

**OAK PARK PUBLIC LIBRARY**  
**BOARD OF LIBRARY TRUSTEES | REGULAR MEETING**  
834 Lake St., Oak Park, IL 60301 | Second Floor Veterans Room  
Tuesday February 28, 2023 – 6:30pm  
Meeting to be held in person and via Zoom ([click here for Zoom link](#))

**AGENDA**

**1. Call to Order and Roll Call**

**2. Approval of Minutes**

- a. January 24, 2023 Regular Meeting **(Action)**

**3. Public Comments**

Please email public comments to the library's Executive Director Joslyn Bowling Dixon ([joslynd@oppl.org](mailto:joslynd@oppl.org)) or to Library Board President Matthew Fruth ([m.fruth@oppl.org](mailto:m.fruth@oppl.org)). You may also submit comments using the **Public Comment Form** on the library website. Please limit comments to 3 minutes. Your comments will be read during the meeting and be included in the formal meeting minutes.

**4. Trustee Comments and Calendar**

**5. Executive Director Report**

**6. Staff Reports**

- a. Strategic Priorities Report
  - i. Staff Speaker: Social Services and Public Safety (Rob Simmons)
- b. Library Core Use Statistics
- c. Additions and Terminations Report
- d. Staff Changes Report

**7. Financial Reports**

- a. January 2023 Financial Reports **(Discussion)**
- b. January 2023 Resolutions on Disbursements **(Action)**

**8. Additional Reports**

- a. Intergovernmental Committee (IGov)
- b. Council of Governments (CoG)
- c. PlanIt Green
- d. Friends of the Oak Park Public Library

**9. Unfinished Business**

- a. Approve closed meeting minutes (if applicable) **(Action)**

**10. New Business**

- a. Library Policy Updates Recommended for Board Review/Approval **(Discussion)**
  - Public Comment
  - Hours of Work
  - Patron Services: Card Registration, Eligibility For Full Membership, Library Programs, Lost or Stolen Library Card
- b. Resolution: Name Authorized Bank Signers and Principal for Illinois Funds Investment Account **(Action)**
- c. Draft Resolution: Book Sanctuary **(Discussion)**

**11. Adjournment**

**OAK PARK PUBLIC LIBRARY  
834 LAKE ST., OAK PARKS, ILLINOIS  
MINUTES OF THE BOARD OF LIBRARY TRUSTEES, REGULAR MEETING  
JANUARY 24, 2023, 6:30 pm**

**BOARD MEMBERS:**

Virginia Bloom  
Colleen Burns  
Susanne Fairfax  
Theodore Foss  
Kristina Rogers  
Matthew Fruth

**ALSO ATTENDING:**

Joslyn Bowling Dixon, Executive Director  
Stephen Jackson, Director of Equity and Anti-Racism  
Leigh Tarullo, Director of Collections  
Jodi Kolo, Director of Communications  
Jeremy Andrykowski, Director of Finance  
Billy Treece, Director of Human Resources  
Lori Pulliam, Director of Public Services and Programs  
Robert Simmons, Director of Social Services and Public Safety  
Peggy Conlon-Madigan  
Rory O'Neill

Minutes prepared by Mary-Margaret Scrimger of Minutes Solutions Inc. from a recording.

**1. CALL TO ORDER**

**On a motion made by Virginia Bloom, seconded by Susanne Fairfax, it was resolved to allow remote participation in the meeting. Motion carried.**

There being a quorum present, and the Trustees having been given adequate and proper notice of the meeting, the meeting was called to order.

**2. REVIEW AND APPROVAL OF THE MINUTES**

**On a motion made by Colleen Burns, seconded by Theodore Foss, it was resolved to approve the minutes from the November 15, 2022, Board of Library Trustees meeting. Motion carried.**

**3. PUBLIC COMMENTS**

Rory O'Neill requested the library include on a future agenda discussion regarding why Alpha Building Maintenance Services received an automatic contract renewal when they failed to fulfill their contract.

----- Forwarded message -----

From: **Rory O'Neill** <[roneill1918@gmail.com](mailto:roneill1918@gmail.com)>

Date: Tue, Jan 24, 2023 at 8:32 PM

Subject: Please add to meeting minutes

To: Matthew Fruth <[m.fruth@oppl.org](mailto:m.fruth@oppl.org)>, Joslyn Bowling Dixon <[jdixon@oppl.org](mailto:jdixon@oppl.org)>

Matt

Could you please add this to the meeting minutes.

Respectfully

Rory O'Neill

I will start tonight by stating the obvious to the library board, and more importantly to any taxpayer who may be listening that Joslyn Dixon played no role whatsoever in the circumstances that I have described to you in the past, and will once again describe to you tonight.

In a word Joslyn Dixon is innocent.

I will forward to board president Matt Furth video evidence on the matter that I will discuss with you tonight. I request that Matt share that video evidence with the rest of the library board.

I also respectfully request it what I say tonight be added to the board meeting minutes.

My reason for speaking to you tonight is to request, once again, that the Oak Park public library board of trustees places on their agenda a discussion as to why a contractor was awarded an automatic contract renewal even though they clearly failed to meet the terms of the contract.

Alpha Building Maintenance Services, the contractor in question, Knew perfectly well that the work they were contracted to do, was not getting done and yet presented invoice after invoice, in full, for work they did not do.

Worse still, your administrators paid those invoices in full, once again, for work that was not done. How on earth do your administrators justify continuing a business relationship with this contractor. I worked for this library for 22 years and I have never seen anything but the utmost in integrity. And now this?

Folks we are talking a minimum of \$35,000 just given to a contractor for nothing. \$35,000 of the taxpayers money and no return whatsoever. That amount was not pulled out of thin air, that amount has a basis. Question your administrators as to where that dollar amount came from. Once again I ask that you discuss this matter in detail and in public, that you make this matter an agenda item.

Professional integrity demands this, accountability to the taxpayers demands this.

Peggy Conlon Madigan shared praise for library staff. She noted concern regarding the cessation of print newspapers. She later submitted the transcript below for the meeting minutes.

#### STATEMENT READ ALOUD TO THE OAK PARK PUBLIC LIBRARY BOARD OF TRUSTEES' REGULAR MONTHLY MEETING OF JANUARY 24, 2023, PUBLIC COMMENTS

Good evening,

My name is Peggy Conlon-Madigan.

That our Oak Park Public Library is a five gold star awardee, again, from Library Journal—based on the data of 2018 (updated correction, is actually 2020)—is a good thing.

There are more outstanding staff members than are appropriate to name in this setting. However, Michelle Springer and Rashmi Swain immediately come to mind for their routinely outstanding professionalism and assistance given just within the past two weeks.

That said, the two buttons that I'm wearing are:

\*the OPPL five star button

and

\*one of Oak Park native Ernest Hemingway.

Known of is the archive collection housed here.

Also known of is a quote of his—a variation of his guiding writers:

"Start with one true sentence."

As a volunteer at the Ernest Hemingway Birthplace Museum, I encounter many visitors from far and wide who seek more understanding of the formative years of his life.

My one true sentence this evening is: Communication with OPPL's Board of Trustees over the strategy change announced last July, have resulted in no known replies, even when a specific question has been asked of it.

(meaning via email)

\*I ask that there be a policy put in place so that trustees respond to polite, reasoned questions asked of \*them.

It seems almost absurd to have to ask it, but there it is.

Thank you.

#### **4. TRUSTEE COMMENTS AND CALENDAR**

The dates for 2023 are aligned with the policy.

#### **5. EXECUTIVE DIRECTOR REPORT**

Dixon has been engaging with stakeholders in the community. On December 16, 2022, it was announced that Oak Park Library had again received a five-star ranking. The library received a state appropriation for \$25,000 initiated by State Rep. LaShawn Ford. This money will be used to fund a mentorship program held at the library for young men.

#### **6. STAFF REPORTS**

- a. **Strategic Priorities Report (Anti-racism, Engagement, Learning, and Stewardship):** Stephen Jackson shared highlights from 2022 and referred the board to the 2022 full Anti-Racism Impact Report linked in the board meeting materials packet.
- b. **Library Core Use Statistics:** Retention statistics are increasing by quarter. Market penetration statistics are increasing and are on par with comparable libraries. Digital resource use continues to be up.

#### **7. FINANCIAL REPORT SUMMARY**

**On a motion made by Virginia Bloom, seconded by Colleen Burns, it was resolved to approve both November and December 2022 expense reports. Motion carried.**

#### **8. ADDITIONAL REPORTS**

- a. **Intergovernmental Committee:** The iGov met on January 21, 2023. The candidate forum has pivoted away from meeting in person and will be conducted via Zoom. Engaging with the public was being considered for the forum, specifically challenges with social media.
- b. **Council of Governments:** The Council of Governments has not met since the November 2022 meeting.
- c. **PlanIt Green:** It was noted that education on sustainability is extremely important. The library is an excellent institution to disseminate this information.
- d. **Friends of the Oak Park Public Library:** There was a brief update regarding this group and its plans for a 2023 book fair to be held at the library.

#### **9. UNFINISHED BUSINESS**

- a. **Library and Holiday Closings:**

**On a motion made by Colleen Burns, seconded by Virginia Bloom, it was resolved to approve the proposed library closures for 2023, as amended. Motion carried.**

**On a motion made by Colleen Burns, seconded by Kristina Rogers, it was resolved to approve the proposed employment holiday policy. Motion carried.**

Billy Treece recommended adding two closures in 2023, which would be October 9, 2023, which is Indigenous Peoples' Day, and November 24, 2023, which is the day after Thanksgiving. For 2024, there will be more discussion and work around dates related to how building closures and floating holidays currently work.

**b. Travel Reimbursement Policy:**

**On a motion made by Colleen Burns, seconded by Kristina Rogers, it was resolved to approve the changes to the travel policy, as presented. Motion carried.**

Currently, the policy is more restrictive than necessary. Changes to the policy were outlined, including a limit of \$750 per day for travel without prior Board approval. This is an increase from \$500, due to the increase in hotel prices and incidentals.

**c. Trustee stipends for childcare:** There was discussion regarding trustee childcare stipends and new legislation surrounding this. No actions to take at this time.

**10. NEW BUSINESS**

**a. Library Employment Policy Updates:**

**On a motion made by Susanne Fairfax, seconded by Virginia Bloom, it was resolved to approve the EEO Policy, Bereavement Policy, and the Non-Discrimination and Anti-Harassment Policy. Motion carried.**

The leaves of absence around bereavement are being extended for more inclusivity. The Equal Employment Opportunity (EEO) policy is being updated as per the *CROWN act* regarding hairstyles and other items. The Non-Discrimination and Anti-Harassment policy is also adding to the definition of discrimination, including hairstyles and work authorization status.

**b. Structure of Public Comment:** There was discussion on the specifics regarding how public comments should be addressed. Generally, the Board does not respond to public comments on the spot. It was suggested to provide a framework to the public regarding public comments. A process for Board responses was discussed.

**11. ADJOURNMENT**

The meeting was closed.

# Executive Director's Report

February 2023

## January 2023

**1/4** Updated current COVID-19 procedures in alignment with CDC recommendations/state procedures with Billy Treece, Director of Human Resources

**1/6** Along with Stephen Jackson, Director of Anti-Racism and Equity and Latonia Jackson, Manager of Middle School and High School Services met with Queens Public Library to discuss sub-grant received to develop programming to commemorate the 50<sup>th</sup> Anniversary of Hip-Hop

**1/9** Attended welcome reception for Chibuike Enyia, the new Manager of Community Engagement

**1/11** Attended Village Management Council Meeting

**1/12** Attended Ernest Hemingway Foundation Board of Directors meeting

**1/20** Participated in supporting local businesses via the Chamber of Commerce Takeout Stakeout event at Tacos '76

**1/23** Meeting at Dole branch with Director of Collections Leigh Tarullo, Director of Public Services Lori Pulliam, Manager of Community Engagement Chibuike Enyia, Manager of Patron Services Martyn Churchouse, and Manager of Collection Services Barbara Fitzgerald to discuss current services and potential future service focus areas at Dole in an effort to increase usage and engagement.

**1/25** Onboarded Management Team and Leadership Team to introduce/review membership benefits, awards, and nationwide collaborative opportunities as returning members of Urban Libraries Council with Colleen Morsli, Membership Executive & Senior Advisor, Urban Libraries Council

**1/26-1/30** Attended Lib Learn X (formerly known as ALA Midwinter Conference) in New Orleans, serving at American Library Association Council meetings in my capacity as an elected Councilor-at-Large.

## Declaration of Democracy

As part of our commitment to being A Library for Everyone and as we commemorate rejoining the Urban Library Council organization, Oak Park Public Library joined other urban libraries across the country in committing to build policies and actions that preserve and protect democracy in our communities by signing the Declaration of Democracy. The [ULC Declaration of Democracy](#) was unveiled to ULC members during the 2022 ULC Annual Forum held in Washington, DC, November 2022.

*Democracy is under siege throughout the world and close to home. Daily, we witness assaults on basic freedoms and human rights we've long cherished as books are banned, programs and events are canceled, disinformation and misinformation spread unchecked and racism is institutionalized. Democracy's future is diminished when people's access to power, information, a diversity of voices and the ability to influence policy are restricted. As cornerstones of democracy, it is incumbent upon libraries to stand up against all efforts to impede the democratic process and limit the full participation in civic life.*

*Banning books through policy and legislation is one such example of the challenges facing us. These efforts have unfortunately met with success in some parts of the United States as lawmakers codify restrictions on reading material – and we strongly stand against the furtherance of such restrictive policymaking.*

*As leaders of North America's public libraries, we are committed to preserving, protecting and advancing the highest hopes and ideals of democracy so all members of our communities may fully participate in the democratic process. To meaningfully participate in society, people need access to a broad range of information and ideas, as well as opportunities for open, uncensored discourse to hear, read, debate and learn from each other's perspectives.*

*It is for this reason that libraries as trusted institutions in their communities join to advance this Declaration and commit to the following:*

- *Educating and informing the public about the rights afforded to them in the United States Constitution and the Canadian Charter of Rights and Freedoms, among them the freedom of religion, thought, speech, expression, belief, the press, peaceful assembly and association.<sup>1</sup>*
- *Encouraging an active citizenry where all are engaged in creating an equitable and just society where everyone may realize their potential as individuals within the community.*
- *Serving as a convener for and facilitator of civic engagement and civil discourse, where all voices may be heard and respect is displayed for community members' diverse opinions, thoughts, histories and cultural heritage.*
- *Increasing efforts to fight misinformation and disinformation, providing reliable resources and seeking new ways to help patrons find verifiable and accurate information.*
- *Leveraging programming, collections and other resources to promote human dignity, open dialogue and respect for diverse viewpoints, civil rights, and all other protections and freedoms fundamental to democracies, and based on the conviction that "laws and institutions must go hand in hand with the progress of the human mind"<sup>2</sup>, holding fast to the expectation that "the arc of the moral universe is long, but it bends toward justice"<sup>3</sup>, and that "the Just Society will be one in which the rights of minorities will be safe from the whims of intolerant majorities."<sup>4</sup>*

*We resolve to continue to create spaces where entering our doors is an act of participating in democracy, where people can read and learn freely from all points of view, make up their own minds and engage in their communities. We stand as proud leaders of libraries, and as such, we will continue to guard democracy's great promise and ensure all those we serve are included in its fulfillment.*

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<sup>1</sup> See First Amendment in the United States Constitution and Section 2 in the Canadian Charter of Rights and Freedoms.

<sup>2</sup> Thomas Jefferson, from a letter to Samuel Kercheval, July 12, 1816, enshrined on Southeast Portico of the Jefferson Memorial, Washington, D.C.

<sup>3</sup> Martin Luther King, Jr., Washington National Cathedral, March 31, 1968, enshrined on South Wall of the Martin Luther King, Jr. Memorial, Washington, D.C.

<sup>4</sup> Pierre Elliott Trudeau, as cited in *The Essential Trudeau*, ed. Ron Graham. (pp.16 – 20).

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Respectfully submitted,

*Joslyn Bowling Dixon*

Joslyn Bowling Dixon

# Library Strategic Priorities Report

February 2023

## About this report

In this month's report, we summarize a variety of activities in support of both our [Anti-Racism Strategic Plan](#) and our [Engagement, Learning, and Stewardship \(ELS\) Strategic Plan](#).

In the Anti-Racism section of the report, we highlight one Anti-Racism goal and one ELS objective:

- **External Practices, Internalized Racism:** To mitigate the impact of external racism on the Library's environment and on the greater Oak Park community.
  - **Related ELS Strategic Plan Objective — Engagement Objective #2:** We facilitate connections among diverse audiences through shared community aspirations and experiences.

In the ELS section of this report, we highlight recent work in support of three strategic objectives:

- **Engagement Objective #2:** We facilitate connections among diverse audiences through shared community aspirations and experiences.
- **Stewardship Objective #2:** We provide broad, effective, and equitable access to resources.
- **Stewardship Objective #3:** We prioritize sustainability.

In this February 2023 report to the Board of Library Trustees, we also provide access to the library's 2022 Strategic Priorities Annual Report. This 20-page PDF highlights progress made in the library's four strategic priorities: engagement, learning, stewardship, and equity/anti-racism. In January 2023, a report specifically focused on progress made within the Anti-Racism Strategic Plan was shared with the Board of Library Trustees. Both 2022 reports can be accessed at [www.oppl.org/2022](http://www.oppl.org/2022).

## ANTI-RACISM

**To mitigate the impact of external racism on the Library's environment and on the greater Oak Park community.**

**-and-**

**We facilitate connections among diverse audiences through shared community aspirations and experiences. [ENGAGEMENT]**

### Equity & anti-racism programs & experiences

We continue to offer new equity-/anti-racism-focused programs and experiences for the community each month, which can be found in the [library calendar](#) under the event type "Equity & Anti-Racism."

From January 7 through the end of the month, the Idea Box on the first floor of the Main Library hosted the MLK Lorraine Motel Memorial Window Exhibit — a window display that transported patrons to the balcony of the Lorraine Motel, room 306, where Dr. Martin Luther King, Jr. was assassinated on April 4, 1968. In this display, patrons were able to view images, quotes, and a copy of Dr. King's "I Have a Dream" speech. Also featured were







the “Dream Hands” of community members — on hand-shaped pieces of paper, patrons were encouraged to write their dreams for the future to be displayed alongside the Idea Box tribute to Dr. King’s legacy of peace and racial justice. Community members were able to contribute Dream Hands throughout the month of January, by visiting the Maze or Dole Branches or Children’s Services in the Main Library, or during a drop-in session at the Idea Box on January 16. In celebration of MLK Day, a second drop-in craft opportunity was offered in the afternoon on January 16, where children and families could decorate a fabric square to add to the library’s ongoing peace quilt project.

From January 9 through February 5, the Main Library Art Gallery featured “Odd Fellows” by [David Alvarado](#) — a visual artist, illustrator, and creative designer whose work has spanned from commercial art and editorial illustration to (more recently) fine art. Tiptoeing between humorous, awkward, and strange, his work is inspired by a blend of commercial design from the past, cartoons from his youth, and the dreamlike state that occurs just before deep sleep. In the evening on

January 26, community members had the opportunity to meet the exhibit artist during a reception held in the Art Gallery.

In addition to the special exhibits described above, the library continued to offer multiple recurring programs with an emphasis on equity during the month of January, including two mentorship programs for middle and high school (MHS) youth that launched in 2022 and our Supported Storytime offerings. MHS mentorship programs include a bi-monthly co-ed program (“You, Me, We”) and “Access Granted,” a weekly program geared toward male-identified students and offered in partnership with YourPassion1st. Designed for children with disabilities ages 3+ and their caregivers and siblings, our Supported Storytimes are structured with visual schedules and include fun picture books and songs, with fine and gross motor movement activities. Sensory supports like lap weights and fidget toys are available to help children be successful.

## **ENGAGEMENT, LEARNING, & STEWARDSHIP**

**We facilitate connections among diverse audiences through shared community aspirations and experiences. [ENGAGEMENT]**

### **Village of Oak Park Alternative Call Response Taskforce (ACRT)**

In late 2022, Oak Park Village Manager Kevin Jackson began developing a new taskforce to support the village’s [Community Safety Project](#) — the [Alternative Call Response Taskforce \(ACRT\)](#). This taskforce brings together a diverse group of experts, community members, and specialists to advise on an alternative call response model for Oak Park to specifically help individuals experiencing mental health crises. Among the individuals that Jackson invited to participate in the ACRT is the Oak Park Public Library’s Director of Social Services & Public Safety Rob Simmons.

The ACRT’s sole function is to advise the Village Manager in the process of identifying the most suitable alternative call response model for the Village of Oak Park. Taskforce members will review the BerryDunn report and the Oak Park Police Department’s current alternative call response model, and learn about different calls for service models at various police departments across the country. In March 2023, the ACRT will make specific recommendations to the Village Manager regarding the best service model for the Village and the Oak Park Police Department.

## **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 now reflects data for 2023, showing monthly numbers for 12 core statistics, with a dashed, black line denoting the monthly average in 2022, for reference. The dashboard also includes data for two market 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 January 2023. New Cardholder Retention, Market Penetration, and NPS are updated on a quarterly basis — in this month's report, this includes data through Q4 2022. For NPS data, reference lines currently denote comparisons to 2021 and 2019 scores (solid black line and solid gray line, respectively).

The Core Use Statistics Google Data Studio is also included at [oppl.org/evaluating-impact](https://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.

## **We prioritize sustainability.** [STEWARDSHIP]

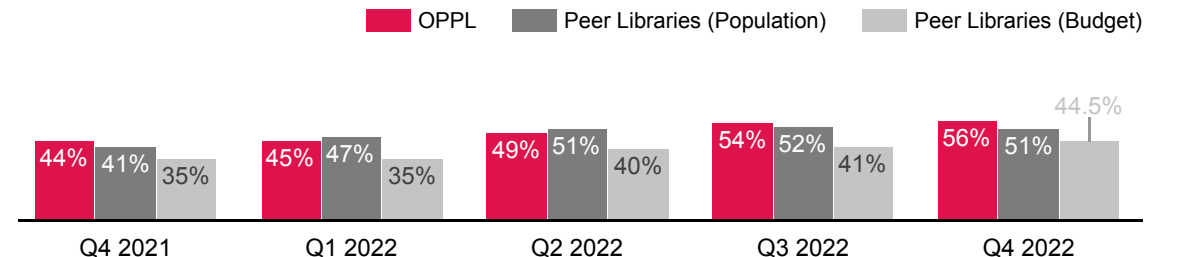
### **LED lighting project**

At the beginning of February, we completed the next phase of our multi-year lighting improvement project, which included replacing all lights in the staff areas of the Main Library with LED. As with previous phases of this project, we utilized ComEd incentives to reduce the cost of the library, with the incentive for this phase totaling \$7,885.60.

We have shared about earlier phases of this work in previous Strategic Priorities Reports to the Board of Library Trustees, with our most recent update in the [April 2022 Library Strategic Priorities Report](#). To summarize our previous work, we have steadily reduced energy usage by installing energy-efficient, long-lasting LED lights at the Main Library and Maze Branch over the last few years. Maze Branch lighting is now 100% LED. At the Main Library, we now have LEDs in the third floor "artichoke lights," all staff areas, the parking garage, the lobby, and the elevators. Based on the calculation received from Verde Energy Efficiency Experts last year, as of September 2022, the environmental impact of this work has been very impressive — equivalent to planting around 2,000 trees, avoiding 164,927 kWh in electricity usage and saving approximately 117 metric tons of CO2 from the atmosphere.

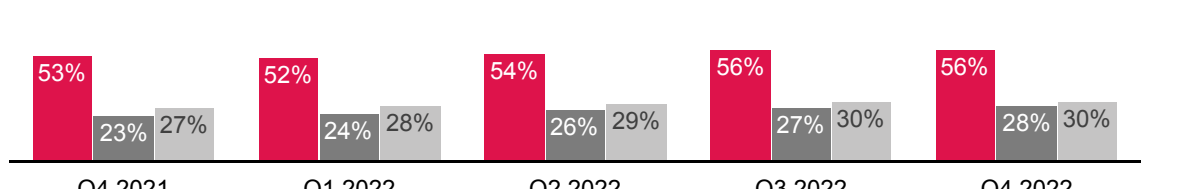
## New Cardholder Retention

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

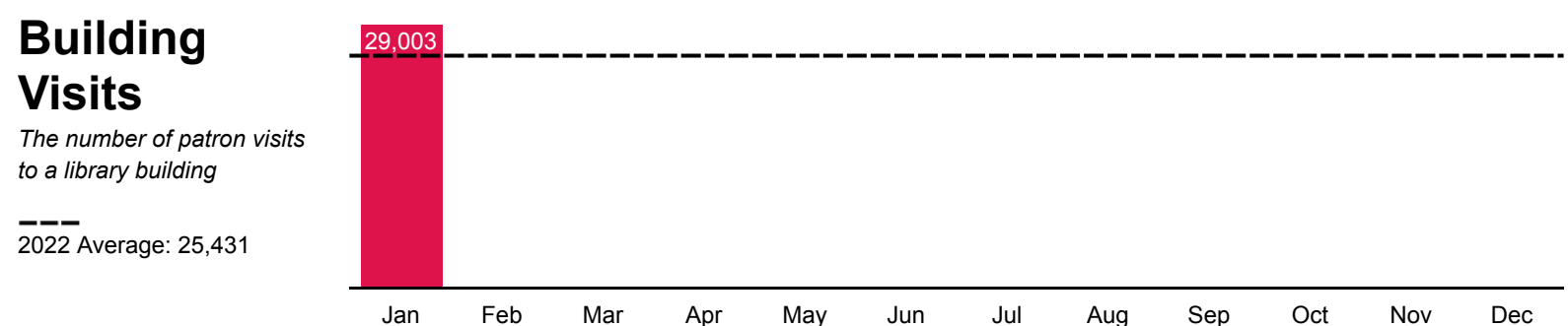
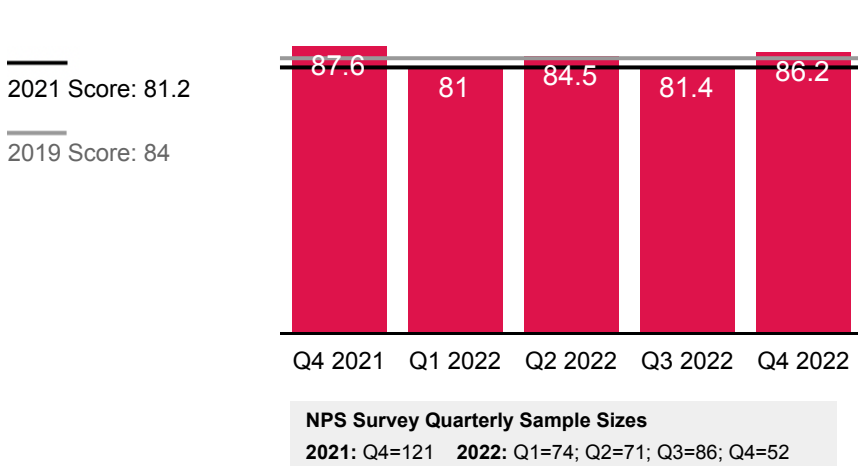


## Net Promoter Score

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:

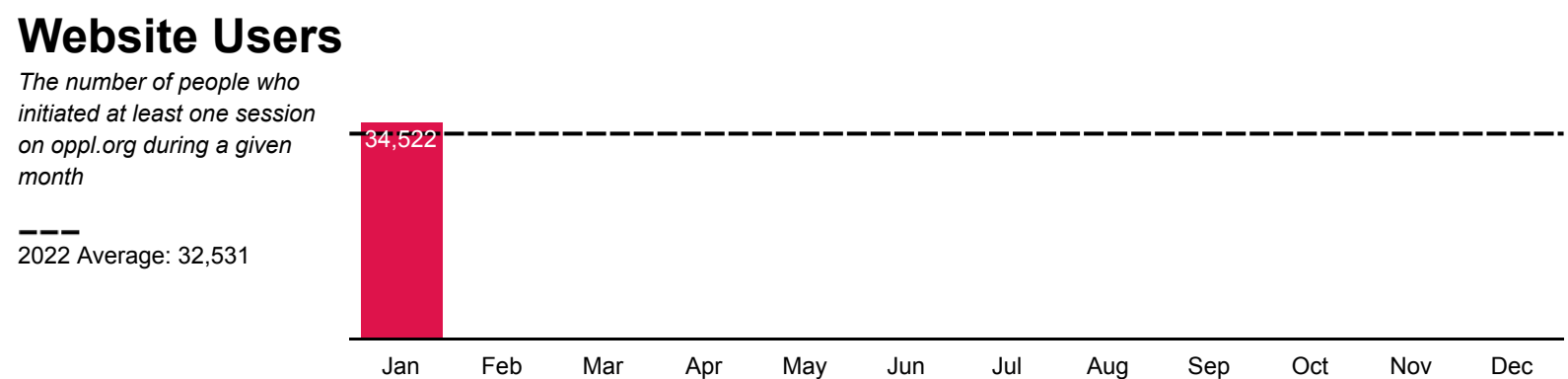
**On a scale from 0 (not at all likely) to 10 (very likely), how likely are you to recommend the library to others?**

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.



