

**OAK PARK PUBLIC LIBRARY**  
**BOARD OF LIBRARY TRUSTEES | REGULAR MEETING**  
834 Lake St., Oak Park, IL 60301 | Second Floor Scoville Room  
Tuesday, January 27, 2026 – 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** **6:30 pm**
- 2. Approval of Minutes** **(Action)**
  - a. November 17, 2025 Advocacy Committee Meeting
  - b. November 18, 2025 Regular Board Meeting
  - c. November 24, 2025 Special Board Meeting
  - d. December 1, 2025 Governance Committee Meeting
- 3. Public Comments**

Please read the [“Public Comment at Board Meetings Policy.”](#)

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

  - a. In person at a board meeting;
  - b. As an email to Executive Director Elsworth Carman at ([elsworthc@oppl.org](mailto:elsworthc@oppl.org)); or to Library Board President Virginia Bloom at ([trusteevirginiab@oppl.org](mailto:trusteevirginiab@oppl.org)) sent by 4:30 pm on the date of the meeting;
  - c. As a submission through [this Public Comment Form](#) by 4:30 pm on the date of the meeting.
- 4. Presentations** **6:35 pm**
  - a. Lynda Schueler, Chief Executive Officer, Housing Forward
  - b. Rob Simmons, Director of Social Services and Public Safety, Oak Park Public Library
- 5. Trustee Comments and Calendar** **(Discussion, 7:15 pm)**
  - a. Monday, February 2, 2026, 5 pm: Governance Committee Meeting
  - b. Monday, February 9, 2026, 6:30 pm: Special Library Board Meeting
  - c. Tuesday, February 17, 2026, 6 pm: Finance Committee Meeting
  - d. Tuesday, February 24, 2026, 6:30 pm: Regular Library Board Meeting
  - e. Thursday, February 26, 2026, 4:00 pm: Governance Committee Meeting  
(Strategic Planning Session)
- 6. Executive Directors Report** **(Discussion, 7:25 pm)**
- 7. Staff Reports** **(Discussion, 7:40 pm)**
  - a. Strategic Priorities Report (November & December 2025)
  - b. Library Core Use Statistics
  - c. Additions & Separations Report (November through December 2025)
  - d. Staff Changes Report (November through December 2025)
  - e. Statewide Stats Comparison

**8. Financial Reports**

- a. November & December 2025 Financial Reports
- b. November & December 2025 Resolutions on Disbursements

**8:05 pm****(Discussion)****(Action)****9. Committee Reports**

- a. Finance Committee
- b. Governance Committee
- c. Advocacy Committee

**(Discussion, 8:15 pm)****10. Additional Reports**

- 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

**(Discussion, 8:30 pm)****11. Unfinished Business**

- a. Parking Garage Use and Revenue Report: FY25 Report

**(Discussion, 8:40 pm)****12. New Business**

- a. Communications Policy Review
- b. Library Board Member Goal Sheet Review
- c. Library Board Member Job Description Review

**(Action, 8:45 pm)****13. Adjournment****9:00 pm**

# Minutes for November 17, 2025 Oak Park Public Library Board Advocacy Committee Meeting

**Meeting Date:** November 17, 2025

The Advocacy Committee called the meeting to order at 9:30 am.

## **Attendees:**

- Trustee Wilkinson
- Trustee Rogers
- Trustee Fairfax
- Trustee Yamamoto
- Elsworth Carman (Executive Director)
- Suzy Antell (Deputy Director)

There were no public comments made in person or in writing for this committee meeting.

## **1. Agenda Item 1. Introduction to the Advocacy Committee**

- a. The Committee provided an overview of its purpose, scope, and operational expectations. Members were reminded that the Committee maintains several fixed areas of work while also retaining flexibility to respond to emerging issues affecting the library and its community.
  - i. **Purpose:** To facilitate the OPPL Board's efforts to support and advocate for our library's mission of being a library for everyone, proactively steward public trust and belonging at OPPL, and advocate for resilient and responsive local democratic public institutions.
  - ii. **Scope:** Clarified what matters fall within the Committee's purview and scope of activities, and the Committee's role as advisory and strategic rather than operational.
  - iii. **Membership:** Current Committee membership was reviewed and includes Trustees Wilkinson (chair), Rogers, and Fairfax.
  - iv. **Logistics:** The Committee will meet at least quarterly with additional meetings scheduled as circumstances require.

## **2. Agenda Item 2: Resolution Regarding the Use of Library Property for Civil Immigration Enforcement Purposes**

- a. Goals of the Resolution
  - i. The Committee outlined the primary objectives guiding the development of the proposed resolution:

- ii. Acknowledging that recent increases in federal immigration enforcement activity in the region are inconsistent with the library's mission as an inclusive institution serving all members of the community.
  - iii. Prioritizing the safety and wellbeing of patrons and staff.
  - iv. Providing the Library Director with clear authority to respond to enforcement-related activity affecting library property.
  - v. Communicating the library's position openly to the public and addressing staff concerns surrounding this issue.
  - vi. Upholding the library's educational role by continuing to provide community access to accurate information.
  - vii. Ensuring the library understands relevant legal obligations, including limits placed on the institution and the legal grounds on which it may manage and control its property.
  - viii. Aligning the library with other governmental entities in Oak Park and the region (e.g., Gale Borden Library, Oak Park Township and Oak Park Village, Skokie and Evanston, Lake and Cook Counties) that have adopted comparable approaches.
- b. Process for Drafting the Resolution:
- i. The Committee reviewed relevant policies from peer institutions.
  - ii. Legal counsel was consulted, and a draft resolution was prepared.
  - iii. The Advocacy Committee, including Director Carman, completed review and revisions.
  - iv. The finalized recommended resolution was presented to the Board at this meeting.
  - v. Members may raise questions; a special meeting was scheduled for a formal vote on November 24 at 9am.
- c. Summary of Resolution Content
- i. Affirms the library's legal authority to govern the use of its public parking garage, including the prohibition of the garage being used as a staging area or operational base for civil immigration enforcement activities.
  - ii. Reaffirms and supports ongoing library efforts to provide community members with safe space, information, and resources related to this issue.
  - iii. Expresses Board support for existing staff-developed procedures for responding to the presence or potential presence of federal agents in the library and notes that additional revisions may be made as needed.
  - iv. Clarifies the library's authority to regulate use of private and non-public areas within the library, including private meeting rooms.
  - v. Confirms that the library will continue to comply with all applicable legal requirements, including the obligation to respect valid judicial warrants.

### **3. Agenda Item 3: Discussion of Belonging Without Othering Paradigm**

- a. The Committee discussed the concept of "Belonging Without Othering," a framework developed by the Othering & Belonging Institute at the University of California at Berkeley. Interest in this theme emerged from the Board's recent Strategic Retreat and review of the library's core pillars.



- b. The Committee will curate educational opportunities for Board members to explore these frameworks and continue learning about how this framework and tools might enrich our institution and stewardship as we examine how such approaches may be applicable to the library's internal practices, governance structures, and community engagement strategies.
- c. A list of initial learning resources has been circulated to the Board.

**4. Agenda Item 4: Board Training Schedule**

- a. This item was tabled for future discussion.

The meeting adjourned at 12:15 pm.

**Minutes Prepared By: Trustee Wilkinson**

# **Minutes for November 18, 2025 Oak Park Public Library Board of Trustees Regular Meeting**

## **1. Call to order and roll**

President Bloom called the meeting to order at 6:37 pm. Secretary Yamamoto took roll.

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

**Also Attending:** Elsworth Carman, Executive Director, Suzy Antell, Deputy Director, Leigh Tarullo, Director of Collections & Technology, Billy Treece, Director of Finance & Human Resources

**Public Commentators:** None

## **2. Approval of Minutes**

### **October 20, 2025 Finance Committee Meeting**

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

### **October 28, 2025 Regular Board Meeting**

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

### **November 3, 2025 Governance Committee Meeting**

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

## **3. Public Comments**

There were no public comments received in writing or made in person for this meeting.

## **4. New Business**

### **a. 2024 Financial Audit Presentation**

Tom Zwicky presented the 2024 Financial Audit Report where he highlighted the generally accepted auditing standards, management discussion analysis report, and

reviewed several financial statements including the statement of net position and the statement of revenues, expenditures and changes in fund balances.

**b. Volunteer Policy**

The board discussed the Volunteer Policy, last reviewed in 2008. The staff committee proposed changes such as expanding the scope and management, defining legal status and role limitations, adding eligibility requirements and including termination of service. Motion to accept and approve the proposed changes in the Volunteer Policy.

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

**c. Workplace Violence Policy**

The board discussed the Workplace Violence Policy, last reviewed in 2003. The staff committee proposed changes such as expanding the scope, aligning with state policy, formalizing reporting and investigating, and adding an anti-retaliation clause.

Motion to accept and approve the proposed changes in the Workplace Violence Policy.

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

**d. Scheduled Building Closings Policy**

The board reviewed the Scheduled Building Closings Policy for 2026.

Motion to approve the Scheduled Building Closings Policy for 2026.

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

**5. Trustee Comments and Calendar**

The board discussed the calendar, noting that the next Governance Committee meeting is scheduled for Monday, December 1 at 5 pm and the cancellation of the December Regular Board Meeting, with plans to resume regular and committee meetings starting January 2026. The board discussed the possibility of moving their regular meeting dates to every fourth Wednesday of the month, starting in March 2026.

Motion to approve the cancellation of the December 16, 2025 Regular Board Meeting.

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

Motion to adopt the revised 2026 Board of Trustees Regular Meeting calendar, moving meetings from the fourth Tuesday to the fourth Wednesday of the month starting in March, with the exception of November and December meetings being moved to the third Wednesday of the month.

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

## **6. Executive Directors Report**

Carman discussed his report, highlighting his participation in a new director panel and an upcoming staff training where Dr. Jerel Ezell will present on Anti-Racism & Cultural Humility.

## **7. Staff Reports**

### **a. Strategic Priorities Report**

The Strategic Priorities Report was discussed, highlighting several areas of work, with particular focus on staff demographics and the stabilization of the proportion of BIPOC staff in the workforce, which was reported at 43.9% as of November 2025. Several conferences were highlighted that staff attended, such as the Urban Libraries Council (ULC) conference and the Illinois Library Association (ILA) conference. Programs and events highlighting Hispanic Heritage month were highlighted and the continued work on digital accessibility and the upgrade of library computers.

