



NOTICE

DES PLAINES PUBLIC LIBRARY BOARD OF TRUSTEES

**REGULAR BOARD MEETING
Thursday, November 21, 2024
7:00 p.m. in Meeting Room B**

AGENDA

- 2023 - 2025 Strategic Goals Review. [Action Item]
- Review and approve new job descriptions for The Canvas. [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, November 21, 2024
7:00 p.m. in Meeting Room B**

- I. Call to Order. (7:00 p.m.)
- II. Roll Call.
- III. Pledge of Allegiance.
- IV. Vote to invoke the Remote Participation Policy. [Action Item]
- V. Consideration of the Agenda. [Action Item]
- VI. Public Comments and Questions.
- VII. Consent Agenda. [Action Item] (7:10 p.m.)
 - A. Approval of the Minutes of the Special Meeting, Management Committee Meeting and Regular Board Meeting October 2024.
 - B. Acceptance of Financial Reports for October 2024.
Acceptance of Reports.
 - 1. Statistics Report for October 2024.
 - 2. Director's Report for October 2024.
- VIII. New Business. (7:15 p.m.)
 - A. Approve Payment of Vendor Checks Report and ACH Payments in the amount \$529,415.91. [Action Item]
 - B. 2023 - 2025 Strategic Goals Review. [Action Item]
- IX. Management Committee Report
 - A. Review and approve new job descriptions for The Canvas. [Action Item]
- 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 Special Meeting
Thursday, October 10, 2024**

I. Call to Order.

The meeting was called to order at 5:30 p.m.

II. Roll Call.

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

III. Pledge of Allegiance.

IV. Vote to invoke the Remote Participation Policy.

N/A

V. Consideration of the Agenda.

Motion by Graack, seconded by DuBrock to accept the agenda as presented.

VOTE: AYES: DuBrock, Flinn, Graack, Harkovich, Rice, Sarlo. NAYS: None. MOTION CARRIED.

VI. Public Comments and Questions.

None

VII. Revision to 2025 proposed budget.

Motion by Graack, seconded by Rice to approve the revised 2025 budget.

ROLL CALL VOTE: AYES: DuBrock, Flinn, Graack, Harkovich, Rice, Sarlo. NAYS:

None. MOTION CARRIED.

VIII. Executive Session

- A. The Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees of the public body. [Action Item]

Motion by Flinn, seconded by Graack to enter Executive Session.

VOTE: AYES: DuBrock, Flinn, Graack, Harkovich, Rice, Sarlo. NAYS: None.

The Board entered Executive Session at 5:35 p.m.

Motion by Graack, seconded by Flinn to exit Executive Session.

VOTE: AYES: DuBrock, Flinn, Graack, Harkovich, Rice, Sarlo. NAYS: None.

The Board exited Executive Session at 6:30 p.m.

Motion by Graack, seconded by Halblander to appoint Assistant Director Laurie Papadourakis Acting Interim Director if Director Jo Bonell is not at the library.

VOTE: AYES: DuBrock, Flinn, Graack, Harkovich, Rice, Sarlo. NAYS: None.

Motion by Flinn, seconded by Rice to hire HR Source to assist in an Executive Director Search, pursuant to the terms we ultimately decide upon.

ROLL CALL VOTE: AYES: DuBrock, Flinn, Graack, Harkovich, Rice, Sarlo. NAYS: None.

IX. Adjournment.

Motion by Graack, seconded by Flinn to adjourn.

VOTE: AYES: DuBrock, Flinn, Graack, Harkovich, Rice, Sarlo. NAYS: None.

The meeting adjourned at 6:34 p.m.



DES PLAINES PUBLIC LIBRARY BOARD OF TRUSTEES

**Minutes of the Management Committee
Thursday, October 17, 2024**

I. Call to Order.

The meeting was called to order at 6:00 p.m.

II. Roll Call.

Roll call indicated the following committee members were PRESENT: Kristen Graack, Denise Hudec, Rachel Rice. ABSENT: None. ALSO PRESENT: Trustees Lisa DuBrock, Nick Harkovich. DPPL Staff Laurie Papadourakis, Heather Imhoff, Joanie Sebastian, Michelle Meyer-Edley, Lauren Wolf. Friends of the Library President, John Leach.

III. Pledge of Allegiance.

IV. Vote to invoke the Remote Participation Policy.

N/A

V. Consideration of the Agenda.

Motion by Rice, seconded by Graack to accept the agenda as presented. VOTE: AYES: Graack, Hudec, Rice. NAYS: None. MOTION CARRIED.

VI. Public Comments and Questions.

None.

VII. Review and approve Tuition Reimbursement Policy.

Motion by Hudec, seconded by Rice to accept Tuition Reimbursement Policy, pending the changes to wording discussed.
VOTE: AYES: Graack, Hudec, Rice. NAYS: None. MOTION CARRIED.

VIII. Review and approve Salary and Classification Schedule for 2025.

Motion by Hudec, seconded by Rice to approve Salary and Classification Schedule for 2025.

VOTE: AYES: Graack, Hudec, Rice. NAYS: None. MOTION CARRIED.

IX. Review and approve changes to job descriptions.

Motion by Hudec, seconded by Rice to approve changes to job descriptions as presented.

VOTE: AYES: Graack, Hudec, Rice. NAYS: None. MOTION CARRIED.

X. Adjournment.

Motion by Hudec, seconded by Rice to adjourn.

XI. VOTE: AYES: Graack, Hudec, Rice. NAYS: None. MOTION CARRIED.

The meeting was adjourned at 6:50 p.m.



DES PLAINES PUBLIC LIBRARY BOARD OF TRUSTEES

Minutes of the Regular Meeting Thursday, October 17th, 2024

I. Call to Order.

The meeting was called to order at 7:00 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, Michelle Meyer-Edley, Lauren Wolf.

III. Pledge of Allegiance.

IV. Vote to invoke the Remote Participation Policy.

N/A

V. Consideration of the Agenda.

Motion by Graack, seconded by Halblander to accept the agenda as presented.
VOTE: AYES: DuBrock, Flinn, Graack, Halblander, Harkovich, Hudec, Rice, Sarlo.
NAYS: None. MOTION CARRIED.

VI. Public Comments and Questions.

DuBrock complimented acting interim director Laurie Papadourakis for doing a great job presenting DPPL's 2025 budget to City Council.

Sarlo read a public statement apologizing to ABM Commercial Flooring, Inc. and clarified that the statement by a DPPL board member of a small claim against the company was unsubstantiated, and in no way impacted the ultimate selection of the carpeting vendor for an upcoming project.

VII. Consent Agenda.

- A. Approval of the Minutes of the Regular Board Meeting and Finance Committee Meeting - September 2024.
- B. Acceptance of Financial Reports for September 2024.

Acceptance of Reports.

1. Statistics Report for September 2024.
2. Director's Report for September 2024.

Hudec asked that B be pulled.

Motion by Graack, seconded by Halblander to approve A.

VOTE: AYES: DuBrock, Flinn, Graack, Halblander, Harkovich, Hudec, Rice, Sarlo.

NAYS: None. MOTION CARRIED.

Hudec stated that there was a discrepancy between the reported check amount for the new security camera system and the amount of the actual check written, resulting in an overstatement of the check register of approximately \$61K. The amount requested on the Vendor Checks report will be amended to reflect the difference.

Motion by Hudec, seconded by Graack to approve B.

VOTE: 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 \$392,044.36.

Motion by Hudec, seconded by Graack, to Approve Payment of Vendor Checks Report and ACH Payments in the adjusted amount of \$330,943.90 as listed on the vendor checks report of September 2024 and authorize Library Director Jo Bonell to transfer the amount required to the Library's operating account.

VOTE: AYES: DuBrock, Flinn, Graack, Halblander, Harkovich, Hudec, Rice, Sarlo.

NAYS: None. MOTION CARRIED.

IX. Management Committee Report.

- A. Review and approve Tuition Reimbursement Policy.

Motion by Graack, seconded by DuBrock to approve the proposed Tuition Reimbursement Policy.

VOTE: AYES: DuBrock, Flinn, Graack, Halblander, Harkovich, Hudec, Rice, Sarlo.

NAYS: None. MOTION CARRIED.

- B. Review and approve Salary and Classification Schedule for 2025.

Motion by Graack, seconded by Hudec to approve the Salary and Classification Schedule for 2025.

VOTE: AYES: DuBrock, Flinn, Graack, Halblander, Harkovich, Hudec, Rice, Sarlo.

NAYS: None. MOTION CARRIED.

- C. Review and approve changes to job descriptions.

Motion by Graack, seconded by Hudec to changes to job descriptions.

VOTE: AYES: DuBrock, Flinn, Graack, Halblander, Harkovich, Hudec, Rice, Sarlo.

NAYS: None. MOTION CARRIED.

X. Other.

The Fall Mailing to all residents in Des Plaines features the new Library of Things and included a free tote bag giveaway for all cardholders.

There is a Library of Things Expo on November 9th.

XI. Announcements.

None.

XII. Correspondence.

None.

XIII. Adjournment.

Motion by Graack, seconded by Halblander to changes to adjourn.

VOTE: AYES: DuBrock, Flinn, Graack, Halblander, Harkovich, Hudec, Rice, Sarlo.

The meeting adjourned at 7:20 p.m.



Des Plaines Public Library

Monthly Financial Report For the Month Ended October 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 October 31, 2024

	Library Fund	Capital Projects Fund	Total
ASSETS			
Cash and Investments	\$ 7,257,124.95	\$ 750,280.38	\$ 8,007,405.33
Prepays	122,346.46	0.00	122,346.46
Receivables			
Receivable - Property Taxes	6,251,585.00	-	6,251,585.00
Receivable - Grants	-	-	-
Receivable - Miscellaneous	-	-	-
Total Assets	\$ 13,631,056.41	\$ 750,280.38	\$ 14,381,336.79
LIABILITIES			
Accounts Payable	\$ 261,144.64	\$ 46,832.83	\$ 307,977.47
Accrued Payroll	50,188.96	-	50,188.96
Due to other funds	90,421.46	-	90,421.46
Total Liabilities	401,755.06	46,832.83	448,587.89
Deferred Inflows of Resources			
Property Taxes	6,251,585.00	-	6,251,585.00
Total Liabilities and Deferred Inflows of Resources	6,653,340.06	46,832.83	6,700,172.89
FUND BALANCE			
Fund Balance - Unreserved	6,977,716.35	703,447.55	7,681,163.90
Total Fund Balance	6,977,716.35	703,447.55	7,681,163.90
Total Liabilities, Deferred Inflows of Resources and Fund Balance	\$ 13,631,056.41	\$ 750,280.38	\$ 14,381,336.79

Des Plaines Public Library

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

For the 10 Months Ended October 31, 2024

	General Fund	Capital Improvements Fund	Total
REVENUES			
Taxes	\$ 6,027,734.44	\$ -	\$ 6,027,734.44
Intergovernmental	1,579,742.96	-	1,579,742.96
Fines & Fees	38,015.35	-	38,015.35
Interest	352,020.41	61,657.98	413,678.39
Special Events and Programs	12,401.30	-	12,401.30
Miscellaneous	179,237.86	-	179,237.86
Total Revenues	<u>8,189,152.32</u>	<u>61,657.98</u>	<u>8,250,810.30</u>
EXPENDITURES			
Personnel	\$ 2,671,898.38	\$ -	\$ 2,671,898.38
Operating	1,843,173.73	-	1,843,173.73
Library Materails	783,145.00	-	783,145.00
Capital Outlay	103,288.13	1,029,866.14	1,133,154.27
Other Expenditures	<u>68,333.41</u>	<u>-</u>	<u>68,333.41</u>
Total Expenditures	<u>5,469,838.65</u>	<u>1,029,866.14</u>	<u>6,499,704.79</u>
Net Change in Fund Balances	<u>2,719,313.67</u>	<u>(968,208.16)</u>	<u>1,751,105.51</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>\$ 6,977,716.35</u>	<u>\$ 703,447.55</u>	<u>\$ 7,681,163.90</u>

