

OAK PARK PUBLIC LIBRARY
BOARD OF LIBRARY TRUSTEES | REGULAR MEETING
834 Lake St., Oak Park, IL 60301 | Second Floor Scoville Room
Tuesday, January 23, 2024 – 6:30pm
Meeting to be held in person and via Zoom ([click here for Zoom link](#))

AGENDA

1. Call to Order and Roll Call

2. Approval of Minutes

December 19, 2023 Regular Meeting
January 11, 2024 Special Meeting

(Action)
(Action)

3. 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.

4. Trustee Comments and Calendar

2024 trustee meeting dates

(Action)

5. Executive Director Report

6. Staff Reports

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

7. Financial Reports

- a. October 2023 Financial Reports
- b. October 2023 Resolutions on Disbursements
- c. November 2023 Financial Reports
- d. November 2023 Resolutions on Disbursements
- e. December 2023 Financial Reports
- f. December 2023 Resolutions on Disbursements

(Discussion)
(Action)
(Discussion)
(Action)
(Discussion)
(Action)

8. Additional Reports

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

9. Unfinished Business

- a. 2023 Digital Resources Trend

(Discussion)

10. New Business

- a. Leaves of Absence Policy
- b. New Board Report Format
- c. Executive Director Evaluation Rubric and Timeline for Review
- d. Closed Session (if applicable)

(Action)
(Discussion)
(Discussion)
(Discussion)

11. Adjournment

Minutes for December 19, 2023 Regular Board Meeting

1. Call to Order and Roll

President Matthew Fruth called the meeting to order at 6:36pm. Secretary Susanne Fairfax took roll.

Present: Matthew Fruth, Susanne Fairfax, Kristina Rogers, Virginia Bloom, Theodore Foss, Maya Ganguly, Madhurima Chakraborty

Also attending: Joslyn Bowling Dixon, Executive Director, Billy Treece, Director of Finance and Human Resources, Matt Bartodziej, Director of Facilities, Leigh Tarullo, Director of Collections, Camayia Dantzler, Executive Assistant

2. Review and Approval of October 17, 2023 Regular Meeting Minutes

Chakraborty motioned to approve. Foss seconded. Approved by all trustees.

3. Public Comments

No public comments were made for this regular library board meeting.

4. New Business

a. Policies

i. Personal Leave Policy

Foss motioned to approve. Bloom seconded. Approved by all trustees.

ii. Holidays Policy - Floating Holiday

Foss motioned to approve. Bloom seconded. Approved by all trustees.

iii. EV Charging Policy

Fairfax motioned to approve. Rogers seconded. Approved by all trustees.

5. Adjournment

Fruth adjourned the regular board meeting at 7:20pm.

6. Closed Session

Closed Session 5 ILCS 120/c 1 to discuss matters of employment, performance, retention and compensation of specific library employees; real property; or litigation.

Secretary Fairfax took roll for the board to enter the closed session. Bloom motioned to approve. Ganguly seconded. Approved by all trustees.

Minutes for January 11, 2024 Special Board Meeting

1. Call to Order and Roll

President Matthew Fruth called the meeting to order at 6:38pm. Secretary Susanne Fairfax took roll.

Present: Matthew Fruth, Virginia Bloom, Madhurima Chakraborty, Susanne Fairfax, Maya Ganguly, Kristina Rogers

Theodore Foss to participate remotely through Zoom. Ganguly motioned. Seconded by Bloom. Motion approved.

Public commentators: None.

2. Public Comments

No public comments were made during this special board meeting.

3. Executive Director Rubric

The board reviewed the rubric that is to be used in future assessment to evaluate the executive director. Fruth explained the process of the evaluation rubric to assess the executive director's performance. The board met to review and discuss their approach and/or evaluation tool (referred to as a "rubric" on the board agenda) to be used in their future assessment of the library executive director's performance. The board discussed a timeline for review of the executive director evaluation rubric to revisit in January's regular board meeting to discuss.

The executive director's performance evaluation is a routine task referenced in the board bylaws and happens annually.

4. Adjournment

Fruth adjourned the meeting at 8:37pm.

2024 Library Board of Trustees Meeting Dates

All meetings start at 6:30 PM unless otherwise noted.

January 23, 2024

February 27, 2024

March 26, 2024

April 23, 2024

May 28, 2024

June 25, 2024

July 23, 2024

August 27, 2024

September 24, 2024

October 22, 2024

November 19, 2024

December 17, 2024

Executive Director's Report

November 2023

2023 Highlights, Milestones, Achievements

OPPL rated as a Five Star Library by *Library Journal* for 15 years running. Working with Director of Communications, Jodi Kolo, we created marketing materials and promotional items, including street banners, buttons, stickers, and magnets to make clear to the community that our library service is recognized on a national level, and to instill pride in the staff for the work they do to make the recognition possible.

OPPL nominated for Institute of Museum and Library Services National Medal for Museum and Library Service in the area of diverse collections.

OPPL recipient of the 2023 Oak Park Area Lesbian and Gay Association Founders Award for our "fearless and committed efforts to promote free expression and push back against growing challenges to our freedom to read" and in recognition of the library serving as "a strong ally in your consistent stand for the fundamental rights of LGBTQ+ people to be represented and celebrated, as well as to participate fully and equally in civic life."

Invited by Village Manager Kevin Jackson to the village council meeting to provide a comprehensive presentation of the "why" behind unanimously LBOT approved 8 percent library tax levy.

Working with Jodi Kolo, Director of Communications to facilitate a Community Open House Celebration of OPPL's 120th year.

Presented Directors' Call with Urban Libraries Council CEO Brooks Rainwater and executive directors from Richmond, VA and Southwestern Oklahoma public libraries on ULC's [Creating Youth Opportunities](#) initiative. This program explores the role of libraries in supporting young people at risk of incarceration, and the authentic youth engagement required in doing this work effectively.

Served as webinar presenter for the Urban Library Council: "Civic Engagement in Uncivil Times" Shared with 200+ attendees across the country about our experience partnering with the League of Women Voters to present village candidate forums for the community. Watch the webinar [here](#).

In my first 6 months, I facilitated 14 promotions of current staff, ranging from entry-level to the Leadership Team level. Promotions include 6 BiPOC staff, 8 White staff, with promotions closely mirroring the current staff population percentages by race (46 percent BiPOC/54 percent white), reflecting equity in promotional opportunities across departments. In addition, 11 of 14 promotions were non-MLIS positions, reflecting opportunities for advancement at all levels and not exclusively for MLIS degree librarians.

eNPS Score increased from 33 to 37 within 6 months of my tenure. An NPS score is a gauge of moral and positive engagement within an organization. A score of 10-30 is considered good, and scores approaching 50 are considered excellent, and scores continue to rise during this first year of my leadership.

In the most recent survey of staff:

65 percent of staff report feeling highly valued or at least sometimes valued (31%). 51 percent of staff identify themselves as highly engaged with a great attitude or possessing good engagement and a mostly positive attitude (42%). 82 percent of staff strongly agree, or agree that they are enthusiastic about their jobs. Strongly Agree 34.4%. Agree 48.4%.

At least 55 staff members at all levels and representing all work teams from Facilities to Finance, have attended 76+ paid learning opportunities: training sessions, workshops, seminars, and conferences, including 14 who attended JCLC in St. Petersburg Beach, Florida, and over 30 who attended the ALA Annual Conference in Chicago, many of which were first time attendees.

Awarded tuition grants totaling \$15,420 to 9 staff members. These grants were for staff members to pursue certificates or degrees, such as a Grant Writing Certificate, Bachelor's degree, as well as a MLIS degree.

Received national recognition for workplace excellence: 2023 ALA Sustainability Roundtable Wellness in the Workplace Citation.

<https://www.ala.org/rt/sustainrt/wellness-award>

National recognition for collections: Nominated at ALA Conference by the Institute of Museum and Library Services for the 2024 National Medal for Museum and Library Service in the area of diverse collections and artifacts.

Presented 10 policies for review and update to the Library Board of Trustees for approval. On average, presented at least one policy for trustee review and approval each month.

On June 20, presented a resolution approved by the village council for the Village of Oak Park to become a [Book Sanctuary](#).

Served on the American Library Association Great Stories Club Committee.

Served as American Library Association Councilor-at-Large.

Completed Illinois State Library's Directors University.

Presented "Always Negotiate: Getting the Pay You Deserve" as part of a panel of area directors from Northbrook, Crystal Lake, and St. Charles at the Illinois Library Association Annual Conference in Springfield.

Presented "Competencies for Excelling in Library Work" with other African American library leaders in the Chicagoland area at the invitation of the Chicago chapter of the Black Caucus of American Library Association.

Provided library tours for new and more recent board members in an effort to establish onboarding standards for board members.

Community Listening Sessions- Implemented a series of Listening Sessions to connect with the community in-person and to gather feedback on Older Adult 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 took place in April, May, and June at all three library locations, including evenings and weekends.

C4 at Our Libraries- Coordinated first C4 at Our Libraries meeting with Library Directors from neighboring villages of Broadview, River Forest, Forest Park, and Bellwood to discuss potential collaborative opportunities and share efforts in sustainability and eco-responsibility within the context of our public libraries' internal and external operations.

Selected to participate in Urban Library Council's Executive Directors Focus Group along with EDs from Milwaukee, Wisconsin, Richmond, Virginia, Hartford, Connecticut, and additional cities across the country to help shape the next strategic plan under the new CEO, Brooks Rainwater.

Attended reception and recognized in Black History Month Museum in the Idea Box along with other past and present Oak Park Local Village Government "Firsts" as the first African-American Executive Director of Oak Park Public Library.

Invited by Glenna G. Temple, President of Dominican University, to participate in Dominican University's Oak Park/River Forest Advisory Council as a representative of the community in order to assist Dominican with their strategic plan and to deepen engagement with community members. They plan to meet twice a year, once in the fall, and once in the spring on the DU campus.

With staff changes at the helm of the Leadership Team and within the Leadership Team, I invited Life Labs Facilitator Meghan Pickett to provide guidance and insight into the following:

The Purpose: For the executive leadership team to gain clarity on their vision/purpose as a team and the "hows" of working together

The Product: We created a written purpose statement, established team norms, and agreed-upon methods for navigating norm conflict

The Personal Benefit: The group examined clearly defined expectations for how to work together which allows us to engage in the productive conflict & collaboration needed to achieve our goals.

The Process: 1) We began with a brief activity to define the leadership team's purpose. 2) From there we reviewed previous team experiences to identify what behaviors are damaging and what behaviors are necessary for establishing trust and collaboration. This allowed us to identify the team's top 5 necessary norms. 3) Finally, to make sure these are actionable, we outlined potential challenges in implementing these norms and agreed-upon strategies to address norm-breaking behaviors.

Working with Matt Bartodziej, Director of Facilities, met with a vendor to narrow upgrade selections to continue with refresh plans for the Scoville Room.

Participated in RAILS Support and Bomb Threats Discussion to share strategies and experiences with RAILS and other library directors throughout the state.

Worked with Human Resources/Finance Director Billy Treece and Ginger Slade, Staff Learning & Well-Being Specialist to bring individual and group counseling and therapy dogs to help staff address the trauma of the library receiving multiple bomb threats.

Respectfully submitted,

Joslyn Bowling Dixon

Joslyn Bowling Dixon

2023 Pop-Up Shop Summary

January 5, 2024

To test the viability of hosting an onsite retail shop as a means for generating additional revenue, the library's first "Pop-Up Shop" opened in late November in the Main Library Lobby. A collaborative initiative between Communications, Finance, and Patron Services, the shop offered eight uniquely branded items in multiple sizes and colors. Through December, a total of 365 items were sold, generating \$7,800 in gross revenue. Related:

- Start-up costs came from donated funds, not library operating revenue
- While every item in every size and color sold at least once, mugs were the most popular and onesies were the least popular.
- Zippered hoodies generated the most gross revenue.

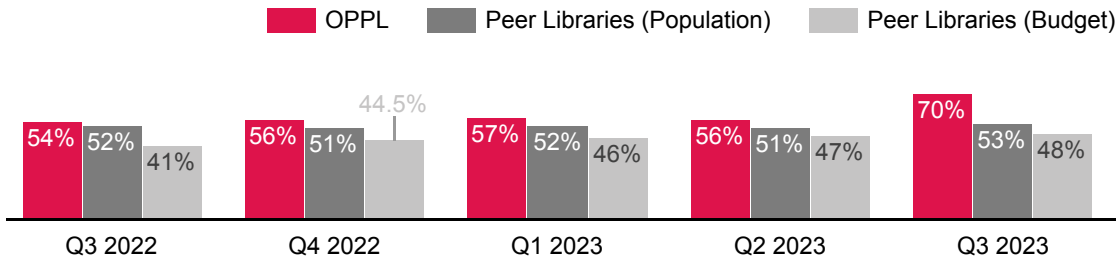
Most Items Sold	
Mugs	123
Hoodies, Pullover	57
Hoodies, Zipped	46
ALFE shirts	47
120 shirts	28
Totes	26
Hats & scarves	23
Onesies	15
	365
Gross Revenue	
Hoodies, Zipped	\$1,875.00
Hoodies, Pullover	\$1,745.00
Mugs	\$1,230.00

ALFE shirts	\$955.00
120 shirts	\$570.00
Hats & scarves	\$475.00
Totes	\$650.00
Onesies	\$300.00
	\$7,800.00

During January, the shop will continue to sell items in person at the Main Library only. The library expects to apply what it has learned through its first two-month effort to amended plans for a second pop-up shop later this spring—coinciding with the launch of summer reading. New and existing merchandise will be available, and online transactions may become an option. For all of 2024, the library has a goal of generating \$20,000 in retail sales.

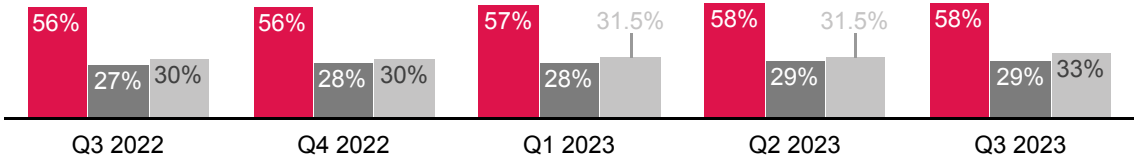
New Cardholder Retention

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

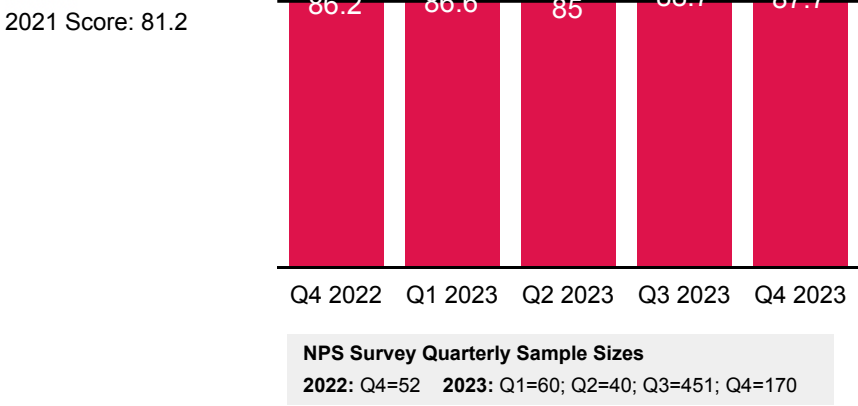


Net Promoter Score

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?

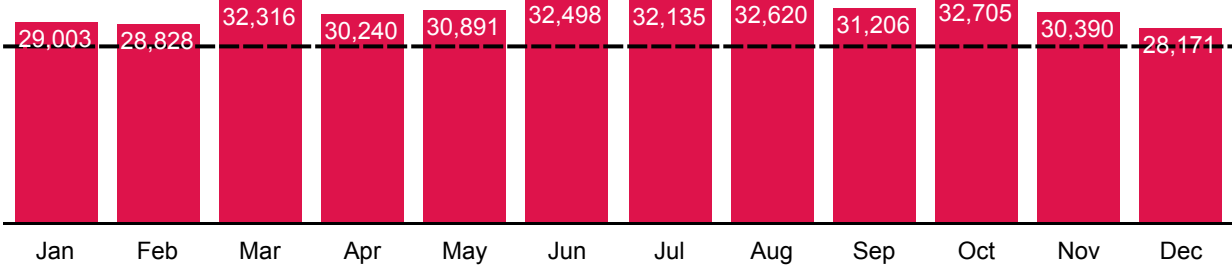
The NPS can range from -100 to 100. For reference, a positive score is Good, above 50 is Excellent, and above 70 is considered World Class.



Building Visits

The number of patron visits to a library building

2022 Average: 25,431

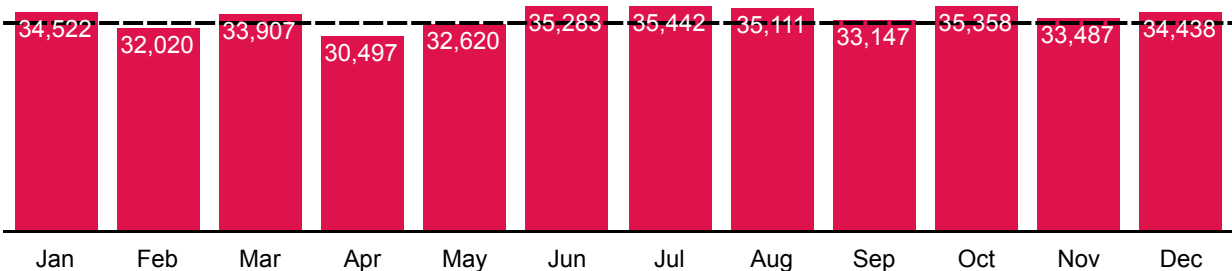


Year-to-Date
371,003

Website Users

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

2022 Average: 32,531

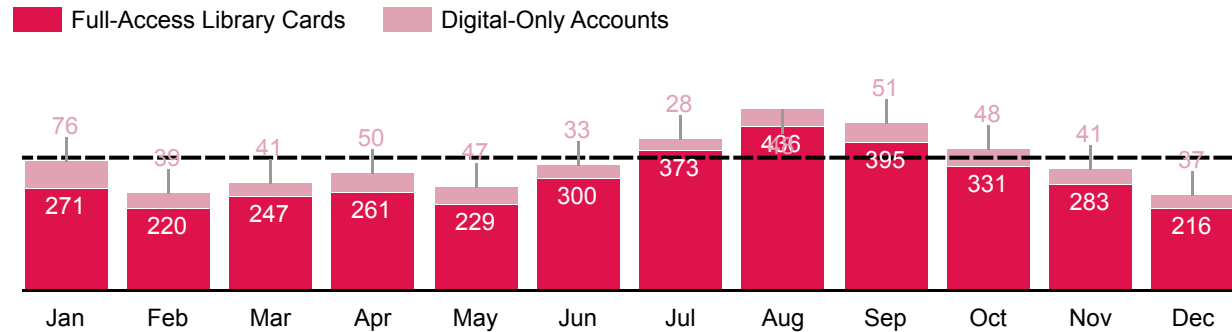


Year-to-Date
405,832

New Users

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

2022 Average: 352



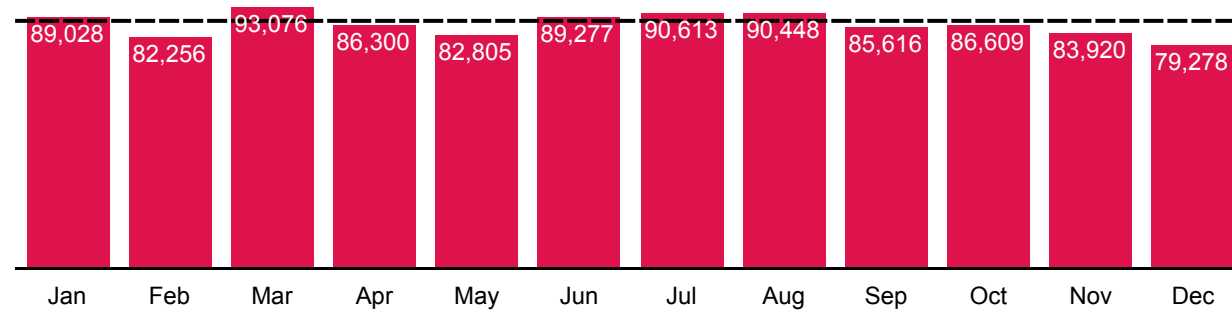
Year-to-Date
4,101

*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

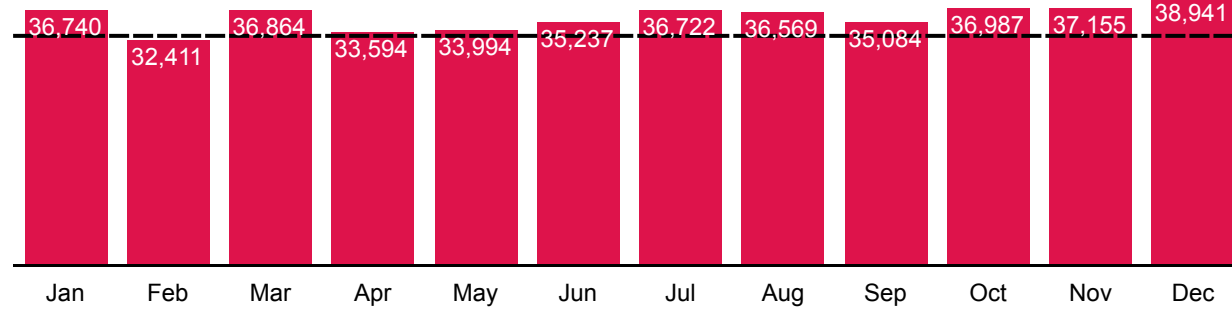


Year-to-Date
1,039,226

Digital Materials Use

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

2022 Average: 33,017

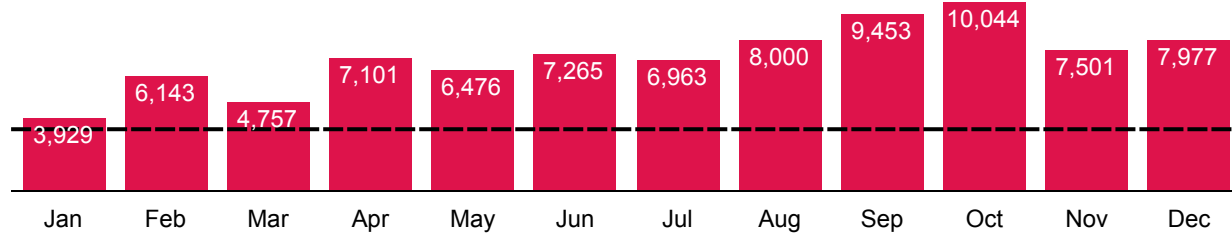


Year-to-Date
430,298

Online Resource Use

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

2022 Average: 3,283

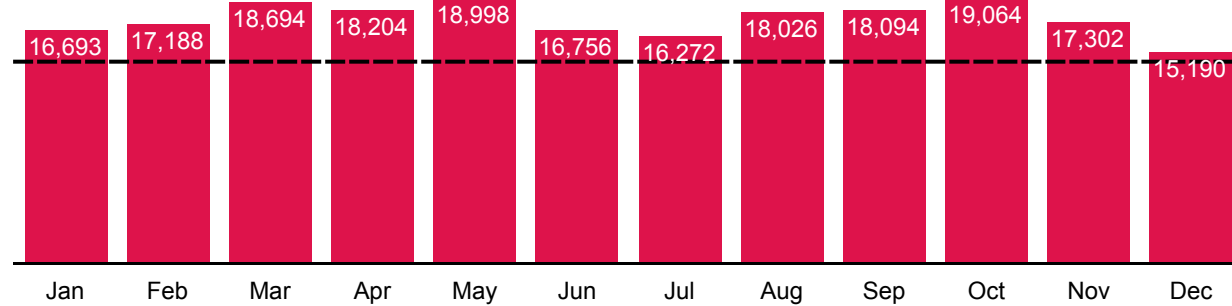


Year-to-Date
85,609

WiFi Use

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

2022 Average: 14,410

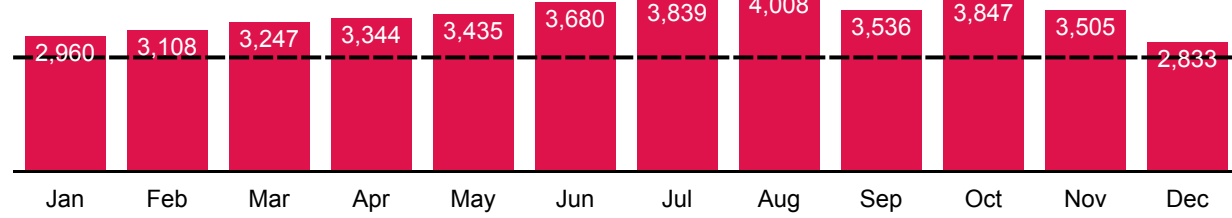


Year-to-Date
210,481

Public Computer Use

The number of PC sessions at an Oak Park library location

2022 Average: 2,479

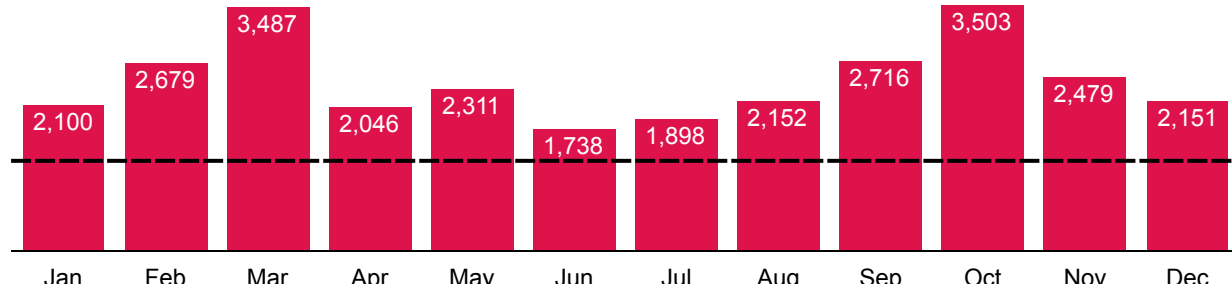


Year-to-Date
41,342

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

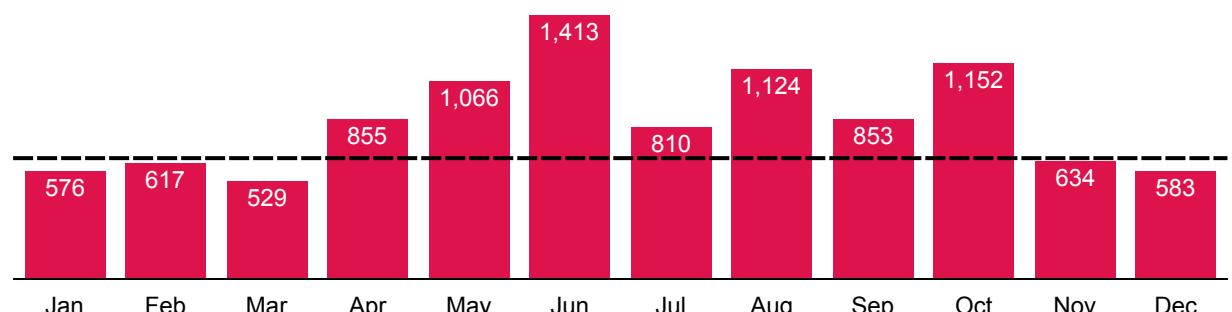


Year-to-Date
29,260

Community Outreach

The estimated interactions from all Outreach and Book Bike events

2022 Average: 645

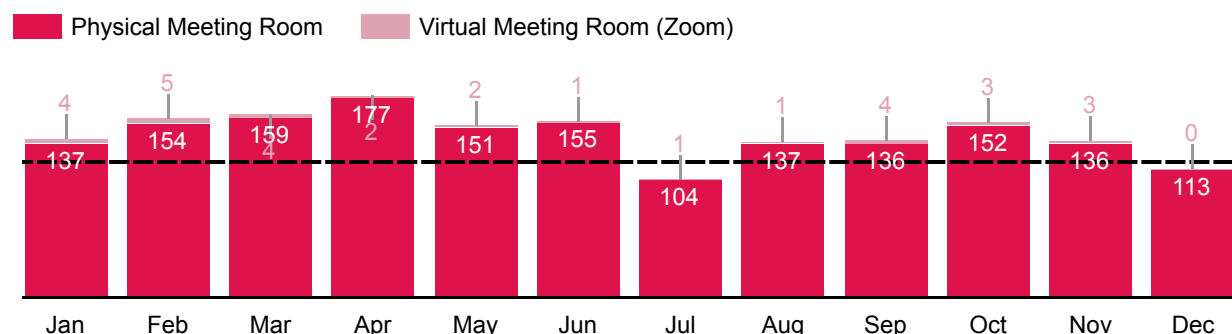


Year-to-Date
10,212

Meeting Room Use

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

2022 Average: 120

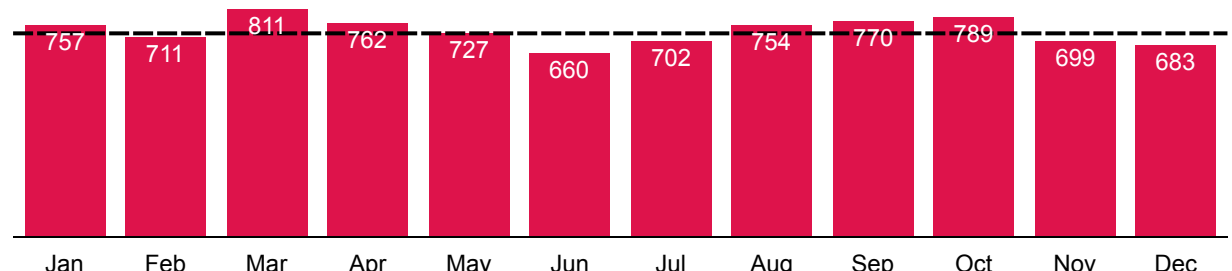


Year-to-Date
1,741

Study Room Use

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

2022 Average: 726



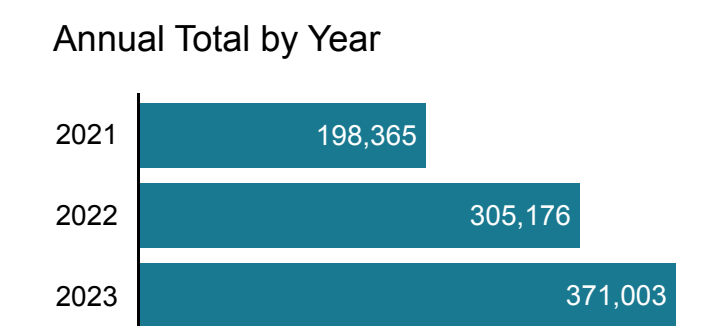
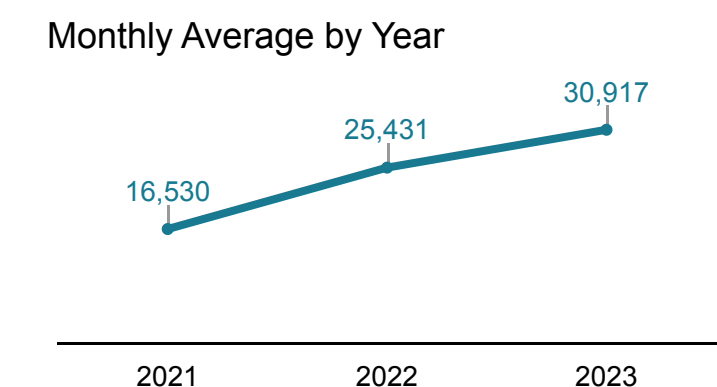
Year-to-Date
8,825

Core Use Statistics: 2021-2023

The charts below summarize historical data for the Oak Park Public Library's twelve Core Use Statistics, which speak to patron access to and use of key library resources. For each statistic, you will see available data for 2021 through 2023, displayed in four ways: **1)** a line graph showing the monthly average for that statistic each year; **2)** a bar chart showing the annual total for each year; **3)** a scorecard displaying the percent change comparing the 2023 annual total to the 2021-2022 average; and **4)** a scorecard displaying the percent change comparing the 2023 annual total to 2019, for insight about change compared to pre-pandemic usage. In the scorecards, negative percentages indicate a decrease in 2023 and positive percentages indicate an increase.

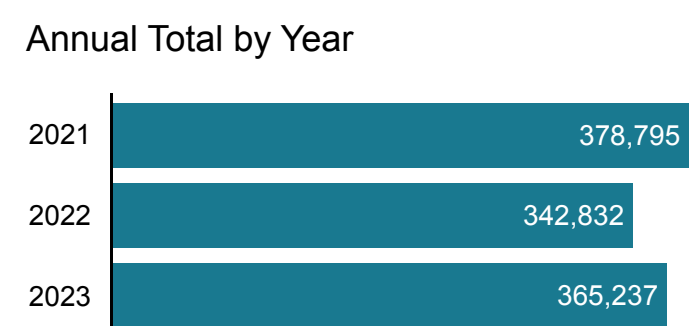
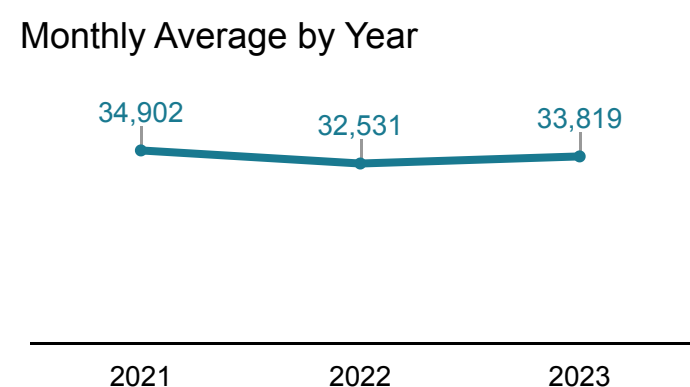
(**NOTE:** In this report, 2020 data has been excluded, given that access to and use of library services was particularly abnormal this year due to the COVID-19 pandemic. For historical data that includes 2020, please see the following report: [Core Use Statistics \(2015-2020\)](#).)

Building Visits



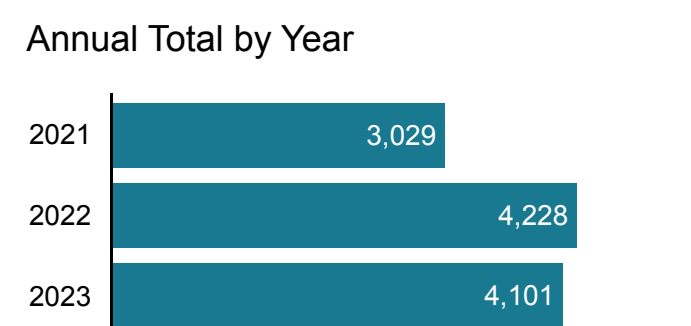
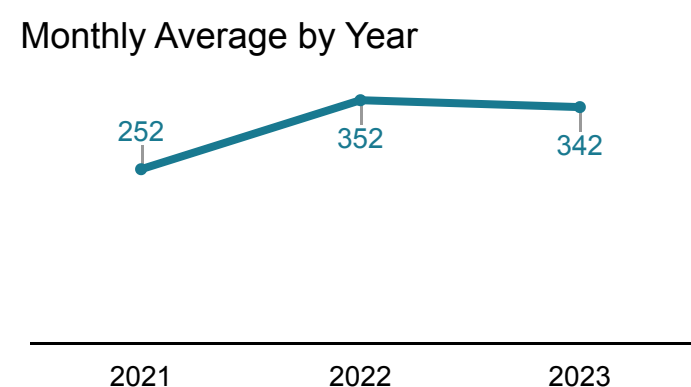
2023 Annual Total vs. 2021-2022 Annual Average	47.36%
2023 Annual Total vs. 2019 Annual Total (653,794)	-43.25%

Website Users



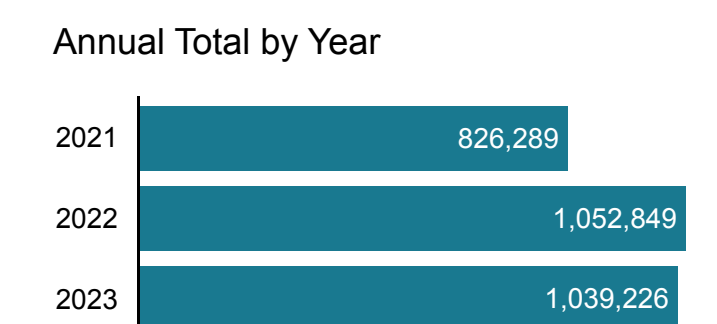
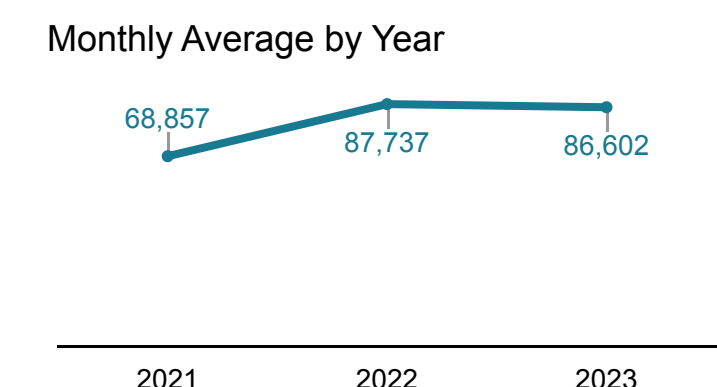
2023 Annual Total vs. 2021-2022 Annual Average	1.23%
2023 Annual Total vs. 2019 Annual Total (285,241)	28.05%

New User Accounts



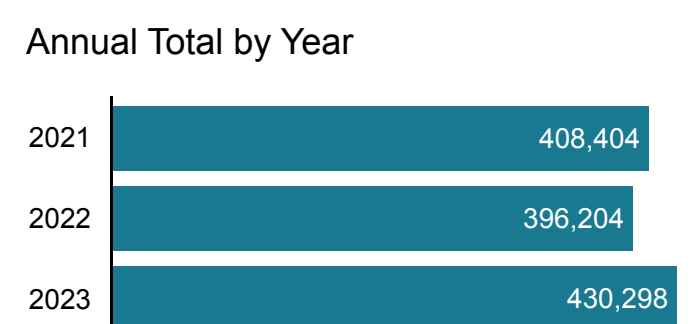
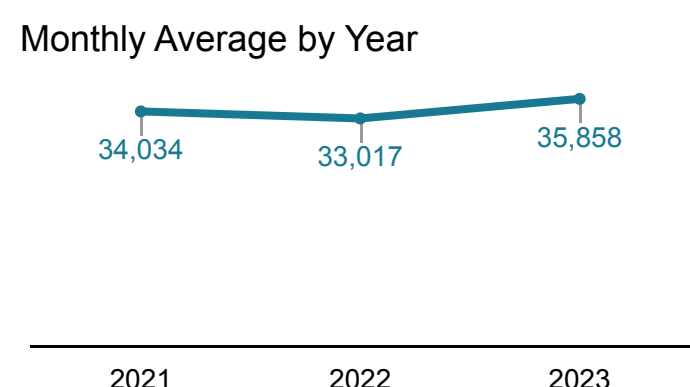
2023 Annual Total vs. 2021-2022 Annual Average	13.02%
2023 Annual Total vs. 2019 Annual Total (3,368)	21.76%

Physical Material Use



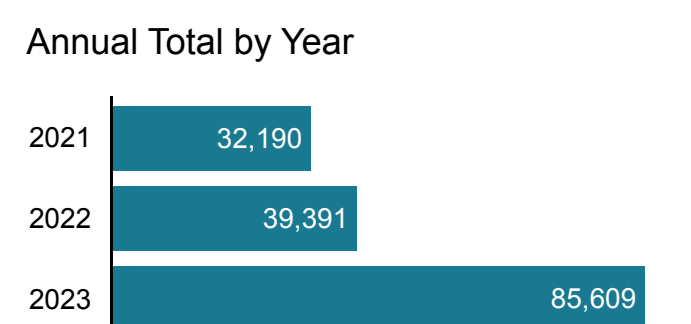
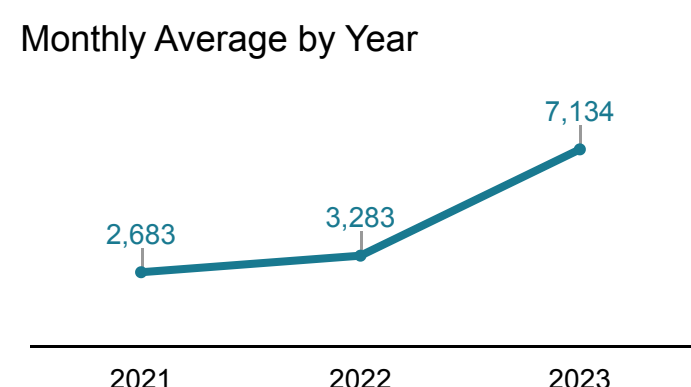
2023 Annual Total vs. 2021-2022 Annual Average	10.61%
2023 Annual Total vs. 2019 Annual Total (1,421,910)	-26.91%

Digital Material Use



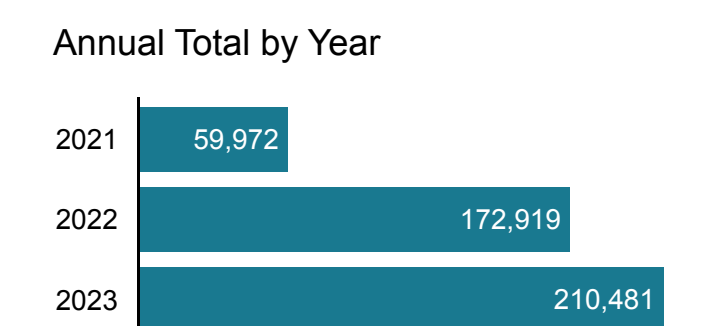
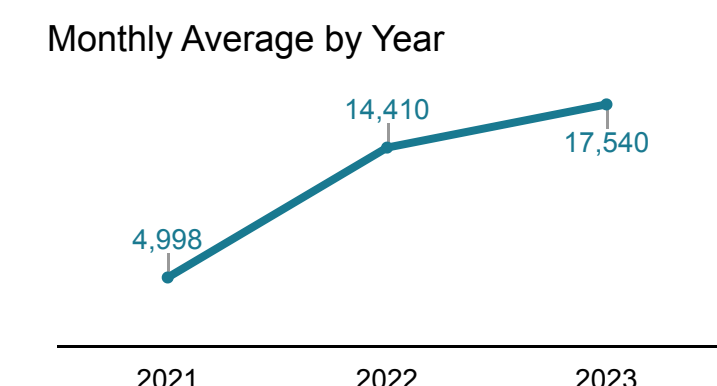
2023 Annual Total vs. 2021-2022 Annual Average	6.96%
2023 Annual Total vs. 2019 Annual Total (224,689)	91.51%

Online Resource Use



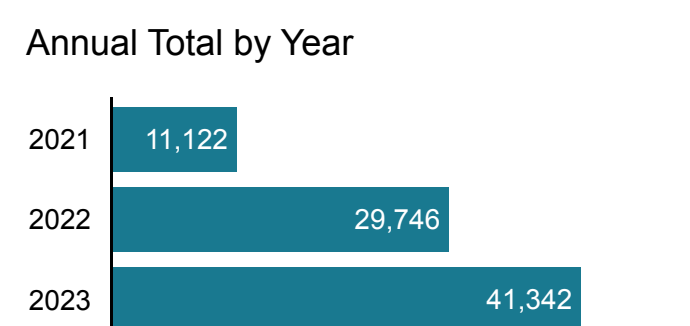
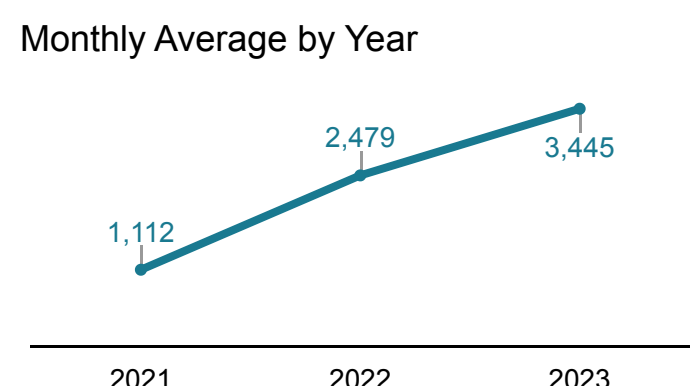
2023 Annual Total vs. 2021-2022 Annual Average	139.19%
2023 Annual Total vs. 2019 Annual Total (30,381)	181.78%

WiFi Use



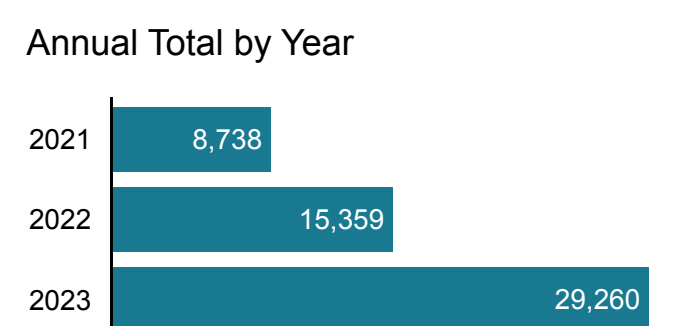
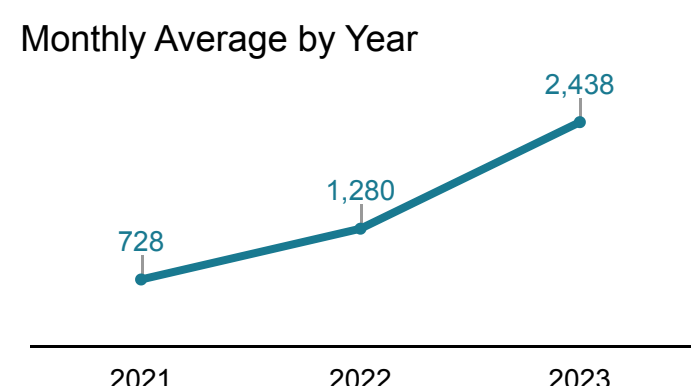
2023 Annual Total vs. 2021-2022 Annual Average	80.75%
2023 Annual Total vs. 2019 Annual Total (608,569)	-65.41%

Public Computer Use



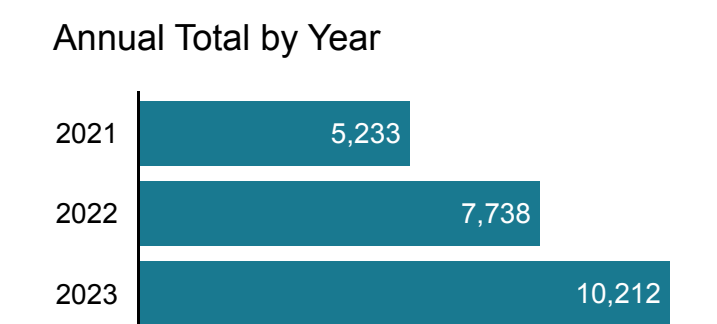
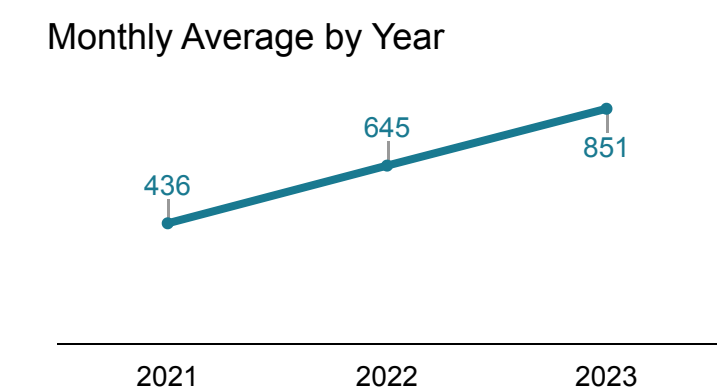
2023 Annual Total vs. 2021-2022 Annual Average	102.32%
2023 Annual Total vs. 2019 Annual Total (119,638)	-65.44%

Program Attendance



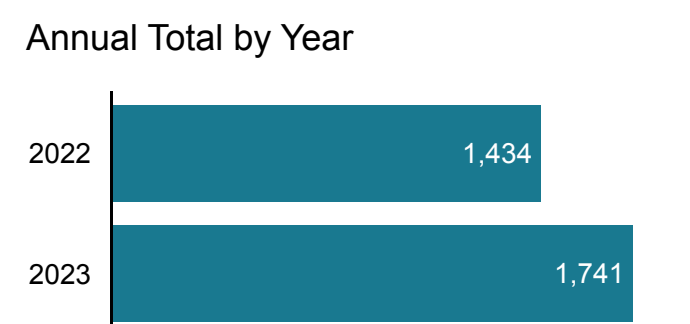
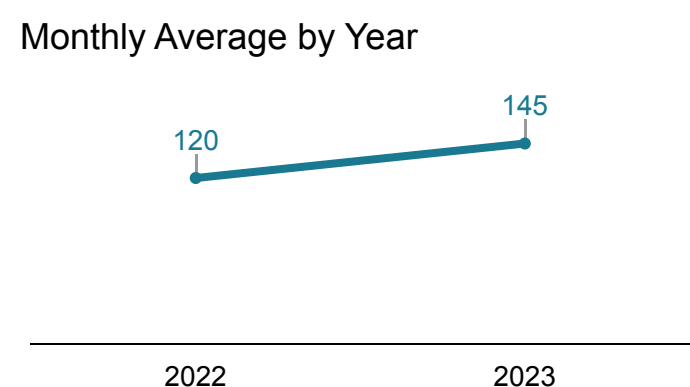
2023 Annual Total vs. 2021-2022 Annual Average	142.85%
2023 Annual Total vs. 2019 Annual Total (27,477)	6.49%

Community Outreach



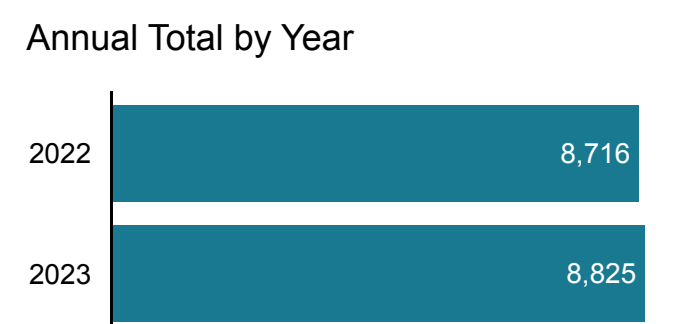
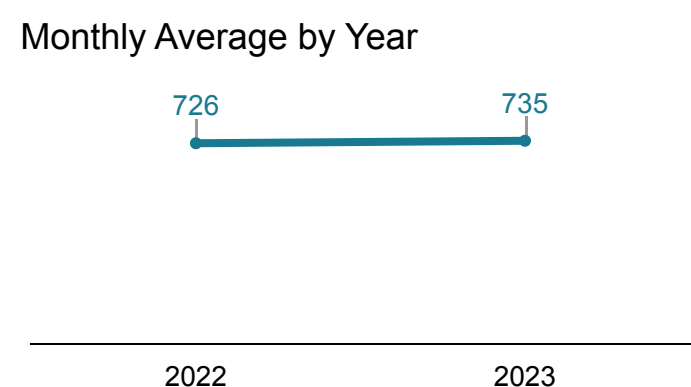
2023 Annual Total vs. 2021-2022 Annual Average	57.46%
2023 Annual Total vs. 2019 Annual Total (16,053)	-36.39%

Meeting Room Use



2023 Annual Total vs. 2022 Annual Total	21.41%
2023 Annual Total vs. 2019 Annual Total (2,377)	-26.76%

Study Room Use



2023 Annual Total vs. 2022 Annual Total	1.25%
2023 Annual Total vs. 2019 Annual Total (11,507)	-23.31%

Data Definitions, Sources, & Notes:

Building Visits: The number of patron visits to a library building. All data tracked using SenSource door counter system and associated online reporting interface.