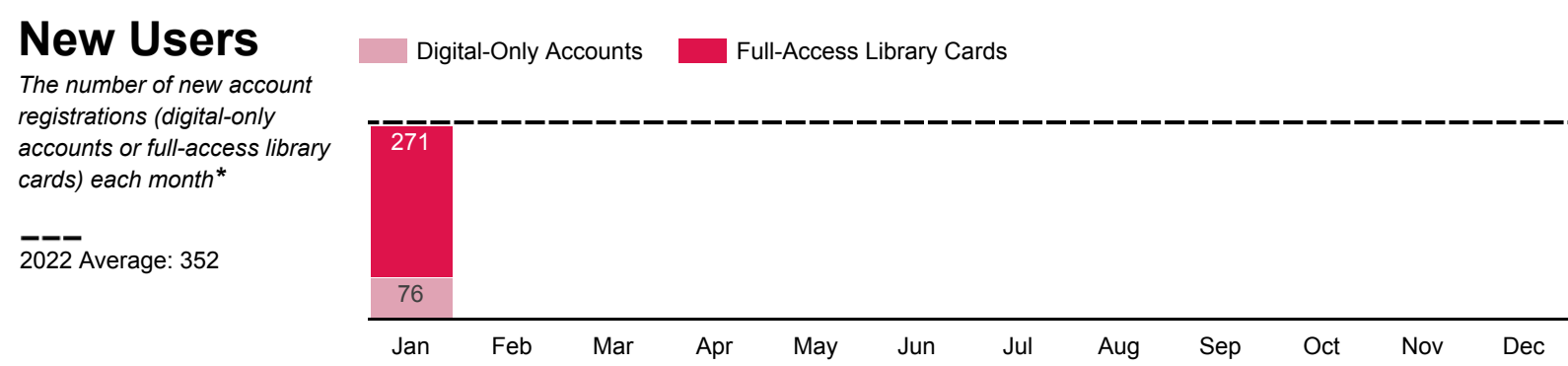
Year-to-Date

29,003



Year-to-Date

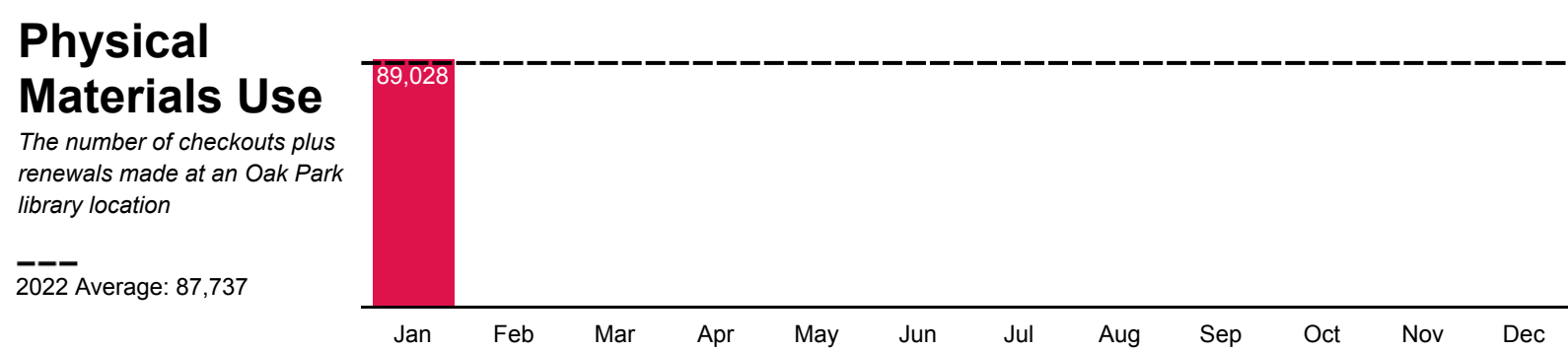
34,522



Year-to-Date

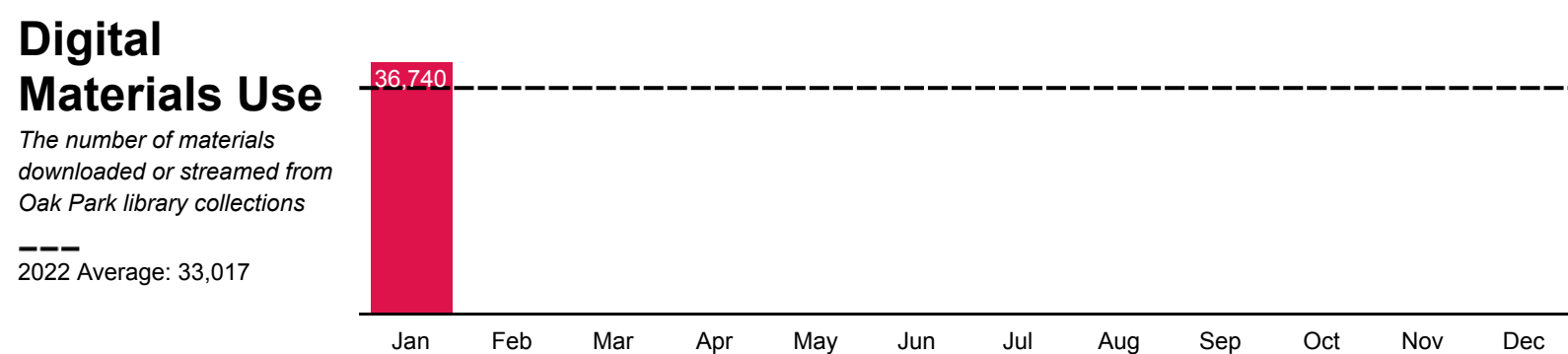
347

**\*NOTE:** Digital-only accounts became available to community members in March 2020. Users who obtain digital-only accounts and later convert to full-access cards are not counted a second time as new users during the month they convert.



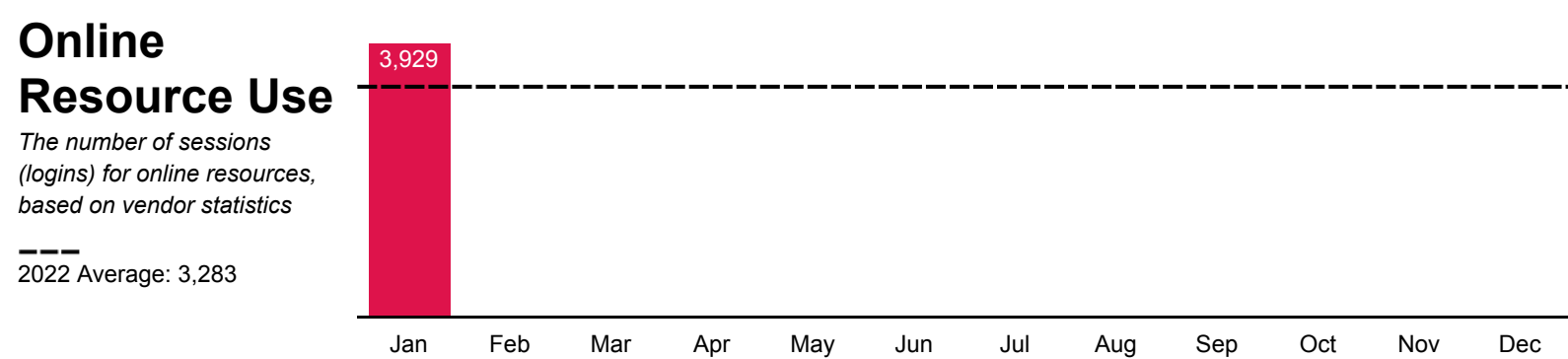
Year-to-Date

89,028



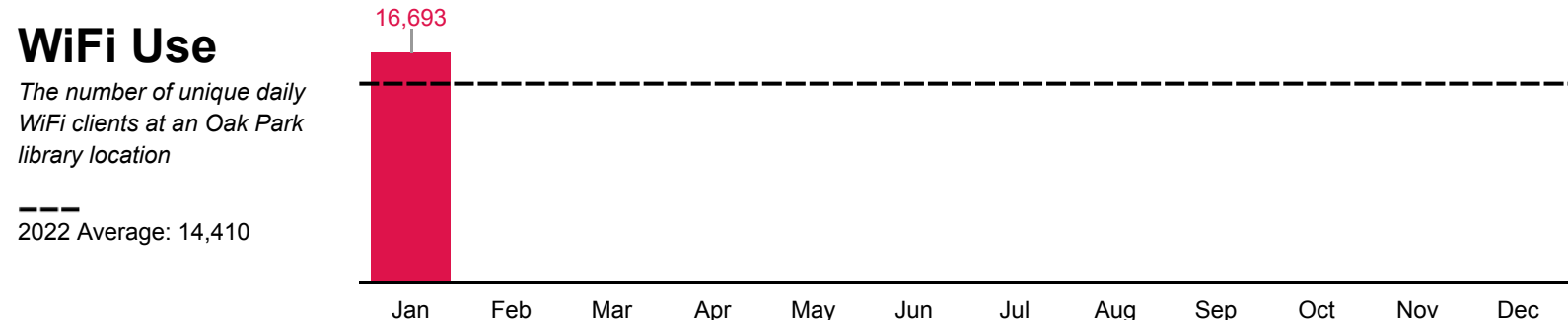
Year-to-Date

36,740



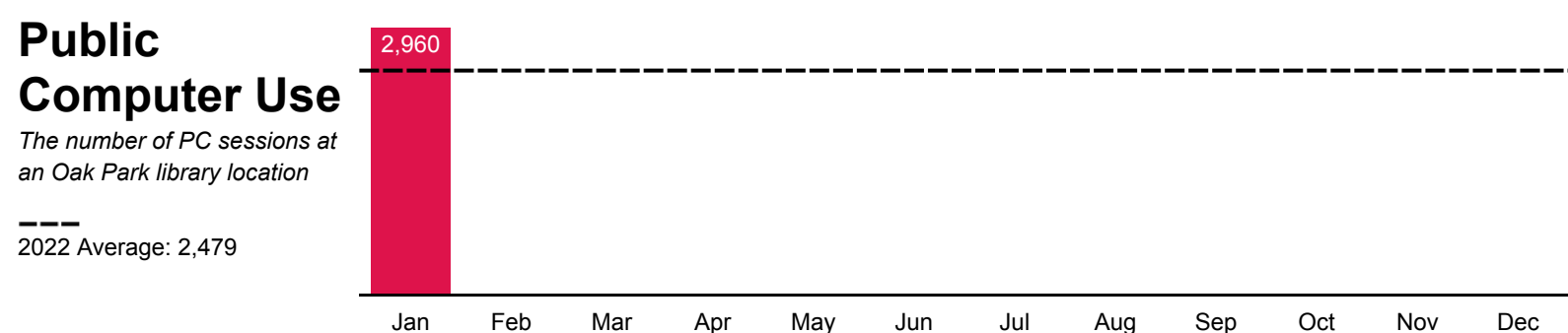
Year-to-Date

3,929



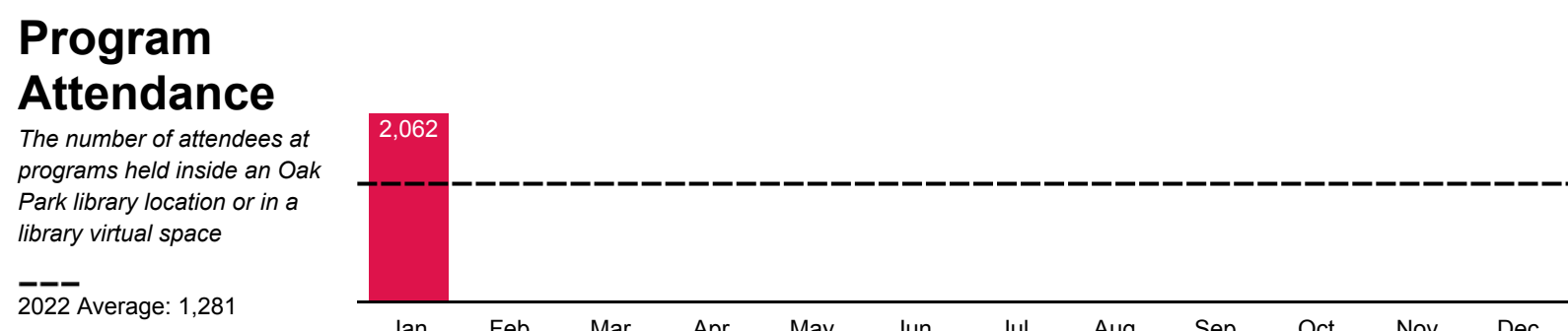
Year-to-Date

16,693



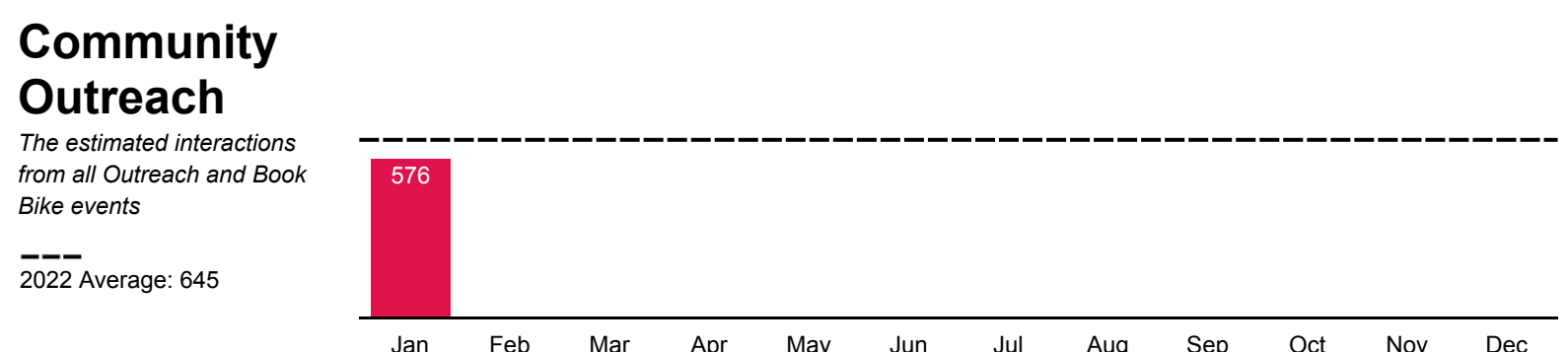
Year-to-Date

2,960



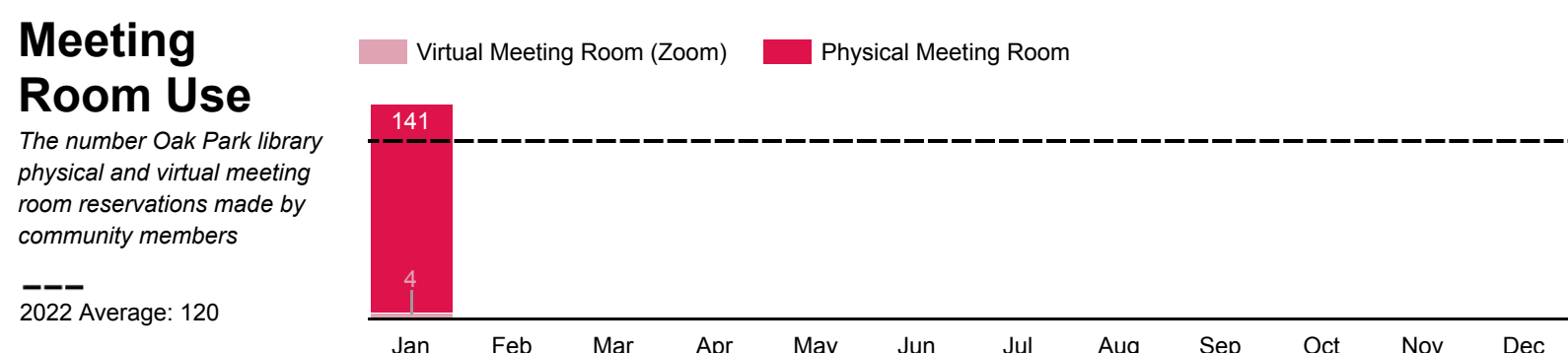
Year-to-Date

2,062



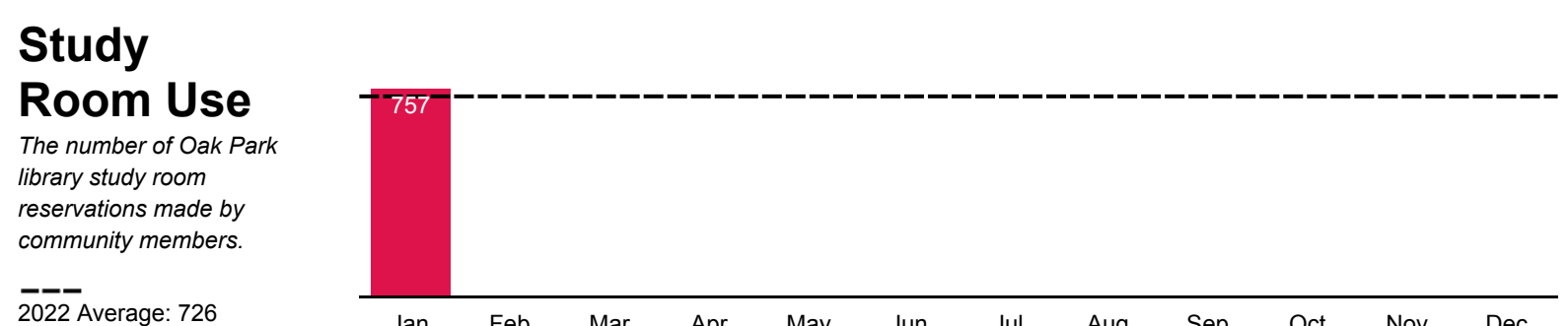
Year-to-Date

576



Year-to-Date

145



Year-to-Date

757

02/02/2023

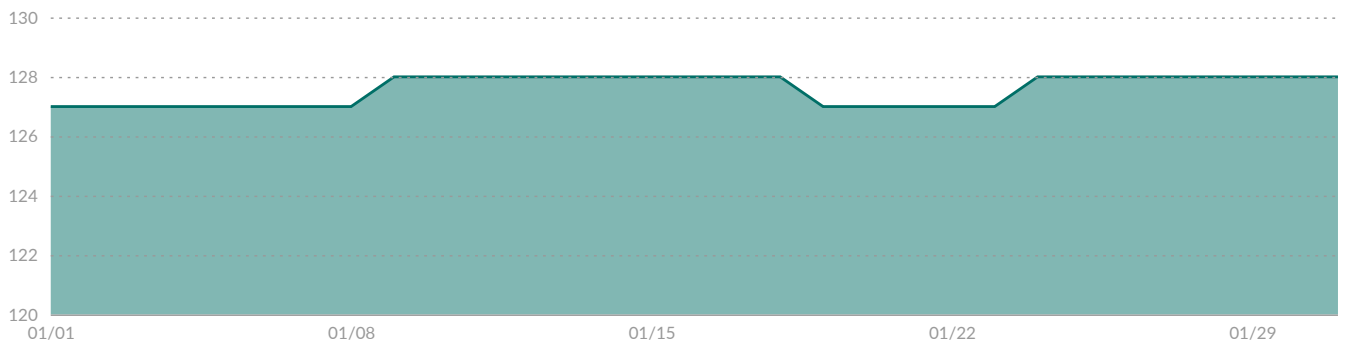
## Additions &amp; Terminations



Dates

2023-01-01 - 2023-01-31

## Employee Head Count



## Additions (2)

| Name              | Employment Status | Department           | Division | Location                | Job Title                       | Hire Date ↓ |
|-------------------|-------------------|----------------------|----------|-------------------------|---------------------------------|-------------|
| Russell Jr, Rocco | Full-Time         | Facilities Services  | None     | Oak Park Public Library | Facilities Worker               | 01/24/2023  |
| Enyia, Chibuike   | Full-Time         | Community Engagement | None     | Oak Park Public Library | Manager of Community Engagement | 01/09/2023  |

## Terminations (1)

| Name              | Employment Status | Department         | Division | Location                | Job Title     | Hire Date  | Termination Date ↓ |
|-------------------|-------------------|--------------------|----------|-------------------------|---------------|------------|--------------------|
| Rodriguez, Javier | Temporary         | Materials Handling | None     | Oak Park Public Library | Library Clerk | 11/23/2022 | 01/19/2023         |

02/02/2023

## Staff Changes

Dates

01/01/2023 - 01/31/2023



## Changes (4)

| Name               | Employment Status            | Department             | Job Title                      | Change                    | Effective Date | Notes   |
|--------------------|------------------------------|------------------------|--------------------------------|---------------------------|----------------|---|
| Savage, Jericho    | Part-Time, 20 or more hrs/wk | Technology             | Creative Technology Specialist | Promotion & Status Change | 01/24/2023     | Previous position: Patron Services Library Assistant<br>Previous status: Part-Time, less than 20 hrs/wk |
| Slater, Kay        | Part-Time, 20 or more hrs/wk | Technology             | Creative Technology Specialist | Promotion                 | 01/24/2023     | Previous position: Patron Services Library Assistant  |
| Eggersdorff, Katie | Full-Time                    | Bibliographic Services | Library Assistant              | Status Change             | 01/09/2023     | Previous status: Part-Time, 20 or more hrs/wk   |
| Gauthier, Camille  | Full-Time                    | Materials Handling     | Library Clerk                  | Status Change             | 01/09/2023     | Previous status: Part-Time, 20 or more hrs/wk   |

## Oak Park Public Library – Financial Report Summary

As of January 31, 2023  
(8.4% of the year complete)

Operating cash available:

|                          |                |
|--------------------------|----------------|
| Byline Checking -        | \$403,659.90   |
| * Outstanding payments - | \$(72,972.39)  |
| Byline Analysis -        | \$25,000.00    |
| Byline Promontory -      | \$309,725.55   |
| Bento Debit Card -       | \$13,785.09    |
| Forest Park Natl Bank -  | \$529,130.98   |
| US Bank Money Mkt -      | \$202,493.06   |
| Illinois Funds Invest -  | \$4,803,577.82 |

Ending Operating cash available: **\$6,214,400.01**

Art Fund: **\$2,770.76**

### **REVENUE**

The library received \$2,373,559 from property taxes in January. This completes all substantial tax distributions from 2021 property tax levy. No revenue for the 2022 levy has been collected, and the 2022 first installment property tax due date in Cook County was extended to April 3, 2023. This means the tax distribution typically received by the library in the first quarter of year will also be delayed. As it stands the library has sufficient funds to operate as normal through June 2023. Management will watch closely for any potential issues that may arise due to delayed distributions in FY2023.

Interest revenue received in January was \$17,581. The library's primary investment remains with Illinois Funds, and interest rates continued to rise ending January at 4.316% with an average daily yield of 4.217%. Comparatively the January 2022 average daily yield was 0.076%. Due to the long period of low interest rates, the library conservatively budgeted for receiving \$60,000 in total interest this year, which is an increase from the budget for 2022. Total interest revenue for FY2022 was \$68,739. With continued interest rates this revenue line will be substantially positive for the year.

The library was a beneficiary of a Barbara Ballinger bequest. It's expected that the full bequest will be received in two parts, with the first amount of \$38,345 having been received in January. This bequest is an unrestricted gift.

**TOTAL REVENUE YTD: 23%**

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## **EXPENSES**

Total January 2023 disbursements: **\$1,158,107.90**

January is typically a month with an unusually large amount of disbursements. This is due to sizable prepaid expenses for the year, including Workers compensation which is weighted early in the year and other insurance and Subscriptions and services which is prepaid through the year.

During this month one can see a substantial expenditure in staff development. This is due primarily to the group of thirteen staff who attended the Joint Conference of Librarians of Color. This conference was approved and planned for expenditure in FY2022, but due to the hurricane in Florida at the time, the conference was rescheduled to 2023. This occurred after the FY2023 budget was approved, so this budget line is expected to be overspent in FY2023. The Staff Development line was underspent in FY2022 by \$25,448. Although this budget line is expected to be overspent for the year, management expects to remain on target for the budget as a whole as adjustments are made throughout the year.

Tuition reimbursement is a budget line that is overspent at this point of the year as students begin classes. This budget line is easily managed and is expected to be on target at year's end.

Natural Gas expenditure is typically high at the beginning and end of the year coinciding with cold weather. Along with Snow Removal, these budget lines are over the distributed amount for the period, but at this point in the year are still expected to be on target at year's end.

The Young Adult Programming budget shows expenditures at 72% at the end of January. Two programs that are reflected in this expenditure are the YourPassion1st program which is funded by a State grant and the Greater Good program which is funded by a grant distribution from the Oak Park River Forest Community Foundation. These programs will be adjusted to Grant expenses as funding/expenditures match.

