OAK PARK PUBLIC LIBRARY
BOARD OF LIBRARY TRUSTEES | REGULAR MEETING
834 Lake St., Oak Park, IL 60301 | Second Floor Scoville Room
Wednesday, May 29, 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**
   April 23, 2024 Regular Meeting **(Action)**
   May 16, 2024 Committee Meeting **(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 (director@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**
   a. Sunday, June 2: A Day in Our Village (11-4pm, Scoville Park)
   b. Wednesday, June 5: COG Meeting (8 am)
   c. Tuesday, June 25: Regular Library Board Meeting

5. **Interim Co-Directors Report**

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

7. **Financial Reports**
   a. April 2024 Financial Reports **(Discussion)**
   b. April 2024 Resolutions on Disbursements **(Action)**

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

9. **Unfinished Business**

10. **New Business**
   a. LETAB Presentation
   b. Township Youth Engagement IGA **(Action)**
   c. Executive Director Search Firm Recommendations **(Action)**

11. **Closed Session**
   Pursuant to 5 ILCS 120/2(c)(2), Executive Session to discuss the employment, compensation, discipline, performance, or dismissal of specific employees

12. **Adjournment**

Minutes for April 23, 2024 Regular Library Board Meeting

1. Call to order and roll

President Fruth called the meeting to order at 6:30pm. Secretary Fairfax took roll.

Present: Madhurima Chakraborty, Susanne Fairfax, Maya Ganguly. Matthew Fruth

Absent: Kristina Rogers

A quorum was present at this meeting. Trustee Foss and Trustee Bloom to participate virtually through zoom. Moved by Ganguly. Seconded by Chakraborty.

Also attending: Suzy Wulf. Co-Interim Director, Leigh Tarullo, Co-Interim Director

Public commentators: None

2. Approval of Minutes

a. March 26, 2024 Regular Board Meeting

Moved by Ganguly. Seconded by Fairfax. Approved by all trustees.

b. April 11, 2024 Special Board Meeting

Amendment of April 11, 2024 Special Board Meeting on the roll call to order regarding the motion to approve Trustee Foss, Rogers, and Chakraborty participation through zoom.

"Moved by Ganguly. Seconded by Bloom. Approved by all trustees."

Motion to amend the minutes with the correction above. Moved by Ganguly. Seconded by Fairfax. Approved by all trustees. The amended minutes will be included in the library files.

3. Public Comments

No public comments were made in person for this meeting nor received by email submission. There was a gentleman who came to the meeting and left a comment for the board, not to be read out loud publicly for the meeting. The comment will be included in the records, in relation to this meeting.

4. Trustee Comments and Calendar

The board discussed several events coming up, such as the LACONI Trustee Banquet and Day in Our Village event.

5. Interim Co-Director Report

Wulf discussed weekly check-ins with Fruth and the submission of the Request for Proposal (RFP) form out for responses, receiving no bids at this time. Highlighted were several staff spotlights from different service areas in the strategic priorities report.

6. Staff Reports

a. Strategic Priorities Report

b. Library Core Use Statistics

c. Additions and Terminations Report

d. Staff Changes Report

7. Financial Reports

a. March 2024 Financial Reports

The board reviewed the financial reports dated March 31, 2024.

b. Resolutions on Disbursements

Moved by Chakraborty. Seconded by Foss. Approved by all trustees.

8. Additional Reports

a. Intergovernmental Committee (IGOV): Fairfax reported on a fall event and the awareness of all committees and governing bodies.

b. Council of Governments (CoG): Fruth attended, reporting on a construction project coming up where an open call for designs and soliciting feedback are to follow.

c. PlanIt Green: Foss reported on the continuous work on sustainability working with our various partners in the village.

d. Friends of the Oak Park Public Library: Ganguly reported on the next scheduled meeting, which is May 20.

9. Unfinished Business

a. Leaves of Absence Policy

Motioned by Chakraborty. Seconded by Fairfax. Approved by all trustees.

10. New Business

a. Tax Rate Objection Settlement

Motioned by Chakraborty. Seconded by Fairfax. Approved by all trustees.

11. Adjournment

Fruth adjourned the meeting at 7:44pm.

Minutes for May 16, 2024 Board Committee Meeting

1. Call to order and roll

Secretary Fairfax called the meeting to order at 6:30pm and took roll.

Present: Maya Ganguly, Theodore Foss, Susanne Fairfax

2. Public Comments

No public comments were submitted or read at this meeting.

3. Review of the Executive Director Search Proposals

The library board committee consisting of Ganguly, Fairfax, and Foss met to review the executive director search proposals. A total of 8 proposals were received prior to the deadline, which was Friday, May 10 2024. The evaluation committee went over each proposal to review and give an evaluation on the search firms rated the search firms using a 1-5 scale rating rubric (1 being low, 5 being high) based on the criteria as follows: completeness and quality, experience with diversity, equity, and inclusion (DEI), experience conducting similar searches relating to libraries, diversity within the search team, familiarity with oak park and community, and lastly, recognition of anti-racism.

The first proposal reviewed is BIPOC Executive Search. Discussed was the completeness and quality of the electronic proposal received, noting the ease to read and links throughout the proposal that fit the needs of the criteria Highlighted were the team of this firm, searches completed, and costs associated with this firm. The committee discussed the lack of familiarity with Oak Park and the lack of experience with similar searches.

The next proposal reviewed is Koya Partners**.** Discussed is the variety of constituencies citing collaboration with the board, discussions and surveys. Discussed were the placements of directors and people that the firm placed in libraries and the knowledge of libraries and the collaborative training and inclusion of the board and community. Recognized is diversity of placements in 2023, citing statistics of 75% people of color, 62% as women. Noted was the search methodology and timeline citing implicit bias training.

The third proposal reviewed is Angels Recruiting Agency. The evaluation committee members gave this proposal low ratings based on the lack of acknowledgement of Oak Park, lack of scope, and the proposal team consisted of one person.

The fourth proposal reviewed is Domar Companies, LLC. Discussed were the costs, experience with corporate clients and candidates and the importance of DEI. Ratings discussed on this proposal were 2 out of 5, noting the lack of experience with libraries in terms of conducting

similar searches as well as lack of familiarity with Oak Park and the community. Reviewed were typos and inconsistencies throughout the proposal document. Collectively the committee rated around 2 and 3's across the board based on the criterion.

The fifth proposal reviewed was Organizational Architecture. Discussed were the experience and focus with libraries and range. Ratings discussed were low, noting the lack of familiarity with Oak Park. Vague information was noted. Ratings discussed were a range of 2 to 3 based on the criterion.

The following proposal reviewed is Noetic Search**.** Discussed was the staff profile and the search team, list of clients they served, and the knowledge of Oak Park and the focus on nonprofits. The committee discussed ratings ranging from 2 to 4 and the commitment to DEI, noting the percentage of placements and statistics in this document.

The next proposal reviewed is Be Inspired. Discussed was the scope of work, highlighting Oak Park and the community. The committee discussed the lack of completeness with the proposal, not exhibiting equity and anti-racism work.

The final proposal reviewed is the Alma Advisory Group. Discussed was the cover letter/executive summary highlighting Oak Park and the community, citing the DEI and anti-racism work, book sanctuary, and knowledge of the vision of Oak Park Public Library. recognizing the lack of experience with libraries. Discussed was the training and knowledge of DEI and the collaborative efforts to work with the board.

All 8 proposals have been reviewed by the board evaluation committee. The committee has determined and selected two search firm candidates to move forward with to conduct interviews and reference checks. Their search firm recommendations are to be discussed at the following regular library board meeting.

4. Adjournment

Ganguly adjourned the meeting at 8:51pm.

INPUTS

Community members, stakeholders, and partners; diverse and well-trained staff (full-time and part-time), volunteers, and interns; Board of Trustees; local government; funding (tax dollars, grants, donations); well-maintained buildings, furniture, and equipment; IT infrastructure; physical collections (books, DVDs, CDs, magazines, etc.); digital collections and online resources (ebooks, audiobooks, streaming music/movies, databases, etc.)

ACTIVITIES → OUTPUTS

Public Services & Programs

Activities: Circulation (patron accounts, materials checkouts, check-ins, holds); reference and information; readers advisory; tutorials and Learning Labs; space reservations; public technology access; in-person and virtual educational and entertainment programming for children, teens, and adults; in-person and virtual community outreach and engagement

Outputs:
- # patron visits
- # library cards issued
- # digital accounts, conversions
- # active cardholders, households
- % new cardholder retention
- # Net Promoter Score
- # meeting/study room reservations
- # programs and attendees
- # program surveys completed, satisfaction
- # participants in SRP, 1BBK
- # reference interactions, 1:1 tutorials, Learning Labs
- # Book Bike visits, outreach visits, pop-ups
- # home deliveries, resource deliveries

Collections

Activities: Selection, acquisition, and cataloging of physical and digital materials; interlibrary loan; Special Collections and local history

Outputs:
- # item checkouts, check-ins, downloads, ILLs, holds
- # items in collection, turnover
- % items checked out
- # average return to shelf time
- # Special Collections research contacts

Technology

Activities: Acquisition, maintenance, and repair of public technology (computers, printers, copiers, etc.); maintenance of internet/WiFi

Outputs:
- # public technology use (computers, printers, copiers, Creative Studio)
- # WiFi sessions

Facilities

Activities: Facilities management (tracking and execution of capital projects, maintenance activities); Master Facilities Plan

Outputs:
- # facilities requests made, completed
- # approved capital and MFP projects completed

Social Services & Public Safety

Activities: Community partnership development; patron need assessment and resource referral; incident reporting and management; building safety; emergency and public health preparedness

Outputs:
- # incidents reported, resolved
- # patron service referrals, follow-ups
- # mental health assessments (Rush)
- # community partnerships

Anti-Racism

Activities: Equity audits of policies, plans, and procedures; staff trainings and learning events; staff affinity groups and intersectional gatherings; community partnership development; conference attendance; community programming

Outputs:
- % policies, plans, procedures audited
- # staff trainings, learning events
- # staff affinity groups, intersectional gatherings
- % staff satisfaction, engagement, well-being
- # community partnerships
- # community meetings, events, conferences
- # presentations, speaking engagements offered
- # patron/community surveys
- # community-led/-supported programs

Communications & Development

Activities: Promotion and storytelling; print materials (newsletters, The Storyline, brochures, flyers, bookmarks, calendars); digital communications (website and newsfeed, cardholder email campaigns, social media); digital advertising; monitoring external media coverage and third-party site reviews

Outputs:
- # external media coverage
- # third-party site reviews
- # social media reach, engagement
- # oppl.org unique users
- % email open and click rates
- % Google AdWords conversion rate
- # print calendars distributed

Finance & HR

Activities: Compensation and benefits administration; hiring and onboarding; performance development; learning and talent development; workplace well-being; budget preparation, management, and reporting

Outputs:
- # position postings, applicants, hires
- # staff, hours, retention
- % applicant diversity, staff diversity
- % staff satisfaction, engagement, well-being
- # learning/engagement opportunities and attendees
- $ pay equity
- $ money budgeted, spent
- # expenditure reports provided

WHY WE DO IT

IMPACT — A commitment to **EQUITY & ANTI-RACISM** informs all of our work.

OAK PARK PUBLIC LIBRARY

ENGAGEMENT

Core Values: Civic Responsibility, Collaboration, Compassion, Empathy, Gathering, Participation

We focus on inclusive engagement and service to diverse community groups.
Outcomes: Increased access to and engagement with diverse collections by patrons; Expanded patron access to and engagement with library services/resources in non-traditional spaces; Increased opportunities for patrons to actively contribute to the library's work; Improved patron satisfaction with library service; Improved service to Spanish-speaking and Latine patrons and new immigrants; Improved service to disabled patrons and awareness of the experiences of people with disabilities; Improved access to public health and social service resources for vulnerable patrons

We lead the community in impactful civic engagement.
Outcomes: Improved civic engagement among patrons; Increased patron opportunities for and satisfaction with community conversations; Improved patron access to and use of community information resources

We attract and retain a library staff that reflects the diversity of our community.
Outcomes: Improved and sustained racial/ethnic diversity among library staff at all grade levels; Greater library staff diversity in the areas of ability, age, gender, sexual identity, etc.; Expanded career development opportunities for library staff; Increased awareness of the roles and paths to library positions and others in the community; Improved library employment brand

LEARNING

Core Values: Access, Education, Intellectual Freedom, Knowledge, Literacy, Opportunity, Privacy

We build capacity for literacy and education.
Outcomes: Sustained access to free early literacy and K-12 learning opportunities for the community; Increased public engagement with early and adult literacy resources; Increased literacy and education opportunities for adult patrons; Improved literacy skills and attitudes among adult patrons; Expanded access to educational support for teens

We empower community members with the tools, knowledge, and support they need to reach their full potential.
Outcomes: Improved patron access to opportunities for creative expression and hands-on exploration; Sustained patron access to career/professional development and health/wellness resources; Expanded digital learning opportunities for patrons; Expanded personal and career development opportunities for teens

STEWARDSHIP

Core Values: Accountability, Affordability, Health, Preservation, Safety, Sustainability, Transparency

We invite everyone into library spaces that are welcoming, safe, and inspiring.
Outcomes: Increased library capacity to provide welcoming public safety services; Increased community awareness of library public safety model and practices; Improved public spaces for library patrons and staff; Improved staff and patron awareness about library data privacy and confidentiality

We provide broad, effective, and equitable access to resources.
Outcomes: Improved patron access to and satisfaction with physical and digital collections, online resources, and public technology; Improved technological competencies among library staff; Increased public engagement with library collections, programs, and exhibits

We prioritize sustainability.
Outcomes: Expanded environmentally-friendly practices in library operations; Greater financial sustainability in library operations; Increased diversification of revenue sources to generate funds for future library programming; Greater efficiency in maintenance processes for library infrastructure; Greater staff engagement with library data for decision-making and storytelling

We support all library staff to achieve happiness, well-being, and success.
Outcomes: Enhanced opportunities for staff relationship-building; Enhanced offerings for staff benefits; Increased transparency, awareness, and clarity in library decision-making for staff; Improved staff mental and physical health

ANTI-RACISM & EQUITY

Core Values: Accessibility, Courage, Empowerment, Impact, Innovation, Representation, Social Justice

We create and implement library policies that promote equitable outcomes for our staff and the public.
Outcomes: Improved and more equitable community and staff experience of the library's policies, procedures, and spaces; Integration of restorative practices in library communication, engagement, and conflict resolution strategies with patrons and staff; Improved library understanding of and engagement with community members of diverse backgrounds, identities, and circumstances

We prioritize relationship-building and meaningful collaboration in our efforts to advance anti-racism.
Outcomes: Increased and diversified library-community stakeholder relationships; Expanded partnerships and resource streams for supporting returning citizens; Increased opportunities for patrons to actively contribute to the library's work; Increased and sustained opportunities for internal collaboration and relationship-building among library staff across and within different service areas, grade levels, and demographic groups; Increased awareness of and knowledge about restorative practices among library and community peers and stakeholders

ENGAGEMENT in April 2024

▶ **We focus on inclusive engagement and service to diverse community groups.**
▶ **We lead the community in impactful civic engagement.**
▶ **We attract and retain a library staff that reflects the diversity of our community.**

Work Highlights

Public Services & Programs

A new Book Bike season begins

In April, we launched the **Book Bike's 9th season** of pedaling library resources throughout the community. Over the course of the month, we hosted **six successful events** — a total of **10 hours in the community** where staff had **more than 200 patron interactions**, circulated **more than 100 library materials**, and **signed up three community members with new library cards**. With the addition of a second electric Book Bike this year (green and pictured at right), we are looking forward to another exciting year of community engagement with this program.

Celebrating a celestial event

The library was happy to host **a variety of engaging programs for our community in recognition of the solar eclipse on April 8**. Thanks to the generous donation of over 2,500 eclipse glasses from the **SEAL (Solar Eclipse Activities for Libraries)** community, the **STAR Library Network**, and **Adler Planetarium**, we were able to host a viewing program in Scoville Park during the eclipse. We also offered two additional programs leading up to the event — a film screening of the documentary *Chasing Shadows* and a DIY Solar Eclipse Pinhole Camera workshop — both of which were very successful and fueled public anticipation for the eclipse.

Social Services & Public Safety

A community partnership for opioid overdose prevention

Working closely with the library's Social Services & Public Safety team, **Live4Lali's Opioid Harm Reduction/Mobile Outreach Team recently began providing outreach to patrons at the Main Library twice per week.** Their team is able to provide a variety of services and resources to patrons, including **one-on-one support, harm reduction supplies, hygiene kits, and clothing**. Live4Lali also offers public programs at the library focused on **overdose education and naloxone distribution training.**

Community Voice

On April 28, the Book Bike visited the Oak Park Runners Club Good Life Race for the first time. Following the event, Community Engagement Librarian Sarah Yale received the following feedback:

"Dear Sarah, On Behalf of the Oak Park Runners Club, **we would like to thank you for your generous participation in our 41st annual Good Life Race**. Our 2024 race drew over 1,500 participants, volunteers, and community members, which is only possible by the support of our sponsors and community partners... **Oak Park Runners Club hopes to continue to work with The OPPL Book Bike in the future years.**"

Showing love for library staff

In honor of National Library Week 2024 (April 7-13), patrons were invited to stop by a "library love note" station (pictured at right) at any library location and write a message to their favorite librarian or library worker. Throughout the week, we shared the notes that were collected — via poster boards at each library location and on the library's social media — for everyone to enjoy. The Communications Team also assembled the notes into a scrapbook for staff to browse and created **a YouTube Short to showcase the library love, which can be viewed here.**

▶ **We build capacity for literacy and education.**
▶ **We empower community members with the tools, knowledge, and support they need to reach their full potential.**

Work Highlights

Public Services & Programs

Teen leadership at the library

The Leading Edge Teen Advisory Board (LETAB) — a teen-led service and leadership group at the Oak Park Public Library — was built upon three core pillars: 1) amplifying teen voices, 2) serving the community, and 3) fostering and supporting library programs. **This past year has been exceptionally dynamic for LETAB across all pillars, with our dedicated team of seven members spearheading nearly 20 programs and events. Additionally, they actively participated in various Middle & High School (MHS) Services Team-initiated events and served at Beyond Hunger.** Looking ahead, the newly elected leaders for the 2024-2025 term, voted in this April, are enthusiastic about the opportunities to continue their mission next school year.

