

OAK PARK PUBLIC LIBRARY
BOARD OF LIBRARY TRUSTEES | REGULAR MEETING
834 Lake St., Oak Park, IL 60301 | Second Floor Veterans Room
Tuesday, May 23, 2023 – 6:30pm
Meeting to be held in person and via Zoom ([click here for Zoom link](#))

AGENDA, Page 1 of 2

1. Call to Order and Roll Call

2. Report of the Board Nominating Committee (Madhurima Chakraborty, Committee Chair)

3. Election of Board Officers

- a. President (Action)
- b. Vice President (Action)
- c. Secretary (Action)
- d. Finance Officer (Action)

4. Approval of Minutes

- a. April 25, 2023 Regular Meeting (Action)

5. Public Comments

Please read the "[Public Comment at Board Meetings Policy](#)." 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 (joslynd@oppl.org) and to the Library Board President Matthew Fruth (m.fruth@oppl.org) sent by 4:30 pm on the date of the meeting;
- As a submission through [this Public Comment Form](#) sent by 4:30 pm on the date of the meeting.

6. Trustee Comments and Calendar

- a. Sunday, June 4: [A Day in Our Village](#), elected officials brunch (Scoville Park, Main Library)
- b. Sunday, June 18: Juneteenth parade (with Friends of the Oak Park Public Library)
- c. Tuesday, June 20: Village Board Meeting Book Sanctuary Presentation
- d. Future Farmers Market visit & [Doodle Poll](#)

7. Executive Director Report

8. Staff Reports

- a. Strategic Priorities Report
- b. Library Core Use Statistics
- c. Additions and Terminations Report
- d. Staff Changes Report

9. Financial Reports

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

10. Additional Reports

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

AGENDA, Page 2 of 2

11. Unfinished Business

- a. Approve closed meeting minutes (if applicable) (Action)
- b. Compensation legislation (Discussion)
- c. Holidays and Scheduled Building Closing Policy
i. Survey-DRAFT (Discussion)

12. New Business

- a. Policy Review (Action)

13. Adjournment

**OAK PARK PUBLIC LIBRARY
834 LAKE STREET
OAK PARK, ILLINOIS**

**MINUTES OF THE BOARD OF TRUSTEES MEETING
VIA ZOOM AND IN PERSON
APRIL 25, 2023, 6:30 P.M.**

BOARD MEMBERS:

Matthew Fruth	President
Theodore Foss	Vice-President
Madhurima Chakraborty	Secretary
Virginia Bloom	Finance Officer
Kristina Rogers	Board Liaison
Maya L. Ganguly	Trustee
Susanne Fairfax	Trustee

GUESTS:

Joslyn Bowing Dixon	Executive Director
Marcin Terlik	Manager of Technology

Minutes prepared by Robert DiBartolomeo of Minutes Solutions Inc. from a video recording.

1. INSTALLATION OF NEWLY ELECTED TRUSTEES/OATHS OF OFFICE

Matthew Fruth welcomed the newly appointed trustees.

2. CALL TO ORDER

The meeting was called to order at 6:35 p.m.

3. APPROVAL OF THE MINUTES

On a motion made by Madhurima Chakraborty, seconded by Matthew Fruth, it was resolved to approve the minutes of the March 28, 2023, Board of Library Trustees meeting. Two trustees abstained. Motion carried.

4. PUBLIC COMMENTS

Rory O'Neil asked about Alpha Building Services invoices and work he believes was not completed. O'Neil also asked for additional time to speak if there are technical difficulties recording the meeting.

Matthew Fruth read a public comment delivered via e-mail from Peggy Conlin Madigan inquiring about a trustee's obligations to reply to questions e-mailed to them.

5. TRUSTEE COMMENTS AND CALENDAR

- a. **Creative Studio Ribbon Cutting:** Matthew Fruth confirmed that the ribbon cutting is scheduled for April 27, 2023, from 4:30 to 5:00 p.m. on the third floor of the main library.
- b. **A Day in Our Village:** Matthew Fruth reported that A Day in Our Village is scheduled for June 4, 2023, from 11:00 a.m. to 4:00 p.m. at Scoville Park.
- c. **Oak Park Elected Officials Brunch:** Matthew Fruth reported that the brunch is scheduled for June 4, 2023, from 9:30 to 10:30 a.m. at the main library.
- d. **Oak Park Parades:** Matthew Fruth reported that the Juneteenth parade is scheduled for June 18, 2023, and the Independence Day parade is scheduled for July 4, 2023.
- e. **Board Retreat:** Matthew Fruth reported that a Board retreat is being planned to discuss strategic planning. Potential dates will be presented to the Board soon.

6. **EXECUTIVE DIRECTOR REPORT**

Joslyn Bowling Dixon reviewed the executive director report and social services and public safety report included in the meeting package.

It was clarified that the line “4 patrons received homelessness” in the social services and public safety report refers to four patrons who were connected to assistance services and received shelter. Individuals who receive multiple services are not duplicated in the statistics. The primary service the individual receives is the one that reports the individual in their numbers.

Matthew Fruth reported that he has offered the Oak Park Library as the venue for the signing of the state bill related to book banning and future state funding.

Joslyn Bowling Dixon reported that the Ramadan display has been installed in the Idea Box.

A drag story time event was hosted on March 18, 2023.

Joslyn Bowling Dixon reported that 12 library staff attended the Joint Libraries of Color Conference.

Joslyn Bowling Dixon reported that the meeting rooms are being used more by non-profit organizations.

A full-time environmental programming specialist was hired.

7. **STAFF REPORTS**

- a. **Strategic Priorities Report:** Marcin Terlik reviewed the strategic priorities report, highlighting the following:
 - Technology was introduced to identify from which floor a 911 call is made within the library to assist with accelerating emergency responder arrival time.
 - New computers were installed on the second floor to keep library technology as updated as possible.
 - A campaign has been introduced to staff to combat phishing e-mails.
- b. **Library Core Use Statistics:** The core use statistics were included in the meeting package.

- c. **Additions and Terminations Report:** The additions and terminations report was included in the meeting package.

- d. **Staff Changes Report:** The staff changes report was included in the meeting package.

8. **FINANCIAL REPORT SUMMARY**

- a. **March 2023 Financial Reports:** The Board reviewed the unaudited financial statements for the period ending March 31, 2023.

- b. **March 2023 Resolutions on Disbursements:**

Motion to approve made by Kristina Rogers, seconded by Virginia Bloom. All vote: yes.

9. **ADDITIONAL REPORTS**

- a. **Intergovernmental Committee:** Susanne Fairfax reported that the Committee will be hosting a session regarding social media and its use by elected officials.

- b. **Council of Governments:** There was no report since the group did not meet.

- c. **PlanIt Green:** Theodore Foss reported that the library can be used as a conduit to share information to help individuals learn about available opportunities.

- d. **Friends of the Oak Park Public Library:** Joslyn Bowing Dixon reported Friends of the Oak Park Public library will begin collecting donated items to sell at this year's book fair at the Main Library only beginning on June 1, 2023.

10. **UNFINISHED BUSINESS**

- a. **Closed Meeting Minutes:** There were no closed meeting minutes to review.

- b. **Holidays and Scheduled Building Closing Policy:** The Board reviewed staff comments regarding holiday closures included in the meeting package and asked for a staff survey to get more quantifiable data on the topic. Virginia Bloom suggested revisiting this topic as part of the strategic planning session.

- c. **Review of Public Comment Policy:** Matthew Fruth said that state law dictates public comment.

Madhurima Chakraborty proposed that the Board develop a way to further acknowledge public comments when they occur.

Virginia Bloom noted that there is a policy stating that the Board will not respond to public comment immediately and suggested reading that at future meetings.

- d. **Legislation for Childcare Stipend:** There were no updates to report.

11. NEW BUSINESS

- a. Nominating Committee:** Matthew Fruth said a Trustee Nominating Committee should form and meet in May, 2023, to put forth a recommendation for officers that will include Board President, Vice President, Secretary, and Finance Officer. Madhurima Chakraborty agreed to chair the committee.

b. Creative Studio Policy:

On a motion duly made, it was resolved to approve the Creative Studio policy as amended. Motion carried.

Trustees reviewed the new creative studio policy.

Virginia Bloom suggested reviewing the creative studio policy again within six months to allow for enough time to collect data regarding its implementation.

c. A Library for Everyone:

On a motion duly made, it was resolved to approve the A Library for Everyone document as amended. Motion carried.

d. Photography and Video Policy:

On a motion duly made, it was resolved to approve the photography and video policy as amended. Motion carried.

e. Borrowing of Library Items Policy:

On a motion duly made, it was resolved to approve the borrowing of library items policy as amended. Motion carried.

f. Interlibrary Loans Policy:

On a motion duly made, it was resolved to approve the interlibrary loans policy as amended. Motion carried.

g. Reciprocal Borrowing Policy:

On a motion duly made, it was resolved to approve the reciprocal borrowing policy as amended. Motion carried.

h. Resolution to Approve Distribution from the Oak Park Public Library Capital Endowment Fund:

On a motion duly made, with a unanimous vote in favor, it was resolved to approve the Resolution to approve distribution from the Oak Park Public Library Capital Endowment Fund.

THEREFORE, BE IT RESOLVED, that the Oak Park Public Library, by majority vote of the Board of Library Trustees at the April 25, 2023, Board meeting, approve and request additional distribution of funds from the Oak Park Public Library Capital Fund, advised by the Oak Park-River Forest Community Foundation (OPRFCF), to procure an electric-powered book bike, including shipping and incidentals needed to place the vehicle into full operation, with costs not to exceed \$7,000.

RESOLVED FURTHER, that once this resolution is adopted by the Board of Library Trustees, the library administration may proceed with the procurement of the electric-powered book bike with confirmation of distribution from the OPRFCF, and once costs are finalized the library administration will submit total costs to the OPRFCF for prompt distribution of funds. Motion carried.

12. ADJOURNMENT

On a motion duly made, it was agreed that there being no further business to discuss, the meeting be adjourned at 9:19 p.m.

Executive Director's Report

May 2023

April 2023

4/13 Ernest Hemingway Foundation Meeting

4/14 An Overview of the Decennial Committee on Local Government Efficiency Act Attended this webinar along with the Director of Finance, Jeremy Andrykowski, to learn if the library was required to assemble a Decennial Committee. Because we are not an independent taxing body, the answer for libraries of our type as interpreted by the law firm of Ansel Glick is that we are not required to do so. We had been looking for guidance, so this webinar was helpful.

4/17 Community Listening Sessions Kickoff @ Main Implemented a series of Listening Sessions to connect with the community in person and to gather feedback on Older Adult (60+) Services, Spaces, and Programs as we plan for future library-wide first steps. Listening Sessions are pop-up focus groups in real time of current active library users. The sessions also provided me an opportunity to collaborate and work with staff that I would otherwise not have the opportunity to engage, which I enjoyed and also found valuable. Sessions will continue into May and June, and have been positively featured on social media and in the local press:

- <https://www.oakpark.com/2023/03/28/listening-sessions-for-everyone/>
- https://www.facebook.com/oakparkpubliclibrary/photos/a.10150698493676506/10160556098511506/?type=3&paipv=0&eav=AfYaVE0TLFUGHrAX48rcPuNhKqMXdWAw7fLDoxUUDr_P4q0H72ey3gcyx3P2YRvqnrw&_rdr
- <https://patch.com/illinois/oakpark/election-guide-abestos-abatement-library-listening-sessions>

4/18 Snack Machine Vending With Director of Facilities, Matt Bartodziej, interviewed potential vendors for vending machine upgrades and replacements, including in the Main Library Lobby Community Space.

4/18 Director's Call for Urban Library Council (ULC) & Walmart grant for at-risk teens Debrief with Manager of Middle & High School Services, Latonia Jackson and Michelle Hamiel, Director of Racial Equity and Community Impact at ULC, of work in progress to develop programming and resources for teens at risk for incarceration.

4/21 Chamber of Commerce-Ribbon Cutting @ Smoothie King Attended with John Gargiulo, Supervising Librarian of Creative Technology in Technology Services and Jodi Kolo, Director of Communications, which provided a sense of how to shape our own ribbon cutting for the Creative Studio.

4/24-4/28 National Library Week (NLW) Each day featured a unique/fun way to actively thank our staff for all they do:

- Monday, Therapy Dogs, Noon-1PM
- Tuesday, Taco Bar, Noon-2PM
- Wednesday, Sound Bath, 11AM-Noon
- Thursday, Ice Cream Social, 1-2 PM

[Photos from the week can be seen in this Google Photos album.](#) Special thank you to our Well-Being Committee, led by Billy Treece, Director of Human Resources, for coordinating our week-long celebration!

Well-Being Committee

Ashley Boyer, Digital Engagement Coordinator
Ginger Slade, Materials Handling Supervisor
Jenny Jackson, Community Engagement Coordinator
Joel Javier, Adult Services Specialist
Katie Eggersdorf, Bibliographic Services Assistant
Michelle Springer, Patron Services Supervisor
Nora Sanchez, Latine Language & Culture Librarian
Rose Barnes, Health & Senior Services Librarian
Tatiana Swancy, Restorative Practices Coordinator
Zaria Baker, Children's Services Assistant

4/27 Chamber of Commerce Creative Studio Ribbon Cutting Coordinated by Jodi Kolo, Director of Communications and the Communication team, with the Supervising Librarian of Creative Technology John Gargiulo and Amy Hofmockel, after seven plus months of planning and preparing, we opened the Creative Studio on the third floor at the Main Library. Find links to all the studio details at oppl.org/creative-studio

Special thank you to the library staff who were key to getting us to the finish line of a ribbon cutting and opening to the public during National Library Week:

Eileen Saam, Children's Digital Learning Librarian
Jericho Savage, Creative Technology Specialist
Kay Slater, Creative Technology Specialist
Marcin Terlik, Director of Technology
Elizabeth Marszalik, Director of Facilities and Technology (retired)
Tatiana Swancy, Restorative Practices Coordinator
Megha Bamola, Library Specialist
Nora Sanchez, Latinx Language & Culture Librarian
Rebecca Lang, Graphic Designer
Ashley Boyer, Digital Engagement Coordinator
Rocco Russell, Facilities Worker



Social Services and Public Safety Report

April 2023

Submitted by Rob Simmons

Director of Social Services and Public Safety

Patron Engagement

There were 24 patrons that received social-service related support and advocacy. These cases involved advocacy in the following areas:

Number of cases & Type of advocacy/support

- 3 patrons received: Affordable housing
- 3 patrons received: Employment assistance
- 4 patrons received: Financial assistance
- 5 patrons received: Homelessness (short-term housing)
- 4 patrons received: Mental health (assessments and short-term therapy)
- 5 patrons received: Public Assistance

24 patrons served

Respectfully submitted,

Joslyn Bowling Dixon

Joslyn Bowling Dixon

Library Strategic Priorities Report

May 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 two Anti-Racism goals and two ELS objectives:

- **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.
- **External Practices, Institutional Racism:** Attract and retain more black, Indigenous, and people of color (BIPOC) staff at the managerial and leadership levels.
 - **Related ELS Strategic Plan Objective — Engagement Objective #4:** We attract and retain a library staff that reflects the diversity of our community.

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

- **Engagement Objective #1:** We focus on inclusive engagement and service to diverse community groups.
- **Learning Objective #2:** We provide broad, effective, and equitable access to resources.
- **Stewardship Objective #2:** We provide broad, effective, and equitable access to resources.

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 April 18 through May 20, the Main Library Art Gallery featured an exhibition of the work of [Hasani Cannon](#) — a born-and-raised Oak Parker who has been developing his artistic skills since the age of five. In his work, Hasani is generally interested in the African diaspora, especially the visual iconography and its evolution over time. He is a mixed media artist, using colored pencils, permanent markers, recyclables, and fabric in his pieces. Hasani is also a dancer and a drummer, performing with the Chicago-based dance company Najwa Dance Corp and the Chicago band Family Junket. In the evening on April 26, community members had the opportunity to meet the exhibit artist during a reception held in the Art Gallery.

