



NOTICE

DES PLAINES PUBLIC LIBRARY BOARD OF TRUSTEES

**REGULAR BOARD MEETING
Thursday, July 18, 2024
5:00 p.m. in Meeting Room B**

AGENDA

- **Election of 2024/2025 Officers. [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, July 18, 2024
5:00 p.m. in Meeting Room B**

- I. Call to Order. (5:00 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] (5:10 p.m.)
 - 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.
- VIII. Nominating Committee (5:20 p.m.)
 - A. Election of 2024/2025 officers. [Action Item]
 - B. Oath of Office.
- IX. New Business. (5:30 p.m.)
 - A. Approve Payment of Vendor Checks Report and ACH Payments in the amount of \$204,375.10 [Action Item]
 - B. Update on The Canvas project construction.
- X. Other.
- XI. Announcements.
- XII. Correspondence.
- XIII. Adjournment. (5:45 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, June 20, 2024

I. Call to Order.

The meeting was called to order at 7:05 p.m.

II. Roll Call.

Roll call indicated the following trustees were PRESENT: Kristen Graack, Denise Hudec, Lisa DuBrock, Robert Flinn, Christine Halblander, Rachel Rice, Michelle Shimon-Hutchison.

ABSENT: Dr. Gregory Sarlo, Nick Harkovich.

ALSO PRESENT: DPPL Staff Jo Bonell, Laurie Papadourakis, Heather Imhoff, Joanie Sebastian, Michelle Meyer-Edley, Lauren Wolf; Friends of the Library President John Leach; OSG employees Drew Langlie and Tony Gryka.

III. Pledge of Allegiance.

IV. Vote to invoke the Remote Participation Policy.

N/A

V. Consideration of the Agenda.

MOTION by Hudec, seconded by Halblander to accept the Agenda. VOTE: AYES: Graack, Hudec, DuBrock, Flinn, Halblander, Rice, Shimon-Hutchison. NAYS: None. MOTION CARRIED.

VI. Public Comments and Questions.

None.

VII. Consent Agenda

A. Approval of the Minutes of the Regular Board Meeting – May 2024.

B. Acceptance of Financial Reports for May 2024.

Acceptance of Reports.

1. Statistics Report for May 2024.

2. Director's Report for May 2024.

Hudec asked to pull Part B of the Consent Agenda.

MOTION by Hudec, seconded by Halblander, to approve Part A of the consent agenda. VOTE: AYES: Graack, Hudec, DuBrock, Flinn, Halblander, Rice, Shimon-Hutchison. NAYS: None. MOTION CARRIED.

Director Bonell answered Hudec's question about the negative 2022 taxes reported in the Library fund, explaining this was a reallocation of those funds back to 2022 by the accountants at the direction of the City.

She also questioned what appears to be a discrepancy between the number of virtual Youth Services programs and the attendance reported at Youth Services programs. Director Bonell said she will investigate and report back.

MOTION by Hudec, seconded by Shimon-Hutchison, to approve Part A of the consent agenda. VOTE: AYES: Graack, Hudec, DuBrock, Flinn, Halblander, Rice, Shimon-Hutchison. NAYS: None. MOTION CARRIED.

VIII. New Business.

- A. Approve Payment of Vendor Checks Report and ACH Payments in the amount of \$346,539.91.

MOTION by Hudec to Approve Payment of Vendor Checks Report and ACH Payments in the amount of \$346,539.91 as listed on the vendor checks report of May 2024, and authorize Library Director Jo Bonell to transfer the amount required to the Library's operating account, seconded by Halblander. VOTE: AYES: Graack, Hudec, DuBrock, Flinn, Halblander, Rice, Shimon-Hutchison. NAYS: None. MOTION CARRIED.

- B. Review of quotes for DPPL's firewall support and licensing.

MOTION by DuBrock, seconded by Shimon-Hutchison, to accept the lowest quote from ITsavvy for Palo Alto Networks firewall support and licensing in the amount of \$15,192.04, seconded by Shimon-Hutchison. VOTE: AYES: Graack, Hudec, DuBrock, Flinn, Halblander, Rice, Shimon-Hutchison. NAYS: None. MOTION CARRIED.

- C. Approve 2024/2025 Board of Trustees Meeting Schedule.

MOTION by Hudec, seconded by Shimon-Hutchison, to approve the 2024/2025 Board of Trustees Meeting Schedule with a revision of June meeting date from June 19th to June 12th, to avoid the Juneteenth holiday. VOTE: AYES: Graack, Hudec, DuBrock, Flinn, Halblander, Rice, Shimon-Hutchison. NAYS: None. MOTION CARRIED.

- D. Approve 2024/2025 Non-Resident Fee in the amount of \$327.

MOTION by Shimon-Hutchison, seconded by DuBrock to approve 2024/2025 Non-Resident Fee in the amount of \$327. VOTE: AYES: Graack, Hudec, DuBrock, Flinn, Halblander, Rice, Shimon-Hutchison. NAYS: None. MOTION CARRIED.

- E. Approve annual Overdrive bill in the amount of \$14,935.46.

MOTION Halblander, seconded by Shimon-Hutchison to approve annual Overdrive bill in the amount of \$14,935.46. VOTE: AYES: Graack, Hudec, DuBrock, Flinn, Halblander, Rice, Shimon-Hutchison. NAYS: None. MOTION CARRIED.

- F. Report from the Management Committee on the Director's Annual Review Process.

No action required. The review documents will be sent out to Trustees for completion in early July, and will be compiled, discussed, and shared with the Director at the August meeting. The process of collecting the review data from Trustees will be reviewed and automated to the extent possible prior to the due date.

- G. Report from the Nominating Committee.

The Nominating Committee recommended a slate of 2024/2025 officers as follows: Dr. Gregory Sarlo, President; Kristen Graack, Vice President; Denise Hudec, Treasurer; and Lisa DuBrock, Secretary. This slate will be voted upon at the July meeting. Other trustees may nominate themselves for office from the floor at the July meeting as well.

IX. Announcements.

- A. Receipt of \$90,102 grant from the State of Illinois.

Director Bonell shared that we are being awarded our annual grant from the State of Illinois \$90,102. She also reported that we expect to receive funding from the second tax installment on time this year. She also stated all the necessary permits for The Canvas, DPPL's new creative space, and construction will commence shortly.

Trustee Flinn thanked the DPPL staff who attended the Pride Month flag raising at City Hall earlier in the month and thanked the Library for the social media and in-library celebration of the Juneteenth holiday.

X. Correspondence.

XI. Adjournment.

MOTION by Halblander, seconded by Hudec, to adjourn. VOTE: AYES: Graack, Hudec, DuBrock, Flinn, Halblander, Rice, Shimon-Hutchison. NAYS: None. MOTION CARRIED.

The meeting was adjourned at 7:59 p.m.



**DES PLAINES PUBLIC LIBRARY
BOARD OF TRUSTEES**

**Minutes of the Executive Committee
Thursday, June 20, 2024**

I. Call to Order.

The meeting was called to order at 6:30 p.m.

II. Roll Call.

Roll call indicated the following trustees were PRESENT: Kristen Graack, Denise Hudec. ABSENT: Dr. Gregory Sarlo. ALSO PRESENT: Lisa DuBrock, Heather Imhoff.

III. Pledge of Allegiance.

IV. Vote to invoke the Remote Participation Policy.

N/A

V. Consideration of the Agenda.

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

VI. Public Comments and Questions.

None.

VII. New Business.

A. Discussion of the library director annual review process was had.

Members of the committee agreed recommend to the Board they follow the process newly established in 2023, with review documents sent out to Trustees July 1st, to be returned to Secretary DuBrock and President Sarlo by July 29th. They will be compiled by for an August review.

VIII. Adjournment.

MOTION by Hudec, seconded by Graack to adjourn. VOTE: AYES: Graack, Hudec. NAYS: None. MOTION CARRIED.

The meeting was adjourned at 7:01 p.m.



**DES PLAINES PUBLIC LIBRARY
BOARD OF TRUSTEES**

**Minutes of the Nominating Committee
Thursday, June 20, 2024**

I. Call to Order.

The meeting was called to order at 6:50 p.m.

II. Roll Call.

Roll call indicated the following trustees were PRESENT: Christine Halblander, Rachel Rice, Michelle Shimon-Hutchison. ABSENT: None. ALSO PRESENT: Robert Flinn, Jo Bonell, Laurie Papadourakis, Joanie Sebastain, Michelle Meyer-Edley

III. Pledge of Allegiance.

IV. Vote to invoke the Remote Participation Policy.

N/A

V. Consideration of the Agenda.

MOTION to accept the Agenda by Rice, seconded by Halblander. VOTE: AYES: Halblander, Rice, Shimon-Hutchison. NAYS: None. MOTION CARRIES.

VI. Public Comments and Questions.

None.

VII. New Business.

A. Selection of proposed slate for the 2024/205 Board Officers.

MOTION to present a proposed slate of 2024/2025 of officers as follows: Gregory Sarlo, President; Kristen Graack, Vice President; Denise Hudec, Treasurer; and Lisa DuBrock, Secretary. ROLL CALL VOTE: AYES: Halblander, Rice, Shimon-Hutchison. NAYS: None. MOTION CARRIES.

VIII. Adjournment.

MOTION to adjourn by Halblander, seconded by Rice. VOTE: AYES: Halblander, Rice, Shimon-Hutchison. NAYS: None. MOTION CARRIES.

The meeting was adjourned at 6:55 p.m.