Supplementary Information

Des Plaines Public Library

Treasurer's Report as of October 31, 2024

<u>Institution</u>	<u>Invested</u>
201-1101000 - Petty Cash	<u>500.00</u>
201-1102080 - Village B&T Donation #9821	<u>57,457.18</u>
201-1102030 - Village B&T Donation #6718	<u>7,006.70</u>
201-1102040 - Village B&T Donation #9878	<u>233,387.11</u>
201-1102060 - Village B&T Checking #0289	889,040.76
202-1102060 - Village B&T Checking #0289	<u>-</u>
	<u>889,040.76</u>
201-1102050 - Wintrust Brokerage	<u>61,476.72</u>
201-1102079 - Illinois Funds # 2591	6,007,281.82
202-1102079 - Illinois Funds # 2591	<u>750,280.38</u>
	<u>6,757,562.20</u>
201-1102070 - INB E-Pay	<u>974.66</u>
Total Invested	<u><u>8,007,405.33</u></u>

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

	<u>Beginning</u> <u>Balance</u>	<u>M.T.D.</u> <u>Changes</u>	<u>Ending</u> <u>Balance</u>
<hr style="border: none; border-top: 1px solid black; margin-bottom: 5px;"/> Library Fund <hr style="border: none; border-top: 1px solid black; margin-top: 5px;"/>			
<u>Assets</u>			
1101000 - Petty Cash	500.00	0.00	500.00
1102030 - Village B&T Donation #6718	225,548.76	(218,542.06)	7,006.70
1102040 - Village B&T Donation #9878	232,409.11	978.00	233,387.11
1102050 - Wintrust Brokerage	64,086.73	(2,610.01)	61,476.72
1102060 - Village B&T Checking #0289	464,487.01	424,553.75	889,040.76
1102070 - INB E-Pay	888.80	85.86	974.66
1102079 - Illinois Funds # 2591	5,800,929.16	206,352.66	6,007,281.82
1102080 - Village B&T Donation #9821	56,969.79	487.39	57,457.18
1118000 - Receivable - Property Taxes	6,251,585.00	0.00	6,251,585.00
1119301 - Prepaid Expense	0.00	122,346.46	122,346.46
	<u>13,097,404.36</u>	<u>533,652.05</u>	<u>13,631,056.41</u>
 <u>Liabilities and Fund Balance</u>			
<u>Liabilities</u>			
2401000 - Accounts Payable	115,825.87	184,259.84	300,085.71
2401002 - Payroll Liabilities	0.00	(38,941.07)	(38,941.07)
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>6,508,021.29</u>	<u>145,318.77</u>	<u>6,653,340.06</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>10,766,423.97</u>	<u>145,318.77</u>	<u>10,911,742.74</u>
 Excess Revenues Over Expenses	<u>2,330,980.39</u>	<u>388,333.28</u>	<u>2,719,313.67</u>

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

	<u>Beginning</u> <u>Balance</u>	<u>M.T.D.</u> <u>Changes</u>	<u>Ending</u> <u>Balance</u>
<u>Capital Projects Fund</u>			
<u>Assets</u>			
1102060 - Village B&T Checking #0289	101,834.10	(101,834.10)	0.00
1102079 - Illinois Funds # 2591	928,315.51	(178,035.13)	750,280.38
	1,030,149.61	(279,869.23)	750,280.38
<u>Liabilities and Fund Balance</u>			
<u>Liabilities</u>			
2401000 - Accounts Payable	101,834.10	(55,001.27)	46,832.83
	101,834.10	(55,001.27)	46,832.83
<u>Fund Balance</u>			
3730000 - Fund Balance - Unreserved	1,671,655.71	0.00	1,671,655.71
Total Liabilities and Fund Balance	1,773,489.81	(55,001.27)	1,718,488.54
Excess Revenues Over Expenses	(743,340.20)	(224,867.96)	(968,208.16)

<u>Compensated Absences Fund</u>			
<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 October 31, 2024

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

**Des Plaines Public Library
Revenue Report
For the 10 Months Ended October 31, 2024**

_____ Library Fund _____	<u>Received this Month</u>	<u>Received this Year</u>	<u>Budgeted Receipts</u>	<u>Uncollected Receipts</u>	<u>Prct. Collected</u>
<u>Taxes</u>					
201-4810035 - Property Taxes 2023	<u>100,400.11</u>	<u>6,027,734.44</u>	<u>6,100,000.00</u>	<u>72,265.56</u>	<u>98.82</u>
	<u>100,400.11</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	754,443.17	1,488,590.01	306,052.00	(1,182,538.01)	486.38
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	<u>1,050.57</u>	<u>1,050.57</u>	<u>10,000.00</u>	<u>8,949.43</u>	<u>10.51</u>
	<u>755,493.74</u>	<u>1,579,742.96</u>	<u>405,548.00</u>	<u>(1,174,194.96)</u>	<u>389.53</u>
<u>Fines & Fees</u>					
201-4850101 - Library Fees	2,873.33	19,259.16	10,000.00	(9,259.16)	192.59
201-4850201 - Copying Fees	2,259.80	15,163.28	10,000.00	(5,163.28)	151.63
201-4850203 - Lost Materials	106.30	364.66	0.00	(364.66)	0.00
201-4850207 - Non-Res Cards	163.50	1,143.25	200.00	(943.25)	571.63
201-4850208 - Meeting Room Fees	<u>165.00</u>	<u>2,085.00</u>	<u>1,000.00</u>	<u>(1,085.00)</u>	<u>208.50</u>
	<u>5,567.93</u>	<u>38,015.35</u>	<u>21,200.00</u>	<u>(16,815.35)</u>	<u>179.32</u>
<u>Special Programs & Events</u>					
201-4850215 - Friends of the Library Reimbursements	<u>3,927.38</u>	<u>12,401.30</u>	<u>20,000.00</u>	<u>7,598.70</u>	<u>62.01</u>
	<u>3,927.38</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	(2,610.01)	145,543.89	0.00	(145,543.89)	0.00
201-4890010 - Interest Income	<u>25,389.06</u>	<u>206,476.52</u>	<u>75,000.00</u>	<u>(131,476.52)</u>	<u>275.30</u>
	<u>22,779.05</u>	<u>352,020.41</u>	<u>75,000.00</u>	<u>(277,020.41)</u>	<u>469.36</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	82.44	540.21	1,000.00	459.79	54.02
201-4899920 - Library Donations	0.00	67,819.52	150,000.00	82,180.48	45.21
201-4899940 - Friends Book Sale	<u>1,045.10</u>	<u>10,812.98</u>	<u>14,000.00</u>	<u>3,187.02</u>	<u>77.24</u>
	<u>1,127.54</u>	<u>179,237.86</u>	<u>1,130,000.00</u>	<u>950,762.14</u>	<u>15.86</u>
Total Library Fund	<u><u>889,295.75</u></u>	<u><u>8,189,152.32</u></u>	<u><u>7,751,748.00</u></u>	<u><u>(437,404.32)</u></u>	<u><u>105.64</u></u>

Des Plaines Public Library
 Revenue Report
 For the 10 Months Ended October 31, 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>3,906.47</u>	<u>61,657.98</u>	<u>75,000.00</u>	<u>13,342.02</u>	<u>82.21</u>
	<u>3,906.47</u>	<u>61,657.98</u>	<u>75,000.00</u>	<u>13,342.02</u>	<u>82.21</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>3,906.47</u></u>	<u><u>61,657.98</u></u>	<u><u>575,000.00</u></u>	<u><u>513,342.02</u></u>	<u><u>10.72</u></u>
Total of All Funds	<u><u>893,202.22</u></u>	<u><u>8,250,810.30</u></u>	<u><u>8,326,748.00</u></u>	<u><u>75,937.70</u></u>	<u><u>99.09</u></u>

**Des Plaines Public Library
Expense Report
For the 10 Months Ended October 31, 2024**

Library Fund _____	<u>M.T.D. Expended</u>	<u>Y.T.D. Expended</u>	<u>Budgeted Amount</u>	<u>Budgeted Remain.</u>	<u>Prct. Expend.</u>
<u>Salaries</u>					
5910100 - Full-time Salaries	197,606.78	2,039,922.76	2,672,875.00	632,952.24	76.32
5910200 - Part-time Salaries	<u>58,157.73</u>	<u>631,975.62</u>	<u>992,439.00</u>	<u>360,463.38</u>	<u>63.68</u>
	<u>255,764.51</u>	<u>2,671,898.38</u>	<u>3,665,314.00</u>	<u>993,415.62</u>	<u>72.90</u>
<u>Benefits</u>					
5918010 - Unemployment Compensation	0.00	1,734.00	15,000.00	13,266.00	11.56
5918020 - Employer Contribution - FICA	18,647.72	194,794.77	276,105.00	81,310.23	70.55
5918021 - Employer Contribution - IMRF	3,174.48	106,648.62	209,869.00	103,220.38	50.82
5918040 - Life Insurance Premiums	0.00	1,076.20	1,978.00	901.80	54.41
5918050 - PPO Insurance Premiums	0.00	326,426.29	602,154.00	275,727.71	54.21
5918051 - HMO Insurance Premiums	0.00	107,340.68	198,005.00	90,664.32	54.21
5918055 - Dental Insurance Premiums	0.00	17,322.55	31,958.00	14,635.45	54.20
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>21,822.20</u>	<u>766,790.11</u>	<u>1,349,069.00</u>	<u>582,278.89</u>	<u>56.84</u>
<u>Contractual Services</u>					
5920100 - Legal Fees	0.00	209.30	10,000.00	9,790.70	2.09
5920110 - Professional Services	33,418.40	409,364.30	442,380.00	33,015.70	92.54
5920120 - Communication Services	2,159.41	31,337.91	46,300.00	14,962.09	67.68
5920140 - Integrated Library System	20,901.25	85,093.51	87,000.00	1,906.49	97.81
5920202 - Conferences	832.33	15,777.11	28,400.00	12,622.89	55.55
5920204 - Training	0.00	2,649.00	2,600.00	(49.00)	101.88
5920210 - Marketing	7,679.51	48,986.45	61,265.00	12,278.55	79.96
5920220 - Membership Dues	1,549.00	6,704.00	7,000.00	296.00	95.77
5920990 - Property/Liability Insurance	0.00	48,550.52	70,000.00	21,449.48	69.36
5930010 - R&M Equipment	15,235.65	76,025.93	81,660.00	5,634.07	93.10
5930020 - R&M Buildings & Structures	12,139.34	93,856.59	116,512.00	22,655.41	80.56
5930030 - R&M Vehicles	0.00	47.00	4,500.00	4,453.00	1.04
5930210 - Rental of Equipment	2,086.17	18,839.18	25,620.00	6,780.82	73.53
5930320 - Cleaning/Custodial Services	4,892.50	54,810.50	90,900.00	36,089.50	60.30
5930490 - Refuse Contract	684.73	7,422.66	6,300.00	(1,122.66)	117.82
5960040 - Pre-Employment Testing	195.00	1,001.20	3,500.00	2,498.80	28.61
5960065 - Bank Fees	271.44	591.63	300.00	(291.63)	197.21
5960070 - Mileage	0.00	0.00	500.00	500.00	0.00
5960210 - Special Event Programming	5,037.60	73,784.47	63,500.00	(10,284.47)	116.20
5960990 - Misc. Contractual Services	<u>11,997.88</u>	<u>101,332.36</u>	<u>133,225.00</u>	<u>31,892.64</u>	<u>76.06</u>
	<u>119,080.21</u>	<u>1,076,383.62</u>	<u>1,281,462.00</u>	<u>205,078.38</u>	<u>84.00</u>
<u>Commodities</u>					
5970100 - Supplies	4,229.09	47,878.87	113,000.00	65,121.13	42.37
5970110 - Meals	0.00	1,653.68	3,000.00	1,346.32	55.12
5970170 - Janitorial	1,895.01	9,261.92	19,965.00	10,703.08	46.39
5970260 - Postage & Parcel	1,000.00	14,224.50	16,000.00	1,775.50	88.90
5970500 - Water Bill	1,517.32	7,949.95	7,000.00	(949.95)	113.57
5970600 - Ebooks/Books	38,208.29	277,898.94	382,000.00	104,101.06	72.75