In honor of [Arab American Heritage Month](#), the library hosted a Saturday afternoon workshop on April 8, led by Oak Park community member, frequent library collaborator, and founder of [Being Different](#), Dima Ali. (As shared in last month's Strategic Priorities Report, Dima also partnered with the library to present the "Ramadan Around the World" exhibit hosted in the Main Library's Idea Box March 22-April 28.) Open to community members of all ages, this interactive workshop included an educational presentation, artifacts, show and tell, a showcase of beautiful and colorful dresses from Dima's personal collection, and storytime in Arabic/English.

On April 16, kids and families were invited to a read-aloud and craft hour to celebrate Eid and commemorate the end of Ramadan, a Muslim holiday of great significance. Hosted in the Community Space of the Main Library's lobby, this fun-filled event included a reading by community member Aisha Ahmed of the book *Hannah & the Ramadan Gift* and an exploration of Eid traditions. In total, nearly 40 kids and adults attended this event.

On April 29, the library invited community members to attend Building a Village: 50 Years of Fair Housing in Oak Park. Hosted in the Main Library's Veterans Room, this program allowed attendees to learn about the journey and impact of [The Oak Park Regional Housing Center](#) from its inception in 1972 to today, as well as a forward-looking discussion about strategies for advancing the mission of residential integration, cultural and economic diversity, and new policies and trends in fair and inclusive housing. A total of 30 community members attended this two-hour event.

In addition to the special exhibits and events described above, the library continued to offer multiple recurring programs with an emphasis on equity during the month of April, including our weekly [English language conversation hours](#) (offered virtually the first Saturday and in-person all other Saturdays), monthly [Spanish](#) and [French](#) language conversation hours, monthly [Latine Author Book Café](#), weekly [Supported Storytimes](#), bi-monthly [You, Me, We: Co-Ed Mentoring Program](#), and weekly [Access Granted: Male Mentor Program](#) — all of which have been noted in previous Strategic Priorities Reports.

Disability awareness field trips

In early 2020, Children's Librarian Shelley Harris attended a conference session about [The Nora Project](#), an organization focused on promoting disability inclusion by empowering educators and engaging students and communities. As part of this work, The Nora Project has created curricula for students from pre-school through high school promoting disability understanding and inclusivity. While these resources are designed for schools, Shelley and The Nora Project Founder Lauren Schrero decided that they could be modified for library use very well.

Last fall, Shelley and fellow Children's Librarian Genevieve Grove worked together to develop a class based on The Nora Project's curricula that quickly proved to be a popular field trip option for area schools — reaching all three Irving Elementary 5th grade classrooms and all twelve kindergarten to 4th grade classrooms at Beye Elementary. The field trip, entitled A Community for Everyone: Disability Advocacy and Understanding, used the framework of The Nora Project and added activities and discussions from the learning guide for the excellent book [We Move Together](#) by Kelly Fritsch.

Shelley and Genevieve began each lesson with the definition of a disability (per The Nora Project, "a difference in the way a person completes an everyday task"). They then discussed what those differences might look like, introduced the disability pride flag and its meanings, walked kids through the meaning of and examples of ableism, considered their own identities and disability as an identity, and discussed respectful ways to talk and learn about disabilities. At every step, they centered disabled people and their own words — younger kids analyzed pages from picture books *We Move Together* and *What Happened to You?* (both by disabled creators), and older kids watched short videos with disabled people talking about their experiences. The goal was to help kids (and their adults) see disabilities as neutral differences, understand how society broadly views disabilities, and learn how to make positive change, whether they are disabled or abled.

The response to these field trips was overwhelmingly positive. Kids in every grade were open about their own disabilities and challenges, related what Shelley and Genevieve introduced in the lessons to their personal and familial experiences, asked thoughtful and engaged questions, understood ableism and how well-meant questions and actions could be harmful, and, according to many, had fun learning about (and celebrating!) differences and disabilities.

Attract and retain more black, Indigenous, and people of color (BIPOC) staff at the managerial and leadership levels.

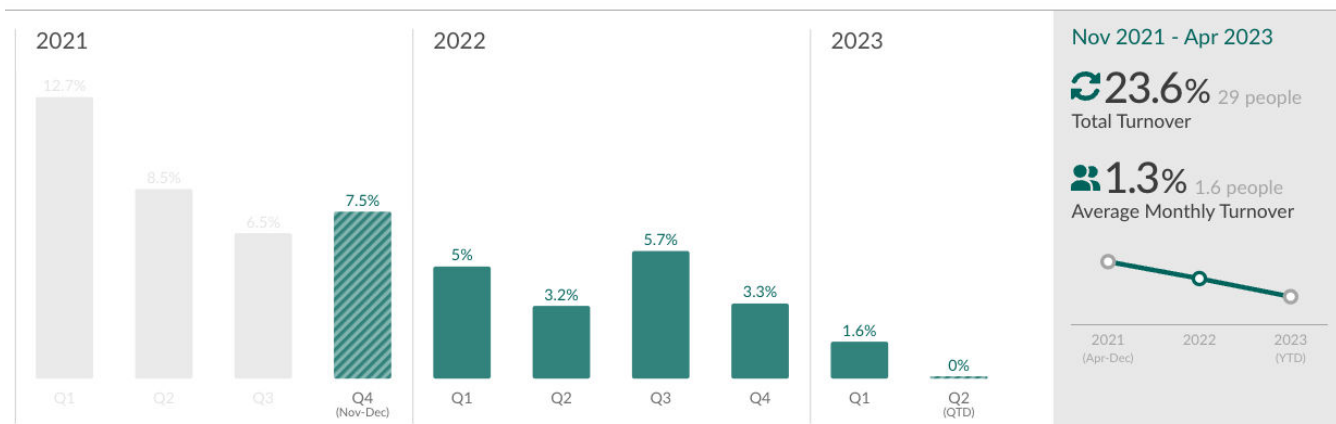
-and-

We attract and retain a library staff that reflects the diversity of our community. [ENGAGEMENT]

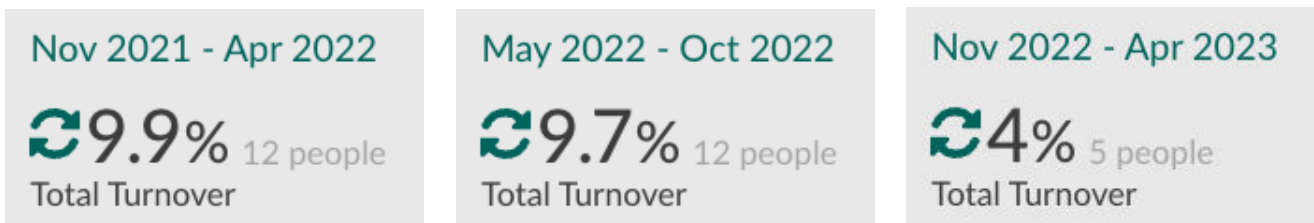
Staff retention & turnover

In previous Strategic Priorities Reports, we have shared our progress in attracting and hiring more BIPOC staff members across all levels of the library, with the goal of better reflecting the diversity of the Oak Park community. Beyond simply attracting and hiring more BIPOC staff members, we are also focused on staff member retention — who is and is not separating from the library and what this turnover data tells us.

As shown in the chart below, full-time and part-time staff turnover has generally decreased in recent quarters and has been trending downward since 2021. This is good news, as it means fewer and fewer regular full-time and part-time staff members leave the library each month.



It is also interesting to zoom in on this data, looking at what happened in six-month increments over the last 1.5 years. As shown below, 12 people left library employment in each of the two six-month periods (November 2021-April 2022 and May 2022-October 2022) before the arrival of the library's new Executive Director in November 2022. Notably, only five people have separated from the library in the last six months from November 2022 to April 2023.



Zooming in further to look at race/ethnicity data, we see that, generally, the race/ethnicity percentages of staff who have separated from the library over the last 1.5 years align with the race/ethnicity profile for library staff overall, with one outlier: Hispanic/Latine. An outsized percentage of staff who identify as Hispanic/Latine have left library employment in the last year and a half when compared to all other categories. Latine Language & Culture Librarian Nora Sanchez is leading an effort to support staff members who identify as Latine/x/a/o and/or Hispanic through a library-supported Latine Affinity Space, as we continue our work to improve retention of a library staff that reflects the diversity of our community.

Race & Ethnicity of Full-Time and Part-Time Separated Staff Members

Period	White	Black	Hispanic/Latine	2+ races	Asian	Total
Nov 2021 - Apr 2022	7 (58%)	2 (17%)	2 (17%)	1 (8%)	0	12 (100%)
May 2022 - Oct 2022	6 (50%)	2 (17%)	4 (33%)	0	0	12 (100%)
Nov 2022 - Apr 2023	2 (40%)	2 (40%)	1 (20%)	0	0	5 (100%)
Total	15 (52%)	6 (21%)	7 (24%)	1 (3%)	0	29 (100%)

Race & Ethnicity of All Staff

Period	White	Black	Hispanic/Latine	2+ races	Asian	Total
As of April 2023	72 (56%)	33 (26%)	14 (11%)	6 (5%)	4 (3%)	129 (100%)

ENGAGEMENT, LEARNING, & STEWARDSHIP

We focus on inclusive engagement and service to diverse community groups.
[ENGAGEMENT]

Serving older adults

As part of the Oak Park Public Library's commitment to equitably serving diverse community groups, we aim to ensure that the library offers services and resources that are not only open to but specifically geared toward our older adult community members. Older adult programming in 2023 has included our Retirement Series ([Can You Afford to Retire?](#) on February 2, [ReThink Retirement](#) on February 22 and March 30), as well as a [Protecting Seniors From Identity Theft & Scams](#) (an interactive information session led by Julianne Rizzo of [Oasis Senior Advisors](#) on March 1) and "[Mastering Senior Life: Surviving & Thriving](#)" with [Joyce K. Porter](#) on March 12. Multiple times throughout the year, we also offer [Medicare Educational Seminars](#) and partner with [Duly Health and Care](#) to offer free blood pressure screenings and question/answer sessions. As described in the [March 2023 Strategic Priorities Report](#), library resources for older adults also includes our popular [Home Delivery](#) services. We are pleased to have increased our engagement with senior/disabled living facilities over the last year, adding more resident, staff, and book discussion accounts to our Home Delivery user community.

Over the last year, we have also been working to improve our communications with older adults to ensure that these community members are aware of the valuable library resources available to them. In particular, we wanted to address low awareness of and attendance at library-led events held during the late morning and/or afternoon hours as well as events focused on health and wellness. In February 2022, the library debuted a new push email created for older adults. Sent monthly to 4,200 cardholders aged 60 years or older (as well as others who choose to subscribe), this email features informative blog posts about library

resources and services authored by Health & Senior Services Librarian Rose Barnes. It also includes a list of library events planned for an older adult audience, like those highlighted above. Since launching, this email campaign has received better-than-average engagement from its audience, with a 53% open rate and a 9.2% click-through rate — an increase over the average open and click-through rates of all eight library push emails combined (48% and 3.1%, respectively).

Based on positive patron responses to the new email and fresh patron feedback (from a group of older adults who meet monthly with the library's Executive Director), we also began producing a monthly "Older Adults (60+)" print calendar, starting in April 2023. Available at all three library spaces, the new 11x17 print piece lists all adult events for that month. Approximately 125 calendars were distributed in April, and as of May 4, 210 calendars had already been distributed this month —the same month the library is recognizing "Celebrating Seniors Week" by hosting the following events:

- [Celebrating Seniors Week: Film Screening: "Amazing Grace"](#)
- [Celebrating Seniors Week: Protecting Seniors From Identity Theft & Scams](#)
- [Celebrating Seniors Week: Older Adult Community Circle](#)
- [Celebrating Seniors Week: Free Blood Pressure Screenings & Q&A](#)

In June, the library expects to distribute 250 calendars in its three physical spaces, as well as mailing ten copies each to 15 local senior-serving organizations who routinely distribute print materials on the library's behalf.

Between April 17 and April 22, we also hosted the first set of our ["A Library for Everyone" Listening Sessions](#), where community members are invited to our library buildings to meet and speak with Executive Director Joslyn Bowling Dixon and other library staff members and provide feedback on different topics. April sessions were specifically focused on feedback about services and events for older adults (60+). A complete summary of all listening sessions — including those in May and June, focused on library building spaces and library events for everyone, respectively — will be provided in a future Strategic Priorities Report.

We prepare people for continuously changing technology. [LEARNING]

Creative Studio ribbon-cutting

On April 27, the Oak Park Public Library and the [Oak Park-River Forest Chamber of Commerce](#) held a ribbon-cutting ceremony to officially celebrate our recently developed [Creative Studio](#). Approximately 50 people attended this event, where they had the chance to explore this re-envisioned space on the Main Library's third floor, check out the variety of resources available (including our new audio booth, media preservation station, and media editing station), see our 3D printers in action and submit a printing request of their own, talk with members of the library's new creative tech team, and register for future one-on-one training sessions to learn how to use the equipment.



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

Library use statistics

As always, detailed quantitative data about the library's core use metrics, which speak to patron access to and use of key resources, can be viewed in the following Google Data Studio: [OPPL Core Use Statistics](#). This Data Studio reflects data for 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).

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 April 2023. New Cardholder Retention, Market Penetration, and NPS are updated on a quarterly basis — in this month's report, this includes data through Q1 2023. For NPS data, the solid black reference line currently denotes the 2021 comparison.

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

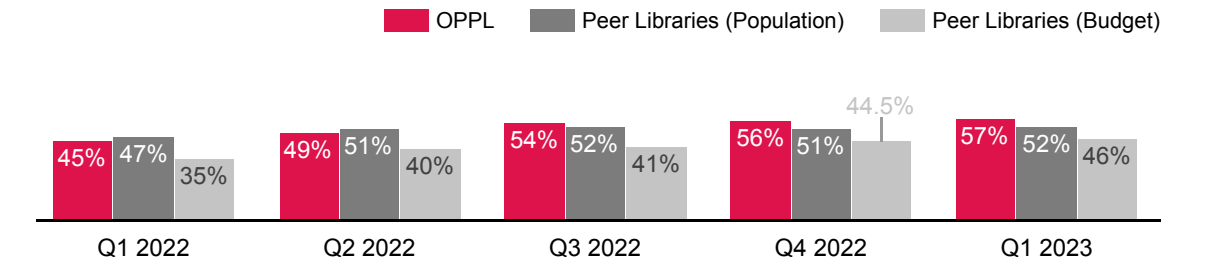
Community satisfaction

In March, the Village of Oak Park released the results of the most recent [National Community Survey \(NCS\)](#), conducted in Fall 2022. Developed and administered in partnership with the experts at the [National Research Center at Polco](#), this survey asks a random sample of Oak Park residents to provide their opinions about ten central facets of the Oak Park community — economy; mobility; community design; utilities; safety; natural environment; parks & recreation; health & wellness; education, arts, & culture; and inclusivity & engagement. Conducted every two years since 2000, this 2022 administration of the survey is the first since 2019, before the COVID-19 pandemic began. After sending to 2,800 randomly selected households, 55 surveys were returned as undeliverable and a total of 505 were completed, for a response rate of 17%.

Among the questions asked of survey participants were two regarding the Oak Park Public Library — one asking the respondents to rate the quality of public library services and another asking them to rate the value of public library services for taxes paid, both on a four-point scale from “poor” to “excellent.” Among surveyed Oak Parkers, 94% rated the quality of library services as excellent (64%) or good (30%), and 81% said that the value of library services for taxes paid was excellent (49%) or good (32%). These promising results are included in our [Community Satisfaction Dashboard](#), which is also displayed on the library website at oppl.org/evaluating-impact. In addition to NCS data, this dashboard also includes recent data from our ongoing Net Promoter Score (NPS) survey and our adult program feedback survey.

