



## **NOTICE**

### **DES PLAINES PUBLIC LIBRARY BOARD OF TRUSTEES**

**REGULAR BOARD MEETING  
Thursday, August 15, 2024  
7:00 p.m. in Meeting Room B**

### **AGENDA**

- **Approve 2025 Closing Dates. [Action Item]**
- **Approve installation of a differential pressure transducer in amount of \$17,950. [Action Item]**

The Des Plaines Public Library, in compliance with the Americans With Disabilities Act, requests that persons with disabilities who require certain accommodations to allow them to observe and/or participate in the meetings or have questions about the accessibility of the meetings or facilities contact the Library Director at 847-376-2789 to allow the Library to make reasonable accommodations.



## **DES PLAINES PUBLIC LIBRARY BOARD OF TRUSTEES**

### **Agenda for the Regular Meeting Thursday, August 15, 2024 7:00 p.m. in Meeting Room B**

- I. Call to Order. (7:00 p.m.)
- II. Roll Call.
- III. Pledge of Allegiance.
- IV. Vote to invoke the Remote Participation Policy. [Action Item]
- V. Consideration of the Agenda. [Action Item]
- VI. Public Comments and Questions.
- VII. Consent Agenda. [Action Item] (7:10 p.m.)
  - A. Approval of the Minutes of the Regular Board Meeting - July 2024.
  - B. Acceptance of Financial Reports for July 2024.  
Acceptance of Reports.
    - 1. Statistics Report for July 2024.
    - 2. Director's Report for July 2024.
- VIII. Finance Committee. (7:20 p.m.)
  - A. Report out on the 2025 Budget. [Action Item]
- IX. New Business. (7:30 p.m.)
  - A. Approve Payment of Vendor Checks Report and ACH Payments in the amount of \$279,083.14. [Action Item]
  - B. Approve 2025 Closing Dates. [Action Item]
  - C. Approve installation of a differential pressure transducer in the amount of \$17,950. [Action Item]
- X. Other.
- XI. Announcements.
- XII. Correspondence.
- XIII. Adjournment. (8:00 p.m.)

This meeting will be video recorded, and available on the Library's website.



**DES PLAINES PUBLIC LIBRARY BOARD OF TRUSTEES**

**Minutes of the Regular Meeting  
Thursday, July 18, 2024**

I. Call to Order.

The meeting was called to order at 5:04 p.m.

II. Roll Call.

Roll call indicated the following trustees were PRESENT: Kristen Graack, Nick Harkovich, Denise Hudec, Robert Flinn, Rachel Rice, Dr. Gregory Sarlo.

ABSENT: Lisa DuBrock, Christine Halblander, Michelle Shimon-Hutchison.

ALSO PRESENT: DPPL Staff Jo Bonell, Laurie Papadourakis, Heather Imhoff, Joanie Sebastian, Michelle Meyer-Edley.

III. Pledge of Allegiance.

IV. Vote to invoke the Remote Participation Policy.

N/A

V. Consideration of the Agenda.

MOTION by Harkovich, seconded by Graack to accept the Agenda. VOTE: AYES: Flinn, Graack, Harkovich, Hudec, Rice, Sarlo. NAYS: None. MOTION CARRIED.

VI. Public Comments and Questions.

N/A

VII. Consent Agenda.

A. Approval of the Minutes of the Regular Board Meeting - June 2024.

B. Acceptance of Financial Reports for June 2024.

Acceptance of Reports.

1. Statistics Report for June 2024.

2. Director's Report for June 2024.

Trustee Hudec asked that we pull B1 from the Consent Agenda.

MOTION by Graack, seconded by Harkovich to accept the Agenda, minus B1.  
VOTE: AYES: Flinn, Graack, Harkovich, Hudec, Rice, Sarlo. NAYS: None. MOTION CARRIED.

Trustee Hudec asked about the status of statistics for YS virtual programs bookings discussed at the June Meeting. Director Bonell stated they will be included going forward in 2025.

MOTION by Hudec, seconded by Rice to accept item B1 of the Agenda. VOTE: AYES: Flinn, Graack, Harkovich, Hudec, Rice, Sarlo. NAYS: None. MOTION CARRIED.

VIII. Nominating Committee

A. Election of 2024/2025 officers.

Committee member Rice asked if there were any nominations from the floor for 2024/2025 officer positions. There were none.

MOTION out of committee to accept the slate of 2024/2025 officers as follows: Dr. Gregory Sarlo, President; Kristen Graack, Vice President; Denise Hudec, Treasurer; and Lisa DuBrock, Secretary. VOTE: AYES: Flinn, Graack, Harkovich, Hudec, Rice, Sarlo. NAYS: None. MOTION CARRIED.

B. Oath of Office.

2024/2025 officers were sworn in.

IX. New Business.

A. Approve Payment of Vendor Checks Report and ACH Payments in the amount of \$204,375.10.

MOTION by Hudec to Approve Payment of Vendor Checks Report and ACH Payments in the amount of \$204,375.10 as listed on the vendor checks report of June 2024 and authorize Library Director Jo Bonell to transfer the amount required to the Library's operating account, seconded by Graack. ROLL CALL VOTE: AYES: Flinn, Graack, Harkovich, Hudec, Rice, Sarlo. NAYS: None. MOTION CARRIED.

B. Update on The Canvas project construction.

Building and Grounds committee chair Harkovich and director Bonell reported that construction has begun and is anticipated to be completed by December. At that point equipment and furnishings will be installed, staff hired, and it is anticipated that the space will be fully functional in early 2025.

X. Other.

Director Bonell announced that a draft of the 2025 budget will be reviewed at a



Finance Committee meeting prior to the August Board meeting. All Trustees are highly encouraged to attend, as committee meetings are where questions are asked and issues addressed in depth.

XI. Announcements.

None.

XII. Correspondence.

None.

XIII. Adjournment.

MOTION by Graack, seconded by Harkovich to adjourn.

The meeting was adjourned at 5:20 p.m.



## Des Plaines Public Library

---

### Monthly Financial Report For the Month Ended July 31, 2024

---

Prepared by:



**Lauterbach & Amen, LLP**

---

CERTIFIED PUBLIC ACCOUNTANTS

Lauterbach & Amen, LLP  
668 N. River Road, Naperville, IL 60563  
Phone: 630.393.1483 [www.lauterbachamen.com](http://www.lauterbachamen.com)

# Des Plaines Public Library

## Table of Contents

	Page
Financial Statements	
Governmental Funds - Balance Sheet.....	2-1
Governmental Funds - Income Statement.....	3-1
Supplementary Information	
Treasurers Report.....	4-1
Balance Sheet.....	5-x
Revenue Report.....	6-x
Expenditures Report.....	7-x
Check Register.....	8-x
Vendor Check Report.....	9-x
ACH Payments.....	10-x
Cash Flow Summary.....	11-x

# Financial Statements

Des Plaines Public Library  
Governmental Funds Balance Sheet  
As of July 31, 2024

	Library Fund	Capital Projects Fund	Total
<b>ASSETS</b>			
Cash and Investments	\$ 6,189,302.66	\$ 1,382,582.41	\$ 7,571,885.07
Prepays	36,960.21	0.00	36,960.21
Receivables			
Receivable - Property Taxes	6,251,585.00	-	6,251,585.00
Receivable - Grants	-	-	-
Receivable - Miscellaneous	-	-	-
<b>Total Assets</b>	<b>\$ 12,477,847.87</b>	<b>\$ 1,382,582.41</b>	<b>\$ 13,860,430.28</b>
<b>LIABILITIES</b>			
Accounts Payable	\$ 242,131.17	\$ -	\$ 242,131.17
Accrued Payroll	50,188.96	-	50,188.96
Due to other funds	90,421.46	-	90,421.46
<b>Total Liabilities</b>	<b>382,741.59</b>	<b>-</b>	<b>382,741.59</b>
<b>Deferred Inflows of Resources</b>			
Property Taxes	6,251,585.00	-	6,251,585.00
<b>Total Liabilities and Deferred Inflows of Resources</b>	<b>6,634,326.59</b>	<b>-</b>	<b>6,634,326.59</b>
<b>FUND BALANCE</b>			
Fund Balance - Unreserved	5,843,521.28	1,382,582.41	7,226,103.69
<b>Total Fund Balance</b>	<b>5,843,521.28</b>	<b>1,382,582.41</b>	<b>7,226,103.69</b>
<b>Total Liabilities, Deferred Inflows of Resources and Fund Balance</b>	<b>\$ 12,477,847.87</b>	<b>\$ 1,382,582.41</b>	<b>\$ 13,860,430.28</b>

Des Plaines Public Library

Governmental Funds Statement of Revenues,  
Expenditures, and Changes In Fund Balances

For the 7 Months Ended July 31, 2024

	General Fund	Capital Improvements Fund	Total
<b>REVENUES</b>			
Taxes	\$ 4,512,272.88	\$ -	\$ 4,512,272.88
Intergovernmental	698,483.29	-	698,483.29
Fines & Fees	26,505.93	-	26,505.93
Interest	98,193.79	46,029.98	144,223.77
Special Events and Programs	8,473.92	-	8,473.92
Miscellaneous	175,443.73	-	175,443.73
Total Revenues	<u>5,519,373.54</u>	<u>46,029.98</u>	<u>5,565,403.52</u>
<b>EXPENDITURES</b>			
Personnel	\$ 1,901,018.83	\$ -	\$ 1,901,018.83
Operating	1,370,028.18	-	1,370,028.18
Library Materails	531,751.78	-	531,751.78
Capital Outlay	66,402.15	335,103.28	401,505.43
Other Expenditures	<u>65,054.00</u>	<u>-</u>	<u>65,054.00</u>
Total Expenditures	<u>3,934,254.94</u>	<u>335,103.28</u>	<u>4,269,358.22</u>
Net Change in Fund Balances	<u>1,585,118.60</u>	<u>(289,073.30)</u>	<u>1,296,045.30</u>
<b>FUND BALANCES</b>			
Beginning of the year	<u>4,258,402.68</u>	<u>1,671,655.71</u>	<u>5,930,058.39</u>
End of the period	<u>\$ 5,843,521.28</u>	<u>\$ 1,382,582.41</u>	<u>\$ 7,226,103.69</u>

## Supplementary Information

Des Plaines Public Library  
Treasurer's Report as of July 31, 2024

<u>Institution</u>	<u>Invested</u>
201-1101000 - Petty Cash	<u>500.00</u>
201-1102015 - Old National Operating # 92260	<u>0.17</u>
201-1102080 - Village B&T Donation #9821	<u>64,330.32</u>
201-1102030 - Village B&T Donation #6718	<u>46,265.87</u>
201-1102040 - Village B&T Donation #9878	<u>230,363.25</u>
201-1102060 - Village B&T Checking #0289	751,757.38
202-1102060 - Village B&T Checking #0289	<u>-</u>
	<u>751,757.38</u>
201-1102050 - Wintrust Brokerage	<u>309,272.74</u>
201-1102079 - Illinois Funds # 2591	4,786,151.30
202-1102079 - Illinois Funds # 2591	<u>1,382,582.41</u>
	<u>6,168,733.71</u>
201-1102070 - INB E-Pay	<u>661.63</u>
 Total Invested	 <u><u>7,571,885.07</u></u>



