



NOTICE

DES PLAINES PUBLIC LIBRARY BOARD OF TRUSTEES

**REGULAR BOARD MEETING
Thursday, January 16, 2025
7:00 p.m. in Meeting Room B**

AGENDA

- Approval of Vendor Checks Report and ACH payments. [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 Acting Interim Library Director at 847-376-2776 to allow the Library to make reasonable accommodations.



DES PLAINES PUBLIC LIBRARY BOARD OF TRUSTEES

**Agenda for the Regular Meeting
Thursday, January 16, 2025
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 Management Committee Meeting, Regular Board Meeting, and Search Committee Meetings, December 2024.
 - B. Acceptance of Financial Reports for December 2024.
Acceptance of Reports.
 - 1. Statistics Report for December 2024.
 - 2. Director's Report for December 2024.
- VIII. New Business. (7:15 p.m.)
 - A. Approve Payment of Vendor Checks Report and ACH Payments in the amount of \$438,735.05. [Action Item]
- IX. Search Committee Report.
 - A. Update on status of the Director Search process.
- X. Other.
- XI. Announcements.
- XII. Correspondence.
- XIII. Adjournment. (7:30 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, December 19, 2024

I. Call to Order.

The meeting was called to order at 7:02 p.m.

II. Roll Call.

Roll call indicated the following trustees were PRESENT: Dr. Gregory Sarlo, Kristen Graack, Denise Hudec, Lisa DuBrock, Robert Flinn, Christine Halblander, Nick Harkovich, Rachel Rice. ABSENT: Michelle Shimon-Hutchison. ALSO PRESENT: DPPL Staff Laurie Papadourakis, Heather Imhoff, Joanie Sebastian. Friends of the Library President John Leach.

III. Pledge of Allegiance.

IV. Vote to invoke the Remote Participation Policy.

Motion by Hudec, seconded by Halblander, to invoke the Remote Participation Policy. AYES: DuBrock, Flinn, Graack, Halblander, Harkovich, Hudec, Rice, Sarlo. NAYS: none. MOTION CARRIED.

V. Consideration of the Agenda.

Motion by Graack, seconded by Halblander, to accept the Agenda. AYES: DuBrock, Flinn, Graack, Halblander, Harkovich, Hudec, Rice, Sarlo. NAYS: none. MOTION CARRIED.

VI. Public Comments and Questions.

None.

VII. Consent Agenda.

- A. Approval of the Minutes of the Management Committee Meeting, Regular Board Meeting, and Search Committee Meetings, November 2024.
- B. Acceptance of Financial Reports for November 2024.
Acceptance of Reports.
 1. Statistics Report for November 2024.
 2. Director's Report for November 2024.

Hudec requested that B2 be pulled from the agenda for discussion.

Motion by Halblander, seconded by Hudec to accept the Consent Agenda, minus B1. AYES: DuBrock, Flinn, Graack, Halblander, Harkovich, Hudec, Rice, Sarlo. NAYS: none. MOTION CARRIED.

Hudec stated that the statistic documents were not in the packet. Imhoff said she would distribute at the end of the meeting and add to the official packet. Hudec asked about a payment of \$82,569.66 received in November. Papadourakis stated it was a donor payment into The Canvas project fund.

Motion by Hudec, seconded by Rice to accept B2 of the Consent Agenda. AYES: DuBrock, Flinn, Graack, Halblander, Harkovich, Hudec, Rice, Sarlo. NAYS: none. MOTION CARRIED.

VIII. New Business.

- A. Approve Payment of Vendor Checks Report and ACH Payments in the amount \$324,107.42.

Motion by Hudec to Approve Payment of Vendor Checks Report and ACH Payments in the amount of \$324,107.42 as listed on the vendor checks report of November 2024 and authorize Acting Interim Director Laurie Papadourakis to transfer the amount required to the Library's operating account.

- B. Approve 2025 Per Capita application.

Motion by Graack, seconded by DuBrock to accept the 2025 Per Capita Grant application as presented. AYES: DuBrock, Flinn, Graack, Halblander, Harkovich, Hudec, Rice, Sarlo. NAYS: none. MOTION CARRIED.

IX. Search Committee Report.

- A. Update on status of the Director Search process.

Committee chair Graack reported that the Library has retained HR Source to facilitate a nation-wide search for the Library Director to replace Jo Bonell, who is retiring in March 2025. The position will be listed publicly in January 2025 and the committee will meet bi-weekly to ensure progress is made efficiently and effectively.

X. Other.

Trustee Flinn stated he enjoyed attending the ILA Legislative Breakfast in November and found it very productive.

XI. Announcements.

None.

XII. Correspondence.

Papadourakis read a letter from Wings thanking DPPL for the “generous in-kind donation of food, socks and cleaning products. Your support is invaluable to our mission and plays a crucial role in uplifting the families we serve.”

XIII. Executive Session.

- A. Update on filed, pending, probable, or imminent litigation.
- B. The Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees of the public body.

Motion by DuBrock, seconded by Graack to enter Executive Session. AYES: DuBrock, Flinn, Graack, Halblander, Harkovich, Hudec, Rice, Sarlo. NAYS: none. MOTION CARRIED.

The Board entered Executive Session at 7:30 p.m.

Motion by Graack, seconded by DuBrock to exit Executive Session. AYES: DuBrock, Flinn, Graack, Halblander, Harkovich, Hudec, Rice, Sarlo. NAYS: none. MOTION CARRIED.

The Board exited Executive Session at 8:10 p.m.

No action was reported out.

XIV. Adjournment.

Motion by DuBrock, seconded by Graack to adjourn. AYES: DuBrock, Flinn, Graack, Halblander, Harkovich, Hudec, Rice, Sarlo. NAYS: none. MOTION CARRIED.

The meeting adjourned at 8:10 p.m.



Des Plaines Public Library

Monthly Financial Report For the Month Ended December 31, 2024

Prepared by:



Lauterbach & Amen, LLP

CERTIFIED PUBLIC ACCOUNTANTS

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Des Plaines Public Library

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Financial Statements

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

	General Fund	Capital Projects Fund	Total
ASSETS			
Cash and Investments	\$ 6,261,303.38	\$ 771,131.85	\$ 7,032,435.23
Prepays	-	0.00	-
Receivables			
Receivable - Property Taxes	6,251,585.00	-	6,251,585.00
Receivable - Grants	-	-	-
Receivable - Miscellaneous	-	-	-
Total Assets	\$ 12,512,888.38	\$ 771,131.85	\$ 13,284,020.23
LIABILITIES			
Accounts Payable	\$ 184,069.79	\$ 10,183.41	\$ 194,253.20
Accrued Payroll	150,188.96	-	150,188.96
Due to other funds	90,421.46	-	90,421.46
Total Liabilities	424,680.21	10,183.41	434,863.62
Deferred Inflows of Resources			
Property Taxes	6,251,585.00	-	6,251,585.00
Total Liabilities and Deferred Inflows of Resources	6,676,265.21	10,183.41	6,686,448.62
FUND BALANCE			
Fund Balance - Unreserved	5,836,623.17	760,948.44	6,597,571.61
Total Fund Balance	5,836,623.17	760,948.44	6,597,571.61
Total Liabilities, Deferred Inflows of Resources and Fund Balance	\$ 12,512,888.38	\$ 771,131.85	\$ 13,284,020.23

Des Plaines Public Library

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

For the 12 Months Ended December 31, 2024

	General Fund	Capital Projects Fund	Total
REVENUES			
Taxes	\$ 6,027,734.44	\$ -	\$ 6,027,734.44
Intergovernmental	1,677,694.20	-	1,677,694.20
Fines & Fees	44,584.24	-	44,584.24
Interest	399,231.14	67,823.47	467,054.61
Special Events and Programs	12,401.30	-	12,401.30
Miscellaneous	83,542.55	200,000.00	283,542.55
Total Revenues	<u>8,245,187.87</u>	<u>267,823.47</u>	<u>8,513,011.34</u>
EXPENDITURES			
Personnel	\$ 3,323,859.88	\$ -	\$ 3,323,859.88
Operating	2,164,496.36	-	2,164,496.36
Library Materials	896,170.88	-	896,170.88
Capital Outlay	166,207.71	1,178,530.74	1,344,738.45
Other Expenditures	<u>116,232.55</u>	<u>-</u>	<u>116,232.55</u>
Total Expenditures	<u>6,666,967.38</u>	<u>1,178,530.74</u>	<u>7,845,498.12</u>
Net Change in Fund Balances	<u>1,578,220.49</u>	<u>(910,707.27)</u>	<u>667,513.22</u>
FUND BALANCES			
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>\$ 5,836,623.17</u>	<u>\$ 760,948.44</u>	<u>\$ 6,597,571.61</u>

Supplementary Information

Des Plaines Public Library

Treasurer's Report as of December 31, 2024

<u>Cash Account</u>	<u>Invested</u>
201-1101000 - Petty Cash	500.00
201-1102080 - Village B&T Donation #9821	19,944.81
201-1102030 - Village B&T Donation #6718	7,031.66
201-1102040 - Village B&T Donation #9878	235,239.74
201-1102060 - Village B&T Checking #0289	698,072.79
201-1102050 - Wintrust Brokerage	61,380.72
201-1102079 - Illinois Funds # 2591	5,238,133.66
202-1102079 - Illinois Funds # 2591	<u>771,131.85</u>
	6,009,265.51
201-1102070 - INB E-Pay	1,000.00
Total Invested	<u>\$ 7,032,435.23</u>