### **b. Additions and Separations Report**

The Board reviewed the Additions and Separations Report for October 2025, noting the addition of Simon Czerwinskyj as Civic Literacy Librarian.

### **c. Staff Changes Report**

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

## **8. Financial Reports**

### **a. October 2025 Financial Reports**

The board reviewed the October 2025 Financial Reports.

### **b. October 2025 Resolutions on Disbursements**

Motion to approve the October 2025 Resolutions on Disbursements.

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

## **9. Committee Reports**

### **a. Finance Committee**

Bird-Martinez reported that the Finance Committee met over the past several months to discuss the budget and will resume meetings in January 2026 after a December pause.

### **b. Governance Committee**

Butman and Yamamoto provided an update on the Governance Committee, noting that the committee met on November 3 to discuss the process for conducting the Executive Director's evaluation using the Critical Response Process. The committee plans to hold a special meeting, date to be determined, with a facilitator to conduct the evaluation.

### **c. Advocacy Committee**

Wilkinson reported on the Advocacy Committee, noting that the committee held its first meeting and established a framework for its work. The committee's purpose is to support and advocate for the library's mission of being a library for everyone, steward public trust and belonging, and advocate for resilient local democratic public institutions through internal and external efforts. Areas of focus include library funding, protection of intellectual freedom, and community engagement with local stakeholders, governmental bodies, community organizations, other library boards, and neighboring communities, in coordination with the Intergovernmental Committee (IGov). The committee also discussed a resolution in response to the increased surge of federal immigration enforcement activities, which will be brought forward for a vote at a separate special board meeting to vote on this resolution. The committee plans to meet quarterly.

## **10. Additional Reports**

### **a. Intergovernmental Committee (IGov)**

Rogers reported on a guide developed by the committee for individuals interested in running for office and requested Board review and feedback. A semi-annual forum for elected officials was also discussed. Rogers indicated that future detailed updates will be provided to the Board via email, with brief reports presented during meetings.

### **b. Council of Governments (CoG)**

Bloom reported that the Council of Governments did not meet in November and that the item was tabled until the next meeting on December 3.

**c. PlanIt Green**

Did not meet.

**d. Friends of the Oak Park Public Library**

Did not meet.

**e. Out with Purpose**

Fairfax reported on the OPALGA+ Annual Gala, noting the event was successful. Fairfax also relayed remarks from OPALGA+ board member Tim Thomas regarding opportunities for engagement and participation, including attending OPALGA+ board meetings.

**f. Collaboration for Early Childhood**

Rogers reported on an upcoming event she plans to attend and highlighted additional events, emphasizing the importance of sharing collaborative opportunities for broader participation.

**11. Adjournment**

Motion to adjourn the meeting.

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

The meeting adjourned at 9:40 pm.

# Minutes for November 24, 2025 Oak Park Public Library Board of Trustees Special Meeting

## **1. Call to order and roll**

President Bloom called the meeting to order at 9:06 am. Secretary Yamamoto took roll.

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

**Also Attending:** Elsworth Carman, Executive Director, Suzy Antell, Deputy Director, Leigh Tarullo, Director of Collections & Technology, Billy Treece, Director of Finance & Human Resources

**Public Commentators:** none

## **2. Public Comments**

There were no public comments submitted through email or made in person for this meeting.

## **3. Resolution Regarding the Use of Library Property for Civil Immigration Enforcement Purposes**

Wilkinson read the Oak Park Public Library Resolution No. 2025-11: A Resolution Regarding the Use of Library Property for Civil Immigration Enforcement Purposes document, available in the [meeting materials](#).

Motion to approve the Resolution Regarding the Use of Library Property for Civil Immigration Enforcement Purposes

Moved by Wilkinson. Seconded by Fairfax. Approved by all present. Secretary Yamamoto conducted a roll call vote.

Roll Call Vote

- a. Trustee Bird-Martinez: Yes
- b. Trustee Butman: Yes
- c. Trustee Fairfax: Yes
- d. Trustee Rogers: Yes
- e. Trustee Wilkinson: Yes
- f. Trustee Yamamoto: Yes
- g. Trustee Bloom: Yes

## **4. Adjournment**

Bloom adjourned the meeting at 9:14 am.

## **Minutes for December 1, 2025 Oak Park Public Library Board Governance Committee Meeting**

**Meeting Date:** December 1, 2025

The Governance Committee called the meeting to order at 5:05 pm.

### **Attendees:**

- Mika Yamamoto (Board Trustee, Governance Chair)
- Megan Butman (Board Trustee, Governance Chair)
- Billy Treece (Director of Finance & Human Resources)
- Elsworth Carman (Executive Director)

There were no public comments made in person or in writing for this committee meeting.

**Policy Review Schedule** - The committee discussed and agreed to put policies on a 3 year schedule with the exception of the collections policies, those will be on a biennial schedule. Elsworth will work with library leadership to create a schedule and share with the Board.

**Library Board Strategic Planning Next Steps** - The Governance Committee will meet with Mallory Edgar to discuss next steps, aiming for early 2026.

### **Policy Reviews: Library Board Member Goal Sheet & Library Board Member Job**

**Description** - The committee discussed these policies together and recommended removing both of them and incorporating highlights in the bylaws, with the aim of increasing the strength of the bylaws. Elsworth will confirm with the attorneys that the policies are not required. The committee discussed making the bylaw update part of the strategic plan.

