

OAK PARK PUBLIC LIBRARY
BOARD OF LIBRARY TRUSTEES | VIRTUAL REGULAR MEETING
Tuesday, September 27, 2022 – 6:30pm [Zoom Meeting Link](#)

*The President of the Board of Library Trustees has determined, pursuant to a [State of Illinois Gubernatorial Disaster Proclamation](#), that an in-person meeting is not practical or prudent at this time because of the COVID-19 health emergency. All members of the Library Board and library staff will participate remotely in the meeting.

AGENDA

- 1. Call to Order and Roll Call**
- 2. Decision to Conduct a Virtual Meeting** (Action)
- 3. Approval of Minutes**
 - a. August 30, 2022, Virtual Regular Meeting (Action)
- 4. Public Comments**

Please email public comments to the library's Interim Executive Director, Lori Pulliam, at lorip@oppl.org or to Library Board President, Matthew Fruth, at m.fruth@oppl.org. You may also submit comments using the following online form: [Public Comment Form](#).
- 5. Trustee Comments and Calendar**
- 6. Staff Reports**
 - a. Strategic Priorities: Engagement, Learning, Stewardship, and Anti-Racism
 - b. Library Core Use Statistics
 - c. Additions and Terminations Report
 - d. Staff Changes Report
- 7. Financial Reports**
 - a. August 2022 Financial Report (Discussion)
 - b. Disbursements Resolution (Action)
- 8. Additional Reports**
 - a. Intergovernmental Committee (IGov)
 - b. Council of Governments (CoG)
 - c. ILA Legislation and Advocacy
 - d. PlanIt Green
 - e. Friends of the Oak Park Public Library
- 9. Unfinished Business**
 - a. Executive Director Search (Discussion)
- 10. New Business**
 - a. Draft 2: Fiscal Year 2023 Budget (Discussion)
 - i. Compensation Analysis
 - ii. Financial Spreadsheets
 - b. Meeting Spaces Policy revision (Action)
 - c. Resolution Supporting Library Collections and Programs (Discussion)
 - d. Line of credit to cover delayed tax distribution (Discussion)
- 11. Closed Session 5 ILCS 120/c 1** to discuss matters of employment, performance, retention and compensation of specific library employees; real property; or litigation
- 12. Adjournment**

Tuesday, August 30, 2022

Minutes of the regular meeting of the Board of Library Trustees of the Village of Oak Park held on Tuesday, August 30, 2022 on the Zoom virtual platform. President Fruth called the meeting to order at 6:33 p.m.

1. Call to Order and Roll Call

Foss took the roll as acting secretary.

Present: Library Trustees Bloom, Burns, Fairfax, Foss, Fruth, Rogers.

Absent: Chakraborty.

Also attending virtually: Interim Executive Director Lori Pulliam; Director of Communications Jodi Kolo; Director of Collections, Director of Finance Jeremy Andrykowski; Director of Collections Leigh Tarullo; Manager of Collections and Bibliographic Services Barbara Fitzgerald; library staff members Claire and Linda Ivey-Miller; community members Peggy Conlon-Madigan and OP.

2. Decision to Conduct a Virtual Meeting (Action)

Burns motioned to approve, Bloom seconded. Vote: all yes.

3. Approval of Minutes

Burns said she would abstain if all minutes were approved as a packet since she was absent from the July 26 meeting.

Foss moved to approve all sets of minutes together. Rogers seconded.

Bloom said she would abstain if all the minutes were approved as a packet since she was absent from the August 1 and 2 meetings.

Fruth asked Foss to withdraw his motion so the board could approve meeting minutes individually and not have abstentions invalidate the vote.

Bloom moved to approve the July 26 meeting minutes. Rogers seconded. Foss took the roll call vote.

July 26 Virtual Regular Meeting Minutes—Votes to approve: Bloom, Fairfax, Foss, Fruth, Rogers. Burns abstained.

Rogers moved to approve the August 1 meeting minutes. Burns seconded. Foss took the roll call vote.

August 1 Virtual Special Meeting Minutes—Votes to approve: Burns, Fairfax, Foss, Fruth, Rogers. Bloom abstained.

Burns moved to approve the August 2 meeting minutes. Rogers seconded. Foss took the roll call vote.

August 2 Virtual Special Meeting Minutes—Votes to approve: Foss, Fruth, Rogers, Burns, Fairfax. Votes yes: Bloom abstained.

Foss moved to approve the August 8 & 15 meeting minutes. Burns seconded. Foss took the roll call vote.

August 8 & 15 Virtual Special Meeting Minutes—Votes to approve: Bloom, Foss, Fruth, Rogers, Burns, Fairfax.

4. Public Comments

Fruth read an email he received from Linda Ivey Miller that read:

“I work as a library assistant at the Maze Branch and at the Main Library. I wrote the attached "letter" last October after we stopped providing the New York Times and the Wall Street Journal at the branches. I did so in an attempt to collect my thoughts and to politely express my frustration with the decision. Thank you for considering my opinion.”

October 5, 2021

Martyn,

Thank you for providing Barb’s response to the patron who asked what happened to the NYT and The Wall Street Journal at Maze. While I agree that digital access from anywhere using your library card is convenient, and that searching for a specific article is most efficiently done online, can we acknowledge that there are a few things that are not addressed in this response?

First, one of the great benefits for patrons who utilize the branches is walking to a library location in their neighborhood, sitting down and reading not one, but two or three newspapers.

Second, reading the paper online is not the same experience as reading a paper spread out before you. It just isn’t. At the minimum, a printed paper gives one a much better sense, in a glance, of its contents than an online paper. Additionally, reading a printed paper does a better job of luring you to sections and articles you might otherwise not consider.

A gentleman came into Maze last week and asked for the magazines. I remembered him from pre-pandemic days when he would walk to the library with his dog, sit outside in the garden and read magazines. Alex and I told him we no longer had magazines. As he was leaving he said, “well, it’s been great knowing you,” indicating that he probably would not be back. I’m not sure that what he has lost can be measured, but it is a loss none-the-less.

I acknowledge that printed magazines and newspapers are a dying breed and will someday only be available online. I hope that public libraries’ decisions to stop carrying them don’t hasten that reality.

Respectfully submitted,
Linda Ivey Miller
cc: Barbara Fitzgerald
Addendum, 8/21/22

If we truly are going to be "A Library for Everyone,"
let's strive to empower every voice in our community
let's share information, services and opportunities with all of our patrons
And finally, no one needs and I don't hear anyone asking for more screen time in
their life.

Fruth invited other guests to make a public comment at this time. Rory O'Neill raised a hand in Zoom first, and made his public comment, which he said was also emailed to Fruth before the meeting. O'Neill read the following:

My reason for speaking to you tonight is to respectfully offer an experienced assessment of the status of the cleaning taking place at the 3 branches of our Library.

In particular I will be talking about our floors.

I will repeatedly use the word "Serviced"

Serviced means (by contract) that the floors will be stripped once and sealed twice in the contract year.

I present these facts.

1. The cork floor in the Dole branch has not been serviced in 3 years.
2. The hard surface flooring at the Maze branch has not been serviced in three years.

As for the Main branch.

3. The Eco-surface floors on the staff side of the Main branch have not been serviced in 3 years.
4. The book sorting room on the first floor, which is the most heavily trafficked area of our library, has not been serviced in 3 years.
5. The staff offices on all floors has not been serviced in 3 years.
6. The floors on elevators #2 and #3 have not been serviced in 3 years.
7. The terrazzo floors in all the restrooms (both public and staff) have not been serviced in 3 years.
8. The Eco-surface flooring on the 3rd floor public side was serviced last January and resulted in extensive damage that (among other problems)

knocked out data and communications on that floor. I placed a stop work order to show Alpha officials the damage and was promised that the problems would be corrected and not repeated. The sealant placed was done only once and is completely inadequate. There has been no further work on that floor.

9. The Eco-surface flooring on the 2nd floor was stripped (and only stripped) this past June and the same extensive damages that took place on the 3rd floor in January were repeated. As of this meeting the 2nd floor has no sealant at all in spite of the terms of the contract.

10. The 1st floor Eco-surface has not been serviced over the past contract year.

I have pointed out 10 facts here but could go on and on.

Director of Operations Jeremy Andrykowski will verify these facts.

This is now the second consecutive cleaning contract that has ended in complete and undeniable failure. Our once beautiful library's are now showing the effects of neglect.

We had a dedicated reliable contractor who for 16 years did a wonderful job for our library. The decision to part ways with him was made against my experienced advice.

I advise you as strongly as I can, to not underestimate this situation. You can expect the cost of a contract to bring us up to acceptable standards to increase significantly.

I will Email these facts to board president Matt Furth. I respectfully request that he share them with the other members of the library board of trustees.

Fruth invited Peggy Conlon-Madigan to share her public comment.

Conlon-Madigan said signed petitions titled "older adult equity at Oak Park Public Library" were delivered today to the interim executive director and that the undersigned petitioned the library to continue to provide print newspapers including, but not limited to, The New York Times, the Wall Street Journal and the Washington Post.

5. Trustee Comments and Calendar

No trustee comments.

6. Staff Reports

a. Strategic Priorities: Engagement, Learning, Stewardship, and Anti-racism

Pulliam said Fitzgerald and Tarullo were at the meeting to answer questions related to newspapers and digital resources.

Fitzgerald answered questions about physical space, print costs, her experience talking with patrons and evaluating digital use, as well as what additional library new resources had been added.

Fruth said as a reminder to help alleviate confusion that the board sets policy and approves a budget. Professional staff define practice and procedures. Fruth said he also wanted to be sure that the library was not creating but following the curve.

Fitzgerald said her team watches how the community uses materials. She said everyone still can come in and read newspapers. She said format and platform changes can be hard but are also inevitable and enable the library to better leverage the collection budget.

Fairfax said she is glad to hear that there is a significant cost savings with this change.

On a new topic, Burns asked about expanding staff bee keeping knowledge to the community.

Andrykowski said this training was for staff, but he could reach out about it.

Fruth suggested a collaboration with the park district and/or village on it.

Burns said she would take it to iGov's next meeting.

b. Library Core Use Statistics

Fairfax said she noted a drop in program attendance from June to July.

Pulliam said this is typical.

c. Additions and Terminations Report

d. Staff Changes Report

Bloom asked about changes related to Operations, Facilities and Technology.

Fruth said he had spoken with Pulliam, and suggested for more context that trustees speak with Pulliam directly outside of this meeting.

7. Financial Reports

Andrykowski said the library is preparing approaches on how to cover expenses if Cook County property tax distribution payments are delayed. Andrykowski said more information will be brought to the board at a future meeting.

a. July 2022 Financial Report

b. July 2022 Disbursements Resolution

Burns moved to approve disbursements. Bloom seconded.

Votes: All yes.

8. Additional Reports

a. Intergovernmental Committee (IGov)

Burns said the group covered its hosting of a September 24 community sustainability forum at Oak Park and River Forest High School and will review the Village of Oak Park's new Climate Action Plan. Burns said the group also talked about hosting a spring forum. Burns said in the past, the spring forum has covered the upcoming election cycle and tips on how to serve on a village board.

b. Council of Governments (CoG)

Fruth said CoG did not meet.

c. ILA Legislation and Advocacy

Fruth said his term on this committee has ended.

D. PlanIt Green

Foss said he believes the library can learn from peer organizations on ways to find and secure future grant funding.

d. Friends of the Library

Pulliam said Friends' book fair profit was \$17,000 which was double what they did at the high school, mostly because of reduced expenses related to hosting at the library.

Rogers said she would serve as the library board representative for the Friends.

e. Library Employment Report

No comments.

9. Unfinished business

a. Executive Director Search

Fruth said trustees have conducted 3 virtual/Zoom interviews with candidates and are no longer working with (The Blackberry Collection formerly RGW Consulting) on the search.

Trustee discussion recapped steps taken to date and offered ideas on how to best conclude the process.

Pulliam suggested, and Fruth agreed to add a closed session to the meeting to continue the hiring discussion.

b. By-law for Reimbursement of Child Care Expenses for Board Meeting Attendance

Tabled.

10. New business

a. Draft 1: Fiscal Year 2023 Budget

i. Compensation analysis

Treece presented data and a draft employment budget line recommendation. He said estimates were based on the annual review of internal and external library compensation

data. To achieve a more equitable pay grade distribution across the library, Treece said his estimates reflect an average increase of 5.9%.

Trustees asked more questions, then requested additional recommendations (at 7% and 8% scenarios) to compare and review before the September regular meeting.

ii. Financial spreadsheets

Andrykowski presented a draft 2023 operating budget that would levy an operating budget increase of 5% when compared to 2022. He discussed background and rationale for increases and decreases in certain areas and specific line items.

b. Closed session

Foss motioned to move to a closed session. Rogers seconded.

Vote: all yes.

Trustees moved into closed session.

11. Adjournment

Trustees returned from closed session, and Fruth adjourned the meeting at 8:13 pm.

OAK PARK PUBLIC LIBRARY

Board Calendar

September 2022

Sept 2022

Sept 5	Labor Day (Library Closed)
Sept 10	Community Fridge Launch Ceremony
Sept 14	Elected Officials' Barbecue (Cheney Mansion)
Sept 27	Regular Library Board Meeting

Oct 2022

Oct 9	Barbara Ballinger Lecture
Oct 17	Friends of the Library Board Meeting
Oct 18-20	Illinois Library Association Conference
Oct 25	Regular Library Board Meeting

Nov 2022

Nov 15	Regular Library Board Meeting
Nov 24	Thanksgiving Day (Library Closed)

Dec 2022

Dec 2	All Staff Learning and Engagement Day (Library Closed)
Dec 20	Regular Library Board Meeting
Dec 24	Christmas Eve (Library Closed)
Dec 25	Christmas Day (Library Closed)
Dec 31	New Year's Eve (Library Closed after 5 pm)

January 2023

Jan 1	New Year's Day (Library Closed)
Jan 24	Regular Library Board Meeting

February 2023

Feb 28	Regular Library Board Meeting
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Library Strategic Priorities Report

September 2022

About this report

In this month's report, we summarize a variety of activities in support of our [Engagement, Learning, and Stewardship \(ELS\) Strategic Plan](#). We highlight recent work in support of four strategic objectives:

- **Learning Objective #1:** We build capacity for literacy and education.
- **Learning Objective #3:** We improve people's lives through opportunities to create and to learn new skills.
- **Stewardship Objective #1:** We invite everyone into library spaces that are welcoming, safe, and inspiring.
- **Stewardship Objective #2:** We provide broad, effective, and equitable access to resources.

We build capacity for literacy and education. [LEARNING]



Oceans of Possibilities: Summer Reading Program 2022

On August 31, this year's Summer Reading Program (SRP) came to a close, after three months of participation from hundreds of community members. We were pleased to see an uptick in registrations again this year, as well as an even bigger increase in active participation beyond initial sign-up (69% this year compared to 58% in 2021). While some pandemic restrictions were still in place as we anxiously awaited vaccines for our youngest patrons, Children's Services staff organized a variety of programs in the library, facilitated storytimes at parks throughout Oak Park, and visited summer schools and camps to share books and beads for SRP.

Each summer of the COVID-19 pandemic has opened our minds to new possibilities and ways to support the kids of Oak Park through SRP, and 2022 was no different. Based on feedback from last year's participants, we kept a wide variety of activities on the menu, but returned our primary focus to rewarding time spent reading. We also heard from many families

that they preferred tracking reading minutes with a paper log over exclusively logging on the Beanstack app or website; thus, we made printed versions of reading logs and activity lists widely available for participants. Staff continued to use Beanstack for monitoring prize redemption and were thrilled to find it very easy to navigate no matter how someone was tracking their time. By opening up different ways to participate, we were able to be more



flexible and nimble throughout the summer. We believe that SRP should be about celebrating reading, not remembering to bring a piece of paper to the library. We were able to fully embrace that belief this year, which may be directly related to our growth in both registrations and active participation.

A full summary of SRP data can be reviewed in the following Google Data Studio report, which is also included below in PDF format: [Oceans of Possibilities: SRP 2022 Report](#).

Middle & high school services

The Oak Park Public Library's work to support local teens continues to expand, with recent and upcoming staff updates, space improvements, and program expansions, all aimed at improving our ability to provide services to [middle and high school students](#).

While services for middle school students had previously been encompassed under the umbrella of our Children's Services team, we have reenvisioned our work with this age group in the newly-developed Middle & High School (MHS) Services team, previously Teen Services. Middle School Librarian José Cruz is now joining the MHS team, and we are currently in the process of hiring two additional Library Assistants to support this service area. Additionally, Program Coordinator Marché Pernel has been promoted to Programming Supervisor, and Library Specialist Alana Gray has been promoted to Programming Specialist.

The MHS office has been freshly painted and furnished, and additional furniture has been ordered for the newly-created middle school space on the Main Library's second floor (described below) and will arrive in approximately 12 weeks. Other upcoming space updates include the installation of more electrical sockets, a tv screen for announcements, and blinds for the office, as well as additional painting.

As described in previous Strategic Priorities Reports, Summer 2022 was a busy time for the team, with multiple programs offered, including a Job Readiness Program facilitated by Oak Park and River Forest High School (OPRFHS) job coaches Lee Williams and Brian Dubina. A total of six students completed the program, with four of them applying and being hired for jobs — one at the high school bookstore and three at Oak Park Public Library. Our library interns included one who worked in Children's Services and two who worked in Teen Services with the opportunity to assist in Materials Handling, Community Engagement, and with the Friends of the Library each week. These students were delightful additions to the library teams and were instrumental in supporting library programs and services. The teens shared that they loved working at the library and expressed an interest in pursuing careers in library services. Manager of Middle & High School Services Latonia Jackson hopes to continue the Job Readiness Program and internship opportunity next summer, with additional service areas taking on 1-2 teens.

After a successful summer of programming, school year activities are in full swing. From the first day of school (August 16 for high school, August 24 for middle school) to date, MHS staff have seen over 350 middle school students and over 800 high school students. "Access Granted" is the theme for programming this school year, and our remarkable staff is engaging teens with multiple programs taking place between September and December, including the following:

- Drop-in essay help (weekly)
- [Mindful Mondays](#) (bi-weekly)
- [Book Club](#) (monthly)
- [Pokémon Club](#) (weekly)
- [Girls on the Rise](#) — high school mentoring (weekly)
- [TeaTalk](#) — middle school mentoring (weekly)
- College and Career Readiness series
- [TechGirlz series](#)
- [Family Harvest Night](#)
- [Halloween T-shirt making](#)
- Winter Fest

We improve people's lives through opportunities to create and to learn new skills. [LEARNING]

TechGirlz grant

Over the past two years, Children's Digital Learning Librarian Eileen Saam and additional library staff have been collaborating with the non-profit program [TechGirlz](#) to deliver digital learning programming for middle school age girls. In support of their mission to inspire girls to explore the possibilities of technology to empower their future careers, TechGirlz partners with schools, libraries, and other organizations across the country to deliver interactive STEM-focused learning opportunities. To support these partners, TechGirlz is able to deliver grant funding to support the purchase of tech equipment necessary for delivering TechGirlz programs. Members of the library's Digital Learning Team — Eileen Saam, Amy Hofmockel, and John Gargiulo — are currently working on a grant for the 2022-2023 school year, which will allow the team to purchase equipment that can be used for TechGirlz programming and that will remain with the library permanently. Thus far, we have ordered two new 3D printers as part of the grant — equipment that will also help support services in our new [Creative Studio](#).

We invite everyone into library spaces that are welcoming, safe, and inspiring. [STEWARDSHIP]

Main Library public space updates

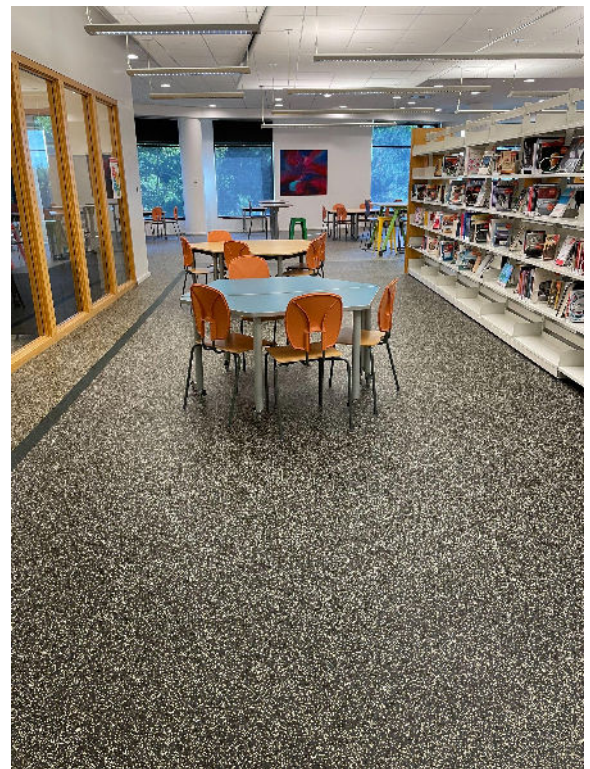
Recent visitors to the Main Library may have noticed updates to our second floor public spaces, specifically furniture reconfigurations to improve and expand space for teen use and improvements to flooring, described below.

In alignment with our effort to better serve local middle schoolers through the creation of our Middle & High School (MHS) Services team, we wanted to ensure that the library's



physical spaces also reflected a clear commitment to this age group. To that end, a major piece of our recent public space update involved moving multiple rows of adult and teen fiction

bookshelves to provide more open space for high schoolers in the southeast area of the second floor and to create a dedicated open space for middle schoolers in the northeast area of the second floor. To reflect these changes and to help our users navigate through the Main Library, we updated the [Where To Find It: Resources By Floor Main Library Map](#) on the library website and in the library building.



After making these MHS space updates, we also scheduled and completed floor cleaning for the east side of the 2nd floor using a new method that provides improved appearance and durability, which was used earlier this year for cleaning the west side of the

second floor. As recommended by the manufacturer of our ECOsurface floor, the library chose to finish the second floor public space with a product called Loba 2K Invisible Protect, manufactured by the German company, Lobadur. Loba 2K Invisible Protect is an environmentally friendly, internationally green certified, two-part water-based, low-gloss, highly durable finish, designed for use on hardwood floors, cork floors, and other resilient floor coverings. It is slip-resistant, easily applied, and reported to have a much longer life expectancy than traditional high-solids floor wax and other typical resilient floor sealers. After the initial floor stripping and cleaning, the two-part finish is mixed and applied with a roller similar to painting a wall. It is low-VOC certified, has virtually no odor, and cures quickly, allowing for foot traffic after just 24 hours. It is also highly transparent and non-ambering, and the low-gloss finish hides the high and low spots present in all floors, providing a flatter, more even appearance throughout

Application of this new method of ECOsurface floor protection was selected from various options that were researched and tested over the past year. This transition required stripping many coatings of wax that had built up over the past decade, reclaiming the flooring to the original condition and color. Through discussions directly with the manufacturer, the chosen method of protecting the ECOsurface flooring is expected to be durable for 3-5 years in a commercial environment, in contrast to the biannual coatings of wax with annual stripping. This new method reportedly “wears like iron” and is used in the manufacturer's own offices as well as other extreme environments such as oil rigs. With this update, the library believes efficiencies will be gained in the coming years, along with improved maintenance and aesthetics.

We provide broad, effective, and equitable access to resources. [STEWARDSHIP]

Library use statistics

As always, detailed quantitative data about the library's core use metrics, which speak to patron access to and use of key resources, can be viewed in the following Google Data Studio: [OPPL Core Use Statistics](#). This Data Studio reflects data for 2022, showing monthly numbers for 12 core statistics, with a solid, gray line denoting the monthly average in 2021 and a dashed, black line denoting the monthly average for 2019 (pre-pandemic), for reference. (Because meeting rooms and study rooms were unavailable for use for the majority of 2021, only a 2019 reference line is included in the charts for these two core statistics.) The dashboard also includes data for two community engagement metrics with peer comparisons, and our quarterly Net Promoter Score (NPS) with previous year comparisons.

Data is updated on a monthly basis for the 12 core statistics to reflect numbers through the end of the previous month — in this month's report, this includes data through the end of August 2022. New Cardholder Retention, Market Penetration, and NPS are updated on a quarterly basis — in this month's report, this includes data through Q2 2022.

The Core Use Statistics Google Data Studio is also included at oppl.org/evaluating-impact, a web page focused on sharing with the community how we evaluate our work. To see detailed data for previous calendar years, you may refer to previous Board report packets.



Summer Reading Program (SRP) season is always an exciting time at the Oak Park Public Library, where we have the opportunity to support literacy and encourage a love of reading among kids and teens from preschool through high school (and even some adults). Responding to feedback from our community, we returned to centering time-based tracking this year, with a goal of 25 hours of reading, which corresponds to 20 minutes of reading per day. Each hour of reading earned participants a bead of their choice, with sea-themed bonus beads every five hours, and a special final bead at 25 hours.

Participants — who did not have to live in Oak Park or have an Oak Park library card to join — were additionally able to choose from over 100 activities in six different categories, logging their activities and earning badges online through Beanstack. After completing five activities, they could choose a special glass bead as a reward. Many families also made sure to visit the Book Bike over the summer to add an exclusive bead to their necklace.