### **Account line / group expenditure levels by percentage:**

#### **People:**

|                       |           |
|-----------------------|-----------|
| Compensation -        | 8%        |
| Talent Development –  | 27%       |
| <b>Total People –</b> | <b>9%</b> |

#### **Support Services:**

|                  |     |
|------------------|-----|
| Marketing –      | 3%  |
| Collections –    | 21% |
| Administration – | 27% |

|                      |     |
|----------------------|-----|
| Other Support Svcs – | 18% |
|----------------------|-----|

|                              |            |
|------------------------------|------------|
| <b>Total Support Servs –</b> | <b>23%</b> |
|------------------------------|------------|

Library Materials:

|                                  |            |
|----------------------------------|------------|
| <b>Total Library Materials –</b> | <b>14%</b> |
|----------------------------------|------------|

Facilities Management:

|                       |    |
|-----------------------|----|
| Facilities Supplies – | 3% |
|-----------------------|----|

|                       |     |
|-----------------------|-----|
| Facilities Services – | 13% |
|-----------------------|-----|

|                                |            |
|--------------------------------|------------|
| <b>Total Facilities Mgmt –</b> | <b>13%</b> |
|--------------------------------|------------|

Public Services:

|               |     |
|---------------|-----|
| Programming - | 22% |
|---------------|-----|

|                    |     |
|--------------------|-----|
| Digital Services - | 33% |
|--------------------|-----|

|                                |            |
|--------------------------------|------------|
| <b>Total Public Services –</b> | <b>30%</b> |
|--------------------------------|------------|

|                                  |            |
|----------------------------------|------------|
| <b>TOTAL OPERATING EXPENSES:</b> | <b>11%</b> |
|----------------------------------|------------|

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|   |           |
|---|-----------|
| <b>TOTAL CAPITAL AND OUTSIDE SUPPORT:</b> | <b>3%</b> |
|---|-----------|



**Oak Park-River Forest Community Foundation**  
**Oak Park Public Library - Funds**  
As of December 31, 2022

| Fund   | Market Value        | CY2022 Grants      | Date of Grant |
|--|---------------------|--------------------|---------------|
| Bernard & Cecelia Sinkevitch Fund                        | \$16,756.85         | \$834.84           | 9/27/2022     |
| Fallon Family Library Fund                               | \$119,139.78        | \$6,158.34         | 9/27/2022     |
| Friends of the Oak Park Public Library Fund              | \$110,687.95        | \$5,508.45         | 11/29/2022    |
| Helen M. Harrison Oak Park Library Books Fund            | \$202,836.64        | \$10,458.00        | 9/27/2022     |
| Jim Madigan Oak Park Public Library Staff Education Fund | \$7,503.65          | \$0.00             |               |
| Oak Park Public Library (H. Spencer Green) Fund          | \$20,683.01         | \$1,046.93         | 11/29/2022    |
| Oak Park Public Library Capital Fund                     | \$25,998.83         | \$1,312.80         | 11/29/2022    |
| Scoville-Hutchinson Library Fund                         | \$18,233.78         | \$940.84           | 9/27/2022     |
| <b>Total:</b>  | <b>\$521,840.49</b> | <b>\$26,260.20</b> |               |
| Change in market value Total:                            | <b>-9.31%</b>       |                    |               |
| Percentage of Distribution                               | <b>4.79%</b>        |                    |               |
| Previous Market Value as of Aug 22, 2022                 | \$575,438.78        |                    |               |

# Oak Park Public Library

## Bank Reconciliation Report

### BYLINE CHECKING JANUARY 2023

#### Reconciliation of Register to Statement

|   |     |                |                    |
|---|-----|----------------|--------------------|
| Bank register cleared beginning balance 12/31/2022: |     |                | \$367,329.62       |
| Add: Cleared deposits:                              |     |                | \$17,898.68        |
| Add: Cleared deposit adjustments:                   |     |                | \$1,192,933.01     |
| Subtract: Cleared payments:                         |     |                | \$537,824.95       |
| Subtract: Cleared payment adjustments:              |     |                | \$636,676.46       |
| Adjusted bank register balance:                     |     |                | <hr/> \$403,659.90 |
| Bank register ending balance:                       |     |                | \$330,687.51       |
| Subtract: Outstanding deposits:                     |     |                | \$0.00             |
| Subtract: Outstanding deposit adjustments:          |     |                | \$0.00             |
| Add: Outstanding payments:                          |     |                | \$72,972.39        |
| Add: Outstanding payment adjustments:               |     |                | \$0.00             |
| Adjusted bank register balance:                     |     |                | <hr/> \$403,659.90 |
| Bank statement ending balance 01/31/2023:           |     |                | <hr/> \$403,659.90 |
| Out of balance by:                                  |     |                | \$0.00             |
| Summary Count and Amount for Deposits and Payments  |     |                |                    |
| All Cleared Deposits:                               | 13  | \$1,210,831.69 |                    |
| All Cleared Payments:                               | 141 | \$1,174,501.41 |                    |

# Oak Park Public Library

## Bank Reconciliation Report

### BYLINE ANALYSIS JANUARY 2023

#### Reconciliation of Register to Statement

|   |    |                |                |
|---|----|----------------|----------------|
| Bank register cleared beginning balance 12/31/2022: |    |                | \$25,000.00    |
| Add: Cleared deposits:                              |    |                | \$0.00         |
| Add: Cleared deposit adjustments:                   |    |                | \$6,800,000.00 |
| Subtract: Cleared payments:                         |    |                | \$0.00         |
| Subtract: Cleared payment adjustments:              |    |                | \$6,800,000.00 |
| 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 01/31/2023:           |    |                | \$25,000.00    |
| Out of balance by:                                  |    |                | \$0.00         |
| Summary Count and Amount for Deposits and Payments  |    |                |                |
| All Cleared Deposits:                               | 10 | \$6,800,000.00 |                |
| All Cleared Payments:                               | 11 | \$6,800,000.00 |                |

# Oak Park Public Library

## Bank Reconciliation Report

BYLINE PROMONTORY JANUARY 2023

### Reconciliation of Register to Statement

|   |   |                |                |
|---|---|----------------|----------------|
| Bank register cleared beginning balance 12/31/2022: |   |                | \$459,541.36   |
| Add: Cleared deposits:                              |   |                | \$0.00         |
| Add: Cleared deposit adjustments:                   |   |                | \$3,650,184.19 |
| Subtract: Cleared payments:                         |   |                | \$0.00         |
| Subtract: Cleared payment adjustments:              |   |                | \$3,800,000.00 |
| Adjusted bank register balance:                     |   |                | \$309,725.55   |
| Bank register ending balance:                       |   |                | \$309,725.55   |
| 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:                     |   |                | \$309,725.55   |
| Bank statement ending balance 01/31/2023:           |   |                | \$309,725.55   |
| Out of balance by:                                  |   |                | \$0.00         |
| Summary Count and Amount for Deposits and Payments  |   |                |                |
| All Cleared Deposits:                               | 6 | \$3,650,184.19 |                |
| All Cleared Payments:                               | 7 | \$3,800,000.00 |                |

# Oak Park Public Library

## Bank Reconciliation Report

FOREST PARK MM JANUARY 2023

### Reconciliation of Register to Statement

|   |   |          |                    |
|---|---|----------|--------------------|
| Bank register cleared beginning balance 12/31/2022: |   |          | \$528,412.91       |
| Add: Cleared deposits:                              |   |          | \$0.00             |
| Add: Cleared deposit adjustments:                   |   |          | \$718.07           |
| Subtract: Cleared payments:                         |   |          | \$0.00             |
| Subtract: Cleared payment adjustments:              |   |          | \$0.00             |
| Adjusted bank register balance:                     |   |          | <hr/> \$529,130.98 |
| Bank register ending balance:                       |   |          | \$529,130.98       |
| 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:                     |   |          | <hr/> \$529,130.98 |
| Bank statement ending balance 01/31/2023:           |   |          | <hr/> \$529,130.98 |
| Out of balance by:                                  |   |          | \$0.00             |
| Summary Count and Amount for Deposits and Payments  |   |          |                    |
| All Cleared Deposits:                               | 1 | \$718.07 |                    |
| All Cleared Payments:                               | 0 | \$0.00   |                    |

# Oak Park Public Library

## Bank Reconciliation Report

### US BANK MM JANUARY 2023

#### Reconciliation of Register to Statement

|   |   |         |              |
|---|---|---------|--------------|
| Bank register cleared beginning balance 12/31/2022: |   |         | \$202,485.72 |
| Add: Cleared deposits:                              |   |         | \$0.00       |
| Add: Cleared deposit adjustments:                   |   |         | \$32.34      |
| Subtract: Cleared payments:                         |   |         | \$0.00       |
| Subtract: Cleared payment adjustments:              |   |         | \$25.00      |
| Adjusted bank register balance:                     |   |         | \$202,493.06 |
| Bank register ending balance:                       |   |         | \$202,493.06 |
| 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:                     |   |         | \$202,493.06 |
| Bank statement ending balance 01/31/2023:           |   |         | \$202,493.06 |
| Out of balance by:                                  |   |         | \$0.00       |
| Summary Count and Amount for Deposits and Payments  |   |         |              |
| All Cleared Deposits:                               | 1 | \$32.34 |              |
| All Cleared Payments:                               | 1 | \$25.00 |              |

# Oak Park Public Library

## Bank Reconciliation Report

ILLINOIS TRUST FUND INVESTMENT JANUARY 2023

### Reconciliation of Register to Statement

|   |   |                |                      |
|---|---|----------------|----------------------|
| Bank register cleared beginning balance 12/31/2022: |   |                | \$3,413,432.45       |
| Add: Cleared deposits:                              |   |                | \$0.00               |
| Add: Cleared deposit adjustments:                   |   |                | \$4,390,145.37       |
| Subtract: Cleared payments:                         |   |                | \$0.00               |
| Subtract: Cleared payment adjustments:              |   |                | \$3,000,000.00       |
| Adjusted bank register balance:                     |   |                | <hr/> \$4,803,577.82 |
| Bank register ending balance:                       |   |                | \$4,803,577.82       |
| 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:                     |   |                | <hr/> \$4,803,577.82 |
| Bank statement ending balance 01/31/2023:           |   |                | <hr/> \$4,803,577.82 |
| Out of balance by:                                  |   |                | \$0.00               |
| Summary Count and Amount for Deposits and Payments  |   |                |                      |
| All Cleared Deposits:                               | 9 | \$4,390,145.37 |                      |
| All Cleared Payments:                               | 3 | \$3,000,000.00 |                      |

# Oak Park Public Library

## Bank Reconciliation Report

ILLINOIS FUND - ART FUND JANUARY 2023

### Reconciliation of Register to Statement

|   |   |        |            |
|---|---|--------|------------|
| Bank register cleared beginning balance 12/31/2022: |   |        | \$2,760.87 |
| Add: Cleared deposits:                              |   |        | \$0.00     |
| Add: Cleared deposit adjustments:                   |   |        | \$9.89     |
| Subtract: Cleared payments:                         |   |        | \$0.00     |
| Subtract: Cleared payment adjustments:              |   |        | \$0.00     |
| Adjusted bank register balance:                     |   |        | \$2,770.76 |
| Bank register ending balance:                       |   |        | \$2,770.76 |
| 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:                     |   |        | \$2,770.76 |
| Bank statement ending balance 01/31/2023:           |   |        | \$2,770.76 |
| Out of balance by:                                  |   |        | \$0.00     |
| Summary Count and Amount for Deposits and Payments  |   |        |            |
| All Cleared Deposits:                               | 1 | \$9.89 |            |
| All Cleared Payments:                               | 0 | \$0.00 |            |



# Oak Park Public Library

## Statement of Revenue, Expenditure, Changes in Fund Balance

Period Ending 01/31/2023

|   | Current Month       | YTD Totals          | Total Annual Budget  | % Budget YTD<br>Received / Expended |
|---|---------------------|---------------------|----------------------|-------------------------------------|
| <b>REVENUE</b>                          |                     |                     |                      |                                     |
| Property Taxes, for operating           | 2,373,558.63        | 2,373,558.63        | 10,227,382.00        | 23.21%                              |
| Corp. Property Replacement Tax          | 0.00                | 0.00                | 150,000.00           | 0.00%                               |
| Services charges and fees               | 380.18              | 380.18              | 5,000.00             | 7.60%                               |
| Lost Books Reimbursed/Reciprocal Borrow | 557.68              | 557.68              | 5,000.00             | 11.15%                              |
| Rentals-Library Space                   | 48.25               | 48.25               | 0.00                 | 0.00%                               |
| Vending/Enterprise Income               | 68.10               | 68.10               | 0.00                 | 0.00%                               |
| Parking lot revenue                     | 1,404.32            | 1,404.32            | 8,000.00             | 17.55%                              |
| Photocopier & Printer Fees              | 0.00                | 0.00                | 0.00                 | 0.00%                               |
| Interest                                | 17,580.95           | 17,580.95           | 60,000.00            | 29.30%                              |
| Gifts                                   | 38,520.32           | 38,520.32           | 0.00                 | 0.00%                               |
| Gifts From FOPPL                        | 4,000.00            | 4,000.00            | 20,000.00            | 20.00%                              |
| Illinois Per Capita Grant               | 0.00                | 0.00                | 0.00                 | 0.00%                               |
| Grants                                  | 0.00                | 0.00                | 0.00                 | 0.00%                               |
| Community Fund Endowments               | 0.00                | 0.00                | 20,000.00            | 0.00%                               |
| Miscellaneous Income                    | 0.00                | 0.00                | 2,000.00             | 0.00%                               |
| Pass Through Revenue                    | 0.00                | 0.00                | 0.00                 | 0.00%                               |
| <b>TOTAL REVENUE</b>                    | <b>2,436,118.43</b> | <b>2,436,118.43</b> | <b>10,497,382.00</b> | <b>23.21%</b>                       |
| <b>EXPENSES - Operating</b>             |                     |                     |                      |                                     |
| <b>PEOPLE</b>                           |                     |                     |                      |                                     |
| <b>Compensation</b>                     |                     |                     |                      |                                     |
| Wages & Salaries                        | 499,296.80          | 499,296.80          | 6,256,000.00         | 7.98%                               |
| Employee Health Benefits                | 98,443.56           | 98,443.56           | 1,152,000.00         | 8.55%                               |
| IMRF (Illinois Muncipal Retirement F    | 14,185.17           | 14,185.17           | 166,000.00           | 8.55%                               |
| FICA/MEDICARE                           | 36,710.24           | 36,710.24           | 461,000.00           | 7.96%                               |
| Workers Compensation Insurance          | 13,770.00           | 13,770.00           | 30,000.00            | 45.90%                              |
| Unemployment Compensation Ins.          | 4,558.83            | 4,558.83            | 15,000.00            | 30.39%                              |
| <b>Total Compensation</b>               | <b>666,964.60</b>   | <b>666,964.60</b>   | <b>8,080,000.00</b>  | <b>8.25%</b>                        |
| <b>Talent Development</b>               |                     |                     |                      |                                     |
| Dues                                    | 1,912.33            | 1,912.33            | 19,000.00            | 10.06%                              |
| Staff Development/Travel                | 30,401.80           | 30,401.80           | 92,000.00            | 33.05%                              |
| Tuition Reimbursement                   | 6,000.00            | 6,000.00            | 27,000.00            | 22.22%                              |
| Recruitment                             | 98.50               | 98.50               | 2,000.00             | 4.93%                               |
| Board Development                       | 0.00                | 0.00                | 2,000.00             | 0.00%                               |
| <b>Total Talent Development</b>         | <b>38,412.63</b>    | <b>38,412.63</b>    | <b>142,000.00</b>    | <b>27.05%</b>                       |
| <b>TOTAL PEOPLE</b>                     | <b>705,377.23</b>   | <b>705,377.23</b>   | <b>8,222,000.00</b>  | <b>8.58%</b>                        |
| <b>SUPPORT SERVICES</b>                 |                     |                     |                      |                                     |
| <b>Marketing</b>                        |                     |                     |                      |                                     |
| Promotions                              | 1,737.60            | 1,737.60            | 20,000.00            | 8.69%                               |
| Publications                            | 0.00                | 0.00                | 33,000.00            | 0.00%                               |
| <b>Total Marketing Support</b>          | <b>1,737.60</b>     | <b>1,737.60</b>     | <b>53,000.00</b>     | <b>3.28%</b>                        |

# Oak Park Public Library

## Statement of Revenue, Expenditure, Changes in Fund Balance

Period Ending 01/31/2023

|                                     | Current Month     | YTD Totals        | Total Annual Budget | % Budget YTD<br>Received / Expended |
|-------------------------------------|-------------------|-------------------|---------------------|-------------------------------------|
| <b>Collections</b>                  |                   |                   |                     |                                     |
| ILL Payments                        | 627.88            | 627.88            | 3,675.00            | 17.09%                              |
| Cataloging/Bib Search Fees          | 690.00            | 690.00            | 2,625.00            | 26.29%                              |
| <b>Total Collections Support</b>    | <b>1,317.88</b>   | <b>1,317.88</b>   | <b>6,300.00</b>     | <b>20.92%</b>                       |
| <b>Administration</b>               |                   |                   |                     |                                     |
| HRIS and Payroll Processing Fees    | 2,583.10          | 2,583.10          | 26,250.00           | 9.84%                               |
| Mileage & Miscellaneous reimbursed  | 1,776.50          | 1,776.50          | 25,000.00           | 7.11%                               |
| Hospitality                         | 687.00            | 687.00            | 1,000.00            | 68.70%                              |
| Audit Fees                          | 0.00              | 0.00              | 10,500.00           | 0.00%                               |
| Unclaimed Property Escheatment to   | 0.00              | 0.00              | 500.00              | 0.00%                               |
| Merchant Account Services           | 269.53            | 269.53            | 4,000.00            | 6.74%                               |
| Collection Fees                     | 0.00              | 0.00              | 2,000.00            | 0.00%                               |
| Consulting Services - Admin         | 6,190.00          | 6,190.00          | 78,750.00           | 7.86%                               |
| Intergovernmental Agreements (IGA)  | 3,480.75          | 3,480.75          | 15,000.00           | 23.21%                              |
| Legal Fees                          | 287.50            | 287.50            | 30,000.00           | 0.96%                               |
| Postage & Delivery                  | 1.00              | 1.00              | 9,450.00            | 0.01%                               |
| Insurance                           | 94,928.36         | 94,928.36         | 120,000.00          | 79.11%                              |
| Contingency                         | 0.00              | 0.00              | 15,000.00           | 0.00%                               |
| Grant Expenses                      | 104.68            | 104.68            | 0.00                | 0.00%                               |
| Pass Through Expenses               | 0.00              | 0.00              | 0.00                | 0.00%                               |
| Supplies                            | 6,830.46          | 6,830.46          | 102,900.00          | 6.64%                               |
| <b>Total Administration Support</b> | <b>117,138.88</b> | <b>117,138.88</b> | <b>440,350.00</b>   | <b>26.60%</b>                       |
| <b>Other Support Services</b>       |                   |                   |                     |                                     |
| Telephone/Communications            | 14,158.89         | 14,158.89         | 66,000.00           | 21.45%                              |
| Office & Library Machinery Service  | 2,212.80          | 2,212.80          | 25,000.00           | 8.85%                               |
| <b>Total Other Support Services</b> | <b>16,371.69</b>  | <b>16,371.69</b>  | <b>91,000.00</b>    | <b>17.99%</b>                       |
| <b>TOTAL SUPPORT SERVICES</b>       | <b>136,566.05</b> | <b>136,566.05</b> | <b>590,650.00</b>   | <b>23.12%</b>                       |
| <b>LIBRARY MATERIALS</b>            |                   |                   |                     |                                     |
| Print materials                     | 17,786.16         | 17,786.16         | 365,500.00          | 4.87%                               |
| Audio and video materials           | 4,434.01          | 4,434.01          | 103,500.00          | 4.28%                               |
| Digital content                     | 128,214.52        | 128,214.52        | 595,000.00          | 21.55%                              |
| Devices                             | 2,429.65          | 2,429.65          | 40,000.00           | 6.07%                               |
| Realia and other formats            | 63.19             | 63.19             | 13,500.00           | 0.47%                               |
| Archival collection                 | 0.00              | 0.00              | 15,000.00           | 0.00%                               |
| <b>TOTAL LIBRARY MATERIALS</b>      | <b>152,927.53</b> | <b>152,927.53</b> | <b>1,132,500.00</b> | <b>13.50%</b>                       |
| <b>FACILITIES MANAGEMENT</b>        |                   |                   |                     |                                     |
| <b>Facility Supplies</b>            |                   |                   |                     |                                     |
| Fuels & Lubricants                  | 115.11            | 115.11            | 4,000.00            | 2.88%                               |
| Building Materials & Supplies       | 952.15            | 952.15            | 8,000.00            | 11.90%                              |

# Oak Park Public Library

## Statement of Revenue, Expenditure, Changes in Fund Balance

Period Ending 01/31/2023

|                                    | Current Month       | YTD Totals          | Total Annual Budget  | % Budget YTD<br>Received / Expended |
|------------------------------------|---------------------|---------------------|----------------------|-------------------------------------|
| Equipment Parts                    | 0.00                | 0.00                | 10,000.00            | 0.00%                               |
| Cleaning & Housekeeping Supplies   | 0.00                | 0.00                | 13,000.00            | 0.00%                               |
| Signage                            | 136.21              | 136.21              | 4,000.00             | 3.41%                               |
| <b>Total Facility Supplies</b>     | <b>1,203.47</b>     | <b>1,203.47</b>     | <b>39,000.00</b>     | <b>3.09%</b>                        |
| <b>Facilities Services</b>         |                     |                     |                      |                                     |
| Landscaping and snow removal serv  | 1,520.00            | 1,520.00            | 25,000.00            | 6.08%                               |
| Custodial Services                 | 16,382.53           | 16,382.53           | 216,000.00           | 7.58%                               |
| Water                              | 580.40              | 580.40              | 11,000.00            | 5.28%                               |
| Sewer/Garbage                      | 735.62              | 735.62              | 15,000.00            | 4.90%                               |
| Parking lot expense                | 0.00                | 0.00                | 5,000.00             | 0.00%                               |
| Natural Gas                        | 14,039.39           | 14,039.39           | 60,000.00            | 23.40%                              |
| Rentals--Equipment & Facilities    | 1,370.00            | 1,370.00            | 20,000.00            | 6.85%                               |
| Repair & Maintenance Prop. & Equip | 41,402.65           | 41,402.65           | 219,000.00           | 18.91%                              |
| Facilities Study/Analysis          | 0.00                | 0.00                | 0.00                 | 0.00%                               |
| <b>Total Facilities Services</b>   | <b>76,030.59</b>    | <b>76,030.59</b>    | <b>571,000.00</b>    | <b>13.32%</b>                       |
| <b>TOTAL FACILITIES MANAGEMENT</b> | <b>77,234.06</b>    | <b>77,234.06</b>    | <b>610,000.00</b>    | <b>12.66%</b>                       |
| <b>PUBLIC SERVICES</b>             |                     |                     |                      |                                     |
| <b>Programming</b>                 |                     |                     |                      |                                     |
| Children's Programming             | 574.08              | 574.08              | 18,900.00            | 3.04%                               |
| Young Adult Programming            | 18,121.35           | 18,121.35           | 25,000.00            | 72.49%                              |
| Adult Programming                  | 2,698.84            | 2,698.84            | 23,000.00            | 11.73%                              |
| Community Engagement               | 1,179.84            | 1,179.84            | 15,000.00            | 7.87%                               |
| Social Services                    | 120.00              | 120.00              | 20,000.00            | 0.60%                               |
| Creative Studio                    | 0.00                | 0.00                | 2,000.00             | 0.00%                               |
| <b>Total Programming</b>           | <b>22,694.11</b>    | <b>22,694.11</b>    | <b>103,900.00</b>    | <b>21.84%</b>                       |
| <b>Digital Services</b>            |                     |                     |                      |                                     |
| Consultant Support Services        | 0.00                | 0.00                | 10,000.00            | 0.00%                               |
| SWAN                               | 26,237.75           | 26,237.75           | 111,000.00           | 23.64%                              |
| Website development/CMS            | 199.57              | 199.57              | 4,000.00             | 4.99%                               |
| Subscriptions and services         | 93,864.61           | 93,864.61           | 240,000.00           | 39.11%                              |
| Equipment and supplies             | 4,369.60            | 4,369.60            | 20,000.00            | 21.85%                              |
| <b>Total Digital Services</b>      | <b>124,671.53</b>   | <b>124,671.53</b>   | <b>385,000.00</b>    | <b>32.38%</b>                       |
| <b>TOTAL PUBLIC SERVICES</b>       | <b>147,365.64</b>   | <b>147,365.64</b>   | <b>488,900.00</b>    | <b>30.14%</b>                       |
| <b>TOTAL EXPENSES - Operating</b>  | <b>1,219,470.51</b> | <b>1,219,470.51</b> | <b>11,044,050.00</b> | <b>11.04%</b>                       |
| <b>EXPENSES - Capital</b>          |                     |                     |                      |                                     |
| Facilities Equipment               | 8,780.00            | 8,780.00            | 10,000.00            | 87.80%                              |
| Furnishings                        | 4,753.95            | 4,753.95            | 120,000.00           | 3.96%                               |
| Technology Projects and Equipment  | 0.00                | 0.00                | 200,000.00           | 0.00%                               |
| Building Improvements              | 12,306.00           | 12,306.00           | 645,000.00           | 1.91%                               |