STEAM Fest 2024

On April 18, we hosted the **annual Oak Park STEAM Fest, where approximately 200 families with students in grades K-8 visited the Main Library to enjoy hands-on STEAM** (science, technology, engineering, art, & math) **activities on every floor**. D97 teacher librarians ran most of the activity stations, offering a wide variety of coding and tech experiences for multiple age groups. Our friends from the Oak Park Education Foundation were also present to show off what kids can do with LEGO Mindstorms, and a representative from Triton College attended to promote their extensive summer camp options. Library staff also led activities (collaborative art, Tri-Hexaflexagons, and Edison Robots in the Creative Studio), in addition to hosting reading spaces and quiet spaces with sensory supports.

Collections

Building staff knowledge & skills

Members of our Collections Team and Bibliographic Team are completing an online class — "Inclusive Description for Cultural Heritage Materials" — that focuses on inclusive and anti-racist metadata creation and culturally responsive description. This class, which **will provide great insight into the teams' work as they revamp our circulating multicultural realia collection**, is a new course offering from We Here — an organization whose mission is "to provide a safe and supportive community for people who identify as Black, Indigenous, or People of Color in library and information science professions."

Sharing our Art Collection with local art history students

On April 11, **Manager & Curator of Special Collections Kathleen Spale and Special Collections Librarian Carrie Vacon gave a 45-minute tour of the Main Library's Art Collection to Professor Laurie Riggin's art history class of 16 students from Dominican University**. During this tour, Kathleen talked about a variety of art pieces in the Art Collection that span from the middle of the 20th century (e.g., Carole Harrison's 1966 brass and copper sculpture in the vestibule) to the early 21st century, including Jacob Hashimoto's 2005 installation, Jesse Howard's 2017 charcoal and acrylic portrait, and Kehinde Wiley's 2004 painting. Throughout the tour, Kathleen discussed the influence of art styles throughout history on the pieces and artists represented, as well as **the library's emphasis on diversity and inclusion in the collection, particularly with our most recent art acquisitions**. Aligned with our broad collections strategy focused on including diverse individuals and voices, we continue to look for and include in our Art Collection more pieces by artists from diverse backgrounds representing historically marginalized subjects.

STEWARDSHIP in April 2024

▶ **We invite everyone into library spaces that are welcoming, safe, and inspiring.**
▶ **We provide broad, effective, and equitable access to resources.**
▶ **We prioritize sustainability.**
▶ **We support all library staff to achieve happiness, well-being, and success.**

Work Highlights

Communications & Development

Auditing our website content
From February through April, **Digital Engagement Manager Ashley Boyer led an organization-wide initiative to improve oppl.org through a web content audit.** This collaborative staff effort supports both learning and stewardship strategic priorities, by empowering community members with the tools, knowledge, and support they need to reach their full potential and by ensuring broad, effective, and equitable access to resources. Web content audits also help to 1) deliver the best possible digital user experience; 2) improve promotion efforts; and 3) build and/or maintain users' trust in the library. **Over three months, 35 staff members from all areas of the library reviewed text, photos/graphics, and links on 246 pages for accuracy, relevancy, clarity, inclusivity, and functionality. As a result, 94 pages were updated, and 5 pages were unpublished.**

Facilities

Maintaining and improving our public library spaces
Our Facilities Team worked on several important projects in April to improve and maintain our library buildings, including the following:

- **New carpeting was installed in Maze Branch meeting and study rooms** (see image of study room at right), courtesy of donated funds from the Friends of the Oak Park Public Library. We remained open throughout installation, without affecting patrons or public spaces. In recent weeks, we have received many positive comments from patrons, who have noticed the steady improvement in the quality of public spaces at Maze.

- **The Main Library parking garage was cleaned, pressure washed, and restriped** — an extremely important set of annual activities that removes harmful salt residue, helps to preserve the parking garage ramp and floor, prevents worsening of existing pitting and spalling (from years of neglect), and maintains a clean look for the space.

- We **upgraded all trash/recycling cans throughout the public spaces at the Main Library**. As part of a pilot project in 2023, we added new trash cans to the lobby and vestibule from a local company, Ex-Cell Kaiser. Based on positive staff feedback, we continued this project by adding the same trash/recycling cans to all public spaces, offering a cohesive look throughout the building.

Technology

Improved tech resources for community engagement
In preparation for the beginning of the Book Bike season and other summertime engagement activities, **we recently upgraded the iPads used for Book Bike events and expanded our inventory of mobile technology** to provide more available options for staff when conducting outreach and hosting/visiting other events in the Oak Park community.

Staff Spotlight

As the library's Digital Engagement Manager, Ashley Boyer is responsible for both individual and collaborative work that happens behind the scenes but is virtually front and center and essential to digital library experiences for patrons and staff. Her colleagues describe her as a holistic thinker — "She sees the big picture as well as all the little details. [...] She is always thorough and ready to help colleagues. She is great about teaching people how to do things as well, especially by providing clear outlines of processes. Both library users and staff members alike benefit from her professional contributions."

Systems Support Specialist Jack Phifer played a key role in our recent work to enhance Book Bike service through the tech upgrades described above. Thanks to his research, new mobile devices were selected and configured to provide a smoother outreach experience for our patrons.

ANTI-RACISM & EQUITY in April 2024

▶ **We create and implement library policies that promote equitable outcomes for our staff and the public.**
▶ **We prioritize relationship-building and meaningful collaboration in our efforts to advance anti-racism.**

Work Highlights

Finance & HR

Improving our service to Spanish-speaking patrons
We recently **partnered with Triton College to begin offering an eight-week on-site conversational Spanish course for 12 library staff members** at the Main Library. By providing an introduction to the basics of conversational Spanish, this course is **designed to help our public services staff provide exceptional customer service and build relationships with Spanish-speaking community members who frequent the library**. To ensure that the course was as beneficial as possible, we worked with Triton to develop lesson plans based on library staff input about the most frequently asked inquiries. Classes included lectures, discussions, and exercises to practice using the material. Based on the topics covered in the course, Triton will also develop Quick Reference materials for staff members to use as they put their new Spanish skills into practice.

Collections

Advancing DEI in library collections
In early April, **Manager of Collections Services Barbara Fitzgerald and Director of Collections Leigh Tarullo presented at the Public Library Association (PLA) Conference during the collectionHQ "Food For Thought" session, sharing our work to build diverse and inclusive collections.** This presentation is part of our ongoing collaboration with collectionHQ to further develop its DEI software for collection management. **Our Collection Team's work in this area is currently highlighted as a case study** which is shared with other libraries to support their own DEI efforts.

Public Services & Programs

Celebrating Ramadan
On April 7, community members were invited to join a **Read Aloud & Craft Hour in celebration of Ramadan**. This intergenerational Sunday afternoon program at the Main Library featured a reading of *The Blessed Pomegranates: A Ramadan Story About Giving* by A. Helwa. Latine Language & Culture Librarian Nora Sanchez and Aisha Ahmed (representing the Oak Park Muslim Community organization) led a Q&A session, inviting patrons to share their experiences and traditions around Ramadan and Eid, highlighting themes of sharing, empathy, compassion, generosity, and selflessness. The event concluded with Nora and Health & Wellness Specialist Claire Ong leading participants in crafts, decorating kraft paper bags and gratitude jars. **We had excellent support for and attendance at this event.** Throughout the event, **attendees continually approached library staff to express gratitude for leading such an engaging and meaningful celebration of Ramadan, underscoring the impact of community-centered programming on fostering connection and appreciation.**

Community Voice

On April 6, we kicked off Earth Month by hosting the Oak Park Eco-Extravaganza — an all-ages event that included an information fair featuring community sustainability groups, a scavenger hunt, and treats from local businesses. With a total attendance of 135, the event was very successful and led to amazing connections between community members, like the one described in this message to Environmental Programming Specialist Christine Poreba:

"**Kara Finnegan and Lauren Smith-MacGregor from Beye School Green Team are doing food recovery during lunch periods -- they are collecting pounds and pounds of unused fresh produce and milk and were looking for an organization to donate it to.** Kara and Lauren told me about this program and their desire to find a partner during the Eco-Extravaganza [...]. The next week, **I shared their story and request with my colleagues at Austin Eats** -- a consortium of 25 organizations working on building a healthy food system on Chicago's West Side -- **and a man named Dorin "Pastor Mac" McIntyre, founder and executive director of What About Us was interested in learning more. His team is now picking up the food weekly from Beye School and using it in their food security program that serves more than 200 families and seniors every month.** I am so grateful for you Christine, and the Library, in creating a space where conversations like this can happen."

Core Use Statistics

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)

Legend: OPPL | Peer Libraries (Population) | Peer Libraries (Budget)

	Q1 2023	Q2 2023	Q3 2023	Q4 2023	Q1 2024
OPPL	57%	56%	70%	68%	67%
Peer Libraries (Population)	52%	51%	53%	51%	51%
Peer Libraries (Budget)	46%	47%	48%	47%	47.5%
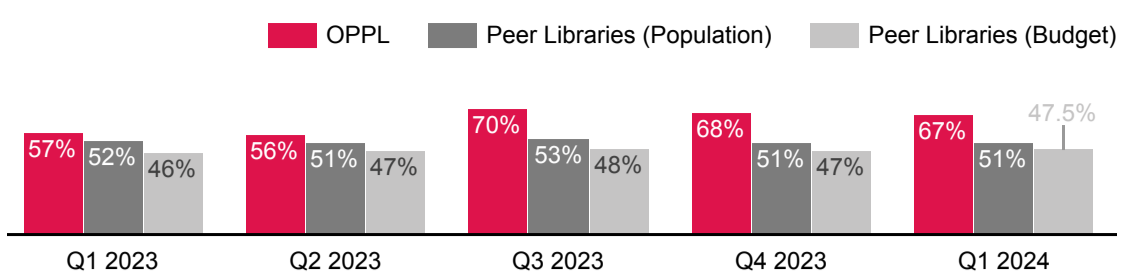
Market Penetration

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

	Q1 2023	Q2 2023	Q3 2023	Q4 2023	Q1 2024
OPPL	57%	58%	58%	57%	59%
Peer (Population)	28%	29%	29%	28%	29%
Peer (Budget)	31.5%	31.5%	33%	31%	31.5%
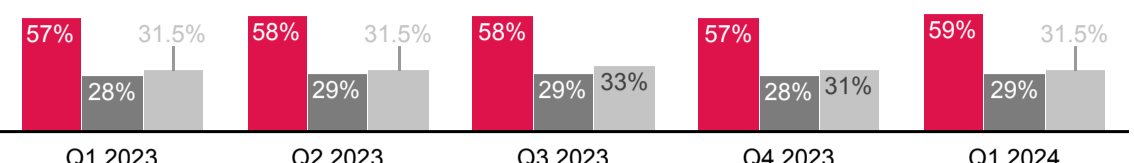
Net Promoter Score

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.

2022 Score: 84.7

Q1 2023	Q2 2023	Q3 2023	Q4 2023	Q1 2024
86.6	85	88.7	87.7	88.2
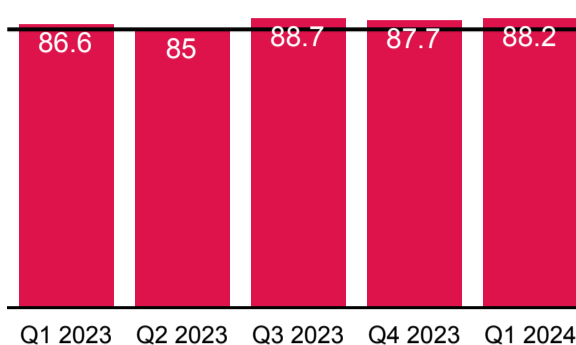
NPS Survey Quarterly Sample Sizes
2023: Q1=60; Q2=40; Q3=451; Q4=170 **2024:** Q1=118

Building Visits

The number of patron visits to a library building

———
2023 Average: 30,917

Jan	Feb	Mar	Apr
29,246	32,095	34,444	34,847
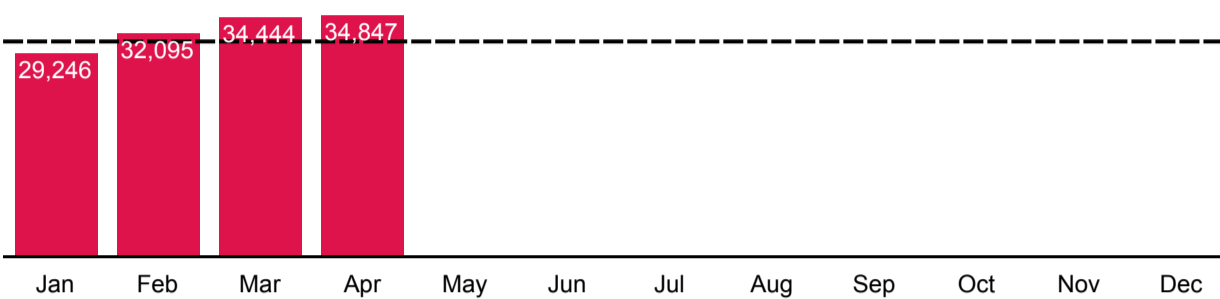
Year-to-Date: 130,632

Website Users

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

———
2023 Average: 33,819

Jan	Feb	Mar	Apr
31,399	35,255	39,875	35,242
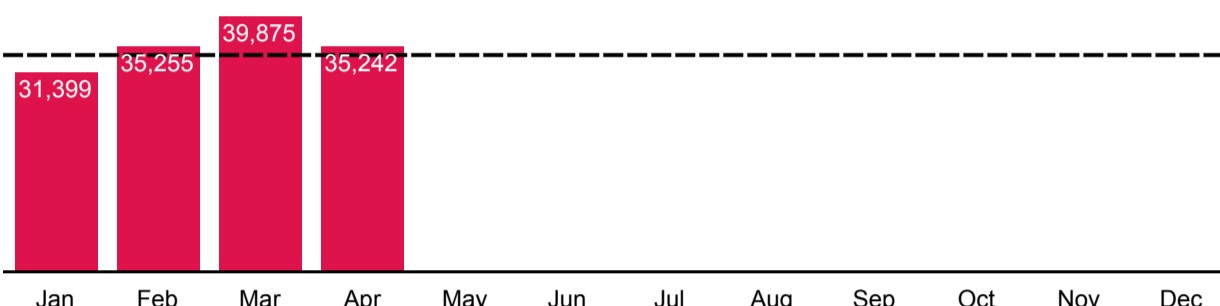
Year-to-Date: 141,771

New Users

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

Legend: Full-Access Library Cards | Digital-Only Accounts

———
2023 Average: 342

Jan	Feb	Mar	Apr
303 (51)	346 (39)	295 (40)	232 (47)
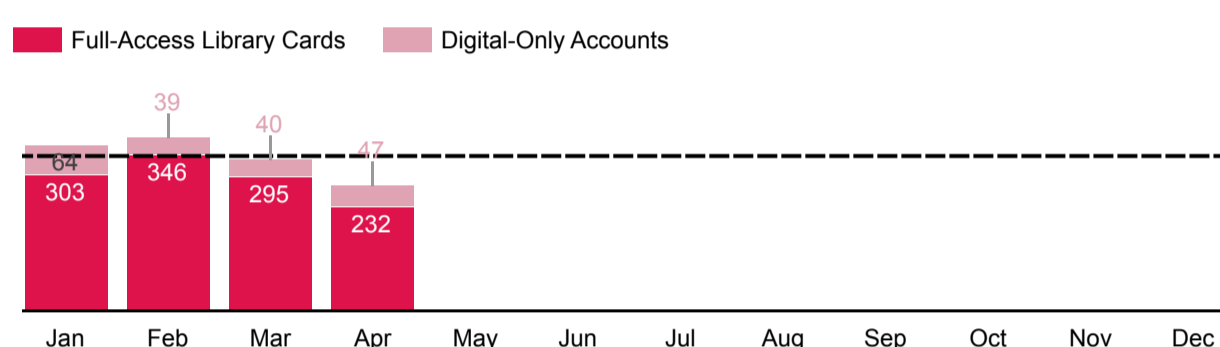
Year-to-Date: 1,366

*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

———
2023 Average: 86,602

Jan	Feb	Mar	Apr
84,134	82,146	88,982	84,909
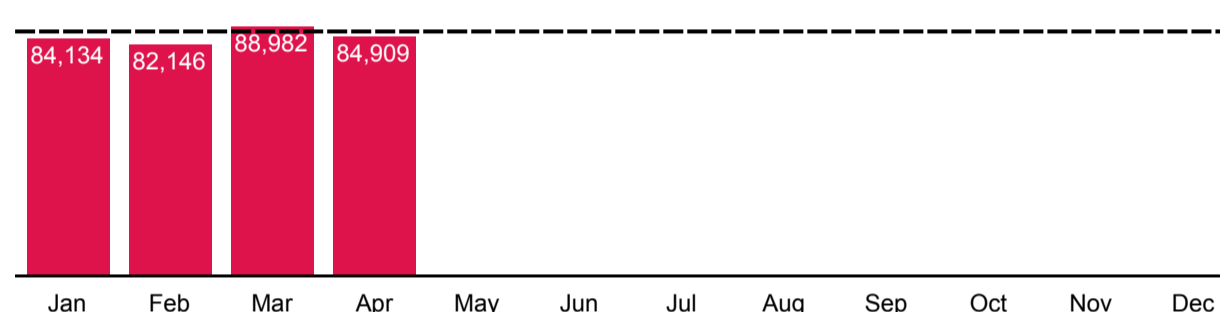
Year-to-Date: 340,171