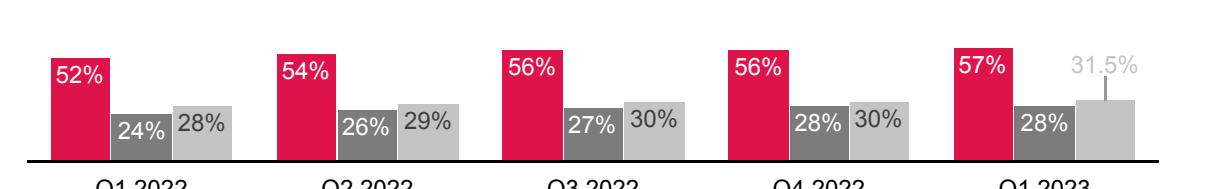
New Cardholder Retention

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



Market Penetration

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

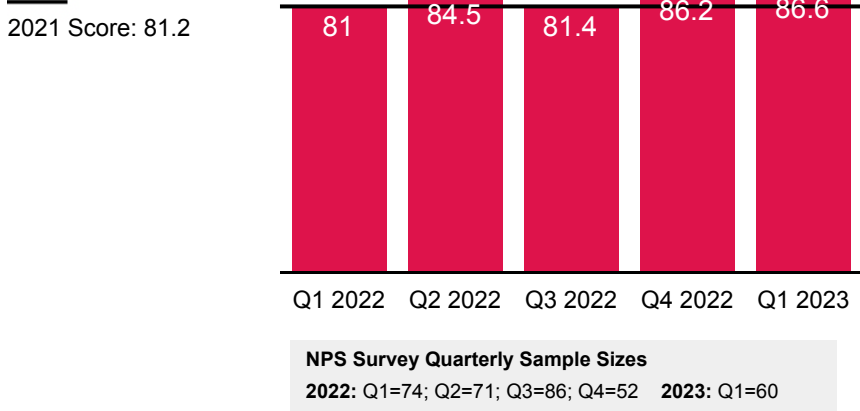


Net Promoter Score

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

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

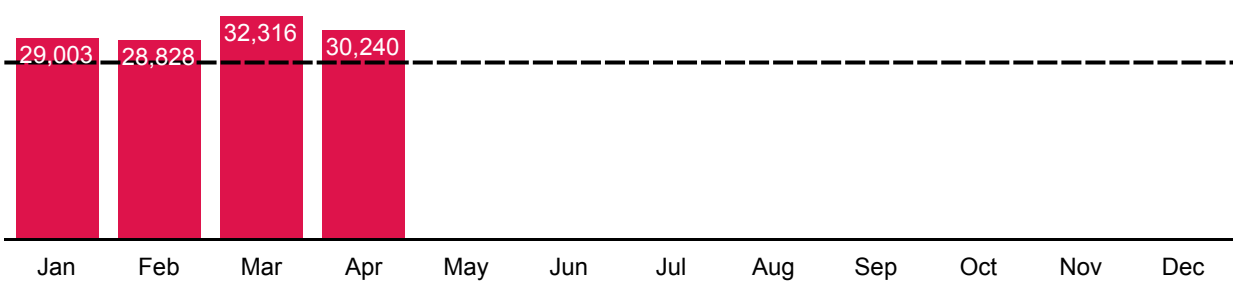
The NPS can range from -100 to 100. For reference, a positive score is Good, above 50 is Excellent, and above 70 is considered World Class.



Building Visits

The number of patron visits to a library building

2022 Average: 25,431

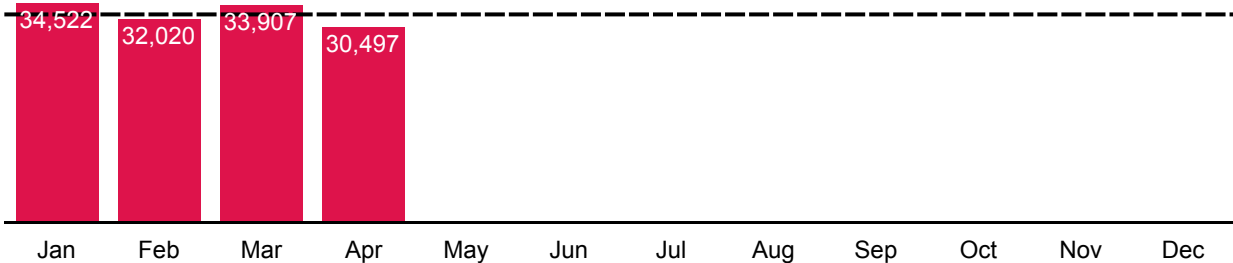


Year-to-Date
120,387

Website Users

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

2022 Average: 32,531

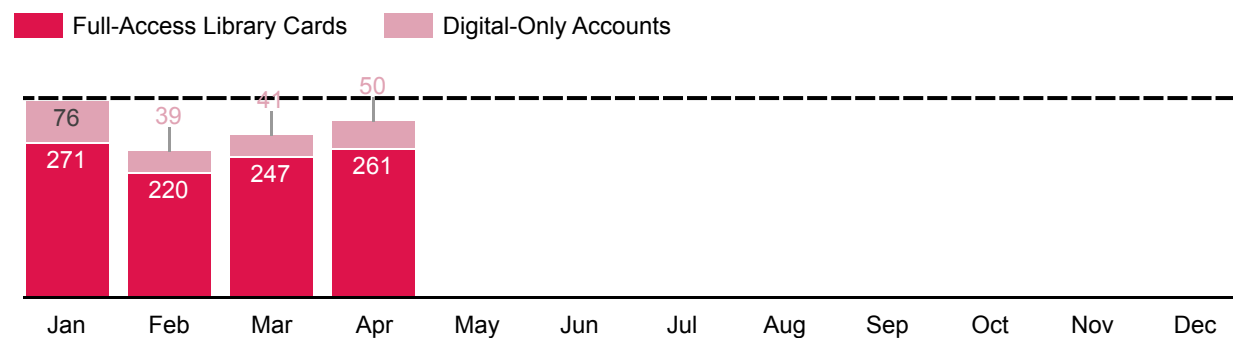


Year-to-Date
130,946

New Users

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

2022 Average: 352



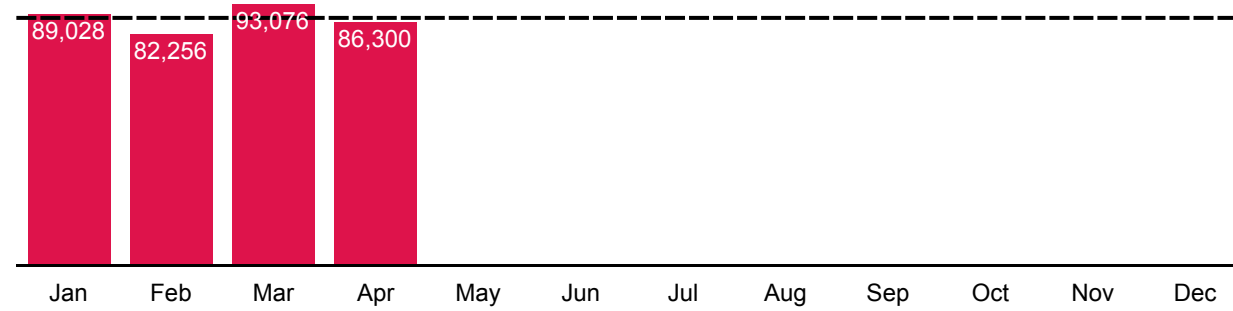
Year-to-Date
1,205

*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.