Des Plaines Public Library  
Balance Sheet as of July 31, 2024

	<u>Beginning</u> <u>Balance</u>	<u>M.T.D.</u> <u>Changes</u>	<u>Ending</u> <u>Balance</u>
<hr style="border: none; border-top: 1px solid black; margin-bottom: 5px;"/> Library Fund <hr style="border: none; border-top: 1px solid black; margin-top: 5px;"/>			
<u>Assets</u>			
1101000 - Petty Cash	500.00	0.00	500.00
1102015 - Old National Operating # 92260	0.17	0.00	0.17
1102030 - Village B&T Donation #6718	46,265.87	0.00	46,265.87
1102040 - Village B&T Donation #9878	229,315.20	1,048.05	230,363.25
1102050 - Wintrust Brokerage	296,967.09	12,305.65	309,272.74
1102060 - Village B&T Checking #0289	285,353.94	466,403.44	751,757.38
1102070 - INB E-Pay	661.63	0.00	661.63
1102079 - Illinois Funds # 2591	4,367,087.44	419,063.86	4,786,151.30
1102080 - Village B&T Donation #9821	64,281.07	49.25	64,330.32
1118000 - Receivable - Property Taxes	6,251,585.00	0.00	6,251,585.00
1119301 - Prepaid Expense	36,960.21	0.00	36,960.21
	<u>11,578,977.62</u>	<u>898,870.25</u>	<u>12,477,847.87</u>
 <u>Liabilities and Fund Balance</u>			
<u>Liabilities</u>			
2401000 - Accounts Payable	152,941.38	89,189.79	242,131.17
2430707 - Due to Library Comp Abs	90,421.46	0.00	90,421.46
2450040 - Accrued Payroll	50,208.96	0.00	50,208.96
2470000 - Deferred Revenue - Property Tax	6,251,585.00	0.00	6,251,585.00
2471000 - Deferred Revenue - Other	(20.00)	0.00	(20.00)
	<u>6,545,136.80</u>	<u>89,189.79</u>	<u>6,634,326.59</u>
 <u>Fund Balance</u>			
3730000 - Fund Balance - Unreserved	4,258,402.68	0.00	4,258,402.68
	<u>4,258,402.68</u>	<u>0.00</u>	<u>4,258,402.68</u>
 Total Liabilities and Fund Balance	<u>10,803,539.48</u>	<u>89,189.79</u>	<u>10,892,729.27</u>
 Excess Revenues Over Expenses	<u>775,438.14</u>	<u>809,680.46</u>	<u>1,585,118.60</u>

Des Plaines Public Library  
Balance Sheet as of July 31, 2024

	<u>Beginning Balance</u>	<u>M.T.D. Changes</u>	<u>Ending Balance</u>
<u>Capital Projects Fund</u>			
<u>Assets</u>			
1102079 - Illinois Funds # 2591	1,376,573.19	6,009.22	1,382,582.41
	<u>1,376,573.19</u>	<u>6,009.22</u>	<u>1,382,582.41</u>
<u>Liabilities and Fund Balance</u>			
<u>Liabilities</u>			
	0.00	0.00	0.00
<u>Fund Balance</u>			
3730000 - Fund Balance - Unreserved	1,671,655.71	0.00	1,671,655.71
Total Liabilities and Fund Balance	<u>1,671,655.71</u>	<u>0.00</u>	<u>1,671,655.71</u>
Excess Revenues Over Expenses	<u>(295,082.52)</u>	<u>6,009.22</u>	<u>(289,073.30)</u>
<u>Compensated Absences Fund</u>			
<u>Assets</u>			
1120201 - Due From Library	90,421.46	0.00	90,421.46
	<u>90,421.46</u>	<u>0.00</u>	<u>90,421.46</u>
<u>Liabilities and Fund Balance</u>			
<u>Liabilities</u>			
2450035 - Accrued ST-LT Comp Absence	90,421.46	0.00	90,421.46
	<u>90,421.46</u>	<u>0.00</u>	<u>90,421.46</u>
<u>Fund Balance</u>			
Total Liabilities and Fund Balance	<u>90,421.46</u>	<u>0.00</u>	<u>90,421.46</u>
Excess Revenues Over Expenses	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

Des Plaines Public Library  
Balance Sheet as of July 31, 2024

	<u>Beginning</u> <u>Balance</u>	<u>M.T.D.</u> <u>Changes</u>	<u>Ending</u> <u>Balance</u>
<u>Fixed Assets Fund</u>			
<u>Assets</u>			
1203000 - Fixed Assets - Improvements	2,400,172.00	0.00	2,400,172.00
1204201 - Fixed Assets - Library Equipment	1,658,808.60	0.00	1,658,808.60
1204300 - Fixed Assets - Vehicles	24,954.39	0.00	24,954.39
1207000 - Fixed Assets - Construction In Progress	95,151.37	0.00	95,151.37
1209900 - Fixed Assets - Accumulated Depreciation	<u>(1,608,862.00)</u>	<u>0.00</u>	<u>(1,608,862.00)</u>
	<u>2,570,224.36</u>	<u>0.00</u>	<u>2,570,224.36</u>
<u>Liabilities and Fund Balance</u>			
<u>Liabilities</u>			
<u>Fund Balance</u>			
3730000 - Fund Balance - Unreserved	<u>2,570,224.36</u>	<u>0.00</u>	<u>2,570,224.36</u>
	<u>2,570,224.36</u>	<u>0.00</u>	<u>2,570,224.36</u>
Total Liabilities and Net Capital Assets	<u>2,570,224.36</u>	<u>0.00</u>	<u>2,570,224.36</u>
Excess Revenues Over Expenses	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
<u>Long Term Liability Fund</u>			
<u>Assets</u>			
1805920 - Deferred Outflows - IMRF	<u>2,349,815.00</u>	<u>0.00</u>	<u>2,349,815.00</u>
	<u>2,349,815.00</u>	<u>0.00</u>	<u>2,349,815.00</u>
<u>Liabilities and Fund Balance</u>			
<u>Liabilities</u>			
2812092 - OPEB Liability	1,906,984.00	0.00	1,906,984.00
2973920 - Deferred Inflows - IMRF	<u>145,812.00</u>	<u>0.00</u>	<u>145,812.00</u>
	<u>2,052,796.00</u>	<u>0.00</u>	<u>2,052,796.00</u>
<u>Fund Balance</u>			
3730000 - Fund Balance - Unreserved	<u>297,019.00</u>	<u>0.00</u>	<u>297,019.00</u>
	<u>297,019.00</u>	<u>0.00</u>	<u>297,019.00</u>
Total Liabilities and Net LT Liabilities	<u>2,349,815.00</u>	<u>0.00</u>	<u>2,349,815.00</u>
Excess Revenues Over Expenses	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

**Des Plaines Public Library  
Revenue Report  
For the 7 Months Ended July 31, 2024**

_____Library Fund_____	<u>Received this Month</u>	<u>Received this Year</u>	<u>Budgeted Receipts</u>	<u>Uncollected Receipts</u>	<u>Prct. Collected</u>
<b><u>Taxes</u></b>					
201-4810035 - Property Taxes 2023	<u>1,211,644.81</u>	<u>4,512,272.88</u>	<u>6,100,000.00</u>	<u>1,587,727.12</u>	<u>73.97</u>
	<u>1,211,644.81</u>	<u>4,512,272.88</u>	<u>6,100,000.00</u>	<u>1,587,727.12</u>	<u>73.97</u>
<b><u>Intergovernmental</u></b>					
201-4810800 - Personal Property Replacement Tax	0.00	608,380.91	306,052.00	(302,328.91)	198.78
201-4822040 - State Grant - Per Capita	90,102.38	90,102.38	89,496.00	(606.38)	100.68
201-4822090 - Grant Revenue	0.00	0.00	0.00	0.00	0.00
201-4822095 - State Grant - Library	<u>0.00</u>	<u>0.00</u>	<u>10,000.00</u>	<u>10,000.00</u>	<u>0.00</u>
	<u>90,102.38</u>	<u>698,483.29</u>	<u>405,548.00</u>	<u>(292,935.29)</u>	<u>172.23</u>
<b><u>Fines &amp; Fees</u></b>					
201-4850101 - Library Fees	4,619.52	13,989.45	10,000.00	(3,989.45)	139.89
201-4850201 - Copying Fees	1,337.16	10,290.23	10,000.00	(290.23)	102.90
201-4850203 - Lost Materials	(827.52)	0.00	0.00	0.00	0.00
201-4850207 - Non-Res Cards	81.75	816.25	200.00	(616.25)	408.13
201-4850208 - Meeting Room Fees	<u>105.00</u>	<u>1,410.00</u>	<u>1,000.00</u>	<u>(410.00)</u>	<u>141.00</u>
	<u>5,315.91</u>	<u>26,505.93</u>	<u>21,200.00</u>	<u>(5,305.93)</u>	<u>125.03</u>
<b><u>Special Programs &amp; Events</u></b>					
201-4850215 - Friends of the Library Reimbursements	<u>3,741.99</u>	<u>8,473.92</u>	<u>20,000.00</u>	<u>11,526.08</u>	<u>42.37</u>
	<u>3,741.99</u>	<u>8,473.92</u>	<u>20,000.00</u>	<u>11,526.08</u>	<u>42.37</u>
<b><u>Interest</u></b>					
201-4830010 - Gain/Loss on Investments	12,305.65	(31,958.38)	0.00	31,958.38	0.00
201-4890010 - Interest Income	<u>20,111.91</u>	<u>130,152.17</u>	<u>75,000.00</u>	<u>(55,152.17)</u>	<u>173.54</u>
	<u>32,417.56</u>	<u>98,193.79</u>	<u>75,000.00</u>	<u>(23,193.79)</u>	<u>130.93</u>
<b><u>Other Revenue</u></b>					
201-4830020 - Makerspace Donation	0.00	100,000.00	0.00	(100,000.00)	0.00
201-4899900 - Miscellaneous Revenue	0.00	65.15	965,000.00	964,934.85	0.01
201-4899910 - Vending Machine Revenue	84.32	260.49	1,000.00	739.51	26.05
201-4899920 - Library Donations	0.00	67,584.52	150,000.00	82,415.48	45.06
201-4899940 - Friends Book Sale	<u>0.00</u>	<u>7,533.57</u>	<u>14,000.00</u>	<u>6,466.43</u>	<u>53.81</u>
	<u>84.32</u>	<u>175,443.73</u>	<u>1,130,000.00</u>	<u>954,556.27</u>	<u>15.53</u>
<b>Total Library Fund</b>	<u><u>1,343,306.97</u></u>	<u><u>5,519,373.54</u></u>	<u><u>7,751,748.00</u></u>	<u><u>2,232,374.46</u></u>	<u><u>71.20</u></u>

Des Plaines Public Library  
 Revenue Report  
 For the 7 Months Ended July 31, 2024

	<u>Received</u> <u>this Month</u>	<u>Received</u> <u>this Year</u>	<u>Budgeted</u> <u>Receipts</u>	<u>Uncollected</u> <u>Receipts</u>	<u>Prct.</u> <u>Collected</u>
<u>Capital Projects Fund</u>					
<u>Interest</u>					
202-4890010 - Interest Income	<u>6,009.22</u>	<u>46,029.98</u>	<u>75,000.00</u>	<u>28,970.02</u>	<u>61.37</u>
	<u>6,009.22</u>	<u>46,029.98</u>	<u>75,000.00</u>	<u>28,970.02</u>	<u>61.37</u>
<u>Other Financing Sources</u>					
202-4898902 - Transfer from Library Fund	<u>0.00</u>	<u>0.00</u>	<u>500,000.00</u>	<u>500,000.00</u>	<u>0.00</u>
	<u>0.00</u>	<u>0.00</u>	<u>500,000.00</u>	<u>500,000.00</u>	<u>0.00</u>
Total Capital Projects Fund	<u><u>6,009.22</u></u>	<u><u>46,029.98</u></u>	<u><u>575,000.00</u></u>	<u><u>528,970.02</u></u>	<u><u>8.01</u></u>
Total of All Funds	<u><u>1,349,316.19</u></u>	<u><u>5,565,403.52</u></u>	<u><u>8,326,748.00</u></u>	<u><u>2,761,344.48</u></u>	<u><u>66.84</u></u>