Digital Materials Use

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

———
2023 Average: 35,858

Jan	Feb	Mar	Apr
43,707	39,410	42,152	38,436
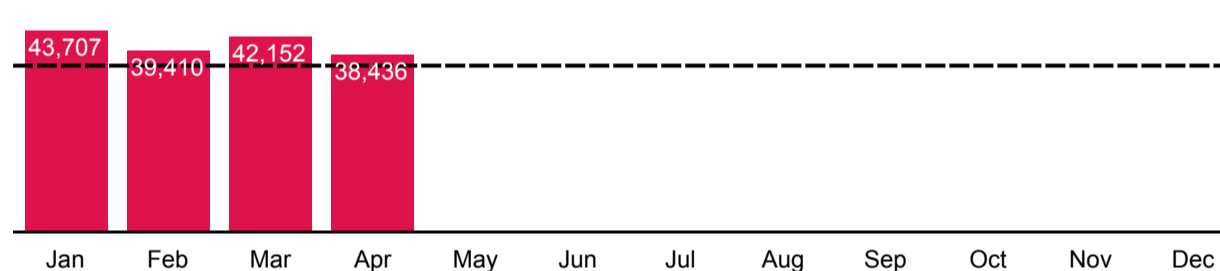
Year-to-Date: 163,705

Online Resource Use

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

———
2023 Average: 7,134

Jan	Feb	Mar	Apr
9,894	9,934	10,419	11,586
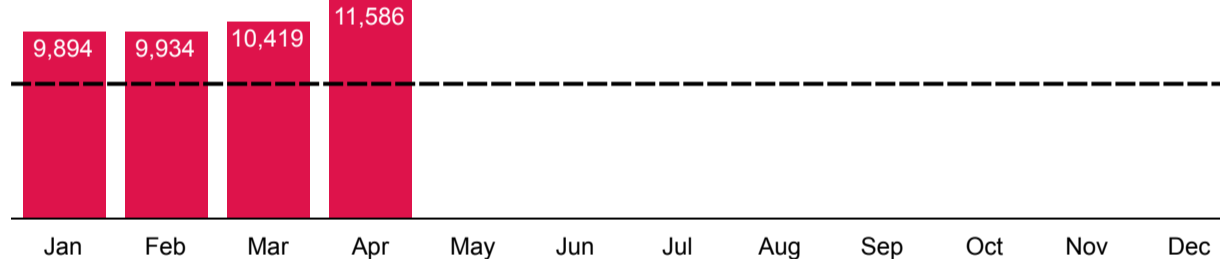
Year-to-Date: 41,833

WiFi Use

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

———
2023 Average: 17,540

Jan	Feb	Mar	Apr
15,070	17,077	17,154	18,110
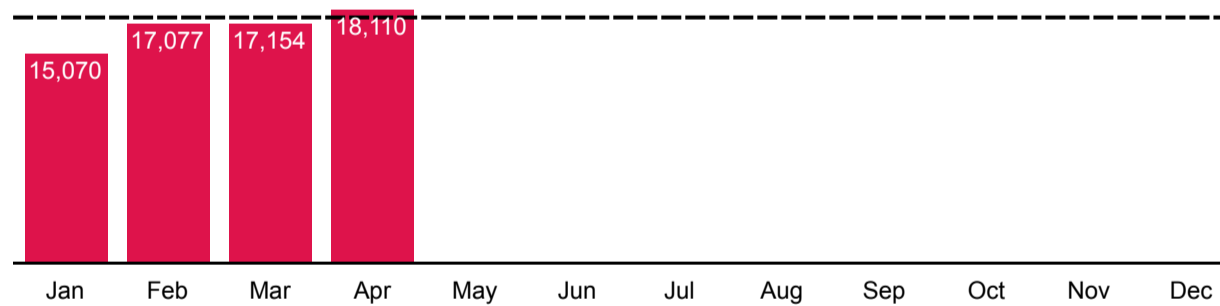
Year-to-Date: 67,411

Public Computer Use

The number of PC sessions at an Oak Park library location

———
2023 Average: 3,445

Jan	Feb	Mar	Apr
3,645	3,764	4,075	4,367
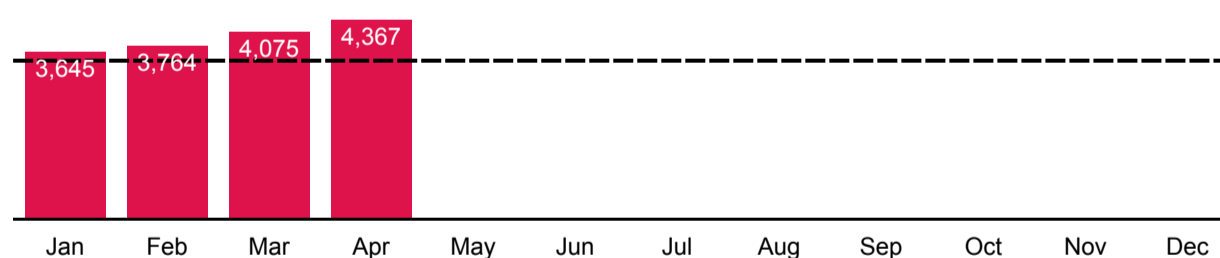
Year-to-Date: 15,851

Program Attendance

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

———
2023 Average: 2,438

Jan	Feb	Mar	Apr
1,984	2,283	2,033	5,979
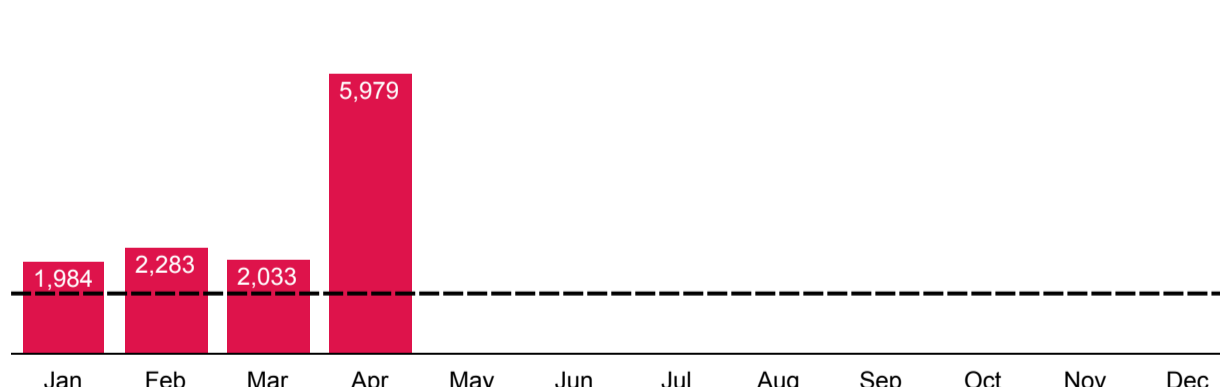
Year-to-Date: 12,279

Community Outreach

The estimated interactions from all Outreach and Book Bike events

———
2023 Average: 851

Jan	Feb	Mar	Apr
680	792	557	810
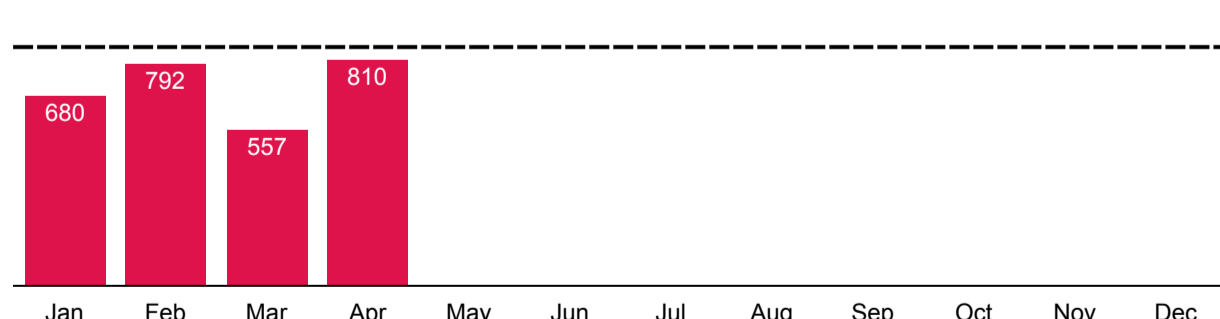
Year-to-Date: 2,839

Meeting Room Use

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

Legend: Physical Meeting Room | Virtual Meeting Room (Zoom)

———
2023 Average: 145

Jan	Feb	Mar	Apr
141 (4)	164 (5)	173 (2)	157 (3)

Year-to-Date: 648

Study Room Use

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

———
2023 Average: 735

Jan	Feb	Mar	Apr
715	721	758	824
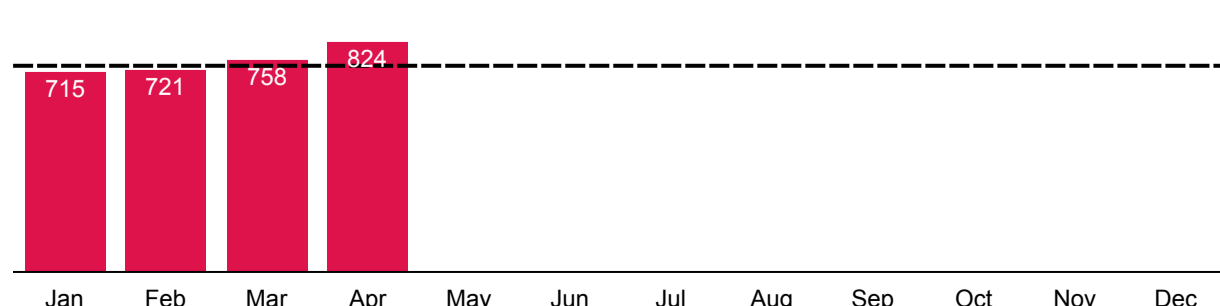
Year-to-Date: 3,018

05/10/2024
Additions & Terminations

Dates
2024-04-01 - 2024-04-30

Employee Head Count
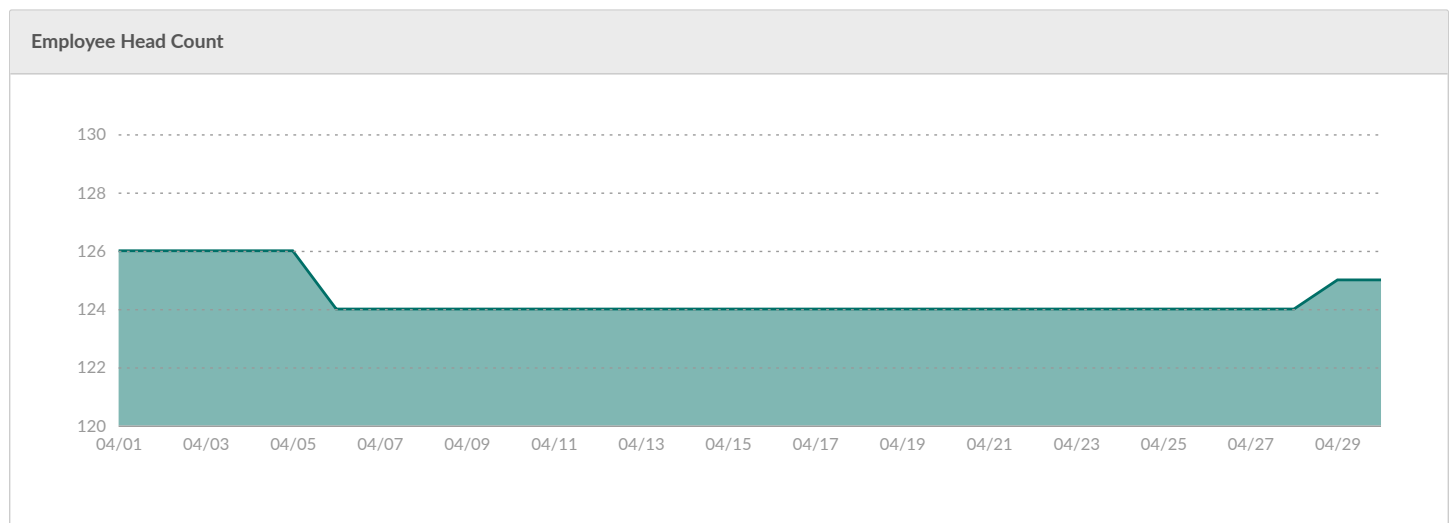
Additions (1)

Name	Employment Status	Department	Division	Location	Job Title	Hire Date ↓
Williamson, Clark	Full-Time	Facilities Services	None	Oak Park Public Library	Facilities Worker	04/29/2024

Terminations (2)

Name	Employment Status	Department	Division	Location	Job Title	Hire Date	Termination Date ↓
Okochi, Joy	Part-Time, 20 or more hrs/wk	Adult Services	None	Oak Park Public Library	Library Assistant	02/27/2023	04/06/2024
Bennett, Juanta	Full-Time	Community Engagement	None	Oak Park Public Library	Multicultural Learning Coordinator	03/16/2020	04/06/2024

05/10/2024
Staff Changes

OAK PARK
PUBLIC LIBRARY

Dates
04/01/2024 - 04/30/2024

Changes (4)

Name	Employment Status	Department	Job Title	Change	Effective Date	Notes
Tarullo, Leigh	Full-Time	Leadership Team	Co-Interim Director	Temporary Promotion	04/11/2024	Continues as Director of Collections with additional Library Director responsibilities
Wulf, Suzy	Full-Time	Leadership Team	Co-Interim Director	Temporary Promotion	04/11/2024	Continues as Deputy Director/Director of Public Services & Programs with additional Library Director responsibilities
Dantzler, Camayia	Full-Time	Communications	Communications Specialist	Lateral Change	04/19/2024	Previous position: Executive Assistant
Gutierrez, Alexander	Full-Time	Middle & High School Services	Supervising Librarian	Promotion	04/24/2024	Previous position: Librarian

Oak Park Public Library – Financial Report Summary

As of April 2024
(33% of the year complete)

Operating cash available:

Byline Checking	$ 401,091
*Outstanding payments	$ (48,539)
Byline Analysis	$ 557,612
Byline Public Fund MM	$ 549,188
US Bank Money Mkt	$ 203,125
Illinois Funds Invest	$6,867,799

Ending Operating cash available: **$8,530,276**

Art Fund: **$2,958**

Oak Park Public Library is 33% through the fiscal year. The year-to-date (YTD) financial statement through April 30, 2024, including capital expenditure, reflects a surplus of $1,635,533, which is expected at this point in the year based on FY2023 tax collections.

April YTD operating expenditures totaled $3,922,542, or 33% of the 2024 budget. This amount aligns with the YTD budget and fiscal year.

REVENUE

Property taxes are at 49% of the budget due to receiving the funds earlier in the fiscal year. The library can anticipate receiving additional funds in late August or September.

Lost books via reciprocal borrowing is at 75%. The percentage rate of books not returned is over the anticipated budgeted revenue but is not a significant portion of overall revenue.

Store sales revenue has slowed due to the end of the library's first pop-up shop. Revenue is anticipated to increase as the library offers online sales and opens another pop-up in late Spring 2024.

For April, parking lot revenue of $1,870, or 31%, will likely continue to exceed the $21,000 budget. This month's collections have increased from the previous month due to the gates being fully operable. The revenue pays for the services and upkeep of the parking garage and gates.

Interest income of $35,945 for April and YTD of 118,142 is 48% over the annual budget. The library will continue to recognize growth in interest income as the Illinois Funds' average daily yield rates remain stable above 5% in concurrence with the 4.5% rate on Byline accounts.

TOTAL REVENUE YTD: 49%

EXPENDITURES

Total disbursements: **$968,829**

The total People expenditure is 33%, which aligns with the YTD budget.

Support Services is expended at 47%. The over-expenditure is due to various Administration costs: (1) the package Insurance (such as property, crime, liability, auto, etc.) costs, which are charged 100% in the first month of the year and is at 97% of the budget line, (2) Legal Fees are at 87% of the year's budget and increasing due to the use of outside counsel for personnel matters, and (3) Audit Fees are at 77% of the budget due to the financial pre-audit fieldwork performed in the first month of the year and fees charged during the audit.

Equity and Anti-Racism expenditures are spent at 57% of the budget due to the Restorative Practices Conference being held at the beginning of the fiscal year.

April's operating expenditures are at 33%, which aligns with the YTD budget. Capital expenditures are at 14% of the budget amount for the year.