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

	<u>Beginning</u> <u>Balance</u>	<u>M.T.D.</u> <u>Changes</u>	<u>Ending</u> <u>Balance</u>
General Fund			
<u>Assets</u>			
1101000 - Petty Cash	500.00	0.00	500.00
1102030 - Village B&T Donation #6718	89,576.36	(82,544.70)	7,031.66
1102040 - Village B&T Donation #9878	234,307.61	932.13	235,239.74
1102050 - Wintrust Brokerage	62,302.61	(921.89)	61,380.72
1102060 - Village B&T Checking #0289	407,460.04	290,612.75	698,072.79
1102070 - INB E-Pay	992.69	7.31	1,000.00
1102079 - Illinois Funds # 2591	5,905,778.52	(667,644.86)	5,238,133.66
1102080 - Village B&T Donation #9821	31,146.20	(11,201.39)	19,944.81
1118000 - Receivable - Property Taxes	<u>6,251,585.00</u>	<u>0.00</u>	<u>6,251,585.00</u>
	<u>12,983,649.03</u>	<u>(470,760.65)</u>	<u>12,512,888.38</u>
<u>Liabilities and Fund Balance</u>			
<u>Liabilities</u>			
2401000 - Accounts Payable	190,713.15	(6,643.36)	184,069.79
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	<u>99,980.00</u>	<u>0.00</u>	<u>99,980.00</u>
	<u>6,682,908.57</u>	<u>(6,643.36)</u>	<u>6,676,265.21</u>
<u>Fund Balance</u>			
3730000 - Fund Balance - Unreserved	<u>4,258,402.68</u>	<u>0.00</u>	<u>4,258,402.68</u>
	<u>4,258,402.68</u>	<u>0.00</u>	<u>4,258,402.68</u>
Total Liabilities and Fund Balance	<u>10,941,311.25</u>	<u>(6,643.36)</u>	<u>10,934,667.89</u>
Excess Revenues Over Expenses	<u>2,042,337.78</u>	<u>(464,117.29)</u>	<u>1,578,220.49</u>

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

	<u>Beginning Balance</u>	<u>M.T.D. Changes</u>	<u>Ending Balance</u>
Capital Projects Fund			
<u>Assets</u>			
1102079 - Illinois Funds # 2591	880,189.54	(109,057.69)	771,131.85
	880,189.54	(109,057.69)	771,131.85
<u>Liabilities and Fund Balance</u>			
<u>Liabilities</u>			
2401000 - Accounts Payable	12,627.39	(2,443.98)	10,183.41
	12,627.39	(2,443.98)	10,183.41
<u>Fund Balance</u>			
3730000 - Fund Balance - Unreserved	1,671,655.71	0.00	1,671,655.71
Total Liabilities and Fund Balance	1,684,283.10	(2,443.98)	1,681,839.12
Excess Revenues Over Expenses	(804,093.56)	(106,613.71)	(910,707.27)
Compensated Absences Fund			
<u>Assets</u>			
1120201 - Due From Library	90,421.46	0.00	90,421.46
	90,421.46	0.00	90,421.46
<u>Liabilities and Fund Balance</u>			
<u>Liabilities</u>			
2450035 - Accrued ST-LT Comp Absence	90,421.46	0.00	90,421.46
	90,421.46	0.00	90,421.46
<u>Fund Balance</u>			
Total Liabilities and Fund Balance	90,421.46	0.00	90,421.46
Excess Revenues Over Expenses	0.00	0.00	0.00

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

	<u>Beginning</u> <u>Balance</u>	<u>M.T.D.</u> <u>Changes</u>	<u>Ending</u> <u>Balance</u>
Fixed Assets Fund			
<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>
Long Term Liability Fund			
<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 12 Months Ended December 31, 2024**

	<u>M.T.D. Collected</u>	<u>Y.T.D. Collected</u>	<u>Budgeted Amount</u>	<u>Budgeted Remaining</u>	<u>Prct. Collected</u>
<u>General Fund</u>					
<u>Taxes</u>					
201-4810035 - Property Taxes 2023	0.00	6,027,734.44	6,100,000.00	72,265.56	98.82
	<u>0.00</u>	<u>6,027,734.44</u>	<u>6,100,000.00</u>	<u>72,265.56</u>	<u>98.82</u>
<u>Intergovernmental</u>					
201-4810800 - Personal Property Replacement Tax	0.00	1,583,041.25	306,052.00	(1,276,989.25)	517.25
201-4822040 - State Grant - Per Capita	0.00	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	0.00	4,550.57	10,000.00	5,449.43	45.51
	<u>0.00</u>	<u>1,677,694.20</u>	<u>405,548.00</u>	<u>(1,272,146.20)</u>	<u>413.69</u>
<u>Fines & Fees</u>					
201-4850101 - Library Fees	1,816.42	21,749.76	10,000.00	(11,749.76)	217.50
201-4850201 - Copying Fees	1,860.69	18,101.98	10,000.00	(8,101.98)	181.02
201-4850203 - Lost Materials	96.10	488.75	0.00	(488.75)	0.00
201-4850207 - Non-Res Cards	81.75	1,633.75	200.00	(1,433.75)	816.88
201-4850208 - Meeting Room Fees	465.00	2,610.00	1,000.00	(1,610.00)	261.00
	<u>4,319.96</u>	<u>44,584.24</u>	<u>21,200.00</u>	<u>(23,384.24)</u>	<u>210.30</u>
<u>Special Programs & Events</u>					
201-4850215 - Friends of the Library Reimbursements	0.00	12,401.30	20,000.00	7,598.70	62.01
	<u>0.00</u>	<u>12,401.30</u>	<u>20,000.00</u>	<u>7,598.70</u>	<u>62.01</u>
<u>Interest</u>					
201-4830010 - Gain/Loss on Investments	(921.89)	145,442.89	0.00	(145,442.89)	0.00
201-4890010 - Interest Income	21,139.22	253,788.25	75,000.00	(178,788.25)	338.38
	<u>20,217.33</u>	<u>399,231.14</u>	<u>75,000.00</u>	<u>(324,231.14)</u>	<u>532.31</u>
<u>Other Revenue</u>					
201-4899900 - Miscellaneous Revenue	0.00	65.15	965,000.00	964,934.85	0.01
201-4899910 - Vending Machine Revenue	189.22	729.43	1,000.00	270.57	72.94
201-4899920 - Library Donations	1,750.57	69,590.09	150,000.00	80,409.91	46.39
201-4899940 - Friends Book Sale	1,281.53	13,157.88	14,000.00	842.12	93.98
	<u>3,221.32</u>	<u>83,542.55</u>	<u>1,130,000.00</u>	<u>1,046,457.45</u>	<u>7.39</u>
Total General Fund	<u><u>27,758.61</u></u>	<u><u>8,245,187.87</u></u>	<u><u>7,751,748.00</u></u>	<u><u>(493,439.87)</u></u>	<u><u>106.37</u></u>

Des Plaines Public Library
 Revenue Report
 For the 12 Months Ended December 31, 2024

	<u>M.T.D.</u> <u>Collected</u>	<u>Y.T.D.</u> <u>Collected</u>	<u>Budgeted</u> <u>Amount</u>	<u>Budgeted</u> <u>Remaining</u>	<u>Prct.</u> <u>Collected</u>
<hr/> <u>Capital Projects Fund</u> <hr/>					
<u>Interest</u>					
202-4890010 - Interest Income	<u>3,011.64</u>	<u>67,823.47</u>	<u>75,000.00</u>	<u>7,176.53</u>	<u>90.43</u>
	<u>3,011.64</u>	<u>67,823.47</u>	<u>75,000.00</u>	<u>75,000.00</u>	<u>0.00</u>
<u>Other Financing Sources</u>					
202-4830020 - Makerspace Donation	0.00	200,000.00	0.00	(200,000.00)	0.00
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>200,000.00</u>	<u>500,000.00</u>	<u>300,000.00</u>	<u>40.00</u>
Total Capital Projects Fund	<u><u>3,011.64</u></u>	<u><u>267,823.47</u></u>	<u><u>575,000.00</u></u>	<u><u>(307,176.53)</u></u>	<u><u>(46.58)</u></u>
Total of All Funds	<u><u>30,770.25</u></u>	<u><u>8,513,011.34</u></u>	<u><u>8,326,748.00</u></u>	<u><u>(186,263.34)</u></u>	<u><u>102.24</u></u>

Des Plaines Public Library
Expense Report
For the 12 Months Ended December 31, 2024

General Fund	M.T.D. <u>Expended</u>	Y.T.D. <u>Expended</u>	Budgeted <u>Amount</u>	Budgeted <u>Remaining</u>	Prct. <u>Expend.</u>
<u>Salaries</u>					
5910100 - Full-time Salaries	198,650.82	2,536,642.31	2,672,875.00	136,232.69	94.90
5910200 - Part-time Salaries	<u>61,729.43</u>	<u>787,217.57</u>	<u>992,439.00</u>	<u>205,221.43</u>	<u>79.32</u>
	<u>260,380.25</u>	<u>3,323,859.88</u>	<u>3,665,314.00</u>	<u>341,454.12</u>	<u>90.68</u>
<u>Benefits</u>					
5918010 - Unemployment Compensation	0.00	1,734.00	15,000.00	13,266.00	11.56
5918020 - Employer Contribution - FICA	19,000.82	242,374.46	276,105.00	33,730.54	87.78
5918021 - Employer Contribution - IMRF	20,598.18	140,908.05	209,869.00	68,960.95	67.14
5918040 - Life Insurance Premiums	129.70	1,384.55	1,978.00	593.45	70.00
5918050 - PPO Insurance Premiums	39,012.37	419,174.70	602,154.00	182,979.30	69.61
5918051 - HMO Insurance Premiums	12,829.39	137,841.41	198,005.00	60,163.59	69.62
5918055 - Dental Insurance Premiums	2,069.78	22,243.27	31,958.00	9,714.73	69.60
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>93,640.24</u>	<u>977,107.44</u>	<u>1,349,069.00</u>	<u>371,961.56</u>	<u>72.43</u>
<u>Contractual Services</u>					
5920100 - Legal Fees	240.00	449.30	10,000.00	9,550.70	4.49
5920110 - Professional Services	5,230.00	450,049.89	442,380.00	(7,669.89)	101.73
5920120 - Communication Services	2,955.28	37,174.90	46,300.00	9,125.10	80.29
5920140 - Integrated Library System	0.00	85,093.51	87,000.00	1,906.49	97.81
5920202 - Conferences	131.71	16,328.82	28,400.00	12,071.18	57.50
5920204 - Training	0.00	2,661.99	2,600.00	(61.99)	102.38
5920210 - Marketing	189.80	49,837.19	61,265.00	11,427.81	81.35
5920220 - Membership Dues	210.00	7,184.00	7,000.00	(184.00)	102.63
5920990 - Property/Liability Insurance	0.00	48,550.52	70,000.00	21,449.48	69.36
5930010 - R&M Equipment	1,071.21	82,707.62	81,660.00	(1,047.62)	101.28
5930020 - R&M Buildings & Structures	1,948.00	103,182.59	116,512.00	13,329.41	88.56
5930030 - R&M Vehicles	0.00	47.00	4,500.00	4,453.00	1.04
5930210 - Rental of Equipment	2,049.26	23,608.44	25,620.00	2,011.56	92.15
5930320 - Cleaning/Custodial Services	0.00	59,703.00	90,900.00	31,197.00	65.68
5930490 - Refuse Contract	684.73	8,792.12	6,300.00	(2,492.12)	139.56
5960040 - Pre-Employment Testing	0.00	1,001.20	3,500.00	2,498.80	28.61
5960065 - Bank Fees	392.26	1,253.04	300.00	(953.04)	417.68
5960070 - Mileage	0.00	0.00	500.00	500.00	0.00
5960210 - Special Event Programming	2,854.94	80,755.64	63,500.00	(17,255.64)	127.17
5960990 - Misc. Contractual Services	<u>5,291.99</u>	<u>129,008.15</u>	<u>133,225.00</u>	<u>4,216.85</u>	<u>96.83</u>
	<u>23,249.18</u>	<u>1,187,388.92</u>	<u>1,281,462.00</u>	<u>94,073.08</u>	<u>92.66</u>