Website Users: The number of people who initiated at least one session on [oppl.org](#) during a given time period. All data tracked using Google Analytics. Annual totals include unique users who initiated at least one session on the website during the entire 12-month period January 1-December 31; this count provides a truer estimate of unique users on the website for that time period. Thus, the annual totals above are not simply the sum of each monthly total (405,832). Monthly averages were calculated by taking the average of individual monthly website user counts (i.e., unique users who initiated at least one website session during a particular month only). Thus, the average monthly website users each year is not simply the annual total divided by 12 months. Due to data loss, the number of website users in March-December 2023 was estimated.

New User Accounts: The number of new account registrations, for both library cards and digital-only accounts. All data tracked using BLUEcloud Analytics.

Physical Material Use: The number of checkouts plus renewals made at an Oak Park library location. All data tracked using BLUEcloud Analytics.

Digital Material Use: The number of materials downloaded or streamed from Oak Park library digital collections. All data pulled from vendor reports monthly.

Online Resource Use: The number of sessions (logins) for online resources, based on vendor statistics. This includes both in-library and, where applicable, remote access. All data pulled from vendor reports monthly.

WiFi Use: The number of unique daily WiFi clients at an Oak Park library location. All data 2021-2023 tracked using Meraki dashboard. Pre-2020 data not available monthly. In 2019, we reported via IPLAR an average of the counts from 2018 and 2017, as the 2019 data was not accessible due to the manner in which it had been tracked previously (daily emails sent from Aerichive to the former Data Analyst who left the library in Q1 2019).

Public Computer Use: The number of PC sessions at an Oak Park library location. All data 2021-2023 tracked using My PC. Pre-2020 data not available monthly. In 2019, the annual count we reported via IPLAR for public computer use was, in part, an estimation, due to approximately one month of missing data and missing guest pass usage data for the year. In 2021, computers were not available for public use January-February due to the COVID-19 pandemic; thus, the monthly average and annual total for 2021 shown above reflect only March-December data.

Program Attendance: The number of attendees at programs held inside an Oak Park library location. In June 2020, staff began tracking program attendance using a Google Form. Prior to June 2020, attendance was recorded in Evanced.

Community Outreach: The estimated interactions from all Outreach and Book Bike events. Outreach and Book Bike data has been tracked via Google Form since the 2019 and 2017 seasons, respectively.

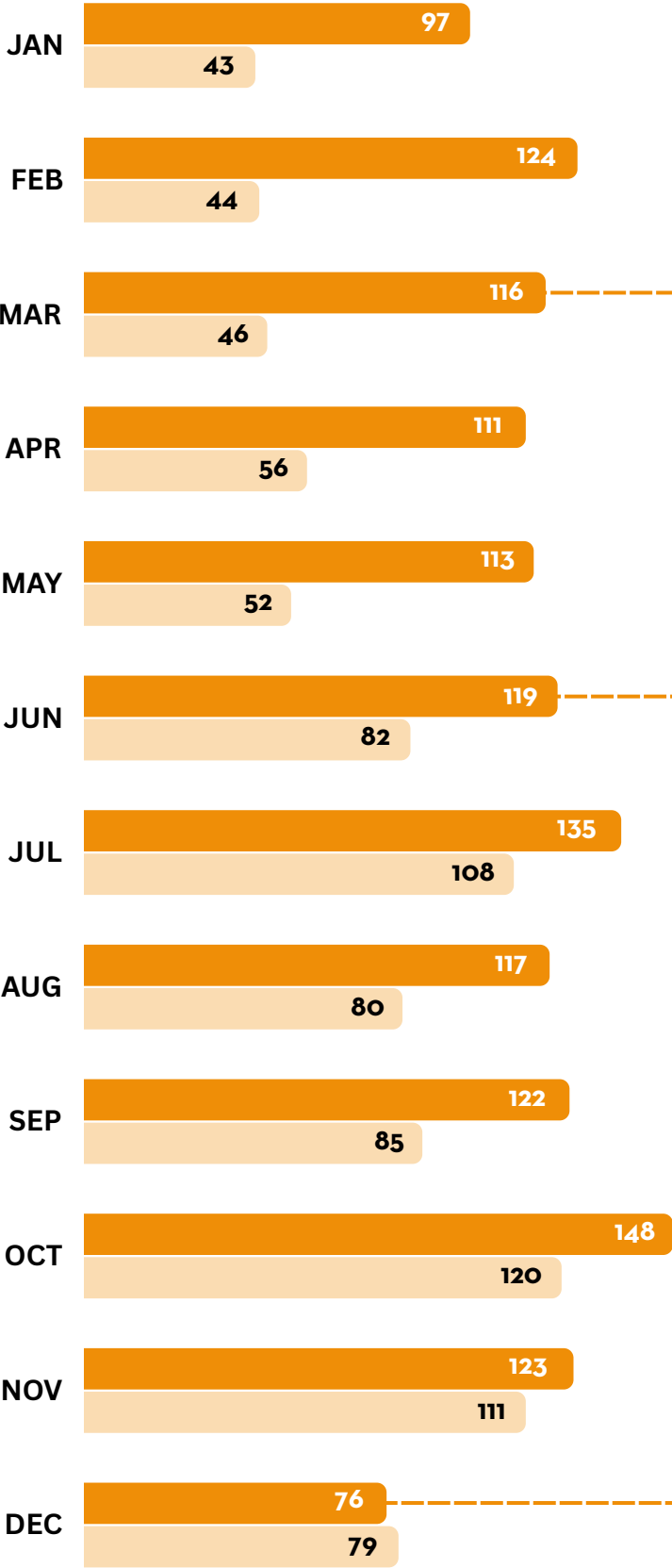
Meeting Room Use: The number of Oak Park library physical and virtual meeting room reservations made by community members. Pre-September 2021, data was tracked using Evanced; all data September 2021 onward tracked using Library Calendar. Data not provided above for 2021, given that physical meeting rooms were not available for public use for the majority of the year (January through mid-September) due to the COVID-19 pandemic.

Study Room Use: The number of Oak Park library study room reservations made by community members. Pre-September 2021, data was tracked using Evanced; all data September 2021 onward tracked using Library Calendar. Data not provided above for 2021, given that study rooms were not available for public use for half of the year (January-June) due to the COVID-19 pandemic.



NUMBER OF PROGRAMS

2023 2022



While the number of programs offered in March was similar to the monthly average for 2023 (117), we saw a big jump in total program attendance this month compared to the prior two months. See the next page for attendance details.

Despite offering a number of programs that was on par with the 2023 monthly average (and greater than the number of programs offered in 2022), we saw a lower volume of program attendance this month compared to the 2023 average (and approximately the same total attendance as seen in June 2022). See the next page for attendance details.

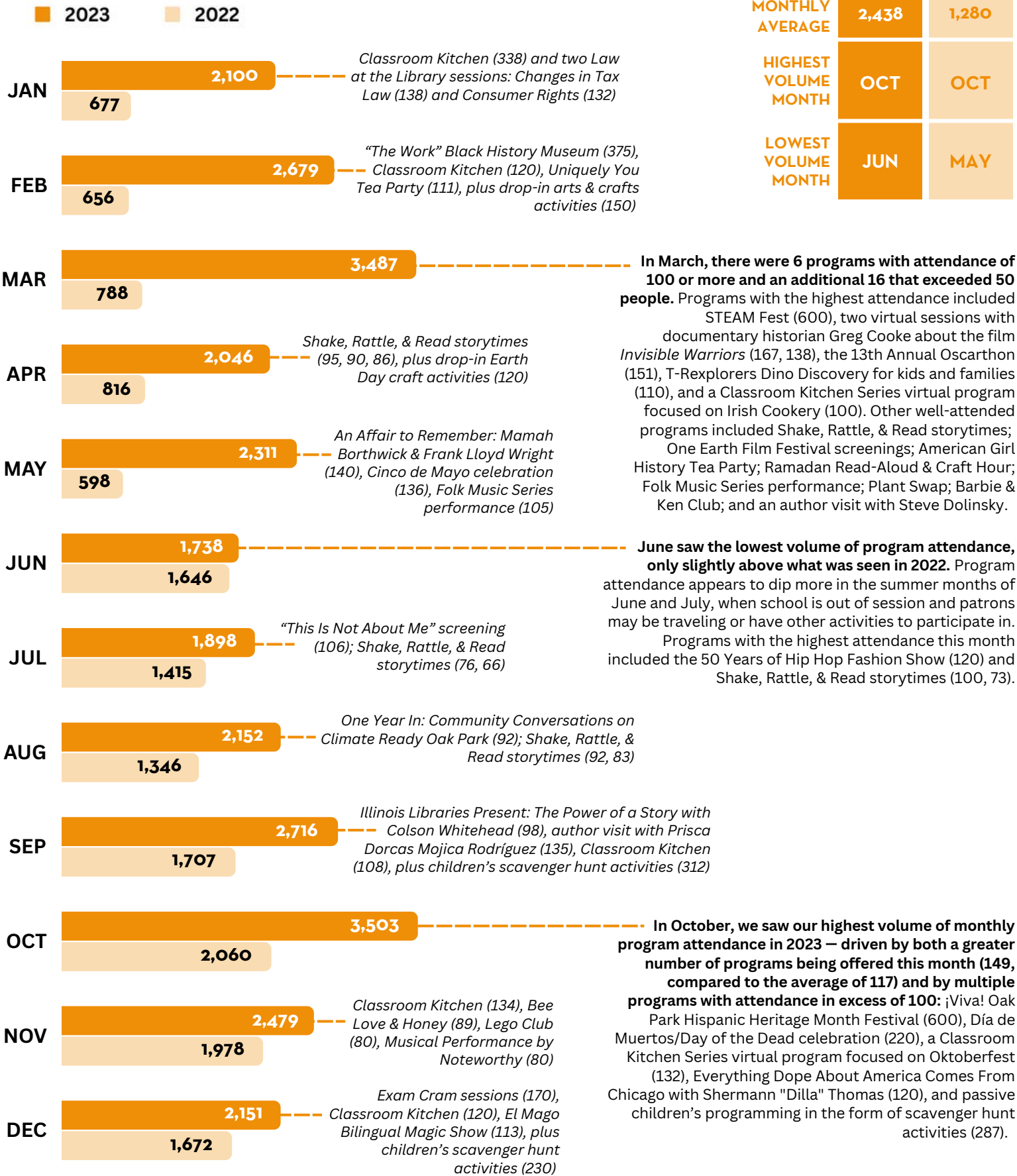
Mirroring the previous year, we offered the fewest number of programs during the month of December in 2023. Still, we saw greater total attendance this month than we did in both June and July. See the next page for attendance details.

	2023	2022
ANNUAL TOTAL	1,401	906
MONTHLY AVERAGE	117	76
HIGHEST VOLUME MONTH	OCT	OCT
LOWEST VOLUME MONTH	DEC	JAN



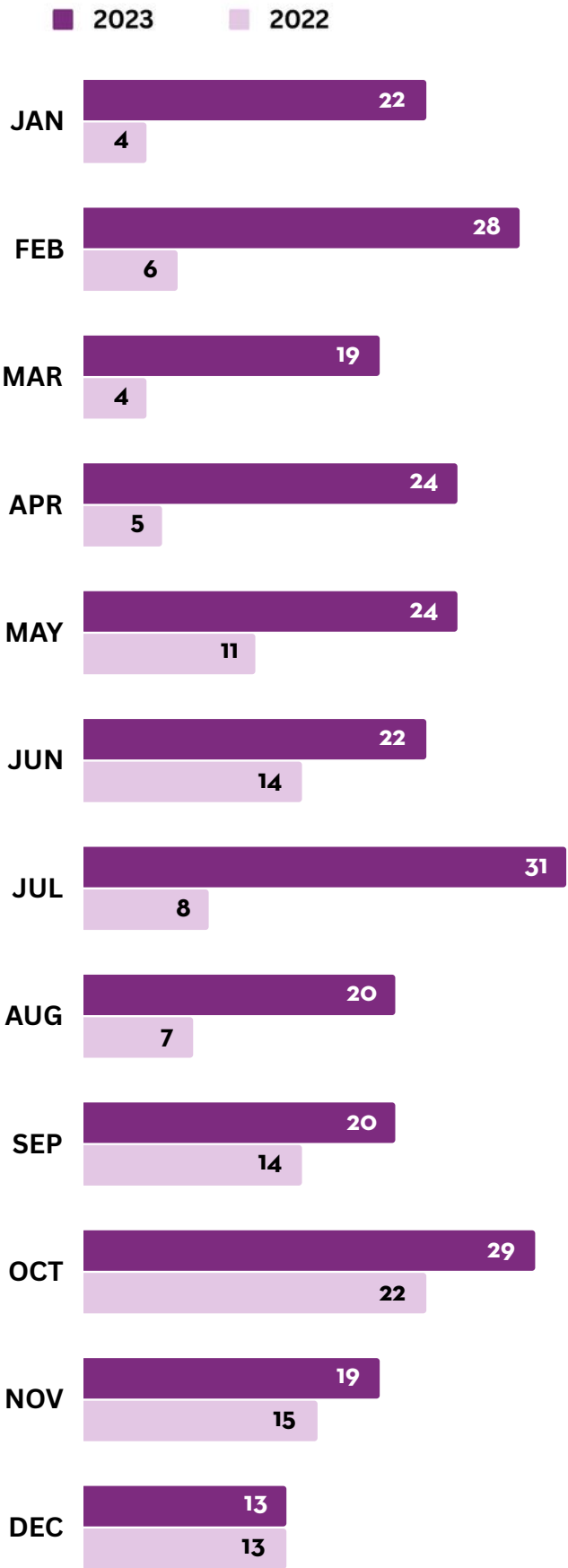
PROGRAM ATTENDANCE

The names of the most well-attended programs each month and their attendance counts are provided in the chart notes below.

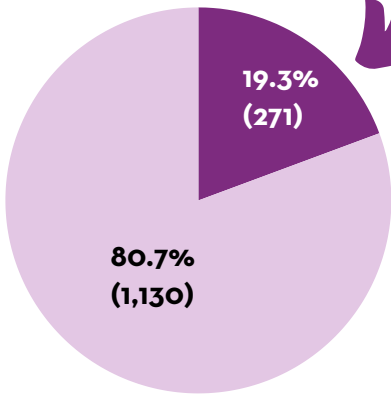




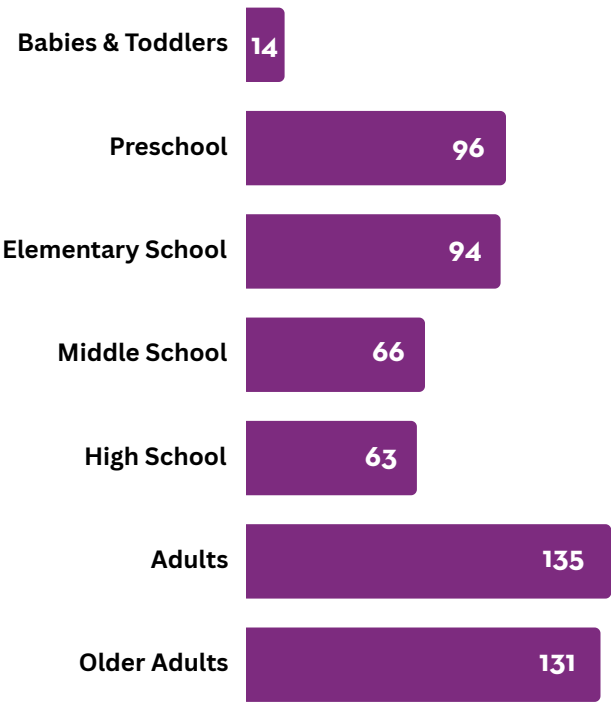
EQUITY/ANTI-RACISM & MULTICULTURAL PROGRAMS



Percentage of all 2023 programs tagged as “Equity/Anti-Racism” and/or “Multicultural”



2023 Equity/Anti-Racism & Multicultural Programs by Audience



NOTE: Many library programs welcome participants from more than one age group. As such, a single program may be represented in multiple categories in the chart above, meaning that the numbers above will sum to a value that is greater than the total number of programs (271).

2023 Staff Paid Time Off Utilization Summary

Time Off Type	Total Hours Awarded	Total Hours Used	Percentage Used
Vacation	14,144	13,850	98%
Health Leave	8,616	8,070	94%
Floating Holiday	3,018	2,909	96%

Summary above includes all eligible staff member who were active as of December 31, 2023

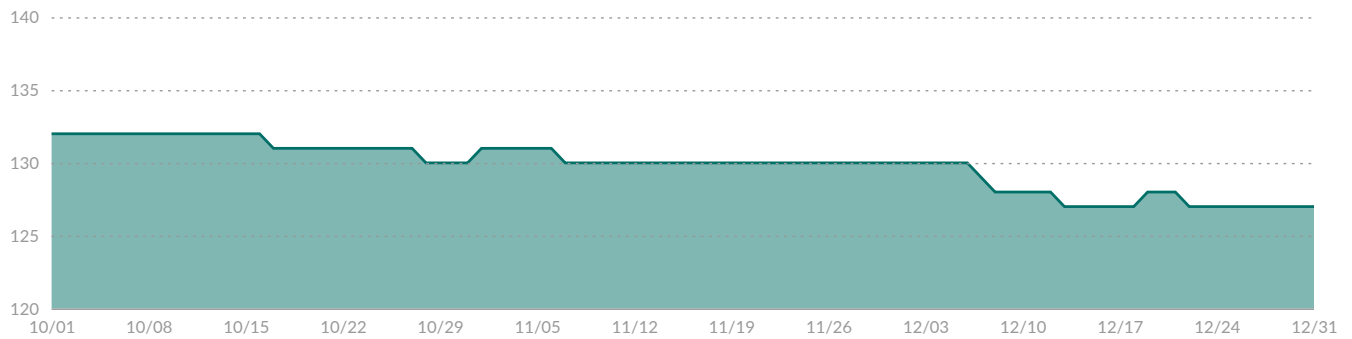
01/05/2024

Additions & Terminations

Dates

2023-10-01 - 2023-12-31

Employee Head Count



Additions (2)

Name	Employment Status	Department	Division	Location	Job Title	Hire Date ↓
Wulf, Suzy	Full-Time	Leadership Team	None	Oak Park Public Library	Deputy Director	12/19/2023
Kitchen, Janea	Full-Time	Middle & High School Services	None	Oak Park Public Library	Programming Specialist	11/01/2023

Terminations (7)

Name	Employment Status	Department	Division	Location	Job Title	Hire Date	Termination Date ↓
Pulliam, Lori	Full-Time	Leadership Team	None	Oak Park Public Library	Deputy Director	04/23/2002	12/22/2023
Bayle, Emma	Part-Time, 20 or more hrs/wk	Patron Services	None	Oak Park Public Library	Library Assistant	06/10/2022	12/13/2023
Rafine, Debbie	Full-Time	Bibliographic Services	None	Oak Park Public	Library Specialist	05/22/2006	12/08/2023

01/05/2024

Additions & Terminations



Name	Employment Status	Department	Division	Location	Job Title	Hire Date	Termination Date ↓
				Library			
Diaz, Pedro	Full-Time	Facilities Services	None	Oak Park Public Library	Facilities Worker	03/23/2009	12/07/2023
Gray, Alana	Full-Time	Middle & High School Services	None	Oak Park Public Library	Programming Specialist	04/26/2017	11/07/2023
Louis, Karen	Temporary	Community Engagement	None	Oak Park Public Library	Summer Book Bike Assistant	05/26/2023	10/28/2023
Brill, Olivia	Part-Time, less than 20 hrs/wk	Patron Services	None	Oak Park Public Library	Library Clerk	11/01/2021	10/17/2023



01/05/2024
Staff Changes

Dates
10/01/2023 - 12/31/2023

Changes (8)

Name	Employment Status	Department	Job Title	Change	Effective Date	Notes
Phifer, Jack	Part-Time, more than 20 hrs/wk	Technology	Systems Support Specialist	Job Title Update	11/09/2023	Previous title: IT Specialist
Savage, Jericho	Full-Time	Technology	Creative Technology Specialist	Status Change	11/24/2023	Previous status: Part-Time, more than 20 hrs/wk
Slater, Kay	Full-Time	Technology	Creative Technology Specialist	Status Change	11/24/2023	Previous status: Part-Time, more than 20 hrs/wk
Bamola, Megha	Full-Time	Children's Services	Youth & Family Outreach Specialist	Promotion	12/24/2023	Previous title: Library Specialist
Baxter, Nkechi	Full-Time	Bibliographic Services	Library Assistant	Lateral Move & Status Change	12/24/2023	Previous title: Patron Services Assistant Previous status: Part-Time, more than 20 hrs/wk
Boyer, Ashley	Full-Time	Communications	Manager of Digital Engagement	Promotion	12/24/2023	Previous title: Digital Engagement Coordinator
Kolo, Jodi	Full-Time	Leadership Team	Director of Communications & Development	Promotion	12/24/2023	Previous title: Director of Communications
Talancon, Leo	Full-Time	Facilities	Facilities Worker	Promotion & Status Change	12/24/2023	Previous title: Library Clerk Previous status: Part-Time, more than 20 hrs/wk

Oak Park Public Library – Financial Report Summary

As of October 31, 2023
(83% of the year complete)

Operating cash available:

Byline Checking	\$ 352,193
*Outstanding payments	\$ (43,006)
Byline Analysis	\$ 689,294
Forest Park Natl Bank	\$ 538,058
US Bank Money Mkt	\$ 202,872
Illinois Funds Invest	\$2,389,934

Ending Operating cash available: **\$4,008,005**

Art Fund: **\$2,879**

Oak Park Public Library is 83% through the fiscal year. The year-to-date (YTD) financial statement through October 31, 2023, including capital expenditure, reflects a deficit of \$926,122. YTD revenue totaled \$8,743,910, or 83% of the library's 2023 budgeted revenue. Property tax revenue YTD collected was \$7,773,164, or 76% of budgeted property tax revenue.

October YTD operating expenditures totaled \$9,348,698, or 85% of the 2023 budget. This amount is mostly in line with the budget.

REVENUE

The second installment of the 2022 property tax due date in Cook County was extended to December 1, 2023. This extension means the tax distribution typically received by the library at the beginning of the fourth quarter will be delayed to the end of the fourth quarter. Management will watch closely for potential issues arising from delayed distributions in FY 2023.

Corp. Property Replacement Tax Revenue year-to-date revenue of \$352,354 is anticipated to increase by \$63,365 when the October receivable is collected.

Interest income continues to increase as the Illinois Funds' average daily yield rates remain stable above 5%. It is anticipated that the library will continue to see growth in interest income due to a negotiated rate increase with Byline checking and Analysis accounts; the rate increased from 0.25% to 1.5%. Illinois Fund interest rate and Byline rate increase generated \$16,295 in revenue in October.

Parking lot revenue of \$22,064 YTD continues to increase, exceeding the \$8,000 budget by \$14,064 or 276%. The revenue pays for the services and upkeep of the parking garage and gates. It is anticipated to experience significant growth for the year.

TOTAL REVENUE YTD: 83 %

EXPENDITURES

Total disbursements: **\$1,005,002**

The total people expenditure is 83%, which aligns with the overall YTD budget.

Administration Support is expended at 104% with two months remaining in the fiscal year. The over-expenditure is due to the spending of Barbara Ballinger and Nancy Shea gifts, which were unbudgeted.

Overall, October expenditures at 85% are mostly in line with the budget. Some expenditures and budget line items will continue to be over the budgeted amount while necessary expenditure adjustments have been made by management in other lines.

In October, no significant expenses were incurred that deviated from standard operating expenses. The total YTD operating expenditures of 85% are within 2% of the targeted distribution for this point in the fiscal year.

Account line/group expenditure levels by percentage:People:

Compensation	83%
--------------	-----

Talent Development	94%
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Total People	83%
---------------------	------------

Support Services:

Marketing	107%
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Collections	46%
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Administration	104%
----------------	------

Other Support Srvcs	100%
---------------------	------

Total Support Services	103%
-------------------------------	-------------

Library Materials:

Total Library Materials	85%
--------------------------------	------------

Facilities Management:

Facilities Supplies	67%
---------------------	-----

Facilities Services	86%
---------------------	-----

Total Facilities Management	85%
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Public Services:

Programming	63%
-------------	-----

Digital Services	98%
------------------	-----

Total Public Services	91%
------------------------------	------------

TOTAL OPERATING EXPENSES:	85%
----------------------------------	------------

TOTAL CAPITAL AND OUTSIDE SUPPORT:	32%
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Oak Park Public Library

Bank Reconciliation Report

BYLINE CHECKING October 31, 2023

Reconciliation of Register to Statement

Bank register cleared beginning balance 09/30/2023:			\$309,006.17
Add: Cleared deposits:			\$4,069.79
Add: Cleared deposit adjustments:			\$1,002,581.81
Subtract: Cleared payments:			\$354,023.41
Subtract: Cleared payment adjustments:			\$609,441.35
Adjusted bank register balance:			<hr/> \$352,193.01
Bank register ending balance:			\$267,846.55
Subtract: Outstanding deposits:			\$0.00
Subtract: Outstanding deposit adjustments:			\$13,788.38
Add: Outstanding payments:			\$84,346.46
Add: Outstanding payment adjustments:			\$13,788.38
Adjusted bank register balance:			<hr/> \$352,193.01
Bank statement ending balance 10/31/2023:			<hr/> \$352,193.01
Out of balance by:			\$0.00
Summary Count and Amount for Deposits and Payments			
All Cleared Deposits:	13	\$1,006,651.60	
All Cleared Payments:	152	\$963,464.76	

Oak Park Public Library

Bank Reconciliation Report

BYLINE ANALYSIS October 31, 2023

Reconciliation of Register to Statement

Bank register cleared beginning balance 09/30/2023:			\$688,540.23
Add: Cleared deposits:			\$0.00
Add: Cleared deposit adjustments:			\$1,000,753.89
Subtract: Cleared payments:			\$0.00
Subtract: Cleared payment adjustments:			\$1,000,000.00
Adjusted bank register balance:			<hr/> \$689,294.12
Bank register ending balance:			\$689,294.12
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/> \$689,294.12
Bank statement ending balance 10/31/2023:			<hr/> \$689,294.12
Out of balance by:			\$0.00
Summary Count and Amount for Deposits and Payments			
All Cleared Deposits:	2	\$1,000,753.89	
All Cleared Payments:	4	\$1,000,000.00	

Oak Park Public Library

Bank Reconciliation Report

FOREST PARK MM October 31, 2023

Reconciliation of Register to Statement

Bank register cleared beginning balance 09/30/2023:			\$536,646.53
Add: Cleared deposits:			\$0.00
Add: Cleared deposit adjustments:			\$1,411.45
Subtract: Cleared payments:			\$0.00
Subtract: Cleared payment adjustments:			\$0.00
Adjusted bank register balance:			<hr/> \$538,057.98
Bank register ending balance:			\$538,057.98
Subtract: Outstanding deposits:			\$0.00
Subtract: Outstanding deposit adjustments:			\$0.00
Add: Outstanding payments:			\$0.00
Add: Outstanding payment adjustments:			\$0.00
Adjusted bank register balance:			<hr/> \$538,057.98
Bank statement ending balance 10/31/2023:			<hr/> \$538,057.98
Out of balance by:			\$0.00
Summary Count and Amount for Deposits and Payments			
All Cleared Deposits:	1	\$1,411.45	
All Cleared Payments:	0	\$0.00	

Oak Park Public Library

Bank Reconciliation Report

US BANK MM October 31, 2023

Reconciliation of Register to Statement

Bank register cleared beginning balance 09/30/2023:			\$202,828.93
Add: Cleared deposits:			\$0.00
Add: Cleared deposit adjustments:			\$43.07
Subtract: Cleared payments:			\$0.00
Subtract: Cleared payment adjustments:			\$0.00
Adjusted bank register balance:			\$202,872.00
Bank register ending balance:			\$202,872.00
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:			\$202,872.00
Bank statement ending balance 10/31/2023:			\$202,872.00
Out of balance by:			\$0.00
Summary Count and Amount for Deposits and Payments			
All Cleared Deposits:	1	\$43.07	
All Cleared Payments:	0	\$0.00	

Oak Park Public Library

Bank Reconciliation Report

ILLINOIS FUND INVESTMENT October 31, 2023

Reconciliation of Register to Statement

Bank register cleared beginning balance 09/30/2023:			\$3,376,346.77
Add: Cleared deposits:			\$0.00
Add: Cleared deposit adjustments:			\$13,587.43
Subtract: Cleared payments:			\$0.00
Subtract: Cleared payment adjustments:			\$1,000,000.00
Adjusted bank register balance:			<hr/> \$2,389,934.20
Bank register ending balance:			\$2,389,934.20
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/> \$2,389,934.20
Bank statement ending balance 10/31/2023:			<hr/> \$2,389,934.20
Out of balance by:			\$0.00
Summary Count and Amount for Deposits and Payments			
All Cleared Deposits:	1	\$13,587.43	
All Cleared Payments:	1	\$1,000,000.00	

Oak Park Public Library

Bank Reconciliation Report

ILLINOIS FUND ART FUND October 31, 2023

Reconciliation of Register to Statement

Bank register cleared beginning balance 09/30/2023:			\$2,865.47
Add: Cleared deposits:			\$0.00
Add: Cleared deposit adjustments:			\$13.42
Subtract: Cleared payments:			\$0.00
Subtract: Cleared payment adjustments:			\$0.00
Adjusted bank register balance:			\$2,878.89
Bank register ending balance:			\$2,878.89
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:			\$2,878.89
Bank statement ending balance 10/31/2023:			\$2,878.89
Out of balance by:			\$0.00
Summary Count and Amount for Deposits and Payments			
All Cleared Deposits:	1	\$13.42	
All Cleared Payments:	0	\$0.00	

Oak Park Public Library

Statement of Revenue & Expenditure

Period Ending 10/31/2023

	Current Month	YTD Totals	Total Annual Budget	% Budget YTD Received / Expended
REVENUE				
Property Taxes, for operating	0.00	7,773,164.30	10,227,382.00	76.00%
Corp. Property Replacement Tax	0.00	352,354.09	150,000.00	234.90%
Services charges and fees	0.00	1,359.07	5,000.00	27.18%
Lost Books Reimbursed/Reciprocal Borrow	0.00	9,280.60	5,000.00	185.61%
Sales	0.00	0.00	0.00	0.00%
Rentals-Library Space	144.75	1,845.85	0.00	0.00%
Vending/Enterprise Income	0.00	481.12	0.00	0.00%
Parking lot revenue	3,221.05	22,064.32	8,000.00	275.80%
Photocopier & Printer Fees	0.00	0.00	0.00	0.00%
Interest	16,295.00	217,046.08	60,000.00	361.74%
Gifts	100.00	209,039.71	0.00	0.00%
Gifts From FOPPL	0.00	4,369.02	20,000.00	21.85%
Illinois Per Capita Grant	0.00	80,509.93	0.00	0.00%
Grants	15,120.67	55,634.45	0.00	0.00%
Community Fund Endowments	8,809.02	14,967.36	20,000.00	74.84%
Miscellaneous Income	7.53	1,793.74	2,000.00	89.69%
Pass Through Revenue	0.00	0.00	0.00	0.00%
TOTAL REVENUE	43,698.02	8,743,909.64	10,497,382.00	83.30%
EXPENSES - Operating				
PEOPLE				
Compensation				
Wages & Salaries	499,214.40	5,183,952.47	6,256,000.00	82.86%
Employee Health Benefits	89,925.93	947,331.42	1,152,000.00	82.23%
IMRF (Illinois Muncipal Retirement F	13,234.07	144,610.71	166,000.00	87.11%
FICA/MEDICARE	36,748.05	381,507.23	461,000.00	82.76%
Workers Compensation Insurance	0.00	12,604.00	30,000.00	42.01%
Unemployment Compensation Ins.	251.79	16,648.25	15,000.00	110.99%
Total Compensation	639,374.24	6,686,654.08	8,080,000.00	82.76%
Talent Development				
Dues	181.00	13,512.87	19,000.00	71.12%
Staff Development/Travel	960.09	92,409.09	92,000.00	100.44%
Tuition Reimbursement	0.00	23,339.16	27,000.00	86.44%
Recruitment	75.00	2,056.51	2,000.00	102.83%
Board Development	250.00	2,150.00	2,000.00	107.50%
Total Talent Development	1,466.09	133,467.63	142,000.00	93.99%
TOTAL PEOPLE	640,840.33	6,820,121.71	8,222,000.00	82.95%
SUPPORT SERVICES				
Marketing				
Promotions	0.00	12,602.48	20,000.00	63.01%
Publications	1,067.60	44,143.56	33,000.00	133.77%

Oak Park Public Library

Statement of Revenue & Expenditure

Period Ending 10/31/2023

	Current Month	YTD Totals	Total Annual Budget	% Budget YTD Received / Expended
Total Marketing Support	1,067.60	56,746.04	53,000.00	107.07%
Store				
General Merchandise	0.00	0.00	0.00	0.00%
Sales Tax	0.00	0.00	0.00	0.00%
Fees and Services	892.10	892.10	0.00	0.00%
Total Store Support	892.10	892.10	0.00	0.00%
Collections				
ILL Payments	51.04	1,445.10	3,675.00	39.32%
Cataloging/Bib Search Fees	0.00	1,473.70	2,625.00	56.14%
Total Collections Support	51.04	2,918.80	6,300.00	46.33%
Administration				
HRIS and Payroll Processing Fees	2,165.65	22,776.74	26,250.00	86.77%
Mileage & Miscellaneous reimburse	2,028.04	19,329.30	25,000.00	77.32%
Hospitality	0.00	956.03	1,000.00	95.60%
Staff Appreciation / Engagement	0.00	0.00	0.00	0.00%
Audit Fees	0.00	10,579.00	10,500.00	100.75%
Unclaimed Property Escheatment to	0.00	0.00	500.00	0.00%
Merchant Account Services	156.86	2,032.11	4,000.00	50.80%
Collection Fees	0.00	0.00	2,000.00	0.00%
Consulting Services - Admin	6,465.00	61,631.25	78,750.00	78.26%
Intergovernmental Agreements (IGA	3,585.25	14,119.50	15,000.00	94.13%
Legal Fees	1,815.50	9,311.25	30,000.00	31.04%
Postage & Delivery	378.65	10,082.21	9,450.00	106.69%
Insurance	2,646.00	100,220.36	120,000.00	83.52%
Contingency	0.00	1,000.00	15,000.00	6.67%
Grant Expenses	16,701.94	116,856.77	0.00	0.00%
Pass Through Expenses	0.00	0.00	0.00	0.00%
Supplies	5,026.00	88,603.91	102,900.00	86.11%
Total Administration Support	40,968.89	457,498.43	440,350.00	103.89%
Other Support Services				
Telephone/Communications	4,311.09	68,047.28	66,000.00	103.10%
Office & Library Machinery Service	1,158.13	23,337.20	25,000.00	93.35%
Total Other Support Services	5,469.22	91,384.48	91,000.00	100.42%
TOTAL SUPPORT SERVICES	48,448.85	609,439.85	590,650.00	103.18%
EQUITY AND ANTI-RACISM				
Learning and Development	0.00	0.00	0.00	0.00%
Supplies - Equity	0.00	0.00	0.00	0.00%
TOTAL EQUITY AND ANTI-RACISM	0.00	0.00	0.00	0.00%

LIBRARY MATERIALS

Oak Park Public Library

Statement of Revenue & Expenditure

Period Ending 10/31/2023

	Current Month	YTD Totals	Total Annual Budget	% Budget YTD Received / Expended
Print materials	36,202.90	298,448.15	365,500.00	81.65%
Audio and video materials	9,202.95	64,809.56	103,500.00	62.62%
Digital content	57,167.76	564,286.72	595,000.00	94.84%
Devices	1,630.63	21,226.97	40,000.00	53.07%
Realia and other formats	3,145.54	8,516.38	13,500.00	63.08%
Archival collection	0.00	2,292.31	15,000.00	15.28%
TOTAL LIBRARY MATERIALS	107,349.78	959,580.09	1,132,500.00	84.73%
FACILITIES MANAGEMENT				
Facility Supplies				
Fuels & Lubricants	136.78	1,339.42	4,000.00	33.49%
Building Materials & Supplies	0.00	7,846.88	8,000.00	98.09%
Equipment Parts	0.00	5,688.15	10,000.00	56.88%
Cleaning & Housekeeping Supplies	0.00	6,775.82	13,000.00	52.12%
Signage	539.18	4,372.13	4,000.00	109.30%
Total Facility Supplies	675.96	26,022.40	39,000.00	66.72%
Facilities Services				
Landscaping and snow removal serv	492.00	12,830.00	25,000.00	51.32%
Custodial Services	17,095.60	165,612.75	216,000.00	76.67%
Water	1,018.32	12,850.28	11,000.00	116.82%
Sewer/Garbage	914.71	10,102.22	15,000.00	67.35%
Parking lot expense	0.00	8,164.50	5,000.00	163.29%
Natural Gas	1,976.90	61,362.57	60,000.00	102.27%
Rentals--Equipment & Facilities	970.00	19,257.11	20,000.00	96.29%
Repair & Maintenance Prop. & Equip	14,916.72	199,665.06	219,000.00	91.17%
Total Facilities Services	37,384.25	489,844.49	571,000.00	85.79%
TOTAL FACILITIES MANAGEMENT	38,060.21	515,866.89	610,000.00	84.57%
PUBLIC SERVICES				
Programming				
Children's Programming	2,132.65	15,702.33	18,900.00	83.08%
Young Adult Programming	1,868.14	15,558.75	25,000.00	62.24%
Adult Programming	2,815.00	17,080.94	23,000.00	74.27%
Community Engagement	(276.92)	12,742.82	15,000.00	84.95%
Social Services	1,885.00	3,265.00	20,000.00	16.33%
Creative Studio	0.00	890.38	2,000.00	44.52%
Total Programming	8,423.87	65,240.22	103,900.00	62.79%
Digital Services				
Consultant Support Services	0.00	5,433.90	10,000.00	54.34%
SWAN	24,016.00	110,283.03	111,000.00	99.35%
Website development/CMS	1,740.73	3,285.63	4,000.00	82.14%
Subscriptions and services	11,997.28	241,059.35	240,000.00	100.44%

Oak Park Public Library

Statement of Revenue & Expenditure

Period Ending 10/31/2023

	Current Month	YTD Totals	Total Annual Budget	% Budget YTD Received / Expended
Equipment and supplies	803.37	18,386.87	20,000.00	91.93%
Total Digital Services	38,557.38	378,448.78	385,000.00	98.30%
TOTAL PUBLIC SERVICES	46,981.25	443,689.00	488,900.00	90.75%
TOTAL EXPENSES - Operating	881,680.42	9,348,697.54	11,044,050.00	84.65%
EXPENSES - Capital				
Facilities Equipment	0.00	8,780.00	10,000.00	87.80%
Furnishings	11,189.43	68,659.54	120,000.00	57.22%
Technology Projects and Equipment	4,500.00	65,263.09	200,000.00	32.63%
Building Improvements	5,000.00	165,879.30	645,000.00	25.72%
Special Projects	7,416.86	12,752.09	32,000.00	39.85%
TOTAL EXPENSES - Capital	28,106.29	321,334.02	1,007,000.00	31.91%
NET SURPLUS/(DEFICIT)	(866,088.69)	(926,121.92)	(1,553,668.00)	59.61%

Oak Park Public Library

Cash Disbursement Journals

October 2023- BYLINE

Payee	Trans. Type Trans. No.	Trans. Date	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
ABOUT FACE THEATRE COLLEC	Computer Check	10/18/2023	10/18/2023	300.00	01-1053	Byline Bank Checking	0.00	300.00
	60174		Posted		01-2060	Accounts Payable	300.00	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2023-99-00175	10/16/2023	Transphobia interac	300.00	300.00	01-5240	Children's Programming	300.00	<No Project>
<i>Totals:</i>							300.00	
ALLIED UNIVERSAL TECHNOLC	Computer Check	10/04/2023	10/04/2023	1,539.00	01-1053	Byline Bank Checking	0.00	1,539.00
	60100		Posted		01-2060	Accounts Payable	1,539.00	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IN1-910307846	09/26/2023	Security Alarm - Rep	713.00	713.00	01-5692	Repair & Maintenance Prop.	713.00	<No Project>
<i>Totals:</i>							713.00	
IN1-910307845	09/26/2023	Security Alarm - Ad	826.00	826.00	01-5692	Repair & Maintenance Prop.	826.00	<No Project>
<i>Totals:</i>							826.00	
ALPHA BUILDING MAINTENAN	Computer Check	10/11/2023	10/11/2023	16,164.40	01-1053	Byline Bank Checking	0.00	16,164.40
	60146		Posted		01-2060	Accounts Payable	16,164.40	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
22475 OPPL	10/01/2023	Custodial Services	16,164.40	16,164.40	01-5686	Custodial Services	16,164.40	<No Project>
<i>Totals:</i>							16,164.40	
AMANO MCGANN, INC.	Computer Check	10/04/2023	10/04/2023	2,069.34	01-1053	Byline Bank Checking	0.00	2,069.34
	60101		Posted		01-2060	Accounts Payable	2,069.34	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
INVC021464	09/01/2023	Amano McGann - S	1,728.34	1,728.34	01-5689	Parking lot expense	1,728.34	<No Project>
<i>Totals:</i>							1,728.34	
INV189672	09/22/2023	Amano McGann - B	341.00	341.00	01-5689	Parking lot expense	341.00	<No Project>
<i>Totals:</i>							341.00	
AMAZON CAPITAL SERVICES	Computer Check	10/04/2023	10/04/2023	1,073.65	01-1053	Byline Bank Checking	0.00	1,073.65
	60102		Posted		01-2060	Accounts Payable	1,073.65	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
1NHL-QFHN-HDGM	08/29/2023	Laptop Hard Drive	39.98	39.98	01-5937	Equipment and supplies	39.98	<No Project>
<i>Totals:</i>							39.98	
1CKM-M6MJ-9HRR	09/01/2023	August Amazon Bus	134.49	134.49	01-5240	Children's Programming	134.49	<No Project>
<i>Totals:</i>							134.49	
1HNL-JW7L-PCGQ	09/03/2023	iPad Air 2 & Headph	161.97	161.97	01-5937	Equipment and supplies	161.97	<No Project>
<i>Totals:</i>							161.97	