Account line/group expenditure levels by percentage:

People:

Compensation	33%	
Talent Development	30%	
Total People		**33%**

Support Services:

Marketing	10%	
Store	10%	
Collections	26%	
Administration	60%	
Other Support Srvcs	25%	
Total Support Services		**47%**

Equity And Anti-Racism:

Total Equity And Anti-Racism	**57%**

Library Materials:

Total Library Materials	**32%**

Facilities Management:

Facilities Supplies	20%	
Facilities Services	30%	
Total Facilities Management		**29%**

Public Services:

Programming	26%	
Digital Services	29%	
Total Public Services		**29%**

TOTAL OPERATING EXPENSES:	**33%**

TOTAL CAPITAL AND OUTSIDE SUPPORT:	**14%**

Prepared by Linda Barnett – May 13, 2024

Oak Park Public Library
Bank Reconciliation Report
BYLINE CHECKING APRIL, 2024

Reconciliation of Register to Statement

Bank register cleared beginning balance 03/31/2024:		$354,523.21
Add: Cleared deposits:		$16,578.99
Add: Cleared deposit adjustments:		$1,056,976.76
Subtract: Cleared payments:		$356,673.43
Subtract: Cleared payment adjustments:		$670,314.24
Adjusted bank register balance:		$401,091.29
Bank register ending balance:		$352,552.74
Subtract: Outstanding deposits:		$0.00
Subtract: Outstanding deposit adjustments:		$13,788.38
Add: Outstanding payments:		$48,538.55
Add: Outstanding payment adjustments:		$13,788.38
Adjusted bank register balance:		$401,091.29
Bank statement ending balance 04/30/2024:		$401,091.29
Out of balance by:		$0.00

Summary Count and Amount for Deposits and Payments

All Cleared Deposits:	18	$1,073,555.75
All Cleared Payments:	119	$1,026,987.67

Oak Park Public Library
Bank Reconciliation Report
BYLINE ANALYSIS APRIL, 2024

Reconciliation of Register to Statement

Bank register cleared beginning balance 03/31/2024:	$606,824.46
Add: Cleared deposits:	$0.00
Add: Cleared deposit adjustments:	$1,000,787.19
Subtract: Cleared payments:	$0.00
Subtract: Cleared payment adjustments:	$1,050,000.00
Adjusted bank register balance:	$557,611.65
Bank register ending balance:	$557,611.65
Subtract: Outstanding deposits:	$0.00
Subtract: Outstanding deposit adjustments:	$1,000,000.00
Add: Outstanding payments:	$0.00
Add: Outstanding payment adjustments:	$1,000,000.00
Adjusted bank register balance:	$557,611.65
Bank statement ending balance 04/30/2024:	$557,611.65
Out of balance by:	$0.00

Summary Count and Amount for Deposits and Payments

All Cleared Deposits:	2	$1,000,787.19
All Cleared Payments:	4	$1,050,000.00

Oak Park Public Library
Bank Reconciliation Report

BYLINE MM APRIL, 2024

Reconciliation of Register to Statement

Bank register cleared beginning balance 03/31/2024:	$547,030.15
Add: Cleared deposits:	$0.00
Add: Cleared deposit adjustments:	$2,158.15
Subtract: Cleared payments:	$0.00
Subtract: Cleared payment adjustments:	$0.00
Adjusted bank register balance:	$549,188.30
Bank register ending balance:	$549,188.30
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:	$549,188.30
Bank statement ending balance 04/30/2024:	$549,188.30
Out of balance by:	$0.00

Summary Count and Amount for Deposits and Payments

All Cleared Deposits:	1	$2,158.15
All Cleared Payments:	0	$0.00

Oak Park Public Library
Bank Reconciliation Report
US BANK MM APRIL, 2024

Reconciliation of Register to Statement

Bank register cleared beginning balance 03/31/2024:	$203,082.95
Add: Cleared deposits:	$0.00
Add: Cleared deposit adjustments:	$41.61
Subtract: Cleared payments:	$0.00
Subtract: Cleared payment adjustments:	$0.00
Adjusted bank register balance:	$203,124.56
Bank register ending balance:	$203,124.56
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:	$203,124.56
Bank statement ending balance 04/30/2024:	$203,124.56
Out of balance by:	$0.00

Summary Count and Amount for Deposits and Payments

All Cleared Deposits:	1	$41.61
All Cleared Payments:	0	$0.00

Oak Park Public Library
Bank Reconciliation Report
ILLINOIS FUND INVESTMENT APRIL, 2024

Reconciliation of Register to Statement

Bank register cleared beginning balance 03/31/2024:	$7,835,265.96
Add: Cleared deposits:	$0.00
Add: Cleared deposit adjustments:	$32,532.54
Subtract: Cleared payments:	$0.00
Subtract: Cleared payment adjustments:	$1,000,000.00
Adjusted bank register balance:	$6,867,798.50
Bank register ending balance:	$6,867,798.50
Subtract: Outstanding deposits:	$0.00
Subtract: Outstanding deposit adjustments:	$0.00
Add: Outstanding payments:	$0.00
Add: Outstanding payment adjustments:	$0.00
Adjusted bank register balance:	$6,867,798.50
Bank statement ending balance 04/30/2024:	$6,867,798.50
Out of balance by:	$0.00

Summary Count and Amount for Deposits and Payments

All Cleared Deposits:	1	$32,532.54
All Cleared Payments:	1	$1,000,000.00

Oak Park Public Library
Bank Reconciliation Report
ILLINOIS FUND - ART FUND APRIL, 2024

Reconciliation of Register to Statement

Bank register cleared beginning balance 03/31/2024:		$2,944.61
Add: Cleared deposits:		$0.00
Add: Cleared deposit adjustments:		$13.17
Subtract: Cleared payments:		$0.00
Subtract: Cleared payment adjustments:		$0.00
Adjusted bank register balance:		$2,957.78
Bank register ending balance:		$2,957.78
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:		$2,957.78
Bank statement ending balance 04/30/2024:		$2,957.78
Out of balance by:		$0.00

Summary Count and Amount for Deposits and Payments

All Cleared Deposits:	1	$13.17
All Cleared Payments:	0	$0.00

Oak Park Public Library
Statement of Revenue & Expenditure
Period Ending 04/30/2024

	Current Month	YTD Totals	Total Annual Budget	% Budget YTD Received / Expended
REVENUE				
Property Taxes, for operating	0.00	5,456,308.34	11,045,573.00	49.40%
Corp. Property Replacement Tax	0.00	43,485.94	250,000.00	17.39%
Services charges and fees	0.00	24.03	2,200.00	1.09%
Lost Books Reimbursed/Reciprocal Borrow	2,753.95	5,217.32	7,000.00	74.53%
Sales	308.00	1,968.00	40,000.00	4.92%
Rentals-Library Space	492.15	1,315.10	0.00	0.00%
Vending/Enterprise Income	0.00	646.05	0.00	0.00%
Parking lot revenue	1,869.57	6,537.05	21,000.00	31.13%
Photocopier & Printer Fees	0.00	0.00	0.00	0.00%
Interest	35,945.34	118,142.32	80,000.00	147.68%
Gifts	175.00	2,509.00	0.00	0.00%
Gifts From FOPPL	0.00	1,950.07	20,000.00	9.75%
Illinois Per Capita Grant	0.00	0.00	0.00	0.00%
Grants	0.00	0.00	0.00	0.00%
Community Fund Endowments	0.00	7,923.90	33,575.00	23.60%
Miscellaneous Income	0.00	15,062.78	1,130.00	1,332.99%
Pass Through Revenue	0.00	0.00	0.00	0.00%
TOTAL REVENUE	**41,544.01**	**5,661,089.90**	**11,500,478.00**	**49.22%**
EXPENSES - Operating				
PEOPLE				
Compensation				
Wages & Salaries	545,487.58	2,159,531.08	6,650,000.00	32.47%
Employee Health Benefits	102,049.33	413,462.98	1,218,000.00	33.95%
IMRF (Illinois Muncipal Retirement F	15,800.77	64,400.38	210,000.00	30.67%
FICA/MEDICARE	40,043.97	158,582.64	490,000.00	32.36%
Workers Compensation Insurance	0.00	15,229.00	15,000.00	101.53%
Unemployment Compensation Ins.	1,707.34	19,043.78	18,000.00	105.80%
Total Compensation	**705,088.99**	**2,830,249.86**	**8,601,000.00**	**32.91%**
Talent Development				
Dues	150.00	3,151.00	22,000.00	14.32%
Staff Development/Travel	9,300.46	29,583.71	95,000.00	31.14%
Tuition Reimbursement	0.00	10,500.00	27,000.00	38.89%
Recruitment	587.36	861.36	2,000.00	43.07%
Board Development	87.85	394.59	2,000.00	19.73%
Total Talent Development	**10,125.67**	**44,490.66**	**148,000.00**	**30.06%**
TOTAL PEOPLE	**715,214.66**	**2,874,740.52**	**8,749,000.00**	**32.86%**
SUPPORT SERVICES				
Marketing				
Promotions	31.28	2,738.22	20,000.00	13.69%
Publications	0.00	2,517.20	33,000.00	7.63%

Oak Park Public Library
Statement of Revenue & Expenditure
Period Ending 04/30/2024

	Current Month	YTD Totals	Total Annual Budget	% Budget YTD Received / Expended
Total Marketing Support	**31.28**	**5,255.42**	**53,000.00**	**9.92%**
Store				
General Merchandise	2,798.25	2,958.87	25,000.00	11.84%
Sales Tax	0.00	0.00	4,000.00	0.00%
Fees and Services	153.24	207.97	3,500.00	5.94%
Total Store Support	**2,951.49**	**3,166.84**	**32,500.00**	**9.74%**
Collections				
ILL Payments	76.04	81.30	3,675.00	2.21%
Cataloging/Bib Search Fees	0.00	1,537.00	2,625.00	58.55%
Total Collections Support	**76.04**	**1,618.30**	**6,300.00**	**25.69%**
Administration				
HRIS and Payroll Processing Fees	2,097.53	8,478.58	28,000.00	30.28%
Mileage & Miscellaneous reimburser	61.57	3,609.15	25,300.00	14.27%
Hospitality	71.40	1,794.43	5,000.00	35.89%
Staff Appreciation / Engagement	2,215.93	3,363.29	12,000.00	28.03%
Audit Fees	5,000.00	7,200.00	9,300.00	77.42%
Unclaimed Property Escheatment to	0.00	0.00	232.00	0.00%
Merchant Account Services	147.51	688.83	1,800.00	38.27%
Collection Fees	0.00	0.00	0.00	0.00%
Consulting Services - Admin	5,965.00	27,125.00	75,200.00	36.07%
Intergovernmental Agreements (IGA	3,585.25	5,761.75	22,211.00	25.94%
Legal Fees	6,675.00	17,483.25	20,000.00	87.42%
Postage & Delivery	1,500.00	3,030.20	10,500.00	28.86%
Insurance	0.00	108,434.44	112,000.00	96.82%
Contingency	0.00	0.00	0.00	0.00%
Grant Expenses	26,125.44	30,592.01	0.00	0.00%
Pass Through Expenses	0.00	0.00	0.00	0.00%
Supplies	1,962.38	28,521.32	90,000.00	31.69%
Total Administration Support	**55,407.01**	**246,082.25**	**411,543.00**	**59.80%**
Other Support Services				
Telephone/Communications	4,564.98	18,507.03	66,000.00	28.04%
Office & Library Machinery Service	1,158.13	4,632.52	27,000.00	17.16%
Total Other Support Services	**5,723.11**	**23,139.55**	**93,000.00**	**24.88%**
TOTAL SUPPORT SERVICES	**64,188.93**	**279,262.36**	**596,343.00**	**46.83%**
EQUITY AND ANTI-RACISM				
Learning and Development	1,000.00	7,266.96	12,000.00	60.56%
Supplies - Equity	45.50	712.86	2,000.00	35.64%
TOTAL EQUITY AND ANTI-RACISM	**1,045.50**	**7,979.82**	**14,000.00**	**57.00%**
LIBRARY MATERIALS				

Oak Park Public Library
Statement of Revenue & Expenditure
Period Ending 04/30/2024

	Current Month	YTD Totals	Total Annual Budget	% Budget YTD Received / Expended
Print materials	33,594.92	119,663.72	373,500.00	32.04%
Audio and video materials	6,222.73	23,350.87	101,000.00	23.12%
Digital content	47,167.55	218,489.33	620,000.00	35.24%
Devices	1,673.69	6,866.71	40,000.00	17.17%
Realia and other formats	262.16	1,253.00	13,000.00	9.64%
Archival collection	0.00	1,059.63	20,000.00	5.30%
TOTAL LIBRARY MATERIALS	**88,921.05**	**370,683.26**	**1,167,500.00**	**31.75%**
FACILITIES MANAGEMENT				
Facility Supplies				
Fuels & Lubricants	124.93	599.78	4,000.00	14.99%
Building Materials & Supplies	143.48	2,169.49	10,000.00	21.69%
Equipment Parts	0.00	2,297.18	10,000.00	22.97%
Cleaning & Housekeeping Supplies	514.44	1,146.90	10,000.00	11.47%
Signage	275.60	1,207.14	4,000.00	30.18%
Total Facility Supplies	**1,058.45**	**7,420.49**	**38,000.00**	**19.53%**
Facilities Services				
Landscaping and snow removal serv	534.00	6,473.00	25,000.00	25.89%
Custodial Services	17,095.60	68,732.40	223,000.00	30.82%
Water	755.88	2,991.65	11,500.00	26.01%
Sewer/Garbage	870.54	3,431.60	15,000.00	22.88%
Parking lot expense	0.00	1,728.34	10,000.00	17.28%
Natural Gas	5,795.62	28,690.19	125,000.00	22.95%
Rentals--Equipment & Facilities	1,370.00	5,932.37	25,000.00	23.73%
Repair & Maintenance Prop. & Equip	23,389.23	79,497.13	235,000.00	33.83%
Total Facilities Services	**49,810.87**	**197,476.68**	**669,500.00**	**29.50%**
TOTAL FACILITIES MANAGEMENT	**50,869.32**	**204,897.17**	**707,500.00**	**28.96%**
PUBLIC SERVICES				
Programming				
Children's Programming	4,130.30	8,820.11	25,000.00	35.28%
Young Adult Programming	1,230.76	7,611.99	30,000.00	25.37%
Adult Programming	1,640.23	6,697.28	25,000.00	26.79%
Community Engagement	679.30	6,263.02	24,000.00	26.10%
Social Services	0.00	420.00	10,000.00	4.20%
Creative Studio	452.88	1,244.64	5,000.00	24.89%
Total Programming	**8,133.47**	**31,057.04**	**119,000.00**	**26.10%**
Digital Services				
Consultant Support Services	0.00	1,500.00	50,000.00	3.00%
SWAN	24,016.00	48,900.77	111,000.00	44.05%
Website development/CMS	0.00	0.00	4,000.00	0.00%
Subscriptions and services	25,658.31	96,177.91	340,000.00	28.29%

Oak Park Public Library
Statement of Revenue & Expenditure
Period Ending 04/30/2024

	Current Month	YTD Totals	Total Annual Budget	% Budget YTD Received / Expended
Equipment and supplies	2,808.79	7,342.71	25,000.00	29.37%
Total Digital Services	**52,483.10**	**153,921.39**	**530,000.00**	**29.04%**
TOTAL PUBLIC SERVICES	**60,616.57**	**184,978.43**	**649,000.00**	**28.50%**
TOTAL EXPENSES - Operating	**980,856.03**	**3,922,541.56**	**11,883,343.00**	**33.01%**
EXPENSES - Capital				
Facilities Equipment	0.00	1,363.53	10,000.00	13.64%
Furnishings	16,843.40	32,656.40	100,000.00	32.66%
Technology Projects and Equipment	84.68	5,211.28	50,000.00	10.42%
Building Improvements	1,090.00	60,429.70	571,000.00	10.58%
Special Projects	0.00	3,354.48	6,000.00	55.91%
TOTAL EXPENSES - Capital	**18,018.08**	**103,015.39**	**737,000.00**	**13.98%**
NET SURPLUS/(DEFICIT)	**(957,330.10)**	**1,635,532.95**	**(1,119,865.00)**	**(146.05%)**

Oak Park Public Library
Cash Disbursement Journals
April   2024- BYLINE

Payee	Trans. Type Trans. No.	Trans. Date	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
A GREATER GOOD FOUNDATI(	Computer Check	04/10/2024	04/10/2024	9,667.50	01-1053	Byline Bank Checking	0.00	9,667.50
	60962		Posted		01-2060	Accounts Payable	9,667.50	0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2024-99-0059	04/08/2024	Mentor Program	9,667.50	9,667.50	01-5452	Grant Expenses	9,667.50	ULC24
						Totals:	9,667.50	

Payee	Trans. Type Trans. No.	Trans. Date	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
ACE OF SPRAY, LLC	Computer Check	04/24/2024	04/24/2024	2,600.00	01-1053	Byline Bank Checking	0.00	2,600.00
	61009		Posted		01-2060	Accounts Payable	2,600.00	0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
32562	04/18/2024	Main - Parking Gara	2,600.00	2,600.00	01-5692	Repair & Maintenance Prop.	2,600.00	<No Project>
						Totals:	2,600.00	

Payee	Trans. Type Trans. No.	Trans. Date	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
ALPHA BUILDING MAINTENAN	Computer Check	04/17/2024	04/17/2024	16,164.40	01-1053	Byline Bank Checking	0.00	16,164.40
	60987		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
22865 OPPL	04/01/2024	Custodial Services	16,164.40	16,164.40	01-5686	Custodial Services	16,164.40	<No Project>
						Totals:	16,164.40	

Payee	Trans. Type Trans. No.	Trans. Date	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
AMANO MCGANN, INC.	Computer Check	04/17/2024	04/17/2024	1,728.34	01-1053	Byline Bank Checking	0.00	1,728.34
	60988		Posted		01-2060	Accounts Payable	1,728.34	0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
INVC022302	03/01/2024	Amano McGann - S	1,728.34	1,728.34	01-5689	Parking lot expense	1,728.34	<No Project>
						Totals:	1,728.34	

Payee	Trans. Type Trans. No.	Trans. Date	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
AMAZON CAPITAL SERVICES	Computer Check	04/03/2024	04/03/2024	986.69	01-1053	Byline Bank Checking	0.00	986.69
	60940		Posted		01-2060	Accounts Payable	986.69	0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
1D1L-37FD-XRGM	03/23/2024	Books	32.60	32.60	01-5840	Print materials	32.60	<No Project>
						Totals:	32.60	
1NT9-XCK4-4N3H	03/24/2024	Books	50.50	50.50	01-5840	Print materials	50.50	<No Project>
						Totals:	50.50	
1V9J-J7HJ-3F6C	03/24/2024	Books	222.37	222.37	01-5840	Print materials	222.37	<No Project>
						Totals:	222.37	
1PN9-CCYD-1HKG	03/24/2024	Public Laptop Batte	153.71	153.71	01-5937	Equipment and supplies	153.71	<No Project>
						Totals:	153.71	
1C4R-7RVD-V7H3	03/31/2024	Plant Swap program	15.54	15.54	01-5249	Community Engagement	15.54	<No Project>
						Totals:	15.54	