Des Plaines Public Library

Monthly Financial Report For the Month Ended June 30, 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 June 30, 2024

	Library Fund	Capital Projects Fund	Total
ASSETS			
Cash and Investments	\$ 5,290,432.41	\$ 1,376,573.19	\$ 6,667,005.60
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	-	-	-
Total Assets	\$ 11,578,977.62	\$ 1,376,573.19	\$ 12,955,550.81
LIABILITIES			
Accounts Payable	\$ 152,941.38	\$ -	\$ 152,941.38
Accrued Payroll	50,188.96	-	50,188.96
Due to other funds	90,421.46	-	90,421.46
Total Liabilities	293,551.80	-	293,551.80
Deferred Inflows of Resources			
Property Taxes	6,251,585.00	-	6,251,585.00
Total Liabilities and Deferred Inflows of Resources	6,545,136.80	-	6,545,136.80
FUND BALANCE			
Fund Balance - Unreserved	5,033,840.82	1,376,573.19	6,410,414.01
Total Fund Balance	5,033,840.82	1,376,573.19	6,410,414.01
Total Liabilities, Deferred Inflows of Resources and Fund Balance	\$ 11,578,977.62	\$ 1,376,573.19	\$ 12,955,550.81

Des Plaines Public Library

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

For the 6 Months Ended June 30, 2024

	General Fund	Capital Improvements Fund	Total
REVENUES			
Taxes	\$ 3,300,628.07	\$ -	\$ 3,300,628.07
Intergovernmental	608,380.91	-	608,380.91
Fines & Fees	21,190.02	-	21,190.02
Interest	65,776.23	40,020.76	105,796.99
Special Events and Programs	4,731.93	-	4,731.93
Miscellaneous	175,359.41	-	175,359.41
Total Revenues	<u>4,176,066.57</u>	<u>40,020.76</u>	<u>4,216,087.33</u>
EXPENDITURES			
Personnel	\$ 1,641,722.81	\$ -	\$ 1,641,722.81
Operating	1,212,281.30	-	1,212,281.30
Library Materails	429,246.26	-	429,246.26
Capital Outlay	53,358.80	335,103.28	388,462.08
Other Expenditures	64,019.26	-	64,019.26
Total Expenditures	<u>3,400,628.43</u>	<u>335,103.28</u>	<u>3,735,731.71</u>
Net Change in Fund Balances	<u>775,438.14</u>	<u>(295,082.52)</u>	<u>480,355.62</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>\$ 5,033,840.82</u>	<u>\$ 1,376,573.19</u>	<u>\$ 6,410,414.01</u>

Supplementary Information

Des Plaines Public Library
Treasurer's Report as of June 30, 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>64,281.07</u>
201-1102030 - Village B&T Donation #6718	<u>46,265.87</u>
201-1102040 - Village B&T Donation #9878	<u>229,315.20</u>
201-1102060 - Village B&T Checking #0289	285,353.94
202-1102060 - Village B&T Checking #0289	<u>-</u>
	<u>285,353.94</u>
201-1102050 - Wintrust Brokerage	<u>296,967.09</u>
201-1102079 - Illinois Funds # 2591	4,367,087.44
202-1102079 - Illinois Funds # 2591	<u>1,376,573.19</u>
	<u>5,743,660.63</u>
201-1102070 - INB E-Pay	<u>661.63</u>
Total Invested	<u><u>6,667,005.60</u></u>

Des Plaines Public Library
Balance Sheet as of June 30, 2024

	<u>Beginning</u> <u>Balance</u>	<u>M.T.D.</u> <u>Changes</u>	<u>Ending</u> <u>Balance</u>
<u>Library Fund</u>			
<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	47,302.33	(1,036.46)	46,265.87
1102040 - Village B&T Donation #9878	228,295.81	1,019.39	229,315.20
1102050 - Wintrust Brokerage	299,702.97	(2,735.88)	296,967.09
1102060 - Village B&T Checking #0289	764,606.83	(479,252.89)	285,353.94
1102070 - INB E-Pay	661.63	0.00	661.63
1102079 - Illinois Funds # 2591	3,947,675.78	419,411.66	4,367,087.44
1102080 - Village B&T Donation #9821	64,000.00	281.07	64,281.07
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>11,641,290.73</u>	<u>(62,313.11)</u>	<u>11,578,977.62</u>
 <u>Liabilities and Fund Balance</u>			
<u>Liabilities</u>			
2401000 - Accounts Payable	293,973.13	(141,031.75)	152,941.38
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>6,686,168.55</u>	<u>(141,031.75)</u>	<u>6,545,136.80</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>10,944,571.23</u>	 <u>(141,031.75)</u>	 <u>10,803,539.48</u>
 Excess Revenues Over Expenses	 <u>696,719.50</u>	 <u>78,718.64</u>	 <u>775,438.14</u>

Des Plaines Public Library
Balance Sheet as of June 30, 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	1,371,227.02	5,346.17	1,376,573.19
	<u>1,371,227.02</u>	<u>5,346.17</u>	<u>1,376,573.19</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>(300,428.69)</u>	<u>5,346.17</u>	<u>(295,082.52)</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 June 30, 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 6 Months Ended June 30, 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>
<u>Taxes</u>					
201-4810034 - Property Taxes 2022	(3,290,573.92)	0.00	0.00	0.00	0.00
201-4810035 - Property Taxes 2023	<u>3,300,628.07</u>	<u>3,300,628.07</u>	<u>6,100,000.00</u>	<u>2,799,371.93</u>	<u>54.11</u>
	<u>10,054.15</u>	<u>3,300,628.07</u>	<u>6,100,000.00</u>	<u>2,799,371.93</u>	<u>54.11</u>
<u>Intergovernmental</u>					
201-4810800 - Personal Property Replacement Tax	497,158.75	608,380.91	306,052.00	(302,328.91)	198.78
201-4822040 - State Grant - Per Capita	0.00	0.00	89,496.00	89,496.00	0.00
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>497,158.75</u>	<u>608,380.91</u>	<u>405,548.00</u>	<u>(202,832.91)</u>	<u>150.01</u>
<u>Fines & Fees</u>					
201-4850101 - Library Fees	2,783.45	9,369.93	10,000.00	630.07	93.70
201-4850201 - Copying Fees	2,242.20	8,953.07	10,000.00	1,046.93	89.53
201-4850203 - Lost Materials	0.00	827.52	0.00	(827.52)	0.00
201-4850207 - Non-Res Cards	282.50	734.50	200.00	(534.50)	367.25
201-4850208 - Meeting Room Fees	<u>75.00</u>	<u>1,305.00</u>	<u>1,000.00</u>	<u>(305.00)</u>	<u>130.50</u>
	<u>5,383.15</u>	<u>21,190.02</u>	<u>21,200.00</u>	<u>9.98</u>	<u>99.95</u>
<u>Special Programs & Events</u>					
201-4850215 - Friends of the Library Reimbursements	<u>114.80</u>	<u>4,731.93</u>	<u>20,000.00</u>	<u>15,268.07</u>	<u>23.66</u>
	<u>114.80</u>	<u>4,731.93</u>	<u>20,000.00</u>	<u>15,268.07</u>	<u>23.66</u>
<u>Interest</u>					
201-4830010 - Gain/Loss on Investments	(2,735.88)	(44,264.03)	0.00	44,264.03	0.00
201-4890010 - Interest Income	<u>19,675.66</u>	<u>110,040.26</u>	<u>75,000.00</u>	<u>(35,040.26)</u>	<u>146.72</u>
	<u>16,939.78</u>	<u>65,776.23</u>	<u>75,000.00</u>	<u>9,223.77</u>	<u>87.70</u>
<u>Other Revenue</u>					
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	0.00	176.17	1,000.00	823.83	17.62
201-4899920 - Library Donations	1,967.26	67,584.52	150,000.00	82,415.48	45.06
201-4899940 - Friends Book Sale	<u>1,056.00</u>	<u>7,533.57</u>	<u>14,000.00</u>	<u>6,466.43</u>	<u>53.81</u>
	<u>3,023.26</u>	<u>175,359.41</u>	<u>1,130,000.00</u>	<u>954,640.59</u>	<u>15.52</u>
Total Library Fund	<u><u>532,673.89</u></u>	<u><u>4,176,066.57</u></u>	<u><u>7,751,748.00</u></u>	<u><u>3,575,681.43</u></u>	<u><u>53.87</u></u>

Des Plaines Public Library
 Revenue Report
 For the 6 Months Ended June 30, 2024

	<u>Received this Month</u>	<u>Received this Year</u>	<u>Budgeted Receipts</u>	<u>Uncollected Receipts</u>	<u>Prct. Collected</u>
<u>Capital Projects Fund</u>					
<u>Interest</u>					
202-4890010 - Interest Income	<u>6,382.63</u>	<u>40,020.76</u>	<u>75,000.00</u>	<u>34,979.24</u>	<u>53.36</u>
	<u>6,382.63</u>	<u>40,020.76</u>	<u>75,000.00</u>	<u>34,979.24</u>	<u>53.36</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>6,382.63</u></u>	<u><u>40,020.76</u></u>	<u><u>575,000.00</u></u>	<u><u>534,979.24</u></u>	<u><u>6.96</u></u>
Total of All Funds	<u><u>539,056.52</u></u>	<u><u>4,216,087.33</u></u>	<u><u>8,326,748.00</u></u>	<u><u>4,110,660.67</u></u>	<u><u>50.63</u></u>