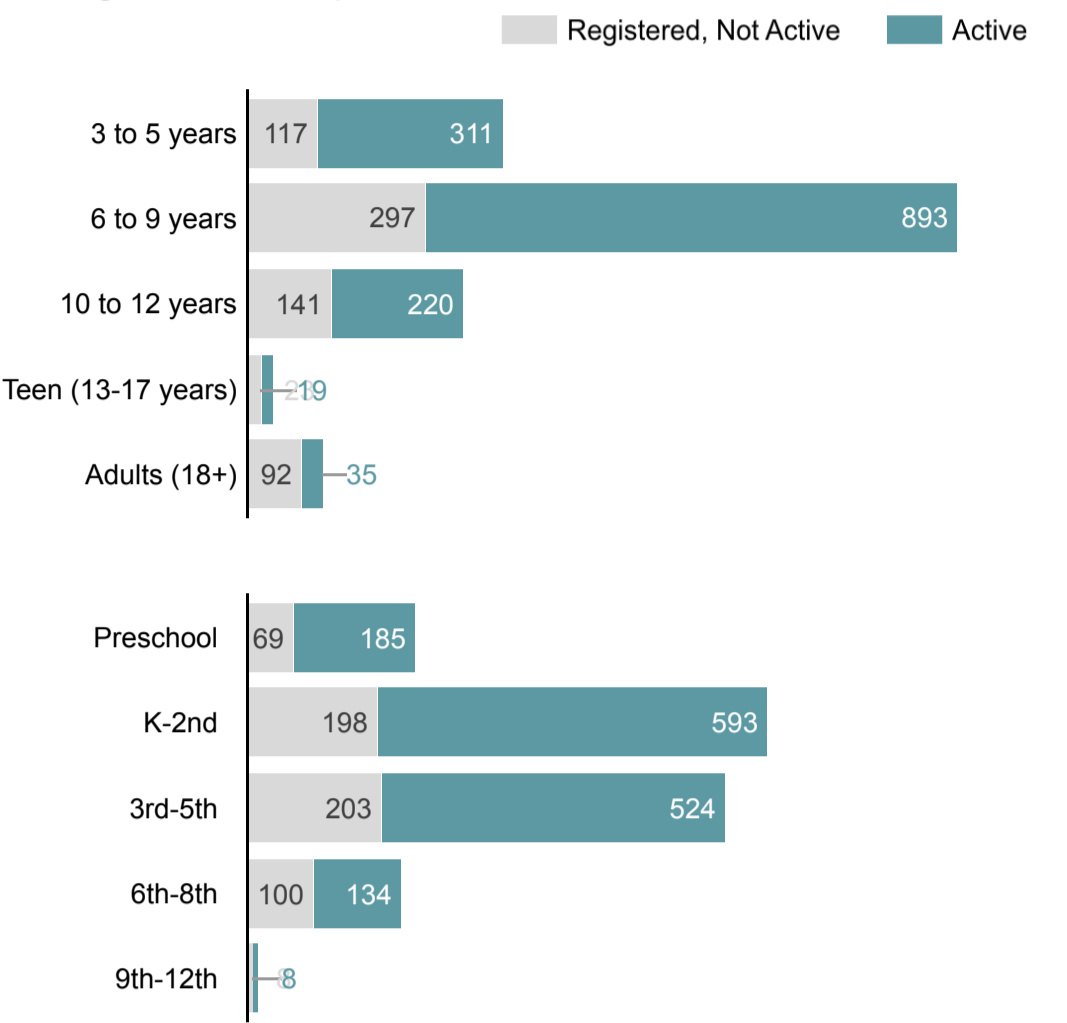
Over the course of the summer, nearly 1,500 active SRP participants logged over 1.3 million minutes of reading and completed almost 8,600 activities. Dig into even more detail about the amazing work our participants did below!

2022 Summer Reading Program At-a-Glance

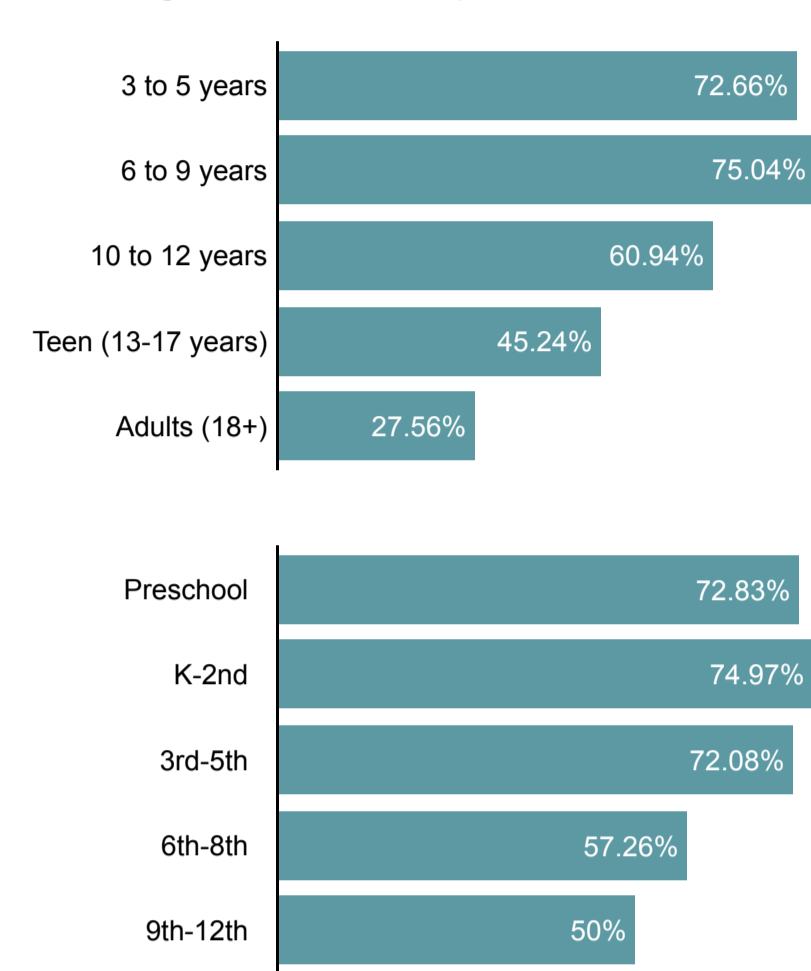
Sign-ups	Active Participants*	Reading Minutes Logged	Activities Completed	Badges Earned	Finishers	Prize Beads Earned
2,148	1,478	1,362,195	8,593	21,714	396	20,000

Of all registered participants, 69% were active in the program. The stacked bar charts in the left column below show all registered participants by age and grade range with each bar broken down to show how many were active in the program vs. those who registered but did not log activity. The bar charts in the right column below show the percentage of active participants by age and grade range. **Mirroring last year, participants ages 6-9 and in K-2nd grade had both the largest raw number of registered readers and the highest percentage of active readers.**

Registered Participants

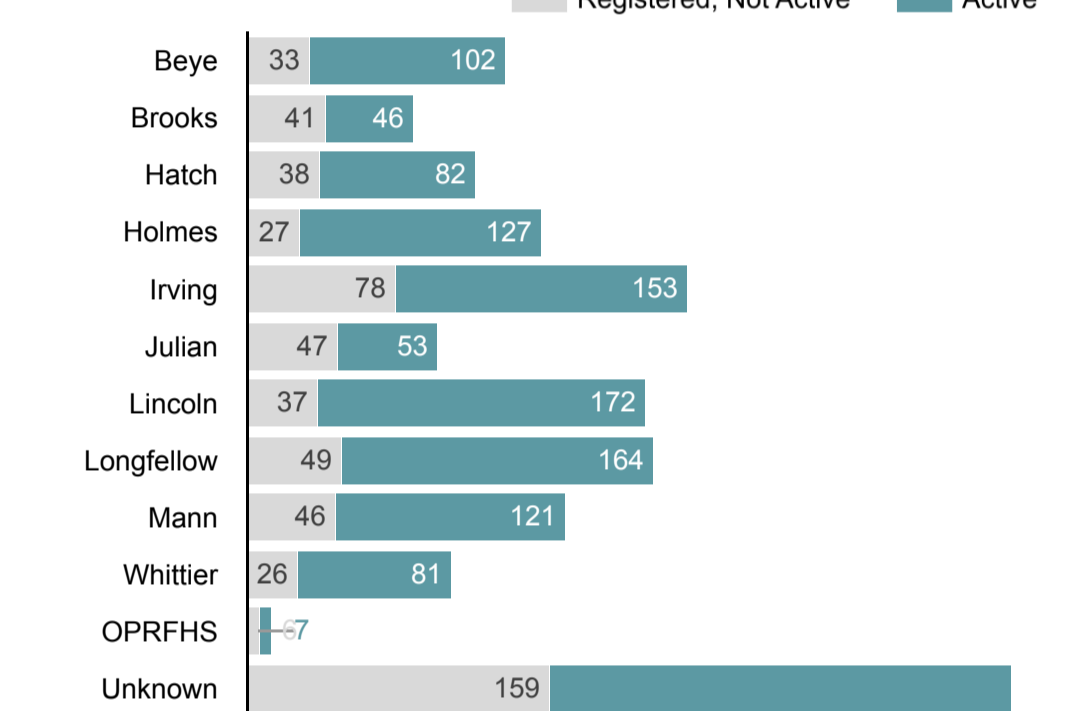


Percentage of Active Participants

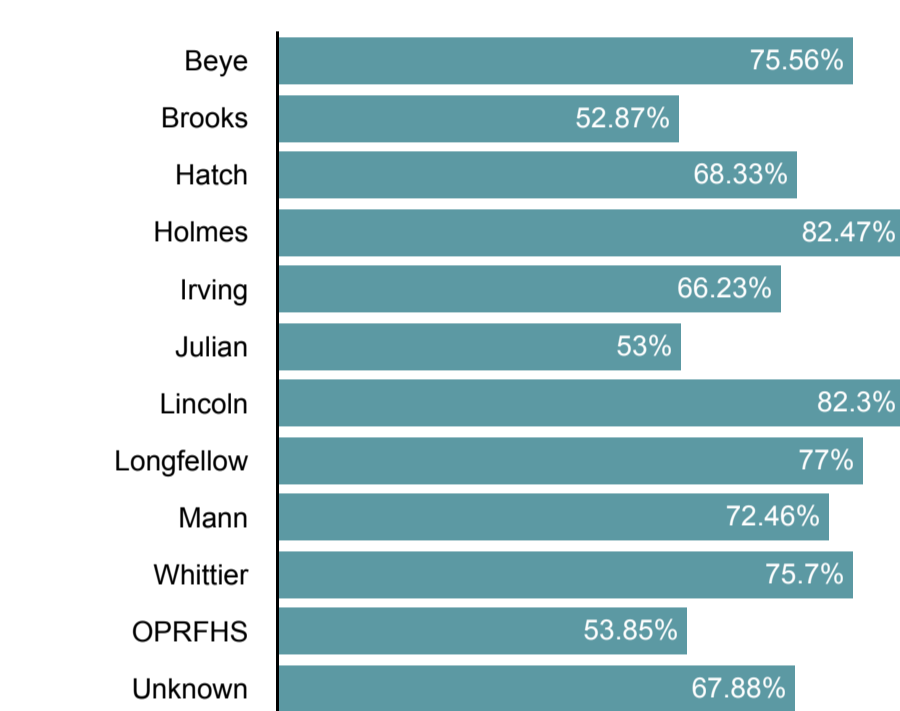


The bar charts below show registered readers and the percentage of active readers by school affiliation. We saw participation across all 10 of Oak Park's elementary and middle schools and at OPRF High School. **Excluding the "Unknown" category, we saw largest raw number of sign-ups at Irving Elementary and the highest percentage of active readers at Holmes Elementary.**

Registered Participants



Percentage of Active Participants



The bulk of SRP sign-ups and activity happened during the month of June. Monthly data are provided in the tables below, with darker cell colors corresponding to higher numbers.

Sign-ups		Active Participants*		Reading Minutes Logged		Activities Completed		Badges Earned		Finishers	
Month	Count	Month	Count	Month	Count	Month	Count	Month	Count	Month	Count
May	274	June	1,285	June	646,067	June	4,762	June	10,830	June	82
June	1,644	July	926	July	450,137	July	2,401	July	6,623	July	131
July	181	August	585	August	265,991	August	1,430	August	4,261	August	183
August	49										

Participants had the option to log both minutes read and completed activities once again this year. Among those who logged reading minutes, the maximum and average minutes logged per person throughout the summer are listed in the first scorecard below. Among those who logged activities, the maximum number of activities and the average number of activities completed per person are listed in the second scorecard.

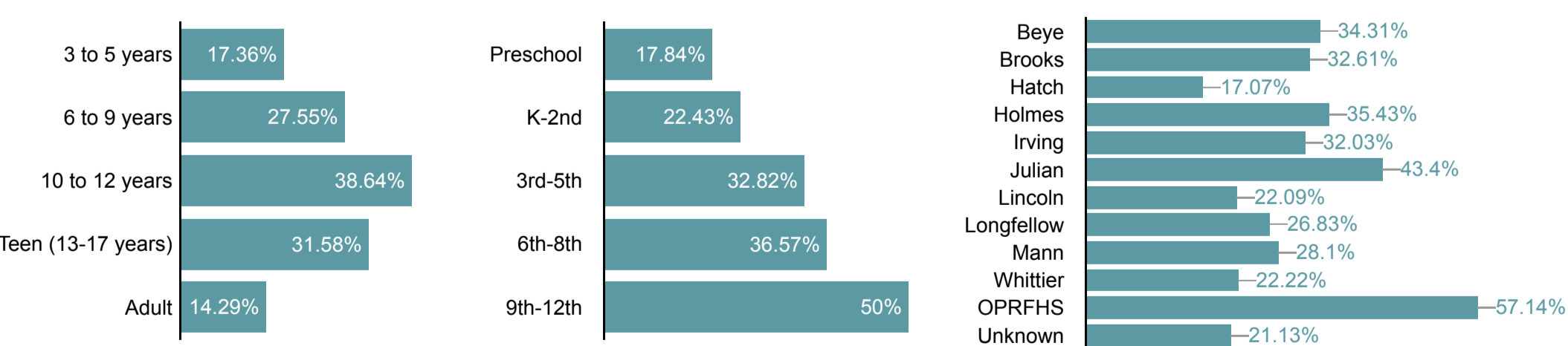


SRP participants once again had the chance to complete activities across six different categories: Arts, Body & Mind, Explore Our World, Music, Science, and Stories. **Music and Stories were the most popular, with over 2,000 activities completed in each category over the summer, as shown in the table below.** The top ten most popular activities are listed in the table at right.

Category	Total # of times activities completed within category
Music	2,135
Stories	2,095
Arts	1,325
Explore Our World	1,131
Body & Mind	999
Science	725

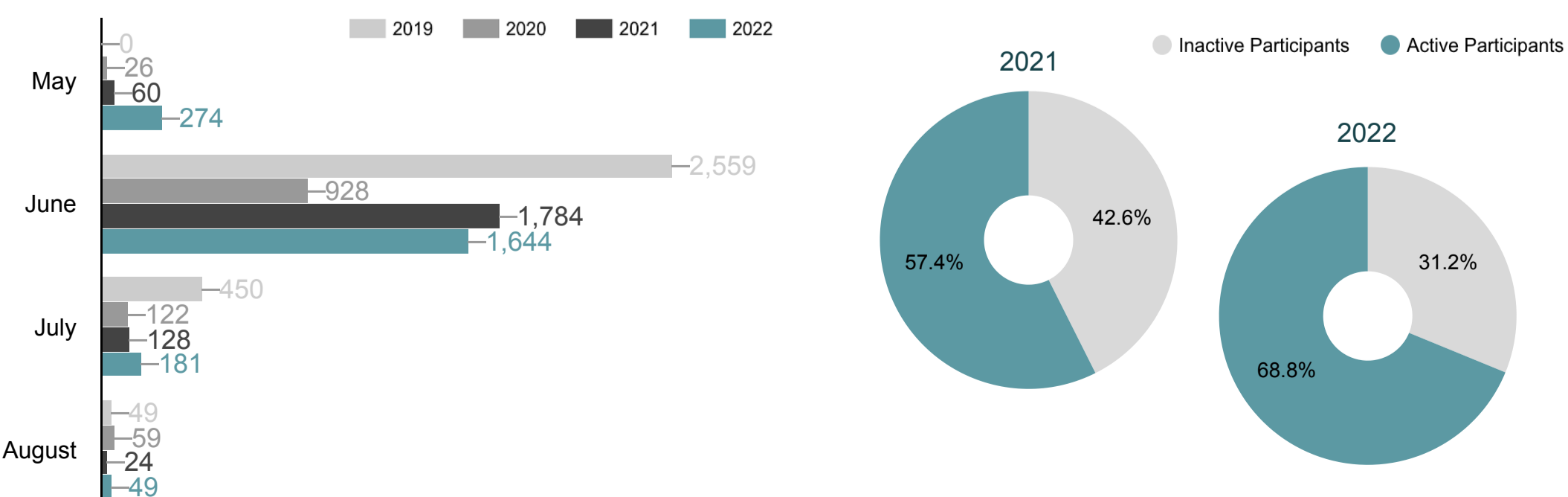
Category	Activity	Completions
Stories	Read aloud to someone older than you, someone younger than you, or a pet.	177
Music	Test out some beats and try tapping on different things to get different sounds. A tree? The kitchen counter? Your knee?	164
Stories	Ask an older person about their memories of being a kid. What kind of things did they like to read?	160
Music	What kind of nautical songs do you know? Baby Shark! Row, Row, Row Your Boat! My Bonnie Lies Over the Ocean! Rubber Ducky, You're the One!	158
Music	Ask an adult about the music that influenced them when they were your age. Do they still enjoy it? Listen to a song or two together.	153
Music	Sing counting songs like "1, 2, Buckle My Shoe."	135
Stories	Listen to someone read you a short story or a chapter of a book without pictures. Close your eyes and imagine the story!	120
Music	Listen to a song in another language. YouTube is a great source, but you can also explore radio stations around the world!	118
Stories	Read someplace unusual. You can define what "unusual" means!	118
Arts	Use chalk to spread some colorful joy in your neighborhood.	117

Participants who completed at least 25 hours of reading were considered program "finishers." The bar charts below show the percentage of active participants in each age, grade, or school category who actually "finished" the program by reaching or exceeding this milestone.



We saw an 8% increase in the number of sign-ups this year compared to 2019, though we still lagged behind pre-pandemic sign-ups in 2019. The clustered bar below displays monthly SRP sign-ups by year.

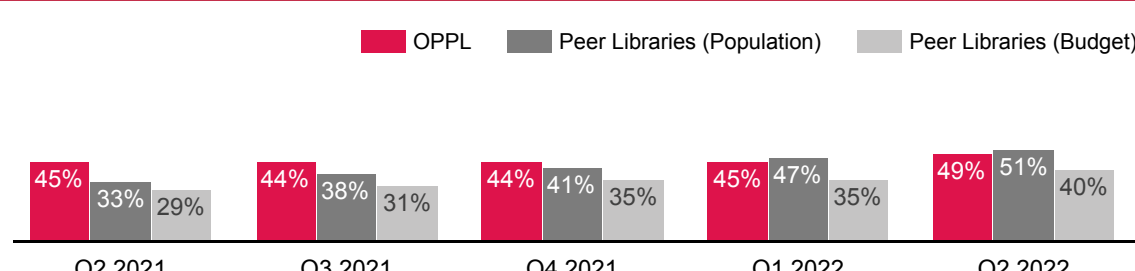
Additionally, the overall percentage of registrants who were active in the program this year rose to 69%, up from 58% the previous year, as shown in the donut charts below.



*Active Participants in the "At-a-Glance" section refers to the number of unique SRP participants who logged activity at any point during the entire program season (June-August). Active Participants in the "Monthly Activity" section are not unique across months: for example, a participant who logged activity in June and in July is represented in the monthly count for both of the months where they were active, but is represented only once as an active participant in the At-a-Glance section for the whole season. Thus, adding together the Active Participants from each individual month will yield a larger number than what is reported in the unique count for the season.

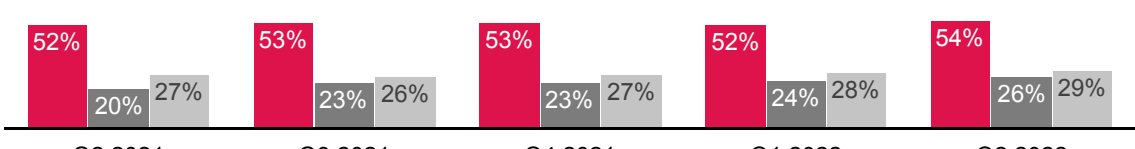
New Cardholder Retention

The percentage of new cardholders who signed up 12-24 months prior to the end of a given quarter who are still active users (i.e., have used their library card within the last 12 months)



Market Penetration

The percentage of active households (i.e., households containing at least one active user) in the library's service area

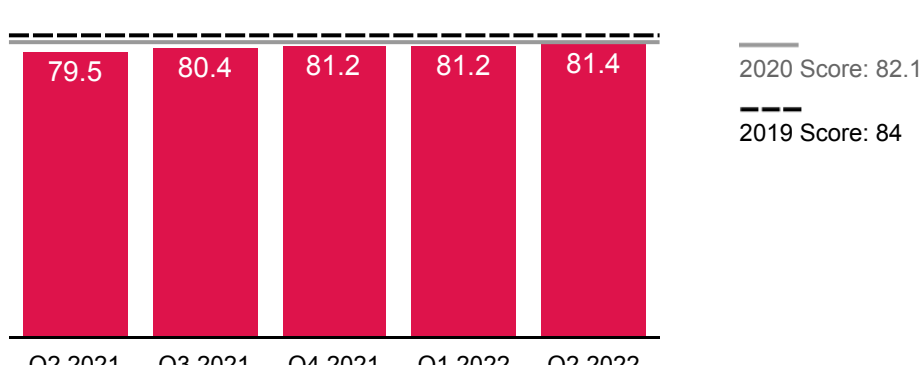


Net Promoter Score

A metric used to measure customer satisfaction and loyalty as well as predict future growth. The score is derived from responses to the following question:

On a scale from 0 (not at all likely) to 10 (very likely), how likely are you to recommend the library to others?

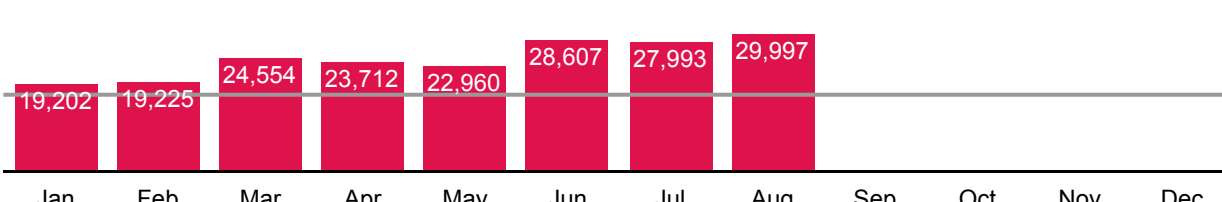
The NPS can range from -100 to 100. For reference, a positive score is Good, above 50 is Excellent, and above 70 is considered World Class.