Oak Park Public Library
Cash Disbursement Journals
April   2024- 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**
1PRJ-CQK9-YJKW	04/01/2024	Amazon Mar 2024 F	511.97	511.97	01-5240	Children's Programming	511.97	<No Project>
						Totals:	511.97	
AMAZON CAPITAL SERVICES	Computer Check 60963	04/10/2024	04/10/2024 Posted	971.87	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 971.87	971.87 0.00
Invoice #	**Invoice Date**	**Description**	**Invoice Amount**	**Amount Paid**	**Account Number**	**Account Description**	**Amount**	**Project ID**
1C6R-J3LT-9PKR	03/24/2024	Supplies for CE tean	69.95	69.95	01-5249	Community Engagement	69.95	<No Project>
						Totals:	69.95	
1361-F34H-91FF	03/26/2024	Books	156.25	156.25	01-5840	Print materials	156.25	<No Project>
						Totals:	156.25	
1PVF-JN1H-4WHJ	03/26/2024	Library of Things Ma	177.35	177.35	01-5893	Devices	177.35	<No Project>
						Totals:	177.35	
1T3D-1NCY-9NQC	03/28/2024	Book	17.95	17.95	01-5840	Print materials	17.95	<No Project>
						Totals:	17.95	
1CFJ-F46F-CJYG	03/28/2024	Books	80.22	80.22	01-5840	Print materials	80.22	<No Project>
						Totals:	80.22	
1JLD-F9J9-9GXJ	03/28/2024	Acrylic Sign Holders	149.19	149.19	01-5742	Supplies	149.19	<No Project>
						Totals:	149.19	
13WW-PTHQ-XKGJ	04/01/2024	Public Laptop Charg	51.92	47.96	01-5937	Equipment and supplies	47.96	<No Project>
						Totals:	47.96	
1KJN-XHHR-CCVN	04/05/2024	Books	273.00	273.00	01-5840	Print materials	273.00	<No Project>
						Totals:	273.00	
AMAZON CAPITAL SERVICES	Computer Check 60989	04/17/2024	04/17/2024 Posted	779.56	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 779.56	779.56 0.00
Invoice #	**Invoice Date**	**Description**	**Invoice Amount**	**Amount Paid**	**Account Number**	**Account Description**	**Amount**	**Project ID**
1C63-6CPH-RHK7	03/22/2024	Pop up library mate	66.66	66.66	01-5452	Grant Expenses	66.66	<No Project>
						Totals:	66.66	
#14VT-1PTN-16XK	04/01/2024	acrylic donation box	39.15	39.15	01-5742	Supplies	39.15	<No Project>
						Totals:	39.15	
13JP-NRTJ-QLGK	04/08/2024	Book	19.97	19.97	01-5840	Print materials	19.97	<No Project>
						Totals:	19.97	
17TQ-DLVD-3FMR	04/09/2024	Sibshop Book	43.63	43.63	01-5240	Children's Programming	43.63	<No Project>
						Totals:	43.63	
13VD-9LHW-4JYQ	04/10/2024	Creative Studio - Su	302.88	302.88	01-5254	Creative Studio	302.88	<No Project>
						Totals:	302.88	

Oak Park Public Library
Cash Disbursement Journals
April   2024- 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
14MV-X4RL-QC6W	04/13/2024	Adult Programming	106.26	106.26	01-5247	Adult Programming	106.26	<No Project>
						Totals:	106.26	
1PRG-LJF7-MJ71	04/13/2024	Book	20.71	20.71	01-5840	Print materials	20.71	<No Project>
						Totals:	20.71	
1YC3-GJQF-PGNJ	04/13/2024	Books & Childrens F	52.29	52.29	01-5840	Print materials	25.18	<No Project>
1YC3-GJQF-PGNJ	04/13/2024	Books & Childrens F	52.29	52.29	01-5894	Realia and other formats	27.11	<No Project>
						Totals:	52.29	
1VF9-CTMR-PCHM	04/13/2024	Office Supplies	128.01	128.01	01-5742	Supplies	128.01	<No Project>
						Totals:	128.01	
AMAZON CAPITAL SERVICES	Computer Check 61010	04/24/2024	04/24/2024 Posted	673.50	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 673.50	673.50 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
1XXR-PXN3-CDVF	03/25/2024	Adult Programming	36.65	36.65	01-5247	Adult Programming	36.65	<No Project>
						Totals:	36.65	
13YJ-LYJQ-KP4Y	04/12/2024	Facilities Supplies -	97.00	97.00	01-5692	Repair & Maintenance Prop.	97.00	<No Project>
						Totals:	97.00	
1YKP-DMF4-3F9M	04/15/2024	Public Laptop AC Ac	47.28	47.28	01-5937	Equipment and supplies	47.28	<No Project>
						Totals:	47.28	
13GM-9WF6-4WTW	04/15/2024	Books	188.09	188.09	01-5840	Print materials	188.09	<No Project>
						Totals:	188.09	
11HW-CHJT-JFFR	04/17/2024	Books	36.95	36.95	01-5840	Print materials	36.95	<No Project>
						Totals:	36.95	
13GM-9WF6-KCXG	04/17/2024	Books	40.94	17.99	01-5840	Print materials	17.99	<No Project>
						Totals:	17.99	
17VT-D3XQ-LTHG	04/17/2024	Adult Programming	120.81	120.81	01-5247	Adult Programming	120.81	<No Project>
						Totals:	120.81	
1KTX-1HCY-PCHN	04/22/2024	Books	55.13	55.13	01-5840	Print materials	55.13	<No Project>
						Totals:	55.13	
1RDQ-DWQ4-NY3N	04/22/2024	Books	73.60	73.60	01-5840	Print materials	73.60	<No Project>
						Totals:	73.60	
ANCEL GLINK, P.C.	Computer Check 60990	04/17/2024	04/17/2024 Posted	6,675.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 6,675.00	6,675.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
103100	04/08/2024	March Legal Fees	6,675.00	6,675.00	01-5291	Legal Fees	6,675.00	<No Project>

Oak Park Public Library
Cash Disbursement Journals
April 2024- 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
								Totals:	6,675.00	
ATEF SAID	Computer Check		04/17/2024	04/17/2024		200.00	01-1053	Byline Bank Checking	0.00	200.00
	60991			Posted			01-2060	Accounts Payable	200.00	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number		Account Description		Amount	Project ID
2024-99-0052	03/12/2024	Adult Programming	200.00	200.00	01-5247		Adult Programming		200.00	<No Project>
								Totals:	200.00	
BAKER & TAYLOR	Computer Check		04/03/2024	04/03/2024		3,539.83	01-1053	Byline Bank Checking	0.00	3,539.83
	60941			Posted			01-2060	Accounts Payable	3,539.83	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number		Account Description		Amount	Project ID
2038153812	03/08/2024	Boundless Books	257.18	257.18	01-5891		Digital content		257.18	<No Project>
								Totals:	257.18	
2038176867	03/21/2024	Books	2,145.68	2,145.68	01-5840		Print materials		2,145.68	<No Project>
								Totals:	2,145.68	
2038179858	03/22/2024	Books	1,136.97	1,136.97	01-5840		Print materials		1,136.97	<No Project>
								Totals:	1,136.97	
BAKER & TAYLOR	Computer Check		04/10/2024	04/10/2024		18,926.00	01-1053	Byline Bank Checking	0.00	18,926.00
	60964			Posted			01-2060	Accounts Payable	18,926.00	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number		Account Description		Amount	Project ID
2038173432	03/27/2024	Books	269.32	269.32	01-5840		Print materials		269.32	<No Project>
								Totals:	269.32	
2038164782	03/27/2024	Books	924.49	924.49	01-5840		Print materials		924.49	<No Project>
								Totals:	924.49	
2038188525	03/28/2024	Books	1,660.92	1,660.92	01-5840		Print materials		1,660.92	<No Project>
								Totals:	1,660.92	
2038161298	03/28/2024	Books	1,754.09	1,754.09	01-5840		Print materials		1,754.09	<No Project>
								Totals:	1,754.09	
2038169722	03/29/2024	Books	322.68	322.68	01-5840		Print materials		322.68	<No Project>
								Totals:	322.68	
2038193944	03/29/2024	Books	1,410.87	1,410.87	01-5840		Print materials		1,410.87	<No Project>
								Totals:	1,410.87	
2038149621	03/29/2024	Books	1,768.27	1,768.27	01-5840		Print materials		1,768.27	<No Project>
								Totals:	1,768.27	
2038198646	04/02/2024	Books	1,213.01	1,213.01	01-5840		Print materials		1,213.01	<No Project>

Oak Park Public Library
Cash Disbursement Journals
April   2024- 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**
						Totals:	1,213.01	
NS24040160	04/02/2024	Title Source 360	3,547.50	3,547.50	01-5840	Print materials	3,547.50	<No Project>
						Totals:	3,547.50	
2038179756	04/03/2024	Books	1,663.21	1,663.21	01-5840	Print materials	1,663.21	<No Project>
						Totals:	1,663.21	
2038208251	04/08/2024	Books	2,895.44	2,895.44	01-5840	Print materials	2,895.44	<No Project>
						Totals:	2,895.44	
2038192944	04/09/2024	Books	1,496.20	1,496.20	01-5840	Print materials	1,496.20	<No Project>
						Totals:	1,496.20	
BAKER & TAYLOR	Computer Check 60992	04/17/2024	04/17/2024 Posted	3,473.06	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 3,473.06	3,473.06 0.00
Invoice #	**Invoice Date**	**Description**	**Invoice Amount**	**Amount Paid**	**Account Number**	**Account Description**	**Amount**	**Project ID**
2038188015-1	03/26/2024	Pop-Up Library Boo	523.76	523.76	01-5452	Grant Expenses	523.76	FOPPLFY23
						Totals:	523.76	
2038212501	04/09/2024	Pop-Up Library Boo	78.85	78.85	01-5452	Grant Expenses	78.85	FOPPLFY23
						Totals:	78.85	
2038201059	04/11/2024	Books	161.16	161.16	01-5840	Print materials	161.16	<No Project>
						Totals:	161.16	
2038186914	04/11/2024	Books	290.40	290.40	01-5840	Print materials	290.40	<No Project>
						Totals:	290.40	
2038194856	04/11/2024	Books	403.20	403.20	01-5840	Print materials	403.20	<No Project>
						Totals:	403.20	
2038223003	04/12/2024	Books	301.02	301.02	01-5840	Print materials	301.02	<No Project>
						Totals:	301.02	
2038219777	04/12/2024	Books	1,714.67	1,714.67	01-5840	Print materials	1,714.67	<No Project>
						Totals:	1,714.67	
BAKER & TAYLOR	Computer Check 61011	04/24/2024	04/24/2024 Posted	4,705.22	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 4,705.22	4,705.22 0.00
Invoice #	**Invoice Date**	**Description**	**Invoice Amount**	**Amount Paid**	**Account Number**	**Account Description**	**Amount**	**Project ID**
2038222504	04/16/2024	Books	49.25	49.25	01-5840	Print materials	49.25	<No Project>
						Totals:	49.25	
2038227005	04/16/2024	Books	1,203.62	1,203.62	01-5840	Print materials	1,203.62	<No Project>
						Totals:	1,203.62	
2038232963	04/16/2024	Pop-Up Library Boo	27.81	27.81	01-5452	Grant Expenses	27.81	FOPPLFY23

Oak Park Public Library
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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**
						Totals:	27.81	
2038230693	04/17/2024	Books	172.38	172.38	01-5840	Print materials	172.38	<No Project>
						Totals:	172.38	
2038220453	04/18/2024	Books	244.14	244.14	01-5840	Print materials	244.14	<No Project>
						Totals:	244.14	
2038233912	04/19/2024	Books	584.45	584.45	01-5840	Print materials	584.45	<No Project>
						Totals:	584.45	
2038209984	04/19/2024	Books	757.89	757.89	01-5840	Print materials	757.89	<No Project>
						Totals:	757.89	
2038223429	04/19/2024	Books	1,533.68	1,533.68	01-5840	Print materials	1,533.68	<No Project>
						Totals:	1,533.68	
2038246116	04/22/2024	Boundless Books	132.00	132.00	01-5891	Digital content	132.00	<No Project>
						Totals:	132.00	
CAMAYIA DANTZLER	Computer Check 61012	04/24/2024	04/24/2024 Posted	35.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 35.00	35.00 0.00
Invoice #	**Invoice Date**	**Description**	**Invoice Amount**	**Amount Paid**	**Account Number**	**Account Description**	**Amount**	**Project ID**
IR-10668	04/02/2024	Reimbursement for	35.00	35.00	01-5163	Staff Development/Travel	35.00	<No Project>
						Totals:	35.00	
CHIDI A ENYIA JR	Computer Check 60942	04/03/2024	04/03/2024 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**
2024-99-0042	02/16/2024	Creative Studio - Be	250.00	250.00	01-5254	Creative Studio	250.00	<No Project>
						Totals:	250.00	
CINDY LYNN CROSBY	Computer Check 60943	04/03/2024	04/03/2024 Posted	275.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 275.00	275.00 0.00
Invoice #	**Invoice Date**	**Description**	**Invoice Amount**	**Amount Paid**	**Account Number**	**Account Description**	**Amount**	**Project ID**
2024-99-004	01/09/2024	Adult Programming	275.00	275.00	01-5247	Adult Programming	275.00	<No Project>
						Totals:	275.00	
CINTAS	Computer Check 60965	04/10/2024	04/10/2024 Posted	25.99	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 25.99	25.99 0.00
Invoice #	**Invoice Date**	**Description**	**Invoice Amount**	**Amount Paid**	**Account Number**	**Account Description**	**Amount**	**Project ID**
5205282459	04/04/2024	First Aid	25.99	25.99	01-5742	Supplies	25.99	<No Project>

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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
							Totals:		25.99	
CITRON HYGIENE	Computer Check		04/10/2024	04/10/2024		931.20	01-1053	Byline Bank Checking	0.00	931.20
	60966			Posted			01-2060	Accounts Payable	931.20	0.00
Invoice #	**Invoice Date**	**Description**	**Invoice Amount**	**Amount Paid**	**Account Number**	**Account Description**			**Amount**	**Project ID**
INV0205269	04/01/2024	Citron Hygiene Serv	70.62	70.62	01-5686	Custodial Services			70.62	<No Project>
							Totals:		70.62	
INV0205266	04/01/2024	Citron Hygiene Serv	88.98	88.98	01-5686	Custodial Services			88.98	<No Project>
							Totals:		88.98	
INV0205270	04/01/2024	Citron Hygiene Serv	771.60	771.60	01-5686	Custodial Services			771.60	<No Project>
							Totals:		771.60	
CLAIRE ONG	Computer Check		04/03/2024	04/03/2024		18.76	01-1053	Byline Bank Checking	0.00	18.76
	60944			Posted			01-2060	Accounts Payable	18.76	0.00
Invoice #	**Invoice Date**	**Description**	**Invoice Amount**	**Amount Paid**	**Account Number**	**Account Description**			**Amount**	**Project ID**
IR-10501	03/29/2024	Mileage	18.76	18.76	01-5165	Mileage & Miscellaneous reir			18.76	<No Project>
							Totals:		18.76	
CODY NORMAN	Computer Check		04/24/2024	04/24/2024		200.00	01-1053	Byline Bank Checking	0.00	200.00
	61013			Posted			01-2060	Accounts Payable	200.00	0.00
Invoice #	**Invoice Date**	**Description**	**Invoice Amount**	**Amount Paid**	**Account Number**	**Account Description**			**Amount**	**Project ID**
2024-99-0063	04/22/2024	Adult Programming	200.00	200.00	01-5247	Adult Programming			200.00	<No Project>
							Totals:		200.00	
COMPLETE TEMPERATURE SYS	Computer Check		04/24/2024	04/24/2024		5,805.00	01-1053	Byline Bank Checking	0.00	5,805.00
	61014			Posted			01-2060	Accounts Payable	5,805.00	0.00
Invoice #	**Invoice Date**	**Description**	**Invoice Amount**	**Amount Paid**	**Account Number**	**Account Description**			**Amount**	**Project ID**
MA008982	04/01/2024	Main - Service Cont	4,500.00	4,500.00	01-5692	Repair & Maintenance Prop.			4,500.00	<No Project>
							Totals:		4,500.00	
SRVCE050265	04/19/2024	Main - 55G Glycol	1,305.00	1,305.00	01-5692	Repair & Maintenance Prop.			1,305.00	<No Project>
							Totals:		1,305.00	
CRIM'S CULTURAL CONSULTIN	Computer Check		04/24/2024	04/24/2024		350.00	01-1053	Byline Bank Checking	0.00	350.00
	61015			Posted			01-2060	Accounts Payable	350.00	0.00
Invoice #	**Invoice Date**	**Description**	**Invoice Amount**	**Amount Paid**	**Account Number**	**Account Description**			**Amount**	**Project ID**
2023-99-00189	03/20/2024	Adult Programming	350.00	350.00	01-5247	Adult Programming			350.00	<No Project>

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Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
						Totals:	350.00	
FOX VALLEY FIRE & SAFETY CC	Computer Check 60993	04/17/2024	04/17/2024 Posted	3,800.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 3,800.00	3,800.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IN00676354	04/04/2024	Main - Annual Fire F	779.00	779.00	01-5692	Repair & Maintenance Prop.	779.00	<No Project>
						Totals:	779.00	
IN00676344	04/04/2024	Main - Annual Sprin	2,682.00	2,682.00	01-5692	Repair & Maintenance Prop.	2,682.00	<No Project>
						Totals:	2,682.00	
IN00676460	04/05/2024	Main - Annual Stanc	339.00	339.00	01-5692	Repair & Maintenance Prop.	339.00	<No Project>
						Totals:	339.00	
FOX VALLEY FIRE & SAFETY CC	Computer Check 61016	04/24/2024	04/24/2024 Posted	3,583.50	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 3,583.50	3,583.50 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IN00679100	04/19/2024	Main - Backflow Rep	3,583.50	3,583.50	01-5692	Repair & Maintenance Prop.	3,583.50	<No Project>
						Totals:	3,583.50	
FRAME WAREHOUSE	Computer Check 60994	04/17/2024	04/17/2024 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
39853	03/04/2024	Reading Olympics P	50.00	50.00	01-5240	Children's Programming	50.00	<No Project>
						Totals:	50.00	
GALE/CENGAGE LEARNING	Computer Check 60945	04/03/2024	04/03/2024 Posted	2,681.09	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 2,681.09	2,681.09 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
84054950	03/15/2024	Gale in Context: Bio	2,681.09	2,681.09	01-5891	Digital content	2,681.09	<No Project>
						Totals:	2,681.09	
MICHELLE HARRIS	Computer Check 60995	04/17/2024	04/17/2024 Posted	402.44	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 402.44	402.44 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-10498	03/22/2024	Reimbursement for	53.94	53.94	01-5240	Children's Programming	53.94	<No Project>
						Totals:	53.94	
IR-10525	03/22/2024	Power Up Conferenc	202.20	202.20	01-5163	Staff Development/Travel	202.20	<No Project>

