OAK PARK PUBLIC LIBRARY
BOARD OF LIBRARY TRUSTEES | REGULAR MEETING
834 Lake St., Oak Park, IL 60301 | Second Floor Scoville Room
Tuesday, August 26, 2025 – 6:30 pm
Meeting to be held in person and via Zoom (click here for Zoom link)

AGENDA

1. **Call to Order and Roll Call** **(1 minute)**

2. **Approval of Minutes** **(Action, 5 minutes)**
   July 22, 2025 Regular Meeting

3. **Public Comments** **(5 minutes)**
   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 Executive Director Elsworth Carman at (elsworthc@oppl.org); or to Library Board President Virginia Bloom at (trustee.virginiab@oppl.org) sent by 4:30 pm on the date of the meeting;
   - As a submission through this Public Comment Form by 4:30 pm on the date of the meeting.

4. **Trustee Comments and Calendar** **(5 minutes)**
   a. Sunday, September 14, 2025, 9 am-1 pm: Library Board Strategic Planning Retreat
   b. Tuesday, September 16, 2025, 6:30 pm: Regular Library Board Meeting

5. **Executive Directors Report** **(10 minutes)**

6. **Staff Reports** **(20 minutes)**
   a. Strategic Priorities Report
   b. Additions and Separations Report
   c. Staff Changes Report

7. **Financial Reports**
   a. July 2025 Financial Reports **(5 minutes)**
   b. July 2025 Resolutions on Disbursements **(Action, 5 minutes)**

8. **Additional Reports** **(10 minutes)**
   a. Intergovernmental Committee (IGov)
   b. Council of Governments (CoG)
   c. PlanIt Green
   d. Friends of the Oak Park Public Library
   e. Out with Purpose
   f. Collaboration for Early Childhood

9. **Unfinished Business**
   a. Parking Garage Use and Revenue Report **(Discussion, 10 minutes)**

10. **New Business**
    a. DRAFT 1 FY2026 Budget **(Discussion, 30 minutes)**
    b. Non-Sufficient Funds Check Policy **(Action, 5 minutes)**
    c. Surplus Property Policy **(Action, 10 minutes)**
    d. Collection Strategy Statement **(Action, 5 minutes)**

11. **Closed Session**

12. **Adjournment**

Minutes for July 22, 2025 Regular Board of Library Trustees Meeting

1. Call to order and roll

President Bloom called the meeting to order at 6:30 pm. Trustee Wilkinson, acting as Secretary for the meeting, took roll.

Present: Annie Wilkinson, Susanne Fairfax, Megan Butman, Colin Bird-Martinez, Kristina Rogers, Virginia Bloom

Absent: Mika Yamamoto

Also Attending: Elsworth Carman, Executive Director, Leigh Tarullo, Director of Collections

Public Commentators: Rory O'Neill

2. Approval of Minutes

June 24, 2025 Regular Meeting

Moved by Butman. Seconded by Wilkinson. Approved by Trustees Butman, Wilkinson, Bird-Martinez, and Bloom. Trustees Rogers and Fairfax abstained.

3. Public Comments

The board received a few public comments for the meeting through email and in person. A public comment submitted via email requested that the library reinstate its subscription to the *Wall Street Journal* and provide print copies at all three branches. The commenter noted they had contacted a librarian but did not receive a response. They emphasized the newspaper's importance, the preference for print format, and stated that the current periodicals are insufficient for research needs. Carman responded that the *Wall Street Journal* is available for online access through the library. The commenter replied that they were aware of the online option but found it difficult to read and preferred a paper version, as did others.

Bloom and Carman received an anonymous postcard addressed to the Library Board that said the following:

"I love our library, but it is not as accessible for neurodivergent people like me. The lights are too bright and overstimulating, I get anxious and have headaches. The hand dryers are too loud, and it makes my body hurt. Please consider fixing these things."

The board received an in-person public comment from Rory O'Neill requesting a meeting with Executive Director Carman to discuss the current cleaning contract with Alpha Building Maintenance Services. O'Neill stated that invoices submitted and paid between August 2021 and August 2022 included charges for work that was not completed, estimating the value of unperformed work at

$35,000. He indicated he has proof of these claims and reiterated his request to meet with Carman to present the evidence.

4. Trustee Comments and Calendar

Bloom discussed the strategic planning session meeting coming up on Sunday, August 3 from 9 am-1 pm. Bloom noted that she will need to meet with Carman on creating an agenda and considering a facilitator for the meeting. Also on the calendar is the following regular board meeting which will be held on Tuesday, August 26.

Rogers observed that multiple meetings occur on Tuesday evenings, including those of the Village of Oak Park, Oak Park Township, and the Library Board, which may require community members to choose between them. She suggested the possibility of adjusting Library Board meeting dates for flexibility. The board agreed to keep the current meeting dates under consideration.

5. Executive Directors Report

Carman presented his report, highlighting his attendance at the American Library Association (ALA) Conference, where he participated in sessions on library governance, connected with other attendees, and noted the scale of the event. He provided a recap of community meet-and-greets held at all three locations, engaging with different groups at each and valuing the community's willingness to connect. Carman, along with Billy Treece, Director of Finance and Human Resources also met with staff to discuss the budget process and results of the staff satisfaction survey. Carman reviewed a draft six-month policy review schedule, suggesting it as a possible future Governance Committee practice. He reported attending a virtual meeting with the Hemingway Foundation, as well as one of the foundation's in-person events to strengthen connections.

6. Staff Reports

a. Strategic Priorities Report

Carman began his report by highlighting the expansion of the Multicultural Collection, which now includes materials from nine additional countries. The items have been arranged on shelves to improve browsing, increase usage, and generate greater patron interest. The Summer Reading Program was highlighted along with several programs, new and returning in Children's Services including: Lego Club for English Language Learners, Kids Chess Club, and Kids Improv. The results of the staff satisfaction survey were reviewed, showing a 79% participation rate and an overall score of 47—an increase from the previous scores of 17 and -1. Carman also highlighted Juneteenth and Pride celebrations integrated into Creative Studio programming, noting the positive ways staff have incorporated studio tools into these initiatives.

b. Library Core Use Statistics

The board reviewed the Library Core Use Statistics report, noting the increase in meeting room use and study room use. Discussed were the use of study rooms at the Main Library and if there are any possibilities of expanding into the branches or adding or creating more rooms. The

board discussed the continued growth in demand for online resources, noting the surge in usage during the pandemic and the sustained popularity of certain e-resources. Usage is expected to increase further, and the budget for online resources will be considered to meet this demand.

c. Additions and Separations Report

The board reviewed the Additions and Separations Report for the month of June 2025, noting the increase in additions of book bike assistants and teen interns for the summer.

d. Staff Changes Report

The board reviewed the Staff Changes Report for the month of June 2025.

7. Financial Reports

a. June 2025 Financial Reports

The board reviewed the financial reports dated June 30, 2025.

b. June 2025 Resolutions on Disbursements

Motion to approve the June 2025 Resolutions on Disbursements.

Moved by Fairfax. Seconded by Bird-Martinez. Approved by all present.

8. Additional Reports

a. Intergovernmental Committee (IGov): Did meet. Rogers reported on plans for a public event to discuss recent federal government changes and their potential impact on local governing bodies.

b. Council of Governments (CoG): Did not meet. Bloom noted that the next meeting may be scheduled for either September 3 or 4.

c. PlanIt Green: Did meet. Staff notes will be shared at the August board meeting.

d. Friends of the Oak Park Public Library: Did not attend. Bird-Martinez noted the next meeting will be held on August 18. Bloom commented on the Friends Book Fair, noting strong attendance, community engagement, and an overall positive experience and also mentioned a Friends Pizza Party where a post-summary of the book fair will be shared.

e. Out with Purpose: Did not meet. The next meeting is to be determined.

f. Collaboration for Early Childhood: Did not meet. Rogers noted reaching out to Shannon Ellison, Director of Programs and plans to report back at the next meeting.

9. Unfinished Business

The board discussed postponing committee discussions until after the Strategic Planning Meeting, noting that board members are welcome to join if interested. Bloom discussed ongoing conversations and options for board training for all trustees on the Open Meetings Act (OMA), the Freedom of Information Act (FOIA), and DEI training. The board discussed plans for attendance at the upcoming Illinois Library Association (ILA) Conference in October and confirmed ILA membership. The board discussed the facilitator for the Strategic Planning Session Meeting, who will be Mallory Edgar.

10. New Business

a. **Exterior Signs Policy Review**

   Motion to approve the Exterior Signs Policy Review, with provided recommendations and edits.

   Moved by Rogers. Seconded by Wilkinson. Approved by all present.

b. **Duplicating, Displaying, or Publishing Materials Owned by the Oak Park Public Library Policy Review**

   Motion to approve the Duplicating, Displaying, or Publishing Materials Owned by the Oak Park Public Library Policy Review, where the recommendation is to eliminate the policy in full.

   Moved by Fairfax. Seconded by Butman. Approved by all present.

11. Closed Session (if needed)

The board did not enter a closed session for this meeting.

12. Adjournment

Bloom adjourned the meeting at 8:32 pm.

EXECUTIVE DIRECTOR'S REPORT

August 2025

OAK PARK PUBLIC LIBRARY

Connecting with the Community

In an effort to reduce barriers to connecting with staff and community members, **I've added a text option to my email signature and other places I share my contact information.** In previous roles, I found this to be an effective way to engage with individuals who prefer text over phone or email communication, and I'm pleased to offer it here as well.

All three Oak Park Public Library locations serve as community cooling centers, and the recent heat and humidity have brought many new and returning visitors through our doors. Staff have done an exceptional job welcoming people, providing assistance with study rooms, helping patrons navigate the collection, and providing instruction for digital resources. **One parent shared that the library is their family's favorite summer destination:**

> "Indoor play opportunities are hard to find, and when we come here, we can spread out and do our own things while still being in the same area. When we feel cooped up and hot at home, we come to the library."

Facilities Updates

Over the past month, we've encountered several building-related challenges:

- A minor leak in the parking garage sprinkler system
- A significant repair to the Main Library's loading dock, involving extensive concrete removal and replacement
- A minor natural gas leak in the Facilities area
- A downed tree limb interfering with power lines behind Maze Branch

Director of Facilities Matt Bartodziej and his team resolved all issues, responding with skill, creativity, and a strong commitment to resource stewardship. As our buildings age, we document each issue and its resolution, especially when we get a rare look at internal structures (like the rebar beneath the loading dock). Paired with building schematics and original system documentation, this helps us plan holistically for future maintenance and repairs.

Staffing and Civic Engagement

In late July, we posted a new position: Civic Literacy Librarian, part of the Adult Services Department. The role summary reads: "In establishing this position, our goal is to embrace the notion that public libraries are critical to a functioning democracy and that libraries are places where people of diverse backgrounds can come together to be actively engaged in the future of their communities."

We received 66 applications and are currently reviewing them in preparation for first-round interviews. I'm excited to see the impact this new role will have and look forward to expanded community engagement around civic literacy and participation.

Library Tours Update

Since mid-June, I've been leading tours of the Main Library for local elected officials (including library trustees), partner organizations, and area library leaders. These tours offer a valuable opportunity to build relationships, share our story, and illustrate the many ways public libraries support thriving communities. They've prompted thoughtful questions and personal reflections and have been a joy to facilitate. **I plan to extend invitations to county-level elected officials in the coming weeks to continue these important conversations.**

Respectfully submitted,
Elsworth Carman
Executive Director

OAK PARK PUBLIC LIBRARY

WHAT WE DO

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	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	# 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	Selection, acquisition, and cataloging of physical and digital materials; interlibrary loan; Special Collections and local history	# item checkouts, check-ins, downloads, ILLs, holds # items in collection, turnover % items checked out	# average return to shelf time # Special Collections research contacts
Technology	Acquisition, maintenance, and repair of public technology (computers, printers, copiers, etc.); maintenance of internet/WiFi	# public technology use (computers, printers, copiers, Creative Studio) # WiFi sessions	
Facilities	Facilities management (tracking and execution of capital projects, maintenance activities); Master Facilities Plan	# facilities requests made, completed # approved capital and MFP projects completed	
Social Services & Public Safety	Community partnership development; patron need assessment and resource referral; incident reporting and management; building safety; emergency and public health preparedness	# incidents reported, resolved # patron service referrals, follow-ups	# mental health assessments (Rush) # community partnerships
Anti-Racism	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	% 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	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	# 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	Compensation and benefits administration; hiring and onboarding; performance development; learning and talent development; workplace well-being; budget preparation, management, and reporting	# 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

OAK PARK PUBLIC LIBRARY

IMPACT

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

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 July 2025

- 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

Communications & Development

Sharing Book Fair joy on social media

The 53rd Annual Friends of the Oak Park Public Library Book Fair took place July 11–13, with countless booklovers visiting the Main Library all weekend. Visitors discovered a variety of treasures, including $5 friendly picks, autographed books, puzzles, movies, and CDs. **Communications Specialist Camayia Dantzler and Graphic Designer Gabriela Denton developed and executed a social media strategy to promote the event, capturing engaging photos of enthusiastic shoppers and filming video interviews** where attendees shared their excitement and book fair goals. A video reel and two posts were shared across the library's Facebook and Instagram accounts. The video content received strong engagement, amassing **over 5,000 views on Facebook and more than 9,000 views on Instagram.**

Public Services & Programs

A special storytime program at Maze Branch

On July 14, we hosted a storytime and "Touch a Recycling Truck" program at the Maze Branch — organized by Environmental & Sustainability Specialist Christine Poreba and Children's Digital Learning Librarian Eileen Saam, **in collaboration with Lakeshore Recycling Systems (LRS). Approximately 60 community members attended this program**, where they read books about recycling and being good stewards of the environment, and sang and marched to songs with the lyrics "Reduce, Reuse, Recycle." **Kids were excited for the opportunity to sit in the driver's seat of the recycling truck and honk the horn**, and several of them had questions for the driver. **Given the strong turnout and many positive comments from families in attendance, we hope to plan another program with LRS in the future**, this time hosting it in the cul-de-sac outside the Main Library.

Social Services & Public Safety

Collaborating with local leaders to support unhoused community members

Director of Social Services & Public Safety Rob Simmons is currently representing the library as a member of the Village of Oak Park's Task Force on Response for Unhoused Residents of Oak Park. The task force brings together a diverse group of local leaders to collaborate on a shared vision, mission, and actionable goals to address the needs of unhoused residents in our community. Meetings will focus on data gathering, concept development, engagement with unhoused residents, and strategic research. **Outcomes from the work of the task force and recommended solutions will be presented to the Village Board in September 2025.**

Collections

Engaging with Special Collections to honor a local historical figure

Near the end of July, **an architect-in-training at a firm in California reached out to Special Collections requesting assistance with a nomination for this year's Gold Medal from the American Institute of Architects**, which is one of the highest honors in the field. **The nomination was for Marion Mahony Griffin, who, despite her significant contributions to many of Frank Lloyd Wright's early projects, did not receive nearly the level of acclaim and recognition as Wright did during her life. Some of the best examples of Mahony Griffin's achievements are her renderings in the Wasmuth Portfolio, which the library has in our Special Collections.** With a short timeline for submitting the nomination, staff members in Special Collections sent the architect existing digitizations of some of Mahony Griffin's renderings, as well as historic photographs of some requested locations. Special Collections staff also photographed renderings to send high-resolution images of other examples of Mahony Griffin's skill and impact. This was an exciting opportunity for engagement with Special Collections to support recognition of an important figure in local history.

LEARNING in July 2025

- ► 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

Learning from & sharing with library peers

On July 17, Environmental & Sustainability Specialist Christine Poreba participated in a LACONI POP webinar panel for other library workers, entitled "Sustainability in Action: Programs and Practices." This webinar highlighted innovative and practical approaches to environmental programming in libraries, and included panelists from Joliet Junior College and Barrington Area Library as well. We were proud that Christine was invited to share her experiences and expertise, and we are pleased to know that more libraries are doing this important work and interested in learning from each other.

Collections

A learning & career development opportunity for teens

The Materials Handling Team once again hosted two teen interns this summer (pictured at right), both of whom made a tremendous impact in our work to provide access to the library's physical materials. When asked about their experience working with the team, one said, "I could not have asked for a better experience. Everyone was so kind, regardless of service area, but a special shoutout to the main materials handling crew. It was lovely working alongside you guys, and I thank you for being so kind." **They also shared that the experience helped them learn about the internal structure of the library — and that understanding how it works has made them appreciate this institution even more.**

Community Voice

On July 16, a patron shared the following feedback and gratitude via email:

"I have used the services of this library for many years. **You have consistently met my needs, even through the difficult COVID years.** In recent years, I have made use of the digital libraries you have made available. In doing so, **I have, at times, needed the help of your technical staff. Each time I have had a problem with technical issues, your staff has been polite, knowledgeable and prompt.** I just want you to know how much I have enjoyed and benefitted by the services you have provided me over the years. Thank you."

Patron Services Library Assistant Linda Miller shared that, on July 15, a patron visited her at the Maze Branch and shared the following feedback:

"I don't know if you remember this, but a few months ago you got me a book that I needed for a nursing school project. **I got 100/100, and it was all because of that book. It wasn't in the catalog, but you were able to get it.** So, this is a late 'thank you' for your help."

Linda had located a copy of the book in WorldCat, but, given the patron's tight deadline for a school project and the fact that Maze was closed the next day, she did not ask the patron to fill out the online form and instead called our ILL team directly. Supervising Librarian of Bibliographic Services Colleen White and Library Assistant Camille Gauthier were then able to fast-track the request and get the book to Maze quickly, truly supporting this patron's needs.

Staff Spotlight

Health & Wellness Specialist Claire Ong is always busy: In addition to managing the workload for her master's degree in library science, she coordinates the library's numerous health and wellness programs, works the service desk at the Main Library, and drives with our Home Delivery program every week. Claire organizes recurring programs, such as our very popular weekly virtual chair yoga program and monthly sound bath meditation, in addition to taking the lead on special health and wellness programming, like our BIPOC Day of Wellness in July. In May, she presented at the 23rd Annual Illinois Information Literacy Summit at College of DuPage, and she just attended her first American Library Association Annual Conference. We are grateful for all of Claire's work and her dedication to envisioning new ways to keep our staff and patrons informed, healthy, and well.

STEWARDSHIP in July 2025

- 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

Finance & HR

Chatting with library staff

In July, Executive Director Elsworth Carman and Director of Finance & Human Resources Billy Treece co-hosted four in-person chats with staff across all three library locations. Over 60 staff members attended these sessions, which are a vital part of our ongoing effort to improve transparency and staff well-being. The discussions offered a forum for open dialogue on recent staff satisfaction (eNPS) survey results and a financial update on the budgeting process, and gave staff a valuable opportunity to share their questions and feedback. **This quarterly practice supports staff success and helps create a positive, collaborative work environment.**

Facilities

Improving library equipment & spaces

In July, the Maze Branch saw the replacement of a 22-year-old gas water heater with a similarly sized electric water heater (pictured at right) — the first step in reducing Maze's dependency on natural gas and reducing our carbon emissions. This work involved removing the old water heater, capping the gas line, running a new 240v circuit, removing old ductwork, and replacing brickwork on the building's exterior. The Facilities Team worked diligently with three different vendors (electrician, plumber, and brick mason) to coordinate a seamless installation.