Building Visits

The number of patron visits to a library building

2021 Average: 16,530
2019 Average: 54,483

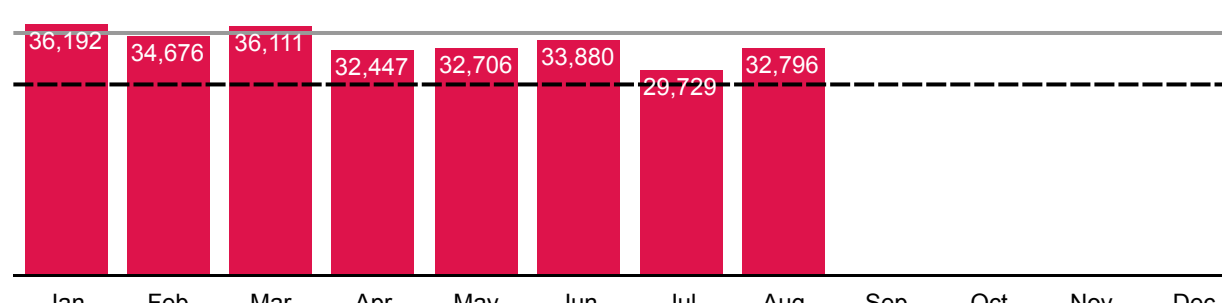


Year-to-Date
196,250

Website Users

The number of people who initiated at least one session on oppl.org during a given month

2021 Average: 34,902
2019 Average: 27,501

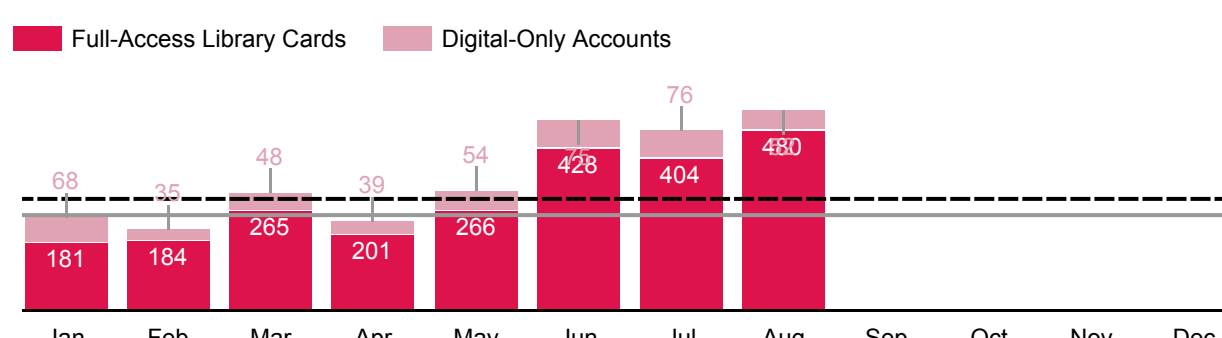


Year-to-Date
268,537

New Users

The number of new account registrations (digital-only accounts or full-access library cards) each month*

2021 Average: 252
2019 Average: 295

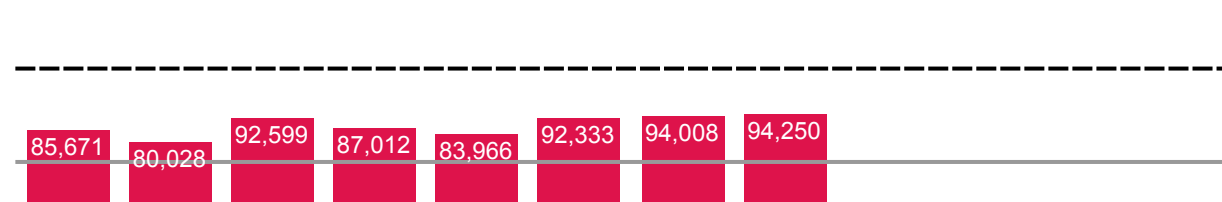


Year-to-Date
2,856

Physical Materials Use

The number of checkouts plus renewals made at an Oak Park library location

2021 Average: 68,857
2019 Average: 118,493

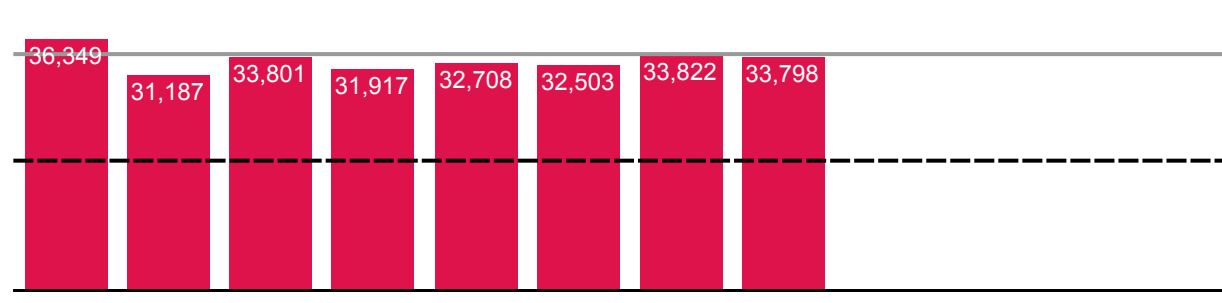


Year-to-Date
709,867

Digital Materials Use

The number of materials downloaded or streamed from Oak Park library collections

2021 Average: 34,034
2019 Average: 18,724

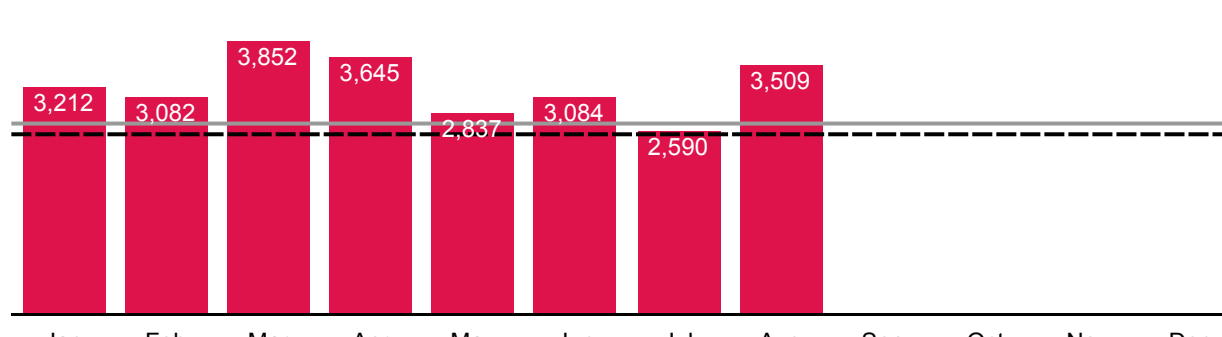


Year-to-Date
266,085

Online Resource Use

The number of sessions (logins) for online resources, based on vendor statistics

2021 Average: 2,683
2019 Average: 2,532

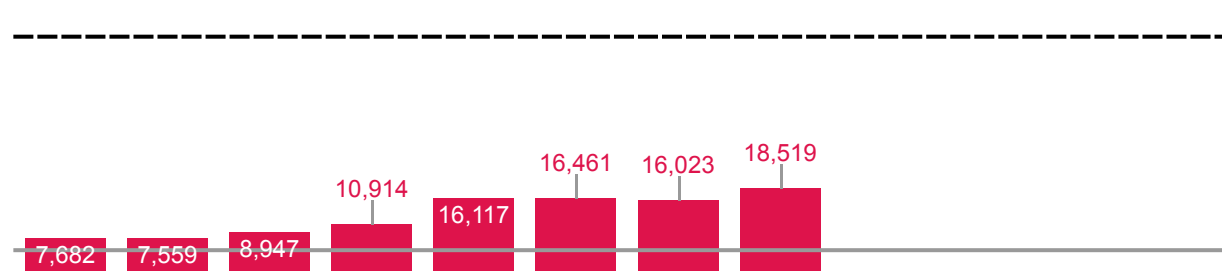


Year-to-Date
25,811

WiFi Use

The number of unique daily WiFi clients at an Oak Park library location

2021 Average: 4,998
2019 Average: 50,714

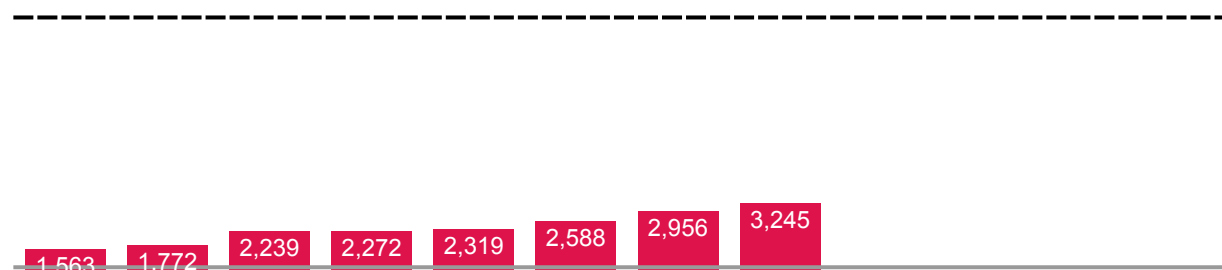


Year-to-Date
102,222

Public Computer Use

The number of PC sessions at an Oak Park library location

2021 Average: 927
2019 Average: 9,970

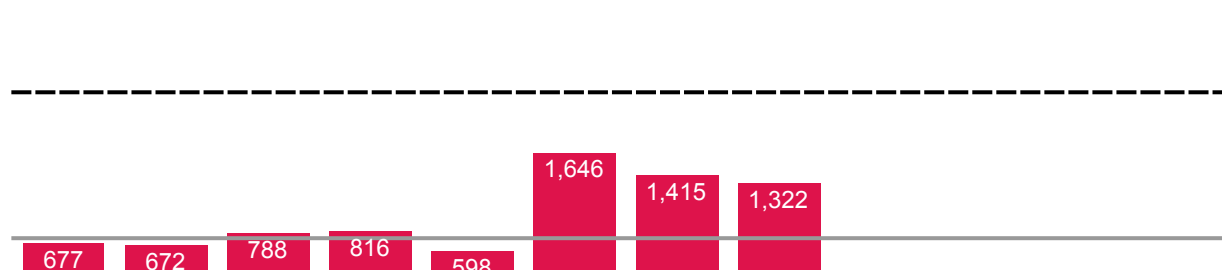


Year-to-Date
18,954

Program Attendance

The number of attendees at programs held inside an Oak Park library location or in a library virtual space

2021 Average: 728
2019 Average: 2,290

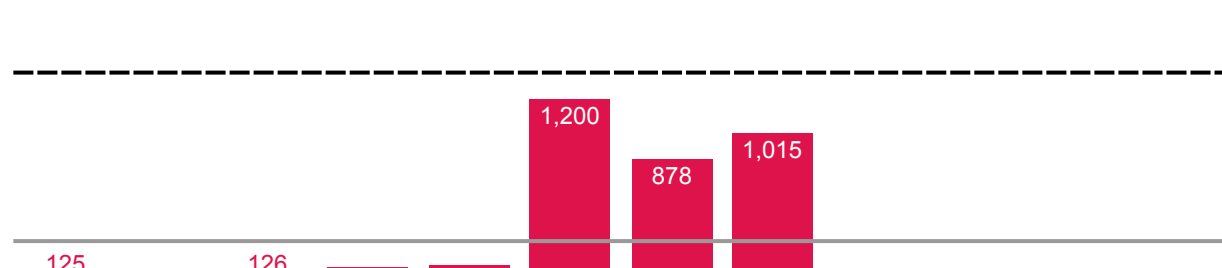


Year-to-Date
7,934

Community Outreach

The estimated interactions from all Outreach and Book Bike events

2021 Average: 436
2019 Average: 1,338

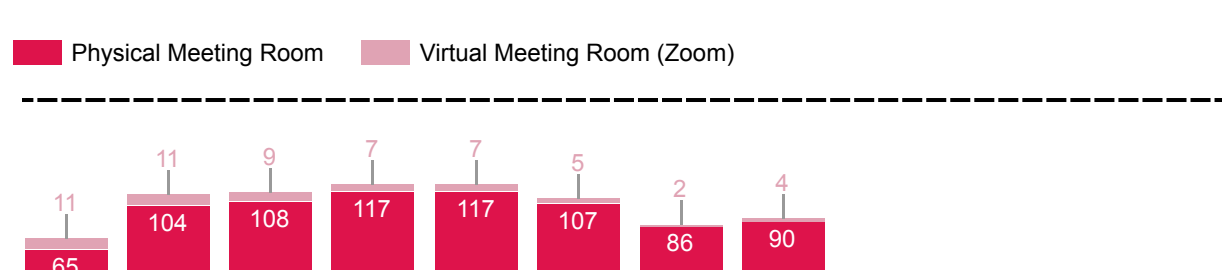


Year-to-Date
4,177

Meeting Room Use

The number of Oak Park library physical and virtual meeting room reservations made by community members

2021 Average: 198
2019 Average: 198

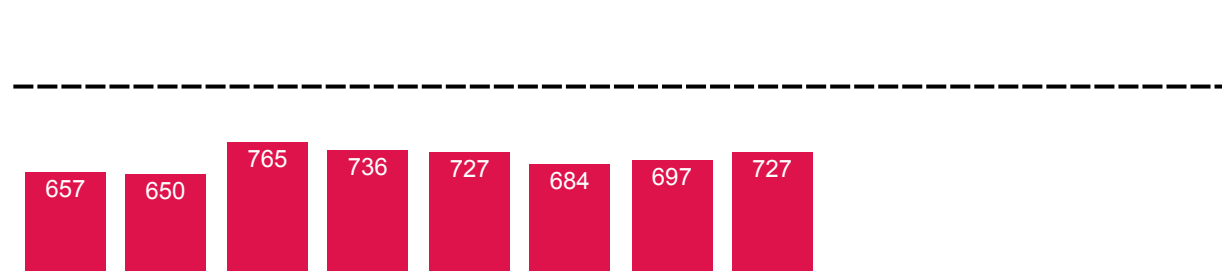


Year-to-Date
850

Study Room Use

The number of Oak Park library study room reservations made by community members.

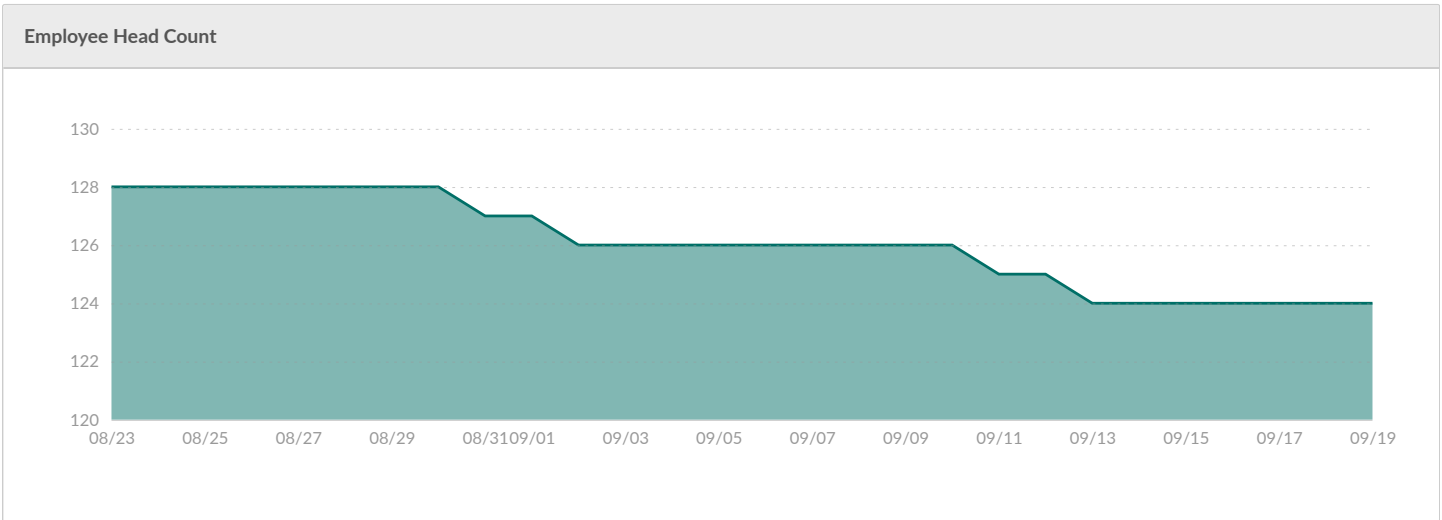
2021 Average: 727
2019 Average: 959



Year-to-Date
5,643

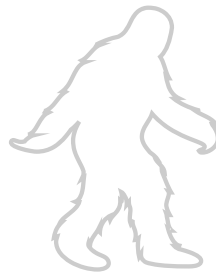
09/19/2022
Additions & Terminations

Dates
2022-08-23 - 2022-09-19



Additions (0)

Name	Employment Status	Department	Division	Location	Job Title	Hire Date ↓
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Sorry, that doesn't really exist.

There are no employees that match your selected filter options. Please change your filter and try again.

Terminations (5)

09/19/2022

Additions & Terminations

Name	Employment Status	Department	Division	Location	Job Title	Hire Date	Termination Date ↓
Arroyo, Nelly	Part-Time, 20 or more hrs/wk	Patron Services	None	Oak Park Public Library	Library Assistant	04/24/2017	09/13/2022
Lewis, Sha'Ronda	Part-Time, less than 20 hrs/wk	Patron Services	None	Oak Park Public Library	Library Assistant	05/09/2022	09/11/2022
Powers, Lua	Temporary	Special Collections	None	Oak Park Public Library	Intern	06/27/2022	09/02/2022
Daker, Josclynn	Part-Time, 20 or more hrs/wk	Patron Services	None	Oak Park Public Library	Supervisor	03/01/2012	08/31/2022
Baim, Nikki	Part-Time, less than 20 hrs/wk	Patron Services	None	Oak Park Public Library	Library Assistant	11/01/2021	08/23/2022



09/19/2022
Staff Changes

Dates
08/23/2022 - 09/19/2022

Changes (7)

Name	Employment Status	Department	Job Title	Change	Effective Date	Notes
Billingslea-Taylor, DyAnna	Part-Time, 20 or more hrs/wk	Adult Services	Library Assistant	Status Change	08/24/2022	Previous Status: Part-Time, less than 20 hrs/wk
Dantzler, Camayia	Full-Time	Materials Handling	Supervisor	Promotion	08/24/2022	Previous position: Lead Library Clerk
Vacon, Carrie	Part-Time, 20 or more hrs/wk	Special Collections	Library Specialist	Lateral Move	08/24/2022	Previous department: Bibliographic Services
Ward, Kevin	Full-Time	Materials Handling	Library Clerk	Status Change	08/24/2022	Previous status: Part-Time, 20 or more hrs/wk
Poreba, Christine	Part-Time, 20 or more hrs/wk	Patron Services	Library Assistant	Status Change	09/09/2022	Previous Status: Part-Time, less than 20 hrs/wk
Springer, Michelle	Full-Time	Patron Services	Supervisor	Status Change	09/09/2022	Previous status: Part-Time, 20 or more hrs/wk
Thurman, Deidre	Full-Time	Patron Services	Supervisor	Status Change	09/10/2022	Previous status: Part-Time, 20 or more hrs/wk

Oak Park Public Library – Financial Report Summary

Financial Report Summary – As of August 31, 2022 – (67% of the year complete)

Operating cash available:

Byline Checking -	\$531,745.93
Byline Analysis -	\$25,000.00
Byline Promontory -	\$522,336.06
Forest Park Natl Bank -	\$526,276.50
US Bank Money Mkt -	\$202,478.98
Illinois Funds Invest -	\$4,278,997.93

Total Operating Cash available: **\$6,086,835.40**

Art Fund: **\$16,816.91**

REVENUE

The library received \$84,803 from Corp. Property Replacement Tax. No other tax revenue was received in August. The library is investigating alternative funding as the second half of tax distributions are expected to be delayed. The library estimates that there are sufficient funds to operate through February 2023 without alternative funding or operating cuts. A resolution will be brought to the Board to approve debt funding for FY2023 to bridge any gap in tax receipts in October.

Interest revenue totaled \$9,848 for August. No other substantial revenue was received in August.

TOTAL REVENUE YTD: 59%

EXPENSES

Total disbursements: **\$843,313.72**

The Support Services account group remains over budget for this period in the year at 72%. Some of these account lines are trending higher due to increased costs and required services such as legal fees and postage, while others are prepaid for the year, such as insurance and audit fees. All other account groups are under spent at this point in the year with operations under spent by \$275,078 heading to close the 3rd quarter of the year. The overall expenditure budget is still expected to be on target at year's end without unexpected expenses.

Payment in the amount of \$7,550 was made to Ace of Spray, LLC. This was for multiple maintenance projects including: high window washing - exterior at the Main branch. This work

requires a personnel lift to reach all levels of exterior windows. Parking garage power washing which helps remove salt and debris from the winter season. This minimizes corrosion and spalling of the concrete, and also eliminates the need for drains to be flushed in the parking garage when simply swept as in the past. After power washing, the parking garage was restriped.

Allied Universal is the library's service provider for burglar alarms and some security systems. Payment was made in the amount of \$3,867 for security camera repairs as the Manager of Public Safety works to get the full security system back in working order and continually improve the security for the library.

Blackbaud is the library's accounting software which enables decentralized purchasing and improved account management for budget controls, accounting, financial planning, and auditing. Payment was made in the amount of \$8,526 for the annual subscription and services.

Citron Hygiene is the library's service contractor that manages the feminine hygiene products available free of charge at all locations. All shared / women's restrooms now have product dispensers and touch-free receptacles, along with air fresheners in all restrooms. \$936 was paid for monthly billing.

Hallett Movers was paid \$2,900 for shelving moves to create a new space on the second floor of the Main branch for middle-school children.

Account group expenditure levels:

People:

Compensation -	64%
Talent Development -	60%
Total People -	64%

Support Services:

Marketing -	71%
Collections -	77%
Administration -	75%
Other Support Srvcs -	58%
Total Support Servs -	72%

Library Materials:

Total Library Materials -	65%
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Facilities Management:

Facilities Supplies –	32%
Facilities Services –	67%

Total Facilities Mgmt –	64%
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Public Services:

Programming -	48%
Digital Services -	66%

Total Public Services –	62%
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TOTAL OPERATING EXPENSES:	64%
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TOTAL CAPITAL AND OUTSIDE SUPPORT:	37%
-------------------------------------------	------------

Prepared by Jeremy Andrykowski - September 16, 2022

Oak Park Public Library

Bank Reconciliation Report

BYLINE CHECKING - August 2022

Reconciliation of Register to Statement

Bank register cleared beginning balance 07/31/2022:		\$335,006.97
Add: Cleared deposits:		\$11,919.05
Add: Cleared deposit adjustments:		\$1,169,160.99
Subtract: Cleared payments:		\$358,758.50
Subtract: Cleared payment adjustments:		\$625,582.58
Adjusted bank register balance:		\$531,745.93
Bank register ending balance:		\$459,855.49
Subtract: Outstanding deposits:		\$0.00
Subtract: Outstanding deposit adjustments:		\$0.00
Add: Outstanding payments:		\$71,890.44
Add: Outstanding payment adjustments:		\$0.00
Adjusted bank register balance:		\$531,745.93
Bank statement ending balance 08/31/2022:		\$531,745.93
Out of balance by:		\$0.00
Summary Count and Amount for Deposits and Payments		
All Cleared Deposits:	14	\$1,181,080.04
All Cleared Payments:	123	\$984,341.08

Oak Park Public Library

Bank Reconciliation Report

BYLINE ANALYSIS - August 2022

Reconciliation of Register to Statement

Bank register cleared beginning balance 07/31/2022:		\$25,000.00
Add: Cleared deposits:		\$0.00
Add: Cleared deposit adjustments:		\$2,184,803.11
Subtract: Cleared payments:		\$0.00
Subtract: Cleared payment adjustments:		\$2,184,803.11
Adjusted bank register balance:		\$25,000.00
Bank register ending balance:		\$25,000.00
Subtract: Outstanding deposits:		\$0.00
Subtract: Outstanding deposit adjustments:		\$0.00
Add: Outstanding payments:		\$0.00
Add: Outstanding payment adjustments:		\$0.00
Adjusted bank register balance:		\$25,000.00
Bank statement ending balance 08/31/2022:		\$25,000.00
Out of balance by:		\$0.00
Summary Count and Amount for Deposits and Payments		
All Cleared Deposits:	8	\$2,184,803.11
All Cleared Payments:	8	\$2,184,803.11

Oak Park Public Library

Bank Reconciliation Report

PROMONTORY August 2022

Reconciliation of Register to Statement

Bank register cleared beginning balance 07/31/2022:		\$537,423.46
Add: Cleared deposits:		\$0.00
Add: Cleared deposit adjustments:		\$1,084,912.60
Subtract: Cleared payments:		\$0.00
Subtract: Cleared payment adjustments:		\$1,100,000.00
Adjusted bank register balance:		\$522,336.06
Bank register ending balance:		\$522,336.06
Subtract: Outstanding deposits:		\$0.00
Subtract: Outstanding deposit adjustments:		\$0.00
Add: Outstanding payments:		\$0.00
Add: Outstanding payment adjustments:		\$0.00
Adjusted bank register balance:		\$522,336.06
Bank statement ending balance 08/31/2022:		\$522,336.06
Out of balance by:		\$0.00
Summary Count and Amount for Deposits and Payments		
All Cleared Deposits:	4	\$1,084,912.60
All Cleared Payments:	5	\$1,100,000.00

Oak Park Public Library

Bank Reconciliation Report

FOREST PARK MM - August 2022

Reconciliation of Register to Statement

Bank register cleared beginning balance 07/31/2022:		\$525,919.88
Add: Cleared deposits:		\$0.00
Add: Cleared deposit adjustments:		\$356.62
Subtract: Cleared payments:		\$0.00
Subtract: Cleared payment adjustments:		\$0.00
Adjusted bank register balance:		\$526,276.50
Bank register ending balance:		\$526,276.50
Subtract: Outstanding deposits:		\$0.00
Subtract: Outstanding deposit adjustments:		\$0.00
Add: Outstanding payments:		\$0.00
Add: Outstanding payment adjustments:		\$0.00
Adjusted bank register balance:		\$526,276.50
Bank statement ending balance 08/31/2022:		\$526,276.50
Out of balance by:		\$0.00
Summary Count and Amount for Deposits and Payments		
All Cleared Deposits:	1	\$356.62
All Cleared Payments:	0	\$0.00

Oak Park Public Library Bank Reconciliation Report

US BANK MM August 2022

Reconciliation of Register to Statement

Bank register cleared beginning balance 07/31/2022:		\$202,477.27
Add: Cleared deposits:		\$0.00
Add: Cleared deposit adjustments:		\$1.71
Subtract: Cleared payments:		\$0.00
Subtract: Cleared payment adjustments:		\$0.00
Adjusted bank register balance:		\$202,478.98
Bank register ending balance:		\$202,478.98
Subtract: Outstanding deposits:		\$0.00
Subtract: Outstanding deposit adjustments:		\$0.00
Add: Outstanding payments:		\$0.00
Add: Outstanding payment adjustments:		\$0.00
Adjusted bank register balance:		\$202,478.98
Bank statement ending balance 08/31/2022:		\$202,478.98
Out of balance by:		\$0.00
Summary Count and Amount for Deposits and Payments		
All Cleared Deposits:	1	\$1.71
All Cleared Payments:	0	\$0.00

Oak Park Public Library

Bank Reconciliation Report

ILLINOIS FUND INVESTMENT August 2022

Reconciliation of Register to Statement

Bank register cleared beginning balance 07/31/2022:		\$5,269,661.66
Add: Cleared deposits:		\$0.00
Add: Cleared deposit adjustments:		\$36,690.21
Subtract: Cleared payments:		\$0.00
Subtract: Cleared payment adjustments:		\$1,027,353.94
Adjusted bank register balance:		\$4,278,997.93
Bank register ending balance:		\$4,278,997.93
Subtract: Outstanding deposits:		\$0.00
Subtract: Outstanding deposit adjustments:		\$0.00
Add: Outstanding payments:		\$0.00
Add: Outstanding payment adjustments:		\$0.00
Adjusted bank register balance:		\$4,278,997.93
Bank statement ending balance 08/31/2022:		\$4,278,997.93
Out of balance by:		\$0.00
Summary Count and Amount for Deposits and Payments		
All Cleared Deposits:	2	\$36,690.21
All Cleared Payments:	2	\$1,027,353.94

Oak Park Public Library

Bank Reconciliation Report

ILLINOIS FUND ART August 2022

Reconciliation of Register to Statement

Bank register cleared beginning balance 07/31/2022:		\$16,785.80
Add: Cleared deposits:		\$0.00
Add: Cleared deposit adjustments:		\$31.11
Subtract: Cleared payments:		\$0.00
Subtract: Cleared payment adjustments:		\$0.00
Adjusted bank register balance:		\$16,816.91
Bank register ending balance:		\$16,816.91
Subtract: Outstanding deposits:		\$0.00
Subtract: Outstanding deposit adjustments:		\$0.00
Add: Outstanding payments:		\$0.00
Add: Outstanding payment adjustments:		\$0.00
Adjusted bank register balance:		\$16,816.91
Bank statement ending balance 08/31/2022:		\$16,816.91
Out of balance by:		\$0.00
 Summary Count and Amount for Deposits and Payments		
All Cleared Deposits:	1	\$31.11
All Cleared Payments:	0	\$0.00