Des Plaines Public Library Expense Report For the 6 Months Ended June 30, 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	197,209.98	1,252,002.10	2,672,875.00	1,420,872.90	46.84
5910200 - Part-time Salaries	<u>58,397.64</u>	<u>389,720.71</u>	<u>992,439.00</u>	<u>602,718.29</u>	<u>39.27</u>
	<u>255,607.62</u>	<u>1,641,722.81</u>	<u>3,665,314.00</u>	<u>2,023,591.19</u>	<u>44.79</u>
<u>Benefits</u>					
5918010 - Unemployment Compensation	0.00	1,734.00	15,000.00	13,266.00	11.56
5918020 - Employer Contribution - FICA	18,635.72	119,659.39	276,105.00	156,445.61	43.34
5918021 - Employer Contribution - IMRF	13,744.74	68,555.22	209,869.00	141,313.78	32.67
5918040 - Life Insurance Premiums	874.02	874.02	1,978.00	1,103.98	44.19
5918050 - PPO Insurance Premiums	62,170.87	265,612.38	602,154.00	336,541.62	44.11
5918051 - HMO Insurance Premiums	(24,153.12)	87,341.76	198,005.00	110,663.24	44.11
5918055 - Dental Insurance Premiums	14,096.10	14,096.10	31,958.00	17,861.90	44.11
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>85,368.33</u>	<u>569,319.87</u>	<u>1,349,069.00</u>	<u>779,749.13</u>	<u>42.20</u>
<u>Contractual Services</u>					
5920100 - Legal Fees	209.30	209.30	10,000.00	9,790.70	2.09
5920110 - Professional Services	200.00	227,598.54	442,380.00	214,781.46	51.45
5920120 - Communication Services	3,203.26	18,361.32	46,300.00	27,938.68	39.66
5920140 - Integrated Library System	0.00	43,291.01	87,000.00	43,708.99	49.76
5920202 - Conferences	343.60	13,297.31	28,400.00	15,102.69	46.82
5920204 - Training	0.00	2,649.00	2,600.00	(49.00)	101.88
5920210 - Marketing	2,551.52	34,274.90	61,265.00	26,990.10	55.95
5920220 - Membership Dues	1,500.00	3,306.00	7,000.00	3,694.00	47.23
5920990 - Property/Liability Insurance	0.00	45,401.52	70,000.00	24,598.48	64.86
5930010 - R&M Equipment	16,100.52	42,341.03	81,660.00	39,318.97	51.85
5930020 - R&M Buildings & Structures	9,444.00	93,271.30	116,512.00	23,240.70	80.05
5930030 - R&M Vehicles	0.00	47.00	4,500.00	4,453.00	1.04
5930210 - Rental of Equipment	4,703.50	11,946.84	25,620.00	13,673.16	46.63
5930320 - Cleaning/Custodial Services	0.00	0.00	90,900.00	90,900.00	0.00
5930490 - Refuse Contract	684.73	3,999.01	6,300.00	2,300.99	63.48
5960040 - Pre-Employment Testing	231.95	640.20	3,500.00	2,859.80	18.29
5960065 - Bank Fees	8.59	255.92	300.00	44.08	85.31
5960070 - Mileage	0.00	0.00	500.00	500.00	0.00
5960210 - Special Event Programming	5,664.15	48,196.44	63,500.00	15,303.56	75.90
5960990 - Misc. Contractual Services	<u>4,157.89</u>	<u>53,874.79</u>	<u>133,225.00</u>	<u>79,350.21</u>	<u>40.44</u>
	<u>49,003.01</u>	<u>642,961.43</u>	<u>1,281,462.00</u>	<u>638,500.57</u>	<u>50.17</u>
<u>Commodities</u>					
5970100 - Supplies	3,556.50	31,994.51	113,000.00	81,005.49	28.31
5970110 - Meals	0.00	914.22	3,000.00	2,085.78	30.47
5970170 - Janitorial	469.64	3,602.08	19,965.00	16,362.92	18.04
5970260 - Postage & Parcel	1,024.50	8,153.00	16,000.00	7,847.00	50.96
5970500 - Water Bill	1,518.12	4,196.66	7,000.00	2,803.34	59.95
5970600 - Ebooks/Books	10,375.14	136,753.28	382,000.00	245,246.72	35.80

**Des Plaines Public Library
Expense Report
For the 6 Months Ended June 30, 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	1,387.23	21,417.31	69,000.00	47,582.69	31.04
5970620 - E-Subscriptions/Subscriptions	888.80	19,940.29	51,430.00	31,489.71	38.77
5970630 - Visual Materials	13,522.14	86,643.65	194,900.00	108,256.35	44.46
5970640 - Databases	16,834.60	94,566.58	170,000.00	75,433.42	55.63
5970810 - Natural Gas	963.78	13,693.20	28,000.00	14,306.80	48.90
5970850 - Gasoline	0.00	215.66	800.00	584.34	26.96
5970900 - Equipment < \$10,000	<u>1,627.61</u>	<u>7,155.82</u>	<u>13,900.00</u>	<u>6,744.18</u>	<u>51.48</u>
	<u>52,168.06</u>	<u>429,246.26</u>	<u>1,068,995.00</u>	<u>639,748.74</u>	<u>40.15</u>
 <u>Capital Expenditures</u>					
5980300 - Improvements	0.00	0.00	20,000.00	20,000.00	0.00
5980410 - Computer Hardware	385.00	7,549.98	10,000.00	2,450.02	75.50
5980420 - Computer Software	6,429.54	41,575.25	105,611.00	64,035.75	39.37
5980600 - Furniture & Fixtures	<u>3,937.69</u>	<u>4,233.57</u>	<u>54,500.00</u>	<u>50,266.43</u>	<u>7.77</u>
	<u>10,752.23</u>	<u>53,358.80</u>	<u>190,111.00</u>	<u>136,752.20</u>	<u>28.07</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>1,056.00</u>	<u>7,533.57</u>	<u>0.00</u>	<u>(7,533.57)</u>	<u>0.00</u>
	<u>1,056.00</u>	<u>64,019.26</u>	<u>593,760.00</u>	<u>529,740.74</u>	<u>10.78</u>
 Total Library Fund Expenditures	 <u>453,955.25</u>	 <u>3,400,628.43</u>	 <u>8,148,711.00</u>	 <u>4,748,082.57</u>	 <u>41.73</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	1,036.46	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>1,036.46</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>1,036.46</u>	 <u>335,103.28</u>	 <u>1,316,300.00</u>	 <u>981,196.72</u>	 <u>25.46</u>
 Total of All Funds	 <u>454,991.71</u>	 <u>3,735,731.71</u>	 <u>9,465,011.00</u>	 <u>5,729,279.29</u>	 <u>39.47</u>

Des Plaines Public Library

Check List

All Bank Accounts

June 21, 2024 - July 18, 2024

Check Number	Check Date	Payee	Amount
Vendor Checks			
4002	06/30/24	Lohan Architecture	1,036.46
20290	07/18/24	AGE OF LEARNING, INC.	2,400.00
20291	07/18/24	AQUARIUM ADVENTURE	480.00
20292	07/18/24	BACKGROUND SCREENING CONSULTANTS LLC	231.95
20293	07/18/24	BAKER & TAYLOR	12,199.40
20294	07/18/24	CHILDREN'S PLUS, INC.	133.30
20295	07/18/24	CITY OF DES PLAINES	1,518.12
20296	07/18/24	COLLEY ELEVATOR COMPANY	678.00
20297	07/18/24	CRYSTAL MAINTENANCE SERVICES CORP	4,892.50
20298	07/18/24	DES PLAINES CHAMBER OF COMMERCE	150.00
20299	07/18/24	EBSCO INFORMATION SERVICES	3,512.00
20300	07/18/24	FITTLE, LLC	2,720.00
20301	07/18/24	FLOOD BROTHERS DISPOSAL & RECYCLING SERVICES	684.73
20302	07/18/24	GARVEY'S OFFICE PRODUCTS	1,343.35
20303	07/18/24	HR SOURCE	1,500.00
20304	07/18/24	IMAGE SYSTEMS & BUSINESS SOLUTIONS, LLC.	908.48
20305	07/18/24	Infinity Transportation	97.50
20306	07/18/24	INFO USA MARKETING, INC.	7,000.00
20307	07/18/24	INTERNAL REVENUE SERVICE	209.30
20308	07/18/24	ITSAVVY LLC	15,577.04
20309	07/18/24	J&S PLUMBING, INC.	325.00
20310	07/18/24	Jessica Kuczynski	60.00
20311	07/18/24	JOHN G DONAHUE	160.00
20312	07/18/24	LAUTERBACH & AMEN, LLP.	200.00
20313	07/18/24	Lawrence R. Huffman	60.00
20314	07/18/24	Mia Manansala	350.00
20315	07/18/24	MIDWEST TAPE	4,509.65
20316	07/18/24	MIDWEST TAPE	9,000.00
20317	07/18/24	OAKBROOK MECHANICAL SERVICES	3,135.00
20318	07/18/24	Orchard Place	114.80
20319	07/18/24	OUTSOURCE SOLUTIONS GROUP, INC.	3,719.60
20320	07/18/24	PETRA VAN NUIS	400.00
20321	07/18/24	RAILS	800.00
20322	07/18/24	Rainy Day Dimes LLC	1,875.00
20323	07/18/24	Remedy Alternative Care Clinic LLC	250.00
20324	07/18/24	THOMAS KLISE/CRIMSON MULTIMEDIA	395.67
20325	07/18/24	THOMSON REUTERS-WEST	55.60
20326	07/18/24	Tony Gryka	175.00
20327	07/18/24	WILD BIRD SHACK	185.00
20328	07/18/24	World Archives	3,067.00
20329	07/18/24	ANDERSON LOCK CO LTD	413.50
20330	07/18/24	LIMRICC	64,490.49
52105	06/30/24	BANKCARD SERVICES	22,328.78
52106	06/30/24	FRIENDS OF THE DES PLAINES PUBLIC LIBRARY	1,056.00
52107	06/30/24	NATIONWIDE RETIREMENT	150.00
52108	06/30/24	NATIONWIDE RETIREMENT	150.00
52109	06/30/24	COMCAST CABLE	34.49
52110	06/30/24	NICOR GAS	963.78
52111	06/30/24	VERIZON WIRELESS	892.14
52112	06/30/24	COMCAST CABLE	930.94
52113	06/30/24	COMCAST CABLE	1,345.69
52114	06/30/24	IMRF	23,527.44
52115	06/30/24	NEOFUNDS BY NEOPOST	1,000.00
52116	06/30/24	ADP	982.40
Vendor Check Total			204,375.10
Check List Total			204,375.10