Also in July, the Facilities Team performed several behind-the-scenes improvements, including replacing 12 fan-powered box motors, replacing a failed hot water booster pump and motor, repairing a rooftop exhaust fan, and reglazing several windows at the Maze Branch.

Technology

Enhancing digital security at the library

The IT Team recently completed a comprehensive training course focused on new security software that we will soon implement for our library computers at all locations. This in-depth training covered various aspects, including the deployment process, configuration settings, and effective management of the software. The team acquired valuable insights and skills to ensure a seamless rollout, which will enhance the security of all of our library's digital resources.

Public Services & Programs

Shifting team responsibilities to support local history & civic literacy

Adult Services and Special Collections recently collaborated to move the area of Local History to Special Collections. Previously, our late colleague Edward O'Brien had been the local history librarian in Adult Services, collaborating often with Special Collections. Adult Services staff will continue assisting patrons with online resources — including NewspaperARCHIVE, Ancestry, and FirstSearch — and helping them access materials in the Local History workroom and on mircofilm. Deeper research questions will now be addressed by Special Collections staff, who will be responsible for local history collection materials. **While there is truly no replacing Ed, whose work and impact we highlighted in last month's Strategic Priorities Report, we hope that this new structure will continue the important work he did for our patrons and community for so many years. This change will also enable Adult Services to begin a search for candidates to fill a new librarian role: Civic Literacy Librarian.**

ANTI-RACISM & EQUITY in July 2025

- 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

Communications & Development

Celebrating Disability Pride

In recognition of Disability Pride Month in July, the library offered a variety of resources and programs to our patrons. Disability Pride means affirming that disabilities are a natural and valuable part of human diversity, honoring the activists who came before us, and celebrating disability visibility in public spaces. **In a news post on oppl.org, we shared title suggestions from the Collection Management Team, librarian-curated resources for disabled people and caregivers, and information about a series of intergenerational programs in July coordinated by Children's Librarian Shelley Harris**. Programming included our 3rd Annual Disability Pride March and a Disability Pride Idea Box display. **The Idea Box installation aimed to celebrate disability culture, identity, and advocacy, and directly challenge systemic ableism and discrimination faced by disabled people by centering their experiences.** In different areas in the room, the display shared information about language and terminology, affirming books to read, and the signing of the Americans with Disabilities Act (ADA) in 1990. One space also highlighted different well-known people who live with disabilities and the impact it has had on their daily lives, helping patrons relate to and understand their diverse experiences.

Public Services & Programs

Supporting BIPOC health & wellness

In honor of National Minority Mental Health Awareness Month, the library hosted a Black Indigenous People of Color (BIPOC) Day of Wellness on July 26. The event began with a hybrid panel discussion with therapist Jor-El Caraballo, social worker Emely Rumble, and artist Karen J. Anderson on self-care for Black men and Black women, and African beauty. A lunch break followed, with dedicated space available for attendees to spread out, relax, and/or meditate on provided yoga mats. At 1pm, professor and author Jane Hseu led a writing reflection hour, and the day ended with afternoon tea from Social Work Sunday Tea founder and therapist Shakea Houston.

Pairing book giveaways with food distribution

In July, Children's Librarian Genevieve Grove partnered with Beyond Hunger to provide free children's books to clients during Wednesday food distributions. On average, over 50 books per week went home with clients, with delighted aunts, uncles, grandparents, and neighbors looking forward to sharing their finds with the children in their lives. Families often wait over an hour to shop at the pantry, so Genevieve also brought crayons, coloring pages, and activity booklets to keep kids entertained, as well as summer reading beads to distribute. The next steps for this partnership are still being finalized, but it has the potential to continue every other week.

Collections

Honoring the influential work of two Black artists

Special Collections is currently collaborating with noted photographer Howard Simmons on the donation of one of his photographs of the famed author and first Black poet to win the Pulitzer Prize, Gwendolyn Brooks. Simmons is an Oak Park resident and was one of the first Black photographers for the Chicago Sun-Times. The piece will be preserved and showcased as part of our historic materials collection.

Community Voice

Community members who engaged with our Disability Pride display (described above) shared many positive comments:

"The **intention and level of detail** that has gone into this is incredible."

"I love how **informative** this is."

"This display encapsulates **why I moved to Oak Park**."

Patron Jeffery Jenkins shared, "**As someone on the autism spectrum myself, I've found the exhibit both informative and deeply thought-provoking.**" His company, Jx3 Explore, created an interactive virtual 360° walkthrough of the exhibit.

08/05/2025

Additions & Separations

Dates
07/01/2025 - 07/31/2025

Additions (1)

Name	Employment Status	Department	Job Title	Start Date
Crumlish, CC	Part-Time, 20 or more hrs/wk	Patron Services	Library Assistant	07/10/2025

Separations (0)

Name	Employment Status	Department	Job Title	Start Date	End Date

No separations in July 2025

08/05/2025

Staff Changes

Dates
07/01/2025 - 07/31/2025

Changes (1)

Name	Employment Status	Department	Job Title	Change	Effective Date	Notes
Soto, Joshua	Full-Time	Technology Services	Website & IT Security Specialist	Job Title Change	07/09/2025	Previous Title: Website & IT Specialist

Oak Park Public Library – Financial Report Summary

As of July 2025
(58% of the year complete)

OPERATING CASH

Byline Checking	$ 362,418
*Outstanding payments	$ (121,945)
Byline Analysis	$ 613,907
Byline Public Fund MM	$ 579,681
Hinsdale - Wintrust MM	$ 212,771
Illinois Funds Invest	$5,067,302

Ending operating cash available: **$6,714,134**

Art Fund: **$3,142**

OVERALL SUMMARY

Oak Park Public Library is 58% through the fiscal year. The year-to-date (YTD) financial statement through July 31, 2025, reflects a deficit of $567,328, with the first installment of the tax receipts being paid at 53% of the budgeted amount and awaiting the second installment.

July YTD operating expenditures totaled $6,813,186 or 57% of the 2025 budget. This amount is 1% under the YTD budget for the fiscal year.

REVENUE

The library received $6,029,441 in property tax revenue YTD. In recent years, the second installment due date has experienced delays, pushing it back from the traditional August 1 due date. The 2024 second installment (payable in 2025) is expected to be delayed by at least one month, until September or later.

Corporate Property Tax is at 50% of the annual budget. A state disbursement of $33,781 was received on August 4, 2025, with three more payments to be disbursed for the remainder of the year. A potential economic decline could reduce the government's tax revenue for distribution. If this decline occurs, the library will receive less than budgeted for FY2025.

Parking lot revenue of $19,229, or 87%, is 29% over the YTD budget. If the monthly revenue remains constant at more than $2,000, the library will exceed the $22,000 budget. The revenue helps pay a portion of the costs for servicing and maintaining the parking garage and gates.

Interest income of $187,762, or 103% of the budget, is 45% over the YTD budget. The decrease in interest rates from 5.4% in FY2024 to a current average of 4.4% will continue to produce income over budget. The Federal Reserve will meet in September to decide whether to change the rate.

Gifts from Friends of the Library (FOPPL), at $18,349, or 92% of the budget, is 34% over the YTD budget. This is due to the remaining funds from the FOPPL FY24 gift being recognized in FY25 and the rate of spending of the FOPPL FY25 gift.

Community Fund Endowments is at 92% of the budget, due to the timing of expenditures to recognize revenue for the funds received.

Miscellaneous Income of $10,786 is contributed to $8,952 received for E-Rate. This is a discount received from the Federal Communications Commission to assist with affordable telecommunications and internet access.

TOTAL REVENUE YTD: $6,418,258

EXPENDITURES

Total disbursements: **$1,012,867**

The total People expenditure is at 58%, which aligns with the YTD budget. The Dues line, at 103%, is significantly over the YTD budget by 58% due to the timing of the Urban Library Council (ULC) membership renewal. Workers' Compensation (WC) is 88% of the YTD budget. However, the full year’s payment for WC was due in January. Unemployment is at 126% of the YTD budget due to the 2025 unemployment insurance rate being higher than anticipated and the calculated rate being charged until it reaches the wage base cap. Hiring is 85% over the YTD budget due to costs related to hiring an Executive Director.

Support Services is expended at 63% of the YTD budget. The over-expenditure is mainly due to various Marketing and Administration costs: (1) Promotions is 38% over the YTD budget, which is due to FY25 Spring Strategic Marketing Campaign; (2) Staff Appreciation is 11% over the YTD budget, which is due to the allocation of events and is not expected to exceed the annual budget; (3) Audit Fees are at 78% of the budget, which is due to pre-audit fieldwork that is performed in the first month of the year, progressive billing for the audit and outside consultant for preparation of Actuary Report; (4) Consulting Services costs are overspent by 5% for this point of the year due to the use of communications consultants; 5) package Insurance (property, liability, auto, etc.), which is charged 100% in the first month of the year and is at 92% of the budget line; and (6) Supplies is overspent by 4% due to the timing of purchases and rising printing costs.

July’s operating expenditures are at 57%, which is within 1% of the YTD budget of 58%.

Account line/group expenditure levels by percentage:

People:		
Compensation	58%	
Talent Development	55%	
Total People		**58%**
Support Services:		
Marketing	67%	
Store	73%	
Collections	56%	
Administration	66%	
Other Support Services	41%	
Total Support Services		**63%**
Equity And Anti-Racism:		
Total Equity And Anti-Racism		**5%**
Library Materials:		
Total Library Materials		**56%**
Facilities Management:		
Facilities Supplies	69%	
Facilities Services	50%	
Total Facilities Management		**51%**
Public Services:		
Programming	59%	
Digital Services	52%	
Total Public Services		**53%**
TOTAL OPERATING EXPENSES:		**57%**

TOTAL CAPITAL AND OUTSIDE SUPPORT: 29%

Prepared by Linda Barnett – August 11, 2025

Oak Park Public Library
Bank Reconciliation Report
BYLINE CHECKING, JULY 2025

Reconciliation of Register to Statement

Bank register cleared beginning balance 06/30/2025:			$386,369.12
Add: Cleared deposits:			$4,522.65
Add: Cleared deposit adjustments:			$954,222.59
Subtract: Cleared payments:			$296,053.16
Subtract: Cleared payment adjustments:			$686,642.99
Adjusted bank register balance:			$362,418.21
Bank register ending balance:			$240,473.63
Subtract: Outstanding deposits:			$0.00
Subtract: Outstanding deposit adjustments:			$13,788.38
Add: Outstanding payments:			$121,944.58
Add: Outstanding payment adjustments:			$13,788.38
Adjusted bank register balance:			$362,418.21
Bank statement ending balance 07/31/2025:			$362,418.21
Out of balance by:			$0.00

Summary Count and Amount for Deposits and Payments

All Cleared Deposits:	15	$958,745.24
All Cleared Payments:	107	$982,696.15

Oak Park Public Library
Bank Reconciliation Report
BYLINE ANALYSIS, JULY 2025

Reconciliation of Register to Statement

Bank register cleared beginning balance 06/30/2025:			$563,190.90
Add: Cleared deposits:			$0.00
Add: Cleared deposit adjustments:			$1,000,715.68
Subtract: Cleared payments:			$0.00
Subtract: Cleared payment adjustments:			$950,000.00
Adjusted bank register balance:			$613,906.58
Bank register ending balance:			$613,906.58
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:			$613,906.58
Bank statement ending balance 07/31/2025:			$613,906.58
Out of balance by:			$0.00

Summary Count and Amount for Deposits and Payments

All Cleared Deposits:	2	$1,000,715.68
All Cleared Payments:	4	$950,000.00

Oak Park Public Library
Bank Reconciliation Report
BYLINE MM, JULY 2025

Reconciliation of Register to Statement

Bank register cleared beginning balance 06/30/2025:			$577,742.47
Add: Cleared deposits:			$0.00
Add: Cleared deposit adjustments:			$1,938.21
Subtract: Cleared payments:			$0.00
Subtract: Cleared payment adjustments:			$0.00
Adjusted bank register balance:			$579,680.68
Bank register ending balance:			$579,680.68
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:			$579,680.68
Bank statement ending balance 07/31/2025:			$579,680.68
Out of balance by:			$0.00

Summary Count and Amount for Deposits and Payments

All Cleared Deposits:	1	$1,938.21
All Cleared Payments:	0	$0.00

Oak Park Public Library
Bank Reconciliation Report
HINSDALE- WINTRUST, JULY 2025

Reconciliation of Register to Statement

Bank register cleared beginning balance 06/30/2025:			$212,770.71
Add: Cleared deposits:			$0.00
Add: Cleared deposit adjustments:			$802.95
Subtract: Cleared payments:			$0.00
Subtract: Cleared payment adjustments:			$0.00
Adjusted bank register balance:			$213,573.66
Bank register ending balance:			$213,573.66
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:			$213,573.66
Bank statement ending balance 07/31/2025:			$213,573.66
Out of balance by:			$0.00

Summary Count and Amount for Deposits and Payments

All Cleared Deposits:	1	$802.95
All Cleared Payments:	0	$0.00

Oak Park Public Library
Bank Reconciliation Report
ILLINOIS TRUST FUND, JULY 2025

Reconciliation of Register to Statement

Bank register cleared beginning balance 06/30/2025:		$6,046,672.95
Add: Cleared deposits:		$0.00
Add: Cleared deposit adjustments:		$20,628.56
Subtract: Cleared payments:		$0.00
Subtract: Cleared payment adjustments:		$1,000,000.00
Adjusted bank register balance:		$5,067,301.51
Bank register ending balance:		$5,067,301.51
Subtract: Outstanding deposits:		$0.00
Subtract: Outstanding deposit adjustments:		$0.00
Add: Outstanding payments:		$0.00
Add: Outstanding payment adjustments:		$0.00
Adjusted bank register balance:		$5,067,301.51
Bank statement ending balance 07/31/2025:		$5,067,301.51
Out of balance by:		$0.00

Summary Count and Amount for Deposits and Payments

All Cleared Deposits:	1	$20,628.56
All Cleared Payments:	1	$1,000,000.00

Oak Park Public Library
Bank Reconciliation Report
ILLINOIS FUND ART FUND, JULY 2025

Reconciliation of Register to Statement

Bank register cleared beginning balance 06/30/2025:		$3,130.14
Add: Cleared deposits:		$0.00
Add: Cleared deposit adjustments:		$11.79
Subtract: Cleared payments:		$0.00
Subtract: Cleared payment adjustments:		$0.00
Adjusted bank register balance:		$3,141.93
Bank register ending balance:		$3,141.93
Subtract: Outstanding deposits:		$0.00
Subtract: Outstanding deposit adjustments:		$0.00
Add: Outstanding payments:		$0.00
Add: Outstanding payment adjustments:		$0.00
Adjusted bank register balance:		$3,141.93
Bank statement ending balance 07/31/2025:		$3,141.93
Out of balance by:		$0.00

Summary Count and Amount for Deposits and Payments

All Cleared Deposits:	1	$11.79
All Cleared Payments:	0	$0.00

Oak Park Public Library
Statement of Revenue & Expenditure
Period Ending 07/31/2025

	Current Month	YTD Totals	Total Annual Budget	% Budget YTD Received / Expended
REVENUE				
Property Taxes, for operating	0.00	6,029,440.89	11,404,000.00	52.87%
Corp. Property Replacement Tax	0.00	103,351.21	207,000.00	49.93%
Services charges and fees	0.00	99.65	0.00	0.00%
Lost Books Reimbursed/Reciprocal Borrow	329.16	8,554.09	7,000.00	122.20%
Sales	70.00	1,666.55	0.00	0.00%
Rentals-Library Space	872.24	2,721.90	0.00	0.00%
Vending/Enterprise Income	0.00	507.28	0.00	0.00%
Parking lot revenue	2,533.39	19,228.75	22,000.00	87.40%
Interest	24,558.98	187,761.60	182,000.00	103.17%
Gifts	2,500.00	2,950.00	0.00	0.00%
Gifts From FOPPL	1,982.50	18,349.37	20,000.00	91.75%
Illinois Per Capita Grant	0.00	0.00	18,000.00	0.00%
Grants	0.00	9,265.00	0.00	0.00%
Community Fund Endowments	3,690.54	23,575.63	25,600.00	92.09%
Miscellaneous Income	0.00	10,785.65	0.00	0.00%
TOTAL REVENUE	**36,536.81**	**6,418,257.57**	**11,885,600.00**	**54.00%**
EXPENSES - Operating				
PEOPLE				
Compensation				
Wages & Salaries	560,043.15	3,828,054.12	6,630,000.00	57.74%
Employee Health Benefits	109,508.94	732,670.63	1,223,000.00	59.91%
IMRF (Illinois Muncipal Retirement F	17,611.15	121,703.11	229,000.00	53.15%
FICA/MEDICARE	40,946.85	280,435.97	488,500.00	57.41%
Workers Compensation Insurance	(29.00)	15,441.00	17,500.00	88.23%
Unemployment Compensation Ins.	1,196.58	30,131.49	24,000.00	125.55%
Total Compensation	**729,277.67**	**5,008,436.32**	**8,612,000.00**	**58.16%**
Talent Development				
Dues	49.00	14,429.00	14,000.00	103.06%
Staff Development/Travel	12,164.80	40,826.15	103,250.00	39.54%
Tuition Reimbursement	1,173.00	13,914.00	27,000.00	51.53%
Hiring	58.00	18,429.45	12,500.00	147.44%
Board Development	0.00	350.00	2,000.00	17.50%
Total Talent Development	**13,444.80**	**87,948.60**	**158,750.00**	**55.40%**
TOTAL PEOPLE	**742,722.47**	**5,096,384.92**	**8,770,750.00**	**58.11%**
SUPPORT SERVICES				
Marketing				
Promotions	(29.99)	18,326.53	19,000.00	96.46%
Publications	859.80	15,289.95	31,550.00	48.46%
Total Marketing Support	**829.81**	**33,616.48**	**50,550.00**	**66.50%**

Oak Park Public Library
Statement of Revenue & Expenditure
Period Ending 07/31/2025