Oak Park Public Library

Statement of Income & Expense

Operating Fund -August 2022

	67% of Year					
	August 2022	YTD 2022 Projects/Grant:	YTD 2022 Operating	YTD 2022 Totals	Budget 2022	Budget
REVENUE						
Property Taxes, for operating	0.00	0.00	5,372,941.71	5,372,941.71	9,740,364.00	55.16%
Corp. Property Replacement Tax	84,803.11	0.00	387,270.21	387,270.21	125,000.00	309.82%
Services charges and fees	274.00	0.00	2,640.43	2,640.43	10,000.00	26.40%
Lost Books Reimbursed/Reciprocal Borrow	910.88	0.00	3,278.19	3,278.19	0.00	0.00%
Rentals-Library Space	543.90	0.00	1,995.90	1,995.90	0.00	0.00%
Vending/Enterprise Income	89.33	0.00	452.40	452.40	0.00	0.00%
Parking lot revenue	1,583.50	0.00	5,401.83	5,401.83	6,000.00	90.03%
Photocopier & Printer Fees	0.00	0.00	0.00	0.00	0.00	0.00%
Interest	9,847.93	0.00	35,261.84	35,261.84	10,000.00	352.62%
Gifts	2,750.00	0.00	2,750.00	2,750.00	0.00	0.00%
Gifts From FOPPL	0.00	19,700.00	0.00	19,700.00	0.00	0.00%
Illinois Per Capita Grant	0.00	0.00	0.00	0.00	0.00	0.00%
Grants	2,095.11	35,290.52	17,700.00	52,990.52	0.00	0.00%
Community Fund Endowments	0.00	0.00	0.00	0.00	20,400.00	0.00%
Miscellaneous Income	457.12	0.00	1,315.73	1,315.73	10,000.00	13.16%
Pass Through Revenue	0.00	0.00	0.00	0.00	0.00	0.00%
TOTAL REVENUE	103,354.88	54,990.52	5,831,008.24	5,885,998.76	9,921,764.00	59.32%
EXPENSES - Operating						
PEOPLE						
Compensation						
Wages & Salaries	458,113.38	0.00	3,621,964.40	3,621,964.40	5,660,000.00	63.99%
Employee Medical Insurance	83,814.50	0.00	686,253.45	686,253.45	1,095,000.00	62.67%
IMRF (Illinois Muncipal Retirement F	24,866.52	0.00	191,393.11	191,393.11	300,000.00	63.80%
FICA/MEDICARE	33,687.92	0.00	266,444.56	266,444.56	418,000.00	63.74%
Workers Compensation Insurance	0.00	0.00	21,505.00	21,505.00	25,000.00	86.02%
Unemployment Compensation Ins.	409.33	0.00	11,474.31	11,474.31	18,000.00	63.75%
Total Compensation	600,891.65	0.00	4,799,034.83	4,799,034.83	7,516,000.00	63.85%
Talent Development						
Dues	80.00	0.00	5,786.00	5,786.00	20,000.00	28.93%
Staff Development/Travel	5,614.61	5,292.92	41,737.91	47,030.83	92,000.00	51.12%
Tuition Reimbursement	7,500.00	0.00	12,648.00	12,648.00	33,000.00	38.33%
Recruitment	4,667.00	499.00	24,621.67	25,120.67	4,200.00	598.11%
Board Development	0.00	0.00	0.00	0.00	2,000.00	0.00%
Total Talent Development	17,861.61	5,791.92	84,793.58	90,585.50	151,200.00	59.91%
TOTAL PEOPLE	618,753.26	5,791.92	4,883,828.41	4,889,620.33	7,667,200.00	63.77%
SUPPORT SERVICES						
Marketing						
Promotions	1,225.99	2,736.92	4,624.48	7,361.40	24,000.00	30.67%

Oak Park Public Library

Statement of Income & Expense

Operating Fund -August 2022

	67% of Year					
	August 2022	YTD 2022 Projects/Grant:	YTD 2022 Operating	YTD 2022 Totals	Budget 2022	Budget
Publications	1,202.90	0.00	27,969.83	27,969.83	25,500.00	109.69%
Total Marketing Support	2,428.89	2,736.92	32,594.31	35,331.23	49,500.00	71.38%
Collections						
ILL Payments	35.78	0.00	2,045.11	2,045.11	3,500.00	58.43%
Cataloging/Bib Search Fees	0.00	0.00	2,170.87	2,170.87	2,000.00	108.54%
Total Collections Support	35.78	0.00	4,215.98	4,215.98	5,500.00	76.65%
Administration						
HRIS and Payroll Processing Fees	2,198.82	0.00	14,501.57	14,501.57	25,000.00	58.01%
Mileage & Miscellaneous reimbursed	1,922.22	0.00	14,798.86	14,798.86	27,000.00	54.81%
Hospitality	20.00	346.50	438.35	784.85	1,000.00	78.49%
Audit Fees	0.00	0.00	8,723.00	8,723.00	10,000.00	87.23%
Unclaimed Property Escheatment to	0.00	0.00	0.00	0.00	500.00	0.00%
Merchant Account Services	155.10	0.00	1,630.20	1,630.20	5,000.00	32.60%
Collection Fees	0.00	0.00	0.00	0.00	4,000.00	0.00%
Consulting Services - Admin	5,965.00	0.00	49,676.51	49,676.51	75,000.00	66.24%
Intergovernmental Agreements (IGA)	0.00	0.00	11,510.00	11,510.00	15,000.00	76.73%
Legal Fees	2,362.50	0.00	17,919.50	17,919.50	20,000.00	89.60%
Postage & Delivery	1,500.00	0.00	6,103.59	6,103.59	5,000.00	122.07%
Insurance	0.00	0.00	89,750.00	89,750.00	110,500.00	81.22%
Contingency	0.00	0.00	0.00	0.00	15,000.00	0.00%
Grant Expenses	2,095.11	12,764.99	17,850.00	30,614.99	0.00	0.00%
Pass Through Expenses	0.00	0.00	0.00	0.00	0.00	0.00%
Supplies	7,983.59	3,533.11	60,028.90	63,562.01	98,000.00	64.86%
Total Administration Support	24,202.34	16,644.60	292,930.48	309,575.08	411,000.00	75.32%
Other Support Services						
Telephone/Communications	5,097.45	0.00	34,178.17	34,178.17	65,000.00	52.58%
Office & Library Machinery Service	2,090.26	0.00	17,163.39	17,163.39	22,800.00	75.28%
Total Other Support Services	7,187.71	0.00	51,341.56	51,341.56	87,800.00	58.48%
TOTAL SUPPORT SERVICES	33,854.72	19,381.52	381,082.33	400,463.85	553,800.00	72.31%
LIBRARY MATERIALS						
Print materials	25,243.46	0.00	250,734.04	250,734.04	360,000.00	69.65%
Audio and video materials	5,819.61	0.00	46,340.36	46,340.36	102,000.00	45.43%
Digital content	40,995.09	0.00	394,889.23	394,889.23	584,000.00	67.62%
Devices	2,505.92	0.00	20,999.32	20,999.32	39,000.00	53.84%
Realia and other formats	28.99	0.00	7,066.83	7,066.83	10,000.00	70.67%
Archival collection	0.00	0.00	1,653.08	1,653.08	12,500.00	13.22%
TOTAL LIBRARY MATERIALS	74,593.07	0.00	721,682.86	721,682.86	1,107,500.00	65.16%
FACILITIES MANAGEMENT						

Oak Park Public Library

Statement of Income & Expense

Operating Fund -August 2022

	67% of Year					
	August 2022	YTD 2022 Projects/Grant:	YTD 2022 Operating	YTD 2022 Totals	Budget 2022	Budget
Facility Supplies						
Fuels & Lubricants	156.80	0.00	1,556.35	1,556.35	1,200.00	129.70%
Building Materials & Supplies	3,115.36	0.00	5,931.06	5,931.06	10,000.00	59.31%
Equipment Parts	0.00	0.00	71.07	71.07	10,000.00	0.71%
Cleaning & Housekeeping Supplies	399.10	802.30	3,073.87	3,876.17	21,420.00	18.10%
Signage	1,059.34	1,291.93	2,073.88	3,365.81	3,000.00	112.19%
Total Facility Supplies	4,730.60	2,094.23	12,706.23	14,800.46	45,620.00	32.44%
Facilities Services						
Landscaping and snow removal serv	476.00	0.00	11,276.00	11,276.00	24,000.00	46.98%
Custodial Services	16,946.72	0.00	124,448.04	124,448.04	205,000.00	60.71%
Water	835.40	0.00	5,282.46	5,282.46	10,000.00	52.82%
Sewer/Garbage	712.37	0.00	8,626.10	8,626.10	13,000.00	66.35%
Parking lot expense	0.00	0.00	1,840.98	1,840.98	15,000.00	12.27%
Natural Gas	631.57	0.00	28,770.38	28,770.38	37,000.00	77.76%
Rentals--Equipment & Facilities	6,092.37	0.00	16,587.11	16,587.11	20,000.00	82.94%
Repair & Maintenance Prop. & Equip	9,102.59	0.00	156,617.44	156,617.44	204,000.00	76.77%
Total Facilities Services	34,797.02	0.00	353,448.51	353,448.51	528,000.00	66.94%
TOTAL FACILITIES MANAGEMENT	39,527.62	2,094.23	366,154.74	368,248.97	573,620.00	64.20%
PUBLIC SERVICES						
Programming						
Children's Programming	2,068.30	1,439.00	7,861.56	9,300.56	18,000.00	51.67%
Young Adult Programming	2,230.17	181.78	8,689.85	8,871.63	16,000.00	55.45%
Adult Programming	1,970.06	2,900.00	14,396.45	17,296.45	23,000.00	75.20%
Community Engagement	978.13	0.00	5,151.32	5,151.32	10,000.00	51.51%
Social Services	0.00	660.00	300.00	960.00	20,000.00	4.80%
Total Programming	7,246.66	5,180.78	36,399.18	41,579.96	87,000.00	47.79%
Digital Services						
Consultant Support Services	0.00	0.00	429.10	429.10	10,000.00	4.29%
SWAN	0.00	0.00	75,888.75	75,888.75	104,677.00	72.50%
Website development/CMS	83.92	0.00	1,356.81	1,356.81	3,000.00	45.23%
Subscriptions and services	3,353.58	0.00	153,966.87	153,966.87	225,000.00	68.43%
Equipment and supplies	944.32	55.48	7,332.72	7,388.20	20,000.00	36.94%
Total Digital Services	4,381.82	55.48	238,974.25	239,029.73	362,677.00	65.91%
TOTAL PUBLIC SERVICES	11,628.48	5,236.26	275,373.43	280,609.69	449,677.00	62.40%
TOTAL EXPENSES - Operating	778,357.15	32,503.93	6,628,121.77	6,660,625.70	10,351,797.00	64.34%
EXPENSES - Capital						
Equipment	0.00	0.00	0.00	0.00	10,000.00	0.00%

Oak Park Public Library
Statement of Income & Expense
 Operating Fund -August 2022

	<u>67% of Year</u>					
	August 2022	YTD 2022 Projects/Grant:	YTD 2022 Operating	YTD 2022 Totals	Budget 2022	Budget
Furnishings	16,550.29	0.00	27,148.87	27,148.87	70,000.00	38.78%
Technology	0.00	31,177.32	15,240.00	46,417.32	220,000.00	21.10%
Building Improvements	0.00	0.00	267,056.93	267,056.93	585,000.00	45.65%
Special Projects	0.00	0.00	300.00	300.00	32,000.00	0.94%
TOTAL EXPENSES - Capital	16,550.29	31,177.32	309,745.80	340,923.12	917,000.00	37.18%
NET SURPLUS/(DEFICIT)	(691,552.56)	(8,690.73)	(1,106,859.33)	(1,115,550.06)	(1,347,033.00)	

Oak Park Public Library

Cash Disbursement Journals

August 2022- BYLINE

Payee	Trans. Type Trans. No.	Trans. Date	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
ACE OF SPRAY, LLC	Computer Check 58585	08/24/2022	08/24/2022 Posted	7,550.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 7,550.00	7,550.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
29448	07/25/2022	Exterior Window W:	4,000.00	4,000.00	01-5692	Repair & Maintenance Prop.	4,000.00	<No Project>
						Totals:	4,000.00	
29457	07/25/2022	Restriping Parking C	1,125.00	1,125.00	01-5692	Repair & Maintenance Prop.	1,125.00	<No Project>
						Totals:	1,125.00	
29462	07/26/2022	Parking Garage - Po	2,425.00	2,425.00	01-5692	Repair & Maintenance Prop.	2,425.00	<No Project>
						Totals:	2,425.00	
ADVANTAGE ARCHIVES, LLC	Computer Check 58539	08/17/2022	08/17/2022 Posted	720.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 720.00	720.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
35963	07/31/2022	Microfilming Oak Le	720.00	720.00	01-5292	Cataloging/Bib Search Fees	720.00	<No Project>
						Totals:	720.00	
ALLIED UNIVERSAL TECHNOLC	Computer Check 58489	08/03/2022	08/03/2022 Posted	450.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 450.00	450.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IN1-910217325	07/19/2022	Service Charge	450.00	450.00	01-5692	Repair & Maintenance Prop.	450.00	<No Project>
						Totals:	450.00	
ALLIED UNIVERSAL TECHNOLC	Computer Check 58615	08/31/2022	08/31/2022 Posted	4,293.58	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 4,293.58	4,293.58 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IN1-910226237	08/29/2022	Camera repair	3,866.58	3,866.58	01-5692	Repair & Maintenance Prop.	3,866.58	<No Project>
						Totals:	3,866.58	
IN1-910226527	08/30/2022	Service Alarm	427.00	427.00	01-5692	Repair & Maintenance Prop.	427.00	<No Project>
						Totals:	427.00	
ALPHA BUILDING MAINTENAN	Computer Check 58586	08/24/2022	08/24/2022 Posted	15,060.40	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 15,060.40	15,060.40 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
21623 OPPL	08/01/2022	Custodial Services	15,060.40	15,060.40	01-5686	Custodial Services	15,060.40	<No Project>
						Totals:	15,060.40	
AMANO MCGANN, INC.	Computer Check	08/24/2022	08/24/2022	1,669.50	01-1053	Byline Bank Checking	0.00	1,669.50

Oak Park Public Library

Cash Disbursement Journals

August 2022- BYLINE

Payee	Trans. Type Trans. No.	Trans. Date	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
	58587		Posted		01-2060	Accounts Payable	1,669.50	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
SVC317603	08/05/2022	Reprogramming Pai	1,669.50	1,669.50	01-5692	Repair & Maintenance Prop. i	1,669.50	<No Project>
<i>Totals:</i>							1,669.50	
AMAZON CAPITAL SERVICES	Computer Check	08/03/2022	08/03/2022	302.59	01-1053	Byline Bank Checking	0.00	302.59
	58490		Posted		01-2060	Accounts Payable	302.59	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
1GKM-M63X-D7QJ	07/26/2022	Books	19.98	19.98	01-5840	Print materials	19.98	<No Project>
<i>Totals:</i>							19.98	
1KXR-W3V4-73LR	07/26/2022	Book	27.99	27.99	01-5840	Print materials	27.99	<No Project>
<i>Totals:</i>							27.99	
1KNK-1LT3-M3QT	07/27/2022	Office Supplies	21.22	21.22	01-5742	Supplies	21.22	<No Project>
<i>Totals:</i>							21.22	
1J9J-Y9KF-31NR	07/28/2022	DVD	14.93	14.93	01-5890	Audio and video materials	14.93	<No Project>
<i>Totals:</i>							14.93	
1GXQ-K9RC-H3HD	07/30/2022	Book	26.95	26.95	01-5840	Print materials	26.95	<No Project>
<i>Totals:</i>							26.95	
19JK-JJ6J-HL7M	07/30/2022	Books	52.25	52.25	01-5840	Print materials	52.25	<No Project>
<i>Totals:</i>							52.25	
1GXQ-K9RC-RV4J	07/31/2022	Special Collections f	77.38	77.38	01-5895	Archival collection	77.38	<No Project>
<i>Totals:</i>							77.38	
19GK-9LQD-1CGV	08/02/2022	Books	61.89	61.89	01-5840	Print materials	61.89	<No Project>
<i>Totals:</i>							61.89	
AMAZON CAPITAL SERVICES	Computer Check	08/10/2022	08/10/2022	2,426.06	01-1053	Byline Bank Checking	0.00	2,426.06
	58511		Posted		01-2060	Accounts Payable	2,426.06	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
163V-T36V-QHYG	07/31/2022	MIDDLE AND HIGH	1,079.19	1,079.19	01-5244	Young Adult Programming	1,079.19	<No Project>
<i>Totals:</i>							1,079.19	
13CP-PYDF-9GXW	08/01/2022	Rockpapa 950 Folda	80.95	80.95	01-5937	Equipment and supplies	80.95	<No Project>
<i>Totals:</i>							80.95	
14K1-WTGM-1H4G	08/02/2022	Books	49.57	49.57	01-5840	Print materials	49.57	<No Project>
<i>Totals:</i>							49.57	
1Y67-9M43-6HLN	08/03/2022	Books	38.55	38.55	01-5840	Print materials	38.55	<No Project>
<i>Totals:</i>							38.55	
1CQC-V99G-HJJ6	08/04/2022	Adult Programming	97.47	97.47	01-5247	Adult Programming	97.47	<No Project>

Oak Park Public Library

Cash Disbursement Journals

August 2022- BYLINE

Payee	Trans. Type Trans. No.	Post Date Post Status	Trans. Date	Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID	
						<i>Totals:</i>	97.47		
1GHR-NW7J-4JFT	08/04/2022	Book	16.99	16.99	01-5840	Print materials	16.99	<No Project>	
						<i>Totals:</i>	16.99		
1QFM-JKTX-LYQL	08/04/2022	Office Furniture for	1,063.34	1,063.34	01-5930	Furnishings	1,063.34	<No Project>	
						<i>Totals:</i>	1,063.34		
AMAZON CAPITAL SERVICES	Computer Check 58540		08/17/2022	08/17/2022 Posted	1,808.36	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 1,808.36	1,808.36 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID	
1LWW-VKY1-JH1D	08/04/2022	Office Supplies	15.24	15.24	01-5742	Supplies	15.24	<No Project>	
						<i>Totals:</i>	15.24		
1WTM-VVXN-W77M	08/07/2022	Office Furniture for	911.05	911.05	01-5930	Furnishings	911.05	<No Project>	
						<i>Totals:</i>	911.05		
1VLN-P7WX-W6K9	08/07/2022	Teen Programming	600.17	600.17	01-5244	Young Adult Programming	600.17	<No Project>	
						<i>Totals:</i>	600.17		
1PTQ-WDXK-9KYP	08/10/2022	Middle & High Schc	135.92	135.92	01-5244	Young Adult Programming	135.92	<No Project>	
						<i>Totals:</i>	135.92		
1F63-RLQN-6JTW	08/11/2022	Book	15.89	15.89	01-5840	Print materials	15.89	<No Project>	
						<i>Totals:</i>	15.89		
1CVY-NX33-6NRF	08/11/2022	Office Supplies	20.84	20.84	01-5742	Supplies	20.84	<No Project>	
						<i>Totals:</i>	20.84		
1GM3-NKPD-RKRF	08/14/2022	Book	26.95	26.95	01-5840	Print materials	26.95	<No Project>	
						<i>Totals:</i>	26.95		
1QC4-HVPP-QFXP	08/14/2022	Multicultural Realia	28.99	28.99	01-5894	Realia and other formats	28.99	<No Project>	
						<i>Totals:</i>	28.99		
1RVM-J3JW-3WL6	08/15/2022	supplies for key fob:	53.31	53.31	01-5742	Supplies	53.31	<No Project>	
						<i>Totals:</i>	53.31		
AMAZON CAPITAL SERVICES	Computer Check 58588		08/24/2022	08/24/2022 Posted	1,261.11	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 1,261.11	1,261.11 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID	
1TX6-DNH4-C1ND	07/18/2022	MIDDLE AND HIGH	383.51	383.51	01-5244	Young Adult Programming	383.51	<No Project>	
						<i>Totals:</i>	383.51		
19WR-JLY6-FHNF	07/29/2022	APC UPS 1500VA UI	493.62	282.70	01-5937	Equipment and supplies	282.70	<No Project>	
						<i>Totals:</i>	282.70		
1YTC-GYLX-W9DV	08/14/2022	Books	55.74	55.74	01-5840	Print materials	55.74	<No Project>	

Oak Park Public Library

Cash Disbursement Journals

August 2022- BYLINE

Payee	Trans. Type	Trans. No.	Trans. Date	Post Date	Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID		
						<i>Totals:</i>	55.74			
1FGQ-WRMY-D6CD	08/16/2022	HP OfficeJet Pro 902	429.94	429.94	01-5937	Equipment and supplies	429.94	<No Project>		
						<i>Totals:</i>	429.94			
11VK-HTHD-LNFN	08/20/2022	Office Supplies	53.34	53.34	01-5742	Supplies	53.34	<No Project>		
						<i>Totals:</i>	53.34			
1L3N-7RCF-3HQW	08/22/2022	r Google Pixel 6A C	15.89	15.89	01-5937	Equipment and supplies	15.89	<No Project>		
						<i>Totals:</i>	15.89			
1RQX-94DY-99QR	08/23/2022	OUFUNI Bone Cond	39.99	39.99	01-5937	Equipment and supplies	39.99	<No Project>		
						<i>Totals:</i>	39.99			
AMAZON CAPITAL SERVICES	Computer Check		08/31/2022	08/31/2022		881.63	01-1053	Byline Bank Checking	0.00	881.63
	58616			Posted			01-2060	Accounts Payable	881.63	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID		
1QVG-97RV-VVD6	08/14/2022	Children's Programr	231.72	231.72	01-5240	Children's Programming	231.72	<No Project>		
						<i>Totals:</i>	231.72			
1CYW-TXCR-7NCP	08/24/2022	Office Supplies	5.99	5.99	01-5742	Supplies	5.99	<No Project>		
						<i>Totals:</i>	5.99			
1NQQ-NWJ1-7QCM	08/24/2022	Office Supplies	55.54	55.54	01-5742	Supplies	55.54	<No Project>		
						<i>Totals:</i>	55.54			
17L4-T9DF-1X1Y	08/25/2022	Book	14.93	14.93	01-5840	Print materials	14.93	<No Project>		
						<i>Totals:</i>	14.93			
1G19-9PP6-4QNP	08/25/2022	Office Supplies	45.93	45.93	01-5742	Supplies	45.93	<No Project>		
						<i>Totals:</i>	45.93			
1GLL-1YFV-JHCP	08/25/2022	Office Supplies	31.31	31.31	01-5742	Supplies	31.31	<No Project>		
						<i>Totals:</i>	31.31			
1PM1-VGNK-W99V	08/28/2022	Office Furniture for	301.42	301.42	01-5930	Furnishings	301.42	<No Project>		
						<i>Totals:</i>	301.42			
1HWD-XXD6-FPHV	08/30/2022	Books	194.79	194.79	01-5840	Print materials	194.79	<No Project>		
						<i>Totals:</i>	194.79			
AMERICAN EXPRESS	Bank Draft		08/09/2022	08/09/2022		1,704.22	01-1053	Byline Bank Checking	0.00	1,704.22
	32			Posted			01-2060	Accounts Payable	1,704.22	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID		
022055	08/02/2022	AMERICAN EXPRES	1,704.22	1,704.22	01-2066	Amex Accounts	1,704.22	<No Project>		
						<i>Totals:</i>	1,704.22			

Oak Park Public Library

Cash Disbursement Journals

August 2022- BYLINE

Payee	Trans. Type Trans. No.	Trans. Date	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
ANCEL GLINK, P.C.	Computer Check 58512	08/10/2022	08/10/2022 Posted	2,362.50	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 2,362.50	2,362.50 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
90957	08/09/2022	Legal Services - July	2,362.50	2,362.50	01-5291	Legal Fees	2,362.50	<No Project>
<i>Totals:</i>							2,362.50	
BAKER & TAYLOR	Computer Check 58491	08/03/2022	08/03/2022 Posted	11,134.49	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 11,134.49	11,134.49 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2036886375	07/25/2022	Books	402.69	402.69	01-5840	Print materials	402.69	<No Project>
<i>Totals:</i>							402.69	
2036837254	07/26/2022	Books	3,429.93	3,429.93	01-5840	Print materials	3,429.93	<No Project>
<i>Totals:</i>							3,429.93	
2036893573	07/27/2022	Books	701.38	701.38	01-5840	Print materials	701.38	<No Project>
<i>Totals:</i>							701.38	
2036896811	07/27/2022	Books	797.25	797.25	01-5840	Print materials	797.25	<No Project>
<i>Totals:</i>							797.25	
2036890850	07/27/2022	Books	1,006.08	1,006.08	01-5840	Print materials	1,006.08	<No Project>
<i>Totals:</i>							1,006.08	
2036884849	07/27/2022	Books	1,316.66	1,316.66	01-5840	Print materials	1,316.66	<No Project>
<i>Totals:</i>							1,316.66	
2036858459	07/28/2022	Books	1,049.19	1,049.19	01-5840	Print materials	1,049.19	<No Project>
<i>Totals:</i>							1,049.19	
2036880372	07/28/2022	Books	1,262.34	1,262.34	01-5840	Print materials	1,262.34	<No Project>
<i>Totals:</i>							1,262.34	
2036901967	07/29/2022	Books	617.26	617.26	01-5840	Print materials	617.26	<No Project>
<i>Totals:</i>							617.26	
2036908118	08/01/2022	Books	551.71	551.71	01-5840	Print materials	551.71	<No Project>
<i>Totals:</i>							551.71	
BAKER & TAYLOR	Computer Check 58513	08/10/2022	08/10/2022 Posted	5,485.06	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 5,485.06	5,485.06 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2036857405	08/01/2022	Books	3,124.39	3,124.39	01-5840	Print materials	3,124.39	<No Project>
<i>Totals:</i>							3,124.39	
2036913222	08/03/2022	Books	530.61	530.61	01-5840	Print materials	530.61	<No Project>
<i>Totals:</i>							530.61	