**Update and Timeline for Executive Director Evaluation Process** - The committee agreed to plan a date in February for the Executive Director process and Elsworth will send out a poll to the Board and the facilitator to find a good date and time.

The meeting adjourned at 6:10 pm.



# **Oak Park Public Library Six-Month Executive Director's Report**

Prepared by Elsworth Carman for the January 27, 2026 Board of Library Trustees Meeting

## **Introduction**

This six-month Executive Director's report is shared publicly in the spirit of openness, accountability, and trust. Reports of this type are often used primarily as internal planning tools, and it is relatively uncommon for them to be included in a public packet at this level of detail. I am sharing it here intentionally.

Throughout the interview process for my position, in ongoing conversations with staff, and in discussions with trustees, community partners, library users, and residents, I have consistently heard a desire for transparency—about priorities, challenges, decision-making, and how the work of the library is carried forward. This report reflects and honors that feedback.

I am grateful for the trust, engagement, and thoughtful input I have received from library stakeholders over the past several months. These perspectives meaningfully inform both day-to-day operations and longer-term direction.

This document is presented as a working report intended to support shared understanding, ongoing learning, and intentional planning as the library continues to serve its community.

## **Inputs Used to Identify Areas of Focus**

The areas of focus outlined in this report were informed by multiple, reinforcing sources of information. Together, these inputs provide a well-rounded view of organizational priorities, staff experience, governance perspective, and community expectations.

At the foundation of this work are the library's organizational values, mission, and strategic priorities, as articulated in the Board-adopted Vision, Mission, and Strategic Plan. These documents provide the framework for decision-making and ensure alignment between day-to-day operations and long-term goals.

In addition, I drew from the following sources:

- **Staff conversations and feedback**, both formal and informal, which highlight operational realities, cultural dynamics, and opportunities for support, clarity, and growth.
- **Trustee input and discussion**, including formal board conversations and individual interactions, which provide insight into both individual and shared trustee perspectives on the library's direction, priorities, and desired outcomes, as well as areas where additional context, information, or alignment may be helpful.
- **Community input**, gathered through both formal and informal channels. Formal inputs include scheduled meet-and-greet sessions, conversations at programs and events, and direct feedback through compliments, questions, or complaints. Informal inputs include everyday, unscripted conversations with community members—often outside the library—that provide meaningful insight into public perception and expectations.
- **Observed staff behavior**, including how work is prioritized, how teams collaborate, and how organizational values are reflected in daily practice.
- **Employee Net Promoter Score (eNPS) surveys**, administered every six months, which offer insight into staff engagement and organizational health. Reviewing results across multiple cycles allows for trend analysis and helps distinguish persistent themes from short-term fluctuations.
- **Board-driven staff survey results**, which provide a snapshot of staff experience related to workplace culture, communication, workload, staff–board relationships, alignment, and overall organizational well-being in January 2025.

Taken together, these inputs offer a balanced view across quantitative and qualitative data, direct observation, governance perspective, and lived community experience. The resulting focus areas reflect consistent themes that emerged across multiple sources, informed by stakeholder input as well as my professional experience and judgment.

## Organizational Context and Strengths

As a returning employee of the library, I began this role with a solid foundational understanding of the organization and an authentic care for its people and mission. Over the past six months, re-experiencing the library through fresh eyes, while rediscovering it alongside staff, trustees, and the community, has been both powerful and joyful.

At the same time, it is important to name context. The organization is emerging from a difficult and, at times, harmful period marked by executive disruption and significant

board turnover. During this time, interim leadership carried additional responsibilities alongside their regular roles, focusing appropriately on maintaining operations and staff morale. This period understandably limited innovation and forward momentum. While they do not define the organization, this disruption and the period of regrowth we are in now are part of its history and identity.

Welcoming a new Executive Director is complex and often stressful, particularly following disruption. Staff have navigated this transition with resilience, humor, patience, and optimism. These qualities are reflected in Employee Net Promoter Score (eNPS) results and reinforced through daily interactions and observed behaviors. Recognizing the ongoing stress and effort involved in this transition is essential context, even as the organization continues to move forward.

My responsibility now is to help protect and further develop the library's organizational structure and leadership capacity so that staff are supported not only to sustain the work, but to thrive. This includes intentional leadership team development, shared learning, future-focused planning, and ongoing investment in clarifying roles, reporting structures, and communication practices.

One of the greatest privileges of my position is the ability to see patterns across departments, roles, and systems, which allows me to understand the library's big picture and translate those observations into concrete, actionable work. I am confident in my ability to build relationships, collaborate with the Board, and maintain an unwavering belief in both the staff and the future of this organization.

It is important to recognize that many strengths were built, sustained, and demonstrated by staff, trustees, and the community long before my arrival, and continue to reflect their commitment and care, including the following:

**Organizational strengths** include sound financial practices, established business and human resources policies, and a strong foundation for responsible governance and operations.

**Staff strengths** are numerous and evident: integrity, resilience, curiosity, a desire to learn and grow, and a willingness to be honest and vulnerable in the wake of disruption. These strengths have been sustained through periods of change and position the organization well for continued growth.

**Community strengths** include deep curiosity, a sense of investment in the library's success, and ongoing engagement that reflects both trust, high expectations, and an interest in holding the library accountable to its mission and values.