	Current Month	YTD Totals	Total Annual Budget	% Budget YTD Received / Expended
Store				
Fees and Services	152.62	547.86	750.00	73.05%
Total Store Support	**152.62**	**547.86**	**750.00**	**73.05%**
Collections				
ILL Payments	101.56	2,531.86	3,000.00	84.40%
Cataloging/Bib Search Fees	0.00	841.51	3,000.00	28.05%
Total Collections Support	**101.56**	**3,373.37**	**6,000.00**	**56.22%**
Administration				
HRIS and Payroll Processing Fees	2,790.57	19,090.84	33,000.00	57.85%
Mileage & Miscellaneous reimburse	25.69	8,283.75	22,500.00	36.82%
Hospitality	58.23	1,793.13	5,000.00	35.86%
Staff Appreciation / Engagement	0.00	8,237.40	12,000.00	68.65%
Audit Fees	0.00	9,000.00	11,600.00	77.59%
Unclaimed Property Escheatment to	0.00	0.00	650.00	0.00%
Merchant Account Services	81.53	710.62	2,050.00	34.66%
Consulting Services - Admin	4,000.00	37,532.50	60,000.00	62.55%
Intergovernmental Agreements (IGA	3,707.25	14,798.00	25,000.00	59.19%
Legal Fees	0.00	1,767.50	30,000.00	5.89%
Postage & Delivery	1,500.00	7,091.48	16,500.00	42.98%
Insurance	0.00	114,420.99	124,700.00	91.76%
Contingency	50.02	106.99	0.00	0.00%
Grant Expenses	0.00	9,265.00	0.00	0.00%
Supplies	2,385.60	55,693.62	90,000.00	61.88%
Total Administration Support	**14,598.89**	**287,791.82**	**433,000.00**	**66.46%**
Other Support Services				
Telephone/Communications	4,219.46	26,476.52	65,000.00	40.73%
Office & Library Machinery Service	1,158.13	8,106.91	20,000.00	40.53%
Total Other Support Services	**5,377.59**	**34,583.43**	**85,000.00**	**40.69%**
TOTAL SUPPORT SERVICES	**21,060.47**	**359,912.96**	**575,300.00**	**62.56%**
EQUITY AND ANTI-RACISM				
Learning and Development	0.00	0.00	12,000.00	0.00%
Supplies - Equity	0.00	676.40	2,000.00	33.82%
TOTAL EQUITY AND ANTI-RACISM	**0.00**	**676.40**	**14,000.00**	**4.83%**
LIBRARY MATERIALS				
Print materials	24,367.68	182,435.96	380,500.00	47.95%
Audio and video materials	5,767.92	35,710.12	95,500.00	37.39%
Digital content	45,567.20	424,599.46	640,000.00	66.34%
Devices	1,413.95	10,165.21	30,000.00	33.88%
Realia and other formats	438.72	3,184.82	10,500.00	30.33%

Oak Park Public Library
Statement of Revenue & Expenditure
Period Ending 07/31/2025

	Current Month	YTD Totals	Total Annual Budget	% Budget YTD Received / Expended
Archival collection	0.00	1,227.21	20,000.00	6.14%
TOTAL LIBRARY MATERIALS	**77,555.47**	**657,322.78**	**1,176,500.00**	**55.87%**
FACILITIES MANAGEMENT				
Facility Supplies				
Fuels & Lubricants	0.00	827.97	2,800.00	29.57%
Building Materials & Supplies	43.87	6,681.84	10,000.00	66.82%
Equipment Parts	0.00	8,080.92	10,000.00	80.81%
Cleaning & Housekeeping Supplies	1,033.07	5,379.40	8,500.00	63.29%
Signage	0.00	3,381.28	4,000.00	84.53%
Total Facility Supplies	**1,076.94**	**24,351.41**	**35,300.00**	**68.98%**
Facilities Services				
Landscaping and snow removal serv	544.00	5,140.00	25,000.00	20.56%
Custodial Services	17,451.23	122,495.57	225,000.00	54.44%
Water	1,455.75	7,179.63	11,750.00	61.10%
Sewer/Garbage	1,096.78	7,412.05	13,500.00	54.90%
Parking lot expense	0.00	2,752.31	10,500.00	26.21%
Natural Gas	1,239.10	19,286.77	95,000.00	20.30%
Rentals--Equipment & Facilities	1,370.00	9,590.00	25,000.00	38.36%
Repair & Maintenance Prop. & Equip	15,897.31	148,591.55	242,000.00	61.40%
Total Facilities Services	**39,054.17**	**322,447.88**	**647,750.00**	**49.78%**
TOTAL FACILITIES MANAGEMENT	**40,131.11**	**346,799.29**	**683,050.00**	**50.77%**
PUBLIC SERVICES				
Programming				
Children's Programming	1,368.46	16,905.77	25,000.00	67.62%
Young Adult Programming	742.92	9,144.59	27,000.00	33.87%
Adult Programming	1,734.09	14,993.31	23,000.00	65.19%
Community Engagement	886.17	11,298.53	14,000.00	80.70%
Social Services	4,992.00	5,615.92	10,000.00	56.16%
Creative Studio	884.39	4,841.69	8,000.00	60.52%
Total Programming	**10,608.03**	**62,799.81**	**107,000.00**	**58.69%**
Digital Services				
Consultant Support Services	8,691.30	14,541.30	65,000.00	22.37%
SWAN	24,826.50	79,093.25	115,000.00	68.78%
Subscriptions and services	7,877.92	191,713.96	354,000.00	54.16%
Equipment and supplies	105.97	3,941.24	25,000.00	15.77%
Total Digital Services	**41,501.69**	**289,289.75**	**559,000.00**	**51.75%**
TOTAL PUBLIC SERVICES	**52,109.72**	**352,089.56**	**666,000.00**	**52.87%**
TOTAL EXPENSES - Operating	**933,579.24**	**6,813,185.91**	**11,885,600.00**	**57.32%**

Oak Park Public Library
Statement of Revenue & Expenditure
Period Ending 07/31/2025

	Current Month	YTD Totals	Total Annual Budget	% Budget YTD Received / Expended
EXPENSES - Capital				
Facilities Equipment	0.00	510.38	10,000.00	5.10%
Furnishings	3,326.80	45,660.54	75,000.00	60.88%
Technology Projects and Equipment	0.00	12,508.50	50,000.00	25.02%
Building Improvements	3,042.00	113,720.53	465,000.00	24.46%
TOTAL EXPENSES - Capital	**6,368.80**	**172,399.95**	**600,000.00**	**28.73%**
NET SURPLUS/(DEFICIT)	**(903,411.23)**	**(567,328.29)**	**(600,000.00)**	**94.55%**

Oak Park Public Library
Cash Disbursement Journals
JULY 31, 2025

Payee	Trans. Type / Trans. No.	Trans. Date	Post Date / Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
ADELAIDE MOY	Computer Check	07/02/2025	07/02/2025	100.00	01-1053	Byline Bank Checking	0.00	100.00
	62561		Posted		01-2060	Accounts Payable	100.00	0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2025-99-0034	02/19/2025	Tech Night for Kids	100.00	100.00	01-5240	Children's Programming	100.00	FALLON
						Totals:	100.00	

Payee	Trans. Type / Trans. No.	Trans. Date	Post Date / Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
AMAZON CAPITAL SERVICES	Computer Check	07/02/2025	07/02/2025	1,212.84	01-1053	Byline Bank Checking	0.00	1,212.84
	62562		Posted		01-2060	Accounts Payable	1,212.84	0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
1YXF-HYYL-D1TF	06/11/2025	MHS program supp	81.94	81.94	01-5244	Young Adult Programming	81.94	«No Project ID»
						Totals:	81.94	
1HVR-4QT1-C97M	06/11/2025	pack of 1 inch rounc	7.19	7.19	01-5742	Supplies	7.19	«No Project ID»
						Totals:	7.19	
1NV4-VTRP-YQXF	06/17/2025	IT Supplies - Mobile	6.45	6.45	01-5937	Equipment and supplies	6.45	«No Project ID»
						Totals:	6.45	
1JYF-XLVK-QMWT	06/25/2025	Bib Team Supplies	19.90	19.90	01-5742	Supplies	19.90	«No Project ID»
						Totals:	19.90	
1NJM-QXHJ-QVPL	06/28/2025	Library of Things Ma	24.20	24.20	01-5893	Devices	24.20	«No Project ID»
						Totals:	24.20	
137W-W4YN-TQ6Q	06/28/2025	Book	50.00	50.00	01-5840	Print materials	50.00	«No Project ID»
						Totals:	50.00	
143W-QWXN-YFPJ	06/29/2025	Books	40.00	40.00	01-5840	Print materials	40.00	«No Project ID»
						Totals:	40.00	
1MCD-XHHJ-H6WD	06/30/2025	Office Supplies	31.74	31.74	01-5742	Supplies	31.74	«No Project ID»
						Totals:	31.74	
1YTQ-WNMT-CRRK	06/30/2025	Childrens Realia	95.93	95.93	01-5894	Realia and other formats	95.93	«No Project ID»
						Totals:	95.93	
1XC3-YLLY-GX9W	06/30/2025	Clock and replacem	24.37	24.37	01-5742	Supplies	24.37	«No Project ID»
						Totals:	24.37	
1GK6-WJGY-GVTD	06/30/2025	Body camera	155.99	155.99	01-5742	Supplies	155.99	«No Project ID»
						Totals:	155.99	
1HKP-PH1C-WHPC	07/01/2025	June Amazon order	675.13	675.13	01-5240	Children's Programming	675.13	«No Project ID»
						Totals:	675.13	

Payee	Trans. Type / Trans. No.	Trans. Date	Post Date / Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
AMAZON CAPITAL SERVICES	Computer Check	07/10/2025	07/10/2025	1,236.06	01-1053	Byline Bank Checking	0.00	1,236.06
	62579		Posted		01-2060	Accounts Payable	1,236.06	0.00

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Payee	Trans. Type / Trans. No.	Trans. Date	Post Date / Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
1M77-73KT-DWK9	06/11/2025	Camera supply	145.67	145.67	01-5249	Community Engagement	145.67	«No Project ID»
						Totals:	145.67	
1MVX-WHW6-TRQ\	06/16/2025	Creative Studio - Su	39.90	39.90	01-5254	Creative Studio	39.90	«No Project ID»
						Totals:	39.90	
1D4F-MTL1-9QX4	06/23/2025	Juneteenth decorati	36.17	7.18	01-5249	Community Engagement	7.18	«No Project ID»
						Totals:	7.18	
167K-C4C3-TDCK	06/28/2025	IT Supplies - Externa	319.99	319.99	01-5937	Equipment and supplies	319.99	«No Project ID»
						Totals:	319.99	
1L1W-D4XF-X73M	06/29/2025	IT Supplies - Phone	8.99	8.99	01-5937	Equipment and supplies	8.99	«No Project ID»
						Totals:	8.99	
1F43-DFMT-WNNV	06/29/2025	IT Supplies - Confer	27.98	27.98	01-5937	Equipment and supplies	27.98	«No Project ID»
						Totals:	27.98	
16JW-XPJL-VGJ4	06/29/2025	Facilities - FPB Motc	364.60	364.60	01-5683	Equipment Parts	364.60	«No Project ID»
						Totals:	364.60	
1HKP-PH1C-YRNV	07/01/2025	Creative Studio - CS	108.95	108.95	01-5254	Creative Studio	108.95	«No Project ID»
						Totals:	108.95	
1TY4-D6WN-6CNC	07/02/2025	Book	9.99	9.99	01-5840	Print materials	9.99	«No Project ID»
						Totals:	9.99	
1JQL-HP1G-91VL	07/02/2025	Office Supplies	27.83	27.83	01-5742	Supplies	27.83	«No Project ID»
						Totals:	27.83	
1VW9-NY1G-61M4	07/02/2025	IT Supplies - Surge I	81.98	81.98	01-5937	Equipment and supplies	81.98	«No Project ID»
						Totals:	81.98	
134H-GPQL-FHW4	07/07/2025	Childrens Realia	14.39	14.39	01-5894	Realia and other formats	14.39	«No Project ID»
						Totals:	14.39	
1P6V-J74H-GDNC	07/07/2025	Book	18.81	18.81	01-5840	Print materials	18.81	«No Project ID»
						Totals:	18.81	
1KV4-LXLP-FP4G	07/07/2025	Books	59.80	59.80	01-5840	Print materials	59.80	«No Project ID»
						Totals:	59.80	

Payee	Trans. Type / Trans. No.	Trans. Date	Post Date / Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
AMAZON CAPITAL SERVICES	Computer Check 62603	07/16/2025	07/16/2025 Posted	259.43	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 259.43	259.43 0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
19FW-QCP7-C946	07/02/2025	Book	18.81	18.81	01-5840	Print materials	18.81	«No Project ID»
						Totals:	18.81	
1NXY-VK4V-L6DK	07/09/2025	Books	79.17	79.17	01-5840	Print materials	79.17	«No Project ID»
						Totals:	79.17	

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Payee	Trans. Type / Trans. No.	Trans. Date	Post Date / Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
AMAZON CAPITAL SERVICES	Computer Check / 62628	07/18/2025	07/18/2025 / Posted	70.95	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 70.95	70.95 0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
1XQP-WW79-WT41	07/10/2025	Sign Frames for Cor	32.36	32.36	01-5742	Supplies	32.36	«No Project ID»
						Totals:	32.36	
1HV4-NG43-7HQQ	07/10/2025	Books	27.77	27.77	01-5840	Print materials	27.77	«No Project ID»
						Totals:	27.77	
14QH-Y1PF-1V1L	07/14/2025	Book	10.19	10.19	01-5840	Print materials	10.19	«No Project ID»
						Totals:	10.19	
19TK-R1HT-YFK7	07/14/2025	Office Supplies	78.14	78.14	01-5742	Supplies	78.14	«No Project ID»
						Totals:	78.14	
1JQV-D9GL-D9YH	07/15/2025	Book	12.99	12.99	01-5840	Print materials	12.99	«No Project ID»
						Totals:	12.99	

Payee	Trans. Type / Trans. No.	Trans. Date	Post Date / Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
AMAZON CAPITAL SERVICES	Computer Check / 62639	07/30/2025	07/30/2025 / Not yet posted	1,440.49	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 1,440.49	1,440.49 0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
11HK-MYHV-4PGC	07/02/2025	epop up project	36.10	36.10	01-5249	Community Engagement	36.10	«No Project ID»
						Totals:	36.10	
1YL4-V911-GR4C	07/07/2025	camera equipment	10.99	10.99	01-5249	Community Engagement	10.99	«No Project ID»
						Totals:	10.99	
1X4C-1MN4-6N6M	07/16/2025	Office Supplies	13.67	13.67	01-5742	Supplies	13.67	«No Project ID»
						Totals:	13.67	
1GF9-K7PY-6PVM	07/17/2025	Book	10.19	10.19	01-5840	Print materials	10.19	«No Project ID»
						Totals:	10.19	

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
1X4C-1MN4-YWLR	07/18/2025	IT Supplies - MacBo	23.99	23.99	01-5937	Equipment and supplies	23.99	«No Project ID»
						Totals:	23.99	
1G3Y-7DF7-XV4C	07/18/2025	Library of Things Ma	49.95	49.95	01-5893	Devices	49.95	«No Project ID»
						Totals:	49.95	
1KRY-XJ4G-M7V3	07/18/2025	Books	61.34	42.53	01-5840	Print materials	42.53	«No Project ID»
						Totals:	42.53	
1VKY-PGRW-CYDY	07/21/2025	Books	81.69	81.69	01-5840	Print materials	81.69	«No Project ID»
						Totals:	81.69	
1VKY-PGRW-QLRJ	07/22/2025	Program supplies	538.64	538.64	01-5244	Young Adult Programming	538.64	«No Project ID»
						Totals:	538.64	

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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
1Y4X-K61W-XM3G	07/23/2025	Books	38.10	38.10	01-5840	Print materials	38.10	«No Project ID»
						Totals:	38.10	
1WYT-X7WP-3V3W	07/24/2025	Books	141.19	141.19	01-5840	Print materials	141.19	«No Project ID»
						Totals:	141.19	
17MX-KMM3-9F31	07/24/2025	Books	302.69	302.69	01-5840	Print materials	302.69	«No Project ID»
						Totals:	302.69	
1Y6D-36FQ-7VYT	07/24/2025	Office Supplies	27.51	27.51	01-5742	Supplies	27.51	«No Project ID»
						Totals:	27.51	
11YD-JVM7-KXQ9	07/25/2025	Childrens Realia	5.99	5.99	01-5894	Realia and other formats	5.99	«No Project ID»
						Totals:	5.99	
11KV-PNDV-KC91	07/25/2025	Books	45.64	45.64	01-5840	Print materials	45.64	«No Project ID»
						Totals:	45.64	
1JPL-16XC-FF3D	07/28/2025	Office Supplies	67.06	67.06	01-5742	Supplies	67.06	«No Project ID»
						Totals:	67.06	
1CWD-FXXG-7C61	07/28/2025	Books	65.32	65.32	01-5840	Print materials	65.32	«No Project ID»
						Totals:	65.32	
1L46-FYXG-4JWW	07/29/2025	Book	10.19	10.19	01-5840	Print materials	10.19	«No Project ID»
						Totals:	10.19	

ANDERSON ELEVATOR CO.	Computer Check	07/10/2025	07/10/2025	5,791.00	01-1053	Byline Bank Checking	0.00	5,791.00
	62580		Posted		01-2060	Accounts Payable	5,791.00	0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
INV-105124-K3S4	07/01/2025	Maze - Semi Annual	1,148.00	1,148.00	01-5692	Repair & Maintenance Prop.	1,148.00	«No Project ID»
						Totals:	1,148.00	
INV-105123-R4Z4	07/01/2025	Main - Maintenance	4,643.00	4,643.00	01-5692	Repair & Maintenance Prop.	4,643.00	«No Project ID»
						Totals:	4,643.00	

ANDERSON PEST SOLUTIONS	Computer Check	07/30/2025	07/30/2025	115.94	01-1053	Byline Bank Checking	0.00	115.94
	62640		Not yet posted		01-2060	Accounts Payable	115.94	0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
80161995	07/16/2025	Pest Control Mainte	115.94	115.94	01-5692	Repair & Maintenance Prop.	115.94	«No Project ID»
						Totals:	115.94	

BAKER & TAYLOR	Computer Check	07/02/2025	07/02/2025	6,676.17	01-1053	Byline Bank Checking	0.00	6,676.17
	62563		Posted		01-2060	Accounts Payable	6,676.17	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
BAKER & TAYLOR	Computer Check 62581	07/10/2025	07/10/2025 Posted	5,255.83	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 5,255.83	5,255.83 0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2039152277	06/23/2025	Boundless Book	27.50	27.50	01-5891	Digital content	27.50	FOPPL25
						Totals:	27.50	
2039137028	06/23/2025	Books	362.42	362.42	01-5840	Print materials	362.42	«No Project ID»
						Totals:	362.42	
2039134960	06/24/2025	Books	671.38	671.38	01-5840	Print materials	671.38	«No Project ID»
						Totals:	671.38	
2039145916	06/24/2025	Books	861.36	860.17	01-5840	Print materials	860.17	«No Project ID»
						Totals:	860.17	
2039134959	06/24/2025	Books	1,424.71	1,424.71	01-5840	Print materials	1,424.71	«No Project ID»
						Totals:	1,424.71	
2039145162	06/26/2025	Books	473.34	442.95	01-5840	Print materials	442.95	«No Project ID»
						Totals:	442.95	
2039142845	06/26/2025	Books	712.84	712.84	01-5840	Print materials	712.84	«No Project ID»
						Totals:	712.84	
2039156953	06/27/2025	Books	1,542.27	1,542.27	01-5840	Print materials	1,542.27	«No Project ID»
						Totals:	1,542.27	
2039159072	06/30/2025	Books	386.02	386.02	01-5840	Print materials	386.02	«No Project ID»
						Totals:	386.02	
2039161261	07/01/2025	Books	245.91	245.91	01-5840	Print materials	245.91	«No Project ID»
						Totals:	245.91	