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Invoice #	**Invoice Date**	**Description**	**Invoice Amount**	**Amount Paid**	**Account Number**	**Account Description**	**Amount**	**Project ID**
						Totals:	202.20	
IR-10526	03/22/2024	Mil for Pwr Up (redu	146.30	146.30	01-5163	Staff Development/Travel	146.30	<No Project>
						Totals:	146.30	
HOME DEPOT	Computer Check	04/10/2024	04/10/2024		70.74 01-1053	Byline Bank Checking	0.00	70.74
	60967		Posted		01-2060	Accounts Payable	70.74	0.00
Invoice #	**Invoice Date**	**Description**	**Invoice Amount**	**Amount Paid**	**Account Number**	**Account Description**	**Amount**	**Project ID**
8520835	03/15/2024	Facilities Supplies -	70.74	70.74	01-5682	Building Materials & Supplies	70.74	<No Project>
						Totals:	70.74	
IHLS-OCLC	Computer Check	04/17/2024	04/17/2024		76.04 01-1053	Byline Bank Checking	0.00	76.04
	60996		Posted		01-2060	Accounts Payable	76.04	0.00
Invoice #	**Invoice Date**	**Description**	**Invoice Amount**	**Amount Paid**	**Account Number**	**Account Description**	**Amount**	**Project ID**
30021	04/11/2024	IFM Debits/Admin F	76.04	76.04	01-5264	ILL Payments	76.04	<No Project>
						Totals:	76.04	
INTERIOR GARDEN SERVICES,	Computer Check	04/24/2024	04/24/2024		301.60 01-1053	Byline Bank Checking	0.00	301.60
	61017		Posted		01-2060	Accounts Payable	301.60	0.00
Invoice #	**Invoice Date**	**Description**	**Invoice Amount**	**Amount Paid**	**Account Number**	**Account Description**	**Amount**	**Project ID**
044601	04/15/2024	Plant Rental/Mainte	301.60	301.60	01-5692	Repair & Maintenance Prop.	301.60	<No Project>
						Totals:	301.60	
INTERNATIONAL UNION OF O	Computer Check	04/24/2024	04/24/2024		125.50 01-1053	Byline Bank Checking	0.00	125.50
	61018		Posted		01-2060	Accounts Payable	125.50	0.00
Invoice #	**Invoice Date**	**Description**	**Invoice Amount**	**Amount Paid**	**Account Number**	**Account Description**	**Amount**	**Project ID**
IR-10713	04/12/2024	APRIL 2024 UNION	125.50	125.50	01-2059	Union dues Payable	125.50	<No Project>
						Totals:	125.50	
JENNIFER JACKSON	Computer Check	04/03/2024	04/03/2024		88.90 01-1053	Byline Bank Checking	0.00	88.90
	60947		Posted		01-2060	Accounts Payable	88.90	0.00
Invoice #	**Invoice Date**	**Description**	**Invoice Amount**	**Amount Paid**	**Account Number**	**Account Description**	**Amount**	**Project ID**
IR-10528	04/02/2024	TEAM April cooking	88.90	88.90	01-5240	Children's Programming	88.90	<No Project>
						Totals:	88.90	
JENNIFER JACKSON	Computer Check	04/10/2024	04/10/2024		59.71 01-1053	Byline Bank Checking	0.00	59.71
	60968		Posted		01-2060	Accounts Payable	59.71	0.00

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Invoice #	**Invoice Date**	**Description**	**Invoice Amount**	**Amount Paid**	**Account Number**	**Account Description**	**Amount**	**Project ID**
IR-10564	04/05/2024	TEAM Ice Cream So	59.71	59.71	01-5240	Children's Programming	59.71	<No Project>
						Totals:	59.71	
JACOB D. GRANT	Computer Check 60948	04/03/2024	04/03/2024 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**
046	03/21/2024	Character for Pop-U	750.00	750.00	01-5204	Promotions	750.00	<No Project>
						Totals:	750.00	
KANOPY, INC.	Computer Check 60969	04/10/2024	04/10/2024 Posted	2,974.50	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 2,974.50	2,974.50 0.00
Invoice #	**Invoice Date**	**Description**	**Invoice Amount**	**Amount Paid**	**Account Number**	**Account Description**	**Amount**	**Project ID**
394607-PPU	03/31/2024	Kanopy tickets	2,974.50	2,974.50	01-5891	Digital content	2,974.50	<No Project>
						Totals:	2,974.50	
KINGA LIPINSKA	Computer Check 60997	04/17/2024	04/17/2024 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**
2024-99-0056	04/01/2024	Adult Programming	150.00	150.00	01-5247	Adult Programming	150.00	<No Project>
						Totals:	150.00	
KRUEGER INTERNATIONAL, IN	Computer Check 60998	04/17/2024	04/17/2024 Posted	15,813.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 15,813.00	15,813.00 0.00
Invoice #	**Invoice Date**	**Description**	**Invoice Amount**	**Amount Paid**	**Account Number**	**Account Description**	**Amount**	**Project ID**
14604596	03/08/2024	Veterans Room - Ta	1,845.00	1,845.00	01-5930	Furnishings	1,845.00	<No Project>
						Totals:	1,845.00	
14604982	03/11/2024	Veterans Room - Ta	13,968.00	13,968.00	01-5930	Furnishings	13,968.00	<No Project>
						Totals:	13,968.00	
LAKESHORE RECYCLING SYSTE	Computer Check 60949	04/03/2024	04/03/2024 Posted	648.96	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 648.96	648.96 0.00
Invoice #	**Invoice Date**	**Description**	**Invoice Amount**	**Amount Paid**	**Account Number**	**Account Description**	**Amount**	**Project ID**
LR5663597	03/25/2024	Trash/Recycling - M	542.66	542.66	01-5688	Sewer/Garbage	542.66	<No Project>
						Totals:	542.66	
LR5663598	03/25/2024	Trash/Recycling - M	106.30	106.30	01-5688	Sewer/Garbage	106.30	<No Project>
						Totals:	106.30	

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Payee	Trans. Type Trans. No.	Trans. Date	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
LIBRARY FURNITURE INTERNA`	Computer Check	04/10/2024	04/10/2024	5,630.00	01-1053	Byline Bank Checking	0.00	5,630.00
	60970		Posted		01-2060	Accounts Payable	5,630.00	0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
9187	04/02/2024	Furnishings - Depos	5,630.00	5,630.00	01-5930	Furnishings	5,630.00	<No Project>
						Totals:	5,630.00	

Payee	Trans. Type Trans. No.	Trans. Date	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
LINDSEY DAEHNKE	Computer Check	04/03/2024	04/03/2024	249.00	01-1053	Byline Bank Checking	0.00	249.00
	60950		Posted		01-2060	Accounts Payable	249.00	0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2024-99-0	03/02/2024	Adult Programming	249.00	249.00	01-5247	Adult Programming	249.00	<No Project>
						Totals:	249.00	

Payee	Trans. Type Trans. No.	Trans. Date	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
LOCAL 399 FED PAC	Computer Check	04/24/2024	04/24/2024	50.00	01-1053	Byline Bank Checking	0.00	50.00
	61019		Posted		01-2060	Accounts Payable	50.00	0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
862268	04/15/2024	FED PAC CONTRIBU	50.00	50.00	01-2058	Fed Pac	50.00	<No Project>
						Totals:	50.00	

Payee	Trans. Type Trans. No.	Trans. Date	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
LUCAS HOLDINGS LLC	Computer Check	04/03/2024	04/03/2024	518.27	01-1053	Byline Bank Checking	0.00	518.27
	60951		Posted		01-2060	Accounts Payable	518.27	0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
69925	03/27/2024	1558 blank library c;	518.27	518.27	01-5937	Equipment and supplies	518.27	<No Project>
						Totals:	518.27	

Payee	Trans. Type Trans. No.	Trans. Date	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
M JACOB AGRANOFF	Computer Check	04/17/2024	04/17/2024	400.00	01-1053	Byline Bank Checking	0.00	400.00
	60999		Posted		01-2060	Accounts Payable	400.00	0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2024-99-0057	04/01/2024	Friends of OPPL - Fc	400.00	400.00	01-5452	Grant Expenses	400.00	FOPPLFY23
						Totals:	400.00	

Payee	Trans. Type Trans. No.	Trans. Date	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
MAC CHERNY	Computer Check	04/03/2024	04/03/2024	500.00	01-1053	Byline Bank Checking	0.00	500.00
	60952		Posted		01-2060	Accounts Payable	500.00	0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2024-99-0014	02/22/2024	Drag Bingo for Staff	500.00	500.00	01-5256	Staff Appreciation / Engagem	500.00	<No Project>
						Totals:	500.00	

Payee	Trans. Type	Trans. Date	Post Date	Amount	Account Number	Description	Debit Amount	Credit Amount
MAYA CONDE-KALMIJN	Computer Check	04/10/2024	04/10/2024	802.41	01-1053	Byline Bank Checking	0.00	802.41

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	60971		Posted		01-2060	Accounts Payable	802.41	0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-10587	04/10/2024	Reimbursement Rec	802.41	802.41	01-5163	Staff Development/Travel	802.41	<No Project>
						Totals:	802.41	

Payee	Trans. Type Trans. No.	Trans. Date	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
MCADAM LANDSCAPING, INC.	Computer Check	04/03/2024	04/03/2024	534.00	01-1053	Byline Bank Checking	0.00	534.00
	60953		Posted		01-2060	Accounts Payable	534.00	0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
94872	03/28/2024	Landscaping Mainte	534.00	534.00	01-5681	Landscaping and snow remov	534.00	<No Project>
						Totals:	534.00	

Payee	Trans. Type Trans. No.	Trans. Date	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
MCADAM LANDSCAPING, INC.	Computer Check	04/24/2024	04/24/2024	534.00	01-1053	Byline Bank Checking	0.00	534.00
	61020		Posted		01-2060	Accounts Payable	534.00	0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
94970	04/18/2024	Landscaping Mainte	534.00	534.00	01-5681	Landscaping and snow remov	534.00	<No Project>
						Totals:	534.00	

Payee	Trans. Type Trans. No.	Trans. Date	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
MEGHA BAMOLA	Computer Check	04/10/2024	04/10/2024	35.00	01-1053	Byline Bank Checking	0.00	35.00
	60972		Posted		01-2060	Accounts Payable	35.00	0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-10590	04/02/2024	Reimbursement for	35.00	35.00	01-5163	Staff Development/Travel	35.00	<No Project>
						Totals:	35.00	

Payee	Trans. Type Trans. No.	Trans. Date	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
MIDWEST TAPE, LLC	Computer Check	04/03/2024	04/03/2024	1,570.50	01-1053	Byline Bank Checking	0.00	1,570.50
	60954		Posted		01-2060	Accounts Payable	1,570.50	0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
505224213	03/21/2024	DVD	15.78	15.78	01-5890	Audio and video materials	15.78	<No Project>
						Totals:	15.78	
505224210	03/21/2024	Music CD	17.28	17.28	01-5890	Audio and video materials	17.28	<No Project>
						Totals:	17.28	
505224212	03/21/2024	Audiobook	43.68	43.68	01-5890	Audio and video materials	43.68	<No Project>
						Totals:	43.68	
505224209	03/21/2024	DVDs	631.58	631.58	01-5890	Audio and video materials	631.58	<No Project>
						Totals:	631.58	
505224208	03/21/2024	DVDs	862.18	862.18	01-5890	Audio and video materials	862.18	<No Project>
						Totals:	862.18	

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Payee	Trans. Type Trans. No.	Trans. Date	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
MIDWEST TAPE, LLC	Computer Check	04/10/2024	04/10/2024	23,688.41	01-1053	Byline Bank Checking	0.00	23,688.41
	60973		Posted		01-2060	Accounts Payable	23,688.41	0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
505252879	03/27/2024	Music CD	26.28	26.28	01-5890	Audio and video materials	26.28	<No Project>
						Totals:	26.28	
505252892	03/27/2024	DVDs	54.14	54.14	01-5890	Audio and video materials	54.14	<No Project>
						Totals:	54.14	
505252891	03/27/2024	DVDs	118.69	118.69	01-5890	Audio and video materials	118.69	<No Project>
						Totals:	118.69	
505252878	03/27/2024	DVDs	320.60	320.60	01-5890	Audio and video materials	320.60	<No Project>
						Totals:	320.60	
505270479	03/31/2024	Hoopla	22,007.37	22,007.37	01-5891	Digital content	22,007.37	<No Project>
						Totals:	22,007.37	
505284922	04/03/2024	Audiobook	46.68	46.68	01-5890	Audio and video materials	46.68	<No Project>
						Totals:	46.68	
505284921	04/03/2024	DVDs	367.02	367.02	01-5890	Audio and video materials	367.02	<No Project>
						Totals:	367.02	
505284920	04/03/2024	DVDs	747.63	747.63	01-5890	Audio and video materials	747.63	<No Project>
						Totals:	747.63	

Payee	Trans. Type Trans. No.	Trans. Date	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
MIDWEST TAPE, LLC	Computer Check	04/24/2024	04/24/2024	2,595.61	01-1053	Byline Bank Checking	0.00	2,595.61
	61021		Posted		01-2060	Accounts Payable	2,595.61	0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
505348660	04/17/2024	DVDs	99.15	99.15	01-5890	Audio and video materials	99.15	<No Project>
						Totals:	99.15	
505348344	04/17/2024	Music CDs	339.16	339.16	01-5890	Audio and video materials	339.16	<No Project>
						Totals:	339.16	
505348349	04/17/2024	Audiobooks	379.20	379.20	01-5890	Audio and video materials	379.20	<No Project>
						Totals:	379.20	
505348347	04/17/2024	Audiobooks	488.80	488.80	01-5890	Audio and video materials	488.80	<No Project>
						Totals:	488.80	
505348348	04/17/2024	DVDs	500.92	500.92	01-5890	Audio and video materials	500.92	<No Project>
						Totals:	500.92	
505348346	04/17/2024	DVDs	788.38	788.38	01-5890	Audio and video materials	788.38	<No Project>
						Totals:	788.38	

Payee	Trans. Type	Trans. Date	Post Date	Amount	Account Number	Description	Debit Amount	Credit Amount
MOTION PICTURE LICENSING (	Computer Check	04/24/2024	04/24/2024	286.04	01-1053	Byline Bank Checking	0.00	286.04

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Payee	Trans. Type Trans. No.	Trans. Date	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
	61022		Posted		01-2060	Accounts Payable	286.04	0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
504436683	03/31/2024	MPLC Umbrella Poli	286.04	286.04	01-5936	Subscriptions and services	286.04	<No Project>
						Totals:	286.04	

Payee	Trans. Type Trans. No.	Trans. Date	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
NICOR GAS	Computer Check	04/10/2024	04/10/2024	5,795.62	01-1053	Byline Bank Checking	0.00	5,795.62
	60974		Posted		01-2060	Accounts Payable	5,795.62	0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-10570	04/01/2024	Natural Gas Maze B	232.70	232.70	01-5690	Natural Gas	232.70	<No Project>
						Totals:	232.70	
IR-10571	04/02/2024	Natural Gas Main Br	5,562.92	5,562.92	01-5690	Natural Gas	5,562.92	<No Project>
						Totals:	5,562.92	

Payee	Trans. Type Trans. No.	Trans. Date	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
OAK PARK TOWNSHIP	Computer Check	04/24/2024	04/24/2024	3,585.25	01-1053	Byline Bank Checking	0.00	3,585.25
	61023		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-10680	04/15/2024	YOUTH ENGAGEME	3,585.25	3,585.25	01-5281	Intergovernmental Agreemer	3,585.25	<No Project>
						Totals:	3,585.25	

Payee	Trans. Type Trans. No.	Trans. Date	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
OLSON'S ACE OAK PARK	Computer Check	04/10/2024	04/10/2024	117.45	01-1053	Byline Bank Checking	0.00	117.45
	60975		Posted		01-2060	Accounts Payable	117.45	0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
12128/4	04/02/2024	Facilities Supplies -	117.45	117.45	01-5682	Building Materials & Supplies	117.45	<No Project>
						Totals:	117.45	

Payee	Trans. Type Trans. No.	Trans. Date	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
OLSON'S ACE OAK PARK	Computer Check	04/24/2024	04/24/2024	26.03	01-1053	Byline Bank Checking	0.00	26.03
	61024		Posted		01-2060	Accounts Payable	26.03	0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
12398/4	04/19/2024	Facilities Supplies -	26.03	26.03	01-5682	Building Materials & Supplies	26.03	<No Project>
						Totals:	26.03	

Payee	Trans. Type Trans. No.	Trans. Date	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
OVERDRIVE, INC.	Computer Check	04/10/2024	04/10/2024	15,544.45	01-1053	Byline Bank Checking	0.00	15,544.45
	60976		Posted		01-2060	Accounts Payable	15,544.45	0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
01658MA24097687	03/31/2024	E-Content	3,406.66	3,406.66	01-5891	Digital content	3,406.66	<No Project>
						Totals:	3,406.66	
01658MA24100420	03/31/2024	E-Content	12,137.79	12,137.79	01-5891	Digital content	12,137.79	<No Project>

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Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description		Amount	Project ID	
							Totals:	12,137.79		
PACIFIC TELEMANAGEMENT SI	Computer Check		04/24/2024	04/24/2024		75.00	01-1053	Byline Bank Checking	0.00	75.00
	61025			Posted			01-2060	Accounts Payable	75.00	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description		Amount	Project ID	
2121090	04/18/2024	Phone 7084450358	75.00	75.00	01-5451	Telephone/Communications		75.00	<No Project>	
							Totals:	75.00		
PARK DISTRICT OF OAK PARK	Computer Check		04/03/2024	04/03/2024		1,370.00	01-1053	Byline Bank Checking	0.00	1,370.00
	60955			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	
20240003	04/01/2024	DOLE APRIL RENT	1,370.00	1,370.00	01-5691	Rentals--Equipment & Faciliti		1,370.00	<No Project>	
							Totals:	1,370.00		
HALLOTHON PATNOTT	Computer Check		04/10/2024	04/10/2024		466.99	01-1053	Byline Bank Checking	0.00	466.99
	60977			Posted			01-2060	Accounts Payable	466.99	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description		Amount	Project ID	
IR-10591	04/10/2024	Reimbursement for	466.99	466.99	01-5163	Staff Development/Travel		466.99	<No Project>	
							Totals:	466.99		
HALLOTHON PATNOTT	Computer Check		04/17/2024	04/17/2024		55.96	01-1053	Byline Bank Checking	0.00	55.96
	61000			Posted			01-2060	Accounts Payable	55.96	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description		Amount	Project ID	
IR-10606	04/11/2024	Supplies for Dragon	55.96	55.96	01-5240	Children's Programming		55.96	<No Project>	
							Totals:	55.96		
PETRA VAN NUIS	Computer Check		04/17/2024	04/17/2024		400.00	01-1053	Byline Bank Checking	0.00	400.00
	61001			Posted			01-2060	Accounts Payable	400.00	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description		Amount	Project ID	
2024-99-0050	03/02/2024	Adult Programming	400.00	400.00	01-5247	Adult Programming		400.00	<No Project>	
							Totals:	400.00		
PLAYAWAY PRODUCTS LLC	Computer Check		04/10/2024	04/10/2024		56.99	01-1053	Byline Bank Checking	0.00	56.99
	60978			Posted			01-2060	Accounts Payable	56.99	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description		Amount	Project ID	
457861	04/03/2024	Wonderbook	56.99	56.99	01-5890	Audio and video materials		56.99	<No Project>	