**Board strengths** include an engaged and thoughtful group of trustees who are willing to try new approaches (such as committee work), to re-norm following disruption and changes in board membership, and to partner in strengthening governance through policy updates and shared learning.

The areas of focus that follow build on these strengths. They are offered with gratitude for the staff, trustees, and community members whose commitment, care, and collaboration make the library strong—and whose ongoing engagement helps it become even better.

## **Areas of Focus for 2026-2028**

The following areas of focus are framed intentionally as opportunities for strengthening relationships, alignment, and impact. They reflect challenges that are real, understood, and addressable with sustained attention, shared responsibility, and care. I see an opportunity for significant progress in these areas over the next two years, and anticipate efforts continuing into the future.

### **1. Advancing Equity, Anti-Racism, and Inclusion Commitments**

*An opportunity to bring renewed clarity, visibility, and accountability to this work, building on prior efforts and reaffirming its importance to staff, community, and the library's mission.*

### **2. Increasing Consistency and Equity in Staff Experience**

*An opportunity to better understand and address differences in staff experience across roles or departments, supporting equity and organizational effectiveness.*

### **3. Deepening Leadership Team–Board Partnership**

*An opportunity to clarify roles, strengthen communication, and increase collaboration between the leadership team and the Board in service of shared goals and organizational stability.*

### **4. Strengthening Staff–Board Relationships and Trust**

*An opportunity to rebuild confidence, improve mutual understanding, and establish more consistent and transparent ways of working together that support staff experience and effective governance.*

## Action Framework

To translate these focus areas into meaningful progress, the actions that follow are organized into two categories, and are grounded in a shared understanding that staff deserve stability, clarity, and support, and that the organization is well-positioned to thrive with transparent, consistent leadership.

Some efforts below are underway or have been completed while this report was in progress. These instances are noted below.

### Continued Efforts

*Actions and practices already underway, or that have been done in the past, that will continue with greater intention, consistency, or clarity.*

- Provide a formal opportunity for staff feedback about workplace culture and satisfaction twice a year through eNPS surveys
- Engage with affinity groups to learn more about supporting staff from historically marginalized groups
- Reduce the experience of departmental isolation through intentional cross-departmental collaboration
- Reestablish work-embedded, peer-led training sessions for staff, providing opportunities to learn from the expertise of colleagues and to gain experience facilitating training sessions
- Reestablish annual leadership team retreats, offering an opportunity for organizational leaders to connect and learn outside of the regular work environment
- Work with the Governance Committee to identify practical adjustments to board agendas and meeting structure that maximize board impact

### New Initiatives and Actions

*New or significantly expanded efforts that respond directly to the inputs and themes identified over the past six months.*

- Update the position description for the Director of Equity and Anti-Racism and post the vacancy (position posted in late November, closed in early January, hiring process underway)
- Establish short-term training plans to ensure all staff have recent, foundational training on cultural humility and anti-racism (two sessions on cultural humility and anti-racism, led by Dr. Jarell Ezel from the Berkeley Center for Cultural Humility, were held in December, and Gabriela Zapata-Alma will be presenting on how

stress, trauma, and systemic inequities shape our reactions at work and in community spaces in late January)

- Establish long-term training plans/curricula for staff learning related to anti-racism, bias awareness, cultural humility, and adjacent topics
- Increase internal communication about library operations, including budget/finance work and status, progress on hiring and staff development, and strategic planning
- Explore workplace satisfaction discrepancies based on gender
- Create a mid-tenure staff committee to learn more about desired supports and opportunities
- Create intentional mentorship opportunities for staff, including structured and casual options
- Reengage staff in a conversation about Circles as a staff resource (two conversations have been held thus far)
- Schedule regular, rotating staff presentations at board meetings, providing an opportunity for all departments to share their work with trustees
- Establish monthly “library director office hours” to create a space for community members to speak to the library director in a casual environment (rotate between Main, Maze, and Dole locations)
- Schedule regular work time at Maze and Dole locations

## **Closing Perspective**

This report represents a moment in time—an honest assessment shaped by listening, learning, and reflection. The work described here is ongoing, and progress will depend on sustained attention, partnership, and accountability across staff, trustees, and leadership.

I share this report with appreciation for the skill, care, and commitment that already exist throughout the organization, and with confidence in our collective ability to address challenges thoughtfully and constructively. By continuing to engage openly, hold ourselves accountable to our values, and invest in strong relationships and systems, the library is well-positioned to move forward with clarity, stability, and purpose.

I am grateful for the opportunity to do this work alongside such dedicated staff, an engaged Board, and a community that cares deeply about the library and its future.

## 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 &amp; 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 &amp; 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 &amp; Equity



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 &amp; 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 &amp; HR



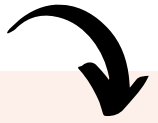
Compensation and benefits administration; hiring and onboarding; performance development; learning and talent development; workplace well-being; budget preparation, management, and reporting

# 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

## 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





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- ▶ We attract and retain a library staff that reflects the diversity of our community.

## Work Highlights

### Public Services & Programs



#### An engaging display by a local artist

On November 17, an art display by Pete Gillespie — "Behind the Mask" — launched at the Maze Branch. Over the course of the display's 1.5-month run, it drew significant interest, attracting many patrons to the branch for the first time. To create the pieces in his display, Pete interviewed strangers and created portraits based on the emotions he perceived during their conversations — aiming to highlight untold stories of ordinary people. Paired with text from the interviews, the collection of portraits inspired both patrons and staff alike to engage with the stories. Pete even asked Library Assistant Koko Stubitsch to pose for a portrait, wanting to include the library in his series.