Payee	Trans. Type / Trans. No.	Trans. Date	Post Date / Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
BAKER & TAYLOR	Computer Check	07/16/2025	07/16/2025	4,535.44	01-1053	Byline Bank Checking	0.00	4,535.44

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2039157148	07/02/2025	Books	208.75	208.75	01-5840	Print materials	208.75	«No Project ID»
						Totals:	208.75	
2039155310	07/02/2025	Books	2,360.83	2,360.83	01-5840	Print materials	2,360.83	«No Project ID»
						Totals:	2,360.83	
2039156648	07/03/2025	Books	480.28	480.28	01-5840	Print materials	480.28	«No Project ID»
						Totals:	480.28	
2039164237	07/03/2025	Books	975.14	975.14	01-5840	Print materials	975.14	«No Project ID»
						Totals:	975.14	
2039161479	07/07/2025	Books	1,230.83	1,230.83	01-5840	Print materials	1,230.83	«No Project ID»
						Totals:	1,230.83	

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Payee	Trans. Type / Trans. No.	Trans. Date	Post Date / Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
	62604		Posted		01-2060	Accounts Payable	4,535.44	0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2039168982	07/10/2025	Books	305.82	305.82	01-5840	Print materials	305.82	«No Project ID»
						Totals:	305.82	
2039175079	07/10/2025	Books	812.51	812.51	01-5840	Print materials	812.51	«No Project ID»
						Totals:	812.51	
2039176776	07/10/2025	Books	93.87	93.87	01-5840	Print materials	93.87	«No Project ID»
						Totals:	93.87	
2039176279	07/11/2025	Books	353.83	353.83	01-5840	Print materials	353.83	«No Project ID»
						Totals:	353.83	
2039171965	07/14/2025	Books	2,969.41	2,969.41	01-5840	Print materials	2,969.41	«No Project ID»
						Totals:	2,969.41	

Payee	Trans. Type / Trans. No.	Trans. Date	Post Date / Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
BAKER & TAYLOR	Computer Check	07/18/2025	07/18/2025	1,416.83	01-1053	Byline Bank Checking	0.00	1,416.83
	62629		Posted		01-2060	Accounts Payable	1,416.83	0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2039172307	07/15/2025	Books	530.89	530.89	01-5840	Print materials	530.89	«No Project ID»
						Totals:	530.89	
2039182423	07/15/2025	Books	689.85	689.85	01-5840	Print materials	689.85	«No Project ID»
						Totals:	689.85	
2039182089	07/16/2025	Books	196.09	196.09	01-5840	Print materials	196.09	«No Project ID»
						Totals:	196.09	

Payee	Trans. Type / Trans. No.	Trans. Date	Post Date / Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
BAKER & TAYLOR	Computer Check	07/30/2025	07/30/2025	4,609.26	01-1053	Byline Bank Checking	0.00	4,609.26
	62641		Not yet posted		01-2060	Accounts Payable	4,609.26	0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2039192305	07/21/2025	Books	471.05	471.05	01-5840	Print materials	471.05	«No Project ID»
						Totals:	471.05	
2039177019	07/21/2025	Books	489.12	489.12	01-5840	Print materials	489.12	«No Project ID»
						Totals:	489.12	
2039194643	07/22/2025	Books	230.80	230.80	01-5840	Print materials	230.80	«No Project ID»
						Totals:	230.80	
2039179284	07/22/2025	Books	629.26	629.26	01-5840	Print materials	629.26	«No Project ID»
						Totals:	629.26	
2039192303	07/23/2025	Books	387.46	387.46	01-5840	Print materials	387.46	«No Project ID»
						Totals:	387.46	
2039197825	07/24/2025	Books	248.96	248.96	01-5840	Print materials	248.96	«No 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
DUSHAUN BRANCH	Computer Check / 62605	07/16/2025	07/16/2025 / Posted	300.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 300.00	300.00 0.00
CAMAYIA DANTZLER	Computer Check / 62564	07/02/2025	07/02/2025 / Posted	61.44	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 61.44	61.44 0.00
CARDINAL COLORGROUP	Computer Check / 62582	07/10/2025	07/10/2025 / Posted	1,700.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 1,700.00	1,700.00 0.00
CHICAGO OFFICE TECHNOLOC	Computer Check / 62565	07/02/2025	07/02/2025 / Posted	13,198.06	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 13,198.06	13,198.06 0.00
CINTAS	Computer Check / 62606	07/16/2025	07/16/2025 / Posted	374.57	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 374.57	374.57 0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
						Totals:	248.96	
2039190859	07/24/2025	Books	1,504.66	1,504.66	01-5840	Print materials	1,504.66	«No Project ID»
						Totals:	1,504.66	
2039193277	07/28/2025	Books	252.46	252.46	01-5840	Print materials	252.46	«No Project ID»
						Totals:	252.46	
2039199844	07/28/2025	Books	395.49	395.49	01-5840	Print materials	395.49	«No Project ID»
						Totals:	395.49	
240884	07/04/2025	Adult Programming	300.00	300.00	01-5247	Adult Programming	300.00	«No Project ID»
						Totals:	300.00	
IR-14717	06/25/2025	Water & snacks for	61.44	61.44	01-5253	Hospitality	61.44	«No Project ID»
						Totals:	61.44	
4513152	06/30/2025	Jun/Jul OP/FYI inser	1,700.00	1,700.00	01-5205	Publications	1,700.00	«No Project ID»
						Totals:	1,700.00	
IN5955974	06/25/2025	Xerox Toner (03/25/	3,643.54	3,643.54	01-5742	Supplies	3,643.54	«No Project ID»
						Totals:	3,643.54	
IN5955973	06/25/2025	Xerox Toner (03/25/	9,554.52	9,554.52	01-5742	Supplies	9,554.52	«No Project ID»
						Totals:	9,554.52	

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Payee	Trans. Type / Trans. No.	Trans. Date	Post Date / Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
CINTAS	Computer Check 62642	07/30/2025	07/30/2025 Not yet posted	67.32	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 67.32	67.32 0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
5279344908	07/07/2025	First Aid	374.57	374.57	01-5742	Supplies	374.57	«No Project ID»
						Totals:	374.57	
5281867606	07/21/2025	Frist Aid	67.32	67.32	01-5742	Supplies	67.32	«No Project ID»
						Totals:	67.32	

Payee	Trans. Type / Trans. No.	Trans. Date	Post Date / Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
CLAIRE ONG	Computer Check 62607	07/16/2025	07/16/2025 Posted	201.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 201.00	201.00 0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-14794	06/30/2025	Staff Dev / Mileage	201.00	201.00	01-5163	Staff Development/Travel	173.46	«No Project ID»
IR-14794	06/30/2025	Staff Dev / Mileage	201.00	201.00	01-5165	Mileage & Miscellaneous reir	27.54	«No Project ID»
						Totals:	201.00	

Payee	Trans. Type / Trans. No.	Trans. Date	Post Date / Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
COMPLETE TEMPERATURE SYS	Computer Check 62643	07/30/2025	07/30/2025 Not yet posted	2,295.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 2,295.00	2,295.00 0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
SRVCE052686	07/11/2025	Main - EF/CHWP/L2	2,295.00	2,295.00	01-5692	Repair & Maintenance Prop.	2,295.00	«No Project ID»
						Totals:	2,295.00	

Payee	Trans. Type / Trans. No.	Trans. Date	Post Date / Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
DEMCO, INC.	Computer Check 62608	07/16/2025	07/16/2025 Posted	100.02	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 100.02	100.02 0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
7667459	07/09/2025	Processing Supplies	100.02	100.02	01-5742	Supplies	100.02	«No Project ID»
						Totals:	100.02	

Payee	Trans. Type / Trans. No.	Trans. Date	Post Date / Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
DITO, LLC	Computer Check 62583	07/10/2025	07/10/2025 Posted	44.80	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 44.80	44.80 0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
INV97194	06/30/2025	Google Voice (June	44.80	44.80	01-5451	Telephone/Communications	44.80	«No Project ID»
						Totals:	44.80	

Payee	Trans. Type / Trans. No.	Trans. Date	Post Date / Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
EMELY RUMBLE	Computer Check 62644	07/30/2025	07/30/2025 Not yet posted	300.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 300.00	300.00 0.00

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Payee	Trans. Type / Trans. No.	Trans. Date	Post Date / Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
	Invoice #	**Invoice Date**	**Description**	**Invoice Amount**	**Amount Paid**	**Account Number**	**Account Description**	**Amount**	**Project ID**
	2025-99-0079	07/26/2025	Adult Programming	300.00	300.00	01-5247	Adult Programming	300.00	«No Project ID»
							Totals:	300.00	
EMILY RAMIREZ	Computer Check	07/16/2025	07/16/2025	300.00	01-1053	Byline Bank Checking		0.00	300.00
	62609		Posted		01-2060	Accounts Payable		300.00	0.00
	Invoice #	**Invoice Date**	**Description**	**Invoice Amount**	**Amount Paid**	**Account Number**	**Account Description**	**Amount**	**Project ID**
	2025-99-0056	07/23/2025	July Kids' Improv Cl	300.00	300.00	01-5240	Children's Programming	300.00	FALLON
							Totals:	300.00	
EMMA VICTORIA LOPEZ	Computer Check	07/16/2025	07/16/2025	150.00	01-1053	Byline Bank Checking		0.00	150.00
	62610		Posted		01-2060	Accounts Payable		150.00	0.00
	Invoice #	**Invoice Date**	**Description**	**Invoice Amount**	**Amount Paid**	**Account Number**	**Account Description**	**Amount**	**Project ID**
	2025-99-0081	07/01/2025	July 29 Bilingual Co	75.00	75.00	01-5240	Children's Programming	75.00	FALLON
							Totals:	75.00	
	2025-99-0080	07/01/2025	July 19 Bilingual Co	75.00	75.00	01-5240	Children's Programming	75.00	FALLON
							Totals:	75.00	
F.W. KLINE, INC.	Computer Check	07/10/2025	07/10/2025	303.50	01-1053	Byline Bank Checking		0.00	303.50
	62584		Posted		01-2060	Accounts Payable		303.50	0.00
	Invoice #	**Invoice Date**	**Description**	**Invoice Amount**	**Amount Paid**	**Account Number**	**Account Description**	**Amount**	**Project ID**
	62806	06/26/2025	Main - Electric Door	303.50	303.50	01-5692	Repair & Maintenance Prop.	303.50	«No Project ID»
							Totals:	303.50	
FOREST PRINTING CO.	Computer Check	07/18/2025	07/18/2025	1,151.70	01-1053	Byline Bank Checking		0.00	1,151.70
	62630		Posted		01-2060	Accounts Payable		1,151.70	0.00
	Invoice #	**Invoice Date**	**Description**	**Invoice Amount**	**Amount Paid**	**Account Number**	**Account Description**	**Amount**	**Project ID**
	127673	06/24/2025	July calendars (2,10	1,151.70	1,151.70	01-5205	Publications	1,151.70	«No Project ID»
							Totals:	1,151.70	
FUTURITY 19, INC	Computer Check	07/30/2025	07/30/2025	500.00	01-1053	Byline Bank Checking		0.00	500.00
	62645		Not yet posted		01-2060	Accounts Payable		500.00	0.00
	Invoice #	**Invoice Date**	**Description**	**Invoice Amount**	**Amount Paid**	**Account Number**	**Account Description**	**Amount**	**Project ID**
	1698	07/15/2025	Main - Column Repa	500.00	500.00	01-5692	Repair & Maintenance Prop.	500.00	«No Project ID»
							Totals:	500.00	
GABRIELA DENTON	Computer Check	07/30/2025	07/30/2025	1,500.00	01-1053	Byline Bank Checking		0.00	1,500.00
	62646		Not yet posted		01-2060	Accounts Payable		1,500.00	0.00

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	Invoice #	**Invoice Date**	**Description**	**Invoice Amount**	**Amount Paid**	**Account Number**	**Account Description**	**Amount**	**Project ID**
	IR-14986	07/29/2025	Tuition Grant	1,500.00	1,500.00	01-5164	Tuition Reimbursement	1,500.00	«No Project ID»
							Totals:	1,500.00	
GRAINGER	Computer Check	07/30/2025	07/30/2025	293.03	01-1053	Byline Bank Checking		0.00	293.03
	62647		Not yet posted		01-2060	Accounts Payable		293.03	0.00
	Invoice #	**Invoice Date**	**Description**	**Invoice Amount**	**Amount Paid**	**Account Number**	**Account Description**	**Amount**	**Project ID**
	9558807807	07/01/2025	Facilities - Main - H	293.03	293.03	01-5684	Cleaning & Housekeeping Su	293.03	«No Project ID»
							Totals:	293.03	
GENEVIEVE GROVE	Computer Check	07/30/2025	07/30/2025	15.96	01-1053	Byline Bank Checking		0.00	15.96
	62648		Not yet posted		01-2060	Accounts Payable		15.96	0.00
	Invoice #	**Invoice Date**	**Description**	**Invoice Amount**	**Amount Paid**	**Account Number**	**Account Description**	**Amount**	**Project ID**
	IR-14666	06/25/2025	Mileage reimbursen	4.62	4.62	01-5165	Mileage & Miscellaneous reir	4.62	«No Project ID»
							Totals:	4.62	
	IR-14942	07/23/2025	Mileage reimbursen	11.34	11.34	01-5165	Mileage & Miscellaneous reir	11.34	«No Project ID»
							Totals:	11.34	
IHLS-OCLC	Computer Check	07/16/2025	07/16/2025	101.56	01-1053	Byline Bank Checking		0.00	101.56
	62611		Posted		01-2060	Accounts Payable		101.56	0.00
	Invoice #	**Invoice Date**	**Description**	**Invoice Amount**	**Amount Paid**	**Account Number**	**Account Description**	**Amount**	**Project ID**
	32397	07/08/2025	IFM Debits/Admin F	101.56	101.56	01-5264	ILL Payments	101.56	«No Project ID»
							Totals:	101.56	
ILLINOIS LIBRARY ASSOCIATIO	Computer Check	07/02/2025	07/02/2025	1,900.00	01-1053	Byline Bank Checking		0.00	1,900.00
	62566		Posted		01-2060	Accounts Payable		1,900.00	0.00
	Invoice #	**Invoice Date**	**Description**	**Invoice Amount**	**Amount Paid**	**Account Number**	**Account Description**	**Amount**	**Project ID**
	317296	06/12/2025	Adult Programming	1,900.00	1,900.00	01-5247	Adult Programming	1,900.00	FOPPL25
							Totals:	1,900.00	
IMAGING OFFICE SYSTEMS, IN	Computer Check	07/18/2025	07/18/2025	750.00	01-1053	Byline Bank Checking		0.00	750.00
	62631		Posted		01-2060	Accounts Payable		750.00	0.00
	Invoice #	**Invoice Date**	**Description**	**Invoice Amount**	**Amount Paid**	**Account Number**	**Account Description**	**Amount**	**Project ID**
	CONT019453	07/15/2025	SCAN Pro 3000 mai	750.00	750.00	01-5936	Subscriptions and services	750.00	«No Project ID»
							Totals:	750.00	
INGRAM LIBRARY SERVICES	Computer Check	07/02/2025	07/02/2025	1,474.14	01-1053	Byline Bank Checking		0.00	1,474.14

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Payee	Trans. Type / Trans. No.	Trans. Date	Post Date / Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
	62567		Posted		01-2060	Accounts Payable	1,474.14	0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
88618552	06/11/2025	Books	304.42	257.27	01-5840	Print materials	257.27	«No Project ID»
						Totals:	257.27	
88850623	06/25/2025	Books	245.06	245.06	01-5840	Print materials	245.06	«No Project ID»
						Totals:	245.06	
88921440	06/30/2025	Books	887.50	887.50	01-5840	Print materials	887.50	«No Project ID»
						Totals:	887.50	
88947243	07/01/2025	Books	84.31	84.31	01-5840	Print materials	84.31	«No Project ID»
						Totals:	84.31	

Payee	Trans. Type / Trans. No.	Trans. Date	Post Date / Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
INGRAM LIBRARY SERVICES	Computer Check	07/16/2025	07/16/2025	2,407.10	01-1053	Byline Bank Checking	0.00	2,407.10
	62612		Posted		01-2060	Accounts Payable	2,407.10	0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
89071165	07/08/2025	Books	296.86	296.86	01-5840	Print materials	296.86	«No Project ID»
						Totals:	296.86	
89059914	07/08/2025	Books	968.54	968.54	01-5840	Print materials	968.54	«No Project ID»
						Totals:	968.54	
89090190	07/09/2025	Books	714.42	714.42	01-5840	Print materials	714.42	«No Project ID»
						Totals:	714.42	
89133633	07/11/2025	Books	143.43	143.43	01-5840	Print materials	143.43	«No Project ID»
						Totals:	143.43	
89164941	07/14/2025	Books	283.85	283.85	01-5840	Print materials	283.85	«No Project ID»
						Totals:	283.85	

Payee	Trans. Type / Trans. No.	Trans. Date	Post Date / Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
INGRAM LIBRARY SERVICES	Computer Check	07/18/2025	07/18/2025	289.26	01-1053	Byline Bank Checking	0.00	289.26
	62632		Posted		01-2060	Accounts Payable	289.26	0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
89202174	07/15/2025	Books	41.26	41.26	01-5840	Print materials	41.26	«No Project ID»
						Totals:	41.26	
89218487	07/16/2025	Books	248.00	248.00	01-5840	Print materials	248.00	«No Project ID»
						Totals:	248.00	

Payee	Trans. Type / Trans. No.	Trans. Date	Post Date / Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
INGRAM LIBRARY SERVICES	Computer Check	07/30/2025	07/30/2025	1,209.00	01-1053	Byline Bank Checking	0.00	1,209.00
	62649		Not yet posted		01-2060	Accounts Payable	1,209.00	0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
89245847	07/17/2025	Books	91.95	91.95	01-5840	Print materials	91.95	«No 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
						Totals:	91.95	
89269143	07/18/2025	Books	612.89	612.89	01-5840	Print materials	612.89	«No Project ID»
						Totals:	612.89	
89328065	07/22/2025	Books	282.30	282.30	01-5840	Print materials	282.30	«No Project ID»
						Totals:	282.30	
89395845	07/25/2025	Books	221.86	221.86	01-5840	Print materials	221.86	«No Project ID»
						Totals:	221.86	

INTERNATIONAL UNION OF O	Computer Check	07/16/2025	07/16/2025	194.25	01-1053	Byline Bank Checking	0.00	194.25
	62613		Posted		01-2060	Accounts Payable	194.25	0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-14855	07/08/2025	JULY 2025 UNION D	194.25	194.25	01-2059	Union dues Payable	194.25	«No Project ID»
						Totals:	194.25	