Oak Park Public Library

Cash Disbursement Journals

October 2023- BYLINE

Payee	Trans. Type Trans. No.	Description	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
Invoice #	Invoice Date		Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
1FCF-9KFP-CNHN	09/20/2023	Facilities Supplies -	153.41	153.41	01-5683	Equipment Parts	153.41	<No Project>
						Totals:	153.41	
1QJL-K73Y-13LH	09/25/2023	Books	25.96	25.96	01-5840	Print materials	25.96	<No Project>
						Totals:	25.96	
1QR6-NW4F-1TPT	09/26/2023	Books	58.21	58.21	01-5840	Print materials	58.21	<No Project>
						Totals:	58.21	
1FHP-7MJG-673J	09/27/2023	Life Savers Hard Car	88.88	88.88	01-5951	Special Projects	88.88	<No Project>
						Totals:	88.88	
1PQ9-FYDM-91KH	09/27/2023	Acrylic Sign Holders	83.94	83.94	01-5742	Supplies	83.94	<No Project>
						Totals:	83.94	
1T1K-RLHH-GCQX	09/28/2023	Book	42.24	42.24	01-5840	Print materials	42.24	<No Project>
						Totals:	42.24	
1TFC-KF4K-734Q	10/01/2023	rockpapa HS20 Wire	116.92	116.92	01-5937	Equipment and supplies	116.92	<No Project>
						Totals:	116.92	
1F7V-FDJ7-W6P7	10/01/2023	Sept Amazon Busine	167.65	167.65	01-5240	Children's Programming	167.65	<No Project>
						Totals:	167.65	
AMAZON CAPITAL SERVICES	Computer Check	10/11/2023	10/11/2023	1,850.15	01-1053	Byline Bank Checking	0.00	1,850.15
	60147		Posted		01-2060	Accounts Payable	1,850.15	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
11M4-PT1C-7XTH	09/01/2023	Back to School	1,144.05	1,144.05	01-5244	Young Adult Programming	1,144.05	<No Project>
						Totals:	1,144.05	
1VRK-XMQT-JNMP	09/28/2023	IT Equipment	48.48	48.48	01-5937	Equipment and supplies	48.48	<No Project>
						Totals:	48.48	
1H7Y-YD9J-Y4TK	10/01/2023	Program Supplies	502.16	502.16	01-5244	Young Adult Programming	502.16	<No Project>
						Totals:	502.16	
1NXG-3NYL-LWCH	10/03/2023	IT Equipment	62.56	62.56	01-5937	Equipment and supplies	62.56	<No Project>
						Totals:	62.56	
139T-6PRX-1F7Q	10/05/2023	Book	11.50	11.50	01-5840	Print materials	11.50	<No Project>
						Totals:	11.50	
1NWQ-CXPV-R31P	10/09/2023	Office Supplies	61.41	61.41	01-5742	Supplies	61.41	<No Project>
						Totals:	61.41	
1FNV-WY6V-1VDD	10/10/2023	Book	19.99	19.99	01-5840	Print materials	19.99	<No Project>
						Totals:	19.99	
AMAZON CAPITAL SERVICES	Computer Check	10/18/2023	10/18/2023	2,024.67	01-1053	Byline Bank Checking	0.00	2,024.67

Oak Park Public Library

Cash Disbursement Journals

October 2023- BYLINE

Payee	Trans. Type Trans. No.	Trans. Date	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
	60175		Posted		01-2060	Accounts Payable	2,024.67	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
1G6R-KWJ3-LYNG	10/07/2023	Childrens Realia	58.87	58.87	01-5894	Realia and other formats	58.87	<No Project>
						Totals:	58.87	
1CR4-WYFC-JJ14	10/07/2023	Childrens Realia	326.88	326.88	01-5894	Realia and other formats	326.88	<No Project>
						Totals:	326.88	
1YWY-GDXG-YTL6	10/09/2023	Books	84.97	84.97	01-5840	Print materials	84.97	<No Project>
						Totals:	84.97	
1XFF-XCG1-QG9Y	10/09/2023	Childrens Realia	136.59	136.59	01-5894	Realia and other formats	136.59	<No Project>
						Totals:	136.59	
14YC-TXDW-YNV7	10/09/2023	Childrens Realia	204.49	204.49	01-5894	Realia and other formats	204.49	<No Project>
						Totals:	204.49	
1MQQ-R9VY-PJDH	10/10/2023	Childrens Realia	83.37	83.37	01-5894	Realia and other formats	83.37	<No Project>
						Totals:	83.37	
1PVV-GM9K-QW19	10/11/2023	4 x Motorola CLS14	900.00	900.00	01-5250	Social Services	900.00	<No Project>
						Totals:	900.00	
1CVY-PVJL-Y3QY	10/14/2023	Childrens Realia	229.50	229.50	01-5894	Realia and other formats	229.50	<No Project>
						Totals:	229.50	
AMAZON CAPITAL SERVICES	Computer Check	10/25/2023	10/25/2023	1,789.63	01-1053	Byline Bank Checking	0.00	1,789.63
	60214		Posted		01-2060	Accounts Payable	1,789.63	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
1HFL-QJCN-J33D	10/07/2023	IT Equipment	101.56	101.56	01-5937	Equipment and supplies	101.56	<No Project>
						Totals:	101.56	
1VF1-MG34-GPL9	10/07/2023	Laptop Accessories	38.49	38.49	01-5937	Equipment and supplies	38.49	<No Project>
						Totals:	38.49	
147F-7GGT-1LVR	10/16/2023	Office Supplies	75.63	75.63	01-5742	Supplies	75.63	<No Project>
						Totals:	75.63	
1VN9-4L9M-1P7Y	10/17/2023	Books	37.38	37.38	01-5840	Print materials	37.38	<No Project>
						Totals:	37.38	
1RTC-FWYW-169J	10/17/2023	Laptop Accessories	74.08	74.08	01-5937	Equipment and supplies	74.08	<No Project>
						Totals:	74.08	
133M-TD4X-3XHJ	10/19/2023	Office Supplies	41.85	41.85	01-5742	Supplies	41.85	<No Project>
						Totals:	41.85	
1DPJ-NKMC-7PC6	10/20/2023	Childrens Realia	91.12	91.12	01-5894	Realia and other formats	91.12	<No Project>
						Totals:	91.12	

Oak Park Public Library

Cash Disbursement Journals

October 2023- BYLINE

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
1MJH-DLKH-1MKW	10/20/2023	Books	94.95	94.95	01-5840	Print materials	94.95	<No Project>
						Totals:	94.95	
1YKD-GXQV-4GYC	10/20/2023	Office Supplies	125.12	125.12	01-5742	Supplies	125.12	<No Project>
						Totals:	125.12	
1QHF-QK1P-3LH3	10/20/2023	2 Step Stools w/ Ha	186.42	186.42	01-5742	Supplies	186.42	<No Project>
						Totals:	186.42	
1DHX-QD6V-7QVG	10/21/2023	Books	32.90	32.90	01-5840	Print materials	32.90	<No Project>
						Totals:	32.90	
1CLV-HHC7-4N9P	10/21/2023	Books	38.03	38.03	01-5840	Print materials	38.03	<No Project>
						Totals:	38.03	
171F-X7NV-F399	10/22/2023	Office Supplies	38.82	38.82	01-5742	Supplies	38.82	<No Project>
						Totals:	38.82	
1XNX-CMXN-F66C	10/22/2023	Library of Things Ma	779.30	779.30	01-5452	Grant Expenses	779.30	BALLINGER
						Totals:	779.30	
1PPD-KDNT-6JXP	10/23/2023	Books	33.98	33.98	01-5840	Print materials	33.98	<No Project>
						Totals:	33.98	
ANCEL GLINK, P.C.	Computer Check	10/11/2023	10/11/2023	1,437.50	01-1053	Byline Bank Checking	0.00	1,437.50
	60148		Posted		01-2060	Accounts Payable	1,437.50	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
99384	10/09/2023	LEGAL SERVICES TH	1,437.50	1,437.50	01-5291	Legal Fees	1,437.50	<No Project>
						Totals:	1,437.50	
ANDERSON ELEVATOR CO.	Computer Check	10/04/2023	10/04/2023	1,050.50	01-1053	Byline Bank Checking	0.00	1,050.50
	60103		Posted		01-2060	Accounts Payable	1,050.50	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
INV-77454-L0J6	09/21/2023	Maze - Elevator Rel	737.50	737.50	01-5692	Repair & Maintenance Prop.	737.50	<No Project>
						Totals:	737.50	
INV-77456-P0X2	09/21/2023	Maze - Elevator Fau	313.00	313.00	01-5692	Repair & Maintenance Prop.	313.00	<No Project>
						Totals:	313.00	
ANDERSON ELEVATOR CO.	Computer Check	10/18/2023	10/18/2023	6,185.00	01-1053	Byline Bank Checking	0.00	6,185.00
	60176		Posted		01-2060	Accounts Payable	6,185.00	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
INV-78547-y4w6	10/06/2023	Main - FAID TEST - (6,185.00	6,185.00	01-5692	Repair & Maintenance Prop.	6,185.00	<No Project>
						Totals:	6,185.00	

Oak Park Public Library

Cash Disbursement Journals

October 2023- BYLINE

Payee	Trans. Type Trans. No.	Trans. Date	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
ANDERSON PEST SOLUTIONS	Computer Check 60104	10/04/2023	10/04/2023 Posted	99.44	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 99.44	99.44 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
51222908	09/19/2023	Pest Control Mainte	99.44	99.44	01-5692	Repair & Maintenance Prop.	99.44	<No Project>
<i>Totals:</i>							99.44	
ANNE L. CAPPS	Computer Check 60177	10/18/2023	10/18/2023 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
2023-99-0034	03/04/2023	Friends of Library Fc	400.00	400.00	01-5452	Grant Expenses	400.00	CT FRIENDS
<i>Totals:</i>							400.00	
ARTHUR J. GALLAGHER, RISK P	Computer Check 60215	10/25/2023	10/25/2023 Posted	2,646.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 2,646.00	2,646.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
4502040	10/18/2023	CRIME POLICY PYM	2,646.00	2,646.00	01-5390	Insurance	2,646.00	<No Project>
<i>Totals:</i>							2,646.00	
BAKER & TAYLOR	Computer Check 60105	10/04/2023	10/04/2023 Posted	7,778.66	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 7,778.66	7,778.66 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2037818831	09/26/2023	Books	2,787.77	2,787.77	01-5840	Print materials	2,787.77	<No Project>
<i>Totals:</i>							2,787.77	
2037796764	09/27/2023	Books	268.11	268.11	01-5840	Print materials	268.11	<No Project>
<i>Totals:</i>							268.11	
2037826305	09/29/2023	Books	1,858.03	1,858.03	01-5840	Print materials	1,858.03	<No Project>
<i>Totals:</i>							1,858.03	
2037815143	09/30/2023	Books	225.93	225.93	01-5840	Print materials	225.93	<No Project>
<i>Totals:</i>							225.93	
2037826634	10/02/2023	Books	288.02	288.02	01-5840	Print materials	288.02	<No Project>
<i>Totals:</i>							288.02	
2037818181	10/02/2023	Books	2,350.80	2,350.80	01-5840	Print materials	2,350.80	<No Project>
<i>Totals:</i>							2,350.80	
BAKER & TAYLOR	Computer Check 60149	10/11/2023	10/11/2023 Posted	4,034.03	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 4,034.03	4,034.03 0.00

Oak Park Public Library

Cash Disbursement Journals

October 2023- BYLINE

Payee	Trans. Type Trans. No.	Description	Post Date Trans. Date	Post Status	Amount Amount Paid	Account Number	Description	Debit Amount	Credit Amount
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID	
2037836641	10/03/2023	Books	2,604.97	2,604.97	01-5840	Print materials	2,604.97	<No Project>	
						Totals:	2,604.97		
2037836643	10/06/2023	Books	760.00	760.00	01-5840	Print materials	760.00	<No Project>	
						Totals:	760.00		
2037816836	10/09/2023	Books	669.06	669.06	01-5840	Print materials	669.06	<No Project>	
						Totals:	669.06		
BAKER & TAYLOR	Computer Check 60178		10/18/2023	10/18/2023 Posted	6,866.29	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 6,866.29	6,866.29 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID	
2037851816	10/09/2023	Books	2,940.30	2,940.30	01-5840	Print materials	2,940.30	<No Project>	
						Totals:	2,940.30		
2037819236	10/12/2023	Books	260.14	260.14	01-5840	Print materials	260.14	<No Project>	
						Totals:	260.14		
2037804044	10/12/2023	Books	518.23	518.23	01-5840	Print materials	518.23	<No Project>	
						Totals:	518.23		
2037864719	10/14/2023	Books	2,406.23	2,406.23	01-5840	Print materials	2,406.23	<No Project>	
						Totals:	2,406.23		
2037851440	10/16/2023	Books	724.55	724.55	01-5840	Print materials	724.55	<No Project>	
						Totals:	724.55		
2037856269	10/17/2023	Book	16.84	16.84	01-5840	Print materials	16.84	<No Project>	
						Totals:	16.84		
BAKER & TAYLOR	Computer Check 60216		10/25/2023	10/25/2023 Posted	6,047.77	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 6,047.77	6,047.77 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID	
2037790973	10/18/2023	Books	178.91	178.91	01-5840	Print materials	178.91	<No Project>	
						Totals:	178.91		
2037857544	10/18/2023	Books	711.41	711.41	01-5840	Print materials	711.41	<No Project>	
						Totals:	711.41		
2037868320	10/18/2023	Books	1,746.23	1,746.23	01-5840	Print materials	1,746.23	<No Project>	
						Totals:	1,746.23		
2037797555	10/19/2023	Books	1,123.40	1,123.40	01-5840	Print materials	1,123.40	<No Project>	
						Totals:	1,123.40		
2037856611	10/19/2023	Books	2,287.82	2,287.82	01-5840	Print materials	2,287.82	<No Project>	
						Totals:	2,287.82		

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Payee	Trans. Type Trans. No.	Trans. Date	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
BANNERVILLE, USA INC	Computer Check 60179	10/18/2023	10/18/2023 Posted	950.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 950.00	950.00 0.00
<u>Invoice #</u>	<u>Invoice Date</u>	<u>Description</u>	<u>Invoice Amount</u>	<u>Amount Paid</u>	<u>Account Number</u>	<u>Account Description</u>	<u>Amount</u>	<u>Project ID</u>
35055	09/28/2023	Light Pole Banners f	950.00	950.00	01-5951	Special Projects	950.00	<No Project>
<i>Totals:</i>							950.00	
BAYSCAN TECHNOLOGIES	Computer Check 60217	10/25/2023	10/25/2023 Posted	548.19	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 548.19	548.19 0.00
<u>Invoice #</u>	<u>Invoice Date</u>	<u>Description</u>	<u>Invoice Amount</u>	<u>Amount Paid</u>	<u>Account Number</u>	<u>Account Description</u>	<u>Amount</u>	<u>Project ID</u>
75852	10/18/2023	Receipt Paper	548.19	548.19	01-5742	Supplies	548.19	<No Project>
<i>Totals:</i>							548.19	
BELCORE ELECTRIC	Computer Check 60106	10/04/2023	10/04/2023 Posted	25,505.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 25,505.00	25,505.00 0.00
<u>Invoice #</u>	<u>Invoice Date</u>	<u>Description</u>	<u>Invoice Amount</u>	<u>Amount Paid</u>	<u>Account Number</u>	<u>Account Description</u>	<u>Amount</u>	<u>Project ID</u>
7736	09/20/2023	Third Floor Power al	24,500.00	24,500.00	01-5950	Building Improvements	24,500.00	<No Project>
<i>Totals:</i>							24,500.00	
7739	09/21/2023	Holds Locker Outlet	1,005.00	1,005.00	01-5692	Repair & Maintenance Prop.	1,005.00	<No Project>
<i>Totals:</i>							1,005.00	
ASHLEY BOYER	Computer Check 60107	10/04/2023	10/04/2023 Posted	69.63	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 69.63	69.63 0.00
<u>Invoice #</u>	<u>Invoice Date</u>	<u>Description</u>	<u>Invoice Amount</u>	<u>Amount Paid</u>	<u>Account Number</u>	<u>Account Description</u>	<u>Amount</u>	<u>Project ID</u>
IR-8633	10/02/2023	ALA conference rein	69.63	69.63	01-5452	Grant Expenses	69.63	BALLINGER
<i>Totals:</i>							69.63	
ASHLEY BOYER	Computer Check 60150	10/11/2023	10/11/2023 Posted	141.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 141.00	141.00 0.00
<u>Invoice #</u>	<u>Invoice Date</u>	<u>Description</u>	<u>Invoice Amount</u>	<u>Amount Paid</u>	<u>Account Number</u>	<u>Account Description</u>	<u>Amount</u>	<u>Project ID</u>
IR-8676	10/04/2023	PER DIEM FOR LIBR	141.00	141.00	01-5452	Grant Expenses	141.00	BALLINGER
<i>Totals:</i>							141.00	
CDW GOVERNMENT, INC.	Computer Check 60108	10/04/2023	10/04/2023 Posted	3,455.50	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 3,455.50	3,455.50 0.00
<u>Invoice #</u>	<u>Invoice Date</u>	<u>Description</u>	<u>Invoice Amount</u>	<u>Amount Paid</u>	<u>Account Number</u>	<u>Account Description</u>	<u>Amount</u>	<u>Project ID</u>
LQ29930	08/30/2023	Malwarebytes EPDR	365.50	365.50	01-5936	Subscriptions and services	365.50	<No Project>

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Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID	
LS99562	09/06/2023	ACAD VMW SD-WA	3,090.00	3,090.00	01-5941	Technology Projects and Equ	365.50	<No Project>	
						Totals:	3,090.00		
CDW GOVERNMENT, INC.	Computer Check 60151		10/11/2023 Posted		7,225.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 7,225.00	7,225.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID	
MF04450	09/26/2023	SDWAN	7,225.00	7,225.00	01-5936	Subscriptions and services	7,225.00	<No Project>	
						Totals:	7,225.00		
CDW GOVERNMENT, INC.	Computer Check 60218		10/25/2023 Posted		10,675.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 10,675.00	10,675.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID	
ML04228	10/09/2023	MALWAREBYTES EP	10,675.00	10,675.00	01-5936	Subscriptions and services	10,675.00	<No Project>	
						Totals:	10,675.00		
CHICAGO OFFICE TECHNOLOG	Computer Check 60109		10/04/2023 Posted		7,054.56	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 7,054.56	7,054.56 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID	
IN4729781	09/21/2023	Toner Xerox CN280	4,438.61	4,438.61	01-5742	Supplies	4,438.61	<No Project>	
						Totals:	4,438.61		
IN4729782	09/21/2023	Toner Xerox CN281	2,615.95	2,615.95	01-5742	Supplies	2,615.95	<No Project>	
						Totals:	2,615.95		
CHICAGO TRIBUNE COMPANY	Computer Check 60110		10/04/2023 Posted		15.48	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 15.48	15.48 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID	
2333108	09/27/2023	Oak Leaves	15.48	15.48	01-5840	Print materials	15.48	<No Project>	
						Totals:	15.48		
CHILDREN'S PLUS INC.	Computer Check 60180		10/18/2023 Posted		3,377.70	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 3,377.70	3,377.70 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID	
235794	10/05/2023	Books	446.10	446.10	01-5840	Print materials	446.10	<No Project>	
						Totals:	446.10		
235780	10/05/2023	Books	556.80	556.80	01-5840	Print materials	556.80	<No Project>	

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Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
235781	10/05/2023	Books	1,147.60	1,147.60	01-5840	Print materials	1,147.60	<No Project>
235782	10/05/2023	Books	1,227.20	1,227.20	01-5840	Print materials	1,227.20	<No Project>
						Totals:	1,227.20	
CINTAS	Computer Check 60111	10/04/2023	10/04/2023 Posted	945.71	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 945.71	945.71 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
5172598769	08/24/2023	First Aid	162.78	162.78	01-5742	Supplies	162.78	<No Project>
5176445674	09/21/2023	First Aid	609.33	609.33	01-5742	Supplies	609.33	<No Project>
5176445624	09/21/2023	First Aid	173.60	173.60	01-5742	Supplies	173.60	<No Project>
						Totals:	173.60	
CITRON HYGIENE	Computer Check 60181	10/18/2023	10/18/2023 Posted	931.20	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 931.20	931.20 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
INV0080512	10/01/2023	Citron Hygiene Serv	70.62	70.62	01-5686	Custodial Services	70.62	<No Project>
INV0080509	10/01/2023	Citron Hygiene Serv	88.98	88.98	01-5686	Custodial Services	88.98	<No Project>
INV0080514	10/01/2023	Citron Hygiene Serv	771.60	771.60	01-5686	Custodial Services	771.60	<No Project>
						Totals:	771.60	
CLAIRE ONG	Computer Check 60152	10/11/2023	10/11/2023 Posted	7.53	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 7.53	7.53 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-8673	10/04/2023	Claire's September r	7.53	7.53	01-5165	Mileage & Miscellaneous reir	7.53	<No Project>
						Totals:	7.53	
CMS SOLUTIONS	Computer Check 60112	10/04/2023	10/04/2023 Posted	52.50	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 52.50	52.50 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2305635-IN	09/18/2023	LABOR-IL Outside ir	52.50	52.50	01-5272	Consultant Support Services	52.50	<No Project>

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Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID	
<i>Totals:</i>							52.50		
DEMCO, INC.	Computer Check		10/11/2023	10/11/2023	421.14	01-1053	Byline Bank Checking	0.00	421.14
	60153			Posted		01-2060	Accounts Payable	421.14	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID	
7377068	10/05/2023	Processing Supplies	421.14	421.14	01-5742	Supplies	421.14	<No Project>	
<i>Totals:</i>							421.14		
DEMCO, INC.	Computer Check		10/18/2023	10/18/2023	5,983.18	01-1053	Byline Bank Checking	0.00	5,983.18
	60182			Posted		01-2060	Accounts Payable	5,983.18	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID	
7379490	10/10/2023	30 chairs for Storyti	5,863.77	5,863.77	01-5930	Furnishings	5,863.77	<No Project>	
<i>Totals:</i>							5,863.77		
7382466	10/16/2023	Processing Supplies	119.41	119.41	01-5742	Supplies	119.41	<No Project>	
<i>Totals:</i>							119.41		
DITO, LLC	Computer Check		10/11/2023	10/11/2023	95.05	01-1053	Byline Bank Checking	0.00	95.05
	60154			Posted		01-2060	Accounts Payable	95.05	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID	
INV78878	09/30/2023	INV78878	95.05	95.05	01-5451	Telephone/Communications	95.05	<No Project>	
<i>Totals:</i>							95.05		
FOREST PRINTING CO.	Computer Check		10/04/2023	10/04/2023	1,290.86	01-1053	Byline Bank Checking	0.00	1,290.86
	60113			Posted		01-2060	Accounts Payable	1,290.86	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID	
119025	09/26/2023	October Printed Eve	1,067.60	1,067.60	01-5205	Publications	1,067.60	<No Project>	
<i>Totals:</i>							1,067.60		
119064	09/28/2023	"Freedom to Read"	223.26	223.26	01-5951	Special Projects	223.26	<No Project>	
<i>Totals:</i>							223.26		
JENNA FRIEBEL	Computer Check		10/04/2023	10/04/2023	162.00	01-1053	Byline Bank Checking	0.00	162.00
	60114			Posted		01-2060	Accounts Payable	162.00	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID	
IR-8606	09/26/2023	ALA Dues Reimburs	162.00	162.00	01-5162	Dues	162.00	<No Project>	
<i>Totals:</i>							162.00		
GARVEY'S OFFICE PRODUCTS	Computer Check		10/25/2023	10/25/2023	886.40	01-1053	Byline Bank Checking	0.00	886.40

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Payee	Trans. Type Trans. No.	Trans. Date	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
	60219		Posted		01-2060	Accounts Payable	886.40	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
PINV2487498	10/23/2023	Paper	886.40	886.40	01-5742	Supplies	886.40	<No Project>
		Totals:					886.40	
GAYLORD BROTHERS, INC.	Computer Check	10/04/2023	10/04/2023	436.06	01-1053	Byline Bank Checking	0.00	436.06
	60115		Posted		01-2060	Accounts Payable	436.06	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2833502	09/22/2023	Materials for Specia	304.02	304.02	01-5895	Archival collection	304.02	<No Project>
		Totals:					304.02	
2833563	09/23/2023	Materials for Specia	132.04	132.04	01-5895	Archival collection	132.04	<No Project>
		Totals:					132.04	
IAN A. GOSSE	Computer Check	10/18/2023	10/18/2023	259.00	01-1053	Byline Bank Checking	0.00	259.00
	60183		Posted		01-2060	Accounts Payable	259.00	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-8787	10/18/2023	Per diem for confere	259.00	259.00	01-5452	Grant Expenses	259.00	BALLINGER
		Totals:					259.00	
GRAINGER	Computer Check	10/04/2023	10/04/2023	30.17	01-1053	Byline Bank Checking	0.00	30.17
	60116		Posted		01-2060	Accounts Payable	30.17	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
9840694898	09/18/2023	Door Strike Mountir	30.17	30.17	01-5683	Equipment Parts	30.17	<No Project>
		Totals:					30.17	
GRAINGER	Computer Check	10/25/2023	10/25/2023	40.16	01-1053	Byline Bank Checking	0.00	40.16
	60220		Posted		01-2060	Accounts Payable	40.16	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
9863528650	10/09/2023	Pleated Filters - Spe	40.16	40.16	01-5692	Repair & Maintenance Prop.	40.16	<No Project>
		Totals:					40.16	
GROWING COMMUNITY MEDI	Computer Check	10/04/2023	10/04/2023	935.00	01-1053	Byline Bank Checking	0.00	935.00
	60117		Posted		01-2060	Accounts Payable	935.00	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
90614	05/31/2023	Advertising	225.00	225.00	01-5204	Promotions	225.00	<No Project>
		Totals:					225.00	
90350	07/03/2023	Advertising	460.00	460.00	01-5204	Promotions	460.00	<No Project>

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Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID	
65467-R	09/06/2023	Advertising	250.00	250.00	01-5951	Special Projects	Totals:	460.00	
								250.00	
							Totals:	250.00	
GROWING COMMUNITY MEDI	Computer Check	10/11/2023	10/11/2023	750.00	01-1053	Byline Bank Checking	0.00	750.00	
	60155		Posted		01-2060	Accounts Payable	750.00	0.00	
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID	
65583-R	09/13/2023	Invoice	250.00	250.00	01-5951	Special Projects	250.00	<No Project>	
65751-R	09/20/2023	Advertising	250.00	250.00	01-5951	Special Projects	Totals:	250.00	
								250.00	
65865-R	09/27/2023	Advertising	250.00	250.00	01-5951	Special Projects	Totals:	250.00	
								250.00	
IHLS-OCLC	Computer Check	10/25/2023	10/25/2023	51.04	01-1053	Byline Bank Checking	0.00	51.04	
	60221		Posted		01-2060	Accounts Payable	51.04	0.00	
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID	
29386	10/17/2023	IFM Debits/Admin F	51.04	51.04	01-5264	ILL Payments	51.04	<No Project>	
							Totals:	51.04	
ILLINOIS LIBRARY ASSOCIATIO	Computer Check	10/04/2023	10/04/2023	470.00	01-1053	Byline Bank Checking	0.00	470.00	
	60118		Posted		01-2060	Accounts Payable	470.00	0.00	
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID	
253124	08/16/2023	2023 ILA Preiser Ma	250.00	250.00	01-5204	Promotions	250.00	<No Project>	
253126	08/16/2023	2023 ILA Preiser Ma	50.00	50.00	01-5204	Promotions	Totals:	250.00	
								50.00	
253125	08/16/2023	2023 ILA Preiser Ma	170.00	170.00	01-5204	Promotions	Totals:	50.00	
								50.00	
							Totals:	170.00	
								170.00	
ILLINOIS LIBRARY ASSOCIATIO	Computer Check	10/04/2023	10/04/2023	1,075.00	01-1053	Byline Bank Checking	0.00	1,075.00	
	60145		Posted		01-2060	Accounts Payable	1,075.00	0.00	
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID	
258100	10/02/2023	ILA ANNUAL CONF	1,075.00	1,075.00	01-5200	Board Development	250.00	<No Project>	
258100	10/02/2023	ILA ANNUAL CONF	1,075.00	1,075.00	01-5452	Grant Expenses	825.00	BALLINGER	
							Totals:	1,075.00	

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Payee	Trans. Type Trans. No.	Trans. Date	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
ILLINOIS LIBRARY ASSOCIATIO	Computer Check	10/25/2023	10/25/2023	300.00	01-1053	Byline Bank Checking	0.00	300.00
	60222		Posted		01-2060	Accounts Payable	300.00	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
258044	09/18/2023	ILA ANNUAL CONF	300.00	300.00	01-5452	Grant Expenses	300.00	BALLINGER
<i>Totals:</i>							300.00	
INFOBASE LEARNING	Computer Check	10/18/2023	10/18/2023	2,089.51	01-1053	Byline Bank Checking	0.00	2,089.51
	60184		Posted		01-2060	Accounts Payable	2,089.51	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
INV449682	10/17/2023	African-American Hi	2,089.51	2,089.51	01-5891	Digital content	2,089.51	<No Project>
<i>Totals:</i>							2,089.51	
INTERIOR GARDEN SERVICES, I	Computer Check	10/04/2023	10/04/2023	290.00	01-1053	Byline Bank Checking	0.00	290.00
	60119		Posted		01-2060	Accounts Payable	290.00	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
043060	09/01/2023	PLANT RENTAL MAI	290.00	290.00	01-5692	Repair & Maintenance Prop.	290.00	<No Project>
<i>Totals:</i>							290.00	
INTERNATIONAL UNION OF O	Computer Check	10/18/2023	10/18/2023	185.25	01-1053	Byline Bank Checking	0.00	185.25
	60185		Posted		01-2060	Accounts Payable	185.25	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
OCTOBER 2023	10/18/2023	OCTOBER 2023 UNI	185.25	185.25	01-2059	Union dues Payable	185.25	<No Project>
<i>Totals:</i>							185.25	
INTRINSIC LANDSCAPING, INC	Computer Check	10/18/2023	10/18/2023	418.05	01-1053	Byline Bank Checking	0.00	418.05
	60186		Posted		01-2060	Accounts Payable	418.05	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
23-0625	10/12/2023	GREEN ROOF MAIN	418.05	418.05	01-5692	Repair & Maintenance Prop.	418.05	<No Project>
<i>Totals:</i>							418.05	
J.C. LICHT, LLC	Computer Check	10/04/2023	10/04/2023	123.82	01-1053	Byline Bank Checking	0.00	123.82
	60120		Posted		01-2060	Accounts Payable	123.82	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
02176549	09/20/2023	Paint - MHS - Blue/	123.82	123.82	01-5682	Building Materials & Supplies	123.82	<No Project>
<i>Totals:</i>							123.82	
J.C. LICHT, LLC	Computer Check	10/25/2023	10/25/2023	66.77	01-1053	Byline Bank Checking	0.00	66.77

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	60223		Posted		01-2060	Accounts Payable	66.77	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
02178348	10/20/2023	Executive Director C	66.77	66.77	01-5692	Repair & Maintenance Prop.	66.77	<No Project>
<i>Totals:</i>							66.77	
STEPHEN JACKSON	Computer Check	10/23/2023	10/23/2023	158.00	01-1053	Byline Bank Checking	0.00	158.00
	60210		Posted		01-2060	Accounts Payable	158.00	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-8816	10/20/2023	ULC ANNUAL FORU	158.00	158.00	01-5452	Grant Expenses	158.00	BALLINGER
<i>Totals:</i>							158.00	
JACQUELINE K SCHATTNER	Computer Check	10/11/2023	10/11/2023	150.00	01-1053	Byline Bank Checking	0.00	150.00
	60156		Posted		01-2060	Accounts Payable	150.00	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2023-99-00172	10/04/2023	Adult Programming	150.00	150.00	01-5247	Adult Programming	150.00	<No Project>
<i>Totals:</i>							150.00	
JOHNSON CONTROLS	Computer Check	10/25/2023	10/25/2023	927.09	01-1053	Byline Bank Checking	0.00	927.09
	60224		Posted		01-2060	Accounts Payable	927.09	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
39293985	09/09/2023	Quarterly Billing - D	927.09	927.09	01-5692	Repair & Maintenance Prop.	927.09	<No Project>
<i>Totals:</i>							927.09	
JOSE M CRUZ	Computer Check	10/04/2023	10/04/2023	75.00	01-1053	Byline Bank Checking	0.00	75.00
	60121		Posted		01-2060	Accounts Payable	75.00	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2023-99-00169	10/02/2023	3 Saturday Family st	75.00	75.00	01-5240	Children's Programming	75.00	<No Project>
<i>Totals:</i>							75.00	
JOSLYN BOWLING DIXON	Computer Check	10/04/2023	10/04/2023	217.25	01-1053	Byline Bank Checking	0.00	217.25
	60122		Posted		01-2060	Accounts Payable	217.25	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-8605	09/29/2023	Per diem for Urban	217.25	217.25	01-5452	Grant Expenses	217.25	BALLINGER
<i>Totals:</i>							217.25	
JOSLYN BOWLING DIXON	Computer Check	10/18/2023	10/18/2023	59.00	01-1053	Byline Bank Checking	0.00	59.00
	60187		Posted		01-2060	Accounts Payable	59.00	0.00

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Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-8772	10/17/2023	Per diem for ILA Coi	59.00	59.00	01-5452	Grant Expenses	59.00	BALLINGER
Totals:							59.00	
KANOPY, INC.	Computer Check 60123		10/04/2023 Posted		2,703.60 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 2,703.60	2,703.60 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
368204-PPU	09/30/2023	Kanopy plays	2,703.60	2,703.60	01-5891	Digital content	2,703.60	<No Project>
Totals:							2,703.60	
KATHY VALDIVIA	Computer Check 60124		10/04/2023 Posted		50.00 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 50.00	50.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2023-99-00170	10/03/2023	2 Saturday Sept Sto	50.00	50.00	01-5240	Children's Programming	50.00	<No Project>
Totals:							50.00	
KENCO LABEL & TAG CO. LLC	Computer Check 60125		10/04/2023 Posted		174.79 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 174.79	174.79 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
0568250	09/27/2023	Processing Supplies	174.79	174.79	01-5742	Supplies	174.79	<No Project>
Totals:							174.79	
KINGA LIPINSKA	Computer Check 60126		10/04/2023 Posted		125.00 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 125.00	125.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2023-99-00149	09/11/2023	Adult Programming	125.00	125.00	01-5247	Adult Programming	125.00	<No Project>
Totals:							125.00	
JODI KOLO	Computer Check 60211		10/23/2023 Posted		296.25 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 296.25	296.25 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-8833	10/23/2023	Jodi Kolo Per Diem	296.25	296.25	01-5452	Grant Expenses	296.25	BALLINGER
Totals:							296.25	
KUUSAKOSKI US LLC	Computer Check 60225		10/25/2023 Posted		378.65 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 378.65	378.65 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID

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Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
A-11573	10/13/2023	Recycling Transport	378.65	378.65	01-5380	Postage & Delivery	378.65	<No Project>
Totals:							378.65	
LAKESHORE RECYCLING SYSTE	Computer Check	10/18/2023	10/18/2023	628.21	01-1053	Byline Bank Checking	0.00	628.21
	60188		Posted		01-2060	Accounts Payable	628.21	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
LR5486305	09/25/2023	Trash/Recycling - M	102.90	102.90	01-5688	Sewer/Garbage	102.90	<No Project>
Totals:							102.90	
LR5486304	09/25/2023	Trash/Recycling - M	525.31	525.31	01-5688	Sewer/Garbage	525.31	<No Project>
Totals:							525.31	
LANGUAGE LIZARD, LLC	Computer Check	10/25/2023	10/25/2023	36.99	01-1053	Byline Bank Checking	0.00	36.99
	60226		Posted		01-2060	Accounts Payable	36.99	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
17108	10/10/2023	World Language Bo	36.99	36.99	01-5840	Print materials	15.50	<No Project>
17108	10/10/2023	World Language Bo	36.99	36.99	01-5894	Realia and other formats	21.49	<No Project>
Totals:							36.99	
LEORA DOWLING	Computer Check	10/11/2023	10/11/2023	925.00	01-1053	Byline Bank Checking	0.00	925.00
	60157		Posted		01-2060	Accounts Payable	925.00	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-8715	10/10/2023	Public Speaking Ses	925.00	925.00	01-5951	Special Projects	925.00	<No Project>
Totals:							925.00	
LEORA DOWLING	Computer Check	10/25/2023	10/25/2023	925.00	01-1053	Byline Bank Checking	0.00	925.00
	60227		Posted		01-2060	Accounts Payable	925.00	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-8849	10/24/2023	Public Speaking Ses	925.00	925.00	01-5951	Special Projects	925.00	<No Project>
Totals:							925.00	
LINDA BARNETT	Computer Check	10/18/2023	10/18/2023	197.50	01-1053	Byline Bank Checking	0.00	197.50
	60189		Posted		01-2060	Accounts Payable	197.50	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-8744	10/12/2023	PER DIEM FOR BBC	197.50	197.50	01-5452	Grant Expenses	197.50	BALLINGER
Totals:							197.50	
LOCAL 399 FED PAC	Computer Check	10/18/2023	10/18/2023	50.00	01-1053	Byline Bank Checking	0.00	50.00

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Payee	Trans. Type Trans. No.	Trans. Date	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
	60190		Posted		01-2060	Accounts Payable	50.00	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
847748	10/16/2023	FED PAC CONTRIBU	50.00	50.00	01-2058	Fed Pac	50.00	<No Project>
Totals:							50.00	
LUCAS HOLDINGS LLC	Computer Check	10/18/2023	10/18/2023	409.76	01-1053	Byline Bank Checking	0.00	409.76
	60191		Posted		01-2060	Accounts Payable	409.76	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
69317	10/09/2023	830 library cards	409.76	409.76	01-5937	Equipment and supplies	409.76	<No Project>
Totals:							409.76	
MAGALY ALTAGRACIA DIETZ	Computer Check	10/11/2023	10/11/2023	400.00	01-1053	Byline Bank Checking	0.00	400.00
	60158		Posted		01-2060	Accounts Payable	400.00	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2023-99-00167	10/02/2023	Latin American Mus	400.00	400.00	01-5240	Children's Programming	400.00	<No Project>
Totals:							400.00	
MAIA STERN	Computer Check	10/11/2023	10/11/2023	180.00	01-1053	Byline Bank Checking	0.00	180.00
	60159		Posted		01-2060	Accounts Payable	180.00	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2023-99-00171	10/04/2023	Fall festival	180.00	180.00	01-5250	Social Services	180.00	<No Project>
Totals:							180.00	
MCADAM LANDSCAPING, INC.	Computer Check	10/18/2023	10/18/2023	492.00	01-1053	Byline Bank Checking	0.00	492.00
	60192		Posted		01-2060	Accounts Payable	492.00	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
92900	10/09/2023	Landscaping Mainte	492.00	492.00	01-5681	Landscaping and snow remo	492.00	<No Project>
Totals:							492.00	
MEGAN TIDEMAN	Computer Check	10/18/2023	10/18/2023	365.25	01-1053	Byline Bank Checking	0.00	365.25
	60193		Posted		01-2060	Accounts Payable	365.25	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-8645	10/03/2023	Per diem for ILA Coi	221.25	221.25	01-5452	Grant Expenses	221.25	BALLINGER
Totals:							221.25	
IR-8644	10/03/2023	travel (amtrak) expe	144.00	144.00	01-5452	Grant Expenses	144.00	BALLINGER
Totals:							144.00	

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MEGHAN L PICKETT	Computer Check 60160	10/11/2023	10/11/2023 Posted	625.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 625.00	625.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
1032	10/02/2023	COACHING FOR MA	500.00	500.00	01-5951	Special Projects	500.00	<No Project>
						Totals:	500.00	
1031	10/02/2023	EXECUTIVE COACHI	125.00	125.00	01-5951	Special Projects	125.00	<No Project>
						Totals:	125.00	
MENCONI TERRAZZO LLC	Computer Check 60228	10/25/2023	10/25/2023 Posted	5,000.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 5,000.00	5,000.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
6066	10/24/2023	Main Lobby Terrazz	5,000.00	5,000.00	01-5950	Building Improvements	5,000.00	<No Project>
						Totals:	5,000.00	
METROPOLITAN INDUSTRIES, I	Computer Check 60128	10/04/2023	10/04/2023 Posted	22,373.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 22,373.00	22,373.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
INV054555	09/19/2023	Domestic Water Sys	22,373.00	22,373.00	01-5950	Building Improvements	22,373.00	<No Project>
						Totals:	22,373.00	
MIDWEST TAPE, LLC	Computer Check 60129	10/04/2023	10/04/2023 Posted	23,725.91	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 23,725.91	23,725.91 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
504412304	09/27/2023	Audiobooks	87.36	87.36	01-5890	Audio and video materials	87.36	<No Project>
						Totals:	87.36	
504412307	09/27/2023	DVDs	111.98	111.98	01-5890	Audio and video materials	111.98	<No Project>
						Totals:	111.98	
504412306	09/27/2023	DVDs	257.75	257.75	01-5890	Audio and video materials	257.75	<No Project>
						Totals:	257.75	
504412303	09/27/2023	DVDs	327.59	327.59	01-5890	Audio and video materials	327.59	<No Project>
						Totals:	327.59	
504412302	09/27/2023	DVDs	722.91	722.91	01-5890	Audio and video materials	722.91	<No Project>
						Totals:	722.91	
504428838	09/30/2023	Hoopla	22,156.85	22,156.85	01-5891	Digital content	22,156.85	<No Project>
						Totals:	22,156.85	
504443538	10/03/2023	DVD	12.74	12.74	01-5890	Audio and video materials	12.74	<No Project>
						Totals:	12.74	

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Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
504443537	10/03/2023	DVDs	48.73	48.73	01-5890	Audio and video materials	48.73	<No Project>
Totals:							48.73	
MIDWEST TAPE, LLC	Computer Check 60161		10/11/2023 Posted	2,206.97	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 2,206.97	2,206.97 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
504449128	10/05/2023	Audiobook	67.84	67.84	01-5890	Audio and video materials	67.84	<No Project>
Totals:							67.84	
504449129	10/05/2023	DVDs	85.73	85.73	01-5890	Audio and video materials	85.73	<No Project>
Totals:							85.73	
504449124	10/05/2023	Music CDs	95.56	95.56	01-5890	Audio and video materials	95.56	<No Project>
Totals:							95.56	
504449480	10/05/2023	DVDs	215.69	215.69	01-5890	Audio and video materials	215.69	<No Project>
Totals:							215.69	
504449127	10/05/2023	DVDs	696.93	696.93	01-5890	Audio and video materials	696.93	<No Project>
Totals:							696.93	
504449126	10/05/2023	DVDs	1,045.22	1,045.22	01-5890	Audio and video materials	1,045.22	<No Project>
Totals:							1,045.22	
MIDWEST TAPE, LLC	Computer Check 60194		10/18/2023 Posted	2,058.26	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 2,058.26	2,058.26 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
504471088	10/12/2023	Audiobooks	103.36	103.36	01-5890	Audio and video materials	103.36	<No Project>
Totals:							103.36	
504471089	10/12/2023	Music CDs	117.44	117.44	01-5890	Audio and video materials	117.44	<No Project>
Totals:							117.44	
504482984	10/12/2023	DVDs	122.49	122.49	01-5890	Audio and video materials	122.49	<No Project>
Totals:							122.49	
504482983	10/12/2023	DVDs	218.64	218.64	01-5890	Audio and video materials	218.64	<No Project>
Totals:							218.64	
504482982	10/12/2023	DVDs	483.54	483.54	01-5890	Audio and video materials	483.54	<No Project>
Totals:							483.54	
504482981	10/12/2023	DVDs	1,012.79	1,012.79	01-5890	Audio and video materials	1,012.79	<No Project>
Totals:							1,012.79	
MIDWEST TAPE, LLC	Computer Check		10/25/2023	1,867.79	01-1053	Byline Bank Checking	0.00	1,867.79

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	60229		Posted		01-2060	Accounts Payable	1,867.79	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
504518208	10/19/2023	DVDs	50.35	50.35	01-5890	Audio and video materials	50.35	<No Project>
		Totals:					50.35	
504518207	10/19/2023	DVDs	52.59	52.59	01-5890	Audio and video materials	52.59	<No Project>
		Totals:					52.59	
504518204	10/19/2023	Music CDs	159.20	159.20	01-5890	Audio and video materials	159.20	<No Project>
		Totals:					159.20	
504518202	10/19/2023	DVDs	365.60	365.60	01-5890	Audio and video materials	365.60	<No Project>
		Totals:					365.60	
504518203	10/19/2023	Audiobooks	466.80	466.80	01-5890	Audio and video materials	466.80	<No Project>
		Totals:					466.80	
504518206	10/19/2023	DVDs	773.25	773.25	01-5890	Audio and video materials	773.25	<No Project>
		Totals:					773.25	
MORNINGSTAR	Computer Check	10/18/2023	10/18/2023	7,869.00	01-1053	Byline Bank Checking	0.00	7,869.00
	60195		Posted		01-2060	Accounts Payable	7,869.00	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
36381094	10/11/2023	Digital Subscription	7,869.00	7,869.00	01-5891	Digital content	7,869.00	<No Project>
		Totals:					7,869.00	
NEWSBANK, INC.	Computer Check	10/18/2023	10/18/2023	9,000.00	01-1053	Byline Bank Checking	0.00	9,000.00
	60196		Posted		01-2060	Accounts Payable	9,000.00	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
552919	10/13/2023	Digital Subscription	9,000.00	9,000.00	01-5891	Digital content	9,000.00	<No Project>
		Totals:					9,000.00	
NICOR GAS	Computer Check	10/11/2023	10/11/2023	1,733.77	01-1053	Byline Bank Checking	0.00	1,733.77
	60162		Posted		01-2060	Accounts Payable	1,733.77	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-8693	10/02/2023	NATURAL GAS FOR	73.81	73.81	01-5690	Natural Gas	73.81	<No Project>
		Totals:					73.81	
IR-8694	10/04/2023	NATURAL GAS FOR	1,659.96	1,659.96	01-5690	Natural Gas	1,659.96	<No Project>
		Totals:					1,659.96	
OAK PARK DISTRICT 97 SCHO	Computer Check	10/04/2023	10/04/2023	132.50	01-1053	Byline Bank Checking	0.00	132.50
	60130		Posted		01-2060	Accounts Payable	132.50	0.00