**Des Plaines Public Library
Expense Report
For the 10 Months Ended October 31, 2024**

	M.T.D. <u>Expended</u>	Y.T.D. <u>Expended</u>	Budgeted <u>Amount</u>	Budgeted <u>Remain.</u>	Prct. <u>Expend.</u>
5970610 - E-audio/Audio	3,417.47	38,931.38	69,000.00	30,068.62	56.42
5970620 - E-Subscriptions/Subscriptions	1,889.42	51,039.75	51,430.00	390.25	99.24
5970630 - Visual Materials	26,778.04	154,291.71	194,900.00	40,608.29	79.16
5970640 - Databases	15,532.63	154,540.63	170,000.00	15,459.37	90.91
5970810 - Natural Gas	325.18	15,087.19	28,000.00	12,912.81	53.88
5970850 - Gasoline	0.00	215.66	800.00	584.34	26.96
5970900 - Equipment < \$10,000	<u>1,990.00</u>	<u>10,170.82</u>	<u>13,900.00</u>	<u>3,729.18</u>	<u>73.17</u>
	<u>96,782.45</u>	<u>783,145.00</u>	<u>1,068,995.00</u>	<u>285,850.00</u>	<u>73.26</u>
 <u>Capital Expenditures</u>					
5980300 - Improvements	0.00	0.00	20,000.00	20,000.00	0.00
5980410 - Computer Hardware	0.00	8,130.73	10,000.00	1,869.27	81.31
5980420 - Computer Software	6,468.00	90,291.15	105,611.00	15,319.85	85.49
5980600 - Furniture & Fixtures	<u>0.00</u>	<u>4,866.25</u>	<u>54,500.00</u>	<u>49,633.75</u>	<u>8.93</u>
	<u>6,468.00</u>	<u>103,288.13</u>	<u>190,111.00</u>	<u>86,822.87</u>	<u>54.33</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>1,045.10</u>	<u>11,847.72</u>	<u>0.00</u>	<u>(11,847.72)</u>	<u>0.00</u>
	<u>1,045.10</u>	<u>68,333.41</u>	<u>593,760.00</u>	<u>525,426.59</u>	<u>11.51</u>
 Total Library Fund Expenditures	 <u>500,962.47</u>	 <u>5,469,838.65</u>	 <u>8,148,711.00</u>	 <u>2,678,872.35</u>	 <u>67.13</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	24,500.00	316,467.70	369,500.00	53,032.30	85.65
5980410 - Computer Hardware	(59,776.87)	194,035.85	246,800.00	52,764.15	78.62
5980420 - Computer Software	0.00	3,214.43	0.00	(3,214.43)	0.00
5980430 - Makerspace Donation Expenses	218,542.06	470,638.92	0.00	(470,638.92)	0.00
5980600 - Furniture and Fixtures	<u>45,509.24</u>	<u>45,509.24</u>	<u>50,000.00</u>	<u>4,490.76</u>	<u>91.02</u>
	<u>228,774.43</u>	<u>1,029,866.14</u>	<u>1,316,300.00</u>	<u>286,433.86</u>	<u>78.24</u>
 Total Capital Projects Fund Expenditures	 <u>228,774.43</u>	 <u>1,029,866.14</u>	 <u>1,316,300.00</u>	 <u>286,433.86</u>	 <u>78.24</u>
 Total of All Funds	 <u>729,736.90</u>	 <u>6,499,704.79</u>	 <u>9,465,011.00</u>	 <u>2,965,306.21</u>	 <u>68.67</u>

Des Plaines Public Library

Check List

All Bank Accounts

October 18, 2024 - November 21, 2024

Check Number	Check Date	Payee	Amount
Vendor Checks			
4003	11/21/24	LIBRARY FURNITURE INTERNTL	45,509.24
9002	11/21/24	ABT ELECTRONIC	1,323.59
9003	11/21/24	Fairway Laser Systems	24,500.00
20450	10/31/24	NETBASE SYSTEMS SOLUTIONS PLLC	(101,834.10)
20458	10/18/24	NETBASE SYSTEMS SOLUTIONS PLLC	40,733.64
20459	11/21/24	ALLDATA LLC	1,500.00
20460	11/21/24	ANDERSON PEST SOLUTIONS	1,833.34
20461	11/21/24	AQUARIUM ADVENTURE	160.00
20462	11/21/24	AUTOMATED LOGIC, INC.	5,173.00
20463	11/21/24	BACKGROUND SCREENING CONSULTANTS LLC	195.00
20464	11/21/24	BAKER & TAYLOR	21,410.66
20465	11/21/24	BISHOP PLUMBING, INC.	795.55
20466	11/21/24	CENGAGE LEARNING/GALE	5,408.47
20467	11/21/24	CHILDREN'S PLUS, INC.	4,106.73
20468	11/21/24	CITY OF DES PLAINES	1,517.32
20469	11/21/24	CITY OF DES PLAINES	5,700.00
20470	11/21/24	COLLEY ELEVATOR COMPANY	678.00
20471	11/21/24	COOPERATIVE COMPUTER SERVICES	20,901.25
20472	11/21/24	CRYSTAL MAINTENANCE SERVICES CORP	4,892.50
20473	11/21/24	D&Z HOUSE OF BOOKS	2,025.71
20474	11/21/24	East Carolina University Joyner Library	59.87
20475	11/21/24	EBSCO INFORMATION SERVICES	75.40
20476	11/21/24	e-ImageData Corp	132.31
20477	11/21/24	FLOOD BROTHERS DISPOSAL & RECYCLING SERVICES	684.73
20478	11/21/24	GARVEY'S OFFICE PRODUCTS	1,895.01
20479	11/21/24	GPS Americas	3,713.95
20480	11/21/24	ILLINOIS LIBRARY ASSOCIATION	1,050.00
20481	11/21/24	IMAGE SYSTEMS & BUSINESS SOLUTIONS, LLC.	1,450.34
20482	11/21/24	J&S PLUMBING, INC.	1,225.00
20483	11/21/24	Jess Kuczynski	60.00
20484	11/21/24	JOHN G DONAHUE	180.00
20485	11/21/24	KANOPI	7,000.00
20486	11/21/24	Keenna Shah Salwan	1,000.00
20487	11/21/24	Larry Huffman	60.00
20488	11/21/24	LAUTERBACH & AMEN, LLP.	3,685.00
20489	11/21/24	LIMRICC	64,490.49
20490	11/21/24	LYNGSOE SYSTEMS, INC	12,632.00
20491	11/21/24	Marlin Leasing Corp	1,864.50
20492	11/21/24	MIDWEST TAPE	9,000.00
20493	11/21/24	MIDWEST TAPE	10,639.47
20494	11/21/24	OAKBROOK MECHANICAL SERVICES	3,230.00
20495	11/21/24	OUTSOURCE SOLUTIONS GROUP, INC.	41,385.65
20496	11/21/24	OVERDRIVE, INC.	12,072.29
20497	11/21/24	Paul Neumann	300.00
20498	11/21/24	Playaway Products LLC	1,124.81
20499	11/21/24	RAILS	7,233.16
20500	11/21/24	RANDOM RINGERS	400.00
20501	11/21/24	Samantha Gutzmer	300.00
20502	11/21/24	SCHOLASTIC LIBRARY PUBLISHING	1,391.00
20503	11/21/24	Swan Library Services	12.95
20504	11/21/24	THOMAS KLISE/CRIMSON MULTIMEDIA	1,081.99
20505	11/21/24	TODAY'S BUSINESS SOLUTIONS INC	357.76
20506	11/21/24	VISOGRAPHIC	6,536.10
52149	10/31/24	BANKCARD SERVICES	18,858.55
52150	10/31/24	NEOFUNDS BY NEOPOST	1,000.00
52151	10/31/24	VERIZON WIRELESS	761.35
52152	10/31/24	COMCAST CABLE	34.50

Des Plaines Public Library

Check List

All Bank Accounts

October 18, 2024 - November 21, 2024

Check Number	Check Date	Payee	Amount
52153	10/31/24	COMCAST CABLE	1,363.56
52154	10/31/24	FRIENDS OF THE DES PLAINES PUBLIC LIBRARY	1,045.10
52155	10/31/24	NICOR GAS	325.18
52156	10/31/24	IMRF	3,174.48
52157	10/31/24	NATIONWIDE RETIREMENT SOLUTIONS	450.00
52158	10/31/24	ADP	1,007.45
60007	10/31/24	TROOP CONTRACTING, INC	218,542.06
		Vendor Check Total	<u>529,415.91</u>
		Check List Total	<u><u>529,415.91</u></u>

Check count = 64

Des Plaines Public Library Vendor Checks Report

Village B&T Donation #6718, Village B&T Checking #0289, Village B&T Donation #9821
October 2024