Check count = 54

Des Plaines Public Library Vendor Checks Report

Village B&T Donation #6718, Village B&T Checking #0289
June 2024

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
Vendor Checks						
Lohan Architecture				4002	06/30/24	<u>1,036.46</u>
202-5980430	Makerspace Donation Expenses	Inv 22-07.15	1,036.46			
AGE OF LEARNING, INC.				20290	07/18/24	<u>2,400.00</u>
201-5970640	Databases	INV#SI0000842+	2,400.00			
AQUARIUM ADVENTURE				20291	07/18/24	<u>480.00</u>
201-5960990	Misc. Contractual Services	INV#16844	160.00			
201-5960990	Misc. Contractual Services	INV#16950	160.00			
201-5960990	Misc. Contractual Services	INV#17013	160.00			
BACKGROUND SCREENING CONSULTANTS LLC				20292	07/18/24	<u>231.95</u>
201-5960040	Pre-Employment Testing	INV#23885	231.95			
BAKER & TAYLOR				20293	07/18/24	<u>12,199.40</u>
201-5970600	Ebooks/Books	INV#2038351897	692.61			
201-5970600	Ebooks/Books	INV#2038352064	572.67			
201-5960990	Misc. Contractual Services	INV#2038352065	85.09			
201-5960990	Misc. Contractual Services	INV#2038351846	41.30			
201-5970600	Ebooks/Books	INV#2038351846	97.54			
201-5970600	Ebooks/Books	INV#2038357682	399.56			
201-5960990	Misc. Contractual Services	INV#2038357683	59.62			
201-5960990	Misc. Contractual Services	INV#2038343616	33.04			
201-5970600	Ebooks/Books	INV#2038343616	72.10			
201-5960990	Misc. Contractual Services	INV#2038345481	32.48			
201-5970600	Ebooks/Books	INV#2038345481	100.11			
201-5960990	Misc. Contractual Services	INV#2038357095	105.45			
201-5970600	Ebooks/Books	INV#2038357095	635.32			
201-5960990	Misc. Contractual Services	INV#2038345529	12.61			
201-5970600	Ebooks/Books	INV#2038345529	59.29			
201-5960990	Misc. Contractual Services	INV#2038345445	3.87			
201-5970600	Ebooks/Books	INV#2038345445	16.71			
201-5960990	Misc. Contractual Services	INV#2038345535	9.74			
201-5970600	Ebooks/Books	INV#2038345535	23.25			
201-5960990	Misc. Contractual Services	INV#2038371252	177.66			
201-5970600	Ebooks/Books	INV#2038371252	1,386.35			
201-5970600	Ebooks/Books	INV#2038382167	73.77			
201-5960990	Misc. Contractual Services	INV#2038335816	69.98			
201-5970600	Ebooks/Books	INV#2038335816	504.92			
201-5960990	Misc. Contractual Services	INV#2038333472	107.38			
201-5970600	Ebooks/Books	INV#2038333472	334.60			
201-5960990	Misc. Contractual Services	INV#2038330632	13.44			
201-5970600	Ebooks/Books	INV#2038330632	91.92			
201-5960990	Misc. Contractual Services	INV#2038348571	105.77			
201-5970600	Ebooks/Books	INV#2038348571	652.85			
201-5960990	Misc. Contractual Services	INV#2038336509	73.44			
201-5970600	Ebooks/Books	INV#2038336509	367.56			
201-5960990	Misc. Contractual Services	INV#2038330731	5.03			
201-5970600	Ebooks/Books	INV#2038330731	10.92			
201-5960990	Misc. Contractual Services	INV#2038335699	23.88			
201-5970600	Ebooks/Books	INV#2038335699	50.36			
201-5960990	Misc. Contractual Services	INV#2038327468	13.92			
201-5970600	Ebooks/Books	INV#2038327468	49.15			
201-5960990	Misc. Contractual Services	INV#2038343632	54.67			
201-5970600	Ebooks/Books	INV#2038343632	311.00			

Des Plaines Public Library Vendor Checks Report

Village B&T Donation #6718, Village B&T Checking #0289
June 2024

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
201-5960990	Misc. Contractual Services	INV#2038348365	47.98			
201-5970600	Ebooks/Books	INV#2038348365	157.14			
201-5960990	Misc. Contractual Services	INV#2038338580	37.39			
201-5970600	Ebooks/Books	INV#2038338580	168.13			
201-5970600	Ebooks/Books	INV#2038343209	1,172.29			
201-5960990	Misc. Contractual Services	INV#2038343210	185.37			
201-5970600	Ebooks/Books	INV#2038347335	710.41			
201-5960990	Misc. Contractual Services	INV#2038347336	109.38			
201-5970600	Ebooks/Books	INV#2038343629	710.96			
201-5960990	Misc. Contractual Services	INV#2038343630	103.44			
201-5960990	Misc. Contractual Services	INV#2038327553	88.50			
201-5970600	Ebooks/Books	INV#2038327553	467.88			
201-5960990	Misc. Contractual Services	INV#2038324640	12.45			
201-5970600	Ebooks/Books	INV#2038324640	66.25			
201-5960990	Misc. Contractual Services	INV#2038324492	5.03			
201-5970600	Ebooks/Books	INV#2038324492	12.13			
201-5960990	Misc. Contractual Services	INV#2038324566	18.58			
201-5970600	Ebooks/Books	INV#2038324566	95.56			
201-5960990	Misc. Contractual Services	INV#2038316927	16.52			
201-5970600	Ebooks/Books	INV#2038316927	44.29			
201-5960990	Misc. Contractual Services	INV#2038321796	32.16			
201-5970600	Ebooks/Books	INV#2038321796	101.34			
201-5960990	Misc. Contractual Services	INV#2038315328	14.84			
201-5970600	Ebooks/Books	INV#2038315328	71.04			
201-5970600	Ebooks/Books	INV#2038327444	194.74			
201-5960990	Misc. Contractual Services	INV#2038327445	24.67			
CHILDREN'S PLUS, INC.				20294	07/18/24	<u>133.30</u>
201-5970600	Ebooks/Books	INV#248229	79.90			
201-5970600	Ebooks/Books	INV#248431	24.92			
201-5970600	Ebooks/Books	INV#247703	28.48			
CITY OF DES PLAINES				20295	07/18/24	<u>1,518.12</u>
201-5970500	Water Bill	Acc#71080763-001	1,518.12			
COLLEY ELEVATOR COMPANY				20296	07/18/24	<u>678.00</u>
201-5930020	R&M Buildings & Structures	INV#261640	678.00			
CRYSTAL MAINTENANCE SERVICES CORP				20297	07/18/24	<u>4,892.50</u>
201-5930020	R&M Buildings & Structures	INV#31982	4,892.50			
DES PLAINES CHAMBER OF COMMERCE				20298	07/18/24	<u>150.00</u>
201-5920202	Conferences	INV#25845	150.00			
EBSCO INFORMATION SERVICES				20299	07/18/24	<u>3,512.00</u>
201-5970640	Databases	INV#1000232574-1	3,512.00			
FITTLE, LLC				20300	07/18/24	<u>2,720.00</u>
201-5930210	Rental of Equipment	INV#5947931	2,720.00			
FLOOD BROTHERS DISPOSAL & RECYCLING SERVICES				20301	07/18/24	<u>684.73</u>
201-5930490	Refuse Contract	INV#7526590	684.73			
GARVEY'S OFFICE PRODUCTS				20302	07/18/24	<u>1,343.35</u>
201-5970100	Supplies	INV#PINV2588103	873.71			
201-5970170	Janitorial	INV#PINV2579556	469.64			

Des Plaines Public Library Vendor Checks Report

Village B&T Donation #6718, Village B&T Checking #0289
June 2024

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
HR SOURCE 201-5920220	Membership Dues	INV#FY25-48198	1,500.00	20303	07/18/24	<u>1,500.00</u>
IMAGE SYSTEMS & BUSINESS SOLUTIONS, LLC. 201-5930010	R&M Equipment	INV#401659	908.48	20304	07/18/24	<u>908.48</u>
Infinity Transportation 201-5920202	Conferences	Account #34851	97.50	20305	07/18/24	<u>97.50</u>
INFO USA MARKETING, INC. 201-5970640	Databases	INV#10004227859	7,000.00	20306	07/18/24	<u>7,000.00</u>
INTERNAL REVENUE SERVICE 201-5920100	Legal Fees	2nd Wtr PICORI Fee	209.30	20307	07/18/24	<u>209.30</u>
ITSAVVY LLC 201-5980410 201-5930010	Computer Hardware R&M Equipment	INV#01497508 INV#01506037	385.00 15,192.04	20308	07/18/24	<u>15,577.04</u>
J&S PLUMBING, INC. 201-5930020	R&M Buildings & Structures	INV#234325	325.00	20309	07/18/24	<u>325.00</u>
Jessica Kuczynski 201-5960210	Special Event Programming	Life Drawing at the Library 6/22/24	60.00	20310	07/18/24	<u>60.00</u>
JOHN G DONAHUE 201-5960210	Special Event Programming	INV#126	160.00	20311	07/18/24	<u>160.00</u>
LAUTERBACH & AMEN, LLP. 201-5920110	Professional Services	Invoice No.92520	200.00	20312	07/18/24	<u>200.00</u>
Lawrence R. Huffman 201-5960210	Special Event Programming	Life Drawing at the Library 5/22/24	60.00	20313	07/18/24	<u>60.00</u>
Mia Manansala 201-5960210	Special Event Programming	Author Talk 7/12/24	350.00	20314	07/18/24	<u>350.00</u>
MIDWEST TAPE 201-5960990 201-5970630 201-5960990 201-5970610 201-5960990 201-5970630 201-5960990 201-5970610 201-5960990 201-5970630 201-5970630 201-5970630 201-5970630 201-5960990 201-5970630 201-5960990 201-5970630 201-5960990 201-5970630 201-5960990 201-5970610	Misc. Contractual Services Visual Materials Misc. Contractual Services E-audio/Audio Misc. Contractual Services Visual Materials Misc. Contractual Services E-audio/Audio Misc. Contractual Services Visual Materials Visual Materials Visual Materials Visual Materials Misc. Contractual Services Visual Materials Misc. Contractual Services Visual Materials Misc. Contractual Services Visual Materials Misc. Contractual Services Visual Materials E-audio/Audio	INV#505577513 INV#505577513 INV#505577511 INV#505577511 INV#505577515 INV#505577515 INV#505577514 INV#505577514 INV#505647284 INV#505647284 INV#505624315 INV#505624312 INV#505647283 INV#505647283 INV#505647286 INV#505647286 INV#505647286 INV#505647286	48.00 235.40 8.26 23.53 22.20 56.96 9.04 185.96 104.74 412.37 224.94 59.98 96.00 476.80 4.13 12.74	20315	07/18/24	<u>4,509.65</u>