#### A celebration of teen friendship & leadership

On November 21, the Middle & High School (MHS) Services Team welcomed over 100 local students to the Main Library for our annual Friendsgiving celebration.

The space was thoughtfully decorated to create a warm and festive atmosphere, and the team served a hearty meal, facilitated games, and offered a variety of arts & crafts activities. LETAB members managed the flow of the event and led game stations, providing essential peer support that reinforced youth leadership. Student attendees expressed their gratitude for the event, and MHS staff appreciated the support from fellow staff and leadership, with the Executive Director, Deputy Director, and Director of Finance & HR all stopping by.

**Friendsgiving is one of the MHS Team's five signature programs, and we are pleased to see it grow in attendance and meaningful engagement each year.**



## Community Voice

After attending the November 2025 session of our monthly Grief Journaling program, participants shared positive feedback about their experience in a post-program survey:

"Listening to others going through similar feelings is **helpful to know you're not alone.**"

"**It is an incredible outlet for grief.** It connects people and helps heal."

"It was great to meet all of the attendees, exchange stories, and **build a community of support.** My thanks to [Patron Services Supervisor] Michelle [Springer] for making it **a safe and healing space that supported all in attendance.**"



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## Work Highlights

### Public Services & Programs



#### Library staff team building

During the first week of November, multiple library staff retreats were held to foster teamwork and encourage new collaboration. On November 4, Public Services managers met at [Cheney Mansion](#) to identify strengths and set actionable goals for the future. On November 7, the Adult Services Team gathered for a full day of training at the Maze Branch. Nearly all Adult Services staff attended, sharing insights on service desk work and celebrating their important contributions, while enjoying food from local restaurants. On the same day, the MHS Services Team conducted their annual "Game On" workshop, featuring hands-on activities led by staff. Team members left feeling energized and ready to implement new strategies to enhance youth engagement and library services.



#### 2025 Core Forum

In mid-November, five staff members (Manager of Children's Services Jennifer Norborg, Manager of Adult Services Alexandra Skinner, Manager of Community Engagement Chibuike Enyia, Digital Learning Specialist Amelia Vargas, and MHS Services Librarian Alex Gutierrez) attended the [2025 Core Forum in Denver](#). Staff found the conference to be both inspiring and valuable, participating in sessions that emphasized key leadership qualities like empathy and consistency and connecting with many like-minded library professionals.

#### A leadership opportunity for one of our managers

Manager of Patron Services Martyn Churchouse was elected to the [SWAN Circulation Working Group](#) for a two-year term in November. He is excited to join this group because it not only has a direct impact on circulation policy decisions that affect the entire consortium, but also oversees testing new software products.

### Communications & Development



#### Networking & learning for Communications staff

Three members of the Communications Team (Manager of Digital Engagement Ashley Boyer, Communications Specialist Camayia Dantzler, and Graphic Designer Gabriela Denton) attended the [Library Marketing & Communications Conference in St. Louis, MO, November 11-13](#). This conference draws attendees from across the country for three days of networking and learning about best practices and latest trends in library marketing. Gabriela gave a presentation — "Getting the Most out of Canva Pro" — to more than 100 attendees. The session was well-received, with feedback such as "This was the BEST session of the conference. Will use this EVERYDAY!" and "So packed with great information, best practices, and resources. Best presentation at LMCC so far."



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## Work Highlights

### Finance & HR



#### Supporting staff access to high-quality insurance

Open Enrollment for 2026 benefits was successfully conducted November 3-14, 2025. **To address rising healthcare costs, the library implemented a strategic plan design change to the medical PPO.** These adjustments were necessary to reduce the renewal increase from 9% to 6%, while maintaining our commitment to providing the high-quality coverage that our staff deserves. **To ensure a transparent transition to the new plan, the HR Team hosted four educational sessions for staff.** Attendee feedback indicated an appreciation for the information shared in the session and a better understanding of the new plan's design and insurance terminology.

### Facilities



#### Ensuring well-maintained library spaces

**Our mechanical contractor, Complete Temperature Systems, completed their quarterly preventive maintenance service at the Main Library and Maze Branch in November. This quarterly service provides detailed equipment inspections, which help ensure equipment performance and reliability.** During this visit, we discovered that boiler pump motor #3 at the Main Library was failing. To address this issue, the motor, which was original to the building, was replaced, and its pump was rebuilt. Finding and fixing these issues before they fail helps prevent an emergency situation, and guarantees reliable operation through the winter season. At Maze Branch, an intermittent failure was found in the boiler, which caused it to lock out and not fire. This failure was traced back to a failing variable frequency drive, which was replaced, allowing the boiler to now operate as normal.