Des Plaines Public Library
Expense Report
For the 12 Months Ended December 31, 2024

	M.T.D. <u>Expended</u>	Y.T.D. <u>Expended</u>	Budgeted <u>Amount</u>	Budgeted <u>Remaining</u>	Prct. <u>Expend.</u>
<u>Commodities</u>					
5970100 - Supplies	3,024.05	58,456.24	113,000.00	54,543.76	51.73
5970110 - Meals	939.26	2,592.94	3,000.00	407.06	86.43
5970170 - Janitorial	756.46	11,116.43	19,965.00	8,848.57	55.68
5970260 - Postage & Parcel	1,069.39	17,293.89	16,000.00	(1,293.89)	108.09
5970500 - Water Bill	1,640.45	9,590.40	7,000.00	(2,590.40)	137.01
5970600 - Ebooks/Books	28,083.28	335,642.17	382,000.00	46,357.83	87.86
5970610 - E-audio/Audio	5,008.56	44,752.84	69,000.00	24,247.16	64.86
5970620 - E-Subscriptions/Subscriptions	290.20	54,517.91	51,430.00	(3,087.91)	106.00
5970630 - Visual Materials	15,338.89	176,964.06	194,900.00	17,935.94	90.80
5970640 - Databases	2,847.63	157,496.26	170,000.00	12,503.74	92.64
5970810 - Natural Gas	1,025.85	16,692.25	28,000.00	11,307.75	59.62
5970850 - Gasoline	0.00	215.66	800.00	584.34	26.96
5970900 - Equipment < \$10,000	<u>669.01</u>	<u>10,839.83</u>	<u>13,900.00</u>	<u>3,060.17</u>	<u>77.98</u>
	<u>60,693.03</u>	<u>896,170.88</u>	<u>1,068,995.00</u>	<u>172,824.12</u>	<u>83.83</u>
<u>Capital Expenditures</u>					
5980300 - Improvements	18,856.00	18,856.00	20,000.00	1,144.00	94.28
5980410 - Computer Hardware	1,355.91	12,861.52	10,000.00	(2,861.52)	128.62
5980420 - Computer Software	1,524.89	98,222.71	105,611.00	7,388.29	93.00
5980600 - Furniture & Fixtures	<u>30,894.87</u>	<u>36,267.48</u>	<u>54,500.00</u>	<u>18,232.52</u>	<u>66.55</u>
	<u>52,631.67</u>	<u>166,207.71</u>	<u>190,111.00</u>	<u>23,903.29</u>	<u>87.43</u>
<u>Other Funding Activities</u>					
5990900 - Per Capita Grant Expenditures	0.00	102,039.93	93,760.00	(8,279.93)	108.83
5990940 - Trans to Library Capital Proj. Fund	0.00	0.00	500,000.00	500,000.00	0.00
5999940 - Friends Books Sale	<u>1,281.53</u>	<u>14,192.62</u>	<u>0.00</u>	<u>(14,192.62)</u>	<u>0.00</u>
	<u>1,281.53</u>	<u>116,232.55</u>	<u>593,760.00</u>	<u>477,527.45</u>	<u>19.58</u>
Total General Fund Expenditures	<u>491,875.90</u>	<u>6,666,967.38</u>	<u>8,148,711.00</u>	<u>1,481,743.62</u>	<u>81.82</u>
Capital Projects Fund					
<u>Capital Expenditures</u>					
5980300 - Improvements	0.00	0.00	650,000.00	650,000.00	0.00
5980400 - Equipment	16,457.86	332,925.56	369,500.00	369,500.00	0.00
5980410 - Computer Hardware	10,622.79	206,084.64	246,800.00	246,800.00	0.00
5980420 - Computer Software	0.00	3,214.43	0.00	0.00	0.00
5980430 - Makerspace Donation Expenses	82,544.70	636,306.11	0.00	0.00	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>109,625.35</u>	<u>1,178,530.74</u>	<u>1,316,300.00</u>	<u>(1,178,530.74)</u>	<u>0.00</u>
Total Capital Projects Fund Expenditures	<u>109,625.35</u>	<u>1,178,530.74</u>	<u>1,316,300.00</u>	<u>137,769.26</u>	<u>89.53</u>
Total of All Funds	<u>601,501.25</u>	<u>7,845,498.12</u>	<u>9,465,011.00</u>	<u>1,619,512.88</u>	<u>82.89</u>

Des Plaines Public Library

Check List

All Bank Accounts

December 20, 2024 - January 17, 2025

Check Number	Check Date	Payee	Amount
Vendor Checks			
4003	12/31/24	LIBRARY FURNITURE INTERNATIONAL	(45,509.24)
4004	12/20/24	LIBRARY FURNITURE INTERNATIONAL	45,509.24
20536	01/16/25	AQUARIUM ADVENTURE	640.00
20537	01/16/25	BAKER & TAYLOR	12,267.61
20538	01/16/25	BLACKSTONE PUBLISHING	41.64
20539	01/16/25	CHILDREN'S PLUS, INC.	5,922.32
20540	01/16/25	Chinese Intercultural, LLC	300.00
20541	01/16/25	Christian Floski	60.00
20542	01/16/25	CITY OF DES PLAINES	1,640.45
20543	01/16/25	COLLEY ELEVATOR COMPANY	18,856.00
20544	01/16/25	Continental Resources, Inc.	135.58
20545	01/16/25	Delphi Public Library	80.00
20546	01/16/25	EBSCO INFORMATION SERVICES	11.00
20547	01/16/25	EILEEN MIDDLETON	84.99
20548	01/16/25	FITTLE, LLC	1,360.00
20549	01/16/25	FLOOD BROTHERS DISPOSAL & RECYCLING SERVICES	684.73
20550	01/16/25	GARVEY'S OFFICE PRODUCTS	756.46
20551	01/16/25	IMAGE SYSTEMS & BUSINESS SOLUTIONS, LLC.	1,071.21
20552	01/16/25	INFORMATION TODAY, INC.	333.03
20553	01/16/25	J&S PLUMBING, INC.	1,225.00
20554	01/16/25	Johnson Floor Company, Inc	29,796.70
20555	01/16/25	LAUTERBACH & AMEN, LLP.	3,230.00
20556	01/16/25	LAW OFFICES OF ANCEL GLINK, P.C.	120.00
20557	01/16/25	LIMRICC	64,490.49
20558	01/16/25	MidAmerica Books	54.89
20559	01/16/25	MIDWEST TAPE	8,885.49
20560	01/16/25	MIDWEST TAPE	7,509.39
20561	01/16/25	NETBASE SYSTEMS SOLUTIONS PLLC	10,183.41
20562	01/16/25	OUTSOURCE SOLUTIONS GROUP, INC.	3,873.73
20563	01/16/25	OVERDRIVE, INC.	9,173.12
20564	01/16/25	PARTITION PROS	723.00
20565	01/16/25	Petty Cash C/O Rianne Robeson	431.05
20566	01/16/25	Playaway Products LLC	584.90
20567	01/16/25	Sentrum Marketing, LLC	1,161.50
20568	01/16/25	THOMAS KLISE/CRIMSON MULTIMEDIA	4,091.51
20569	01/16/25	THOMSON REUTERS-WEST	55.60
20570	01/16/25	WORLD BOOK INC	1,259.00
20571	01/17/25	Bright Star Children's Theatre, LLC	495.00
20572	01/17/25	COLLEY ELEVATOR COMPANY	698.00
20573	01/17/25	CRYSTAL MAINTENANCE SERVICES CORP	4,892.50
20574	01/17/25	GREY HOUSE PUBLISHING	3,991.67
20575	01/17/25	HR SOURCE	1,425.00
20576	01/17/25	LIBRARIES OF ILLINOIS RISK AGENCY	53,816.72
20577	01/17/25	MORNINGSTAR INCORPORATED	4,017.00
20578	01/17/25	PROQUEST LLC	7,879.24
20579	01/17/25	RAILS	1,085.00
20580	01/17/25	Risk Program Administrators	12,214.00
20581	01/17/25	TEA LULA	385.00
20582	01/16/25	METAPHRASIS LANGUAGE & CULTURAL SOLUTIONS	75.00
20583	01/16/25	LAW OFFICES OF ANCEL GLINK, P.C.	120.00
52170	12/31/24	NATIONWIDE RETIREMENT	450.00
52171	12/31/24	COMCAST CABLE	725.06
52172	12/31/24	COMCAST CABLE	1,363.56
52173	12/31/24	ADP	988.95
52174	12/31/24	FRIENDS OF THE DES PLAINES PUBLIC LIBRARY	1,281.53
52175	12/31/24	IMRF	35,726.93
52176	12/31/24	NICOR GAS	1,025.85