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
Vendor Checks						
LIBRARY FURNITURE INTERNTL				4003	11/21/24	<u>45,509.24</u>
202-5980600	Furniture and Fixtures	Inv 9717	45,509.24			
ABT ELECTRONIC				9002	11/21/24	<u>1,323.59</u>
202-5980410	Computer Hardware	PO 10312024A	1,323.59			
Fairway Laser Systems				9003	11/21/24	<u>24,500.00</u>
202-5980400	Equipment	Inv 24-540	24,500.00			
NETBASE SYSTEMS SOLUTIONS PLLC				20450	10/31/24	<u>(101,834.10)</u>
202-5980410	Computer Hardware	To VOID Check 20450	-101,834.10			
NETBASE SYSTEMS SOLUTIONS PLLC				20458	10/18/24	<u>40,733.64</u>
202-5980410	Computer Hardware	Inv 012069 - Remainder	40,733.64			
ALLDATA LLC				20459	11/21/24	<u>1,500.00</u>
201-5970640	Databases	Inv 05020355; 11.02.24	1,500.00			
ANDERSON PEST SOLUTIONS				20460	11/21/24	<u>1,833.34</u>
201-5930020	R&M Buildings & Structures	Inv 69239966; 10.02.24	1,833.34			
AQUARIUM ADVENTURE				20461	11/21/24	<u>160.00</u>
201-5960990	Misc. Contractual Services	Inv 17366; 09.30.24	160.00			
AUTOMATED LOGIC, INC.				20462	11/21/24	<u>5,173.00</u>
201-5930020	R&M Buildings & Structures	Inv 537909; 10.07.24	5,173.00			
BACKGROUND SCREENING CONSULTANTS LLC				20463	11/21/24	<u>195.00</u>
201-5960040	Pre-Employment Testing	Inv 24493; 11.01.24	195.00			
BAKER & TAYLOR				20464	11/21/24	<u>21,410.66</u>
201-5960990	Misc. Contractual Services	Inv 2038599301	2.69			
201-5960990	Misc. Contractual Services	Inv 2038637155	2.69			
201-5960990	Misc. Contractual Services	Inv 2038595973	3.40			
201-5960990	Misc. Contractual Services	Inv 2038583441	3.74			
201-5960990	Misc. Contractual Services	Inv 2038634677	3.74			
201-5960990	Misc. Contractual Services	inv 2038633335	4.43			
201-5960990	Misc. Contractual Services	Inv 2038599451	5.18			
201-5960990	Misc. Contractual Services	Inv 2038561672	9.12			
201-5960990	Misc. Contractual Services	Inv 2038608033	9.65			
201-5960990	Misc. Contractual Services	Inv 2038608018	10.10			
201-5970600	Ebooks/Books	Inv 2038634677	10.36			
201-5960990	Misc. Contractual Services	Inv 2038634522	10.78			
201-5970600	Ebooks/Books	Inv 2038599451	12.22			
201-5970600	Ebooks/Books	Inv 2038637155	12.23			
201-5970600	Ebooks/Books	Inv 2038599301	12.99			
201-5960990	Misc. Contractual Services	Inv 2038600737	13.29			
201-5960990	Misc. Contractual Services	Inv 2038664751	14.45			
201-5960990	Misc. Contractual Services	Inv 2038583208	15.15			
201-5960990	Misc. Contractual Services	Inv 2038605684	15.47			
201-5960990	Misc. Contractual Services	Inv 2038657699	16.17			
201-5960990	Misc. Contractual Services	Inv 2038642629	16.87			
201-5960990	Misc. Contractual Services	Inv 2038658464	17.42			
201-5970600	Ebooks/Books	Inv 2038583441	17.43			
201-5960990	Misc. Contractual Services	Inv 2038632673	19.56			

Des Plaines Public Library

Vendor Checks Report

Village B&T Donation #6718, Village B&T Checking #0289, Village B&T Donation #9821
October 2024

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
201-5960990	Misc. Contractual Services	Inv 2038586325	19.58			
201-5960990	Misc. Contractual Services	Inv 2038637109	19.58			
201-5960990	Misc. Contractual Services	Inv 2038602423	20.34			
201-5970600	Ebooks/Books	Inv 2038595972	20.60			
201-5960990	Misc. Contractual Services	Inv 2038627484	20.72			
201-5970600	Ebooks/Books	Inv 2038634522	21.27			
201-5970600	Ebooks/Books	Inv 2038608018	21.81			
201-5960990	Misc. Contractual Services	Inv 2038611140	21.83			
201-5970600	Ebooks/Books	inv 2038633335	21.85			
201-5960990	Misc. Contractual Services	Inv 2038586286	23.40			
201-5960990	Misc. Contractual Services	Inv 2038596108	23.50			
201-5960990	Misc. Contractual Services	Inv 2038583173	25.40			
201-5960990	Misc. Contractual Services	Inv 2038637163	25.91			
201-5960990	Misc. Contractual Services	Inv 2038597578	26.65			
201-5960990	Misc. Contractual Services	Inv 2038583387	27.84			
201-5970600	Ebooks/Books	Inv 2038627484	28.49			
201-5960990	Misc. Contractual Services	Inv 2038569286	28.86			
201-5960990	Misc. Contractual Services	Inv 2038649705	29.23			
201-5960990	Misc. Contractual Services	Inv 2038664600	30.51			
201-5960990	Misc. Contractual Services	Inv 2038606727	30.55			
201-5960990	Misc. Contractual Services	Inv 2038600281	30.86			
201-5970600	Ebooks/Books	Inv 2038608033	31.01			
201-5970600	Ebooks/Books	Inv 2038583208	32.33			
201-5960990	Misc. Contractual Services	Inv 2038557636	32.84			
201-5960990	Misc. Contractual Services	Inv 2038579760	33.09			
201-5960990	Misc. Contractual Services	Inv 2038657675	33.20			
201-5970600	Ebooks/Books	Inv 2038664751	33.33			
201-5970600	Ebooks/Books	Inv 2038657699	34.59			
201-5970600	Ebooks/Books	Inv 2038605684	35.17			
201-5960990	Misc. Contractual Services	Inv 2038649797	36.26			
201-5960990	Misc. Contractual Services	Inv 2038637085	42.62			
201-5960990	Misc. Contractual Services	Inv 2038656760	44.22			
201-5960990	Misc. Contractual Services	Inv 2038564164	44.95			
201-5960990	Misc. Contractual Services	Inv 2038564164	44.95			
201-5960990	Misc. Contractual Services	Inv 2038608007	46.40			
201-5970600	Ebooks/Books	Inv 2038561672	47.40			
201-5960990	Misc. Contractual Services	Inv 2038579755	47.79			
201-5960990	Misc. Contractual Services	Inv 2038634643	48.41			
201-5960990	Misc. Contractual Services	Inv 2038639887	49.58			
201-5970600	Ebooks/Books	Inv 2038658464	49.74			
201-5970600	Ebooks/Books	Inv 2038600737	50.36			
201-5960990	Misc. Contractual Services	Inv 2038611052	50.66			
201-5970600	Ebooks/Books	Inv 2038632673	51.51			
201-5960990	Misc. Contractual Services	Inv 2038617743	51.72			
201-5960990	Misc. Contractual Services	Inv 2038664989	51.97			
201-5960990	Misc. Contractual Services	Inv 2038617738	52.46			
201-5970600	Ebooks/Books	Inv 2038617738	52.46			
201-5960990	Misc. Contractual Services	Inv 2038606626	53.16			
201-5970600	Ebooks/Books	Inv 2038642089	55.32			
201-5970600	Ebooks/Books	Inv 2038642629	57.13			
201-5960990	Misc. Contractual Services	Inv 2038599012	57.14			
201-5960990	Misc. Contractual Services	Inv 2038649012	58.75			
201-5960990	Misc. Contractual Services	Inv 2038600733	61.54			
201-5960990	Misc. Contractual Services	Inv 2038608077	61.91			
201-5960990	Misc. Contractual Services	Inv 2038643895	62.15			
201-5960990	Misc. Contractual Services	Inv 2038624987	64.56			

Des Plaines Public Library

Vendor Checks Report

Village B&T Donation #6718, Village B&T Checking #0289, Village B&T Donation #9821
October 2024

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
201-5970600	Ebooks/Books	Inv 2038586325	64.74			
201-5970600	Ebooks/Books	Inv 2038569286	65.44			
201-5960990	Misc. Contractual Services	Inv 2038621375	65.75			
201-5970600	Ebooks/Books	Inv 2038557636	66.31			
201-5970600	Ebooks/Books	Inv 2038606626	67.41			
201-5960990	Misc. Contractual Services	Inv 2038621442	68.90			
201-5970600	Ebooks/Books	Inv 2038637163	70.03			
201-5960990	Misc. Contractual Services	Inv 2038640418	70.07			
201-5960990	Misc. Contractual Services	Inv 2038598993	72.18			
201-5960990	Misc. Contractual Services	Inv 2038605618	73.01			
201-5970600	Ebooks/Books	Inv 2038611140	75.59			
201-5970600	Ebooks/Books	Inv 2038637109	77.68			
201-5970600	Ebooks/Books	Inv 2038649797	78.47			
201-5960990	Misc. Contractual Services	Inv 2038620145	81.72			
201-5960990	Misc. Contractual Services	Inv 2038637971	82.26			
201-5970600	Ebooks/Books	Inv 2038583387	85.23			
201-5960990	Misc. Contractual Services	Inv 2038593179	85.77			
201-5960990	Misc. Contractual Services	Inv 2038589407	86.04			
201-5970600	Ebooks/Books	Inv 2038602423	88.02			
201-5960990	Misc. Contractual Services	Inv 2038570830	88.75			
201-5960990	Misc. Contractual Services	Inv 2038600735	89.49			
201-5960990	Misc. Contractual Services	Inv 2038655381	92.33			
201-5960990	Misc. Contractual Services	Inv 2038596455	96.59			
201-5970600	Ebooks/Books	Inv 2038586286	97.57			
201-5960990	Misc. Contractual Services	Inv 2038600283	113.54			
201-5970600	Ebooks/Books	Inv 2038600281	122.03			
201-5960990	Misc. Contractual Services	Inv 2038602510	126.26			
201-5970600	Ebooks/Books	Inv 2038583173	126.75			
201-5970600	Ebooks/Books	Inv 2038649705	128.16			
201-5970600	Ebooks/Books	Inv 2038597578	129.18			
201-5960990	Misc. Contractual Services	Inv 2038606616	131.92			
201-5970600	Ebooks/Books	Inv 2038657675	135.41			
201-5970600	Ebooks/Books	Inv 2038617743	137.35			
201-5970600	Ebooks/Books	Inv 2038664600	142.75			
201-5970600	Ebooks/Books	Inv 2038579755	143.50			
201-5970600	Ebooks/Books	Inv 2038598993	144.93			
201-5970600	Ebooks/Books	Inv 2038606727	149.06			
201-5970600	Ebooks/Books	Inv 2038579760	160.81			
201-5970600	Ebooks/Books	Inv 2038596107	171.36			
201-5960990	Misc. Contractual Services	Inv 2038648967	179.83			
201-5970600	Ebooks/Books	Inv 2038637085	193.81			
201-5970630	Visual Materials	Inv 2038600007	195.51			
201-5970600	Ebooks/Books	Inv 2038617738	196.49			
201-5970600	Ebooks/Books	Inv 2038564164	208.30			
201-5970600	Ebooks/Books	Inv 2038564164	208.30			
201-5970600	Ebooks/Books	Inv 2038649012	212.10			
201-5970600	Ebooks/Books	Inv 2038592429	220.53			
201-5970600	Ebooks/Books	Inv 2038656760	221.61			
201-5970600	Ebooks/Books	Inv 2038608007	222.27			
201-5970600	Ebooks/Books	Inv 2038633334	222.93			
201-5970600	Ebooks/Books	Inv 2038599012	246.43			
201-5970600	Ebooks/Books	Inv 2038634643	266.82			
201-5970600	Ebooks/Books	Inv 2038621375	289.20			
201-5970600	Ebooks/Books	Inv 2038608077	293.84			
201-5970600	Ebooks/Books	Inv 2038664989	299.14			
201-5970600	Ebooks/Books	Inv 2038639887	300.31			

Des Plaines Public Library Vendor Checks Report

Village B&T Donation #6718, Village B&T Checking #0289, Village B&T Donation #9821
October 2024