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Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID		
4804	09/27/2023	MHS Fall 2023 Brocl	132.50	132.50	01-5204	Promotions	132.50	<No Project>		
Totals:							132.50			
OAK PARK DISTRICT 97 SCHOC	Computer Check	10/11/2023	10/11/2023	80.04	01-1053	Byline Bank Checking	0.00		80.04	
60163			Posted		01-2060	Accounts Payable	80.04		0.00	
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID		
4760	07/13/2023	Art Gallery Exhibit b	26.68	26.68	01-5204	Promotions	26.68	<No Project>		
Totals:							26.68			
4770	08/10/2023	Art Gallery Exhibit p	26.68	26.68	01-5204	Promotions	26.68	<No Project>		
Totals:							26.68			
4798	09/21/2023	Art Gallery Exhibit p	26.68	26.68	01-5204	Promotions	26.68	<No Project>		
Totals:							26.68			
OAK PARK DISTRICT 97 SCHOC	Computer Check	10/25/2023	10/25/2023	132.50	01-1053	Byline Bank Checking	0.00		132.50	
60230			Posted		01-2060	Accounts Payable	132.50		0.00	
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID		
4814	10/23/2023	Library of Things Br	132.50	132.50	01-5452	Grant Expenses	132.50	BALLINGER		
Totals:							132.50			
OAK PARK TOWNSHIP YOUTH	Computer Check	10/18/2023	10/18/2023	3,585.25	01-1053	Byline Bank Checking	0.00		3,585.25	
60197			Posted		01-2060	Accounts Payable	3,585.25		0.00	
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID		
IR-8762	10/11/2023	YOUTH ENGAGEME	3,585.25	3,585.25	01-5281	Intergovernmental Agreeemer	3,585.25	<No Project>		
Totals:							3,585.25			
OLSON'S ACE OAK PARK	Computer Check	10/04/2023	10/04/2023	68.13	01-1053	Byline Bank Checking	0.00		68.13	
60131			Posted		01-2060	Accounts Payable	68.13		0.00	
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID		
9114/4	09/21/2023	Facilities - Cable Tie	27.98	27.98	01-5682	Building Materials & Supplies	27.98	<No Project>		
Totals:							27.98			
9110/4	09/21/2023	Facilities Supplies - I	40.15	40.15	01-5682	Building Materials & Supplies	40.15	<No Project>		
Totals:							40.15			
ORANGEBOY, INC.	Computer Check	10/11/2023	10/11/2023	26,950.00	01-1053	Byline Bank Checking	0.00		26,950.00	
60164			Posted		01-2060	Accounts Payable	26,950.00		0.00	
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID		

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Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
4324	06/15/2023	STRATEGIC MARKET	26,950.00	26,950.00	01-5205	Publications	26,950.00	<No Project>
Totals:							26,950.00	
OVERDRIVE, INC.	Computer Check 60132		10/04/2023 10/04/2023 Posted	14,949.99	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 14,949.99	14,949.99 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
01658MA23338964	09/30/2023	E-Content	4,960.26	4,960.26	01-5891	Digital content	4,960.26	<No Project>
Totals:							4,960.26	
01658MA23341862	09/30/2023	E-Content	9,989.73	9,989.73	01-5891	Digital content	9,989.73	<No Project>
Totals:							9,989.73	
OXFORD UNIVERSITY PRESS	Computer Check 60231		10/25/2023 10/25/2023 Posted	3,980.77	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 3,980.77	3,980.77 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
XI16323526	10/18/2023	Digital Resources	3,980.77	3,980.77	01-5891	Digital content	3,980.77	<No Project>
Totals:							3,980.77	
PACIFIC TELEMAGEMENT SI	Computer Check 60133		10/04/2023 10/04/2023 Posted	75.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 75.00	75.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2112194	09/21/2023	7084450358	75.00	75.00	01-5451	Telephone/Communications	75.00	<No Project>
Totals:							75.00	
PARK DISTRICT OF OAK PARK	Computer Check 60134		10/04/2023 10/04/2023 Posted	1,370.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 1,370.00	1,370.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
20220094	09/18/2023	DOLE RENT AUGUS	1,370.00	1,370.00	01-5691	Rentals--Equipment & Faciliti	1,370.00	<No Project>
Totals:							1,370.00	
PARK DISTRICT OF OAK PARK	Computer Check 60165		10/11/2023 10/11/2023 Posted	1,370.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 1,370.00	1,370.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
20220098	10/06/2023	DOLE RENT OCTOBI	1,370.00	1,370.00	01-5691	Rentals--Equipment & Faciliti	1,370.00	<No Project>
Totals:							1,370.00	
PAULSON PRESS, INC.	Computer Check 60135		10/04/2023 10/04/2023 Posted	6,900.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 6,900.00	6,900.00 0.00

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Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
23-0447	09/25/2023	Storyline Fall/Winter	6,900.00	6,900.00	01-5205	Publications	6,900.00	<No Project>
Totals:							6,900.00	
PRODUCT LLC	Computer Check 60198		10/18/2023 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
1650.0682	08/07/2023	Youth area completi	1,500.00	1,500.00	01-5950	Building Improvements	1,500.00	<No Project>
Totals:							1,500.00	
LORI PULLIAM	Computer Check 60199		10/18/2023 Posted	36.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 36.00	36.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-8756	10/16/2023	lunches at ALA conf	36.00	36.00	01-5452	Grant Expenses	36.00	<No Project>
Totals:							36.00	
Q & A SERVICES LLC	Computer Check 60200		10/18/2023 Posted	500.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 500.00	500.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
959	10/12/2023	REGISTRATION PRO	500.00	500.00	01-5275	Consulting Services - Admin	500.00	<No Project>
Totals:							500.00	
QUILL LLC	Computer Check 60136		10/04/2023 Posted	55.46	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 55.46	55.46 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
34936348	10/03/2023	Office Supplies	55.46	55.46	01-5742	Supplies	55.46	<No Project>
Totals:							55.46	
REGIONS BANK	Bank Draft 54		10/18/2023 Posted	30,274.83	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 30,274.83	30,274.83 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
023056	09/30/2023	REGION PERIOD EN	30,274.83	30,274.83	01-2067	Purchase Cards - P Cards	30,274.83	<No Project>
Totals:							30,274.83	
RHONDA FENTRY	Computer Check 60201		10/18/2023 Posted	75.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 75.00	75.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID

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Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2023-99-0067	05/22/2023	Adult Programming	75.00	75.00	01-5247	Adult Programming	75.00	<No Project>
Totals:							75.00	
JESSICA RICH	Computer Check 60202		10/18/2023 Posted		327.25 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 327.25	327.25 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-8553	09/28/2023	Illinois Library Assoc	106.00	106.00	01-5452	Grant Expenses	106.00	BALLINGER
Totals:							106.00	
IR-8576	09/29/2023	Illinois Library Assoc	221.25	221.25	01-5452	Grant Expenses	221.25	BALLINGER
Totals:							221.25	
STEPHEN ROBINET	Computer Check 60172		10/13/2023 Posted		251.98 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 251.98	251.98 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-8740	10/13/2023	WAGES & SALARIES	251.98	251.98	01-5001	Wages & Salaries	251.98	<No Project>
Totals:							251.98	
STEPHEN ROBINET	Computer Check 60236		10/31/2023 Posted		252.77 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 252.77	252.77 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-8915	10/30/2023	WAGES & SALARIES	252.77	252.77	01-5001	Wages & Salaries	252.77	<No Project>
Totals:							252.77	
MICHAEL ROSE	Computer Check 60203		10/18/2023 Posted		221.25 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 221.25	221.25 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-8642	10/03/2023	Staff Dev - ILA 2023	221.25	221.25	01-5452	Grant Expenses	221.25	BALLINGER
Totals:							221.25	
SALLY IS SARAH PRODUCTION	Computer Check 60204		10/18/2023 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
2023-99-00165	09/28/2023	Screening of "Red, /	400.00	400.00	01-5240	Children's Programming	400.00	<No Project>
Totals:							400.00	
NANCY SCHUESSLER	Computer Check 60205		10/18/2023 Posted		11.00 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 11.00	11.00 0.00

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Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-8738	10/11/2023	Home delivery milea	11.00	11.00	01-5165	Mileage & Miscellaneous reir	11.00	<No Project>
Totals:							11.00	
ALEXANDRA SKINNER	Computer Check 60212	10/23/2023	10/23/2023 Posted	237.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 237.00	237.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-8813	10/19/2023	Staff Development -	237.00	237.00	01-5452	Grant Expenses	237.00	BALLINGER
Totals:							237.00	
SLOWFIRE LLC	Computer Check 60166	10/11/2023	10/11/2023 Posted	200.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 200.00	200.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2023-99-00140	08/23/2023	2 part 3D printing p	200.00	200.00	01-5240	Children's Programming	200.00	<No Project>
Totals:							200.00	
SLOWFIRE LLC	Computer Check 60232	10/25/2023	10/25/2023 Posted	820.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 820.00	820.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2023-99-00123	07/31/2023	Adult Programming	820.00	820.00	01-5247	Adult Programming	820.00	<No Project>
Totals:							820.00	
SOUTHLAND PRINTING CO	Computer Check 60138	10/04/2023	10/04/2023 Posted	2,346.45	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 2,346.45	2,346.45 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
869882	09/20/2023	Printed Parking Gatr	2,346.45	2,346.45	01-5689	Parking lot expense	2,346.45	<No Project>
Totals:							2,346.45	
T-MOBILE	Computer Check 60139	10/04/2023	10/04/2023 Posted	1,663.20	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 1,663.20	1,663.20 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
970035247-2023092	09/21/2023	Devices	1,663.20	1,663.20	01-5893	Devices	1,663.20	<No Project>
Totals:							1,663.20	
LEIGH TARULLO	Computer Check 60213	10/23/2023	10/23/2023 Posted	237.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 237.00	237.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID

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Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-8836	10/23/2023	Per Diem - Seattle	237.00	237.00	01-1158	Grants Receivable	237.00	BALLINGER
Totals:							237.00	
TDI VERTICAL LLC	Computer Check 60140		10/04/2023 10/04/2023 Posted	4,500.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 4,500.00	4,500.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
1155	10/02/2023	Cyber Security - Vel	4,500.00	4,500.00	01-5941	Technology Projects and Equ	4,500.00	CYBERSEC
Totals:							4,500.00	
THE OMEYOCAN DANCE COM	Computer Check 60233		10/25/2023 10/25/2023 Posted	700.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 700.00	700.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2023-99-00180	10/24/2023	Dance Company wil	700.00	700.00	01-5249	Community Engagement	700.00	<No Project>
Totals:							700.00	
TODAY'S BUSINESS SOLUTION	Computer Check 60141		10/04/2023 10/04/2023 Posted	4,759.04	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 4,759.04	4,759.04 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
092123-24	09/21/2023	Cost per fax prograr	4,759.04	4,759.04	01-5742	Supplies	4,759.04	<No Project>
Totals:							4,759.04	
BILLY TREECE	Computer Check 60206		10/18/2023 10/18/2023 Posted	197.50	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 197.50	197.50 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-8512	10/22/2023	PER DIEM REQUEST	197.50	197.50	01-5452	Grant Expenses	197.50	BALLINGER
Totals:							197.50	
LUIS TUBENS	Computer Check 60167		10/11/2023 10/11/2023 Posted	175.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 175.00	175.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2023-99-00169	10/03/2023	Poesia con acento b	175.00	175.00	01-5250	Social Services	175.00	<No Project>
Totals:							175.00	
ULINE	Computer Check 60207		10/18/2023 10/18/2023 Posted	116.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 116.00	116.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID

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Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
169506999	10/10/2023	CD & DVD Mailers	116.00	116.00	01-5742	Supplies	116.00	<No Project>
Totals:							116.00	
UNIVERSITY OF OKLAHOMA LI	Computer Check	10/25/2023	10/25/2023	105.00	01-1053	Byline Bank Checking	0.00	105.00
	60234		Posted		01-2060	Accounts Payable	105.00	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-8812	09/28/2023	Payment for Lost ILL	105.00	105.00	01-5264	ILL Payments	105.00	<No Project>
Totals:							105.00	
URBAN LIBRARIES COUNCIL	Computer Check	10/11/2023	10/11/2023	9,000.00	01-1053	Byline Bank Checking	0.00	9,000.00
	60168		Posted		01-2060	Accounts Payable	9,000.00	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
4531	10/03/2023	Urban Libraries Cou	9,000.00	9,000.00	01-5452	Grant Expenses	9,000.00	SHEA
Totals:							9,000.00	
VILLAGE OF OAK PARK	Computer Check	10/04/2023	10/04/2023	127.61	01-1053	Byline Bank Checking	0.00	127.61
	60142		Posted		01-2060	Accounts Payable	127.61	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
23-0005421	09/22/2023	GASOLINE FOR (203	127.61	127.61	01-5680	Fuels & Lubricants	127.61	<No Project>
Totals:							127.61	
VILLAGE OF OAK PARK	Computer Check	10/13/2023	10/13/2023	18,957.23	01-1053	Byline Bank Checking	0.00	18,957.23
	60173		Posted		01-2060	Accounts Payable	18,957.23	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-8741	10/13/2023	PAYROLL; VOL DED;	18,957.23	18,957.23	01-5160	IMRF (Illinois Muncipal Retire	18,957.23	<No Project>
Totals:							18,957.23	
VILLAGE OF OAK PARK	Computer Check	10/25/2023	10/25/2023	525.00	01-1053	Byline Bank Checking	0.00	525.00
	60235		Posted		01-2060	Accounts Payable	525.00	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
23-0005460	10/12/2023	ELEV INSPECTIONS	525.00	525.00	01-5692	Repair & Maintenance Prop.	525.00	<No Project>
Totals:							525.00	
VILLAGE OF OAK PARK	Computer Check	10/31/2023	10/31/2023	19,061.35	01-1053	Byline Bank Checking	0.00	19,061.35
	60237		Posted		01-2060	Accounts Payable	19,061.35	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
IR-8914	10/31/2023	PAYROLL; VOL DED;	19,061.35	19,061.35	01-5160	IMRF (Illinois Muncpal Retire	19,061.35	<No Project>
Totals:							19,061.35	
VISUAL IMPACT MEDIA, LLC	Computer Check 60143		10/04/2023 10/04/2023 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
17144	10/02/2023	Vinyl Wall Signage	400.00	400.00	01-5452	Grant Expenses	400.00	BALLINGER
Totals:							400.00	
VISUAL IMPACT MEDIA, LLC	Computer Check 60208		10/18/2023 10/18/2023 Posted		1,900.00 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 1,900.00	1,900.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
17175	10/17/2023	Chalk Wrap MHS Ar	1,900.00	1,900.00	01-5692	Repair & Maintenance Prop.	1,900.00	<No Project>
Totals:							1,900.00	
WAREHOUSE DIRECT	Computer Check 60144		10/04/2023 10/04/2023 Posted		592.68 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 592.68	592.68 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
5576246-0	09/21/2023	TONER,F/ HP P2035	296.34	296.34	01-5742	Supplies	296.34	<No Project>
Totals:							296.34	
5576245-0	09/21/2023	TONER,F/ HP P2035	296.34	296.34	01-5742	Supplies	296.34	<No Project>
Totals:							296.34	
WAREHOUSE DIRECT	Computer Check 60209		10/18/2023 10/18/2023 Posted		620.33 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 620.33	620.33 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
5591666-0	10/13/2023	TONER INK CART HF	527.34	527.34	01-5742	Supplies	527.34	<No Project>
Totals:							527.34	
5592767-0	10/17/2023	CE410XC TONER,LJ	92.99	92.99	01-5742	Supplies	92.99	<No Project>
Totals:							92.99	
WORLD ARCHIVES	Computer Check 60169		10/11/2023 10/11/2023 Posted		6,263.00 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 6,263.00	6,263.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
271569	10/06/2023	NewspaperArchive	6,263.00	6,263.00	01-5891	Digital content	6,263.00	<No Project>
Totals:							6,263.00	

Oak Park Public Library

Cash Disbursement Journals

October 2023- BYLINE

Payee	Trans. Type Trans. No.	Trans. Date	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
XEROX FINANCIAL SERVICES	Computer Check 60170	10/11/2023	10/11/2023 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
4874261	10/08/2023	Printing contract 01	1,158.13	1,158.13	01-5620	Office & Library Machinery S	1,158.13	<No Project>
<i>Totals:</i>							1,158.13	
YAZMIN MCCAMEY	Computer Check 60171	10/11/2023	10/11/2023 Posted	350.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 350.00	350.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2023-99-00161	09/25/2023	Soap Making for M	350.00	350.00	01-5244	Young Adult Programming	350.00	<No Project>
<i>Totals:</i>							350.00	
Grand Totals:				395,563.77			395,563.77	395,563.77
A total of 137 payment(s) listed								

Oak Park Public Library

Cash Disbursement Journals

October 2023- BYLINE

Account Summary

Account Number	Description	Debit Amount	Credit Amount
01-1053	Byline Bank Checking x3401	0.00	395,563.77
01-1158	Grants Receivable	237.00	0.00
01-2058	Fed Pac	50.00	0.00
01-2059	Union dues Payable	185.25	0.00
01-2060	Accounts Payable	395,563.77	395,563.77
01-2067	Purchase Cards - P Cards	30,274.83	0.00
01-5001	Wages & Salaries	504.75	0.00
01-5160	IMRF (Illinois Muncipal Retirement Fund)	38,018.58	0.00
01-5162	Dues	162.00	0.00
01-5165	Mileage & Miscellaneous reimbursemen	18.53	0.00
01-5200	Board Development	250.00	0.00
01-5204	Promotions	1,367.54	0.00
01-5205	Publications	34,917.60	0.00
01-5240	Children's Programming	1,727.14	0.00
01-5244	Young Adult Programming	1,996.21	0.00
01-5247	Adult Programming	1,170.00	0.00
01-5249	Community Engagement	700.00	0.00
01-5250	Social Services	1,255.00	0.00
01-5264	ILL Payments	156.04	0.00
01-5272	Consultant Support Services	52.50	0.00
01-5275	Consulting Services - Admin	500.00	0.00
01-5281	Intergovernmental Agreements (IGA)	3,585.25	0.00
01-5291	Legal Fees	1,437.50	0.00
01-5380	Postage & Delivery	378.65	0.00
01-5390	Insurance	2,646.00	0.00
01-5451	Telephone/Communications	170.05	0.00
01-5452	Grant Expenses	14,618.68	0.00
01-5620	Office & Library Machinery Service	1,158.13	0.00
01-5680	Fuels & Lubricants	127.61	0.00
01-5681	Landscaping and snow removal services	492.00	0.00
01-5682	Building Materials & Supplies	191.95	0.00
01-5683	Equipment Parts	183.58	0.00
01-5686	Custodial Services	17,095.60	0.00
01-5688	Sewer/Garbage	628.21	0.00
01-5689	Parking lot expense	4,415.79	0.00
01-5690	Natural Gas	1,733.77	0.00
01-5691	Rentals--Equipment & Facilities	2,740.00	0.00
01-5692	Repair & Maintenance Prop. & Equip.	14,046.01	0.00

Oak Park Public Library
Cash Disbursement Journals
October 2023- BYLINE

01-5742	Supplies	16,906.90	0.00
01-5840	Print materials	28,615.54	0.00
01-5890	Audio and video materials	7,702.08	0.00
01-5891	Digital content	69,012.72	0.00
01-5893	Devices	1,663.20	0.00
01-5894	Realia and other formats	1,152.31	0.00
01-5895	Archival collection	436.06	0.00
01-5930	Furnishings	5,863.77	0.00
01-5936	Subscriptions and services	18,265.50	0.00
01-5937	Equipment and supplies	1,053.80	0.00
01-5941	Technology Projects and Equipment	7,590.00	0.00
01-5950	Building Improvements	53,373.00	0.00
01-5951	Special Projects	4,737.14	0.00

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

Source	Trans Type	Trans Date	Reference		Deposits	Payments
Cash Management Deposit		10/31/2023	PARKING CREDITS	\$	19,379.90	
Cash Management Deposit		10/31/2023	DAILY DEPOSITS	\$	4,069.79	
Cash Management Deposit		10/31/2023	INTEREST ON ACCOUNT	\$	499.16	
Cash Management Deposit		10/31/2023	RENTALS, LIBRARY SPACES	\$	144.74	
				\$	24,093.59	-
Cash Management Transfer in		10/31/2023	TRANSFER FROM MMA TO CHECKING, COVER PAYROLL & ACCTS PYBL	\$	250,000.00	
Cash Management Transfer in		10/31/2023	TRANSFER FROM MMA TO CHECKING, COVER PAYROLL & ACCTS PYBL	\$	250,000.00	
Cash Management Transfer in		10/31/2023	TRANSFER FROM MMA TO CHECKING, COVER PAYROLL & ACCTS PYBL	\$	250,000.00	
Cash Management Transfer in		10/31/2023	TRANSFER FROM MMA TO CHECKING, COVER PAYROLL & ACCTS PYBL	\$	250,000.00	
				\$	1,000,000.00	-
Cash Management Payment		10/31/2023	FIFTH STAR COLLECTIVE	\$	-	(5,965.00)
Cash Management Payment		10/31/2023	ACH (FLEX ACCTS).	\$	-	(3,252.15)
Cash Management Payment		10/31/2023	IPBC PAYMENT EMPLOYEE MEDICAL INSURANCE	\$	-	(106,060.08)
				\$	-	(115,277.23)
Cash Management Payment		10/31/2023	MERCHANT ACCT & BANK FEES	\$	-	(156.86)
				\$	-	(156.86)
Cash Management Payment		10/31/2023	PAYROLL;PAYDATE10/15/2023	\$	-	(\$243,695.52)
Cash Management Payment		10/31/2023	PAYROLL;PAYDATE10/31/2023	\$	-	(\$245,191.58)
Cash Management Payment		10/31/2023	PAYROLL; MISSION SQUARE PAYROLL DEDUCTION DEBITS	\$	-	(5,116.86)
				\$	-	(494,003.96)

Summary by Transaction Type

(+) Deposits by Transaction Type:

Cash Receipts: \$ 24,093.59
Transfers In/Out \$ 1,000,000.00

Total Deposits: \$ 1,024,093.59

(-) Payments by Transaction Type:

Transfer out \$ -
Benefits/Other ACH: \$ (115,277.23)
Bank Fees: \$ (156.86)
Payroll: \$ (494,003.96)

Total Payments: \$ (609,438.05)

Accounts Payable **(395,563.77)**

Total Summary of Disbursements: \$ (1,005,001.82)

Total Change In Register Balance: \$ 19,091.77

OPPL
11/28/2023

RESOLUTION ON DISBURSEMENTS, OCTOBER 2023

RESOLVED THAT DISBURSEMENTS FOR THE MONTH OF OCTOBER 2023 IN THE TOTAL AMOUNT OF \$1,005,001.82 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.

Oak Park Public Library – Financial Report Summary

As of November, 2023
(92% of the year complete)

Operating cash available:

Byline Checking	\$ 338,257
*Outstanding payments	\$ (66,876)
Byline Analysis	\$ 777,142
Byline Public Fund MM	\$ 538,341
US Bank Money Mkt	\$ 202,914
Illinois Funds Invest	\$3,078,779

Ending Operating cash available: **\$4,868,557**

Art Fund: **\$2,892**

The Forest Park Money Market Account was closed in November, and the Funds were used to open a Money Market Account with Byline Bank, increasing our interest rate from 2% to 4.5%.

Oak Park Public Library is 92% through the fiscal year. The year-to-date (YTD) financial statement through November 30, 2023, including capital expenditure, reflects a deficit of \$259,275. YTD revenue totaled \$10,507,378, or 100% of the library's 2023 budgeted revenue. Property tax revenue YTD collected was \$9,453,338, or 92% of budgeted property tax revenue.

November YTD operating expenditures totaled \$10,266,005, or 93% of the 2023 budget. This amount is mostly in line with the budget.

REVENUE

The second installment of the 2022 property tax due date in Cook County was extended to December 1, 2023. In November, we began receiving 2022 second installment property taxes in the amount of \$1,680,174. Property tax receipts will continue to be released in December.

Corp. Property Replacement Tax Revenue year-to-date revenue of \$415,719 will increase once December payment is received.

Interest income continues to increase as the Illinois Funds' average daily yield rates remain stable above 5%. The library will continue to see growth in interest income due to a rate increase with Byline Checking and Analysis accounts at 1.5% from .25% and Byline Public Fund MM at a rate of 4.5%, an increase from the 2% that was received from Forest Park Bank.

Parking lot revenue of \$24,975 YTD continues to increase, exceeding the \$8,000 budget by \$16,975 or 312%. The revenue pays for the services and upkeep of the parking garage and gates. It is anticipated to experience significant growth for the year.

TOTAL REVENUE YTD: 100 %

EXPENDITURES

Total disbursements: **\$997,408**

The total people expenditure is 91%, which aligns with the overall YTD budget.

Administration Support is expended at 117% with two months remaining in the fiscal year. The over-expenditure is due to the spending of Barbara Ballinger and Nancy Shea gifts, which were unbudgeted.

Digital Service expenses, including Subscriptions and Services, which are over the budget for this period, contribute to the YTD expenditures of 106% in Digital Service. The overage is due to two prepaid expenses totaling \$25,325 from FY22 being expensed in FY23.

Other Support Services expenses, which include Telephone/Communications at \$71,734 for November, are at 109% and continue to trend over the expected budget. This trend is based on usage.

Overall, November expenditures at 93% are mostly in line with the budget. Some expenditures and budget line items will continue to be over the budgeted amount while necessary expenditure adjustments have been made by management in other lines.

In November, no significant expenses were incurred that deviated from standard operating expenses. The total YTD operating expenditures of 93% are within 1% of the targeted distribution for this point in the fiscal year.

Account line/group expenditure levels by percentage:

People:

Compensation	91%	
Talent Development	95%	
Total People		91%

Support Services:

Marketing	112%	
Collections	47%	
Administration	117%	
Other Support Srvcs	106%	
Total Support Services		117%

Library Materials:

Total Library Materials		93%
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Facilities Management:

Facilities Supplies	68%	
Facilities Services	93%	
Total Facilities Management		91%

Public Services:

Programming	71%	
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Digital Services	106%	
Total Public Services		98%
TOTAL OPERATING EXPENSES:		93%
TOTAL CAPITAL AND OUTSIDE SUPPORT:		50%

Prepared by Linda Barnett – December 11, 2023

Oak Park Public Library

Bank Reconciliation Report

BYLINE CHECKING NOVEMBER 30, 2023

Reconciliation of Register to Statement

Bank register cleared beginning balance 10/31/2023:			\$352,193.01
Add: Cleared deposits:			\$20,094.18
Add: Cleared deposit adjustments:			\$1,230,768.13
Subtract: Cleared payments:			\$389,591.96
Subtract: Cleared payment adjustments:			\$875,206.26
Adjusted bank register balance:			<hr/> \$338,257.10
Bank register ending balance:			\$271,380.96
Subtract: Outstanding deposits:			\$0.00
Subtract: Outstanding deposit adjustments:			\$13,788.38
Add: Outstanding payments:			\$66,876.14
Add: Outstanding payment adjustments:			\$13,788.38
Adjusted bank register balance:			<hr/> \$338,257.10
Bank statement ending balance 11/30/2023:			<hr/> \$338,257.10
Out of balance by:			\$0.00
Summary Count and Amount for Deposits and Payments			
All Cleared Deposits:	19	\$1,250,862.31	
All Cleared Payments:	127	\$1,264,798.22	

Oak Park Public Library

Bank Reconciliation Report

BYLINE ANALYSIS NOVEMBER 30, 2023

Reconciliation of Register to Statement

Bank register cleared beginning balance 10/31/2023:			\$689,294.12
Add: Cleared deposits:			\$0.00
Add: Cleared deposit adjustments:			\$1,314,328.54
Subtract: Cleared payments:			\$0.00
Subtract: Cleared payment adjustments:			\$1,226,480.56
Adjusted bank register balance:			<hr/> \$777,142.10
Bank register ending balance:			\$777,142.10
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/> \$777,142.10
Bank statement ending balance 11/30/2023:			<hr/> \$777,142.10
Out of balance by:			\$0.00
Summary Count and Amount for Deposits and Payments			
All Cleared Deposits:	4	\$1,314,328.54	
All Cleared Payments:	7	\$1,226,480.56	

Oak Park Public Library

Bank Reconciliation Report

BYLINE PUBLIC FUND MM NOVEMBER 30, 2023

Reconciliation of Register to Statement

Bank register cleared beginning balance 11/30/2023:			\$0.00
Add: Cleared deposits:			\$0.00
Add: Cleared deposit adjustments:			\$538,341.01
Subtract: Cleared payments:			\$0.00
Subtract: Cleared payment adjustments:			\$0.00
Adjusted bank register balance:			\$538,341.01
Bank register ending balance:			\$538,341.01
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:			\$538,341.01
Bank statement ending balance 11/30/2023:			\$538,341.01
Out of balance by:			\$0.00
Summary Count and Amount for Deposits and Payments			
All Cleared Deposits:	2	\$538,341.01	
All Cleared Payments:	0	\$0.00	

Oak Park Public Library

Bank Reconciliation Report

FOREST PARK MM NOVEMBER 30, 2023

Reconciliation of Register to Statement

Bank register cleared beginning balance 10/31/2023:			\$538,057.98
Add: Cleared deposits:			\$0.00
Add: Cleared deposit adjustments:			\$0.00
Subtract: Cleared payments:			\$0.00
Subtract: Cleared payment adjustments:			\$538,057.98
Adjusted bank register balance:			<hr/> \$0.00
Bank register ending balance:			\$0.00
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:			<hr/> \$0.00
Bank statement ending balance 11/30/2023:			<hr/> \$0.00
Out of balance by:			\$0.00
Summary Count and Amount for Deposits and Payments			
All Cleared Deposits:	0	\$0.00	
All Cleared Payments:	1	\$538,057.98	

Oak Park Public Library

Bank Reconciliation Report

US BANK MM NOVEMBER 30, 2023

Reconciliation of Register to Statement

Bank register cleared beginning balance 10/31/2023:			\$202,872.00
Add: Cleared deposits:			\$0.00
Add: Cleared deposit adjustments:			\$41.69
Subtract: Cleared payments:			\$0.00
Subtract: Cleared payment adjustments:			\$0.00
Adjusted bank register balance:			<hr/> \$202,913.69
Bank register ending balance:			\$202,913.69
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/> \$202,913.69
Bank statement ending balance 11/30/2023:			<hr/> \$202,913.69
Out of balance by:			\$0.00
Summary Count and Amount for Deposits and Payments			
All Cleared Deposits:	1	\$41.69	
All Cleared Payments:	0	\$0.00	

Oak Park Public Library

Bank Reconciliation Report

ILLINOIS FUND INVESTMENT NOVEMBER 30, 2023

Reconciliation of Register to Statement

Bank register cleared beginning balance 10/31/2023:			\$2,389,934.20
Add: Cleared deposits:			\$0.00
Add: Cleared deposit adjustments:			\$1,688,845.18
Subtract: Cleared payments:			\$0.00
Subtract: Cleared payment adjustments:			\$1,000,000.00
Adjusted bank register balance:			<hr/> \$3,078,779.38
Bank register ending balance:			\$3,078,779.38
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/> \$3,078,779.38
Bank statement ending balance 11/30/2023:			<hr/> \$3,078,779.38
Out of balance by:			\$0.00
Summary Count and Amount for Deposits and Payments			
All Cleared Deposits:	4	\$1,688,845.18	
All Cleared Payments:	1	\$1,000,000.00	

Oak Park Public Library

Bank Reconciliation Report

ILLINOIS ART FUND NOVEMBER 30, 2023

Reconciliation of Register to Statement

Bank register cleared beginning balance 10/31/2023:			\$2,878.89
Add: Cleared deposits:			\$0.00
Add: Cleared deposit adjustments:			\$13.06
Subtract: Cleared payments:			\$0.00
Subtract: Cleared payment adjustments:			\$0.00
Adjusted bank register balance:			\$2,891.95
Bank register ending balance:			\$2,891.95
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:			\$2,891.95
Bank statement ending balance 11/30/2023:			\$2,891.95
Out of balance by:			\$0.00
Summary Count and Amount for Deposits and Payments			
All Cleared Deposits:	1	\$13.06	
All Cleared Payments:	0	\$0.00	

Oak Park Public Library

Statement of Revenue & Expenditure

Period Ending 11/30/2023

	Current Month	YTD Totals	Total Annual Budget	% Budget YTD Received / Expended
REVENUE				
Property Taxes, for operating	1,680,173.99	9,453,338.29	10,227,382.00	92.43%
Corp. Property Replacement Tax	63,364.71	415,718.80	150,000.00	277.15%
Services charges and fees	84.59	1,443.66	5,000.00	28.87%
Lost Books Reimbursed/Reciprocal Borrow	3,067.26	12,347.86	5,000.00	246.96%
Sales	1,893.18	1,893.18	0.00	0.00%
Rentals-Library Space	386.90	2,232.75	0.00	0.00%
Vending/Enterprise Income	0.00	481.12	0.00	0.00%
Parking lot revenue	2,910.60	24,974.92	8,000.00	312.19%
Photocopier & Printer Fees	0.00	0.00	0.00	0.00%
Interest	10,337.30	227,383.38	60,000.00	378.97%
Gifts	1,250.00	210,289.71	0.00	0.00%
Gifts From FOPPL	0.00	22,144.32	20,000.00	110.72%
Illinois Per Capita Grant	0.00	80,509.93	0.00	0.00%
Grants	0.00	37,859.15	0.00	0.00%
Community Fund Endowments	0.00	14,967.36	20,000.00	74.84%
Miscellaneous Income	0.00	1,793.74	2,000.00	89.69%
Pass Through Revenue	0.00	0.00	0.00	0.00%
TOTAL REVENUE	1,763,468.53	10,507,378.17	10,497,382.00	100.10%
EXPENSES - Operating				
PEOPLE				
Compensation				
Wages & Salaries	511,893.34	5,695,845.81	6,256,000.00	91.05%
Employee Health Benefits	93,323.26	1,040,654.68	1,152,000.00	90.33%
IMRF (Illinois Muncipal Retirement F	13,484.10	158,094.81	166,000.00	95.24%
FICA/MEDICARE	37,645.32	419,152.55	461,000.00	90.92%
Workers Compensation Insurance	0.00	12,604.00	30,000.00	42.01%
Unemployment Compensation Ins.	194.35	16,842.60	15,000.00	112.28%
Total Compensation	656,540.37	7,343,194.45	8,080,000.00	90.88%
Talent Development				
Dues	247.00	13,759.87	19,000.00	72.42%
Staff Development/Travel	0.00	92,459.09	92,000.00	100.50%
Tuition Reimbursement	1,500.00	24,839.16	27,000.00	92.00%
Recruitment	56.94	2,113.45	2,000.00	105.67%
Board Development	110.00	2,260.00	2,000.00	113.00%
Total Talent Development	1,913.94	135,431.57	142,000.00	95.37%
TOTAL PEOPLE	658,454.31	7,478,626.02	8,222,000.00	90.96%
SUPPORT SERVICES				
Marketing				
Promotions	44.15	12,646.63	20,000.00	63.23%
Publications	1,067.60	46,711.16	33,000.00	141.55%

Oak Park Public Library

Statement of Revenue & Expenditure

Period Ending 11/30/2023

	Current Month	YTD Totals	Total Annual Budget	% Budget YTD Received / Expended
Total Marketing Support	1,111.75	59,357.79	53,000.00	112.00%
Store				
General Merchandise	16,238.25	16,238.25	0.00	0.00%
Sales Tax	0.00	0.00	0.00	0.00%
Fees and Services	0.00	1,392.10	0.00	0.00%
Total Store Support	16,238.25	17,630.35	0.00	0.00%
Collections				
ILL Payments	48.04	1,517.09	3,675.00	41.28%
Cataloging/Bib Search Fees	0.00	1,473.70	2,625.00	56.14%
Total Collections Support	48.04	2,990.79	6,300.00	47.47%
Administration				
HRIS and Payroll Processing Fees	2,146.52	24,923.26	26,250.00	94.95%
Mileage & Miscellaneous reimburse	920.74	20,250.04	25,000.00	81.00%
Hospitality	0.00	956.03	1,000.00	95.60%
Staff Appreciation / Engagement	0.00	0.00	0.00	0.00%
Audit Fees	0.00	10,579.00	10,500.00	100.75%
Unclaimed Property Escheatment to	0.00	0.00	500.00	0.00%
Merchant Account Services	158.06	2,190.17	4,000.00	54.75%
Collection Fees	0.00	0.00	2,000.00	0.00%
Consulting Services - Admin	5,965.00	67,096.25	78,750.00	85.20%
Intergovernmental Agreements (IGA	0.00	14,119.50	15,000.00	94.13%
Legal Fees	6,612.50	15,923.75	30,000.00	53.08%
Postage & Delivery	0.00	10,082.21	9,450.00	106.69%
Insurance	0.00	100,220.36	120,000.00	83.52%
Contingency	0.00	1,000.00	15,000.00	6.67%
Grant Expenses	21,117.61	154,715.30	0.00	0.00%
Pass Through Expenses	0.00	0.00	0.00	0.00%
Supplies	5,734.33	94,642.70	102,900.00	91.98%
Total Administration Support	42,654.76	516,698.57	440,350.00	117.34%
Other Support Services				
Telephone/Communications	3,686.31	71,733.59	66,000.00	108.69%
Office & Library Machinery Service	1,158.13	24,495.33	25,000.00	97.98%
Total Other Support Services	4,844.44	96,228.92	91,000.00	105.75%
TOTAL SUPPORT SERVICES	64,897.24	692,906.42	590,650.00	117.31%
EQUITY AND ANTI-RACISM				
Learning and Development	0.00	0.00	0.00	0.00%
Supplies - Equity	0.00	0.00	0.00	0.00%
TOTAL EQUITY AND ANTI-RACISM	0.00	0.00	0.00	0.00%

LIBRARY MATERIALS

Oak Park Public Library

Statement of Revenue & Expenditure

Period Ending 11/30/2023

	Current Month	YTD Totals	Total Annual Budget	% Budget YTD Received / Expended
Print materials	29,378.89	336,269.65	365,500.00	92.00%
Audio and video materials	8,207.25	73,016.81	103,500.00	70.55%
Digital content	34,522.66	601,659.38	595,000.00	101.12%
Devices	1,430.71	22,657.68	40,000.00	56.64%
Realia and other formats	1,807.45	10,323.83	13,500.00	76.47%
Archival collection	769.80	13,062.11	15,000.00	87.08%
TOTAL LIBRARY MATERIALS	76,116.76	1,056,989.46	1,132,500.00	93.33%
FACILITIES MANAGEMENT				
Facility Supplies				
Fuels & Lubricants	209.41	1,548.83	4,000.00	38.72%
Building Materials & Supplies	131.58	7,978.46	8,000.00	99.73%
Equipment Parts	0.00	5,688.15	10,000.00	56.88%
Cleaning & Housekeeping Supplies	0.00	6,775.82	13,000.00	52.12%
Signage	105.00	4,372.13	4,000.00	109.30%
Total Facility Supplies	445.99	26,363.39	39,000.00	67.60%
Facilities Services				
Landscaping and snow removal serv	492.00	13,322.00	25,000.00	53.29%
Custodial Services	17,095.60	182,708.35	216,000.00	84.59%
Water	1,053.70	13,903.98	11,000.00	126.40%
Sewer/Garbage	935.25	11,037.47	15,000.00	73.58%
Parking lot expense	0.00	8,164.50	5,000.00	163.29%
Natural Gas	3,840.15	65,202.72	60,000.00	108.67%
Rentals--Equipment & Facilities	452.37	19,709.48	20,000.00	98.55%
Repair & Maintenance Prop. & Equip	10,606.17	215,761.23	219,000.00	98.52%
Total Facilities Services	34,475.24	529,809.73	571,000.00	92.79%
TOTAL FACILITIES MANAGEMENT	34,921.23	556,173.12	610,000.00	91.18%
PUBLIC SERVICES				
Programming				
Children's Programming	1,437.39	17,139.72	18,900.00	90.69%
Young Adult Programming	2,506.15	18,644.90	25,000.00	74.58%
Adult Programming	2,476.03	19,973.22	23,000.00	86.84%
Community Engagement	15.00	13,127.50	15,000.00	87.52%
Social Services	796.00	4,061.00	20,000.00	20.31%
Creative Studio	0.00	1,390.37	2,000.00	69.52%
Total Programming	7,230.57	74,336.71	103,900.00	71.55%
Digital Services				
Consultant Support Services	0.00	5,433.90	10,000.00	54.34%
SWAN	0.00	110,283.03	111,000.00	99.35%
Website development/CMS	648.35	3,933.98	4,000.00	98.35%
Subscriptions and services	19,204.99	267,685.14	240,000.00	111.54%

Oak Park Public Library

Statement of Revenue & Expenditure

Period Ending 11/30/2023

	Current Month	YTD Totals	Total Annual Budget	% Budget YTD Received / Expended
Equipment and supplies	1,251.15	19,638.02	20,000.00	98.19%
Total Digital Services	21,104.49	406,974.07	385,000.00	105.71%
TOTAL PUBLIC SERVICES	28,335.06	481,310.78	488,900.00	98.45%
TOTAL EXPENSES - Operating	862,724.60	10,266,005.80	11,044,050.00	92.96%
EXPENSES - Capital				
Facilities Equipment	0.00	8,780.00	10,000.00	87.80%
Furnishings	15,702.66	84,362.20	120,000.00	70.30%
Technology Projects and Equipment	22,564.14	88,357.96	200,000.00	44.18%
Building Improvements	143,856.50	309,735.80	645,000.00	48.02%
Special Projects	(3,341.07)	9,411.02	32,000.00	29.41%
TOTAL EXPENSES - Capital	178,782.23	500,646.98	1,007,000.00	49.72%
NET SURPLUS/(DEFICIT)	721,961.70	(259,274.61)	(1,553,668.00)	16.69%

Oak Park Public Library

Cash Disbursement Journals

November 2023- BYLINE

Payee	Trans. Type Trans. No.	Trans. Date	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
ALBERTSONS COMPANIES, INC	Computer Check 60238	11/01/2023	11/01/2023 Posted	360.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 360.00	360.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2309FL23KPLB	10/16/2023	ONSITE FLU AND C	360.00	360.00	01-5100	Employee Health Benefits	360.00	<No Project>
Totals:							360.00	
ALPHA BUILDING MAINTENAN	Computer Check 60328	11/22/2023	11/22/2023 Posted	16,164.40	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 16,164.40	16,164.40 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
22538 OPPL	11/01/2023	Custodial Services	16,164.40	16,164.40	01-5686	Custodial Services	16,164.40	<No Project>
Totals:							16,164.40	
AMAZON CAPITAL SERVICES	Computer Check 60239	11/01/2023	11/01/2023 Posted	956.84	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 956.84	956.84 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
1Y1M-HPXR-4LFY	10/17/2023	Book	77.49	77.49	01-5840	Print materials	77.49	<No Project>
Totals:							77.49	
1XKK-6VCT-JCRJ	10/23/2023	Office Supplies	47.86	47.86	01-5742	Supplies	47.86	<No Project>
Totals:							47.86	
1VRV-6KXN-9RJJ	10/26/2023	Childrens Realia	23.99	23.99	01-5894	Realia and other formats	23.99	<No Project>
Totals:							23.99	
1HYP-C7TL-6FP7	10/26/2023	Childrens Realia	112.97	112.97	01-5894	Realia and other formats	112.97	<No Project>
Totals:							112.97	
14F9-XGQF-4MQT	10/27/2023	Book	20.00	20.00	01-5840	Print materials	20.00	<No Project>
Totals:							20.00	
1R4K-MC63-D19V	10/27/2023	Childrens Realia	250.09	250.09	01-5894	Realia and other formats	250.09	<No Project>
Totals:							250.09	
16QQ-L7XR-F34X	10/27/2023	Library of Things M	369.98	369.98	01-5452	Grant Expenses	369.98	BALLINGER
Totals:							369.98	
1R4K-MC63-GWM1	10/28/2023	Office Supplies	35.48	35.48	01-5742	Supplies	35.48	<No Project>
Totals:							35.48	
1W6C-QC4X-P3RW	10/30/2023	Music CD	18.98	18.98	01-5890	Audio and video materials	18.98	<No Project>
Totals:							18.98	
AMAZON CAPITAL SERVICES	Computer Check 60258	11/08/2023	11/08/2023 Posted	2,282.09	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 2,282.09	2,282.09 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID

Oak Park Public Library

Cash Disbursement Journals

November 2023- BYLINE

Payee	Trans. Type Trans. No.	Post Date	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	
11RF-WWMK-6Y6D	10/24/2023	Wooden Dowel Rod	28.97	28.97	01-5742	Supplies	28.97	<No Project>	
						Totals:	28.97		
1KND-7F6W-336R	10/24/2023	Office Furniture for	1,387.56	1,387.56	01-5930	Furnishings	1,387.56	<No Project>	
						Totals:	1,387.56		
1JWM-YLKJ-CJ7W	10/26/2023	Books	41.90	41.90	01-5840	Print materials	41.90	<No Project>	
						Totals:	41.90		
1D6P-MD1W-3CHC	10/31/2023	Amazon Order 2 Ou	22.79	22.79	01-5742	Supplies	22.79	<No Project>	
						Totals:	22.79		
1KV1-6VRQ-4CWC	11/01/2023	Oct Amazon Busine	225.07	225.07	01-5240	Children's Programming	225.07	<No Project>	
						Totals:	225.07		
19GL-TRYW-DMDL	11/04/2023	Childrens Realia	184.66	184.66	01-5894	Realia and other formats	184.66	<No Project>	
						Totals:	184.66		
1NPL-T4PH-GT74	11/05/2023	Books	59.03	59.03	01-5840	Print materials	59.03	<No Project>	
						Totals:	59.03		
1DVN-G9QC-HDLJ	11/05/2023	Childrens Realia	215.14	215.14	01-5894	Realia and other formats	215.14	<No Project>	
						Totals:	215.14		
17KJ-WCMV-3KVY	11/06/2023	Supplies - Honey Ja	116.97	116.97	01-5742	Supplies	116.97	<No Project>	
						Totals:	116.97		
AMAZON CAPITAL SERVICES	Computer Check	11/15/2023	11/15/2023		3,531.57	01-1053	Byline Bank Checking	0.00	3,531.57
	60301		Posted			01-2060	Accounts Payable	3,531.57	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID	
1WTR-CP1P-6LFJ	11/01/2023	MHS Program supp	1,159.71	1,159.71	01-5244	Young Adult Programming	1,159.71	<No Project>	
						Totals:	1,159.71		
19GL-TRYW-KGMP	11/05/2023	Library of Things M	9.99	9.99	01-5452	Grant Expenses	9.99	BALLINGER	
						Totals:	9.99		
1XWD-X9KH-3TC4	11/09/2023	Office Supplies	133.20	133.20	01-5742	Supplies	133.20	<No Project>	
						Totals:	133.20		
1H1W-HJFK-79MK	11/09/2023	Childrens Realia	253.13	253.13	01-5894	Realia and other formats	253.13	<No Project>	
						Totals:	253.13		
16WN-14N4-63V1	11/09/2023	Book	34.00	34.00	01-5840	Print materials	34.00	<No Project>	
						Totals:	34.00		
1PWD-HH1N-7M1J	11/10/2023	Step Stools	478.59	478.59	01-5742	Supplies	478.59	<No Project>	
						Totals:	478.59		
16YY-137V-FTKC	11/11/2023	Childrens Realia	251.88	251.88	01-5894	Realia and other formats	251.88	<No Project>	
						Totals:	251.88		

Oak Park Public Library

Cash Disbursement Journals

November 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		
1FT9-M4L3-KYYH	11/12/2023	Childrens Realia	188.59	188.59	01-5894	Realia and other formats	188.59	<No Project>		
		Totals:					188.59			
1JXF-KF9T-P9PT	11/13/2023	Crayon Classpack	54.98	54.98	01-5742	Supplies	54.98	<No Project>		
		Totals:					54.98			
1HKX-KPFJ-6C39	11/14/2023	Apple 2020 MacBoc	967.50	967.50	01-5937	Equipment and supplies	967.50	<No Project>		
		Totals:					967.50			
AMAZON CAPITAL SERVICES	Computer Check	11/22/2023	11/22/2023		1,696.81	01-1053	Byline Bank Checking	0.00	1,696.81	
	60329		Posted			01-2060	Accounts Payable	1,696.81	0.00	
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID		
1F4Q-HPMT-7C3N	11/09/2023	Light Box	152.99	152.99	01-5742	Supplies	152.99	<No Project>		
		Totals:					152.99			
1H4H-PCGF-WJK1	11/13/2023	Office Supplies	41.55	41.55	01-5742	Supplies	41.55	<No Project>		
		Totals:					41.55			
16HC-JVXC-QXP7	11/13/2023	Laminator Machine	56.99	56.99	01-5742	Supplies	56.99	<No Project>		
		Totals:					56.99			
17T9-4JHY-WCHQ	11/13/2023	Books	49.94	49.94	01-5840	Print materials	49.94	<No Project>		
		Totals:					49.94			
1LPX-37HK-3GQP	11/14/2023	Book	34.10	34.10	01-5840	Print materials	34.10	<No Project>		
		Totals:					34.10			
1HJL-T11N-XRNY	11/14/2023	Library of Things Ma	51.50	51.50	01-5452	Grant Expenses	51.50	BALLINGER		
		Totals:					51.50			
17MR-CHM6-YQKX	11/14/2023	IT Equipment - Publ	283.65	283.65	01-5937	Equipment and supplies	283.65	<No Project>		
		Totals:					283.65			
1TVY-DMHN-191Q	11/16/2023	4 Pack of Motorola i	796.00	796.00	01-5250	Social Services	796.00	<No Project>		
		Totals:					796.00			
1YF9-N9XC-3WWT	11/16/2023	Supplies for Staff De	46.62	46.62	01-5742	Supplies	46.62	<No Project>		
		Totals:					46.62			
1YF9-N9XC-CP73	11/17/2023	Books	47.16	47.16	01-5840	Print materials	47.16	<No Project>		
		Totals:					47.16			
1WLD-36RP-747L	11/17/2023	Books	100.56	100.56	01-5840	Print materials	100.56	<No Project>		
		Totals:					100.56			
17VT-JJXY-PY7J	11/19/2023	Office Supplies	35.75	35.75	01-5742	Supplies	35.75	<No Project>		
		Totals:					35.75			
AMAZON CAPITAL SERVICES	Computer Check	11/29/2023	11/29/2023		680.19	01-1053	Byline Bank Checking	0.00	680.19	

Oak Park Public Library

Cash Disbursement Journals

November 2023- BYLINE

Payee	Trans. Type Trans. No.	Trans. Date	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
	60354		Posted		01-2060	Accounts Payable	680.19	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
13DN-DTVV-XWQG	10/01/2023	Supplies - CS Safety	24.98	24.98	01-5742	Supplies	24.98	<No Project>
						Totals:	24.98	
13R1-FH9D-GDD1	11/18/2023	Books	59.98	59.98	01-5840	Print materials	59.98	<No Project>
						Totals:	59.98	
1KRC-WQ46-J1CK	11/18/2023	Office Supplies & St	79.84	79.84	01-5742	Supplies	79.84	<No Project>
						Totals:	79.84	
1C4M-R1K3-4HPH	11/20/2023	Succulents	181.55	181.55	01-5742	Supplies	181.55	<No Project>
						Totals:	181.55	
1QTF-PTNH-PT39	11/22/2023	Books & DVD	85.42	85.42	01-5840	Print materials	76.43	<No Project>
1QTF-PTNH-PT39	11/22/2023	Books & DVD	85.42	85.42	01-5890	Audio and video materials	8.99	<No Project>
						Totals:	85.42	
1W73-X7KC-LD11	11/22/2023	Office Supplies	42.10	42.10	01-5742	Supplies	42.10	<No Project>
						Totals:	42.10	
1VLG-6XK7-L9H6	11/22/2023	Office Supplies	65.26	65.26	01-5742	Supplies	65.26	<No Project>
						Totals:	65.26	
1VLG-6XK7-X1WN	11/24/2023	Book	21.00	21.00	01-5840	Print materials	21.00	<No Project>
						Totals:	21.00	
1KXG-1MTC-TXQT	11/26/2023	CE & ADULT PROG	32.96	32.96	01-5247	Adult Programming	32.96	<No Project>
						Totals:	32.96	
1WL4-FF6P-RVR4	11/26/2023	Acrylic Clear Shelf D	87.10	87.10	01-5951	Special Projects	87.10	<No Project>
						Totals:	87.10	
AMERICAN LIBRARY ASSOCIAT	Computer Check	11/01/2023	11/01/2023	46.00	01-1053	Byline Bank Checking	0.00	46.00
	60240		Posted		01-2060	Accounts Payable	46.00	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-8927	10/16/2023	ALA Membership R	46.00	46.00	01-5162	Dues	46.00	<No Project>
						Totals:	46.00	
AMERICAN LIBRARY ASSOCIAT	Computer Check	11/22/2023	11/22/2023	247.00	01-1053	Byline Bank Checking	0.00	247.00
	60330		Posted		01-2060	Accounts Payable	247.00	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
1130235	11/14/2023	ALA Membership M	247.00	247.00	01-5162	Dues	247.00	<No Project>
						Totals:	247.00	
ANCEL GLINK, P.C.	Computer Check	11/15/2023	11/15/2023	6,612.50	01-1053	Byline Bank Checking	0.00	6,612.50

Oak Park Public Library

Cash Disbursement Journals

November 2023- BYLINE

Payee	Trans. Type Trans. No.	Trans. Date	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
	60302		Posted		01-2060	Accounts Payable	6,612.50	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
100163	11/08/2023	LEGAL SERVICES TH	6,612.50	6,612.50	01-5291	Legal Fees	6,612.50	<No Project>
						Totals:	6,612.50	
ANDERSON PEST SOLUTIONS	Computer Check	11/08/2023	11/08/2023	99.44	01-1053	Byline Bank Checking	0.00	99.44
	60259		Posted		01-2060	Accounts Payable	99.44	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
52550756	10/23/2023	Pest Control Mainte	99.44	99.44	01-5692	Repair & Maintenance Prop.	99.44	<No Project>
						Totals:	99.44	
BAKER & TAYLOR	Computer Check	11/01/2023	11/01/2023	9,105.81	01-1053	Byline Bank Checking	0.00	9,105.81
	60241		Posted		01-2060	Accounts Payable	9,105.81	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2037865272	10/23/2023	Books	390.74	390.74	01-5840	Print materials	390.74	<No Project>
						Totals:	390.74	
2037882100	10/23/2023	Books	1,236.78	1,236.78	01-5840	Print materials	1,236.78	<No Project>
						Totals:	1,236.78	
2037855568	10/24/2023	Books	1,059.74	1,059.74	01-5840	Print materials	1,059.74	<No Project>
						Totals:	1,059.74	
2037878996	10/24/2023	Books	2,336.76	2,336.76	01-5840	Print materials	2,336.76	<No Project>
						Totals:	2,336.76	
2037891145	10/26/2023	Books	2,391.68	2,391.68	01-5840	Print materials	2,391.68	<No Project>
						Totals:	2,391.68	
2037895455	10/27/2023	Books	1,690.11	1,690.11	01-5840	Print materials	1,690.11	<No Project>
						Totals:	1,690.11	
BAKER & TAYLOR	Computer Check	11/08/2023	11/08/2023	9,611.61	01-1053	Byline Bank Checking	0.00	9,611.61
	60260		Posted		01-2060	Accounts Payable	9,611.61	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2037900926	10/31/2023	Books	1,620.92	1,620.92	01-5840	Print materials	1,620.92	<No Project>
						Totals:	1,620.92	
2037897591	10/31/2023	Books	1,686.69	1,686.69	01-5840	Print materials	1,686.69	<No Project>
						Totals:	1,686.69	
2037912107	11/03/2023	Books	1,402.56	1,402.56	01-5840	Print materials	1,402.56	<No Project>
						Totals:	1,402.56	
2037891460	11/03/2023	Books	1,718.92	1,718.92	01-5840	Print materials	1,718.92	<No Project>

Oak Park Public Library

Cash Disbursement Journals

November 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
2037908087	11/06/2023	Books	3,182.52	3,182.52	01-5840	Print materials	3,182.52	<No Project>
						Totals:	3,182.52	
BAKER & TAYLOR	Computer Check 60303	11/15/2023	11/15/2023 Posted	10,269.81	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 10,269.81	10,269.81 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2037908086	11/08/2023	Books	122.34	122.34	01-5840	Print materials	122.34	<No Project>
						Totals:	122.34	
2037889513	11/08/2023	Books	340.70	340.70	01-5840	Print materials	340.70	<No Project>
						Totals:	340.70	
2037889002	11/08/2023	Books	744.26	744.26	01-5840	Print materials	744.26	<No Project>
						Totals:	744.26	
2037871701	11/08/2023	Books	753.26	753.26	01-5840	Print materials	753.26	<No Project>
						Totals:	753.26	
2037837321	11/08/2023	Books	834.86	834.86	01-5840	Print materials	834.86	<No Project>
						Totals:	834.86	
2037855559	11/08/2023	Books	1,075.17	1,075.17	01-5840	Print materials	1,075.17	<No Project>
						Totals:	1,075.17	
2037838183	11/08/2023	Books	1,275.16	1,275.16	01-5840	Print materials	1,275.16	<No Project>
						Totals:	1,275.16	
2037873220	11/08/2023	Books	1,182.21	1,182.21	01-5840	Print materials	1,182.21	<No Project>
						Totals:	1,182.21	
2037917527	11/08/2023	Books	382.55	382.55	01-5840	Print materials	382.55	<No Project>
						Totals:	382.55	
2037831017	11/08/2023	Books	608.63	608.63	01-5840	Print materials	608.63	<No Project>
						Totals:	608.63	
2037906129	11/08/2023	Books	1,113.79	1,113.79	01-5840	Print materials	1,113.79	<No Project>
						Totals:	1,113.79	
2037925898	11/10/2023	Books	1,836.88	1,836.88	01-5840	Print materials	1,836.88	<No Project>
						Totals:	1,836.88	
BAKER & TAYLOR	Computer Check 60331	11/22/2023	11/22/2023 Posted	11,692.40	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 11,692.40	11,692.40 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2037739654-11212	09/06/2023	Books	1,389.79	1,389.79	01-5840	Print materials	1,389.79	<No Project>

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Payee	Trans. Type Trans. No.	Description	Post Date Trans. Date	Post Status	Amount Amount Paid	Account Number	Account Description	Debit Amount Amount	Credit Amount Project ID
2037748051-11212	09/07/2023	Books		923.88	923.88	01-5840	Print materials	1,389.79 923.88	<No Project>
2037771163-11212	09/08/2023	Books		1,486.14	1,486.14	01-5840	Print materials	923.88 1,486.14	<No Project>
2037776900-11212	09/11/2023	Books		1,430.98	1,430.98	01-5840	Print materials	1,486.14 1,430.98	<No Project>
2037926891	11/11/2023	Books		1,084.84	1,084.84	01-5840	Print materials	1,430.98 1,084.84	<No Project>
2037929113	11/14/2023	Books		864.12	864.12	01-5840	Print materials	1,084.84 864.12	<No Project>
2037931661	11/16/2023	Books		1,055.05	1,055.05	01-5840	Print materials	864.12 1,055.05	<No Project>
2037927094	11/17/2023	Books		77.72	77.72	01-5840	Print materials	1,055.05 77.72	<No Project>
2037944567	11/17/2023	Books		2,300.49	2,300.49	01-5840	Print materials	77.72 2,300.49	<No Project>
2037947419	11/20/2023	Books		1,079.39	1,079.39	01-5840	Print materials	2,300.49 1,079.39	<No Project>
							Totals:	1,079.39	
BAKER & TAYLOR	Computer Check 60355		11/29/2023	11/29/2023 Posted	2,060.78	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 2,060.78	2,060.78 0.00
2037950415	11/22/2023	Books		1,277.23	1,277.23	01-5840	Print materials	1,277.23	<No Project>
2037955803	11/27/2023	Books		783.55	783.55	01-5840	Print materials	783.55	<No Project>
							Totals:	783.55	
BELCORE ELECTRIC	Computer Check 60261		11/08/2023	11/08/2023 Posted	810.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 810.00	810.00 0.00
7775	11/06/2023	New Outlet - MHS /		810.00	810.00	01-5950	Building Improvements	810.00	<No Project>
							Totals:	810.00	
BELCORE ELECTRIC	Computer Check 60332		11/22/2023	11/22/2023 Posted	509.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 509.00	509.00 0.00

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Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
7791	11/20/2023	New Outlet - 2nd Fl	509.00	509.00	01-5950	Building Improvements	509.00	<No Project>
Totals:							509.00	
ASHLEY BOYER	Computer Check 60304		11/15/2023 Posted		442.26 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 442.26	442.26 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-9118	11/08/2023	LIBRARY MARKETIN	442.26	442.26	01-5452	Grant Expenses	442.26	BALLINGER
Totals:							442.26	
DUSHAUN BRANCH	Computer Check 60242		11/01/2023 Posted		240.00 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 240.00	240.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
221083	10/17/2023	Adult Programming	240.00	240.00	01-5247	Adult Programming	240.00	<No Project>
Totals:							240.00	
DUSHAUN BRANCH	Computer Check 60305		11/15/2023 Posted		180.00 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 180.00	180.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
221090	11/07/2023	Adult Programming	180.00	180.00	01-5247	Adult Programming	180.00	<No Project>
Totals:							180.00	
DUSHAUN BRANCH	Computer Check 60333		11/22/2023 Posted		650.00 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 650.00	650.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
221088	11/07/2023	Lip Balms for Staff L	650.00	650.00	01-5742	Supplies	650.00	<No Project>
Totals:							650.00	
CARDINAL COLORGROUP	Computer Check 60306		11/15/2023 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
432538-1	08/30/2023	Sept/Oct OP/FYI ins	750.00	750.00	01-5205	Publications	750.00	<No Project>
Totals:							750.00	
4331291	10/25/2023	Nov/Dec OP/FYI ins	750.00	750.00	01-5205	Publications	750.00	<No Project>
Totals:							750.00	
CDW GOVERNMENT, INC.	Computer Check 60307		11/15/2023 Posted		530.73 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 530.73	530.73 0.00

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Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
MS88128	10/27/2023	MR28 Access point	530.73	530.73	01-5941	Technology Projects and Equ	530.73	<No Project>
Totals:							530.73	
CHIDI A ENYIA JR	Computer Check 60243	11/01/2023	11/01/2023 Posted	250.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 250.00	250.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2023-99-00163	09/26/2023	Adult Programming	250.00	250.00	01-5247	Adult Programming	250.00	<No Project>
Totals:							250.00	
CITRON HYGIENE	Computer Check 60262	11/08/2023	11/08/2023 Posted	931.20	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 931.20	931.20 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
INV0115939	11/01/2023	Citron Hygiene Serv	70.62	70.62	01-5686	Custodial Services	70.62	<No Project>
Totals:							70.62	
INV0115936	11/01/2023	Citron Hygiene Serv	88.98	88.98	01-5686	Custodial Services	88.98	<No Project>
Totals:							88.98	
INV0115941	11/01/2023	Citron Hygiene Serv	771.60	771.60	01-5686	Custodial Services	771.60	<No Project>
Totals:							771.60	
COMPLETE TEMPERATURE SYS	Computer Check 60334	11/22/2023	11/22/2023 Posted	10,889.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 10,889.00	10,889.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
MA008558	10/01/2023	Maze - Quarterly Bil	750.00	750.00	01-5692	Repair & Maintenance Prop.	750.00	<No Project>
Totals:							750.00	
MA008559	10/01/2023	Main - Quarterly Bill	4,450.00	4,450.00	01-5692	Repair & Maintenance Prop.	4,450.00	<No Project>
Totals:							4,450.00	
SRVCE049456	11/10/2023	Main - House Pump	961.00	961.00	01-5692	Repair & Maintenance Prop.	961.00	<No Project>
Totals:							961.00	
SRVCE049451	11/10/2023	Main - Snow Melt R	2,354.00	2,354.00	01-5692	Repair & Maintenance Prop.	2,354.00	<No Project>
Totals:							2,354.00	
SRVCE049450	11/10/2023	Main - Boiler Repair	2,374.00	2,374.00	01-5692	Repair & Maintenance Prop.	2,374.00	<No Project>
Totals:							2,374.00	
THE CONSERVATION CENTER	Computer Check 60308	11/15/2023	11/15/2023 Posted	10,260.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 10,260.00	10,260.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID

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Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
35037-10/12/2023	10/12/2023	Preparation For Sto	10,000.00	10,000.00	01-5895	Archival collection	10,000.00	<No Project>
						Totals:	10,000.00	
38571-11/9/2023	11/09/2023	Conservation And D	260.00	260.00	01-5895	Archival collection	260.00	<No Project>
						Totals:	260.00	
CONSUMERS' CHECKBOOK	Computer Check 60335	11/22/2023	11/22/2023 Posted	450.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 450.00	450.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
CHI1367062I2023	10/20/2023	Online Database Sul	450.00	450.00	01-5891	Digital content	450.00	<No Project>
						Totals:	450.00	
CRISTINA PUZIO	Computer Check 60356	11/29/2023	11/29/2023 Posted	150.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 150.00	150.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2023-99-00177	10/18/2023	LEAD SOUND BATH	150.00	150.00	01-5247	Adult Programming	150.00	<No Project>
						Totals:	150.00	
DANIEL STEINMAN	Computer Check 60263	11/08/2023	11/08/2023 Posted	250.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 250.00	250.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2023-99-00181	10/25/2023	Adult Programming	250.00	250.00	01-5247	Adult Programming	250.00	<No Project>
						Totals:	250.00	
DATA AXLE	Computer Check 60336	11/22/2023	11/22/2023 Posted	7,900.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 7,900.00	7,900.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
10004159508	11/15/2023	Reference Solutions	7,900.00	7,900.00	01-5452	Grant Expenses	7,900.00	SINKEVITCH
10004159508	11/15/2023	Reference Solutions	7,900.00	7,900.00	01-5452	Grant Expenses	7,900.00	HARRISON
						Totals:	7,900.00	
DEMCO, INC.	Computer Check 60244	11/01/2023	11/01/2023 Posted	321.11	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 321.11	321.11 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
7387518	10/24/2023	Processing Supplies	321.11	321.11	01-5742	Supplies	321.11	<No Project>
						Totals:	321.11	
DEMCO, INC.	Computer Check	11/22/2023	11/22/2023	1,125.51	01-1053	Byline Bank Checking	0.00	1,125.51

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Payee	Trans. Type	Trans. No.	Trans. Date	Post Date	Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
		60337			Posted		01-2060	Accounts Payable	1,125.51	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID		
7396234	11/09/2023	2 AERO Collection L	1,125.51	1,125.51	01-5930	Furnishings	1,125.51	<No Project>		
Totals:								1,125.51		
EBSCO INFORMATION SERVICE	Computer Check	11/08/2023	11/08/2023		729.32	01-1053	Byline Bank Checking	0.00	729.32	
	60264			Posted		01-2060	Accounts Payable	729.32	0.00	
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID		
1717652	11/01/2023	Periodical Subscript	729.32	729.32	01-5840	Print materials	729.32	<No Project>		
Totals:								729.32		
EMILY KNOX	Computer Check	11/08/2023	11/08/2023		1,500.00	01-1053	Byline Bank Checking	0.00	1,500.00	
	60265			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		
2023-99-0098	06/21/2023	Adult Programming	1,500.00	1,500.00	01-5452	Grant Expenses	1,500.00	BALLINGER		
Totals:								1,500.00		
EVELYN LUVIANO	Computer Check	11/22/2023	11/22/2023		150.00	01-1053	Byline Bank Checking	0.00	150.00	
	60338			Posted		01-2060	Accounts Payable	150.00	0.00	
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID		
2023-99-00185	11/10/2023	CO-LEAD SOUND B.	150.00	150.00	01-5247	Adult Programming	150.00	<No Project>		
Totals:								150.00		
EVMATCH INC	Computer Check	11/08/2023	11/08/2023		1,180.00	01-1053	Byline Bank Checking	0.00	1,180.00	
	60266			Posted		01-2060	Accounts Payable	1,180.00	0.00	
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID		
1280	11/02/2023	EV Charger Software	1,180.00	1,180.00	01-5936	Subscriptions and services	1,180.00	<No Project>		
Totals:								1,180.00		
FOREST PRINTING CO.	Computer Check	11/08/2023	11/08/2023		1,067.60	01-1053	Byline Bank Checking	0.00	1,067.60	
	60267			Posted		01-2060	Accounts Payable	1,067.60	0.00	
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID		
119491	10/30/2023	November Print Cal	1,067.60	1,067.60	01-5205	Publications	1,067.60	<No Project>		
Totals:								1,067.60		
GABRIELA DENTON	Computer Check	11/01/2023	11/01/2023		207.00	01-1053	Byline Bank Checking	0.00	207.00	
	60245			Posted		01-2060	Accounts Payable	207.00	0.00	

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Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-8805	10/06/2023	Gabriela Denton	207.00	207.00	01-5452	Grant Expenses	207.00	BALLINGER
Totals:							207.00	
GAYLORD BROTHERS, INC.	Computer Check 60309	11/15/2023	11/15/2023 Posted	387.40	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 387.40	387.40 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2840164	11/08/2023	Materials for Specia	387.40	387.40	01-5895	Archival collection	387.40	<No Project>
Totals:							387.40	
GEORGE BLOOD, L.P.	Computer Check 60339	11/22/2023	11/22/2023 Posted	15,000.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 15,000.00	15,000.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
8343	10/06/2023	Stan West Audiocas	15,000.00	15,000.00	01-5452	Grant Expenses	15,000.00	BALLINGER
Totals:							15,000.00	
BETSY GRIMM	Computer Check 60310	11/15/2023	11/15/2023 Posted	120.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 120.00	120.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2023-99-00190	11/07/2023	LEAD ZOOM MEDIT	120.00	120.00	01-5247	Adult Programming	120.00	<No Project>
Totals:							120.00	
GENEVIEVE GROVE	Computer Check 60268	11/08/2023	11/08/2023 Posted	16.64	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 16.64	16.64 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-8878	10/24/2023	Mileage reimbursen	16.64	16.64	01-5165	Mileage & Miscellaneous reir	16.64	<No Project>
Totals:							16.64	
GENEVIEVE GROVE	Computer Check 60340	11/22/2023	11/22/2023 Posted	123.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 123.00	123.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-9160	11/16/2023	Winter Reading Pro	123.00	123.00	01-5240	Children's Programming	123.00	<No Project>
Totals:							123.00	
GROWING MINDS, LLC	Computer Check 60311	11/15/2023	11/15/2023 Posted	2,400.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 2,400.00	2,400.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID

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Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
33856	07/31/2023	Digital Resource Sul	2,400.00	2,400.00	01-5891	Digital content	2,400.00	<No Project>
Totals:							2,400.00	
HERO DESIGN, LLC	Computer Check 60357		11/29/2023 11/29/2023 Posted	12,615.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 12,615.00	12,615.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
1289-2	11/15/2023	Balance due for Eve	12,615.00	12,615.00	01-5930	Furnishings	12,615.00	FOPPLFY23
1289-2	11/15/2023	Balance due for Eve	12,615.00	12,615.00	01-5930	Furnishings	12,615.00	FALLON
Totals:							12,615.00	
IHLS-OCLC	Computer Check 60312		11/15/2023 11/15/2023 Posted	48.04	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 48.04	48.04 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
29495	11/08/2023	IFM Debits/Admin F	48.04	48.04	01-5264	ILL Payments	48.04	<No Project>
Totals:							48.04	
INTERIOR GARDEN SERVICES, I	Computer Check 60358		11/29/2023 11/29/2023 Posted	580.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 580.00	580.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
043435	10/01/2023	PLANT RENTAL MAI	290.00	290.00	01-5692	Repair & Maintenance Prop.	290.00	<No Project>
Totals:							290.00	
043629	11/01/2023	PLANT RENTAL MAI	290.00	290.00	01-5692	Repair & Maintenance Prop.	290.00	<No Project>
Totals:							290.00	
INTERNATIONAL UNION OF O	Computer Check 60341		11/22/2023 11/22/2023 Posted	185.25	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 185.25	185.25 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
NOVEMBER 2023	11/02/2023	NOVEMBER 2023 UI	185.25	185.25	01-2059	Union dues Payable	185.25	<No Project>
Totals:							185.25	
INTRINSIC LANDSCAPING, INC	Computer Check 60342		11/22/2023 11/22/2023 Posted	418.05	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 418.05	418.05 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
23-0720	11/14/2023	GREEN ROOF MAIN	418.05	418.05	01-5692	Repair & Maintenance Prop.	418.05	<No Project>
Totals:							418.05	
J.C. LICHT, LLC	Computer Check		11/08/2023 11/08/2023	59.33	01-1053	Byline Bank Checking	0.00	59.33

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Payee	Trans. Type Trans. No.	Trans. Date	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
	60269		Posted		01-2060	Accounts Payable	59.33	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
02179173	11/04/2023	Paint - Executive Dir	59.33	59.33	01-5682	Building Materials & Supplies	59.33	<No Project>
		Totals:					59.33	
JENNIFER JACKSON	Computer Check	11/29/2023	11/29/2023	474.32	01-1053	Byline Bank Checking	0.00	474.32
	60359		Posted		01-2060	Accounts Payable	474.32	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-9255	11/28/2023	Reimbursement Rec	474.32	474.32	01-5240	Children's Programming	474.32	<No Project>
		Totals:					474.32	
STEPHEN JACKSON	Computer Check	11/01/2023	11/01/2023	241.50	01-1053	Byline Bank Checking	0.00	241.50
	60246		Posted		01-2060	Accounts Payable	241.50	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-8930	10/31/2023	Per Diem Stephen J	241.50	241.50	01-5452	Grant Expenses	241.50	BALLINGER
		Totals:					241.50	
JASMINE & FIG, LLC	Computer Check	11/29/2023	11/29/2023	100.00	01-1053	Byline Bank Checking	0.00	100.00
	60360		Posted		01-2060	Accounts Payable	100.00	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2023-99-00168	10/02/2023	2 Nature Play Tinke	100.00	100.00	01-5240	Children's Programming	100.00	<No Project>
		Totals:					100.00	
JOHNSON CONTROLS	Computer Check	11/08/2023	11/08/2023	7,335.38	01-1053	Byline Bank Checking	0.00	7,335.38
	60270		Posted		01-2060	Accounts Payable	7,335.38	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
51309878	10/23/2023	Johnson Controls - I	3,539.98	3,539.98	01-5692	Repair & Maintenance Prop.	3,539.98	<No Project>
		Totals:					3,539.98	
51338779	10/29/2023	Main - Smoke Detec	2,142.32	2,142.32	01-5692	Repair & Maintenance Prop.	2,142.32	<No Project>
		Totals:					2,142.32	
51386158	11/07/2023	Maze - Fire Panel Tr	1,653.08	1,653.08	01-5692	Repair & Maintenance Prop.	1,653.08	<No Project>
		Totals:					1,653.08	
JOSEPH G JENCKS	Computer Check	11/08/2023	11/08/2023	400.00	01-1053	Byline Bank Checking	0.00	400.00
	60271		Posted		01-2060	Accounts Payable	400.00	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2023-99-00187	11/04/2023	Friends - Folk Music	400.00	400.00	01-5247	Adult Programming	400.00	FOPPLFY23

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Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
<i>Totals:</i>							400.00	
JOSLYN BOWLING DIXON	Computer Check 60247		11/01/2023 11/01/2023 Posted	443.89	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 443.89	443.89 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-8924	10/30/2023	Per Diem Joslyn Bov	189.75	189.75	01-5452	Grant Expenses	189.75	BALLINGER
<i>Totals:</i>							189.75	
IR-8901	10/30/2023	Mileage reimbursen	254.14	254.14	01-5165	Mileage & Miscellaneous reir	254.14	<No Project>
<i>Totals:</i>							254.14	
K CROM SAUNDERS	Computer Check 60272		11/08/2023 11/08/2023 Posted	350.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 350.00	350.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2023-99-00186	10/31/2023	Film Screening of "R	350.00	350.00	01-5240	Children's Programming	350.00	<No Project>
<i>Totals:</i>							350.00	
KANOPY, INC.	Computer Check 60273		11/08/2023 11/08/2023 Posted	2,846.70	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 2,846.70	2,846.70 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
373088-PPU	10/31/2023	Kanopy plays	2,846.70	2,846.70	01-5891	Digital content	2,846.70	<No Project>
<i>Totals:</i>							2,846.70	
KATHY VALDIVIA	Computer Check 60313		11/15/2023 11/15/2023 Posted	175.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 175.00	175.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2023-99-00191	11/08/2023	5 Spanish Storytime	175.00	175.00	01-5240	Children's Programming	175.00	<No Project>
<i>Totals:</i>							175.00	
KELLY JENSEN	Computer Check 60274		11/08/2023 11/08/2023 Posted	200.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 200.00	200.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2023-99-0085	06/02/2023	Ballinger -Kelly Jens	200.00	200.00	01-5452	Grant Expenses	200.00	BALLINGER
<i>Totals:</i>							200.00	
Kimberly J McIver	Computer Check 60314		11/15/2023 11/15/2023 Posted	400.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 400.00	400.00 0.00

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Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2023-99-00178	10/23/2023	PRESENT PROGRAM	400.00	400.00	01-5247	Adult Programming	400.00	<No Project>
Totals:							400.00	
KINGA LIPINSKA	Computer Check 60275		11/08/2023 11/08/2023 Posted	125.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 125.00	125.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2023-99-00159	09/21/2023	Adult Programming	125.00	125.00	01-5247	Adult Programming	125.00	<No Project>
Totals:							125.00	
KNOWBE4, INC.	Computer Check 60315		11/15/2023 11/15/2023 Posted	5,734.80	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 5,734.80	5,734.80 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
INV290242	11/14/2023	KnowBe4 Compliance	923.40	923.40	01-5936	Subscriptions and services	923.40	<No Project>
Totals:							923.40	
INV290323	11/14/2023	KnowBe4 PhishER Sim	1,458.00	1,458.00	01-5936	Subscriptions and services	1,458.00	<No Project>
Totals:							1,458.00	
INV290260	11/14/2023	KnowBe4 Security A	3,353.40	3,353.40	01-5936	Subscriptions and services	3,353.40	<No Project>
Totals:							3,353.40	
KRISTYN SLICK	Computer Check 60316		11/15/2023 11/15/2023 Posted	405.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 405.00	405.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
10	06/30/2023	Adult Programming	405.00	405.00	01-5247	Adult Programming	405.00	<No Project>
Totals:							405.00	
LAKESHORE LEARNING MATER	Computer Check 60276		11/08/2023 11/08/2023 Posted	98.87	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 98.87	98.87 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
445048102623	10/26/2023	Childrens Realia	98.87	98.87	01-5894	Realia and other formats	98.87	<No Project>
Totals:							98.87	
LAKESHORE LEARNING MATER	Computer Check 60343		11/22/2023 11/22/2023 Posted	214.20	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 214.20	214.20 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
499962110823	11/08/2023	Childrens Realia	214.20	214.20	01-5894	Realia and other formats	214.20	<No Project>
Totals:							214.20	

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LAKESHORE RECYCLING SYSTE	Computer Check 60277	11/08/2023	11/08/2023 Posted	628.21	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 628.21	628.21 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
LR5514143	10/25/2023	Trash/Recycling - M	525.31	525.31	01-5688	Sewer/Garbage	525.31	<No Project>
						<i>Totals:</i>	525.31	
LR5514144	10/25/2023	Trash/Recycling - M	102.90	102.90	01-5688	Sewer/Garbage	102.90	<No Project>
						<i>Totals:</i>	102.90	
LATONIA JACKSON	Computer Check 60317	11/15/2023	11/15/2023 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-9062	11/07/2023	TUITION GRANT	1,500.00	1,500.00	01-5164	Tuition Reimbursement	1,500.00	<No Project>
						<i>Totals:</i>	1,500.00	
LOCAL 399 FED PAC	Computer Check 60344	11/22/2023	11/22/2023 Posted	50.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 50.00	50.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
850297	11/15/2023	FED PAC CONTRIBU	50.00	50.00	01-2058	Fed Pac	50.00	<No Project>
						<i>Totals:</i>	50.00	
SARIA LOFTON	Computer Check 60278	11/08/2023	11/08/2023 Posted	80.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 80.00	80.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2021-99-0062	07/01/2021	Adult Programming	80.00	80.00	01-5247	Adult Programming	80.00	ANTI-RACISM
						<i>Totals:</i>	80.00	
LUCILIA SANTOS GREEN	Computer Check 60279	11/08/2023	11/08/2023 Posted	750.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 750.00	750.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2023-99-0089	06/05/2023	Ballinger - Adult Prc	750.00	750.00	01-5452	Grant Expenses	750.00	BALLINGER
						<i>Totals:</i>	750.00	
MANGO LANGUAGES	Computer Check 60280	11/08/2023	11/08/2023 Posted	4,886.86	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 4,886.86	4,886.86 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
INV013075	10/31/2023	Digital Subscription	4,886.86	4,886.86	01-5891	Digital content	4,886.86	<No Project>
						<i>Totals:</i>	4,886.86	

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MCADAM LANDSCAPING, INC.	Computer Check 60281	11/08/2023	11/08/2023 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
93633	11/03/2023	Landscaping Mainte	492.00	492.00	01-5681	Landscaping and snow remo	492.00	<No Project>
Totals:							492.00	
MEGAN TIDEMAN	Computer Check 60248	11/01/2023	11/01/2023 Posted	452.64	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 452.64	452.64 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-8950	10/23/2023	Megan Tideman IL	452.64	452.64	01-5452	Grant Expenses	452.64	BALLINGER
Totals:							452.64	
MIDWEST TAPE, LLC	Computer Check 60249	11/01/2023	11/01/2023 Posted	2,989.48	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 2,989.48	2,989.48 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
504542254	10/25/2023	DVDs	92.98	92.98	01-5890	Audio and video materials	92.98	<No Project>
Totals:							92.98	
504551535	10/26/2023	DVDs	59.38	59.38	01-5890	Audio and video materials	59.38	<No Project>
Totals:							59.38	
504551536	10/26/2023	DVDs	143.55	143.55	01-5890	Audio and video materials	143.55	<No Project>
Totals:							143.55	
504551532	10/26/2023	Music CDs	156.60	156.60	01-5890	Audio and video materials	156.60	<No Project>
Totals:							156.60	
504551530	10/26/2023	Audiobooks	189.72	189.72	01-5890	Audio and video materials	189.72	<No Project>
Totals:							189.72	
504551534	10/26/2023	DVDs	981.33	981.33	01-5890	Audio and video materials	981.33	<No Project>
Totals:							981.33	
504551531	10/26/2023	DVDs	1,365.92	1,365.92	01-5890	Audio and video materials	1,365.92	<No Project>
Totals:							1,365.92	
MIDWEST TAPE, LLC	Computer Check 60282	11/08/2023	11/08/2023 Posted	1,520.39	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 1,520.39	1,520.39 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
504585184	11/02/2023	Audiobook	38.68	38.68	01-5890	Audio and video materials	38.68	<No Project>
Totals:							38.68	
504585180	11/02/2023	Music CDs	79.10	79.10	01-5890	Audio and video materials	79.10	<No Project>

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Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
						Totals:	79.10	
504585185	11/02/2023	DVDs	87.10	87.10	01-5890	Audio and video materials	87.10	<No Project>
						Totals:	87.10	
504585183	11/02/2023	DVDs	364.85	364.85	01-5890	Audio and video materials	364.85	<No Project>
						Totals:	364.85	
504585182	11/02/2023	DVDs	950.66	950.66	01-5890	Audio and video materials	950.66	<No Project>
						Totals:	950.66	
MIDWEST TAPE, LLC	Computer Check 60318		11/15/2023 11/15/2023 Posted		24,630.49 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 24,630.49	24,630.49 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
504576457	10/31/2023	Hoopla	22,209.94	22,209.94	01-5891	Digital content	22,209.94	<No Project>
						Totals:	22,209.94	
504617768	11/09/2023	DVDs	335.90	335.90	01-5890	Audio and video materials	335.90	<No Project>
						Totals:	335.90	
504617764	11/09/2023	DVDs	726.56	726.56	01-5890	Audio and video materials	726.56	<No Project>
						Totals:	726.56	
504617763	11/09/2023	DVDs	1,084.99	1,084.99	01-5890	Audio and video materials	1,084.99	<No Project>
						Totals:	1,084.99	
504617767	11/09/2023	Audiobooks	107.36	107.36	01-5890	Audio and video materials	107.36	<No Project>
						Totals:	107.36	
504617765	11/09/2023	Music CDs	133.39	133.39	01-5890	Audio and video materials	133.39	<No Project>
						Totals:	133.39	
504617769	11/09/2023	DVDs	32.35	32.35	01-5890	Audio and video materials	32.35	<No Project>
						Totals:	32.35	
MIDWEST TAPE, LLC	Computer Check 60345		11/22/2023 11/22/2023 Posted		2,878.62 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 2,878.62	2,878.62 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
504608906	11/08/2023	DVD	15.74	15.74	01-5890	Audio and video materials	15.74	<No Project>
						Totals:	15.74	
504640747	11/14/2023	Music CD	29.24	29.24	01-5890	Audio and video materials	29.24	<No Project>
						Totals:	29.24	
504652221	11/16/2023	DVD	14.28	14.28	01-5890	Audio and video materials	14.28	<No Project>
						Totals:	14.28	
504652220	11/16/2023	DVDs	89.46	89.46	01-5890	Audio and video materials	89.46	<No Project>

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Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID		
						Totals:	89.46			
504652077	11/16/2023	Music CDs	145.44	145.44	01-5890	Audio and video materials	145.44	<No Project>		
						Totals:	145.44			
504652076	11/16/2023	Audiobooks	351.76	351.76	01-5890	Audio and video materials	351.76	<No Project>		
						Totals:	351.76			
504652079	11/16/2023	DVDs	947.99	947.99	01-5890	Audio and video materials	947.99	<No Project>		
						Totals:	947.99			
504652075	11/16/2023	DVDs	1,284.71	1,284.71	01-5890	Audio and video materials	1,284.71	<No Project>		
						Totals:	1,284.71			
MIDWEST TAPE, LLC	Computer Check	11/29/2023	11/29/2023		1,378.70	01-1053	Byline Bank Checking	0.00		1,378.70
	60361		Posted			01-2060	Accounts Payable	1,378.70		0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID		
504696521	11/27/2023	DVDs	150.31	150.31	01-5890	Audio and video materials	150.31	<No Project>		
						Totals:	150.31			
504683299	11/27/2023	DVDs	264.17	264.17	01-5890	Audio and video materials	264.17	<No Project>		
						Totals:	264.17			
504683298	11/27/2023	DVDs	964.22	964.22	01-5890	Audio and video materials	964.22	<No Project>		
						Totals:	964.22			
NICOR GAS	Computer Check	11/08/2023	11/08/2023		3,696.64	01-1053	Byline Bank Checking	0.00		3,696.64
	60283		Posted			01-2060	Accounts Payable	3,696.64		0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID		
IR-9050	10/31/2023	Natural Gas Maze B	243.13	243.13	01-5690	Natural Gas	243.13	<No Project>		
						Totals:	243.13			
IR-9048	11/01/2023	Natural Gas Main Br	3,453.51	3,453.51	01-5690	Natural Gas	3,453.51	<No Project>		
						Totals:	3,453.51			
NIKK COCHRAN SELIK	Computer Check	11/22/2023	11/22/2023		500.00	01-1053	Byline Bank Checking	0.00		500.00
	60346		Posted			01-2060	Accounts Payable	500.00		0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID		
2023-99-00151	09/11/2023	Adult Programming	500.00	500.00	01-5247	Adult Programming	500.00	<No Project>		
						Totals:	500.00			
OAK PARK DISTRICT 97 SCHOC	Computer Check	11/15/2023	11/15/2023		44.15	01-1053	Byline Bank Checking	0.00		44.15
	60319		Posted			01-2060	Accounts Payable	44.15		0.00

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Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
4817	11/07/2023	Art Gallery exhibit p	44.15	44.15	01-5204	Promotions	44.15	<No Project>
Totals:							44.15	
OLIVIA GINN	Computer Check 60284		11/08/2023 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
2023-99-00182	10/30/2023	ASL translation for "	300.00	300.00	01-5240	Children's Programming	300.00	<No Project>
Totals:							300.00	
OVERDRIVE, INC.	Computer Check 60285		11/08/2023 Posted		4,491.90 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 4,491.90	4,491.90 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
01658MA23398793	10/31/2023	E-Content	4,491.90	4,491.90	01-5891	Digital content	4,491.90	<No Project>
Totals:							4,491.90	
OVERDRIVE, INC.	Computer Check 60320		11/15/2023 Posted		10,060.63 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 10,060.63	10,060.63 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
01658MA23402741	10/31/2023	E-Content	10,060.63	10,060.63	01-5891	Digital content	10,060.63	<No Project>
Totals:							10,060.63	
PACIFIC TELEMAGEMENT SI	Computer Check 60250		11/01/2023 Posted		75.00 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 75.00	75.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2113525	10/19/2023	Phone 7084450358	75.00	75.00	01-5451	Telephone/Communications	75.00	<No Project>
Totals:							75.00	
PACIFIC TELEMAGEMENT SI	Computer Check 60347		11/22/2023 Posted		75.00 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 75.00	75.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2114744	11/16/2023	Public Pay Phone	75.00	75.00	01-5451	Telephone/Communications	75.00	<No Project>
Totals:							75.00	
PADMAVATI VENKATESAN	Computer Check 60251		11/01/2023 Posted		200.00 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 200.00	200.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID

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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
2022-99-00121	09/20/2022	CE PROGRAM AND	200.00	200.00	01-5249	Community Engagement	200.00	<No Project>
Totals:							200.00	
QUILL LLC	Computer Check 60286		11/08/2023 11/08/2023 Posted	47.21	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 47.21	47.21 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
35527804	11/06/2023	Office Supplies	47.21	47.21	01-5742	Supplies	47.21	<No Project>
Totals:							47.21	
RACHEL WEAVER RIVERA	Computer Check 60348		11/22/2023 11/22/2023 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
2023-99-00193	11/16/2023	ART WORKSHOP FC	300.00	300.00	01-5247	Adult Programming	300.00	<No Project>
Totals:							300.00	
RAILS	Computer Check 60287		11/08/2023 11/08/2023 Posted	1,375.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 1,375.00	1,375.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
11746	10/24/2023	FOPPL - Illinois Libr	1,375.00	1,375.00	01-5247	Adult Programming	1,375.00	FOPPLFY23
Totals:							1,375.00	
RAYMOND W JOHNSON	Computer Check 60288		11/08/2023 11/08/2023 Posted	150.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 150.00	150.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2023-99-00137	08/22/2023	Adult Programming	150.00	150.00	01-5247	Adult Programming	150.00	<No Project>
Totals:							150.00	
RECORD INFORMATION SERVI	Computer Check 60362		11/29/2023 11/29/2023 Posted	1,344.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 1,344.00	1,344.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
53961	09/19/2023	Digital Resource Sul	1,344.00	1,344.00	01-5452	Grant Expenses	1,344.00	HARRISON
Totals:							1,344.00	
REGIONS BANK	Bank Draft 55		11/17/2023 11/17/2023 Posted	33,685.17	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 33,685.17	33,685.17 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID

