6MH	22.51			
10-52-3100	Children Books	1XCT NRPG TN3P	16.67			
10-52-3100	Children Books	1VKF 6VPV W19D	54.22			
10-52-3900	Children Other Expenditures	1CG1 TXMJ TH4M	33.11			
10-54-3110	Adult Books	1WJ4 QGQ4 TPN7	61.70			
10-54-3110	Adult Books	19VP JXVD TR36	19.32			
10-54-3110	Adult Books	1P1Q RQT7 VNHH	10.99			
10-66-9270	Information Technology Supplies	16R9 GN7Y WYXV	24.97			
10-64-8170	IT Programs	1NTW 94PH XJWJ	47.67			
Aurelio's Pizza 113172				39107	03/06/25	<u>32.19</u>
10-64-8100	Adult Services Programs	Check #54 - 2.11.2025	32.19			
BMO Harris Bank N.A. 22301				39108	03/06/25	<u>10,447.23</u>
10-66-9210	Office Supplies	San's Club	18.68			
10-64-8910	Other Promotions	BH Photo	1,019.18			
10-64-8910	Other Promotions	Displays2Go.com	992.78			
10-61-6200	Software/Licenses	Zoho Corp	123.50			
10-61-6200	Software/Licenses	Zoom	15.99			
10-61-6200	Software/Licenses	Zoho Corp	155.00			

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Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-61-6200	Software/Licenses	Network Solutions	57.16			
10-61-6200	Software/Licenses	ScreenConnect	39.00			
10-61-6200	Software/Licenses	Lightspeed	141.75			
10-61-6200	Software/Licenses	Vengage, Inc	96.90			
10-61-6200	Software/Licenses	CyberFox	87.50			
10-61-6200	Software/Licenses	Adobe	330.67			
10-66-9970	FUNshine Committee	Sam's Club	95.19			
10-66-9300	Library Wide Supplies	Sam's Club	9.48			
10-64-8160	Teen Program	Sam's Club	118.22			
10-64-8160	Teen Program	Universal Yums	60.03			
10-64-8160	Teen Program	Universal Yums	60.03			
10-64-8160	Teen Program	Universal Yums	60.03			
10-64-8100	Adult Services Programs	Sam's Club	48.94			
10-62-7510	Memberships (Staff & Board)	American Library Assoc	210.00			
10-62-7510	Memberships (Staff & Board)	American Library Assoc.	180.00			
10-62-7510	Memberships (Staff & Board)	SHRM	264.00			
10-62-7510	Memberships (Staff & Board)	ALA/PLA Membership	210.00			
10-56-4100	Legal Fees	NotaryBonding.com	89.75			
10-58-5710	Equipment Maintenance & Repair	Batteries Unlimited	278.00			
10-62-7410	Administration	Inclusive & Impactful 3.13.2025	49.00			
10-62-7440	Adult Services	Managing Stress in the Library	99.00			
10-62-7460	Materials Management	Midwest Collab for Library Services	200.00			
10-62-7470	Staff In-Service	Sam's Club	133.39			
10-66-9220	Guest Services Supplies	Sam's Club	71.52			
10-66-9250	Materials Management Supplies	Midwest Barcoding Solutions	105.31			
10-66-9250	Materials Management Supplies	Computype	771.90			
10-66-9980	Staff Recognition	American Tap	820.00			
10-66-9950	Donations	Adjustment	-7.49			
10-58-5510	Telephone	SR Fax	37.60			
10-62-7410	Administration	HR Source	50.00			
10-62-7470	Staff In-Service	Target	262.82			
10-66-9290	Postage	UPS	191.35			
10-66-9920	Furniture and Equipment	Abt Electronics	2,846.00			
10-64-8170	IT Programs	123 Stitch	55.05			
Brigit Goudie 892136				39109	03/06/25	<u>200.00</u>
10-64-8120	Children Services Programs - General	Mixed Media Habitats 3.13.2025	200.00			
CDW Government 131480				39110	03/06/25	<u>676.38</u>
10-66-9910	Hardware	INV AC4RH7W	676.38			
Center Point Publishing 131571				39111	03/06/25	<u>172.59</u>

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Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-54-3110	Adult Books	INV 2149211	172.59			
Comcast 132554				39112	03/06/25	<u>398.37</u>
10-58-5570	Leased Internet Access Line	INV 235132951	398.37			
Convergint Technologies LLC 132568				39113	03/06/25	<u>744.00</u>
10-58-5710	Equipment Maintenance & Repair	INV IN00294015	744.00			
Crimson Multimedia Dist. 132835				39114	03/06/25	<u>548.53</u>
10-52-3900	Children Other Expenditures	INV 019009	122.31			
10-54-3900	Adult Other Expenditures	INV 019008	60.00			
10-54-3900	Adult Other Expenditures	INV 019007	366.22			
Deductible Recovery Group				39115	03/06/25	<u>3,100.50</u>
10-56-4100	Legal Fees	INV 1281766	3,100.50			
Frederick Quinn Corporation 162815				39116	03/06/25	<u>42,030.00</u>
80-55-1905	Renovation Project	Preconstruction - Payment #2 2.18.2025	42,030.00			
GALE/CENGAGE Learning 171152				39117	03/06/25	<u>447.59</u>
10-54-3110	Adult Books	INV 86778435	30.74			
10-54-3110	Adult Books	INV 86852776	416.85			
Grainger 333337				39118	03/06/25	<u>265.31</u>
10-58-5610	Building Supplies	INV 9406578774	265.31			
IL Library Association 192210				39119	03/06/25	<u>75.00</u>
10-62-7510	Memberships (Staff & Board)	INV 304215 - Betsi Beltran 2025 Membership	75.00			
Imperial Dade 192340				39120	03/06/25	<u>1,775.20</u>
10-58-5610	Building Supplies	INV 36539977	1,775.20			
Land's End Business Outfitters				39121	03/06/25	<u>330.60</u>
10-64-8910	Other Promotions	INV SIN12802848	330.60			
Libraria 131861				39122	03/06/25	<u>3,434.83</u>
10-52-3100	Children Books	INV 256165	70.34			
10-52-3100	Children Books	INV 255929	602.11			
10-52-3100	Children Books	INV 256168	2,209.40			
10-66-9250	Materials Management Supplies	INV 255930	6.30			

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Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-66-9250	Materials Management Supplies	INV 256166	0.90			
10-52-3100	Children Books	INV 256167	545.78			
Library Supply Solutions 221925				39123	03/06/25	<u>2,634.00</u>
10-66-9250	Materials Management Supplies	INV 22131-25	2,634.00			
Marti LaHood - 281914				39124	03/06/25	<u>80.00</u>
10-64-8100	Adult Services Programs	Chair Yoga 3.13.2025	80.00			
NobleTec LLC				39125	03/06/25	<u>7,444.88</u>
10-61-6200	Software/Licenses	INV C16056	871.84			
10-66-9910	Hardware	INV C16056	6,573.04			
Playaway Products 262219				39126	03/06/25	<u>53.00</u>
10-52-3900	Children Other Expenditures	INV 489372	53.00			
Quill 273145				39127	03/06/25	<u>288.99</u>
10-66-9210	Office Supplies	INV 42607171	42.80			
10-66-9210	Office Supplies	INV 42847948	43.28			
10-66-9210	Office Supplies	INV 42797667	12.31			
10-66-9970	FUNshine Committee	INV 42797667	37.86			
10-66-9300	Library Wide Supplies	INV 42787847	17.79			
10-66-9300	Library Wide Supplies	INV 42807137	17.79			
10-66-9300	Library Wide Supplies	INV 42797667	52.78			
10-66-9250	Materials Management Supplies	INV 42584275	64.38			
Uline 312246				39128	03/06/25	<u>119.56</u>
10-66-9300	Library Wide Supplies	INV 189178203	119.56			
Unique Management Services Inc 312430				39129	03/06/25	<u>126.30</u>
10-56-4410	Collection Agency Fees	INV 6135680	126.30			
Village of Addison: Water Ser 500013				39130	03/06/25	<u>553.20</u>
10-58-5120	Water Service	Acct #5433070004-001	553.20			
Academy of Model Aeronautics				39131	03/18/25	<u>15.00</u>
10-55-3400	Magazines/News	2025 Subscription	15.00			
Amazon Capital Services 112300				39132	03/18/25	<u>915.13</u>
10-64-8160	Teen Program	1JLF VJC7 6THG	102.39			
10-64-8100	Adult Services Programs	1R4Q G6CQ 6GLL	50.96			
10-52-3100	Children Books	1THF TL7H 974G	18.83			

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Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-52-3100	Children Books	1DDM 6HDR 7F7L	22.58			
10-52-3100	Children Books	1DWY LKRW 49TX	-8.19			
10-54-3110	Adult Books	1KTX JR4F 4L7R	-10.99			
10-54-3110	Adult Books	1YPF J6PJ 7HYR	-15.10			
10-54-3900	Adult Other Expenditures	1VRL 6RTM 4LY9	67.45			
10-66-9270	Information Technology Supplies	1L63 9VR9 64RD	441.68			
10-64-8170	IT Programs	1DDM 6HDR 6LNJ	171.35			
10-66-9980	Staff Recognition	19RG 6MLL 617T	74.17			
Amazon Capital Services 112300				39133	03/18/25	<u>565.07</u>
10-64-8100	Adult Services Programs	1N4R RNVV 7KDF	49.58			
10-52-3100	Children Books	1FM7 GXJK VYFW	29.73			
10-52-3100	Children Books	1PNR 1JL3 4MPL	17.99			
10-54-3110	Adult Books	1PNR 1JL3 4RQD	11.99			
10-54-3110	Adult Books	1WTK XRQ4 6NW7	7.99			
10-54-3110	Adult Books	1QQR GC1L 3VLK	94.90			
10-64-8170	IT Programs	1F7P W63F 99C9	87.20			
10-66-9300	Library Wide Supplies	1XKW PXGV 37TH	21.95			
10-66-9245	Teen Services Supplies	1DDM 6HDR 6RFW	195.53			
10-66-9886	Pathways to Success Grant Expenses	1XQV Y7TC 1VVC	48.21			
Amazon Capital Services 112300				39134	03/18/25	<u>1,407.07</u>
10-64-8160	Teen Program	1F6M YG7C 1FJP	367.09			
10-52-3100	Children Books	1r4x k37w 3wnn	21.79			
10-52-3100	Children Books	1DC1 76M4 VFFR	7.89			
10-54-3110	Adult Books	1HX4 3639 1V46	185.38			
10-54-3110	Adult Books	161V 4749 3PTY	51.41			
10-54-3110	Adult Books	1LGD KW3Q TKLJ	-345.00			
10-54-3110	Adult Books	1C16 VXQC W14F	356.52			
10-54-3110	Adult Books	1C16 VXQC W764	81.52			
10-54-3900	Adult Other Expenditures	11HK VMLP 391D	81.08			
10-54-3900	Adult Other Expenditures	1GC9 17TW 1RDY	539.44			
10-52-3900	Children Other Expenditures	1QJ3 VYQG 7939	21.97			
10-66-9330	Community Engagement Supplies	1XQ3 RRTG 4MWR	37.98			
Amazon Capital Services 112300				39135	03/18/25	<u>102.50</u>
10-54-3900	Adult Other Expenditures	1RVX 3JQV 1TRJ	59.99			
10-54-3900	Adult Other Expenditures	1HPV YMVJ 1XYT	42.51			
American Library Association				39136	03/18/25	<u>125.00</u>
10-62-7510	Memberships (Staff & Board)	ALA #2343757 - Matthew Williams	125.00			

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Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
Angelo Sorce Productions 112417				39137	03/18/25	<u>800.00</u>
10-66-9940	Cable Broadcast	INV 0887	400.00			
10-66-9940	Cable Broadcast	INV 0888	400.00			
Any Promo				39138	03/18/25	<u>1,753.51</u>
10-64-8910	Other Promotions	Order #sa5914390	1,753.51			
Arlington Heights Memorial Library 112880				39139	03/18/25	<u>25.00</u>
10-64-8165	Community Engagement Program	INV 232025-1	25.00			
Baker & Taylor 120230				39140	03/18/25	<u>247.11</u>
10-52-3900	Children Other Expenditures	INV 2038588203	100.57			
10-54-3900	Adult Other Expenditures	INV 2038861617	146.54			
Baker & Taylor 120290				39141	03/18/25	<u>2,125.35</u>
10-52-3100	Children Books	INV 2038867358	1,063.55			
10-52-3100	Children Books	INV 2038859611	227.74			
10-52-3100	Children Books	INV 2038880090	347.54			
10-52-3100	Children Books	INV 2038896377	380.61			
10-66-9250	Materials Management Supplies	INV 2038859612	5.95			
10-66-9250	Materials Management Supplies	INV 2038867359	59.50			
10-66-9250	Materials Management Supplies	INV 2038880091	16.66			
10-66-9250	Materials Management Supplies	INV 2038896378	23.80			
Baker & Taylor 120300				39142	03/18/25	<u>33.11</u>
10-54-3900	Adult Other Expenditures	INV 2038864057	25.23			
10-66-9250	Materials Management Supplies	INV 2038864058	7.88			
Baker & Taylor 120310				39143	03/18/25	<u>12,777.96</u>
10-54-3110	Adult Books	INV 2038867372	1,473.23			
10-54-3110	Adult Books	INV 2038855380	2,065.83			
10-54-3110	Adult Books	INV 2038858630	426.94			
10-54-3110	Adult Books	INV 2038860841	36.70			
10-54-3110	Adult Books	INV 2038874737	417.77			
10-54-3110	Adult Books	INV 2038869832	967.03			
10-54-3110	Adult Books	INV 2038883634	1,686.52			
10-54-3110	Adult Books	INV 2038829710	3,121.82			
10-54-3110	Adult Books	INV 2038896124	550.30			
10-54-3110	Adult Books	INV 2038893627	1,623.65			
10-66-9250	Materials Management Supplies	INV 2038829711	122.57			
10-66-9250	Materials Management Supplies	INV 2038867373	55.93			
10-66-9250	Materials Management Supplies	INV 2038855381	61.88			