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
201-5970600	Ebooks/Books	Inv 2038643895	301.99			
201-5970600	Ebooks/Books	Inv 2038611051	344.37			
201-5970600	Ebooks/Books	Inv 2038624987	351.96			
201-5970600	Ebooks/Books	Inv 2038570830	353.45			
201-5970600	Ebooks/Books	Inv 2038621442	392.84			
201-5970600	Ebooks/Books	Inv 2038600733	400.17			
201-5970600	Ebooks/Books	Inv 2038605618	438.41			
201-5970600	Ebooks/Books	Inv 2038596455	493.25			
201-5970600	Ebooks/Books	Inv 2038589407	527.68			
201-5970600	Ebooks/Books	Inv 2038602510	537.24			
201-5970600	Ebooks/Books	Inv 2038593178	542.33			
201-5970600	Ebooks/Books	Inv 2038640418	562.80			
201-5970600	Ebooks/Books	Inv 2038600734	585.72			
201-5970600	Ebooks/Books	Inv 2038620144	637.49			
201-5970600	Ebooks/Books	Inv 2038637970	663.55			
201-5970600	Ebooks/Books	Inv 2038655381	672.27			
201-5970600	Ebooks/Books	Inv 2038600282	860.89			
201-5970600	Ebooks/Books	Inv 2038606615	973.22			
201-5970600	Ebooks/Books	Inv 2038648966	1,402.66			
BISHOP PLUMBING, INC.				20465	11/21/24	<u>795.55</u>
201-5930010	R&M Equipment	Inv 43189309; 10.03.24	795.55			
CENGAGE LEARNING/GALE				20466	11/21/24	<u>5,408.47</u>
201-5970640	Databases	Inv 85899615; 10.29.24	952.96			
201-5970640	Databases	Inv 85912813; 10.31.24	4,455.51			
CHILDREN'S PLUS, INC.				20467	11/21/24	<u>4,106.73</u>
201-5970600	Ebooks/Books	Inv 251888	1,989.74			
201-5970600	Ebooks/Books	Inv 251819	117.93			
201-5970600	Ebooks/Books	Inv 252306	18.58			
201-5970600	Ebooks/Books	Inv 252152	1,934.93			
201-5970600	Ebooks/Books	Inv 251993	19.58			
201-5970630	Visual Materials	Inv 252508	25.97			
CITY OF DES PLAINES				20468	11/21/24	<u>1,517.32</u>
201-5970500	Water Bill	07.29.24 - 09.30.24	1,517.32			
CITY OF DES PLAINES				20469	11/21/24	<u>5,700.00</u>
201-5920110	Professional Services	Inv 2021-00000020	5,700.00			
COLLEY ELEVATOR COMPANY				20470	11/21/24	<u>678.00</u>
201-5930020	R&M Buildings & Structures	Inv 269855; 11.01.24	678.00			
COOPERATIVE COMPUTER SERVICES				20471	11/21/24	<u>20,901.25</u>
201-5920140	Integrated Library System	Inv 2327; 10.15.24	20,901.25			
CRYSTAL MAINTENANCE SERVICES CORP				20472	11/21/24	<u>4,892.50</u>
201-5930320	Cleaning/Custodial Services	Inv 32302; 10.15.24	4,892.50			
D&Z HOUSE OF BOOKS				20473	11/21/24	<u>2,025.71</u>
201-5970600	Ebooks/Books	Inv 2024/I000151; 10.16.24	2,025.71			
East Carolina University Joyner Library				20474	11/21/24	<u>59.87</u>
201-5970600	Ebooks/Books	Inv 1389; 10.18.24	59.87			

Des Plaines Public Library Vendor Checks Report

Village B&T Donation #6718, Village B&T Checking #0289, Village B&T Donation #9821
October 2024

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
EBSCO INFORMATION SERVICES				20475	11/21/24	<u>75.40</u>
201-5970620	E-Subscriptions/Subscriptions	Inv 2501151; 10.13.24	114.40			
201-5970620	E-Subscriptions/Subscriptions	Credit memo 2501316	-39.00			
e-ImageData Corp				20476	11/21/24	<u>132.31</u>
201-5970100	Supplies	Inv 61259; 07.24.24	132.31			
FLOOD BROTHERS DISPOSAL & RECYCLING SERVICES				20477	11/21/24	<u>684.73</u>
201-5930490	Refuse Contract	Inv 7765942; 10.07.24	684.73			
GARVEY'S OFFICE PRODUCTS				20478	11/21/24	<u>1,895.01</u>
201-5970170	Janitorial	Inv 2626479; 10.11.24	1,122.50			
201-5970170	Janitorial	Inv 2633979; 10.31.24	772.51			
GPS Americas				20479	11/21/24	<u>3,713.95</u>
201-5960990	Misc. Contractual Services	Inv 20240516-46; 10.31.24	3,713.95			
ILLINOIS LIBRARY ASSOCIATION				20480	11/21/24	<u>1,050.00</u>
201-5920220	Membership Dues	2024-2025 ILA Memberships	1,050.00			
IMAGE SYSTEMS & BUSINESS SOLUTIONS, LLC.				20481	11/21/24	<u>1,450.34</u>
201-5930010	R&M Equipment	Inv 408307; 10.08.24	463.31			
201-5930010	R&M Equipment	Inv 408245; 10.07.24	987.03			
J&S PLUMBING, INC.				20482	11/21/24	<u>1,225.00</u>
201-5930020	R&M Buildings & Structures	Inv 236680; 10.08.24	1,225.00			
Jess Kuczynski				20483	11/21/24	<u>60.00</u>
201-5960210	Special Event Programming	Event Presentations	60.00			
JOHN G DONAHUE				20484	11/21/24	<u>180.00</u>
201-5960210	Special Event Programming	Job Counseling appointments	180.00			
KANOPY				20485	11/21/24	<u>7,000.00</u>
201-5970630	Visual Materials	Inv KDEP-23093	7,000.00			
Keenna Shah Salwan				20486	11/21/24	<u>1,000.00</u>
201-5960210	Special Event Programming	Dance Classes	1,000.00			
Larry Huffman				20487	11/21/24	<u>60.00</u>
201-5960210	Special Event Programming	Event Presentations	60.00			
LAUTERBACH & AMEN, LLP.				20488	11/21/24	<u>3,685.00</u>
201-5920110	Professional Services	Invoice No.97192; 10.30.24	2,070.00			
201-5920110	Professional Services	Invoice NO. 97802; 11.01.24	1,615.00			
LIMRICC				20489	11/21/24	<u>64,490.49</u>
201-2401002	Payroll Liabilities	October 2024	64,490.49			
LYNGSOE SYSTEMS, INC				20490	11/21/24	<u>12,632.00</u>
201-5930010	R&M Equipment	Inv 007286; 10.21.24	12,632.00			
Marlin Leasing Corp				20491	11/21/24	<u>1,864.50</u>
201-5930210	Rental of Equipment	Inv 40054641; 10.29.24	1,864.50			
MIDWEST TAPE				20492	11/21/24	<u>9,000.00</u>

Des Plaines Public Library Vendor Checks Report

Village B&T Donation #6718, Village B&T Checking #0289, Village B&T Donation #9821
October 2024

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
201-5970630	Visual Materials	Hoopla Inv 506258909	9,000.00			
MIDWEST TAPE				20493	11/21/24	<u>10,639.47</u>
201-5960990	Misc. Contractual Services	Inv 506166281	65.32			
201-5960990	Misc. Contractual Services	Inv 506166280	51.98			
201-5960990	Misc. Contractual Services	Inv 506166284	6.78			
201-5960990	Misc. Contractual Services	Inv 506166283	200.80			
201-5960990	Misc. Contractual Services	Inv 506130327	209.84			
201-5960990	Misc. Contractual Services	Inv 506130327	4.13			
201-5960990	Misc. Contractual Services	Inv 506130329	4.52			
201-5960990	Misc. Contractual Services	Inv 506130325	105.19			
201-5960990	Misc. Contractual Services	Inv 506199420	16.52			
201-5960990	Misc. Contractual Services	Inv 506199421	5.55			
201-5960990	Misc. Contractual Services	Inv 506194349	151.20			
201-5960990	Misc. Contractual Services	Inv 506194349	47.46			
201-5960990	Misc. Contractual Services	Inv 506223413	150.28			
201-5960990	Misc. Contractual Services	Inv 506223414	15.82			
201-5960990	Misc. Contractual Services	Inv 506264632	11.30			
201-5960990	Misc. Contractual Services	Inv 506264633	52.93			
201-5960990	Misc. Contractual Services	Inv 506223415	83.25			
201-5960990	Misc. Contractual Services	Inv 506264636	127.56			
201-5960990	Misc. Contractual Services	Inv 506264635	87.04			
201-5960990	Misc. Contractual Services	Inv 506223411	32.66			
201-5970610	E-audio/Audio	Inv 506166281	223.04			
201-5970610	E-audio/Audio	Inv 506166284	164.97			
201-5970610	E-audio/Audio	Inv 506130327	21.59			
201-5970610	E-audio/Audio	Inv 506130329	89.98			
201-5970610	E-audio/Audio	Inv 506199420	50.81			
201-5970610	E-audio/Audio	Inv 506194349	1,167.79			
201-5970610	E-audio/Audio	Inv 506223414	325.93			
201-5970610	E-audio/Audio	Inv 506264632	192.95			
201-5970610	E-audio/Audio	Inv 506264633	177.17			
201-5970610	E-audio/Audio	Inv 506223411	106.42			
201-5970630	Visual Materials	Inv 506166280	233.72			
201-5970630	Visual Materials	Inv 506166283	742.86			
201-5970630	Visual Materials	Inv 506130327	906.36			
201-5970630	Visual Materials	Inv 506130325	472.77			
201-5970630	Visual Materials	Inv 506120953	52.48			
201-5970630	Visual Materials	Inv 506139024	128.96			
201-5970630	Visual Materials	Inv 506139025	194.95			
201-5970630	Visual Materials	Inv 506120955	61.48			
201-5970630	Visual Materials	Inv 506199421	29.99			
201-5970630	Visual Materials	Inv 506242079	161.20			
201-5970630	Visual Materials	Inv 506242074	37.49			
201-5970630	Visual Materials	Inv 506242077	128.96			
201-5970630	Visual Materials	Inv 506242075	70.48			
201-5970630	Visual Materials	Inv 506242078	299.92			
201-5970630	Visual Materials	Inv 506217582	161.96			
201-5970630	Visual Materials	Inv 506217580	38.24			
201-5970630	Visual Materials	Inv 506194348	553.98			
201-5970630	Visual Materials	Inv 506189146	70.48			
201-5970630	Visual Materials	Inv 506189145	64.48			
201-5970630	Visual Materials	Inv 506189143	37.49			
201-5970630	Visual Materials	Inv 506223413	712.95			
201-5970630	Visual Materials	Inv 506223415	480.35			
201-5970630	Visual Materials	Inv 506264636	616.99			

Des Plaines Public Library Vendor Checks Report

Village B&T Donation #6718, Village B&T Checking #0289, Village B&T Donation #9821
October 2024