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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	
								Totals:		56.99	
PROQUEST LLC	Computer Check		04/10/2024	04/10/2024		11,671.37	01-1053	Byline Bank Checking		0.00	11,671.37
	60979			Posted			01-2060	Accounts Payable		11,671.37	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number		Account Description		Amount	Project ID	
70826887	04/01/2024	Global Newsstream	11,671.37	11,671.37	01-5891		Digital content		11,671.37	<No Project>	
								Totals:		11,671.37	
Q & A SERVICES LLC	Computer Check		04/10/2024	04/10/2024		150.00	01-1053	Byline Bank Checking		0.00	150.00
	60980			Posted			01-2060	Accounts Payable		150.00	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number		Account Description		Amount	Project ID	
1027	04/05/2024	FILING STORE ST-1	150.00	150.00	01-5211		Fees and Services		150.00	<No Project>	
								Totals:		150.00	
REGIONS BANK	Bank Draft		04/17/2024	04/17/2024		20,214.48	01-1053	Byline Bank Checking		0.00	20,214.48
	60			Posted			01-2060	Accounts Payable		20,214.48	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number		Account Description		Amount	Project ID	
023062	03/31/2024	REGION PERIOD EN	20,214.48	20,214.48	01-2067		Purchase Cards - P Cards		20,214.48	<No Project>	
								Totals:		20,214.48	
RHONDA FENTRY	Computer Check		04/03/2024	04/03/2024		75.00	01-1053	Byline Bank Checking		0.00	75.00
	60956			Posted			01-2060	Accounts Payable		75.00	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number		Account Description		Amount	Project ID	
2024-99-0025	04/03/2024	Sound Bath for Libra	75.00	75.00	01-5256		Staff Appreciation / Engagem		75.00	<No Project>	
								Totals:		75.00	
RHONDA FENTRY	Computer Check		04/17/2024	04/17/2024		75.00	01-1053	Byline Bank Checking		0.00	75.00
	61002			Posted			01-2060	Accounts Payable		75.00	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number		Account Description		Amount	Project ID	
2023-99-00203	12/19/2023	Adult Programming	75.00	75.00	01-5247		Adult Programming		75.00	<No Project>	
								Totals:		75.00	
STEPHEN ROBINET	Computer Check		04/15/2024	04/15/2024		263.08	01-1053	Byline Bank Checking		0.00	263.08
	60985			Posted			01-2060	Accounts Payable		263.08	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number		Account Description		Amount	Project ID	
IR-10628	04/15/2024	wages & salaries - p	263.08	263.08	01-5001		Wages & Salaries		263.08	<No Project>	

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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
						Totals:	263.08	
STEPHEN ROBINET	Computer Check	04/30/2024	04/30/2024	260.02	01-1053	Byline Bank Checking	0.00	260.02
	61032		Posted		01-2060	Accounts Payable	260.02	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-10784	04/30/2024	wages & salaries - p	260.02	260.02	01-5001	Wages & Salaries	260.02	<No Project>
						Totals:	260.02	
EILEEN SAAM	Computer Check	04/17/2024	04/17/2024	124.78	01-1053	Byline Bank Checking	0.00	124.78
	61003		Posted		01-2060	Accounts Payable	124.78	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-10626	04/02/2024	Reimbursement for	124.78	124.78	01-5163	Staff Development/Travel	124.78	<No Project>
						Totals:	124.78	
ALEXANDRA SKINNER	Computer Check	04/10/2024	04/10/2024	70.00	01-1053	Byline Bank Checking	0.00	70.00
	60981		Posted		01-2060	Accounts Payable	70.00	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-10589	04/10/2024	Reimbursement for	70.00	70.00	01-5163	Staff Development/Travel	70.00	<No Project>
						Totals:	70.00	
GINGER SLADE	Computer Check	04/24/2024	04/24/2024	30.15	01-1053	Byline Bank Checking	0.00	30.15
	61026		Posted		01-2060	Accounts Payable	30.15	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-10695	04/22/2024	Reimbursement for	30.15	30.15	01-5165	Mileage & Miscellaneous reir	30.15	<No Project>
						Totals:	30.15	
SWAN - SYSTEM WIDE AUTOM	Computer Check	04/24/2024	04/24/2024	24,016.00	01-1053	Byline Bank Checking	0.00	24,016.00
	61027		Posted		01-2060	Accounts Payable	24,016.00	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
11025	04/05/2024	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	04/10/2024	04/10/2024	1,558.90	01-1053	Byline Bank Checking	0.00	1,558.90
	60982		Posted		01-2060	Accounts Payable	1,558.90	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
970035247-2024032	03/21/2024	Devices	1,558.90	1,558.90	01-5893	Devices	1,558.90	<No Project>

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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
						Totals:	1,558.90	
TECH LOGIC CORP.	Computer Check	04/10/2024	04/10/2024	993.25	01-1053	Byline Bank Checking	0.00	993.25
	60983		Posted		01-2060	Accounts Payable	993.25	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
INV21000940	03/13/2024	RFID Tags	993.25	993.25	01-5742	Supplies	993.25	<No Project>
						Totals:	993.25	
TEE JAY SERVICE COMPANY, IN	Computer Check	04/24/2024	04/24/2024	2,961.00	01-1053	Byline Bank Checking	0.00	2,961.00
	61028		Posted		01-2060	Accounts Payable	2,961.00	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
206368	04/19/2024	Main - Entry Doors	2,961.00	2,961.00	01-5692	Repair & Maintenance Prop.	2,961.00	<No Project>
						Totals:	2,961.00	
TELECURVE, LLC	Computer Check	04/03/2024	04/03/2024	80.00	01-1053	Byline Bank Checking	0.00	80.00
	60957		Posted		01-2060	Accounts Payable	80.00	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
3118	03/31/2024	April 2024 Dial-a-St	80.00	80.00	01-5240	Children's Programming	80.00	<No Project>
						Totals:	80.00	
TERRY PLUMBING CO.	Computer Check	04/17/2024	04/17/2024	1,400.00	01-1053	Byline Bank Checking	0.00	1,400.00
	61004		Posted		01-2060	Accounts Payable	1,400.00	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
240606	04/08/2024	Main - First Floor Pu	1,400.00	1,400.00	01-5692	Repair & Maintenance Prop.	1,400.00	<No Project>
						Totals:	1,400.00	
ULINE	Computer Check	04/24/2024	04/24/2024	122.70	01-1053	Byline Bank Checking	0.00	122.70
	61029		Posted		01-2060	Accounts Payable	122.70	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
177012744	04/17/2024	CD & DVD Mailers	122.70	122.70	01-5742	Supplies	122.70	<No Project>
						Totals:	122.70	
VILLAGE OF OAK PARK	Computer Check	04/15/2024	04/15/2024	21,278.27	01-1053	Byline Bank Checking	0.00	21,278.27
	60986		Posted		01-2060	Accounts Payable	21,278.27	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-10647	04/15/2024	PAYROLL; VOL DED;	21,278.27	21,278.27	01-5160	IMRF (Illinois Muncipal Retire	21,278.27	<No Project>

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Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number		Account Description		Amount	Project ID
								Totals:	21,278.27	
VILLAGE OF OAK PARK	Computer Check		04/24/2024	04/24/2024		977.46	01-1053	Byline Bank Checking	0.00	977.46
	61030			Posted			01-2060	Accounts Payable	977.46	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number		Account Description		Amount	Project ID
IR-10702	04/19/2024	MAZE WATER/SEWE	45.12	45.12	01-5687		Water		33.86	<No Project>
IR-10702	04/19/2024	MAZE WATER/SEWE	45.12	45.12	01-5688		Sewer/Garbage		11.26	<No Project>
								Totals:	45.12	
IR-10704	04/19/2024	MAIN SEWER/WATE	418.74	418.74	01-5687		Water		322.97	<No Project>
IR-10704	04/19/2024	MAIN SEWER/WATE	418.74	418.74	01-5688		Sewer/Garbage		95.77	<No Project>
								Totals:	418.74	
IR-10703	04/19/2024	MAIN SEWER/WATE	513.60	513.60	01-5687		Water		399.05	<No Project>
IR-10703	04/19/2024	MAIN SEWER/WATE	513.60	513.60	01-5688		Sewer/Garbage		114.55	<No Project>
								Totals:	513.60	
VILLAGE OF OAK PARK	Computer Check		04/24/2024	04/24/2024		124.93	01-1053	Byline Bank Checking	0.00	124.93
	61031			Posted			01-2060	Accounts Payable	124.93	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number		Account Description		Amount	Project ID
IR-10697	04/11/2024	GAS FOR (203) MAI	124.93	124.93	01-5680		Fuels & Lubricants		124.93	<No Project>
								Totals:	124.93	
VILLAGE OF OAK PARK	Computer Check		04/30/2024	04/30/2024		21,612.15	01-1053	Byline Bank Checking	0.00	21,612.15
	61033			Posted			01-2060	Accounts Payable	21,612.15	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number		Account Description		Amount	Project ID
IR-10785	04/30/2024	PAYROLL; VOL DED;	21,612.15	21,612.15	01-5160		IMRF (Illinois Muncipal Retire		21,612.15	<No Project>
								Totals:	21,612.15	
WAREHOUSE DIRECT	Computer Check		04/03/2024	04/03/2024		7.39	01-1053	Byline Bank Checking	0.00	7.39
	60958			Posted			01-2060	Accounts Payable	7.39	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number		Account Description		Amount	Project ID
5688302-1	03/22/2024	Facilities - Housekee	7.39	7.39	01-5684		Cleaning & Housekeeping Su		7.39	<No Project>
								Totals:	7.39	
WAREHOUSE DIRECT	Computer Check		04/17/2024	04/17/2024		116.88	01-1053	Byline Bank Checking	0.00	116.88
	61005			Posted			01-2060	Accounts Payable	116.88	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number		Account Description		Amount	Project ID

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Payee	Trans. Type Trans. No.	Trans. Date	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
Invoice #	**Invoice Date**	**Description**	**Invoice Amount**	**Amount Paid**	**Account Number**	**Account Description**	**Amount**	**Project ID**
5701696-0	04/10/2024	2 HEW C1861A PAP	116.88	116.88	01-5742	Supplies	116.88	<No Project>
						Totals:	116.88	
GARY WENSTRUP	Computer Check	04/17/2024	04/17/2024	250.00	01-1053	Byline Bank Checking	0.00	250.00
	61006		Posted		01-2060	Accounts Payable	250.00	0.00
Invoice #	**Invoice Date**	**Description**	**Invoice Amount**	**Amount Paid**	**Account Number**	**Account Description**	**Amount**	**Project ID**
2	04/17/2024	Adult Programming	250.00	250.00	01-5247	Adult Programming	250.00	<No Project>
						Totals:	250.00	
XEROX FINANCIAL SERVICES	Computer Check	04/03/2024	04/03/2024	1,158.13	01-1053	Byline Bank Checking	0.00	1,158.13
	60959		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**
5490135	03/08/2024	Xerox Printing Contr	1,158.13	1,158.13	01-5620	Office & Library Machinery S	1,158.13	<No Project>
						Totals:	1,158.13	
XEROX FINANCIAL SERVICES	Computer Check	04/10/2024	04/10/2024	1,158.13	01-1053	Byline Bank Checking	0.00	1,158.13
	60984		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**
5610712	04/08/2024	Printers contract 01(	1,158.13	1,158.13	01-5620	Office & Library Machinery S	1,158.13	<No Project>
						Totals:	1,158.13	
SARAH YALE	Computer Check	04/03/2024	04/03/2024	20.90	01-1053	Byline Bank Checking	0.00	20.90
	60960		Posted		01-2060	Accounts Payable	20.90	0.00
Invoice #	**Invoice Date**	**Description**	**Invoice Amount**	**Amount Paid**	**Account Number**	**Account Description**	**Amount**	**Project ID**
IR-10486	03/22/2024	Mileage reimbursen	20.90	20.90	01-5165	Mileage & Miscellaneous reir	20.90	<No Project>
						Totals:	20.90	
YAZMIN MCCAMEY	Computer Check	04/03/2024	04/03/2024	600.00	01-1053	Byline Bank Checking	0.00	600.00
	60961		Posted		01-2060	Accounts Payable	600.00	0.00
Invoice #	**Invoice Date**	**Description**	**Invoice Amount**	**Amount Paid**	**Account Number**	**Account Description**	**Amount**	**Project ID**
2024-99-0038	02/13/2024	Providing instructio	400.00	400.00	01-5244	Young Adult Programming	400.00	<No Project>
						Totals:	400.00	
2024-99-0043	02/16/2024	Yoga Instruction	200.00	200.00	01-5244	Young Adult Programming	200.00	<No Project>
						Totals:	200.00	
BARBARA YENA	Computer Check	04/17/2024	04/17/2024	79.20	01-1053	Byline Bank Checking	0.00	79.20
	61007		Posted		01-2060	Accounts Payable	79.20	0.00

Oak Park Public Library
Cash Disbursement Journals
April   2024- 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**
	IR-10659	04/16/2024	Supplies - spanish c	79.20	79.20	01-5256	Staff Appreciation / Engagem	79.20	<No Project>
							Totals:	79.20	
YOURPASSION1ST	Computer Check	04/17/2024	04/17/2024		13,100.00	01-1053	Byline Bank Checking	0.00	13,100.00
	61008		Posted			01-2060	Accounts Payable	13,100.00	0.00
	Invoice #	**Invoice Date**	**Description**	**Invoice Amount**	**Amount Paid**	**Account Number**	**Account Description**	**Amount**	**Project ID**
	2024-99-0061	04/08/2024	Teen Job Readiness	600.00	600.00	01-5244	Young Adult Programming	600.00	<No Project>
							Totals:	600.00	
	2024-99-0060	04/08/2024	Co-Ed Mentoring Pr	12,500.00	12,500.00	01-5452	Grant Expenses	12,500.00	PASSION1ST24
							Totals:	12,500.00	
			Grand Totals:		299,994.05			299,994.05	299,994.05

A total of 94 payment(s) listed

Oak Park Public Library
Cash Disbursement Journals
April 2024- BYLINE

Account Summary

Account Number	Description	Debit Amount	Credit Amount
01-1053	Byline Bank Checking x3401	0.00	299,994.05
01-2058	Fed Pac	50.00	0.00
01-2059	Union dues Payable	125.50	0.00
01-2060	Accounts Payable	299,994.05	299,994.05
01-2067	Purchase Cards - P Cards	20,214.48	0.00
01-5001	Wages & Salaries	523.10	0.00
01-5160	IMRF (Illinois Muncipal Retirement Fund)	42,890.42	0.00
01-5163	Staff Development/Travel	1,882.68	0.00
01-5165	Mileage & Miscellaneous reimbursemen	69.81	0.00
01-5204	Promotions	750.00	0.00
01-5211	Fees and Services	150.00	0.00
01-5240	Children's Programming	944.11	0.00
01-5244	Young Adult Programming	1,200.00	0.00
01-5247	Adult Programming	2,412.72	0.00
01-5249	Community Engagement	85.49	0.00
01-5254	Creative Studio	552.88	0.00
01-5256	Staff Appreciation / Engagement	654.20	0.00
01-5264	ILL Payments	76.04	0.00
01-5281	Intergovernmental Agreements (IGA)	3,585.25	0.00
01-5291	Legal Fees	6,675.00	0.00
01-5451	Telephone/Communications	75.00	0.00
01-5452	Grant Expenses	23,264.58	0.00
01-5620	Office & Library Machinery Service	2,316.26	0.00
01-5680	Fuels & Lubricants	124.93	0.00
01-5681	Landscaping and snow removal services	1,068.00	0.00
01-5682	Building Materials & Supplies	214.22	0.00
01-5684	Cleaning & Housekeeping Supplies	7.39	0.00
01-5686	Custodial Services	17,095.60	0.00
01-5687	Water	755.88	0.00
01-5688	Sewer/Garbage	870.54	0.00
01-5689	Parking lot expense	1,728.34	0.00
01-5690	Natural Gas	5,795.62	0.00
01-5691	Rentals--Equipment & Facilities	1,370.00	0.00
01-5692	Repair & Maintenance Prop. & Equip.	20,548.10	0.00
01-5742	Supplies	1,575.17	0.00
01-5750	SWAN	24,016.00	0.00
01-5840	Print materials	30,895.02	0.00
01-5890	Audio and video materials	5,904.14	0.00

Oak Park Public Library
Cash Disbursement Journals

April   2024- BYLINE

01-5891	Digital content	55,267.96	0.00
01-5893	Devices	1,736.25	0.00
01-5894	Realia and other formats	27.11	0.00
01-5930	Furnishings	21,443.00	0.00
01-5936	Subscriptions and services	286.04	0.00
01-5937	Equipment and supplies	767.22	0.00

Oak Park Public Library
Byline Bank (Main) X 3401: Cash Management Disbursement Report
As of APRIL 2024