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Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2036911366	08/03/2022	Books	999.80	999.80	01-5840	Print materials	999.80	<No Project>
<i>Totals:</i>							999.80	
2036920773	08/08/2022	Books	830.26	830.26	01-5840	Print materials	830.26	<No Project>
<i>Totals:</i>							830.26	
BAKER & TAYLOR	Computer Check 58541	08/17/2022 08/17/2022 Posted		5,879.23	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 5,879.23	5,879.23 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2036891862	08/09/2022	Books	571.73	571.73	01-5840	Print materials	571.73	<No Project>
<i>Totals:</i>							571.73	
2036887332	08/09/2022	Books	279.37	279.37	01-5840	Print materials	279.37	<No Project>
<i>Totals:</i>							279.37	
2036910151	08/09/2022	Books	713.05	713.05	01-5840	Print materials	713.05	<No Project>
<i>Totals:</i>							713.05	
2036923499	08/10/2022	Books	786.42	786.42	01-5840	Print materials	786.42	<No Project>
<i>Totals:</i>							786.42	
2036911359	08/11/2022	Books	2,544.46	2,544.46	01-5840	Print materials	2,544.46	<No Project>
<i>Totals:</i>							2,544.46	
2036931040	08/12/2022	Books	984.20	984.20	01-5840	Print materials	984.20	<No Project>
<i>Totals:</i>							984.20	
BAKER & TAYLOR	Computer Check 58589	08/24/2022 08/24/2022 Posted		8,102.02	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 8,102.02	8,102.02 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2036932122	08/15/2022	Books	1,142.25	1,142.25	01-5840	Print materials	1,142.25	<No Project>
<i>Totals:</i>							1,142.25	
2036937942	08/16/2022	Books	737.15	737.15	01-5840	Print materials	737.15	<No Project>
<i>Totals:</i>							737.15	
2036940623	08/17/2022	Books	508.39	508.39	01-5840	Print materials	508.39	<No Project>
<i>Totals:</i>							508.39	
2036925876	08/17/2022	Books	3,543.78	3,543.78	01-5840	Print materials	3,543.78	<No Project>
<i>Totals:</i>							3,543.78	
2036946364	08/18/2022	Books	460.40	460.40	01-5840	Print materials	460.40	<No Project>
<i>Totals:</i>							460.40	
2036943268	08/18/2022	Books	825.45	825.45	01-5840	Print materials	825.45	<No Project>
<i>Totals:</i>							825.45	

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<u>Invoice #</u>	<u>Invoice Date</u>	<u>Description</u>	<u>Invoice Amount</u>	<u>Amount Paid</u>	<u>Account Number</u>	<u>Account Description</u>	<u>Amount</u>	<u>Project ID</u>
2036949997	08/18/2022	Books	884.60	884.60	01-5840	Print materials	884.60	<No Project>
<i>Totals:</i>							884.60	
BLACKBAUD	Computer Check 58542		08/17/2022 08/17/2022 Posted	8,525.81	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 8,525.81	8,525.81 0.00
<u>Invoice #</u>	<u>Invoice Date</u>	<u>Description</u>	<u>Invoice Amount</u>	<u>Amount Paid</u>	<u>Account Number</u>	<u>Account Description</u>	<u>Amount</u>	<u>Project ID</u>
INV-0000213281	08/09/2022	Accounting Softwar	8,525.81	8,525.81	01-1600	Prepaid Expenses	5,862.95	<No Project>
INV-0000213281	08/09/2022	Accounting Softwar	8,525.81	8,525.81	01-5936	Subscriptions and services	2,662.86	<No Project>
<i>Totals:</i>							8,525.81	
ASHLEY BOYER	Computer Check 58514		08/10/2022 08/10/2022 Posted	475.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 475.00	475.00 0.00
<u>Invoice #</u>	<u>Invoice Date</u>	<u>Description</u>	<u>Invoice Amount</u>	<u>Amount Paid</u>	<u>Account Number</u>	<u>Account Description</u>	<u>Amount</u>	<u>Project ID</u>
IR-4179	07/26/2022	Staff Development	475.00	475.00	01-5163	Staff Development/Travel	475.00	<No Project>
<i>Totals:</i>							475.00	
DUSHAUN BRANCH	Computer Check 58617		08/31/2022 08/31/2022 Posted	150.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 150.00	150.00 0.00
<u>Invoice #</u>	<u>Invoice Date</u>	<u>Description</u>	<u>Invoice Amount</u>	<u>Amount Paid</u>	<u>Account Number</u>	<u>Account Description</u>	<u>Amount</u>	<u>Project ID</u>
220801	08/03/2022	Adult Programming	150.00	150.00	01-5247	Adult Programming	150.00	<No Project>
<i>Totals:</i>							150.00	
CAROL STREAM PUBLIC LIBRAI	Computer Check 58543		08/17/2022 08/17/2022 Posted	250.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 250.00	250.00 0.00
<u>Invoice #</u>	<u>Invoice Date</u>	<u>Description</u>	<u>Invoice Amount</u>	<u>Amount Paid</u>	<u>Account Number</u>	<u>Account Description</u>	<u>Amount</u>	<u>Project ID</u>
202201	08/05/2022	Hena Khan Muslim (250.00	250.00	01-5240	Children's Programming	250.00	<No Project>
<i>Totals:</i>							250.00	
CASE LOTS, INC.	Computer Check 58515		08/10/2022 08/10/2022 Posted	403.20	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 403.20	403.20 0.00
<u>Invoice #</u>	<u>Invoice Date</u>	<u>Description</u>	<u>Invoice Amount</u>	<u>Amount Paid</u>	<u>Account Number</u>	<u>Account Description</u>	<u>Amount</u>	<u>Project ID</u>
11865	06/02/2022	FACILITIES SUPPLIES	403.20	403.20	01-5684	Cleaning & Housekeeping Su	403.20	COVID-19
<i>Totals:</i>							403.20	
CHIBUIKE ENYIA	Computer Check 58492		08/03/2022 08/03/2022 Posted	26.02	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 26.02	26.02 0.00

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Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-4007	07/26/2022	MILEAGE REIMBURS	26.02	26.02	01-5165	Mileage & Miscellaneous reir	26.02	<No Project>
<i>Totals:</i>							26.02	
CHICAGO TRIBUNE COMPANY	Computer Check 58545		08/17/2022 08/17/2022 Posted	77.40	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 77.40	77.40 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2093221	08/03/2022	Oak Leaves	77.40	77.40	01-5840	Print materials	77.40	<No Project>
<i>Totals:</i>							77.40	
CHICAGO TRIBUNE	Computer Check 58544		08/17/2022 08/17/2022 Posted	207.42	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 207.42	207.42 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
63353089-080222	08/02/2022	Newspaper Subscrip	207.42	207.42	01-5840	Print materials	207.42	<No Project>
<i>Totals:</i>							207.42	
CINTAS	Computer Check 58516		08/10/2022 08/10/2022 Posted	918.37	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 918.37	918.37 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
5115185782	07/06/2022	First Aid	310.82	310.82	01-5742	Supplies	310.82	<No Project>
<i>Totals:</i>							310.82	
5118048773	07/27/2022	First Aid	46.59	46.59	01-5742	Supplies	46.59	<No Project>
<i>Totals:</i>							46.59	
5118048737	07/27/2022	First Aid	140.56	140.56	01-5742	Supplies	140.56	<No Project>
<i>Totals:</i>							140.56	
5118048792	07/27/2022	First Aid	420.40	420.40	01-5742	Supplies	420.40	<No Project>
<i>Totals:</i>							420.40	
CINTAS	Computer Check 58546		08/17/2022 08/17/2022 Posted	680.20	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 680.20	680.20 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
5110555378	06/01/2022	First Aid	71.46	71.46	01-5742	Supplies	71.46	<No Project>
<i>Totals:</i>							71.46	
5110752566	06/02/2022	First Aid	221.88	221.88	01-5742	Supplies	221.88	<No Project>
<i>Totals:</i>							221.88	
5110752550	06/02/2022	First Aid	386.86	386.86	01-5742	Supplies	386.86	<No Project>
<i>Totals:</i>							386.86	

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CITRON HYGIENE	Computer Check 58590	08/24/2022	08/24/2022 Posted	936.32	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 936.32	936.32 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
495341	07/03/2022	MAZE CITRON HYGI	66.00	66.00	01-5686	Custodial Services	66.00	<No Project>
<i>Totals:</i>							66.00	
497480	08/03/2022	MAZE CITRON HYGI	66.00	66.00	01-5686	Custodial Services	66.00	<No Project>
<i>Totals:</i>							66.00	
497479	08/03/2022	DOLE CITRON HYGI	83.16	83.16	01-5686	Custodial Services	83.16	<No Project>
<i>Totals:</i>							83.16	
497481	08/03/2022	MAIN CITRON HYGI	721.16	721.16	01-5686	Custodial Services	721.16	<No Project>
<i>Totals:</i>							721.16	
CLAIRE E DRILLINGER	Computer Check 58611	08/24/2022	08/24/2022 Posted	25.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 25.00	25.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-4332	08/19/2022	SWAN Expo	25.00	25.00	01-5165	Mileage & Miscellaneous reir	25.00	<No Project>
<i>Totals:</i>							25.00	
CLAIRE ONG	Computer Check 58493	08/03/2022	08/03/2022 Posted	29.88	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 29.88	29.88 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-4115	08/01/2022	CE AND HOME DELI	29.88	29.88	01-5165	Mileage & Miscellaneous reir	29.88	<No Project>
<i>Totals:</i>							29.88	
COMPLETE TEMPERATURE SYS	Computer Check 58517	08/10/2022	08/10/2022 Posted	9,650.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 9,650.00	9,650.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
MA007879	04/01/2022	Quarterly Bill - Prev	4,450.00	4,450.00	01-5692	Repair & Maintenance Prop. i	4,450.00	<No Project>
<i>Totals:</i>							4,450.00	
MA008003	07/01/2022	Quarterly Bill - Prev	750.00	750.00	01-5692	Repair & Maintenance Prop. i	750.00	<No Project>
<i>Totals:</i>							750.00	
MA008004	07/01/2022	Quarterly Bill - Prev	4,450.00	4,450.00	01-5692	Repair & Maintenance Prop. i	4,450.00	<No Project>
<i>Totals:</i>							4,450.00	
COMPLETE TEMPERATURE SYS	Computer Check 58591	08/24/2022	08/24/2022 Posted	1,510.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 1,510.00	1,510.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID

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Payee	Trans. Type Trans. No.	Description	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
MA007878	04/04/2022	Quarterly Bill - Prev	750.00	750.00	01-5692	Repair & Maintenance Prop.	750.00	<No Project>
						<i>Totals:</i>	750.00	
SRVCE047101	08/16/2022	Boiler Repair - Maze	760.00	760.00	01-5692	Repair & Maintenance Prop.	760.00	<No Project>
						<i>Totals:</i>	760.00	
CURTIS LEE McCOTTRY, JR.	Computer Check 58547		08/17/2022 08/17/2022 Posted		200.00 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 200.00	200.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2022-99-00105	08/15/2022	Disc Jockey for Mid	200.00	200.00	01-5244	Young Adult Programming	200.00	<No Project>
						<i>Totals:</i>	200.00	
JOSCLYN DAKER	Computer Check 58494		08/03/2022 08/03/2022 Posted		9.10 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 9.10	9.10 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-4104	07/28/2022	Adult Programming	9.10	9.10	01-5247	Adult Programming	9.10	<No Project>
						<i>Totals:</i>	9.10	
DEMCO, INC.	Computer Check 58592		08/24/2022 08/24/2022 Posted		65.00 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 65.00	65.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
7170882	08/18/2022	Processing Supplies	65.00	65.00	01-5742	Supplies	65.00	<No Project>
						<i>Totals:</i>	65.00	
DEMCO, INC.	Computer Check 58618		08/31/2022 08/31/2022 Posted		50.27 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 50.27	50.27 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
7174894	08/26/2022	Processing Supplies	50.27	50.27	01-5742	Supplies	50.27	<No Project>
						<i>Totals:</i>	50.27	
DOW JONES & COMPANY INC	Computer Check 58548		08/17/2022 08/17/2022 Posted		1,500.00 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 1,500.00	1,500.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
97009058	08/11/2022	Wall Street Journal I	1,500.00	1,500.00	01-5891	Digital content	1,500.00	<No Project>
						<i>Totals:</i>	1,500.00	
FIFTH STAR COLLECTIVE, LLC	Computer Check 58518		08/10/2022 08/10/2022 Posted		5,965.00 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 5,965.00	5,965.00 0.00

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1023	07/22/2022	Data Analytics Supp	5,965.00	5,965.00	01-5275	Consulting Services - Admin	5,965.00	<No Project>		
<i>Totals:</i>									5,965.00	
FIFTH STAR COLLECTIVE, LLC	Computer Check	58619	08/31/2022	08/31/2022	Posted	5,965.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 5,965.00	5,965.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID		
1024	08/24/2022	Data Analytics Supp	5,965.00	5,965.00	01-5275	Consulting Services - Admin	5,965.00	<No Project>		
<i>Totals:</i>									5,965.00	
FINDAWAY WORLD LLC	Computer Check	58495	08/03/2022	08/03/2022	Posted	244.96	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 244.96	244.96 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID		
398196	07/22/2022	Wonderbooks	194.97	194.97	01-5840	Print materials	194.97	<No Project>		
<i>Totals:</i>									194.97	
398739	07/26/2022	Wonderbook	49.99	49.99	01-5840	Print materials	49.99	<No Project>		
<i>Totals:</i>									49.99	
FINDAWAY WORLD LLC	Computer Check	58593	08/24/2022	08/24/2022	Posted	49.99	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 49.99	49.99 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID		
401733	08/18/2022	Wonderbook	49.99	49.99	01-5840	Print materials	49.99	<No Project>		
<i>Totals:</i>									49.99	
FINDAWAY WORLD LLC	Computer Check	58620	08/31/2022	08/31/2022	Posted	259.96	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 259.96	259.96 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID		
402664	08/24/2022	Wonderbooks	259.96	259.96	01-5840	Print materials	259.96	<No Project>		
<i>Totals:</i>									259.96	
FOREST PRINTING CO.	Computer Check	58496	08/03/2022	08/03/2022	Posted	1,804.20	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 1,804.20	1,804.20 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID		
111443	05/23/2022	Brochures	1,050.40	1,050.40	01-5204	Promotions	1,050.40	<No Project>		
<i>Totals:</i>									1,050.40	
112614	07/26/2022	"A Library For Every	130.50	130.50	01-5693	Signage	130.50	ANTI-RACISM		
<i>Totals:</i>									130.50	

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Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
112711	08/01/2022	publications	623.30	623.30	01-5205	Publications	623.30	<No Project>
<i>Totals:</i>							623.30	
GARFIELD PARK CONSERVATO	Computer Check 58535	08/10/2022 08/10/2022 Posted		550.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 550.00	550.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
494	07/21/2022	Beekeeping Present	550.00	550.00	01-5163	Staff Development/Travel	550.00	<No Project>
<i>Totals:</i>							550.00	
GAYLORD BROTHERS, INC.	Computer Check 58594	08/24/2022 08/24/2022 Posted		83.64	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 83.64	83.64 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2780736	08/15/2022	Supplies for Special	83.64	83.64	01-5742	Supplies	83.64	<No Project>
<i>Totals:</i>							83.64	
GROWING COMMUNITY MEDI	Computer Check 58498	08/03/2022 08/03/2022 Posted		450.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 450.00	450.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
56627-R	06/29/2022	Advertising in the A	450.00	450.00	01-5204	Promotions	450.00	<No Project>
<i>Totals:</i>							450.00	
HALLETT MOVERS	Computer Check 58621	08/31/2022 08/31/2022 Posted		2,900.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 2,900.00	2,900.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
64164	08/24/2022	Shelving Move for A	2,900.00	2,900.00	01-5691	Rentals--Equipment & Faciliti	2,900.00	<No Project>
<i>Totals:</i>							2,900.00	
HEATHER AIKINS	Computer Check 58595	08/24/2022 08/24/2022 Posted		1,500.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 1,500.00	1,500.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-4279	08/18/2022	Tuition Grant	1,500.00	1,500.00	01-5164	Tuition Reimbursement	1,500.00	<No Project>
<i>Totals:</i>							1,500.00	
IHLS-OCLC	Computer Check 58596	08/24/2022 08/24/2022 Posted		35.78	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 35.78	35.78 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID

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Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
27012	08/17/2022	IFM Debits/Admin F	35.78	35.78	01-5264	ILL Payments	35.78	<No Project>
<i>Totals:</i>							35.78	
ILLINOIS LIBRARY ASSOCIATIO	Computer Check 58520		08/10/2022 08/10/2022 Posted		300.00 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 300.00	300.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
221180	07/07/2022	Membership dues	75.00	75.00	01-5162	Dues	75.00	<No Project>
<i>Totals:</i>							75.00	
221020	07/07/2022	Membership dues	75.00	75.00	01-5162	Dues	75.00	<No Project>
<i>Totals:</i>							75.00	
212796	07/07/2022	Membership dues	75.00	75.00	01-5162	Dues	75.00	<No Project>
<i>Totals:</i>							75.00	
213166	07/07/2022	Membership dues	75.00	75.00	01-5162	Dues	75.00	<No Project>
<i>Totals:</i>							75.00	
ILLINOIS LIBRARY ASSOCIATIO	Computer Check 58549		08/17/2022 08/17/2022 Posted		470.00 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 470.00	470.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
223278	08/02/2022	Preiser Marketing A	50.00	50.00	01-5204	Promotions	50.00	<No Project>
<i>Totals:</i>							50.00	
223280	08/02/2022	Preiser Marketing A	170.00	170.00	01-5204	Promotions	170.00	<No Project>
<i>Totals:</i>							170.00	
223279	08/02/2022	Preiser Marketing A	250.00	250.00	01-5204	Promotions	250.00	<No Project>
<i>Totals:</i>							250.00	
IMAGING OFFICE SYSTEMS, IN	Computer Check 58499		08/03/2022 08/03/2022 Posted		735.00 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 735.00	735.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
CONT017735	07/19/2022	SCAN Pro 3000 mai	735.00	735.00	01-5936	Subscriptions and services	735.00	<No Project>
<i>Totals:</i>							735.00	
INTERIOR GARDEN SERVICES, I	Computer Check 58550		08/17/2022 08/17/2022 Posted		290.00 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 290.00	290.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
040309	08/01/2022	PLANT RENTAL MAI	290.00	290.00	01-5692	Repair & Maintenance Prop.	290.00	<No Project>
<i>Totals:</i>							290.00	

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INTRINSIC LANDSCAPING, INC	Computer Check 58521	08/10/2022	08/10/2022 Posted	392.40	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 392.40	392.40 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
22-0404	08/05/2022	Green Roof Maint -	392.40	392.40	01-5692	Repair & Maintenance Prop.	392.40	<No Project>
<i>Totals:</i>							392.40	
JABEZ PATTERSON	Computer Check 58551	08/17/2022	08/17/2022 Posted	51.09	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 51.09	51.09 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-4237	08/15/2022	Staff Development -	51.09	51.09	01-5163	Staff Development/Travel	51.09	<No Project>
<i>Totals:</i>							51.09	
JEREMY ANDRYKOWSKI	Computer Check 58597	08/24/2022	08/24/2022 Posted	1,500.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 1,500.00	1,500.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-4278	08/18/2022	Tuition Grant	1,500.00	1,500.00	01-5164	Tuition Reimbursement	1,500.00	<No Project>
<i>Totals:</i>							1,500.00	
JOHNSON CONTROLS	Computer Check 58522	08/10/2022	08/10/2022 Posted	697.25	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 697.25	697.25 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
1-119554021194	07/22/2022	HVAC Pump Repair	697.25	697.25	01-5692	Repair & Maintenance Prop.	697.25	<No Project>
<i>Totals:</i>							697.25	
KANOPY, INC.	Computer Check 58500	08/03/2022	08/03/2022 Posted	3,060.90	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 3,060.90	3,060.90 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
307088-PPU	07/31/2022	Kanopy plays	3,060.90	3,060.90	01-5891	Digital content	3,060.90	<No Project>
<i>Totals:</i>							3,060.90	
KINGA LIPINSKA	Computer Check 58598	08/24/2022	08/24/2022 Posted	150.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 150.00	150.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2022-99-00103	08/15/2022	Adult Programming	150.00	150.00	01-5247	Adult Programming	150.00	<No Project>
<i>Totals:</i>							150.00	
KELLY ANN KNOWLES	Computer Check	08/24/2022	08/24/2022	43.64	01-1053	Byline Bank Checking	0.00	43.64

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Payee	Trans. Type Trans. No.	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount		
	58613	Posted		01-2060	Accounts Payable	43.64	0.00		
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID	
IR-4330	08/24/2022	Ticket to "Let The Li	13.64	13.64	01-5163	Staff Development/Travel	13.64	<No Project>	
						<i>Totals:</i>	13.64		
IR-4329	08/24/2022	Tickets to Wrightwo	30.00	30.00	01-5163	Staff Development/Travel	30.00	<No Project>	
						<i>Totals:</i>	30.00		
KONICA MINOLTA PREMIER FI	Computer Check	08/03/2022	08/03/2022		2,310.34	01-1053	Byline Bank Checking	0.00	2,310.34
	58501		Posted			01-2060	Accounts Payable	2,310.34	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID	
478041957	07/20/2022	Konica Minolta Con	2,310.34	2,310.34	01-5620	Office & Library Machinery Se	2,310.34	<No Project>	
						<i>Totals:</i>	2,310.34		
KONICA MINOLTA PREMIER FI	Computer Check	08/24/2022	08/24/2022		2,090.26	01-1053	Byline Bank Checking	0.00	2,090.26
	58599		Posted			01-2060	Accounts Payable	2,090.26	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID	
480497767	08/19/2022	Contract 500-06282	2,090.26	2,090.26	01-5620	Office & Library Machinery Se	2,090.26	<No Project>	
						<i>Totals:</i>	2,090.26		
LAKESHORE RECYCLING SYSTE	Computer Check	08/24/2022	08/24/2022		939.53	01-1053	Byline Bank Checking	0.00	939.53
	58600		Posted			01-2060	Accounts Payable	939.53	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID	
0005064736	07/31/2022	TRASH REMOVAL A	939.53	939.53	01-5688	Sewer/Garbage	939.53	<No Project>	
						<i>Totals:</i>	939.53		
LANGUAGE LIZARD, LLC	Computer Check	08/10/2022	08/10/2022		82.74	01-1053	Byline Bank Checking	0.00	82.74
	58523		Posted			01-2060	Accounts Payable	82.74	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID	
15231	08/05/2022	World Language Bo	82.74	82.74	01-5840	Print materials	82.74	<No Project>	
						<i>Totals:</i>	82.74		
LATONIA JACKSON	Computer Check	08/31/2022	08/31/2022		1,500.00	01-1053	Byline Bank Checking	0.00	1,500.00
	58622		Posted			01-2060	Accounts Payable	1,500.00	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID	
IR-4391	08/30/2022	Tuition Grant	1,500.00	1,500.00	01-5164	Tuition Reimbursement	1,500.00	<No Project>	
						<i>Totals:</i>	1,500.00		

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Payee	Trans. Type Trans. No.	Trans. Date	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
LIBRARY FURNITURE INTERNA	Computer Check 58601	08/24/2022	08/24/2022 Posted	9,898.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 9,898.00	9,898.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
8012	08/18/2022	Middle School Spac	9,898.00	9,898.00	01-5930	Furnishings	9,898.00	<No Project>
<i>Totals:</i>							9,898.00	
THE LIBRARY STORE, INC.	Computer Check 58623	08/31/2022	08/31/2022 Posted	4,199.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 4,199.00	4,199.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
589282	08/24/2022	Furniture - 20 wood	4,199.00	4,199.00	01-5930	Furnishings	4,199.00	<No Project>
<i>Totals:</i>							4,199.00	
MCADAM LANDSCAPING, INC.	Computer Check 58602	08/24/2022	08/24/2022 Posted	476.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 476.00	476.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
85313	08/03/2022	Landscaping Mainte	476.00	476.00	01-5681	Landscaping and snow remo	476.00	<No Project>
<i>Totals:</i>							476.00	
MIDWEST TAPE	Computer Check 58502	08/03/2022	08/03/2022 Posted	18,290.77	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 18,290.77	18,290.77 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
502450392	07/27/2022	DVD	13.89	13.89	01-5890	Audio and video materials	13.89	<No Project>
<i>Totals:</i>							13.89	
502450390	07/27/2022	Music CD	16.14	16.14	01-5890	Audio and video materials	16.14	<No Project>
<i>Totals:</i>							16.14	
502450389	07/27/2022	Audiobooks	82.88	82.88	01-5890	Audio and video materials	82.88	<No Project>
<i>Totals:</i>							82.88	
502450388	07/27/2022	DVDs	250.65	250.65	01-5890	Audio and video materials	250.65	<No Project>
<i>Totals:</i>							250.65	
502450387	07/27/2022	DVDs	444.12	444.12	01-5890	Audio and video materials	444.12	<No Project>
<i>Totals:</i>							444.12	
502469032	07/31/2022	Hoopla	17,483.09	17,483.09	01-5891	Digital content	17,483.09	<No Project>
<i>Totals:</i>							17,483.09	
MIDWEST TAPE	Computer Check 58524	08/10/2022	08/10/2022 Posted	1,233.67	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 1,233.67	1,233.67 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID

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Payee	Trans. Type Trans. No.	Description	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
502477972	08/02/2022	DVD	12.74	12.74	01-5890	Audio and video materials	12.74	<No Project>
						Totals:	12.74	
502488055	08/04/2022	Music CDs	37.17	37.17	01-5890	Audio and video materials	37.17	<No Project>
						Totals:	37.17	
502488052	08/04/2022	Audiobook	38.94	38.94	01-5890	Audio and video materials	38.94	<No Project>
						Totals:	38.94	
502488058	08/04/2022	DVDs	130.56	130.56	01-5890	Audio and video materials	130.56	<No Project>
						Totals:	130.56	
502488057	08/04/2022	DVDs	181.23	181.23	01-5890	Audio and video materials	181.23	<No Project>
						Totals:	181.23	
502488054	08/04/2022	DVDs	408.97	408.97	01-5890	Audio and video materials	408.97	<No Project>
						Totals:	408.97	
502488053	08/04/2022	DVDs	424.06	424.06	01-5890	Audio and video materials	424.06	<No Project>
						Totals:	424.06	
MIDWEST TAPE	Computer Check 58552		08/17/2022 08/17/2022 Posted		1,541.50 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 1,541.50	1,541.50 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
502514736	08/10/2022	Music CD	18.74	18.74	01-5890	Audio and video materials	18.74	<No Project>
						Totals:	18.74	
502514738	08/10/2022	DVD	48.74	48.74	01-5890	Audio and video materials	48.74	<No Project>
						Totals:	48.74	
502516984	08/11/2022	DVD	34.54	34.54	01-5890	Audio and video materials	34.54	<No Project>
						Totals:	34.54	
502515859	08/11/2022	Music CDs	88.59	88.59	01-5890	Audio and video materials	88.59	<No Project>
						Totals:	88.59	
502516985	08/11/2022	DVDs	90.45	90.45	01-5890	Audio and video materials	90.45	<No Project>
						Totals:	90.45	
502516983	08/11/2022	Audiobooks	121.82	121.82	01-5890	Audio and video materials	121.82	<No Project>
						Totals:	121.82	
502516982	08/11/2022	DVDs	466.20	466.20	01-5890	Audio and video materials	466.20	<No Project>
						Totals:	466.20	
502516981	08/11/2022	DVDs	672.42	672.42	01-5890	Audio and video materials	672.42	<No Project>
						Totals:	672.42	
MIDWEST TAPE	Computer Check		08/24/2022 08/24/2022		768.20 01-1053	Byline Bank Checking	0.00	768.20

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Payee	Trans. Type Trans. No.	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount	
	58603	Posted		01-2060	Accounts Payable	768.20	0.00	
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
502537965	08/15/2022	DVD	12.74	12.74	01-5890	Audio and video materials	12.74	<No Project>
						<i>Totals:</i>	12.74	
502551431	08/18/2022	DVDs	29.63	29.63	01-5890	Audio and video materials	29.63	<No Project>
						<i>Totals:</i>	29.63	
502542856	08/18/2022	Music CDs	39.02	39.02	01-5890	Audio and video materials	39.02	<No Project>
						<i>Totals:</i>	39.02	
502551430	08/18/2022	Audiobook	43.94	43.94	01-5890	Audio and video materials	43.94	<No Project>
						<i>Totals:</i>	43.94	
502551432	08/18/2022	DVDs	45.83	45.83	01-5890	Audio and video materials	45.83	<No Project>
						<i>Totals:</i>	45.83	
502542858	08/18/2022	DVDs	225.14	225.14	01-5890	Audio and video materials	225.14	<No Project>
						<i>Totals:</i>	225.14	
502542859	08/18/2022	DVDs	371.90	371.90	01-5890	Audio and video materials	371.90	<No Project>
						<i>Totals:</i>	371.90	
MIDWEST TAPE	Computer Check 58624	08/31/2022 08/31/2022 Posted		860.86	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 860.86	860.86 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
502568815	08/22/2022	DVD	16.49	16.49	01-5890	Audio and video materials	16.49	<No Project>
						<i>Totals:</i>	16.49	
502579293	08/24/2022	Music CD	13.89	13.89	01-5890	Audio and video materials	13.89	<No Project>
						<i>Totals:</i>	13.89	
502579296	08/24/2022	DVD	25.89	25.89	01-5890	Audio and video materials	25.89	<No Project>
						<i>Totals:</i>	25.89	
502579295	08/24/2022	DVDs	27.78	27.78	01-5890	Audio and video materials	27.78	<No Project>
						<i>Totals:</i>	27.78	
502579291	08/24/2022	DVDs	359.54	359.54	01-5890	Audio and video materials	359.54	<No Project>
						<i>Totals:</i>	359.54	
502579292	08/24/2022	DVDs	417.27	417.27	01-5890	Audio and video materials	417.27	<No Project>
						<i>Totals:</i>	417.27	
NETWRIX CORPORATION	Computer Check 58604	08/24/2022 08/24/2022 Posted		1,094.25	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 1,094.25	1,094.25 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
INV79814	08/23/2022	Netwrix Auditor lice	1,094.25	1,094.25	01-5936	Subscriptions and services	1,094.25	<No Project>

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Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID	
							<i>Totals:</i>	1,094.25	
NICOR GAS	Computer Check 58525		08/10/2022 08/10/2022 Posted		532.64	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 532.64	532.64 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID	
IR-4188	08/05/2022	NATURAL GAS FOR	426.61	426.61	01-5690	Natural Gas	426.61	<No Project>	
							<i>Totals:</i>	426.61	
IR-4189	08/05/2022	NATURAL GAS FOR	106.03	106.03	01-5690	Natural Gas	106.03	<No Project>	
							<i>Totals:</i>	106.03	
OAK PARK TOWNSHIP YOUTH	Computer Check 58503		08/03/2022 08/03/2022 Posted		3,315.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 3,315.00	3,315.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID	
QUARTER 4	07/13/2022	OAK PARK YOUTH I	3,315.00	3,315.00	01-5281	Intergovernmental Agreemer	3,315.00	<No Project>	
							<i>Totals:</i>	3,315.00	
OLSON'S ACE OAK PARK	Computer Check 58635		08/31/2022 08/31/2022 Posted		508.27	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 508.27	508.27 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID	
188/4	04/18/2022	FACILITIES SUPPLIES	26.33	26.33	01-5684	Cleaning & Housekeeping Su	26.33	<No Project>	
							<i>Totals:</i>	26.33	
431/4	05/02/2022	FACILITIES SUPPLIES	29.13	29.13	01-5682	Building Materials & Supplies	29.13	<No Project>	
							<i>Totals:</i>	29.13	
499/4	05/05/2022	FACILITIES SUPPLIES	4.13	4.13	01-5682	Building Materials & Supplies	4.13	<No Project>	
							<i>Totals:</i>	4.13	
533/4	05/08/2022	FACILITIES SUPPLIES	38.28	38.28	01-5682	Building Materials & Supplies	38.28	<No Project>	
							<i>Totals:</i>	38.28	
780/4	05/19/2022	FACILITIES SUPPLIES	23.54	23.54	01-5682	Building Materials & Supplies	23.54	<No Project>	
							<i>Totals:</i>	23.54	
1549/4	07/05/2022	FACILITIES SUPPLIES	75.30	75.30	01-5682	Building Materials & Supplies	75.30	<No Project>	
							<i>Totals:</i>	75.30	
1609/4	07/08/2022	FACILITIES SUPPLIES	59.91	59.91	01-5682	Building Materials & Supplies	59.91	<No Project>	
							<i>Totals:</i>	59.91	
2003/4	08/01/2022	FACILITIES SUPPLIES	136.46	136.46	01-5682	Building Materials & Supplies	136.46	<No Project>	
							<i>Totals:</i>	136.46	
2310/4	08/17/2022	FACILITIES SUPPLIES	25.21	25.21	01-5682	Building Materials & Supplies	25.21	<No Project>	

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Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID		
2412/4	08/23/2022	FACILITIES SUPPLIES	89.98	89.98	01-5682	Building Materials & Supplies	89.98	<No Project>		
							Totals:	25.21		
							Totals:	89.98		
OVERDRIVE, INC.	Computer Check	58526	08/10/2022	08/10/2022		Byline Bank Checking	0.00	13,187.15		
							Accounts Payable	13,187.15	0.00	
01658MA22288657	07/31/2022	E-Content	3,145.21	3,145.21	01-5891	Digital content	3,145.21	<No Project>		
							Totals:	3,145.21		
01658MA22290236	07/31/2022	E-Content	10,041.94	10,041.94	01-5891	Digital content	10,041.94	<No Project>		
							Totals:	10,041.94		
PACIFIC TELEMANAGEMENT SI	Computer Check	58605	08/24/2022	08/24/2022		Byline Bank Checking	0.00	75.00		
							Accounts Payable	75.00	0.00	
2092345	08/18/2022	Library pay phone	75.00	75.00	01-5451	Telephone/Communications	75.00	<No Project>		
							Totals:	75.00		
PARK DISTRICT OF OAK PARK	Computer Check	58504	08/03/2022	08/03/2022		Byline Bank Checking	0.00	1,370.00		
							Accounts Payable	1,370.00	0.00	
20220024	08/02/2022	DOLE RENT AUGUS	1,370.00	1,370.00	01-5691	Rentals--Equipment & Faciliti	1,370.00	<No Project>		
							Totals:	1,370.00		
PARK DISTRICT OF OAK PARK	Computer Check	58553	08/17/2022	08/17/2022		Byline Bank Checking	0.00	1,370.00		
							Accounts Payable	1,370.00	0.00	
20220027	08/16/2022	DOLE RENT SEPTEM	1,370.00	1,370.00	01-5691	Rentals--Equipment & Faciliti	1,370.00	<No Project>		
							Totals:	1,370.00		
PAUL BRANTON	Computer Check	58606	08/24/2022	08/24/2022		Byline Bank Checking	0.00	271.68		
							Accounts Payable	271.68	0.00	
2022-99-00106	08/18/2022	Wrap for columns	271.68	271.68	01-5244	Young Adult Programming	271.68	<No Project>		
							Totals:	271.68		
PEERLESS NETWORK, INC.	Computer Check		08/10/2022	08/10/2022		Byline Bank Checking	0.00	37.25		

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		58527			Posted		01-2060	Accounts Payable	37.25	0.00
<u>Invoice #</u>	<u>Invoice Date</u>	<u>Description</u>	<u>Invoice Amount</u>	<u>Amount Paid</u>	<u>Account Number</u>	<u>Account Description</u>	<u>Amount</u>	<u>Project ID</u>		
7853	08/01/2022	Equipment Lease - C	37.25	37.25	01-5451	Telephone/Communications	37.25	<No Project>		
								<i>Totals:</i>	37.25	
PITNEY BOWES GLOBAL FINAN	Computer Check		08/31/2022	08/31/2022		452.37	01-1053	Byline Bank Checking	0.00	452.37
	58625			Posted			01-2060	Accounts Payable	452.37	0.00
<u>Invoice #</u>	<u>Invoice Date</u>	<u>Description</u>	<u>Invoice Amount</u>	<u>Amount Paid</u>	<u>Account Number</u>	<u>Account Description</u>	<u>Amount</u>	<u>Project ID</u>		
3105652208	08/26/2022	Postage Equipment	452.37	452.37	01-5691	Rentals--Equipment & Faciliti	452.37	<No Project>		
								<i>Totals:</i>	452.37	
PITNEY BOWES-Reserve	Computer Check		08/31/2022	08/31/2022		1,500.00	01-1053	Byline Bank Checking	0.00	1,500.00
	58626			Posted			01-2060	Accounts Payable	1,500.00	0.00
<u>Invoice #</u>	<u>Invoice Date</u>	<u>Description</u>	<u>Invoice Amount</u>	<u>Amount Paid</u>	<u>Account Number</u>	<u>Account Description</u>	<u>Amount</u>	<u>Project ID</u>		
IR-4390	08/30/2022	REFILL POSTAGE M/	1,500.00	1,500.00	01-5380	Postage & Delivery	1,500.00	<No Project>		
								<i>Totals:</i>	1,500.00	
PROQUEST LLC	Computer Check		08/03/2022	08/03/2022		1,545.19	01-1053	Byline Bank Checking	0.00	1,545.19
	58505			Posted			01-2060	Accounts Payable	1,545.19	0.00
<u>Invoice #</u>	<u>Invoice Date</u>	<u>Description</u>	<u>Invoice Amount</u>	<u>Amount Paid</u>	<u>Account Number</u>	<u>Account Description</u>	<u>Amount</u>	<u>Project ID</u>		
70729440	08/01/2022	African American Hc	1,545.19	1,545.19	01-5891	Digital content	1,545.19	<No Project>		
								<i>Totals:</i>	1,545.19	
RECORD INFORMATION SERVI	Computer Check		08/31/2022	08/31/2022		1,344.00	01-1053	Byline Bank Checking	0.00	1,344.00
	58627			Posted			01-2060	Accounts Payable	1,344.00	0.00
<u>Invoice #</u>	<u>Invoice Date</u>	<u>Description</u>	<u>Invoice Amount</u>	<u>Amount Paid</u>	<u>Account Number</u>	<u>Account Description</u>	<u>Amount</u>	<u>Project ID</u>		
52224	08/29/2022	Digital Resource Sul	1,344.00	1,344.00	01-5891	Digital content	1,344.00	<No Project>		
								<i>Totals:</i>	1,344.00	
REGIONS BANK	Bank Draft		08/17/2022	08/17/2022		20,873.65	01-1053	Byline Bank Checking	0.00	20,873.65
	33			Posted			01-2060	Accounts Payable	20,873.65	0.00
<u>Invoice #</u>	<u>Invoice Date</u>	<u>Description</u>	<u>Invoice Amount</u>	<u>Amount Paid</u>	<u>Account Number</u>	<u>Account Description</u>	<u>Amount</u>	<u>Project ID</u>		
022058	07/31/2022	REGIONS BANK PER	20,873.65	20,873.65	01-2067	Purchase Cards - P Cards	20,873.65	<No Project>		
								<i>Totals:</i>	20,873.65	
STEPHEN ROBINET	Computer Check		08/15/2022	08/15/2022		236.78	01-1053	Byline Bank Checking	0.00	236.78
	58536			Posted			01-2060	Accounts Payable	236.78	0.00

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022057	08/15/2022	WAGES & SALARIES	236.78	236.78	01-5001 Wages & Salaries	236.78	<No Project>	
<i>Totals:</i>						236.78		
STEPHEN ROBINET	Computer Check 58628	08/31/2022 08/31/2022 Posted	240.39	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 240.39	240.39 0.00	
022060	08/31/2022	WAGES & SALARIES	240.39	240.39	01-5001 Wages & Salaries	240.39	<No Project>	
<i>Totals:</i>						240.39		
EILEEN SAAM	Computer Check 58528	08/10/2022 08/10/2022 Posted	75.44	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 75.44	75.44 0.00	
IR-4156	07/25/2022	Reimbursement for	75.44	75.44	01-5240 Children's Programming	75.44	<No Project>	
<i>Totals:</i>						75.44		
SADA SYSTEMS	Computer Check 58529	08/10/2022 08/10/2022 Posted	55.20	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 55.20	55.20 0.00	
INV168290	07/31/2022	Google Voice	55.20	55.20	01-5451 Telephone/Communications	55.20	<No Project>	
<i>Totals:</i>						55.20		
SAWA BOOKS	Computer Check 58607	08/24/2022 08/24/2022 Posted	115.88	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 115.88	115.88 0.00	
IN001510	08/15/2022	Books	115.88	115.88	01-5840 Print materials	115.88	<No Project>	
<i>Totals:</i>						115.88		
NANCY SCHUESSLER	Computer Check 58629	08/31/2022 08/31/2022 Posted	1,500.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 1,500.00	1,500.00 0.00	
IR-4388	08/27/2022	Tuition Grant	1,500.00	1,500.00	01-5164 Tuition Reimbursement	1,500.00	<No Project>	
<i>Totals:</i>						1,500.00		
REBEKAH SHIELDS	Computer Check 58612	08/24/2022 08/24/2022 Posted	25.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 25.00	25.00 0.00	
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID

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IR-4331			08/19/2022			25.00	01-5165	Mileage & Miscellaneous reir	25.00	<No Project>
								<i>Totals:</i>	25.00	
SIGN EXPRESS	Computer Check	58530	08/10/2022	08/10/2022		610.00	01-1053	Byline Bank Checking	0.00	610.00
					Posted		01-2060	Accounts Payable	610.00	0.00
								<i>Totals:</i>	610.00	
9032			07/27/2022			610.00	01-5693	Signage	610.00	<No Project>
								<i>Totals:</i>	610.00	
SIKICH LLP	Computer Check	58538	08/17/2022	08/17/2022		5,923.00	01-1053	Byline Bank Checking	0.00	5,923.00
					Posted		01-2060	Accounts Payable	5,923.00	0.00
								<i>Totals:</i>	5,923.00	
2761			07/27/2022			5,923.00	01-5260	Audit Fees	5,923.00	<No Project>
								<i>Totals:</i>	5,923.00	
SLOWFIRE LLC	Computer Check	58506	08/03/2022	08/03/2022		440.00	01-1053	Byline Bank Checking	0.00	440.00
					Posted		01-2060	Accounts Payable	440.00	0.00
								<i>Totals:</i>	440.00	
2022-99-0079			06/01/2022			440.00	01-5240	Children's Programming	440.00	FOPPL
								<i>Totals:</i>	440.00	
SMARTY PANTS WORLD LLC	Computer Check	58531	08/10/2022	08/10/2022		599.00	01-1053	Byline Bank Checking	0.00	599.00
					Posted		01-2060	Accounts Payable	599.00	0.00
								<i>Totals:</i>	599.00	
2022-99-00101			08/02/2022			599.00	01-5240	Children's Programming	599.00	FOPPL
								<i>Totals:</i>	599.00	
SWAN - SYSTEM WIDE AUTOM	Computer Check	58630	08/31/2022	08/31/2022		210.00	01-1053	Byline Bank Checking	0.00	210.00
					Posted		01-2060	Accounts Payable	210.00	0.00
								<i>Totals:</i>	210.00	
9685			08/22/2022			210.00	01-5163	Staff Development/Travel	210.00	<No Project>
								<i>Totals:</i>	210.00	
T-MOBILE	Computer Check	58507	08/03/2022	08/03/2022		2,570.80	01-1053	Byline Bank Checking	0.00	2,570.80
					Posted		01-2060	Accounts Payable	2,570.80	0.00
								<i>Totals:</i>	2,570.80	

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970035247-202207	Computer Check	58631	07/25/2022	08/31/2022	Posted	2,570.80	01-5893	Devices	2,570.80	<No Project>
<i>Totals:</i>									2,570.80	
T-MOBILE	Computer Check	58631	08/31/2022	08/31/2022	Posted	3,117.12	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 3,117.12	3,117.12 0.00
970035247-202208	Computer Check	58631	08/23/2022	08/23/2022	Posted	2,505.92	01-5893	Devices	2,505.92	<No Project>
<i>Totals:</i>									2,505.92	
970663674-092022	Computer Check	58631	08/23/2022	08/23/2022	Posted	611.20	01-5451	Staff Mobile Hotspc	611.20	<No Project>
<i>Totals:</i>									611.20	
TAYLOR PLUMBING INC.	Computer Check	58608	08/24/2022	08/24/2022	Posted	1,200.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 1,200.00	1,200.00 0.00
21325	Computer Check	58608	08/01/2022	08/01/2022	Posted	1,200.00	01-5692	BACKFLOW TEST AP	1,200.00	<No Project>
<i>Totals:</i>									1,200.00	
TELECURVE, LLC	Computer Check	58508	08/03/2022	08/03/2022	Posted	80.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 80.00	80.00 0.00
2713	Computer Check	58508	07/29/2022	07/29/2022	Posted	80.00	01-5240	August Dial-a-Story	80.00	<No Project>
<i>Totals:</i>									80.00	
TERRY PLUMBING CO.	Computer Check	58609	08/24/2022	08/24/2022	Posted	653.45	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 653.45	653.45 0.00
220703	Computer Check	58609	06/30/2022	06/30/2022	Posted	653.45	01-5692	Repair Toilet Leak -	653.45	<No Project>
<i>Totals:</i>									653.45	
THE BOOK TABLE	Computer Check	58509	08/03/2022	08/03/2022	Posted	102.32	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 102.32	102.32 0.00
000463-1	Computer Check	58509	06/20/2022	06/20/2022	Posted	102.32	01-5894	Realia (Books for Cc	102.32	<No Project>
<i>Totals:</i>									102.32	
TINA HARLE PHOTOGRAPHY	Computer Check	58532	08/10/2022	08/10/2022	Posted	350.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 350.00	350.00 0.00

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136	08/04/2022	Library Photography	350.00	350.00	01-5204	Promotions	350.00	<No Project>
<i>Totals:</i>							350.00	
ULINE	Computer Check 58533		08/10/2022 08/10/2022 Posted	366.70	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 366.70	366.70 0.00
<u>Invoice #</u>	<u>Invoice Date</u>	<u>Description</u>	<u>Invoice Amount</u>	<u>Amount Paid</u>	<u>Account Number</u>	<u>Account Description</u>	<u>Amount</u>	<u>Project ID</u>
151855547	07/26/2022	Corrugated Boxes	366.70	366.70	01-5742	Supplies	366.70	<No Project>
<i>Totals:</i>							366.70	
VILLAGE OF OAK PARK	Computer Check 58537		08/15/2022 08/15/2022 Posted	22,569.26	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 22,569.26	22,569.26 0.00
<u>Invoice #</u>	<u>Invoice Date</u>	<u>Description</u>	<u>Invoice Amount</u>	<u>Amount Paid</u>	<u>Account Number</u>	<u>Account Description</u>	<u>Amount</u>	<u>Project ID</u>
022056	08/15/2022	PAYROLL; VOL DED;	22,569.26	22,569.26	01-5160	IMRF (Illinois Muncipal Retire	22,569.26	<No Project>
<i>Totals:</i>							22,569.26	
VILLAGE OF OAK PARK	Computer Check 58554		08/17/2022 08/17/2022 Posted	156.80	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 156.80	156.80 0.00
<u>Invoice #</u>	<u>Invoice Date</u>	<u>Description</u>	<u>Invoice Amount</u>	<u>Amount Paid</u>	<u>Account Number</u>	<u>Account Description</u>	<u>Amount</u>	<u>Project ID</u>
22-0004583	08/05/2022	Fuel	156.80	156.80	01-5680	Fuels & Lubricants	156.80	<No Project>
<i>Totals:</i>							156.80	
VILLAGE OF OAK PARK	Computer Check 58632		08/31/2022 08/31/2022 Posted	281.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 281.00	281.00 0.00
<u>Invoice #</u>	<u>Invoice Date</u>	<u>Description</u>	<u>Invoice Amount</u>	<u>Amount Paid</u>	<u>Account Number</u>	<u>Account Description</u>	<u>Amount</u>	<u>Project ID</u>
IR-4358	08/23/2022	MAZE WATER/SEWE	281.00	281.00	01-5687	Water	217.00	<No Project>
IR-4358	08/23/2022	MAZE WATER/SEWE	281.00	281.00	01-5688	Sewer/Garbage	64.00	<No Project>
<i>Totals:</i>							281.00	
VILLAGE OF OAK PARK	Computer Check 58634		08/31/2022 08/31/2022 Posted	22,919.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 22,919.00	22,919.00 0.00
<u>Invoice #</u>	<u>Invoice Date</u>	<u>Description</u>	<u>Invoice Amount</u>	<u>Amount Paid</u>	<u>Account Number</u>	<u>Account Description</u>	<u>Amount</u>	<u>Project ID</u>
022059	08/31/2022	PAYROLL; VOL DED;	22,919.00	22,919.00	01-5160	IMRF (Illinois Muncipal Retire	22,919.00	<No Project>
<i>Totals:</i>							22,919.00	
WAREHOUSE DIRECT	Computer Check 58510		08/03/2022 08/03/2022 Posted	35.24	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 35.24	35.24 0.00

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<u>Invoice #</u>	<u>Invoice Date</u>	<u>Description</u>	<u>Invoice Amount</u>	<u>Amount Paid</u>	<u>Account Number</u>	<u>Account Description</u>	<u>Amount</u>	<u>Project ID</u>
5258196-1	08/02/2022	Office Supplies	35.24	35.24	01-5742	Supplies	35.24	<No Project>
<i>Totals:</i>							35.24	
WAREHOUSE DIRECT	Computer Check 58534		08/10/2022 08/10/2022 Posted		1,577.89 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 1,577.89	1,577.89 0.00
<u>Invoice #</u>	<u>Invoice Date</u>	<u>Description</u>	<u>Invoice Amount</u>	<u>Amount Paid</u>	<u>Account Number</u>	<u>Account Description</u>	<u>Amount</u>	<u>Project ID</u>
5296458-0	08/04/2022	Office Supplies	1,577.89	1,577.89	01-5742	Supplies	1,577.89	<No Project>
<i>Totals:</i>							1,577.89	
WAREHOUSE DIRECT	Computer Check 58555		08/17/2022 08/17/2022 Posted		167.79 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 167.79	167.79 0.00
<u>Invoice #</u>	<u>Invoice Date</u>	<u>Description</u>	<u>Invoice Amount</u>	<u>Amount Paid</u>	<u>Account Number</u>	<u>Account Description</u>	<u>Amount</u>	<u>Project ID</u>
5302663-0	08/12/2022	Office Supplies	131.08	131.08	01-5742	Supplies	131.08	<No Project>
<i>Totals:</i>							131.08	
5284189-1	08/15/2022	Office Supplies	36.71	36.71	01-5742	Supplies	36.71	<No Project>
<i>Totals:</i>							36.71	
WAREHOUSE DIRECT	Computer Check 58610		08/24/2022 08/24/2022 Posted		1,078.78 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 1,078.78	1,078.78 0.00
<u>Invoice #</u>	<u>Invoice Date</u>	<u>Description</u>	<u>Invoice Amount</u>	<u>Amount Paid</u>	<u>Account Number</u>	<u>Account Description</u>	<u>Amount</u>	<u>Project ID</u>
5292607-0	07/29/2022	CLEANING SUPPLIES	614.64	614.64	01-5684	Cleaning & Housekeeping Su	614.64	<No Project>
<i>Totals:</i>							614.64	
5306851-0	08/18/2022	Office Supplies	95.33	95.33	01-5742	Supplies	95.33	<No Project>
<i>Totals:</i>							95.33	
5306851-1	08/22/2022	Office Supplies	10.06	10.06	01-5742	Supplies	10.06	<No Project>
<i>Totals:</i>							10.06	
5292883-0	08/29/2022	Tonner for HP print	358.75	358.75	01-5742	Supplies	358.75	<No Project>
<i>Totals:</i>							358.75	
WAREHOUSE DIRECT	Computer Check 58633		08/31/2022 08/31/2022 Posted		1,468.18 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 1,468.18	1,468.18 0.00
<u>Invoice #</u>	<u>Invoice Date</u>	<u>Description</u>	<u>Invoice Amount</u>	<u>Amount Paid</u>	<u>Account Number</u>	<u>Account Description</u>	<u>Amount</u>	<u>Project ID</u>
5315452-0	08/29/2022	Paper	1,468.18	1,468.18	01-5742	Supplies	1,468.18	<No Project>
<i>Totals:</i>							1,468.18	
ZAIRES BROOKS	Computer Check 58557		08/17/2022 08/17/2022 Posted		150.00 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 150.00	150.00 0.00