Des Plaines Public Library Vendor Checks Report

Village B&T Donation #6718, Village B&T Checking #0289
June 2024

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
201-5960990	Misc. Contractual Services	INV#505647285	18.08			
201-5970610	E-audio/Audio	INV#505647285	426.92			
201-5970630	Visual Materials	INV#505624313	59.98			
201-5970630	Visual Materials	INV#505624311	37.49			
201-5970630	Visual Materials	INV#505609093	155.96			
201-5960990	Misc. Contractual Services	INV#505609624	41.30			
201-5970610	E-audio/Audio	INV#505609624	180.20			
201-5970610	E-audio/Audio	INV#505609092	64.99			
201-5960990	Misc. Contractual Services	INV#505609627	65.40			
201-5970630	Visual Materials	INV#505609627	293.14			
201-5960990	Misc. Contractual Services	INV#505609626	18.08			
201-5970610	E-audio/Audio	INV#505609626	375.92			
201-5970630	Visual Materials	INV#505654156	179.94			
201-5960990	Misc. Contractual Services	INV#505680535	66.64			
201-5970630	Visual Materials	INV#505680535	240.63			
201-5970630	Visual Materials	INV#505654154	218.94			
201-5970610	E-audio/Audio	INV#505654153	84.99			
MIDWEST TAPE				20316	07/18/24	<u>9,000.00</u>
201-5970630	Visual Materials	INV#505607912	9,000.00			
OAKBROOK MECHANICAL SERVICES				20317	07/18/24	<u>3,135.00</u>
201-5930020	R&M Buildings & Structures	INV#39074	3,135.00			
Orchard Place				20318	07/18/24	<u>114.80</u>
201-5960210	Special Event Programming	INV#11968801	114.80			
OUTSOURCE SOLUTIONS GROUP, INC.				20319	07/18/24	<u>3,719.60</u>
201-5980420	Computer Software	INV#79384	3,540.00			
201-5980420	Computer Software	INV#78623	59.80			
201-5980420	Computer Software	INV#79452	119.80			
PETRA VAN NUIS				20320	07/18/24	<u>400.00</u>
201-5960210	Special Event Programming	Johnny Mercer Program 8/16/24	400.00			
RAILS				20321	07/18/24	<u>800.00</u>
201-5970640	Databases	INV#12384	800.00			
Rainy Day Dimes LLC				20322	07/18/24	<u>1,875.00</u>
201-5960210	Special Event Programming	INV#323-428-1492	1,875.00			
Remedy Alternative Care Clinic LLC				20323	07/18/24	<u>250.00</u>
201-5960210	Special Event Programming	Nutrition Program 8/21/24	250.00			
THOMAS KLISE/CRIMSON MULTIMEDIA				20324	07/18/24	<u>395.67</u>
201-5970630	Visual Materials	INV#015105	395.67			
THOMSON REUTERS-WEST				20325	07/18/24	<u>55.60</u>
201-5970640	Databases	INV#850325758	27.80			
201-5970640	Databases	INV#850177657	27.80			
Tony Gryka				20326	07/18/24	<u>175.00</u>
201-5960990	Misc. Contractual Services	Board Meeting Video 6/20/24	175.00			
WILD BIRD SHACK				20327	07/18/24	<u>185.00</u>
201-5960210	Special Event Programming	Summer Birds 7/20/24	185.00			

Des Plaines Public Library Vendor Checks Report

Village B&T Donation #6718, Village B&T Checking #0289
June 2024

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
World Archives 201-5970640	Databases	INV#272938	3,067.00	20328	07/18/24	<u>3,067.00</u>
ANDERSON LOCK CO LTD 201-5930020	R&M Buildings & Structures	Inv 7112754	413.50	20329	07/18/24	<u>413.50</u>
LIMRICC 201-2401002	Payroll Liabilities	July 2024	64,490.49	20330	07/18/24	<u>64,490.49</u>
					Check List Total	<u><u>151,013.44</u></u>

Des Plaines Public Library
ACH Register

All Bank Accounts
June 1, 2024 - June 30, 2024

ACH Number	ACH Date	Payee	Amount
Vendor Checks			
52105	06/30/24	BANKCARD SERVICES	22,328.78
52106	06/30/24	FRIENDS OF THE DES PLAINES PUBLIC LIBRARY	1,056.00
52107	06/30/24	NATIONWIDE RETIREMENT	150.00
52108	06/30/24	NATIONWIDE RETIREMENT	150.00
52109	06/30/24	COMCAST CABLE	34.49
52110	06/30/24	NICOR GAS	963.78
52111	06/30/24	VERIZON WIRELESS	892.14
52112	06/30/24	COMCAST CABLE	930.94
52113	06/30/24	COMCAST CABLE	1,345.69
52114	06/30/24	IMRF	23,527.44
52115	06/30/24	NEOFUNDS BY NEOPOST	1,000.00
52116	06/30/24	ADP	982.40
Vendor Check Total			53,361.66
Check List Total			53,361.66

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						
Revenue (M-T-D)												
Property Taxes	-	792,110	2,521,449		(22,984)	10,054						
Other Revenue	121,322	23,764	89,466	26,800	102,120	529,002						
	121,322	815,874	2,610,915	26,800	79,136	539,057	-	-	-	-	-	-
Expenses (M-T-D)												
Payroll & Benefits	342,607	403,253	262,943	340,863	520,400	340,976						
Other Expense	477,947	247,204	260,935	236,783	187,805	114,016						
Change in A/P & AJE's	(236,146)	(180,668)	109,621	(25,693)	(147,481)	141,032						
	584,408	469,790	633,499	551,953	560,724	596,024	-	-	-	-	-	-
Net Increase/(Decrease)	(463,086)	346,084	1,977,416	(525,153)	(481,588)	(56,967)	-	-	-	-	-	-

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



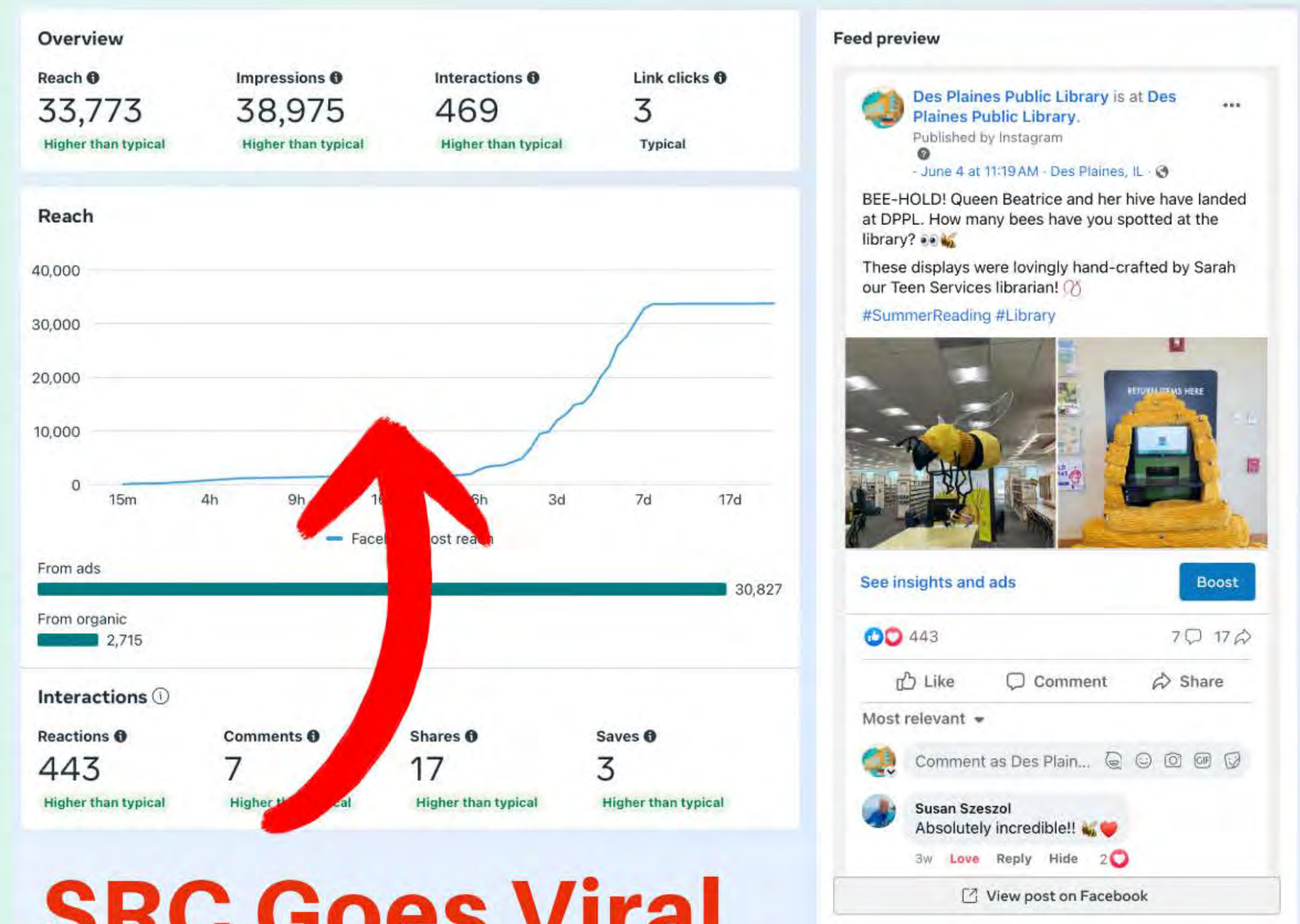
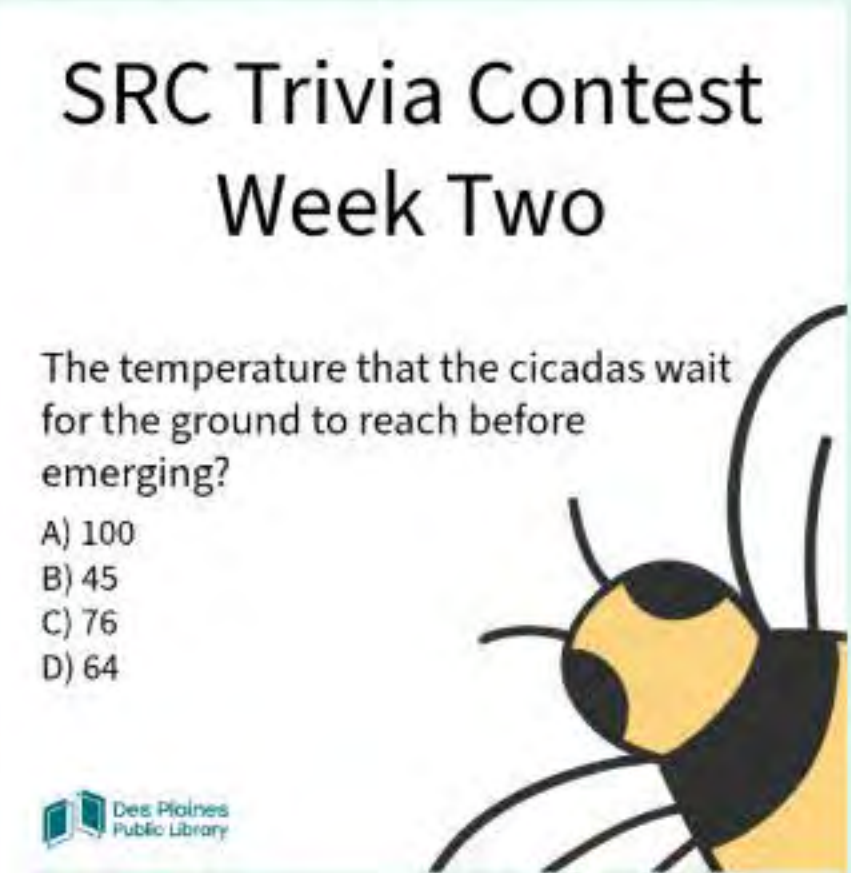
DIRECTOR'S REPORT