Des Plaines Public Library

Check List

All Bank Accounts

December 20, 2024 - January 17, 2025

Check Number	Check Date	Payee	Amount
52177	12/31/24	COMCAST CABLE	34.50
52178	12/31/24	VERIZON WIRELESS	832.16
52179	12/31/24	NEOFUNDS BY NEOPOST	1,000.00
52180	12/31/24	BANKCARD SERVICES	30,573.88
60009	12/31/24	TROOP CONTRACTING, INC	82,544.70
Vendor Check Total			<u>438,735.05</u>
Check List Total			<u><u>438,735.05</u></u>

Check count = 62

Des Plaines Public Library

Vendor Checks Report

All Bank Accounts
December 2024

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
Vendor Checks						
AQUARIUM ADVENTURE				20536	01/16/25	<u>640.00</u>
201-5960990	Misc. Contractual Services	17445; 10.09.24	160.00			
201-5960990	Misc. Contractual Services	17511; 10.31.24	160.00			
201-5960990	Misc. Contractual Services	17602; 11.30.24	320.00			
BAKER & TAYLOR				20537	01/16/25	<u>12,267.61</u>
201-5960990	Misc. Contractual Services	Inv #2038763384	16.62			
201-5970600	Ebooks/Books	Inv #2038763384	176.39			
201-5960990	Misc. Contractual Services	Inv #2038751124	2.69			
201-5970600	Ebooks/Books	Inv #2038751124	7.88			
201-5960990	Misc. Contractual Services	Inv #2038750785	12.86			
201-5970600	Ebooks/Books	Inv #2038750785	46.35			
201-5960990	Misc. Contractual Services	Inv #2038750537	8.30			
201-5970600	Ebooks/Books	Inv #2038750537	35.14			
201-5960990	Misc. Contractual Services	Inv #2038750619	13.91			
201-5960990	Misc. Contractual Services	Inv #2038750619	56.57			
201-5960990	Misc. Contractual Services	Inv #2038745055	21.85			
201-5970600	Ebooks/Books	Inv #2038745055	55.04			
201-5970600	Ebooks/Books	Inv #2038748390	198.21			
201-5960990	Misc. Contractual Services	Inv #2038736518	5.03			
201-5970600	Ebooks/Books	Inv #2038736518	11.53			
201-5960990	Misc. Contractual Services	Inv #2038731809	5.38			
201-5970600	Ebooks/Books	Inv #2038731809	25.58			
201-5960990	Misc. Contractual Services	Inv #2038744427	71.95			
201-5970600	Ebooks/Books	Inv #2038744427	381.39			
201-5970600	Ebooks/Books	Inv #2038737695	614.77			
201-5960990	Misc. Contractual Services	Inv #2038737696	78.43			
201-5970600	Ebooks/Books	Inv #2038721736	564.17			
201-5960990	Misc. Contractual Services	Inv #2038721737	75.64			
201-5970600	Ebooks/Books	Inv #2038727491	502.22			
201-5960990	Misc. Contractual Services	Inv #2038727492	81.69			
201-5960990	Misc. Contractual Services	Inv #2038725564	22.15			
201-5970600	Ebooks/Books	Inv #2038725564	38.77			
201-5970600	Ebooks/Books	Inv #2038720435	18.44			
201-5960990	Misc. Contractual Services	Inv #2038748160	54.00			
201-5970600	Ebooks/Books	Inv #2038748160	313.71			
201-5960990	Misc. Contractual Services	Inv #2038736419	2.69			
201-5970600	Ebooks/Books	Inv #2038736419	6.87			
201-5960990	Misc. Contractual Services	Inv #2038736185	8.02			
201-5970600	Ebooks/Books	Inv #2038736185	36.87			
201-5960990	Misc. Contractual Services	Inv #2038728706	16.60			
201-5970600	Ebooks/Books	Inv #2038728706	79.16			
201-5960990	Misc. Contractual Services	Inv #2038728705	36.03			
201-5970600	Ebooks/Books	Inv #2038728705	93.11			
201-5960990	Misc. Contractual Services	Inv #2038728829	18.56			
201-5970600	Ebooks/Books	Inv #2038728829	59.45			
201-5960990	Misc. Contractual Services	Inv #2038730759	44.82			
201-5970600	Ebooks/Books	Inv #2038730759	101.31			
201-5960990	Misc. Contractual Services	Inv #2038725542	4.70			
201-5970600	Ebooks/Books	Inv #2038725542	21.30			
201-5960990	Misc. Contractual Services	Inv #2038728820	3.74			
201-5970600	Ebooks/Books	Inv #2038728820	10.36			
201-5960990	Misc. Contractual Services	Inv #2038716525	5.39			
201-5970600	Ebooks/Books	Inv #2038716525	10.31			
201-5960990	Misc. Contractual Services	Inv #2038728831	10.17			

Des Plaines Public Library Vendor Checks Report

All Bank Accounts
December 2024

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
201-5970600	Ebooks/Books	Inv #2038728831	46.38			
201-5960990	Misc. Contractual Services	Inv #2038731980	82.53			
201-5970600	Ebooks/Books	Inv #2038731980	423.11			
201-5960990	Misc. Contractual Services	Inv #2038728883	167.20			
201-5970600	Ebooks/Books	Inv #2038728883	357.13			
201-5960990	Misc. Contractual Services	Inv #2038728967	32.15			
201-5970600	Ebooks/Books	Inv #2038728967	99.91			
201-5960990	Misc. Contractual Services	Inv #2038731107	32.43			
201-5970600	Ebooks/Books	Inv #2038731107	153.78			
201-5960990	Misc. Contractual Services	Inv #2038727780	10.45			
201-5970600	Ebooks/Books	Inv #2038727780	122.30			
201-5960990	Misc. Contractual Services	Inv #2038716396	8.30			
201-5970600	Ebooks/Books	Inv #2038716396	33.43			
201-5960990	Misc. Contractual Services	Inv #2038711994	13.92			
201-5970600	Ebooks/Books	Inv #2038711994	47.27			
201-5960990	Misc. Contractual Services	Inv #2038722691	49.21			
201-5970600	Ebooks/Books	Inv #2038722691	191.34			
201-5960990	Misc. Contractual Services	Inv #2038725099	49.95			
201-5970600	Ebooks/Books	Inv #2038725099	182.67			
201-5960990	Misc. Contractual Services	Inv #2038722690	12.86			
201-5970600	Ebooks/Books	Inv #2038722690	66.40			
201-5960990	Misc. Contractual Services	Inv #2038727760	21.95			
201-5970600	Ebooks/Books	Inv #2038727760	101.17			
201-5960990	Misc. Contractual Services	Inv #2038728844	35.96			
201-5970600	Ebooks/Books	Inv #2038728844	190.83			
201-5960990	Misc. Contractual Services	Inv #2038719299	150.60			
201-5970600	Ebooks/Books	Inv #2038719299	843.77			
201-5960990	Misc. Contractual Services	Inv #2038720212	12.20			
201-5970600	Ebooks/Books	Inv #2038720212	270.46			
201-5960990	Misc. Contractual Services	Inv #2038720905	66.85			
201-5970600	Ebooks/Books	Inv #2038720905	294.04			
201-5970600	Ebooks/Books	Inv #2038720935	1,917.81			
201-5960990	Misc. Contractual Services	Inv #2038715218	38.97			
201-5970600	Ebooks/Books	Inv #2038715218	93.11			
201-5960990	Misc. Contractual Services	Inv #2038715161	55.28			
201-5970600	Ebooks/Books	Inv #2038715161	214.30			
201-5960990	Misc. Contractual Services	Inv #2038715213	49.95			
201-5970600	Ebooks/Books	Inv #2038715213	175.05			
201-5960990	Misc. Contractual Services	Inv #2038709989	81.98			
201-5970600	Ebooks/Books	Inv #2038709989	371.51			
201-5970600	Ebooks/Books	Inv #2038763833	596.22			
201-5960990	Misc. Contractual Services	Inv #2038763834	74.16			
201-5960990	Misc. Contractual Services	Inv #2038764081	8.86			
201-5970600	Ebooks/Books	Inv #2038764081	29.56			
201-5960990	Misc. Contractual Services	Inv #2038750731	10.02			
201-5970600	Ebooks/Books	Inv #2038750731	19.41			
201-5960990	Misc. Contractual Services	Inv #2038762748	10.27			
201-5970600	Ebooks/Books	Inv #2038762748	72.57			
201-5960990	Misc. Contractual Services	Inv #2038757602	11.61			
201-5970600	Ebooks/Books	Inv #2038757602	49.56			
201-5960990	Misc. Contractual Services	Inv #2038763552	5.39			
201-5970600	Ebooks/Books	Inv #2038763552	21.31			
201-5970600	Ebooks/Books	Inv #2038770654	104.04			
BLACKSTONE PUBLISHING				20538	01/16/25	41.64
201-5970610	E-audio/Audio	2153646; 12.10.24	41.64			