Oak Park Public Library

Cash Disbursement Journals

August 2022- BYLINE

Payee	Trans. Type Trans. No.	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount	
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2022-99-0097	07/07/2022	Adult Programming	150.00	150.00	01-5247	Adult Programming	150.00	<No Project>
<i>Totals:</i>						150.00		
Grand Totals:				284,820.89			284,820.89	284,820.89
A total of 118 payment(s) listed								

Oak Park Public Library

Cash Disbursement Journals

August 2022- BYLINE

Account Summary

Account Number	Description	Debit Amount	Credit Amount
01-1053	Byline Bank Checking x3401	0.00	284,820.89
01-1600	Prepaid Expenses	5,862.95	0.00
01-2060	Accounts Payable	284,820.89	284,820.89
01-2066	Amex Accounts	1,704.22	0.00
01-2067	Purchase Cards - P Cards	20,873.65	0.00
01-5001	Wages & Salaries	477.17	0.00
01-5160	IMRF (Illinois Muncipal Retirement Fund)	45,488.26	0.00
01-5162	Dues	300.00	0.00
01-5163	Staff Development/Travel	1,329.73	0.00
01-5164	Tuition Reimbursement	6,000.00	0.00
01-5165	Mileage & Miscellaneous reimbursemen	105.90	0.00
01-5204	Promotions	2,320.40	0.00
01-5205	Publications	623.30	0.00
01-5240	Children's Programming	1,676.16	0.00
01-5244	Young Adult Programming	2,670.47	0.00
01-5247	Adult Programming	556.57	0.00
01-5260	Audit Fees	5,923.00	0.00
01-5264	ILL Payments	35.78	0.00
01-5275	Consulting Services - Admin	11,930.00	0.00
01-5281	Intergovernmental Agreements (IGA)	3,315.00	0.00
01-5291	Legal Fees	2,362.50	0.00
01-5292	Cataloging/Bib Search Fees	720.00	0.00
01-5380	Postage & Delivery	1,500.00	0.00
01-5451	Telephone/Communications	778.65	0.00
01-5620	Office & Library Machinery Service	4,400.60	0.00
01-5680	Fuels & Lubricants	156.80	0.00
01-5681	Landscaping and snow removal services	476.00	0.00
01-5682	Building Materials & Supplies	481.94	0.00
01-5684	Cleaning & Housekeeping Supplies	1,044.17	0.00
01-5686	Custodial Services	15,996.72	0.00
01-5687	Water	217.00	0.00
01-5688	Sewer/Garbage	1,003.53	0.00
01-5690	Natural Gas	532.64	0.00
01-5691	Rentals--Equipment & Facilities	6,092.37	0.00
01-5692	Repair & Maintenance Prop. & Equip.	28,356.18	0.00
01-5693	Signage	740.50	0.00
01-5742	Supplies	6,180.14	0.00
01-5840	Print materials	32,241.62	0.00

Oak Park Public Library
Cash Disbursement Journals
August 2022- BYLINE

01-5890	Audio and video materials	5,226.84	0.00
01-5891	Digital content	38,120.33	0.00
01-5893	Devices	5,076.72	0.00
01-5894	Realia and other formats	131.31	0.00
01-5895	Archival collection	77.38	0.00
01-5930	Furnishings	16,372.81	0.00
01-5936	Subscriptions and services	4,492.11	0.00
01-5937	Equipment and supplies	849.47	0.00

Oak Park Public Library
Byline Bank (Main) X 3401: Cash Management Disbursement Report
As of AUGUST 2022

Source	Trans Type	Trans Date	Reference	Deposits	Payments
Cash Management Deposit		8/31/2022	CIRCULATION CREDITS,	\$ 250.00	-
Cash Management Deposit		8/31/2022	RENTALS, LIBRARY SPACES	\$ 193.90	
Cash Management Deposit		8/31/2022	PARKING CREDITS	\$ 1,583.50	
Cash Management Deposit		8/31/2022	DAILY DEPOSITS	\$ 11,919.05	
Cash Management Deposit		8/31/2022	INTEREST ON ACCOUNT	\$ 43.84	
				\$ 13,990.29	-
Cash Management Transfer in		8/31/2022	TRANSFER FROM MMA TO CHECKING, COVER PAYROLL & ACCTS PYBL	\$250,000.00	
Cash Management Transfer in		8/31/2022	TRANSFER FROM MMA TO CHECKING, COVER PAYROLL & ACCTS PYBL	\$250,000.00	
Cash Management Transfer in		8/31/2022	TRANSFER FROM MMA TO CHECKING, COVER PAYROLL & ACCTS PYBL	\$100,000.00	
Cash Management Transfer in		8/31/2022	TRANSFER FROM MMA TO CHECKING, COVER PAYROLL & ACCTS PYBL	\$250,000.00	
Cash Management Transfer in		8/31/2022	TRANSFER FROM MMA TO CHECKING, COVER PAYROLL & ACCTS PYBL	\$250,000.00	-
				\$ 1,100,000.00	-
Cash Management Payment		8/31/2022	ACH (FLEX ACCTS),	\$ -	(2,668.20)
Cash Management Payment		8/31/2022	ADMIN FEES, DISCOVERY BENEFITS,	\$ -	(174.25)
Cash Management Payment		8/31/2022	IPBC PAYMENT EMPLOYEE MEDICAL INSURANCE	\$ -	(100,656.51)
				\$ -	(103,498.96)
Cash Management Payment		8/31/2022	MERCHANT ACCT & BANK FEES	\$ -	(155.10)
				\$ -	(155.10)
Cash Management Payment		8/31/2022	PAYROLL; PAYDATE 08/15/2022	\$ -	(\$225,036.02)
Cash Management Payment		8/31/2022	PAYROLL; PAYDATE 08/31/2022	\$ -	(\$225,644.15)
Cash Management Payment		8/31/2022	PAYROLL; ICMA PAYROLL DEDUCTION DEBITS	\$ -	(4,158.60)
				\$ -	(454,838.77)

Summary by Transaction Type

(+) Deposits by Transaction Type:

Cash Receipts: \$ 13,990.29
Transfers In/Out \$ 1,100,000.00

Total Deposits: \$ 1,113,990.29

(-) Payments by Transaction Type:

Transfer out \$ -
Benefits: \$ (103,498.96)
Bank Fees: \$ (155.10)
Payroll: \$ (454,838.77)

Total Payments: \$ (558,492.83)

Accounts Payable **(284,820.89)**

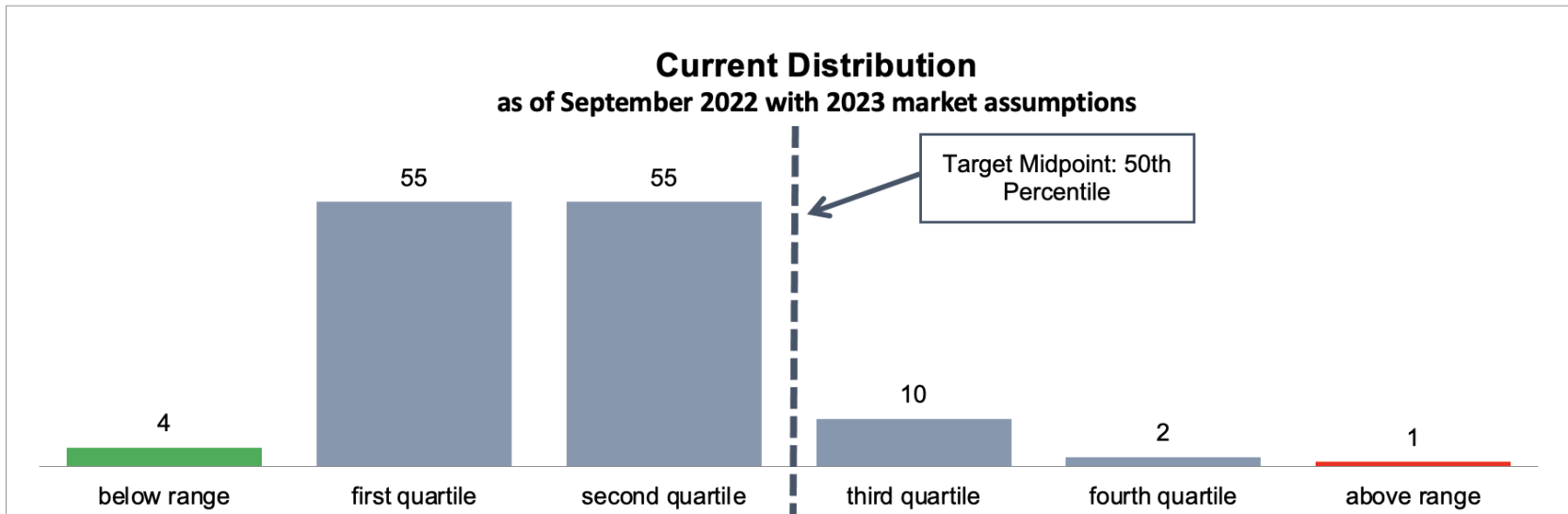
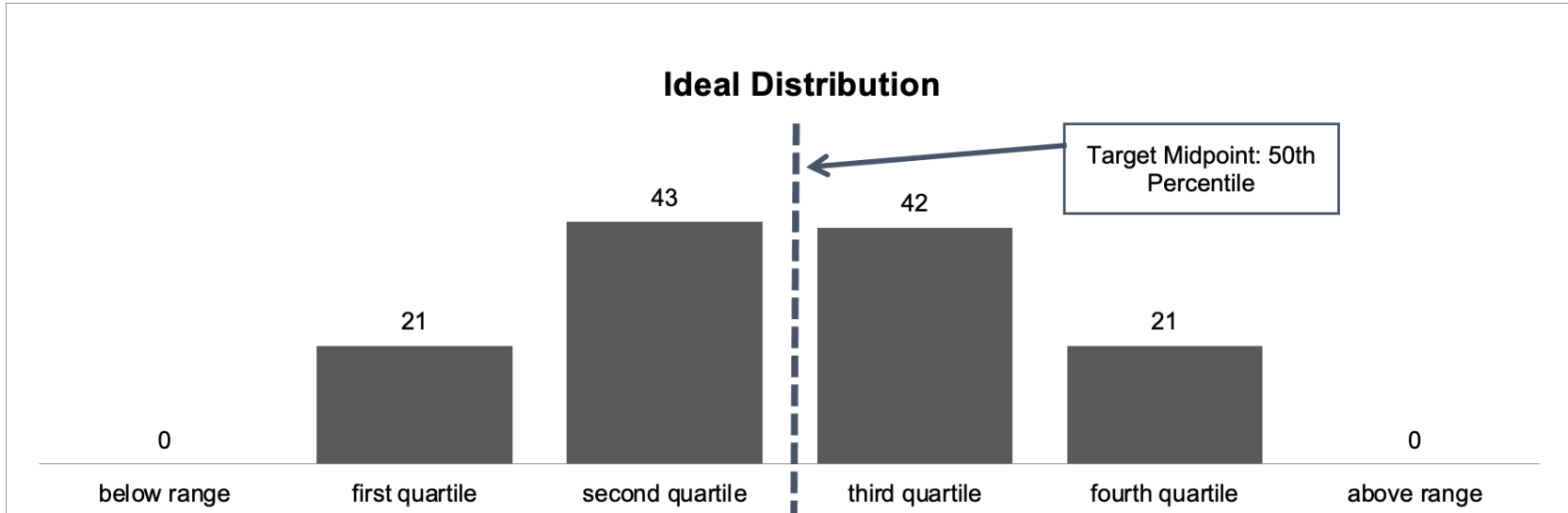
Total Summary of Disbursements: \$ (843,313.72)

Total Change In Register Balance: \$ 270,676.57

**OPPL
09/27/2022**

RESOLUTION ON DISBURSEMENTS, AUGUST 2022

RESOLVED THAT DISBURSEMENTS FOR THE MONTH OF AUGUST 2022 IN THE TOTAL AMOUNT OF \$843,313.72 AS DETAILED IN THE CASH DISBURSEMENTS JOURNAL AND GENERAL LEDGER, AND SUMMARIZED WITH ADJUSTMENTS FOR CREDITS IN THE STATEMENT OF INCOME AND EXPENSE FOR THAT MONTH BE RATIFIED, CONFIRMED, AND APPROVED.





Current Distribution by Pay Grade as of September 2022

Pay Grade	below range	first quartile	second quartile	third quartile	fourth quartile	above range	Total
1	0	0	13	1	1	0	15
2	0	19	13	2	0	1	35
3	4	9	6	2	0	0	21
4	0	17	15	1	0	0	33
5	0	3	1	1	0	0	5
6	0	7	2	1	0	0	10
7	0	0	5	2	1	0	8
Total	4	55	55	10	2	1	127

Multi-Tiered Market Equity Increase, Scenario A (Average increase = 5.9%, Recommended in August 2022)

Pay Grade	below range	first quartile	second quartile	third quartile	fourth quartile	above range
1	N/A	N/A	6%	4%	4%	N/A
2	N/A	7%	6%	4%	N/A	0%
3	8%	8%	6%	4%	N/A	N/A
4	N/A	6%	6%	4%	N/A	N/A
5	N/A	6%	5%	4%	N/A	N/A
6	N/A	6%	4%	4%	N/A	N/A
7	N/A	N/A	4%	4%	4%	N/A

NEW! Multi-Tiered Market Equity Increase, Scenario B (Average increase = 6.9%)

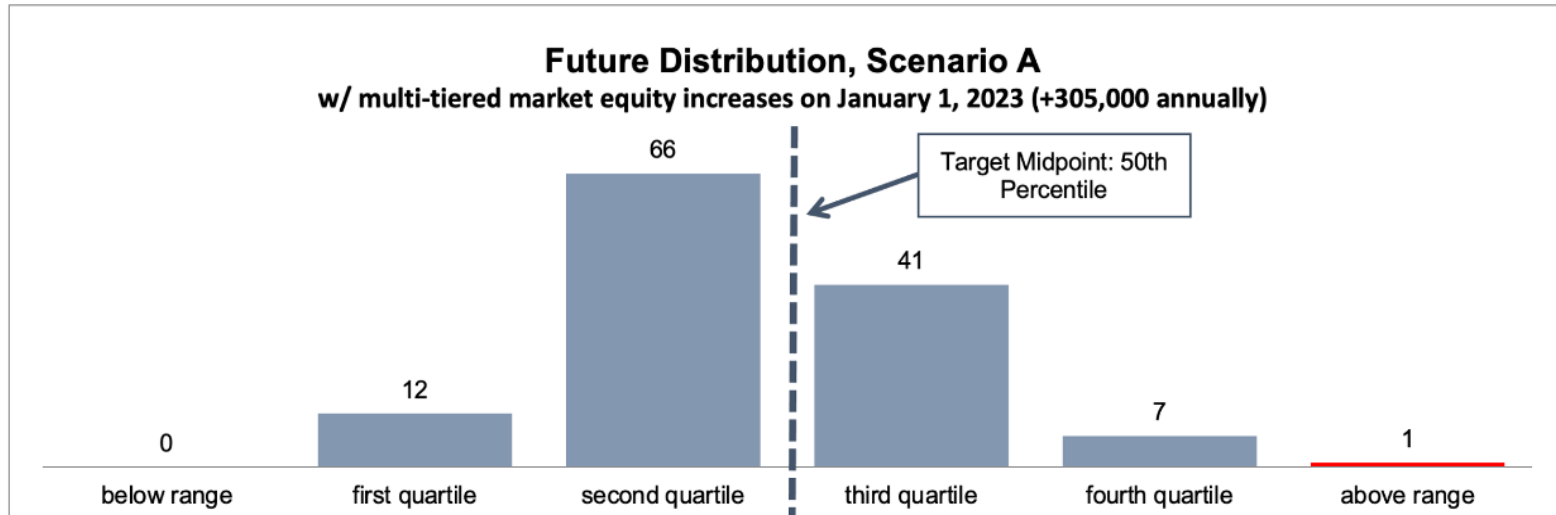
Pay Grade	below range	first quartile	second quartile	third quartile	fourth quartile	above range
1	N/A	N/A	7%	5%	4%	N/A
2	N/A	8.25%	7.25%	5%	N/A	0%
3	10%	9%	7%	5%	N/A	N/A
4	N/A	7%	7%	5%	N/A	N/A
5	N/A	6%	5%	4%	N/A	N/A
6	N/A	6%	4%	4%	N/A	N/A
7	N/A	N/A	4%	4%	4%	N/A

NEW! Multi-Tiered Market Equity Increase, Scenario C (Average increase = 8.2%)

Pay Grade	below range	first quartile	second quartile	third quartile	fourth quartile	above range
1	N/A	N/A	7%	5%	4%	N/A
2	N/A	10%	9%	6%	N/A	0%
3	12%	11%	9%	6%	N/A	N/A
4	N/A	9%	9%	5%	N/A	N/A
5	N/A	6%	5%	4%	N/A	N/A
6	N/A	6%	4%	4%	N/A	N/A
7	N/A	N/A	4%	4%	4%	N/A

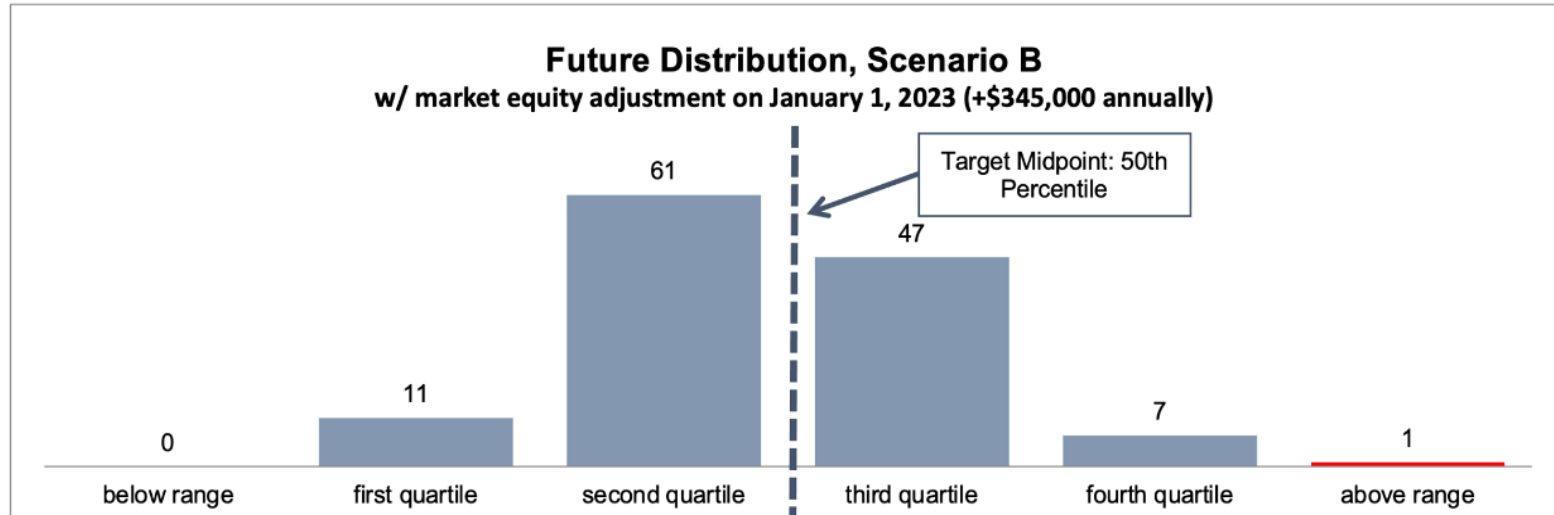
Current Distribution by Pay Grade as of September 2022

Pay Grade	below range	first quartile	second quartile	third quartile	fourth quartile	above range	Total
1	0	0	13	1	1	0	15
2	0	19	13	2	0	1	35
3	4	10	6	2	0	0	22
4	0	17	15	1	0	0	33
5	0	3	1	1	0	0	5
6	0	7	2	1	0	0	10
7	0	0	5	2	1	0	8
Total	4	56	55	10	2	1	128



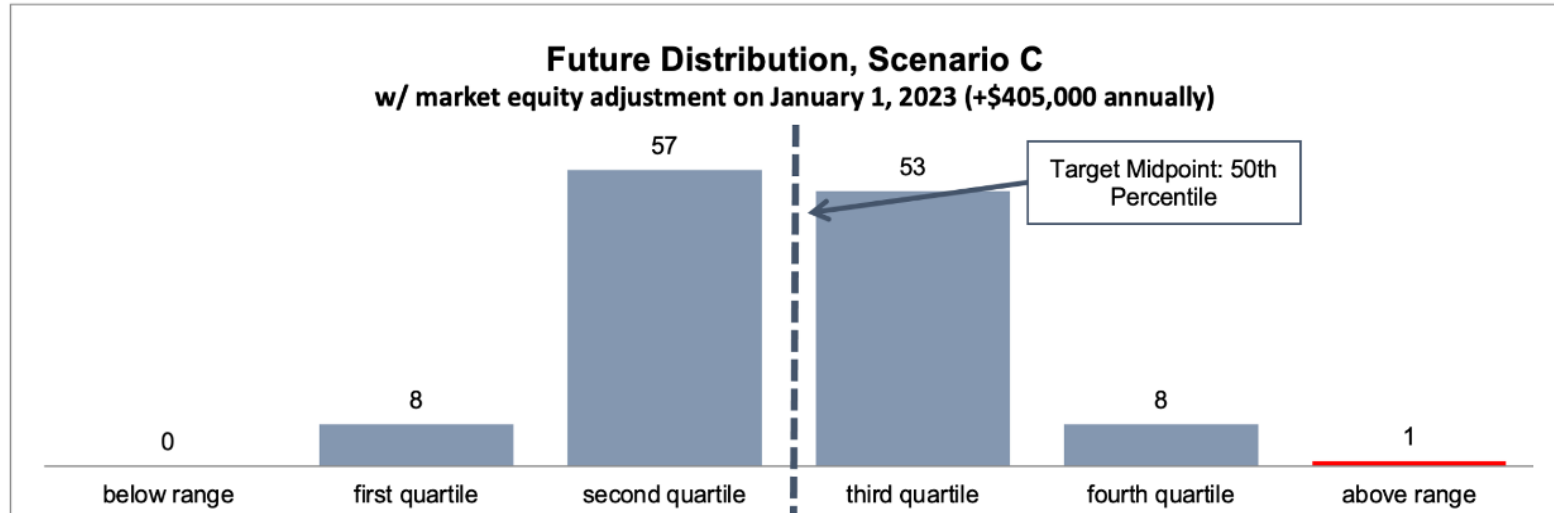
Future Distribution by Pay Grade with Multi-Tiered Market Equity Increases as of January 2023
Scenario A Estimated Cost: +\$305,000 (Average Staff Member Increase 5.9%)

Pay Grade	below range	first quartile	second quartile	third quartile	fourth quartile	above range	Total
1	0	0	0	13	2	0	15
2	0	0	24	9	1	1	35
3	0	5	9	7	0	0	21
4	0	4	22	7	0	0	33
5	0	2	2	1	0	0	5
6	0	1	7	1	1	0	10
7	0	0	2	3	3	0	8
Total	0	12	66	41	7	1	127



NEW! Future Distribution by Pay Grade with Multi-Tiered Market Equity Increases as of January 2023
Scenario B Estimated Cost: +\$345,000 (Average Staff Member Increase 6.9%)

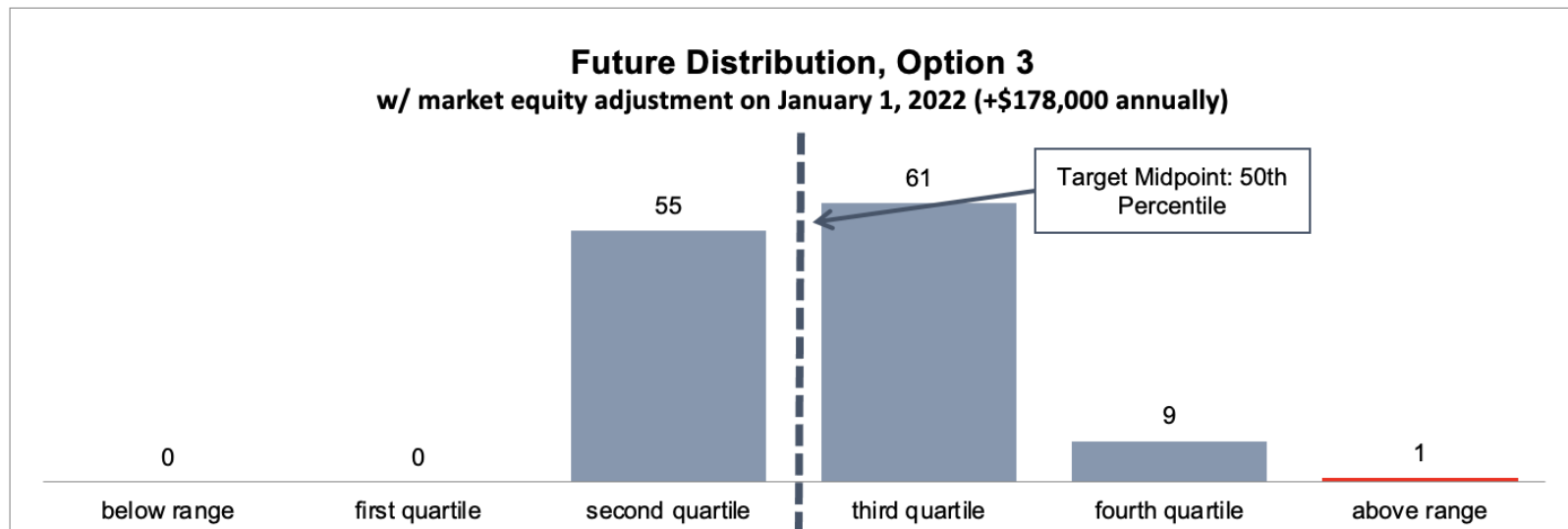
Pay Grade	below range	first quartile	second quartile	third quartile	fourth quartile	above range	Total
1	0	0	0	13	2	0	15
2	0	0	20	13	1	1	35
3	0	5	8	8	0	0	21
4	0	3	22	8	0	0	33
5	0	2	2	1	0	0	5
6	0	1	7	1	1	0	10
7	0	0	2	3	3	0	8
Total	0	11	61	47	7	1	127



NEW! Future Distribution by Pay Grade with Multi-Tiered Market Equity Increases as of January 2023
Scenario C Estimated Cost: +\$405,000 (Average Staff Member Increase 8.2%)

Pay Grade	below range	first quartile	second quartile	third quartile	fourth quartile	above range	Total
1	0	0	0	13	2	0	15
2	0	0	17	15	2	1	35
3	0	3	10	8	0	0	21
4	0	2	19	12	0	0	33
5	0	2	2	1	0	0	5
6	0	1	7	1	1	0	10
7	0	0	2	3	3	0	8
Total	0	8	57	53	8	1	127

What did we do last year?