INTRINSIC LANDSCAPING, INC	Computer Check	07/30/2025	07/30/2025	447.31	01-1053	Byline Bank Checking	0.00	447.31
	62650		Not yet posted		01-2060	Accounts Payable	447.31	0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
25-1845	07/11/2025	GREEN ROOF MAIN	447.31	447.31	01-5692	Repair & Maintenance Prop.	447.31	«No Project ID»
						Totals:	447.31	

JANE HSEU	Computer Check	07/16/2025	07/16/2025	150.00	01-1053	Byline Bank Checking	0.00	150.00
	62614		Posted		01-2060	Accounts Payable	150.00	0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2025-99-0068	07/01/2025	Adult Programming	150.00	150.00	01-5247	Adult Programming	150.00	«No Project ID»
						Totals:	150.00	

JOHNSON CONTROLS	Computer Check	07/30/2025	07/30/2025	996.62	01-1053	Byline Bank Checking	0.00	996.62
	62651		Not yet posted		01-2060	Accounts Payable	996.62	0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
41431850	06/14/2025	Quarterly Billing - D	996.62	996.62	01-5692	Repair & Maintenance Prop.	996.62	«No Project ID»
						Totals:	996.62	

JOR-EL CARABALLO	Computer Check	07/30/2025	07/30/2025	300.00	01-1053	Byline Bank Checking	0.00	300.00
	62652		Not yet posted		01-2060	Accounts Payable	300.00	0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2025-99-0078	07/26/2025	Adult Programming	300.00	300.00	01-5247	Adult Programming	300.00	«No 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
						Totals:	300.00	
KAILYN SLATER	Computer Check 62585	07/10/2025	07/10/2025 Posted	86.67	01-1053	Byline Bank Checking	0.00	86.67
					01-2060	Accounts Payable	86.67	0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-14746	07/03/2025	Reimbursement for	86.67	86.67	01-5163	Staff Development/Travel	86.67	«No Project ID»
						Totals:	86.67	

Payee	Trans. Type / Trans. No.	Trans. Date	Post Date / Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
KANOPY, INC.	Computer Check 62568	07/02/2025	07/02/2025 Posted	3,970.35	01-1053	Byline Bank Checking	0.00	3,970.35
					01-2060	Accounts Payable	3,970.35	0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
458341-PPU	06/30/2025	Kanopy tickets	3,970.35	3,970.35	01-5891	Digital content	3,970.35	«No Project ID»
						Totals:	3,970.35	

Payee	Trans. Type / Trans. No.	Trans. Date	Post Date / Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
KAREN ANDERSON	Computer Check 62653	07/30/2025	07/30/2025 Not yet posted	300.00	01-1053	Byline Bank Checking	0.00	300.00
					01-2060	Accounts Payable	300.00	0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2025-99-0084	07/24/2025	Adult Programming	300.00	300.00	01-5247	Adult Programming	300.00	«No Project ID»
						Totals:	300.00	

Payee	Trans. Type / Trans. No.	Trans. Date	Post Date / Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
KIARA BEHENSKY	Computer Check 62601	07/15/2025	07/15/2025 Posted	522.03	01-1053	Byline Bank Checking	0.00	522.03
					01-2060	Accounts Payable	522.03	0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-14853	07/15/2025	Wages & salaries - p	522.03	522.03	01-5001	Wages & Salaries	522.03	«No Project ID»
						Totals:	522.03	

Payee	Trans. Type / Trans. No.	Trans. Date	Post Date / Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
KIARA BEHENSKY	Computer Check 62668	07/31/2025	07/31/2025 Not yet posted	511.23	01-1053	Byline Bank Checking	0.00	511.23
					01-2060	Accounts Payable	511.23	0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-14995	07/31/2025	Wages & salaries - p	511.23	511.23	01-5001	Wages & Salaries	511.23	«No Project ID»
						Totals:	511.23	

Payee	Trans. Type / Trans. No.	Trans. Date	Post Date / Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
JODI KOLO	Computer Check 62569	07/02/2025	07/02/2025 Posted	101.16	01-1053	Byline Bank Checking	0.00	101.16
					01-2060	Accounts Payable	101.16	0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-14667	06/03/2025	Reimbursement req	101.16	101.16	01-5256	Staff Appreciation / Engagem	101.16	«No 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
						Totals:	101.16	
LAKESHORE RECYCLING SYSTE	Computer Check 62586	07/10/2025	07/10/2025 Posted	674.28	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 674.28	674.28 0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
LR6291899	06/25/2025	Trash/Recycling - M	110.45	110.45	01-5688	Sewer/Garbage	110.45	«No Project ID»
						Totals:	110.45	
LR6291898	06/25/2025	Trash/Recycling - M	563.83	563.83	01-5688	Sewer/Garbage	563.83	«No Project ID»
						Totals:	563.83	

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 62654	07/30/2025	07/30/2025 Not yet posted	75.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 75.00	75.00 0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
897834	07/11/2025	FED PAC CONT FOR	75.00	75.00	01-2058	Fed Pac	75.00	«No Project ID»
						Totals:	75.00	

Payee	Trans. Type / Trans. No.	Trans. Date	Post Date / Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
MARIA D CAMPOS	Computer Check 62615	07/16/2025	07/16/2025 Posted	948.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 948.00	948.00 0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-14833	07/10/2025	Tuition Grant	948.00	948.00	01-5164	Tuition Reimbursement	948.00	«No Project ID»
						Totals:	948.00	

Payee	Trans. Type / Trans. No.	Trans. Date	Post Date / Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
MAYA CONDE-KALMIJN	Computer Check 62570	07/02/2025	07/02/2025 Posted	1,466.20	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 1,466.20	1,466.20 0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-14703	07/01/2025	Reimbursement Rec	1,466.20	1,466.20	01-5163	Staff Development/Travel	1,466.20	«No Project ID»
						Totals:	1,466.20	

Payee	Trans. Type / Trans. No.	Trans. Date	Post Date / Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
MCADAM LANDSCAPING, INC.	Computer Check 62655	07/30/2025	07/30/2025 Not yet posted	544.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 544.00	544.00 0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
103186	07/11/2025	Landscaping Mainte	544.00	544.00	01-5681	Landscaping and snow remov	544.00	«No Project ID»
						Totals:	544.00	

Payee	Trans. Type / Trans. No.	Trans. Date	Post Date / Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
MICHAEL B. HALL	Computer Check 62616	07/16/2025	07/16/2025 Posted	250.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 250.00	250.00 0.00

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Payee	Trans. Type / Trans. No.	Trans. Date	Post Date / Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
MIDWEST TAPE, LLC	Computer Check / 62571	07/02/2025	07/02/2025 / Posted	688.48	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 688.48	688.48 0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2025-99-0071	07/26/2025	Creative Studio - Pr	250.00	250.00	01-5254	Creative Studio	250.00	«No Project ID»
						Totals:	250.00	
507373365	06/26/2025	Music CDs	73.55	73.55	01-5890	Audio and video materials	73.55	«No Project ID»
						Totals:	73.55	
507373368	06/26/2025	Audiobooks	188.52	188.52	01-5890	Audio and video materials	188.52	«No Project ID»
						Totals:	188.52	
507373364	06/26/2025	DVDs	208.67	208.67	01-5890	Audio and video materials	208.67	«No Project ID»
						Totals:	208.67	
507373367	06/26/2025	DVDs	217.74	217.74	01-5890	Audio and video materials	217.74	«No Project ID»
						Totals:	217.74	

Payee	Trans. Type / Trans. No.	Trans. Date	Post Date / Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
MIDWEST TAPE, LLC	Computer Check / 62587	07/10/2025	07/10/2025 / Posted	1,882.14	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 1,882.14	1,882.14 0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
507235924	05/28/2025	DVD	11.24	11.24	01-5890	Audio and video materials	11.24	«No Project ID»
						Totals:	11.24	
507410453	07/03/2025	Music CD	16.18	16.18	01-5890	Audio and video materials	16.18	«No Project ID»
						Totals:	16.18	
507410197	07/03/2025	DVD	26.18	26.18	01-5890	Audio and video materials	26.18	«No Project ID»
						Totals:	26.18	
507410452	07/03/2025	Audiobook	77.68	77.68	01-5890	Audio and video materials	77.68	«No Project ID»
						Totals:	77.68	
507410451	07/03/2025	DVDs	829.93	829.93	01-5890	Audio and video materials	829.93	«No Project ID»
						Totals:	829.93	
507410450	07/03/2025	DVDs	920.93	920.93	01-5890	Audio and video materials	920.93	«No Project ID»
						Totals:	920.93	

Payee	Trans. Type / Trans. No.	Trans. Date	Post Date / Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
MIDWEST TAPE, LLC	Computer Check / 62597	07/10/2025	07/10/2025 / Posted	10,000.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 10,000.00	10,000.00 0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
507396527	06/30/2025	Hoopla	21,321.17	21,321.17	01-5891	Digital content	10,000.00	«No Project ID»
						Totals:	10,000.00	

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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 62599	07/10/2025	07/10/2025 Posted	11,321.17	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 11,321.17	11,321.17 0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
507396527	06/30/2025	Hoopla	21,321.17	21,321.17	01-5891	Digital content	11,321.17	«No Project ID»
						Totals:	11,321.17	

Payee	Trans. Type / Trans. No.	Trans. Date	Post Date / Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
MIDWEST TAPE, LLC	Computer Check 62617	07/16/2025	07/16/2025 Posted	606.52	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 606.52	606.52 0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
507435442	07/10/2025	DVD	10.53	10.53	01-5890	Audio and video materials	10.53	«No Project ID»
						Totals:	10.53	
507434619	07/10/2025	Music CDs	48.24	48.24	01-5890	Audio and video materials	48.24	«No Project ID»
						Totals:	48.24	
507435441	07/10/2025	Audiobooks	115.28	115.28	01-5890	Audio and video materials	115.28	«No Project ID»
						Totals:	115.28	
507434618	07/10/2025	DVDs	139.65	139.65	01-5890	Audio and video materials	139.65	«No Project ID»
						Totals:	139.65	
507434617	07/10/2025	DVDs	292.82	292.82	01-5890	Audio and video materials	292.82	«No Project ID»
						Totals:	292.82	

Payee	Trans. Type / Trans. No.	Trans. Date	Post Date / Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
MIDWEST TAPE, LLC	Computer Check 62633	07/18/2025	07/18/2025 Posted	926.82	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 926.82	926.82 0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
507460711	07/15/2025	DVDs	116.98	116.98	01-5890	Audio and video materials	116.98	«No Project ID»
						Totals:	116.98	
507465900	07/16/2025	Audiobook	48.68	48.68	01-5890	Audio and video materials	48.68	«No Project ID»
						Totals:	48.68	
507465905	07/16/2025	DVD	18.03	18.03	01-5890	Audio and video materials	18.03	«No Project ID»
						Totals:	18.03	
507465903	07/16/2025	Music CDs	45.54	45.54	01-5890	Audio and video materials	45.54	«No Project ID»
						Totals:	45.54	
507465902	07/16/2025	DVDs	332.61	332.61	01-5890	Audio and video materials	332.61	«No Project ID»
						Totals:	332.61	
507465901	07/16/2025	DVDs	364.98	364.98	01-5890	Audio and video materials	364.98	«No Project ID»
						Totals:	364.98	

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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	07/30/2025	07/30/2025	1,626.26	01-1053	Byline Bank Checking	0.00	1,626.26
	62656		Not yet posted		01-2060	Accounts Payable	1,626.26	0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
507497196	07/23/2025	Music CDs	29.51	29.51	01-5890	Audio and video materials	29.51	«No Project ID»
						Totals:	29.51	
507497460	07/23/2025	DVDs	82.48	82.48	01-5890	Audio and video materials	82.48	«No Project ID»
						Totals:	82.48	
507497198	07/23/2025	Audiobook	93.36	93.36	01-5890	Audio and video materials	93.36	«No Project ID»
						Totals:	93.36	
507497199	07/23/2025	DVDs	115.36	115.36	01-5890	Audio and video materials	115.36	«No Project ID»
						Totals:	115.36	
507497194	07/23/2025	DVDs	620.11	620.11	01-5890	Audio and video materials	620.11	«No Project ID»
						Totals:	620.11	
507497195	07/23/2025	DVDs	685.44	685.44	01-5890	Audio and video materials	685.44	«No Project ID»
						Totals:	685.44	

Payee	Trans. Type / Trans. No.	Trans. Date	Post Date / Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
NICOR GAS	Computer Check	07/30/2025	07/30/2025	1,239.10	01-1053	Byline Bank Checking	0.00	1,239.10
	62657		Not yet posted		01-2060	Accounts Payable	1,239.10	0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-14922	07/02/2025	Natural Gas Maze B	79.59	79.59	01-5690	Natural Gas	79.59	«No Project ID»
						Totals:	79.59	
IR-14923	07/03/2025	Natural Gas Main Br	1,159.51	1,159.51	01-5690	Natural Gas	1,159.51	«No Project ID»
						Totals:	1,159.51	

Payee	Trans. Type / Trans. No.	Trans. Date	Post Date / Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
OAK PARK TOWNSHIP	Computer Check	07/30/2025	07/30/2025	3,707.25	01-1053	Byline Bank Checking	0.00	3,707.25
	62658		Not yet posted		01-2060	Accounts Payable	3,707.25	0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-14993	07/17/2025	YOUTH ENGAGEME	3,707.25	3,707.25	01-5281	Intergovernmental Agreemer	3,707.25	«No Project ID»
						Totals:	3,707.25	

Payee	Trans. Type / Trans. No.	Trans. Date	Post Date / Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
OVERDRIVE, INC.	Computer Check	07/02/2025	07/02/2025	308.25	01-1053	Byline Bank Checking	0.00	308.25
	62572		Posted		01-2060	Accounts Payable	308.25	0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
01658CP25204469	06/30/2025	E-Content	19.92	19.92	01-5891	Digital content	19.92	«No Project ID»
						Totals:	19.92	
01658CP25206449	06/30/2025	E-Content	288.33	288.33	01-5891	Digital content	288.33	«No Project ID»
						Totals:	288.33	

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Payee	Trans. Type / Trans. No.	Trans. Date	Post Date / Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
OVERDRIVE, INC.	Computer Check 62588	07/10/2025	07/10/2025 Posted	15,226.09	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 15,226.09	15,226.09 0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
01658MA25203514	06/30/2025	E-Content	4,360.17	4,360.17	01-5891	Digital content	4,360.17	«No Project ID»
						Totals:	4,360.17	
01658MA25208336	06/30/2025	E-Content	10,865.92	10,865.92	01-5891	Digital content	10,865.92	«No Project ID»
						Totals:	10,865.92	

Payee	Trans. Type / Trans. No.	Trans. Date	Post Date / Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
PARK DISTRICT OF OAK PARK	Computer Check 62659	07/30/2025	07/30/2025 Not yet posted	1,370.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 1,370.00	1,370.00 0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
20240083	07/09/2025	DOLE RENT JULY 20	1,370.00	1,370.00	01-5691	Rentals--Equipment & Faciliti	1,370.00	«No Project ID»
						Totals:	1,370.00	

Payee	Trans. Type / Trans. No.	Trans. Date	Post Date / Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
PITNEY BOWES-Reserve	Computer Check 62660	07/30/2025	07/30/2025 Not yet posted	1,500.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 1,500.00	1,500.00 0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-14972	07/25/2025	Refill postage mach	1,500.00	1,500.00	01-5380	Postage & Delivery	1,500.00	«No Project ID»
						Totals:	1,500.00	

Payee	Trans. Type / Trans. No.	Trans. Date	Post Date / Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
PLAYAWAY PRODUCTS LLC	Computer Check 62589	07/10/2025	07/10/2025 Posted	56.99	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 56.99	56.99 0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
504691	07/02/2025	Wonderbook	56.99	56.99	01-5890	Audio and video materials	56.99	«No Project ID»
						Totals:	56.99	

Payee	Trans. Type / Trans. No.	Trans. Date	Post Date / Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
PLAYAWAY PRODUCTS LLC	Computer Check 62618	07/16/2025	07/16/2025 Posted	123.98	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 123.98	123.98 0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
505545	07/10/2025	Wonderbooks	123.98	123.98	01-5890	Audio and video materials	123.98	«No Project ID»
						Totals:	123.98	

Payee	Trans. Type / Trans. No.	Trans. Date	Post Date / Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
Q & A SERVICES LLC	Computer Check 62619	07/16/2025	07/16/2025 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
2019	07/10/2025	ST-2 April-June 202	150.00	150.00	01-5211	Fees and Services	150.00	«No 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
						Totals:	150.00	
QUILL LLC	Computer Check 62634	07/18/2025	07/18/2025 Posted	47.36	01-1053	Byline Bank Checking	0.00	47.36
					01-2060	Accounts Payable	47.36	0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
44917369	07/16/2025	Office Supplies	47.36	47.36	01-5742	Supplies	47.36	«No Project ID»
						Totals:	47.36	

QUILL LLC	Computer Check 62661	07/30/2025	07/30/2025 Not yet posted	29.53	01-1053	Byline Bank Checking	0.00	29.53
					01-2060	Accounts Payable	29.53	0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
44973647	07/21/2025	Office Supplies	29.53	29.53	01-5742	Supplies	29.53	«No Project ID»
						Totals:	29.53	

RA'AM INTEGRATION SOLUTIC	Computer Check 62625	07/16/2025	07/16/2025 Posted	15,000.00	01-1053	Byline Bank Checking	0.00	15,000.00
					01-2060	Accounts Payable	15,000.00	0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
1665	06/22/2025	Main - Boiler Contrc	42,000.00	42,000.00	01-5950	Building Improvements	15,000.00	«No Project ID»
						Totals:	15,000.00	

RA'AM INTEGRATION SOLUTIC	Computer Check 62626	07/16/2025	07/16/2025 Posted	15,000.00	01-1053	Byline Bank Checking	0.00	15,000.00
					01-2060	Accounts Payable	15,000.00	0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
1665	06/22/2025	Main - Boiler Contrc	42,000.00	42,000.00	01-5950	Building Improvements	15,000.00	«No Project ID»
						Totals:	15,000.00	

RA'AM INTEGRATION SOLUTIC	Computer Check 62627	07/16/2025	07/16/2025 Posted	12,000.00	01-1053	Byline Bank Checking	0.00	12,000.00
					01-2060	Accounts Payable	12,000.00	0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
1665	06/22/2025	Main - Boiler Contrc	42,000.00	42,000.00	01-5950	Building Improvements	12,000.00	«No Project ID»
						Totals:	12,000.00	