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Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
023057	10/31/2023	REGION PERIOD EN	33,685.17	33,685.17	01-2067	Purchase Cards - P Cards	33,685.17	<No Project>
Totals:							33,685.17	
RHONDA FENTRY	Computer Check 60349		11/22/2023 Posted		75.00 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 75.00	75.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2023-99-0068	05/22/2023	Adult Programming	75.00	75.00	01-5247	Adult Programming	75.00	<No Project>
Totals:							75.00	
RHONDA FENTRY	Computer Check 60363		11/29/2023 Posted		75.00 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 75.00	75.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2023-99-00188	11/02/2023	Staff Day Sound Bat	75.00	75.00	01-5452	Grant Expenses	75.00	BALLINGER
Totals:							75.00	
JESSICA RICH	Computer Check 60289		11/08/2023 Posted		321.12 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 321.12	321.12 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-8951	10/24/2023	Jessica Rich ILA Reir	321.12	321.12	01-5452	Grant Expenses	321.12	BALLINGER
Totals:							321.12	
STEPHEN ROBINET	Computer Check 60327		11/15/2023 Posted		250.62 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 250.62	250.62 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-9184	11/15/2023	wages & salaries - p	250.62	250.62	01-5001	Wages & Salaries	250.62	<No Project>
Totals:							250.62	
STEPHEN ROBINET	Computer Check 60369		11/30/2023 Not yet posted		253.85 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 253.85	253.85 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-9284	11/30/2023	wages & salaries - p	253.85	253.85	01-5001	Wages & Salaries	253.85	<No Project>
Totals:							253.85	
MICHAEL ROSE	Computer Check 60290		11/08/2023 Posted		679.43 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 679.43	679.43 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID

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Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-8964	10/23/2023	Michael Rose ILA Hc	679.43	679.43	01-5452	Grant Expenses	679.43	BALLINGER
Totals:							679.43	
RUAIRI'S MASSAGE REMEDY, L	Computer Check	11/29/2023	11/29/2023	270.00	01-1053	Byline Bank Checking	0.00	270.00
	60364		Posted		01-2060	Accounts Payable	270.00	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2023-99-00194	11/28/2023	Massage Therapist f	270.00	270.00	01-5452	Grant Expenses	270.00	SHEA
Totals:							270.00	
RUSH UNIVERSITY MEDICAL CL	Computer Check	11/01/2023	11/01/2023	630.00	01-1053	Byline Bank Checking	0.00	630.00
	60252		Posted		01-2060	Accounts Payable	630.00	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
1030	10/23/2023	Clinical services pro	630.00	630.00	01-5250	Social Services	630.00	<No Project>
Totals:							630.00	
ROBERT SIMMONS	Computer Check	11/01/2023	11/01/2023	120.75	01-1053	Byline Bank Checking	0.00	120.75
	60253		Posted		01-2060	Accounts Payable	120.75	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-8942	10/31/2023	Per Diem for Robert	120.75	120.75	01-5452	Grant Expenses	120.75	BALLINGER
Totals:							120.75	
SITECARE	Computer Check	11/08/2023	11/08/2023	1,701.00	01-1053	Byline Bank Checking	0.00	1,701.00
	60292		Posted		01-2060	Accounts Payable	1,701.00	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
C50152	10/31/2023	Development Servic	1,701.00	1,701.00	01-5935	Website development/CMS	1,701.00	<No Project>
Totals:							1,701.00	
SITECARE	Computer Check	11/22/2023	11/22/2023	47.25	01-1053	Byline Bank Checking	0.00	47.25
	60350		Posted		01-2060	Accounts Payable	47.25	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
C50366	11/21/2023	Website developmen	47.25	47.25	01-5935	Website development/CMS	47.25	<No Project>
Totals:							47.25	
GINGER SLADE	Computer Check	11/08/2023	11/08/2023	41.92	01-1053	Byline Bank Checking	0.00	41.92
	60293		Posted		01-2060	Accounts Payable	41.92	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID

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Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-9014	11/07/2023	Reimbursement Rec	41.92	41.92	01-5165	Mileage & Miscellaneous reir	41.92	<No Project>
Totals:							41.92	
SOAPY ROADS OF LOMBARD,	Computer Check 60294		11/08/2023 11/08/2023 Posted	225.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 225.00	225.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2023-99-00160	09/21/2023	Adult Programming	225.00	225.00	01-5247	Adult Programming	225.00	<No Project>
Totals:							225.00	
STEVEN STEWART	Computer Check 60365		11/29/2023 11/29/2023 Posted	270.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 270.00	270.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2023-99-00195	11/28/2023	Chair Massages for :	270.00	270.00	01-5452	Grant Expenses	270.00	SHEA
Totals:							270.00	
SWAN - SYSTEM WIDE AUTON	Computer Check 60321		11/15/2023 11/15/2023 Posted	24,016.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 24,016.00	24,016.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
10659	10/05/2023	SWAN Fees - Period	24,016.00	24,016.00	01-5750	SWAN	24,016.00	<No Project>
Totals:							24,016.00	
T-MOBILE	Computer Check 60254		11/01/2023 11/01/2023 Posted	1,630.63	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 1,630.63	1,630.63 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
970035247-2023102	10/21/2023	Devices	1,630.63	1,630.63	01-5893	Devices	1,630.63	<No Project>
Totals:							1,630.63	
TDI VERTICAL LLC	Computer Check 60322		11/15/2023 11/15/2023 Posted	5,512.50	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 5,512.50	5,512.50 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
1184	11/03/2023	Network SD-WAN B	5,512.50	5,512.50	01-5941	Technology Projects and Equ	5,512.50	CYBERSEC
Totals:							5,512.50	
TECH LOGIC CORP.	Computer Check 60295		11/08/2023 11/08/2023 Posted	9,900.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 9,900.00	9,900.00 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
RC005030	03/27/2023	AMH - PM1 Agreeer	9,900.00	9,900.00	01-5692	Repair & Maintenance Prop.	9,900.00	<No Project>
Totals:							9,900.00	
THE BOOK TABLE	Computer Check 60255		11/01/2023 Posted		134.18 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 134.18	134.18 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
000574-1	10/06/2023	Childrens Realia	134.18	134.18	01-5894	Realia and other formats	134.18	<No Project>
Totals:							134.18	
THE BOOK TABLE	Computer Check 60351		11/22/2023 Posted		87.90 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 87.90	87.90 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
000583-1	11/06/2023	Childrens Realia	87.90	87.90	01-5894	Realia and other formats	87.90	<No Project>
Totals:							87.90	
TODAY'S BUSINESS SOLUTION	Computer Check 60323		11/15/2023 Posted		7,420.80 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 7,420.80	7,420.80 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
15346	09/18/2023	MyPC PaperCut lice	7,420.80	7,420.80	01-5936	Subscriptions and services	7,420.80	<No Project>
Totals:							7,420.80	
BILLY TREECE	Computer Check 60256		11/01/2023 Posted		128.45 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 128.45	128.45 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-8923	10/22/2023	LYFT FARE TO/FROM	128.45	128.45	01-5452	Grant Expenses	128.45	BALLINGER
Totals:							128.45	
ULINE	Computer Check 60296		11/08/2023 Posted		36.15 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 36.15	36.15 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
170643395	11/07/2023	Corrugated Boxes	36.15	36.15	01-5895	Archival collection	36.15	<No Project>
Totals:							36.15	
VIDEO AND SOUND SERVICE, I	Computer Check 60297		11/08/2023 Posted		8,229.87 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 8,229.87	8,229.87 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID

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Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
99105	09/18/2023	Public Safety - New	8,229.87	8,229.87	01-5950	Building Improvements	8,229.87	<No Project>
Totals:							8,229.87	
VILLAGE OF OAK PARK	Computer Check	11/01/2023	11/01/2023	1,304.82	01-1053	Byline Bank Checking	0.00	1,304.82
	60257		Posted		01-2060	Accounts Payable	1,304.82	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-8929	10/27/2023	MAIN 1 WATER/SEV	492.68	492.68	01-5687	Water	380.40	<No Project>
IR-8929	10/27/2023	MAIN 1 WATER/SEV	492.68	492.68	01-5688	Sewer/Garbage	112.28	<No Project>
Totals:							492.68	
IR-8926	10/27/2023	MAZE WATER/SEWE	364.88	364.88	01-5687	Water	282.40	<No Project>
IR-8926	10/27/2023	MAZE WATER/SEWE	364.88	364.88	01-5688	Sewer/Garbage	82.48	<No Project>
Totals:							364.88	
IR-8928	10/27/2023	MAIN 2 WATER/SEV	447.26	447.26	01-5687	Water	355.52	<No Project>
IR-8928	10/27/2023	MAIN 2 WATER/SEV	447.26	447.26	01-5688	Sewer/Garbage	91.74	<No Project>
Totals:							447.26	
VILLAGE OF OAK PARK	Computer Check	11/08/2023	11/08/2023	136.78	01-1053	Byline Bank Checking	0.00	136.78
	60298		Posted		01-2060	Accounts Payable	136.78	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
23-0005495	10/20/2023	GASOLINE FOR (203	136.78	136.78	01-5680	Fuels & Lubricants	136.78	<No Project>
Totals:							136.78	
VILLAGE OF OAK PARK	Computer Check	11/15/2023	11/15/2023	19,747.96	01-1053	Byline Bank Checking	0.00	19,747.96
	60326		Posted		01-2060	Accounts Payable	19,747.96	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-9186	11/15/2023	PAYROLL; VOL DED;	19,747.96	19,747.96	01-5160	IMRF (Illinois Muncpal Retire	19,747.96	<No Project>
Totals:							19,747.96	
VILLAGE OF OAK PARK	Computer Check	11/22/2023	11/22/2023	209.41	01-1053	Byline Bank Checking	0.00	209.41
	60352		Posted		01-2060	Accounts Payable	209.41	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
23-0005554	11/14/2023	GAS FOR (203) OCT	209.41	209.41	01-5680	Fuels & Lubricants	209.41	<No Project>
Totals:							209.41	
VILLAGE OF OAK PARK	Computer Check	11/30/2023	11/30/2023	19,017.41	01-1053	Byline Bank Checking	0.00	19,017.41
	60368		Not yet posted		01-2060	Accounts Payable	19,017.41	0.00

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Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-9283	11/30/2023	PAYROLL; VOL DED;	19,017.41	19,017.41	01-5160	IMRF (Illinois Muncpal Retire	19,017.41	<No Project>
Totals:							19,017.41	
VISUAL IMPACT MEDIA, LLC	Computer Check 60299		11/08/2023 11/08/2023 Posted	175.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 175.00	175.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
17189	10/30/2023	Creative Studio Viny	175.00	175.00	01-5693	Signage	175.00	<No Project>
Totals:							175.00	
WAREHOUSE DIRECT	Computer Check 60353		11/22/2023 11/22/2023 Posted	343.14	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 343.14	343.14 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
5606645-0	11/07/2023	Staff Supplies - Clor	96.66	96.66	01-5742	Supplies	96.66	<No Project>
Totals:							96.66	
5606645-1	11/08/2023	Staff Supplies - Gyr	246.48	246.48	01-5742	Supplies	246.48	<No Project>
Totals:							246.48	
WARREN TRUMBULL COUNTY	Computer Check 60366		11/29/2023 11/29/2023 Posted	24.75	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 24.75	24.75 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
103	11/09/2023	Payment for Lost ILL	24.75	24.75	01-5264	ILL Payments	24.75	<No Project>
Totals:							24.75	
WHEATON PUBLIC LIBRARY	Computer Check 60324		11/15/2023 11/15/2023 Posted	23.95	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 23.95	23.95 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-9129	04/13/2023	Reciprocal borrowin	23.95	23.95	01-5264	ILL Payments	23.95	<No Project>
Totals:							23.95	
WORK OF HEART FARM, LLC	Computer Check 60367		11/29/2023 11/29/2023 Posted	270.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 270.00	270.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
U-2UX132521L8778	11/28/2023	12/1/23 Staff Day cl	270.00	270.00	01-5452	Grant Expenses	270.00	SHEA
Totals:							270.00	
XEROX FINANCIAL SERVICES	Computer Check 60300		11/08/2023 11/08/2023 Posted	1,158.13	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 1,158.13	1,158.13 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
4998104	11/08/2023	Printers contracts 01	1,158.13	1,158.13	01-5620	Office & Library Machinery Sup	1,158.13	<No Project>
<i>Totals:</i>							1,158.13	
SARAH YALE	Computer Check 60325	11/15/2023	11/15/2023 Posted	13.43	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 13.43	13.43 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-9059	10/23/2023	Mileage	13.43	13.43	01-5165	Mileage & Miscellaneous reir	13.43	<No Project>
<i>Totals:</i>							13.43	
Grand Totals:				372,201.64			372,201.64	372,201.64
A total of 132 payment(s) listed								

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Account Number	Description	Debit Amount	Credit Amount
01-1053	Byline Bank Checking x3401	0.00	372,201.64
01-2058	Fed Pac	50.00	0.00
01-2059	Union dues Payable	185.25	0.00
01-2060	Accounts Payable	372,201.64	372,201.64
01-2067	Purchase Cards - P Cards	33,685.17	0.00
01-5001	Wages & Salaries	504.47	0.00
01-5100	Employee Health Benefits	360.00	0.00
01-5160	IMRF (Illinois Muncipal Retirement Fund)	38,765.37	0.00
01-5162	Dues	293.00	0.00
01-5164	Tuition Reimbursement	1,500.00	0.00
01-5165	Mileage & Miscellaneous reimbursemen	326.13	0.00
01-5204	Promotions	44.15	0.00
01-5205	Publications	2,567.60	0.00
01-5240	Children's Programming	1,747.39	0.00
01-5244	Young Adult Programming	1,159.71	0.00
01-5247	Adult Programming	5,407.96	0.00
01-5249	Community Engagement	200.00	0.00
01-5250	Social Services	1,426.00	0.00
01-5264	ILL Payments	96.74	0.00
01-5291	Legal Fees	6,612.50	0.00
01-5451	Telephone/Communications	150.00	0.00
01-5452	Grant Expenses	30,793.37	0.00
01-5620	Office & Library Machinery Service	1,158.13	0.00
01-5680	Fuels & Lubricants	346.19	0.00
01-5681	Landscaping and snow removal services	492.00	0.00
01-5682	Building Materials & Supplies	59.33	0.00
01-5686	Custodial Services	17,095.60	0.00
01-5687	Water	1,018.32	0.00
01-5688	Sewer/Garbage	914.71	0.00
01-5690	Natural Gas	3,696.64	0.00
01-5692	Repair & Maintenance Prop. & Equip.	29,221.87	0.00
01-5693	Signage	175.00	0.00
01-5742	Supplies	3,007.93	0.00
01-5750	SWAN	24,016.00	0.00
01-5840	Print materials	44,091.32	0.00
01-5890	Audio and video materials	11,215.71	0.00
01-5891	Digital content	47,346.03	0.00
01-5893	Devices	1,630.63	0.00

Oak Park Public Library
Cash Disbursement Journals
November 2023- BYLINE

01-5894	Realia and other formats	2,015.60	0.00
01-5895	Archival collection	10,683.55	0.00
01-5930	Furnishings	15,128.07	0.00
01-5935	Website development/CMS	1,748.25	0.00
01-5936	Subscriptions and services	14,335.60	0.00
01-5937	Equipment and supplies	1,251.15	0.00
01-5941	Technology Projects and Equipment	6,043.23	0.00
01-5950	Building Improvements	9,548.87	0.00
01-5951	Special Projects	87.10	0.00

Oak Park Public Library

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

As of NOVEMBER 2023

Source	Trans Type	Trans Date	Reference	Deposits	Payments
Cash Management Deposit		11/30/2023	PARKING CREDITS	\$ 2,033.00	
Cash Management Deposit		11/30/2023	DAILY DEPOSITS	\$ 20,094.18	
Cash Management Deposit		11/30/2023	STORE	\$ 1,405.52	
Cash Management Deposit		11/30/2023	INTEREST ON ACCOUNT	\$ 377.56	
Cash Management Deposit		11/30/2023	RENTALS, LIBRARY SPACES	\$ 386.90	
				\$ 24,297.16	-
Cash Management Transfer in		11/30/2023	TRANSFER FROM CHECKING TO MMA, COVER PAYRLL & ACCTS PYBL	\$ (250,000.00)	
Cash Management Transfer in		11/30/2023	TRANSFER FROM MMA TO CHECKING, COVER PAYRLL & ACCTS PYBL	\$ 250,000.00	
Cash Management Transfer in		11/30/2023	TRANSFER FROM MMA TO CHECKING, COVER PAYRLL & ACCTS PYBL	\$ 250,000.00	
Cash Management Transfer in		11/30/2023	TRANSFER FROM MMA TO CHECKING, COVER PAYRLL & ACCTS PYBL	\$ 250,000.00	
Cash Management Transfer in		11/30/2023	TRANSFER FROM MMA TO CHECKING, COVER PAYRLL & ACCTS PYBL	\$ 300,000.00	
Cash Management Transfer in		11/30/2023	TRANSFER FROM MMA TO CHECKING, COVER PAYRLL & ACCTS PYBL	\$ 100,000.00	
Cash Management Transfer in		11/30/2023	TRANSFER FROM MMA TO CHECKING, COVER PAYRLL & ACCTS PYBL	\$ 71,258.59	
Cash Management Transfer in		11/30/2023	TRANSFER FROM MMA TO CHECKING, COVER PAYRLL & ACCTS PYBL	\$ 5,221.97	
				\$ 976,480.56	-
Cash Management Payment		11/30/2023	FIFTH STAR COLLECTIVE	\$ -	(5,965.00)
Cash Management Payment		11/30/2023	ACH (FLEX ACCTS),	\$ -	(5,692.72)
Cash Management Payment		11/30/2023	IPBC PAYMENT EMPLOYEE MEDICAL INSURANCE	\$ -	(107,477.25)
				\$ -	(119,134.97)
Cash Management Payment		11/30/2023	MERCHANT ACCT & BANK FEES	\$ -	(158.06)
				\$ -	(158.06)
Cash Management Payment		11/30/2023	PAYROLL; PAYDATE 11/15/2023	\$ -	(\$255,193.75)
Cash Management Payment		11/30/2023	PAYROLL; PAYDATE 11/30/2023	\$ -	(\$244,955.20)
Cash Management Payment		11/30/2023	PAYROLL; MISSION SQUARE PAYROLL DEDUCTION DEBITS	\$ -	(5,764.28)
				\$ -	(505,913.23)

Summary by Transaction Type

(+) Deposits by Transaction Type:

Cash Receipts: \$ 24,297.16
 Transfers In/Out \$ 976,480.56

Total Deposits: \$ 1,000,777.72

(-) Payments by Transaction Type:

Transfer out \$ -
 Benefits/Other ACH: \$ (119,134.97)
 Bank Fees: \$ (158.06)
 Payroll: \$ (505,913.23)

Total Payments: \$ (625,206.26)

Accounts Payable **(372,201.64)**

Total Summary of Disbursements: \$ (997,407.90)

Total Change In Register Balance: \$ 3,369.82

OPPL
1/23/24

RESOLUTION ON DISBURSEMENTS, NOVEMBER 2023

RESOLVED THAT DISBURSEMENTS FOR THE MONTH OF NOVEMBER 2023 IN THE TOTAL AMOUNT OF \$997,407.90 AS DETAILED IN THE CASH DISBURSEMENTS JOURNAL AND GENERAL LEDGER, AND SUMMARIZED WITH ADJUSTMENTS FOR CREDITS IN THE STATEMENT OF INCOME AND EXPENSE FOR THAT MONTH BE RATIFIED, CONFIRMED, AND APPROVED.

Oak Park Public Library – Financial Report Summary

As of December, 2023
(100% of the year complete)

Operating cash available:

Byline Checking	\$ 312,998
*Outstanding payments	\$ (44,005)
Byline Analysis	\$ 841,233
Byline Public Fund MM	\$ 540,536
US Bank Money Mkt	\$ 202,957
Illinois Funds Invest	\$5,307,411

Ending Operating cash available: **\$7,161,130**

Art Fund: **\$2,905**

Oak Park Public Library is 100% through the fiscal year. The year-to-date (YTD) unaudited financial statement through December 31, 2023, including capital expenditure, reflects a surplus of \$1,986,493. This surplus will be adjusted with the year-end entries, including an adjustment to tax revenue, reducing revenue by \$2,414,896 and offsetting the receivables. The property taxes collected in 2023 were inclusive of FY 2022 year-end receivables booked. YTD revenue totaled \$13,833,079, or 132% of the library's budget, will be reduced to \$11,418,183, or 109%, ending the year with a deficit of \$428,403.

December YTD operating expenditures totaled \$11,071,953, or 100% of the 2023 budget. This amount is in line with the budget.

REVENUE

In December, we received \$3,204,453 in second installment property taxes.

Corp. Property Replacement Tax Revenue year-to-date revenue of \$479,084 was 219% better than budget.

Parking lot revenue of \$26,506 YTD exceeded the \$8,000 budget by \$18,506 or 231%. The revenue pays for the services and upkeep of the parking garage and gates. Significant growth was anticipated for the year.

Interest income continued to increase as the Illinois Funds' average daily yield rates remained stable above 5%. The library also recognized continual growth in interest income due to a rate increase with Byline Checking and Analysis accounts at 1.5% from .25% and Byline Public Public Fund MM at a rate of 4.5%, which was an increase from the 2% received from a previous account with another bank. Interest was 325% better than budget.

TOTAL REVENUE YTD: 132 %

EXPENDITURES

Total disbursements: **\$1,015,084**

The total people expenditure is 99%, which aligns with the overall YTD budget.

Administration Support is expended at 123% in the fiscal year. The over-expenditure is due to the spending of Barbara Ballinger and Nancy Shea gifts, which were unbudgeted.

Other Support Services expenses, which include Telephone/Communications, are expended at 112% for the fiscal year. The over-budget amount is based on usage with an unexpected uptick in fax usage and costs.

Overall, December operating expenditures are 100% aligned with the budget. Capital expenditures are 23% under budget.

Account line/group expenditure levels by percentage:People:

Compensation	99%	
Talent Development	97%	
Total People		99%

Support Services:

Marketing	112%	
Collections	60%	
Administration	123%	
Other Support Svcs	112%	
Total Support Services		123%

Library Materials:

Total Library Materials		98%
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Facilities Management:

Facilities Supplies	69%	
Facilities Services	100%	
Total Facilities Management		98%

Public Services:

Programming	85%	
Digital Services	109%	
Total Public Services		104%

TOTAL OPERATING EXPENSES: 100%

TOTAL CAPITAL AND OUTSIDE SUPPORT: 77%

Prepared by Linda Barnett – January 11, 2023

Oak Park Public Library

Bank Reconciliation Report

BYLINE BANK CHECKING DECEMBER 31, 2023

Reconciliation of Register to Statement

Bank register cleared beginning balance 11/30/2023:			\$338,257.10
Add: Cleared deposits:			\$2,275.11
Add: Cleared deposit adjustments:			\$1,008,775.60
Subtract: Cleared payments:			\$417,325.47
Subtract: Cleared payment adjustments:			\$618,984.24
Adjusted bank register balance:			<hr/> \$312,998.10
Bank register ending balance:			\$268,993.53
Subtract: Outstanding deposits:			\$0.00
Subtract: Outstanding deposit adjustments:			\$13,788.38
Add: Outstanding payments:			\$44,004.57
Add: Outstanding payment adjustments:			\$13,788.38
Adjusted bank register balance:			<hr/> \$312,998.10
Bank statement ending balance 12/31/2023:			<hr/> \$312,998.10
Out of balance by:			\$0.00
Summary Count and Amount for Deposits and Payments			
All Cleared Deposits:	13	\$1,011,050.71	
All Cleared Payments:	114	\$1,036,309.71	

Oak Park Public Library
Bank Reconciliation Report
BYLINE ANALYSIS DECEMBER 31, 2023

Reconciliation of Register to Statement

Bank register cleared beginning balance 11/30/2023:			\$777,142.10
Add: Cleared deposits:			\$0.00
Add: Cleared deposit adjustments:			\$1,064,090.82
Subtract: Cleared payments:			\$0.00
Subtract: Cleared payment adjustments:			\$1,000,000.00
Adjusted bank register balance:			<hr/> \$841,232.92
Bank register ending balance:			\$841,232.92
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/> \$841,232.92
Bank statement ending balance 12/31/2023:			<hr/> \$841,232.92
Out of balance by:			\$0.00
Summary Count and Amount for Deposits and Payments			
All Cleared Deposits:	3	\$1,064,090.82	
All Cleared Payments:	4	\$1,000,000.00	

Oak Park Public Library
Bank Reconciliation Report
BYLINE BANK MM DECEMBER 31, 2023

Reconciliation of Register to Statement

Bank register cleared beginning balance 11/30/2023:			\$538,341.01
Add: Cleared deposits:			\$0.00
Add: Cleared deposit adjustments:			\$2,194.66
Subtract: Cleared payments:			\$0.00
Subtract: Cleared payment adjustments:			\$0.00
Adjusted bank register balance:			<hr/> \$540,535.67
Bank register ending balance:			\$540,535.67
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/> \$540,535.67
Bank statement ending balance 12/31/2023:			<hr/> \$540,535.67
Out of balance by:			\$0.00
Summary Count and Amount for Deposits and Payments			
All Cleared Deposits:	1	\$2,194.66	
All Cleared Payments:	0	\$0.00	

Oak Park Public Library

Bank Reconciliation Report

US BANK MM DECEMBER 31, 2023

Reconciliation of Register to Statement

Bank register cleared beginning balance 11/30/2023:			\$202,913.69
Add: Cleared deposits:			\$0.00
Add: Cleared deposit adjustments:			\$43.08
Subtract: Cleared payments:			\$0.00
Subtract: Cleared payment adjustments:			\$0.00
Adjusted bank register balance:			<hr/> \$202,956.77
Bank register ending balance:			\$202,956.77
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/> \$202,956.77
Bank statement ending balance 12/31/2023:			<hr/> \$202,956.77
Out of balance by:			\$0.00
Summary Count and Amount for Deposits and Payments			
All Cleared Deposits:	1	\$43.08	
All Cleared Payments:	0	\$0.00	

Oak Park Public Library

Bank Reconciliation Report

ILLINOIS FUND INVESTMENT DECEMBER 31, 2023

Reconciliation of Register to Statement

Bank register cleared beginning balance 11/30/2023:			\$3,078,779.38
Add: Cleared deposits:			\$0.00
Add: Cleared deposit adjustments:			\$3,228,631.94
Subtract: Cleared payments:			\$0.00
Subtract: Cleared payment adjustments:			\$1,000,000.00
Adjusted bank register balance:			\$5,307,411.32
Bank register ending balance:			\$5,307,411.32
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:			\$5,307,411.32
Bank statement ending balance 12/31/2023:			\$5,307,411.32
Out of balance by:			\$0.00
Summary Count and Amount for Deposits and Payments			
All Cleared Deposits:	8	\$3,228,631.94	
All Cleared Payments:	1	\$1,000,000.00	

Oak Park Public Library

Bank Reconciliation Report

ILLINOIS FUND ART FUND DECEMBER 31, 2023

Reconciliation of Register to Statement

Bank register cleared beginning balance 11/30/2023:			\$2,891.95
Add: Cleared deposits:			\$0.00
Add: Cleared deposit adjustments:			\$13.37
Subtract: Cleared payments:			\$0.00
Subtract: Cleared payment adjustments:			\$0.00
Adjusted bank register balance:			\$2,905.32
Bank register ending balance:			\$2,905.32
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:			\$2,905.32
Bank statement ending balance 12/31/2023:			\$2,905.32
Out of balance by:			\$0.00
Summary Count and Amount for Deposits and Payments			
All Cleared Deposits:	1	\$13.37	
All Cleared Payments:	0	\$0.00	

Oak Park Public Library

Statement of Revenue & Expenditure

Period Ending 12/31/2023

	Current Month	YTD Totals	Total Annual Budget	% Budget YTD Received / Expended
REVENUE				
Property Taxes, for operating	3,204,453.27	12,657,791.56	10,227,382.00	123.76%
Corp. Property Replacement Tax	63,364.71	479,083.51	150,000.00	319.39%
Services charges and fees	46.98	1,490.64	5,000.00	29.81%
Lost Books Reimbursed/Reciprocal Borrow	691.18	13,039.04	5,000.00	260.78%
Sales	5,658.48	7,551.66	0.00	0.00%
Rentals-Library Space	0.00	2,232.75	0.00	0.00%
Vending/Enterprise Income	637.63	1,118.75	0.00	0.00%
Parking lot revenue	1,531.55	26,506.47	8,000.00	331.33%
Photocopier & Printer Fees	0.00	0.00	0.00	0.00%
Interest	27,656.98	255,040.36	60,000.00	425.07%
Gifts	0.00	210,289.71	0.00	0.00%
Gifts From FOPPL	10,366.82	32,511.14	20,000.00	162.56%
Illinois Per Capita Grant	0.00	80,509.93	0.00	0.00%
Grants	0.00	37,859.15	0.00	0.00%
Community Fund Endowments	11,292.84	26,260.20	20,000.00	131.30%
Miscellaneous Income	0.00	1,793.74	2,000.00	89.69%
Pass Through Revenue	0.00	0.00	0.00	0.00%
TOTAL REVENUE	3,325,700.44	13,833,078.61	10,497,382.00	131.78%
EXPENSES - Operating				
PEOPLE				
Compensation				
Wages & Salaries	502,661.63	6,197,644.94	6,256,000.00	99.07%
Employee Health Benefits	95,226.78	1,135,881.46	1,152,000.00	98.60%
IMRF (Illinois Muncipal Retirement F	13,306.01	171,400.82	166,000.00	103.25%
FICA/MEDICARE	36,943.11	456,095.66	461,000.00	98.94%
Workers Compensation Insurance	0.00	12,604.00	30,000.00	42.01%
Unemployment Compensation Ins.	196.48	17,039.08	15,000.00	113.59%
Total Compensation	648,334.01	7,990,665.96	8,080,000.00	98.89%
Talent Development				
Dues	1,147.00	14,906.87	19,000.00	78.46%
Staff Development/Travel	0.00	92,459.09	92,000.00	100.50%
Tuition Reimbursement	1,500.00	26,339.16	27,000.00	97.55%
Recruitment	0.00	2,113.45	2,000.00	105.67%
Board Development	0.00	2,260.00	2,000.00	113.00%
Total Talent Development	2,647.00	138,078.57	142,000.00	97.24%
TOTAL PEOPLE	650,981.01	8,128,744.53	8,222,000.00	98.87%
SUPPORT SERVICES				
Marketing				
Promotions	0.00	12,673.44	20,000.00	63.37%
Publications	0.00	46,711.16	33,000.00	141.55%

Oak Park Public Library

Statement of Revenue & Expenditure

Period Ending 12/31/2023

	Current Month	YTD Totals	Total Annual Budget	% Budget YTD Received / Expended
Total Marketing Support	0.00	59,384.60	53,000.00	112.05%
Store				
General Merchandise	0.00	16,238.25	0.00	0.00%
Sales Tax	0.00	0.00	0.00	0.00%
Fees and Services	0.00	1,542.10	0.00	0.00%
Total Store Support	0.00	17,780.35	0.00	0.00%
Collections				
ILL Payments	107.60	1,624.69	3,675.00	44.21%
Cataloging/Bib Search Fees	0.00	2,173.70	2,625.00	82.81%
Total Collections Support	107.60	3,798.39	6,300.00	60.29%
Administration				
HRIS and Payroll Processing Fees	2,904.50	27,827.76	26,250.00	106.01%
Mileage & Miscellaneous reimburse	892.96	22,005.50	25,000.00	88.02%
Hospitality	0.00	956.03	1,000.00	95.60%
Staff Appreciation / Engagement	0.00	0.00	0.00	0.00%
Audit Fees	0.00	10,579.00	10,500.00	100.75%
Unclaimed Property Escheatment to	0.00	0.00	500.00	0.00%
Merchant Account Services	222.35	2,412.52	4,000.00	60.31%
Collection Fees	0.00	0.00	2,000.00	0.00%
Consulting Services - Admin	5,965.00	73,061.25	78,750.00	92.78%
Intergovernmental Agreements (IGA	2,176.50	16,296.00	15,000.00	108.64%
Legal Fees	3,910.00	19,833.75	30,000.00	66.11%
Postage & Delivery	1,500.00	11,582.21	9,450.00	122.56%
Insurance	0.00	100,220.36	120,000.00	83.52%
Contingency	0.00	1,000.00	15,000.00	6.67%
Grant Expenses	(1,804.28)	151,818.54	0.00	0.00%
Pass Through Expenses	0.00	0.00	0.00	0.00%
Supplies	10,315.26	104,957.96	102,900.00	102.00%
Total Administration Support	26,082.29	542,550.88	440,350.00	123.21%
Other Support Services				
Telephone/Communications	4,587.08	76,320.67	66,000.00	115.64%
Office & Library Machinery Service	1,158.13	25,653.46	25,000.00	102.61%
Total Other Support Services	5,745.21	101,974.13	91,000.00	112.06%
TOTAL SUPPORT SERVICES	31,935.10	725,488.35	590,650.00	122.83%
EQUITY AND ANTI-RACISM				
Learning and Development	0.00	0.00	0.00	0.00%
Supplies - Equity	0.00	0.00	0.00	0.00%
TOTAL EQUITY AND ANTI-RACISM	0.00	0.00	0.00	0.00%

LIBRARY MATERIALS

Oak Park Public Library

Statement of Revenue & Expenditure

Period Ending 12/31/2023

	Current Month	YTD Totals	Total Annual Budget	% Budget YTD Received / Expended
Print materials	9,618.23	345,887.88	365,500.00	94.63%
Audio and video materials	6,594.38	79,611.19	103,500.00	76.92%
Digital content	38,300.15	639,959.53	595,000.00	107.56%
Devices	1,567.91	24,225.59	40,000.00	60.56%
Realia and other formats	275.63	10,599.46	13,500.00	78.51%
Archival collection	0.00	13,062.11	15,000.00	87.08%
TOTAL LIBRARY MATERIALS	56,356.30	1,113,345.76	1,132,500.00	98.31%
FACILITIES MANAGEMENT				
Facility Supplies				
Fuels & Lubricants	134.12	1,682.95	4,000.00	42.07%
Building Materials & Supplies	142.40	8,127.82	8,000.00	101.60%
Equipment Parts	208.71	5,896.86	10,000.00	58.97%
Cleaning & Housekeeping Supplies	0.00	6,775.82	13,000.00	52.12%
Signage	0.00	4,372.13	4,000.00	109.30%
Total Facility Supplies	485.23	26,855.58	39,000.00	68.86%
Facilities Services				
Landscaping and snow removal serv	0.00	13,322.00	25,000.00	53.29%
Custodial Services	17,095.60	199,803.95	216,000.00	92.50%
Water	845.70	14,749.68	11,000.00	134.09%
Sewer/Garbage	875.65	11,913.12	15,000.00	79.42%
Parking lot expense	1,729.02	9,893.52	5,000.00	197.87%
Natural Gas	7,168.89	72,371.61	60,000.00	120.62%
Rentals--Equipment & Facilities	1,370.00	21,079.48	20,000.00	105.40%
Repair & Maintenance Prop. & Equip	12,181.60	227,948.30	219,000.00	104.09%
Total Facilities Services	41,266.46	571,081.66	571,000.00	100.01%
TOTAL FACILITIES MANAGEMENT	41,751.69	597,937.24	610,000.00	98.02%
PUBLIC SERVICES				
Programming				
Children's Programming	1,314.69	18,454.41	18,900.00	97.64%
Young Adult Programming	8,814.06	27,458.96	25,000.00	109.84%
Adult Programming	1,208.74	21,181.96	23,000.00	92.10%
Community Engagement	428.86	13,437.94	15,000.00	89.59%
Social Services	1,938.09	5,999.09	20,000.00	30.00%
Creative Studio	78.22	1,468.59	2,000.00	73.43%
Total Programming	13,782.66	88,000.95	103,900.00	84.70%
Digital Services				
Consultant Support Services	1,631.50	7,065.40	10,000.00	70.65%
SWAN	0.00	110,283.03	111,000.00	99.35%
Website development/CMS	0.00	3,933.98	4,000.00	98.35%
Subscriptions and services	8,738.00	277,238.64	240,000.00	115.52%

Oak Park Public Library

Statement of Revenue & Expenditure

Period Ending 12/31/2023

	Current Month	YTD Totals	Total Annual Budget	% Budget YTD Received / Expended
Equipment and supplies	0.00	19,915.00	20,000.00	99.58%
Total Digital Services	10,369.50	418,436.05	385,000.00	108.68%
TOTAL PUBLIC SERVICES	24,152.16	506,437.00	488,900.00	103.59%
TOTAL EXPENSES - Operating	805,176.26	11,071,952.88	11,044,050.00	100.25%
EXPENSES - Capital				
Facilities Equipment	0.00	8,780.00	10,000.00	87.80%
Furnishings	61,865.74	146,227.94	120,000.00	121.86%
Technology Projects and Equipment	71,892.50	160,250.46	200,000.00	80.13%
Building Improvements	139,552.19	449,287.99	645,000.00	69.66%
Special Projects	675.00	10,086.02	32,000.00	31.52%
TOTAL EXPENSES - Capital	273,985.43	774,632.41	1,007,000.00	76.92%
NET SURPLUS/(DEFICIT)	2,246,538.75	1,986,493.32	(1,553,668.00)	(127.86%)

Oak Park Public Library

Cash Disbursement Journals

December 2023- BYLINE

Payee	Trans. Type Trans. No.	Trans. Date	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
A GREATER GOOD FOUNDATIK	Computer Check 60451	12/27/2023	12/27/2023 Posted	6,800.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 6,800.00	6,800.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2023-99-00209	12/21/2023	Facilitate MHS Ment	6,800.00	6,800.00	01-5244	Young Adult Programming	6,800.00	<No Project>
<i>Totals:</i>							6,800.00	
AFRIWARE BOOKS, CO	Computer Check 60450	12/20/2023	12/20/2023 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
2023-99-00205	12/20/2023	Kwanzaa Program	400.00	400.00	01-5250	Social Services	400.00	<No Project>
<i>Totals:</i>							400.00	
ALLIED UNIVERSAL TECHNOLC	Computer Check 60390	12/13/2023	12/13/2023 Posted	600.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 600.00	600.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IN1-910319658	11/26/2023	Special Collections	600.00	600.00	01-5692	Repair & Maintenance Prop.	600.00	<No Project>
<i>Totals:</i>							600.00	
ALPHA BUILDING MAINTENAN	Computer Check 60391	12/13/2023	12/13/2023 Posted	16,164.40	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 16,164.40	16,164.40 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
22617 OPPL	12/01/2023	Custodial Services	16,164.40	16,164.40	01-5686	Custodial Services	16,164.40	<No Project>
<i>Totals:</i>							16,164.40	
AMANO MCGANN, INC.	Computer Check 60423	12/20/2023	12/20/2023 Posted	1,729.02	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 1,729.02	1,729.02 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
INVC021955	12/01/2023	Amano McGann - S	1,729.02	1,729.02	01-5689	Parking lot expense	1,729.02	<No Project>
<i>Totals:</i>							1,729.02	
AMAZON CAPITAL SERVICES	Computer Check 60370	12/05/2023	12/05/2023 Posted	2,010.82	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 2,010.82	2,010.82 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
16JD-D66T-X13Y	10/01/2023	Creative Studio - CS	212.21	212.21	01-5254	Creative Studio	212.21	<No Project>
<i>Totals:</i>							212.21	
13WV-X3RG-YHDL	10/01/2023	Creative Studio - CS	287.78	287.78	01-5254	Creative Studio	287.78	<No Project>
<i>Totals:</i>							287.78	

Oak Park Public Library

Cash Disbursement Journals

December 2023- BYLINE

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
1DLK-JW4R-V7XN	11/26/2023	Books	45.38	45.38	01-5840	Print materials	45.38	<No Project>
						Totals:	45.38	
1VG1-CP449PCH	12/01/2023	Nov. Amazon Busin	173.05	173.05	01-5240	Children's Programming	173.05	<No Project>
						Totals:	173.05	
1JGL-XD6Y-CKMP	12/01/2023	MHS Program Supp	1,145.60	1,145.60	01-5452	Grant Expenses	1,145.60	FOPPLFY23
						Totals:	1,145.60	
1D37-K3QW-3L74	12/03/2023	Books	51.97	51.97	01-5840	Print materials	51.97	<No Project>
						Totals:	51.97	
1CD9-MQG3-Y1GL	12/03/2023	Office Supplies	94.83	94.83	01-5742	Supplies	94.83	<No Project>
						Totals:	94.83	
AMAZON CAPITAL SERVICES	Computer Check	12/13/2023	12/13/2023	767.36	01-1053	Byline Bank Checking	0.00	767.36
	60392		Posted		01-2060	Accounts Payable	767.36	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
19DT-JPMR-G74T	12/01/2023	Flash Drives and Fir	78.22	78.22	01-5254	Creative Studio	78.22	<No Project>
						Totals:	78.22	
1HX9-3RQQ-DCXT	12/01/2023	Adult Programming	519.48	519.48	01-5247	Adult Programming	519.48	<No Project>
						Totals:	519.48	
1V6M-NVV1-NXPX	12/02/2023	Book	39.93	39.93	01-5840	Print materials	39.93	<No Project>
						Totals:	39.93	
1HW9-66VH-31CK	12/04/2023	Book	15.71	15.71	01-5840	Print materials	15.71	<No Project>
						Totals:	15.71	
1GMJ-3TQJ-3XHF	12/04/2023	Books	41.32	41.32	01-5840	Print materials	41.32	<No Project>
						Totals:	41.32	
13KP-FLHM-3NLT	12/07/2023	Book	44.96	25.17	01-5840	Print materials	25.17	<No Project>
						Totals:	25.17	
1WHP-LDVX-YV9G	12/07/2023	Office Supplies	47.53	47.53	01-5742	Supplies	47.53	<No Project>
						Totals:	47.53	
AMAZON CAPITAL SERVICES	Computer Check	12/20/2023	12/20/2023	734.19	01-1053	Byline Bank Checking	0.00	734.19
	60424		Posted		01-2060	Accounts Payable	734.19	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
176X-QQLH-9K3Y	11/09/2023	Book	20.16	19.79	01-5840	Print materials	19.79	<No Project>
						Totals:	19.79	
1GJW-VHYW-R76X	12/10/2023	Office Supplies	37.39	37.39	01-5742	Supplies	37.39	<No Project>
						Totals:	37.39	

Oak Park Public Library

Cash Disbursement Journals

December 2023- BYLINE

Payee	Trans. Type	Trans. Date	Post Date		Amount	Account Number	Description	Debit Amount	Credit Amount
	Trans. No.		Post Status						
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID	
1GKP-TF4N-YP79	12/11/2023	Facilities Supplies -	529.18	529.18	01-5692	Repair & Maintenance Prop.	529.18	<No Project>	
						Totals:	529.18		
1Q7M-1VFD-1LQM	12/14/2023	Library of Things Ma	47.85	47.85	01-5452	Grant Expenses	47.85	BALLINGER	
						Totals:	47.85		
14NQ-1K31-9YG9	12/15/2023	Book	19.99	19.99	01-5840	Print materials	19.99	<No Project>	
						Totals:	19.99		
1H6J-RHL9-T9HX	12/18/2023	Books	39.05	39.05	01-5840	Print materials	39.05	<No Project>	
						Totals:	39.05		
1C79-VRTF-RW1G	12/18/2023	Books	40.94	40.94	01-5840	Print materials	40.94	<No Project>	
						Totals:	40.94		
AMAZON CAPITAL SERVICES	Computer Check	12/27/2023	12/27/2023		138.75	01-1053	Byline Bank Checking	0.00	138.75
	60452		Posted			01-2060	Accounts Payable	138.75	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID	
1XRG-KFD1-9TTG	12/11/2023	Computer docking s	36.98	36.98	01-5249	Community Engagement	36.98	<No Project>	
						Totals:	36.98		
16R1-QKWM-1XCM	12/16/2023	Community engage	173.39	54.97	01-5249	Community Engagement	54.97	<No Project>	
						Totals:	54.97		
1117-N7T1-4LJ6	12/18/2023	Books	46.80	46.80	01-5840	Print materials	46.80	<No Project>	
						Totals:	46.80		
ANCEL GLINK, P.C.	Computer Check	12/13/2023	12/13/2023		3,910.00	01-1053	Byline Bank Checking	0.00	3,910.00
	60393		Posted			01-2060	Accounts Payable	3,910.00	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID	
100623	12/07/2023	LEGAL SERVICES TH	3,910.00	3,910.00	01-5291	Legal Fees	3,910.00	<No Project>	
						Totals:	3,910.00		
BAKER & TAYLOR	Computer Check	12/05/2023	12/05/2023		3,009.18	01-1053	Byline Bank Checking	0.00	3,009.18
	60371		Posted			01-2060	Accounts Payable	3,009.18	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID	
2037958528	11/29/2023	Books	1,454.36	1,454.36	01-5840	Print materials	1,454.36	<No Project>	
						Totals:	1,454.36		
2037935232	11/30/2023	Books	784.05	784.05	01-5840	Print materials	784.05	<No Project>	
						Totals:	784.05		
2037969963	11/30/2023	Books	770.77	770.77	01-5840	Print materials	770.77	<No Project>	
						Totals:	770.77		

Oak Park Public Library

Cash Disbursement Journals

December 2023- BYLINE

Payee	Trans. Type Trans. No.	Trans. Date	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
BAKER & TAYLOR	Computer Check	12/05/2023	12/05/2023	3,211.82	01-1053	Byline Bank Checking	0.00	3,211.82
	60389		Posted		01-2060	Accounts Payable	3,211.82	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2037773549-11212	09/07/2023	Books	3,211.82	3,211.82	01-5840	Print materials	3,211.82	<No Project>
Totals:							3,211.82	
BAKER & TAYLOR	Computer Check	12/13/2023	12/13/2023	3,226.93	01-1053	Byline Bank Checking	0.00	3,226.93
	60394		Posted		01-2060	Accounts Payable	3,226.93	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2037933302	12/04/2023	Books	669.17	669.17	01-5840	Print materials	669.17	<No Project>
Totals:							669.17	
2037950904	12/06/2023	Books	434.07	434.07	01-5840	Print materials	434.07	<No Project>
Totals:							434.07	
2037962917	12/06/2023	Books	486.46	486.46	01-5840	Print materials	486.46	<No Project>
Totals:							486.46	
2037974250	12/07/2023	Books	192.96	192.96	01-5840	Print materials	192.96	<No Project>
Totals:							192.96	
2037981865	12/08/2023	Books	1,444.27	1,444.27	01-5840	Print materials	1,444.27	<No Project>
Totals:							1,444.27	
BAKER & TAYLOR	Computer Check	12/20/2023	12/20/2023	184.61	01-1053	Byline Bank Checking	0.00	184.61
	60425		Posted		01-2060	Accounts Payable	184.61	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2037984079	12/14/2023	Books	192.56	184.61	01-5840	Print materials	184.61	<No Project>
Totals:							184.61	
BAKER & TAYLOR	Computer Check	12/27/2023	12/27/2023	3,298.85	01-1053	Byline Bank Checking	0.00	3,298.85
	60453		Posted		01-2060	Accounts Payable	3,298.85	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2037993776	12/18/2023	Books	1,609.38	1,609.38	01-5840	Print materials	1,609.38	<No Project>
Totals:							1,609.38	
2037999304	12/19/2023	Books	1,689.47	1,689.47	01-5840	Print materials	1,689.47	<No Project>
Totals:							1,689.47	
BLACKBAUD	Computer Check	12/05/2023	12/05/2023	2,383.12	01-1053	Byline Bank Checking	0.00	2,383.12
	60372		Posted		01-2060	Accounts Payable	2,383.12	0.00