JUNE 2024

DPPL CELEBRATES



SUMMER READING 2024



Celebrating LGBTQ+ Pride at DPPL



June is LGBTQ+ Pride Month, and we felt it fitting to cover what pride is, as well as a brief history of the event.

And a LOT of book recommendations! (see below)

Originally, LGBTQ+ Pride events took place on June 28th to commemorate the anniversary of the **1969 Stonewall Riots**, which began on June 28th after the Stonewall Inn was raided by law enforcement and lasted until July 2nd.

Since then, Pride has expanded significantly.

The month of June was declared Gay and Lesbian Pride Month in 2000 by President Bill Clinton



DONATIONS

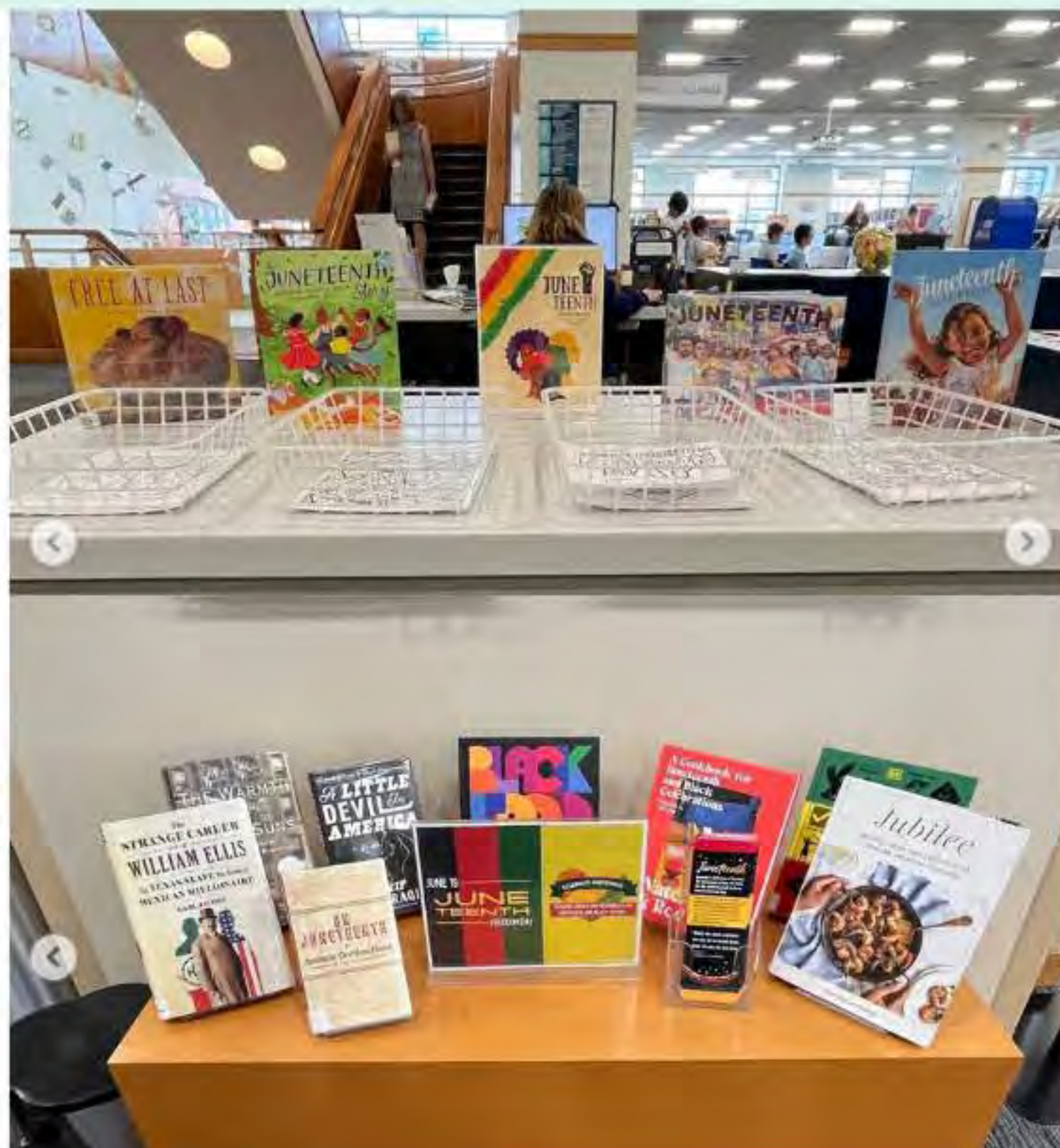
The Garden Club of Des Plaines \$50

Donations in Memory of Maxine Hubbard \$850

COMING & GOING

COMING

Aliyyah Bolden-Cunningham - PT Patron Accounts Asst.



JUNE PROGRAM HIGHLIGHTS

ADULT

TEEN

YOUTH

Foodies Write...
WITH OUR SPECIAL INGREDIENT

CORN MEAL

INGREDIENT PICK-UP STARTS WEDNESDAY, 5/1/24
EVENT DATE: THURSDAY, 6/6/24 2:00 PM

PICK UP THIS INGREDIENT FROM THE 4TH FLOOR INFORMATION DESK AND BORROW A COORDINATING COOKBOOK, MAKE A RECIPE, TAKE SOME PHOTOS, AND SHARE THE EXPERIENCE WITH OTHERS ON DOOR.

LEARN MORE AT DPPL.ORG

PUNK & EMO KARAOKE NIGHT

Wednesday, June 19
6:30pm - 8:30pm * Room B/C

A 20's & 30's program. Whether you have a simple plan, feel like an all-American reject, or are looking for your chemical romance, come and give these cheers four neck revenge and sing the night away with us! Refreshments will be provided. Must be 21+.

20s
30s

Please Register

Learn more at DPPL.ORG

Dragonflies and Damselflies

The Garden's Frequent Fliers

Wednesday, June 12th at 7:00pm

Discover the fascinating lives of these jeweled garden fliers. Be amazed at their natural history as you see close-up beautiful photography of some of our dragonflies in Illinois. Learn how you can attract dragonflies to your garden.

Presented by Master Gardener Cindy Crosby

Please Register

Learn more at DPPL.ORG

FILM SCREENING

Wonka

Saturday, June 8 | 1:30pm

116 minutes, Rated PG
Timothée Chalamet, Olivia Colman, Hugh Grant
This whimsical, fun film tells the origin story of Willy Wonka, a character in Roald Dahl's 1964 novel Charlie and the Chocolate Factory. Young Willy is a chocolate maker and dreams of opening his own shop, a group of corrupt chocolatiers stands in his way. A lovely treat!

Sponsored by **FRIENDS OF THE DES PLAINES PUBLIC LIBRARY**

Please Register

Learn more at DPPL.ORG

5 Lesbians Eating a Quiche

Saturday, June 22nd from 2pm - 3:30pm in Room B/C

Wren Leslie Beebe
Vern Kit Kelly
Lulie Scottlynn Stroming
Ginny Bonnie Hart
Dale Allison Fradkin

Celebrate Pride Month with the Mosaic Players, a traveling theatre troupe whose work embraces social justice, human rights, and equality.