RAILS	Computer Check 62635	07/18/2025	07/18/2025 Posted	11,363.00	01-1053	Byline Bank Checking	0.00	11,363.00
					01-2060	Accounts Payable	11,363.00	0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
14278	07/08/2025	EBSCO Databases 7,	10,823.00	10,823.00	01-1600	Prepaid Expenses	5,411.48	«No 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
REGIONS BANK	Bank Draft	07/17/2025	07/17/2025	27,013.56	01-1053	Byline Bank Checking	0.00	27,013.56
	75		Posted		01-2060	Accounts Payable	27,013.56	0.00
RHONDA FENTRY	Computer Check	07/18/2025	07/18/2025	75.00	01-1053	Byline Bank Checking	0.00	75.00
	62636		Posted		01-2060	Accounts Payable	75.00	0.00
STEPHEN ROBINET	Computer Check	07/15/2025	07/15/2025	265.82	01-1053	Byline Bank Checking	0.00	265.82
	62602		Posted		01-2060	Accounts Payable	265.82	0.00
STEPHEN ROBINET	Computer Check	07/31/2025	07/31/2025	264.38	01-1053	Byline Bank Checking	0.00	264.38
	62669		Not yet posted		01-2060	Accounts Payable	264.38	0.00
SHAMBAUGH & SON, LP	Computer Check	07/10/2025	07/10/2025	3,125.00	01-1053	Byline Bank Checking	0.00	3,125.00
	62590		Posted		01-2060	Accounts Payable	3,125.00	0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
14278	07/08/2025	EBSCO Databases 7,	10,823.00	10,823.00	01-5891	Digital content	5,411.52	«No Project ID»
						Totals:	10,823.00	
14405	07/09/2025	Chicago Tribune Dig	540.00	540.00	01-5891	Digital content	540.00	«No Project ID»
						Totals:	540.00	
023077	06/30/2025	REGIONS BANK PER	27,013.56	27,013.56	01-2067	Purchase Cards - P Cards	27,013.56	«No Project ID»
						Totals:	27,013.56	
2025-99-0059	07/01/2025	Adult Programming	75.00	75.00	01-5247	Adult Programming	75.00	«No Project ID»
						Totals:	75.00	
IR-14854	07/15/2025	wages & salaries - p	265.82	265.82	01-5001	Wages & Salaries	265.82	«No Project ID»
						Totals:	265.82	
IR-14994	07/31/2025	wages & salaries - p	264.38	264.38	01-5001	Wages & Salaries	264.38	«No Project ID»
						Totals:	264.38	
18890253	07/02/2025	Main - Fire Pump Ch	450.00	450.00	01-5692	Repair & Maintenance Prop.	450.00	«No Project ID»
						Totals:	450.00	
18890254	07/02/2025	Main and Maze - Sp	2,675.00	2,675.00	01-5692	Repair & Maintenance Prop.	2,675.00	«No Project ID»
						Totals:	2,675.00	

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Payee	Trans. Type / Trans. No.	Trans. Date	Post Date / Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
SHAMBAUGH & SON, LP	Computer Check	07/30/2025	07/30/2025	1,512.00	01-1053	Byline Bank Checking	0.00	1,512.00
	62662		Not yet posted		01-2060	Accounts Payable	1,512.00	0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
18914736	07/21/2025	Main - Dry Pipe Rep	1,512.00	1,512.00	01-5692	Repair & Maintenance Prop.	1,512.00	«No Project ID»
						Totals:	1,512.00	

Payee	Trans. Type / Trans. No.	Trans. Date	Post Date / Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
SITECARE	Computer Check	07/16/2025	07/16/2025	3,628.80	01-1053	Byline Bank Checking	0.00	3,628.80
	62620		Posted		01-2060	Accounts Payable	3,628.80	0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
C55561	07/14/2025	WEBSITE SUPPORT I	3,628.80	3,628.80	01-5272	Consultant Support Services	3,628.80	CONS-WEB
						Totals:	3,628.80	

Payee	Trans. Type / Trans. No.	Trans. Date	Post Date / Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
GINGER SLADE	Computer Check	07/02/2025	07/02/2025	12.60	01-1053	Byline Bank Checking	0.00	12.60
	62573		Posted		01-2060	Accounts Payable	12.60	0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-14679	06/27/2025	Mileage Reimburser	12.60	12.60	01-5165	Mileage & Miscellaneous reir	12.60	«No Project ID»
						Totals:	12.60	

Payee	Trans. Type / Trans. No.	Trans. Date	Post Date / Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
SOCIAL WORK SUNDAY TEA	Computer Check	07/16/2025	07/16/2025	150.00	01-1053	Byline Bank Checking	0.00	150.00
	62621		Posted		01-2060	Accounts Payable	150.00	0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2025-99-0065	07/01/2025	Adult Programming	150.00	150.00	01-5247	Adult Programming	150.00	«No Project ID»
						Totals:	150.00	

Payee	Trans. Type / Trans. No.	Trans. Date	Post Date / Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
SUZANNE ANTELL	Computer Check	07/16/2025	07/16/2025	280.00	01-1053	Byline Bank Checking	0.00	280.00
	62622		Posted		01-2060	Accounts Payable	280.00	0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-14862	07/14/2025	Reimbursement for	280.00	280.00	01-5163	Staff Development/Travel	280.00	«No Project ID»
						Totals:	280.00	

Payee	Trans. Type / Trans. No.	Trans. Date	Post Date / Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
RASHMI SWAIN	Computer Check	07/10/2025	07/10/2025	157.64	01-1053	Byline Bank Checking	0.00	157.64
	62591		Posted		01-2060	Accounts Payable	157.64	0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-14822	07/09/2025	Staff Dev / Travel - A	157.64	157.64	01-5163	Staff Development/Travel	157.64	«No Project ID»
						Totals:	157.64	

Payee	Trans. Type / Trans. No.	Trans. Date	Post Date / Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
SWAN - SYSTEM WIDE AUTOM	Computer Check	07/18/2025	07/18/2025	24,826.50	01-1053	Byline Bank Checking	0.00	24,826.50

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Payee	Trans. Type / Trans. No.	Trans. Date	Post Date / Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
	62637		Posted		01-2060	Accounts Payable	24,826.50	0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
11988	07/10/2025	Q4 SWAN Fee	24,826.50	24,826.50	01-5750	SWAN	24,826.50	«No Project ID»
						Totals:	24,826.50	

Payee	Trans. Type / Trans. No.	Trans. Date	Post Date / Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
SWEETBUSH, INC.	Computer Check	07/02/2025	07/02/2025	255.00	01-1053	Byline Bank Checking	0.00	255.00
	62574		Posted		01-2060	Accounts Payable	255.00	0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
SB110285	06/01/2025	Plant Rental - Main	255.00	255.00	01-5692	Repair & Maintenance Prop.	255.00	«No Project ID»
						Totals:	255.00	

Payee	Trans. Type / Trans. No.	Trans. Date	Post Date / Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
T-MOBILE	Computer Check	07/02/2025	07/02/2025	1,364.00	01-1053	Byline Bank Checking	0.00	1,364.00
	62576		Posted		01-2060	Accounts Payable	1,364.00	0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
970035247-2025062	06/23/2025	Devices	1,364.00	1,364.00	01-5893	Devices	1,364.00	«No Project ID»
						Totals:	1,364.00	

Payee	Trans. Type / Trans. No.	Trans. Date	Post Date / Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
T-MOBILE	Computer Check	07/30/2025	07/30/2025	1,364.00	01-1053	Byline Bank Checking	0.00	1,364.00
	62663		Not yet posted		01-2060	Accounts Payable	1,364.00	0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
970035247-2025072	07/21/2025	Devices	1,364.00	1,364.00	01-5893	Devices	1,364.00	«No Project ID»
						Totals:	1,364.00	

Payee	Trans. Type / Trans. No.	Trans. Date	Post Date / Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
LEIGH TARULLO	Computer Check	07/10/2025	07/10/2025	55.80	01-1053	Byline Bank Checking	0.00	55.80
	62592		Posted		01-2060	Accounts Payable	55.80	0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-14792	06/30/2025	2025 ALA transport	55.80	55.80	01-5163	Staff Development/Travel	55.80	«No Project ID»
						Totals:	55.80	

Payee	Trans. Type / Trans. No.	Trans. Date	Post Date / Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
TDI VERTICAL LLC	Computer Check	07/02/2025	07/02/2025	4,162.50	01-1053	Byline Bank Checking	0.00	4,162.50
	62575		Posted		01-2060	Accounts Payable	4,162.50	0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
INV1803	07/01/2025	Firewall Support/SD	4,162.50	4,162.50	01-5272	Consultant Support Services	4,162.50	IT
						Totals:	4,162.50	

Payee	Trans. Type / Trans. No.	Trans. Date	Post Date / Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
TDI VERTICAL LLC	Computer Check	07/10/2025	07/10/2025	900.00	01-1053	Byline Bank Checking	0.00	900.00
	62593		Posted		01-2060	Accounts Payable	900.00	0.00

Oak Park Public Library
Cash Disbursement Journals
JULY 31, 2025

Payee	Trans. Type / Trans. No.	Trans. Date	Post Date / Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
TODAY'S BUSINESS SOLUTION	Computer Check 62664	07/30/2025	07/30/2025 Not yet posted	626.88	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 626.88	626.88 0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
072925-04	07/29/2025	Cost per fax prograr	626.88	626.88	01-5451	Telephone/Communications	626.88	«No Project ID»
						Totals:	626.88	

Payee	Trans. Type / Trans. No.	Trans. Date	Post Date / Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
UNIVERSAL BACKGROUND SCI	Computer Check 62594	07/10/2025	07/10/2025 Posted	168.24	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 168.24	168.24 0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
202506023375	06/30/2025	EMPLOYMENT/REFE	168.24	168.24	01-5199	Hiring	168.24	«No Project ID»
						Totals:	168.24	

Payee	Trans. Type / Trans. No.	Trans. Date	Post Date / Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
UNIVERSITY OF SOUTH ALABA	Computer Check 62595	07/10/2025	07/10/2025 Posted	234.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 234.00	234.00 0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
001	06/13/2025	Damaged ILL Book	234.00	234.00	01-5264	ILL Payments	234.00	«No Project ID»
						Totals:	234.00	

Payee	Trans. Type / Trans. No.	Trans. Date	Post Date / Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
VERDE ENERGY EFFICIENCY EX	Computer Check 62577	07/02/2025	07/02/2025 Posted	10,000.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 10,000.00	10,000.00 0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
INV24269	06/13/2025	Verde Energy - LED	24,967.00	24,967.00	01-5950	Building Improvements	10,000.00	«No Project ID»
						Totals:	10,000.00	

Payee	Trans. Type / Trans. No.	Trans. Date	Post Date / Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
VERDE ENERGY EFFICIENCY EX	Computer Check 62578	07/02/2025	07/02/2025 Posted	14,967.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 14,967.00	14,967.00 0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
INV24269	06/13/2025	Verde Energy - LED	24,967.00	24,967.00	01-5950	Building Improvements	14,967.00	«No Project ID»
						Totals:	14,967.00	

Payee	Trans. Type / Trans. No.	Trans. Date	Post Date / Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
VESTIS UNIFORMS AND WORK	Computer Check 62665	07/30/2025	07/30/2025 Not yet posted	99.90	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 99.90	99.90 0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID

Oak Park Public Library
Cash Disbursement Journals
JULY 31, 2025

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**
	27335865	06/28/2025	Uniform Shirts	99.90	99.90	01-5742	Supplies	99.90	«No Project ID»
							Totals:	99.90	
VILLAGE OF OAK PARK	Computer Check	07/10/2025	07/10/2025	1,424.72	01-1053	Byline Bank Checking		0.00	1,424.72
	62596		Posted		01-2060	Accounts Payable		1,424.72	0.00
	Invoice #	**Invoice Date**	**Description**	**Invoice Amount**	**Amount Paid**	**Account Number**	**Account Description**	**Amount**	**Project ID**
	IR-14780	06/24/2025	MAZE WATER/SEWE	192.56	192.56	01-5687	Water	148.44	«No Project ID»
	IR-14780	06/24/2025	MAZE WATER/SEWE	192.56	192.56	01-5688	Sewer/Garbage	44.12	«No Project ID»
							Totals:	192.56	
	IR-14779	06/24/2025	MAIN SEWER/WATE	581.57	581.57	01-5687	Water	449.43	«No Project ID»
	IR-14779	06/24/2025	MAIN SEWER/WATE	581.57	581.57	01-5688	Sewer/Garbage	132.14	«No Project ID»
							Totals:	581.57	
	IR-14778	06/24/2025	MAIN SEWER/WATE	650.59	650.59	01-5687	Water	505.41	«No Project ID»
	IR-14778	06/24/2025	MAIN SEWER/WATE	650.59	650.59	01-5688	Sewer/Garbage	145.18	«No Project ID»
							Totals:	650.59	
VILLAGE OF OAK PARK	Computer Check	07/10/2025	07/10/2025	13,342.72	01-1053	Byline Bank Checking		0.00	13,342.72
	62598		Posted		01-2060	Accounts Payable		13,342.72	0.00
	Invoice #	**Invoice Date**	**Description**	**Invoice Amount**	**Amount Paid**	**Account Number**	**Account Description**	**Amount**	**Project ID**
	IR-14676	06/30/2025	PAYROLL; VOL DED;	13,342.72	13,342.72	01-5160	IMRF (Illinois Muncipal Retire	13,342.72	«No Project ID»
							Totals:	13,342.72	
VILLAGE OF OAK PARK	Computer Check	07/10/2025	07/10/2025	9,450.06	01-1053	Byline Bank Checking		0.00	9,450.06
	62600		Posted		01-2060	Accounts Payable		9,450.06	0.00
	Invoice #	**Invoice Date**	**Description**	**Invoice Amount**	**Amount Paid**	**Account Number**	**Account Description**	**Amount**	**Project ID**
	IR-14675	06/30/2025	PAYROLL; VOL DED;	9,450.06	9,450.06	01-5160	IMRF (Illinois Muncipal Retire	9,450.06	«No Project ID»
							Totals:	9,450.06	
VILLAGE OF OAK PARK	Computer Check	07/16/2025	07/16/2025	9,281.98	01-1053	Byline Bank Checking		0.00	9,281.98
	62623		Posted		01-2060	Accounts Payable		9,281.98	0.00
	Invoice #	**Invoice Date**	**Description**	**Invoice Amount**	**Amount Paid**	**Account Number**	**Account Description**	**Amount**	**Project ID**
	IR-14857	07/15/2025	PAYROLL; VOL DED;	9,281.98	9,281.98	01-5160	IMRF (Illinois Muncipal Retire	9,281.98	«No Project ID»
							Totals:	9,281.98	
VILLAGE OF OAK PARK	Computer Check	07/18/2025	07/18/2025	14,132.34	01-1053	Byline Bank Checking		0.00	14,132.34
	62638		Posted		01-2060	Accounts Payable		14,132.34	0.00

Oak Park Public Library
Cash Disbursement Journals
JULY 31, 2025

Payee	Trans. Type / Trans. No.	Trans. Date	Post Date / Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
VISUAL IMPACT MEDIA, LLC	Computer Check 62666	07/30/2025	07/30/2025 Not yet posted	2,350.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 2,350.00	2,350.00 0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
17849C	07/18/2025	Third Floor Table W	2,350.00	2,350.00	01-5930	Furnishings	2,350.00	«No Project ID»
						Totals:	2,350.00	

Payee	Trans. Type / Trans. No.	Trans. Date	Post Date / Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
WAREHOUSE DIRECT	Computer Check 62667	07/30/2025	07/30/2025 Not yet posted	517.38	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 517.38	517.38 0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
5945821-0	06/18/2025	Facilities - Housekee	517.38	517.38	01-5684	Cleaning & Housekeeping Su	517.38	«No Project ID»
						Totals:	517.38	

Payee	Trans. Type / Trans. No.	Trans. Date	Post Date / Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
XEROX FINANCIAL SERVICES	Computer Check 62624	07/16/2025	07/16/2025 Posted	1,158.13	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 1,158.13	1,158.13 0.00

Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
40689387	07/08/2025	Xerox Printers	1,158.13	1,158.13	01-5620	Office & Library Machinery Se	1,158.13	«No Project ID»
						Totals:	1,158.13	

Grand Totals:	326,583.69	326,583.69	326,583.69

A total of 110 payment(s) listed

Oak Park Public Library
Cash Disbursement Journals
JULY 31, 2025

Account Summary

Account Number	Description	Debit Amount	Credit Amount
01-1053	Byline Bank Checking x3401	0.00	326,583.69
01-1600	Prepaid Expenses	5,411.48	0.00
01-2058	Fed Pac	75.00	0.00
01-2059	Union dues Payable	194.25	0.00
01-2060	Accounts Payable	326,583.69	326,583.69
01-2067	Purchase Cards - P Cards	27,013.56	0.00
01-5001	Wages & Salaries	1,563.46	0.00
01-5160	IMRF (Illinois Muncipal Retirement Fund)	46,207.10	0.00
01-5163	Staff Development/Travel	2,219.77	0.00
01-5164	Tuition Reimbursement	2,448.00	0.00
01-5165	Mileage & Miscellaneous reimbursemen	56.10	0.00
01-5199	Hiring	168.24	0.00
01-5205	Publications	2,851.70	0.00
01-5211	Fees and Services	150.00	0.00
01-5240	Children's Programming	1,225.13	0.00
01-5244	Young Adult Programming	620.58	0.00
01-5247	Adult Programming	3,475.00	0.00
01-5249	Community Engagement	199.94	0.00
01-5253	Hospitality	61.44	0.00
01-5254	Creative Studio	398.85	0.00
01-5256	Staff Appreciation / Engagement	101.16	0.00
01-5264	ILL Payments	335.56	0.00
01-5272	Consultant Support Services	8,691.30	0.00
01-5281	Intergovernmental Agreements (IGA)	3,707.25	0.00
01-5380	Postage & Delivery	1,500.00	0.00
01-5451	Telephone/Communications	671.68	0.00
01-5620	Office & Library Machinery Service	1,158.13	0.00
01-5681	Landscaping and snow removal services	544.00	0.00
01-5683	Equipment Parts	364.60	0.00
01-5684	Cleaning & Housekeeping Supplies	810.41	0.00
01-5687	Water	1,103.28	0.00
01-5688	Sewer/Garbage	995.72	0.00
01-5690	Natural Gas	1,239.10	0.00
01-5691	Rentals--Equipment & Facilities	1,370.00	0.00
01-5692	Repair & Maintenance Prop. & Equip.	15,341.37	0.00
01-5742	Supplies	14,402.52	0.00
01-5750	SWAN	24,826.50	0.00
01-5840	Print materials	28,910.60	0.00

Oak Park Public Library
Cash Disbursement Journals
JULY 31, 2025

01-5890	Audio and video materials	5,911.19	0.00
01-5891	Digital content	46,804.88	0.00
01-5893	Devices	2,802.15	0.00
01-5894	Realia and other formats	116.31	0.00
01-5930	Furnishings	2,350.00	0.00
01-5936	Subscriptions and services	750.00	0.00
01-5937	Equipment and supplies	469.38	0.00
01-5950	Building Improvements	66,967.00	0.00

Oak Park Public Library
Byline Bank (Main) X 3401: Cash Management Disbursement Report
As of JULY 2025

Source	Trans Type	Trans Date	Reference		Deposits	Payments
Cash Management	Deposit	7/31/2025	PARKING CREDITS	$	2,302.39	
Cash Management	Deposit	7/31/2025	DAILY DEPOSITS	$	4,522.65	
Cash Management	Deposit	7/31/2025	SALES	$	74.38	
Cash Management	Deposit	7/31/2025	SPACE RENTAL/CIRCULATION	$	872.24	
Cash Management	Deposit	7/31/2025	INTEREST ON ACCOUNT	$	473.58	
Cash Management	Deposit	7/31/2025	ALA REFUND	$	500.00	
				$	**8,745.24**	-
Cash Management	Transfer in	7/31/2025	TRANSFER FROM MMA TO CHECKING, COVER PAYRLL & ACCTS PYBL	$	250,000.00	
Cash Management	Transfer in	7/31/2025	TRANSFER FROM MMA TO CHECKING, COVER PAYRLL & ACCTS PYBL	$	250,000.00	
Cash Management	Transfer in	7/31/2025	TRANSFER FROM MMA TO CHECKING, COVER PAYRLL & ACCTS PYBL	$	250,000.00	
Cash Management	Transfer in	7/31/2025	TRANSFER FROM MMA TO CHECKING, COVER PAYRLL & ACCTS PYBL	$	200,000.00	
				$	**950,000.00**	-
Cash Management	Payment	7/31/2025	FIFTH STAR COLLECTIVE	$	-	(4,000.00)
Cash Management	Payment	7/31/2025	ACH (FLEX ACCTS),			(8,269.73)
Cash Management	Payment	7/31/2025	SALES TAX			(77.00)
Cash Management	Payment	7/31/2025	IPBC PAYMENT EMPLOYEE MEDICAL INSURANCE			(124,256.80)
				$	-	**(136,603.53)**
Cash Management	Payment	7/31/2025	MERCHANT ACCT & BANK FEES			(81.53)
				$	-	**(81.53)**
Cash Management	Payment	7/31/2025	PAYROLL; PAYDATE 07/15/25			($271,951.64)
Cash Management	Payment	7/31/2025	PAYROLL; PAYDATE 07/31/25			($271,756.49)
Cash Management	Payment	7/31/2025	PAYROLL; MISSION SQUARE PAYROLL DEDUCTION DEBITS			(5,889.80)
				$	-	**(549,597.93)**

Summary by Transaction Type

(+) Deposits by Transaction Type:

	Cash Receipts:	$ 8,745.24
Transfers In/Out		$ 950,000.00
Total Deposits:		**$ 958,745.24**

(-) Payments by Transaction Type:

	Transfer out	$ -
	Benefits/Other ACH:	$ (136,603.53)
	Bank Fees:	$ (81.53)
Payroll:		$ (549,597.93)
Total Payments:		**$ (686,282.99)**
Accounts Payable		**(326,583.69)**
Total Summary of Disbursements:		**$ (1,012,866.68)**
Total Change In Register Balance:		$ (54,121.44)

OPPL
08/26/25

RESOLUTION ON DISBURSEMENTS, JULY 2025

RESOLVED THAT DISBURSEMENTS FOR THE MONTH OF JULY 2025 IN THE TOTAL AMOUNT OF $1,012,867 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.