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10-66-9250	Materials Management Supplies	INV 2038858631	7.14			
10-66-9250	Materials Management Supplies	INV 2038883635	57.12			
10-66-9250	Materials Management Supplies	INV 2038869833	35.70			
10-66-9250	Materials Management Supplies	INV 2038874738	7.14			
10-66-9250	Materials Management Supplies	INV 2038893628	44.03			
10-66-9250	Materials Management Supplies	INV 2038892125	16.66			
Baker & Taylor 120330				39144	03/18/25	<u>39.09</u>
10-54-3110	Adult Books	INV 2038903343	39.09			
Bibliotheca, LLC 121830				39145	03/18/25	<u>5,116.40</u>
10-55-3860	E-Books	Feb 2025	5,116.40			
Bradford Systems Corporation				39146	03/18/25	<u>41,609.60</u>
80-55-1905	Renovation Project	INV 44290-A	41,609.60			
Brigit Goudie 892136				39147	03/18/25	<u>150.00</u>
10-64-8120	Children Services Programs - General	Mythological Creatures 4.3.2025	150.00			
Brittany Burns 892141				39148	03/18/25	<u>5.74</u>
10-62-7550	In-State Travel	Mileage 8.2 mi x .70	5.74			
Brooke Sievers 829192				39149	03/18/25	<u>25.62</u>
10-62-7550	In-State Travel	Mielage - 36.6 mi x .70	25.62			
Built Rite Construction LLC				39150	03/18/25	<u>50,220.00</u>
80-55-1905	Renovation Project	Payment #3 - 2.28.2025	50,220.00			
Business Office Systems 123175				39151	03/18/25	<u>33,201.60</u>
80-55-1905	Renovation Project	INV 90745	33,201.60			
CDS Office Technologies 131476				39152	03/18/25	<u>675.90</u>
10-58-5710	Equipment Maintenance & Repair	INV 1675682	675.90			
CDW Government 131480				39153	03/18/25	<u>845.64</u>
10-66-9840	Per Capita Grant - Current Year	INV AC86U3K	845.64			
Chicago Filter Supply 131842				39154	03/18/25	<u>458.77</u>
10-58-5610	Building Supplies	INV 90905	458.77			
Claudia Cirrincione				39155	03/18/25	<u>60.00</u>

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10-64-8120	Children Services Programs - General	LEGO Build and Play Club - 4.2.2025	60.00			
Complete Cleaning 132523				39156	03/18/25	<u>4,813.00</u>
10-58-5320	Cleaning Service	CM1759	-587.00			
10-58-5320	Cleaning Service	C29051	5,400.00			
Consumers Checkbook 132566				39157	03/18/25	<u>350.00</u>
10-55-3500	Online Databases	INV CHI1336567V2025	350.00			
Convergent Technologies LLC 132568				39158	03/18/25	<u>744.00</u>
10-58-5710	Equipment Maintenance & Repair	INV IN00310120	744.00			
Courtney Moore 823200				39159	03/18/25	<u>17.99</u>
10-62-7550	In-State Travel	Mileage	17.99			
D&Z House of Books Inc 143662				39160	03/18/25	<u>305.12</u>
10-54-3110	Adult Books	INV 2025/I001318	305.12			
Deborah Sanchez 829116				39161	03/18/25	<u>14.77</u>
10-62-7550	In-State Travel	Mileage	14.77			
Demco Inc 141551				39162	03/18/25	<u>1,146.94</u>
10-66-9220	Guest Services Supplies	INV 7605890	1,146.94			
DogWatch Newsletter				39163	03/18/25	<u>26.00</u>
10-55-3400	Magazines/News	2025 Subscription	26.00			
Donna Quick 273141				39164	03/18/25	<u>17.92</u>
10-62-7550	In-State Travel	Mileage	17.92			
Ebsco Information Services 151271				39165	03/18/25	<u>86.04</u>
10-55-3400	Magazines/News	INV 1757937	161.80			
10-55-3400	Magazines/News	INV 2503010	-75.76			
EDC Educational Services 151412				39166	03/18/25	<u>35,525.00</u>
80-55-1905	Renovation Project	Payment #3 - 2.28.2025	35,525.00			
Eddie Garcia				39167	03/18/25	<u>18.90</u>
10-62-7550	In-State Travel	Mileage	18.90			
Ehler Investment Partners, LLC 151700				39168	03/18/25	<u>2,963.53</u>

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10-56-4900	Other Contracts	January 2025	2,963.53			
Elizabeth Freebairn				39169	03/18/25	<u>8.68</u>
10-62-7550	In-State Travel	Mileage	2.94			
10-62-7550	In-State Travel	Mileage	5.74			
ELM USA, Inc. 152250				39170	03/18/25	<u>272.97</u>
10-66-9250	Materials Management Supplies	INV 74358	272.97			
Francotyp-Postalia, Inc 162817				39171	03/18/25	<u>243.06</u>
10-66-9210	Office Supplies	INV RI06553211	243.06			
Frederick Quinn Corporation 162815				39172	03/18/25	<u>42,926.00</u>
80-55-1905	Renovation Project	Payment #3 - 2.28.2025	42,926.00			
Gabriela Tafolla 162821				39173	03/18/25	<u>214.52</u>
10-62-7550	In-State Travel	Mileage	20.93			
10-64-8165	Community Engagement Program	SDD + Wesley Elem	193.59			
GALE/CENGAGE Learning 171152				39174	03/18/25	<u>131.20</u>
10-54-3110	Adult Books	INV 86890296	131.20			
Hargrave Builders, Inc. 181171				39175	03/18/25	<u>39,465.00</u>
80-55-1905	Renovation Project	Payment #3 - 2.28.2025	39,465.00			
Heyl Royster 181565				39176	03/18/25	<u>609.00</u>
10-56-4100	Legal Fees	INV INTERIM 1745289	609.00			
IL Library Association 192210				39177	03/18/25	<u>1,995.00</u>
10-62-7510	Memberships (Staff & Board)	INV 302254	75.00			
10-62-7450	Children Services	INV 304301	320.00			
10-62-7420	Information Technology	INV 304301	320.00			
10-62-7440	Adult Services	INV 304301	640.00			
10-62-7460	Materials Management	INV 304301	320.00			
10-62-7500	Community Engagement	INV 304301	320.00			
Javier Hernandez				39178	03/18/25	<u>77.15</u>
10-62-7550	In-State Travel	Mileage	31.92			
10-62-7550	In-State Travel	Mileage + Parking	45.23			
Jenny Cuevas 892155				39179	03/18/25	<u>11.27</u>
10-62-7550	In-State Travel	Mileage	11.27			

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Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
Jodi Gianakopoulos 892160 10-62-7550	In-State Travel	Parking	15.00	39180	03/18/25	<u>15.00</u>
Julia Damian 10-66-9886	Pathways to Success Grant Expenses	Pathways to Success - 3.26.2025	800.00	39181	03/18/25	<u>800.00</u>
Karen Dini 814196 10-62-7550	In-State Travel	Mileage	11.27	39182	03/18/25	<u>11.27</u>
Lauterbach&Amen LLP 172582 10-56-4450 10-56-4450	Accounting Service Fees Accounting Service Fees	INV 101229 INV 101958	140.00 1,800.00	39183	03/18/25	<u>1,940.00</u>
Len's Ace Hardware, Inc. 221567 10-58-5610 10-58-5610 10-58-5610	Building Supplies Building Supplies Building Supplies	INV 530789/1 INV 530481/1 INV 530403/1	64.34 59.35 162.49	39184	03/18/25	<u>286.18</u>
Lesley Cyrier 892152 10-62-7550	In-State Travel	Mileage + Tolls	20.80	39185	03/18/25	<u>20.80</u>
Libraria 131861 10-52-3100 10-66-9250	Children Books Materials Management Supplies	INV 256469 INV 256470	516.04 0.90	39186	03/18/25	<u>516.94</u>
Louise Dimick 892121 10-62-7550	In-State Travel	Mileage	14.77	39187	03/18/25	<u>14.77</u>
Marti LaHood - 281914 10-64-8100	Adult Services Programs	Chair Yoga - 3.27.2025 @ 10am	80.00	39188	03/18/25	<u>80.00</u>
Matthew Williams 892182 10-62-7550 10-66-9886	In-State Travel Pathways to Success Grant Expenses	Mileage Walmart	1.58 8.73	39189	03/18/25	<u>10.31</u>
MG Mechanical Contracting, Inc 231980 80-55-1905	Renovation Project	Payment #3 - 2.28.2025	181,289.00	39190	03/18/25	<u>181,289.00</u>
Midwest Tape 231925 10-52-3900 10-52-3900	Children Other Expenditures Children Other Expenditures	INV 506811237 INV 506811260	74.96 22.48	39191	03/18/25	<u>47,191.02</u>

Addison Public Library Check Register

All Bank Accounts
February 2025

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-52-3900	Children Other Expenditures	INV 506742067	140.92			
10-52-3900	Children Other Expenditures	INV 506712864	131.17			
10-52-3900	Children Other Expenditures	INV 506712865	38.23			
10-54-3900	Adult Other Expenditures	INV 506811264	487.11			
10-54-3900	Adult Other Expenditures	INV 506811263	46.48			
10-54-3900	Adult Other Expenditures	INV 506811261	133.43			
10-54-3900	Adult Other Expenditures	INV 506811239	127.45			
10-54-3900	Adult Other Expenditures	INV 506811238	80.97			
10-54-3900	Adult Other Expenditures	INV 506811235	37.49			
10-54-3900	Adult Other Expenditures	INV 506811233	20.69			
10-54-3900	Adult Other Expenditures	INV 506811234	193.42			
10-54-3900	Adult Other Expenditures	INV 506811262	77.01			
10-54-3900	Adult Other Expenditures	INV 506784975	497.91			
10-54-3900	Adult Other Expenditures	INV 506784977	13.49			
10-54-3900	Adult Other Expenditures	INV 506800822	49.99			
10-54-3900	Adult Other Expenditures	INV 506811232	32.23			
10-54-3900	Adult Other Expenditures	INV 506773141	120.66			
10-54-3900	Adult Other Expenditures	INV 506773142	56.98			
10-54-3900	Adult Other Expenditures	INV 506773147	10.49			
10-54-3900	Adult Other Expenditures	INV 506773148	23.24			
10-54-3900	Adult Other Expenditures	INV 506773145	14.24			
10-54-3900	Adult Other Expenditures	INV 506751599	163.96			
10-54-3900	Adult Other Expenditures	INV 506773144	22.49			
10-54-3900	Adult Other Expenditures	INV 506773146	17.59			
10-54-3900	Adult Other Expenditures	INV 506773143	20.24			
10-54-3900	Adult Other Expenditures	INV 506773140	22.49			
10-54-3900	Adult Other Expenditures	INV 506773138	33.58			
10-54-3900	Adult Other Expenditures	INV 506773137	95.46			
10-54-3900	Adult Other Expenditures	INV 506773136	27.73			
10-54-3900	Adult Other Expenditures	INV 506773135	58.17			
10-54-3900	Adult Other Expenditures	INV 506773134	37.48			
10-54-3900	Adult Other Expenditures	INV 506773133	52.47			
10-54-3900	Adult Other Expenditures	INV 506742060	53.97			
10-54-3900	Adult Other Expenditures	INV 506741739	33.73			
10-54-3900	Adult Other Expenditures	INV 506742063	59.07			
10-54-3900	Adult Other Expenditures	INV 506742062	18.74			
10-54-3900	Adult Other Expenditures	INV 506742061	131.77			
10-54-3900	Adult Other Expenditures	INV 506742064	106.81			
10-54-3900	Adult Other Expenditures	INV 506742065	78.25			
10-54-3900	Adult Other Expenditures	INV 506742068	22.49			
10-54-3900	Adult Other Expenditures	INV 506742069	11.24			
10-54-3900	Adult Other Expenditures	INV 506741738	52.47			

Addison Public Library Check Register

All Bank Accounts
February 2025

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-54-3900	Adult Other Expenditures	INV 506773132	14.24			
10-54-3900	Adult Other Expenditures	INV 506703569	282.94			
10-54-3900	Adult Other Expenditures	INV 506712866	206.17			
10-54-3900	Adult Other Expenditures	INV 506712867	33.72			
10-54-3900	Adult Other Expenditures	INV 506712568	236.13			
10-54-3900	Adult Other Expenditures	INV 506712860	53.97			
10-54-3900	Adult Other Expenditures	INV 506712862	113.19			
10-54-3900	Adult Other Expenditures	INV 506712863	18.74			
10-54-3900	Adult Other Expenditures	INV 506712861	390.44			
10-54-3900	Adult Other Expenditures	INV 506712565	14.99			
10-54-3900	Adult Other Expenditures	INV 506712566	40.92			
10-54-3900	Adult Other Expenditures	INV 506712569	81.84			
10-54-3900	Adult Other Expenditures	INV 506703581	131.38			
10-54-3900	Adult Other Expenditures	INV 506723797	257.94			
10-54-3900	Adult Other Expenditures	INV 506723796	82.98			
10-54-3900	Adult Other Expenditures	INV 506811236	157.44			
10-54-3900	Adult Other Expenditures	INV 506811269	88.43			
10-54-3900	Adult Other Expenditures	INV 506811265	26.38			
10-54-3900	Adult Other Expenditures	INV 506811267	89.22			
10-66-9250	Materials Management Supplies	INV 506829899	503.79			
10-55-3860	E-Books	INV 506806048	802.19			
10-54-3900	Adult Other Expenditures	INV 506811268	12.74			
10-55-3900	Other Digital Media	INV 506839972	40,000.00			
Midwest Wrecking Co, Inc 231979				39192	03/18/25	<u>18,000.00</u>
80-55-1905	Renovation Project	Payment #3 - 2.28.2025	18,000.00			
Mississippi Valley Library District				39193	03/18/25	<u>34.95</u>
10-54-3900	Adult Other Expenditures	Son of the Dragon - 0003502416823	34.95			
Nardi's Pizza 241172				39194	03/18/25	<u>428.50</u>
10-64-8160	Teen Program	251866 - 2.20.2025	68.00			
10-64-8160	Teen Program	251865 - 2.19.2025	61.00			
10-64-8160	Teen Program	251863 - 2.6.2025	67.00			
10-64-8160	Teen Program	251862 - 2.5.2025	56.00			
10-64-8160	Teen Program	225669 - 1.22.2025	58.50			
10-64-8100	Adult Services Programs	251863 - 2.6.2025	33.00			
10-64-8100	Adult Services Programs	251864 - 2.13.2025	28.00			
10-64-8160	Teen Program	251864 - 2.13.2025	57.00			
Nelson Fire Protection				39195	03/18/25	<u>7,740.00</u>