# Des Plaines Public Library Expense Report For the 7 Months Ended July 31, 2024

Library Fund	M.T.D. <u>Expended</u>	Y.T.D. <u>Expended</u>	Budgeted <u>Amount</u>	Budgeted <u>Remain.</u>	Prct. <u>Expend.</u>
<u>Salaries</u>					
5910100 - Full-time Salaries	195,800.47	1,447,802.57	2,672,875.00	1,225,072.43	54.17
5910200 - Part-time Salaries	<u>63,495.55</u>	<u>453,216.26</u>	<u>992,439.00</u>	<u>539,222.74</u>	<u>45.67</u>
	<u>259,296.02</u>	<u>1,901,018.83</u>	<u>3,665,314.00</u>	<u>1,764,295.17</u>	<u>51.87</u>
<u>Benefits</u>					
5918010 - Unemployment Compensation	0.00	1,734.00	15,000.00	13,266.00	11.56
5918020 - Employer Contribution - FICA	18,917.89	138,577.28	276,105.00	137,527.72	50.19
5918021 - Employer Contribution - IMRF	9,849.85	78,405.07	209,869.00	131,463.93	37.36
5918040 - Life Insurance Premiums	(36.33)	837.69	1,978.00	1,140.31	42.35
5918050 - PPO Insurance Premiums	(10,928.03)	254,684.35	602,154.00	347,469.65	42.30
5918051 - HMO Insurance Premiums	(3,593.73)	83,748.03	198,005.00	114,256.97	42.30
5918055 - Dental Insurance Premiums	(579.78)	13,516.32	31,958.00	18,441.68	42.29
5918070 - Workers Compensation	<u>0.00</u>	<u>11,447.00</u>	<u>14,000.00</u>	<u>2,553.00</u>	<u>81.76</u>
	<u>13,629.87</u>	<u>582,949.74</u>	<u>1,349,069.00</u>	<u>766,119.26</u>	<u>43.21</u>
<u>Contractual Services</u>					
5920100 - Legal Fees	0.00	209.30	10,000.00	9,790.70	2.09
5920110 - Professional Services	72,526.18	300,124.72	442,380.00	142,255.28	67.84
5920120 - Communication Services	3,823.38	22,184.70	46,300.00	24,115.30	47.92
5920140 - Integrated Library System	20,901.25	64,192.26	87,000.00	22,807.74	73.78
5920202 - Conferences	1,202.97	14,500.28	28,400.00	13,899.72	51.06
5920204 - Training	0.00	2,649.00	2,600.00	(49.00)	101.88
5920210 - Marketing	2,711.44	36,986.34	61,265.00	24,278.66	60.37
5920220 - Membership Dues	509.00	3,815.00	7,000.00	3,185.00	54.50
5920990 - Property/Liability Insurance	3,149.00	48,550.52	70,000.00	21,449.48	69.36
5930010 - R&M Equipment	2,587.83	44,928.86	81,660.00	36,731.14	55.02
5930020 - R&M Buildings & Structures	(24,473.11)	68,798.19	116,512.00	47,713.81	59.05
5930030 - R&M Vehicles	0.00	47.00	4,500.00	4,453.00	1.04
5930210 - Rental of Equipment	2,086.17	14,033.01	25,620.00	11,586.99	54.77
5930320 - Cleaning/Custodial Services	39,565.00	39,565.00	90,900.00	51,335.00	43.53
5930490 - Refuse Contract	684.73	4,683.74	6,300.00	1,616.26	74.35
5960040 - Pre-Employment Testing	0.00	640.20	3,500.00	2,859.80	18.29
5960065 - Bank Fees	31.40	287.32	300.00	12.68	95.77
5960070 - Mileage	0.00	0.00	500.00	500.00	0.00
5960210 - Special Event Programming	7,373.40	55,569.84	63,500.00	7,930.16	87.51
5960990 - Misc. Contractual Services	<u>11,438.37</u>	<u>65,313.16</u>	<u>133,225.00</u>	<u>67,911.84</u>	<u>49.02</u>
	<u>144,117.01</u>	<u>787,078.44</u>	<u>1,281,462.00</u>	<u>494,383.56</u>	<u>61.42</u>
<u>Commodities</u>					
5970100 - Supplies	1,173.96	33,168.47	113,000.00	79,831.53	29.35
5970110 - Meals	138.60	1,052.82	3,000.00	1,947.18	35.09
5970170 - Janitorial	459.18	4,061.26	19,965.00	15,903.74	20.34
5970260 - Postage & Parcel	2,024.50	10,177.50	16,000.00	5,822.50	63.61
5970500 - Water Bill	0.00	4,196.66	7,000.00	2,803.34	59.95
5970600 - Ebooks/Books	46,177.30	182,930.58	382,000.00	199,069.42	47.89

# Des Plaines Public Library Expense Report For the 7 Months Ended July 31, 2024

	M.T.D. <u>Expended</u>	Y.T.D. <u>Expended</u>	Budgeted <u>Amount</u>	Budgeted <u>Remain.</u>	Prct. <u>Expend.</u>
5970610 - E-audio/Audio	1,244.98	22,662.29	69,000.00	46,337.71	32.84
5970620 - E-Subscriptions/Subscriptions	27,054.89	46,995.18	51,430.00	4,434.82	91.38
5970630 - Visual Materials	16,132.56	102,776.21	194,900.00	92,123.79	52.73
5970640 - Databases	7,581.61	102,148.19	170,000.00	67,851.81	60.09
5970810 - Natural Gas	517.94	14,211.14	28,000.00	13,788.86	50.75
5970850 - Gasoline	0.00	215.66	800.00	584.34	26.96
5970900 - Equipment < \$10,000	<u>0.00</u>	<u>7,155.82</u>	<u>13,900.00</u>	<u>6,744.18</u>	<u>51.48</u>
	<u>102,505.52</u>	<u>531,751.78</u>	<u>1,068,995.00</u>	<u>537,243.22</u>	<u>49.74</u>
 <u>Capital Expenditures</u>					
5980300 - Improvements	0.00	0.00	20,000.00	20,000.00	0.00
5980410 - Computer Hardware	0.00	7,549.98	10,000.00	2,450.02	75.50
5980420 - Computer Software	12,410.67	53,985.92	105,611.00	51,625.08	51.12
5980600 - Furniture & Fixtures	<u>632.68</u>	<u>4,866.25</u>	<u>54,500.00</u>	<u>49,633.75</u>	<u>8.93</u>
	<u>13,043.35</u>	<u>66,402.15</u>	<u>190,111.00</u>	<u>123,708.85</u>	<u>34.93</u>
 <u>Other Funding Activities</u>					
5990900 - Per Capita Grant Expenditures	0.00	56,485.69	93,760.00	37,274.31	60.24
5990940 - Trans to Library Capital Proj. Fund	0.00	0.00	500,000.00	500,000.00	0.00
5999940 - Friends Books Sale	<u>1,034.74</u>	<u>8,568.31</u>	<u>0.00</u>	<u>(8,568.31)</u>	<u>0.00</u>
	<u>1,034.74</u>	<u>65,054.00</u>	<u>593,760.00</u>	<u>528,706.00</u>	<u>10.96</u>
 Total Library Fund Expenditures	 <u>533,626.51</u>	 <u>3,934,254.94</u>	 <u>8,148,711.00</u>	 <u>4,214,456.06</u>	 <u>48.28</u>
 _____ Capital Projects Fund _____					
 <u>Contractual Services</u>					
 <u>Capital Expenditures</u>					
5980300 - Improvements	0.00	0.00	650,000.00	650,000.00	0.00
5980400 - Equipment	0.00	234,500.00	369,500.00	135,000.00	63.46
5980410 - Computer Hardware	0.00	91,242.39	246,800.00	155,557.61	36.97
5980420 - Computer Software	0.00	3,214.43	0.00	(3,214.43)	0.00
5980430 - Makerspace Donation Expenses	0.00	6,146.46	0.00	(6,146.46)	0.00
5980600 - Furniture and Fixtures	<u>0.00</u>	<u>0.00</u>	<u>50,000.00</u>	<u>50,000.00</u>	<u>0.00</u>
	<u>0.00</u>	<u>335,103.28</u>	<u>1,316,300.00</u>	<u>981,196.72</u>	<u>25.46</u>
 Total Capital Projects Fund Expenditures	 <u>0.00</u>	 <u>335,103.28</u>	 <u>1,316,300.00</u>	 <u>981,196.72</u>	 <u>25.46</u>
 <b>Total of All Funds</b>	 <u>533,626.51</u>	 <u>4,269,358.22</u>	 <u>9,465,011.00</u>	 <u>5,195,652.78</u>	 <u>45.11</u>

# Des Plaines Public Library

## Check List

All Bank Accounts

July 20, 2024 - August 15, 2024

Check Number	Check Date	Payee	Amount
<b>Vendor Checks</b>			
20333	08/15/24	AUTOMATED LOGIC, INC.	5,173.00
20334	08/15/24	BAKER & TAYLOR	30,593.99
20335	08/15/24	CENGAGE LEARNING/GALE	2,409.45
20336	08/15/24	Chicago Hearing Society	150.00
20337	08/15/24	CHILDREN'S PLUS, INC.	913.97
20338	08/15/24	Chinese Intercultural, LLC	330.00
20339	08/15/24	Cindy Lynn Crosby	283.50
20340	08/15/24	CONSUMERS CHECKBOOK	375.00
20341	08/15/24	COOPERATIVE COMPUTER SERVICES	20,901.25
20342	08/15/24	CRYSTAL MAINTENANCE SERVICES CORP	5,317.50
20343	08/15/24	D&Z HOUSE OF BOOKS	1,831.80
20344	08/15/24	Dale Dellutri	150.00
20345	08/15/24	Dow Jones & Company INC.	1,575.00
20346	08/15/24	EBSCO INFORMATION SERVICES	24,354.48
20347	08/15/24	Ethan Sellers Music, LLC	1,050.00
20348	08/15/24	FLOOD BROTHERS DISPOSAL & RECYCLING SERVICES	684.73
20349	08/15/24	Fountaindale Public Library	29.99
20350	08/15/24	GARVEY'S OFFICE PRODUCTS	1,790.14
20351	08/15/24	Grey Zone LLC	300.00
20352	08/15/24	HRP Chicago LLC	781.00
20353	08/15/24	IMAGE SYSTEMS & BUSINESS SOLUTIONS, LLC.	1,321.55
20354	08/15/24	IMPACT NETWORKING, LLC.	197.32
20355	08/15/24	JOHNSON COUNTY LIBRARY	12.39
20356	08/15/24	Kaitlyn Fischer	250.00
20357	08/15/24	Larry Huffman	60.00
20358	08/15/24	LAUTERBACH & AMEN, LLP.	1,615.00
20359	08/15/24	Marlin Leasing Corp	1,864.50
20360	08/15/24	MIDWEST TAPE	8,604.05
20361	08/15/24	MIDWEST TAPE	9,000.00
20362	08/15/24	OAKBROOK MECHANICAL SERVICES	3,135.00
20363	08/15/24	OUTSOURCE SOLUTIONS GROUP, INC.	86,771.04
20364	08/15/24	OVERDRIVE, INC.	14,011.17
20365	08/15/24	PENWORTHY COMPANY	2,272.20
20366	08/15/24	PROQUEST LLC	2,279.39
20367	08/15/24	RAILS	2,100.00
20368	08/15/24	Risk Program Administrators	3,149.00
20369	08/15/24	ROWMAN & LITTLEFIELD PUBLISHING COMPANY	78.16
20370	08/15/24	THOMAS KLISE/CRIMSON MULTIMEDIA	416.87
20371	08/15/24	THOMSON REUTERS-WEST	27.80
20372	08/15/24	TODAY'S BUSINESS SOLUTIONS INC	368.96
20373	08/15/24	TUMBLEWEED PRESS INC.	599.00
20374	08/15/24	VAHE GHAZARIAN	150.00
20375	08/15/24	Wepa Libros LLC	1,703.57
20376	08/15/24	WILD BIRD SHACK	185.00
52117	07/31/24	BANKCARD SERVICES	10,918.86
52118	07/31/24	ADP	1,066.90
52119	07/31/24	FRIENDS OF THE DES PLAINES PUBLIC LIBRARY	1,034.74
52120	07/31/24	NATIONWIDE RETIREMENT	300.00
52121	07/31/24	COMCAST CABLE	1,561.24
52122	07/31/24	COMCAST CABLE	1,347.96
52123	07/31/24	VERIZON WIRELESS	879.69
52124	07/31/24	COMCAST CABLE	34.49
52125	07/31/24	NICOR GAS	517.94
52126	07/31/24	IMRF	20,254.55
52127	07/31/24	NEOFUNDS BY NEOPOST	2,000.00
<b>Vendor Check Total</b>			279,083.14