5 Lesbians Eating a Quiche is a seriously scintillating satire of women's roles in the 1950s, not to mention an unapologetic declaration of lesbi-independence!

Learn more at DPPL.ORG

HARP SISTERS DUO in CONCERT

June 30 at 2:00pm

Two Harps. Two Sisters. One Sound. Professionally trained harpists Brittany and Abigail Smith grew up performing together and love to share the beauty of their instruments. Their concert will include classical standards as well as some Celtic, Latin and popular favorites.

Please Register.

Learn more at DPPL.ORG

As Seen on TikTok: Pride Nails

Come join us in celebrating pride by doing some rainbow colored nails! We will have regular nail polish, gel polish, glitter, and chrome options!

Location: The Commons

Teens

SATURDAY, JUNE 29 1:30PM

Check us out on TikTok @desplainslibrary

Learn more at DPPL.ORG

TEEN SUMMER CONCERT

@the Taste of Des Plaines

ASTRABELLUM AND THE DUST BUNNIES

SATURDAY, JUNE 15TH 1 PM

DPPL is teaming up with the Taste of Des Plaines to host two amazing teen bands: Astrabellum and The Dust Bunnies! They will play on the main stage of the Taste of Des Plaines in the library plaza.

Learn more at DPPL.ORG

As Seen on TikTok: Pride Jewelry

Come join us in celebrating pride by making some bracelets, earrings, and necklaces! We will have many beads and material to choose from so you can really make it your own!

Location: The Commons

Teens

WEDNESDAY, JUNE 26 4:00PM

Check us out on TikTok @desplainslibrary

Learn more at DPPL.ORG

Teen Take & Make

PRIDE FLAG CROSS STITCH

BEGINNING JUNE 3RD

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

Clean Up Give Back

WEDNESDAY, JUNE 26 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

Teen CRAFTERNOONS

WEDNESDAY, JUNE 19, 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.

JUNE SPOTLIGHT: PAINTED SEASHELL EARRINGS

Learn more at DPPL.ORG

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

Musical Mondays presents... WENDY & DB

June 24, 2024 @ 4pm in Meeting Room B/C

Drop-in to enjoy this fun music duo! All ages welcome.

Learn more at DPPL.ORG

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

Bee One With Nature

SRC Kickoff Party!

June 5, 2024 @ 1-4pm
Central Park, 1555 E Thacker St.

Join us at Central Park to kick off the Summer Reading Challenge!

1:00pm-3:00pm Bubble stations, provided by Absolute Science
1:30pm-3:30pm Face painting, provided by A Hardy Party
1:00pm-4:00pm Craft station

Learn more at DPPL.ORG

Mud Day!

June 29 10am - 12pm

Did you know there was such a thing as International Mud Day? It started in 2009 as a project between Australia and Nepal. Now, people worldwide use this day to reap the health and educational benefits of playing in the mud.

Come join us at the Izaak Walton League (1841 S. River Road) to get down and dirty! Bring the family anytime between 10 a.m. and noon as we celebrate mud! Dress for a mess.

Learn more at DPPL.ORG

REPTILE RODEO!

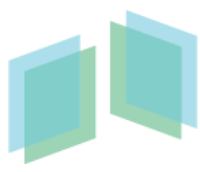
PRESENTED BY ALTY REPTILE DEN

JUNE 7 @ 3:30PM

Join us at the Reptile Rodeo presented by The Reptile Den!