Addison Public Library Check Register

All Bank Accounts
February 2025

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
80-55-1905	Renovation Project	Payment #3 - 2.28.2025	7,740.00			
NobleTec LLC 10-61-6200	Software/Licenses	INV C16522	2,400.00	39196	03/18/25	<u>2,400.00</u>
OCLC Inc 251352 10-55-3860	E-Books	INV 1000421037	6,679.52	39197	03/18/25	<u>6,679.52</u>
ODP Business Solutions 251353 10-66-9330	Community Engagement Supplies	INV 413107589001	75.98	39198	03/18/25	<u>75.98</u>
Patricia Trampas 261181 10-64-8100	Adult Services Programs	Essentrics - 3.19.2025 @ 1PM	80.00	39199	03/18/25	<u>80.00</u>
Patti Gebala 892144 10-62-7550	In-State Travel	Mileage	18.41	39200	03/18/25	<u>18.41</u>
Paul Rubio 10-62-7550	In-State Travel	Mileage	11.34	39201	03/18/25	<u>11.34</u>
Playaway Products 262219 10-52-3900	Children Other Expenditures	INV 491151	545.35	39202	03/18/25	<u>545.35</u>
Prime Architectural Metal & Glass Inc. 80-55-1905	Renovation Project	Payment #3 - 2.28.2025	17,415.00	39203	03/18/25	<u>17,415.00</u>
Product Architecture + Design 262850 80-55-1905	Renovation Project	INV 1650.0880	12,067.20	39204	03/18/25	<u>12,067.20</u>
Rails 281145 10-55-3500 10-55-3500	Online Databases Online Databases	INV 13826 INV 13853	723.00 3,594.00	39205	03/18/25	<u>4,317.00</u>
Rebecca Tulloch 181159 10-64-8100	Adult Services Programs	Women Who Measured Stars - 3.20.25 @ 7PM	175.00	39206	03/18/25	<u>175.00</u>
Sara Lock 10-62-7550	In-State Travel	Mileage	18.90	39207	03/18/25	<u>18.90</u>
Sarah van der Heyden 892177 10-62-7550	In-State Travel	Mileage	16.80	39208	03/18/25	<u>16.80</u>

Addison Public Library

Check Register

All Bank Accounts

February 2025

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
Shaw Media 291845 10-55-3400	Magazines/News	Acct #89293	78.00	39209	03/18/25	<u>78.00</u>
Sherie C Shapiro 291967 10-64-8100	Adult Services Programs	Ageless Grace - 3.20.2025	75.00	39210	03/18/25	<u>75.00</u>
Sir Speedy Printing 291970 10-66-9210	Office Supplies	INV 90078	155.00	39211	03/18/25	<u>986.70</u>
10-66-9210	Office Supplies	INV 90114	196.70			
10-64-8220	Flyers/Brochures	INV 90019	635.00			
Springshare LLC 292750 10-61-6200	Software/Licenses	INV 25-R1562	3,813.00	39212	03/18/25	<u>3,813.00</u>
Technology Management Revolving Fund 132558 10-58-5570	Leased Internet Access Line	INV T2514908	476.20	39213	03/18/25	<u>952.40</u>
10-58-5570	Leased Internet Access Line	INV T2512493	476.20			
Unique Patron Services Solutions 312431 10-61-6200	Software/Licenses	INV 6137358	40.00	39214	03/18/25	<u>40.00</u>
					Check List Total	<u><u>739,469.21</u></u>

Addison Public Library**Check List**

All Bank Accounts

February 1, 2025 - March 18, 2025

Check Number	Check Date	Payee	Amount
Vendor Checks			
21606	02/11/25	ADP, LLC #110146	4,529.62
21607	02/11/25	Albertsons - Safeway 112213	560.56
21608	02/11/25	Mission Square 231901	2,959.51
21609	02/11/25	Nicor Gas 241916	3,484.39
21610	02/11/25	Republic Services #551 122869	399.73
21611	02/11/25	Village of Addison - HSA	2,756.90
21612	02/11/25	VisoGraphic 322200	6,844.37
21613	02/12/25	Amazon Capital Services 112300	983.66
21614	02/12/25	Amazon Capital Services 112300	1,127.06
21615	02/12/25	American Library Association	1,581.00
21616	02/12/25	Lesley Cyrier 892152	56.76
21617	02/20/25	Aunt Tina's Sounds Bites LLC	250.00
21618	02/20/25	IL Library Association 192210	150.00
21618	02/20/25	IL Library Association 192210	(150.00)
21619	02/20/25	Verizon	97.12
21620	02/20/25	Village of Addison: Misc Exp 500010	240.01
21621	02/20/25	Village of Addison: Misc Exp 500010	75.70
21622	02/20/25	Village of Addison: Misc Exp 500010	110.00
21623	02/20/25	Village of Addison: Misc Exp 500010	519.03
21624	02/20/25	Village of Addison: Misc Exp 500010	826.64
21625	02/20/25	Village of Addison:Health Ins 500011	32,109.08
21626	02/20/25	Village of Addison:Health Ins 500011	306.91
21627	02/20/25	Village of Addison:Health Ins 500011	2,327.57
21628	02/24/25	LACONI, Inc. 221163	150.00
21629	02/24/25	Mission Square 231901	2,959.51
21630	02/24/25	Village of Addison - HSA	2,756.90
39103	03/06/25	Addison Public Library 500004	239.71
39104	03/06/25	ADP, LLC #110146	569.90
39105	03/06/25	Amazon Capital Services 112300	818.07
39106	03/06/25	Amazon Capital Services 112300	423.68
39107	03/06/25	Aurelio's Pizza 113172	32.19
39108	03/06/25	BMO Harris Bank N.A. 22301	10,447.23
39109	03/06/25	Brigit Goudie 892136	200.00
39110	03/06/25	CDW Government 131480	676.38
39111	03/06/25	Center Point Publishing 131571	172.59
39112	03/06/25	Comcast 132554	398.37
39113	03/06/25	Convergint Technologies LLC 132568	744.00
39114	03/06/25	Crimson Multimedia Dist. 132835	548.53
39115	03/06/25	Deductible Recovery Group	3,100.50
39116	03/06/25	Frederick Quinn Corporation 162815	42,030.00
39117	03/06/25	GALE/CENGAGE Learning 171152	447.59
39118	03/06/25	Grainger 333337	265.31
39119	03/06/25	IL Library Association 192210	75.00
39120	03/06/25	Imperial Dade 192340	1,775.20
39121	03/06/25	Land's End Business Outfitters	330.60
39122	03/06/25	Libreria 131861	3,434.83
39123	03/06/25	Library Supply Solutions 221925	2,634.00
39124	03/06/25	Marti LaHood - 281914	80.00
39125	03/06/25	NobleTec LLC	7,444.88
39126	03/06/25	Playaway Products 262219	53.00
39127	03/06/25	Quill 273145	288.99
39128	03/06/25	Uline 312246	119.56
39129	03/06/25	Unique Management Services Inc 312430	126.30
39130	03/06/25	Village of Addison: Water Ser 500013	553.20
39131	03/18/25	Academy of Model Aeronautics	15.00
39132	03/18/25	Amazon Capital Services 112300	915.13
39133	03/18/25	Amazon Capital Services 112300	565.07

Addison Public Library**Check List**

All Bank Accounts

February 1, 2025 - March 18, 2025

Check Number	Check Date	Payee	Amount
39134	03/18/25	Amazon Capital Services 112300	1,407.07
39135	03/18/25	Amazon Capital Services 112300	102.50
39136	03/18/25	American Library Association	125.00
39137	03/18/25	Angelo Sorce Productions 112417	800.00
39138	03/18/25	Any Promo	1,753.51
39139	03/18/25	Arlington Heights Memorial Library 112880	25.00
39140	03/18/25	Baker & Taylor 120230	247.11
39141	03/18/25	Baker & Taylor 120290	2,125.35
39142	03/18/25	Baker & Taylor 120300	33.11
39143	03/18/25	Baker & Taylor 120310	12,777.96
39144	03/18/25	Baker & Taylor 120330	39.09
39145	03/18/25	Bibliotheca, LLC 121830	5,116.40
39146	03/18/25	Bradford Systems Corporation	41,609.60
39147	03/18/25	Brigit Goudie 892136	150.00
39148	03/18/25	Brittany Burns 892141	5.74
39149	03/18/25	Brooke Sievers 829192	25.62
39150	03/18/25	Built Rite Construction LLC	50,220.00
39151	03/18/25	Business Office Systems 123175	33,201.60
39152	03/18/25	CDS Office Technologies 131476	675.90
39153	03/18/25	CDW Government 131480	845.64
39154	03/18/25	Chicago Filter Supply 131842	458.77
39155	03/18/25	Claudia Cirrincione	60.00
39156	03/18/25	Complete Cleaning 132523	4,813.00
39157	03/18/25	Consumers Checkbook 132566	350.00
39158	03/18/25	Convergint Technologies LLC 132568	744.00
39159	03/18/25	Courtney Moore 823200	17.99
39160	03/18/25	D&Z House of Books Inc 143662	305.12
39161	03/18/25	Deborah Sanchez 829116	14.77
39162	03/18/25	Demco Inc 141551	1,146.94
39163	03/18/25	DogWatch Newsletter	26.00
39164	03/18/25	Donna Quick 273141	17.92
39165	03/18/25	Ebsco Information Services 151271	86.04
39166	03/18/25	EDC Educational Services 151412	35,525.00
39167	03/18/25	Eddie Garcia	18.90
39168	03/18/25	Ehler Investment Partners, LLC 151700	2,963.53
39169	03/18/25	Elizabeth Freebairn	8.68
39170	03/18/25	ELM USA, Inc. 152250	272.97
39171	03/18/25	Francotyp-Postalia, Inc 162817	243.06
39172	03/18/25	Frederick Quinn Corporation 162815	42,926.00
39173	03/18/25	Gabriela Tafolla 162821	214.52
39174	03/18/25	GALE/CENGAGE Learning 171152	131.20
39175	03/18/25	Hargrave Builders, Inc. 181171	39,465.00
39176	03/18/25	Heyl Royster 181565	609.00
39177	03/18/25	IL Library Association 192210	1,995.00
39178	03/18/25	Javier Hernandez	77.15
39179	03/18/25	Jenny Cuevas 892155	11.27
39180	03/18/25	Jodi Gianakopoulos 892160	15.00
39181	03/18/25	Julia Damian	800.00
39182	03/18/25	Karen Dini 814196	11.27
39183	03/18/25	Lauterbach&Amen LLP 172582	1,940.00
39184	03/18/25	Len's Ace Hardware, Inc. 221567	286.18
39185	03/18/25	Lesley Cyrier 892152	20.80
39186	03/18/25	Libreria 131861	516.94
39187	03/18/25	Louise Dimick 892121	14.77
39188	03/18/25	Marti LaHood - 281914	80.00
39189	03/18/25	Matthew Williams 892182	10.31
39190	03/18/25	MG Mechanical Contracting, Inc 231980	181,289.00
39191	03/18/25	Midwest Tape 231925	47,191.02

Addison Public Library

Check List

All Bank Accounts

February 1, 2025 - March 18, 2025

Check Number	Check Date	Payee	Amount
39192	03/18/25	Midwest Wrecking Co, Inc 231979	18,000.00
39193	03/18/25	Mississippi Valley Library District	34.95
39194	03/18/25	Nardi's Pizza 241172	428.50
39195	03/18/25	Nelson Fire Protection	7,740.00
39196	03/18/25	NobleTec LLC	2,400.00
39197	03/18/25	OCLC Inc 251352	6,679.52
39198	03/18/25	ODP Business Solutions 251353	75.98
39199	03/18/25	Patricia Trampas 261181	80.00
39200	03/18/25	Patti Gebala 892144	18.41
39201	03/18/25	Paul Rubio	11.34
39202	03/18/25	Playaway Products 262219	545.35
39203	03/18/25	Prime Architectural Metal & Glass Inc.	17,415.00
39204	03/18/25	Product Architecture + Design 262850	12,067.20
39205	03/18/25	Rails 281145	4,317.00
39206	03/18/25	Rebecca Tulloch 181159	175.00
39207	03/18/25	Sara Lock	18.90
39208	03/18/25	Sarah van der Heyden 892177	16.80
39209	03/18/25	Shaw Media 291845	78.00
39210	03/18/25	Sherie C Shapiro 291967	75.00
39211	03/18/25	Sir Speedy Printing 291970	986.70
39212	03/18/25	Springshare LLC 292750	3,813.00
39213	03/18/25	Technology Management Revolving Fund 132558	952.40
39214	03/18/25	Unique Patron Services Solutions 312431	40.00
Vendor Check Total			<u>739,469.21</u>
Check List Total			<u><u>739,469.21</u></u>