Parking Garage Use and Revenue Report

Prepared for the August 26, 2025, Meeting of the Board of Library Trustees
Matt Bartodziej, Director of Facilities and Elsworth Carman, Executive Director

Context

At the July 2025 board meeting, there was a conversation about parking revenue, the library's current parking fee structure, and whether or not the parking fee structure should be reevaluated. In an effort to show how the parking garage is used and what percentage of people using it pay to park (and how much they pay), we have compiled the use data for January 1, 2025, through July 31, 2025. This data represents paid tickets (lost tickets, validated tickets, and other staff overrides are not included).

The current parking garage rates are as follows.

PARKING GARAGE RATES	
Less than 2 hours.	Free
2-3 hours.	$1.00
3-4 hours.	$5.00
4-6 hours.	$10.00
6-12 hours.	$20.00

Data

PARKING FEE REPORT

Oak Park Public Library

From: 01/01/2025 00:00

To: 07/31/2025 23:59

Facilities: Oak Park Library

Fee Computers, Auto Pay Stations, Credit Card, Express Parc, OPUS Express Parc

Printed on 08/14/2025 08:18

Dollar Amounts	Tickets	% of Total Tickets	Total Net Amount	% of Total Amount	Average Net Ticket Value
$0.00 - $0.00	51,623	87.69%	$0.00	0.00%	$0.00
$1.00 - $1.00	5,013	8.51%	$5,013.00	22.90%	$1.00
$5.00 - $5.00	1,398	2.37%	$6,990.00	31.93%	$5.00
$10.00 - $10.00	689	1.17%	$6,890.00	31.47%	$10.00
$20.00 - $20.00	150	0.25%	$3,000.00	13.70%	$20.00
Totals	**58,873**	**100.00%**	**$21,893.00**	**100.00%**	**$0.37**

Data Interpretation and Revenue Impacts
The vast majority of people (nearly 88%) using the parking garage park for under two hours and are not required to pay. Around 12% of parking garage users generate 100% of revenue, with over 63% of revenue coming from $5 and $10 tickets (around 3.5% of total tickets). $20 tickets (around 0.25% of total volume) contribute 13.7% of total parking revenue.

As part of our continued work to maintain a balanced budget, we estimated parking revenue conservatively for FY25, budgeting a total of $22,000 for the year. In the July meeting packet, our Statement of Revenue and Expenditure documented that our YTD total (through June 30, 2025) was $16,695.36, which is 75.89% of our budget for the line. Using realistic or slightly lower projections for this kind of variable revenue allows us to reduce the risk of budget deficits and avoid overcommitting resources. It is also worth noting that historically, the parking gates and ticket system experienced periods of downtime throughout the year. These issues have largely been resolved, and the systems are working reliably and consistently, which leads to increased revenue.

This data illustrates that the current parking fee structure effectively supports both short-term parking garage use and balanced revenue generation. While the majority of parking garage users benefit from free or low-cost parking, the fee structure still yields meaningful revenue from a relatively small percentage of users. At this time, the data does not suggest an immediate need to adjust the parking rates. However, we will continue to monitor usage and revenue trends to ensure the fee structure aligns with library priorities, patron access, and financial sustainability.

To: Board of Library Trustees
From: Billy Treece, Director of Finance & HR
Date: August 22, 2025
Subject: Maintaining a Balanced Budget for Fiscal Year 2026

The first draft of the balanced Fiscal Year (FY) 2026 budget is attached for your review and consideration.

Process

Each year, the Board of Library Trustees reviews and approves the library's budget for the next fiscal year (January 1 to December 31). In accordance with Illinois law, because Oak Park is structured as a local village library, the approved budget is then submitted as a levy resolution to the Village of Oak Park, which includes the library's levy in its levy to the Cook County Treasurer. Typically spanning six months, the process generally is as follows:

- **June & July:** Library staff work to develop the first draft of next year's budget.
- **August:** Library staff present the first budget draft to the Library Board for discussion and direction on the levy request and priorities.
- **September:** Library staff present the second budget draft for further Library Board discussion and direction.
- **October:** Library Board reviews and approves the third budget draft and the levy resolution.
- **November:** Library staff sends the approved levy resolution to the Village of Oak Park.
- **December:** The Village incorporates the library's levy into its levy, the Village Board approves it, and sends it to the Cook County Treasurer.

Staff Budget Goals

Overcoming the $379,000 operating deficit and achieving a balanced budget for FY2025 was a significant accomplishment, demonstrating our dedication to the library's financial stability and long-term goals. This success was made possible by the outstanding and collaborative work of everyone involved during last year's budgeting process.

For FY2026, our primary goal is to maintain a balanced budget. This means continuing our resource stewardship to ensure projected revenue matches anticipated expenses. Although we are not starting with an operating deficit this year, we still need to be intentional about deciding where our money goes to ensure the budget reflects our values and strategic direction while justifying any property tax increase.

Key Items in Draft 1 Budget

Oak Park Public Library

Draft 1 - FY2026 Budget Totals Summary

Category	FY2025 Budget	FY2025 Projection	FY2026 Budget	FY25-FY26 Budget Variance
TOTAL REVENUE	11,885,600	12,052,776	12,386,500	4.2%
TOTAL EXPENSES - Operating	11,885,600	11,629,216	12,386,500	4.2%
NET SURPLUS/(DEFICIT) OPERATING	**0**	**423,560**	**0**	**0.0%**
TOTAL EXPENSES - Capital	600,000	512,334	670,000	11.7%
NET SURPLUS/(DEFICIT) OPERATING & CAPITAL	**(600,000)**	**(88,774)**	**(670,000)**	**11.7%**

- **Revenue increased by $500,900, or 4.2%.** This increase was mainly due to a 4% increase in the property tax levy, which accounts for nearly 96% of the library's revenue. Revenue line item details, including the dollar and percentage change from FY2025 to FY2026 budget, are listed below.
    - **Property Taxes**, +$461,000 or +4%: The Oak Park community funds its library through property taxes. As mentioned earlier, property taxes make up nearly 96% of the library's budgeted revenue. For illustrative purposes, if all factors were equal, a 4% increase in the library's property tax levy would translate to about $20 more per household annually (from $488.92 to $508.69 per Oak Park household).
    - **Corporate Property Replacement Tax**, -$12,000 or -5.8%: Also known as personal property replacement taxes (PPRT), these are revenues collected by the state of Illinois and paid to local governments to make up for money lost when their authority to impose personal property taxes on corporations, partnerships, and other business entities was taken away in the 1970s. Due to various factors, Illinois projects about a 6% decrease in the distribution of these funds in 2026.
    - **Service Charges and Fees**, $0 or 0%: Since the library eliminated fines for late returns in 2017, this revenue line has been used for various service credits. It is not a significant income source (less than $500) and varies each year. Therefore, it should not be relied on, and the line is budgeted at $0.
    - **Lost Book Reimbursed/Reciprocal Borrowing**, +$6,000 or +85.7%: Revenue increased in this line in 2025 mainly because of the number of books/materials being lost and paid for, mostly from reciprocal borrowing (meaning patrons of other libraries paying for lost/damaged Oak Park Public Library materials). This income will fluctuate from year to year. The FY2026 budget is based on the FY2025 year-to-date average.
    - **Sales**, $0 or 0%: Revenue from The Store, the library's venture into selling library-branded merchandise. This line is not a significant source of revenue (less than $1,500) and varies each year. Therefore, it should not be relied upon, and the line is budgeted at $0.

- **Rentals-Library Space**, $0 or 0%: Not-for-profits can rent library spaces for free, but for-profits must pay. This line generates less than $5,000 annually and varies each year. Therefore, it should not be relied upon, and the line is budgeted at $0.

- **Vending/Enterprise Income**, $0 or 0%: This line contains income from vending machines. It is not a significant source of revenue (less than $2,000) and varies each year. Therefore, it should not be depended on, and the line is budgeted at $0.

- **Parking Lot Revenue**, +$9,200 or +41.8%: Revenue collected from fees for using the parking garage at the Main Library. The revenue helps cover part of the costs for servicing and maintaining the parking garage and gates. The 2026 budget is based on the 2025 year-to-date average. For reference, the budgeted revenue was $32,000 in 2019 (a pre-pandemic figure), and parking rates have remained constant.

- **Interest**, +$41,000 or +22.5%: This line includes the interest earned on our available cash balances in our bank accounts and The Illinois Funds account. Coming out of the pandemic years, the library has budgeted conservatively for interest income. As interest rates are projected to decrease in the remainder of 2025 and into 2026, the library still expects to earn $223,000 in 2026 based on a 2.9% average interest rate (The Illinois Funds rate is averaging 4.4% in August 2025).

- **Gifts**, $0 or 0%: Gifts and donations vary each year, and the library is not aware of any planned donations for 2026. Therefore, this line is budgeted at $0.

- **Gifts from FOPPL**, +$5,000 or +25%: After the highly successful 53rd Annual Friends Book Fair (held July 11-13, 2025), the Friends of the Oak Park Public Library confirmed that their FY2026 gift would be at least $25,000.

- **Illinois Per Capita Grant**, -$18,000 or -100%: The Public Library Per Capita Grant assists public libraries to provide library services that meet or show progress toward meeting Illinois library standards. Grant amounts of up to $1.475 per person, based on the population of the library's service area, are awarded annually to qualified Illinois public libraries. In the past, because receiving these grant funds in a timely manner from the state was sometimes uncertain, the library budgeted this line at $0. To balance the FY2025 budget, the library added $18,000 to this line. However, it is recommended to return to budgeting $0 in FY2026.

- **Grants**, $0 or 0%: The library budgets for this line when it is certain of grant awards. Currently, the library has no knowledge of grant awards for 2026. If the library receives any grant revenue in 2026, it will be offset by Grant Expenses, which are also budgeted at $0.

- **Community Fund Endowments**, -$300 or -1.2%: Annually, the Oak Park River Forest Community Foundation makes distributions from the seven funds they manage on the library's behalf. The Community Foundation's recommended distribution amount from these funds is about $25,300 for FY2026.

- **Miscellaneous Income**, +$9,000: This is a revenue category for income that does not fit into other categories. Historically, the library has not budgeted for miscellaneous income. However, the library began receiving E-Rate funding in FY2025 and currently expects to receive $9,000 from E-Rate for FY2026. If E-Rate funding continues, it may be worth creating a separate revenue line.

- **Operating expenses increased by $500,900, or 4.2%.** While some costs are expected to decrease in 2026, those reductions fail to offset the increase needed in many categories, especially in the People, Compensation section, which increased by $505,500 or 5.9%. Key People, Compensation line item details, including the dollar and percentage change from FY2025 to FY2026 budget, are listed below:

    - **Wages & Salaries**, +$310,000 or +4.7%**:** The library's compensation philosophy of paying staff members equitably according to the Illinois public libraries market continues. Due to a steadfast focus on appropriately increasing staff salaries over the past seven years, market equity **pay increases averaging 2.8%** are required and included to maintain this progress into FY2026. In addition to pay raises, this line item includes a full year's budget for the Director of Equity & Anti-Racism position and the addition of a part-time Public Safety Specialist to support Branch coverage.

    - **Employee Health Benefits**, +$141,000 or +11.5%: The initial health insurance renewal increase received was 9%, higher than recent years but lower than the average renewal of 18-20% in the Chicagoland market. Through plan design changes, the projected increase will be about 6%. However, more funds are needed for the library to cover the rise in the utilization of dependent coverage.

    - **IMRF**, +$41,000 or +17.9%: The statutorily required IMRF (pension) employer contribution rate increased by 13.8%, from 3.49% to 3.97%. Additionally, this expense is linked to Wages & Salaries. As the Wages & Salaries line increases, the IMRF contributions must also increase.

    - **FICA/Medicare**, +$22,500 or +4.6%: The Federal Insurance Contribution Act (FICA) requires the employer to contribute to Social Security (6.2%) and Medicare (1.45%) based on the employees' pay. Therefore, like IMRF above, this expense is linked to Wages & Salaries. As the Wages & Salaries line increases, the FICA contributions must also increase.

    - **Workers' Compensation Insurance**, +$0 or 0%: Workers' compensation insurance costs are expected to increase by 8-12% in 2026. However, applying this increase to the actual costs of 2025 (instead of the budgeted amount) results in a figure that matches the 2025 budget.

    - **Unemployment Compensation Ins**, -$9,000 or -37.5%: The library plans to change from the contribution method to the reimbursement method for 2026. Current experience averages less than $15,000 in actual unemployment benefit charges.

- **Operating Net Surplus/(Deficit) is $0.00.** Maintained a balanced budget.

- **Capital expenses are planned for $670,000.**
    - **Facilities Equipment**, +$0 or 0%: No increase requested for 2026. These funds are allocated for ongoing shop and equipment improvements.
    - **Furnishings**, +$0 or 0%: This figure is a placeholder for replacing worn or damaged furniture and shelving or buying new furniture or shelving as needed throughout the year.
    - **Technology Projects and Equipment**, +$10,000 or +20%: Plan to replace network storage and some laptops.
    - **Building Improvements**, +$60,000 or +12.9%: The planned building improvement expenses for 2026 are included below.

2026 Library Building Improvements		
Project	**Budget**	**Details**
Security Systems Improvements	**$20,000**	Plan to add more security cameras to cover current unseen areas both inside and outside the building to further improve coverage and safety.
LED Improvements	**$25,000**	Plan to continue updating old incandescent, fluorescent, compact fluorescent and metal halide fixtures to LED throughout Main Library. Working with Verde Energy.
Master Facilities Plan	**$100,000**	Plan to relaunch project that was started with previous executive director.
Tuckpointing	**$360,000**	Plan to tuckpoint open and deteriorating mortar joints, replace broken brickwork, rebuild west face of Lake St. planter, replace control joint sealant, window sealant and perimiter sealant.
Maze HVAC Improvement Plan/Design	**$20,000**	Plan to begin exploring HVAC electrification and building efficiency improvements to Maze Library, create project scope and develop ROM budget.
Total Building Improvements Budget	**$525,000**	

Recommendation

Library staff recommend that the Board of Library Trustees review and discuss the first draft of the FY2026 budget, focusing on the Revenue, People, and Capital Expenses sections, in relation to their support of the library's mission, vision, values, and strategic priorities. Library staff then request specific feedback and direction so any additional changes can be incorporated into the second draft, which will be presented at the Board's regular meeting in September.