### Technology



#### Enhancing our IT infrastructure

**The IT Team successfully completed a strategic initiative to modernize its virtual infrastructure by replacing end-of-support hardware with the new Dell PowerEdge server platform.** As part of this effort, the library's IT environment was upgraded and consolidated to enhance performance, scalability, and long-term reliability. The project involved consolidating four server hosts into two high-performance Dell PowerEdge servers and migrating two physical servers into the virtual infrastructure. Through close collaboration with our vendors, we have created an efficient, secure, and future-ready virtual environment. **The upgraded infrastructure has positioned us for ongoing growth and innovation, ensuring reliable, high-performance IT operations to support the library's staff and community services.**



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## Work Highlights

### Public Services & Programs



#### Prioritizing community safety & solidarity

On November 1, we hosted "Whistle Mania" at the Main Library – a drop-in event where attendees assembled hundreds of community safety kits. Tables in the Veterans Room were set up for kit assembly, along with a button-making station, resource flyers, and a children's area with books and coloring pages. Participants could assemble kits on-site or take them home, and, while at the event, were able to enjoy food from local restaurant [Margaritas](#). This intergenerational program attracted approximately 200 attendees, including 40 youth and 160 adults. Feedback was positive, highlighting the joy of gathering and working together. Completed whistle kits were then distributed throughout the community and at the library.



#### An interactive art display at Dole Branch

In November, Library Assistant Jess Rich planned and delivered an interactive display at the Dole Branch about Norman Rockwell's interpretation of Roosevelt's four freedoms (Of Speech, Of Religion, From Want, From Fear). Using the Rockwell images as an anchor, Jess showed how their idealized framework is not representative of the diversity or reality of our communities. Jess also presented four reinterpretations of [Rockwell's Four Freedoms](#) – modern images that seek to highlight the experiences of those who have been historically marginalized and silenced. An interactive element of this display was a feedback poster asking patrons what the four freedoms mean to them. Among the many responses were notes of gratitude for highlighting this important information and to the library for being an inclusive place in our current political climate.

## Community Voice

Following our "Whistle Mania" event, a patron shared the following feedback via email:

"The whistle making communal event [...] was an absolute success! How remarkable it was to see so many folks come out to do something to support safety in our communities while so much of our current climate seeks to impose fear and division. My applause to the OPPL staff and to all who made this happen. More than ever, I see the OPPL as a catalyst and focal point for bridging communities and to continue being a "place for all." I hope this message will inspire leadership of the OPPL to host more of these events, as they have a profound impact and serve as a counterpoint to [the] current situation."





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## Work Highlights

### Public Services & Programs



#### A wintertime celebration for teens

On December 12, the Middle & High School (MHS) Services Team welcomed approximately 90 teens to Winter Fest, a celebratory event that remains one of the team's most anticipated annual programs. The

Main Library Veterans Room was transformed with themed decor, games, food, and a hot chocolate bar, creating an inviting space for students to relax during finals.



#### A joyful & engaging Sunday brunch

Our "Drag Bingo with Bubbie" program brought joy to nearly 60 community members at the Main Library on December 14. Hosted by Merriam Levkowitz, America's favorite Drag Bubbie, the event included games, songs, prizes, and a delicious brunch provided by The Daly Bagel – inspiring Bubbie to sing, "Take Me to the Bagel Shop!" As Bubbie entered the Veterans Room at the start of the event, the intergenerational audience – including families, older adults who love bingo, and friends celebrating a birthday – erupted in cheers. **The atmosphere was warm and celebratory, and several guests asked if we would host this program again next year.**

### Collections



#### 2025 Barbara Ballinger Lecture

On December 20, Collection Management Librarian Dontaná McPherson-Joseph moderated the 2025 Barbara Ballinger Lecture, a lively event that brought together book lovers and aspiring writers alike. Adult Programming Librarian Jabez Patterson coordinated the event, which featured Chicago-based authors Tracy Clark and Sandra Jackson-Opoku, who shared their knowledge and passion for writing crime fiction. The event also highlighted the collaboration between our Adult Services and Collections Services Teams, demonstrating how working together can support engaging programs that connect readers with authors.



### Social Services & Public Safety



#### Providing life-saving overdose prevention support

A new 2026 state law will require public libraries in Illinois to stock medications that can reverse opioid overdoses. **A Chicago Tribune article in late December highlighted how the Oak Park Public Library has been forward-thinking about addressing this public health issue by having Narcan on-site for the last three years.** During the interview, Director of Social Services & Public Safety Rob Simmons talked about the Narcan distribution model and crucial community partnerships that have helped the library provide free Narcan to patrons. He also highlighted that, **since 2016, the library's Public Safety Team has intervened to save at least 20 patrons experiencing respiratory issues due to an opioid overdose.**



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## Work Highlights

### Public Services & Programs



#### Encouraging young readers

In December, fifth-grade students from the eight elementary schools in [District 97](#), along with their peers from River Forest and several parochial schools, gathered in the Main Library Veterans Room for the district-wide Fall Reading Olympics competition. Each team of three students had already won their in-school round to qualify for this special event, which featured challenging questions based on nine different books. The trophy was ultimately awarded to Oak Park's [Lincoln Elementary](#), and everyone celebrated afterward with games and pizza. All 13 schools will compete again in the spring at [Roosevelt Middle School](#) in River Forest, having read a new selection of nine books. These large competitions provide an excellent opportunity for kids to meet other reading enthusiasts from the community.

#### Providing technology education & support

The library continues to offer a variety of technology-related learning opportunities to our patrons. **Staff on the Creative Technology Team, along with additional staff from Adult Services, provided a total of 324 [Learning Labs](#) (one-on-one training sessions for patrons on technical topics) in 2025.** The most popular topics covered included the initial audiobooth training, media preservation & digitization, computer basics, smartphone basics, and eBooks & digital resources.