Check count = 138

Addison Public Library
Payroll Distribution Summary

Board Meeting 3/18/2025

<u>Description</u>	<u>Amount</u>
Payroll	\$257,439.14

Approved by Board of Trustees

President

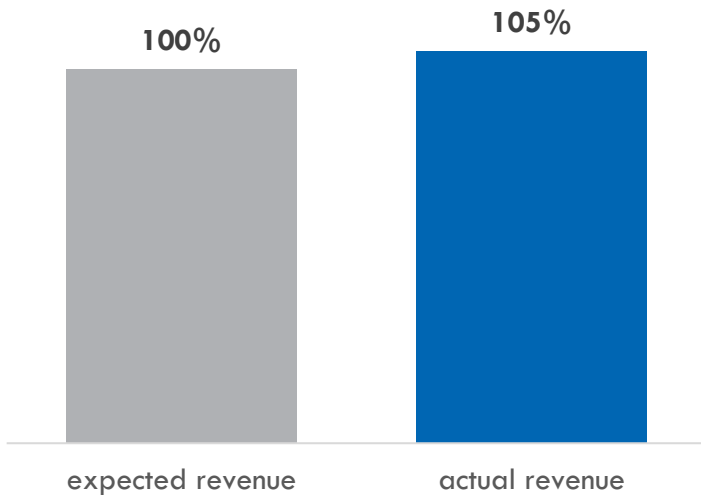
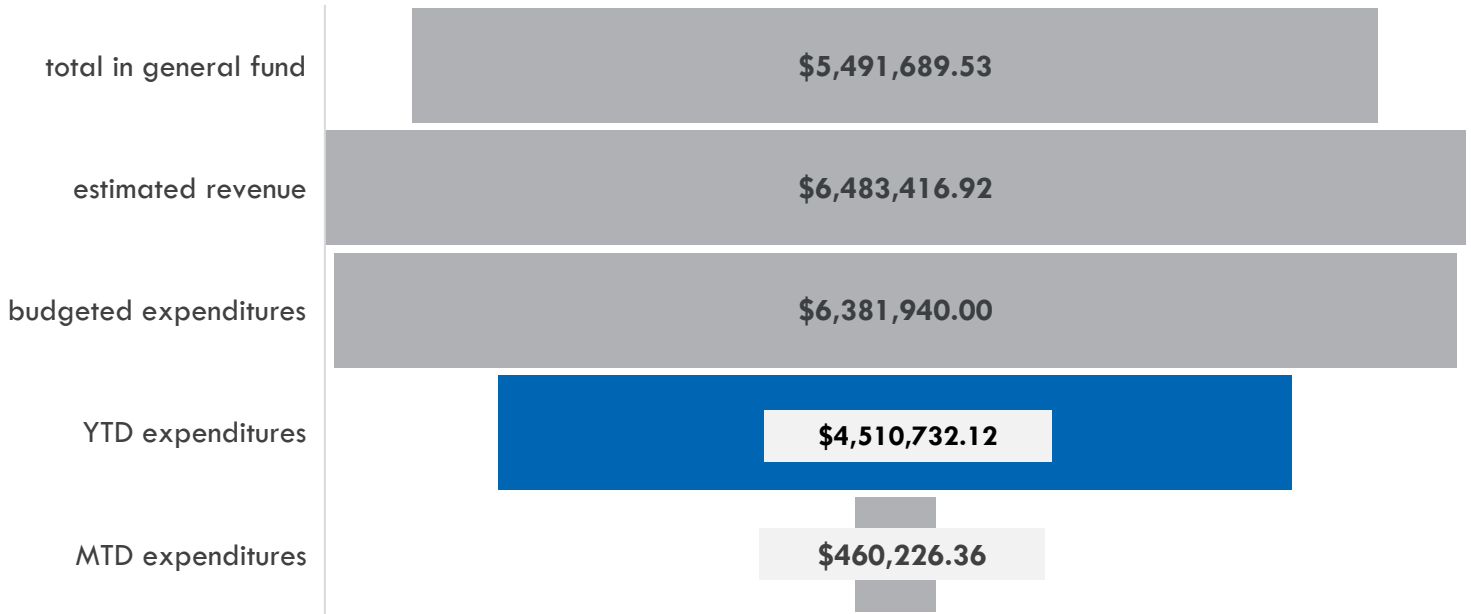
Date

Secretary

Date

February 2025 Financial Highlights

General Fund



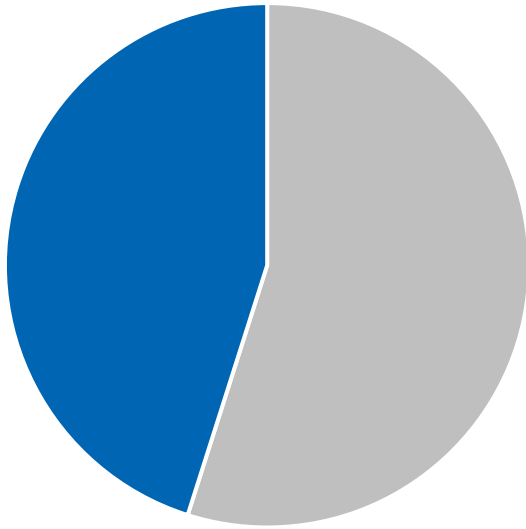
We have received 105% of our estimated revenue for the fiscal year including \$60,851.64 this month.

At this point last year, we had received 110% of our estimated revenue for FY24.



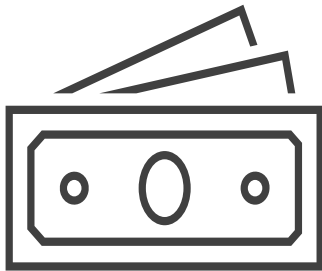
The general fund decreased from \$5.89 million to \$5.49 million from 2/1/2025 to 2/29/2025.

This is a result of \$61k revenue coming in and \$460k (general fund + asset replacement) expended.



82% has been spent out of the general fund. We are 83% through the fiscal year.

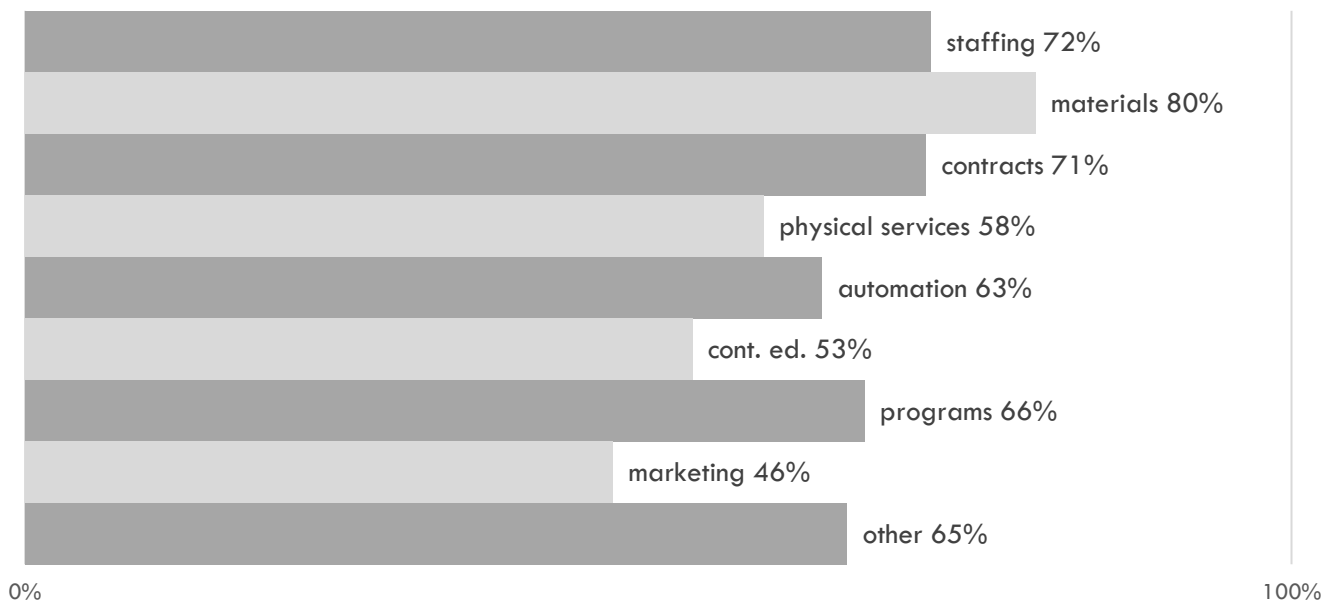
We have budgeted to spend 116% of what is currently in the general fund.



We have spent 71% of our estimated budget.

At this point last year, we had spent 74% of our estimated budget for FY24, so we're behind the previous year's spending.

Year-to-date spending by budget group





Director's Report – February 2025

Personnel – We remain fully staffed with no vacant positions but will have a vacant IT Associate position at the end of April. Because the departing staff member gave us such generous notice, we hope to have a new candidate hired in time for a smooth transition.

We held our first 2025 staff development day on Friday, February 28. We began the day at Village Hall where I gave a brief introduction and overview for the day, and we did a bingo style game to help staff get to know each other a little better and to facilitate interaction among staff who don't frequently work together. The winner was one of the Library Aides, and her prize was to have me do her job for one hour on mutually agreed upon date. (I will be shelving books for an hour on 3/14/25 – the date we agreed on.)

Next, we broke up into departments and went out on field trips. Our Admin staff went to the Oak Park Library where we met with the Director of HR & Finance, Billy Treece, who showed us the software they use for accounting and financial reporting and also the HRIS (Human Resources Information System) platform they use. These platforms have allowed them to manage the operations of their Administration Department in an almost paperless department. The accounting system they use is a different one than I had previously investigated with the Palatine Public Library, but functions in a very similar way by allowing department managers and the library director to track and sign invoices without passing a lot of printed documents around and it has also significantly decreased the amount of physical storage needed for paper files. We are now in the process of putting together a list of the features we most liked in this system and what features we would want, and our next step will be to talk with our accountants to see if we can find a product that will help us reduce our reliance on paper and work for Lauterbach & Amen too.

Following the field trip, all staff met back up at Venuti's where we enjoyed their lunch buffet, and then immediately after lunch we held department meetings, with some groups meeting in rooms at the Park District and some meeting back at the Village Hall.

Following the department meetings, we all returned to Village Hall where Brooke and I tag teamed to provide an update for staff on the renovation progress and next steps and explained the goals for the staffing analysis project. We ended the day with each department sharing with the rest of the staff a report on where they had gone on their morning field trip and what they learned. It was a very different day than what has been a typical staff development day in recent years, but with careful planning we made it work. I'm very grateful to our intergovernmental partners who are providing space to us in their buildings during the renovation while our own meeting rooms are not available.

Staffing RFP – Regretfully, we did not receive any responses to our RFP for the staffing analysis project. I have reached out to some of the consulting firms we invited to submit proposals to find out why they chose not to respond to our invitation. At least two of the firms have expressed interest in working with us. One indicated that the timing of our RFP was what had not worked for them. Given their existing workload, they were not able to meet our deadline. Another firm explained that their work with libraries is primarily focused on strategic planning and facility planning and so they weren't sure they could offer a competitive proposal. Still, they have some experience in this area working with the Grand Rapids (MI) and Door County (WI) libraries. I have set up a conference call for Brooke and I to further discuss what we are looking for to see if they might be able to help. And, I have invited the firm that cited bad timing to submit a proposal for the project, and to indicate what timeline will work for them. Hopefully by next month I will have more to report on this and then we can decide what direction we want to go in.

Water Leak – Staff discovered water dripping from the ceiling in the first-floor men's restroom on March 5. It turned out to be a seal in the 2nd floor drinking fountain directly above that had deteriorated, causing the leak. This triggered needed repairs to both the restroom ceiling and the water fountains, both of which were taken care of by our maintenance staff. The restroom was placed out-of-order for about 4 hours

while the repairs were being done. Patrons were directed to the family restrooms in the Children's Department and the 2nd floor restroom during this time. A second leak occurred a week later in the 2nd floor men's room, but was again quickly repaired with minimal impact to the public.

Candidate Forum – I want to thank the trustees who attended the Candidate's Forum that the Library hosted at Village Hall on Tuesday 3/11/25. While we weren't successful in getting all local candidates to participate, I think it was a good opportunity for those in attendance and those who will view the recording later to hear from many of the candidates who will be on their ballot in this year's local election. As the photo below shows, the turnout was impressive. In fact, we would not have been able to accommodate a crowd of this size if we had tried to host it in our building. We did learn a lot in the planning process and have already started a list of what went well and what could be improved so that we can be even more prepared for hosting the next one in 2027. Here are a few of the comments that were submitted to the library and posted in local Facebook groups immediately after the event:

- *"Hearing each candidate speak about themselves provided a valuable opportunity to gain real insight into their views and qualifications, rather than just seeing a name on a sign."*
- *"The event was well planned. The questions were appropriate and engaging. I would like to see these type of events before any local election."*
- *"Today's candidate forum, hosted by the Addison Public Library, was an invaluable opportunity for those who were able to attend. Regardless of which candidate you support, the event provided a remarkable chance to witness thoughtful discussions, where candidates shared their perspectives, answered questions, and offered rebuttals. This is exactly what politics is about—engaging in meaningful dialogue. It was also an excellent learning experience for our youth, showing them how constructive conversations can take place, even when there are differing viewpoints. My only regret is that not all candidates attended, as hearing from every candidate would have provided a more complete understanding of each perspective. While also given Addison residents a chance get to know who they are and not just vote because they are a friend of a friend."*
- *Great job by you and the APL team! The event was well organized. (This one was emailed to Lesley.)*





ADDISON
PUBLIC LIBRARY

ADULT SERVICES – FEBRUARY 2025

SNAPSHOT

February may be a short month, but Adult Services made the most of every day!



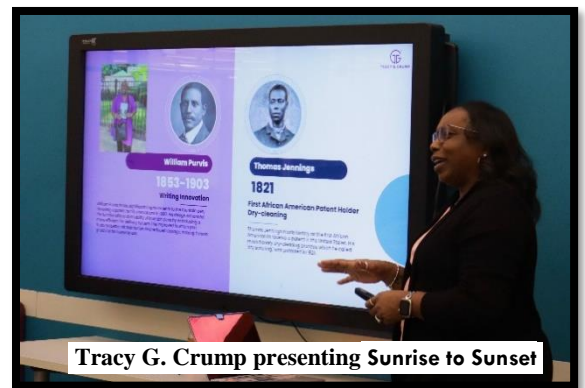
Genealogy Club at the History Museum

We launched several new programs in February including a Spanish Conversation Group. Sara led the group in several activities and conversation questions, all around a theme. Elizabeth's Genealogy Club had its first official meeting in February, which was a field trip to the Addison History Museum. They met with Museum Coordinator, Susan English, to learn about their resources and get a tour. The group is very enthusiastic and cannot wait for their next meeting in April, which will focus on using church records for research.