Check count = 55

**Check List Total** 279,083.14



# Des Plaines Public Library

## Vendor Checks Report

Village B&T Checking #0289

July 2024

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
<b>Vendor Checks</b>						
AUTOMATED LOGIC, INC.				20333	08/15/24	<u>5,173.00</u>
201-5930020	R&M Buildings & Structures	INV#522976 - Jul-Sep billing	5,173.00			
BAKER & TAYLOR				20334	08/15/24	<u>30,593.99</u>
201-5960990	Misc. Contractual Services	INV#2038382843	194.01			
201-5970600	Ebooks/Books	INV#2038368599	71.45			
201-5960990	Misc. Contractual Services	INV#2038368599	16.41			
201-5970600	Ebooks/Books	INV#2038364963	38.84			
201-5960990	Misc. Contractual Services	INV#2038364963	8.26			
201-5970600	Ebooks/Books	INV#2038360672	61.68			
201-5960990	Misc. Contractual Services	INV#2038360672	14.49			
201-5970600	Ebooks/Books	INV#2038362365	33.18			
201-5960990	Misc. Contractual Services	INV#2038362365	10.66			
201-5970600	Ebooks/Books	INV#2038360898	10.91			
201-5960990	Misc. Contractual Services	INV#2038360898	4.71			
201-5970600	Ebooks/Books	INV#2038435400	405.89			
201-5960990	Misc. Contractual Services	INV#2038435400	34.76			
201-5970600	Ebooks/Books	INV#2038432639	485.31			
201-5960990	Misc. Contractual Services	INV#2038432639	91.40			
201-5970600	Ebooks/Books	INV#2038422329	426.30			
201-5960990	Misc. Contractual Services	INV#2038422329	78.60			
201-5970600	Ebooks/Books	INV#2038433320	214.61			
201-5960990	Misc. Contractual Services	INV#2038433320	58.25			
201-5970600	Ebooks/Books	INV#2038389355	57.22			
201-5960990	Misc. Contractual Services	INV#2038389355	23.88			
201-5970600	Ebooks/Books	INV#2038416433	120.64			
201-5960990	Misc. Contractual Services	INV#2038416433	34.53			
201-5970600	Ebooks/Books	INV#2038414381	499.09			
201-5960990	Misc. Contractual Services	INV#2038414381	106.75			
201-5970600	Ebooks/Books	INV#2038435801	396.23			
201-5960990	Misc. Contractual Services	INV#2038435801	98.46			
201-5970600	Ebooks/Books	INV#2038442563	241.10			
201-5960990	Misc. Contractual Services	INV#2038442563	78.56			
201-5970600	Ebooks/Books	INV#2038432743	105.06			
201-5960990	Misc. Contractual Services	INV#2038432743	43.24			
201-5970600	Ebooks/Books	INV#2038436835	79.43			
201-5960990	Misc. Contractual Services	INV#2038436835	41.30			
201-5970600	Ebooks/Books	INV#2038413230	61.65			
201-5960990	Misc. Contractual Services	INV#2038413230	18.84			
201-5970600	Ebooks/Books	INV#2038413445	75.54			
201-5960990	Misc. Contractual Services	INV#2038413445	15.48			
201-5970600	Ebooks/Books	INV#2038413463	52.43			
201-5960990	Misc. Contractual Services	INV#2038413463	10.97			
201-5970600	Ebooks/Books	INV#2038442568	163.10			
201-5960990	Misc. Contractual Services	INV#2038442568	41.93			
201-5970600	Ebooks/Books	INV#2038404742	97.09			
201-5960990	Misc. Contractual Services	INV#2038404742	27.52			
201-5970600	Ebooks/Books	INV#2038413365	80.18			
201-5960990	Misc. Contractual Services	INV#2038413365	33.24			
201-5970600	Ebooks/Books	INV#2038408240	29.81			
201-5960990	Misc. Contractual Services	INV#2038408240	6.96			
201-5970600	Ebooks/Books	INV#2038419298	293.95			
201-5960990	Misc. Contractual Services	INV#2038419298	64.33			
201-5970600	Ebooks/Books	INV#2038419245	159.66			
201-5960990	Misc. Contractual Services	INV#2038419245	47.44			

# Des Plaines Public Library

## Vendor Checks Report

Village B&T Checking #0289

July 2024

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
201-5970600	Ebooks/Books	INV#2038425165	400.76			
201-5960990	Misc. Contractual Services	INV#2038425165	62.38			
201-5970600	Ebooks/Books	INV#2038402666	10.92			
201-5960990	Misc. Contractual Services	INV#2038402666	5.03			
201-5970600	Ebooks/Books	INV#2038405814	86.92			
201-5960990	Misc. Contractual Services	INV#2038405814	53.69			
201-5970600	Ebooks/Books	INV#2038394747	52.50			
201-5960990	Misc. Contractual Services	INV#2038394747	24.83			
201-5960990	Misc. Contractual Services	INV#2038435301	40.66			
201-5970600	Ebooks/Books	INV#2038435300	303.90			
201-5960990	Misc. Contractual Services	INV#2038431490	166.03			
201-5970600	Ebooks/Books	INV#2038431489	1,232.75			
201-5970600	Ebooks/Books	INV#2038417407	372.49			
201-5960990	Misc. Contractual Services	INV#2038417407	74.00			
201-5970600	Ebooks/Books	INV#2038406036	219.90			
201-5960990	Misc. Contractual Services	INV#2038406036	45.99			
201-5970600	Ebooks/Books	INV#2038400315	287.77			
201-5960990	Misc. Contractual Services	INV#2038400315	82.60			
201-5970600	Ebooks/Books	INV#2038389004	48.95			
201-5960990	Misc. Contractual Services	INV#2038389004	17.40			
201-5970600	Ebooks/Books	INV#2038440480	297.04			
201-5960990	Misc. Contractual Services	INV#2038440480	12.60			
201-5970600	Ebooks/Books	INV#2038408809	124.33			
201-5960990	Misc. Contractual Services	INV#2038408809	20.65			
201-5970640	Databases	INV#2038407589	154.99			
201-5970600	Ebooks/Books	INV#2038407589	103.44			
201-5960990	Misc. Contractual Services	INV#2038403275	16.35			
201-5970600	Ebooks/Books	INV#2038403274	92.00			
201-5960990	Misc. Contractual Services	INV#2038414508	93.58			
201-5970600	Ebooks/Books	INV#2038414507	551.46			
201-5960990	Misc. Contractual Services	INV#2038420246	118.59			
201-5970600	Ebooks/Books	INV#2038420245	1,163.88			
201-5970600	Ebooks/Books	INV#2038407133	658.19			
201-5960990	Misc. Contractual Services	INV#2038407133	89.13			
201-5970600	Ebooks/Books	INV#2038382674	21.23			
201-5960990	Misc. Contractual Services	INV#2038382674	10.06			
201-5970600	Ebooks/Books	INV#2038400308	267.84			
201-5960990	Misc. Contractual Services	INV#2038400308	57.26			
201-5970600	Ebooks/Books	INV#2038394457	422.88			
201-5960990	Misc. Contractual Services	INV#2038394457	178.76			
201-5970600	Ebooks/Books	INV#2038392193	65.59			
201-5960990	Misc. Contractual Services	INV#2038392193	44.95			
201-5970600	Ebooks/Books	INV#2038389199	47.45			
201-5960990	Misc. Contractual Services	INV#2038389199	10.44			
201-5970600	Ebooks/Books	INV#2038387433	24.26			
201-5960990	Misc. Contractual Services	INV#2038387433	8.26			
201-5970600	Ebooks/Books	INV#2038392447	140.74			
201-5960990	Misc. Contractual Services	INV#2038392447	40.48			
201-5970600	Ebooks/Books	INV#2038394460	145.55			
201-5960990	Misc. Contractual Services	INV#2038394460	46.03			
201-5970600	Ebooks/Books	INV#2038394448	205.37			
201-5960990	Misc. Contractual Services	INV#2038394448	46.12			
201-5970600	Ebooks/Books	INV#2038380372	227.61			
201-5960990	Misc. Contractual Services	INV#2038380372	73.92			
201-5960990	Misc. Contractual Services	INV#2038399306	72.64			
201-5970600	Ebooks/Books	INV#2038399305	497.88			

# Des Plaines Public Library

## Vendor Checks Report

Village B&T Checking #0289

July 2024

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
201-5970600	Ebooks/Books	INV#2038416434	260.12			
201-5960990	Misc. Contractual Services	INV#2038416434	61.95			
201-5960990	Misc. Contractual Services	INV#2038405817	95.94			
201-5970600	Ebooks/Books	INV#2038405816	647.52			
201-5960990	Misc. Contractual Services	INV#2038409161	84.67			
201-5970600	Ebooks/Books	INV#2038409160	564.21			
201-5960990	Misc. Contractual Services	INV#2038393630	87.26			
201-5970600	Ebooks/Books	INV#2038393629	541.73			
201-5970600	Ebooks/Books	INV#2038401039	22.46			
201-5960990	Misc. Contractual Services	INV#2038401039	4.13			
201-5970600	Ebooks/Books	INV#2038421768	56.09			
201-5960990	Misc. Contractual Services	INV#2038401225	88.06			
201-5970600	Ebooks/Books	INV#2038401224	555.81			
201-5970600	Ebooks/Books	INV#2038387808	378.45			
201-5960990	Misc. Contractual Services	INV#2038387808	93.81			
201-5970600	Ebooks/Books	INV#2038396634	51.28			
201-5960990	Misc. Contractual Services	INV#2038396634	11.61			
201-5970600	Ebooks/Books	INV#2038387422	194.02			
201-5960990	Misc. Contractual Services	INV#2038387422	42.64			
201-5970600	Ebooks/Books	INV#2038364850	145.53			
201-5960990	Misc. Contractual Services	INV#2038364850	41.30			
201-5970600	Ebooks/Books	INV#2038380370	6.11			
201-5960990	Misc. Contractual Services	INV#2038380370	2.49			
201-5970600	Ebooks/Books	INV#2038370993	440.95			
201-5960990	Misc. Contractual Services	INV#2038370993	99.96			
201-5970600	Ebooks/Books	INV#2038392333	146.38			
201-5960990	Misc. Contractual Services	INV#2038392333	34.83			
201-5970600	Ebooks/Books	INV#2038364852	101.17			
201-5960990	Misc. Contractual Services	INV#2038364852	27.03			
201-5970600	Ebooks/Books	INV#2038364042	258.25			
201-5960990	Misc. Contractual Services	INV#2038364042	76.43			
201-5970600	Ebooks/Books	INV#2038402519	170.54			
201-5960990	Misc. Contractual Services	INV#2038402519	37.39			
201-5970600	Ebooks/Books	INV#2038367781	231.14			
201-5960990	Misc. Contractual Services	INV#2038367781	44.62			
201-5970600	Ebooks/Books	INV#2038394559	767.22			
201-5960990	Misc. Contractual Services	INV#2038394559	157.20			
201-5970600	Ebooks/Books	INV#2038382612	113.61			
201-5960990	Misc. Contractual Services	INV#2038382612	25.46			
201-5970600	Ebooks/Books	INV#2038387791	42.46			
201-5960990	Misc. Contractual Services	INV#2038387791	20.65			
201-5960990	Misc. Contractual Services	INV#2038382254	3.27			
201-5970600	Ebooks/Books	INV#2038382253	18.40			
201-5970640	Databases	INV#2038378572	154.99			
201-5970600	Ebooks/Books	INV#2038378572	423.94			
201-5960990	Misc. Contractual Services	INV#2038378572	16.10			
201-5960990	Misc. Contractual Services	INV#2038370474	44.20			
201-5970600	Ebooks/Books	INV#2038370473	319.77			
201-5960990	Misc. Contractual Services	INV#2038384157	82.12			
201-5970600	Ebooks/Books	INV#2038384156	578.93			
201-5960990	Misc. Contractual Services	INV#2038390588	75.19			
201-5970600	Ebooks/Books	INV#2038390587	598.07			
201-5960990	Misc. Contractual Services	INV#2038381546	79.95			
201-5970600	Ebooks/Books	INV#2038381545	559.67			
201-5970600	Ebooks/Books	INV#2038360608	44.30			
201-5960990	Misc. Contractual Services	INV#2038360608	19.36			