Meeting Room B

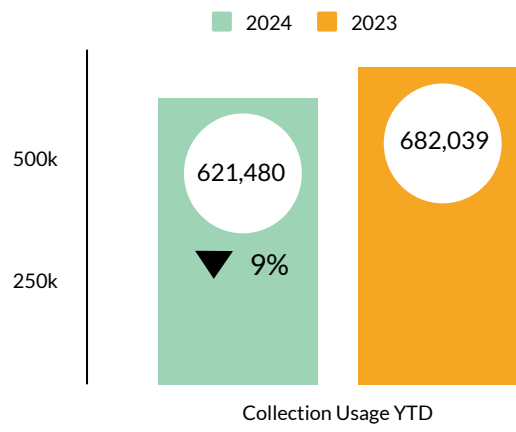
Learn more at DPPL.ORG



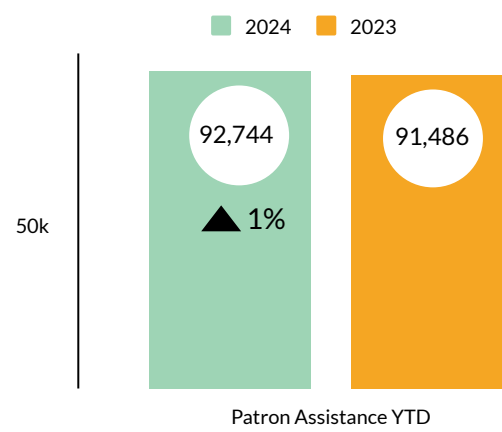
STATISTICS REPORT

On June 2024

Collection Usage YTD

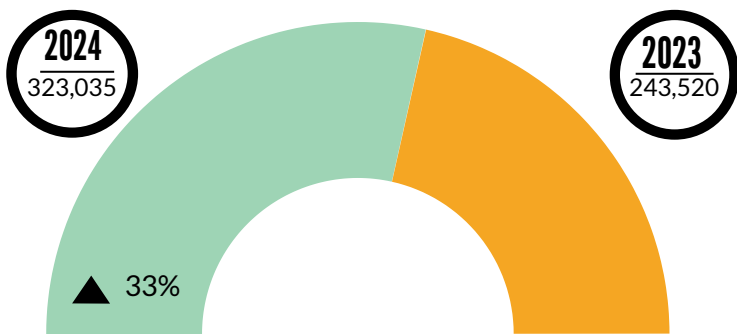


Patron Assistance YTD



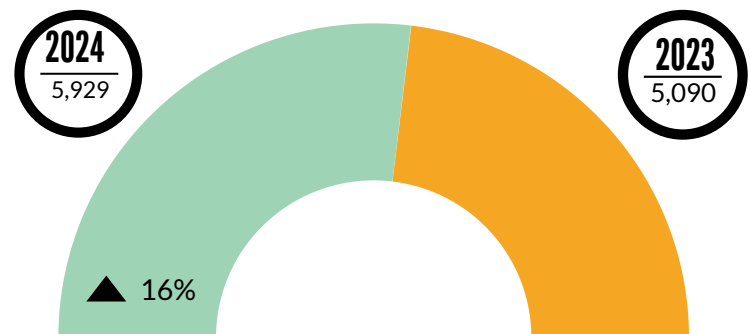
Attendance All - YTD

Events, Programs, Outreach & Classes



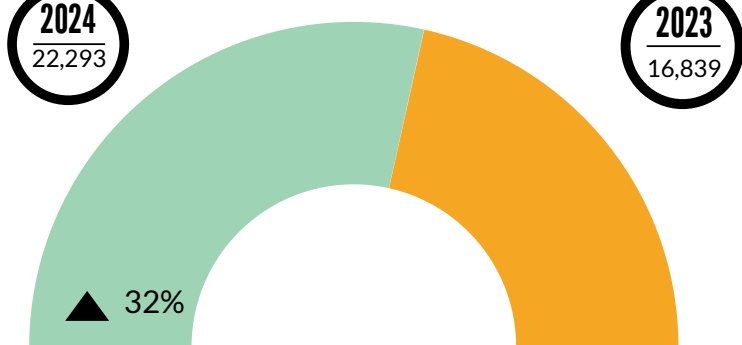
Bookings All - YTD

Events, Programs & Classes



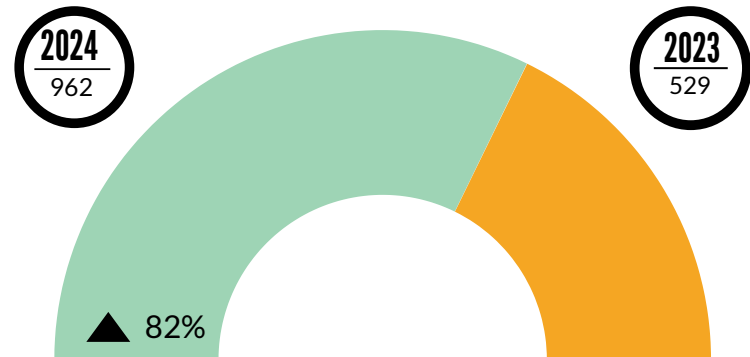
Attendance In Person - YTD

Events, Programs & Classes

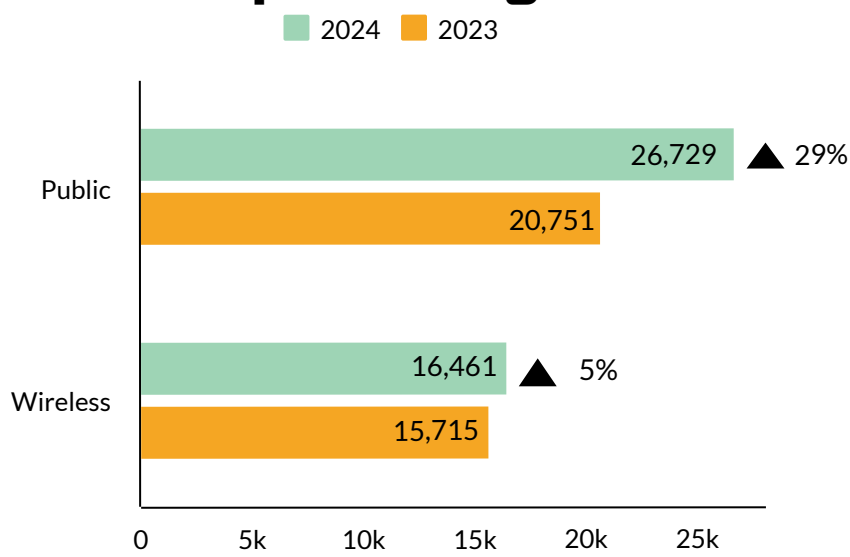


Bookings In Person - YTD

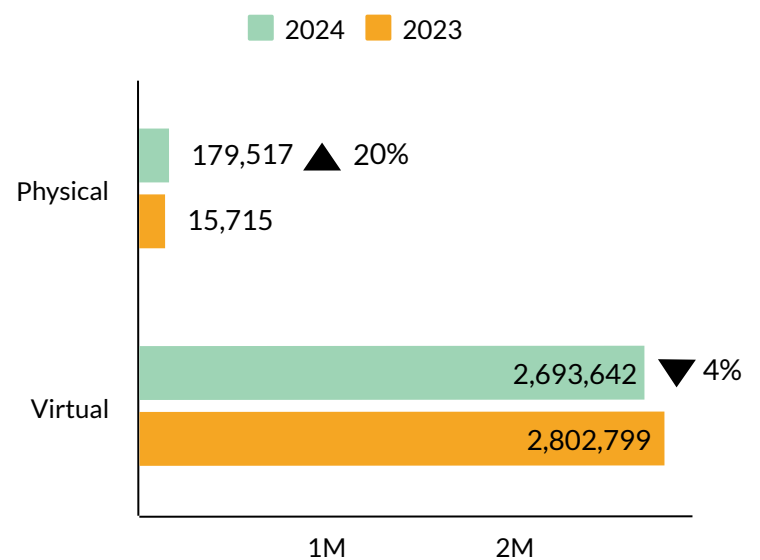
Events, Programs & Classes



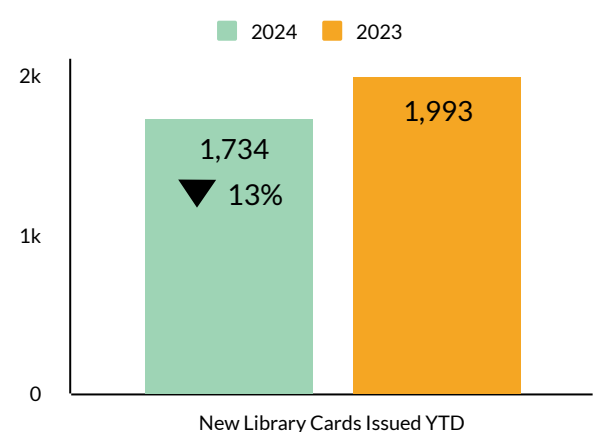
Computer Usage YTD



Traffic YTD



New Library Cards Issued YTD



2024 Year to Date Statistics

June 2024

COLLECTION USAGE		
	Year to Date 2024	621,480
	Year to Date 2023	682,039
	% Change	-9%
PATRON ASSISTANCE		
	Year to Date 2024	92,744
	Year to Date 2023	91,486
	% Change	1%
EVENTS, PROGRAMS, AND CLASSES- BOOKINGS		
	Year to Date 2024	5,929
	Year to Date 2023	5,090
	% Change	16%
EVENTS, PROGRAMS, OUTREACH, AND CLASSES-ATTENDANCE		
	Year to Date 2024	323,035
	Year to Date 2023	243,520
	% Change	33%
IN PERSON EVENTS		
	Bookings	
	Year to Date 2024	962
	Year to Date 2023	529
	% Change	82%
	Attendance	
	Year to Date 2024	22,293
	Year to Date 2023	16,839
	% Change	32%
TRAFFIC		
	Physical Visits (gate count)	
	Year to Date 2024	179,517
	Year to Date 2023	149,858
	% Change	20%
	Virtual Visits (catalog, website, mobile app)	
	Year to Date 2024	2,693,642
	Year to Date 2023	2,802,799
	% Change	-4%
LIBRARY CARD OWNERSHIP		
	Year to Date new library cards 2024	1,734
	Year to Date new library cards 2023	1,993
	% Change	-13%
COMPUTER USAGE		
	Public Computers	
	Year to Date 2024	26,729
	Year to Date 2023	20,751
	% Change	29%
	Wireless	
	Year to Date 2024	16,461
	Year to Date 2023	15,715
	% Change	5%

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							317,060
E-materials	17,525	16,447	17,646	16,165	17,400	16,757							101,940
ILL	775	666	663	510	510	419							3,543
Databases	49,697	46,993	38,909	35,171	28,167	28,167							198,937
2024 Total	122,063	116,053	112,275	73,011	99,324	98,754							621,480
Physical materials	52,685	54,026	62,878	55,995	53,687	56,660							335,931
E-materials	14,973	13,013	14,338	14,579	16,404	16,632							89,939
ILL	639	639	764	631	573	637							3,883
Databases	38,413	35,495	45,784	44,038	43,571	44,985							252,286
2023 Total	106,710	103,173	123,764	115,243	114,235	118,914							682,039
PATRON ASSISTANCE													
Youth Services	2,132	2,700	2,504	1,861	1,573	3,370							14,140
Adult Services	6,299	7,200	6,805	6,988	6,468	6,977							40,737
Patron Accounts	6,263	6,267	6,553	6,099	5,214	6,971							37,367
Security	136	100	140	82	42	0							500
2024 Total	14,830	16,267	16,002	15,030	13,297	17,318							92,744
Youth Services	1,272	1,906	2,086	1,914	1,794	6,269							15,241
Adult Services	6,546	6,066	7,195	6,151	6,248	6,802							39,008
Patron Accounts	5,950	5,433	7,743	6,188	5,616	6,307							37,237
Security	154	143	96	110	84	89							676
2023 Total	13,922	13,548	17,120	14,363	13,742	19,467							91,486
EVENTS, PROGRAMS AND CLASSES-BOOKINGS													
Youth Services In Person	64	133	72	48	84	86							487
Youth Services Virtual	-	0	-	-	-	3							3
Adult Services In Person	64	85	74	88	85	79							475
Adult Services Virtual	10	16	11	10	9	11							67
Outside groups	12	13	18	23	19	20							105
Public study rooms	727	872	826	893	747	727							4,792
2024 Total	877	1,119	1,001	1,062	944	926	0	0	0	0	0	0	5,929
Youth Services In Person	18	29	19	30	21	27							144
Youth Services Virtual	8		1		0	2							11
Adult Services In Person	43	77	69	68	62	66							385
Adult Services Virtual	15	14	16	14	14	13							86
Outside groups	10	16	35	27	20	18							126
Public study rooms	686	744	795	710	694	709							4,338
2023 Total	780	880	935	849	811	835	0	0	0	0	0	0	5,090
EVENTS, PROGRAMS, OUTREACH & CLASSES-ATTENDANCE													
Youth Services In Person	320	1,284	1,035	1,057	313	6,086							10,095
Youth Services Virtual	11,624	15,464	8,994	14,939	17,488	41,552							110,061
Adult Services In Person	1,085	1,375	4,005	1,982	1,125	2,626							12,198
Adult Services Virtual	26,140	24,447	17,840	23,003	26,135	50,020							167,585
Outside groups	237	134	229	1,257	251	406							2,514
Public study rooms	1,265	1,455	1,348	1,425	1,190	1,122							7,805
Outreach-Youth Services	941	1,542	1,116	2,268	3,842	1,127							10,836
Outreach-Adult Services	162	229	670	289	237	354							1,941
2024 Total	41,774	45,930	35,237	46,220	50,581	103,293	0	0	0	0	0	0	323,035
Youth Services In Person	989	1,314	1,698	1,559	492	4,595							10,647
Youth Services Virtual	29,089	11,189	13,750	13,183	8,933	8,437							84,581
Adult Services In Person	370	766	1,384	2,068	702	902							6,192
Adult Services Virtual	20,187	22,786	20,733	18,918	16,257	15,056							113,937
Outside groups	130	242	1,464	1,332	412	258							3,838
Public study rooms	1,195	1,315	1,407	1,209	1,164	1,093							7,383
Outreach-Youth Services	1,652	2,547	2,031	2,098	4,284	1,400							14,012
Outreach-Adult Services	134	219	1,388	323	166	700							2,930
2023 Total	53,746	40,378	43,855	40,690	32,410	32,441	0	0	0	0	0	0	243,520

TRAFFIC												
2024	Physical Visits (gate count)	25,115	28,401	31,015	33,655	27,826	33,505					179,517
2023	Physical Visits (gate count)	21,659	22,365	27,032	24,328	21,622	32,852					149,858
2024	Virtual visits (catalog, website, mobile app)	440,017	464,763	464,802	436,429	439,954	447,677					2,693,642
2023	Virtual visits (catalog, website, mobile app)	480,735	444,598	473,767	456,869	468,392	478,438					2,802,799
LIBRARY CARDS ISSUED												
2024	Number of new library cards	277	316	249	313	251	328					1,734
2023	Number of new library cards	259	222	501	313	311	387					1,993
COMPUTER USAGE												
	Public computers-Youth Services	787	1,196	1,619	1,206	1,221	2,196					8,225
	Public computers-Adult	2,545	3,355	2,957	3,329	3,233	3,085					18,504
2024	Total	3,332	4,551	4,576	4,535	4,454	5,281	0	0	0	0	26,729
	Public computers-Youth Services	253	248	393	365	286	605					2,150
	Public computers-Adult	2,688	2,903	3,340	3,270	3,309	3,091					18,601
2023	Total	2,941	3,151	3,733	3,635	3,595	3,696	0	0	0	0	20,751
	Wireless	2,518	2,904	2,904	2,827	2,630	2,678					16,461
2024	Total	2,518	2,904	2,904	2,827	2,630	2,678	0	0	0	0	16,461
	Wireless	2,360	2,619	2,734	2,715	2,542	2,745					15,715
2023	Total	2,360	2,619	2,734	2,715	2,542	2,745	0	0	0	0	15,715