Patrons are adapting very well to using different spaces for programs, due to construction. Jodi's movement and meditation program participants are so happy we have been able to make space for them in the Teen Program Room and are excited about programs outside during the summer/phases 2 & 3 of construction. All staff have also enjoyed seeing our littlest patrons on

the 2nd floor for story time during this first construction phase and will miss them post renovation.

February was Black History month and this year we had the incredible opportunity to welcome Tracy G. Crump, a professor from Elmhurst College. Tracy designed a program that tied in with the craft kits that Sarah created for the Creative Studio. The program was called "From Sunrise to Sunset: The Role of Black Creativity in Daily Life" and explored the creative brilliance of Black inventors and discovered how our daily routines are forever connected to their innovations. Following the program, one patron said, "I learned a lot. Very interesting. Who knew where all our things came from. Always good to learn about the past. Tracy G. Crump was very pleasant. She did great. Thank you to the library for all the good programs and all the cool crafts kits. We are enjoying it all."



Tracy G. Crump presenting Sunrise to Sunset

On Staff Development Day, AS & IT staff headed to Wheaton to take a tour of the People's Resource Center (PRC) and see their brand new building. Everyone thoroughly enjoyed the trip and learned so much about all their different programs, referral methods, services at different locations, and more! During the visit, Lesley & Megan expressed interest in a new program the PRC is launching. So, the PRC will be visiting us next month for a tour and to discuss bringing the "Ask a Banker" program to APL.



Three generations at Cozy Creatives!

Interesting Question

Question: Can you find a contemporary fiction book about Indian immigration to the United States?

Answer: Megan suggested the title *Well Behaved Indian Women* by Saumya Dave.

Success Stories

Ana connected one of our ELL volunteers to the Spanish conversation group! They had no idea it was being offered and expressed how excited they were to attend.

About an hour before D&D was set to start, a patron called Sophia saying that he just saw the program listed online and registered. He is an experienced player and very excited to play since he has not had a group to play D&D with since college. The game went really well and he was very excited to come back for future session!

Yesenia assisted a father with citizenship paperwork to bring his daughter to the United States. He came back once his daughter was here so she could meet her and thanked her for supporting them in this process.

CHILDREN'S SERVICES – FEBRUARY 2025

SNAPSHOT

- Maria planned and presented a DIY Valentine's Day Cards program on Feb. 8. Participants enjoyed showcasing their creativity.
- Claire debuted two new programs this month: Book Tasting and Taste the World Jr. Both programs were geared towards elementary school-aged children and their caregivers. Book Tasting drew in a wider age range, leading Claire to conclude that more options for younger children will need to be available at the next session.
- Claire and Betsi visited the Park District Preschool for the first time this school year and brought Valentine's Day-themed craft kits for the students to take home.
- Selene joined Head of Community Engagement Gaby Tafolla at District 4's BPAC (Bilingual Parents Advisory Committee) meeting on Feb. 20. Selene brought activities to share with participants on helping their children learn about their emotions as well as corresponding library materials.
- Louise visited the 1st graders at Army Trail to share stories and a craft activity inspired by the artist Romero Britto. Betsi put this activity together and it was a huge hit with the students.
- With many of our storytimes currently taking place in the main Children's Services department space, CS staff are finding this provides more visibility to patrons and increased interest in attending storytimes. Debbie also reported that a parent shared how appreciative they were that we sometimes use bilingual songs in our storytimes, and that they enjoyed practicing a song titled "Dos manitas, diez deditos" with their child.
- Louise and Niki worked with Creative Services Coordinator Sarah van der Heyden to bring local presenter Carol Leeson in to do a joint 2-part Beginning Crochet program in the Creative Studio. Geared towards grades 3 & up and their caregivers, participants enjoyed both sessions and asked that the library provide more programs focusing on crochet.



STATISTICS

Children's Programs: 28 programs, 524 participants

Asynchronous Programs: 5 programs; 405 participants | Appointments: 24 | Continuing Education: 34.75 hours

Reference Questions: 152 | Scan/Fax Questions: 63 | Directional Questions: 56 | Teacher Resource Room: 4

Book Displays: Black History Month, Game On: Football, Sweet Reads, If You Like ... *The One and Only Ivan*.

SNAPSHOT

- Patti & Gaby dressed up during their monthly visit to the Memory Care residents at Clarendale as they learned more about Louisiana and Mardi Gras.
- The department had perfect attendance at Staff Development Day! During their department field trip, they explored local parks to assess how they would work for summer programming and visited NEDSRA (Northeast DuPage Special Recreation Association) to learn more about their space and all the services they offer.
- Matt joined the Data Axle Power Users group! Due to the impressive usage numbers of the Data Axle's Reference Solutions database (989 logins and 1,685 searches), he was asked to join in quarterly meetings, where he will share insight on how Addison business owners use the resource.
- Natalie & Gaby replaced 2 lost library cards and checked out children's materials at the ASD4 Bilingual Parent Advisory Committee. They were joined by Selene, who briefly presented on Children's Services happening and led a mini lesson on emotions.

PROJECTS / COMMITTEES

Marketing Updates: Samantha worked with Louise to facilitate the revival of the Early Literacy e-newsletter and worked alongside Matt to set-up a new ad on Spotify highlighting the Financial Fitness Series he helped plan as part of the Business Interest Group (B.I.G.). Unfortunately, the library did not see significant return from Welcome Wagon and has chosen not to renew that contract. (Welcome Wagon is a direct mail solution that introduces new residents to businesses via a coupon book.)

Building Project: Samantha created two fun, quick videos/Reels for social media that were not only entertaining but informed the community with what has been going on with the very busy building project.

Pathways to Success: In preparation for the March 5th start, Matt & Ana (Adult Services) finalized details to make sure the students are set-up for success! Matt coordinated with a resume writer who worked alongside participants to create a professionally written resume and Ana began completing pre-assessments with the registered participants.

Staff Development Day: Gaby & Samantha both had plenty to do in preparation for this Staff Development Day. Gaby worked on the logistics and itinerary for the department, while Samantha prepared the printed materials & FUNShine treats.

STATISTICS

- The CE department connected with **46** community members at **4** outreach events!
- Number of New Job Toolkits distributed: **15**
- **19** one-on-one appointments with Job Seekers & Business Owners.

From Left to Right: Natalie & Selene (CS) ready to answer questions & check-out materials for attendees at the ASD4 Bilingual Parent Advisory Committee, Photo of the sponsors screen at the Mean Girls Production put on by the Addison Trail High School Theater Department; Clarendale seniors playing dress up with colorful beads and a mask partially made in the Creative Studio.





GUEST SERVICES – FEBRUARY 2025

SNAPSHOT

This month Margaret (22 years), Kathy (6 years) and Jessica (1 year from rehire) all celebrated February anniversaries

Margaret, Javier, Socorro, Eva, Nicole, Jessica, and Kathy all attended Staff Development Day. Everyone greatly appreciates the Board allowing the library to be closed for a day of learning. Guest Services visit St. Charles and Geneva Libraries to see their drive-up windows and processes, ask questions, see general circulation procedures, and tour the libraries. Everyone had a good time learning and getting to know their coworkers.

The National Change of Address (NCOA) reports through SWAN were available and accounts for people that now live out-of-state and did not have bills were purged from the report. Patrons living in another library's service area were marked expired. These two factors decrease the total number of Addison library cardholders because they no longer reside in Addison. SWAN does provide a report of patrons from other libraries that have moved into Addison which was provided to the Marketing and Communication Coordinator to see if there is a way to reach these people to get a card.

Now that we have been with SWAN over a year, Kathy took the opportunity in February to review and update all Guest Services procedures. Some of these procedures will need to be reviewed again after the renovation is completed and the drive-up window is open.

The automated materials handling machine (AMH) was down on 2/26/25 in the morning and all Guest Services Associates worked together to manually process RAILS bins, check in patron material, and communicate with Library Aides what was ready to go on a cart for shelving.

District 88 Heritage Spanish students are again doing job shadowing at APL. Eva and Javier both worked with them in February to show them how they could use their Spanish skills in the Guest Services department.

Kathy is part of SWAN's Circulation Working Group and as a member of that group she presented some best practices at the SWAN Circulation Networking Group in February.

Eva helped the Sunshine committee get bags ready for Staff Development Day.

STATISTICS

In February there was 1 curbside pickup.

4 overdue items were found on the shelf that had not been checked in.

18 non-SWAN ILLs were checked out by patrons.

4 non-SWAN reciprocal borrowers were registered.

Guest Services staff completed 30.75 hours of Continuing Education.

Eva completed 4 translations, taking 2 hours of time.

Kathy did 1 notarization.

Self Checkout % for February 2025 was 28% which seems to be about the norm since joining SWAN.

IT SERVICES – February 2025

SNAPSHOT – Microsoft 365 Licensing

RAILS E-News - February 19, 2025

Libraries Encouraged to Review Microsoft Licensing Terms

In 2024, Microsoft shifted public libraries from an educational to a nonprofit licensing structure for their products. This resulted in reduced library access to vital technology tools, dramatically increased costs for many libraries, and significant staff time and effort to navigate a poorly communicated transition.

The Head of IT Services has been monitoring the Microsoft licensing change since 2024, together with the RAILS IT Roundtable group. She diligently worked with vendors in early 2025, successfully renewing our EDU licenses through 2/26/2026.

Product name ↑	Assigned licenses	Purchased quantity	Available licenses	Subscription status	Renewal or expirati...
 Microsoft 365 A3 (Education Faculty Pricing)	48	55	7	✓ Active	2/26/2026
 Microsoft 365 A5 (Education Faculty Pricing)	5	5	0	✓ Active	2/26/2026

Even though we might still be forced to switch to nonprofit licensing a year from now, at least we are saving the library budget and keeping up high-level technology services this year.

PROJECTS

The IT Services Associates

- Answered a total of 507 patron questions, a 6% decrease from last month. Considering the inclement weather on several days in February, the number of help sessions is good.

The Creative Services Coordinator

- Hosted 9 one-on-one appointments, slower than usual. 3 scheduled appointments lasted 1-2 hours each. 6 walk-in appointments lasted 15-30 minutes each.
- Program attendance struggled, averaging 2 patrons per class, due to winter storms. Patrons asked if we could re-schedule 2 programs later.
- Partnered with Adult Services and Teen Services to offer Black History Month themed programs and crafts.

The IT System Administrator

- Ran ethernet cables to computers in the Large Meeting Room to resolve the wireless Internet access issues that were occurring for those working in the temporary workspace.
- Worked with TBS (Today's Business Solutions) to resolve scanning issues.
- Ran Phishing simulation during the week of Safer Internet Day.

The Head of IT Services

- Selected a commercial TV for a staff conference room, getting pre-bid pricing from Sourcewell (which is a cooperative purchasing program).
- Worked with the Network Consultant on having IT tickets auto-generated via email confirmations from LibCal Equipment Booking.



MATERIALS MANAGEMENT – FEBRUARY 2025

SNAPSHOT

For Staff Development Day, staff went to the Villa Park Public Library for the first part of the day, where Karen and Sue presented on how titles are selected for purchase. Staff then worked together in pairs to decide what titles should be ordered. Jenny then showed staff the process of uploading the titles to be purchased to Workflows which creates an “on-order” record in the catalog for patrons to place holds.

SWAN is making a change to our catalog hosting and support, which means that a server migration is planned for Tuesday March 25th – Wednesday March 26th. On Tuesday, March 25th, which is the migration day, staff and patrons will still be able to browse the catalog, but there will be limited functions. We hope the migration is completed on Wednesday, March 26th.

PROJECTS

Karen created a collection decision workflow on the circulating laptop collection. After looking at the collection, the costs associated with it and the amount of damage/loss, a decision was made to withdraw the laptops from the Library of Things and to offer them to IT Services for in-house patron use.

All Library Aides worked on straightening the stacks that Hallett moved for construction access.

Karen started working on a project with the travel collection. She checked each book for condition and later editions of the same title, and checked if there were maps in the books. If the book has a map, then a circulation note is added to Workflows to help staff check for maps upon check-in and check-out.

Stef began working with Paul on reclassifying the World and Latin Music CD collection.

Marilyn and Eden helped with unpacking boxes of materials received and Marilyn learned how to print out call number labels and update fields to existing item records in Workflows.

Stef created a "Rom Com" display featuring both movies and novels, a "Super Bowl" display including materials about football and stories featuring the two teams, and a "Want More Dragons?" display for patrons that just finished the recent release of the popular title Onyx Storm.

STATISTICS

MM staff completed **47.74** hours of CE.

MM staff added **1,533** items.

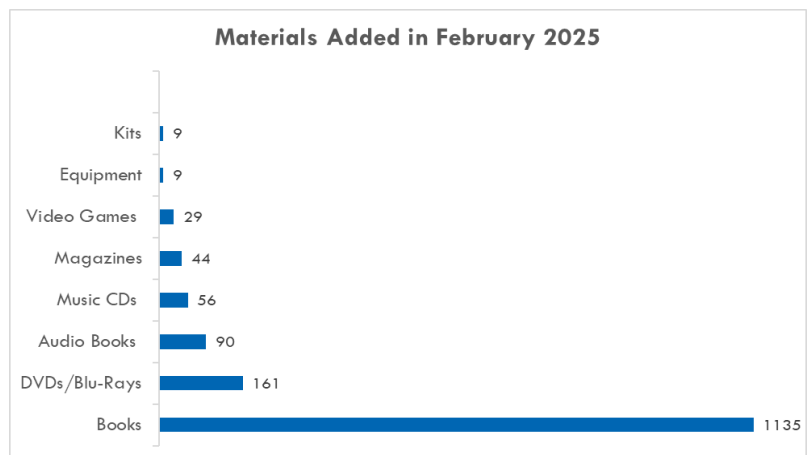
MM staff withdrew **192** items.

Library Aides shelved **294** carts.

APL patrons borrowed **26** items from other libraries through interlibrary loan.