Des Plaines Public Library Vendor Checks Report

All Bank Accounts
December 2024

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
CHILDREN'S PLUS, INC.				20539	01/16/25	<u>5,922.32</u>
201-5970600	Ebooks/Books	Inv #254546	507.82			
201-5970600	Ebooks/Books	Inv #254559	230.37			
201-5970600	Ebooks/Books	Inv #254530	362.31			
201-5970600	Ebooks/Books	Inv #254283	571.45			
201-5970600	Ebooks/Books	Inv #254290	170.64			
201-5970600	Ebooks/Books	Inv #254262	157.07			
201-5970600	Ebooks/Books	Inv #254255	103.82			
201-5970600	Ebooks/Books	Inv #254159	12.99			
201-5970600	Ebooks/Books	Inv #254113	12.99			
201-5970600	Ebooks/Books	Inv #253915	734.40			
201-5970600	Ebooks/Books	Inv #253917	652.14			
201-5970600	Ebooks/Books	Inv #253870	137.70			
201-5970600	Ebooks/Books	Inv #253782	140.94			
201-5970600	Ebooks/Books	Inv #253742	460.38			
201-5970600	Ebooks/Books	Inv #253608	537.70			
201-5970600	Ebooks/Books	Inv #254407	81.83			
201-5970600	Ebooks/Books	Inv #254451	568.90			
201-5970600	Ebooks/Books	Inv #246827	478.87			
Chinese Intercultural, LLC				20540	01/16/25	<u>300.00</u>
201-5960210	Special Event Programming	0437; 06.04.24	300.00			
Christian Floski				20541	01/16/25	<u>60.00</u>
201-5960210	Special Event Programming	Life Drawing at the Library	60.00			
CITY OF DES PLAINES				20542	01/16/25	<u>1,640.45</u>
201-5970500	Water Bill	Account #71080763-001	1,640.45			
COLLEY ELEVATOR COMPANY				20543	01/16/25	<u>18,856.00</u>
201-5980300	Improvements	272796; 12.17.24	13,210.00			
201-5980300	Improvements	272797; 12.17.24	5,646.00			
Continental Resources, Inc.				20544	01/16/25	<u>135.58</u>
201-5980410	Computer Hardware	91171959; 12.10.24	798.07			
201-5980410	Computer Hardware	Credit	-662.49			
Delphi Public Library				20545	01/16/25	<u>80.00</u>
201-4850101	Library Fees	Delphi Public Library	80.00			
EBSCO INFORMATION SERVICES				20546	01/16/25	<u>11.00</u>
201-5970620	E-Subscriptions/Subscriptions	2502078; 12.13.24	11.00			
EILEEN MIDDLETON				20547	01/16/25	<u>84.99</u>
201-5970600	Ebooks/Books	EILEEN MIDDLETON	84.99			
FITTLE, LLC				20548	01/16/25	<u>1,360.00</u>
201-5930210	Rental of Equipment	6645393; 12.28.24	1,360.00			
FLOOD BROTHERS DISPOSAL & RECYCLING SERVICES				20549	01/16/25	<u>684.73</u>
201-5930490	Refuse Contract	7893777; 12.03.24	684.73			
GARVEY'S OFFICE PRODUCTS				20550	01/16/25	<u>756.46</u>
201-5970170	Janitorial	WO-593453-1; 12.18.24	756.46			

Des Plaines Public Library Vendor Checks Report

All Bank Accounts
December 2024

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
IMAGE SYSTEMS & BUSINESS SOLUTIONS, LLC.				20551	01/16/25	<u>1,071.21</u>
201-5930010	R&M Equipment	411339; 12.04.24	1,071.21			
INFORMATION TODAY, INC.				20552	01/16/25	<u>333.03</u>
201-5970640	Databases	1777239-B2; 12.04.24	333.03			
J&S PLUMBING, INC.				20553	01/16/25	<u>1,225.00</u>
201-5930020	R&M Buildings & Structures	238332; 12.10.24	1,225.00			
Johnson Floor Company, Inc				20554	01/16/25	<u>29,796.70</u>
201-5980600	Furniture & Fixtures	44318A; 01.02.25	29,796.70			
LAUTERBACH & AMEN, LLP.				20555	01/16/25	<u>3,230.00</u>
201-5920110	Professional Services	98819; 12.01.24	1,615.00			
201-5920110	Professional Services	99840; 01.01.25	1,615.00			
LAW OFFICES OF ANCEL GLINK, P.C.				20556	01/16/25	<u>120.00</u>
201-5920100	Legal Fees	107344; 11.12.24	120.00			
LIMRICC				20557	01/16/25	<u>64,490.49</u>
201-2401002	Payroll Liabilities	December 2024	64,490.49			
MidAmerica Books				20558	01/16/25	<u>54.89</u>
201-5970600	Ebooks/Books	0051309; 11.26.24	54.89			
MIDWEST TAPE				20559	01/16/25	<u>8,885.49</u>
201-5960990	Misc. Contractual Services	Inv #506434683	139.20			
201-5970630	Visual Materials	Inv #506434683	427.27			
201-5960990	Misc. Contractual Services	Inv #506493906	22.20			
201-5970630	Visual Materials	Inv #506493906	79.96			
201-5960990	Misc. Contractual Services	Inv #506496640	162.76			
201-5970630	Visual Materials	Inv #506496640	392.04			
201-5960990	Misc. Contractual Services	Inv #506493907	58.76			
201-5970610	E-audio/Audio	Inv #506493907	1,245.74			
201-5960990	Misc. Contractual Services	Inv #506493908	49.56			
201-5970610	E-audio/Audio	Inv #506493908	154.08			
201-5970610	E-audio/Audio	Inv #506471615	1,147.83			
201-5970630	Visual Materials	Inv #506471616	278.18			
201-5970630	Visual Materials	Inv #506441494	128.96			
201-5970630	Visual Materials	Inv #506441492	116.98			
201-5960990	Misc. Contractual Services	Inv #506464366	296.04			
201-5970630	Visual Materials	Inv #506464366	873.99			
201-5960990	Misc. Contractual Services	Inv #506464367	16.52			
201-5970610	E-audio/Audio	Inv #506464367	60.41			
201-5960990	Misc. Contractual Services	Inv #506464369	11.10			
201-5970630	Visual Materials	Inv #506464369	49.98			
201-5960990	Misc. Contractual Services	Inv #506464400	76.84			
201-5970610	E-audio/Audio	Inv #506464400	1,695.66			
201-5960990	Misc. Contractual Services	Inv #506434687	6.78			
201-5970610	E-audio/Audio	Inv #506434687	132.97			
201-5960990	Misc. Contractual Services	Inv #506434684	61.05			
201-5970630	Visual Materials	Inv #506434684	354.64			
201-5960990	Misc. Contractual Services	Inv #506434685	19.89			
201-5970610	E-audio/Audio	Inv #506434685	71.95			
201-5960990	Misc. Contractual Services	Inv #506530232	26.76			
201-5970630	Visual Materials	Inv #506530232	73.45			

Des Plaines Public Library Vendor Checks Report

All Bank Accounts
December 2024

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
201-5960990	Misc. Contractual Services	Inv #506530230	12.39			
201-5970610	E-audio/Audio	Inv #506530230	41.37			
201-5960990	Misc. Contractual Services	Inv #503530169	11.30			
201-5970610	E-audio/Audio	Inv #506530169	212.95			
201-5970630	Visual Materials	Inv #506503259	37.49			
201-5970630	Visual Materials	Inv #506503257	154.47			
201-5970610	E-audio/Audio	Inv #506503256	183.97			
MIDWEST TAPE				20560	01/16/25	<u>7,509.39</u>
201-5970630	Visual Materials	506552702; 12.31.24	7,509.39			
NETBASE SYSTEMS SOLUTIONS PLLC				20561	01/16/25	<u>10,183.41</u>
202-5980410	Computer Hardware	012159; 12.20.24	10,183.41			
OUTSOURCE SOLUTIONS GROUP, INC.				20562	01/16/25	<u>3,873.73</u>
201-5980420	Computer Software	81816; 12.13.24	653.40			
201-5980410	Computer Hardware	81765; 12.09.24	1,220.33			
201-5920110	Professional Services	81392; 11.06.24	2,000.00			
OVERDRIVE, INC.				20563	01/16/25	<u>9,173.12</u>
201-5970640	Databases	01018SB24377678; 12.04.24	1,200.00			
201-5970600	Ebooks/Books	01018CP24401985; 12.31.24	196.77			
201-5970600	Ebooks/Books	01018CP24402653; 12.31.24	126.52			
201-5970600	Ebooks/Books	01018MA24406166; 12.31.24	7,649.83			
PARTITION PROS				20564	01/16/25	<u>723.00</u>
201-5930020	R&M Buildings & Structures	3978; 12.05.24	723.00			
Petty Cash C/O Rianne Robeson				20565	01/16/25	<u>431.05</u>
201-5960990	Misc. Contractual Services	Petty Cash C/O Rianne Robeson	431.05			
Playaway Products LLC				20566	01/16/25	<u>584.90</u>
201-5970600	Ebooks/Books	484808; 12.13.24	584.90			
Sentrum Marketing, LLC				20567	01/16/25	<u>1,161.50</u>
201-5970600	Ebooks/Books	8231124B0588R-2; 12.2024	86.00			
201-5970600	Ebooks/Books	8231124B0588R-1; 12.2024	859.80			
201-5970600	Ebooks/Books	8231224B0659R-1; 12.2024	215.70			
THOMAS KLISE/CRIMSON MULTIMEDIA				20568	01/16/25	<u>4,091.51</u>
201-5970630	Visual Materials	018241; 12.10.24	80.00			
201-5970630	Visual Materials	018243; 12.10.24	80.00			
201-5970630	Visual Materials	018242; 12.10.24	627.49			
201-5970630	Visual Materials	018244; 12.10.24	536.24			
201-5970630	Visual Materials	018245; 12.10.24	160.00			
201-5970630	Visual Materials	018246; 12.10.24	333.11			
201-5970630	Visual Materials	018240; 12.10.24	2,274.67			
THOMSON REUTERS-WEST				20569	01/16/25	<u>55.60</u>
201-5970640	Databases	851203734; 12.01.24	27.80			
201-5970640	Databases	851058530; 11.01.24	27.80			
WORLD BOOK INC				20570	01/16/25	<u>1,259.00</u>
201-5970640	Databases	SF-0033098; 10.14.24	1,259.00			
Bright Star Children's Theatre, LLC				20571	01/17/25	<u>495.00</u>

Des Plaines Public Library Vendor Checks Report

All Bank Accounts
December 2024

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
201-5960210	Special Event Programming	African Folktales	495.00			
COLLEY ELEVATOR COMPANY				20572	01/17/25	<u>698.00</u>
201-5930020	R&M Buildings & Structures	273003; 01.01.25	698.00			
CRYSTAL MAINTENANCE SERVICES CORP				20573	01/17/25	<u>4,892.50</u>
201-5930320	Cleaning/Custodial Services	32448; 12.17.24	4,892.50			
GREY HOUSE PUBLISHING				20574	01/17/25	<u>3,991.67</u>
201-5970640	Databases	988064-065; 01.02.25	3,991.67			
HR SOURCE				20575	01/17/25	<u>1,425.00</u>
201-5920110	Professional Services	21340; 12.31.24	1,425.00			
LIBRARIES OF ILLINOIS RISK AGENCY				20576	01/17/25	<u>53,816.72</u>
201-5920990	Property/Liability Insurance	LIBRARIES OF ILLINOIS RISK AGENCY	53,816.72			
MORNINGSTAR INCORPORATED				20577	01/17/25	<u>4,017.00</u>
201-5970640	Databases	MORNINGSTAR INCORPORATED	4,017.00			
PROQUEST LLC				20578	01/17/25	<u>7,879.24</u>
201-5970620	E-Subscriptions/Subscriptions	70872742; 01.01.25	6,117.24			
201-5970640	Databases	70868182; 01.0.1.25	1,762.00			
RAILS				20579	01/17/25	<u>1,085.00</u>
201-5970640	Databases	13560; 01.03.25	1,085.00			
Risk Program Administrators				20580	01/17/25	<u>12,214.00</u>
201-5918070	Workers Compensation	5402810; 12.18.24	12,214.00			
TEA LULA				20581	01/17/25	<u>385.00</u>
201-5960210	Special Event Programming	Mindful Tea Practice	385.00			
METAPHRASIS LANGUAGE & CULTURAL SOLUTIONS				20582	01/16/25	<u>75.00</u>
201-5960990	Misc. Contractual Services	T-501164; 10.07.24	75.00			
LAW OFFICES OF ANCEL GLINK, P.C.				20583	01/16/25	<u>120.00</u>
201-5920100	Legal Fees	Statement #108135	120.00			
Check List Total						<u><u>282,187.93</u></u>