Source	Trans Type	Trans Date	Reference		Deposits	Payments
Cash Management	Deposit	4/30/2024	PARKING CREDITS	$	1,479.65	
Cash Management	Deposit	4/30/2024	DAILY DEPOSITS	$	19,340.19	
Cash Management	Deposit	4/30/2024	STORE	$	332.26	
Cash Management	Deposit	4/30/2024	SPACE RENTAL/CIRCULATION	$	242.15	
Cash Management	Deposit	4/30/2024	REFUND	$	81.00	
Cash Management	Deposit	4/30/2024	DONATIONS	$	175.00	
Cash Management	Deposit	4/30/2024	INTEREST ON ACCOUNT	$	425.85	
				$	22,076.10	-
Cash Management	Transfer in	4/30/2024	TRANSFER FROM MMA TO CHECKING, COVER PAYRLL & ACCTS PYBL	$	250,000.00	
Cash Management	Transfer in	4/30/2024	TRANSFER FROM MMA TO CHECKING, COVER PAYRLL & ACCTS PYBL	$	250,000.00	
Cash Management	Transfer in	4/30/2024	TRANSFER FROM MMA TO CHECKING, COVER PAYRLL & ACCTS PYBL	$	300,000.00	
Cash Management	Transfer in	4/30/2024	TRANSFER FROM MMA TO CHECKING, COVER PAYRLL & ACCTS PYBL	$	250,000.00	
				$	1,050,000.00	-
Cash Management	Payment	4/30/2024	FIFTH STAR COLLECTIVE	$	-	(5,965.00)
Cash Management	Payment	4/30/2024	ACH (FLEX ACCTS),	$	-	(5,719.08)
Cash Management	Payment	4/30/2024	SALES TAX			(163.00)
Cash Management	Payment	4/30/2024	IPBC PAYMENT EMPLOYEE MEDICAL INSURANCE	$	-	(117,957.75)
				$	-	(129,804.83)
Cash Management	Payment	4/30/2024	MERCHANT ACCT & BANK FEES	$	-	(147.51)
				$	-	(147.51)
Cash Management		4/30/2024	PAYROLL; PAYDATE 4/12/24			($257,821.00)
Cash Management	Payment	4/30/2024	PAYROLL; PAYDATE 4/30/24	$	-	($274,162.23)
Cash Management	Payment	4/30/2024	PAYROLL; MISSION SQUARE PAYROLL DEDUCTION DEBITS	$	-	(6,899.02)
				$	-	(538,882.25)

Summary by Transaction Type

(+) Deposits by Transaction Type:

Cash Receipts:	$	22,076.10
Transfers In/Out	$	1,050,000.00
Total Deposits:	**$**	**1,072,076.10**

(-) Payments by Transaction Type:

Transfer out	$	-
Benefits/Other ACH:	$	(129,804.83)
Bank Fees:	$	(147.51)
Payroll:	$	(538,882.25)
Total Payments:	**$**	**(668,834.59)**
Accounts Payable		(299,994.05)
Total Summary of Disbursements:	**$**	**(968,828.64)**
Total Change In Register Balance:	$	103,247.46

RESOLUTION ON DISBURSEMENTS, APRIL   2024

RESOLVED THAT DISBURSEMENTS FOR THE MONTH OF APRIL 2024 IN THE TOTAL AMOUNT OF $968,828.64 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.

AN INTERGOVERNMENTAL AGREEMENT
FOR THE YOUTH ENGAGEMENT PROGRAM, 2024 - 2026

This agreement is between OAK PARK TOWNSHIP and the enumerated participating local governments: River Forest Township, School District 90, School District 97, School District 200, Park District of Oak Park, River Forest Park District, Oak Park Public Library, River Forest Public Library, Village of Oak Park, and Village of River Forest; hereinafter referred to collectively as PARTICIPATING GOVERNMENT UNITS.

OAK PARK TOWNSHIP agrees as follows:

- To work with any youth (kindergarten-senior year) who are residents of Oak Park and River Forest or attend Oak Park or River Forest community schools. The engagement specialists will provide individual mental health counseling to youth who need assistance in the following areas: depression/anxiety, crisis and trauma, gang involvement, and behavioral/aggression problems as well as with youth who need individual mentoring.

- To closely monitor youth, through individual counseling which focuses on the individual strengths and needs of clients and their families and helps in providing individual counseling, linking to services as needed, managing those services, and tracking outcomes.

- To respect and maintain the confidentiality of registered Youth Engagement clients and their families and share information about clients with partner agency staff as appropriate and only when a Release of Information has been signed by the appropriate party.

- To report program outcomes, such as reasons for discharge, demographics, referral reasons, and assessment information, in the aggregate only. Data can be broken down by school district attending or community of residence.

- To continue to provide intense engagement by and two Youth Engagement Specialists for the positions as described in Appendix I and one Youth Engagement Program Manager.

- To act as the administrative agent of the Youth Engagement Program, hiring, training, supervising, including clinical licensing hours, insuring and providing office space to the Youth Engagement Program staff.

- To provide the necessary support, services, materials and equipment, such as, duplication, printing, postage, telephone and computers.

- To distribute monthly reports via email on the activities of Youth Engagement staff to all board members and the chief administrators of each participating government unit.

- To work with participating government units to establish additional meaningful outcome measures based on shared client data.

- To report on program activities and outcomes at least annually, or more often as needed or requested, at the Council of Governments meetings in Oak Park and in River Forest.

- To offer services listed in Appendix II: Menu of Services to partner agencies and to work responsively with partner agencies to develop other specific services based on emerging needs.

AN INTERGOVERNMENTAL AGREEMENT
FOR THE YOUTH ENGAGEMENT PROGRAM, 2024 - 2026

- To maintain an appropriate level of liability insurance and provide certificates of insurance to partner agencies as requested.

- To bill each participating government unit on a quarterly basis at the quarter amount listed in this IGA.

- To establish protocols with partner agencies to share confidential information that will allow the Township to report on program outcomes for the Youth Engagement caseload in the aggregate.

The other participating government units agree as follows:

- To support the Youth Engagement Program through referrals, offering space to meet with youth and families (including virtual access during e-learning school days), sharing information about youth behaviors and situations, participating in training events and planning meetings, and by providing outcome data.

- To bring policy and operational concerns and recommendations to the Youth and Family Services Director or Oak Park Township Manager or the Oak Park Township or River Forest Township Supervisor, for discussion and response.

- To work collaboratively and cooperatively in the common interest of helping youth develop, learn problem solving skills and to become engaged positively in the community.

- To enter into data sharing agreements, where appropriate, so that the Township may collect and analyze data in the aggregate for youth that are participating in the Youth Engagement program.

- To support the cost of this joint endeavor in an amount listed to be billed Quarterly in four equal amounts. The total budget for the Youth Engagement Program for the first year of this agreement is $322,597.00. Please see Table of Agency Amounts and Quarter Payments on the next page.

AGENCY	2024-25 Amount	Qrt. Payment	2025-26 Amount
OP Elementary D97	$37,218	$9,304.50	$38,483
Park District OP	$14,829	$3,707.25	$15,333
OP Public Library	$14,829	$3,707.25	$15,333
OPRF High School D200	$38,781	$9,695.25	$40,100
Village of Oak Park*			
River Forest Township	$21,102	$5,275.50	$21,819
RF Elementary D90	$9,695	$2,423.75	$10,025
RF Park District	$5,134	$1,283.50	$5,309
RF Public Library	$5,134	$1,283.50	$5,309
Village of River Forest*			
Helen Brach Grant	$5,000	-	-

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AN INTERGOVERNMENTAL AGREEMENT
FOR THE YOUTH ENGAGEMENT PROGRAM, 2024 - 2026

SUBTOTAL:	**$151,722**	-	**-**
Oak Park Township:	$170,875	-	-
TOTAL:	**$322,597**	**-**	**-**

*We will be approaching both the Village of Oak Park and River Forest to participate in funding the Youth Engagement Program again, funding with each Village will be discussed and added to the table before signing.

- To promptly reimburse Oak Park Township upon receipt of a quarterly bill in the amount shown in the table above.

It is understood by all signatories of this agreement that the supervision of all Township employees, including any addition to the Township staff as a result of this agreement, is the responsibility of Oak Park Township. To the extent permitted by law, each party shall indemnify, defend, and hold harmless the other parties, their elected officials, employees, officers, directors and agents from and against any third-party claims, demands, losses, damages, or expenses (including reasonable attorneys' fees) arising from or relating to any claim for harm, injury, or death to any person, or damage to tangible personal property arising out of or in connection with the performance of the services under this Agreement to the extent of the negligence, fault, or willful act or omission of the indemnifying party, its personnel or agents during the course of performance of the services hereunder or otherwise in connection with the performance of this Agreement.

This Intergovernmental Agreement will be in force for two years from July 1, 2024.

AN INTERGOVERNMENTAL AGREEMENT
FOR THE YOUTH ENGAGEMENT PROGRAM, 2024 - 2026

OAK PARK TOWNSHIP

Signature	Title	Date

RIVER FOREST TOWNSHIP

Signature	Title	Date

RIVER FOREST ELEMENTARY SCHOOL DISTRICT 90

Signature	Title	Date

OAK PARK ELEMENTARY SCHOOL DISTRICT 97

Signature	Title	Date

OAK PARK-RIVER FOREST HIGH SCHOOL DISTRICT 200

Signature	Title	Date

PARK DISTRICT OF OAK PARK

Signature	Title	Date

RIVER FOREST PARK DISTRICT

Signature	Title	Date

AN INTERGOVERNMENTAL AGREEMENT
FOR THE YOUTH ENGAGEMENT PROGRAM, 2024 - 2026

OAK PARK PUBLIC LIBRARY

Signature	Title	Date

RIVER FOREST PUBLIC LIBRARY

Signature	Title	Date

VILLAGE OF OAK PARK

Signature	Title	Date

VILLAGE OF RIVER FOREST

Signature	Title	Date

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APPENDIX
Job Descriptions and Menu of Services

CLASS. TITLE: Youth Engagement Specialist   FLSA: Non-Exempt
DEPARTMENT: Youth and Family Services   DATE: 09/2022
DIVISION: Town
REPORTS TO: Youth Engagement Manager

Job Summary: The Youth Engagement Specialist builds collaborations between systems and agencies to prevent, intervene, and combat negative youth behavior in Oak Park and River Forest Communities. The interventionist assists youth and families, and implement programming geared toward youth in the Oak Park and River Forest Communities. This is an ideal position for recent grads!

Job Functions:

- Ability to show knowledge or ability to gain knowledge in the following areas: youth mental health, specifically anxiety and depression, substance abuse, trauma, aggression, and behavioral problems, gangs.
- Carries a caseload of 20 individuals for counseling and interventions. Performs crisis intervention, making social diagnostic assessments, and assists in developing a comprehensive treatment plan for clients.
- Run groups during school year that focus on current events, trends, and needs.
- Collaborates closely with families, school personnel, mental health professionals, and other agencies associated with client. See clients in the office, their homes, school, and other areas outside of the office. Transport youth, if necessary.
- Help provide wraparound services by encourage and referring youth, families, parents/ guardians to other community services and activities.
- Knowledge of the DSM 5.
- Able to maintain and complete documentation related to job duties in a timely manner. Must have good time management skills.
- Initiate and maintain in contact (via phone, email, or in person) with youth, parents/ guardians, families, mentors, therapist, police, and other community agencies involved in youth's case.
- Maintain relationships and partnerships with current agencies and organizations that serve youth in the Oak Park and River Forest Communities
- In the summer, carry a small park caseload (around 7) to visit weekly looking for gang graffiti, drug paraphernalia, litter, and other suspicious acts to help keep parks safe.
- Assists agencies in developing long term community based strategic plans to help with village wide prevention efforts regarding youth; including implementing goals/strategies.
- Keeps Supervisor informed regarding community issues and sensitive topics.
- Participate in weekly supervision with Interventionist Supervisor and participate in weekly Youth Services Team Meetings.
- Performs other duties as assigned.
- Supervision for LPCs and MSWs available.

Job Type: Full Time

Minimal Qualifications:

APPENDIX
Job Descriptions and Menu of Services

- Master's in counseling, psychology, social worker.
- Working with youth and families (preferred)

Education:

- Master's (Required)

Knowledge, Skills, and Abilities

Knowledge of:
- Social Work, counseling, psychology
- Criminal Justice and approaches used by law enforcement in local, state, and federal environments; juvenile law and court systems
- Ethical standards and codes of conduct in dealing with clients and public
- Crisis Intervention Techniques
- Conflict Resolution

Skill In:
- Time management and prioritizing work
- Verbal and written communication and organization
- Facilitation and group leadership
- Mediation and collaboration building

Ability To:
- Maintain relationships with community organizations and administrators
- Facilitate presentations and trainings for youth, parents, community associations, and other public groups.
- Remain calm in stressful and crisis situations

Physical Abilities:
- Sit, keyboard, read, write, add, hear and speak for extended periods
- Drive automobile to meet with clients in their homes or other locations, and meetings with other agencies, committees and councils, etc.
- Lift up to 10 pounds on occasion.

APPENDIX
Job Descriptions and Menu of Services

CLASS. TITLE: Youth Engagement Program Manager   FLSA: Full Time
DEPARTMENT: Youth and Family Services   DATE: 09/2022
DIVISION: Town
REPORTS TO: Youth Services Director

Job Summary: The Youth Engagement Program Manager builds collaborations between systems and agencies to assist, engage and collaborate with you in Oak Park and River Forest Communities. The Supervisor assists youth and families in the areas of anxiety and depression, crisis and trauma, behavioral issues, school refusal/attendance issues, and gang involvement, supervises interventionists, and works with the Director to review, develop, and implement programming geared toward youth in the Oak Park and River Forest Communities.

Job Functions:

1. Supervises Youth Engagement Specialists, building a positive rapport with trust, team work, and communication.
2. Carries a small caseload of individuals and groups for direct counseling. Performs other duties of an Engagement Specialist: crisis intervention, making social diagnostic assessments of youth, and assists in developing a comprehensive treatment plan for clients.
3. Develops relationships and partnerships with new and current agencies and organizations that serve youth in the Oak Park and River Forest Communities. Facilitates partnerships and collaborations, assists in problem solving to maintain productive relationships between community administrative leaders.
4. Provides oral and written reports to various boards and the public when required, speaks before various to groups to explain the Youth Engagement Program philosophy, mission, values, goals, and accomplishments.
5. Assists agencies in developing long term community based strategic plans to help with village wide prevention efforts regarding youth; including implementing goals/strategies. Communicates with and between staff, administrations, boards, agencies, committees, and the public to continue community development efforts.
6. Establishes priorities among assignments. Establishes times of completion and quantity/quality of work services. Identifies, and discusses program projects, problems and issues. Supervises subordinate staff, monitors, and evaluates performance and recommends recognition/and or disciplinary action.
7. Monitors budgetary expenditures for training area of Youth Engagement Program and assists in developing narratives/justifications used in budgetary process as required.
8. Seeks outside funding to help support programs. Prepares and maintains grants related to sources of funding. Completes reports related to grants received and administers grant funded initiatives related to intervention program.
9. Works collaboratively with the Girls on the Rise Team, Prevention Team and Community Justice Team as indicated
10. Keeps Director Informed regarding community issues and sensitive topics.
11. Keeps open communication with Director in regard to the Youth Engagement Program.
12. Performs other duties as assigned.

Minimum Qualifications

APPENDIX
Job Descriptions and Menu of Services

Education and Experience: Masters Degree in Social Work, Social Services or a related field. 5-7 years of direct experience in working with youth issues including mental health, gangs, education, activities, and employment.

Licenses and Certifications: LCSW, LCPC or related license is preferred, not required
Knowledge, Skills, and Abilities

Knowledge of:
* Social Work, counseling, psychology
* Criminal Justice and approaches used by law enforcement in local, state, and federal environments; juvenile law and court systems
* Ethical standards and codes of conduct in dealing with clients and public
* Crisis Intervention Techniques
* Conflict Resolution
* Grant Writing and monitoring procedures

Skill In:
* Time management and prioritizing work
* Verbal and written communication and organization
* Facilitation and group leadership
* Mediation and collaboration building
* Supervision of subordinates

Ability To:
* Lead, organize, and maintain relationships with community organizations and administrators
* Facilitate presentations and trainings for youth, parents, community associations, and other public groups.
* Remain calm in stressful and crisis situations

Physical Abilities:
* Sit, keyboard, read, write, add, hear and speak for extended periods
* Drive automobile to meet with clients in their homes or other locations, and meetings with other agencies, committees and councils, etc.
* Lift up to 10 pounds on occasion.

APPENDIX
Job Descriptions and Menu of Services

Youth Engagement Program – Services
April 2024

The Township's Youth Engagement Program staff are Masters Level Social Workers and Counselors, all with backgrounds in working with youth on a variety of issues. The Youth Engagement Program is constantly conducting needs assessments to address youth issues within the communities. Through the Youth Engagement Program, they provide the following services to individuals, families, agencies, and community organizations in Oak Park and River Forest.

TRAINING-in person, virtual and hybrid options
- Any training as requested by a partner agency for staff or youth who they service, based on issues and needs they are seeing at their locations.
- Other training programs tailored to different entities' needs examples include, but are not limited to, Anti-Bullying, Restorative Justice and Practices, community issues (Youth De-Escalation).

CONSULTING
- Consult with private therapists, agencies (public and private, profit and non-profit), parents, schools, law enforcement, courts, probation officers, the States Attorney's office and city, state and federal agencies on issues of youth, including crisis and trauma, behavior and aggression, anxiety, depression and other mental health topics.
- Community and neighborhood problem solving, education, and training.
- Consult with partner agencies to help address staffing patterns, incident response, facility security, and safety procedures and protocols.

INFORMATION/INTELLIGENCE
- Work with various bodies to "connect-the-dots" to identify patterns of behaviors and incidents regarding youth
- Assist in identifying and locating individuals representing a threat to youth

DIRECT ENGAGEMENT-in person or via tele-health
- Individual/family crisis intervention, as needed by youth on current caseload
- Incident-related crisis intervention (for example; school violence, suicide, etc.)
- On-site engagement at partner facilities in conjunction with partner staff
- Group work with grade, middle and high school students after needs are identified with community partners
- Engagement work specifically with youth who are experiencing trauma/crisis and mental health needs
- Individual counseling with youth regarding issues with trauma/crisis, behavior/aggression, and anxiety and depression, or gang involvement as well as mentoring.
- Casework-including referrals, family assessments, and connecting youth and families with partner agencies and organizations based on needs