- Average time patrons had to wait for item to arrive through OCLC: **6.73** days.

APL sent **192** items to other libraries through interlibrary loan.



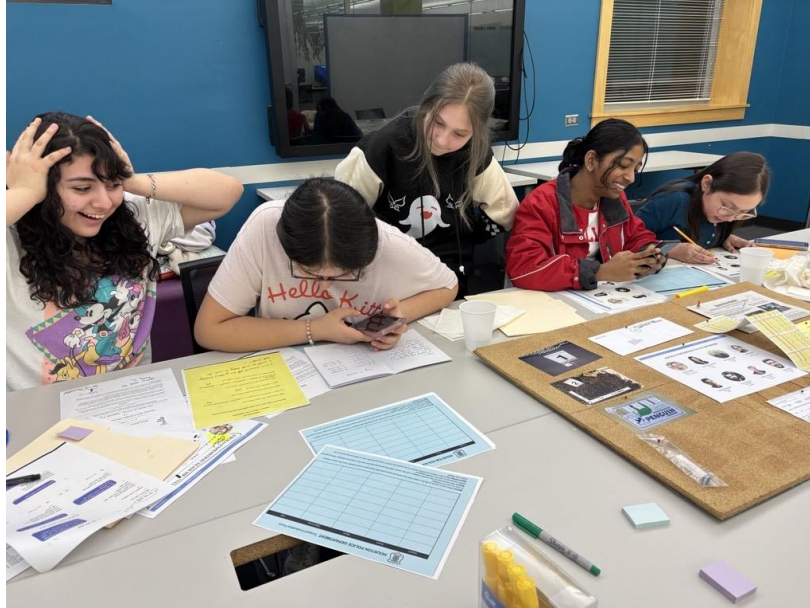
TEEN SERVICES – FEBRUARY 2025

SNAPSHOT

We hosted 18 classes (233 students) from D4.

The Teen Services Department visited the COD Library and Learning Commons as part of our Staff Development Day. We learned so much about the resources that are available to students and that we are seeing similar trends in student interests and needs. For example, we learned that the Learning Commons has seen a significant increase in the number of neurodivergent students. We discussed the process for transitioning from an IEP in high school to accommodations in college. And we got an overview of the various methods and procedures for tutoring appointments, some of which we think are applicable to our own homework help appointments.

Courtney presented a RAILS webinar on our many murder mystery programs for teens, emphasizing the ways we incorporate critical thinking, STEM skills, and traditional literacy. 172 people attended. The teens pictured below stayed late at one of this month's Thunder Mursday nights to crack a code in binary.



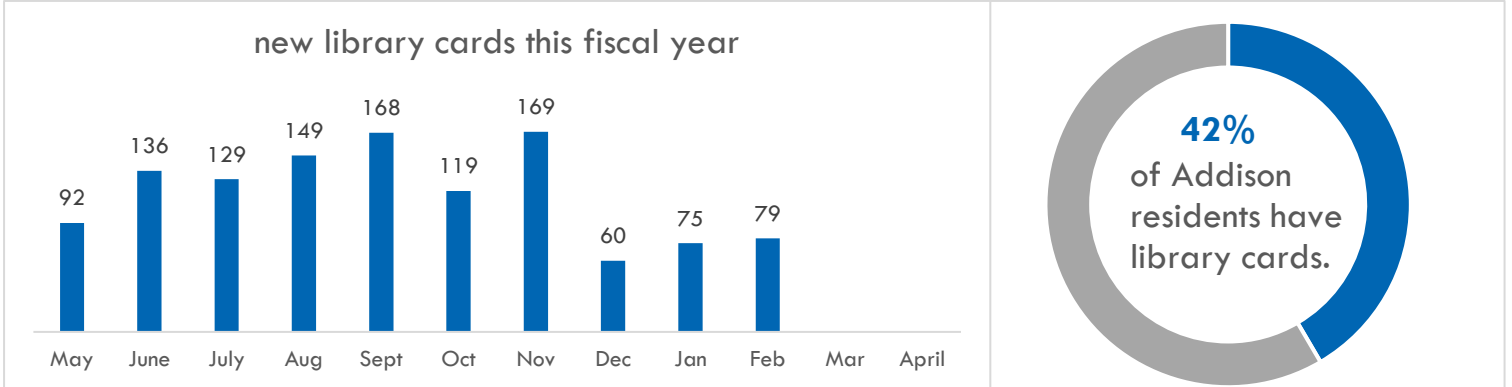
"Coming here is my favorite part of the week. It's when I can just be myself. You can't always feel safe at school."

February 2025 Library Usage Report

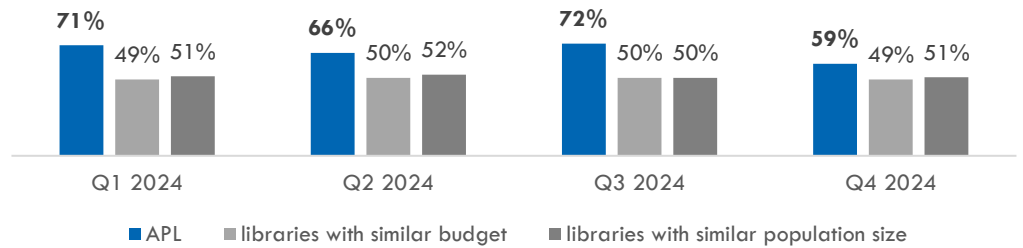


Library Cards

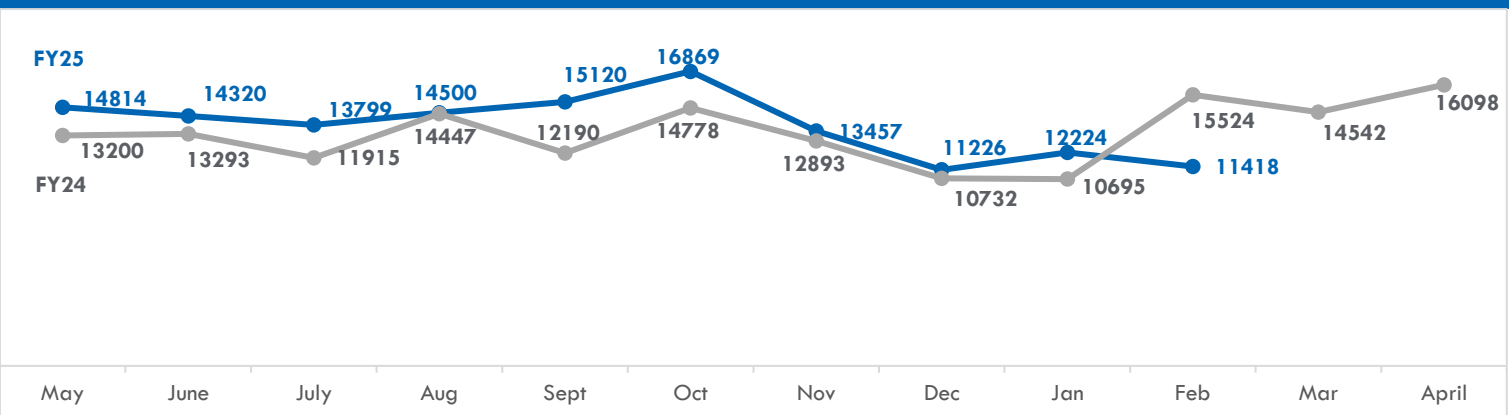
79 new library cards this month.



percentage of new cardholders who signed up between 12 and 24 months ago and actively use the library

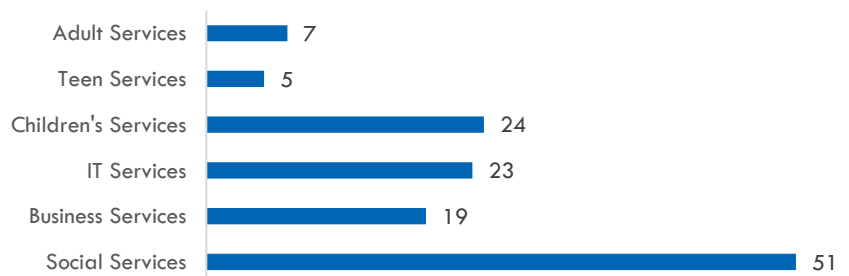


Library Visits



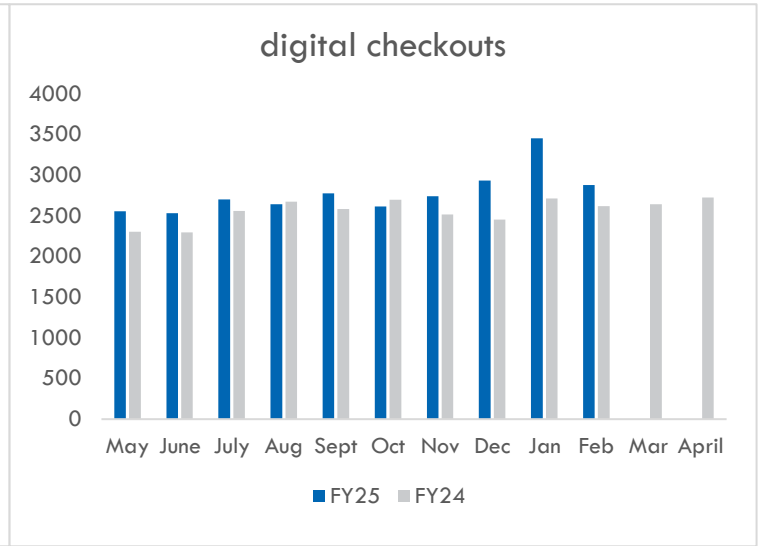
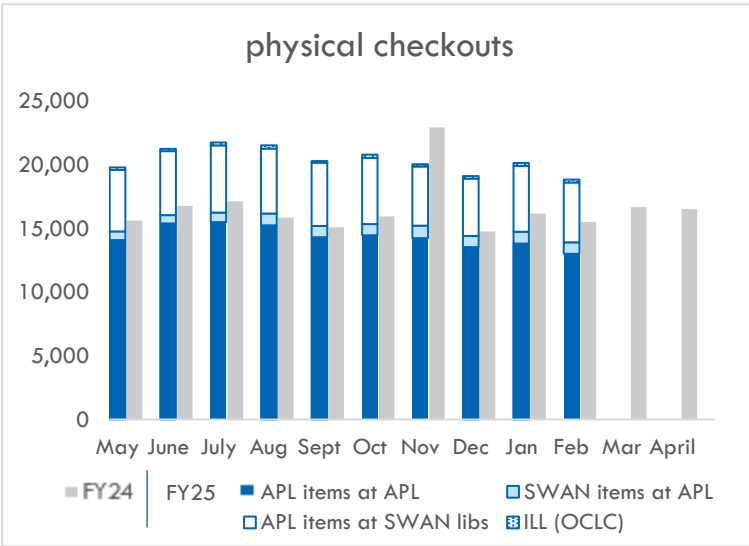
1-on-1 appointments

- 129 1-on-1 appointments
- 1741 computer logins
- 969 wifi sessions
- 0 large meeting room bookings
- 654 study room bookings
- 19 Creative Studio bookings
- 51 Sound Studio bookings

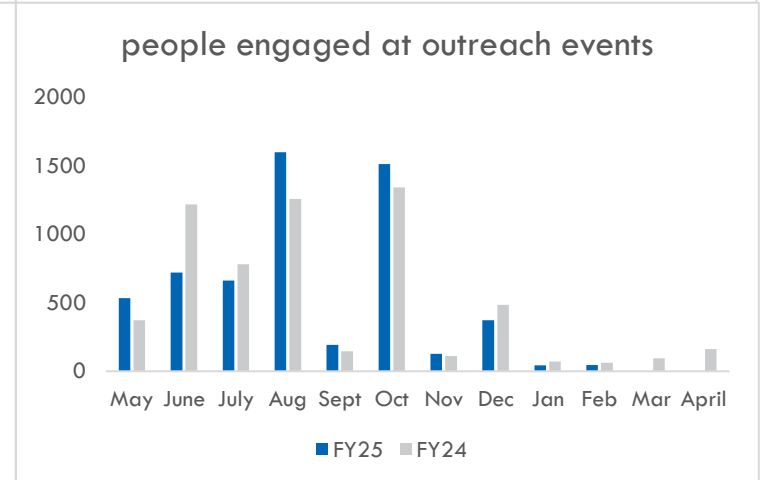
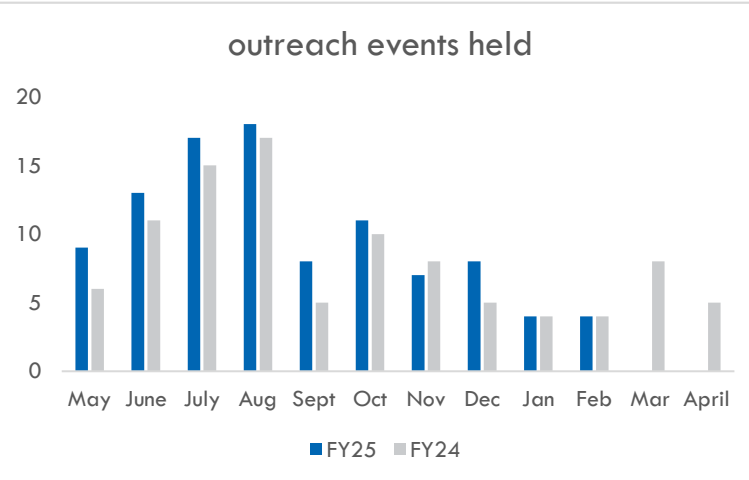
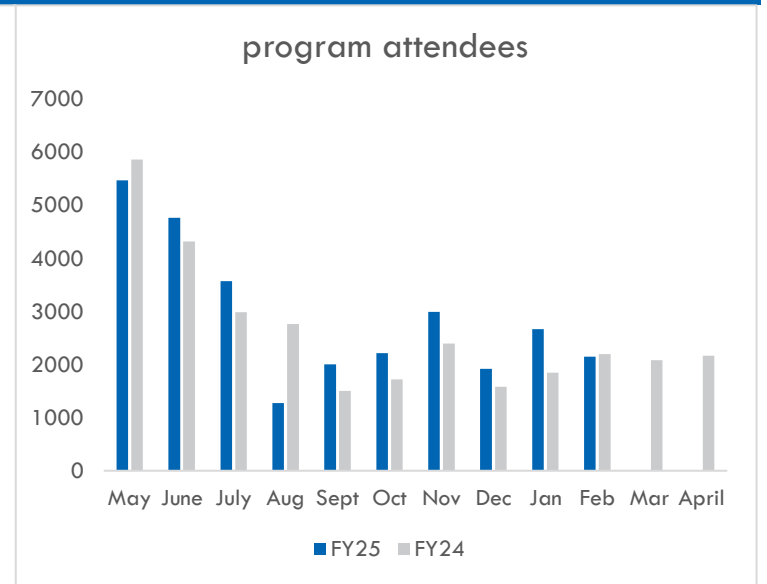
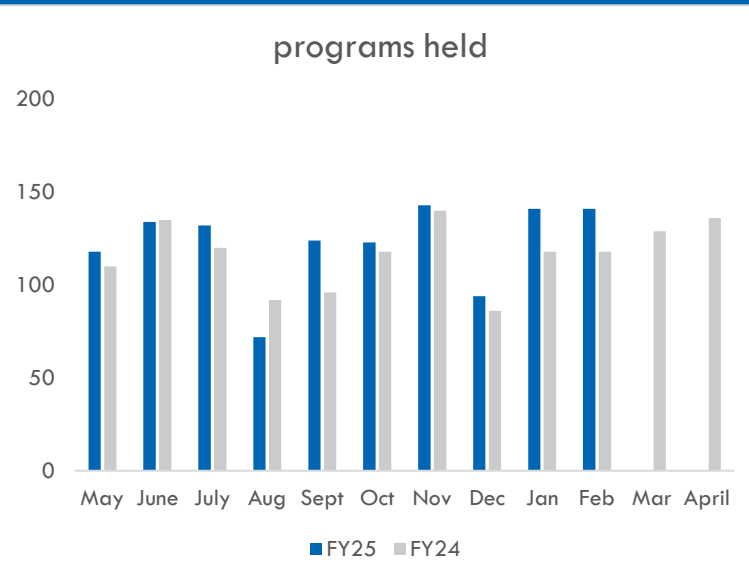