Des Plaines Public Library
ACH Register

All Bank Accounts

December 1, 2024 - December 31, 2024

ACH Number	ACH Date	Payee	Amount
Vendor Checks			
52170	12/31/24	NATIONWIDE RETIREMENT	450.00
52171	12/31/24	COMCAST CABLE	725.06
52172	12/31/24	COMCAST CABLE	1,363.56
52173	12/31/24	ADP	988.95
52174	12/31/24	FRIENDS OF THE DES PLAINES PUBLIC LIBRARY	1,281.53
52175	12/31/24	IMRF	35,726.93
52176	12/31/24	NICOR GAS	1,025.85
52177	12/31/24	COMCAST CABLE	34.50
52178	12/31/24	VERIZON WIRELESS	832.16
52179	12/31/24	NEOFUNDS BY NEOPOST	1,000.00
52180	12/31/24	BANKCARD SERVICES	30,573.88
60009	12/31/24	TROOP CONTRACTING, INC	82,544.70
		Vendor Check Total	<u>156,547.12</u>
		Check List Total	<u><u>156,547.12</u></u>

Check count = 12

DES PLAINES PUBLIC LIBRARY
CASH FLOW SUMMARY
For the Year Ended December 31, 2024

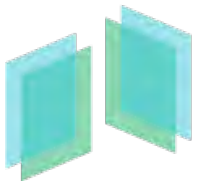
	January	February	March	April	May	June	July	August	September	October	November	December
Balance Sheet												
Cash & Investments	\$ 5,407,213	5,753,298	7,730,714	7,205,561	6,723,973	6,667,006	7,571,885	8,668,375	7,875,969	8,007,405	7,612,254	7,032,435
Revenue (M-T-D)												
Property Taxes	-	792,110	2,521,449	(22,984)	(22,984)	10,054	1,211,645	1,415,061		854,843	-	-
Other Revenue	121,322	23,764	89,466	26,800	102,120	529,002	137,671	338,265	38,878	38,359	231,431	30,770
	121,322	815,874	2,610,915	26,800	79,136	539,057	1,349,316	1,753,327	38,878	893,202	231,431	30,770
Expenses (M-T-D)												
Payroll & Benefits	342,607	403,253	262,943	340,863	520,400	340,976	272,926	405,050	272,083	277,587	508,258	354,020
Other Expense	477,947	247,204	260,935	236,783	187,805	114,016	260,701	452,278	371,199	452,150	236,024	247,481
Change in A/P & AJE's	(236,146)	(180,668)	109,621	(25,693)	(147,481)	141,032	(89,190)	(200,491)	188,002	32,029	(117,699)	9,087
	584,408	469,790	633,499	551,953	560,724	596,024	444,437	656,837	831,284	761,766	626,583	610,588
Net Increase/(Decrease)	(463,086)	346,084	1,977,416	(525,153)	(481,588)	(56,967)	904,880	1,096,490	(792,406)	131,436	(395,152)	(579,818)

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
Balance Sheet												
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
Revenue (M-T-D)												
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
Expenses (M-T-D)												
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

December 2024

DONATIONS

Maxine M. Hubbard Living Trust: \$10,000 for Youth Services

Henga Jamshad: \$500 in memory of her parents Ali and Mali Jamshad

COMINGS & GOINGS

PROMOTION

Nina Garzon, from PT teen services assistant to FT teen services assistant.

AROUND THE LIBRARY

D62 2024 WINTER CARD CONTEST

First Place: **Ariah Arsalan**
Chippewa Middle School
Grade 8

Second Place: **Grace Mack's**
Traqwata Community School
Grade 5

Third Place: **Dilvia Michalski**
Chippewa Middle School
Grade 7

On display at Des Plaines Public Library December 5th through January 6th.

Celebrating the students of Community Consolidated School District 62 and their artistic talents.

Learn more at **DPPL.ORG**

Des Plaines Public Library

The ESL (English as a Second Language) Class Holiday Party. Taught by Oakton College, this class teaches listening, speaking, reading, writing, and conversation skills and introduces students to U.S. culture



COMMUNITY PARTNERSHIPS



This Fall the YS outreach team visited 26 classrooms, spoke to 2,393 students, and brought 188 students to the library for tours and cards. The team attended 8 school events, meeting 1,377 parents.



DPPL was proud to host the City of Des Plaines Winter Fair and the Des Plaines Youth Commission Holiday Party at the Library in December.



DPPL was proud to host the Des Plaines Youth Commission's annual Holiday Hoopla event for Des Plaines kids.

DPPL CELEBRATES

Happy Learn a Foreign Language Month!

A-Z

mango pronunciator

December is Learn a World Language Month

Des Plaines Public Library

Can you speak a different language?

31

DECEMBER PROGRAM HIGHLIGHTS

ADULT

TEEN

YOUTH



How to Use Google Translate on Your Smartphone


December 5 @ 2:00 - 3:00pm

Google Translate is a leading app when it comes to translating text, images, and speech in over 100 languages. It can be useful whether you are traveling to another country, or living/working wherever you are. In this class, we will help newcomers get acquainted with basic translate features on the smartphone. Bring your smartphone to the class!

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

The Magic of Raina Telgemeier
December 10, 2024 @ 7:00pm

Join us for a night with critically acclaimed comic artist, Raina Telgemeier! She is the author and illustrator of the graphic novels *Smile*, *Drama*, *Sisters* and *Ghosts*. She will be joined in conversation with children's librarian Genevieve Grove.



Virtual via Zoom. Please Register.

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

This event is made possible by Illinois Libraries Present, a statewide collaboration among public libraries offering premier events. ILP is funded in part by a grant awarded by the Illinois State Library, a department of the Office of Secretary of State, using funds provided by the U.S. Institute of Museum and Library Services, under the provisions of the Library Services and Technology Act (LSTA). ILP is committed to inclusion and accessibility.

Little Women: The Musical
An At Home Experience

Louisa May Alcott's classic story of four sisters growing up in 19th-century Massachusetts made its London premiere in this acclaimed production at Park Theatre. Lydia White and Savannah Stevenson lead a talented cast in this beloved tale of family, self-discovery, and hope.

Friday, Dec 20
Starting at 2:00 p.m.
Saturday, Dec 21 - all day
Sunday, Dec 22 - all day

Please register to receive a link to the pre-recorded performance.



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

This event is made possible by Illinois Libraries Present, a statewide collaboration among public libraries offering premier events. ILP is funded in part by a grant awarded by the Illinois State Library, a department of the Office of Secretary of State, using funds provided by the U.S. Institute of Museum and Library Services, under the provisions of the Library Services and Technology Act (LSTA). ILP is committed to inclusion and accessibility.

Holiday Bell Concert



FRIDAY, DEC 13 AT 7:00 P.M.
Please register.

Random Ringers

GET CREATIVE with DPPL

CANVA for Holidays
Tuesday, December 3
2:00-3:00 pm

Make your holiday more unique and joyful with creative templates that you can personalize for free and print from Canva.

We will be showing how you can create your own book list for the Holiday Book Ornament.

Holiday Book Ornament
Friday, December 13 2:30-3:30 pm
Saturday, December 14 10:30-11:30 am

Come and learn to DIY a cute mini holiday book ornament. Once you master "how to" you can modify the book list to make customized ornaments for the book lovers among your friends and relatives.

Attend the CANVA for Holidays class to learn how you can create your own book list for the Holiday Book Ornament.

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

EMBRACE WINTER'S CANVAS

Snow Much Trivia
Friday, Dec 20th
7pm - 8:30pm
Room B/C

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

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

Teen Take & Make



LAYERED CANDLES

BEGINNING DEC 2ND

TAKE & MAKE KITS ARE FUN CRAFTS 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://www.dppl.org)

As Seen on TikTok: Holiday Beads

Teens

Location: The Commons

Starting Tuesday, December 10th



If you're a teen, come into the Commons throughout December and make you or a loved one some holiday jewelry! Ask the 3rd floor desk for the holiday beads and then head into the Commons to get to work! While supplies last.

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

As Seen on TikTok: Candy Cane Soap

EN ESPAÑOL



Join us in making candy cane soap for you or a loved one during this holiday season!

Location: Meeting Room B

Teens

SUNDAY, DECEMBER 22ND 2:00PM - 4:00PM

Check us out on TikTok @desplainslibrary

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

BOLLYWOOD Dance Class
with Rani Dance Company

December 17, 2024 6:30pm - 7:30pm

Join us for a dance class led by the talented Keenna Salwan of Rani Dance Co. This class is open to teens in grades 7 through high school.

If you are in 6th grade or younger, register with Youth Services for the 5:30pm dance class.

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

Teen CRAFTERNOONS
TUESDAY DECEMBER 17, 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.

DECEMBER SPOTLIGHT: CLAY ORNAMENTS

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

GO AHEAD, BOSS US AROUND!



Thursdays December 19th, January 16th, and February 20th 4:00pm - 5:00pm

Join us for our Teen Advisory Board Meeting where teens plan programs and participate in library events while making new friends. TAB is a great way to earn service hours AND make a difference in your community. We will meet inside our teen space, "The Commons", on the 3rd floor.