Physical Materials Use

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

2022 Average: 87,737

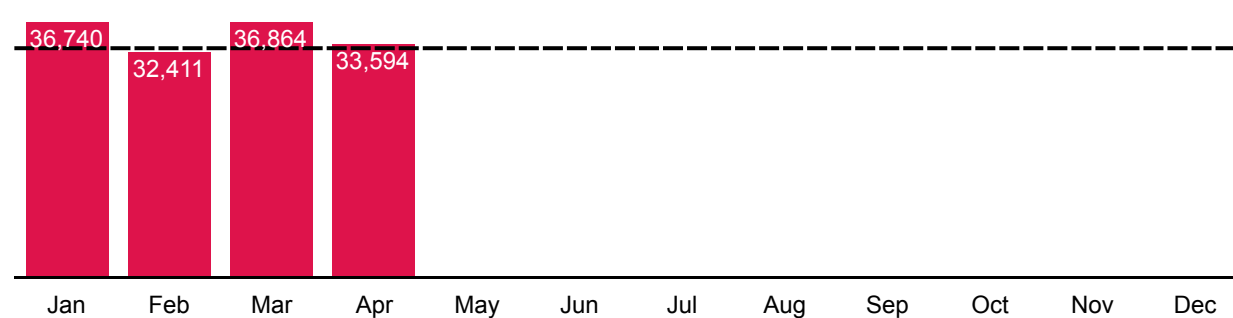


Year-to-Date
350,660

Digital Materials Use

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

2022 Average: 33,017

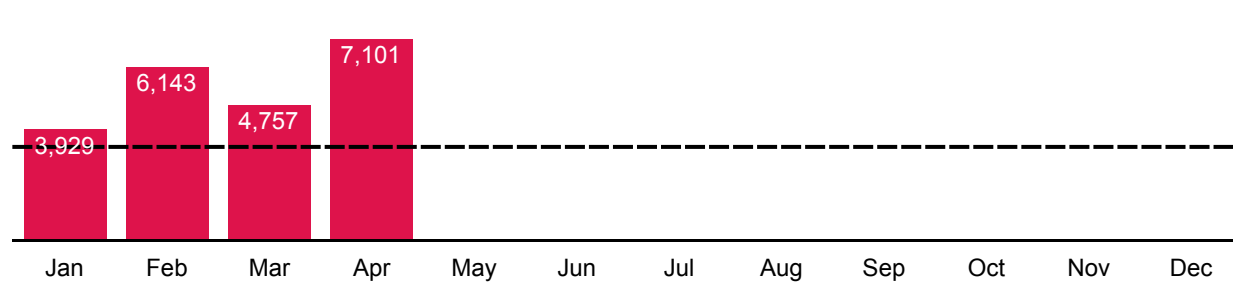


Year-to-Date
139,609

Online Resource Use

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

2022 Average: 3,283

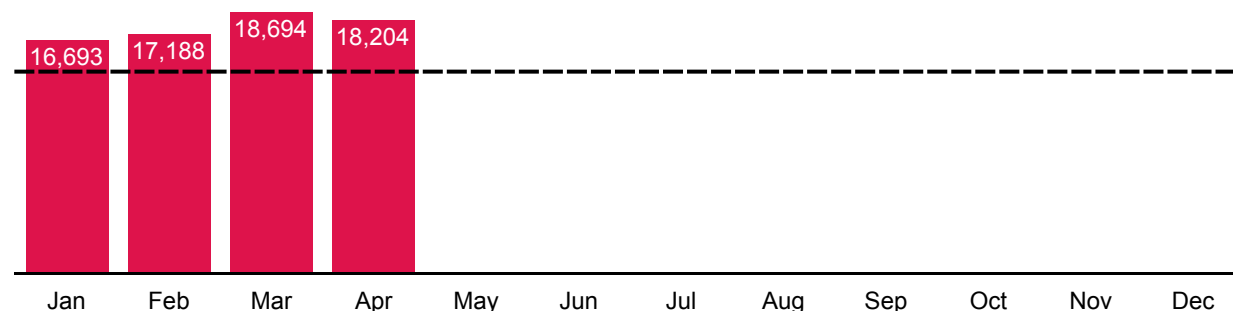


Year-to-Date
21,930

WiFi Use

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

2022 Average: 14,410

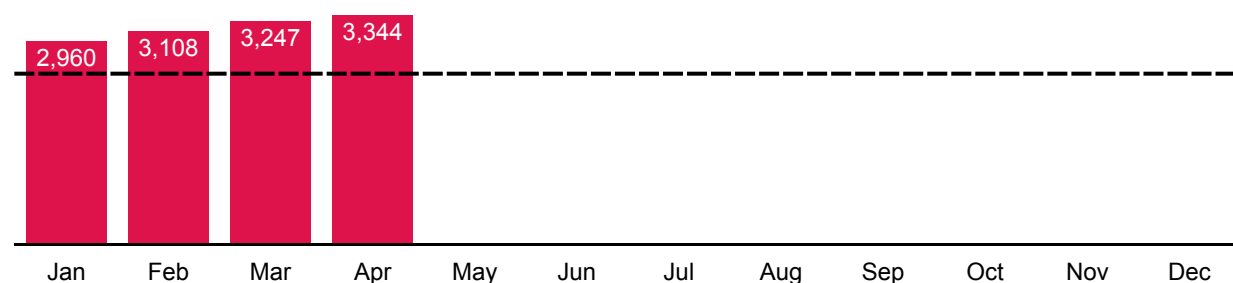


Year-to-Date
70,779

Public Computer Use

The number of PC sessions at an Oak Park library location

2022 Average: 2,479

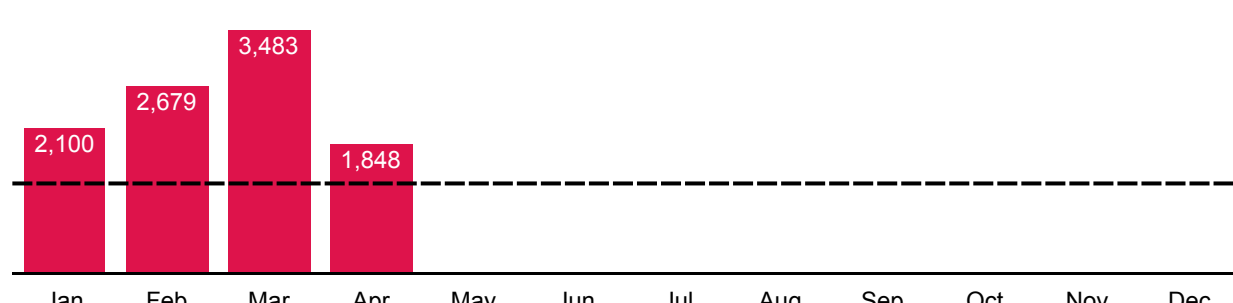


Year-to-Date
12,659

Program Attendance

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

2022 Average: 1,281

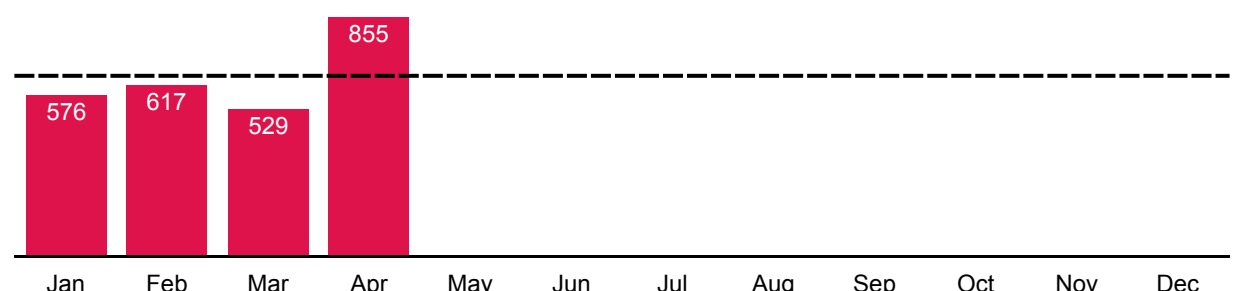


Year-to-Date
10,110

Community Outreach

The estimated interactions from all Outreach and Book Bike events

2022 Average: 645

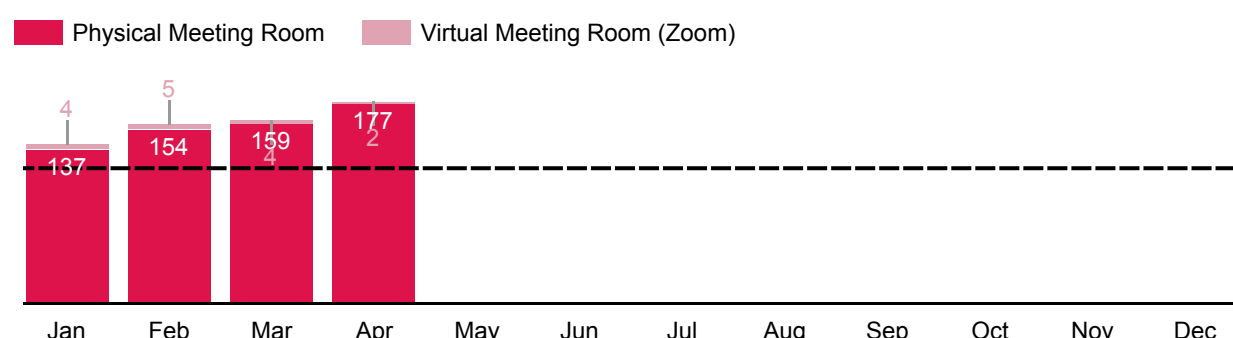


Year-to-Date
2,577

Meeting Room Use

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

2022 Average: 120

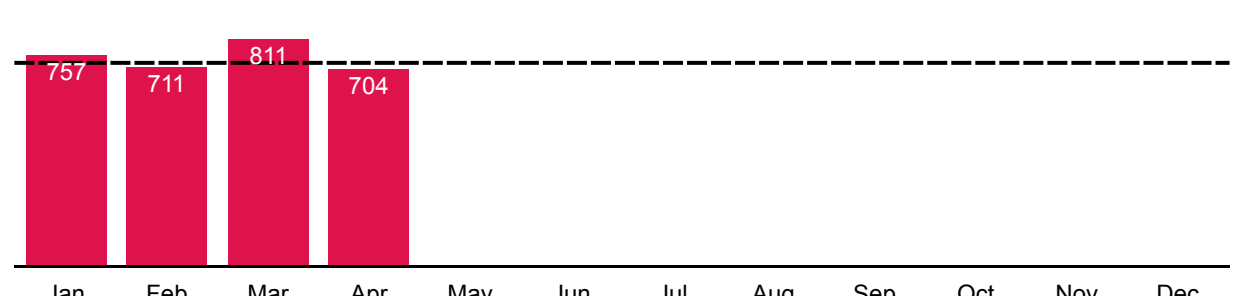


Year-to-Date
642

Study Room Use

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

2022 Average: 726



Year-to-Date
2,983

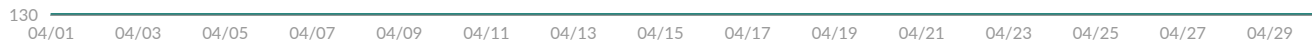
05/09/2023

Additions & Terminations

Dates

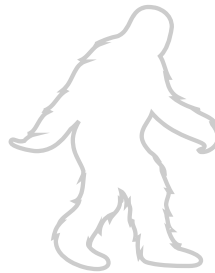
2023-04-01 - 2023-04-30

Employee Head Count



Additions (0)

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

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

Terminations (0)

Name	Employment Status	Department	Division	Location	Job Title	Hire Date	Termination Date ↓
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05/09/2022
Staff Changes



Dates
04/01/2023 - 04/30/2023

Changes (4)

Name	Employment Status	Department	Job Title	Change	Effective Date	Notes
Baranowicz, Rafal	Full-Time	Information Technology	IT Operations Supervisor	Job Title Update	04/09/2023	Previous title: IT Operations Coordinator
Pernell, Marché	Full-Time	Middle & High School Services	Supervising Librarian of MHS Programming	Job Title Update	04/09/2023	Previous title: Programming Supervisor
Bartodziej, Matthew	Full-Time	Facilities Services	Director of Facilities	Promotion	04/24/2023	Previous title: Manager of Facilities
Terlik, Marcin	Full-Time	Technology Services	Director of Technology	Promotion	04/24/2023	Previous title: Manager of Technology

Oak Park Public Library – Financial Report Summary

As of April 30, 2023
(33% of the year complete)

Operating cash available:

Byline Checking -	\$393,298.29
* Outstanding payments -	\$(51,372.28)
Byline Analysis -	\$25,000
Byline Promontory -	\$821,236.05
Bento Debit Card -	\$16,622.61
Forest Park Natl Bank -	\$531,424.76
US Bank Money Mkt -	\$202,616.51
Illinois Funds Invest -	\$7,093,184.47

Ending Operating cash available: **\$9,032,010.41**

Art Fund: **\$2,802.54**

REVENUE

The Library received \$2,831,615 in property tax distributions in April. This reflects 51% of the taxes levied for FY 2023 operating (2022 property taxes). The additional revenue that shows the percentage of budget received at 74% is from property taxes for 2021, received in FY 2023.

Interest Revenue continues to be greater than expected and rising with an average daily yield in April of 4.871%. The Library has already surpassed the FY 2023 budgeted revenue of \$60,000. The majority of interest earned is from Illinois Funds where the library invests the majority of the unassigned fund balance. Management is looking at other fund holdings to consider moves to take advantage of the current interest rate available.

Grants revenue reflects recognition of funding that had been received previously, but unavailable due to restrictions on the grant or actual receipt of the funds.

TOTAL REVENUE YTD: 75%

EXPENSES

Total disbursements: **\$893,725.84**

Board Development budget line is over the distributed budget percentage at this point in the year at 67% due to ILA memberships and ALA registrations. This budget line has been level from previous years due to limited use and is a small percentage of the overall Talent Development budget. The Total People budget group remains on target at this point in the year.

The majority of Administration account lines remain on or under budget at this point of the year, with the exception of prepaid insurance, which is the largest percentage of this group. As the insurance is prepaid and the actual expense is less than the total budgeted for that line by 21%, this budget group is expected to be underspent at year's end.

Telephone/Communications and Office & Library Machinery Service are both over expected budget for this point in the year. These ongoing costs are projected to be over budget for the year. Management will evaluate rising costs in these lines and consider options for adjustment or budget corrections in FY 2024.

The Facilities Management account group is slightly over expected budget at this point in the year at 35%. This is due primarily to repair and maintenance work and increases in Natural Gas costs. As warmer weather arrives, the Natural Gas costs should subside. Management will observe through the Summer and plan accordingly for cold weather at year's end, adjusting expenditures and budgeting accordingly for FY 2024.

Public Services is slightly over the distributed budget percentage at this point in the year, but as the majority of these expenditures are controllable, this account group is expected to be on target at year's end.

Account line / group expenditure levels by percentage:

People:

Compensation -	33%
Talent Development –	53%
Total People –	33%

Support Services:

Marketing –	18%
Collections –	38%
Administration –	48%
Other Support Svcs –	43%
Total Support Servs –	44%

Library Materials:

Total Library Materials –	37%
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Facilities Management:

Facilities Supplies –	22%
Facilities Services –	36%

Total Facilities Mgmt –	35%
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Public Services:

Programming -	29%
Digital Services -	49%

Total Public Services –	45%
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TOTAL OPERATING EXPENSES:	35%
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TOTAL CAPITAL AND OUTSIDE SUPPORT:	7%
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Prepared by Jeremy Andrykowski - May 17, 2023

Oak Park Public Library

Bank Reconciliation Report

BYLINE CHECKING -APRIL 2023

Reconciliation of Register to Statement

Bank register cleared beginning balance 03/31/2023:			\$426,935.35
Add: Cleared deposits:			\$32,008.70
Add: Cleared deposit adjustments:			\$851,782.21
Subtract: Cleared payments:			\$274,244.76
Subtract: Cleared payment adjustments:			\$643,183.21
Adjusted bank register balance:			\$393,298.29
Bank register ending balance:			\$341,926.01
Subtract: Outstanding deposits:			\$0.00
Subtract: Outstanding deposit adjustments:			\$13,788.38
Add: Outstanding payments:			\$51,372.28
Add: Outstanding payment adjustments:			\$13,788.38
Adjusted bank register balance:			\$393,298.29
Bank statement ending balance 04/30/2023:			\$393,298.29
Out of balance by:			\$0.00
Summary Count and Amount for Deposits and Payments			
All Cleared Deposits:	13	\$883,790.91	
All Cleared Payments:	112	\$917,427.97	

Oak Park Public Library

Bank Reconciliation Report

BYLINE ANALYSIS -APRIL 2023

Reconciliation of Register to Statement

Bank register cleared beginning balance 03/31/2023:			\$25,000.00
Add: Cleared deposits:			\$0.00
Add: Cleared deposit adjustments:			\$1,850,000.00
Subtract: Cleared payments:			\$0.00
Subtract: Cleared payment adjustments:			\$1,850,000.00
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 04/30/2023:			\$25,000.00
Out of balance by:			\$0.00
Summary Count and Amount for Deposits and Payments			
All Cleared Deposits:	4	\$1,850,000.00	
All Cleared Payments:	4	\$1,850,000.00	

Oak Park Public Library

Bank Reconciliation Report

BYLINE PROMONTORY -APRIL 2023

Reconciliation of Register to Statement

Bank register cleared beginning balance 03/31/2023:			\$670,999.32
Add: Cleared deposits:			\$0.00
Add: Cleared deposit adjustments:			\$1,000,236.73
Subtract: Cleared payments:			\$0.00
Subtract: Cleared payment adjustments:			\$850,000.00
Adjusted bank register balance:			<hr/> \$821,236.05
Bank register ending balance:			\$821,236.05
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/> \$821,236.05
Bank statement ending balance 04/30/2023:			<hr/> \$821,236.05
Out of balance by:			\$0.00
Summary Count and Amount for Deposits and Payments			
All Cleared Deposits:	2	\$1,000,236.73	
All Cleared Payments:	3	\$850,000.00	

Oak Park Public Library

Bank Reconciliation Report

FOREST PARK MM-APRIL 2023

Reconciliation of Register to Statement

Bank register cleared beginning balance 03/31/2023:			\$530,642.61
Add: Cleared deposits:			\$0.00
Add: Cleared deposit adjustments:			\$782.15
Subtract: Cleared payments:			\$0.00
Subtract: Cleared payment adjustments:			\$0.00
Adjusted bank register balance:			<hr/> \$531,424.76
Bank register ending balance:			\$531,424.76
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:			<hr/> \$531,424.76
Bank statement ending balance 04/30/2023:			<hr/> \$531,424.76
Out of balance by:			\$0.00
Summary Count and Amount for Deposits and Payments			
All Cleared Deposits:	1	\$782.15	
All Cleared Payments:	0	\$0.00	

Oak Park Public Library

Bank Reconciliation Report

US BANK MM-APRIL 2023

Reconciliation of Register to Statement

Bank register cleared beginning balance 03/31/2023:			\$202,574.89
Add: Cleared deposits:			\$0.00
Add: Cleared deposit adjustments:			\$41.62
Subtract: Cleared payments:			\$0.00
Subtract: Cleared payment adjustments:			\$0.00
Adjusted bank register balance:			<hr/> \$202,616.51
Bank register ending balance:			\$202,616.51
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/> \$202,616.51
Bank statement ending balance 04/30/2023:			<hr/> \$202,616.51
Out of balance by:			\$0.00
Summary Count and Amount for Deposits and Payments			
All Cleared Deposits:	1	\$41.62	
All Cleared Payments:	0	\$0.00	

Oak Park Public Library

Bank Reconciliation Report

ILLINOIS FUND INVESTMENT-APRIL 2023

Reconciliation of Register to Statement

Bank register cleared beginning balance 03/31/2023:			\$5,233,318.50
Add: Cleared deposits:			\$0.00
Add: Cleared deposit adjustments:			\$2,859,865.97
Subtract: Cleared payments:			\$0.00
Subtract: Cleared payment adjustments:			\$1,000,000.00
Adjusted bank register balance:			<hr/> \$7,093,184.47
Bank register ending balance:			\$7,093,184.47
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/> \$7,093,184.47
Bank statement ending balance 04/30/2023:			<hr/> \$7,093,184.47
Out of balance by:			\$0.00
Summary Count and Amount for Deposits and Payments			
All Cleared Deposits:	7	\$2,859,865.97	
All Cleared Payments:	1	\$1,000,000.00	

Oak Park Public Library

Bank Reconciliation Report

ILLINOIS ART FUND -APRIL 2023

Reconciliation of Register to Statement

Bank register cleared beginning balance 03/31/2023:			\$2,791.38
Add: Cleared deposits:			\$0.00
Add: Cleared deposit adjustments:			\$11.16
Subtract: Cleared payments:			\$0.00
Subtract: Cleared payment adjustments:			\$0.00
Adjusted bank register balance:			\$2,802.54
Bank register ending balance:			\$2,802.54
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:			\$2,802.54
Bank statement ending balance 04/30/2023:			\$2,802.54
Out of balance by:			\$0.00
Summary Count and Amount for Deposits and Payments			
All Cleared Deposits:	1	\$11.16	
All Cleared Payments:	0	\$0.00	

Oak Park Public Library

Statement of Revenue & Expenditure

Period Ending 04/30/2023

	Current Month	YTD Totals	Total Annual Budget	% Budget YTD Received / Expended
REVENUE				
Property Taxes, for operating	2,831,614.71	7,606,526.10	10,227,382.00	74.37%
Corp. Property Replacement Tax	0.00	110,738.88	150,000.00	73.83%
Services charges and fees	311.32	708.59	5,000.00	14.17%
Lost Books Reimbursed/Reciprocal Borrow	0.00	3,447.53	5,000.00	68.95%
Rentals-Library Space	443.90	879.05	0.00	0.00%
Vending/Enterprise Income	52.39	239.50	0.00	0.00%
Parking lot revenue	1,260.78	6,358.10	8,000.00	79.48%
Photocopier & Printer Fees	0.00	0.00	0.00	0.00%
Interest	29,368.96	77,569.24	60,000.00	129.28%
Gifts	0.00	72,670.32	0.00	0.00%
Gifts From FOPPL	0.00	4,000.00	20,000.00	20.00%
Illinois Per Capita Grant	0.00	0.00	0.00	0.00%
Grants	10,970.86	28,585.05	0.00	0.00%
Community Fund Endowments	0.00	0.00	20,000.00	0.00%
Miscellaneous Income	300.00	317.99	2,000.00	15.90%
Pass Through Revenue	0.00	0.00	0.00	0.00%
TOTAL REVENUE	2,874,322.92	7,912,040.35	10,497,382.00	75.37%
EXPENSES - Operating				
PEOPLE				
Compensation				
Wages & Salaries	521,774.04	2,047,164.02	6,256,000.00	32.72%
Employee Health Benefits	97,733.56	385,531.00	1,152,000.00	33.47%
IMRF (Illinois Muncipal Retirement F	13,831.24	54,221.71	166,000.00	32.66%
FICA/MEDICARE	38,363.37	150,526.90	461,000.00	32.65%
Workers Compensation Insurance	(1,166.00)	12,604.00	30,000.00	42.01%
Unemployment Compensation Ins.	1,348.68	13,085.08	15,000.00	87.23%
Total Compensation	671,884.89	2,663,132.71	8,080,000.00	32.96%
Talent Development				
Dues	500.00	3,655.00	19,000.00	19.24%
Staff Development/Travel	12,746.14	60,642.66	92,000.00	65.92%
Tuition Reimbursement	1,500.00	9,000.00	27,000.00	33.33%
Recruitment	276.00	751.00	2,000.00	37.55%
Board Development	1,010.00	1,335.00	2,000.00	66.75%
Total Talent Development	16,032.14	75,383.66	142,000.00	53.09%
TOTAL PEOPLE	687,917.03	2,738,516.37	8,222,000.00	33.31%
SUPPORT SERVICES				
Marketing				
Promotions	1,653.38	6,859.45	20,000.00	34.30%
Publications	758.60	2,513.60	33,000.00	7.62%
Total Marketing Support	2,411.98	9,373.05	53,000.00	17.69%