Oak Park Public Library

Cash Disbursement Journals

December 2023- BYLINE

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
INV-0000334734	11/30/2023	FE NXT THREE YEA	2,383.12	2,383.12	01-5936	Subscriptions and services	2,383.12	<No Project>
Totals:							2,383.12	
BLUEMACK INC.	Computer Check 60373		12/05/2023 Posted		763.40 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 763.40	763.40 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
7509	11/14/2023	MHS Team Sweatsh	301.83	301.83	01-5452	Grant Expenses	301.83	FOPPLFY23
Totals:							301.83	
7506	11/20/2023	MHS Retractable Sig	225.47	225.47	01-5452	Grant Expenses	225.47	FOPPLFY23
Totals:							225.47	
7507	11/20/2023	MHS Table Throw	236.10	236.10	01-5452	Grant Expenses	236.10	FOPPLFY23
Totals:							236.10	
BLUEMACK INC.	Computer Check 60426		12/20/2023 Posted		604.00 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 604.00	604.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
7516	11/29/2023	MHS Custom Key Tz	604.00	604.00	01-5452	Grant Expenses	604.00	FOPPLFY23
Totals:							604.00	
DUSHAUN BRANCH	Computer Check 60427		12/20/2023 Posted		120.00 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 120.00	120.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
221092	12/12/2023	Adult Programming	120.00	120.00	01-5247	Adult Programming	120.00	<No Project>
Totals:							120.00	
CAMILA RODRIGUEZ	Computer Check 60395		12/13/2023 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-9366	12/07/2023	Tuition Grant	1,500.00	1,500.00	01-5164	Tuition Reimbursement	1,500.00	<No Project>
Totals:							1,500.00	
CAPSTONE	Computer Check 60374		12/05/2023 Posted		1,999.00 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 1,999.00	1,999.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IL-37911041223	12/04/2023	PebbleGo Subscript	1,999.00	1,999.00	01-5891	Digital content	1,999.00	<No Project>
Totals:							1,999.00	

Oak Park Public Library

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December 2023- BYLINE

Payee	Trans. Type Trans. No.	Trans. Date	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
CHICAGO OFFICE TECHNOLOG	Computer Check 60454	12/27/2023	12/27/2023 Posted	7,251.42	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 7,251.42	7,251.42 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IN4927174	12/21/2023	Toner Xerox OP06	4,744.85	4,744.85	01-5742	Supplies	4,744.85	<No Project>
						<i>Totals:</i>	4,744.85	
IN4929792	12/22/2023	Toner Xerox OP06	2,506.57	2,506.57	01-5742	Supplies	2,506.57	<No Project>
						<i>Totals:</i>	2,506.57	
CHRISTINE POREBA	Computer Check 60428	12/20/2023	12/20/2023 Posted	46.04	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 46.04	46.04 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-9428	12/14/2023	Adult Programming	46.04	46.04	01-5247	Adult Programming	46.04	<No Project>
						<i>Totals:</i>	46.04	
CITRON HYGIENE	Computer Check 60396	12/13/2023	12/13/2023 Posted	931.20	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 931.20	931.20 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
INV0133063	12/01/2023	Citron Hygiene Serv	70.62	70.62	01-5686	Custodial Services	70.62	<No Project>
						<i>Totals:</i>	70.62	
INV0133059	12/01/2023	Citron Hygiene Serv	88.98	88.98	01-5686	Custodial Services	88.98	<No Project>
						<i>Totals:</i>	88.98	
INV0133067	12/01/2023	Citron Hygiene Serv	771.60	771.60	01-5686	Custodial Services	771.60	<No Project>
						<i>Totals:</i>	771.60	
CLAIRE ONG	Computer Check 60375	12/05/2023	12/05/2023 Posted	59.28	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 59.28	59.28 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-9321	11/01/2023	October Mileage	28.82	28.82	01-5165	Mileage & Miscellaneous reir	28.82	<No Project>
						<i>Totals:</i>	28.82	
IR-9320	12/04/2023	November mileage	30.46	30.46	01-5165	Mileage & Miscellaneous reir	30.46	<No Project>
						<i>Totals:</i>	30.46	
COMPLETE TEMPERATURE SYS	Computer Check 60429	12/20/2023	12/20/2023 Posted	5,200.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 5,200.00	5,200.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
MA008694	12/14/2023	Maze - Service Cont	750.00	750.00	01-5692	Repair & Maintenance Prop.	750.00	<No Project>
						<i>Totals:</i>	750.00	

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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
MA008695	12/14/2023	Main - Service Cont	4,450.00	4,450.00	01-5692	Repair & Maintenance Prop.	4,450.00	<No Project>
Totals:							4,450.00	
CURTIS LEE McCOTTRY, JR.	Computer Check 60397		12/13/2023 12/13/2023 Posted	200.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 200.00	200.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2023-99-00201	12/11/2023	Music DJ	200.00	200.00	01-5452	Grant Expenses	200.00	FOPPLFY23
Totals:							200.00	
DANIEL STEINMAN	Computer Check 60376		12/05/2023 12/05/2023 Posted	250.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 250.00	250.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2023-99-00181	10/25/2023	Adult Programming	250.00	250.00	01-5247	Adult Programming	250.00	<No Project>
Totals:							250.00	
DEMCO, INC.	Computer Check 60377		12/05/2023 12/05/2023 Posted	511.57	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 511.57	511.57 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
7403446	11/28/2023	Processing Supplies	511.57	511.57	01-5742	Supplies	511.57	<No Project>
Totals:							511.57	
EBSCO INFORMATION SERVICE	Computer Check 60398		12/13/2023 12/13/2023 Posted	8,491.68	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 8,491.68	8,491.68 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
1000219928-1	11/08/2023	Flipster Renewals ar	8,491.68	8,491.68	01-5452	Grant Expenses	2,048.84	HARRISON
1000219928-1	11/08/2023	Flipster Renewals ar	8,491.68	8,491.68	01-5891	Digital content	6,442.84	<No Project>
Totals:							8,491.68	
ELEANOR M SCHOOK	Computer Check 60378		12/05/2023 12/05/2023 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
2023-99-00198	11/29/2023	Adult Programming	300.00	300.00	01-5247	Adult Programming	300.00	<No Project>
Totals:							300.00	
ERIC BECTON	Computer Check 60455		12/27/2023 12/27/2023 Posted	200.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 200.00	200.00 0.00

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Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2023-99-00208	12/21/2023	Kwanzaa program p	200.00	200.00	01-5250	Social Services	200.00	<No Project>
Totals:							200.00	
FOREST PRINTING CO.	Computer Check 60399		12/13/2023 12/13/2023 Posted		1,242.60 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 1,242.60	1,242.60 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
119866	11/29/2023	December Print Cal	1,067.60	1,067.60	01-5205	Publications	1,067.60	<No Project>
Totals:							1,067.60	
120069	12/12/2023	Bookmarks for Pop-	175.00	175.00	01-5951	Special Projects	175.00	<No Project>
Totals:							175.00	
GARVEY'S OFFICE PRODUCTS	Computer Check 60379		12/05/2023 12/05/2023 Posted		831.00 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 831.00	831.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
PINV2502565	11/29/2023	Paper	831.00	831.00	01-5742	Supplies	831.00	<No Project>
Totals:							831.00	
GEORGE BAILEY	Computer Check 60430		12/20/2023 12/20/2023 Posted		200.00 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 200.00	200.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2023-99-00206	12/20/2023	Kwanzaa celebrator	200.00	200.00	01-5250	Social Services	200.00	<No Project>
Totals:							200.00	
GRAINGER	Computer Check 60431		12/20/2023 12/20/2023 Posted		66.07 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 66.07	66.07 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
9924562250	12/05/2023	Fuse Pullers	66.07	66.07	01-5683	Equipment Parts	66.07	<No Project>
Totals:							66.07	
BETSY GRIMM	Computer Check 60400		12/13/2023 12/13/2023 Posted		30.00 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 30.00	30.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2023-99-00200	12/05/2023	ZOOM MIDDAY ME	30.00	30.00	01-5247	Adult Programming	30.00	<No Project>
Totals:							30.00	
GROWING COMMUNITY MEDI	Computer Check 60401		12/13/2023 12/13/2023 Posted		490.00 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 490.00	490.00 0.00

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Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
8561-M	11/29/2023	Season of Giving ca	490.00	490.00	01-5951	Special Projects	490.00	<No Project>
Totals:							490.00	
HAYES COMMERCIAL LLC	Computer Check 60380	12/05/2023	12/05/2023 Posted	142,537.50	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 142,537.50	142,537.50 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
36510	11/28/2023	Chiller 1 Replaceme	142,537.50	142,537.50	01-5950	Building Improvements	142,537.50	<No Project>
Totals:							142,537.50	
IGNACIO REYES	Computer Check 60432	12/20/2023	12/20/2023 Posted	500.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 500.00	500.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2023-99-00166	09/28/2023	Family Magic Show	500.00	500.00	01-5240	Children's Programming	500.00	<No Project>
Totals:							500.00	
IHLS-OCLC	Computer Check 60433	12/20/2023	12/20/2023 Posted	107.60	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 107.60	107.60 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
29604	12/18/2023	IFM Debits/Admin F	107.60	107.60	01-5264	ILL Payments	107.60	<No Project>
Totals:							107.60	
INTERNATIONAL UNION OF O	Computer Check 60434	12/20/2023	12/20/2023 Posted	185.25	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 185.25	185.25 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
DECEMBER 2023	12/15/2023	DECEMBER 2023 UN	185.25	185.25	01-2059	Union dues Payable	185.25	<No Project>
Totals:							185.25	
J.C. LICHT, LLC	Computer Check 60402	12/13/2023	12/13/2023 Posted	59.33	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 59.33	59.33 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
02179203	11/04/2023	Paint - Executive Dir	59.33	59.33	01-5682	Building Materials & Supplies	59.33	<No Project>
Totals:							59.33	
JENNIFER JACKSON	Computer Check 60435	12/20/2023	12/20/2023 Posted	183.24	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 183.24	183.24 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID

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Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-9458	12/18/2023	TEAM cooking prog	183.24	183.24	01-5240	Children's Programming	183.24	<No Project>
Totals:							183.24	
JOHNSON FLOOR COMPANY,	Computer Check	12/20/2023	12/20/2023	9,780.00	01-1053	Byline Bank Checking	0.00	9,780.00
	60436		Posted		01-2060	Accounts Payable	9,780.00	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
44026	12/11/2023	Main Library - Scovi	5,595.00	5,595.00	01-5950	Building Improvements	5,595.00	<No Project>
Totals:							5,595.00	
44027	12/11/2023	Main Library - Parki	4,185.00	4,185.00	01-5950	Building Improvements	4,185.00	<No Project>
Totals:							4,185.00	
KAHLIDA HIMES	Computer Check	12/13/2023	12/13/2023	400.00	01-1053	Byline Bank Checking	0.00	400.00
	60403		Posted		01-2060	Accounts Payable	400.00	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2023-99-00199	12/05/2023	Mental Health progr	400.00	400.00	01-5244	Young Adult Programming	400.00	<No Project>
Totals:							400.00	
KANOPY, INC.	Computer Check	12/05/2023	12/05/2023	2,539.80	01-1053	Byline Bank Checking	0.00	2,539.80
	60381		Posted		01-2060	Accounts Payable	2,539.80	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
377351-PPU	11/30/2023	Kanopy tickets	2,539.80	2,539.80	01-5891	Digital content	2,539.80	<No Project>
Totals:							2,539.80	
JODI KOLO	Computer Check	12/13/2023	12/13/2023	919.00	01-1053	Byline Bank Checking	0.00	919.00
	60404		Posted		01-2060	Accounts Payable	919.00	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-9227	11/20/2023	Reimbursement - p	919.00	919.00	01-5209	General Merchandise	919.00	<No Project>
Totals:							919.00	
LACONI, INC.	Computer Check	12/13/2023	12/13/2023	150.00	01-1053	Byline Bank Checking	0.00	150.00
	60405		Posted		01-2060	Accounts Payable	150.00	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-9337	12/05/2023	LACONI – Annual Lil	150.00	150.00	01-5162	Dues	150.00	<No Project>
Totals:							150.00	
LAKESHORE RECYCLING SYSTE	Computer Check	12/13/2023	12/13/2023	628.21	01-1053	Byline Bank Checking	0.00	628.21
	60406		Posted		01-2060	Accounts Payable	628.21	0.00

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Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
LR5536985	11/25/2023	Trash/Recycling - M	102.90	102.90	01-5688	Sewer/Garbage	102.90	<No Project>
						Totals:	102.90	
LR5536984	11/25/2023	Trash/Recycling - M	525.31	525.31	01-5688	Sewer/Garbage	525.31	<No Project>
						Totals:	525.31	
LIBRARIES FIRST	Computer Check 60407	12/13/2023	12/13/2023 Posted	650.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 650.00	650.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
8747	12/08/2023	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 60437	12/20/2023	12/20/2023 Posted	50.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 50.00	50.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
853058	12/15/2023	FED PAC CONTRIBU	50.00	50.00	01-2058	Fed Pac	50.00	<No Project>
						Totals:	50.00	
MIDWEST TAPE, LLC	Computer Check 60382	12/05/2023	12/05/2023 Posted	22,503.92	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 22,503.92	22,503.92 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
504719361	11/30/2023	Hoopla	21,732.52	21,732.52	01-5891	Digital content	21,732.52	<No Project>
						Totals:	21,732.52	
504719280	12/01/2023	Audiobooks	97.36	97.36	01-5890	Audio and video materials	97.36	<No Project>
						Totals:	97.36	
504718918	12/01/2023	Music CDs	138.89	138.89	01-5890	Audio and video materials	138.89	<No Project>
						Totals:	138.89	
504719282	12/01/2023	DVDs	217.71	217.71	01-5890	Audio and video materials	217.71	<No Project>
						Totals:	217.71	
504719281	12/01/2023	DVDs	317.44	317.44	01-5890	Audio and video materials	317.44	<No Project>
						Totals:	317.44	
MIDWEST TAPE, LLC	Computer Check 60408	12/13/2023	12/13/2023 Posted	3,392.93	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 3,392.93	3,392.93 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
504752093	12/07/2023	Audiobook	63.68	63.68	01-5890	Audio and video materials	63.68	<No Project>
						Totals:	63.68	

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Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID	
504737309	12/07/2023	Music CDs	108.01	108.01	01-5890	Audio and video materials	108.01	<No Project>	
		Totals:					108.01		
504752095	12/07/2023	DVDs	297.27	297.27	01-5890	Audio and video materials	297.27	<No Project>	
		Totals:					297.27		
504752094	12/07/2023	DVDs	587.08	587.08	01-5890	Audio and video materials	587.08	<No Project>	
		Totals:					587.08		
504752091	12/07/2023	DVDs	1,167.82	1,167.82	01-5890	Audio and video materials	1,167.82	<No Project>	
		Totals:					1,167.82		
504752092	12/07/2023	DVDs	1,169.07	1,169.07	01-5890	Audio and video materials	1,169.07	<No Project>	
		Totals:					1,169.07		
MIDWEST TAPE, LLC	Computer Check		12/20/2023	12/20/2023	1,482.18	01-1053	Byline Bank Checking	0.00	1,482.18
	60438			Posted		01-2060	Accounts Payable	1,482.18	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID	
504776935	12/13/2023	DVDs	79.48	79.48	01-5890	Audio and video materials	79.48	<No Project>	
		Totals:					79.48		
504786203	12/14/2023	DVDs	51.84	51.84	01-5890	Audio and video materials	51.84	<No Project>	
		Totals:					51.84		
504786200	12/14/2023	Audiobooks	124.04	124.04	01-5890	Audio and video materials	124.04	<No Project>	
		Totals:					124.04		
504786158	12/14/2023	Music CDs	132.54	132.54	01-5890	Audio and video materials	132.54	<No Project>	
		Totals:					132.54		
504786202	12/14/2023	DVDs	477.72	477.72	01-5890	Audio and video materials	477.72	<No Project>	
		Totals:					477.72		
504786201	12/14/2023	DVDs	616.56	616.56	01-5890	Audio and video materials	616.56	<No Project>	
		Totals:					616.56		
MIDWEST TAPE, LLC	Computer Check		12/27/2023	12/27/2023	568.71	01-1053	Byline Bank Checking	0.00	568.71
	60456			Posted		01-2060	Accounts Payable	568.71	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID	
504810073	12/20/2023	DVD	14.28	14.28	01-5890	Audio and video materials	14.28	<No Project>	
		Totals:					14.28		
504810070	12/20/2023	Music CDs	32.36	32.36	01-5890	Audio and video materials	32.36	<No Project>	
		Totals:					32.36		
504810072	12/20/2023	DVDs	72.84	72.84	01-5890	Audio and video materials	72.84	<No Project>	
		Totals:					72.84		

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Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
504808998	12/20/2023	Audiobooks	207.40	207.40	01-5890	Audio and video materials	207.40	<No Project>
						Totals:	207.40	
504808999	12/20/2023	DVDs	241.83	241.83	01-5890	Audio and video materials	241.83	<No Project>
						Totals:	241.83	
NETRIX, LLC	Computer Check 60439		12/20/2023 Posted	17,051.64	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 17,051.64	17,051.64 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
CI-011183	11/30/2023	SDWAN 22-23	17,051.64	17,051.64	01-5941	Technology Projects and Equ	17,051.64	<No Project>
						Totals:	17,051.64	
NICOR GAS	Computer Check 60409		12/13/2023 Posted	7,555.53	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 7,555.53	7,555.53 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-9386	11/30/2023	Natural Gas Maze B	386.64	386.64	01-5690	Natural Gas	386.64	<No Project>
						Totals:	386.64	
IR-9387	12/05/2023	Natural Gas Main Br	7,168.89	7,168.89	01-5690	Natural Gas	7,168.89	<No Project>
						Totals:	7,168.89	
OLSON'S ACE OAK PARK	Computer Check 60410		12/13/2023 Posted	12.92	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 12.92	12.92 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
10246/4	11/28/2023	Facilities Supplies -	12.92	12.92	01-5682	Building Materials & Supplies	12.92	<No Project>
						Totals:	12.92	
OVERDRIVE, INC.	Computer Check 60383		12/05/2023 Posted	4,013.84	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 4,013.84	4,013.84 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
01658MA23437075	11/30/2023	E-Content	266.99	266.99	01-5891	Digital content	266.99	<No Project>
						Totals:	266.99	
01658MA23434135	11/30/2023	E-Content	3,746.85	3,746.85	01-5891	Digital content	3,746.85	<No Project>
						Totals:	3,746.85	
PACE SYSTEMS, INC.	Computer Check 60440		12/20/2023 Posted	374.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 374.00	374.00 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
214592	12/15/2023	Veterans Room CRE	374.00	374.00	01-5272	Consultant Support Services	374.00	<No Project>
Totals:							374.00	
PARK DISTRICT OF OAK PARK	Computer Check	12/13/2023	12/13/2023	1,370.00	01-1053	Byline Bank Checking	0.00	1,370.00
	60411		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
20220112	12/11/2023	DOLE RENT DECEMI	1,370.00	1,370.00	01-5691	Rentals--Equipment & Faciliti	1,370.00	<No Project>
Totals:							1,370.00	
PITNEY BOWES GLOBAL FINAN	Computer Check	12/13/2023	12/13/2023	452.37	01-1053	Byline Bank Checking	0.00	452.37
	60412		Posted		01-2060	Accounts Payable	452.37	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
3106403763	11/29/2023	lease payment for n	452.37	452.37	01-5691	Rentals--Equipment & Faciliti	452.37	<No Project>
Totals:							452.37	
PITNEY BOWES-Reserve	Computer Check	12/20/2023	12/20/2023	1,500.00	01-1053	Byline Bank Checking	0.00	1,500.00
	60441		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-9451	12/18/2023	postage - refill post	1,500.00	1,500.00	01-5380	Postage & Delivery	1,500.00	<No Project>
Totals:							1,500.00	
PRODUCT LLC	Computer Check	12/20/2023	12/20/2023	1,500.00	01-1053	Byline Bank Checking	0.00	1,500.00
	60442		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
1650.0682	08/07/2023	Youth area completi	1,500.00	1,500.00	01-5950	Building Improvements	1,500.00	<No Project>
Totals:							1,500.00	
QUILL LLC	Computer Check	12/13/2023	12/13/2023	195.98	01-1053	Byline Bank Checking	0.00	195.98
	60413		Posted		01-2060	Accounts Payable	195.98	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
36045437	12/07/2023	Office Supplies	195.98	195.98	01-5742	Supplies	195.98	<No Project>
Totals:							195.98	
RAILS	Computer Check	12/13/2023	12/13/2023	1,500.00	01-1053	Byline Bank Checking	0.00	1,500.00
	60414		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

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Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
11813	12/01/2023	Creativebug Renewal	1,500.00	1,500.00	01-5891	Digital content	1,500.00	<No Project>
Totals:							1,500.00	
REGIONS BANK	Bank Draft 56		12/19/2023 12/19/2023 Posted	44,580.27	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 44,580.27	44,580.27 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
023058	11/30/2023	REGION PERIOD EN	44,580.27	44,580.27	01-2067	Purchase Cards - P Cards	44,580.27	<No Project>
Totals:							44,580.27	
RHONDA FENTRY	Computer Check 60415		12/13/2023 12/13/2023 Posted	75.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 75.00	75.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2023-99-0069	05/22/2023	Adult Programming	75.00	75.00	01-5247	Adult Programming	75.00	<No Project>
Totals:							75.00	
STEPHEN ROBINET	Computer Check 60422		12/15/2023 12/15/2023 Posted	254.94	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 254.94	254.94 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-9454	12/15/2023	wages & salaries - p	254.94	254.94	01-5001	Wages & Salaries	254.94	<No Project>
Totals:							254.94	
RUSH UNIVERSITY MEDICAL CL	Computer Check 60443		12/20/2023 12/20/2023 Posted	240.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 240.00	240.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
1031	12/11/2023	Clinical sessions pro	240.00	240.00	01-5250	Social Services	240.00	<No Project>
Totals:							240.00	
SITECARE	Computer Check 60384		12/05/2023 12/05/2023 Posted	378.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 378.00	378.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
C50435	11/30/2023	Development Servic	378.00	378.00	01-5935	Website development/CMS	378.00	<No Project>
Totals:							378.00	
SLOWFIRE LLC	Computer Check 60416		12/13/2023 12/13/2023 Posted	525.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 525.00	525.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID

Oak Park Public Library

Cash Disbursement Journals

December 2023- BYLINE

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
2023-99-00192	12/13/2023	Adult Programming	525.00	525.00	01-5247	Adult Programming	525.00	<No Project>
Totals:							525.00	
STEPHEN T. DUNN	Computer Check 60444		12/20/2023 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
499	12/18/2023	Coding & Design W	300.00	300.00	01-5272	Consultant Support Services	300.00	<No Project>
Totals:							300.00	
RASHMI SWAIN	Computer Check 60385		12/05/2023 Posted		49.38 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 49.38	49.38 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-9273	11/29/2023	Adult Programming	49.38	49.38	01-5247	Adult Programming	49.38	<No Project>
Totals:							49.38	
RASHMI SWAIN	Computer Check 60445		12/20/2023 Posted		17.96 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 17.96	17.96 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-9460	12/19/2023	Adult Programming	17.96	17.96	01-5247	Adult Programming	17.96	<No Project>
Totals:							17.96	
RASHMI SWAIN	Computer Check 60457		12/27/2023 Posted		162.00 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 162.00	162.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-9461	12/19/2023	Dues - ALA Member	162.00	162.00	01-5162	Dues	162.00	<No Project>
Totals:							162.00	
SYDNEY D JACKSON	Computer Check 60458		12/27/2023 Posted		200.00 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 200.00	200.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2023-99-00207	12/20/2023	Kwanzaa program d	200.00	200.00	01-5250	Social Services	200.00	<No Project>
Totals:							200.00	
T-MOBILE	Computer Check 60386		12/05/2023 Posted		1,430.71 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 1,430.71	1,430.71 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID

Oak Park Public Library

Cash Disbursement Journals

December 2023- BYLINE

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
970035247-2023112	11/21/2023	Devices	1,430.71	1,430.71	01-5893	Devices	1,430.71	<No Project>
Totals:							1,430.71	
TDI VERTICAL LLC	Computer Check 60417		12/13/2023 Posted		1,012.50 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 1,012.50	1,012.50 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
1233	12/04/2023	Network Firewall ser	1,012.50	1,012.50	01-5941	Technology Projects and Equ	1,012.50	CYBERSEC
Totals:							1,012.50	
TDI VERTICAL LLC	Computer Check 60446		12/20/2023 Posted		6,750.00 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 6,750.00	6,750.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
1238	12/19/2023	Cyber Security Impr	6,750.00	6,750.00	01-5941	Technology Projects and Equ	6,750.00	CYBERSEC
Totals:							6,750.00	
TELECURVE, LLC	Computer Check 60387		12/05/2023 Posted		240.00 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 240.00	240.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
3033	11/28/2023	Dial-a-Story Oct-De	240.00	240.00	01-5240	Children's Programming	240.00	<No Project>
Totals:							240.00	
THRIVE COUNSELING CENTER	Computer Check 60388		12/05/2023 Posted		580.00 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 580.00	580.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
OPPL2310	10/26/2023	Thrive Youth Therap	580.00	580.00	01-5244	Young Adult Programming	580.00	<No Project>
Totals:							580.00	
THRIVE COUNSELING CENTER	Computer Check 60459		12/27/2023 Posted		580.00 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 580.00	580.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
OPPL2311	11/28/2023	Social Work for Tea	580.00	580.00	01-5244	Young Adult Programming	580.00	<No Project>
Totals:							580.00	
UNIVERSAL BACKGROUND SCI	Computer Check 60418		12/13/2023 Posted		28.00 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 28.00	28.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID

Oak Park Public Library

Cash Disbursement Journals

December 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
202311023375	11/30/2023	Employment/Refere	28.00	28.00	01-5199	Recruitment	28.00	<No Project>
Totals:							28.00	
VALUE LINE PUBLISHING, LLC	Computer Check	12/20/2023	12/20/2023	10,100.00	01-1053	Byline Bank Checking	0.00	10,100.00
	60447		Posted		01-2060	Accounts Payable	10,100.00	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
KF-784164-241	12/11/2023	Value Line Research	10,100.00	10,100.00	01-5891	Digital content	10,100.00	<No Project>
Totals:							10,100.00	
VICTORIA WILSON	Computer Check	12/20/2023	12/20/2023	140.00	01-1053	Byline Bank Checking	0.00	140.00
	60448		Posted		01-2060	Accounts Payable	140.00	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2023-99-00183	10/30/2023	Video Creation Prog	140.00	140.00	01-5240	Children's Programming	140.00	<No Project>
Totals:							140.00	
VIDEO AND SOUND SERVICE, I	Computer Check	12/20/2023	12/20/2023	2,578.57	01-1053	Byline Bank Checking	0.00	2,578.57
	60449		Posted		01-2060	Accounts Payable	2,578.57	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
99613	12/11/2023	Public Safety - Cam	2,578.57	2,578.57	01-5692	Repair & Maintenance Prop.	2,578.57	<No Project>
Totals:							2,578.57	
VILLAGE OF OAK PARK	Computer Check	12/13/2023	12/13/2023	3,537.24	01-1053	Byline Bank Checking	0.00	3,537.24
	60419		Posted		01-2060	Accounts Payable	3,537.24	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-9406	11/22/2023	MAIN SEWER/WATE	543.32	543.32	01-5687	Water	422.10	<No Project>
IR-9406	11/22/2023	MAIN SEWER/WATE	543.32	543.32	01-5688	Sewer/Garbage	121.22	<No Project>
Totals:							543.32	
IR-9405	11/22/2023	MAZE WATER/SEWE	284.60	284.60	01-5687	Water	220.00	<No Project>
IR-9405	11/22/2023	MAZE WATER/SEWE	284.60	284.60	01-5688	Sewer/Garbage	64.60	<No Project>
Totals:							284.60	
IR-9408	11/22/2023	MAIN SEWER/WATE	532.82	532.82	01-5687	Water	411.60	<No Project>
IR-9408	11/22/2023	MAIN SEWER/WATE	532.82	532.82	01-5688	Sewer/Garbage	121.22	<No Project>
Totals:							532.82	
23-0005601	12/04/2023	Q1 2024 Parking Ag	2,176.50	2,176.50	01-5281	Intergovernmental Agreemer	2,176.50	<No Project>
Totals:							2,176.50	

Oak Park Public Library

Cash Disbursement Journals

December 2023- BYLINE

Payee	Trans. Type	Trans. No.	Trans. Date	Post Date	Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
VILLAGE OF OAK PARK	Computer Check		12/15/2023	12/15/2023		19,290.69	01-1053	Byline Bank Checking	0.00	19,290.69
	60421			Posted			01-2060	Accounts Payable	19,290.69	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID		
IR-9452	12/15/2023	PAYROLL; VOL DED;	19,290.69	19,290.69	01-5160	IMRF (Illinois Muncipal Retire	19,290.69	<No Project>		
Totals:							19,290.69			
XEROX FINANCIAL SERVICES	Computer Check		12/13/2023	12/13/2023		1,158.13	01-1053	Byline Bank Checking	0.00	1,158.13
	60420			Posted			01-2060	Accounts Payable	1,158.13	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID		
5121974	12/08/2023	Printers contract 010	1,158.13	1,158.13	01-5620	Office & Library Machinery S	1,158.13	<No Project>		
Totals:							1,158.13			
Grand Totals:						396,228.65		396,228.65	396,228.65	
A total of 91 payment(s) listed										

Oak Park Public Library

Cash Disbursement Journals

December 2023- BYLINE

Account Summary

Account Number	Description	Debit Amount	Credit Amount
01-1053	Byline Bank Checking x3401	0.00	396,228.65
01-2058	Fed Pac	50.00	0.00
01-2059	Union dues Payable	185.25	0.00
01-2060	Accounts Payable	396,228.65	396,228.65
01-2067	Purchase Cards - P Cards	44,580.27	0.00
01-5001	Wages & Salaries	254.94	0.00
01-5160	IMRF (Illinois Muncipal Retirement Fund)	19,290.69	0.00
01-5162	Dues	312.00	0.00
01-5164	Tuition Reimbursement	1,500.00	0.00
01-5165	Mileage & Miscellaneous reimbursemen	59.28	0.00
01-5199	Recruitment	28.00	0.00
01-5205	Publications	1,067.60	0.00
01-5209	General Merchandise	919.00	0.00
01-5240	Children's Programming	1,236.29	0.00
01-5244	Young Adult Programming	8,360.00	0.00
01-5247	Adult Programming	1,932.86	0.00
01-5249	Community Engagement	91.95	0.00
01-5250	Social Services	1,240.00	0.00
01-5254	Creative Studio	578.21	0.00
01-5264	ILL Payments	107.60	0.00
01-5272	Consultant Support Services	674.00	0.00
01-5281	Intergovernmental Agreements (IGA)	2,176.50	0.00
01-5291	Legal Fees	3,910.00	0.00
01-5380	Postage & Delivery	1,500.00	0.00
01-5452	Grant Expenses	4,809.69	0.00
01-5620	Office & Library Machinery Service	1,158.13	0.00
01-5682	Building Materials & Supplies	72.25	0.00
01-5683	Equipment Parts	66.07	0.00
01-5686	Custodial Services	17,095.60	0.00
01-5687	Water	1,053.70	0.00
01-5688	Sewer/Garbage	935.25	0.00
01-5689	Parking lot expense	1,729.02	0.00
01-5690	Natural Gas	7,555.53	0.00
01-5691	Rentals--Equipment & Facilities	1,822.37	0.00
01-5692	Repair & Maintenance Prop. & Equip.	8,907.75	0.00
01-5742	Supplies	8,969.72	0.00
01-5840	Print materials	13,317.44	0.00
01-5890	Audio and video materials	6,215.22	0.00

Oak Park Public Library
Cash Disbursement Journals
December 2023- BYLINE

01-5891	Digital content	48,328.00	0.00
01-5893	Devices	1,430.71	0.00
01-5935	Website development/CMS	378.00	0.00
01-5936	Subscriptions and services	3,033.12	0.00
01-5941	Technology Projects and Equipment	24,814.14	0.00
01-5950	Building Improvements	153,817.50	0.00
01-5951	Special Projects	665.00	0.00

Oak Park Public Library

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

As of DECEMBER 2023

Source	Trans Type	Trans Date	Reference	Deposits	Payments
Cash Management Deposit		12/31/2023	PARKING CREDITS	\$ 1,531.55	
Cash Management Deposit		12/31/2023	DAILY DEPOSITS	\$ 2,275.11	
Cash Management Deposit		12/31/2023	STORE	\$ 6,600.59	
Cash Management Deposit		12/31/2023	INTEREST ON ACCOUNT	\$ 514.46	
				\$ 10,921.71	-
Cash Management Transfer in		12/31/2023	TRANSFER FROM MMA TO CHECKING, COVER PAYROLL & ACCTS PYBL	\$ 250,000.00	
Cash Management Transfer in		12/31/2023	TRANSFER FROM MMA TO CHECKING, COVER PAYROLL & ACCTS PYBL	\$ 250,000.00	
Cash Management Transfer in		12/31/2023	TRANSFER FROM MMA TO CHECKING, COVER PAYROLL & ACCTS PYBL	\$ 250,000.00	
Cash Management Transfer in		12/31/2023	TRANSFER FROM MMA TO CHECKING, COVER PAYROLL & ACCTS PYBL	\$ 250,000.00	
				\$ 1,000,000.00	-
Cash Management Payment		12/31/2023	FIFTH STAR COLLECTIVE	\$ -	(5,965.00)
Cash Management Payment		12/31/2023	ACH (FLEX ACCTS),	\$ -	(8,708.66)
Cash Management Payment		12/31/2023	IPBC PAYMENT EMPLOYEE MEDICAL INSURANCE	\$ -	(106,300.68)
				\$ -	(120,974.34)
Cash Management Payment		12/31/2023	MERCHANT ACCT & BANK FEES	\$ -	(222.35)
				\$ -	(222.35)
Cash Management Payment		11/30/2023	PAYROLL; PAYDATE 12/15/2023	\$ -	(\$247,977.84)
Cash Management Payment		12/31/2023	PAYROLL; PAYDATE 12/29/2023	\$ -	(\$242,897.92)
Cash Management Payment		12/31/2023	PAYROLL; MISSION SQUARE PAYROLL DEDUCTION DEBITS	\$ -	(6,782.79)
				\$ -	(497,658.55)

Summary by Transaction Type

(+) Deposits by Transaction Type:

Cash Receipts: \$ 10,921.71
 Transfers In/Out \$ 1,000,000.00

Total Deposits: \$ 1,010,921.71

(-) Payments by Transaction Type:

Transfer out \$ -
 Benefits/Other ACH: \$ (120,974.34)
 Bank Fees: \$ (222.35)
 Payroll: \$ (497,658.55)

Total Payments: \$ (618,855.24)

Accounts Payable **(396,228.65)**

Total Summary of Disbursements: \$ (1,015,083.89)

Total Change In Register Balance: \$ (4,162.18)

OPPL
1/23/24

RESOLUTION ON DISBURSEMENTS, DECEMBER 2023

RESOLVED THAT DISBURSEMENTS FOR THE MONTH OF DECEMBER 2023 IN THE TOTAL AMOUNT OF \$1,015,083.89 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.

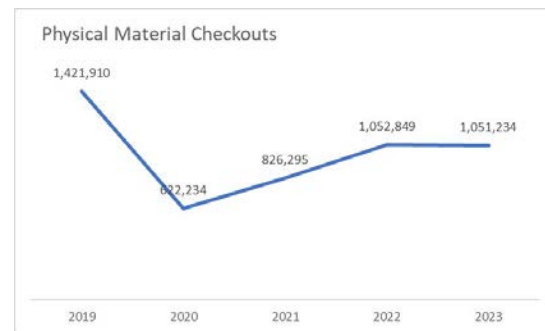
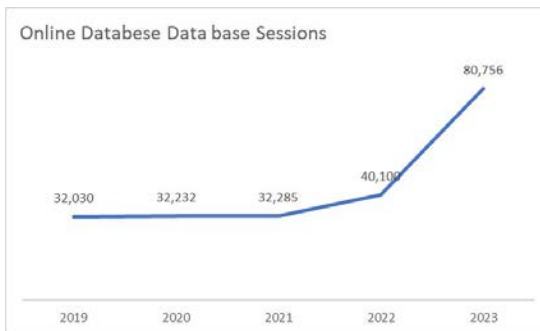
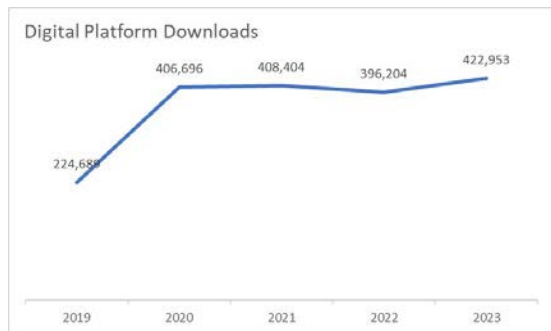


The Evolution of Material Resource Trends in Libraries

**Meeting the Changing Needs of
Patrons**



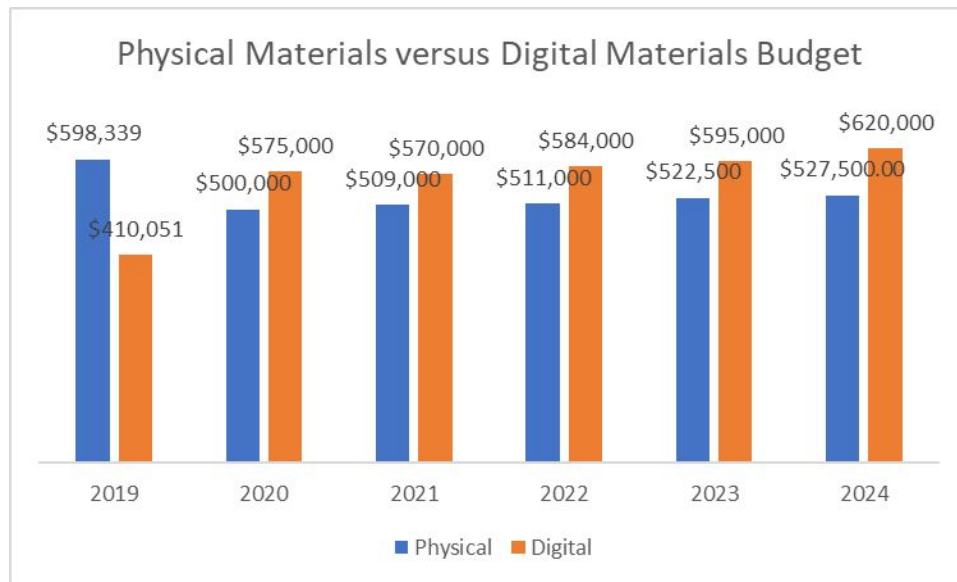
Material resource trends are influenced by patron usage.



Patrons want inclusive collections with access to multiple formats.

Budget Challenges

- Strong demand for both physical and digital materials.
- Cost of average physical book is \$15 while a digital book is \$52.
- Growing demand for nontraditional items.



Budget Allocation Strategies

- Use data to assess community usage patterns and make appropriate decisions.
- Continue consortial partnerships.
- Leverage consortia purchasing deals.
- Negotiate vendor contracts.



Impactful Digital Resources - Expanding Digital Opportunities

- Ebook Services
- Streaming Media
- Online Learning
- Job Support
- Homework Help
- Business and Finance Sources
- Research Opportunities



A LIBRARY  FOR EVERYONE

Leaves of Absence Policy

Library Board approved August 16, 2005. Revised July 19, 2011. Revised February 22, 2022. Revised January 24, 2023. Revised January 23, 2024.

Introduction

The Oak Park Public Library recognizes staff members may need to take a leave from work for various reasons during their employment with the library. Therefore, the library provides the following leave of absence options included in this policy to its eligible staff members to use as requested and needed:

- [Bereavement/Compassionate Leave](#)
- [Blood and Organ Donation Leave](#)
- [Family and Medical Leave Act \(FMLA\)](#)
- [Family Military Leave](#)
- [General/Personal Leave](#)
- [Jury and Witness Duty Leave](#)
- [Paid Parental Leave](#)
- [School Visitation Leave](#)
- [Victims' Economic Security and Safety Act \(VESSA\) Leave](#)
- [Voting Leave](#)

Commented [1]: Ammeded Bereavement Leave and VESSA Leave per Illinois law updates. Added Blood and Organ Donation Leave per new Illinois law.

Commented [2]: Adding per new Illinois law - (820 ILCS 149/) Employee Blood Donation Leave Act.

Bereavement/Compassionate Leave

Family Member Bereavement Leave

The Oak Park Public Library will grant all regular full-time and part-time staff members up to five days of regularly scheduled work hours of paid bereavement/compassionate leave due to the death of an immediate family member to grieve, make arrangements, and/or attend services.

"Immediate family member" is defined as the staff member's child (including stepchild and foster child), legal guardian/ward, spouse, domestic partner, civil union partner, sibling, parent, mother-in-law, father-in-law, grandchild, grandparent, stepparent, and members of your household. Members of your household include those who live with you as their permanent residence.

This policy also allows absence from work due to:

- a miscarriage;
- an unsuccessful round of intrauterine insemination (IUI) or of an assisted reproductive technology procedure such as in vitro fertilization (IVF)
- a failed adoption match or an adoption that is not finalized because it is contested by another party;
- a failed surrogacy agreement;
- a diagnosis that negatively impacts pregnancy or fertility; or
- a stillbirth.

All regular full-time and part-time staff members are entitled to take an additional five days of unpaid leave in the event of the death of an immediate family member. In the event of the death of more than one immediate family member in a 12-month period, an employee is entitled to up to 6 weeks of bereavement leave during that period. (Up to five days will be paid pursuant to this policy). Staff members may use any accrued, unused paid time off to run concurrently with this time. Staff members must complete time off under this policy within 60 days of learning of the need for leave.

Child Extended Bereavement Leave

All regular full-time and part-time staff members who have lost a child due to homicide or suicide are eligible for six weeks of bereavement leave. Five days will be paid as detailed in the family member bereavement leave section, and the remaining time will be unpaid.

Commented [3]: Adding a section header to help clarify the policy sections.

Staff members may take leave in one continuous period or intermittently in increments of no less than four (4) hours. Leave must be taken within one (1) year after the staff member notifies the library of the loss. This six weeks of leave is the maximum amount of leave an employee may take for the loss of their child due to homicide or suicide. Accordingly, the employee may not seek additional bereavement leave as provided in the family member bereavement leave section.

Commented [4]: Effective January 1, 2024, Illinois extended bereavement leave rights from two weeks to six weeks for employers with 50 to 250 employees.

Additional Time, Notice, and Documentation

Deleted: ¶

Additional paid or unpaid time off for persons not covered by the definition of "immediate family member" may be allowed. The library may require a staff member to provide reasonable documentation in connection with leave taken under this policy. Staff members are requested to provide as much notice of the leave as possible. This policy does not permit a staff member to exceed the amount of leave available under the Family and Medical Leave Act.

Returning From Leave

When returning from bereavement leave, staff members are entitled to the position they held when the leave began. If that position has been filled or is no longer available, returning staff members are entitled to an equivalent position with equivalent pay, benefits, and responsibilities.

Commented [6]: A section was added to clarify return-to-work expectations.

Blood and Organ Donation Leave

Leave Entitlement

Eligible staff members may take paid leave for up to one hour every 56 days to donate or to attempt to donate blood and up to 10 days in any 12-month period to serve or attempt to serve as a living organ donor.

Definitions

"Eligible staff member" means a full-time staff member who has been employed for at least six months and who donates or attempts to donate blood or an organ.

"Blood Donation" means the act of donating blood following the nationally recognized medical standards for blood donation eligibility of the community blood bank as operated by the American Red Cross, America's Blood Centers, the American Association of Blood Banks, or another blood bank.

"Organ Donation" means the act of donating any biological tissue of the human body that may be donated by a living donor (other than blood), including but not limited to, the kidney, liver, lung, pancreas, intestine, bone, and skin or any subpart thereof.

Notice, Approval, and Verification Requirement

An eligible staff member is required to give reasonable notice to the library in the event that the staff member chooses to use leave under this policy. A request for leave under this policy must be in writing and must include the day the staff member wishes to use the leave, along with a written statement from the blood bank or medical/transplant facility indicating that the employee has an appointment on the day requested for leave to donate or attempt to donate blood or an organ.

Upon a staff member's return from an approved leave, the staff member will be required to submit a written statement from the blood bank or medical/transplant facility verifying that the employee kept the appointment.

Complaint Process

Staff members who believe their leave has been improperly administered under this policy may file a complaint with Human Resources. The complaint will be promptly investigated, and the results of the investigation will be reported to the complaining staff member. If the staff member is unsatisfied with the findings of the investigation, the staff member may appeal the decision to the Executive Director.

Commented [7]: Added to comply with (820 ILCS 149/) Employee Blood Donation Leave Act, effective January 1, 2024.

Family and Medical Leave Act (FMLA)

Basic Leave Entitlement

Staff members may be eligible to take up to 12 weeks of unpaid family/medical leave within a 12-month period and be restored to the same or an equivalent position upon return provided that the staff member has worked for the library for at least 12 months AND worked at least 1250 hours in the last 12 months. The "12-month period" is measured as a rolling 12-month period measured backward from the date a staff member uses any FMLA leave.

Reasons for FMLA Leave

If a staff member is eligible, the staff member may take family/medical leave for any of the following reasons: (1) the birth of a child and to care for such child; (2) the placement of a child with the staff member for adoption or foster care; (3) to care for a spouse, son, daughter or parent ("covered family member") with a serious health condition; or (4) because of the staff member's own serious health condition which renders the staff member unable to perform one or more of the essential functions of the staff member's position. Leave for reasons one and two above must be completed within the 12-month period beginning on the date of birth or placement.