For teens in grades 7-12.

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

BOLLYWOOD Dance Class with Rani Dance Company

December 17, 2024 5:30pm - 6:30pm

Join us for a dance class led by the talented Keenna Salwan of Rani Dance Co. This class is open to children in Kindergarten through 6th grade.

If you are in 7th grade through high school, register with Reader's Services for the 6:30pm dance class.

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

Winter Wonder



hora de CUENTOS

Viernes, 13 de diciembre 4:00 p.m.

Pasa un rato divertido con tu familia en nuestra hora de cuentos! Cantaremos, leeremos, y más.

Para todas las edades.

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

New Year's Eve at Home Kits

Wednesday, December 18, 2024

Kids of all ages, whether celebrating at 12 pm or 12 am, come to the Youth Services desk to pick up a kit with a fun New Year's Eve craft and supplies!

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

MOVIES IN THE CORNER

Enjoy a family-friendly movie in the Poet Tree Corner!

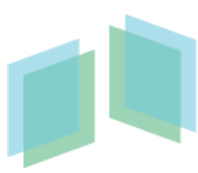
NOVEMBER 8 & 22 DECEMBER 6 & 20

6:30 PM EVERY OTHER FRIDAY

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

The Ice Girls

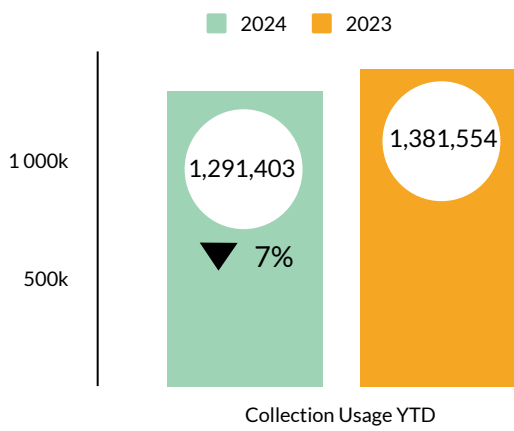




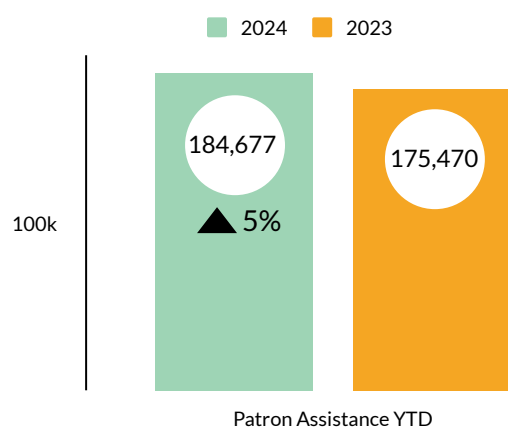
STATISTICS REPORT

On December 2024

Collection Usage YTD

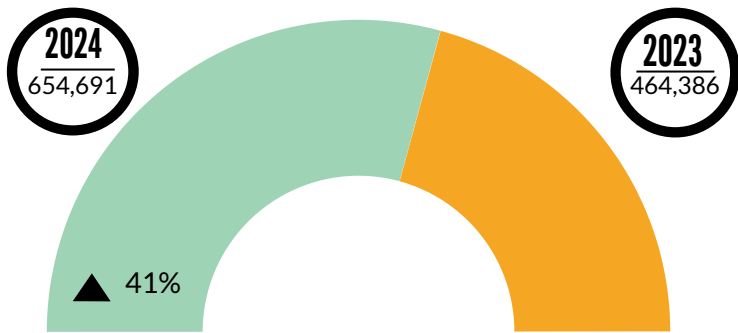


Patron Assistance YTD



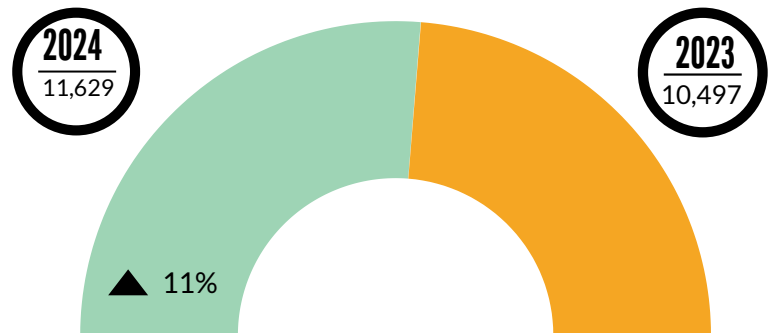
Attendance All - YTD

Events, Programs, Outreach & Classes



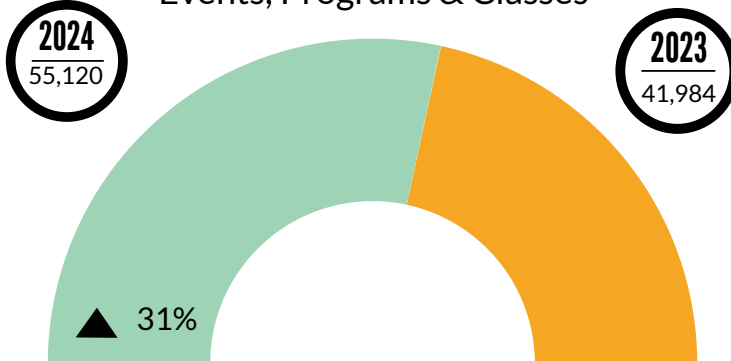
Bookings All - YTD

Events, Programs & Classes



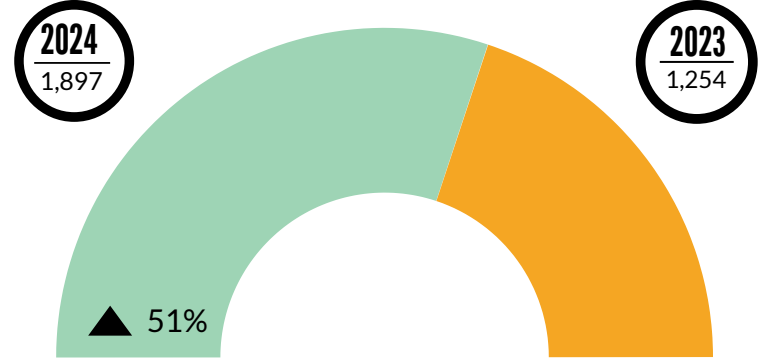
Attendance In Person - YTD

Events, Programs & Classes



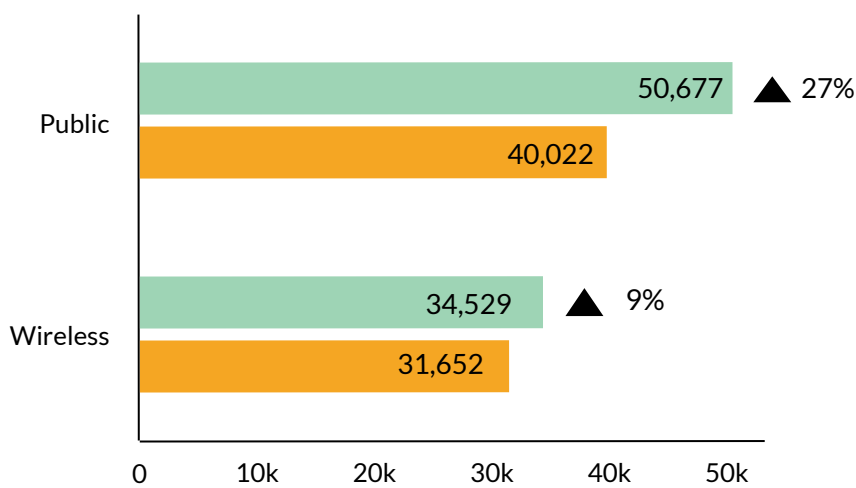
Bookings In Person - YTD

Events, Programs & Classes



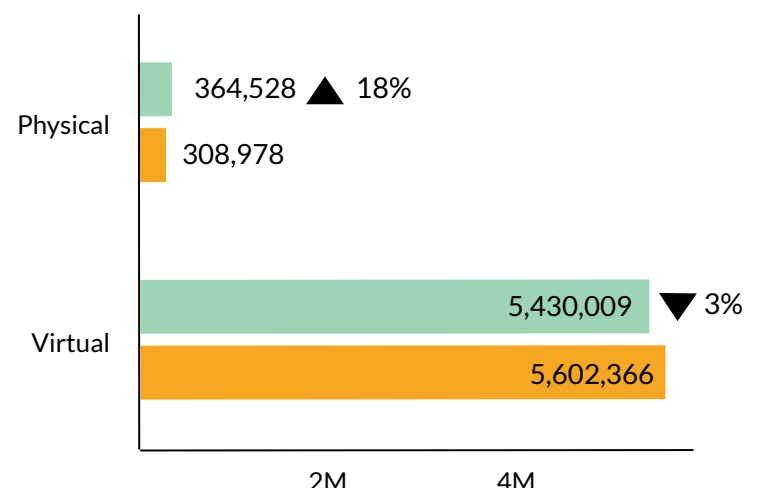
Computer Usage YTD

2024 2023



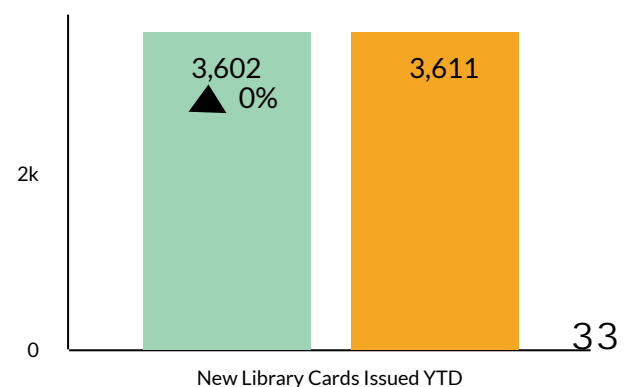
Traffic YTD

2024 2023



New Library Cards Issued YTD

2024 2023



2024 Year to Date Statistics

December 2024

COLLECTION USAGE		
	Year to Date 2024	1,291,403
	Year to Date 2023	1,381,554
	% Change	-7%
PATRON ASSISTANCE		
	Year to Date 2024	184,677
	Year to Date 2023	175,470
	% Change	5%
EVENTS, PROGRAMS, AND CLASSES- BOOKINGS		
	Year to Date 2024	11,629
	Year to Date 2023	10,497
	% Change	11%
EVENTS, PROGRAMS, OUTREACH, AND CLASSES-ATTENDANCE		
	Year to Date 2024	654,691
	Year to Date 2023	464,386
	% Change	41%
IN PERSON EVENTS		
	Bookings	
	Year to Date 2024	1,897
	Year to Date 2023	1,254
	% Change	51%
	Attendance	
	Year to Date 2024	55,120
	Year to Date 2023	41,984
	% Change	31%
TRAFFIC		
	Physical Visits (gate count)	
	Year to Date 2024	364,528
	Year to Date 2023	308,978
	% Change	18%
	Virtual Visits (catalog, website, mobile app)	
	Year to Date 2024	5,430,009
	Year to Date 2023	5,602,366
	% Change	-3%
LIBRARY CARDS ISSUED		
	Year to Date new library cards 2024	3,602
	Year to Date new library cards 2023	3,611
	% Change	0%
COMPUTER USAGE		
	Public Computers	
	Year to Date 2024	50,677
	Year to Date 2023	40,022
	% Change	27%
	Wireless	
	Year to Date 2024	34,529
	Year to Date 2023	31,652
	% Change	9%