## Period Ending 01/31/2023

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# Oak Park Public Library

## Cash Disbursement Journals

### JANUARY 2023- BYLINE

| Payee                    | Trans. Type<br>Trans. No. | Trans. Date         | Post Date<br>Post Status | Amount      | Account Number     | Description                              | Debit Amount      | Credit Amount     |
|--------------------------|---------------------------|---------------------|--------------------------|-------------|--------------------|--|-------------------|-------------------|
| A GREATER GOOD FOUNDATIK | Computer Check<br>59116   | 01/11/2023          | 01/11/2023<br>Posted     | 4,000.00    | 01-1053<br>01-2060 | Byline Bank Checking<br>Accounts Payable | 0.00<br>4,000.00  | 4,000.00<br>0.00  |
| Invoice #                | Invoice Date              | Description         | Invoice Amount           | Amount Paid | Account Number     | Account Description                      | Amount            | Project ID        |
| 2022-99-00186            | 01/06/2023                | 2032 Co-Ed Mentor   | 4,000.00                 | 4,000.00    | 01-5244            | Young Adult Programming                  | 4,000.00          | <No Project>      |
| Totals:                  |                           |                     |                          |             |                    |  | 4,000.00          |                   |
| ADVANTAGE ARCHIVES, LLC  | Computer Check<br>59199   | 01/31/2023          | 01/31/2023<br>Posted     | 690.00      | 01-1053<br>01-2060 | Byline Bank Checking<br>Accounts Payable | 0.00<br>690.00    | 690.00<br>0.00    |
| Invoice #                | Invoice Date              | Description         | Invoice Amount           | Amount Paid | Account Number     | Account Description                      | Amount            | Project ID        |
| 37024                    | 01/20/2023                | Microfilming Oak Le | 690.00                   | 690.00      | 01-5292            | Cataloging/Bib Search Fees               | 690.00            | <No Project>      |
| Totals:                  |                           |                     |                          |             |                    |  | 690.00            |                   |
| ALPHA BUILDING MAINTENAN | Computer Check<br>59144   | 01/18/2023          | 01/18/2023<br>Posted     | 15,512.21   | 01-1053<br>01-2060 | Byline Bank Checking<br>Accounts Payable | 0.00<br>15,512.21 | 15,512.21<br>0.00 |
| Invoice #                | Invoice Date              | Description         | Invoice Amount           | Amount Paid | Account Number     | Account Description                      | Amount            | Project ID        |
| 21903 OPPL               | 01/01/2023                | Custodial Services  | 15,512.21                | 15,512.21   | 01-5686            | Custodial Services                       | 15,512.21         | <No Project>      |
| Totals:                  |                           |                     |                          |             |                    |  | 15,512.21         |                   |
| AMAZON CAPITAL SERVICES  | Computer Check<br>59104   | 01/04/2023          | 01/04/2023<br>Posted     | 84.91       | 01-1053<br>01-2060 | Byline Bank Checking<br>Accounts Payable | 0.00<br>84.91     | 84.91<br>0.00     |
| Invoice #                | Invoice Date              | Description         | Invoice Amount           | Amount Paid | Account Number     | Account Description                      | Amount            | Project ID        |
| 1T3W-TKQ6-QCCF           | 12/27/2022                | Books               | 51.97                    | 51.97       | 01-5840            | Print materials                          | 51.97             | <No Project>      |
| Totals:                  |                           |                     |                          |             |                    |  | 51.97             |                   |
| 1TPM-MNYL-NCCW           | 01/02/2023                | Books               | 32.94                    | 32.94       | 01-5840            | Print materials                          | 32.94             | <No Project>      |
| Totals:                  |                           |                     |                          |             |                    |  | 32.94             |                   |
| AMAZON CAPITAL SERVICES  | Computer Check<br>59117   | 01/11/2023          | 01/11/2023<br>Posted     | 712.61      | 01-1053<br>01-2060 | Byline Bank Checking<br>Accounts Payable | 0.00<br>712.61    | 712.61<br>0.00    |
| Invoice #                | Invoice Date              | Description         | Invoice Amount           | Amount Paid | Account Number     | Account Description                      | Amount            | Project ID        |
| # 19KL-6TFN-MFTQ         | 12/20/2022                | Children's Programr | 377.27                   | 377.27      | 01-5240            | Children's Programming                   | 377.27            | <No Project>      |
| Totals:                  |                           |                     |                          |             |                    |  | 377.27            |                   |
| 1TJC-WDYM-7FCC           | 01/04/2023                | Office Supplies     | 19.44                    | 19.44       | 01-5742            | Supplies                                 | 19.44             | <No Project>      |
| Totals:                  |                           |                     |                          |             |                    |  | 19.44             |                   |
| 1XL3-KP9J-6R64           | 01/04/2023                | Office Supplies     | 40.05                    | 40.05       | 01-5742            | Supplies                                 | 40.05             | <No Project>      |
| Totals:                  |                           |                     |                          |             |                    |  | 40.05             |                   |
| 1MW6-HRTJ-M6VT           | 01/08/2023                | Books               | 102.26                   | 102.26      | 01-5840            | Print materials                          | 102.26            | <No Project>      |
| Totals:                  |                           |                     |                          |             |                    |  | 102.26            |                   |

# Oak Park Public Library

## Cash Disbursement Journals

### JANUARY 2023- BYLINE

| Payee                   | Trans. Type<br>Trans. No. | Description          | Post Date<br>Post Status | Amount<br>Amount Paid | Account Number | Description          | Debit Amount | Credit Amount |
|-------------------------|---------------------------|----------------------|--------------------------|-----------------------|----------------|----------------------|--------------|---------------|
| Invoice #               | Invoice Date              | Description          | Invoice Amount           | Amount Paid           | Account Number | Account Description  | Amount       | Project ID    |
| 1MYH-1FCR-HGRQ          | 01/08/2023                | Supplies for Idea Bo | 155.64                   | 144.15                | 01-5742        | Supplies             | 144.15       | <No Project>  |
|                         |                           |                      |                          |                       |                | Totals:              | 144.15       |               |
| 1WD7-HHTM-3PRN          | 01/09/2023                | Book                 | 13.69                    | 13.69                 | 01-5840        | Print materials      | 13.69        | <No Project>  |
|                         |                           |                      |                          |                       |                | Totals:              | 13.69        |               |
| 17C9-HQ1W-14GW          | 01/09/2023                | Office Supplies      | 15.75                    | 15.75                 | 01-5742        | Supplies             | 15.75        | <No Project>  |
|                         |                           |                      |                          |                       |                | Totals:              | 15.75        |               |
| AMAZON CAPITAL SERVICES | Computer Check            | 01/18/2023           | 01/18/2023               | 3,116.40              | 01-1053        | Byline Bank Checking | 0.00         | 3,116.40      |
|                         | 59145                     |                      | Posted                   |                       | 01-2060        | Accounts Payable     | 3,116.40     | 0.00          |
| Invoice #               | Invoice Date              | Description          | Invoice Amount           | Amount Paid           | Account Number | Account Description  | Amount       | Project ID    |
| 11FG-QL7P-PRF7          | 01/02/2023                | Furnishings          | 199.99                   | 199.99                | 01-5930        | Furnishings          | 199.99       | <No Project>  |
|                         |                           |                      |                          |                       |                | Totals:              | 199.99       |               |
| 171L-RQ9C-CM7Y          | 01/05/2023                | Office Supplies      | 94.30                    | 94.30                 | 01-5742        | Supplies             | 94.30        | <No Project>  |
|                         |                           |                      |                          |                       |                | Totals:              | 94.30        |               |
| 1CWG-PCJ9-3QTH          | 01/09/2023                | Supplies for Idea Bo | 42.00                    | 42.00                 | 01-5742        | Supplies             | 42.00        | <No Project>  |
|                         |                           |                      |                          |                       |                | Totals:              | 42.00        |               |
| 17C9-HQ1W-9QQ6          | 01/10/2023                | Supplies for Idea Bo | 261.58                   | 261.58                | 01-5742        | Supplies             | 261.58       | <No Project>  |
|                         |                           |                      |                          |                       |                | Totals:              | 261.58       |               |
| 19W4-1LYG-7PJ6          | 01/10/2023                | Book                 | 12.99                    | 12.99                 | 01-5840        | Print materials      | 12.99        | <No Project>  |
|                         |                           |                      |                          |                       |                | Totals:              | 12.99        |               |
| 1D1Q-H6HK-DPWP          | 01/11/2023                | 2 UPLIFT DESKS ANI   | 2,181.76                 | 2,181.76              | 01-5930        | Furnishings          | 2,181.76     | <No Project>  |
|                         |                           |                      |                          |                       |                | Totals:              | 2,181.76     |               |
| 1RHL-43CK-J6LK          | 01/11/2023                | Office Supplies      | 40.81                    | 40.81                 | 01-5742        | Supplies             | 40.81        | <No Project>  |
|                         |                           |                      |                          |                       |                | Totals:              | 40.81        |               |
| 1QXD-WDTV-M3PY          | 01/12/2023                | Book                 | 25.00                    | 25.00                 | 01-5840        | Print materials      | 25.00        | <No Project>  |
|                         |                           |                      |                          |                       |                | Totals:              | 25.00        |               |
| 11DQ-JV6M-FG14          | 01/14/2023                | Office Supplies      | 62.13                    | 62.13                 | 01-5742        | Supplies             | 62.13        | <No Project>  |
|                         |                           |                      |                          |                       |                | Totals:              | 62.13        |               |
| 13TT-JFQK-GTF6          | 01/14/2023                | Books                | 23.98                    | 23.98                 | 01-5840        | Print materials      | 23.98        | <No Project>  |
|                         |                           |                      |                          |                       |                | Totals:              | 23.98        |               |
| 1TYD-XMKQ-D3DL          | 01/14/2023                | Book                 | 49.99                    | 49.99                 | 01-5840        | Print materials      | 49.99        | <No Project>  |
|                         |                           |                      |                          |                       |                | Totals:              | 49.99        |               |
| 1M7N-NGWF-D76P          | 01/14/2023                | Books                | 52.90                    | 52.90                 | 01-5840        | Print materials      | 52.90        | <No Project>  |
|                         |                           |                      |                          |                       |                | Totals:              | 52.90        |               |
| 1CMQ-P914-119R          | 01/16/2023                | Book                 | 22.46                    | 22.46                 | 01-5840        | Print materials      | 22.46        | <No Project>  |
|                         |                           |                      |                          |                       |                | Totals:              | 22.46        |               |

# Oak Park Public Library

## Cash Disbursement Journals

### JANUARY 2023- BYLINE

| Payee                   | Trans. Type<br>Trans. No. | 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   |               |
| 1XNY-MCW4-NPYM          | 01/16/2023                | Office Supplies      | 26.51          | 26.51       | 01-5742        | Supplies                      | 26.51                | <No Project> |               |
|                         |                           |                      |                |             |                | Totals:                       | 26.51                |              |               |
| 1WWC-KRDP-P4LJ          | 01/16/2023                | Book                 | 49.95          | 20.00       | 01-5840        | Print materials               | 20.00                | <No Project> |               |
|                         |                           |                      |                |             |                | Totals:                       | 20.00                |              |               |
| AMAZON CAPITAL SERVICES | Computer Check            | 01/25/2023           | 01/25/2023     |             | 2,447.56       | 01-1053                       | Byline Bank Checking | 0.00         | 2,447.56      |
|                         | 59174                     |                      | Posted         |             |                | 01-2060                       | Accounts Payable     | 2,447.56     | 0.00          |
| Invoice #               | Invoice Date              | Description          | Invoice Amount | Amount Paid | Account Number | Account Description           | Amount               | Project ID   |               |
| 14MJ-1KVP-F1XV          | 01/05/2023                | Window Privacy Film  | 252.69         | 252.69      | 01-5682        | Building Materials & Supplies | 252.69               | <No Project> |               |
|                         |                           |                      |                |             |                | Totals:                       | 252.69               |              |               |
| 113Q-V6VN-1WJC          | 01/16/2023                | Children's Realia    | 49.99          | 49.99       | 01-5894        | Realia and other formats      | 49.99                | <No Project> |               |
|                         |                           |                      |                |             |                | Totals:                       | 49.99                |              |               |
| 1GND-17WV-1C6R          | 01/17/2023                | Office Supplies      | 66.63          | 66.63       | 01-5742        | Supplies                      | 66.63                | <No Project> |               |
|                         |                           |                      |                |             |                | Totals:                       | 66.63                |              |               |
| 1PDX-J7H6-3HM4          | 01/17/2023                | Owl Labs Expansion   | 259.01         | 259.01      | 01-5937        | Equipment and supplies        | 259.01               | <No Project> |               |
|                         |                           |                      |                |             |                | Totals:                       | 259.01               |              |               |
| 1PPT-L74T-CRPD          | 01/18/2023                | Books                | 54.89          | 54.89       | 01-5840        | Print materials               | 54.89                | <No Project> |               |
|                         |                           |                      |                |             |                | Totals:                       | 54.89                |              |               |
| 1J6D-D61M-6CXF          | 01/18/2023                | Office Furniture for | 300.16         | 300.16      | 01-5930        | Furnishings                   | 300.16               | <No Project> |               |
|                         |                           |                      |                |             |                | Totals:                       | 300.16               |              |               |
| 1MLY-N4VT-DXJ3          | 01/18/2023                | Books                | 48.94          | 48.94       | 01-5840        | Print materials               | 48.94                | <No Project> |               |
|                         |                           |                      |                |             |                | Totals:                       | 48.94                |              |               |
| 1T4J-VMHV-F14T          | 01/18/2023                | Office Supplies      | 51.09          | 51.09       | 01-5742        | Supplies                      | 51.09                | <No Project> |               |
|                         |                           |                      |                |             |                | Totals:                       | 51.09                |              |               |
| 169Q-MQ7R-1GCW          | 01/19/2023                | 8x Dell 24-Inch 165t | 1,279.84       | 1,279.84    | 01-5937        | Equipment and supplies        | 1,279.84             | <No Project> |               |
|                         |                           |                      |                |             |                | Totals:                       | 1,279.84             |              |               |
| 1QLQ-VXD6-9KDN          | 01/20/2023                | DVD                  | 22.99          | 22.99       | 01-5890        | Audio and video materials     | 22.99                | <No Project> |               |
|                         |                           |                      |                |             |                | Totals:                       | 22.99                |              |               |
| 1PR3-D3WW-CFNF          | 01/20/2023                | New Barska Key Cat   | 49.99          | 49.99       | 01-5937        | Equipment and supplies        | 49.99                | <No Project> |               |
|                         |                           |                      |                |             |                | Totals:                       | 49.99                |              |               |
| 1D34-7F43-G1CH          | 01/21/2023                | Book                 | 11.34          | 11.34       | 01-5840        | Print materials               | 11.34                | <No Project> |               |
|                         |                           |                      |                |             |                | Totals:                       | 11.34                |              |               |
| AMAZON CAPITAL SERVICES | Computer Check            | 01/31/2023           | 01/31/2023     |             | 1,457.63       | 01-1053                       | Byline Bank Checking | 0.00         | 1,457.63      |
|                         | 59200                     |                      | Posted         |             |                | 01-2060                       | Accounts Payable     | 1,457.63     | 0.00          |
| Invoice #               | Invoice Date              | Description          | Invoice Amount | Amount Paid | Account Number | Account Description           | Amount               | Project ID   |               |

# Oak Park Public Library

## Cash Disbursement Journals

### JANUARY 2023- BYLINE

| Payee             | Trans. Type    | Trans. Date         | Post Date      | Amount      | Account Number | Description               | Debit Amount | Credit Amount |
|-------------------|----------------|---------------------|----------------|-------------|----------------|---------------------------|--------------|---------------|
|                   | Trans. No.     |                     | Post Status    |             |                |                           |              |               |
| Invoice #         | Invoice Date   | Description         | Invoice Amount | Amount Paid | Account Number | Account Description       | Amount       | Project ID    |
| 113M-RL3Q-CMJJ    | 01/18/2023     | Konica Minolta Tnp! | 261.63         | 261.63      | 01-5937        | Equipment and supplies    | 261.63       | <No Project>  |
|                   |                |                     |                |             |                | Totals:                   | 261.63       |               |
| 19FH-6RYD-6FH3    | 01/20/2023     | Book                | 9.99           | 9.99        | 01-5840        | Print materials           | 9.99         | <No Project>  |
|                   |                |                     |                |             |                | Totals:                   | 9.99         |               |
| 1PR3-D3WW-6CTF    | 01/20/2023     | Book                | 39.95          | 39.95       | 01-5840        | Print materials           | 39.95        | <No Project>  |
|                   |                |                     |                |             |                | Totals:                   | 39.95        |               |
| 1V4K-4JTF-HJT1    | 01/21/2023     | Middle & High Schc  | 282.39         | 282.39      | 01-5244        | Young Adult Programming   | 282.39       | <No Project>  |
|                   |                |                     |                |             |                | Totals:                   | 282.39       |               |
| 1MWP-7DRJ-GHVJ    | 01/21/2023     | DVD                 | 29.99          | 29.99       | 01-5890        | Audio and video materials | 29.99        | <No Project>  |
|                   |                |                     |                |             |                | Totals:                   | 29.99        |               |
| 17T1-HD4T-K64T    | 01/22/2023     | Community Engage    | 14.95          | 14.95       | 01-5249        | Community Engagement      | 14.95        | <No Project>  |
|                   |                |                     |                |             |                | Totals:                   | 14.95        |               |
| 1XDX-NJFY-471W    | 01/24/2023     | Community Engage    | 359.70         | 359.70      | 01-5249        | Community Engagement      | 359.70       | <No Project>  |
|                   |                |                     |                |             |                | Totals:                   | 359.70       |               |
| 1FDK-FK1D-9PTH    | 01/25/2023     | Books               | 33.98          | 33.98       | 01-5840        | Print materials           | 33.98        | <No Project>  |
|                   |                |                     |                |             |                | Totals:                   | 33.98        |               |
| 1XDX-NJFY-9TFF    | 01/25/2023     | Adult Programming   | 203.88         | 203.88      | 01-5247        | Adult Programming         | 203.88       | <No Project>  |
|                   |                |                     |                |             |                | Totals:                   | 203.88       |               |
| 1XMV-MRVF-J6DH    | 01/26/2023     | Book                | 8.99           | 8.99        | 01-5840        | Print materials           | 8.99         | <No Project>  |
|                   |                |                     |                |             |                | Totals:                   | 8.99         |               |
| 16LC-4TV9-F1RH    | 01/26/2023     | Books               | 43.53          | 43.53       | 01-5840        | Print materials           | 43.53        | <No Project>  |
|                   |                |                     |                |             |                | Totals:                   | 43.53        |               |
| 1PVL-4CNL-P6RT    | 01/27/2023     | Office Supplies     | 84.13          | 68.03       | 01-5742        | Supplies                  | 68.03        | <No Project>  |
|                   |                |                     |                |             |                | Totals:                   | 68.03        |               |
| 1RP9-6GJ4-NJ1D    | 01/27/2023     | Office Supplies     | 26.41          | 26.41       | 01-5742        | Supplies                  | 26.41        | <No Project>  |
|                   |                |                     |                |             |                | Totals:                   | 26.41        |               |
| 1991-9CT9-V7Y3    | 01/28/2023     | Office Supplies     | 74.21          | 74.21       | 01-5742        | Supplies                  | 74.21        | <No Project>  |
|                   |                |                     |                |             |                | Totals:                   | 74.21        |               |
| AMERICAN EXPRESS  | Bank Draft     | 01/04/2023          | 01/04/2023     | 148.00      | 01-1053        | Byline Bank Checking      | 0.00         | 148.00        |
|                   | 41             |                     | Posted         |             | 01-2060        | Accounts Payable          | 148.00       | 0.00          |
| Invoice #         | Invoice Date   | Description         | Invoice Amount | Amount Paid | Account Number | Account Description       | Amount       | Project ID    |
| 022086            | 12/28/2022     | AMERICAN EXPRESS    | 148.00         | 148.00      | 01-2066        | Amex Accounts             | 148.00       | <No Project>  |
|                   |                |                     |                |             |                | Totals:                   | 148.00       |               |
| ANCEL GLINK, P.C. | Computer Check | 01/25/2023          | 01/25/2023     | 5,457.50    | 01-1053        | Byline Bank Checking      | 0.00         | 5,457.50      |



# Oak Park Public Library

## Cash Disbursement Journals

### JANUARY 2023- BYLINE

| Payee                       | Trans. Type    | Trans. No.           | Trans. Date    | Post Date   | Post Status    | Amount                     | Account Number       | Description      | Debit Amount | Credit Amount |
|-----------------------------|----------------|----------------------|----------------|-------------|----------------|----------------------------|----------------------|------------------|--------------|---------------|
|                             |                | 59175                |                |             | Posted         |                            | 01-2060              | Accounts Payable | 5,457.50     | 0.00          |
| Invoice #                   | Invoice Date   | Description          | Invoice Amount | Amount Paid | Account Number | Account Description        | Amount               | Project ID       |              |               |
| 92871                       | 11/08/2022     | Legal Services - Oct | 5,170.00       | 5,170.00    | 01-5291        | Legal Fees                 | 5,170.00             | <No Project>     |              |               |
|                             |                |                      |                |             |                | Totals:                    | 5,170.00             |                  |              |               |
| 94166                       | 01/11/2023     | Legal Services - Dec | 287.50         | 287.50      | 01-5291        | Legal Fees                 | 287.50               | <No Project>     |              |               |
|                             |                |                      |                |             |                | Totals:                    | 287.50               |                  |              |               |
| ANDERSON ELEVATOR CO.       | Computer Check | 01/11/2023           | 01/11/2023     |             | 5,460.00       | 01-1053                    | Byline Bank Checking | 0.00             | 5,460.00     |               |
|                             | 59118          |                      |                | Posted      |                | 01-2060                    | Accounts Payable     | 5,460.00         | 0.00         |               |
| Invoice #                   | Invoice Date   | Description          | Invoice Amount | Amount Paid | Account Number | Account Description        | Amount               | Project ID       |              |               |
| INV-67102-L3D3              | 01/01/2023     | Maze - Semi Annual   | 1,083.00       | 1,083.00    | 01-5692        | Repair & Maintenance Prop. | 1,083.00             | <No Project>     |              |               |
|                             |                |                      |                |             |                | Totals:                    | 1,083.00             |                  |              |               |
| INV-67101-Z0V8              | 01/01/2023     | Main - Maintenance   | 4,377.00       | 4,377.00    | 01-5692        | Repair & Maintenance Prop. | 4,377.00             | <No Project>     |              |               |
|                             |                |                      |                |             |                | Totals:                    | 4,377.00             |                  |              |               |
| ARTHUR J. GALLAGHER, RISK P | Computer Check | 01/18/2023           | 01/18/2023     |             | 13,770.00      | 01-1053                    | Byline Bank Checking | 0.00             | 13,770.00    |               |
|                             | 59146          |                      |                | Posted      |                | 01-2060                    | Accounts Payable     | 13,770.00        | 0.00         |               |
| Invoice #                   | Invoice Date   | Description          | Invoice Amount | Amount Paid | Account Number | Account Description        | Amount               | Project ID       |              |               |
| 4527041                     | 12/22/2022     | Workers Compensation | 13,770.00      | 13,770.00   | 01-5197        | Workers Compensation Insur | 13,770.00            | <No Project>     |              |               |
|                             |                |                      |                |             |                | Totals:                    | 13,770.00            |                  |              |               |
| BAKER & TAYLOR              | Computer Check | 01/11/2023           | 01/11/2023     |             | 4,699.00       | 01-1053                    | Byline Bank Checking | 0.00             | 4,699.00     |               |
|                             | 59119          |                      |                | Posted      |                | 01-2060                    | Accounts Payable     | 4,699.00         | 0.00         |               |
| Invoice #                   | Invoice Date   | Description          | Invoice Amount | Amount Paid | Account Number | Account Description        | Amount               | Project ID       |              |               |
| 2037241403                  | 01/05/2023     | Books                | 931.16         | 931.16      | 01-5840        | Print materials            | 931.16               | <No Project>     |              |               |
|                             |                |                      |                |             |                | Totals:                    | 931.16               |                  |              |               |
| 2037241404                  | 01/05/2023     | Books                | 1,562.88       | 1,562.88    | 01-5840        | Print materials            | 1,562.88             | <No Project>     |              |               |
|                             |                |                      |                |             |                | Totals:                    | 1,562.88             |                  |              |               |
| 2037241553                  | 01/05/2023     | Books                | 1,866.75       | 1,866.75    | 01-5840        | Print materials            | 1,866.75             | <No Project>     |              |               |
|                             |                |                      |                |             |                | Totals:                    | 1,866.75             |                  |              |               |
| 2037228227                  | 01/09/2023     | Books                | 338.21         | 338.21      | 01-5840        | Print materials            | 338.21               | <No Project>     |              |               |
|                             |                |                      |                |             |                | Totals:                    | 338.21               |                  |              |               |
| BAKER & TAYLOR              | Computer Check | 01/18/2023           | 01/18/2023     |             | 2,381.70       | 01-1053                    | Byline Bank Checking | 0.00             | 2,381.70     |               |
|                             | 59147          |                      |                | Posted      |                | 01-2060                    | Accounts Payable     | 2,381.70         | 0.00         |               |
| Invoice #                   | Invoice Date   | Description          | Invoice Amount | Amount Paid | Account Number | Account Description        | Amount               | Project ID       |              |               |
| 2037218297                  | 01/10/2023     | Books                | 301.22         | 301.22      | 01-5840        | Print materials            | 301.22               | <No Project>     |              |               |

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| Payee          | Trans. Type<br>Trans. No. | Description | Trans. Date    | Post Date<br>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       |                  |
| 2037253827     | 01/11/2023                | Books       | 846.67         | 846.67                   | 01-5840        | Print materials     | Totals: 301.22<br>846.67                 | <No Project>     |                  |
| 2037254876     | 01/12/2023                | Books       | 130.52         | 130.52                   | 01-5840        | Print materials     | Totals: 846.67<br>130.52                 | <No Project>     |                  |
| 2037242225     | 01/12/2023                | Books       | 149.18         | 149.18                   | 01-5840        | Print materials     | Totals: 130.52<br>149.18                 | <No Project>     |                  |
| 2037255000     | 01/12/2023                | Books       | 814.90         | 814.90                   | 01-5840        | Print materials     | Totals: 149.18<br>814.90                 | <No Project>     |                  |
| 2037238140     | 01/13/2023                | Books       | 139.21         | 139.21                   | 01-5840        | Print materials     | Totals: 814.90<br>139.21                 | <No Project>     |                  |
|                |                           |             |                |                          |                |                     | Totals: 139.21                           |                  |                  |
| BAKER & TAYLOR | Computer Check<br>59176   |             | 01/25/2023     | 01/25/2023<br>Posted     | 2,873.38       | 01-1053<br>01-2060  | Byline Bank Checking<br>Accounts Payable | 0.00<br>2,873.38 | 2,873.38<br>0.00 |
| Invoice #      | Invoice Date              | Description | Invoice Amount | Amount Paid              | Account Number | Account Description | Amount                                   | Project ID       |                  |
| 2037262595     | 01/16/2023                | Books       | 50.95          | 50.95                    | 01-5840        | Print materials     | 50.95                                    | <No Project>     |                  |
|                |                           |             |                |                          |                |                     | Totals: 50.95                            |                  |                  |
| 2037267021     | 01/18/2023                | Books       | 610.20         | 610.20                   | 01-5840        | Print materials     | 610.20                                   | <No Project>     |                  |
|                |                           |             |                |                          |                |                     | Totals: 610.20                           |                  |                  |
| 2037262253     | 01/18/2023                | Books       | 1,272.68       | 1,272.68                 | 01-5840        | Print materials     | 1,272.68                                 | <No Project>     |                  |
|                |                           |             |                |                          |                |                     | Totals: 1,272.68                         |                  |                  |
| 2037212667     | 01/23/2023                | Books       | 939.55         | 939.55                   | 01-5840        | Print materials     | 939.55                                   | <No Project>     |                  |
|                |                           |             |                |                          |                |                     | Totals: 939.55                           |                  |                  |
| BAKER & TAYLOR | Computer Check<br>59201   |             | 01/31/2023     | 01/31/2023<br>Posted     | 4,564.98       | 01-1053<br>01-2060  | Byline Bank Checking<br>Accounts Payable | 0.00<br>4,564.98 | 4,564.98<br>0.00 |
| Invoice #      | Invoice Date              | Description | Invoice Amount | Amount Paid              | Account Number | Account Description | Amount                                   | Project ID       |                  |
| 2037277820     | 01/24/2023                | Books       | 1,670.47       | 1,670.47                 | 01-5840        | Print materials     | 1,670.47                                 | <No Project>     |                  |
|                |                           |             |                |                          |                |                     | Totals: 1,670.47                         |                  |                  |
| 2037281337     | 01/27/2023                | Books       | 195.47         | 195.47                   | 01-5840        | Print materials     | 195.47                                   | <No Project>     |                  |
|                |                           |             |                |                          |                |                     | Totals: 195.47                           |                  |                  |
| 2037256675     | 01/27/2023                | Books       | 350.77         | 338.02                   | 01-5840        | Print materials     | 338.02                                   | <No Project>     |                  |
|                |                           |             |                |                          |                |                     | Totals: 338.02                           |                  |                  |
| 2037284561     | 01/27/2023                | Books       | 1,124.29       | 1,124.29                 | 01-5840        | Print materials     | 1,124.29                                 | <No Project>     |                  |
|                |                           |             |                |                          |                |                     | Totals: 1,124.29                         |                  |                  |
| 2037235546     | 01/27/2023                | Books       | 1,236.73       | 1,236.73                 | 01-5840        | Print materials     | 1,236.73                                 | <No Project>     |                  |