Included for reference to illustrate the projected distribution around the midpoint when the Board of Library Trustees decided to implement Option 3 for the FY 2022 budget

OAK PARK PUBLIC LIBRARY

2023 WAGE & SALARY SCHEDULE & GRADE ASSIGNMENTS

2023 WAGE & SALARY SCHEDULE

	FULL-TIME SALARY (40 HRS/WEEK)			HOURLY WAGES		
	Min.	Mid.	Max.	Min.	Mid.	Max.
Grade 1	\$28,600	\$34,320	\$40,040	\$13.75	\$16.50	\$19.25
Grade 2	\$35,793	\$42,952	\$50,111	\$17.21	\$20.65	\$24.09
Grade 3	\$43,593	\$52,312	\$61,031	\$20.96	\$25.15	\$29.34
Grade 4	\$51,168	\$63,960	\$76,752	\$24.60	\$30.75	\$36.90
Grade 5	\$58,656	\$73,320	\$87,984	\$28.20	\$35.25	\$42.30
Grade 6	\$67,226	\$84,032	\$100,838	\$32.32	\$40.40	\$48.48
Grade 7	\$77,376	\$96,720	\$116,064	\$37.20	\$46.50	\$55.80

**As of January 2023, the library's minimum hourly wage is \$16.50.*

2023 GRADE ASSIGNMENTS

Position Title	Grade
Library Clerk	1
Library Assistant	2
Public Safety and Outreach Specialist	2
Public Safety Specialist	2
Digital Learning Specialist	3
Library Specialist	3
HR, Payroll, and AP Specialist	3
Programming Specialist	3
Supervisor	3
Archivist	4
Coordinator of Community Engagement, Digital Archives, Digital Learning, Materials Handling, Multicultural Learning, Restorative Practices	4
Graphic Designer	4
Information Technology Specialist	4
Librarian (including Cataloging and Metadata, Collection Management, Digital Learning, Latinx Language & Culture, Programming, etc.)	4
Programming Supervisor	4
Website and Information Technology Specialist	4
Writer and Editor	4
Accounting & Financial Coordinator	5
Digital Engagement Coordinator	5
Supervising Librarian	5
Systems Administrator	5
Manager of Adult Services, Children's Services, Collections and Bibliographic Services, Community Engagement, Facilities, Information Technology, Middle & High School Services, Patron Services, Public Safety, Special Collections and Materials Handling	6
Director of Collections, Communications, Equity and Anti-Racism, Facilities & Technology, Finance, Human Resources, Public Services and Programs, Social Services and Public Safety	7

OAK PARK PUBLIC LIBRARY - Sept 2022
 Page 7 of 8
FY 2023 Budget - DRAFT 2

					FY2024-2028 Percent Increase Property Tax Revenues:	FY2024- 2028_Percent Increase Revenue	FY2024- 2028_Percent Increase PAYROLL Expenses:	FY2024- 2028_Percent Increase All Unspecified Expenses:	FY 2023 General Expense Rate						
2024 - 2028 Projected Budgets					1.0300	1.0200	1.0300	1.0300	1.05						
Unassigned Fund Balance at FY Start					\$6,926,527	\$6,926,527	\$7,270,839	\$6,843,490	\$6,041,821	\$4,786,353	\$3,548,521	\$2,563,491	\$1,562,709	\$435,501	
42%	Unassigned Funds Target 42% - Operating				\$3,971,746	\$4,208,434	\$4,167,141	\$4,323,596	\$4,402,600	\$4,533,607	\$4,666,338	\$4,805,236	\$4,948,279	\$5,095,591	
Capital Reserve Funds available FY Start					\$2,954,781	\$2,718,093	\$3,103,698	\$2,519,895	\$1,639,221	\$252,746	(\$1,117,817)	(\$2,241,745)	(\$3,385,570)	(\$4,660,090)	
Percent of Unassigned Funds Avail at Year Start					73%	69%	73%	66%	58%	#	44%	32%	22%	13%	4%
					Actuals 2020	Actuals 2021	Budget 2022	Est. Ending 2022	Budget 2023	2022-2023 variance	Budget 2024	Budget 2025	Budget 2026	Budget 2027	Budget 2028
REVENUE															
01-4050	Property Taxes, for operating				9,052,808	9,568,629	9,740,364	9,740,364	10,227,382	5.00%	10,534,203	10,850,230	11,175,736	11,511,009	11,856,339
01-4060	Corp. Property Replacement Tax				147,343	258,662	125,000	387,270	150,000	20.00%	153,000	156,060	159,181	162,365	165,612
01-4100	Service Charges and Fees				10,083	8,435	10,000	5,000	8,000	-20.00%	8,160	8,323	8,490	8,659	8,833
01-4150	Lost Books Reimbursed / Reciprocal Borrowing				3,002	1,025	0	3,500	0	NoCalc	0	0	0	0	0
01-4200	Rentals-Library Space				1,965	847	0	3,000	0	NoCalc	0	0	0	0	0
01-4210	Vending/Enterprise Income				2,137	965	0	700	0	NoCalc	0	0	0	0	0
01-4215	Parking lot revenue				6,572	4,288	6,000	7,000	7,000	16.67%	7,140	7,283	7,428	7,577	7,729
01-4220	Photocopier & Printer Fees				13,136	0	0	0	0	NoCalc	0	0	0	0	0
01-4300	Interest				45,376	5,109	10,000	50,000	50,000	400.00%	51,000	52,020	53,060	54,122	55,204
01-4400	Gifts				2,205	6,875	0	2,750	0	NoCalc	0	0	0	0	0
01-4410	Gifts From FOPPL				0	0	0	19,700	15,000	NoCalc	15,300	15,606	15,918	16,236	16,561
01-4800	Illinois Per Capita Grant				64,848	76,520	0	0	0	NoCalc	0	0	0	0	0
01-4810	Grants				67,992	35,605	0	52,991	0	NoCalc	0	0	0	0	0
01-4811	Community Fund Endownments				22,643	39,789	20,400	20,000	20,000	-1.96%	20,400	20,808	21,224	21,649	22,082
01-4850	Miscellaneous Income				12,759	13,331	10,000	2,000	5,000	-50.00%	5,100	5,202	5,306	5,412	5,520
01-4910	Pass Through Revenue				3,669	0	0	0	0	NoCalc	0	0	0	0	0
TOTAL OPERATING REVENUE					\$9,456,538	\$10,020,080	\$9,921,764	\$10,294,275	\$10,482,382	5.65%	\$10,794,303	\$11,110,330	\$11,441,038	\$11,781,617	\$12,132,359
EXPENSES															
PEOPLE															
Payroll															
01-5001	Wages & Salaries				5,127,229	5,323,146	5,660,000	5,660,000	6,158,000	8.80%	6,342,740	6,533,022	6,729,013	6,930,883	7,138,810
01-5100	Employee Medical Insurance				912,957	1,023,971	1,095,000	1,095,000	1,152,000	5.21%	1,186,560	1,222,157	1,258,822	1,296,586	1,335,484
01-5160	IMRF (Illinois Muncpal Retirement Fund)				419,079	419,277	300,000	300,000	162,000	-46.00%	166,860	171,866	177,022	182,332	187,802
01-5161	FICA/MEDICARE				378,886	387,372	418,000	418,000	453,000	8.37%	466,590	480,588	495,005	509,855	525,151
01-5197	Worker's Compensation				25,878	15,046	25,000	25,000	30,000	20.00%	30,900	31,827	32,782	33,765	34,778
01-5198	Unemployment Compensation				12,364	13,033	18,000	18,000	15,000	-16.67%	15,450	15,914	16,391	16,883	17,389
Total Payroll					6,876,393	7,181,845	7,516,000	7,516,000	7,970,000	6.04%	8,209,100	8,455,373	8,709,034	8,970,305	9,239,414
Talent Development															
01-5162	Dues				17,023	9,648	20,000	10,000	10,000	-50.00%	10,300	10,609	10,927	11,255	11,593
01-5163	Staff development/Travel				70,859	14,123	92,000	92,000	92,000	0.00%	94,760	97,603	100,531	103,547	106,653
01-5164	Tuition Reimbursement				31,501	24,438	33,000	33,000	27,000	-18.18%	27,810	28,644	29,504	30,389	31,300
01-5199	Recruitment				3,784	2,163	4,200	26,000	2,000	-52.38%	2,060	2,122	2,185	2,251	2,319
01-5200	Board Development				1,848	0	2,000	0	2,000	0.00%	2,060	2,122	2,185	2,251	2,319
Total Talent Development					125,015	50,372	151,200	161,000	133,000	-12.04%	136,990	141,100	145,333	149,693	154,183
TOTAL PEOPLE					7,001,408	7,232,217	7,667,200	7,677,000	8,103,000	5.68%	8,346,090	8,596,473	8,854,367	9,119,998	9,393,598
SUPPORT SERVICES															
Marketing & Communication															
01-5204	Promotions				5,163	14,220	24,000	24,000	20,000	-16.67%	20,600	21,218	21,855	22,510	23,185
01-5205	Publications				32,677	4,437	25,500	26,767	33,000	29.41%	33,990	35,010	36,060	37,142	38,256
Total Marketing & Communications					37,840	18,657	49,500	50,767	53,000	7.07%	54,590	56,228	57,915	59,652	61,441

		Actuals 2020	Actuals 2021	Budget 2022	Est. Ending 2022	Budget 2023	2022-2023 variance	Budget 2024	Budget 2025	Budget 2026	Budget 2027	Budget 2028
Materials Services Support												
01-5264	ILL Payments	2,275	4,591	3,500	3,500	3,675	5.00%	3,785	3,899	4,016	4,136	4,260
01-5292	Other Materials Services (Catalog/Bib Search Fees)	1,380	2,126	2,000	2,500	2,625	31.25%	2,704	2,785	2,868	2,954	3,043
Total Collections Support		3,655	6,717	5,500	6,000	6,300	14.55%	6,489	6,684	6,884	7,091	7,303
Administration												
01-5002	HRIS and Payroll Fees	24,905	30,465	25,000	25,000	26,250	5.00%	27,038	27,849	28,684	29,545	30,431
01-5165	Mileage and Misc Reimbursement	24,801	25,832	27,000	27,000	27,000	0.00%	27,810	28,644	29,504	30,389	31,300
01-5253	Hospitality	136	157	1,000	2,000	2,000	100.00%	2,060	2,122	2,185	2,251	2,319
01-5260	Audit Fees	10,034	9,010	10,000	10,000	10,500	5.00%	10,815	11,139	11,474	11,818	12,172
01-5261	Unclaimed Property to Escheatment to State	200	200	500	0	500	0.00%	515	530	546	563	580
01-5265	Merchant Account Services	2,891	2,824	5,000	4,000	4,000	-20.00%	4,120	4,244	4,371	4,502	4,637
01-5266	Collection Fees	1,155	0	4,000	4,000	2,000	-50.00%	2,060	2,122	2,185	2,251	2,319
01-5275	Consulting Services - Administration	0	0	75,000	75,000	78,750	5.00%	81,113	83,546	86,052	88,634	91,293
01-5281	Intergovernmental Agreements	16,621	11,250	15,000	15,000	15,000	0.00%	15,450	15,914	16,391	16,883	17,389
01-5291	Legal Fees	1,281	26,807	20,000	30,000	31,500	57.50%	32,445	33,418	34,421	35,454	36,517
01-5380	Postage & Delivery	10,380	5,470	5,000	9,000	9,450	89.00%	9,734	10,026	10,326	10,636	10,955
01-5390	Insurance	69,583	83,423	110,500	100,000	120,000	8.60%	123,600	127,308	131,127	135,061	139,113
01-5450	Contingency	10,780	675	15,000	0	15,000	0.00%	15,450	15,914	16,391	16,883	17,389
01-5452	Grant Expenses	29,011	37,117	0	40,000	0	NoCalc	0	0	0	0	0
01-5660	Pass Through Expenses	25	1,000	0	0	0	NoCalc	0	0	0	0	0
01-5742	Supplies	84,500	59,867	98,000	98,000	102,900	5.00%	105,987	109,167	112,442	115,815	119,289
Total Administration Support		286,303	294,097	411,000	439,000	444,850	8.24%	458,196	471,941	486,100	500,683	515,703
Other Support Services												
01-5451	Telephone/Communications	63,686	51,242	65,000	60,000	65,000	0.00%	66,950	68,959	71,027	73,158	75,353
01-5620	Office & Library Machinery Service	19,162	24,985	22,800	30,000	25,000	9.65%	25,750	26,523	27,318	28,138	28,982
Total Other Support Services		82,848	76,227	87,800	90,000	90,000	2.51%	92,700	95,481	98,345	101,296	104,335
TOTAL SUPPORT SERVICES		410,646	395,698	553,800	585,767	594,150	7.29%	611,975	630,334	649,244	668,721	688,783
LIBRARY MATERIALS												
01-5840	Print materials	269,755	315,658	360,000	360,000	365,500	1.53%	376,465	387,759	399,392	411,373	423,715
01-5890	Audio and video materials	81,496	94,110	102,000	102,000	103,500	1.47%	106,605	109,803	113,097	116,490	119,985
01-5891	Digital and streaming content	473,766	611,529	584,000	584,000	590,000	1.03%	607,700	625,931	644,709	664,050	683,972
01-5892	Online tools	100,992	0	0	0	0	NoCalc	0	0	0	0	0
01-5893	Devices	15,256	37,925	39,000	39,000	40,000	2.56%	41,200	42,436	43,709	45,020	46,371
01-5894	Realia and other formats	5,063	8,739	10,000	10,000	12,000	20.00%	12,360	12,731	13,113	13,506	13,911
01-5895	Archival (Special) collections	4,035	0	12,500	12,500	14,000	12.00%	14,420	14,853	15,298	15,757	16,230
TOTAL LIBRARY MATERIALS		950,363	1,067,961	1,107,500	1,107,500	1,125,000	1.58%	1,158,750	1,193,513	1,229,318	1,266,197	1,304,183
FACILITIES MANAGEMENT												
Facility Supplies												
01-5680	Fuels & Lubricants	476	1,282	1,200	3,000	4,000	233.33%	4,120	4,244	4,371	4,502	4,637
01-5682	Building Materials & Supplies	14,008	6,906	10,000	7,000	8,000	-20.00%	8,240	8,487	8,742	9,004	9,274
01-5683	Equipment Parts	1,449	2,081	10,000	5,000	10,000	0.00%	10,300	10,609	10,927	11,255	11,593
01-5684	Cleaning & Housekeeping Supplies	12,116	6,694	21,420	20,000	13,000	-39.31%	13,390	13,792	14,205	14,632	15,071
01-5693	Signage	7,730	4,365	3,000	3,000	4,000	33.33%	4,120	4,244	4,371	4,502	4,637
Total Facilities Supplies		35,779	21,328	45,620	38,000	39,000	-14.51%	40,170	41,375	42,616	43,895	45,212
Facilities Services												
01-5681	Landscaping and snow removal services	10,480	18,718	24,000	24,000	25,000	4.17%	25,750	26,523	27,318	28,138	28,982
01-5686	Custodial Services	183,774	131,763	205,000	205,000	216,000	5.37%	222,480	229,154	236,029	243,110	250,403
01-5687	Water	6,086	6,911	10,000	10,000	11,000	10.00%	11,330	11,670	12,020	12,381	12,752
01-5688	Sewer/Garbage	10,965	11,028	13,000	14,000	15,000	15.38%	15,450	15,914	16,391	16,883	17,389
01-5689	Parking lot expense	10,642	3,795	15,000	5,000	5,000	-66.67%	5,150	5,305	5,464	5,628	5,796
01-5690	Natural Gas	12,086	24,659	37,000	60,000	60,000	62.16%	61,800	63,654	65,564	67,531	69,556
01-5691	Rentals--Equipment & Facilities	15,978	23,625	20,000	13,000	20,000	0.00%	20,600	21,218	21,855	22,510	23,185
01-5692	Repair & Maintenance Prop. & Equip.	150,679	202,406	204,000	204,000	219,000	7.35%	225,570	232,337	239,307	246,486	253,881
Total Facilities Services		400,690	422,905	528,000	535,000	571,000	8.14%	588,130	605,774	623,947	642,666	661,945

**Capital Assets Study - Project List Projections
As of Sep 2021**

Cost's estimated - from 2016 Capital Assets Study

	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
Main										
Capital Assets Study - Updated - consultation				0	70000					
Retaining wall by fountain - cracked / leaking into garage	1000			10000						
Rebuild impact damaged concrete near loading dock	1000									
Repair flashing		5000								
Sealant / Replace perimeter sealant		6000								
Seal Parking garage? Previous director didn't want to do it.		42194								
Sanitary, storm, and vent problems				25000		200000	200000	90000		
Replace main circuit breaker	2500									
1st Floor Soffit		33410								
Epoxy coatings						25000				
Relocate heat detection in generator room	1000									
Paint Finishes (Gypsum Wall Board) + base				30000	30000	30000	30000	30000	30000	
Wall coverings	11000									
Walls and Doors Additions & Improvements					40000					
Fabric Wrapped Paneling	19000									
Wood paneling & trim	7000									
Wood base	25000									
Wood sills	13000									
Restroom fixtures	47000									
Security systems (CCTV, Access / Alarms, Loss prevention)				350000	25000					
Staff Lounge / Appliances		58000								
Gallery lights in Main (not in Capital Assets Study)		85000								
Womens restroom partition - all levels of Main		55453								
Carpeting					25000					
HVAC - Main (estimated \$6MM needed in 2033)										
Security Systems - evaluation		20000	47000							
HVAC - Main (estimated \$6MM needed in 2033) - Chiller #1 replacement in 2023 & #2 in 2024					250000	250000				
HVAC - Global Plasma Solutions air cleaning system install			25000							
LED lighting upgrade - Main - approx 240 fixtures			25000	25000	25000	25000	25000	130000		
Unplanned - snow-melt system repair - sidewalk damaged by Village during Lake St. Work		50000								
Electric Vehicle Charging Stations					10000					
Brick Replacement, mortar joints in penthouse, perimeter sealant, parking ramp coping stone, other				20000						
Paint Exposed Steel at Mechanical Area				0						
Replace Library Van							25000			
PLACEHOLDER FUNDING									300000	500000
Maze										
Tuckpointing		100000								
Concrete Joint Sealant										
ADA Ramp to Garden Level and Redesign of patio area? (not on Capital Assets Study)										
Security systems (CCTV, Access / Alarms, Loss prevention)										
Repaint / refinish meeting room			10000							
Replace main entrance doors (do not lock properly - not in Capital Assets Study)		3000								
Blister area on Roof				50000						
Replace Perimeter Sealant		10000								
Replace west entrance doors (necessary for security and access controls)			40000							
Replace carpeting throughout (can be spread over years)					20000	20000				
Total estimated cost -	127500	468057	147000	510000	495000	550000	280000	250000	330000	500000

IT Special Projects - FY 2021 Projections

	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
Main										
IT Projects 2019	244388									
IT Projects 2020		221016								
Outdoor WiFi Infrastructure Upgrade				100000						
Self Check out MeeScan			100000							
Technology equipment for staff or public				20000	20000		50000			
Telecom Cable Infrastructure						108000				
Ethernet cables and IDF Patch-panels					110000					
UPS battery for Server Room			20000							
Cybersecurity assessment and improvements					70000					
Placeholder - Long-term projections (JA)							50000	125000	150000	175000
Total estimated cost -	244388	221016	120000	120000	200000	108000	100000	125000	150000	175000

Meeting Spaces Policy

Library Board approved February 15, 2012. Revised April 25, 2017. Revised February 27, 2018. Revised, August 31, 2022

Purpose

The Meeting Spaces Policy reflects the diverse needs of the Oak Park community and the priorities of the library's Strategic Plan to facilitate engagement, learning, and stewardship. The library believes that meeting spaces are part of the library's available public resources, resources that include all of its spaces, materials, services, and experiences. We work to respond to our community's needs and aspirations through these resources.

Principles

The library advocates for broad and meaningful community participation and engagement, including the sustained use of library spaces. It does not promote or endorse all of the ideas, discussions, and activities taking place in its spaces or the discussions those meetings may inspire but it provides the spaces and opportunities for those ideas and discussions.

The library protects the right of the individual to access information and speak freely, even when the content may be controversial or unacceptable to others. As such, the library upholds the American Library Association's Library Bill of Rights, including the statement that "Libraries which make exhibit spaces and meeting rooms available to the public they serve should make such facilities available on an equitable basis, regardless of the beliefs or affiliations of individuals or groups requesting their use."

Policies

The Oak Park Public Library provides meeting spaces for organizations and groups as a public service. Meeting spaces may be reserved by any library cardholder, 18 years of age or older, whose card is registered in the library's database. All meetings must be open to the public and attendance may not be restricted. Exceptions are made for

meetings of library staff and for official committees, commissions, and boards of the Village of Oak Park and other government agencies.

The Executive Director is authorized to establish reasonable regulations governing the use of meeting spaces and their related fees. The Library reserves the right to decline meeting spaces requests that do not align with this policy.

Meetings may not disturb the normal operations of the library or create an unsafe environment. Meetings or events of a primarily commercial nature are not permitted.

The spaces listed in this policy are intended for use by groups and not for individual use. Individuals may reserve a library study space for that purpose.

The library supports our creative community and will permit the sale of books and other artistic works at meetings and programs.

The sale, advertising, solicitation, or promotions of other products or services are not permitted.

Fundraising or donation solicitations are not permitted. Entry and participation fees are not permitted.

Political Events and Political Campaigning Activities

Political events such as debates, forums, and town hall meetings and political campaigning activities are permitted in library facilities if they are sponsored or hosted by Oak Park library cardholders and all expenses related to the activities are assumed by the candidate, political organization, or the individual or group reserving the space. Political campaigning activities shall include, but not be solely limited to, activities such as organized phone calling efforts to inform, persuade, recruit, or mobilize voters and volunteers but shall prohibit any fundraising efforts. Library property and services such as equipment (other than tables and chairs), telephones, computers, email, postage, photocopying, fax, and vehicles shall not be used for political campaigning activities.

Individuals reserving a space must have their own valid library card.

Meetings may be scheduled for any time when the designated Library facility — Main Library, Dole Branch, or Maze Branch — is open for service.

Oak Park Public Library cardholders may reserve library spaces up to four months in advance of the desired date. All other library cardholders may reserve library spaces up to one month in advance of the desired date. Non-resident cardholders must have an account registered at the Oak Park Public Library and have active reciprocal borrowing permissions from their home library.

The Library maintains the right to cancel any meeting spaces reservation for any reason. The decision of the Executive Director or their designee to cancel a reservation is final.

Any individual or group that reserves the use of a meeting space must assume legal responsibility for all related event activities in the Library.

An individual must sign the application and agreement and must ensure compliance with all of the rules and regulations described in this policy. Any individual or group that violates this policy will be excluded from access to the library's meeting spaces.

All users must comply with the provisions of the Americans with Disabilities Act, which require that a meeting or materials at a meeting be provided in an accessible format when requested.

The Library is not responsible for any accidents that may occur on library property to individuals attending programs or meetings in the Library. Meeting space users will be held responsible for any accidents that occur. Meeting space users will be held responsible for any damage to the Library's buildings, grounds, or equipment because of negligence or misconduct.

Definitions

Fees are based on the category of the individual or group requesting to reserve the meeting space: not-for-profit or for-profit. Contact the Library to determine your correct category.

- Not-for-Profit: Groups are defined as not-for-profit when their missions serve an educational, cultural, charitable, political, or civic purpose. Not-for-profits include 501(c)3 corporations and unincorporated associations, organizations, clubs, book groups, or government agencies.
- For-Profit: All groups that do not fit the definition of a not-for-profit group will be defined as for-profit. These include all businesses and other commercial entities.

Space Reservation Charges (four hours)

Main Library Veterans Room

For-profit = \$200

Not-for-profit = No charge

Main Library Small Meeting Room

For-profit = \$50

Not-for-profit = No charge

Not-for-profit = No charge

Main Library Lobby Community Space

For-profit = \$50

Not-for-profit = No charge

Main Library Conference Room

For-profit = \$50

Not-for-profit = No charge

Dole Branch Meeting Space

For-profit = \$50

Not-for-profit = No charge

Maze Branch Meeting Space

For-profit = \$50

Not-for-profit = No charge