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
201-5970630	Visual Materials	Inv 506264635	430.15			
OAKBROOK MECHANICAL SERVICES				20494	11/21/24	<u>3,230.00</u>
201-5930020	R&M Buildings & Structures	Inv 40701; 11.01.24	3,230.00			
OUTSOURCE SOLUTIONS GROUP, INC.				20495	11/21/24	<u>41,385.65</u>
201-5920110	Professional Services	Inv 81392; 11.06.24	33,455.59			
201-5960990	Misc. Contractual Services	Inv 81393; 11.06.24	2,318.00			
201-5980420	Computer Software	Inv 81393; 11.06.24	4,305.26			
201-5980420	Computer Software	Inv 81070; 10.15.24	653.40			
201-5980420	Computer Software	Inv 80751; 09.16.24	653.40			
OVERDRIVE, INC.				20496	11/21/24	<u>12,072.29</u>
201-5970600	Ebooks/Books	Inv 01018CP24340248; 10.31.24	195.64			
201-5970600	Ebooks/Books	Inv 01018CP2489976; 09.30.24	271.67			
201-5970600	Ebooks/Books	Inv 01018MA24292256; 09.30.24	5,762.26			
201-5970600	Ebooks/Books	Inv 01018CP24339692; 10.31.24	138.08			
201-5970600	Ebooks/Books	Inv 01018MA24337325; 10.31.24	121.72			
201-5970600	Ebooks/Books	Inv 01018MA24341770; 10.31.24	5,582.92			
Paul Neumann				20497	11/21/24	<u>300.00</u>
201-5960210	Special Event Programming	Event Presentation	300.00			
Playaway Products LLC				20498	11/21/24	<u>1,124.81</u>
201-5970600	Ebooks/Books	Inv 477169; 10.09.24	300.95			
201-5970610	E-audio/Audio	Inv 476874; 10.03.24	758.87			
201-5970610	E-audio/Audio	Inv 478169; 10.16.24	64.99			
RAILS				20499	11/21/24	<u>7,233.16</u>
201-5970640	Databases	Inv 13458; 11.05.24	2,119.16			
201-5970640	Databases	Inv 13388; 10.04.24	5,114.00			
RANDOM RINGERS				20500	11/21/24	<u>400.00</u>
201-5960210	Special Event Programming	Event Presentation; 12.13.24	400.00			
Samantha Gutzmer				20501	11/21/24	<u>300.00</u>
201-5960210	Special Event Programming	Event Presentations	300.00			
SCHOLASTIC LIBRARY PUBLISHING				20502	11/21/24	<u>1,391.00</u>
201-5970640	Databases	Inv 52874461; 09.25.24	1,391.00			
Swan Library Services				20503	11/21/24	<u>12.95</u>
201-5970600	Ebooks/Books	Inv 11466; 10.10.24	12.95			
THOMAS KLISE/CRIMSON MULTIMEDIA				20504	11/21/24	<u>1,081.99</u>
201-5970630	Visual Materials	PO 101424JVG	818.62			
201-5970630	Visual Materials	PO 101424JVG_QP	263.37			
TODAY'S BUSINESS SOLUTIONS INC				20505	11/21/24	<u>357.76</u>
201-5930010	R&M Equipment	Inv 102824-28; 10.29.24	357.76			
VISOGRAPHIC				20506	11/21/24	<u>6,536.10</u>
201-5920210	Marketing	Inv 243344; 10.14.24	6,536.10			

Check List Total 282,853.68

Des Plaines Public Library
ACH Register

All Bank Accounts

October 1, 2024 - October 31, 2024

ACH Number	ACH Date	Payee	Amount
Vendor Checks			
52149	10/31/24	BANKCARD SERVICES	18,858.55
52150	10/31/24	NEOFUNDS BY NEOPOST	1,000.00
52151	10/31/24	VERIZON WIRELESS	761.35
52152	10/31/24	COMCAST CABLE	34.50
52153	10/31/24	COMCAST CABLE	1,363.56
52154	10/31/24	FRIENDS OF THE DES PLAINES PUBLIC LIBRARY	1,045.10
52155	10/31/24	NICOR GAS	325.18
52156	10/31/24	IMRF	3,174.48
52157	10/31/24	NATIONWIDE RETIREMENT SOLUTIONS	450.00
52158	10/31/24	ADP	1,007.45
60007	10/31/24	TROOP CONTRACTING, INC	218,542.06
		Vendor Check Total	<u>246,562.23</u>
		Check List Total	<u><u>246,562.23</u></u>

Check count = 11

DES PLAINES PUBLIC LIBRARY

**CASH FLOW SUMMARY
For the Year Ended December 31, 2024**

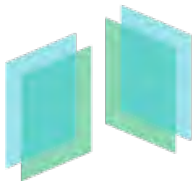
	January	February	March	April	May	June	July	August	September	October	November	December
Balance Sheet												
Cash & Investments	\$ 5,407,213	5,753,298	7,730,714	7,205,561	6,723,973	6,667,006	7,571,885	8,668,375	7,875,969	8,007,405		
Revenue (M-T-D)												
Property Taxes	-	792,110	2,521,449		(22,984)	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		
	121,322	815,874	2,610,915	26,800	79,136	539,057	1,349,316	1,753,327	38,878	893,202		
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		
Other Expense	477,947	247,204	260,935	236,783	187,805	114,016	260,701	452,278	371,199	452,150		
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		
	584,408	469,790	633,499	551,953	560,724	596,024	444,437	656,837	831,284	761,766		
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		

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

OCTOBER 2024

COMINGS & GOINGS

COMING

Allie Ellis - PT Production Clerk
Kelly Harig - PT Youth Services Assistant
Julie Horner - PT Materials Services Page
Maritza Jimenez - PT Materials Services Page

GOING

Ethan Webb - PT Materials Services Clerk
Jillian Sliwa - PT Materials Services Page
Kathryn Huk - PT Materials Services Page
Valerie Clark - PT Materials Services Page

AROUND THE LIBRARY

Presidential General Election
EARLY VOTING
October 21 - November 4
at the Des Plaines Public Library
in Meeting Room C, First Floor
(We are not a polling place on Election Day, November 5)

12,877 Votes Cast at DPPL

DPPL'S Wicked Good Writing Contest

I saw this creepy man with red eyes, green hair, chicken feet as hands and with a necklace with my name on it. When I went to go up to him he vanished, when I went to go look where he was, he was right behind me the whole time.

Massimo D., 6th grade

BOOKSALES DONATIONS ADVOCACY
FUNDRAISING VOLUNTEERING COMMUNITY
PARTNERSHIPS SPECIAL EVENTS
MEMBERSHIP DRIVES SUPPORT
CELEBRATIONS RESOURCES PROMOTION
COLLABORATION LIBRARY LOVE

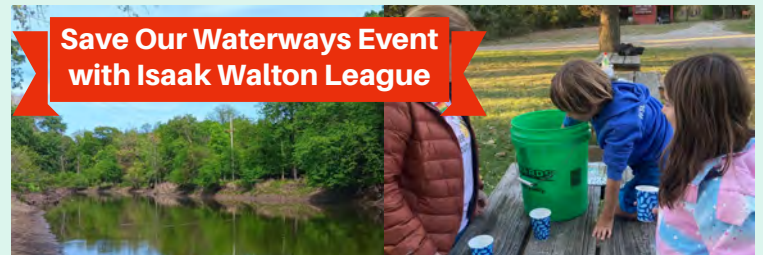
Thank the Friends.

NATIONAL Friends of Libraries WEEK
OCTOBER 21-26, 2024

National Friends of the Library Week

Friends of the Des Plaines Public Library

ON THE TOWN



DPPL CELEBRATES

Celebrate Indigenous Peoples Day

Books featured: *We Still Belong* by Christine Day, *Joy Harjo: Weaving Sundown in a Scarlet Light*, *Indigenous Peoples Day*, *Wandering Stars* by Tommy Orange.

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OCTOBER PROGRAM HIGHLIGHTS

ADULT

TEEN

YOUTH

D&D PHANTASMA NOCTIS
 Tuesday, October 29
 from 6pm - 8pm
 Come join us for a scary Dungeons & Dragons one shot experience at the Library!
 New and experienced players alike are welcome. Meets in Room A.
 Please Register
 Learn more at DPPL.ORG
 Des Plaines Public Library

DECORATE SUGAR SKULLS
 WEDNESDAY, OCTOBER 23 2:00PM - 3:00PM
 Decorating sugar skulls is a Dia de los Muertos (Day of the Dead) custom to honor the deceased. Come decorate a skull to take home.
 4th Floor Forum
 Learn more at DPPL.ORG
 Des Plaines Public Library

RAISE YOUR VOICE
 WITH JASON REYNOLDS
 Tuesday, October 22 | 7:00pm
 Hear Jason Reynolds New York Times bestselling author, author of and more! The recipient of a National Book Award, a Coretta Scott King Award, and more award-winning titles, Jason will share the stories, Ghost, Lemon, and How We Got Here.
 Please Register Virtual Via Zoom
 Learn more at DPPL.ORG
 Des Plaines Public Library

OCTOBER 11 6:30PM - 8:30PM
 What's this? What's this?
 An interactive movie featuring our favorite pumpkin king! Join us in person along with friends all the people you need to know, yet not with them! Watch the characters who watch the film, break and 21+ refreshments provided. Feel free to dress up and come to costume!
 Meets in Room B/C
 Please Register
 Learn more at DPPL.ORG
 Des Plaines Public Library

HOME ENERGY SAVINGS
 Saturday, October 12
 10:00am in Room A
 Citizens Utility Board (CUB) will explain ways to save money.
 Understanding your utility bills
 Your energy choices
 Energy efficiency programs
 Solar options
 Learn more at DPPL.ORG
 Des Plaines Public Library

GARDENING CAN BE MURDER
 Monday, October 21 Virtual via Zoom
 Starts at 7:00pm
 Join Martha McNowell, a writer, gardener and avid mystery reader, in exploring the many ways in which writers have found inspiration in the sinister side of gardening.
 Please Register.
 Learn more at DPPL.ORG
 Des Plaines Public Library

Teen HALLOWEEN PARTY
 Thursday, Oct 31st from 4pm - 5:30pm
 3rd Floor Teen Commons
 Not into trick or treating? Come hang out at the library for some tricks, treats, and spooky Fun! Costumes are encouraged but not required.
 For teens in 7th grade and up.
 No registration required.
 Learn more at DPPL.ORG
 Des Plaines Public Library

All Programs meet in The Commons from 4 - 6 pm For Teens in grades 7-12

CODE Q
 SEPTEMBER 9TH & OCTOBER 14TH ON MONDAY
 Are you or your best friend an LGBTQ teen? Join us and show your support on we watch movies, play games and interact about topics that support the LGBTQ youth.

DRAWING CLUB
 SEPTEMBER 10TH AND OCTOBER 15TH ON TUESDAY
 Do you like to draw? Bring your sketchbook, iPad, or blank paper and let's draw together!