Oak Park Public Library
Draft 1- FY2026 Budget

Category	FY2025 Budget	FY2025 Projection	FY2026 Budget	FY25-FY26 Budget Variance
REVENUE				
Property Taxes, for operating	11,404,000	11,404,000	11,865,000	4.0%
Corp. Property Replacement Tax	207,000	207,332	195,000	-5.8%
Services charges and fees	0	240	0	0.0%
Lost Books Reimbursed/Reciprocal Borrowing	7,000	13,104	13,000	85.7%
Sales	0	1,332	0	0.0%
Rentals-Library Space	0	3,783	0	0.0%
Vending/Enterprise Income	0	2,008	0	0.0%
Parking lot revenue	22,000	27,874	31,200	41.8%
Interest	182,000	241,334	223,000	22.5%
Gifts	0	450	0	0.0%
Gifts From FOPPL	20,000	25,000	25,000	25.0%
Illinois Per Capita Grant	18,000	80,510	0	-100.0%
Grants	0	9,265	0	0.0%
Community Fund Endowments	25,600	25,757	25,300	-1.2%
Miscellaneous Income	0	10,786	9,000	N/A
TOTAL REVENUE	**11,885,600**	**12,052,776**	**12,386,500**	**4.2%**
EXPENSES - Operating				
PEOPLE				
Compensation				
Wages & Salaries	6,630,000	6,547,581	6,940,000	4.7%
Employee Health Benefits	1,223,000	1,278,642	1,364,000	11.5%
IMRF (Illinois Muncipal Retirement Fund)	229,000	211,260	270,000	17.9%
FICA/MEDICARE	488,500	482,732	511,000	4.6%
Workers Compensation Insurance	17,500	15,470	17,500	0.0%
Unemployment Compensation Ins.	24,000	32,129	15,000	-37.5%
Total Compensation	**8,612,000**	**8,567,814**	**9,117,500**	**5.9%**
Talent Development				
Dues	14,000	19,000	19,000	35.7%
Staff Development/Travel	103,250	79,698	107,850	4.5%
Tuition Reimbursement	27,000	22,389	27,000	0.0%
Recruitment	12,500	18,552	3,500	-72.0%
Board Development	2,000	20,350	6,000	200.0%
Total Talent Development	**158,750**	**159,989**	**163,350**	**2.9%**
TOTAL PEOPLE	**8,770,750**	**8,727,803**	**9,280,850**	**5.8%**
SUPPORT SERVICES				
Marketing				
Promotions	19,000	18,703	13,000	-31.6%
Publications	31,550	30,452	37,000	17.3%
Total Marketing Support	**50,550**	**49,156**	**50,000**	**-1.1%**
Store				
General Merchandise	0	0	250	0.0%

Oak Park Public Library
Draft 1- FY2026 Budget

Category	FY2025 Budget	FY2025 Projection	FY2026 Budget	FY25-FY26 Budget Variance
Fees and Services	750	736	750	0.0%
Total Store Support	**750**	**736**	**1,000**	**33.3%**
Collections				
ILL Payments	3,000	2,989	3,500	16.7%
Cataloging/Bib Search Fees	3,000	2,442	2,500	-16.7%
Total Collections Support	**6,000**	**5,431**	**6,000**	**0.0%**
Administration				
HRIS and Payroll Processing Fees	33,000	32,882	34,000	3.0%
Mileage & Miscellaneous reimbursement (non-conference)	22,500	17,805	20,000	-11.1%
Hospitality	5,000	1,673	5,000	0.0%
Staff Appreciation / Engagement	12,000	12,000	12,000	0.0%
Audit Fees	11,600	11,000	11,600	0.0%
Unclaimed Property Escheatment to State of Illinois	650	0	0	-100.0%
Merchant Account Services	2,050	1,144	1,200	-41.5%
Consulting Services - Admin	60,000	77,533	48,000	-20.0%
Intergovernmental Agreements (IGA)	25,000	25,312	25,900	3.6%
Legal Fees	30,000	4,862	25,000	-16.7%
Postage & Delivery	16,500	14,195	18,500	12.1%
Insurance	124,700	117,067	132,000	5.9%
Contingency	0	26	0	0.0%
Grant Expenses	0	15,137	0	0.0%
Supplies	90,000	83,023	90,000	0.0%
Total Administration Support	**433,000**	**413,659**	**423,200**	**-2.3%**
Other Support Services				
Telephone/Communications	65,000	44,765	60,000	-7.7%
Office & Library Machinery Service	20,000	13,898	14,000	-30.0%
Total Other Support Services	**85,000**	**58,663**	**74,000**	**-12.9%**
TOTAL SUPPORT SERVICES	**575,300**	**527,643**	**554,200**	**-3.7%**
EQUITY AND ANTI-RACISM				
Learning and Development	12,000	12,000	12,000	0.0%
Supplies - Equity	2,000	2,000	2,000	0.0%
TOTAL EQUITY AND ANTI-RACISM	**14,000**	**14,000**	**14,000**	**0.0%**
LIBRARY MATERIALS				
Print materials	380,500	376,292	374,000	-1.7%
Audio and video materials	95,500	94,157	96,500	1.0%
Digital content	640,000	654,352	652,700	2.0%
Devices	30,000	19,220	26,000	-13.3%
Realia and other formats	10,500	9,565	10,500	0.0%
Archival collection	20,000	6,227	20,000	0.0%
TOTAL LIBRARY MATERIALS	**1,176,500**	**1,159,813**	**1,179,700**	**0.3%**

Oak Park Public Library
Draft 1- FY2026 Budget

Category	FY2025 Budget	FY2025 Projection	FY2026 Budget	FY25-FY26 Budget Variance
FACILITIES MANAGEMENT				
Facility Supplies				
Fuels & Lubricants	2,800	1,554	2,000	-28.6%
Building Materials & Supplies	10,000	10,000	12,000	20.0%
Equipment Parts	10,000	10,000	12,000	20.0%
Cleaning & Housekeeping Supplies	8,500	8,500	9,000	5.9%
Signage	4,000	3,956	4,000	0.0%
Total Facility Supplies	**35,300**	**34,010**	**39,000**	**10.5%**
Facilities Services				
Landscaping and snow removal services	25,000	24,052	25,750	3.0%
Custodial Services	225,000	224,537	236,000	4.9%
Water	11,750	11,750	12,250	4.3%
Sewer/Garbage	13,500	13,120	14,000	3.7%
Parking lot expense	10,500	10,500	10,750	2.4%
Natural Gas	95,000	71,627	90,000	-5.3%
Rentals--Equipment & Facilities	25,000	19,740	25,000	0.0%
Repair & Maintenance Prop. & Equip.	242,000	242,000	254,000	5.0%
Total Facilities Services	**647,750**	**617,325**	**667,750**	**3.1%**
TOTAL FACILITIES MANAGEMENT	**683,050**	**651,336**	**706,750**	**3.5%**
PUBLIC SERVICES				
Programming				
Children's Programming	25,000	25,000	28,000	12.0%
Young Adult Programming	27,000	24,000	26,000	-3.7%
Adult Programming	23,000	28,000	35,000	52.2%
Community Engagement	14,000	12,435	14,000	0.0%
Social Services	10,000	624	10,000	0.0%
Creative Studio	8,000	9,500	11,000	37.5%
Patron Services Programming	0	0	3,000	0.0%
Total Programming	**107,000**	**99,559**	**127,000**	**18.7%**
Digital Services				
Consultant Support Services	65,000	44,288	65,000	0.0%
SWAN	115,000	103,122	111,000	-3.5%
Subscriptions and services	354,000	278,231	323,000	-8.8%
Equipment and supplies	25,000	23,421	25,000	0.0%
Total Digital Services	**559,000**	**449,062**	**524,000**	**-6.3%**
TOTAL PUBLIC SERVICES	**666,000**	**548,620**	**651,000**	**-2.3%**
TOTAL EXPENSES - Operating	**11,885,600**	**11,629,216**	**12,386,500**	**4.2%**

Oak Park Public Library
Draft 1- FY2026 Budget

Category	FY2025 Budget	FY2025 Projection	FY2026 Budget	FY25-FY26 Budget Variance
EXPENSES - Capital				
Facilities Equipment	10,000	9,010	10,000	0.0%
Furnishings	75,000	59,808	75,000	0.0%
Technology Projects and Equipment	50,000	49,509	60,000	20.0%
Building Improvements	465,000	394,007	525,000	12.9%
TOTAL EXPENSES - Capital	**600,000**	**512,334**	**670,000**	**11.7%**
TOTAL BUDGET EXPENDITURES	**12,485,600**	**12,141,549**	**13,056,500**	**4.6%**
NET SURPLUS/(DEFICIT) OPERATING	**0**	**423,560**	**0**	**0.0%**
NET SURPLUS/(DEFICIT) OPERATING & CAPITAL	**(600,000)**	**(88,774)**	**(670,000)**	**11.7%**
Per Household Rate for Library Service	**488.92**		**508.69**	**4.0%**

State method: (Prop Taxes/Population)*Avg Persons per Household

Population estimate: 52,947

Average persons per household: 2.27

Non-Sufficient Funds Check Fee Policy Review

Type of Review:
Routine review.

Date of Last Review:
July 16, 2002

Context:
This policy was designed to ensure the library was not financially burdened by the costs associated with processing returned checks. While the library used to process checks regularly, the reduction in fee-based services and the increase in electronic payment options have resulted in a significant decrease in the number of checks coming in to cover lost item fees or other replacement costs. We currently process fewer than four checks from patrons a year and have not had a returned check in the past seven years.

Library staff and our colleagues at Ancel Glink support striking this policy in full. Note that eliminating this policy does not change the library's ability to go through the typical collections/notices procedures for unpaid fees.

Staff Committee: Leigh Tarullo, Director of Collections, Linda Barnett, Manager of Accounting and Finance, Billy Treece, Director of Finance and Human Resources and Elsworth Carman, Executive Director.

Committee Recommendations:

Recommendation	Explanation
Eliminate the policy in full	The policy is largely obsolete due to a greatly reduced volume of incoming checks related to lost and damaged items, etc.

~~Non-Sufficient Funds Check Fee Policy~~

~~*Library Board approved July 16, 2002.*~~

~~Checks returned to Oak Park Public Library for non-sufficient funds, which were originally used to settle obligations to the library, shall be subject to a service charge of $25.00 to cover fees that may be charged to the Library by its bank for the returned check and the Library's cost associated with dealing with the returned check.~~

Surplus Property Policy Review

Type of Review:
Routine review.

Date of Last Review:
July 16, 2002

Context:
This policy outlines how the library disposes of property that is no longer useful to the organization in an ethical, efficient, and legal manner.

The current policy includes information about library materials and other surplus property. Our recommendation is to move the section about library materials to the Collection Strategy Statement (last revised November 19, 2024), which includes a section on deselection, while maintaining the Surplus Property Policy for items not from the collection.

Our colleagues at Ancel Glink recommended adding more specific requirements from the Local Library Act, along with references to the statute, to increase transparency related to disposal of items.

Staff Committee: Leigh Tarullo, Director of Collections, Billy Treece, Director of Finance and Human Resources, Matt Bartodziej, Director of Facilities, and Elsworth Carman, Executive Director.

Committee Recommendations:

Recommendation	Explanation
Remove Section A: Library Materials and move to the Collection Strategy Statement	The Collection Strategy Statement includes a section focused on deselection, and it seems logical to include information about the disposal of withdrawn materials in that policy.
Add “In accordance with the Local Library Act, 75 ILCS 5/4-16, when the Board has determined to sell or otherwise dispose of real or personal property that it deems no longer necessary or useful for library purposes, such property may be sold or disposed of according to this Policy” and specific disposal requirements by unit value	Incorporating more of the value-based requirements from the Local Library Act (with references to the statute) helps stakeholders understand the various procedural requirements triggered for items and properties with different values.

Surplus Property Policy

Library Board approved July 16, 2002. Revised August 26, 2025.

~~A. LIBRARY MATERIALS~~

~~Library materials not longer useful for Oak Park Public Library purposes are routinely withdrawn. At the discretion of the Executive Director such cancelled withdrawn library materials may be given to other tax supported or not-for-profit educational or charitable institutions including the Friends of the Oak Park Public Library. Otherwise said materials shall be destroyed. In all cases, the Oak Park Public Library ownership marks shall be cancelled.~~

~~OTHER SURPLUS PROPERTY~~

In accordance with the Local Library Act, 75 ILCS 5/4-16, when the Board has determined to sell or otherwise dispose of real or personal property that it deems no longer necessary or useful for library purposes, such property may be sold or disposed of according to this Policy.

- Any ~~other~~ personal property ~~having an individual curren~~ t of any value ~~of less than $500~~ may~~, at the discretion of the Executive Director,~~ be ~~discarded,~~donated or sold to any ~~given to~~ other tax supported library or to any library system under such terms and conditions as the Board may determine. ~~or not-for-profit educational or charitable institutions including the Friends of the Oak Park Public Library, or made available for sale to the public.~~
- ~~Any other personal property having an individual current value of more than $500 or any real property shall be sold only with Board authorization and in accordance with the Illinois Library Act.~~ Personal property having a unit value of $1,000 or less may, at the discretion of the Executive Director, be discarded, donated to other tax supported or not-for-profit educational or charitable institutions including the Friends of the Oak Park Public Library, or made available for sale to the public.
- Personal property having a unit value of more than $1,000 but less than $2,500 may be displayed at the library, and a public notice of its availability, the date of the proposed sale, and terms of the proposed sale will be posted.
- In all other cases, the Board will advertise the sale of real or personal property pursuant to the procedures set forth in the Local Library Act, 75 ILCS 5/4-16(4).

Collection Strategy Statement Policy Review

Type of Review:
Routine review.

Date of Last Review:
October 6, 2022

Context:
This policy guides how the library builds and manages its collection to reflect the diverse needs of the Oak Park community.

This policy was last revised in October 2022. The revision recommended here reflects proposed changes to the Surplus Property Policy.

Staff Committee: Leigh Tarullo, Director of Collections, Billy Treece, Director of Finance and Human Resources, and Elsworth Carman, Executive Director.

Committee Recommendations:

Recommendation	Explanation
Remove Section A: Library Materials and move to the Collection Strategy Statement	Moving this section from the Surplus Property Policy to the Collection Strategy Statement aligns it more closely with the other details about how the library builds and maintains its collections.

Collection Strategy Statement

Library Board approved July 21, 2015. Revised June 27, 2023. Revised November 19, 2024. This related resolution was approved by the Board on October 6, 2022. Revised August 26, 2025.

Purpose

- The Collection Strategy Statement reflects the diverse needs of the Oak Park community and the library's strategic plan to facilitate anti-racism, engagement, learning, and stewardship.
- The library believes that collections are part of the broader content of a library: its experiences, spaces, materials, and collaborations. We seek to respond to our community's needs and aspirations through this content.
- Through our collections – in all available formats – we work to facilitate equitable experiences for engagement, education, and inspiration. It is our intention that collections – as curated content – have measurable impact on the community.

Principles

- The library advocates for broad and meaningful participation in the library, including the sustained use of materials. It does not promote all of the ideas found in its collections or the discussions those ideas may inspire but provides the spaces and opportunities for those ideas and discussions.
- The library upholds the American Library Association's Freedom to View, Freedom to Read, and Library Bill of Rights. The following statements from the Library Bill of Rights pertain specifically to materials and information.
    - Books and other library resources should be provided for the interest, information, and enlightenment of all people of the community the library serves. Materials should not be excluded because of the origin, background, or views of those contributing to their creation.
    - Libraries should provide materials and information presenting all points of view on current and historical issues. Materials should not be proscribed or removed because of partisan or doctrinal disapproval.
    - Libraries should challenge censorship in the fulfillment of their responsibility to provide information and enlightenment.
- The library protects the right of the individual to access information, even when the content may be controversial or unacceptable to others. Privacy and confidentiality are key tenets.
- The library recognizes and respects intellectual property rights, and follows existing copyright laws.
- The library supports open access as defined by the American Library Association. "Open access" refers to materials made publicly and freely available via digital repositories and archives, or research made available via peer-reviewed, open-access journals.
- We are committed to resource sharing at local, state, and national levels as demonstrated by our membership and participation in Reaching Across Illinois

Library System (RAILS) and System Wide Automated Network (SWAN), ILLINET (Illinois Library and Information Network) and WorldShare Interlibrary Loan. Our membership in consortia demonstrates our beliefs that engagement, supportive learning, and responsible stewardship are collaborative endeavors.
- We are committed to being good stewards of the community's tax dollars and community assets.

Scope
The library develops a meaningful, evidence-based collection that is positioned to meet the needs of the community and supports equity, diversity, and inclusion. Evidence-based methods include traditional metrics (circulation, usage analytics such as downloads and website visits, and usage ratios); qualitative metrics (formal data such as customer feedback, program and services evaluations, and library-wide institutional assessment); and less formal inputs via conversations with the community and professional insights in the course of community engagement. Tools include collection analysis software to monitor collections according to use and provisioning; an ILS (Integrated Library System) to make meaning from the use and circulation of materials; and other software to assist required reporting for the Secretary of State's Illinois Public Library Annual Report (IPLAR). All of these methods are ways the library identifies and monitors the impact of materials in the community. We recognize and celebrate that Oak Park is unique, with broad and diverse interests. Each library location (Main Library, Maze Branch, and Dole Branch) is provisioned based on its purpose, space, and use patterns. We curate specific cultural and heritage collections that reflect the unique history and characteristics of Oak Park, including Special Collections, Art Collection, Local History, Multicultural, Transgender, and Oak Park Creates. We strive to be "format neutral", defining physical and digital collections and content as materials to which we facilitate access for and with our community.

Selection
Selection is curation at its core. Material selection is defined by staff professional expertise and informed by equity, diversity, and inclusion; national and international news and events and publishing and social trends. Community recommendations are welcomed and are subject to the same criteria as any other material. The library does not collect textbooks, academic, or technical materials unless they are considered useful generally or supportive to the library strategic plan. The library adopts "digital curation" as an umbrella term for actions and strategies to provide stewardship of our digital assets. Digital assets include electronic resources, software and hardware, and devices. Digital curation takes into account the lifespan of the item, the product, and the product version to maintain currency, relevance, and sustainability.

As stewards of content, we carefully consider materials relative to cost, space, maintenance, safety, and customer interest. We ask such questions as: "Does the item have proven or potential interest to our community? Does it meet known or potential demand? Has it earned the attention of critics, reviewers, and the public to an extent that has created that demand? Are there similar materials already in the collection? To

what extent are the materials available elsewhere in the community and library consortium? Can we anticipate, based on our ongoing conversations and engagement, those items and experiences that delight and inspire our community members?" Selection means identifying – and measuring – the impact of collections in the community.

The Library acquires contemporary art by diverse artists. Once pieces become part of the library's Art Collection, the library has full responsibility for their physical maintenance and further development. The Curator of Special Collections is the person chiefly responsible for selecting and acquiring such materials, as well as deaccessioning materials as appropriate. The continued growth and development of the collections depends upon purchases and gifts.

Deselection

To maintain relevant collections and content in all formats, the library must continuously evaluate and deselect materials. Criteria for withdrawing items include, but are not limited to: declining interest, poor condition, unnecessary duplication, or inaccurate or outdated information. Deselected materials may be donated to non-profit organizations, educational institutions, or discarded. These decisions are made to align with the library's strategic priorities of engagement, learning, and stewardship and final decisions are the responsibility of the Executive Director.

Library materials no longer useful for library purposes are routinely withdrawn. At the discretion of the Executive Director, such withdrawn library materials may be given to other tax-supported or not-for-profit educational or charitable institutions, including the Friends of the Oak Park Public Library. Otherwise said materials shall be destroyed. In all cases, the Oak Park Public Library ownership marks shall be cancelled.

The library will focus its collections in support of its purpose and enhance its public service through responsible disposal of unrelated items. The manner of disposition must be in the best interest of the library, the public it serves, the public trust it represents in owning the collections, and the scholarly and cultural community it represents.

Gifts and Donations

The library accepts donations of materials or monetary gifts for purchase of items, equipment, or digital content for the library collection. The library maintains established funds for monetary donations. Donations may be tax deductible and that determination is not made by the library.

Material donations are accepted to specific curated collections including Oak Park Creates, Multicultural Collection, and Special Collections. Any material donations become the property of the library and may or may not be accepted into the library collection, based on library curation criteria. Once the library takes possession of an item, the library is free to make all decisions in accordance with its established policies

and procedures with respect to the retention, storage, processing, use, and deaccessioning of that item.

Patron Statement of Concern

The library offers a wide range of materials to meet the diverse needs of patrons throughout the community. Library patrons with concerns about a particular item are asked to complete, in its entirety, the Patron Statement of Concern form. The form will be reviewed by professional staff using the guidelines established by our selection criteria. We are committed to maintaining A Library for Everyone and a collection that serves the varying interests, needs, concerns, and perspectives of our wide range of patrons. Final decisions are the responsibility of the executive director.