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| Payee                 | Trans. Type<br>Trans. No. | Description          | Trans. Date    | Post Date<br>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>        |                           |                      |                |                          |                |                          |  | 1,236.73          |                   |
| BAYSCAN TECHNOLOGIES  | Computer Check<br>59120   |                      | 01/11/2023     | 01/11/2023<br>Posted     | 94.16          | 01-1053<br>01-2060       | Byline Bank Checking<br>Accounts Payable | 0.00<br>94.16     | 94.16<br>0.00     |
| Invoice #             | Invoice Date              | Description          | Invoice Amount | Amount Paid              | Account Number | Account Description      | Amount                                   | Project ID        |                   |
| 73317                 | 01/09/2023                | DVD Cleaning Supp    | 94.16          | 94.16                    | 01-5742        | Supplies                 | 94.16                                    | <No Project>      |                   |
| <i>Totals:</i>        |                           |                      |                |                          |                |                          |  | 94.16             |                   |
| BAYSCAN TECHNOLOGIES  | Computer Check<br>59202   |                      | 01/31/2023     | 01/31/2023<br>Posted     | 521.01         | 01-1053<br>01-2060       | Byline Bank Checking<br>Accounts Payable | 0.00<br>521.01    | 521.01<br>0.00    |
| Invoice #             | Invoice Date              | Description          | Invoice Amount | Amount Paid              | Account Number | Account Description      | Amount                                   | Project ID        |                   |
| 73456                 | 01/26/2023                | Receipt Paper        | 521.01         | 521.01                   | 01-5742        | Supplies                 | 521.01                                   | <No Project>      |                   |
| <i>Totals:</i>        |                           |                      |                |                          |                |                          |  | 521.01            |                   |
| BELCORE ELECTRIC      | Computer Check<br>59177   |                      | 01/25/2023     | 01/25/2023<br>Posted     | 12,306.00      | 01-1053<br>01-2060       | Byline Bank Checking<br>Accounts Payable | 0.00<br>12,306.00 | 12,306.00<br>0.00 |
| Invoice #             | Invoice Date              | Description          | Invoice Amount | Amount Paid              | Account Number | Account Description      | Amount                                   | Project ID        |                   |
| 7534                  | 01/16/2023                | Staff Locker Room/f  | 12,306.00      | 12,306.00                | 01-5950        | Building Improvements    | 12,306.00                                | <No Project>      |                   |
| <i>Totals:</i>        |                           |                      |                |                          |                |                          |  | 12,306.00         |                   |
| ASHLEY BOYER          | Computer Check<br>59121   |                      | 01/11/2023     | 01/11/2023<br>Posted     | 988.44         | 01-1053<br>01-2060       | Byline Bank Checking<br>Accounts Payable | 0.00<br>988.44    | 988.44<br>0.00    |
| Invoice #             | Invoice Date              | Description          | Invoice Amount | Amount Paid              | Account Number | Account Description      | Amount                                   | Project ID        |                   |
| IR-5679               | 10/20/2022                | Reimb for Library M  | 149.00         | 149.00                   | 01-5163        | Staff Development/Travel | 149.00                                   | <No Project>      |                   |
| <i>Totals:</i>        |                           |                      |                |                          |                |                          |  | 149.00            |                   |
| IR-5680               | 11/03/2022                | Reimbursement for    | 52.85          | 52.85                    | 01-5163        | Staff Development/Travel | 52.85                                    | <No Project>      |                   |
| <i>Totals:</i>        |                           |                      |                |                          |                |                          |  | 52.85             |                   |
| IR-5681               | 11/03/2022                | Meals and travel for | 786.59         | 786.59                   | 01-5163        | Staff Development/Travel | 786.59                                   | <No Project>      |                   |
| <i>Totals:</i>        |                           |                      |                |                          |                |                          |  | 786.59            |                   |
| DUSHAUN BRANCH        | Computer Check<br>59178   |                      | 01/25/2023     | 01/25/2023<br>Posted     | 180.00         | 01-1053<br>01-2060       | Byline Bank Checking<br>Accounts Payable | 0.00<br>180.00    | 180.00<br>0.00    |
| Invoice #             | Invoice Date              | Description          | Invoice Amount | Amount Paid              | Account Number | Account Description      | Amount                                   | Project ID        |                   |
| Invoice #22-1021      | 01/04/2023                | Adult Programming    | 180.00         | 180.00                   | 01-5247        | Adult Programming        | 180.00                                   | <No Project>      |                   |
| <i>Totals:</i>        |                           |                      |                |                          |                |                          |  | 180.00            |                   |
| BULLEY & ANDREWS, LLC | Computer Check            |                      | 01/18/2023     | 01/18/2023               | 85,527.74      | 01-1053                  | Byline Bank Checking                     | 0.00              | 85,527.74         |

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|----------------------|---------------------------|---------------------|--------------------------|--------------------|-----------------------|----------------------------|---------------|-------------------|
|                      | 59148                     |                     | Posted                   |                    | 01-2060               | Accounts Payable           | 85,527.74     | 0.00              |
| <b>Invoice #</b>     | <b>Invoice Date</b>       | <b>Description</b>  | <b>Invoice Amount</b>    | <b>Amount Paid</b> | <b>Account Number</b> | <b>Account Description</b> | <b>Amount</b> | <b>Project ID</b> |
| 202200590            | 12/31/2022                | Access Controls Sys | 85,527.74                | 85,527.74          | 01-5950               | Building Improvements      | 85,527.74     | <No Project>      |
| <i>Totals:</i>       |                           |                     |                          |                    |                       |                            | 85,527.74     |                   |
| CHIBUIKE ENYIA       | Computer Check            | 01/18/2023          | 01/18/2023               | 2,200.00           | 01-1053               | Byline Bank Checking       | 0.00          | 2,200.00          |
|                      | 59149                     |                     | Posted                   |                    | 01-2060               | Accounts Payable           | 2,200.00      | 0.00              |
| <b>Invoice #</b>     | <b>Invoice Date</b>       | <b>Description</b>  | <b>Invoice Amount</b>    | <b>Amount Paid</b> | <b>Account Number</b> | <b>Account Description</b> | <b>Amount</b> | <b>Project ID</b> |
| 2023-99-005          | 01/06/2023                | DISPELLING THE MY   | 2,200.00                 | 2,200.00           | 01-5891               | Digital content            | 2,200.00      | <No Project>      |
| <i>Totals:</i>       |                           |                     |                          |                    |                       |                            | 2,200.00      |                   |
| CHILDREN'S PLUS INC. | Computer Check            | 01/25/2023          | 01/25/2023               | 1,353.22           | 01-1053               | Byline Bank Checking       | 0.00          | 1,353.22          |
|                      | 59179                     |                     | Posted                   |                    | 01-2060               | Accounts Payable           | 1,353.22      | 0.00              |
| <b>Invoice #</b>     | <b>Invoice Date</b>       | <b>Description</b>  | <b>Invoice Amount</b>    | <b>Amount Paid</b> | <b>Account Number</b> | <b>Account Description</b> | <b>Amount</b> | <b>Project ID</b> |
| 224090               | 01/17/2023                | Books               | 1,353.22                 | 1,353.22           | 01-5840               | Print materials            | 1,353.22      | <No Project>      |
| <i>Totals:</i>       |                           |                     |                          |                    |                       |                            | 1,353.22      |                   |
| CINTAS               | Computer Check            | 01/18/2023          | 01/18/2023               | 792.00             | 01-1053               | Byline Bank Checking       | 0.00          | 792.00            |
|                      | 59150                     |                     | Posted                   |                    | 01-2060               | Accounts Payable           | 792.00        | 0.00              |
| <b>Invoice #</b>     | <b>Invoice Date</b>       | <b>Description</b>  | <b>Invoice Amount</b>    | <b>Amount Paid</b> | <b>Account Number</b> | <b>Account Description</b> | <b>Amount</b> | <b>Project ID</b> |
| 5137122366           | 12/15/2022                | First Aid           | 61.69                    | 61.69              | 01-5742               | Supplies                   | 61.69         | <No Project>      |
| <i>Totals:</i>       |                           |                     |                          |                    |                       |                            | 61.69         |                   |
| 5137456174           | 12/19/2022                | First Aid           | 541.53                   | 541.53             | 01-5742               | Supplies                   | 541.53        | <No Project>      |
| <i>Totals:</i>       |                           |                     |                          |                    |                       |                            | 541.53        |                   |
| 5140579688           | 01/12/2023                | First Aid           | 188.78                   | 188.78             | 01-5742               | Supplies                   | 188.78        | <No Project>      |
| <i>Totals:</i>       |                           |                     |                          |                    |                       |                            | 188.78        |                   |
| CITRON HYGIENE       | Computer Check            | 01/04/2023          | 01/04/2023               | 264.00             | 01-1053               | Byline Bank Checking       | 0.00          | 264.00            |
|                      | 59105                     |                     | Posted                   |                    | 01-2060               | Accounts Payable           | 264.00        | 0.00              |
| <b>Invoice #</b>     | <b>Invoice Date</b>       | <b>Description</b>  | <b>Invoice Amount</b>    | <b>Amount Paid</b> | <b>Account Number</b> | <b>Account Description</b> | <b>Amount</b> | <b>Project ID</b> |
| 499567               | 09/03/2022                | Citron Hygiene Serv | 66.00                    | 66.00              | 01-5686               | Custodial Services         | 66.00         | <No Project>      |
| <i>Totals:</i>       |                           |                     |                          |                    |                       |                            | 66.00         |                   |
| 501826               | 10/03/2022                | Citron Hygiene Serv | 66.00                    | 66.00              | 01-5686               | Custodial Services         | 66.00         | <No Project>      |
| <i>Totals:</i>       |                           |                     |                          |                    |                       |                            | 66.00         |                   |
| 504039               | 11/03/2022                | Citron Hygiene Serv | 66.00                    | 66.00              | 01-5686               | Custodial Services         | 66.00         | <No Project>      |
| <i>Totals:</i>       |                           |                     |                          |                    |                       |                            | 66.00         |                   |
| 506185               | 12/03/2022                | Citron Hygiene Serv | 66.00                    | 66.00              | 01-5686               | Custodial Services         | 66.00         | <No Project>      |

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| Payee                    | Trans. Type<br>Trans. No. | Description          | Post Date<br>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>           |                           |                      |                          |             |                |                              | 66.00        |               |
| CITRON HYGIENE           | Computer Check            | 01/11/2023           | 01/11/2023               | 870.32      | 01-1053        | Byline Bank Checking         | 0.00         | 870.32        |
|                          | 59122                     |                      | Posted                   |             | 01-2060        | Accounts Payable             | 870.32       | 0.00          |
| Invoice #                | Invoice Date              | Description          | Invoice Amount           | Amount Paid | Account Number | Account Description          | Amount       | Project ID    |
| 508442                   | 01/03/2023                | Citron Hygiene Serv  | 66.00                    | 66.00       | 01-5686        | Custodial Services           | 66.00        | <No Project>  |
| <i>Totals:</i>           |                           |                      |                          |             |                |                              | 66.00        |               |
| 508441                   | 01/03/2023                | Citron Hygiene Serv  | 83.16                    | 83.16       | 01-5686        | Custodial Services           | 83.16        | <No Project>  |
| <i>Totals:</i>           |                           |                      |                          |             |                |                              | 83.16        |               |
| 508443                   | 01/03/2023                | Citron Hygiene Serv  | 721.16                   | 721.16      | 01-5686        | Custodial Services           | 721.16       | <No Project>  |
| <i>Totals:</i>           |                           |                      |                          |             |                |                              | 721.16       |               |
| CLAIRE ONG               | Computer Check            | 01/31/2023           | 01/31/2023               | 14.00       | 01-1053        | Byline Bank Checking         | 0.00         | 14.00         |
|                          | 59203                     |                      | Posted                   |             | 01-2060        | Accounts Payable             | 14.00        | 0.00          |
| Invoice #                | Invoice Date              | Description          | Invoice Amount           | Amount Paid | Account Number | Account Description          | Amount       | Project ID    |
| 2023-99-0011             | 01/25/2023                | MILEAGE REINBURS     | 14.00                    | 14.00       | 01-5165        | Mileage & Miscellaneous reir | 14.00        | <No Project>  |
| <i>Totals:</i>           |                           |                      |                          |             |                |                              | 14.00        |               |
| COMPLETE TEMPERATURE SYS | Computer Check            | 01/04/2023           | 01/04/2023               | 3,577.00    | 01-1053        | Byline Bank Checking         | 0.00         | 3,577.00      |
|                          | 59106                     |                      | Posted                   |             | 01-2060        | Accounts Payable             | 3,577.00     | 0.00          |
| Invoice #                | Invoice Date              | Description          | Invoice Amount           | Amount Paid | Account Number | Account Description          | Amount       | Project ID    |
| SRVCE47730               | 12/22/2022                | Main - Control Softv | 3,577.00                 | 3,577.00    | 01-5692        | Repair & Maintenance Prop.   | 3,577.00     | <No Project>  |
| <i>Totals:</i>           |                           |                      |                          |             |                |                              | 3,577.00     |               |
| COMPLETE TEMPERATURE SYS | Computer Check            | 01/11/2023           | 01/11/2023               | 1,011.11    | 01-1053        | Byline Bank Checking         | 0.00         | 1,011.11      |
|                          | 59123                     |                      | Posted                   |             | 01-2060        | Accounts Payable             | 1,011.11     | 0.00          |
| Invoice #                | Invoice Date              | Description          | Invoice Amount           | Amount Paid | Account Number | Account Description          | Amount       | Project ID    |
| SRVCE047764              | 12/28/2022                | Main - Boiler Repair | 1,011.11                 | 1,011.11    | 01-5692        | Repair & Maintenance Prop.   | 1,011.11     | <No Project>  |
| <i>Totals:</i>           |                           |                      |                          |             |                |                              | 1,011.11     |               |
| CURTIS LEE McCOTTRY, JR. | Computer Check            | 01/25/2023           | 01/25/2023               | 200.00      | 01-1053        | Byline Bank Checking         | 0.00         | 200.00        |
|                          | 59180                     |                      | Posted                   |             | 01-2060        | Accounts Payable             | 200.00       | 0.00          |
| Invoice #                | Invoice Date              | Description          | Invoice Amount           | Amount Paid | Account Number | Account Description          | Amount       | Project ID    |
| 2023-99-007              | 01/24/2023                | disc jockey services | 200.00                   | 200.00      | 01-5244        | Young Adult Programming      | 200.00       | <No Project>  |
| <i>Totals:</i>           |                           |                      |                          |             |                |                              | 200.00       |               |
| DEBORAH A BECKER         | Computer Check            | 01/11/2023           | 01/11/2023               | 240.00      | 01-1053        | Byline Bank Checking         | 0.00         | 240.00        |

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### JANUARY 2023- BYLINE

| Payee                  | Trans. Type<br>Trans. No. | Trans. Date         | Post Date<br>Post Status | Amount             | Account Number        | Description                | Debit Amount  | Credit Amount     |
|------------------------|---------------------------|---------------------|--------------------------|--------------------|-----------------------|----------------------------|---------------|-------------------|
|                        | 59124                     |                     | Posted                   |                    | 01-2060               | Accounts Payable           | 240.00        | 0.00              |
| <b>Invoice #</b>       | <b>Invoice Date</b>       | <b>Description</b>  | <b>Invoice Amount</b>    | <b>Amount Paid</b> | <b>Account Number</b> | <b>Account Description</b> | <b>Amount</b> | <b>Project ID</b> |
| IR-5741                | 01/11/2023                | Reimbursement for   | 240.00                   | 240.00             | 01-5742               | Supplies                   | 240.00        | <No Project>      |
| <i>Totals:</i>         |                           |                     |                          |                    |                       |                            | 240.00        |                   |
| DELL MARKETING, L.P.   | Computer Check            | 01/11/2023          | 01/11/2023               | 5,760.00           | 01-1053               | Byline Bank Checking       | 0.00          | 5,760.00          |
|                        | 59125                     |                     | Posted                   |                    | 01-2060               | Accounts Payable           | 5,760.00      | 0.00              |
| <b>Invoice #</b>       | <b>Invoice Date</b>       | <b>Description</b>  | <b>Invoice Amount</b>    | <b>Amount Paid</b> | <b>Account Number</b> | <b>Account Description</b> | <b>Amount</b> | <b>Project ID</b> |
| 10636961940            | 12/08/2022                | 210-BCRF OptiPlex ! | 5,760.00                 | 5,760.00           | 01-5937               | Equipment and supplies     | 5,760.00      | <No Project>      |
| <i>Totals:</i>         |                           |                     |                          |                    |                       |                            | 5,760.00      |                   |
| DEMCO, INC.            | Computer Check            | 01/04/2023          | 01/04/2023               | 433.09             | 01-1053               | Byline Bank Checking       | 0.00          | 433.09            |
|                        | 59107                     |                     | Posted                   |                    | 01-2060               | Accounts Payable           | 433.09        | 0.00              |
| <b>Invoice #</b>       | <b>Invoice Date</b>       | <b>Description</b>  | <b>Invoice Amount</b>    | <b>Amount Paid</b> | <b>Account Number</b> | <b>Account Description</b> | <b>Amount</b> | <b>Project ID</b> |
| 7235717                | 12/21/2022                | Processing Supplies | 433.09                   | 433.09             | 01-5742               | Supplies                   | 433.09        | <No Project>      |
| <i>Totals:</i>         |                           |                     |                          |                    |                       |                            | 433.09        |                   |
| DEMCO, INC.            | Computer Check            | 01/18/2023          | 01/18/2023               | 337.89             | 01-1053               | Byline Bank Checking       | 0.00          | 337.89            |
|                        | 59151                     |                     | Posted                   |                    | 01-2060               | Accounts Payable           | 337.89        | 0.00              |
| <b>Invoice #</b>       | <b>Invoice Date</b>       | <b>Description</b>  | <b>Invoice Amount</b>    | <b>Amount Paid</b> | <b>Account Number</b> | <b>Account Description</b> | <b>Amount</b> | <b>Project ID</b> |
| 7242625                | 01/12/2023                | Processing Supplies | 337.89                   | 337.89             | 01-5742               | Supplies                   | 337.89        | <No Project>      |
| <i>Totals:</i>         |                           |                     |                          |                    |                       |                            | 337.89        |                   |
| DITO, LLC              | Computer Check            | 01/18/2023          | 01/18/2023               | 148.18             | 01-1053               | Byline Bank Checking       | 0.00          | 148.18            |
|                        | 59152                     |                     | Posted                   |                    | 01-2060               | Accounts Payable           | 148.18        | 0.00              |
| <b>Invoice #</b>       | <b>Invoice Date</b>       | <b>Description</b>  | <b>Invoice Amount</b>    | <b>Amount Paid</b> | <b>Account Number</b> | <b>Account Description</b> | <b>Amount</b> | <b>Project ID</b> |
| INV70526               | 12/31/2022                | Google Voice Starte | 148.18                   | 148.18             | 01-5451               | Telephone/Communications   | 148.18        | <No Project>      |
| <i>Totals:</i>         |                           |                     |                          |                    |                       |                            | 148.18        |                   |
| DONTANA MCPHERSON-JOSE | Computer Check            | 01/18/2023          | 01/18/2023               | 710.46             | 01-1053               | Byline Bank Checking       | 0.00          | 710.46            |
|                        | 59153                     |                     | Posted                   |                    | 01-2060               | Accounts Payable           | 710.46        | 0.00              |
| <b>Invoice #</b>       | <b>Invoice Date</b>       | <b>Description</b>  | <b>Invoice Amount</b>    | <b>Amount Paid</b> | <b>Account Number</b> | <b>Account Description</b> | <b>Amount</b> | <b>Project ID</b> |
| IR-5758                | 01/11/2023                | Staff Development   | 710.46                   | 710.46             | 01-5163               | Staff Development/Travel   | 710.46        | <No Project>      |
| <i>Totals:</i>         |                           |                     |                          |                    |                       |                            | 710.46        |                   |
| ELIZABETH SCHULT       | Computer Check            | 01/18/2023          | 01/18/2023               | 3,000.00           | 01-1053               | Byline Bank Checking       | 0.00          | 3,000.00          |
|                        | 59154                     |                     | Posted                   |                    | 01-2060               | Accounts Payable           | 3,000.00      | 0.00              |

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| Payee                  | Trans. Type<br>Trans. No. | Post Date<br>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    |
| IR-5793                | 12/30/2022                | Tuition Grant            | 1,500.00       | 1,500.00    | 01-5164        | Tuition Reimbursement         | 1,500.00     | <No Project>  |
|                        |                           |                          |                |             |                | Totals:                       | 1,500.00     |               |
| IR-5794                | 12/30/2022                | Tuition Grant            | 1,500.00       | 1,500.00    | 01-5164        | Tuition Reimbursement         | 1,500.00     | <No Project>  |
|                        |                           |                          |                |             |                | Totals:                       | 1,500.00     |               |
| ELMWOOD SUPPLY COMPANY | Computer Check            | 01/25/2023               | 01/25/2023     | 4.75        | 01-1053        | Byline Bank Checking          | 0.00         | 4.75          |
|                        | 59181                     |                          | Posted         |             | 01-2060        | Accounts Payable              | 4.75         | 0.00          |
| Invoice #              | Invoice Date              | Description              | Invoice Amount | Amount Paid | Account Number | Account Description           | Amount       | Project ID    |
| S1004212               | 01/09/2023                | Facilities Supplies -    | 4.75           | 4.75        | 01-5682        | Building Materials & Supplies | 4.75         | <No Project>  |
|                        |                           |                          |                |             |                | Totals:                       | 4.75         |               |
| FOREST PRINTING CO.    | Computer Check            | 01/25/2023               | 01/25/2023     | 668.80      | 01-1053        | Byline Bank Checking          | 0.00         | 668.80        |
|                        | 59182                     |                          | Posted         |             | 01-2060        | Accounts Payable              | 668.80       | 0.00          |
| Invoice #              | Invoice Date              | Description              | Invoice Amount | Amount Paid | Account Number | Account Description           | Amount       | Project ID    |
| 115559                 | 01/24/2023                | February 2023 Print      | 668.80         | 668.80      | 01-5204        | Promotions                    | 668.80       | <No Project>  |
|                        |                           |                          |                |             |                | Totals:                       | 668.80       |               |
| GALE/CENGAGE LEARNING  | Computer Check            | 01/11/2023               | 01/11/2023     | 2,560.42    | 01-1053        | Byline Bank Checking          | 0.00         | 2,560.42      |
|                        | 59126                     |                          | Posted         |             | 01-2060        | Accounts Payable              | 2,560.42     | 0.00          |
| Invoice #              | Invoice Date              | Description              | Invoice Amount | Amount Paid | Account Number | Account Description           | Amount       | Project ID    |
| 79825746               | 01/01/2023                | Gale in Context: Bio     | 2,560.42       | 2,560.42    | 01-5891        | Digital content               | 2,560.42     | <No Project>  |
|                        |                           |                          |                |             |                | Totals:                       | 2,560.42     |               |
| BETSY GRIMM            | Computer Check            | 01/18/2023               | 01/18/2023     | 30.00       | 01-1053        | Byline Bank Checking          | 0.00         | 30.00         |
|                        | 59155                     |                          | Posted         |             | 01-2060        | Accounts Payable              | 30.00        | 0.00          |
| Invoice #              | Invoice Date              | Description              | Invoice Amount | Amount Paid | Account Number | Account Description           | Amount       | Project ID    |
| 2022-99-00180          | 12/17/2022                | MIDDAY MEDITATION        | 30.00          | 30.00       | 01-5247        | Adult Programming             | 30.00        | <No Project>  |
|                        |                           |                          |                |             |                | Totals:                       | 30.00        |               |
| HEVANNLI HARRIS        | Computer Check            | 01/18/2023               | 01/18/2023     | 1,500.00    | 01-1053        | Byline Bank Checking          | 0.00         | 1,500.00      |
|                        | 59156                     |                          | 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-5772                | 01/10/2023                | TUITION GRANT            | 1,500.00       | 1,500.00    | 01-5164        | Tuition Reimbursement         | 1,500.00     | <No Project>  |
|                        |                           |                          |                |             |                | Totals:                       | 1,500.00     |               |
| MARGARET HEPPNER       | Computer Check            | 01/25/2023               | 01/25/2023     | 13.20       | 01-1053        | Byline Bank Checking          | 0.00         | 13.20         |
|                        | 59183                     |                          | Posted         |             | 01-2060        | Accounts Payable              | 13.20        | 0.00          |

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| Payee                       | Trans. Type<br>Trans. No. | Description          | Post Date<br>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       |
| IR-5807                     | 01/18/2023                | Tech for Discovery k | 13.20                    | 13.20       | 01-5894                        | Realia and other formats                 | 13.20            | <No Project>     |
| Totals:                     |                           |                      |                          |             |                                |  | 13.20            |                  |
| IHLS-OCLC                   | Computer Check<br>59157   |                      | 01/18/2023<br>Posted     |             | 99.34<br>01-1053<br>01-2060    | Byline Bank Checking<br>Accounts Payable | 0.00<br>99.34    | 99.34<br>0.00    |
| Invoice #                   | Invoice Date              | Description          | Invoice Amount           | Amount Paid | Account Number                 | Account Description                      | Amount           | Project ID       |
| 27598                       | 01/12/2023                | IFM Debits/Admin F   | 99.34                    | 99.34       | 01-5264                        | ILL Payments                             | 99.34            | <No Project>     |
| Totals:                     |                           |                      |                          |             |                                |  | 99.34            |                  |
| INFOBASE LEARNING           | Computer Check<br>59127   |                      | 01/11/2023<br>Posted     |             | 1,204.26<br>01-1053<br>01-2060 | Byline Bank Checking<br>Accounts Payable | 0.00<br>1,204.26 | 1,204.26<br>0.00 |
| Invoice #                   | Invoice Date              | Description          | Invoice Amount           | Amount Paid | Account Number                 | Account Description                      | Amount           | Project ID       |
| INV437532                   | 01/09/2023                | American Indian His  | 1,204.26                 | 1,204.26    | 01-5891                        | Digital content                          | 1,204.26         | <No Project>     |
| Totals:                     |                           |                      |                          |             |                                |  | 1,204.26         |                  |
| INFORMATION TODAY, INC.     | Computer Check<br>59184   |                      | 01/25/2023<br>Posted     |             | 483.53<br>01-1053<br>01-2060   | Byline Bank Checking<br>Accounts Payable | 0.00<br>483.53   | 483.53<br>0.00   |
| Invoice #                   | Invoice Date              | Description          | Invoice Amount           | Amount Paid | Account Number                 | Account Description                      | Amount           | Project ID       |
| 1756308-B1                  | 12/14/2022                | Literary Market Plac | 483.53                   | 483.53      | 01-5840                        | Print materials                          | 483.53           | <No Project>     |
| Totals:                     |                           |                      |                          |             |                                |  | 483.53           |                  |
| INTERIOR GARDEN SERVICES, I | Computer Check<br>59158   |                      | 01/18/2023<br>Posted     |             | 290.00<br>01-1053<br>01-2060   | Byline Bank Checking<br>Accounts Payable | 0.00<br>290.00   | 290.00<br>0.00   |
| Invoice #                   | Invoice Date              | Description          | Invoice Amount           | Amount Paid | Account Number                 | Account Description                      | Amount           | Project ID       |
| 041606                      | 01/01/2023                | plant rental mainter | 290.00                   | 290.00      | 01-5692                        | Repair & Maintenance Prop.               | 290.00           | <No Project>     |
| Totals:                     |                           |                      |                          |             |                                |  | 290.00           |                  |
| INTERNATIONAL UNION OF O    | Computer Check<br>59204   |                      | 01/31/2023<br>Posted     |             | 116.50<br>01-1053<br>01-2060   | Byline Bank Checking<br>Accounts Payable | 0.00<br>116.50   | 116.50<br>0.00   |
| Invoice #                   | Invoice Date              | Description          | Invoice Amount           | Amount Paid | Account Number                 | Account Description                      | Amount           | Project ID       |
| JAN 2023                    | 01/05/2023                | JANUARY 2023 UNI     | 116.50                   | 116.50      | 01-5100                        | Employee Health Benefits                 | 116.50           | <No Project>     |
| Totals:                     |                           |                      |                          |             |                                |  | 116.50           |                  |
| STEPHEN JACKSON             | Computer Check<br>59159   |                      | 01/18/2023<br>Posted     |             | 241.50<br>01-1053<br>01-2060   | Byline Bank Checking<br>Accounts Payable | 0.00<br>241.50   | 241.50<br>0.00   |
| Invoice #                   | Invoice Date              | Description          | Invoice Amount           | Amount Paid | Account Number                 | Account Description                      | Amount           | Project ID       |