Circulation

21722 total checkouts this month



Programs & Outreach





Meetings

- 2/20, 2/27, 3/6, 3/13: Mary, Brooke, and Greg attend OAC meetings. We review the schedule, progress so far, and what will happen in the next three weeks. PA+D attends these meetings every other week.
- Week of 2/16: Mary and Brooke took 3rd floor staff up to the 3rd floor to see the progress!
- Week of 3/9: Mary and Brooke gave tours of the 3rd floor to any staff interested.
- 3/4: Mary, Brooke, Yabin, and Sarah met to discuss what creative services will look like during Phases 2 & 3.
- 3/10: Mary and Brooke met with Teen Services to discuss what needs to be moved into the LMR to serve teens over the summer (Phases 2 & 3).
- 3/13: Mary and Brooke met with the Collection Development team to discuss shifting the collections from the west side of the 2nd floor to the east side and determine which collections should be in storage and/or carts if everything does not fit onto our shelves.

APL project work

- Selected accent walls and paint colors for the 3rd floor.
- Communicated with staff about trucks out front and disruptions to the building.
- Started planning for the transition from Phase 1 to Phases 2 & 3.
- Brooke presented updates on the building project at Staff Development Day.

Construction progress

- The fill-in over the 2nd floor Program room is completed, so Mary and Brooke's new offices have floors!
- We have walls, low voltage wiring, and insulation!
- Curtain wall work started on 3/17, so the window lines work with the new floor.

Concrete for offices being smoothed.



3rd floor staff tour



CHANGE ORDER LOG

02/27/2025

ECO Lighting \$8,920.00 light fixtures room 307A

ECO Lighting \$560.00 add outlet room 322 ASI 002

ECO Lighting \$3,045.00 Communication cable/device SK-2A & SK-2B

ECO Lighting \$5,262.00 add card readers ASI 005

ECO Lighting \$884.00 add power/circuit for dishwasher ASI 006

CS Woodworking \$2,510.00 Casework in IT Workroom ASI 004

Anderson Lock \$2,275.00 add electric strikes 311,327, E320 ASI 005

Anderson Lock \$3,400.00 additional hardware/HMF/door/electric strike 307A ASI 001

Total: \$26,856.00

Let us know how we've served you well, what we should try next, and where we stand to improve. We appreciate your feedback!

Lesley put a recommendation in a book I chose for winter reading - "What you're looking for is in the library!"

It was amazing! Very different in tone from my average reading. I truly appreciated the story & message. Personally, I have knowledge & experience with Japanese culture and thoroughly enjoyed this book. Kudos to Lesley for showcasing such a different "read." Addison Library is the best!

Let us know how we've served you well, what we should try next, and where we stand to improve. We appreciate your feedback!

SARA AFREEN

SHE IS VERY

GOOD EMPLOYEE




Let us know how we've served you well, what we should try next, and where we stand to improve. We appreciate your feedback!

Megan very helpful.
Wonderful!
Lawyer paper help.

Thank you.

Let us know how we've served you well, what we should try next, and where we stand to improve. We appreciate your feedback!

Jose in IT has been a great help on 2 projects I have been working on. He was kind, patient, and understanding. As I knew I had someone with knowledge, it made me feel less ~~more~~ anxious.



Let us know how we've served you well, what we should try next, and where we stand to improve. We appreciate your feedback!

For me it is a Privilege, to receive
(Yesenia's) care, and quality,
SOCIETY will be grateful for her

THANKS FOR
EVERYTHING

Let us know how we've served you well, what we should try next, and where we stand to improve. We appreciate your feedback!

Please make a sign so that people know study rooms are not sound proofed. The amount of music played, speakerphone phone calls heard, & loud group conversation is appalling. I'm in the room because the library is no longer a quiet space, not even in the adult section. And no, the glass box 'quiet space' still has people rudely, loudly eating or other computer activity. As a resident of 40 yrs, I'm consistently disappointed when I come here.



Please keep my comment anonymous

which was a great I left with
new knowledge. He is a great
asset to APL. Thank you.

Let us know how we've served you well, what we should try next, and where we stand to
improve. We appreciate your feedback!

Matt Williams met with
me today per my request
to learn how to create
a website for a Graduate
School Project.

Matt was prepared with a
template and was very
thorough + explained
things so well and to my
understanding. He frequently
asks if I was understanding

continued above



LACONI

TRUSTEE BANQUET

Friday, May 30th
6:00-9:00 pm

The Nineteenth Century Club
178 Forest Avenue
Oak Park, IL 60301

The LACONI Trustee Banquet brings together community leaders, donors, and supporters to celebrate our organization's accomplishments and further our mission of providing continuing education for library professionals at all levels and networking opportunities for library trustees. This year, we are thrilled to host a conversation between RAILS Executive Director Monica Harris and acclaimed author Cristina Henríquez.

We recognize the vital role elected and appointed public library trustees play in shaping our communities. In Illinois, libraries are essential hubs for information, education, and resources, promoting lifelong learning and community connection. Our annual banquet is an opportunity to acknowledge advocates for these efforts and their commitment to enriching the lives of Illinois residents.

For additional information and to purchase tickets, visit laconi.org

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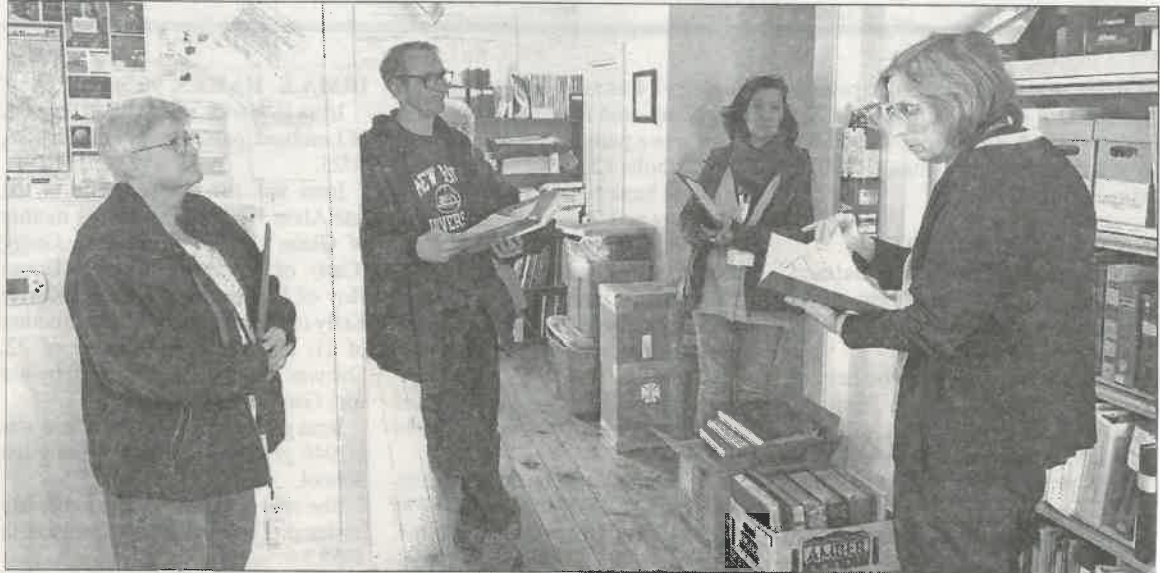
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The Addison Historical Museum recently welcomed members of the Addison Public Library Genealogy Club for a special guided tour led by Museum Director Susan English (right). The Genealogy Club, which meets regularly at the library, encourages members of the community to explore their heritage through shared research and historical resources.

Local Genealogy Club explores village history at Addison Historical Museum

The Addison Historical Museum recently welcomed members of the Addison Public Library Genealogy Club for a special guided tour led by Museum Director Susan English.

The visit provided participants with a unique opportunity to explore the museum's exhibits and learn about the extensive archival resources available for tracing family histories.

The tour included highlights of the

museum's various resources available, including newspapers, documents, maps, clipping files, photographs, local history books, and family files.

Attendees had the chance to ask questions and discuss research strategies, making the visit both informative and interactive. The Addison Public Library Genealogy Club, which meets regularly at the library,

encourages members of the community to explore their heritage through shared research and historical resources.

The Addison Historical Museum welcomes individuals and groups interested in local history and archival research. Admission to the museum is free. For more information about museum resources or to schedule a visit, call 630-628-1433.

Man admits to making false bomb threat at Crystal Lake library; earlier pleaded guilty to Kane County threat

‘Was very upsetting to patrons and staff,’ library official says

By Amanda Marrazzo
March 07, 2025 at 8:00 am CST



Jacob N. Spiro is believed to be connected to multiple false bomb threats made around Chicago suburbs. (Photo provided by Cook County Sheriff's Office)

A man has admitted in court that he falsely reporting there was a bomb in the Crystal Lake Public Library, for which he was sentenced to two years of special probation.

In exchange for his guilty plea to one count of disorderly conduct, a Class 4 felony, an additional count against Jacob N. Spiro, 24, was dismissed, according to the court order filed in McHenry County court. Spiro, of Skokie, also was ordered to pay more than \$1,600 in fines and fees, and to have no contact with the library, court records show.

After learning of Spiro's plea deal, Becky Fyolek, executive director of the library, said that when the library received the bomb threats, it was "very upsetting for patrons and staff."

“The library is an open, welcoming, and safe place for the community to gather. The threats took that sense of safety from the community and forced the library to close to allow a thorough search of the building,” she said. “We are grateful to our Crystal Lake Police Department for their support and hard work to keep the library and the community safe.”

On Sept. 14, 2023, the library received a message through the library’s chat platform claiming there was a bomb inside the building, Crystal Lake police said in a news release at the time.

The library was evacuated and closed early due to the threat. Regular activity resumed the next day.

The Crystal Lake Public Library also received a bomb threat in a July 2023 phone call that was determined by police to be “unfounded.” When it occurred, police and a specialized canine searched the library and the surrounding area. After nothing was found, police determined the threat was not credible, police said. McHenry County court does not show an additional charge for that incident.

Authorities have said it was suspected that Spiro could have been connected to multiple “swatting” calls throughout Chicago suburbs. He was charged in Kane County in 2023 for allegedly making similar threats to a grocery store in Des Plaines and at Aurora library branches. Online Kane County court records show Spiro later pleaded guilty to disorderly conduct in the Aurora case and was sentenced to community service and two years of probation, on which he remains.

An attempt to reach his attorney was not successful.

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Libraries keeping watchful eye on federal funding upheaval

By [Angela Bauer](#), Reporter | March 5, 2025

Amid the flurry of executive orders signed by President Donald Trump during his first day in office was one rescinding a 2022 Biden administration order throwing federal support behind “the arts, the humanities, and museum and library services.”

The rescission of that order has left libraries and librarians wondering how the move will affect them going forward, with the possibilities covering a wide range of outcomes.

“As far as our day-to-day operations go, it’s not a great thing whenever funding is taken away, it’s not a good thing,” [Jacksonville Public Library](#) Director Jake Magnuson said.

That said, the Jacksonville library’s funding primarily stems from local property taxes, not the federal government, Magnuson said, crediting the Jacksonville community with being supportive of the library.

Local libraries still could feel some trickle-down if federal funding to state libraries — including Illinois State Library — is cut, others said.

Federal funding — \$5.7 million through the [Grants to States Program](#) in fiscal year 2024 — is dispersed to the Illinois State Library, which doles it out across the state in the form of grants, according to Cynthia Robinson, executive director of the [Illinois Library Association](#).

“It is used for different things, grants for libraries, things like funding the library systems in Illinois,” Robinson said of the federal funds.

One of the first things that would suffer if federal funding for libraries were cut is the interlibrary loan system, which saw 11 million items transferred among more than 1,700 public, school, academic and special libraries in the state during fiscal year 2024, Robinson said.