Oak Park Public Library

Statement of Revenue & Expenditure

Period Ending 04/30/2023

	Current Month	YTD Totals	Total Annual Budget	% Budget YTD Received / Expended
Collections				
ILL Payments	46.82	946.28	3,675.00	25.75%
Cataloging/Bib Search Fees	0.00	1,473.70	2,625.00	56.14%
Total Collections Support	46.82	2,419.98	6,300.00	38.41%
Administration				
HRIS and Payroll Processing Fees	2,136.46	9,015.27	26,250.00	34.34%
Mileage & Miscellaneous reimburse	1,800.00	7,278.13	25,000.00	29.11%
Hospitality	0.00	0.00	1,000.00	0.00%
Audit Fees	0.00	3,800.00	10,500.00	36.19%
Unclaimed Property Escheatment to	0.00	0.00	500.00	0.00%
Merchant Account Services	124.83	669.81	4,000.00	16.75%
Collection Fees	0.00	0.00	2,000.00	0.00%
Consulting Services - Admin	6,415.00	24,872.50	78,750.00	31.58%
Intergovernmental Agreements (IGA)	3,480.75	3,480.75	15,000.00	23.21%
Legal Fees	0.00	1,150.00	30,000.00	3.83%
Postage & Delivery	1,500.00	3,001.00	9,450.00	31.76%
Insurance	0.00	94,928.36	120,000.00	79.11%
Contingency	0.00	0.00	15,000.00	0.00%
Grant Expenses	9,185.03	26,843.94	0.00	0.00%
Pass Through Expenses	0.00	0.00	0.00	0.00%
Supplies	6,254.81	34,123.11	102,900.00	33.16%
Total Administration Support	30,896.88	209,162.87	440,350.00	47.50%
Other Support Services				
Telephone/Communications	3,839.78	27,220.06	66,000.00	41.24%
Office & Library Machinery Service	3,013.74	12,310.24	25,000.00	49.24%
Total Other Support Services	6,853.52	39,530.30	91,000.00	43.44%
TOTAL SUPPORT SERVICES	40,209.20	260,486.20	590,650.00	44.10%
LIBRARY MATERIALS				
Print materials	36,501.88	116,671.45	365,500.00	31.92%
Audio and video materials	4,493.63	20,757.74	103,500.00	20.06%
Digital content	39,003.81	270,847.31	595,000.00	45.52%
Devices	2,383.68	9,580.69	40,000.00	23.95%
Realia and other formats	899.71	4,277.82	13,500.00	31.69%
Archival collection	0.00	25.25	15,000.00	0.17%
TOTAL LIBRARY MATERIALS	83,282.71	422,160.26	1,132,500.00	37.28%
FACILITIES MANAGEMENT				
Facility Supplies				
Fuels & Lubricants	64.60	457.00	4,000.00	11.43%
Building Materials & Supplies	304.23	3,188.29	8,000.00	39.85%

Oak Park Public Library

Statement of Revenue & Expenditure

Period Ending 04/30/2023

	Current Month	YTD Totals	Total Annual Budget	% Budget YTD Received / Expended
Equipment Parts	0.00	426.00	10,000.00	4.26%
Cleaning & Housekeeping Supplies	230.35	1,329.32	13,000.00	10.23%
Signage	1,561.00	3,127.21	4,000.00	78.18%
Total Facility Supplies	2,160.18	8,527.82	39,000.00	21.87%
Facilities Services				
Landscaping and snow removal serv	492.00	4,844.00	25,000.00	19.38%
Custodial Services	870.32	50,017.91	216,000.00	23.16%
Water	887.30	2,982.30	11,000.00	27.11%
Sewer/Garbage	259.36	2,631.63	15,000.00	17.54%
Parking lot expense	0.00	1.00	5,000.00	0.02%
Natural Gas	18,544.34	45,186.41	60,000.00	75.31%
Rentals--Equipment & Facilities	1,370.00	5,932.37	20,000.00	29.66%
Repair & Maintenance Prop. & Equip	15,388.54	94,992.24	219,000.00	43.38%
Facilities Study/Analysis	0.00	0.00	0.00	0.00%
Total Facilities Services	37,811.86	206,587.86	571,000.00	36.18%
TOTAL FACILITIES MANAGEMENT	39,972.04	215,115.68	610,000.00	35.26%
PUBLIC SERVICES				
Programming				
Children's Programming	1,438.11	6,116.75	18,900.00	32.36%
Young Adult Programming	1,119.01	9,877.90	25,000.00	39.51%
Adult Programming	(105.14)	7,876.34	23,000.00	34.25%
Community Engagement	394.30	6,002.53	15,000.00	40.02%
Social Services	0.00	120.00	20,000.00	0.60%
Creative Studio	(0.24)	55.95	2,000.00	2.80%
Total Programming	2,846.04	30,049.47	103,900.00	28.92%
Digital Services				
Consultant Support Services	0.00	0.00	10,000.00	0.00%
SWAN	26,237.75	52,475.50	111,000.00	47.28%
Website development/CMS	229.99	980.68	4,000.00	24.52%
Subscriptions and services	2,092.65	122,351.32	240,000.00	50.98%
Equipment and supplies	(1,427.20)	13,979.25	20,000.00	69.90%
Total Digital Services	27,133.19	189,786.75	385,000.00	49.30%
TOTAL PUBLIC SERVICES	29,979.23	219,836.22	488,900.00	44.97%
TOTAL EXPENSES - Operating	881,360.21	3,856,114.73	11,044,050.00	34.92%
EXPENSES - Capital				
Facilities Equipment	0.00	8,780.00	10,000.00	87.80%
Furnishings	529.94	7,678.11	120,000.00	6.40%
Technology Projects and Equipment	6,903.48	12,459.34	200,000.00	6.23%
Building Improvements	0.00	36,886.85	645,000.00	5.72%

Oak Park Public Library

Statement of Revenue & Expenditure

Period Ending 04/30/2023

	Current Month	YTD Totals	Total Annual Budget	% Budget YTD Received / Expended
Special Projects	1,260.00	1,260.00	32,000.00	3.94%
TOTAL EXPENSES - Capital	8,693.42	67,064.30	1,007,000.00	6.66%
NET SURPLUS/(DEFICIT)	1,984,269.29	3,988,861.32	(1,553,668.00)	(256.74%)

Oak Park Public Library

Cash Disbursement Journals

APRIL 2023- BYLINE

Payee	Trans. Type Trans. No.	Trans. Date	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
ABLETON INC	Computer Check 59492	04/26/2023	04/26/2023 Not yet posted	516.50	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 516.50	516.50 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
INC0001092	03/21/2023	1 Standard and 5 In	516.50	516.50	01-5936	Subscriptions and services	516.50	<No Project>
Totals:							516.50	
ALGONQUIN AREA PUBLIC LIB	Computer Check 59421	04/05/2023	04/05/2023 Posted	179.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 179.00	179.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
12192022	03/05/2023	Invisible Warriors sc	179.00	179.00	01-5247	Adult Programming	179.00	<No Project>
Totals:							179.00	
AMAZON CAPITAL SERVICES	Computer Check 59422	04/05/2023	04/05/2023 Posted	1,547.19	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 1,547.19	1,547.19 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
11VX-PP6M-7M7C	03/01/2023	MHS program and c	304.65	304.65	01-5244	Young Adult Programming	304.65	<No Project>
Totals:							304.65	
11MX-KHTH-GWM	03/05/2023	Community Engage	141.60	141.60	01-5249	Community Engagement	141.60	<No Project>
Totals:							141.60	
1CW4-MJFH-HCRK	03/16/2023	Cloudlifter	249.00	249.00	01-5941	Technology Projects and Equ	249.00	CSTUDIO
Totals:							249.00	
1KDC-XNTM-16YW	03/28/2023	Childrens Realia	50.00	50.00	01-5894	Realia and other formats	50.00	<No Project>
Totals:							50.00	
169V-PT7W-3W1D	03/30/2023	Office Supplies	70.46	70.46	01-5742	Supplies	70.46	<No Project>
Totals:							70.46	
1TR6-3P9K-1QJC	03/30/2023	Office Supplies	117.00	117.00	01-5742	Supplies	117.00	<No Project>
Totals:							117.00	
1PC6-K9LH-7LVF	03/31/2023	Books	32.87	32.87	01-5840	Print materials	32.87	<No Project>
Totals:							32.87	
1HH9-NVFG-DLJF	04/01/2023	MHS program supp	581.61	581.61	01-5244	Young Adult Programming	581.61	<No Project>
Totals:							581.61	
AMAZON CAPITAL SERVICES	Computer Check 59434	04/12/2023	04/12/2023 Posted	916.56	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 916.56	916.56 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
1TFT-47KX-D7WX	03/16/2023	CE Computer suppli	239.55	239.55	01-5249	Community Engagement	239.55	<No Project>
Totals:							239.55	

Oak Park Public Library

Cash Disbursement Journals

APRIL 2023- BYLINE

Payee	Trans. Type	Trans. No.	Trans. Date	Post Date	Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID		
1FWT-W4WC-6DD3	03/31/2023	Facilities Supplies -	29.29	29.29	01-5682	Building Materials & Supplies	5.69	<No Project>		
1FWT-W4WC-6DD3	03/31/2023	Facilities Supplies -	29.29	29.29	01-5684	Cleaning & Housekeeping Su	23.60	<No Project>		
							Totals:	29.29		
1TYG-RKTQ-4M7H	03/31/2023	Office Door Signage	179.88	179.88	01-5742	Supplies	179.88	<No Project>		
							Totals:	179.88		
1K9H-1WKP-CN9L	04/05/2023	Books	99.51	99.51	01-5840	Print materials	99.51	<No Project>		
							Totals:	99.51		
17K7-6M6X-1R4Q	04/05/2023	Office Supplies	28.72	28.72	01-5742	Supplies	28.72	<No Project>		
							Totals:	28.72		
1PNM-RRR4-3JCK	04/05/2023	Office Supplies	43.62	43.62	01-5742	Supplies	43.62	<No Project>		
							Totals:	43.62		
13YX-H9NH-39DJ	04/05/2023	Office Supplies	63.14	63.14	01-5742	Supplies	63.14	<No Project>		
							Totals:	63.14		
1J3V-4CNJ-4PLK	04/06/2023	Books	81.02	81.02	01-5840	Print materials	81.02	<No Project>		
							Totals:	81.02		
1QCW-KNP9-9KQD	04/08/2023	Cleaning Supplies	33.93	33.93	01-5742	Supplies	33.93	<No Project>		
							Totals:	33.93		
1R3T-4YJ1-G36D	04/09/2023	Childrens Realia	117.90	117.90	01-5894	Realia and other formats	117.90	<No Project>		
							Totals:	117.90		
AMAZON CAPITAL SERVICES	Computer Check	04/19/2023	04/19/2023		468.67	01-1053	Byline Bank Checking	0.00	468.67	
	59458		Posted			01-2060	Accounts Payable	468.67	0.00	
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID		
1XCW-LQWR-F1PD	04/09/2023	Office Supplies	44.19	44.19	01-5742	Supplies	44.19	<No Project>		
							Totals:	44.19		
19CF-QM9C-3RRW	04/10/2023	Supplies - Air Purifie	188.78	188.78	01-5742	Supplies	188.78	<No Project>		
							Totals:	188.78		
1VD3-H99J-4DMY	04/11/2023	Childrens Realia	4.97	4.97	01-5894	Realia and other formats	4.97	<No Project>		
							Totals:	4.97		
1WYF-XPGH-4FQ7	04/11/2023	Books	41.49	41.49	01-5840	Print materials	41.49	<No Project>		
							Totals:	41.49		
199F-DTYY-3NNR	04/11/2023	Books	72.52	72.52	01-5840	Print materials	72.52	<No Project>		
							Totals:	72.52		
1X1V-9KPX-14RH	04/13/2023	Childrens Realia	19.74	19.74	01-5894	Realia and other formats	19.74	<No Project>		
							Totals:	19.74		
1G7L-YFL7-GXGR	04/15/2023	Paper	96.98	96.98	01-5742	Supplies	96.98	<No Project>		

Oak Park Public Library

Cash Disbursement Journals

APRIL 2023- BYLINE

Payee	Trans. Type Trans. No.	Trans. Date	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
<i>Totals:</i>							96.98	
AMAZON CAPITAL SERVICES	Computer Check	04/19/2023	04/19/2023	39.78	01-1053	Byline Bank Checking	0.00	39.78
	59489		Posted		01-2060	Accounts Payable	39.78	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
1NRJ-MK3T-16HV	03/09/2023	SUPPLIES - KEY FOB	39.78	39.78	01-5742	Supplies	39.78	<No Project>
<i>Totals:</i>							39.78	
AMAZON CAPITAL SERVICES	Computer Check	04/26/2023	04/26/2023	2,607.55	01-1053	Byline Bank Checking	0.00	2,607.55
	59493		Not yet posted		01-2060	Accounts Payable	2,607.55	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
19YV-XRRN-3K99	03/02/2023	K KNODEL Desk Ma	56.49	56.49	01-5937	Equipment and supplies	56.49	<No Project>
<i>Totals:</i>							56.49	
1YJT-XMLM-1VJH	03/09/2023	DELL WD15 Monitor	248.00	248.00	01-5937	Equipment and supplies	248.00	<No Project>
<i>Totals:</i>							248.00	
1RRW-RDY6-7NLV	03/10/2023	Pig Hog PD-21406 I	55.84	55.84	01-5452	Grant Expenses	44.96	CSTUDIO
1RRW-RDY6-7NLV	03/10/2023	Pig Hog PD-21406 I	55.84	55.84	01-5941	Technology Projects and Equ	10.88	CSTUDIO
<i>Totals:</i>							55.84	
1JPN-YFRG-DN33	03/11/2023	SAMSUNG 43-Inch	344.99	344.99	01-5937	Equipment and supplies	344.99	<No Project>
<i>Totals:</i>							344.99	
1FXT-VPW9-K64D	03/12/2023	USX MOUNT Full M	43.98	43.98	01-5937	Equipment and supplies	43.98	<No Project>
<i>Totals:</i>							43.98	
1J1V-19MV-6XTP	03/14/2023	DELL WD15 Monitor	896.07	896.07	01-5937	Equipment and supplies	896.07	<No Project>
<i>Totals:</i>							896.07	
1LJM-LQFP-4PQK	03/30/2023	15.6 Inch Laptop Pri	26.98	26.98	01-5937	Equipment and supplies	26.98	<No Project>
<i>Totals:</i>							26.98	
1DWG-4TDJ-773Y	03/30/2023	Facilities Supplies -	70.98	70.98	01-5682	Building Materials & Supplies	70.98	<No Project>
<i>Totals:</i>							70.98	
1XKH-PWKX-FFLD	04/01/2023	rockpapa I20 Foldak	110.82	110.82	01-5937	Equipment and supplies	110.82	<No Project>
<i>Totals:</i>							110.82	
1CP7-X7F4-6VL9	04/14/2023	48GB Digital Voice f	89.97	89.97	01-5937	Equipment and supplies	89.97	<No Project>
<i>Totals:</i>							89.97	
1X1V-9KPX-JNP6	04/16/2023	Realia (Community I	51.96	51.96	01-5894	Realia and other formats	51.96	<No Project>
<i>Totals:</i>							51.96	
1XTC-CRYV-4CHX	04/19/2023	Office Supplies	67.84	67.84	01-5742	Supplies	67.84	<No Project>
<i>Totals:</i>							67.84	