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| Payee              | Trans. Type<br>Trans. No. | Description          | Post Date<br>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        |
| IR-5777            | 01/13/2023                | PER DIEM FOR JCLC    | 241.50                   | 241.50      | 01-5163            | Staff Development/Travel                 | 241.50            | <No Project>      |
| Totals:            |                           |                      |                          |             |                    |  | 241.50            |                   |
| JEREMY ANDRYKOWSKI | Computer Check<br>59160   |                      | 01/18/2023<br>Posted     | 1,500.00    | 01-1053<br>01-2060 | Byline Bank Checking<br>Accounts Payable | 0.00<br>1,500.00  | 1,500.00<br>0.00  |
| Invoice #          | Invoice Date              | Description          | Invoice Amount           | Amount Paid | Account Number     | Account Description                      | Amount            | Project ID        |
| IR-5774            | 01/13/2023                | Tuition Grant        | 1,500.00                 | 1,500.00    | 01-5164            | Tuition Reimbursement                    | 1,500.00          | <No Project>      |
| Totals:            |                           |                      |                          |             |                    |  | 1,500.00          |                   |
| JO-ANN STORES, LLC | Computer Check<br>59108   |                      | 01/04/2023<br>Posted     | 1,500.00    | 01-1053<br>01-2060 | Byline Bank Checking<br>Accounts Payable | 0.00<br>1,500.00  | 1,500.00<br>0.00  |
| Invoice #          | Invoice Date              | Description          | Invoice Amount           | Amount Paid | Account Number     | Account Description                      | Amount            | Project ID        |
| 5107860000010913   | 01/01/2023                | Creativebug Enterpr  | 1,500.00                 | 1,500.00    | 01-5891            | Digital content                          | 1,500.00          | <No Project>      |
| Totals:            |                           |                      |                          |             |                    |  | 1,500.00          |                   |
| JOHNSON CONTROLS   | Computer Check<br>59128   |                      | 01/11/2023<br>Posted     | 8,044.50    | 01-1053<br>01-2060 | Byline Bank Checking<br>Accounts Payable | 0.00<br>8,044.50  | 8,044.50<br>0.00  |
| Invoice #          | Invoice Date              | Description          | Invoice Amount           | Amount Paid | Account Number     | Account Description                      | Amount            | Project ID        |
| 1-125100112088     | 12/21/2022                | Main - Boiler Contrc | 2,531.50                 | 2,531.50    | 01-5692            | Repair & Maintenance Prop.               | 2,531.50          | <No Project>      |
| Totals:            |                           |                      |                          |             |                    |  | 2,531.50          |                   |
| 1-125956535806     | 01/02/2023                | Johnson Controls - I | 5,513.00                 | 5,513.00    | 01-5692            | Repair & Maintenance Prop.               | 5,513.00          | <No Project>      |
| Totals:            |                           |                      |                          |             |                    |  | 5,513.00          |                   |
| JOHNSON CONTROLS   | Computer Check<br>59161   |                      | 01/18/2023<br>Posted     | 14,490.00   | 01-1053<br>01-2060 | Byline Bank Checking<br>Accounts Payable | 0.00<br>14,490.00 | 14,490.00<br>0.00 |
| Invoice #          | Invoice Date              | Description          | Invoice Amount           | Amount Paid | Account Number     | Account Description                      | Amount            | Project ID        |
| 23326641           | 01/05/2023                | Johnson Controls - I | 14,490.00                | 14,490.00   | 01-5692            | Repair & Maintenance Prop.               | 14,490.00         | <No Project>      |
| Totals:            |                           |                      |                          |             |                    |  | 14,490.00         |                   |
| KAHLIDA HIMES      | Computer Check<br>59185   |                      | 01/25/2023<br>Posted     | 250.00      | 01-1053<br>01-2060 | Byline Bank Checking<br>Accounts Payable | 0.00<br>250.00    | 250.00<br>0.00    |
| Invoice #          | Invoice Date              | Description          | Invoice Amount           | Amount Paid | Account Number     | Account Description                      | Amount            | Project ID        |
| 2023-99-0010       | 01/25/2023                | Mental Health Sessi  | 250.00                   | 250.00      | 01-5244            | Young Adult Programming                  | 250.00            | <No Project>      |
| Totals:            |                           |                      |                          |             |                    |  | 250.00            |                   |
| KANOPY, INC.       | Computer Check<br>59109   |                      | 01/04/2023<br>Posted     | 3,530.20    | 01-1053<br>01-2060 | Byline Bank Checking<br>Accounts Payable | 0.00<br>3,530.20  | 3,530.20<br>0.00  |

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| Payee                      | Trans. Type<br>Trans. No. | Trans. Date          | Post Date<br>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       |
| 329586-PPU                 | 12/31/2022                | Kanopy plays         | 3,530.20                 | 3,530.20    | 01-5891            | Digital content                          | 3,530.20         | <No Project>     |
| Totals:                    |                           |                      |                          |             |                    |  | 3,530.20         |                  |
| KHEIR FAKHRELDIN           | Computer Check<br>59205   | 01/31/2023<br>Posted | 01/31/2023               | 1,500.00    | 01-1053<br>01-2060 | Byline Bank Checking<br>Accounts Payable | 0.00<br>1,500.00 | 1,500.00<br>0.00 |
| Invoice #                  | Invoice Date              | Description          | Invoice Amount           | Amount Paid | Account Number     | Account Description                      | Amount           | Project ID       |
| IR-5923                    | 01/30/2023                | Tuition Grant        | 1,500.00                 | 1,500.00    | 01-5164            | Tuition Reimbursement                    | 1,500.00         | <No Project>     |
| Totals:                    |                           |                      |                          |             |                    |  | 1,500.00         |                  |
| KINGA LIPINSKA             | Computer Check<br>59110   | 01/04/2023<br>Posted | 01/04/2023               | 150.00      | 01-1053<br>01-2060 | Byline Bank Checking<br>Accounts Payable | 0.00<br>150.00   | 150.00<br>0.00   |
| Invoice #                  | Invoice Date              | Description          | Invoice Amount           | Amount Paid | Account Number     | Account Description                      | Amount           | Project ID       |
| 2023-99-001                | 01/03/2023                | Adult Programming    | 150.00                   | 150.00      | 01-5247            | Adult Programming                        | 150.00           | <No Project>     |
| Totals:                    |                           |                      |                          |             |                    |  | 150.00           |                  |
| KINGA LIPINSKA             | Computer Check<br>59129   | 01/11/2023<br>Posted | 01/11/2023               | 150.00      | 01-1053<br>01-2060 | Byline Bank Checking<br>Accounts Payable | 0.00<br>150.00   | 150.00<br>0.00   |
| Invoice #                  | Invoice Date              | Description          | Invoice Amount           | Amount Paid | Account Number     | Account Description                      | Amount           | Project ID       |
| 2022-99-00173              | 12/07/2022                | Adult Programming    | 150.00                   | 150.00      | 01-5247            | Adult Programming                        | 150.00           | <No Project>     |
| Totals:                    |                           |                      |                          |             |                    |  | 150.00           |                  |
| KONICA MINOLTA PREMIER FII | Computer Check<br>59130   | 01/11/2023<br>Posted | 01/11/2023               | 4,287.19    | 01-1053<br>01-2060 | Byline Bank Checking<br>Accounts Payable | 0.00<br>4,287.19 | 4,287.19<br>0.00 |
| Invoice #                  | Invoice Date              | Description          | Invoice Amount           | Amount Paid | Account Number     | Account Description                      | Amount           | Project ID       |
| 490056181                  | 12/21/2022                | KONICA MINOLTA I     | 4,287.19                 | 4,287.19    | 01-5620            | Office & Library Machinery S             | 4,287.19         | <No Project>     |
| Totals:                    |                           |                      |                          |             |                    |  | 4,287.19         |                  |
| LAKESHORE RECYCLING SYSTE  | Computer Check<br>59131   | 01/11/2023<br>Posted | 01/11/2023               | 564.27      | 01-1053<br>01-2060 | Byline Bank Checking<br>Accounts Payable | 0.00<br>564.27   | 564.27<br>0.00   |
| Invoice #                  | Invoice Date              | Description          | Invoice Amount           | Amount Paid | Account Number     | Account Description                      | Amount           | Project ID       |
| 0005195028                 | 12/31/2022                | Trash/Reycling - Ma  | 98.00                    | 98.00       | 01-5688            | Sewer/Garbage                            | 98.00            | <No Project>     |
| Totals:                    |                           |                      |                          |             |                    |  | 98.00            |                  |
| 0005195027                 | 12/31/2022                | Trash/Recycling - M  | 466.27                   | 466.27      | 01-5688            | Sewer/Garbage                            | 466.27           | <No Project>     |
| Totals:                    |                           |                      |                          |             |                    |  | 466.27           |                  |
| REBECCA LANG               | Computer Check<br>59132   | 01/11/2023<br>Posted | 01/11/2023               | 241.50      | 01-1053<br>01-2060 | Byline Bank Checking<br>Accounts Payable | 0.00<br>241.50   | 241.50<br>0.00   |

# Oak Park Public Library

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### JANUARY 2023- BYLINE

| Payee                         | Trans. Type<br>Trans. No. | Description         | Post Date<br>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    |
| IR-5678                       | 11/09/2022                | Reimbursement       | 241.50                   | 241.50      | 01-5693        | Signage                   | 241.50       | <No Project>  |
| Totals:                       |                           |                     |                          |             |                |                           | 241.50       |               |
| LIBRARIES OF ILLINOIS RISK AC | Computer Check            | 01/18/2023          | 01/18/2023               | 94,928.36   | 01-1053        | Byline Bank Checking      | 0.00         | 94,928.36     |
| 59162                         |                           |                     | Posted                   |             | 01-2060        | Accounts Payable          | 94,928.36    | 0.00          |
| Invoice #                     | Invoice Date              | Description         | Invoice Amount           | Amount Paid | Account Number | Account Description       | Amount       | Project ID    |
| IR-5780                       | 12/31/2022                | Property / Casualty | 94,928.36                | 94,928.36   | 01-5390        | Insurance                 | 94,928.36    | <No Project>  |
| Totals:                       |                           |                     |                          |             |                |                           | 94,928.36    |               |
| LOCAL 399 FED PAC             | Computer Check            | 01/31/2023          | 01/31/2023               | 40.00       | 01-1053        | Byline Bank Checking      | 0.00         | 40.00         |
| 59206                         |                           |                     | Posted                   |             | 01-2060        | Accounts Payable          | 40.00        | 0.00          |
| Invoice #                     | Invoice Date              | Description         | Invoice Amount           | Amount Paid | Account Number | Account Description       | Amount       | Project ID    |
| 801898                        | 01/13/2023                | FED PAC CONTRIBU    | 40.00                    | 40.00       | 01-5100        | Employee Health Benefits  | 40.00        | <No Project>  |
| Totals:                       |                           |                     |                          |             |                |                           | 40.00        |               |
| MCADAM LANDSCAPING, INC.      | Computer Check            | 01/25/2023          | 01/25/2023               | 1,520.00    | 01-1053        | Byline Bank Checking      | 0.00         | 1,520.00      |
| 59186                         |                           |                     | Posted                   |             | 01-2060        | Accounts Payable          | 1,520.00     | 0.00          |
| Invoice #                     | Invoice Date              | Description         | Invoice Amount           | Amount Paid | Account Number | Account Description       | Amount       | Project ID    |
| 87977                         | 01/09/2023                | December Snow Re    | 780.00                   | 780.00      | 01-5681        | Landscaping and snow remo | 780.00       | <No Project>  |
| Totals:                       |                           |                     |                          |             |                |                           | 780.00       |               |
| 88068                         | 01/12/2023                | December Snow Re    | 740.00                   | 740.00      | 01-5681        | Landscaping and snow remo | 740.00       | <No Project>  |
| Totals:                       |                           |                     |                          |             |                |                           | 740.00       |               |
| MEGAN SPILLMAN                | Computer Check            | 01/18/2023          | 01/18/2023               | 100.00      | 01-1053        | Byline Bank Checking      | 0.00         | 100.00        |
| 59163                         |                           |                     | Posted                   |             | 01-2060        | Accounts Payable          | 100.00       | 0.00          |
| Invoice #                     | Invoice Date              | Description         | Invoice Amount           | Amount Paid | Account Number | Account Description       | Amount       | Project ID    |
| 2022-99-00175                 | 12/12/2022                | Adult Programming   | 100.00                   | 100.00      | 01-5247        | Adult Programming         | 100.00       | <No Project>  |
| Totals:                       |                           |                     |                          |             |                |                           | 100.00       |               |
| MIDWEST TAPE, LLC             | Computer Check            | 01/04/2023          | 01/04/2023               | 17,753.68   | 01-1053        | Byline Bank Checking      | 0.00         | 17,753.68     |
| 59111                         |                           |                     | Posted                   |             | 01-2060        | Accounts Payable          | 17,753.68    | 0.00          |
| Invoice #                     | Invoice Date              | Description         | Invoice Amount           | Amount Paid | Account Number | Account Description       | Amount       | Project ID    |
| 503174387                     | 12/31/2022                | Hoopla              | 17,753.68                | 17,753.68   | 01-5891        | Digital content           | 17,753.68    | <No Project>  |
| Totals:                       |                           |                     |                          |             |                |                           | 17,753.68    |               |
| MIDWEST TAPE, LLC             | Computer Check            | 01/11/2023          | 01/11/2023               | 787.10      | 01-1053        | Byline Bank Checking      | 0.00         | 787.10        |

# Oak Park Public Library

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### JANUARY 2023- BYLINE

| Payee             | Trans. Type<br>Trans. No. | Trans. Date | Post Date<br>Post Status | Amount      | Account Number | Description               | Debit Amount | Credit Amount |
|-------------------|---------------------------|-------------|--------------------------|-------------|----------------|---------------------------|--------------|---------------|
|                   | 59133                     |             | Posted                   |             | 01-2060        | Accounts Payable          | 787.10       | 0.00          |
| Invoice #         | Invoice Date              | Description | Invoice Amount           | Amount Paid | Account Number | Account Description       | Amount       | Project ID    |
| 503197915         | 01/06/2023                | DVDs        | 387.54                   | 387.54      | 01-5890        | Audio and video materials | 387.54       | <No Project>  |
|                   |                           |             |                          |             |                | Totals:                   | 387.54       |               |
| 503197918         | 01/06/2023                | DVDs        | 65.98                    | 65.98       | 01-5890        | Audio and video materials | 65.98        | <No Project>  |
|                   |                           |             |                          |             |                | Totals:                   | 65.98        |               |
| 503197919         | 01/06/2023                | DVDs        | 126.40                   | 126.40      | 01-5890        | Audio and video materials | 126.40       | <No Project>  |
|                   |                           |             |                          |             |                | Totals:                   | 126.40       |               |
| 503197916         | 01/06/2023                | DVDs        | 207.18                   | 207.18      | 01-5890        | Audio and video materials | 207.18       | <No Project>  |
|                   |                           |             |                          |             |                | Totals:                   | 207.18       |               |
| MIDWEST TAPE, LLC | Computer Check            | 01/18/2023  | 01/18/2023               | 1,268.78    | 01-1053        | Byline Bank Checking      | 0.00         | 1,268.78      |
|                   | 59164                     |             | Posted                   |             | 01-2060        | Accounts Payable          | 1,268.78     | 0.00          |
| Invoice #         | Invoice Date              | Description | Invoice Amount           | Amount Paid | Account Number | Account Description       | Amount       | Project ID    |
| 503212928         | 01/10/2023                | Music CDs   | 32.43                    | 32.43       | 01-5890        | Audio and video materials | 32.43        | <No Project>  |
|                   |                           |             |                          |             |                | Totals:                   | 32.43        |               |
| 503219242         | 01/10/2023                | DVDs        | 140.30                   | 140.30      | 01-5890        | Audio and video materials | 140.30       | <No Project>  |
|                   |                           |             |                          |             |                | Totals:                   | 140.30       |               |
| 503219241         | 01/10/2023                | DVDs        | 368.51                   | 368.51      | 01-5890        | Audio and video materials | 368.51       | <No Project>  |
|                   |                           |             |                          |             |                | Totals:                   | 368.51       |               |
| 503219240         | 01/10/2023                | DVDs        | 727.54                   | 727.54      | 01-5890        | Audio and video materials | 727.54       | <No Project>  |
|                   |                           |             |                          |             |                | Totals:                   | 727.54       |               |
| MIDWEST TAPE, LLC | Computer Check            | 01/25/2023  | 01/25/2023               | 1,382.08    | 01-1053        | Byline Bank Checking      | 0.00         | 1,382.08      |
|                   | 59187                     |             | Posted                   |             | 01-2060        | Accounts Payable          | 1,382.08     | 0.00          |
| Invoice #         | Invoice Date              | Description | Invoice Amount           | Amount Paid | Account Number | Account Description       | Amount       | Project ID    |
| 503248424         | 01/18/2023                | DVD         | 77.99                    | 77.99       | 01-5890        | Audio and video materials | 77.99        | <No Project>  |
|                   |                           |             |                          |             |                | Totals:                   | 77.99        |               |
| 503256744         | 01/19/2023                | DVDs        | 41.67                    | 41.67       | 01-5890        | Audio and video materials | 41.67        | <No Project>  |
|                   |                           |             |                          |             |                | Totals:                   | 41.67        |               |
| 503256740         | 01/19/2023                | Audiobooks  | 222.70                   | 222.70      | 01-5890        | Audio and video materials | 222.70       | <No Project>  |
|                   |                           |             |                          |             |                | Totals:                   | 222.70       |               |
| 503256743         | 01/19/2023                | DVDs        | 458.05                   | 458.05      | 01-5890        | Audio and video materials | 458.05       | <No Project>  |
|                   |                           |             |                          |             |                | Totals:                   | 458.05       |               |
| 503256742         | 01/19/2023                | DVDs        | 581.67                   | 581.67      | 01-5890        | Audio and video materials | 581.67       | <No Project>  |
|                   |                           |             |                          |             |                | Totals:                   | 581.67       |               |

# Oak Park Public Library

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### JANUARY 2023- BYLINE

| Payee                   | Trans. Type<br>Trans. No. | Trans. Date       | Post Date<br>Post Status | Amount      | Account Number     | Description                              | Debit Amount      | Credit Amount     |
|-------------------------|---------------------------|-------------------|--------------------------|-------------|--------------------|--|-------------------|-------------------|
| MIDWEST TAPE, LLC       | Computer Check<br>59207   | 01/31/2023        | 01/31/2023<br>Posted     | 943.07      | 01-1053<br>01-2060 | Byline Bank Checking<br>Accounts Payable | 0.00<br>943.07    | 943.07<br>0.00    |
| Invoice #               | Invoice Date              | Description       | Invoice Amount           | Amount Paid | Account Number     | Account Description                      | Amount            | Project ID        |
| 503273804               | 01/24/2023                | DVD               | 11.24                    | 11.24       | 01-5890            | Audio and video materials                | 11.24             | <No Project>      |
|                         |                           |                   |                          |             |                    | Totals:                                  | 11.24             |                   |
| 503282741               | 01/25/2023                | DVDs              | 23.28                    | 23.28       | 01-5890            | Audio and video materials                | 23.28             | <No Project>      |
|                         |                           |                   |                          |             |                    | Totals:                                  | 23.28             |                   |
| 503282567               | 01/25/2023                | Music CDs         | 28.53                    | 28.53       | 01-5890            | Audio and video materials                | 28.53             | <No Project>      |
|                         |                           |                   |                          |             |                    | Totals:                                  | 28.53             |                   |
| 503282740               | 01/25/2023                | DVDs              | 319.79                   | 319.79      | 01-5890            | Audio and video materials                | 319.79            | <No Project>      |
|                         |                           |                   |                          |             |                    | Totals:                                  | 319.79            |                   |
| 503282569               | 01/25/2023                | DVDs              | 560.23                   | 560.23      | 01-5890            | Audio and video materials                | 560.23            | <No Project>      |
|                         |                           |                   |                          |             |                    | Totals:                                  | 560.23            |                   |
| PAUL NEUMANN            | Computer Check<br>59165   | 01/18/2023        | 01/18/2023<br>Posted     | 230.00      | 01-1053<br>01-2060 | Byline Bank Checking<br>Accounts Payable | 0.00<br>230.00    | 230.00<br>0.00    |
| Invoice #               | Invoice Date              | Description       | Invoice Amount           | Amount Paid | Account Number     | Account Description                      | Amount            | Project ID        |
| 2022-99-00123           | 10/02/2022                | Adult Programming | 230.00                   | 230.00      | 01-5247            | Adult Programming                        | 230.00            | <No Project>      |
|                         |                           |                   |                          |             |                    | Totals:                                  | 230.00            |                   |
| NICOR GAS               | Computer Check<br>59134   | 01/11/2023        | 01/11/2023<br>Posted     | 760.35      | 01-1053<br>01-2060 | Byline Bank Checking<br>Accounts Payable | 0.00<br>760.35    | 760.35<br>0.00    |
| Invoice #               | Invoice Date              | Description       | Invoice Amount           | Amount Paid | Account Number     | Account Description                      | Amount            | Project ID        |
| IR-5715                 | 01/03/2023                | NATURAL GAS FOR   | 760.35                   | 760.35      | 01-5690            | Natural Gas                              | 760.35            | <No Project>      |
|                         |                           |                   |                          |             |                    | Totals:                                  | 760.35            |                   |
| NICOR GAS               | Computer Check<br>59188   | 01/25/2023        | 01/25/2023<br>Posted     | 13,279.04   | 01-1053<br>01-2060 | Byline Bank Checking<br>Accounts Payable | 0.00<br>13,279.04 | 13,279.04<br>0.00 |
| Invoice #               | Invoice Date              | Description       | Invoice Amount           | Amount Paid | Account Number     | Account Description                      | Amount            | Project ID        |
| IR-5832                 | 01/14/2023                | NATURAL GAS FOR   | 13,279.04                | 13,279.04   | 01-5690            | Natural Gas                              | 13,279.04         | <No Project>      |
|                         |                           |                   |                          |             |                    | Totals:                                  | 13,279.04         |                   |
| OAK PARK TOWNSHIP YOUTH | Computer Check<br>59189   | 01/25/2023        | 01/25/2023<br>Posted     | 3,480.75    | 01-1053<br>01-2060 | Byline Bank Checking<br>Accounts Payable | 0.00<br>3,480.75  | 3,480.75<br>0.00  |
| Invoice #               | Invoice Date              | Description       | Invoice Amount           | Amount Paid | Account Number     | Account Description                      | Amount            | Project ID        |
| Quarter 2 -1.11.202:    | 01/11/2023                | OAK PARK YOUTH E  | 3,480.75                 | 3,480.75    | 01-5281            | Intergovernmental Agreeemer              | 3,480.75          | <No Project>      |
|                         |                           |                   |                          |             |                    | Totals:                                  | 3,480.75          |                   |

# Oak Park Public Library

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| Payee                  | Trans. Type<br>Trans. No. | Trans. Date           | Post Date<br>Post Status | Amount             | Account Number        | Description                              | Debit Amount      | Credit Amount     |
|------------------------|---------------------------|-----------------------|--------------------------|--------------------|-----------------------|--|-------------------|-------------------|
| OLSON'S ACE OAK PARK   | Computer Check<br>59135   | 01/11/2023            | 01/11/2023<br>Posted     | 14.39              | 01-1053<br>01-2060    | Byline Bank Checking<br>Accounts Payable | 0.00<br>14.39     | 14.39<br>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> |
| 4797/4                 | 01/05/2023                | Facilities Supplies - | 14.39                    | 14.39              | 01-5682               | Building Materials & Supplies            | 14.39             | <No Project>      |
| <i>Totals:</i>         |                           |                       |                          |                    |                       |  | 14.39             |                   |
| OLSON'S ACE OAK PARK   | Computer Check<br>59190   | 01/25/2023            | 01/25/2023<br>Posted     | 68.33              | 01-1053<br>01-2060    | Byline Bank Checking<br>Accounts Payable | 0.00<br>68.33     | 68.33<br>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> |
| 4948/4                 | 01/16/2023                | Facilities Supplies - | 35.75                    | 35.75              | 01-5682               | Building Materials & Supplies            | 35.75             | <No Project>      |
| <i>Totals:</i>         |                           |                       |                          |                    |                       |  | 35.75             |                   |
| 5002/4                 | 01/19/2023                | Facilities Supplies - | 32.58                    | 32.58              | 01-5682               | Building Materials & Supplies            | 32.58             | <No Project>      |
| <i>Totals:</i>         |                           |                       |                          |                    |                       |  | 32.58             |                   |
| ORANGEBOY, INC.        | Computer Check<br>59166   | 01/18/2023            | 01/18/2023<br>Posted     | 14,525.00          | 01-1053<br>01-2060    | Byline Bank Checking<br>Accounts Payable | 0.00<br>14,525.00 | 14,525.00<br>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> |
| 4173                   | 01/16/2023                | SAVANNAH 2023 A       | 14,525.00                | 14,525.00          | 01-5936               | Subscriptions and services               | 14,525.00         | <No Project>      |
| <i>Totals:</i>         |                           |                       |                          |                    |                       |  | 14,525.00         |                   |
| OVERDRIVE, INC.        | Computer Check<br>59112   | 01/04/2023            | 01/04/2023<br>Posted     | 9,667.55           | 01-1053<br>01-2060    | Byline Bank Checking<br>Accounts Payable | 0.00<br>9,667.55  | 9,667.55<br>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> |
| 01658MA22461693        | 12/31/2022                | E-Content             | 1,155.67                 | 1,155.67           | 01-5891               | Digital content                          | 1,155.67          | <No Project>      |
| <i>Totals:</i>         |                           |                       |                          |                    |                       |  | 1,155.67          |                   |
| 01658MA22462733        | 12/31/2022                | E-Content             | 8,511.88                 | 8,511.88           | 01-5891               | Digital content                          | 8,511.88          | <No Project>      |
| <i>Totals:</i>         |                           |                       |                          |                    |                       |  | 8,511.88          |                   |
| OVERDRIVE, INC.        | Computer Check<br>59136   | 01/11/2023            | 01/11/2023<br>Posted     | 6,000.00           | 01-1053<br>01-2060    | Byline Bank Checking<br>Accounts Payable | 0.00<br>6,000.00  | 6,000.00<br>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> |
| H-0092115              | 01/01/2023                | Annual fees           | 6,000.00                 | 6,000.00           | 01-5891               | Digital content                          | 6,000.00          | <No Project>      |
| <i>Totals:</i>         |                           |                       |                          |                    |                       |  | 6,000.00          |                   |
| PEERLESS NETWORK, INC. | Computer Check<br>59137   | 01/11/2023            | 01/11/2023<br>Posted     | 39.47              | 01-1053<br>01-2060    | Byline Bank Checking<br>Accounts Payable | 0.00<br>39.47     | 39.47<br>0.00     |