# Des Plaines Public Library

## Vendor Checks Report

Village B&T Checking #0289

July 2024

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
201-5970600	Ebooks/Books	INV#2038364353	192.80			
201-5960990	Misc. Contractual Services	INV#2038364353	5.60			
201-5960990	Misc. Contractual Services	INV#2038376392	77.97			
201-5970600	Ebooks/Books	INV#2038376391	530.68			
201-5960990	Misc. Contractual Services	INV#2038370534	60.99			
201-5970600	Ebooks/Books	INV#2038370533	418.50			
201-5960990	Misc. Contractual Services	INV#2038362388	152.97			
201-5970600	Ebooks/Books	INV#2038362387	1,059.36			
201-5970600	Ebooks/Books	INV#2038378298	469.94			
201-5960990	Misc. Contractual Services	INV#2038378298	76.43			
201-5970600	Ebooks/Books	INV#2038368681	327.68			
201-5960990	Misc. Contractual Services	INV#2038368681	81.05			
201-5970600	Ebooks/Books	INV#2038374709	379.27			
201-5960990	Misc. Contractual Services	INV#2038374709	85.14			
201-5970600	Ebooks/Books	INV#2038348518	33.44			
201-5960990	Misc. Contractual Services	INV#2038348518	7.74			
201-5970600	Ebooks/Books	INV#2038368554	183.87			
201-5960990	Misc. Contractual Services	INV#2038368554	42.57			
201-5970600	Ebooks/Books	INV#2038357090	209.22			
201-5960990	Misc. Contractual Services	INV#2038357090	51.04			
201-5970600	Ebooks/Books	INV#2038382843	1,090.64			
CENGAGE LEARNING/GALE				20335	08/15/24	<u>2,409.45</u>
201-5970640	Databases	INV#84086126	2,409.45			
Chicago Hearing Society				20336	08/15/24	<u>150.00</u>
201-5960210	Special Event Programming	9/24/24 ASL Storytime	150.00			
CHILDREN'S PLUS, INC.				20337	08/15/24	<u>913.97</u>
201-5970600	Ebooks/Books	INV#248584	503.13			
201-5970600	Ebooks/Books	INV#248770	297.03			
201-5970600	Ebooks/Books	INV#248769	95.86			
201-5970600	Ebooks/Books	INV#249248	17.95			
Chinese Intercultural, LLC				20338	08/15/24	<u>330.00</u>
201-5960210	Special Event Programming	9/4/24 Art of Chinese Papercutting	330.00			
Cindy Lynn Crosby				20339	08/15/24	<u>283.50</u>
201-5960210	Special Event Programming	8/28/24 Bison Tales and Tallgrass Trails	283.50			
CONSUMERS CHECKBOOK				20340	08/15/24	<u>375.00</u>
201-5970640	Databases	INV#CHI1170172E2024	375.00			
COOPERATIVE COMPUTER SERVICES				20341	08/15/24	<u>20,901.25</u>
201-5920140	Integrated Library System	INV#2284	20,901.25			
CRYSTAL MAINTENANCE SERVICES CORP				20342	08/15/24	<u>5,317.50</u>
201-5930320	Cleaning/Custodial Services	INV#32117	425.00			
201-5930320	Cleaning/Custodial Services	INV#32059	4,892.50			
D&Z HOUSE OF BOOKS				20343	08/15/24	<u>1,831.80</u>
201-5970600	Ebooks/Books	INV#2024/I165640	1,000.00			
201-5970620	E-Subscriptions/Subscriptions	INV#2024/I166135	694.00			
201-5970600	Ebooks/Books	INV#2024/I166237	137.80			

# Des Plaines Public Library

## Vendor Checks Report

Village B&T Checking #0289

July 2024

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
Dale Dellutri 201-5960210	Special Event Programming	9/17/24 Optical Illusions	150.00	20344	08/15/24	<u>150.00</u>
Dow Jones & Company INC. 201-5970640	Databases	INV#97043247	1,575.00	20345	08/15/24	<u>1,575.00</u>
EBSCO INFORMATION SERVICES 201-5970620	E-Subscriptions/Subscriptions	CG16193-00 Renewal 2024	23,326.27	20346	08/15/24	<u>24,354.48</u>
201-5970620	E-Subscriptions/Subscriptions	INV#2500016	1,028.21			
Ethan Sellers Music, LLC 201-5960210	Special Event Programming	9/8/24 Le Travailant Performance	1,050.00	20347	08/15/24	<u>1,050.00</u>
FLOOD BROTHERS DISPOSAL & RECYCLING SERVICES 201-5930490	Refuse Contract	INV#7589445	684.73	20348	08/15/24	<u>684.73</u>
Fountaindale Public Library 201-5970600	Ebooks/Books	Fountaindale Public Library	29.99	20349	08/15/24	<u>29.99</u>
GARVEY'S OFFICE PRODUCTS 201-5980600	Furniture & Fixtures	IG Stools 6.12.24.sp4	632.68	20350	08/15/24	<u>1,790.14</u>
201-5970170	Janitorial	INV#PINV2596171	410.45			
201-5920210	Marketing	INV#PINV2577083	698.28			
201-5970170	Janitorial	INV#PINV2593917	48.73			
Grey Zone LLC 201-5960210	Special Event Programming	9/25/24 Communicating with Intent	300.00	20351	08/15/24	<u>300.00</u>
HRP Chicago LLC 201-5960210	Special Event Programming	8/9/24 Lucky Diaz Concert	781.00	20352	08/15/24	<u>781.00</u>
IMAGE SYSTEMS & BUSINESS SOLUTIONS, LLC. 201-5930010	R&M Equipment	INV#402888	959.20	20353	08/15/24	<u>1,321.55</u>
201-5930010	R&M Equipment	INV#403126	362.35			
IMPACT NETWORKING, LLC. 201-5930010	R&M Equipment	INV#3276215	197.32	20354	08/15/24	<u>197.32</u>
JOHNSON COUNTY LIBRARY 201-5970600	Ebooks/Books	ILL#226033352	12.39	20355	08/15/24	<u>12.39</u>
Kaitlyn Fischer 201-5960210	Special Event Programming	9/18/24 Nutrition & Yoga	250.00	20356	08/15/24	<u>250.00</u>
Larry Huffman 201-5960210	Special Event Programming	7/20/24 Life Drawing at the Library	60.00	20357	08/15/24	<u>60.00</u>
LAUTERBACH & AMEN, LLP. 201-5920110	Professional Services	INV#93066	1,615.00	20358	08/15/24	<u>1,615.00</u>
Marlin Leasing Corp 201-5930210	Rental of Equipment	INV#40017726	1,864.50	20359	08/15/24	<u>1,864.50</u>
MIDWEST TAPE				20360	08/15/24	<u>8,604.05</u>

# Des Plaines Public Library

## Vendor Checks Report

Village B&T Checking #0289

July 2024

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
201-5970630	Visual Materials	INV#505799174	128.96			
201-5970630	Visual Materials	INV#505771826	512.62			
201-5960990	Misc. Contractual Services	INV#505771826	146.33			
201-5970610	E-audio/Audio	INV#505803330	133.24			
201-5960990	Misc. Contractual Services	INV#505803330	45.43			
201-5970630	Visual Materials	INV#505803332	612.59			
201-5960990	Misc. Contractual Services	INV#505803332	132.32			
201-5970610	E-audio/Audio	INV#505771822	63.85			
201-5960990	Misc. Contractual Services	INV#505771822	20.65			
201-5970610	E-audio/Audio	INV#505771824	172.96			
201-5960990	Misc. Contractual Services	INV#505771824	9.04			
201-5970630	Visual Materials	INV#505771825	793.17			
201-5960990	Misc. Contractual Services	INV#505771825	172.48			
201-5970630	Visual Materials	INV#505750060	244.43			
201-5970610	E-audio/Audio	INV#505735736	76.43			
201-5960990	Misc. Contractual Services	INV#505735736	28.91			
201-5970630	Visual Materials	INV#505730343	170.94			
201-5970630	Visual Materials	INV#505735739	206.32			
201-5960990	Misc. Contractual Services	INV#505735739	44.40			
201-5970610	E-audio/Audio	INV#505735738	84.98			
201-5960990	Misc. Contractual Services	INV#505735738	4.52			
201-5970610	E-audio/Audio	INV#505686350	24.74			
201-5970610	E-audio/Audio	INV#505680533	263.94			
201-5960990	Misc. Contractual Services	INV#505680533	13.56			
201-5970630	Visual Materials	INV#505735735	246.62			
201-5960990	Misc. Contractual Services	INV#505735735	93.24			
201-5970630	Visual Materials	INV#505709432	955.05			
201-5960990	Misc. Contractual Services	INV#505709432	231.12			
201-5970630	Visual Materials	INV#505683009	52.49			
201-5970630	Visual Materials	INV#505680536	145.46			
201-5960990	Misc. Contractual Services	INV#505680536	27.75			
201-5970630	Visual Materials	INV#505683006	179.94			
201-5970610	E-audio/Audio	INV#505709434	49.99			
201-5960990	Misc. Contractual Services	INV#505709434	2.26			
201-5970630	Visual Materials	INV#505686351	74.98			
201-5970630	Visual Materials	INV#505709433	464.84			
201-5960990	Misc. Contractual Services	INV#505709433	121.35			
201-5970610	E-audio/Audio	INV#505709430	128.91			
201-5960990	Misc. Contractual Services	INV#505709430	37.17			
201-5970630	Visual Materials	INV#505683007	413.86			
201-5970630	Visual Materials	INV#505799176	152.96			
201-5970630	Visual Materials	INV#505799178	119.96			
201-5970630	Visual Materials	INV#505799177	128.96			
201-5970610	E-audio/Audio	INV#505803333	225.95			
201-5960990	Misc. Contractual Services	INV#505803333	11.30			
201-5970630	Visual Materials	INV#505803334	503.92			
201-5960990	Misc. Contractual Services	INV#505803334	129.16			
MIDWEST TAPE				20361	08/15/24	<u>9,000.00</u>
201-5970630	Visual Materials	INV#505834850	9,000.00			
OAKBROOK MECHANICAL SERVICES				20362	08/15/24	<u>3,135.00</u>
201-5930020	R&M Buildings & Structures	INV#39589	3,135.00			
OUTSOURCE SOLUTIONS GROUP, INC.				20363	08/15/24	<u>86,771.04</u>
201-5930010	R&M Equipment	INV#80121	350.00			

# Des Plaines Public Library

## Vendor Checks Report

Village B&T Checking #0289

July 2024

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
201-5920110	Professional Services	INV#80121	35,455.59			
201-5980420	Computer Software	INV#79920	921.15			
201-5980420	Computer Software	INV#79868	1,475.00			
201-5980420	Computer Software	INV#79853	4,366.92			
201-5960990	Misc. Contractual Services	INV#79853	1,980.00			
201-5930010	R&M Equipment	INV#79853	350.00			
201-5920110	Professional Services	INV#79853	35,455.59			
201-5980420	Computer Software	INV#80121	4,436.79			
201-5960990	Misc. Contractual Services	INV#80121	1,980.00			
OVERDRIVE, INC.				20364	08/15/24	<u>14,011.17</u>
201-5970600	Ebooks/Books	INV#01018CP24195991	316.98			
201-5970600	Ebooks/Books	INV#01018MA24168141	4,384.63			
201-5970600	Ebooks/Books	INV#01018CP24167354	351.72			
201-5970600	Ebooks/Books	INV#01018CP24133191	407.51			
201-5970600	Ebooks/Books	INV#01018MA24135118	3,684.53			
201-5970600	Ebooks/Books	INV#01018MA24130856	124.69			
201-5970600	Ebooks/Books	INV#01018MA24197367	4,741.11			
PENWORTHY COMPANY				20365	08/15/24	<u>2,272.20</u>
201-5970600	Ebooks/Books	INV#0601067-IN	837.38			
201-5970600	Ebooks/Books	INV#0601051-IN	330.90			
201-5970600	Ebooks/Books	INV#0601047-IN	403.25			
201-5970600	Ebooks/Books	INV#0601066-IN	515.92			
201-5970600	Ebooks/Books	INV#0601055-IN	184.75			
PROQUEST LLC				20366	08/15/24	<u>2,279.39</u>
201-5970640	Databases	INV#70836214	2,279.39			
RAILS				20367	08/15/24	<u>2,100.00</u>
201-5960210	Special Event Programming	INV#12870	2,100.00			
Risk Program Administrators				20368	08/15/24	<u>3,149.00</u>
201-5920990	Property/Liability Insurance	INV#4367507	3,149.00			
ROWMAN & LITTLEFIELD PUBLISHING COMPANY				20369	08/15/24	<u>78.16</u>
201-5970600	Ebooks/Books	INV#12498676	78.16			
THOMAS KLISE/CRIMSON MULTIMEDIA				20370	08/15/24	<u>416.87</u>
201-5970630	Visual Materials	INV#015426	416.87			
THOMSON REUTERS-WEST				20371	08/15/24	<u>27.80</u>
201-5970640	Databases	INV#850470189	27.80			
TODAY'S BUSINESS SOLUTIONS INC				20372	08/15/24	<u>368.96</u>
201-5930010	R&M Equipment	INV#072924-7	368.96			
TUMBLEWEED PRESS INC.				20373	08/15/24	<u>599.00</u>
201-5970640	Databases	INV#117554	599.00			
VAHE GHAZARIAN				20374	08/15/24	<u>150.00</u>
201-5960990	Misc. Contractual Services	INV#278359	150.00			
Wepa Libros LLC				20375	08/15/24	<u>1,703.57</u>
201-5970600	Ebooks/Books	INV#INV-000104	1,703.57			