Military Family Leave Entitlement

If a staff member is eligible, the staff member may use the 12-week FMLA leave entitlement to take military family leave. Staff members may use this leave to address certain qualifying exigencies related to the covered active duty or call to covered active duty of a spouse, son, daughter, or parent. Qualifying exigencies may include (1) attending certain military events; (2) arranging for alternative childcare; (3) addressing certain financial and legal arrangements; (4) attending certain counseling sessions; (5) addressing issues related to short-notice deployment; (6) spending time with a covered family member who is resting and recuperating; (7) attending post-deployment briefings; and (8) for certain activities relating to the care of the military member's parent who is incapable of self-care where those activities arise from the military member's covered active duty.

A staff member may also be eligible for up to 26 weeks of leave to care for a covered service member during a single 12-month period if the staff member is the spouse, son, daughter, parent, or next of kin of the covered service member. *This single 12-month period begins with the first day the staff member takes the leave.* A covered service member includes: (1) a current member of the Armed Forces, including a member of the National Guard or Reserves, who is undergoing medical treatment, recuperation, or therapy, is otherwise in outpatient status, or is otherwise on the temporary disability retired list, for a serious injury or illness; or (2) a veteran who is undergoing medical treatment, recuperation or therapy for a serious injury or illness and: (i) was a member of the Armed Forces (including a member of the National Guard or Reserves); and (ii) was terminated or released under conditions other than dishonorable within the five-year period before the eligible staff member first takes FMLA military caregiver leave to care for the veteran.

Improper Use of Leave

Misrepresenting facts in order to be granted FMLA leave is a violation of trust that is subject to disciplinary action, up to and including termination of employment. Staff members may not be granted FMLA leave to gain employment or work elsewhere, including self-employment.

Notice of Leave

If the FMLA leave is foreseeable, the staff member must give the library at least 30 days' notice following the usual procedure for requesting a leave of absence (notifying the immediate supervisor and human resources). Failure to provide such notice may be grounds for delay of the leave. Where the need for leave is not foreseeable, the staff member is expected to notify the library as soon as practicable and, absent unusual circumstances, follow the library's normal leave procedures (notifying the immediate supervisor

and human resources). When leave is needed for planned medical treatment, staff members should attempt to schedule treatment so as not to unduly disrupt the library's operations.

Medical Certification—Leave for Staff Member's Own or a Covered Family Member's Serious Health Condition

If the staff member is requesting leave because of the staff member's own or a family member's serious health condition, the staff member and the relevant health care provider may be required to supply appropriate medical certification. If required, the medical certification must be provided within 15 days after it is requested or as soon as reasonably possible under the circumstances. Failure to provide valid requested medical certification promptly may result in denial of leave until it is provided. The library may also require medical recertification periodically during the leave, and staff members may be required to present a fitness for duty verification upon their return to work following leave for the staff member's own medical condition specifying that the staff member is fit to perform the essential functions of the job.

Certification for a Qualifying Exigency

If the staff member is requesting leave because of a qualifying exigency arising out of a covered family member's active duty or call to active duty, the staff member may be required to supply a copy of the covered military family member's active duty orders or other documentation issued by the military indicating that the covered military member is on active duty or call to active duty (including the dates of the active duty service). The library may also request additional information about the leave.

Certification for Service Member Family Leave

If a staff member is requesting leave because of the need to care for a covered service member with a serious injury or illness, the library may require the staff member to supply certification completed by an authorized health care provider of the covered service member. In addition, the library may also request additional information about the leave.

Certification for Serious Injury or Illness of a Veteran for Military Caregiver Leave

If a staff member is requesting leave because of the need to care for a covered veteran with a serious injury or illness, the library may require the staff member to supply certification completed by an authorized health care provider of the covered veteran. In addition, the library may request additional information about the leave.

Substitution of Paid Time Off

FMLA leave is unpaid leave. If a staff member requests leave for any FMLA-covered reason, the staff member will be required to use any remaining applicable paid time off. The utilization of this paid leave does not extend the leave period. In addition, if a staff member is eligible for any other paid leaves, such as IMRF disability or workers' compensation, these leaves will also run concurrently with FMLA leave (where appropriate) and will not extend the leave period. When using paid leave in conjunction with FMLA leave, a staff member must comply with the requirements of the applicable paid leave policy.

Benefits During Leave

During an approved FMLA leave, the library will maintain the staff member's health benefits as if the staff member continued to remain actively employed, but the staff member must continue to pay their share of the premium. Failure of the staff member to pay their share of the health insurance premium may result in loss of coverage. If the staff member does not return to work after the expiration of the leave, the staff member may be required to reimburse the library for payment of health insurance premiums during the FMLA leave.

During the unpaid portions of FMLA leave, the staff member will not receive pay for holidays. Staff members will not lose employment benefits accrued up to the day on which the unpaid FMLA leave begins.

Intermittent or Reduced Schedule Leave

In the case of leave taken for a serious health condition, to care for a service member with a serious injury or illness, or because of a qualifying exigency, the leave may be taken intermittently (in separate blocks of time due to a single qualifying reason or health condition) or on a reduced hours basis if necessary. When leave is needed for planned medical treatment, staff members should attempt to schedule treatment so as not to unduly disrupt the library's operations. Furthermore, if intermittent or reduced hours leave is required for planned medical treatment, the library may, in its sole discretion, temporarily transfer the staff member to another job with equivalent pay and benefits that better accommodate that type of leave. If the leave is unpaid, the library will reduce the staff member's pay based on the amount of time actually worked. A fitness-for-duty certification may be required to return from an intermittent absence if reasonable safety concerns exist concerning the staff member's ability to perform their job duties.

Job Restoration

A staff member who returns to work from an approved FMLA leave of absence is entitled to return to their job or an equivalent position without loss of benefits or pay. A staff member who took leave because of their own serious health condition who wishes to return to work from FMLA leave may be required to present a fitness-for-duty release by a doctor before being restored to employment. A staff member who does not provide the certification will not be permitted to resume work until it is provided.

Family Military Leave

Eligible staff members may use unpaid family military leave for up to 30 days during the time that a family member's federal or state deployment orders are in effect.

Definitions

"Eligible Staff Member" means a staff member who has been employed for at least 12 months and who has worked at least 1250 hours during the 12 months preceding the commencement of the leave.

"Family Member" means the staff member's child, grandchild, spouse, or parent who has been called to military service lasting longer than 30 days with the state or the United States pursuant to the orders of the Governor or the President of the United States.

Use of Time Off

Family military leave is unpaid. If a staff member is granted family military leave, the staff member will be required to use any remaining applicable paid time off. The utilization of this paid leave does not extend the leave period. A staff member's leave under this policy may be reduced by the number of days a staff member takes "exigency leave" under the Family and Medical Leave Act.

Notice of Leave

The staff member should provide as much notice as is practicable. Where possible, the staff member should attempt to schedule such leave so as not to unduly disrupt library operations.

Verification

For leaves taken pursuant to this policy, the staff member may be required to submit verification from the proper military authority demonstrating the staff member's eligibility for the leave.

Benefits During Leave

During an approved family military leave, the staff member may maintain health benefits at the staff member's expense. The taking of leave under this policy will not result in the loss of any employment benefit accrued before the date on which leave commenced.

Job Restoration

Upon returning from an approved family military leave, the staff member is entitled to return to the same position or to an equivalent position with equal pay, benefits, and other terms and conditions of employment unless such restoration is inappropriate for reasons unrelated to the staff member's family military leave.

General/Personal Leave

If staff members are ineligible for any other leave of absence, the Oak Park Public Library may grant a general/personal leave of absence without pay. Staff members should submit their request for personal leave to their supervisor and Human Resources before the anticipated start of the leave. If the leave is requested for medical reasons and staff members are not eligible for leave under the federal Family and Medical Leave Act (FMLA) or any state leave law, medical certification may be required.

The general/personal leave request will be considered and evaluated on a number of factors, including anticipated workload requirements, staffing considerations, and the reason for the requested leave.

A general/personal leave of absence may be granted for a period of up to eight (8) weeks. However, a leave may be extended up to four (4) weeks if, prior to the end of the leave, the staff member submits a request for an extension, and the request is granted. The maximum amount of general/personal leave allowed is twelve (12) weeks in a rolling 12-month period measured backward from the date a staff member uses any general/personal leave.

The library will continue insurance coverage during the leave if staff members submit their share of the monthly premium payments to the library in a timely manner. During the unpaid portions of general/personal leave, the staff member will not receive pay for holidays.

When the staff member anticipates returning to work, they should notify their supervisor of the expected return date. This notification should be made at least one week before the end of the leave.

Upon completion of the general/personal leave of absence, the library will attempt to return staff members to their original job or a similar position, subject to prevailing library operation considerations. Reinstatement is not guaranteed.

Failure to advise your supervisor or Human Resources of availability to return to work, failure to return to work when notified, or a continued absence from work beyond the time approved by the library will be considered a voluntary resignation of employment.

Jury and Witness Duty Leave

The Oak Park Public Library will provide all regular full-time and part-time staff members requested to serve jury duty with the required time off to fulfill their obligation. The library will pay staff members their straight time pay for their regularly scheduled work hours missed for jury service or when subpoenaed to appear before a court, public body, or commission in connection with library business. All staff members may keep whatever compensation is given for their jury service.

In cases where jury duty does not require a full day, staff members are expected to spend as much time as reasonable at their regularly scheduled duties.

Staff members are required to notify their immediate supervisor as soon as possible when they receive a jury duty summons and provide a copy to Human Resources to be eligible for payment. Proof of jury service verifying the dates and times of attendance may be required.

Paid Parental Leave

The Oak Park Public Library will provide up to eight (8) weeks of paid parental leave to all regular full-time and part-time staff members following the birth of a staff member's child or the placement of a child with a staff member in connection with adoption or foster care. The purpose of paid parental leave is to enable the staff member to care for and bond with a newborn or a newly adopted or newly placed child. This policy will run concurrently with Family and Medical Leave Act (FMLA) leave, as applicable.

Eligibility

All regular full-time and part-time staff members are eligible for paid parental leave provided they meet one of the following criteria:

- Have given birth to a child.
- Be a spouse or committed partner of a person who has given birth to a child.
- Have adopted a child or been placed with a foster child (in either case, the child must be age 17 or younger).

Amount, Time Frame, and Duration

Eligible staff members will receive a maximum of eight (8) weeks of paid parental leave per birth, adoption, or placement of a child/children. The fact that a multiple birth, adoption, or placement occurs (e.g., the birth of twins or adoption of siblings) does not increase the eight-week total amount of paid parental leave granted for that event.

Paid parental leave is compensated at the staff member's current regular rate of pay based on the staff member's regularly scheduled weekly hours. Paid parental leave will be paid on regularly scheduled pay dates.

Paid parental leave can be taken intermittently but should be taken in full week increments where possible. Approved paid parental leave may be taken at any time during the twelve-month period immediately following the birth, adoption, or placement of a child with the staff member.

Any unused paid parental leave will be forfeited at the end of the twelve-month time frame.

Upon separation of employment, the staff member will not be paid for any unused paid parental leave for which they were eligible.

Coordination with Other Policies and Benefits

After the paid parental leave is exhausted, the remainder of the leave can be compensated through staff members' applicable paid time off. Upon exhaustion of applicable paid time off, any remaining leave will be unpaid leave. Please refer to the Family and Medical Leave Act (FMLA) policy for further guidance.

The library will maintain all benefits for staff members during the paid parental leave period just as if they were taking any other leave.

If a holiday occurs while the staff member is on paid parental leave, such a day will be charged to holiday pay.

Notice of Leave

The staff member should provide reasonable notice to their supervisor and Human Resources. The staff member must complete any necessary forms and may be required to provide documentation to substantiate the request.

School Visitation Leave

The Oak Park Public Library provides all regular full-time and part-time staff members time off for school visitation. Visitation is allowed for staff members to attend educational and/or behavioral conferences or

classroom activities at their children's school when these school visits cannot be scheduled outside of work hours. "Child" means biological, adopted, foster child, or legal ward of a staff member who is enrolled in a primary or secondary school.

Eligible staff members may request up to a total of eight (8) hours of visitation in any school year, with a maximum of four (4) hours on any given day. The staff member must provide reasonable notice to their supervisor when requesting school visitation leave.

School visitation leave is unpaid. Staff members must use applicable paid time off for school visitation leave, if available. Supervisors may allow staff members to make up time for the unpaid school visitation leave. Staff members may be asked to provide their supervisor with written verification of the date, time, and length of the school visitation.

Victims' Economic Security and Safety Act (VESSA) Leave

The Oak Park Public Library provides all regular full-time and part-time staff members with unpaid victims' economic and security and safety leave for up to 12 weeks in a 12-month period for any one or more of the following reasons:

- Seeking medical attention for, or recovering from, physical or psychological injuries caused by domestic, sexual, gender violence or any other crime of violence to the staff member or the staff member's family or household member; or
- Obtaining services from a victim services organization for the staff member or the staff member's family or household member; or
- Obtaining psychological or other counseling for the staff member or the staff member's family or household member; or
- Participating in safety planning, temporarily or permanently relocating, or taking other actions to increase the safety of the staff member or the staff member's family or household member from future domestic, sexual, gender violence, any other crime of violence, or ensuring economic security; or
- Seeking legal assistance or remedies to ensure the health and safety of the staff member or the staff member's family or household member, including preparing for or participating in any civil or criminal legal proceeding related to or derived from domestic, sexual, or gender violence or any other crime of violence.

All regular full-time and part-time staff members may use up to two workweeks (10 days) of unpaid VESSA leave for any one or more of the following reasons:

- Attending the funeral or alternative to funeral or wake of a family or household member who is killed in a crime of violence;
- Making arrangements necessitated by the death of a family or household member who is killed in a crime of violence; or
- Grieving the death of a family or household member who is killed in a crime of violence.

Leave for these reasons must be completed within 60 days after the employee receives notice of the death of the victim.

Definitions

"12-Month Period" means a rolling 12-month period measured forward from the date leave is taken and continuous with each additional leave day taken.

"Family or Household Member" means a spouse or party to a civil union, parent, grandparent, child, grandchild, sibling, or any other person related by blood or by present or prior marriage or civil union, other person who shares a relationship through a child, or any other individual whose close association with the staff member is the equivalent of a family relationship as determined by the staff member, and persons jointly residing in the same household.

Commented [8]: Amendment to Illinois VESSA (signed on July 28, 2023, and effective immediately) provides additional reasons for leave.

"Domestic, Sexual, or Gender Violence" means domestic violence, sexual assault, gender violence, or stalking.

"Crime of Violence" means any conduct proscribed by Articles 9, 11, 12, 26.5, 29D, and 33A of the Criminal Code of 2012 or a similar provision of the Criminal Code of 1961, in addition to certain conduct proscribed by Articles of the Criminal Code of 2012. This term can include sex offenses, assault, harassment and obscene communications, armed violence, and other crimes.

Commented [9]: Per the library attorney, to clarify the definition of Crime of Violence.

Intermittent or Reduced Leave

A staff member may take leave intermittently (a few days or a few hours at a time) or on a reduced leave schedule.

Substitution of Paid Time Off

A staff member may elect to substitute applicable paid time off for any part of victims' economic security and safety leave. Such substitution will not extend the staff member's total allotment of time off under this policy.

Notice of Leave

A staff member should provide as much notice as is practicable to their supervisor and Human Resources when the need for leave becomes known.

Certification

For leaves taken pursuant to this policy, the staff member may be required to submit a certification demonstrating the need for the leave. The certification must be provided by the staff member as soon as reasonably possible.

The certification requirement may be satisfied by the submission of a sworn statement from the staff member and one of the following:

- Documentation from a victim services organization, attorney, clergy, or medical or another professional from whom the staff member or the family/household member has sought assistance from in addressing domestic, sexual, gender violence or crime of violence and/or its effects;
- A police or court record;
- A death certificate, published obituary, or written verification of death, burial, or memorial services from a mortuary, funeral home, burial society, crematorium, religious institution, or government agency documenting that a victim was killed in a crime of violence; or
- Other corroborating evidence.

Deleted: or

All documentation related to the staff member's need for the leave pursuant to this policy will be held in strict confidence and will only be disclosed as required by law.

Benefits During Leave

During an approved VESSA leave, the library will maintain your health benefits, as if you continued to be actively employed. If paid leave is substituted for unpaid VESSA leave, the library will deduct your portion of the plan premiums as a regular payroll deduction. If your leave is unpaid, you must pay your portion of the premium during the leave. Your group health care coverage may cease if your premium payment is more than 30 days late. If you do not return to work at the end of the leave period, you may be required to reimburse the library for the cost of the premiums paid by the library for maintaining coverage during your unpaid leave, unless you cannot return to work because of the continuation, recurrence, or onset of domestic, sexual, gender violence, crime of violence, or other circumstances beyond your control.

When your need for the leave also qualifies as family/medical leave pursuant to the Family and Medical Leave Act (FMLA), the FMLA leave will run concurrently with leave taken pursuant to this policy, such that the total amount of unpaid leave for which a staff member will be eligible in one year is 12 weeks.

When your need for leave also qualifies for bereavement leave under Illinois' Family Bereavement Leave Act (FBLA), FBLA leave will run concurrently with leave taken pursuant to this policy, such that the total amount of unpaid leave for which an employee will typically be eligible in cases of bereavement is 10 days. However, in such cases, the 10 days of bereavement leave will not be deducted from the staff member's total VESSA allotment of 12 weeks.

Commented [10]: A technicality explained as VESSA overlaps with our Bereavement policy.

Job Restoration

If you wish to return to work at the expiration of your leave, you are entitled to return to your same position or to an equivalent position with equal pay, benefits, and other terms and conditions of employment. If you take leave because of your own medical condition, you are required to provide medical certification that you are fit to resume work. Staff members who do not provide the certification will not be permitted to resume work until it is provided.

Reasonable Accommodations

The library supports the Victims' Economic Security and Safety Act and will attempt to provide reasonable accommodations for people who are entitled to protection under this Act in a timely fashion unless such accommodations would present an undue hardship for the library.

Reasonable accommodation applies to applicants and staff members and may include adjustment to a job structure, workplace facility, or work requirement, transfer, reassignment, or modified schedule, leave, a changed telephone number or seating assignment, installation of a lock, implementation of a safety procedure or assistance in documenting domestic, sexual, gender violence or crime of violence that occurs at the workplace or in work-related settings, in response to actual or threatened domestic, sexual, gender violence or crime of violence.

A qualified individual is an individual who, but for being a victim of domestic, sexual, gender violence or crime of violence or with a family or household member who is a victim of domestic, sexual, gender violence or crime of violence, can perform the essential functions of the employment position that such individual holds or desires.

Should you wish to request a reasonable accommodation pursuant to this policy, you should contact Human Resources.

Confidentiality

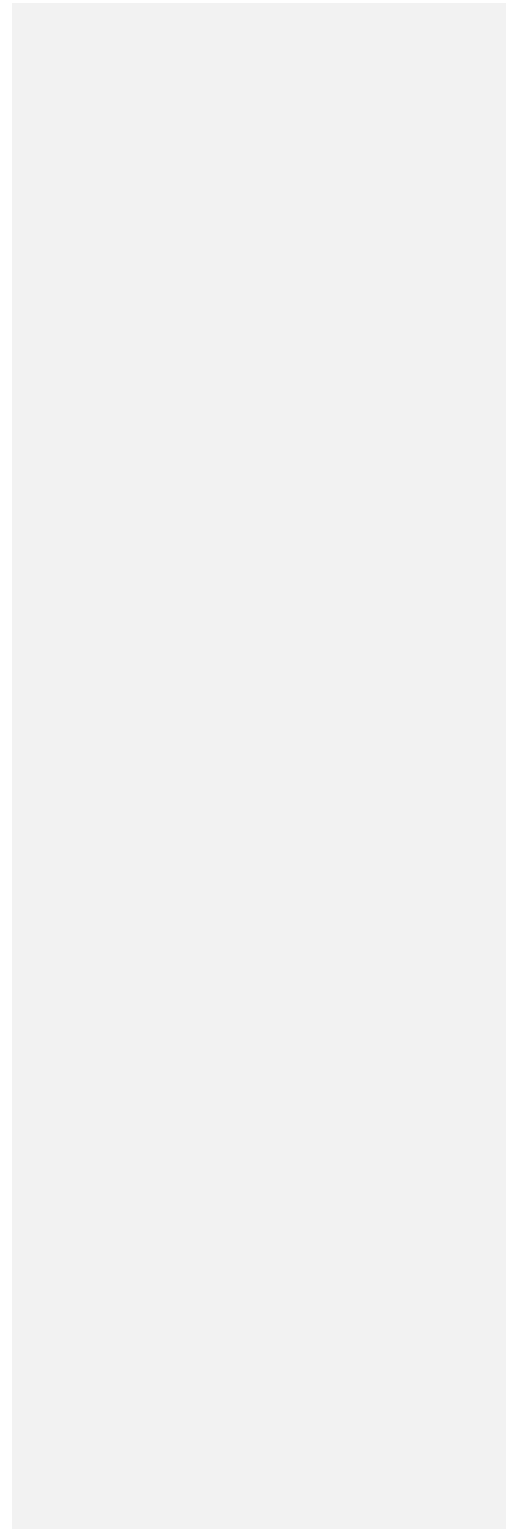
All information provided to the library pursuant to this policy, including a statement of the staff member or any other documentation, record, or corroborating evidence, and the fact that the staff member has requested or obtained an accommodation pursuant to this policy shall be retained in the strictest confidence by the library, except to the extent that disclosure is (1) requested or consented to in writing by the staff member; or (2) otherwise required by applicable federal or state law.

Voting Leave

The Oak Park Public Library supports and promotes civic engagement and believes participation in the election process is a critical civic responsibility.

Therefore, all staff members may be permitted two hours of paid leave for the purpose of voting in a local, state, or national election. This leave must be exercised between the opening and closing of the polls and may be used for early voting.

If you need to take time off to vote, you must notify your supervisor of your plans no later than the day before the election. Your supervisor will notify you of the two-hour block of time assigned to you for voting purposes. Proof of attendance at the polls may be required.



Leaves of Absence Policy

Library Board approved August 16, 2005. Revised July 19, 2011. Revised February 22, 2022. Revised January 24, 2023. Revised January 23, 2024.

Introduction

The Oak Park Public Library recognizes staff members may need to take a leave from work for various reasons during their employment with the library. Therefore, the library provides the following leave of absence options included in this policy to its eligible staff members to use as requested and needed:

- [Bereavement/Compassionate Leave](#)
- [Blood and Organ Donation Leave](#)
- [Family and Medical Leave Act \(FMLA\)](#)
- [Family Military Leave](#)
- [General/Personal Leave](#)
- [Jury and Witness Duty Leave](#)
- [Paid Parental Leave](#)
- [School Visitation Leave](#)
- [Victims' Economic Security and Safety Act \(VESSA\) Leave](#)
- [Voting Leave](#)

Bereavement/Compassionate Leave

Family Member Bereavement Leave

The Oak Park Public Library will grant all regular full-time and part-time staff members up to five days of regularly scheduled work hours of paid bereavement/compassionate leave due to the death of an immediate family member to grieve, make arrangements, and/or attend services.

"Immediate family member" is defined as the staff member's child (including stepchild and foster child), legal guardian/ward, spouse, domestic partner, civil union partner, sibling, parent, mother-in-law, father-in-law, grandchild, grandparent, stepparent, and members of your household. Members of your household include those who live with you as their permanent residence.

This policy also allows absence from work due to:

- a miscarriage;
- an unsuccessful round of intrauterine insemination (IUI) or of an assisted reproductive technology procedure such as in vitro fertilization (IVF)
- a failed adoption match or an adoption that is not finalized because it is contested by another party;
- a failed surrogacy agreement;
- a diagnosis that negatively impacts pregnancy or fertility; or
- a stillbirth.

All regular full-time and part-time staff members are entitled to take an additional five days of unpaid leave in the event of the death of an immediate family member. In the event of the death of more than one immediate family member in a 12-month period, an employee is entitled to up to 6 weeks of bereavement leave during that period. (Up to five days will be paid pursuant to this policy). Staff members may use any accrued, unused paid time off to run concurrently with this time. Staff members must complete time off under this policy within 60 days of learning of the need for leave.

Child Extended Bereavement Leave

All regular full-time and part-time staff members who have lost a child due to homicide or suicide are eligible for six weeks of bereavement leave. Five days will be paid as detailed in the family member bereavement leave section, and the remaining time will be unpaid.

Staff members may take leave in one continuous period or intermittently in increments of no less than four (4) hours. Leave must be taken within one (1) year after the staff member notifies the library of the loss. This six weeks of leave is the maximum amount of leave an employee may take for the loss of their child due to homicide or suicide. Accordingly, the employee may not seek additional bereavement leave as provided in the family member bereavement leave section.

Additional Time, Notice, and Documentation

Additional paid or unpaid time off for persons not covered by the definition of "immediate family member" may be allowed. The library may require a staff member to provide reasonable documentation in connection with leave taken under this policy. Staff members are requested to provide as much notice of the leave as possible. This policy does not permit a staff member to exceed the amount of leave available under the Family and Medical Leave Act.

Returning From Leave

When returning from bereavement leave, staff members are entitled to the position they held when the leave began. If that position has been filled or is no longer available, returning staff members are entitled to an equivalent position with equivalent pay, benefits, and responsibilities.

Blood and Organ Donation Leave

Leave Entitlement

Eligible staff members may take paid leave for up to one hour every 56 days to donate or to attempt to donate blood and up to 10 days in any 12-month period to serve or attempt to serve as a living organ donor.

Definitions

"Eligible staff member" means a full-time staff member who has been employed for at least six months and who donates or attempts to donate blood or an organ.

"Blood Donation" means the act of donating blood following the nationally recognized medical standards for blood donation eligibility of the community blood bank as operated by the American Red Cross, America's Blood Centers, the American Association of Blood Banks, or another blood bank.

"Organ Donation" means the act of donating any biological tissue of the human body that may be donated by a living donor (other than blood), including but not limited to, the kidney, liver, lung, pancreas, intestine, bone, and skin or any subpart thereof.

Notice, Approval, and Verification Requirement

An eligible staff member is required to give reasonable notice to the library in the event that the staff member chooses to use leave under this policy. A request for leave under this policy must be in writing and must include the day the staff member wishes to use the leave, along with a written statement from the blood bank or medical/transplant facility indicating that the employee has an appointment on the day requested for leave to donate or attempt to donate blood or an organ.

Upon a staff member's return from an approved leave, the staff member will be required to submit a written statement from the blood bank or medical/transplant facility verifying that the employee kept the appointment.

Complaint Process

Staff members who believe their leave has been improperly administered under this policy may file a complaint with Human Resources. The complaint will be promptly investigated, and the results of the investigation will be reported to the complaining staff member. If the staff member is unsatisfied with the findings of the investigation, the staff member may appeal the decision to the Executive Director.

Family and Medical Leave Act (FMLA)

Basic Leave Entitlement

Staff members may be eligible to take up to 12 weeks of unpaid family/medical leave within a 12-month period and be restored to the same or an equivalent position upon return provided that the staff member has worked for the library for at least 12 months AND worked at least 1250 hours in the last 12 months. The "12-month period" is measured as a rolling 12-month period measured backward from the date a staff member uses any FMLA leave.

Reasons for FMLA Leave

If a staff member is eligible, the staff member may take family/medical leave for any of the following reasons: (1) the birth of a child and to care for such child; (2) the placement of a child with the staff member for adoption or foster care; (3) to care for a spouse, son, daughter or parent ("covered family member") with a serious health condition; or (4) because of the staff member's own serious health condition which renders the staff member unable to perform one or more of the essential functions of the staff member's position. Leave for reasons one and two above must be completed within the 12-month period beginning on the date of birth or placement.

Military Family Leave Entitlement

If a staff member is eligible, the staff member may use the 12-week FMLA leave entitlement to take military family leave. Staff members may use this leave to address certain qualifying exigencies related to the covered active duty or call to covered active duty of a spouse, son, daughter, or parent. Qualifying exigencies may include (1) attending certain military events; (2) arranging for alternative childcare; (3) addressing certain financial and legal arrangements; (4) attending certain counseling sessions; (5) addressing issues related to short-notice deployment; (6) spending time with a covered family member who is resting and recuperating; (7) attending post-deployment briefings; and (8) for certain activities relating to the care of the military member's parent who is incapable of self-care where those activities arise from the military member's covered active duty.

A staff member may also be eligible for up to 26 weeks of leave to care for a covered service member during a single 12-month period if the staff member is the spouse, son, daughter, parent, or next of kin of the covered service member. *This single 12-month period begins with the first day the staff member takes the leave.* A covered service member includes: (1) a current member of the Armed Forces, including a member of the National Guard or Reserves, who is undergoing medical treatment, recuperation, or therapy, is otherwise in outpatient status, or is otherwise on the temporary disability retired list, for a serious injury or illness; or (2) a veteran who is undergoing medical treatment, recuperation or therapy for a serious injury or illness and: (i) was a member of the Armed Forces (including a member of the National Guard or Reserves); and (ii) was terminated or released under conditions other than dishonorable within the five-year period before the eligible staff member first takes FMLA military caregiver leave to care for the veteran.

Improper Use of Leave

Misrepresenting facts in order to be granted FMLA leave is a violation of trust that is subject to disciplinary action, up to and including termination of employment. Staff members may not be granted FMLA leave to gain employment or work elsewhere, including self-employment.

Notice of Leave

If the FMLA leave is foreseeable, the staff member must give the library at least 30 days' notice following the usual procedure for requesting a leave of absence (notifying the immediate supervisor and human resources). Failure to provide such notice may be grounds for delay of the leave. Where the need for leave is not foreseeable, the staff member is expected to notify the library as soon as practicable and, absent unusual circumstances, follow the library's normal leave procedures (notifying the immediate supervisor and human resources). When leave is needed for planned medical treatment, staff members should attempt to schedule treatment so as not to unduly disrupt the library's operations.

Medical Certification—Leave for Staff Member's Own or a Covered Family Member's Serious Health Condition

If the staff member is requesting leave because of the staff member's own or a family member's serious health condition, the staff member and the relevant health care provider may be required to supply appropriate medical certification. If required, the medical certification must be provided within 15 days after it is requested or as soon as reasonably possible under the circumstances. Failure to provide valid requested medical certification promptly may result in denial of leave until it is provided. The library may also require medical recertification periodically during the leave, and staff members may be required to present a fitness for duty verification upon their return to work following leave for the staff member's own medical condition specifying that the staff member is fit to perform the essential functions of the job.

Certification for a Qualifying Exigency

If the staff member is requesting leave because of a qualifying exigency arising out of a covered family member's active duty or call to active duty, the staff member may be required to supply a copy of the covered military family member's active duty orders or other documentation issued by the military indicating that the covered military member is on active duty or call to active duty (including the dates of the active duty service). The library may also request additional information about the leave.

Certification for Service Member Family Leave

If a staff member is requesting leave because of the need to care for a covered service member with a serious injury or illness, the library may require the staff member to supply certification completed by an authorized health care provider of the covered service member. In addition, the library may also request additional information about the leave.

Certification for Serious Injury or Illness of a Veteran for Military Caregiver Leave

If a staff member is requesting leave because of the need to care for a covered veteran with a serious injury or illness, the library may require the staff member to supply certification completed by an authorized health care provider of the covered veteran. In addition, the library may request additional information about the leave.

Substitution of Paid Time Off

FMLA leave is unpaid leave. If a staff member requests leave for any FMLA-covered reason, the staff member will be required to use any remaining applicable paid time off. The utilization of this paid leave does not extend the leave period. In addition, if a staff member is eligible for any other paid leaves, such as IMRF

disability or workers' compensation, these leaves will also run concurrently with FMLA leave (where appropriate) and will not extend the leave period. When using paid leave in conjunction with FMLA leave, a staff member must comply with the requirements of the applicable paid leave policy.

Benefits During Leave

During an approved FMLA leave, the library will maintain the staff member's health benefits as if the staff member continued to remain actively employed, but the staff member must continue to pay their share of the premium. Failure of the staff member to pay their share of the health insurance premium may result in loss of coverage. If the staff member does not return to work after the expiration of the leave, the staff member may be required to reimburse the library for payment of health insurance premiums during the FMLA leave.

During the unpaid portions of FMLA leave, the staff member will not receive pay for holidays. Staff members will not lose employment benefits accrued up to the day on which the unpaid FMLA leave begins.

Intermittent or Reduced Schedule Leave

In the case of leave taken for a serious health condition, to care for a service member with a serious injury or illness, or because of a qualifying exigency, the leave may be taken intermittently (in separate blocks of time due to a single qualifying reason or health condition) or on a reduced hours basis if necessary. When leave is needed for planned medical treatment, staff members should attempt to schedule treatment so as not to unduly disrupt the library's operations. Furthermore, if intermittent or reduced hours leave is required for planned medical treatment, the library may, in its sole discretion, temporarily transfer the staff member to another job with equivalent pay and benefits that better accommodate that type of leave. If the leave is unpaid, the library will reduce the staff member's pay based on the amount of time actually worked. A fitness-for-duty certification may be required to return from an intermittent absence if reasonable safety concerns exist concerning the staff member's ability to perform their job duties.

Job Restoration

A staff member who returns to work from an approved FMLA leave of absence is entitled to return to their job or an equivalent position without loss of benefits or pay. A staff member who took leave because of their own serious health condition who wishes to return to work from FMLA leave may be required to present a fitness-for-duty release by a doctor before being restored to employment. A staff member who does not provide the certification will not be permitted to resume work until it is provided.

Family Military Leave

Eligible staff members may use unpaid family military leave for up to 30 days during the time that a family member's federal or state deployment orders are in effect.

Definitions

"Eligible Staff Member" means a staff member who has been employed for at least 12 months and who has worked at least 1250 hours during the 12 months preceding the commencement of the leave.

"Family Member" means the staff member's child, grandchild, spouse, or parent who has been called to military service lasting longer than 30 days with the state or the United States pursuant to the orders of the Governor or the President of the United States.

Use of Time Off

Family military leave is unpaid. If a staff member is granted family military leave, the staff member will be required to use any remaining applicable paid time off. The utilization of this paid leave does not extend the

leave period. A staff member's leave under this policy may be reduced by the number of days a staff member takes "exigency leave" under the Family and Medical Leave Act.

Notice of Leave

The staff member should provide as much notice as is practicable. Where possible, the staff member should attempt to schedule such leave so as not to unduly disrupt library operations.

Verification

For leaves taken pursuant to this policy, the staff member may be required to submit verification from the proper military authority demonstrating the staff member's eligibility for the leave.

Benefits During Leave

During an approved family military leave, the staff member may maintain health benefits at the staff member's expense. The taking of leave under this policy will not result in the loss of any employment benefit accrued before the date on which leave commenced.

Job Restoration

Upon returning from an approved family military leave, the staff member is entitled to return to the same position or to an equivalent position with equal pay, benefits, and other terms and conditions of employment unless such restoration is inappropriate for reasons unrelated to the staff member's family military leave.

General/Personal Leave

If staff members are ineligible for any other leave of absence, the Oak Park Public Library may grant a general/personal leave of absence without pay. Staff members should submit their request for personal leave to their supervisor and Human Resources before the anticipated start of the leave. If the leave is requested for medical reasons and staff members are not eligible for leave under the federal Family and Medical Leave Act (FMLA) or any state leave law, medical certification may be required.

The general/personal leave request will be considered and evaluated on a number of factors, including anticipated workload requirements, staffing considerations, and the reason for the requested leave.

A general/personal leave of absence may be granted for a period of up to eight (8) weeks. However, a leave may be extended up to four (4) weeks if, prior to the end of the leave, the staff member submits a request for an extension, and the request is granted. The maximum amount of general/personal leave allowed is twelve (12) weeks in a rolling 12-month period measured backward from the date a staff member uses any general/personal leave.

The library will continue insurance coverage during the leave if staff members submit their share of the monthly premium payments to the library in a timely manner. During the unpaid portions of general/personal leave, the staff member will not receive pay for holidays.

When the staff member anticipates returning to work, they should notify their supervisor of the expected return date. This notification should be made at least one week before the end of the leave.

Upon completion of the general/personal leave of absence, the library will attempt to return staff members to their original job or a similar position, subject to prevailing library operation considerations.

Reinstatement is not guaranteed.

Failure to advise your supervisor or Human Resources of availability to return to work, failure to return to work when notified, or a continued absence from work beyond the time approved by the library will be considered a voluntary resignation of employment.

Jury and Witness Duty Leave

The Oak Park Public Library will provide all regular full-time and part-time staff members requested to serve jury duty with the required time off to fulfill their obligation. The library will pay staff members their straight time pay for their regularly scheduled work hours missed for jury service or when subpoenaed to appear before a court, public body, or commission in connection with library business. All staff members may keep whatever compensation is given for their jury service.

In cases where jury duty does not require a full day, staff members are expected to spend as much time as reasonable at their regularly scheduled duties.

Staff members are required to notify their immediate supervisor as soon as possible when they receive a jury duty summons and provide a copy to Human Resources to be eligible for payment. Proof of jury service verifying the dates and times of attendance may be required.

Paid Parental Leave

The Oak Park Public Library will provide up to eight (8) weeks of paid parental leave to all regular full-time and part-time staff members following the birth of a staff member's child or the placement of a child with a staff member in connection with adoption or foster care. The purpose of paid parental leave is to enable the staff member to care for and bond with a newborn or a newly adopted or newly placed child. This policy will run concurrently with Family and Medical Leave Act (FMLA) leave, as applicable.

Eligibility

All regular full-time and part-time staff members are eligible for paid parental leave provided they meet one of the following criteria:

- Have given birth to a child.
- Be a spouse or committed partner of a person who has given birth to a child.
- Have adopted a child or been placed with a foster child (in either case, the child must be age 17 or younger).

Amount, Time Frame, and Duration

Eligible staff members will receive a maximum of eight (8) weeks of paid parental leave per birth, adoption, or placement of a child/children. The fact that a multiple birth, adoption, or placement occurs (e.g., the birth of twins or adoption of siblings) does not increase the eight-week total amount of paid parental leave granted for that event.

Paid parental leave is compensated at the staff member's current regular rate of pay based on the staff member's regularly scheduled weekly hours. Paid parental leave will be paid on regularly scheduled pay dates.

Paid parental leave can be taken intermittently but should be taken in full week increments where possible. Approved paid parental leave may be taken at any time during the twelve-month period immediately following the birth, adoption, or placement of a child with the staff member.

Any unused paid parental leave will be forfeited at the end of the twelve-month time frame.

Upon separation of employment, the staff member will not be paid for any unused paid parental leave for which they were eligible.

Coordination with Other Policies and Benefits

After the paid parental leave is exhausted, the remainder of the leave can be compensated through staff members' applicable paid time off. Upon exhaustion of applicable paid time off, any remaining leave will be unpaid leave. Please refer to the Family and Medical Leave Act (FMLA) policy for further guidance.

The library will maintain all benefits for staff members during the paid parental leave period just as if they were taking any other leave.

If a holiday occurs while the staff member is on paid parental leave, such a day will be charged to holiday pay.

Notice of Leave

The staff member should provide reasonable notice to their supervisor and Human Resources. The staff member must complete any necessary forms and may be required to provide documentation to substantiate the request.

School Visitation Leave

The Oak Park Public Library provides all regular full-time and part-time staff members time off for school visitation. Visitation is allowed for staff members to attend educational and/or behavioral conferences or classroom activities at their children's school when these school visits cannot be scheduled outside of work hours. "Child" means biological, adopted, foster child, or legal ward of a staff member who is enrolled in a primary or secondary school.

Eligible staff members may request up to a total of eight (8) hours of visitation in any school year, with a maximum of four (4) hours on any given day. The staff member must provide reasonable notice to their supervisor when requesting school visitation leave.

School visitation leave is unpaid. Staff members must use applicable paid time off for school visitation leave, if available. Supervisors may allow staff members to make up time for the unpaid school visitation leave. Staff members may be asked to provide their supervisor with written verification of the date, time, and length of the school visitation.

Victims' Economic Security and Safety Act (VESSA) Leave

The Oak Park Public Library provides all regular full-time and part-time staff members with unpaid victims' economic and security and safety leave for up to 12 weeks in a 12-month period for any one or more of the following reasons:

- Seeking medical attention for, or recovering from, physical or psychological injuries caused by domestic, sexual, gender violence or any other crime of violence to the staff member or the staff member's family or household member; or
- Obtaining services from a victim services organization for the staff member or the staff member's family or household member; or
- Obtaining psychological or other counseling for the staff member or the staff member's family or household member; or
- Participating in safety planning, temporarily or permanently relocating, or taking other actions to increase the safety of the staff member or the staff member's family or household member from future domestic, sexual, gender violence, any other crime of violence, or ensuring economic security; or
- Seeking legal assistance or remedies to ensure the health and safety of the staff member or the staff member's family or household member, including preparing for or participating in any civil or

criminal legal proceeding related to or derived from domestic, sexual, or gender violence or any other crime of violence.

All regular full-time and part-time staff members may use up to two workweeks (10 days) of unpaid VESSA leave for any one or more of the following reasons:

- Attending the funeral or alternative to funeral or wake of a family or household member who is killed in a crime of violence;
- Making arrangements necessitated by the death of a family or household member who is killed in a crime of violence; or
- Grieving the death of a family or household member who is killed in a crime of violence.

Leave for these reasons must be completed within 60 days after the employee receives notice of the death of the victim.

Definitions

"12-Month Period" means a rolling 12-month period measured forward from the date leave is taken and continuous with each additional leave day taken.

"Family or Household Member" means a spouse or party to a civil union, parent, grandparent, child, grandchild, sibling, or any other person related by blood or by present or prior marriage or civil union, other person who shares a relationship through a child, or any other individual whose close association with the staff member is the equivalent of a family relationship as determined by the staff member, and persons jointly residing in the same household.

"Domestic, Sexual, or Gender Violence" means domestic violence, sexual assault, gender violence, or stalking.

"Crime of Violence" means any conduct proscribed by Articles 9, 11, 12, 26.5, 29D, and 33A of the Criminal Code of 2012 or a similar provision of the Criminal Code of 1961, in addition to certain conduct proscribed by Articles of the Criminal Code of 2012. This term can include sex offenses, assault, harassment and obscene communications, armed violence, and other crimes.

Intermittent or Reduced Leave

A staff member may take leave intermittently (a few days or a few hours at a time) or on a reduced leave schedule.

Substitution of Paid Time Off

A staff member may elect to substitute applicable paid time off for any part of victims' economic security and safety leave. Such substitution will not extend the staff member's total allotment of time off under this policy.

Notice of Leave

A staff member should provide as much notice as is practicable to their supervisor and Human Resources when the need for leave becomes known.

Certification

For leaves taken pursuant to this policy, the staff member may be required to submit a certification demonstrating the need for the leave. The certification must be provided by the staff member as soon as reasonably possible.

The certification requirement may be satisfied by the submission of a sworn statement from the staff member and one of the following:

- Documentation from a victim services organization, attorney, clergy, or medical or another professional from whom the staff member or the family/household member has sought assistance from in addressing domestic, sexual, gender violence or crime of violence and/or its effects;
- A police or court record;
- A death certificate, published obituary, or written verification of death, burial, or memorial services from a mortuary, funeral home, burial society, crematorium, religious institution, or government agency documenting that a victim was killed in a crime of violence; or
- Other corroborating evidence.

All documentation related to the staff member's need for the leave pursuant to this policy will be held in strict confidence and will only be disclosed as required by law.

Benefits During Leave

During an approved VESSA leave, the library will maintain your health benefits, as if you continued to be actively employed. If paid leave is substituted for unpaid VESSA leave, the library will deduct your portion of the plan premiums as a regular payroll deduction. If your leave is unpaid, you must pay your portion of the premium during the leave. Your group health care coverage may cease if your premium payment is more than 30 days late. If you do not return to work at the end of the leave period, you may be required to reimburse the library for the cost of the premiums paid by the library for maintaining coverage during your unpaid leave, unless you cannot return to work because of the continuation, recurrence, or onset of domestic, sexual, gender violence, crime of violence, or other circumstances beyond your control.

When your need for the leave also qualifies as family/medical leave pursuant to the Family and Medical Leave Act (FMLA), the FMLA leave will run concurrently with leave taken pursuant to this policy, such that the total amount of unpaid leave for which a staff member will be eligible in one year is 12 weeks.

When your need for leave also qualifies for bereavement leave under Illinois' Family Bereavement Leave Act (FBLA), FBLA leave will run concurrently with leave taken pursuant to this policy, such that the total amount of unpaid leave for which an employee will typically be eligible in cases of bereavement is 10 days. However, in such cases, the 10 days of bereavement leave will not be deducted from the staff member's total VESSA allotment of 12 weeks.

Job Restoration

If you wish to return to work at the expiration of your leave, you are entitled to return to your same position or to an equivalent position with equal pay, benefits, and other terms and conditions of employment. If you take leave because of your own medical condition, you are required to provide medical certification that you are fit to resume work. Staff members who do not provide the certification will not be permitted to resume work until it is provided.

Reasonable Accommodations

The library supports the Victims' Economic Security and Safety Act and will attempt to provide reasonable accommodations for people who are entitled to protection under this Act in a timely fashion unless such accommodations would present an undue hardship for the library.

Reasonable accommodation applies to applicants and staff members and may include adjustment to a job structure, workplace facility, or work requirement, transfer, reassignment, or modified schedule, leave, a changed telephone number or seating assignment, installation of a lock, implementation of a safety procedure or assistance in documenting domestic, sexual, gender violence or crime of violence that occurs at the workplace or in work-related settings, in response to actual or threatened domestic, sexual, gender violence or crime of violence.

A qualified individual is an individual who, but for being a victim of domestic, sexual, gender violence or crime of violence or with a family or household member who is a victim of domestic, sexual, gender violence or crime of violence, can perform the essential functions of the employment position that such individual holds or desires.

Should you wish to request a reasonable accommodation pursuant to this policy, you should contact Human Resources.

Confidentiality

All information provided to the library pursuant to this policy, including a statement of the staff member or any other documentation, record, or corroborating evidence, and the fact that the staff member has requested or obtained an accommodation pursuant to this policy shall be retained in the strictest confidence by the library, except to the extent that disclosure is (1) requested or consented to in writing by the staff member; or (2) otherwise required by applicable federal or state law.

Voting Leave

The Oak Park Public Library supports and promotes civic engagement and believes participation in the election process is a critical civic responsibility.

Therefore, all staff members may be permitted two hours of paid leave for the purpose of voting in a local, state, or national election. This leave must be exercised between the opening and closing of the polls and may be used for early voting.

If you need to take time off to vote, you must notify your supervisor of your plans no later than the day before the election. Your supervisor will notify you of the two-hour block of time assigned to you for voting purposes. Proof of attendance at the polls may be required.