Oak Park Public Library

Cash Disbursement Journals

APRIL 2023- BYLINE

Payee	Trans. Type	Trans. No.	Trans. Date	Post Date	Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID		
1LDY-M7F3-4YLM	04/19/2023	Supplies - Covid	167.13	167.13	01-5742	Supplies	167.13	<No Project>		
							Totals:	167.13		
1GP7-WHRH-4V6P	04/20/2023	SUPPLIES - BOARD I	38.98	38.98	01-5742	Supplies	38.98	<No Project>		
							Totals:	38.98		
1VF4-VPKV-49YV	04/20/2023	Books	36.94	36.94	01-5840	Print materials	36.94	<No Project>		
							Totals:	36.94		
1PW3-91G3-4QDV	04/20/2023	Books	28.64	28.64	01-5840	Print materials	28.64	<No Project>		
							Totals:	28.64		
14TG-1HRT-9CDX	04/21/2023	Office Supplies	41.67	41.67	01-5742	Supplies	41.67	<No Project>		
							Totals:	41.67		
1KHD-7LXG-D3FY	04/22/2023	Realia (Community I	219.28	219.28	01-5894	Realia and other formats	219.28	<No Project>		
							Totals:	219.28		
11GY-QXWN-LHLV	04/24/2023	DVD	10.99	10.99	01-5890	Audio and video materials	10.99	<No Project>		
							Totals:	10.99		
AMBEES ENGRAVING	Computer Check	04/26/2023	04/26/2023		45.00	01-1053	Byline Bank Checking	0.00	45.00	
	59494		Not yet posted			01-2060	Accounts Payable	45.00	0.00	
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID		
13425	04/14/2023	Maya Ganguly Nam	45.00	45.00	01-5742	Supplies	45.00	<No Project>		
							Totals:	45.00		
BAKER & TAYLOR	Computer Check	04/05/2023	04/05/2023		4,811.58	01-1053	Byline Bank Checking	0.00	4,811.58	
	59423		Posted			01-2060	Accounts Payable	4,811.58	0.00	
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID		
2037394241	03/28/2023	Books	334.66	334.66	01-5840	Print materials	334.66	<No Project>		
							Totals:	334.66		
2037366195	03/28/2023	Books	1,625.39	1,625.39	01-5840	Print materials	1,625.39	<No Project>		
							Totals:	1,625.39		
2037406223	03/28/2023	Books	1,127.57	1,093.82	01-5840	Print materials	1,093.82	<No Project>		
							Totals:	1,093.82		
2037409086	03/29/2023	Books	343.56	343.56	01-5840	Print materials	343.56	<No Project>		
							Totals:	343.56		
2037418775	03/31/2023	Books	1,414.15	1,414.15	01-5840	Print materials	1,414.15	<No Project>		
							Totals:	1,414.15		
BAKER & TAYLOR	Computer Check	04/12/2023	04/12/2023		1,094.55	01-1053	Byline Bank Checking	0.00	1,094.55	

Oak Park Public Library

Cash Disbursement Journals

APRIL 2023- BYLINE

Payee	Trans. Type Trans. No.	Trans. Date	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
	59435		Posted		01-2060	Accounts Payable	1,094.55	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2037424273	04/04/2023	Books	368.43	368.43	01-5840	Print materials	368.43	<No Project>
						Totals:	368.43	
2037422441	04/05/2023	Books	726.12	726.12	01-5840	Print materials	726.12	<No Project>
						Totals:	726.12	
BAKER & TAYLOR	Computer Check	04/19/2023	04/19/2023	16,318.70	01-1053	Byline Bank Checking	0.00	16,318.70
	59459		Posted		01-2060	Accounts Payable	16,318.70	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2037381977	04/10/2023	Books	1,278.40	1,278.40	01-5840	Print materials	1,278.40	<No Project>
						Totals:	1,278.40	
NS23040198	04/10/2023	Title Source 360	3,547.50	3,547.50	01-5840	Print materials	3,547.50	<No Project>
						Totals:	3,547.50	
2037435052	04/11/2023	Books	1,750.59	1,750.59	01-5840	Print materials	1,750.59	<No Project>
						Totals:	1,750.59	
2037392131	04/11/2023	Books	1,855.35	1,855.35	01-5840	Print materials	1,855.35	<No Project>
						Totals:	1,855.35	
2037376720	04/11/2023	Books	1,868.76	1,868.76	01-5840	Print materials	1,868.76	<No Project>
						Totals:	1,868.76	
2037419401	04/12/2023	Book	15.60	15.60	01-5840	Print materials	15.60	<No Project>
						Totals:	15.60	
2037440474	04/13/2023	Books	412.61	412.61	01-5840	Print materials	412.61	<No Project>
						Totals:	412.61	
2037415445	04/13/2023	Books	1,104.09	1,104.09	01-5840	Print materials	1,104.09	<No Project>
						Totals:	1,104.09	
2037449487	04/13/2023	Books	1,116.89	1,116.89	01-5840	Print materials	1,116.89	<No Project>
						Totals:	1,116.89	
2037409075	04/14/2023	Books	3,368.91	3,368.91	01-5840	Print materials	3,368.91	<No Project>
						Totals:	3,368.91	
BAKER & TAYLOR	Computer Check	04/26/2023	04/26/2023	8,533.58	01-1053	Byline Bank Checking	0.00	8,533.58
	59495		Not yet posted		01-2060	Accounts Payable	8,533.58	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2037409974	04/18/2023	Books	192.78	192.78	01-5840	Print materials	192.78	<No Project>
						Totals:	192.78	
2037404465	04/18/2023	Books	1,530.48	1,530.48	01-5840	Print materials	1,530.48	<No Project>

Oak Park Public Library

Cash Disbursement Journals

APRIL 2023- BYLINE

Payee	Trans. Type	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	
						Totals:	1,530.48		
2037457823	04/20/2023	Books	345.32	345.32	01-5840	Print materials	345.32	<No Project>	
						Totals:	345.32		
2037417369	04/20/2023	Books	746.38	746.38	01-5840	Print materials	746.38	<No Project>	
						Totals:	746.38		
2037471757	04/21/2023	Books	684.96	684.96	01-5840	Print materials	684.96	<No Project>	
						Totals:	684.96		
2037441520	04/21/2023	Books	1,314.31	1,314.31	01-5840	Print materials	1,314.31	<No Project>	
						Totals:	1,314.31		
2037474663	04/24/2023	Books	700.96	700.96	01-5840	Print materials	700.96	<No Project>	
						Totals:	700.96		
2037434241	04/24/2023	Books	3,018.39	3,018.39	01-5840	Print materials	3,018.39	<No Project>	
						Totals:	3,018.39		
BAYSCAN TECHNOLOGIES	Computer Check	04/19/2023	04/19/2023		103.11	01-1053	Byline Bank Checking	0.00	103.11
	59460		Posted			01-2060	Accounts Payable	103.11	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID	
74199	04/14/2023	Receipt Paper	103.11	103.11	01-5742	Supplies	103.11	<No Project>	
						Totals:	103.11		
BLACKBAUD	Computer Check	04/12/2023	04/12/2023		112.50	01-1053	Byline Bank Checking	0.00	112.50
	59436		Posted			01-2060	Accounts Payable	112.50	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID	
INV-0000274247	03/31/2023	Consulting Services	112.50	112.50	01-5275	Consulting Services - Admin	112.50	<No Project>	
						Totals:	112.50		
DUSHAUN BRANCH	Computer Check	04/26/2023	04/26/2023		120.00	01-1053	Byline Bank Checking	0.00	120.00
	59496		Not yet posted			01-2060	Accounts Payable	120.00	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID	
22-1043	04/18/2023	Adult Programming	120.00	120.00	01-5247	Adult Programming	120.00	<No Project>	
						Totals:	120.00		
CARDINAL COLORGROUP	Computer Check	04/19/2023	04/19/2023		750.00	01-1053	Byline Bank Checking	0.00	750.00
	59461		Posted			01-2060	Accounts Payable	750.00	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID	
4246131	01/10/2023	25000 - January / Fe	750.00	750.00	01-5205	Publications	750.00	<No Project>	

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Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
<i>Totals:</i>							750.00	
CHICAGO OFFICE TECHNOLOG	Computer Check	04/19/2023	04/19/2023	1,795.30	01-1053	Byline Bank Checking	0.00	1,795.30
	59488		Posted		01-2060	Accounts Payable	1,795.30	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IN4353083	03/31/2023	Xerox printing tonners	1,167.15	1,167.15	01-5742	Supplies	1,167.15	<No Project>
<i>Totals:</i>							1,167.15	
IN4353084	03/31/2023	Xerox tonners printing	628.15	628.15	01-5742	Supplies	628.15	<No Project>
<i>Totals:</i>							628.15	
CINTAS	Computer Check	04/19/2023	04/19/2023	1,122.42	01-1053	Byline Bank Checking	0.00	1,122.42
	59463		Posted		01-2060	Accounts Payable	1,122.42	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
5135688492	01/01/2023	First Aid	448.22	448.22	01-5742	Supplies	448.22	<No Project>
<i>Totals:</i>							448.22	
5153016558	04/07/2023	First Aid	68.05	68.05	01-5742	Supplies	68.05	<No Project>
<i>Totals:</i>							68.05	
5153016597	04/07/2023	First Aid	606.15	606.15	01-5742	Supplies	606.15	<No Project>
<i>Totals:</i>							606.15	
CITRON HYGIENE	Computer Check	04/12/2023	04/12/2023	870.32	01-1053	Byline Bank Checking	0.00	870.32
	59437		Posted		01-2060	Accounts Payable	870.32	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
515032	04/03/2023	Citron Hygiene Services	66.00	66.00	01-5686	Custodial Services	66.00	<No Project>
<i>Totals:</i>							66.00	
515031	04/03/2023	Citron Hygiene Services	83.16	83.16	01-5686	Custodial Services	83.16	<No Project>
<i>Totals:</i>							83.16	
515033	04/03/2023	Citron Hygiene Services	721.16	721.16	01-5686	Custodial Services	721.16	<No Project>
<i>Totals:</i>							721.16	
CLAIRE ONG	Computer Check	04/12/2023	04/12/2023	31.05	01-1053	Byline Bank Checking	0.00	31.05
	59438		Posted		01-2060	Accounts Payable	31.05	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-6738	03/31/2023	Reimbursement	31.05	31.05	01-5165	Mileage & Miscellaneous reimbursement	31.05	<No Project>
<i>Totals:</i>							31.05	
COMPLETE TEMPERATURE SYSTEMS	Computer Check	04/12/2023	04/12/2023	6,818.50	01-1053	Byline Bank Checking	0.00	6,818.50

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	59439		Posted		01-2060	Accounts Payable	6,818.50	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
SRVCE048231	03/29/2023	Main - Special Colle	1,488.00	1,488.00	01-5692	Repair & Maintenance Prop. i	1,488.00	<No Project>
						Totals:	1,488.00	
SRVCE048230	03/29/2023	Main - Boiler 1 - Cir	1,869.00	1,869.00	01-5692	Repair & Maintenance Prop. i	1,869.00	<No Project>
						Totals:	1,869.00	
SRVCE048269	03/31/2023	Main - Special Colle	1,376.50	1,376.50	01-5692	Repair & Maintenance Prop. i	1,376.50	<No Project>
						Totals:	1,376.50	
SRVCE048268	03/31/2023	Main - AHU - Face I	2,085.00	2,085.00	01-5692	Repair & Maintenance Prop. i	2,085.00	<No Project>
						Totals:	2,085.00	
COMPLETE TEMPERATURE SYS	Computer Check	04/19/2023	04/19/2023	221.00	01-1053	Byline Bank Checking	0.00	221.00
	59464		Posted		01-2060	Accounts Payable	221.00	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
SRVCE048305	04/12/2023	Main - West Elevato	221.00	221.00	01-5692	Repair & Maintenance Prop. i	221.00	<No Project>
						Totals:	221.00	
CURTIS LEE McCOTTRY, JR.	Computer Check	04/19/2023	04/19/2023	200.00	01-1053	Byline Bank Checking	0.00	200.00
	59465		Posted		01-2060	Accounts Payable	200.00	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2023-99-0051	04/17/2023	DJ/Entertainment	200.00	200.00	01-5244	Young Adult Programming	200.00	<No Project>
						Totals:	200.00	
DELIA J HICKEY	Computer Check	04/19/2023	04/19/2023	200.00	01-1053	Byline Bank Checking	0.00	200.00
	59466		Posted		01-2060	Accounts Payable	200.00	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2023-99-0045	03/20/2023	Adult Programming	200.00	200.00	01-5247	Adult Programming	200.00	<No Project>
						Totals:	200.00	
DEMCO, INC.	Computer Check	04/05/2023	04/05/2023	678.88	01-1053	Byline Bank Checking	0.00	678.88
	59424		Posted		01-2060	Accounts Payable	678.88	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
7281984	03/23/2023	Processing Supplies	505.18	505.18	01-5742	Supplies	505.18	<No Project>
						Totals:	505.18	
7285149	03/29/2023	Processing Supplies	173.70	173.70	01-5742	Supplies	173.70	<No Project>
						Totals:	173.70	

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DEMCO, INC.	Computer Check 59440	04/12/2023	04/12/2023 Posted	63.17	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 63.17	63.17 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
7288357	04/04/2023	Processing Supplies	63.17	63.17	01-5742	Supplies	63.17	<No Project>
<i>Totals:</i>							63.17	
DITO, LLC	Computer Check 59467	04/19/2023	04/19/2023 Posted	120.07	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 120.07	120.07 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
INV73478	03/31/2023	Google Voices - Ma	120.07	120.07	01-5451	Telephone/Communications	120.07	<No Project>
<i>Totals:</i>							120.07	
F.W. KLINE, INC.	Computer Check 59497	04/26/2023	04/26/2023 Not yet posted	1,009.50	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 1,009.50	1,009.50 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
61108	04/19/2023	Sargent 351 Door C	1,009.50	1,009.50	01-5692	Repair & Maintenance Prop. i	1,009.50	<No Project>
<i>Totals:</i>							1,009.50	
FOREST PRINTING CO.	Computer Check 59468	04/19/2023	04/19/2023 Posted	448.50	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 448.50	448.50 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
117131	04/13/2023	Branded stationary i	448.50	448.50	01-5742	Supplies	448.50	<No Project>
<i>Totals:</i>							448.50	
FOREST PRINTING CO.	Computer Check 59498	04/26/2023	04/26/2023 Not yet posted	758.60	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 758.60	758.60 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
117156	04/19/2023	May 2023 Print Cale	758.60	758.60	01-5205	Publications	758.60	<No Project>
<i>Totals:</i>							758.60	
FULL SPECTRUM LASER LLC	Computer Check 59499	04/26/2023	04/26/2023 Not yet posted	909.28	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 909.28	909.28 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
BC186021	04/14/2023	Filter, honeycomb t	909.28	909.28	01-5941	Technology Projects and Equ	909.28	<No Project>
<i>Totals:</i>							909.28	
GARVEY'S OFFICE PRODUCTS	Computer Check	04/26/2023	04/26/2023	664.80	01-1053	Byline Bank Checking	0.00	664.80

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	59500		Not yet posted		01-2060	Accounts Payable	664.80	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
PINV2415039	04/21/2023	Paper	664.80	664.80	01-5742	Supplies	664.80	<No Project>
		<i>Totals:</i>					664.80	
GLOWFORGE, INC.	Computer Check	04/05/2023	04/05/2023	248.20	01-1053	Byline Bank Checking	0.00	248.20
	59425		Posted		01-2060	Accounts Payable	248.20	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IN-736753	04/04/2023	GLOWFORGE AIR FI	248.20	248.20	01-5452	Grant Expenses	248.20	FOPPLFY23
		<i>Totals:</i>					248.20	
GLOWFORGE, INC.	Computer Check	04/12/2023	04/12/2023	6,795.94	01-1053	Byline Bank Checking	0.00	6,795.94
	59441		Posted		01-2060	Accounts Payable	6,795.94	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IN-736591	04/03/2023	GLOWFORGE PRO L	6,474.08	6,474.08	01-5452	Grant Expenses	6,474.08	FOPPLFY23
		<i>Totals:</i>					6,474.08	
IN-736957	04/05/2023	GLOWFORGE PRO M	321.86	321.86	01-5452	Grant Expenses	321.86	FOPPLFY23
		<i>Totals:</i>					321.86	
GLOWFORGE, INC.	Computer Check	04/26/2023	04/26/2023	20.93	01-1053	Byline Bank Checking	0.00	20.93
	59501		Not yet posted		01-2060	Accounts Payable	20.93	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IN-738950	04/24/2023	GLOWFORGE PRO M	20.93	20.93	01-5452	Grant Expenses	20.93	FOPPLFY23
		<i>Totals:</i>					20.93	
IHLS-OCLC	Computer Check	04/19/2023	04/19/2023	46.82	01-1053	Byline Bank Checking	0.00	46.82
	59469		Posted		01-2060	Accounts Payable	46.82	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
27944	04/12/2023	IFM Debits/Admin F	46.82	46.82	01-5264	ILL Payments	46.82	<No Project>
		<i>Totals:</i>					46.82	
INTERNATIONAL UNION OF O	Computer Check	04/19/2023	04/19/2023	183.75	01-1053	Byline Bank Checking	0.00	183.75
	59490		Posted		01-2060	Accounts Payable	183.75	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
APRIL 2023	04/06/2023	APRIL 2023 UNION	183.75	183.75	01-2059	Union dues Payable	183.75	<No Project>
		<i>Totals:</i>					183.75	