**Des Plaines Public Library**  
**Vendor Checks Report**

Village B&T Checking #0289

July 2024

---

<b>Payee/Account #</b>	<b>Account Description</b>	<b>Description</b>	<b>Amount</b>	<b>Check Number</b>	<b>Check Date</b>	<b>Check Amount</b>
WILD BIRD SHACK				20376	08/15/24	<u>185.00</u>
201-5960210	Special Event Programming	9/21/24 Migration has no boundaries	185.00			
					<b>Check List Total</b>	<u><u>239,166.77</u></u>



# Des Plaines Public Library

## ACH Register

All Bank Accounts

July 1, 2024 - July 31, 2024

ACH Number	ACH Date	Payee	Amount
<b>Vendor Checks</b>			
52117	07/31/24	BANKCARD SERVICES	10,918.86
52118	07/31/24	ADP	1,066.90
52119	07/31/24	FRIENDS OF THE DES PLAINES PUBLIC LIBRARY	1,034.74
52120	07/31/24	NATIONWIDE RETIREMENT	300.00
52121	07/31/24	COMCAST CABLE	1,561.24
52122	07/31/24	COMCAST CABLE	1,347.96
52123	07/31/24	VERIZON WIRELESS	879.69
52124	07/31/24	COMCAST CABLE	34.49
52125	07/31/24	NICOR GAS	517.94
52126	07/31/24	IMRF	20,254.55
52127	07/31/24	NEOFUNDS BY NEOPOST	2,000.00
<b>Vendor Check Total</b>			<u>39,916.37</u>
<b>Check List Total</b>			<u><u>39,916.37</u></u>

Check count = 11

**DES PLAINES PUBLIC LIBRARY**

**CASH FLOW SUMMARY**

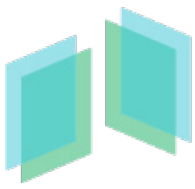
**For the Year Ended December 31, 2024**

	January	February	March	April	May	June	July	August	September	October	November	December
<b>Balance Sheet</b>												
Cash & Investments	\$ 5,407,213	5,753,298	7,730,714	7,205,561	6,723,973	6,667,006	7,571,885					
<b>Revenue (M-T-D)</b>												
Property Taxes	-	792,110	2,521,449		(22,984)	10,054	1,211,645					
Other Revenue	121,322	23,764	89,466	26,800	102,120	529,002	137,671					
	121,322	815,874	2,610,915	26,800	79,136	539,057	1,349,316					
<b>Expenses (M-T-D)</b>												
Payroll & Benefits	342,607	403,253	262,943	340,863	520,400	340,976	272,926					
Other Expense	477,947	247,204	260,935	236,783	187,805	114,016	260,701					
Change in A/P & AJE's	(236,146)	(180,668)	109,621	(25,693)	(147,481)	141,032	(89,190)					
	584,408	469,790	633,499	551,953	560,724	596,024	444,437					
Net Increase/(Decrease)	(463,086)	346,084	1,977,416	(525,153)	(481,588)	(56,967)	904,880					

DES PLAINES PUBLIC LIBRARY

CASH FLOW SUMMARY  
For the Year Ended December 31, 2023

	January	February	March	April	May	June	July	August	September	October	November	December
<b>Balance Sheet</b>												
Cash & Investments	\$ 5,101,587	4,724,431	5,890,856	6,996,454	6,538,381	5,980,333	5,400,464	5,121,066	4,543,713	4,243,378	4,664,048	5,870,299
<b>Revenue (M-T-D)</b>												
Property Taxes	1,224,801	21,502	1,641,098	1,644,862	-	47,571	-	92,107	-	-	957,319	1,799,141
Other Revenue	23,901	23,185	21,551	58,732	42,677	25,599	27,478	139,340	12,896	225,201	52,357	45,284
	1,248,702	44,687	1,662,649	1,703,594	42,677	73,170	27,478	231,447	12,896	225,201	1,009,676	1,844,425
<b>Expenses (M-T-D)</b>												
Payroll & Benefits	268,640	364,909	376,182	322,261	257,776	503,165	312,446	311,272	313,215	264,955	376,710	399,779
Other Expense	285,650	136,716	252,001	166,666	235,697	249,506	202,164	289,929	188,028	224,732	213,967	89,125
Change in A/P & AJE's	2,144	(79,781)	(131,959)	109,070	7,276	(121,452)	92,736	(90,356)	89,007	35,848	(1,671)	149,270
	556,434	421,843	496,224	597,996	500,749	631,219	607,346	510,845	590,249	525,536	589,006	638,174
Net Increase/(Decrease)	692,268	(377,157)	1,166,425	1,105,598	(458,073)	(558,048)	(579,868)	(279,398)	(577,353)	(300,335)	420,670	1,206,251



# DIRECTOR'S REPORT

## July 2024

### SUMMER WAS Beee-utiful!

#### SUMMER READING STATS

##### Adult

Total Participation: **2810**  
Books read: **1012**  
Buzz Badge Cards completed: **24**  
Buzz Badges given: **270**  
Trivia Questions answered: **498**  
**58 people found the library geocache**



##### Teens

In-person ballots: **126**  
Electronic ballots: **66**  
Individual entries: **46**  
Total entries: **196**  
Programs offered: **27**  
Complete punch cards: **25**  
Total entries + punch cards: **221**



##### Youth

Total Finishers: **604**  
Total Weekly Check-ins (approx.): **4,100**  
Number of programs: **54**  
Total program attendance: **3,332**



More numbers!

**2,050** patrons placed bug, flower, and bee stickers on the DPPL garden (the large letters in the Lobby)

**124** patrons completed the Bee Facts Scavenger Hunt and received a prize (funded by the Friends)

### DPPL ON SOCIAL

1.



Reach: **33,865**  
Likes: **491**

Top 5 Posts\*  
JANUARY - JULY



2.



Reach: **19,945**  
Likes: **2.8k**

3.



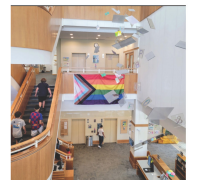
Reach: **11,285**  
Likes: **1.8k**

4.



Reach: **11,690**  
Likes: **1.1k**

5.



Reach: **2,506**  
Likes: **302**

\*Reach represents the number of unique accounts that saw the content. It does not correlate to the number of likes.

### DPPL CELEBRATES

July is **DISABILITY PRIDE MONTH**

**The Disability Pride Flag**

- Red: Physical Disabilities
- Yellow: Cognitive and Intellectual Disabilities
- Blue: Mental illness
- Green: Sensory Disabilities
- White: Invisible and Undiagnosed Disabilities
- Black: Mourning and rage for the victims of ableist violence and abuse.

Disability Pride Flag by Ann Magill

#### DPPL Celebrates Disability Pride Month



by DPPL Celebrates 07.01.24

On July 26, 1990, President George H. W. Bush signed the **Americans with Disabilities Act**.

This is a law that prohibits discrimination against people with disabilities and broke down barriers to inclusion in society.

In 2015, New York Mayor Bill de Blasio declared July Disability Pride Month in celebration of the ADA's 25th anniversary.

Today, this Disability Pride Month is many things.



### DONATIONS

\$235 in memory of Maxine Hubbgrd.



# JULY PROGRAM HIGHLIGHTS

## ADULT



**Unlocking the Secrets of Your Family Tree**

Wednesday, July 31 from 7pm - 8pm

Discover the foundation and methodology behind successful genealogical research and learn how to start tracing your family history using documents and resources you have in your attic and around your house with expert genealogist and librarian Tina Beard.

Learn more at [DPPL.ORG](https://dppl.org)

Des Plaines Public Library

Meeting Room B/C




**DIY NO KILL Houseplants**

Saturday, July 27 from 2pm - 3pm

4th Floor Forum

Learn more at [DPPL.ORG](https://dppl.org)

Des Plaines Public Library



**Be One With Nature**

**BUZZ IN! Trivia Night**

Friday, July 26 7pm - 8:30pm

Join as a team (up to six) or come as an individual. Play for a chance to win awesome prizes. Registration required.

Room B/C

Learn more at [DPPL.ORG](https://dppl.org)

Des Plaines Public Library



**Warblers & Other Summer Birds**

Saturday, July 20 2:00pm in the Forum

There are over 50 species of Warblers in the US and Canada & Illinois is home to 36 of them! Learn all about these colorful birds with a presenter from The Wildbird Shack. Please Register.

Learn more at [DPPL.ORG](https://dppl.org)

Des Plaines Public Library



**Sunday, July 21 at 2:00pm**

**PIANO CONCERT**

Pianist Mark Damisch will play music of Aaron Copland, George Gershwin, and Frederic Chopin. Selections will include An American in Paris, Hoe-Down and Grande Valse. Please Register.

Learn more at [DPPL.ORG](https://dppl.org)

Des Plaines Public Library



**Author Talk**

**Mia Manansala**

July 12 from 6:00pm - 7:00pm Room B/C

Please join us in welcoming Mia P. Manansala, the multi-award-winning author of the Tru Bloods Kitchen Mysteries series. Manansala will be here to give an author talk on Friday, July 12th @ 6:00pm in Room B/C, where she'll discuss her books, as well as the writing and publishing process.

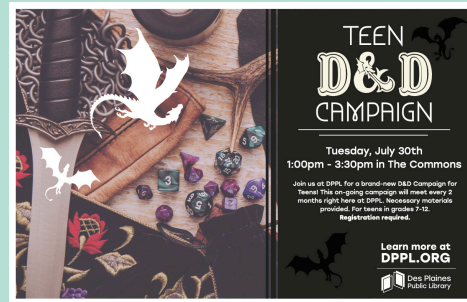
We will also be having a book club for Arsenic and Adobo, the first book in the Arsenic and Adobo series, on Tuesday, July 16th @ 10:00am in The Commons. Copies of the book will be available for patrons to pick up and check out at the 3rd floor desk.

Please Register.

Learn more at [DPPL.ORG](https://dppl.org)

Des Plaines Public Library

## TEEN



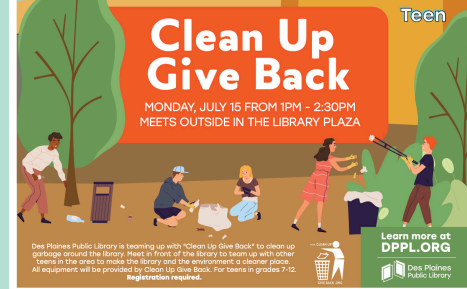
**TEEN D&D Campaign**

Tuesday, July 30th 1:00pm - 3:30pm in The Commons

Join us at DPPL for a brand new D&D Campaign for Teens! This exciting campaign will meet every 2 months right here at DPPL. Necessary materials provided. For teens in grades 7-12. Registration required.

Learn more at [DPPL.ORG](https://dppl.org)

Des Plaines Public Library



**Clean Up Give Back**

MONDAY, JULY 15 FROM 1PM - 2:30PM MEETS OUTSIDE IN THE LIBRARY PLAZA

Des Plaines Public Library is teaming up with "Clean Up Give Back" to clean up garbage around the library. Meet in front of the library to team up with other teens in the area to make the library and the environment a cleaner place. All equipment will be provided by Clean Up Give Back. For teens in grades 7-12. Registration required.

Learn more at [DPPL.ORG](https://dppl.org)

Des Plaines Public Library



**Teens Take & Make**

**MANDALA DOT PAINTING**

BEGINNING JULY 1ST

TAKE & MAKE KITS ARE FUN FACTS YOU CAN TAKE HOME AND MAKE ON YOUR OWN TIME. PICK UP YOUR KIT FROM THE 3RD FLOOR AT THE BEGINNING OF THE MONTH.