“One of the things we do through the system is we share materials,” Robinson said. “Across the state, not every library will have every book, but another library will. So we share materials, and that is something supported from the federal funding.”

That loan program means a patron of Jacksonville Public Library, for example, can request a title not in the library's collection and the library will request that it be loaned from a library in the state that does have it. The book will be delivered to the library for pickup by the patron and then returned to its home library — all at no cost to the patron.

The Illinois Library Association also uses an annual grant from the state library to hold Directors University, a multi-day training for new library directors, Robinson said.

"There's a lot to learn about being a library director," Robinson said, noting that each training session might involve 40 to 50 new directors. "The state library supports that."

Other library programs supported by state grants backed by federal funding include citation searches — more than 1 million of which were conducted in Illinois in Fiscal Year 2024 to help library patrons with research — and Project Next Generation, a program designed to help at-risk students and bridge the digital divide, Robinson said.

Illinois Heartland Library System is one of three library systems in the state. It consists of 520 libraries in the southern half of Illinois, running on a diagonal from Iroquois County in the east to Calhoun County in the west, including Sangamon, Greene, Macoupin and Jersey counties.

Morgan, Scott, Pike and Cass counties are part of the [Reaching Across Illinois Library System](#) that serves the northern half of the state with the exception of the Chicago Public Library System.

Leslie Bednar, executive director of the Heartland system, [said the rescission](#) of [Executive Order 14084](#) didn't immediately set off alarm bells for her, in part because Biden signing the order didn't automatically boost library funding in 2022 and in part because she didn't necessarily see libraries as the target of the action.

"For me, when it happened, I really saw that as setting the stage for what's happening in the arts scene," Bednar said, referencing upheaval at the [Kennedy Center](#).

After beginning his second term in office, Trump ousted the national cultural center's historically bipartisan leadership, replaced its board of trustees with his own supporters and announced that he had been elected — unanimously — as the board's chair.

"I'm not trying to be naive," Bednar said, "because I know (libraries) are included in that. There's the potential for libraries to receive less funding."

Along the lines of the Illinois Library Association's Directors University, the Heartland system uses a grant provided by the Illinois State Library to train library board members, Bednar said, noting that training program is in its third year.

The current upheaval at the federal level means no one's quite sure what will be funded going forward.

"Beyond rescission of Executive Order 14084, I'm acutely aware that the current budget negotiations occurring at the federal level could have a negative impact on funding that supports library services throughout our nation and in Illinois," Secretary of State and state librarian Alexi Giannoulis said in a statement. "In our state, public libraries are open to nearly 12 million Illinoisans who have access to collections, programming and services supported locally.

"Maintaining financial support for our libraries is essential. Free access to information and a variety of ideas, which is what libraries do best, are crucial not only today but for future generations to come."

Bednar hopes libraries retain bipartisan support, she said, noting that libraries frequently serve as warming and cooling centers and offer far more than simply books to the communities they serve.

"Libraries are great equalizers," she said. "In the big picture, they take away your ZIP code, take away your economic situation. There is equal access to anybody who walks in that door. Why would we want to lose something in a community that's only there for members of that community? There's no political bias."

HEARST *newspapers*

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Elmwood Park Library Board Broke the Law, AG Says

Secret Meetings and Trustee Appointment Violations Raise Questions About Transparency

[Laurie Christofano](#), Community Contributor

Posted Sun, Mar 2, 2025 at 7:56 pm CT



Elmwood Park Library Board Found in Violation of Open Meetings Act, Attorney General Confirms.

(Transparency for Elmwood Park Public Library)

ELMWOOD PARK, IL — The Elmwood Park Public Library Board has been found in violation of the Illinois Open Meetings Act (OMA) in two separate cases, according to official rulings from the Illinois Attorney General’s Public Access Bureau. The findings, issued at the end of 2023, confirm that the board failed to comply with transparency laws designed to ensure public access to government decision-making.

The violations, which include holding secret meetings and improperly appointing a trustee, have raised concerns about the board’s commitment to transparency and accountability.

Secret Meetings in 2022

The first violation stems from 2022, when the library board held **six private meetings** to interview candidates for the executive director position. These meetings were conducted without

public notice, agendas, or recorded minutes, effectively shutting out residents from observing or participating in the process.

While the board claimed the lack of transparency was an “accident,” the Attorney General’s office ruled that the actions were a **clear violation of the Open Meetings Act**. Although no penalties were issued, the board was ordered to comply with OMA requirements moving forward.

Improper Trustee Appointment in 2023

The second violation occurred on August 16, 2023, when the board appointed a new trustee without properly listing the action on the meeting agenda. Although the board later held a special meeting to re-vote on the appointment, the Attorney General ruled that the initial violation deprived the public of proper notice and warned the board to fully adhere to transparency laws in the future.

Find out what's happening in Oak Park-River Forest for free with the latest updates from Patch.

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Official Findings, Not Opinions

These rulings are not based on opinions or accusations but are **official determinations** from the Illinois Attorney General’s office. The findings underscore the importance of transparency in local government and highlight the need for accountability among public officials.

Residents who wish to review the full correspondences from the Attorney General’s office can access the documents here:

- [Secret Meetings Case](#)
- [Trustee Appointment Case](#)

Calls for Accountability

Library board members are required to undergo training on OMA compliance, making these violations particularly troubling. Critics argue that the board’s actions reflect either a **lack of understanding** of transparency laws or a **willful disregard** for public accountability.

“These violations betray the trust of Elmwood Park residents and create unnecessary legal risks for the library,” said Jack Bower, local resident, library director of a nearby public library, and candidate for Elmwood Park Library Trustee in the upcoming April 1st municipal election. “We deserve a board that operates with integrity and transparency.”

What’s Next?

The rulings serve as a reminder of the importance of transparency in local government. Residents are encouraged to stay informed, attend public meetings, and hold their elected and appointed officials accountable.

For more information or to file a Freedom of Information Act (FOIA) request, residents can contact the Elmwood Park Public Library or the Illinois Attorney General's office.

What are your thoughts on the board's violations? [Join the conversation on Facebook.](#)

This article will be updated as more information becomes available.

Library officials explore potential cost of separating from the city

EPL leaders sought info from Aurora library, which separated from the City of Aurora in 2020.



by **Bob Seidenberg**
February 25th, 2025

Evanston Public Library officials are continuing to explore different options for managing mounting maintenance costs at the main building on Orrington Avenue, including one path that would entail separating from the city and becoming an independent district.

EPL Executive Director Yolande Wilburn briefed the board at its Feb. 19 meeting on a discussion she and Finance Director Sameer Notta held earlier in the month with Michaela Haberkern, the director of the Aurora Public Library, about that library's own transition from a city-run library to an independent library district. Aurora was the most recent library in the area to do that, according to Wilburn.

“It was very enlightening,” she said.

The roots of that conversation stem back to last year, when EPL trustees grappled with how to pay for building renovations estimated at nearly \$20 million and contemplated dipping into reserve funds to do it.



The Evanston Public Library's main branch at 1703 Orrington Ave. Credit: Alex Harrison

The library is responsible for upkeep of the building, with the city the owner of the property, in what Tracy Fulce, the library board's president, described last year as a "very nebulous relationship with the city that has a cost to it."

The two sides have been in talks since last year to develop a new memorandum of understanding that would clarify the responsibility that each party has for ongoing maintenance of the building, which opened in 1994.

Aurora made the jump in 2020

In Aurora, the library separated from the city (population 180,542 in 2020) to become its own library district on July 1, 2020, Wilburn said in her report to the board.

"The process began years earlier and involved some heavy lifting with regard to finance and systems but did not impact services to the community," she said.

In 2016, the Aurora library system had a \$10 million budget, and currently it stands at \$17 million, according to Wilburn.

The library took that step because “the city kept cutting its funding,” she told the board about her conversation with Haberkern. “When the library bought land to build a new library due to aging infrastructure and a lack of support from the city to renovate their facilities, the village thought the library had been squirreling away too much money and reduced the levy. They did not want the library to accumulate reserves,” Wilburn wrote in a memo.

“Illinois library law allows you to separate by referendum or mutual consent, and in the end, the library and village mutually consented to separate,” she pointed out. “The process took one-and-a half years to complete.”

The cost factor

Wilburn reported other details she took away from the conversation:

- Aurora Public Library brought in a consultant, who analyzed the costs of getting services on the library’s own versus the cost of getting services from the city: “Communication with the alderpeople and mayor was critical to make clear services would not be cut during the transition.”
- Aurora library officials initially asked for a base levy to be set by the city at 18%, “which was very high but the funds needed to separate and continue operation,” Wilburn’s memo said. “After that, the library board has not increased the levy by more than the requisite 5% allowed by law. The county will reduce the amount if it does meet Illinois law criteria. The 18% still resulted in being less than 3% of the average property owner’s tax bill. They made clear how the average homeowner’s bill would be affected. Example: ‘This will result in an additional \$30 per year on your bill.’”

“The one-time costs for the move were approximately \$500,000; however, the ongoing costs now equate to about \$120,000 per year,” she said.

The Aurora Public Library has 161 staff members, compared to roughly 100 at EPL. It also has its own human resources specialist, while EPL depends on services from the city.

The split was timed to coincide with a new union contract. “Lessons Learned,” wrote Wilburn. “You need someone highly qualified as they do the AFSCME contract negotiations along with an outsourced attorney. You must budget higher costs in contract negotiation years to cover attorney fees.”

Members of a previous EPL board made an intermediate move to an independent district in 2012, adopting a “library fund” model after years of the budget being lumped in with other city departments and subjected to repeated cutbacks.

The library fund model gives library officials the authority to form and approve their annual budget and determine their annual tax levy for library purposes.

The city as the corporate authority, though, still can reject the request and direct library officials to submit a different budget.

Examining separation costs a 'logical' move

Wilburn previously had reported her findings to the board's Finance Committee, which recommended that she contact Meristem Advisors, the consultant for Aurora Public Library in its move, about the cost of an initial analysis regarding the library's potential separation from the city.

Finance Committee members, however, did not recommend pursuing the separation at this time.

At the Feb. 19 board meeting, Wilburn, who opened nearly a half dozen libraries in her previous tenure as head of the Santa Cruz library system in California, said she had talked with a Meristem representative about putting together proposals for an analysis.



EPL Executive Director Yolande Wilburn, left, told library board members that her conversation with Aurora library officials “gives us a better perspective being able to accomplish what we need to do in an efficient and effective manner.” Credit: Bob Seidenberg

“I think there are a couple of things we would want to accomplish from this, just getting this analysis done,” she told trustees. “And one is — and it’s the big question both this board has and the City Council has had — what is the cost of the services that we’re getting from the city? How many people would we need to hire to do those services for ourselves?”

Responding, Fulce said, “it seems logical to investigate the cost of separation, because we need to have an MOU with the city or an intergovernmental agreement or something. We need to know what those things cost irrespective of separation.

“So to me, it seems like a no-brainer to do the analysis, but I am curious about your insight about the separation.”

A value to the services received

“I think we have a pretty good relationship with the city,” said Wilburn, who was the board’s top choice in November 2023 after a long nationwide search. “But I do think I agree with you; it’s good to know what that number is.

“We get value by belonging to the city,” she said. “We do a lot of partnerships with the city. And so, again, I don’t believe this [exploring the issue] is indicative of saying, ‘Hey, we want to separate.’ That’s not why we’re doing it. It’s really about both us and the city understanding the value of those services, and then also being able to say, ‘Hey, maybe if that one service you’re providing isn’t the standard that we need it to be, then maybe we can shop that one service and outsource it ... or we hire our own internal person and provide that service.’ And that gives us a better perspective being able to accomplish what we need to do in an efficient and effective manner, instead of, ‘Hey, we’re waiting for the city to kind of come over here and fix that thing,’ — right?”

Groups beg Senate not to rip Wi-Fi hotspots from students, library patrons

March 12, 2025

Source Light Reading (/source/light-reading)

Author Nicole Ferraro (/author/nicole-ferraro)

Coverage Type Reporting (/coverage-type/reporting)

Over 30 organizations have signed a letter urging US senators to vote against a resolution that would overturn a Federal Communications Commission decision to allow E-Rate funding to be used for Wi-Fi hotspots for students, school staff and library patrons. The resolution in question (S.J.Res.7 (<https://www.congress.gov/bill/119th-congress/senate-joint-resolution/7/>)) was introduced by Sen Ted Cruz (R-TX) in January and has since amassed 16 Republican co-sponsors. The resolution specifically seeks to nullify an FCC order, approved in 2024 (<https://www.lightreading.com/regulatory-politics/fcc-approves-final-rules-to-support-wi-fi-hotspots-through-e-rate-program>) under former Chairwoman Jessica Rosenworcel, allowing schools and libraries to apply for E-Rate funding to loan out Wi-Fi hotspots to students, school staff and library patrons. That order essentially sought to revive a version of the expired Emergency Connectivity Fund, passed in the 2021 American Rescue Plan, through which Congress allowed for subsidized Wi-Fi hotspot loaners until the fund expired last year. However, instead of reviving the program, the Cruz resolution, if passed, would "prevent millions of students and library patrons across the country from obtaining internet access," according to the letter to the US Senate signed by the Benton Institute for Broadband & Society, the Schools Health & Libraries Broadband Coalition, the American Federation of Teachers, American Library Association and Open Technology Institute at New America—among others.

Groups beg Senate not to rip Wi-Fi hotspots from students, library patrons

(<https://www.lightreading.com/wifi/groups-beg-senate-not-to-rip-wi-fi-hotspots-from-students-library-patrons>)



**SURPLUS EQUIPMENT AND FURNISHINGS
MARCH 2025**

Quantity	Item	Brand	Model	Notes
2	Sewing Machine	Janome	Magnolia 7330	
1	Sewing Machine	Singer	9970	
1	Vinyl Cutter	Silhouette	Cameo 2	
1	Laptop	Apple	Macbook Air A1466	2017, (no charger)
1	Shelving Unit	Opto	Classic Wall Unit	Currently used for Friends book sale 36" wide x 42" tall, 3 shelves
1	Shelving Unit	Opto		Currently used in lobby for public information 50" w x 56" tall