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J.C. LICHT, LLC	Computer Check 59442	04/12/2023	04/12/2023 Posted	59.49	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 59.49	59.49 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
02165577	04/03/2023	Paint - Main - New	59.49	59.49	01-5682	Building Materials & Supplies	59.49	<No Project>
<i>Totals:</i>							59.49	
JABEZ PATTERSON	Computer Check 59470	04/19/2023	04/19/2023 Posted	15.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 15.00	15.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-6832	04/18/2023	Professional Dev - P	15.00	15.00	01-5163	Staff Development/Travel	15.00	<No Project>
<i>Totals:</i>							15.00	
STEPHEN JACKSON	Computer Check 59471	04/19/2023	04/19/2023 Posted	160.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 160.00	160.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-6817	04/18/2023	PER DIEM LIBRARY	160.00	160.00	01-5163	Staff Development/Travel	160.00	<No Project>
<i>Totals:</i>							160.00	
JOEL SIMPSON	Computer Check 59426	04/05/2023	04/05/2023 Posted	400.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 400.00	400.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2023-99-0044	03/16/2023	Adult Programming	400.00	400.00	01-5247	Adult Programming	400.00	CT FRIENDS
<i>Totals:</i>							400.00	
JOHNSON CONTROLS	Computer Check 59443	04/12/2023	04/12/2023 Posted	3,528.41	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 3,528.41	3,528.41 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
89640774	03/15/2023	Main - Fire Alarm Dr	3,528.41	3,528.41	01-5692	Repair & Maintenance Prop.	3,528.41	<No Project>
<i>Totals:</i>							3,528.41	
KAILYN SLATER	Computer Check 59444	04/12/2023	04/12/2023 Posted	1,500.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 1,500.00	1,500.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-6743	04/10/2023	TUITION GRANT	1,500.00	1,500.00	01-5164	Tuition Reimbursement	1,500.00	<No Project>
<i>Totals:</i>							1,500.00	
KANOPY, INC.	Computer Check	04/05/2023	04/05/2023	3,558.70	01-1053	Byline Bank Checking	0.00	3,558.70

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	59427		Posted		01-2060	Accounts Payable	3,558.70	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
344009-PPU	03/31/2023	Kanopy plays	3,558.70	3,558.70	01-5891	Digital content	3,558.70	<No Project>
Totals:							3,558.70	
KENCO LABEL & TAG CO. LLC	Computer Check	04/05/2023	04/05/2023	107.19	01-1053	Byline Bank Checking	0.00	107.19
	59428		Posted		01-2060	Accounts Payable	107.19	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
0545311	03/31/2023	Processing Supplies	107.19	107.19	01-5742	Supplies	107.19	<No Project>
Totals:							107.19	
LAKESHORE RECYCLING SYSTE	Computer Check	04/12/2023	04/12/2023	628.21	01-1053	Byline Bank Checking	0.00	628.21
	59445		Posted		01-2060	Accounts Payable	628.21	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
0005282034	03/31/2023	Trash/Recycling - M	102.90	102.90	01-5688	Sewer/Garbage	102.90	<No Project>
Totals:							102.90	
0005282033	03/31/2023	Trash/Recycling - M	525.31	525.31	01-5688	Sewer/Garbage	525.31	<No Project>
Totals:							525.31	
LANGUAGE LIZARD, LLC	Computer Check	04/26/2023	04/26/2023	113.39	01-1053	Byline Bank Checking	0.00	113.39
	59502		Not yet posted		01-2060	Accounts Payable	113.39	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
16628	04/25/2023	World Language Bo	113.39	113.39	01-5840	Print materials	113.39	<No Project>
Totals:							113.39	
LIBRARIES FIRST	Computer Check	04/05/2023	04/05/2023	650.00	01-1053	Byline Bank Checking	0.00	650.00
	59429		Posted		01-2060	Accounts Payable	650.00	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
8452	01/01/2023	Museum Pass Subsc	650.00	650.00	01-5936	Subscriptions and services	650.00	<No Project>
Totals:							650.00	
LOCAL 399 FED PAC	Computer Check	04/19/2023	04/19/2023	40.00	01-1053	Byline Bank Checking	0.00	40.00
	59491		Posted		01-2060	Accounts Payable	40.00	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
816549	04/14/2023	FED PAC CONTRIBU	40.00	40.00	01-2058	Fed Pac	40.00	<No Project>
Totals:							40.00	

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MCADAM LANDSCAPING, INC.	Computer Check 59446	04/12/2023	04/12/2023 Posted	492.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 492.00	492.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
88542	03/22/2023	Landscaping Mainte	492.00	492.00	01-5681	Landscaping and snow remov	492.00	<No Project>
Totals:							492.00	
MIA P. MANANSALA	Computer Check 59472	04/19/2023	04/19/2023 Posted	300.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 300.00	300.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2023-99-0017	02/01/2023	Adult Programming	300.00	300.00	01-5247	Adult Programming	300.00	<No Project>
Totals:							300.00	
MIDWEST TAPE, LLC	Computer Check 59430	04/05/2023	04/05/2023 Posted	22,686.82	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 22,686.82	22,686.82 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
503568919	03/29/2023	DVD	10.53	10.53	01-5890	Audio and video materials	10.53	<No Project>
Totals:							10.53	
503568916	03/29/2023	Music CDs	57.82	57.82	01-5890	Audio and video materials	57.82	<No Project>
Totals:							57.82	
503568918	03/29/2023	Audiobooks	86.36	86.36	01-5890	Audio and video materials	86.36	<No Project>
Totals:							86.36	
503568915	03/29/2023	DVDs	392.26	392.26	01-5890	Audio and video materials	392.26	<No Project>
Totals:							392.26	
503568914	03/29/2023	DVDs	535.99	535.99	01-5890	Audio and video materials	535.99	<No Project>
Totals:							535.99	
503583732	03/31/2023	Hoopla	21,603.86	21,603.86	01-5891	Digital content	21,603.86	<No Project>
Totals:							21,603.86	
MIDWEST TAPE, LLC	Computer Check 59447	04/12/2023	04/12/2023 Posted	1,342.48	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 1,342.48	1,342.48 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
503604816	04/06/2023	Music CDs	85.63	85.63	01-5890	Audio and video materials	85.63	<No Project>
Totals:							85.63	
503605011	04/06/2023	DVDs	78.57	78.57	01-5890	Audio and video materials	78.57	<No Project>
Totals:							78.57	
503605010	04/06/2023	Audiobooks	305.76	305.76	01-5890	Audio and video materials	305.76	<No Project>
Totals:							305.76	

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Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
503604819	04/06/2023	DVDs	364.93	364.93	01-5890	Audio and video materials	364.93	<No Project>
						Totals:	364.93	
503604818	04/06/2023	DVDs	507.59	507.59	01-5890	Audio and video materials	507.59	<No Project>
						Totals:	507.59	
MIDWEST TAPE, LLC	Computer Check 59473		04/19/2023 04/19/2023 Posted		1,555.98 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 1,555.98	1,555.98 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
503637758	04/12/2023	Music CDs	48.81	48.81	01-5890	Audio and video materials	48.81	<No Project>
						Totals:	48.81	
503637850	04/12/2023	Audiobooks	208.40	208.40	01-5890	Audio and video materials	208.40	<No Project>
						Totals:	208.40	
503637757	04/12/2023	DVDs	585.62	585.62	01-5890	Audio and video materials	585.62	<No Project>
						Totals:	585.62	
503637851	04/12/2023	DVDs	713.15	713.15	01-5890	Audio and video materials	713.15	<No Project>
						Totals:	713.15	
MIDWEST TAPE, LLC	Computer Check 59503		04/26/2023 04/26/2023 Not yet posted		764.36 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 764.36	764.36 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
503674148	04/21/2023	Audiobook	43.94	43.94	01-5890	Audio and video materials	43.94	<No Project>
						Totals:	43.94	
503674149	04/21/2023	Music CDs	85.66	85.66	01-5890	Audio and video materials	85.66	<No Project>
						Totals:	85.66	
503674822	04/21/2023	DVDs	88.66	88.66	01-5890	Audio and video materials	88.66	<No Project>
						Totals:	88.66	
503674823	04/21/2023	Audiobooks	117.68	117.68	01-5890	Audio and video materials	117.68	<No Project>
						Totals:	117.68	
503674821	04/21/2023	DVDs	428.42	428.42	01-5890	Audio and video materials	428.42	<No Project>
						Totals:	428.42	
NICOR GAS	Computer Check 59448		04/12/2023 04/12/2023 Posted		897.44 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 897.44	897.44 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-6757	04/03/2023	NATURAL GAS FOR	897.44	897.44	01-5690	Natural Gas	897.44	<No Project>
						Totals:	897.44	

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Payee	Trans. Type Trans. No.	Trans. Date	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
NICOR GAS	Computer Check 59474	04/19/2023	04/19/2023 Posted	17,646.90	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 17,646.90	17,646.90 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-6756	04/04/2023	NATURAL GAS FOR	17,646.90	17,646.90	01-5690	Natural Gas	17,646.90	<No Project>
<i>Totals:</i>							17,646.90	
OAK PARK TOWNSHIP YOUTH	Computer Check 59475	04/19/2023	04/19/2023 Posted	3,480.75	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 3,480.75	3,480.75 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
QUARTER 3-4.14.20.	04/14/2023	OAK PARK YOUTH E	3,480.75	3,480.75	01-5281	Intergovernmental Agreeemer	3,480.75	<No Project>
<i>Totals:</i>							3,480.75	
OLSON'S ACE OAK PARK	Computer Check 59476	04/19/2023	04/19/2023 Posted	41.54	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 41.54	41.54 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
6185/5	04/10/2023	Facilities Supplies -	14.39	14.39	01-5684	Cleaning & Housekeeping Su	14.39	<No Project>
<i>Totals:</i>							14.39	
6225/4	04/12/2023	Facilities Supplies -	27.15	27.15	01-5682	Building Materials & Supplies	27.15	<No Project>
<i>Totals:</i>							27.15	
OLSON'S ACE OAK PARK	Computer Check 59504	04/26/2023	04/26/2023 Not yet posted	30.56	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 30.56	30.56 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
6243/4	04/13/2023	Facilities Supplies -	30.56	30.56	01-5692	Repair & Maintenance Prop. i	30.56	<No Project>
<i>Totals:</i>							30.56	
OVERDRIVE, INC.	Computer Check 59431	04/05/2023	04/05/2023 Posted	18,389.21	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 18,389.21	18,389.21 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
01658MA23103734	03/31/2023	E-Content	3,620.76	3,620.76	01-5891	Digital content	3,620.76	<No Project>
<i>Totals:</i>							3,620.76	
01658MA23106120	03/31/2023	E-Content	14,768.45	14,768.45	01-5891	Digital content	14,768.45	<No Project>
<i>Totals:</i>							14,768.45	
PACIFIC TELEMAGEMENT SI	Computer Check 59505	04/26/2023	04/26/2023 Not yet posted	75.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 75.00	75.00 0.00

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Payee	Trans. Type Trans. No.	Trans. Date	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2105053	04/20/2023	7084450358 phone	75.00	75.00	01-5451	Telephone/Communications	75.00	<No Project>
Totals:							75.00	
PARK DISTRICT OF OAK PARK	Computer Check	04/19/2023	04/19/2023	1,370.00	01-1053	Byline Bank Checking	0.00	1,370.00
	59477		Posted		01-2060	Accounts Payable	1,370.00	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
20220070	04/14/2023	DOLE RENT APRIL R	1,370.00	1,370.00	01-5691	Rentals--Equipment & Faciliti	1,370.00	<No Project>
Totals:							1,370.00	
PETERSEN BROS. PLASTICS, INC	Computer Check	04/19/2023	04/19/2023	87.00	01-1053	Byline Bank Checking	0.00	87.00
	59478		Posted		01-2060	Accounts Payable	87.00	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
V86364	04/07/2023	Art Plaques for Kettl	87.00	87.00	01-5693	Signage	87.00	<No Project>
Totals:							87.00	
PITNEY BOWES-Reserve	Computer Check	04/12/2023	04/12/2023	1,500.00	01-1053	Byline Bank Checking	0.00	1,500.00
	59449		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-6716	04/06/2023	postage - refill post	1,500.00	1,500.00	01-5380	Postage & Delivery	1,500.00	<No Project>
Totals:							1,500.00	
PLAYAWAY PRODUCTS LLC	Computer Check	04/19/2023	04/19/2023	287.95	01-1053	Byline Bank Checking	0.00	287.95
	59479		Posted		01-2060	Accounts Payable	287.95	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
424923	04/06/2023	Wonderbooks	122.98	122.98	01-5840	Print materials	122.98	<No Project>
Totals:							122.98	
424926	04/06/2023	Wonderbooks	164.97	164.97	01-5840	Print materials	164.97	<No Project>
Totals:							164.97	
REGIONS BANK	Bank Draft	04/19/2023	04/19/2023	23,262.34	01-1053	Byline Bank Checking	0.00	23,262.34
	45		Posted		01-2060	Accounts Payable	23,262.34	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
023020	03/31/2023	REGION PERIOD EN	23,262.34	23,262.34	01-2067	Purchase Cards - P Cards	23,262.34	<No Project>
Totals:							23,262.34	
RHONDA FENTRY	Computer Check	04/19/2023	04/19/2023	75.00	01-1053	Byline Bank Checking	0.00	75.00
	59480		Posted		01-2060	Accounts Payable	75.00	0.00

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Payee	Trans. Type Trans. No.	Trans. Date	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2023-99-0050	03/20/2023	STAFF ENGAGEMENT	75.00	75.00	01-5163	Staff Development/Travel	75.00	<No Project>
Totals:							75.00	
STEPHEN ROBINET	Computer Check	04/14/2023	04/14/2023	373.36	01-1053	Byline Bank Checking	0.00	373.36
	59457		Posted		01-2060	Accounts Payable	373.36	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
023019	04/14/2023	WAGES & SALARIES	373.36	373.36	01-5001	Wages & Salaries	373.36	<No Project>
Totals:							373.36	
STEPHEN ROBINET	Computer Check	04/28/2023	04/28/2023	127.76	01-1053	Byline Bank Checking	0.00	127.76
	59513		Not yet posted		01-2060	Accounts Payable	127.76	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
023022	04/28/2023	WAGES & SALARIES	127.76	127.76	01-5001	Wages & Salaries	127.76	<No Project>
Totals:							127.76	
NORA SANCHEZ	Computer Check	04/19/2023	04/19/2023	18.58	01-1053	Byline Bank Checking	0.00	18.58
	59481		Posted		01-2060	Accounts Payable	18.58	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-6740	03/14/2023	Latinx Book Cafe & .	18.58	18.58	01-5249	Community Engagement	18.58	<No Project>
Totals:							18.58	
NORA SANCHEZ	Computer Check	04/26/2023	04/26/2023	79.81	01-1053	Byline Bank Checking	0.00	79.81
	59506		Not yet posted		01-2060	Accounts Payable	79.81	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-6744	03/17/2023	Celebrating Ramada	79.81	79.81	01-5249	Community Engagement	79.81	<No Project>
Totals:							79.81	
SIGN EXPRESS	Computer Check	04/19/2023	04/19/2023	399.00	01-1053	Byline Bank Checking	0.00	399.00
	59482		Posted		01-2060	Accounts Payable	399.00	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
0000549	04/13/2023	Books bike vinyls, hi	399.00	399.00	01-5693	Signage	399.00	<No Project>
Totals:							399.00	
SIKICH LLP	Computer Check	04/12/2023	04/12/2023	2,000.00	01-1053	Byline Bank Checking	0.00	2,000.00
	59450		Posted		01-2060	Accounts Payable	2,000.00	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID

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Payee	Trans. Type Trans. No.	Trans. Date	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
5658	01/01/2023	Audit Services Rend	2,000.00	2,000.00	01-5260	Audit Fees	2,000.00	<No Project>
<i>Totals:</i>							2,000.00	
SIMON R GUTIERREZ	Computer Check 59483	04/19/2023	04/19/2023 Posted	100.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 100.00	100.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2023-99-0052	04/17/2023	Emcee/Co-host for i	100.00	100.00	01-5244	Young Adult Programming	100.00	<No Project>
<i>Totals:</i>							100.00	
SMIOTA INC.	Computer Check 59451	04/12/2023	04/12/2023 Posted	4,992.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 4,992.00	4,992.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
# TR-1020	03/09/2023	Subscription Service	4,992.00	4,992.00	01-5936	Subscriptions and services	4,992.00	<No Project>
<i>Totals:</i>							4,992.00	
SWAN - SYSTEM WIDE AUTON	Computer Check 59452	04/12/2023	04/12/2023 Posted	26,237.75	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 26,237.75	26,237.75 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
10214	04/01/2023	SWAN MEMBERSHIP	26,237.75	26,237.75	01-5750	SWAN	26,237.75	<No Project>
<i>Totals:</i>							26,237.75	
T-MOBILE	Computer Check 59432	04/05/2023	04/05/2023 Posted	2,383.68	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 2,383.68	2,383.68 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
970035247-2023032	03/23/2023	Devices	2,383.68	2,383.68	01-5893	Devices	2,383.68	<No Project>
<i>Totals:</i>							2,383.68	
TEE JAY SERVICE COMPANY, IN	Computer Check 59484	04/19/2023	04/19/2023 Posted	1,930.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 1,930.00	1,930.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
197329	04/06/2023	Main - Parking Gara	1,930.00	1,930.00	01-5692	Repair & Maintenance Prop.	1,930.00	<No Project>
<i>Totals:</i>							1,930.00	
THE MOODY BIBLE INSTITUTE	Computer Check 59433	04/05/2023	04/05/2023 Posted	20.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 20.00	20.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID

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Payee	Trans. Type Trans. No.	Description	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
214464352	01/31/2023	Payment for Lost ILL	20.00	20.00	01-5264	ILL Payments	20.00	<No Project>
Totals:							20.00	
BILLY TREECE	Computer Check 59453		04/12/2023 04/12/2023 Posted		333.00 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 333.00	333.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-6726	04/07/2023	PER DIEM REQUEST	333.00	333.00	01-5163	Staff Development/Travel	333.00	<No Project>
Totals:							333.00	
ULINE	Computer Check 59507		04/26/2023 04/26/2023 Not yet posted		58.89 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 58.89	58.89 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
162375470	04/13/2023	Ballinger Grant Libr	58.89	58.89	01-5452	Grant Expenses	58.89	BALLINGER
Totals:							58.89	
UNIVERSAL BACKGROUND SCI	Computer Check 59454		04/12/2023 04/12/2023 Posted		141.00 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 141.00	141.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
202303023375	03/31/2023	Employment/Refere	141.00	141.00	01-5199	Recruitment	141.00	<No Project>
Totals:							141.00	
VIDEO AND SOUND SERVICE, I	Computer Check 59508		04/26/2023 04/26/2023 Not yet posted		382.50 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 382.50	382.50 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
98342	04/20/2023	Security Camera - R	382.50	382.50	01-5692	Repair & Maintenance Prop. i	382.50	<No Project>
Totals:							382.50	
VILLAGE OF OAK PARK	Computer Check 59456		04/14/2023 04/14/2023 Posted		20,115.91 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 20,115.91	20,115.91 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
023018	04/14/2023	PAYROLL; VOL DED;	20,115.91	20,115.91	01-5160	IMRF (Illinois Muncpal Retire	20,115.91	<No Project>
Totals:							20,115.91	
VILLAGE OF OAK PARK	Computer Check 59509		04/26/2023 04/26/2023 Not yet posted		64.60 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 64.60	64.60 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID

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Payee	Trans. Type Trans. No.	Description	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
23-0005091	04/14/2023	Fuel	64.60	64.60	01-5680	Fuels & Lubricants	64.60	<No Project>
Totals:							64.60	
VILLAGE OF OAK PARK	Computer Check 59512		04/28/2023 04/28/2023 Not yet posted	19,478.74	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 19,478.74	19,478.74 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
023021	04/28/2023	PAYROLL; VOL DED;	19,478.74	19,478.74	01-5160	IMRF (Illinois Muncpal Retire	19,478.74	<No Project>
Totals:							19,478.74	
VISUAL IMPACT MEDIA, LLC	Computer Check 59485		04/19/2023 04/19/2023 Posted	380.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 380.00	380.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
16891	04/05/2023	Wayfinding Signage	380.00	380.00	01-5693	Signage	380.00	<No Project>
Totals:							380.00	
WAREHOUSE DIRECT	Computer Check 59486		04/19/2023 04/19/2023 Posted	92.72	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 92.72	92.72 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
5475245-0	04/14/2023	PAPER,BRGHT WHIT	92.72	92.72	01-5742	Supplies	92.72	<No Project>
Totals:							92.72	
WORLD ARCHIVES	Computer Check 59510		04/26/2023 04/26/2023 Not yet posted	3,132.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 3,132.00	3,132.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
270754	04/21/2023	NewspaperArchive	3,132.00	3,132.00	01-5891	Digital content	3,132.00	<No Project>
Totals:							3,132.00	
XEROX FINANCIAL SERVICES	Computer Check 59511		04/26/2023 04/26/2023 Not yet posted	1,158.13	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 1,158.13	1,158.13 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
4096579	04/08/2023	Contract 010-01632	1,158.13	1,158.13	01-5620	Office & Library Machinery S	1,158.13	<No Project>
Totals:							1,158.13	
XIOMARA GRACHAN	Computer Check 59487		04/19/2023 04/19/2023 Posted	100.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 100.00	100.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID

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Payee	Trans. Type	Trans. No.	Trans. Date	Post Date	Status	Amount	Account Number	Description	Debit Amount	Credit Amount
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID		
2023-99-0053	04/17/2023	Emcee/Co-host for	100.00	100.00	01-5244	Young Adult Programming	100.00	<No Project>		
Totals:							100.00			
BARBARA YENA	Computer Check	04/12/2023	04/12/2023	26.18	01-1053	Byline Bank Checking	0.00	26.18		
	59455		Posted		01-2060	Accounts Payable	26.18	0.00		
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID		
IR-6762	03/31/2023	Expenses for Board	26.18	26.18	01-5165	Mileage & Miscellaneous reir	1.18	<No Project>		
IR-6762	03/31/2023	Expenses for Board	26.18	26.18	01-5742	Supplies	25.00	<No Project>		
Totals:							26.18			
Grand Totals:				250,542.63			250,542.63		250,542.63	
A total of 93 payment(s) listed										

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Account Summary

Account Number	Description	Debit Amount	Credit Amount
01-1053	Byline Bank Checking x3401	0.00	250,542.63
01-2058	Fed Pac	40.00	0.00
01-2059	Union dues Payable	183.75	0.00
01-2060	Accounts Payable	250,542.63	250,542.63
01-2067	Purchase Cards - P Cards	23,262.34	0.00
01-5001	Wages & Salaries	501.12	0.00
01-5160	IMRF (Illinois Muncipal Retirement Fund)	39,594.65	0.00
01-5163	Staff Development/Travel	583.00	0.00
01-5164	Tuition Reimbursement	1,500.00	0.00
01-5165	Mileage & Miscellaneous reimbursemen	32.23	0.00
01-5199	Recruitment	141.00	0.00
01-5205	Publications	1,508.60	0.00
01-5244	Young Adult Programming	1,286.26	0.00
01-5247	Adult Programming	1,199.00	0.00
01-5249	Community Engagement	479.54	0.00
01-5260	Audit Fees	2,000.00	0.00
01-5264	ILL Payments	66.82	0.00
01-5275	Consulting Services - Admin	112.50	0.00
01-5281	Intergovernmental Agreements (IGA)	3,480.75	0.00
01-5380	Postage & Delivery	1,500.00	0.00
01-5451	Telephone/Communications	195.07	0.00
01-5452	Grant Expenses	7,168.92	0.00
01-5620	Office & Library Machinery Service	1,158.13	0.00
01-5680	Fuels & Lubricants	64.60	0.00
01-5681	Landscaping and snow removal services	492.00	0.00
01-5682	Building Materials & Supplies	163.31	0.00
01-5684	Cleaning & Housekeeping Supplies	37.99	0.00
01-5686	Custodial Services	870.32	0.00
01-5688	Sewer/Garbage	628.21	0.00
01-5690	Natural Gas	18,544.34	0.00
01-5691	Rentals--Equipment & Facilities	1,370.00	0.00
01-5692	Repair & Maintenance Prop. & Equip.	13,920.47	0.00
01-5693	Signage	866.00	0.00
01-5742	Supplies	6,368.19	0.00
01-5750	SWAN	26,237.75	0.00
01-5840	Print materials	31,552.74	0.00
01-5890	Audio and video materials	4,756.77	0.00
01-5891	Digital content	46,683.77	0.00

Oak Park Public Library
Cash Disbursement Journals
APRIL 2023- BYLINE

01-5893	Devices	2,383.68	0.00
01-5894	Realia and other formats	463.85	0.00
01-5936	Subscriptions and services	6,158.50	0.00
01-5937	Equipment and supplies	1,817.30	0.00
01-5941	Technology Projects and Equipment	1,169.16	0.00

Oak Park Public Library

Byline Bank (Main) X 3401: Cash Management Disbursement Report

As of APRIL 2023

Source	Trans Type	Trans Date	Reference	Deposits	Payments
Cash Management Deposit		4/30/2023	PARKING CREDITS	\$ 1,260.78	
Cash Management Deposit		4/30/2023	DAILY DEPOSITS	\$ 32,008.70	
Cash Management Deposit		4/30/2023	INTEREST ON ACCOUNT	\$ 57.20	
Cash Management Deposit		4/30/2023	CIRCULATION CREDITS	\$ 270.33	
Cash Management Deposit		4/30/2023	RENTALS, LIBRARY SPACES	\$ 193.90	
				\$ 33,790.91	-
Cash Management Transfer in		4/30/2023	TRANSFER FROM MMA TO CHECKING, COVER PAYRLL & ACCTS PYBL	\$ 250,000.00	
Cash Management Transfer in		4/30/2023	TRANSFER FROM MMA TO CHECKING, COVER PAYRLL & ACCTS PYBL	\$ 250,000.00	
Cash Management Transfer in		4/30/2023	TRANSFER FROM MMA TO CHECKING, COVER PAYRLL & ACCTS PYBL	\$ 350,000.00	
				\$ 850,000.00	-
Cash Management Payment		4/30/2023	BENTO DEBIT CARDS	\$ -	(1,000.00)
Cash Management Payment		4/30/2023	FIFTH STAR COLLECTIVE	\$ -	(5,965.00)
Cash Management Payment		4/30/2023	ACH (FLEX ACCTS),	\$ -	(7,673.64)
Cash Management Payment		4/30/2023	IPBC PAYMENT EMPLOYEE MEDICAL INSURANCE	\$ -	(111,225.08)
				\$ -	(125,863.72)
Cash Management Payment		4/30/2023	MERCHANT ACCT & BANK FEES	\$ -	(120.00)
				\$ -	(120.00)
Cash Management Payment		4/30/2023	PAYROLL; PAYDATE 4/15/2023	\$ -	(\$261,456.98)
Cash Management Payment		4/30/2023	PAYROLL; PAYDATE 4/28/2023	\$ -	(\$250,373.22)
Cash Management Payment		4/30/2023	PAYROLL; MISSION SQUARE PAYROLL DEDUCTION DEBITS	\$ -	(5,369.29)
				\$ -	(517,199.49)

Summary by Transaction Type

(+) Deposits by Transaction Type:

Cash Receipts:	\$ 33,790.91
Transfers In/Out	\$ 850,000.00

Total Deposits: \$ 883,790.91

(-) Payments by Transaction Type:

Transfer out	\$ -
Benefits/Bentol /Other ACH:	\$ (125,863.72)
Bank Fees:	\$ (120.00)
Payroll:	\$ (517,199.49)

Total Payments: \$ (643,183.21)

Accounts Payable **(250,542.63)**

Total Summary of Disbursements: \$ (893,725.84)

Total Change In Register Balance: \$ (9,934.93)

OPPL
5/30/23

RESOLUTION ON DISBURSEMENTS, APRIL 2023

RESOLVED THAT DISBURSEMENTS FOR THE MONTH OF APRIL 2023 IN THE TOTAL AMOUNT OF \$893,725.84 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.

DRAFT Staff Survey Regarding Holidays

May 2023

Introduction outline

- How we got here
- Why we are asking
- Note: answers are confidential, not anonymous
- How this information will be used in decision-making
- Next steps

Google Form:

As the Board of Library Trustees and the Leadership Team considers future revisions to the library's list of approved staff holidays/building closures, we would like to hear feedback from staff about how, if at all, our current policy could be improved. (See www.oppl.org/about/policies/closings for our 2023 Scheduled Building Closings.) Please share your thoughts in this brief survey.

1) Select your employment status:

Part time (less than 20 hours a week)

Part time (20 or more hours a week)

Full time

2) What service area do you work in?

Administration (*Finance, Human Resources, Leadership Team*)

Collections (*Bibliographic Services, Collections Services, Materials Handling, Special Collections*)

Operations (*Communications, Facilities, Public Safety, Technology Services*)

Public Services (*Adult Services, Children's Services, Community Engagement, Middle & High School Services, Patron Services*)

3) Below is a list of local, state, or federal holidays that are not currently included in the library's Scheduled Building Closings. Which of these holidays, if any, do you think we should add to our holiday calendar as dates when library buildings are fully or partially closed?

Martin Luther King, Jr. Day
Lincoln's Birthday
President's Day (Washington's Birthday)
Casimir Pulaski Day
General Election Day (bi-annual)
Veteran's Day

- 4) What additional holidays do you think we should consider including in the library's Scheduled Building Closings? Select all that apply and/or select the "Other" option to suggest any other holidays not listed below.

Mother's Day
Father's Day
Easter
Muslim Holiday Observance
Jewish Holiday Observance
Other: _____

- 5) Additional comments: [Free response]

Reciprocal Borrower Benefits Policy

The Oak Park Public Library is a full participant in the [SWAN Libraries consortium](#) and follows policies of SWAN as required.

The Oak Park Public Library has endorsed and participates in the [Illinois statewide reciprocal borrowing](#) policy in order to expand the universe of library materials available to Oak Park residents.

Reciprocal borrowers shall be permitted to borrow all circulating items in accordance with the Library's [Borrowing of Library Items policy](#). All items checked out shall be subject to fees and fines in accordance with the [User Service Charges and Fees policy](#).

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Jodi Kolo
1:21 PM May 17

Add: "Libraries"



Jodi Kolo
1:21 PM May 17

Replace: "agreement" with "policy"



Jodi Kolo
1:20 PM May 17

Replace: "Circulation" with "Borrowing"



Jodi Kolo
1:20 PM May 17

Replace: "Fines" with "Fees"

Staff Library Cards Policy

Employees and Trustees of Oak Park Public Library may obtain staff library cards for their individual use. Fees are not charged against overdue items borrowed on staff library cards, but fees for lost or damaged items are charged. Items borrowed on staff library cards are expected to be returned promptly. The Executive Director is authorized to revoke staff library card privileges in cases of abuse of staff privilege.

Staff Library Cards Policy

Currently under review.

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Martyn Churchouse
10:12 AM May 16

Change to 'Fees'



Martyn Churchouse
10:13 AM May 16

Change to 'not charged against overdue items'



Martyn Churchouse
10:13 AM May 16

Change to 'lost or damaged'