WHILE SUPPLIES LAST

Learn more at [DPPL.ORG](https://dppl.org)

Des Plaines Public Library



**Teen CRAFTERNOONS**

WEDNESDAY, JULY 24, 4:00PM - 5:00PM

Open maker workshop! Sample our featured technology or bring your own project to work on. For teens in grades 7-12.

**JULY SPOTLIGHT: MOSAIC FLOWER POTS**

Learn more at [DPPL.ORG](https://dppl.org)

Des Plaines Public Library



**As Seen on TikTok: DIY Honeycomb Soap**

Be one with nature and join us in making a realistic and natural honeycomb soap!

Location: The Commons

Teens

**SATURDAY, JULY 13 12:00PM - 2:00PM**

Check us out on TikTok @desplainslibrary

Scan Me

Learn more at [DPPL.ORG](https://dppl.org)

Des Plaines Public Library



**Tie-Dye T-Shirts For Teens**

July 17th, 2:00pm - 3:00pm

Ever wanted to know how to tie-dye a t-shirt? Join us for our teen tie-dye program! Pre-washed t-shirts will be provided. Please wear junky clothes to work in.

Learn more at [DPPL.ORG](https://dppl.org)

Des Plaines Public Library

## YOUTH



**THE FIREFLY FAMILY THEATRE PRESENTS**

**Under the Stars**

Wednesday, July 24, 2024 6:00pm in Meeting Room B

REGISTRATION REQUIRED BEGINNING JULY 17TH.

Learn more at [DPPL.ORG](https://dppl.org)

Des Plaines Public Library



**Musical Mondays presents...**

**The Dreamtree Shakers**

July 29th, 2024 @ 4pm The Post Tree Corner

The Dreamtree Shakers will be here with a family-friendly folk-rock music performance. All ages welcome.

Learn more at [DPPL.ORG](https://dppl.org)

Des Plaines Public Library



**Dirt Don't Hurt Undie Reveal**

July 23, 2024 @ 3:00 - 4:00pm

In June you got your underwear and buried them in the dirt at home. Now it's time to dig them up, bring them back in, and see who has the healthiest soil. We will celebrate by making edible dirt cups.

Tween Program (ages 9-13) Youth Services Program Room

Learn more at [DPPL.ORG](https://dppl.org)

Des Plaines Public Library



**Busy Bees Craft Drop-in**

June: 12th, 19th, 26th  
July: 3rd, 10th, 17th

Wednesdays from 10:00am-11:30am  
4:30pm-5:30pm



**WILD RUMPUS**

Drop by a Des Plaines park for this energetic storytime!

June 11: Apache Park, July 16: Central Park

**June 11th & July 16th at 6:00pm**

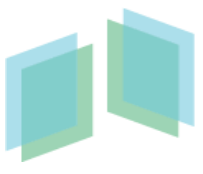


**WILD TIMES**

Drop by a Des Plaines park for this energetic storytime! In June, Wild Times will be at Apache Park, and in July, Wild Times will be at Central Park.