# Oak Park Public Library

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### JANUARY 2023- BYLINE

| Payee                      | Trans. Type<br>Trans. No. | Description       | Post Date<br>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        |
| 12199                      | 01/01/2023                | Grandstream POTS  | 39.47                    | 39.47       | 01-5451                         | Telephone/Communications                 | 39.47             | <No Project>      |
| Totals:                    |                           |                   |                          |             |                                 |  | 39.47             |                   |
| PRESSREADER INC.           | Computer Check<br>59138   |                   | 01/11/2023<br>Posted     |             | 5,784.62<br>01-1053<br>01-2060  | Byline Bank Checking<br>Accounts Payable | 0.00<br>5,784.62  | 5,784.62<br>0.00  |
| Invoice #                  | Invoice Date              | Description       | Invoice Amount           | Amount Paid | Account Number                  | Account Description                      | Amount            | Project ID        |
| SI001707                   | 12/31/2022                | PressReader       | 5,784.62                 | 5,784.62    | 01-5891                         | Digital content                          | 5,784.62          | <No Project>      |
| Totals:                    |                           |                   |                          |             |                                 |  | 5,784.62          |                   |
| REGIONS BANK               | Bank Draft<br>42          |                   | 01/18/2023<br>Posted     |             | 27,888.27<br>01-1053<br>01-2060 | Byline Bank Checking<br>Accounts Payable | 0.00<br>27,888.27 | 27,888.27<br>0.00 |
| Invoice #                  | Invoice Date              | Description       | Invoice Amount           | Amount Paid | Account Number                  | Account Description                      | Amount            | Project ID        |
| 023003                     | 12/31/2022                | REGIONS BANK PER  | 27,888.27                | 27,888.27   | 01-2067                         | Purchase Cards - P Cards                 | 27,888.27         | <No Project>      |
| Totals:                    |                           |                   |                          |             |                                 |  | 27,888.27         |                   |
| RHONDA FENTRY              | Computer Check<br>59167   |                   | 01/18/2023<br>Posted     |             | 150.00<br>01-1053<br>01-2060    | Byline Bank Checking<br>Accounts Payable | 0.00<br>150.00    | 150.00<br>0.00    |
| Invoice #                  | Invoice Date              | Description       | Invoice Amount           | Amount Paid | Account Number                  | Account Description                      | Amount            | Project ID        |
| 2022-99-00157              | 11/09/2022                | Adult Programming | 150.00                   | 150.00      | 01-5247                         | Adult Programming                        | 150.00            | <No Project>      |
| Totals:                    |                           |                   |                          |             |                                 |  | 150.00            |                   |
| STEPHEN ROBINET            | Computer Check<br>59143   |                   | 01/13/2023<br>Posted     |             | 380.75<br>01-1053<br>01-2060    | Byline Bank Checking<br>Accounts Payable | 0.00<br>380.75    | 380.75<br>0.00    |
| Invoice #                  | Invoice Date              | Description       | Invoice Amount           | Amount Paid | Account Number                  | Account Description                      | Amount            | Project ID        |
| 023002                     | 01/13/2023                | WAGES & SALARIES  | 380.75                   | 380.75      | 01-5001                         | Wages & Salaries                         | 380.75            | <No Project>      |
| Totals:                    |                           |                   |                          |             |                                 |  | 380.75            |                   |
| STEPHEN ROBINET            | Computer Check<br>59208   |                   | 01/31/2023<br>Posted     |             | 254.70<br>01-1053<br>01-2060    | Byline Bank Checking<br>Accounts Payable | 0.00<br>254.70    | 254.70<br>0.00    |
| Invoice #                  | Invoice Date              | Description       | Invoice Amount           | Amount Paid | Account Number                  | Account Description                      | Amount            | Project ID        |
| 023005                     | 01/31/2023                | WAGES & SALARIES  | 254.70                   | 254.70      | 01-5001                         | Wages & Salaries                         | 254.70            | <No Project>      |
| Totals:                    |                           |                   |                          |             |                                 |  | 254.70            |                   |
| RUSH UNIVERSITY MEDICAL CI | Computer Check<br>59191   |                   | 01/25/2023<br>Posted     |             | 120.00<br>01-1053<br>01-2060    | Byline Bank Checking<br>Accounts Payable | 0.00<br>120.00    | 120.00<br>0.00    |
| Invoice #                  | Invoice Date              | Description       | Invoice Amount           | Amount Paid | Account Number                  | Account Description                      | Amount            | Project ID        |

# Oak Park Public Library

## Cash Disbursement Journals

### JANUARY 2023- BYLINE

| Payee                    | Trans. Type<br>Trans. No. | Description         | Post Date<br>Post Status | Amount<br>Amount Paid | Account Number                  | Description                              | Debit Amount      | Credit Amount     |
|--------------------------|---------------------------|---------------------|--------------------------|-----------------------|---------------------------------|--|-------------------|-------------------|
| Invoice #                | Invoice Date              | Description         | Invoice Amount           | Amount Paid           | Account Number                  | Account Description                      | Amount            | Project ID        |
| 1026                     | 01/17/2023                | Clinical services   | 120.00                   | 120.00                | 01-5250                         | Social Services                          | 120.00            | <No Project>      |
| Totals:                  |                           |                     |                          |                       |                                 |  | 120.00            |                   |
| NANCY SCHUESSLER         | Computer Check<br>59113   |                     | 01/04/2023<br>Posted     |                       | 29.28<br>01-1053<br>01-2060     | Byline Bank Checking<br>Accounts Payable | 0.00<br>29.28     | 29.28<br>0.00     |
| Invoice #                | Invoice Date              | Description         | Invoice Amount           | Amount Paid           | Account Number                  | Account Description                      | Amount            | Project ID        |
| IR-5632                  | 12/30/2022                | Home delivery milea | 10.53                    | 10.53                 | 01-5165                         | Mileage & Miscellaneous reir             | 10.53             | <No Project>      |
| Totals:                  |                           |                     |                          |                       |                                 |  | 10.53             |                   |
| IR-5633                  | 12/30/2022                | Home delivery milea | 18.75                    | 18.75                 | 01-5165                         | Mileage & Miscellaneous reir             | 18.75             | <No Project>      |
| Totals:                  |                           |                     |                          |                       |                                 |  | 18.75             |                   |
| NANCY SCHUESSLER         | Computer Check<br>59168   |                     | 01/18/2023<br>Posted     |                       | 1,500.00<br>01-1053<br>01-2060  | Byline Bank Checking<br>Accounts Payable | 0.00<br>1,500.00  | 1,500.00<br>0.00  |
| Invoice #                | Invoice Date              | Description         | Invoice Amount           | Amount Paid           | Account Number                  | Account Description                      | Amount            | Project ID        |
| IR-5773                  | 01/10/2023                | Tuition Grant       | 1,500.00                 | 1,500.00              | 01-5164                         | Tuition Reimbursement                    | 1,500.00          | <No Project>      |
| Totals:                  |                           |                     |                          |                       |                                 |  | 1,500.00          |                   |
| SENSOURCE                | Computer Check<br>59169   |                     | 01/18/2023<br>Posted     |                       | 1,296.00<br>01-1053<br>01-2060  | Byline Bank Checking<br>Accounts Payable | 0.00<br>1,296.00  | 1,296.00<br>0.00  |
| Invoice #                | Invoice Date              | Description         | Invoice Amount           | Amount Paid           | Account Number                  | Account Description                      | Amount            | Project ID        |
| 54942                    | 01/03/2023                | Annual Data Hostin  | 1,296.00                 | 1,296.00              | 01-5936                         | Subscriptions and services               | 1,296.00          | <No Project>      |
| Totals:                  |                           |                     |                          |                       |                                 |  | 1,296.00          |                   |
| SHANEL ROMAIN            | Computer Check<br>59209   |                     | 01/31/2023<br>Posted     |                       | 200.00<br>01-1053<br>01-2060    | Byline Bank Checking<br>Accounts Payable | 0.00<br>200.00    | 200.00<br>0.00    |
| Invoice #                | Invoice Date              | Description         | Invoice Amount           | Amount Paid           | Account Number                  | Account Description                      | Amount            | Project ID        |
| 2023-99-002              | 01/09/2023                | Promotional photos  | 200.00                   | 200.00                | 01-5204                         | Promotions                               | 200.00            | <No Project>      |
| Totals:                  |                           |                     |                          |                       |                                 |  | 200.00            |                   |
| SIMON R GUTIERREZ        | Computer Check<br>59192   |                     | 01/25/2023<br>Posted     |                       | 100.00<br>01-1053<br>01-2060    | Byline Bank Checking<br>Accounts Payable | 0.00<br>100.00    | 100.00<br>0.00    |
| Invoice #                | Invoice Date              | Description         | Invoice Amount           | Amount Paid           | Account Number                  | Account Description                      | Amount            | Project ID        |
| 2023-99-009              | 01/24/2023                | Emcee/Co-host for i | 100.00                   | 100.00                | 01-5244                         | Young Adult Programming                  | 100.00            | <No Project>      |
| Totals:                  |                           |                     |                          |                       |                                 |  | 100.00            |                   |
| SWAN - SYSTEM WIDE AUTOM | Computer Check<br>59170   |                     | 01/18/2023<br>Posted     |                       | 26,237.75<br>01-1053<br>01-2060 | Byline Bank Checking<br>Accounts Payable | 0.00<br>26,237.75 | 26,237.75<br>0.00 |



# Oak Park Public Library

## Cash Disbursement Journals

### JANUARY 2023- BYLINE

| Payee                    | Trans. Type<br>Trans. No. | Trans. Date       | Post Date<br>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    |
| 10027                    | 01/01/2023                | SWAN MEMBERSHIP   | 26,237.75                | 26,237.75   | 01-5750        | SWAN                 | 26,237.75    | <No Project>  |
| Totals:                  |                           |                   |                          |             |                |                      | 26,237.75    |               |
| THE NEW YORK TIMES       | Computer Check            | 01/25/2023        | 01/25/2023               | 2,204.80    | 01-1053        | Byline Bank Checking | 0.00         | 2,204.80      |
|                          | 59193                     |                   | Posted                   |             | 01-2060        | Accounts Payable     | 2,204.80     | 0.00          |
| Invoice #                | Invoice Date              | Description       | Invoice Amount           | Amount Paid | Account Number | Account Description  | Amount       | Project ID    |
| 908610215-010123         | 01/01/2023                | New York Times On | 2,204.80                 | 2,204.80    | 01-5891        | Digital content      | 2,204.80     | <No Project>  |
| Totals:                  |                           |                   |                          |             |                |                      | 2,204.80     |               |
| ULINE                    | Computer Check            | 01/11/2023        | 01/11/2023               | 337.98      | 01-1053        | Byline Bank Checking | 0.00         | 337.98        |
|                          | 59139                     |                   | Posted                   |             | 01-2060        | Accounts Payable     | 337.98       | 0.00          |
| Invoice #                | Invoice Date              | Description       | Invoice Amount           | Amount Paid | Account Number | Account Description  | Amount       | Project ID    |
| 158374839                | 01/06/2023                | Big Wheel Handi-M | 337.98                   | 337.98      | 01-5742        | Supplies             | 337.98       | <No Project>  |
| Totals:                  |                           |                   |                          |             |                |                      | 337.98       |               |
| UNIVERSAL BACKGROUND SCI | Computer Check            | 01/18/2023        | 01/18/2023               | 28.00       | 01-1053        | Byline Bank Checking | 0.00         | 28.00         |
|                          | 59171                     |                   | Posted                   |             | 01-2060        | Accounts Payable     | 28.00        | 0.00          |
| Invoice #                | Invoice Date              | Description       | Invoice Amount           | Amount Paid | Account Number | Account Description  | Amount       | Project ID    |
| 202212023375             | 12/31/2022                | Employment/Refere | 28.00                    | 28.00       | 01-5199        | Recruitment          | 28.00        | <No Project>  |
| Totals:                  |                           |                   |                          |             |                |                      | 28.00        |               |
| VILLAGE OF OAK PARK      | Computer Check            | 01/04/2023        | 01/04/2023               | 790.00      | 01-1053        | Byline Bank Checking | 0.00         | 790.00        |
|                          | 59114                     |                   | Posted                   |             | 01-2060        | Accounts Payable     | 790.00       | 0.00          |
| Invoice #                | Invoice Date              | Description       | Invoice Amount           | Amount Paid | Account Number | Account Description  | Amount       | Project ID    |
| IR-5653                  | 12/20/2022                | MAZE WATER/SEWE   | 42.50                    | 42.50       | 01-5687        | Water                | 31.60        | <No Project>  |
| IR-5653                  | 12/20/2022                | MAZE WATER/SEWE   | 42.50                    | 42.50       | 01-5688        | Sewer/Garbage        | 10.90        | <No Project>  |
| Totals:                  |                           |                   |                          |             |                |                      | 42.50        |               |
| IR-5655                  | 12/20/2022                | MAIN WATER/SEWE   | 154.00                   | 154.00      | 01-5687        | Water                | 119.50       | <No Project>  |
| IR-5655                  | 12/20/2022                | MAIN WATER/SEWE   | 154.00                   | 154.00      | 01-5688        | Sewer/Garbage        | 34.50        | <No Project>  |
| Totals:                  |                           |                   |                          |             |                |                      | 154.00       |               |
| IR-5654                  | 12/20/2022                | MAIN WATER/SEWE   | 593.50                   | 593.50      | 01-5687        | Water                | 458.70       | <No Project>  |
| IR-5654                  | 12/20/2022                | MAIN WATER/SEWE   | 593.50                   | 593.50      | 01-5688        | Sewer/Garbage        | 134.80       | <No Project>  |
| Totals:                  |                           |                   |                          |             |                |                      | 593.50       |               |
| VILLAGE OF OAK PARK      | Computer Check            | 01/13/2023        | 01/13/2023               | 18,267.63   | 01-1053        | Byline Bank Checking | 0.00         | 18,267.63     |
|                          | 59142                     |                   | Posted                   |             | 01-2060        | Accounts Payable     | 18,267.63    | 0.00          |

# Oak Park Public Library

## Cash Disbursement Journals

### JANUARY 2023- BYLINE

| Payee               | Trans. Type<br>Trans. No. | Trans. Date          | Post Date<br>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    |
| 023001              | 01/13/2023                | PAYROLL; VOL DED;    | 18,267.63                | 18,267.63   | 01-5160        | IMRF (Illinois Muncpal Retire | 18,267.63    | <No Project>  |
| Totals:             |                           |                      |                          |             |                |                               | 18,267.63    |               |
| VILLAGE OF OAK PARK | Computer Check            | 01/18/2023           | 01/18/2023               | 115.11      | 01-1053        | Byline Bank Checking          | 0.00         | 115.11        |
|                     | 59172                     |                      | Posted                   |             | 01-2060        | Accounts Payable              | 115.11       | 0.00          |
| Invoice #           | Invoice Date              | Description          | Invoice Amount           | Amount Paid | Account Number | Account Description           | Amount       | Project ID    |
| 23-0004921          | 01/12/2023                | Fuel                 | 115.11                   | 115.11      | 01-5680        | Fuels & Lubricants            | 115.11       | <No Project>  |
| Totals:             |                           |                      |                          |             |                |                               | 115.11       |               |
| VILLAGE OF OAK PARK | Computer Check            | 01/25/2023           | 01/25/2023               | 751.75      | 01-1053        | Byline Bank Checking          | 0.00         | 751.75        |
|                     | 59194                     |                      | Posted                   |             | 01-2060        | Accounts Payable              | 751.75       | 0.00          |
| Invoice #           | Invoice Date              | Description          | Invoice Amount           | Amount Paid | Account Number | Account Description           | Amount       | Project ID    |
| IR-5835             | 01/20/2023                | MAZE WATER/SEW       | 43.50                    | 43.50       | 01-5687        | Water                         | 32.60        | <No Project>  |
| IR-5835             | 01/20/2023                | MAZE WATER/SEW       | 43.50                    | 43.50       | 01-5688        | Sewer/Garbage                 | 10.90        | <No Project>  |
| Totals:             |                           |                      |                          |             |                |                               | 43.50        |               |
| IR-5833             | 01/20/2023                | MAIN WATER/SEWE      | 140.75                   | 140.75      | 01-5687        | Water                         | 109.20       | <No Project>  |
| IR-5833             | 01/20/2023                | MAIN WATER/SEWE      | 140.75                   | 140.75      | 01-5688        | Sewer/Garbage                 | 31.55        | <No Project>  |
| Totals:             |                           |                      |                          |             |                |                               | 140.75       |               |
| IR-5834             | 01/20/2023                | MAIN WATER/SEWE      | 567.50                   | 567.50      | 01-5687        | Water                         | 438.60       | <No Project>  |
| IR-5834             | 01/20/2023                | MAIN WATER/SEWE      | 567.50                   | 567.50      | 01-5688        | Sewer/Garbage                 | 128.90       | <No Project>  |
| Totals:             |                           |                      |                          |             |                |                               | 567.50       |               |
| VILLAGE OF OAK PARK | Computer Check            | 01/31/2023           | 01/31/2023               | 18,795.14   | 01-1053        | Byline Bank Checking          | 0.00         | 18,795.14     |
|                     | 59210                     |                      | Posted                   |             | 01-2060        | Accounts Payable              | 18,795.14    | 0.00          |
| Invoice #           | Invoice Date              | Description          | Invoice Amount           | Amount Paid | Account Number | Account Description           | Amount       | Project ID    |
| 023004              | 01/31/2023                | PAYROLL; VOL DED;    | 18,795.14                | 18,795.14   | 01-5160        | IMRF (Illinois Muncpal Retire | 18,795.14    | <No Project>  |
| Totals:             |                           |                      |                          |             |                |                               | 18,795.14    |               |
| WAREHOUSE DIRECT    | Computer Check            | 01/11/2023           | 01/11/2023               | 1,409.53    | 01-1053        | Byline Bank Checking          | 0.00         | 1,409.53      |
|                     | 59140                     |                      | Posted                   |             | 01-2060        | Accounts Payable              | 1,409.53     | 0.00          |
| Invoice #           | Invoice Date              | Description          | Invoice Amount           | Amount Paid | Account Number | Account Description           | Amount       | Project ID    |
| 5397558-0           | 12/20/2022                | PPE                  | 516.00                   | 516.00      | 01-5684        | Cleaning & Housekeeping Su    | 516.00       | <No Project>  |
| Totals:             |                           |                      |                          |             |                |                               | 516.00       |               |
| 5397553-0           | 12/20/2022                | Calcium Chloride Ice | 893.53                   | 893.53      | 01-5682        | Building Materials & Supplies | 893.53       | <No Project>  |
| Totals:             |                           |                      |                          |             |                |                               | 893.53       |               |

# Oak Park Public Library

## Cash Disbursement Journals

### JANUARY 2023- BYLINE

| Payee            | Trans. Type<br>Trans. No. | Trans. Date         | Post Date<br>Post Status | Amount      | Account Number     | Description                              | Debit Amount      | Credit Amount     |
|------------------|---------------------------|---------------------|--------------------------|-------------|--------------------|--|-------------------|-------------------|
| WAREHOUSE DIRECT | Computer Check<br>59195   | 01/25/2023          | 01/25/2023<br>Posted     | 738.08      | 01-1053<br>01-2060 | Byline Bank Checking<br>Accounts Payable | 0.00<br>738.08    | 738.08<br>0.00    |
| Invoice #        | Invoice Date              | Description         | Invoice Amount           | Amount Paid | Account Number     | Account Description                      | Amount            | Project ID        |
| 5418335-0        | 01/23/2023                | Paper & Office Supp | 738.08                   | 738.08      | 01-5742            | Supplies                                 | 738.08            | <No Project>      |
| Totals:          |                           |                     |                          |             |                    |  | 738.08            |                   |
| WAUSAU TILE      | Computer Check<br>59196   | 01/25/2023          | 01/25/2023<br>Posted     | 5,759.97    | 01-1053<br>01-2060 | Byline Bank Checking<br>Accounts Payable | 0.00<br>5,759.97  | 5,759.97<br>0.00  |
| Invoice #        | Invoice Date              | Description         | Invoice Amount           | Amount Paid | Account Number     | Account Description                      | Amount            | Project ID        |
| 666057           | 01/05/2023                | Replacement Exteric | 5,759.97                 | 5,759.97    | 01-5920            | Facilities Equipment                     | 5,759.97          | <No Project>      |
| Totals:          |                           |                     |                          |             |                    |  | 5,759.97          |                   |
| GARY WENSTRUP    | Computer Check<br>59173   | 01/18/2023          | 01/18/2023<br>Posted     | 250.00      | 01-1053<br>01-2060 | Byline Bank Checking<br>Accounts Payable | 0.00<br>250.00    | 250.00<br>0.00    |
| Invoice #        | Invoice Date              | Description         | Invoice Amount           | Amount Paid | Account Number     | Account Description                      | Amount            | Project ID        |
| 2022-99-00147    | 10/24/2022                | Adult Programing-v  | 250.00                   | 250.00      | 01-5247            | Adult Programming                        | 250.00            | <No Project>      |
| Totals:          |                           |                     |                          |             |                    |  | 250.00            |                   |
| XIOMARA GRACHAN  | Computer Check<br>59197   | 01/25/2023          | 01/25/2023<br>Posted     | 100.00      | 01-1053<br>01-2060 | Byline Bank Checking<br>Accounts Payable | 0.00<br>100.00    | 100.00<br>0.00    |
| Invoice #        | Invoice Date              | Description         | Invoice Amount           | Amount Paid | Account Number     | Account Description                      | Amount            | Project ID        |
| 2023-99-008      | 01/24/2023                | Emcee/Co-host for c | 100.00                   | 100.00      | 01-5244            | Young Adult Programming                  | 100.00            | <No Project>      |
| Totals:          |                           |                     |                          |             |                    |  | 100.00            |                   |
| BARBARA YENA     | Computer Check<br>59198   | 01/25/2023          | 01/25/2023<br>Posted     | 25.00       | 01-1053<br>01-2060 | Byline Bank Checking<br>Accounts Payable | 0.00<br>25.00     | 25.00<br>0.00     |
| Invoice #        | Invoice Date              | Description         | Invoice Amount           | Amount Paid | Account Number     | Account Description                      | Amount            | Project ID        |
| IR-5879          | 01/24/2023                | Beyond Catering Gr. | 25.00                    | 25.00       | 01-5742            | Supplies                                 | 25.00             | <No Project>      |
| Totals:          |                           |                     |                          |             |                    |  | 25.00             |                   |
| YOURPASSION1ST   | Computer Check<br>59141   | 01/11/2023          | 01/11/2023<br>Posted     | 12,500.00   | 01-1053<br>01-2060 | Byline Bank Checking<br>Accounts Payable | 0.00<br>12,500.00 | 12,500.00<br>0.00 |
| Invoice #        | Invoice Date              | Description         | Invoice Amount           | Amount Paid | Account Number     | Account Description                      | Amount            | Project ID        |
| 2022-99-00185    | 01/06/2023                | Young male mentor   | 12,500.00                | 12,500.00   | 01-5244            | Young Adult Programming                  | 12,500.00         | <No Project>      |
| Totals:          |                           |                     |                          |             |                    |  | 12,500.00         |                   |

**Oak Park Public Library**  
**Cash Disbursement Journals**  
JANUARY 2023- BYLINE

| Payee                            | Trans. Type<br>Trans. No. | Trans. Date | Post Date<br>Post Status | Amount     | Account Number | Description | Debit Amount | Credit Amount |
|----------------------------------|---------------------------|-------------|--------------------------|------------|----------------|-------------|--------------|---------------|
| Grand Totals:                    |                           |             |                          | 524,126.77 |                |             | 524,126.77   | 524,126.77    |
| A total of 108 payment(s) listed |                           |             |                          |            |                |             |              |               |

# Oak Park Public Library

## Cash Disbursement Journals

### JANUARY 2023- BYLINE

#### Account Summary

| Account Number | Description                              | Debit Amount | Credit Amount |
|----------------|--|--------------|---------------|
| 01-1053        | Byline Bank Checking x3401               | 0.00         | 524,126.77    |
| 01-2060        | Accounts Payable                         | 524,126.77   | 524,126.77    |
| 01-2066        | Amex Accounts                            | 148.00       | 0.00          |
| 01-2067        | Purchase Cards - P Cards                 | 27,888.27    | 0.00          |
| 01-5001        | Wages & Salaries                         | 635.45       | 0.00          |
| 01-5100        | Employee Health Benefits                 | 156.50       | 0.00          |
| 01-5160        | IMRF (Illinois Muncipal Retirement Fund) | 37,062.77    | 0.00          |
| 01-5163        | Staff Development/Travel                 | 1,940.40     | 0.00          |
| 01-5164        | Tuition Reimbursement                    | 9,000.00     | 0.00          |
| 01-5165        | Mileage & Miscellaneous reimbursemen     | 43.28        | 0.00          |
| 01-5197        | Workers Compensation Insurance           | 13,770.00    | 0.00          |
| 01-5199        | Recruitment                              | 28.00        | 0.00          |
| 01-5204        | Promotions                               | 868.80       | 0.00          |
| 01-5240        | Children's Programming                   | 377.27       | 0.00          |
| 01-5244        | Young Adult Programming                  | 17,432.39    | 0.00          |
| 01-5247        | Adult Programming                        | 1,443.88     | 0.00          |
| 01-5249        | Community Engagement                     | 374.65       | 0.00          |
| 01-5250        | Social Services                          | 120.00       | 0.00          |
| 01-5264        | ILL Payments                             | 99.34        | 0.00          |
| 01-5281        | Intergovernmental Agreements (IGA)       | 3,480.75     | 0.00          |
| 01-5291        | Legal Fees                               | 5,457.50     | 0.00          |
| 01-5292        | Cataloging/Bib Search Fees               | 690.00       | 0.00          |
| 01-5390        | Insurance                                | 94,928.36    | 0.00          |
| 01-5451        | Telephone/Communications                 | 187.65       | 0.00          |
| 01-5620        | Office & Library Machinery Service       | 4,287.19     | 0.00          |
| 01-5680        | Fuels & Lubricants                       | 115.11       | 0.00          |
| 01-5681        | Landscaping and snow removal services    | 1,520.00     | 0.00          |
| 01-5682        | Building Materials & Supplies            | 1,233.69     | 0.00          |
| 01-5684        | Cleaning & Housekeeping Supplies         | 516.00       | 0.00          |
| 01-5686        | Custodial Services                       | 16,646.53    | 0.00          |
| 01-5687        | Water                                    | 1,190.20     | 0.00          |
| 01-5688        | Sewer/Garbage                            | 915.82       | 0.00          |
| 01-5690        | Natural Gas                              | 14,039.39    | 0.00          |
| 01-5692        | Repair & Maintenance Prop. & Equip.      | 32,872.61    | 0.00          |
| 01-5693        | Signage                                  | 241.50       | 0.00          |
| 01-5742        | Supplies                                 | 4,552.30     | 0.00          |
| 01-5750        | SWAN                                     | 26,237.75    | 0.00          |
| 01-5840        | Print materials                          | 17,015.60    | 0.00          |