ANIME CLUB
 SEPTEMBER 24TH & OCTOBER 22ND ON TUESDAY
 Join us to watch your favorite anime, read and discuss manga, create your own artwork, and treat yourself to some Japanese snacks.
 Learn more at DPPL.ORG
 Des Plaines Public Library

Teen Take & Make PAPEL PICADO
 BEGINNING OCT 7
 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
 Des Plaines Public Library

happy tails
 Wednesdays at 4pm
 August 21st, September 25th, and October 29th
 All furry pets deserve to play in style! Join us as we make a push nose fleece tug toy for a pup or feline in need.
 For teens in grades 7-12.
 Learn more at DPPL.ORG
 Des Plaines Public Library

Happy Notes
 Wednesdays, August 14th, September 11th, and October 9th
 4:00pm in The Commons
 Earn service hours by making uplifting cards for hospitalized kids! Materials will be provided. For teens in grades 7-12.
 Learn more at DPPL.ORG
 Des Plaines Public Library

Life Drawing AT THE LIBRARY
 Saturdays from 10:00am - 12:00pm
 Sept 14 Oct 12 Nov 9 Dec 7
 Learn to draw the human body with a clothed model, located in the 3rd Floor Commons. Please register in advance as space is limited, open to adults, seniors, and teens.
 Paper and pencils will be provided, however attendees are encouraged to bring their own sketchbooks, photo, and easels. Individuals must clean up any artistic mess post program.
 No Registration Required.
 Learn more at DPPL.ORG
 Des Plaines Public Library

GRAPHIC NOVEL CLUB
 OCT. 3 6-7 P.M. YS PROGRAM ROOM
 LOVE GRAPHIC NOVELS AND COMICS? JOIN US TO DISCUSS OUR LATEST READ, SHARE ALL ABOUT THE OTHER GRAPHIC NOVELS YOU LOVE, AND MAKE NEW FRIENDS!
 FOR AGES 9-12
 Learn more at DPPL.ORG
 Des Plaines Public Library

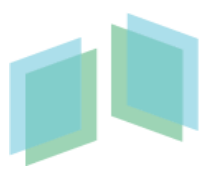


THE MAKER'S PLACE
 OCTOBER 8
 4:00-5:00 PM
 YS PROGRAM ROOM
 If you are between 9-12, live to make stuff, eat snacks, and hang out, come on into the Maker's Place. We will meet monthly to relax and make something cool.
 REGISTRATION REQUIRED
 Learn more at DPPL.ORG
 Des Plaines Public Library

LEGO LEAGUE
 MONDAYS, 9/23, 10/21, 11/18 (AT) 6:30 PM
 WE SUPPLY LEGOS AND A THEME, YOU SUPPLY THE IMAGINATION!
 Grades K-6. Registration opens one week before program.
 LEARN MORE AT DPPL.ORG
 Des Plaines Public Library

Toddler Time
 TUESDAYS @ 10AM September 3, 17, October 1, 8, 15, November 5, 12, 19
 THURSDAYS @ 10AM September 5, 12, 19, October 3, 10, 17, November 7, 14, 21
 Stories! Songs! Rhymes! Movement!
 Drop by the Post Tree Corner at 10:00am to participate.
 Learn more at DPPL.ORG
 Des Plaines Public Library

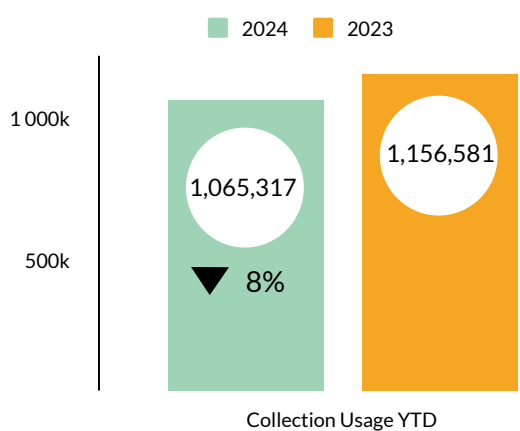
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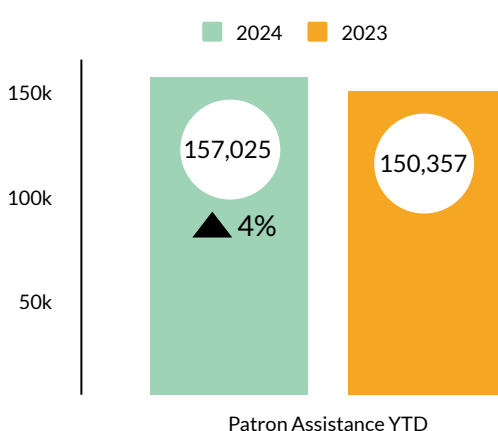
STATISTICS REPORT

On October 2024

Collection Usage YTD

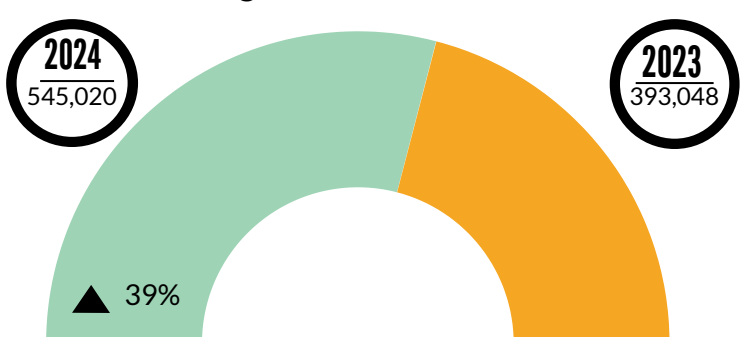


Patron Assistance YTD



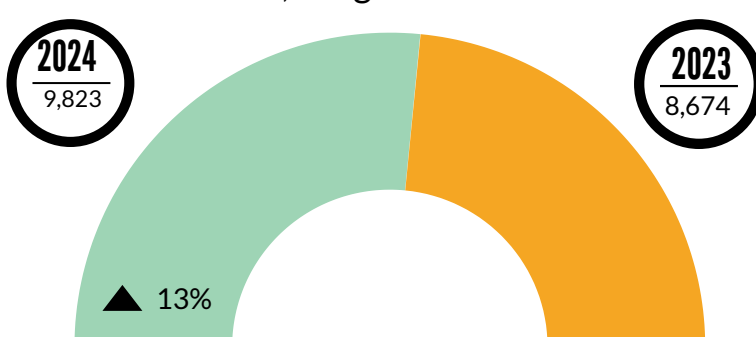
Attendance All - YTD

Events, Programs, Outreach & Classes



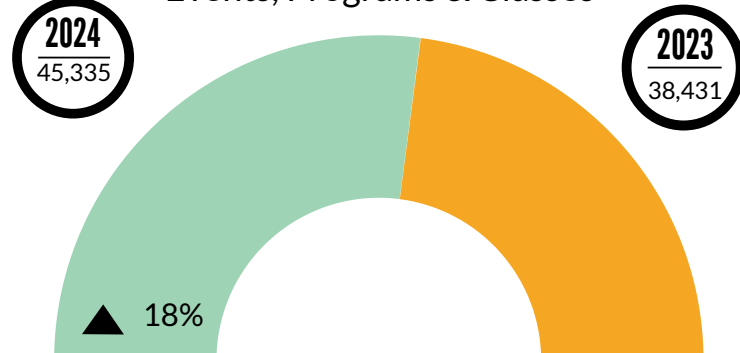
Bookings All - YTD

Events, Programs & Classes



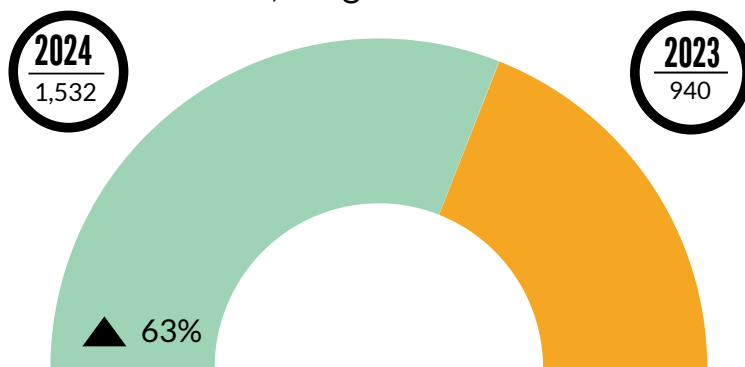
Attendance In Person - YTD

Events, Programs & Classes



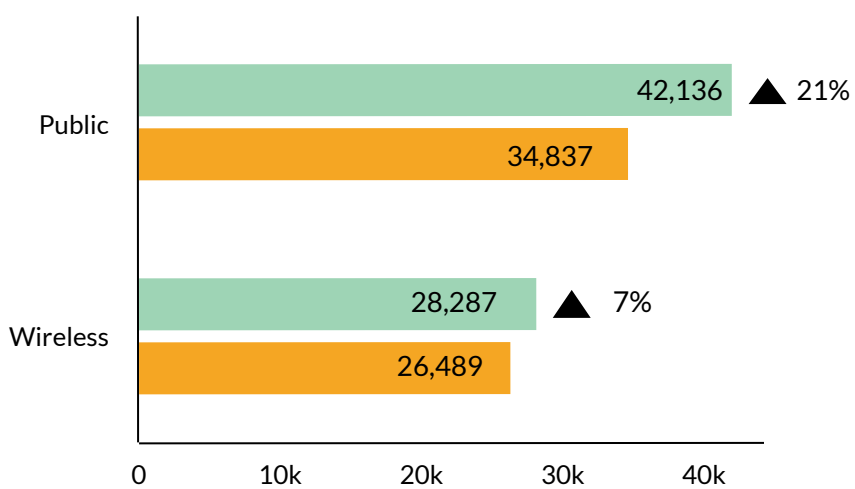
Bookings In Person - YTD

Events, Programs & Classes



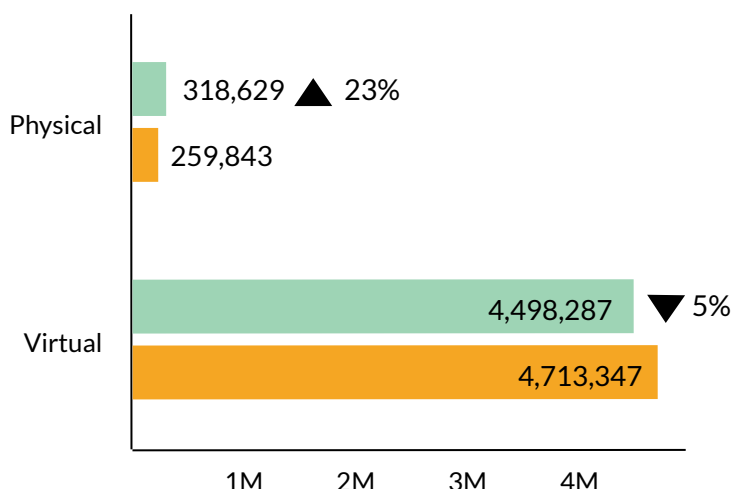
Computer Usage YTD

2024 2023



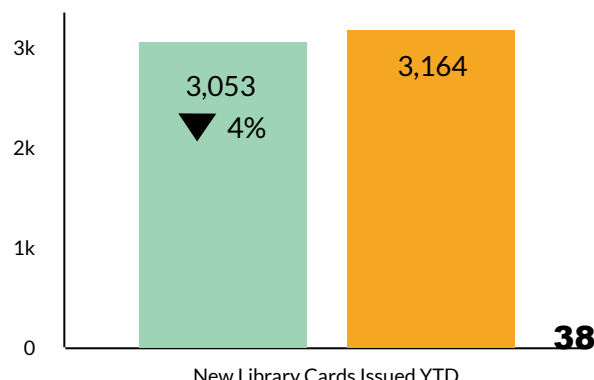
Traffic YTD

2024 2023



New Library Cards Issued YTD

2024 2023



2024 Year to Date Statistics

October 2024

COLLECTION USAGE		
	Year to Date 2024	1,065,317
	Year to Date 2023	1,156,581
	% Change	-8%
PATRON ASSISTANCE		
	Year to Date 2024	157,025
	Year to Date 2023	150,357
	% Change	4%
EVENTS, PROGRAMS, AND CLASSES- BOOKINGS		
	Year to Date 2024	9,823
	Year to Date 2023	8,674
	% Change	13%
EVENTS, PROGRAMS, OUTREACH, AND CLASSES-ATTENDANCE		
	Year to Date 2024	545,020
	Year to Date 2023	393,048
	% Change	39%
IN PERSON EVENTS		
	Bookings	
	Year to Date 2024	1,532
	Year to Date 2023	940
	% Change	63%
	Attendance	
	Year to Date 2024	45,335
	Year to Date 2023	38,431
	% Change	18%
TRAFFIC		
	Physical Visits (gate count)	
	Year to Date 2024	318,629
	Year to Date 2023	259,843
	% Change	23%
	Virtual Visits (catalog, website, mobile app)	
	Year to Date 2024	4,498,287
	Year to Date 2023	4,713,347
	% Change	-5%
LIBRARY CARDS ISSUED		
	Year to Date new library cards 2024	3,053
	Year to Date new library cards 2023	3,164
	% Change	-4%
COMPUTER USAGE		
	Public Computers	
	Year to Date 2024	42,136
	Year to Date 2023	34,837
	% Change	21%
	Wireless	
	Year to Date 2024	28,287
	Year to Date 2023	26,489
	% Change	7%