**THURSDAYS AT 10 A.M.**  
June 6, 13, 20, 27 + July 11, 18, 25

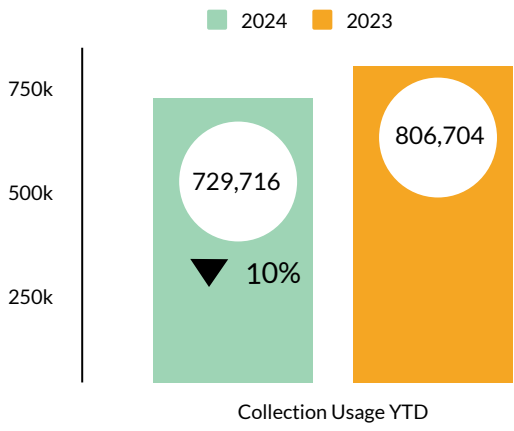
Best for birth - 5, with adult



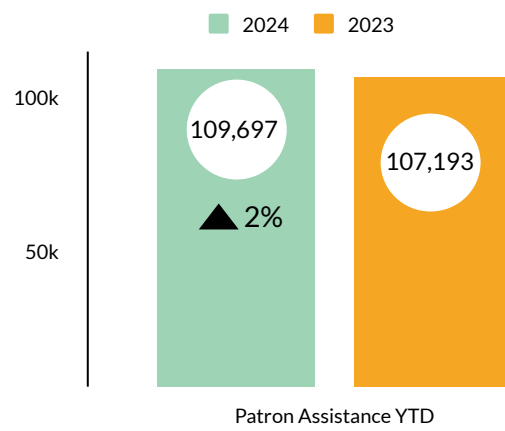
# STATISTICS REPORT

On July 2024

## Collection Usage YTD

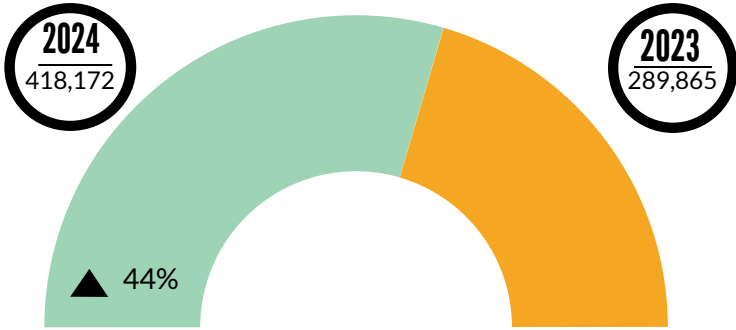


## Patron Assistance YTD



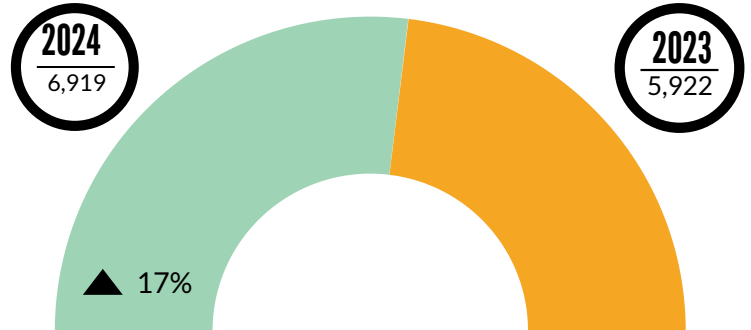
## Attendance All - YTD

Events, Programs, Outreach & Classes



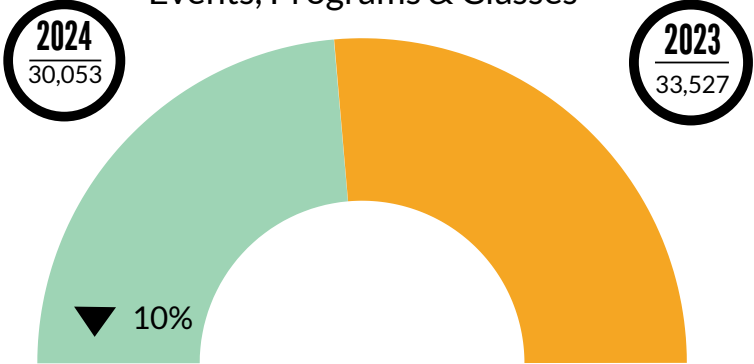
## Bookings All - YTD

Events, Programs & Classes



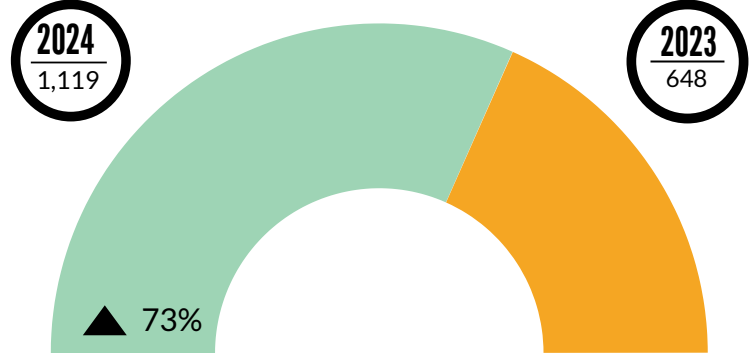
## Attendance In Person - YTD

Events, Programs & Classes

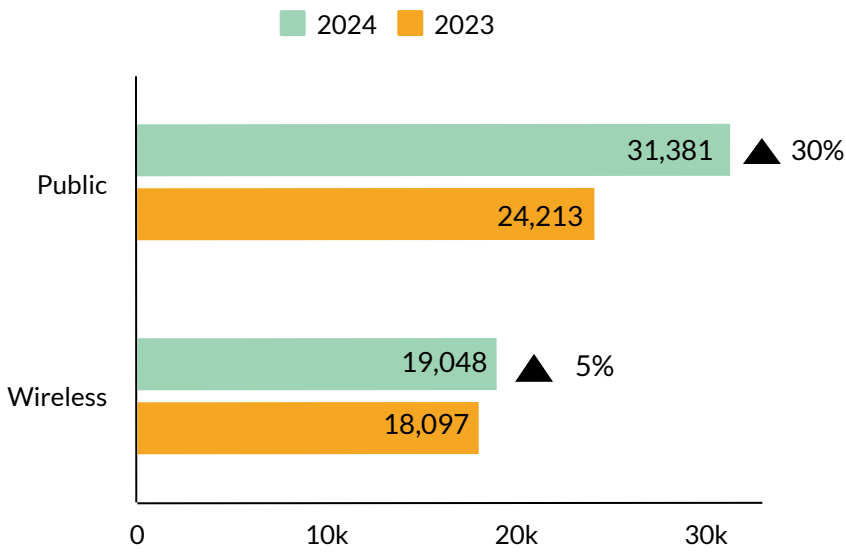


## Bookings In Person - YTD

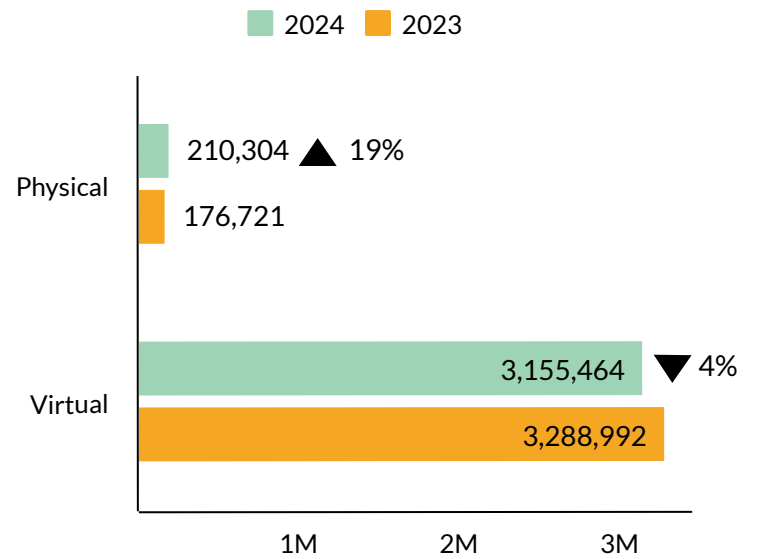
Events, Programs & Classes



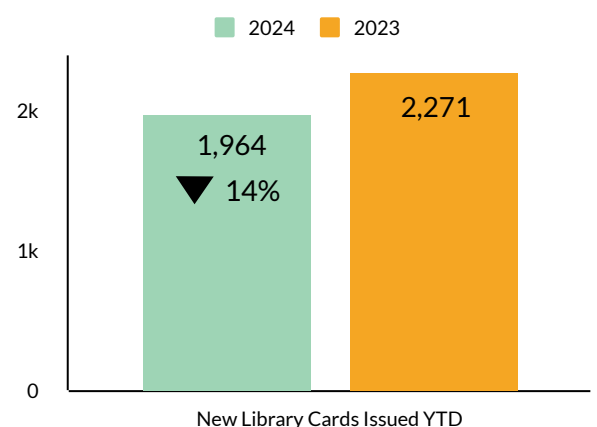
## Computer Usage YTD



## Traffic YTD



## New Library Cards Issued YTD



## 2024 Year to Date Statistics

**July 2024**

<b>COLLECTION USAGE</b>		
	Year to Date 2024	<b>729,716</b>
	Year to Date 2023	<b>806,704</b>
	<b>% Change</b>	<b>-10%</b>
<b>PATRON ASSISTANCE</b>		
	Year to Date 2024	<b>109,697</b>
	Year to Date 2023	<b>107,193</b>
	<b>% Change</b>	<b>2%</b>
<b>EVENTS, PROGRAMS, AND CLASSES- BOOKINGS</b>		
	Year to Date 2024	<b>6,919</b>
	Year to Date 2023	<b>5,922</b>
	<b>% Change</b>	<b>17%</b>
<b>EVENTS, PROGRAMS, OUTREACH, AND CLASSES-ATTENDANCE</b>		
	Year to Date 2024	<b>418,172</b>
	Year to Date 2023	<b>289,865</b>
	<b>% Change</b>	<b>44%</b>
<b>IN PERSON EVENTS</b>		
	<b>Bookings</b>	
	Year to Date 2024	<b>1,119</b>
	Year to Date 2023	<b>648</b>
	<b>% Change</b>	<b>73%</b>
	<b>Attendance</b>	
	Year to Date 2024	<b>30,053</b>
	Year to Date 2023	<b>33,527</b>
	<b>% Change</b>	<b>-10%</b>
<b>TRAFFIC</b>		
	<b>Physical Visits (gate count)</b>	
	Year to Date 2024	<b>210,304</b>
	Year to Date 2023	<b>176,721</b>
	<b>% Change</b>	<b>19%</b>
	<b>Virtual Visits (catalog, website, mobile app)</b>	
	Year to Date 2024	<b>3,155,464</b>
	Year to Date 2023	<b>3,288,992</b>
	<b>% Change</b>	<b>-4%</b>
<b>LIBRARY CARD OWNERSHIP</b>		
	Year to Date new library cards 2024	<b>1,964</b>
	Year to Date new library cards 2023	<b>2,271</b>
	<b>% Change</b>	<b>-14%</b>
<b>COMPUTER USAGE</b>		
	<b>Public Computers</b>	
	Year to Date 2024	<b>31,381</b>
	Year to Date 2023	<b>24,213</b>
	<b>% Change</b>	<b>30%</b>
	<b>Wireless</b>	
	Year to Date 2024	<b>19,048</b>
	Year to Date 2023	<b>18,097</b>
	<b>% Change</b>	<b>5%</b>

2024 STATISTICS REPORT													
COLLECTION USAGE	JAN	FEB	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	YTD
Physical materials	54,066	51,947	55,057	56,336	46,243	53,411	58,786						375,846
E-materials	17,525	16,447	17,646	16,165	17,400	16,757	17,708						119,648
ILL	775	666	663	510	510	419	619						4,162
Databases	49,697	46,993	38,909	35,171	28,167	31,123							230,060
<b>2024 Total</b>	<b>122,063</b>	<b>116,053</b>	<b>112,275</b>	<b>73,011</b>	<b>99,324</b>	<b>98,754</b>	<b>108,236</b>						<b>729,716</b>
Physical materials	52,685	54,026	62,878	55,995	53,687	56,660	60,675						396,606
E-materials	14,973	13,013	14,338	14,579	16,404	16,632	14,909						104,848
ILL	639	639	764	631	573	637	637						4,520
Databases	38,413	35,495	45,784	44,038	43,571	44,985	48,444						300,730
<b>2023 Total</b>	<b>106,710</b>	<b>103,173</b>	<b>123,764</b>	<b>115,243</b>	<b>114,235</b>	<b>118,914</b>	<b>124,665</b>						<b>806,704</b>
<b>PATRON ASSISTANCE</b>													
Youth Services	2,132	2,700	2,504	1,861	1,573	3,370	3,288						17,428
Adult Services	6,299	7,200	6,805	6,988	6,468	6,977	6,990						47,727
Patron Accounts	6,263	6,267	6,553	6,099	5,214	6,971	6,524						43,891
Security	136	100	140	82	42	0	151						651
<b>2024 Total</b>	<b>14,830</b>	<b>16,267</b>	<b>16,002</b>	<b>15,030</b>	<b>13,297</b>	<b>17,318</b>	<b>13,665</b>						<b>109,697</b>
Youth Services	1,272	1,906	2,086	1,914	1,794	3,280	3,280						18,521
Adult Services	6,546	6,066	7,195	6,151	6,248	6,802	6,127						45,135
Patron Accounts	5,950	5,433	7,743	6,188	5,616	6,307	6,300						43,537
Security	154	143	96	110	84	89	89						765
<b>2023 Total</b>	<b>13,922</b>	<b>13,548</b>	<b>17,120</b>	<b>14,363</b>	<b>13,742</b>	<b>19,467</b>	<b>15,796</b>						<b>107,193</b>
<b>EVENTS, PROGRAMS AND CLASSES-BOOKINGS</b>													
Youth Services In Person	64	133	72	48	84	86	69						556
Youth Services Virtual	-	0	-	-	-	3	2						5
Adult Services In Person	64	85	74	88	85	79	88						563
Adult Services Virtual	10	16	11	10	9	11	8						75
Outside groups	12	13	18	23	19	20	15						120
Public study rooms	727	872	826	893	747	727	808						5,600
<b>2024 Total</b>	<b>877</b>	<b>1,119</b>	<b>1,001</b>	<b>1,062</b>	<b>944</b>	<b>926</b>	<b>990</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>6,919</b>
Youth Services In Person	18	29	19	30	21	27	35						179
Youth Services Virtual	8		1		0	2	2						13
Adult Services In Person	43	77	69	68	62	66	84						469
Adult Services Virtual	15	14	16	14	14	13	10						96
Outside groups	10	16	35	27	20	18	19						145
Public study rooms	686	744	795	710	694	709	682						5,020
<b>2023 Total</b>	<b>780</b>	<b>880</b>	<b>935</b>	<b>849</b>	<b>811</b>	<b>835</b>	<b>832</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>5,922</b>
<b>EVENTS, PROGRAMS, OUTREACH &amp; CLASSES-ATTENDANCE</b>													
Youth Services In Person	320	1,284	1,035	1,057	313	6,086	3,175						13,270
Youth Services Virtual	11,624	15,464	8,994	14,939	17,488	41,552	38,425						148,486
Adult Services In Person	1,085	1,375	4,005	1,982	1,125	2,626	4,585						16,783
Adult Services Virtual	26,140	24,447	17,840	23,003	26,135	50,020	46,579						214,164
Outside groups	237	134	229	1,257	251	406	179						2,693
Public study rooms	1,265	1,455	1,348	1,425	1,190	1,122	1,272						9,077
Outreach-Youth Services	941	1,542	1,116	2,268	3,842	1,127	835						11,671
Outreach-Adult Services	162	229	670	289	237	354	87						2,028
<b>2024 Total</b>	<b>41,774</b>	<b>45,930</b>	<b>35,237</b>	<b>46,220</b>	<b>50,581</b>	<b>103,293</b>	<b>95,137</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>418,172</b>
Youth Services In Person	989	1,314	1,698	1,559	492	4,595	10,132						20,779
Youth Services Virtual	29,089	11,189	13,750	13,183	8,933	8,437	10,063						94,644
Adult Services In Person	370	766	1,384	2,068	702	902	6,556						12,748
Adult Services Virtual	20,187	22,786	20,733	18,918	16,257	15,056	16,976						130,913
Outside groups	130	242	1,464	1,332	412	258	264						4,102
Public study rooms	1,195	1,315	1,407	1,209	1,164	1,093	1,002						8,385
Outreach-Youth Services	1,652	2,547	2,031	2,098	4,284	1,400	1,019						15,031
Outreach-Adult Services	134	219	1,388	323	166	700	333						3,263
<b>2023 Total</b>	<b>53,746</b>	<b>40,378</b>	<b>43,855</b>	<b>40,690</b>	<b>32,410</b>	<b>32,441</b>	<b>46,345</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>289,865</b>



<b>TRAFFIC</b>														
<b>2024</b>	Physical Visits (gate count)	25,115	28,401	31,015	33,655	27,826	33,505	30,787						<b>210,304</b>
<b>2023</b>	Physical Visits (gate count)	21,659	22,365	27,032	24,328	21,622	32,852	26,863						<b>176,721</b>
<b>2024</b>	Virtual visits (catalog, website, mobile app)	440,017	464,763	464,802	436,429	439,954	447,677	461,822						<b>3,155,464</b>
<b>2023</b>	Virtual visits (catalog, website, mobile app)	480,735	444,598	473,767	456,869	468,392	478,438	486,193						<b>3,288,992</b>
<b>LIBRARY CARDS ISSUED</b>														
<b>2024</b>	Number of new library cards	277	316	249	313	251	328	230						<b>1,964</b>
<b>2023</b>	Number of new library cards	259	222	501	313	311	387	278						<b>2,271</b>
<b>COMPUTER USAGE</b>														
	Public computers-Youth Services	787	1,196	1,619	1,206	1,221	2,196	1,051						9,276
	Public computers-Adult	2,545	3,355	2,957	3,329	3,233	3,085	3,601						22,105
<b>2024</b>	<b>Total</b>	<b>3,332</b>	<b>4,551</b>	<b>4,576</b>	<b>4,535</b>	<b>4,454</b>	<b>5,281</b>	<b>4,652</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>31,381</b>
	Public computers-Youth Services	253	248	393	365	286	605	582						2,732
	Public computers-Adult	2,688	2,903	3,340	3,270	3,309	3,091	2,880						21,481
<b>2023</b>	<b>Total</b>	<b>2,941</b>	<b>3,151</b>	<b>3,733</b>	<b>3,635</b>	<b>3,595</b>	<b>3,696</b>	<b>3,462</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>24,213</b>
	Wireless	2,518	2,904	2,904	2,827	2,630	2,678	2,587						19,048
<b>2024</b>	<b>Total</b>	<b>2,518</b>	<b>2,904</b>	<b>2,904</b>	<b>2,827</b>	<b>2,630</b>	<b>2,678</b>	<b>2,587</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>19,048</b>
	Wireless	2,360	2,619	2,734	2,715	2,542	2,745	2,382						18,097
<b>2023</b>	<b>Total</b>	<b>2,360</b>	<b>2,619</b>	<b>2,734</b>	<b>2,715</b>	<b>2,542</b>	<b>2,745</b>	<b>2,382</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>18,097</b>

## **2025 Closing Dates - Proposed**

January 1 (New Year's Day)

March 13 (Late opening, staff training)

April 20 (Easter observed)

May 25 (Memorial Day Holiday)

May 26 (Memorial Day)

June 19 (Juneteenth)

July 4 (Independence Day)

August 8 (In-service day)

August 31 (Labor Day Holiday)

September 1 (Labor Day)

October 15 (Late opening, staff training)

November 27 (Thanksgiving)

November 28 (Thanksgiving Holiday)

December 9 (Late opening, staff training)

December 24 (Christmas Eve)

December 25 (Christmas)

December 31 (New Year's Eve)



July 29, 2024

Mr. Blake Kindl  
**Des Plaines Public Library**  
1501 Ellinwood St.  
Des Plaines, IL 60016

Dear Mr. Kindl,

**Re: Elara/Trane Short Cycle Fix – Change Order**

Edwards Engineering, Inc. respectfully submits the following proposal as a change order to the existing Chiller Replacement Project:

**PROPOSED SCOPE OF WORK:**

- Furnish and install Senva #PW30 differential pressure transducer (by EEI)
- Disengage existing flow switch (by EEI)
- Wire new #PW30 to existing BAS to control bypass valve (by ALC)
- Control Valve shall be set to maintain 5.0 (ft H2) ΔP across chiller by Trane’s recommendation (by ALC)
  - a. Bypass valve no longer controlled by existing flow meter
  - b. Pump Control to remain unchanged

**PRICING: \$17,950**

**Lead Time: 5-7 days**

**Exclusions/Clarifications:**

- A. Excludes overtime.
- B. Change order amount will be added to the current contract for billing.
- C. No other work should be presumed included in this proposal.
- D. Unforeseen conditions and alterations in scope per the customer could lead to additional charges.
- E. Proposal is valid for thirty (30) days from date above.
- F. This agreement does not include hazardous material detection or removal or structural modifications.
- G. Payment terms remain the same as agreed upon for chiller replacement project.

**ACCEPTANCE:** \_\_\_\_\_

**DATED:** \_\_\_\_\_

We thank you for this opportunity to submit our proposal. Please contact me with any questions you may have.

Respectfully Submitted,  
Sean McCreary  
*Sean McCreary*