**Oak Park Public Library**  
**Cash Disbursement Journals**  
JANUARY 2023- BYLINE

|         |                            |           |      |
|---------|----------------------------|-----------|------|
| 01-5890 | Audio and video materials  | 4,434.01  | 0.00 |
| 01-5891 | Digital content            | 52,405.53 | 0.00 |
| 01-5894 | Realia and other formats   | 63.19     | 0.00 |
| 01-5920 | Facilities Equipment       | 5,759.97  | 0.00 |
| 01-5930 | Furnishings                | 2,681.91  | 0.00 |
| 01-5936 | Subscriptions and services | 15,821.00 | 0.00 |
| 01-5937 | Equipment and supplies     | 7,610.47  | 0.00 |
| 01-5950 | Building Improvements      | 97,833.74 | 0.00 |

**Oak Park Public Library**  
**Byline Bank (Main) X 3401: Cash Management Disbursement Report**  
**As of JANUARY 2023**

| Source                      | Trans Type | Trans Date | Reference   | Deposits               | Payments            |
|-----------------------------|------------|------------|---|------------------------|---------------------|
| Cash Management Deposit     |            | 1/31/2023  | PARKING CREDITS   | \$ 1,404.32            |                     |
| Cash Management Deposit     |            | 1/31/2023  | DAILY DEPOSITS  | \$ 17,898.68           |                     |
| Cash Management Deposit     |            | 1/31/2023  | INTEREST ON ACCOUNT                                       | \$ 59.61               |                     |
| Cash Management Deposit     |            | 1/31/2023  | CIRCULATION CREDITS,                                      | \$ 380.18              |                     |
| Cash Management Deposit     |            | 1/31/2023  | RENTALS, LIBRARY SPACES                                   | \$ 48.25               |                     |
| Cash Management Deposit     |            | 1/31/2023  | BARBARA BALLENGER GIFT                                    | \$ 38,345.32           |                     |
|                             |            |            |   | <b>\$ 58,136.36</b>    | <b>-</b>            |
| Cash Management Transfer in |            | 1/31/2023  | TRANSFER FROM MMA TO CHECKING, COVER PAYROLL & ACCTS PYBL | \$ 250,000.00          |                     |
| Cash Management Transfer in |            | 1/31/2023  | TRANSFER FROM MMA TO CHECKING, COVER PAYROLL & ACCTS PYBL | \$ 350,000.00          |                     |
| Cash Management Transfer in |            | 1/31/2023  | TRANSFER FROM MMA TO CHECKING, COVER PAYROLL & ACCTS PYBL | \$ 250,000.00          |                     |
| Cash Management Transfer in |            | 1/31/2023  | TRANSFER FROM MMA TO CHECKING, COVER PAYROLL & ACCTS PYBL | \$ 300,000.00          |                     |
|                             |            |            |   | <b>\$ 1,150,000.00</b> | <b>-</b>            |
| Cash Management Payment     |            | 1/31/2023  | BENTO DEBIT CARDS   | \$ -                   | (9,500.00)          |
| Cash Management Payment     |            | 1/31/2023  | FIFTH STAR COLLECTIVE                                     | \$ -                   | (5,965.00)          |
| Cash Management Payment     |            | 1/31/2023  | ACH (FLEX ACCTS),   | \$ -                   | (10,166.70)         |
| Cash Management Payment     |            | 1/31/2023  | ADMIN FEES, DISCOVERY BENEFITS,                           | \$ -                   | (187.00)            |
| Cash Management Payment     |            | 1/31/2023  | IPBC PAYMENT EMPLOYEE MEDICAL INSURANCE                   | \$ -                   | (109,505.79)        |
|                             |            |            |   | <b>\$ -</b>            | <b>(135,324.49)</b> |
| Cash Management Payment     |            | 1/31/2023  | MERCHANT ACCT & BANK FEES                                 | \$ -                   | (155.80)            |
|                             |            |            |   | <b>\$ -</b>            | <b>(155.80)</b>     |
| Cash Management Payment     |            | 1/31/2023  | PAYROLL; PAYDATE 12/15/2023                               | \$ -                   | (\$244,005.10)      |
| Cash Management Payment     |            | 1/31/2023  | PAYROLL; PAYDATE 12/31/2023                               | \$ -                   | (\$249,599.25)      |
| Cash Management Payment     |            | 1/31/2023  | PAYROLL; ICMA PAYROLL DEDUCTION DEBITS                    | \$ -                   | (4,896.49)          |
|                             |            |            |   | <b>\$ -</b>            | <b>(498,500.84)</b> |

**Summary by Transaction Type**

(+) Deposits by Transaction Type:

Cash Receipts: \$ 58,136.36  
Transfers In/Out \$ 1,150,000.00

**Total Deposits: \$ 1,208,136.36**

(-) Payments by Transaction Type:

Transfer out \$ -  
Benefits/Other ACH: \$ (135,324.49)  
Bank Fees: \$ (155.80)  
Payroll: \$ (498,500.84)

**Total Payments: \$ (633,981.13)**

Accounts Payable **(524,126.77)**

**Total Summary of Disbursements: \$ (1,158,107.90)**

Total Change In Register Balance: \$ 50,028.46

OPPL  
2/28/23

**RESOLUTION ON DISBURSEMENTS, JANUARY 2023**

**RESOLVED THAT DISBURSEMENTS FOR THE MONTH OF JANUARY 2023 IN THE TOTAL AMOUNT OF \$1,158,107.90 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.**



# Public Comment at Board Meetings Policy

*Library board approved February 28, 2023.*

The Illinois Open Meetings Act provides in Section 2.06 that at meetings of public bodies, “any person shall be permitted an opportunity to address public officials under the rules established and recorded by the public body.” 5 ILCS 120/2.06(g). In compliance with the Act, the Oak Park Public Library Board of Trustees has adopted this policy to provide the following rules and guidelines for public participation at its meetings.

1. Individuals attending board meetings must conduct themselves with respect and civility toward others. Abusive, profane, threatening, or harassing language and/or personal attacks will not be permitted. The Board President or presiding officer may prohibit further comment at the meeting by a speaker whose remarks violate this rule.

2. Public comments are permitted during the time designated on the library board agenda, unless otherwise directed by the board president.

3. Public comments may be provided in one of the following ways:

- In person at a board meeting;
- As an email to the Library Executive Director Joslyn Bowling Dixon at [joslynd@oppl.org](mailto:joslynd@oppl.org) or to Library Board President, Matthew Fruth at [m.fruth@oppl.org](mailto:m.fruth@oppl.org) sent by 4:30 pm on the date of the meeting; or
- As a submission using the online Public Comment Form at [oppl.org/board](http://oppl.org/board) sent by 4:30 pm on the date of the meeting.

Comments submitted in writing or by voicemail will be shared with the board in advance of the meeting and may be read or played aloud during the public comment section of the board agenda.

4. The board president determines the order in which speakers will be recognized.

5. When recognized by the Board President, the speaker may begin by stating their name. The Board may request but will not require a speaker to provide their address.

6. Public comments will ordinarily be limited to three (3) minutes. The Board President shall have discretion to modify this time limit, as well as to limit repetitive comments.

7. Board members are not obligated to respond to comments from the public. Issues requiring possible action by the board may be added to a future meeting agenda, and issues that can be addressed by the administration will be noted.

8. A copy of these guidelines will be posted on the board page of the Oak Park Public Library website, and will be placed next to the sign-in sheet made available to members of the public at the entrance to board meetings.

9. Minutes are a summary of the board's discussion and actions. Speaker requests to append written statements or correspondence to the minutes are not favored. Generally, written materials presented to the board will be included in the library's files rather than in the minutes. The board president shall have the authority to determine procedural matters regarding public participation not otherwise defined in these guidelines. Petitions or other written correspondence directed to the board shall be shared with the board. A response, if appropriate, may be provided by the library's director or a member of the board.

## Hours of Work Policy

*Library Board approved April 16, 2002. Revised January 1, 2012. Revised February 28, 2023.*

### Workweek & Scheduled Hours

The Oak Park Public Library's workweek begins at 12:00 am on Sunday and ends at 11:59 pm the following Saturday. Full-time staff members are those scheduled for 40 hours per workweek.

Scheduled work hours will vary depending on the operational needs of the library locations and the work in the community. Staff members are assigned a work schedule based on their budgeted hours and are expected to be on time and begin and end work according to the schedule. When a work schedule is changed, the library aims to give the staff member at least two (2) weeks' notice unless unforeseen circumstances or absences require otherwise.

### Non-Exempt (Hourly) Staff

The library will schedule and pay its non-exempt (hourly) staff for all hours worked as regulated under applicable state and federal laws and per the following minimum expectations:

1. **One day of rest in seven:** Non-exempt (hourly) staff members must be provided at least one 24-hour day of rest in every consecutive seven-day period.
2. **Rest breaks:** Non-exempt (hourly) staff members are permitted paid rest breaks for an appropriate amount of time within the workday as needed. At a minimum, this means one (1) paid rest break of up to 15 minutes per each consecutive four (4) hour work period, as work requirements permit. There will be no compensation for missed rest breaks, and they may not be used for leaving early or extending meal periods.
3. **Meal period:** Non-exempt (hourly) staff members who work 7.5 continuous hours or more are expected to take an unpaid meal period of at least 30 minutes. The meal period must be continuous, uninterrupted, and start no later than 5 hours after the shift begins. An additional meal period will be allotted for every extra 4.5 continuous hours worked beyond the 7.5-hour shift.

Illustrative table of the minimum number of rest breaks and meal periods:

| Scheduled continuous hours             | Paid rest breaks (allowed) | Unpaid meal periods (expected) |
|--|----------------------------|--------------------------------|
| Less than 4 hours                      | As needed                  | None                           |
| At least 4 hours, less than 7.5 hours  | 1                          | None                           |
| At least 7.5 hours, less than 12 hours | 2                          | 1                              |
| At least 12 hours, less than 16 hours  | 3                          | 2                              |

4. **Overtime pay:** Non-exempt (hourly) staff members will be compensated at the rate of one and one-half times (1.5) their regular pay rate for all hours worked over forty (40) hours each workweek (Sunday through Saturday). Staff members may work overtime *only* with prior approval from their immediate supervisor or manager. Any paid and unpaid time off hours during the workweek will not be included as hours worked when calculating overtime pay.

### Exempt (Salaried) Staff

The library pays exempt staff members on a salary basis in compliance with applicable state and federal laws (such as the Fair Labor Standards Act) and per the following expectations:

1. **Weekly schedule:** Exempt (salaried) staff members are expected to work their budgeted weekly hours and any additional hours necessary to perform their job duties. Exempt staff may utilize flexible hours/schedule relative to their workload to meet their budgeted weekly hours.
2. **No additional pay:** Exempt (salaried) staff members do not receive overtime pay, compensatory time off, or additional pay for hours worked or travel outside their regular schedule.
3. **Deductions from pay:** Deductions from the salary of exempt staff members are prohibited, whether for quality or quantity of work, discipline, violations of workplace conduct rules, or otherwise, unless authorized by law. Any staff member who believes an improper deduction was made from their salary should immediately report it to Human Resources. After an investigation, if a deduction is deemed improper, the staff member will be paid the correct amount by the next possible pay date.
4. **Paid time off:** Exempt (salaried) staff members are responsible for accurately reporting any use of paid time off. Exempt staff members should report time away from work in half-day or full-day increments.

## Timekeeping Procedures

Staff members must accurately record their work time for payroll and benefits purposes.

Non-exempt (hourly) staff members must record in their timesheet the time they started and ended work each scheduled day, including the beginning and ending time of any departure from work for any non-work-related reason (such as a meal break).

Exempt (salaried) staff members must record any changes in their schedule for accuracy and enter time off requests for any absence from work for reasons such as health leave, vacation, or other reasons.

Falsifying time records is prohibited and subjects the staff member to discipline, up to and including discharge.

Staff members must review their timesheets regularly to verify the accuracy of all recorded hours. Any timesheet errors should be reported immediately to the service area manager, who will work with Human Resources to correct any errors.

## Reasonable Accommodations

**Breaks for breastfeeding parents:** The library provides paid break times to any staff member who needs to express breast milk for their child while working on library premises from at least the date of the child's birth up to one year. The library will provide a private room with a locking door other than a restroom where the staff member can express milk in privacy.

**Other accommodations:** Any staff member who needs accommodation regarding this policy (such as more frequent or longer breaks) may request such accommodation from their supervisor to begin the interactive process to determine what (if any) accommodations may be needed.

## Hours of Work Policy

Library Board approved April 16, 2002. Revised January 1, 2012. *Revised February 28, 2023.*

### Workweek & Scheduled Hours

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| At least 4 hours, less than 7.5 hours  | 1                             | None                              |
| At least 7.5 hours, less than 12 hours | 2                             | 1                                 |
| At least 12 hours, less than 16 hours  | 3                             | 2                                 |

4. Overtime pay: Non-exempt (hourly) staff members will be compensated at the rate of one and one-half times (1.5) their regular pay rate for all hours worked over forty (40) hours each workweek (Sunday through Saturday). Staff members may work overtime only with prior approval from their immediate supervisor or manager. Any paid and unpaid time off hours during the workweek will not be included as hours worked when calculating overtime pay.

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Other accommodations: Any staff member who needs accommodation regarding this policy (such as more frequent or longer breaks) may request such accommodation from their supervisor to begin the interactive process to determine what (if any) accommodations may be needed.

1. ↓

**Commented [1]:** The impetus for revising the Hours of Work policy: On April 28, 2022, the Illinois General Assembly approved revisions to the One Day Rest in Seven Act (ODRISA). The bill was signed by Governor Pritzker and went into effect on January 1, 2023.

Changes to ODRISA contained in the bill include (1) Revising the definition of the time period during which employees must have 24 hours of rest to "every consecutive seven-day period" (previously "calendar week") and (2) requiring that employees who work at least 4.5 continuous hours past the 7.5-hour rest period requirement be provided an additional 20 minutes of rest.

Other necessary revisions/additions to the policy are per attorney advice to (1) clarify expectations for exempt and non-exempt staff and (2) mirror some aspects of the Facilities Workers' collective bargaining agreement.

**Commented [2]:** Old policy deleted in favor of updated policy language.

**Deleted:** Scheduled hours in a regular work week shall be 40 hours for full time employees.<sup>¶</sup> All direct public service employees will be scheduled to work some evening, Saturday, and Sunday hours. Non-direct public service employees may occasionally be scheduled to work such hours as well.<sup>¶</sup> It is implicit in the nature of supervisory and professional positions that time beyond the regular work schedule must be spent on job-related responsibilities. If an unusual amount of extra work has been required, compensatory time off may be taken within a month of the time in which the extra time was worked, with the approval of the Executive Director or the Assistant Directors.<sup>¶</sup> Employees who work a full work day may take two rest periods during the day as schedules and work requirements permit. Each rest period is limited to 15 minutes.<sup>¶</sup> Part-time employees working less than a full work day may take one 15 minute rest period during each four hour work period, as work requirements permit.<sup>¶</sup> There will be no compensation for missed rest periods, and they may not be used for leaving early or for extended lunch/dinner periods.<sup>¶</sup> Employees who work at least 7.5 hours in a day receive an unpaid meal break of at least 20 minutes no more than 5 hours after the start of the work day.

# Card Registration Policy

A library card will be issued to an individual (18 years or older) who:

- Shows satisfactory proof of identity;
- Shows satisfactory proof of Oak Park residency;
- Is in good standing at all area libraries;
- Accepts responsibility for all items checked out on the card and for any charges for overdue, damaged or never returned items.

A library card will be issued to a child (under 18 years) when:

A parent or legal guardian who shows satisfactory proof of identity and Oak Park residency accepts responsibility for the child's selection of library items and for any charges for overdue, damaged or never returned items.

OR

The identity of the child, Oak Park residency, and address are verified by other adults such as school staff, foster parents, or group home managers, and an authorized adult assumes responsibility for the child's selection of library items and for any charges for overdue, damaged or never returned items.

AND

There are no outstanding items previously checked out by the child or parent/legal guardian on the parent/legal guardian's library card.

## Card Registration Policy

A library card will be issued to an individual (18 years or older) who:

- Shows satisfactory proof of identity;
- Shows satisfactory proof of Oak Park residency;
- Has no outstanding **delinquency** at any library; and
- **Accepts responsibility for all items checked out on the card and for any charges for overdue, damaged, or lost items.**

A library card will be issued to a child (under 18 years) when:

A parent or legal guardian who shows satisfactory proof of identity and Oak Park residency accepts responsibility for the child's selection of library items and for any charges for overdue, damaged, or lost items.

OR

The identity of the child, Oak Park residency, and address are verified by other adults such as school staff, foster parents, or group home managers, and an authorized adult assumes responsibility for the child's selection of library items and for **any charges for overdue, damaged, or lost items.**

AND

There is no outstanding delinquency for items previously checked out by the child or parent/legal guardian on the parent/legal guardian's library card.

**Commented [1]:** Replace with "charges"

**Commented [2]:** Change language to "Accepts responsibility for all items checked out on the card and for any charges for overdue, damaged or never-returned items"

**Commented [3]:** \_Marked as resolved\_

**Commented [4]:** \_Re-opened\_  
I'm forgetting why we went with overdue, but I'm thinking we could reword. Maybe something like "Accepts responsibility for all items checked out on the card. The library is fine free, but there may be charges for damaged items, lost items, or overdue items from another library. If we like this wording we could use in other areas."

**Commented [5]:** I like this wording, it make it a little clearer where the fees could accrue from.

**Commented [6]:** Yes, this has been a source of confusion for the public.

**Commented [7]:** Change language to "Accepts responsibility for all items checked out on the card and for any charges for overdue, damaged or never-returned items"

**Commented [8]:** Change language to "any charges for overdue, damaged or never-returned items"

# Eligibility for Full Member Benefits Policy

The following are eligible for an Oak Park Public Library library card and full service benefits:

1. Residents of Oak Park who hold current Oak Park Public Library cards.
2. Non-residents who pay Oak Park property taxes who have been issued Oak Park Public Library cards in accordance with provisions of Illinois law.
3. Officers of Oak Park businesses who have been issued Oak Park Public Library cards in accordance with Illinois law.
4. Non-residents of Oak Park who have purchased library cards at the annual fee set by the Oak Park Public Library Board of Trustees.
5. Non-resident teachers, teaching assistants or care providers who are employed by any school or daycare in Oak Park.
6. Short-term residents of Oak Park who have been issued temporary courtesy cards.
7. Employees of the Oak Park Public Library who have been issued staff library cards.



## Eligibility for Full Member Benefits Policy

The following are eligible for an Oak Park Public Library library card and full service benefits:

1. Residents of Oak Park who hold current Oak Park Public Library cards.
2. Non-residents who pay Oak Park property taxes who have been issued Oak Park Public Library cards in accordance with provisions of Illinois law.
3. Officers of Oak Park businesses who have been issued Oak Park Public Library cards in accordance with Illinois law.
4. Non-residents of Oak Park who have purchased library cards at the annual fee set by the Oak Park Public Library Board of Trustees.
5. Non-resident teachers who are employed by District 97 and District 200.
6. Short-term residents of Oak Park who have been issued temporary courtesy cards.

7. Employees of the Oak Park Public Library

**Commented [1]:** Integrate as a subsection of the Library Membership policy?

**Commented [2]:** Non-resident teachers, teaching assistants or care providers who are employed by any school or daycare in Oak Park.

**Deleted:** who have been issued staff library cards.

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# Library Programs Policy

*Library Board approved July 16, 2002.*

*This related resolution was approved by the Board on October 6, 2022.*

Library-sponsored programs, including, but not limited to speeches, community forums, discussion groups, demonstrations, displays, storytimes, and live or media presentations are planned and implemented to support the mission of the Oak Park Public Library by providing users with additional opportunities for information, education, culture, and recreation directed toward the interests and informational needs of all members of the Oak Park community.

Library sponsorship of a program does not constitute an endorsement of the content of the program or of the views expressed by the participants.

Programs sponsored by the Oak Park Public Library are generally offered free of charge and are open to all interested persons.

In planning and carrying out its sponsored programs, the Library aspires to meet the standards set forth in the Library Bill of Rights. The Library also recognizes that the resources available for the sponsorship of programs are limited and the selection, planning and implementation of library-sponsored programs ultimately rest in the discretion of the Library's professional staff and the Board of Library Trustees.

The Executive Director may choose to have the Library participate in cooperative or joint programs with other agencies, organizations, institutions, or individuals as part of its own effort to address information needs and to facilitate information access in the Oak Park community.

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The Executive Director or the Assistant Director may choose to have the Library participate in cooperative or joint programs with other agencies, organizations, institutions, or individuals as part of its own effort to address information needs and to facilitate information access in the Oak Park community.

Commented [1]: Delete "or Assistant Director"

Commented [2]: \_Marked as resolved\_

Commented [3]: \_Re-opened\_

# Lost or Stolen Library Cards Policy

A library card is a form of credit card. Lost or stolen library cards must be reported immediately to library staff. The reported library card will be deactivated. The patron who has NOT reported their library card lost or stolen will be responsible for all items checked out on the card and payment of all related charges as listed in the Borrowing of Library Items policy.

## Lost or Stolen Library Cards Policy

A library card is a form of credit card. Lost or stolen library cards must be reported immediately to [Circulation Services](#). The reported library card will be deactivated. The patron who has NOT reported their library card lost or stolen will be responsible for all items checked out on the card and payment of all related charges as listed in the [User Service Charges and Fines policy](#).

**Commented [1]:** Integrate as a subsection of the Library Membership policy?

**Commented [MOU2R1]:**

**Commented [3]:** Change to 'Patron Services'

**Commented [4]:** Consider replacing with library staff.

**Commented [5]:** Change to 'Borrowing of Library Items Policy'



Main Library  
834 Lake St.  
Oak Park, IL 60301  
p 708.383.8200  
f 708.697.6917

Dole Branch Library  
255 Augusta St.  
Oak Park, IL 60302  
p 708.386.9032  
f 708.386.0023

Maze Branch Library  
834 Gunderson Ave.  
Oak Park, IL 60304  
p 708.386.4751  
f 708.445.2385

**February 28, 2023**

**RESOLUTION TO NAME AUTHORIZED BANK SIGNERS AND PRINCIPAL FOR ILLINOIS FUNDS INVESTMENT ACCOUNT**

At a meeting of the Board of Library Trustees of the Oak Park Public Library, at which a quorum was present and voting, or by other duly authorized action in lieu of a meeting, the following resolutions were adopted:

WHEREAS, personnel changes have occurred, now, therefore be it

RESOLVED, that the Oak Park Public Library names the following person(s) as authorized signers for banking operations of the Oak Park Public Library:

MATTHEW FRUTH - Library Board of Trustees - President

VIRGINIA BLOOM - Library Board of Trustees - Finance Officer

JOSLYN BOWLING DIXON - Executive Director

JEREMY ANDRYKOWSKI - Director of Finance

RESOLVED FURTHER, that the following named person shall be listed as a Principal Authority for the Illinois Funds investments accounts.

JOSLYN BOWLING DIXON - Executive Director

RESOLVED FURTHER, that all other names be removed as authorized signers for banking operations and Principal Authority for the Illinois Funds investment accounts.

**RESOLUTION AND AUTHORIZATION  
CERTIFICATE**

- I am the duly elected and authorized Board President of the Oak Park Public Library and that I have the authority to make the certifications contained herein; I, the undersigned, (the "Certifying Official") hereby certify that:

*To empower every voice in our community*



Main Library  
834 Lake St.  
Oak Park, IL 60301  
p 708.383.8200  
f 708.697.6917

Dole Branch Library  
255 Augusta St.  
Oak Park, IL 60302  
p 708.386.9032  
f 708.386.0023

Maze Branch Library  
834 Gunderson Ave.  
Oak Park, IL 60304  
p 708.386.4751  
f 708.445.2385

- The foregoing is a complete and correct copy of the resolutions duly adopted and recorded as a part of the minutes of said meeting and that they affirmatively appear in and as a part of said minutes - If applicable, there is no provision in the organizational document(s) of the Oak Park Public Library restricting the power of the Board of Library Trustees from passing said resolutions, and that the same are in conformity with the provisions of said organizational documents; and - the specimen signatures appearing below are the true signatures of the persons named herein.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Organization (if applicable) on this day, February 28, 2023.

**Matthew Fruth**

**President, Board of Library Trustees**

Signature: \_\_\_\_\_

**Madhurima Chakraborty**

**Secretary, Board of Library Trustees**

Signature: \_\_\_\_\_

*To empower every voice in our community*

## **DRAFT** Resolution Naming the Village of Oak Park a Book Sanctuary

### *Whereas...*

There is a nationwide campaign to censor books that's unprecedented in modern times. Books that are mind-opening, perspective changing, empathy-inducing, self-affirming, and told by diverse voices are being challenged, banned, and even burned;

### *Whereas...*

The freedom to read needs to be protected now more than ever. This moment in time has the potential to change the course of literary history for the better or for the worst;

### *Whereas...*

Chicago, a sanctuary city, has established the nation's first Book Sanctuary through all branches of the Chicago Public Library and is encouraging all its neighbors, readers and supporters of individual freedoms to do the same;

### *Whereas...*

The Village of Oak Park, a Chicago neighbor and also a sanctuary city and protector of individual freedoms, shares these same values with its Village residents and public library;

### *Whereas...*

The Oak Park Public Library—and Library Board through [support of library staff, collections, and programming](#)—hold an ongoing commitment to the [freedom to read](#), a [collection strategy statement](#) and are [staunch supporters of democracy](#);

### *Let it be resolved...*

1. The Village of Oak Park in civic partnership with the Oak Park Public Library be formally established as a **Book Sanctuary Village**, a place where everyone can:
  - Collect and protect endangered books,
  - Make endangered books accessible to others,
  - Host book talks, storytimes, and other events about banned and challenged books,
  - Educate others on the history of book banning and burning.
2. The Village and the Library advance and support this read-sistance in the community by together formally committing to this initiative and to rallying



community members to host actions to support this cause, including but not limited to:

- Host and join in-person or virtual banned book clubs to encourage critical discussion of censored stories. Start with BIPOC and LGBTQ stories that are most often challenged.
- Lend banned books to your friends and neighbors.
- Use local little free libraries as book sanctuaries, adding banned books as a way to support our freedom to read.
- Facilitate a book drive for banned and challenged books and donate books to the local community centers, including the Friends of the Oak Park Public Library, to distribute them in little libraries around your area.
- Hold storytime with inclusive characters and subjects that reflect the diversity of our world.
- Amplify individual voices on social media with #TheBookSanctuary.