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			524,761
E-materials	17,525	16,447	17,646	16,165	17,400	16,757	17,708	15,974	15,918	17,246			168,786
ILL	775	666	663	510	510	419	619	546	503	577			5,788
Databases	49,697	46,993	38,909	35,171	28,167	31,123	41,997	46,758	47,167				365,982
2024 Total	122,063	116,053	112,275	73,011	99,324	98,754	108,236	110,819	107,946	116,836			1,065,317
Physical materials	52,685	54,026	62,878	55,995	53,687	56,660	60,675	60,320	49,153	56,887			562,966
E-materials	14,973	13,013	14,338	14,579	16,404	16,632	14,909	14,461	14,620	15,883			149,812
ILL	639	639	764	631	573	637	693	693	673	681			6,567
Databases	38,413	35,495	45,784	44,038	43,571	44,985	48,444	47,743	45,663	43,100			437,236
2023 Total	106,710	103,173	123,764	115,243	114,235	118,914	124,665	123,217	110,109	116,551			1,156,581
PATRON ASSISTANCE													
Youth Services	2,132	2,700	2,504	1,861	1,573	3,370	3,288	2,289	2,082	2,363			24,162
Adult Services	6,299	7,200	6,805	6,988	6,468	6,977	6,990	6,346	6,254	7,474			67,801
Patron Accounts	6,263	6,267	6,553	6,099	5,214	6,971	6,524	5,984	5,709	8,213			63,797
Security	136	100	140	42	42	0	151	235	173	206			1,265
2024 Total	14,830	16,267	16,002	15,030	13,297	17,318	13,665	14,854	14,218	18,256			157,025
Youth Services	1,272	1,906	2,086	1,914	1,794	3,280	3,280	1,764	1,734	2,139			24,158
Adult Services	6,546	6,066	7,195	6,151	6,248	6,802	6,127	6,550	5,337	6,402			63,424
Patron Accounts	5,950	5,433	7,743	6,188	5,616	6,307	6,300	6,963	5,996	6,279			62,775
Security	154	143	96	110	84	89	89	104	21	0			890
2023 Total	13,922	13,548	17,120	14,363	13,742	19,467	15,796	15,381	13,088	14,820			150,357
EVENTS, PROGRAMS AND CLASSES-BOOKINGS													
Youth Services In Person	64	133	72	48	84	86	69	1	22	133			712
Youth Services Virtual	-	0	-	-	-	3	2	1	2	3			11
Adult Services In Person	64	85	74	88	85	79	88	77	74	106			820
Adult Services Virtual	10	16	11	10	9	11	8	13	10	14			112
Outside groups	12	13	18	23	19	20	15	17	10	15			162
Public study rooms	727	872	826	893	747	727	808	692	781	933			8,006
2024 Total	877	1,119	1,001	1,062	944	926	990	801	899	1,204	0	0	9,823
Youth Services In Person	18	29	19	30	21	27	35	2	21	32			234
Youth Services Virtual	8	0	1	0	0	2	2	0	2	0			15
Adult Services In Person	43	77	69	68	62	66	84	79	66	92			706
Adult Services Virtual	15	14	16	14	14	13	10	10	12	15			133
Outside groups	10	16	35	27	20	19	19	30	28	37			240
Public study rooms	686	744	795	710	694	709	682	722	727	877			7,346
2023 Total	780	880	935	849	811	835	832	843	856	1,053	0	0	8,674
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			15,487
Youth Services Virtual	11,624	15,464	8,994	14,939	17,488	41,552	38,425	8,999	20,171	11,203			188,859
Adult Services In Person	1,085	1,375	4,005	1,982	1,125	2,626	4,585	1,082	1,951	10,032			29,848
Adult Services Virtual	26,140	24,447	17,840	23,003	26,135	50,020	46,579	19,396	21,895	20,388			275,593
Outside groups	237	134	229	1,257	251	406	179	198	131	107			3,129
Public study rooms	1,265	1,455	1,348	1,425	1,190	1,122	1,272	1,096	1,243	1,520			12,936
Outreach-Youth Services	941	1,542	1,116	2,268	3,842	1,127	835	1,585	968	2,386			16,610
Outreach-Adult Services	162	229	670	289	237	354	87	155	227	148			2,558
2024 Total	41,774	45,930	35,237	46,220	50,581	103,293	95,137	32,600	47,577	46,671	0	0	545,020
Youth Services In Person	989	1,314	1,698	1,559	492	4,595	10,132	200	567	989			22,535
Youth Services Virtual	29,089	11,189	13,750	13,183	8,933	8,437	10,063	12,412	14,763	4,808			126,627
Adult Services In Person	370	766	1,384	2,068	702	902	6,556	824	1,265	1,059			15,896
Adult Services Virtual	20,187	22,786	20,733	18,918	16,257	15,056	16,976	20,159	22,306	12,404			185,782
Outside groups	130	242	1,464	1,332	412	258	264	413	525	583			5,623
Public study rooms	1,195	1,315	1,407	1,209	1,164	1,093	1,002	1,110	1,302	1,470			12,267
Outreach-Youth Services	1,652	2,547	2,031	2,098	4,284	1,400	1,019	964	1,230	1,883			19,108
Outreach-Adult Services	134	219	1,388	323	166	700	333	485	372	1,090			5,210
2023 Total	53,746	40,378	43,855	40,690	32,410	32,441	46,345	36,567	42,330	24,286	0	0	393,048

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			318,629
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			259,843
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			4,498,287
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			4,713,347
LIBRARY CARDS ISSUED														
2024	Number of new library cards	277	316	249	313	251	328	230	284	280	525			3,053
2023	Number of new library cards	259	222	501	313	311	387	278	356	246	291			3,164
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			13,608
	Public computers-Adult	2,545	3,355	2,957	3,329	3,233	3,085	3,601	3,394	3,029				28,528
2024	Total	3,332	4,551	4,576	4,535	4,454	5,281	4,652	5,041	4,317	1,397	0	0	42,136
	Public computers-Youth Services	253	248	393	365	286	605	582	450	234	363			3,779
	Public computers-Adult	2,688	2,903	3,340	3,270	3,309	3,091	2,880	3,184	2,799	3,594			31,058
2023	Total	2,941	3,151	3,733	3,635	3,595	3,696	3,462	3,634	3,033	3,957	0	0	34,837
	Wireless	2,518	2,904	2,904	2,827	2,630	2,678	2,587	2,904	2,831	3,504			28,287
2024	Total	2,518	2,904	2,904	2,827	2,630	2,678	2,587	2,904	2,831	3,504	0	0	28,287
	Wireless	2,360	2,619	2,734	2,715	2,542	2,745	2,382	2,678	2,700	3,014			26,489
2023	Total	2,360	2,619	2,734	2,715	2,542	2,745	2,382	2,678	2,700	3,014	0	0	26,489

STRATEGIC GOALS UPDATE 2024

1
Be A Library for All of Des Plaines

2
Be a Library With Abundant Goods and Services

3
Be a Sustainable Library

4
Be a Good Employer

“ Strengthened our commitment to DEI through monthly cultural celebrations, including programs, blog posts, atrium banners and displays, and social media posts.

- Made the DPPL website and social media fully accessible and WCAG compliant.
- Enhanced community relationships through a Show Your Library Card campaign featuring 25 local businesses.
- Broadened our marketing with the Behind the Plywood social media campaign, and additional promotional posters in the west hallway and at the train station
- Went “green” with certified compostable bags, Zero VOC paint, and a new high efficiency chiller system.

”

“ Increased funding for Libby, Hoopla, Kanopy and the Library of Things to continue offering the best popular materials in all formats.

- Continued offering the best programming, with in person tech sessions; increased crafting programs for adults and teens; and ASL storytimes.
- Made best use of library physical spaces with a large-screen monitor in the north corridor, and reallocating space on the 4th floor for The Canvas.
- Created additional business community services by partnering with iAchieve, SCORE, AND the 5/3 Bank service projects.
- Increased social services assistance with Early intervention screenings with D62 ELC; an expanded DPPL Cares initiative; and substance use programming through NAMI.

”

“ Supported the financial health of the library by negotiating with the City to fund library building improvements, including the HVAC chiller, and elevators.

- With the City of Des Plaines, reassessed DPPL's portion of Personal Property Tax Replacement, resulting in the collection of back payments.
- Pursued grant opportunities and revenue sources with a new tool, GrantWatch.com. Secured private donations for construction of The Canvas project.
- Completed projects identified in the capital projects assessment done in 2020. Funds were allocated in the 2025 budget for a new 5-year assessment.

”

“ Improved the paid time off policy to reward all staff with competitive compensation and benefits.

- Provided opportunities for staff communication and participation on the Green Team, DEI Committee, Fun Squad, and Juneteenth discussions.
- Offered continuing education with CPR and AED training; conflict de-escalation and homeless services training; and the adoption of a formal Tuition Reimbursement Policy.

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MAINE TOWNSHIP HIGH SCHOOL WEST

1755 S. Wolf Road, Des Plaines, Illinois 60018-1994 847-827-6176 Fax: 847-296-4916

Dr. Eileen McMahon
Principal

Mr. Matthew Parrilli
Associate Principal
HR/Instructional Operations

Dr. Rachel Abel
Associate Principal
Teaching and Learning

Mr. John Aldworth
Associate Principal
Student Experiences

Ms. Cristina Ramirez
Associate Principal
Student/Family Services

October 28, 2024

Dear Library Director Jo Bonell,

I am writing to express our sincere thanks for supporting the needs of students with disabilities at the Des Plaines Public Library. As you know, students from Maine West have made the public library a favorite place to visit in their local community. We are so grateful for the warm welcome and the support that the students and the school staff members receive while at this public space. The experience allows students to practice generalizing important skills outside of their classrooms.

On a recent visit to the library, a student was feeling especially dysregulated and had some challenges managing their behavior. The librarian on duty in the youth section was quick to jump in and help to ensure the well-being of all patrons. She made sure that access to the stairs was limited and did not hesitate for a moment in her response. She provided assurance to our staff and to other patrons, without judgment of the individual student.

We know that accepting and welcoming those with learning and behavioral differences is not always the norm. We are so very grateful to be a part of a community that embraces the diversity of its members and welcomes all to gather and learn in their space.

Thank you for all you do!

Sincerely,

Lisa Lupo Murphy
Department Chair for Special Education
Maine West High School

cc: Dr. Tatiana Bonuma, Superintendent
Dr. Eileen McMahon, Maine West Principal