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	52,302	44,767	51,846	48,430	45,960	619,151
E-materials	17,525	16,447	17,646	16,165	17,400	16,757	17,708	15,974	15,918	17,246	17,094	17,637	203,517
ILL	775	666	663	510	510	419	619	546	503	577	434	445	6,667
Databases	49,697	46,993	38,909	35,171	28,167	31,123	41,997	46,758	47,167	47,167	50,185	45,901	462,068
2024 Total	122,063	116,053	112,275	73,011	99,324	98,754	108,236	110,819	107,946	116,836	116,143	109,943	1,291,403
Physical materials	52,685	54,026	62,878	55,995	56,687	60,675	60,320	49,153	56,887	56,887	53,779	53,105	669,850
E-materials	14,973	13,013	14,338	14,579	16,404	16,632	14,909	14,461	14,620	15,883	16,512	17,406	183,730
ILL	639	639	764	631	573	637	693	673	673	681	655	593	7,815
Databases	38,413	35,495	45,784	44,038	43,571	44,985	48,444	47,743	45,663	43,100	41,199	41,724	520,159
2023 Total	106,710	103,173	123,764	115,243	114,235	118,914	124,665	123,217	110,109	116,551	112,145	112,828	1,381,554
PATRON ASSISTANCE													
Youth Services	2,132	2,700	2,504	1,861	1,573	3,370	3,288	2,289	2,082	2,363	2,637	2,072	28,871
Adult Services	6,299	7,200	6,805	6,988	6,468	6,977	6,990	6,346	6,254	7,474	6,332	5,310	79,443
Patron Accounts	6,263	6,267	6,553	6,099	5,214	6,971	6,524	5,984	5,709	8,213	6,112	4,994	74,903
Security	136	100	140	42	42	0	151	235	173	206	75	120	1,460
2024 Total	14,830	16,267	16,002	15,030	13,297	17,318	13,665	14,854	14,218	18,256	15,156	12,496	184,677
Youth Services	1,272	1,906	2,086	1,914	1,794	3,280	3,280	1,764	1,734	2,139	1,889	1,865	27,912
Adult Services	6,546	6,066	7,195	6,151	6,248	6,802	6,127	6,550	5,337	6,402	5,973	5,010	74,407
Patron Accounts	5,950	5,433	7,743	6,188	5,616	6,307	6,300	6,963	5,996	6,279	5,406	4,970	73,151
Security	154	143	96	110	84	89	89	104	21	21	0	151	1,049
2023 Total	13,922	13,548	17,120	14,363	13,742	19,467	15,796	15,381	13,088	14,820	13,276	11,996	175,470
EVENTS, PROGRAMS AND CLASSES-BOOKINGS													
Youth Services In Person	64	133	72	48	84	86	69	1	22	133	99	64	875
Youth Services Virtual	-	0	-	-	-	3	2	1	2	2	3	3	15
Adult Services In Person	64	85	74	88	85	79	88	77	74	106	104	98	1,022
Adult Services Virtual	10	16	11	10	9	11	8	13	10	14	14	9	131
Outside groups	12	13	18	23	19	20	15	17	10	15	18	14	194
Public study rooms	727	872	826	893	747	727	808	692	781	933	730	656	9,392
2024 Total	877	1,119	1,001	1,062	944	926	990	801	899	1,204	963	843	11,629
Youth Services In Person	18	29	19	30	21	27	35	2	21	32	117	68	419
Youth Services Virtual	8	0	1	1	0	2	2	0	2	0	0	0	15
Adult Services In Person	43	77	69	68	62	66	84	79	66	92	69	60	835
Adult Services Virtual	15	14	16	14	14	13	10	10	12	15	13	9	155
Outside groups	10	16	35	27	20	18	19	30	28	37	21	12	273
Public study rooms	686	744	795	710	694	709	682	722	727	877	776	678	8,800
2023 Total	780	880	935	849	811	835	832	843	856	1,053	996	827	10,497
EVENTS, PROGRAMS, OUTREACH & CLASSES-ATTENDANCE													
Youth Services In Person	320	1,284	1,035	1,057	313	6,086	3,175	89	991	1,137	1,217	646	17,350
Youth Services Virtual	11,624	15,464	8,994	14,939	17,488	41,552	38,425	8,999	20,171	11,203	19,171	16,582	224,612
Adult Services In Person	1,085	1,375	4,005	1,982	1,125	2,626	4,585	1,082	1,951	10,032	6,344	1,578	37,770
Adult Services Virtual	26,140	24,447	17,840	23,003	26,135	50,020	46,579	19,396	21,895	20,381	31,583	26,545	333,721
Outside groups	237	134	229	1,257	251	406	179	198	131	107	329	180	3,638
Public study rooms	1,265	1,455	1,348	1,425	1,190	1,122	1,272	1,096	1,243	1,520	1,226	1,071	15,233
Outreach-Youth Services	941	1,542	1,116	2,268	3,842	1,127	835	1,585	968	2,386	1,241	922	18,773
Outreach-Adult Services	162	229	670	289	237	354	87	155	227	148	190	846	3,594
2024 Total	41,774	45,930	35,237	46,220	50,581	103,293	95,137	32,600	47,577	46,671	61,301	48,370	654,691
Youth Services In Person	989	1,314	1,698	1,559	492	4,595	10,132	200	567	989	1,220	513	24,268
Youth Services Virtual	29,089	11,189	13,750	13,183	8,933	8,437	10,063	12,412	14,763	4,808	9,821	10,209	146,657
Adult Services In Person	370	766	1,384	2,068	702	902	6,556	824	1,265	1,059	1,198	622	17,716
Adult Services Virtual	20,187	22,786	20,733	18,918	16,257	15,056	16,976	20,159	22,306	12,404	17,376	24,696	227,854
Outside groups	130	242	1,464	1,332	412	258	264	413	525	583	360	212	6,195
Public study rooms	1,195	1,315	1,407	1,209	1,164	1,093	1,002	1,110	1,302	1,470	1,264	1,155	14,686
Outreach-Youth Services	1,652	2,547	2,031	2,098	4,284	1,400	1,019	964	1,230	1,883	923	517	20,548
Outreach-Adult Services	134	219	1,388	323	166	700	333	485	372	1,090	477	775	6,462
2023 Total	53,746	40,378	43,855	40,690	32,410	32,441	46,345	36,567	42,330	24,286	32,639	38,699	464,386

TRAFFIC														
2024	Physical Visits (gate count)	25,115	28,401	31,015	33,655	27,826	33,505	30,787	30,420	33,052	44,853	25,630	20,269	364,528
2023	Physical Visits (gate count)	21,659	22,365	27,032	24,328	21,622	32,852	26,863	36,130	24,059	22,933	25,920	23,215	308,978
2024	Virtual visits (catalog, website, mobile app)	440,017	464,763	464,802	436,429	439,954	447,677	461,822	455,133	443,990	443,700	470,849	460,873	5,430,009
2023	Virtual visits (catalog, website, mobile app)	480,735	444,598	473,767	456,869	468,392	478,438	486,193	506,328	487,622	430,405	442,058	446,961	5,602,366
LIBRARY CARDS ISSUED														
2024	Number of new library cards	277	316	249	313	251	328	230	284	280	525	360	189	3,602
2023	Number of new library cards	259	222	501	313	311	387	278	356	246	291	234	213	3,611
COMPUTER USAGE														
	Public computers-Youth Services	787	1,196	1,619	1,206	1,221	2,196	1,051	1,647	1,288	1,397	1,580	1,330	16,518
	Public computers-Adult	2,545	3,355	2,957	3,329	3,233	3,085	3,601	3,394	3,029	2,881	2,881	2,750	34,159
2024	Total	3,332	4,551	4,576	4,535	4,454	5,281	4,652	5,041	4,317	1,397	4,461	4,080	50,677
	Public computers-Youth Services	253	248	393	365	286	605	582	450	234	363	329	319	4,427
	Public computers-Adult	2,688	2,903	3,340	3,270	3,309	3,091	2,880	3,184	2,799	3,594	2,154	2,383	35,595
2023	Total	2,941	3,151	3,733	3,635	3,595	3,696	3,462	3,634	3,033	3,957	2,483	2,702	40,022
	Wireless	2,518	2,904	2,904	2,827	2,630	2,678	2,587	2,904	2,831	3,504	3,350	2,892	34,529
2024	Total	2,518	2,904	2,904	2,827	2,630	2,678	2,587	2,904	2,831	3,504	3,350	2,892	34,529
	Wireless	2,360	2,619	2,734	2,715	2,542	2,745	2,382	2,678	2,700	3,014	2,749	2,414	31,652
2023	Total	2,360	2,619	2,734	2,715	2,542	2,745	2,382	2,678	2,700	3,014	2,749	2,414	31,652