In addition to these individualized learning opportunities, **the [Creative Studio's Makerspace](#) saw a significant increase in attendance during Open Hours sessions in 2025. Total attendance for the year was 5,406** — roughly double our total of 2,680 visits in 2024. The busiest day for Open Hours was Sunday, with an average of 27 visits, and the highest-traffic month was July, with a total of 631 total visits.

## Community Voice

After attending the December 2025 session of our monthly Sound Bath Meditation program, participants shared positive feedback about their experience in a post-program survey:

"What a gift to have this experience in the library and for free."

"I love sound bath meditation because it is so healing and peaceful."

"Helps with anxiety and stress at a low entry/free. [...] It would be so wonderful if it were held more frequently like once a week!!"



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## Work Highlights

### Finance & HR



#### Library staff satisfaction

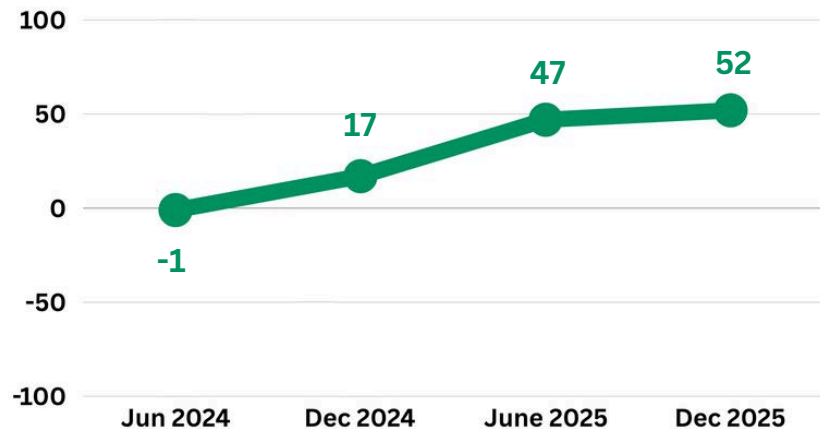
In December 2025, we completed our latest bi-annual all-staff eNPS (employee Net Promoter Score) survey, maintaining strong engagement with a 76% participation rate (99 out of 130 staff members).

Scores can range from -100 to 100, with scores of 10-30 considered “good.”

We are pleased to report that the library received an overall eNPS of 52. This continues the upward trend from a score of 47 in June 2025 and a

remarkable improvement from the score of 17 one year ago. Surpassing the 50-point

mark is a significant milestone: it is the highest score recorded since launching these surveys in 2019, and scores in this range are globally recognized as “excellent.” This result further validates our ongoing efforts to cultivate a healthy organizational culture. The Leadership Team is currently analyzing the qualitative feedback to build on our core strengths — such as our supportive peer environment and community impact — while refining our strategies regarding interdepartmental collaboration, equity initiatives, and organizational trust.



### Facilities



#### Maintaining & improving library spaces

**Significant repairs were made to the Main Library’s domestic water system in December.**

A two-inch check valve had failed, causing water pressure imbalances, and a relief valve actuator was seized, creating a water leak in the parking garage pump room. The relief valves were isolated and repaired, and the check valves were also removed, replaced, and replumbed with new fittings to resolve all issues.

**Also in December, the Facilities Team continued making repairs and space improvements at both the Main Library and Maze Branch.** The list includes painting, furniture moves, fan-powered box and reheat repairs, library van maintenance, and life safety compliance and systems testing.

**Lastly, the arrival and installation of the new Automated Materials Handling (AMH) Machine took place in December.** Funded in part by the [Illinois Public Library Construction Grant](#), the new mini-AMH arrived from [Tech Logic](#)'s factory in Minnesota on December 2, and installation was completed on December 5. We look forward to finishing the remaining work of programming the new machine in early 2026, and opening a new, safer system in the first quarter of the year.



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## Work Highlights

### Anti-Racism & Equity



#### Cultural humility training for staff

The library welcomed Dr. Jerel Ezell from the [Berkeley Center for Cultural Humility](#) for a two-day visit in December, during which Dr. Ezell facilitated two sessions on cultural humility and anti-racism for library staff. Over 100 staff members participated in the training, representing a renewed commitment to shared learning related to anti-racism, equity, and cultural humility. This initiative will be followed by additional learning opportunities in the future.

#### Building local partnerships to address food insecurity

Representatives from the library's Leadership Team and the Board of Library Trustees met in December with Jennie Hull, Chief Executive Officer of [Beyond Hunger](#), to discuss a partnership focused on food insecurity and access in the Oak Park community. A follow-up meeting will include additional library staff to ensure any operational changes fit into our service model. Library staff will create a report of current food-related services and programs for the February 2026 Regular Board Meeting to provide additional context for trustees.

### Public Services & Programs



#### Celebrating Kwanzaa

On December 30, the library hosted our annual Kwanzaa celebration at the Main Library – reflecting our commitment to anti-racism and equity by intentionally centering Black culture, history, and traditions in a public space. With more than 200 participants, the event affirmed Black cultural expression, elevated Black artists and vendors, and created an environment where community members felt seen, welcomed, and valued. Strong cross-departmental collaboration and community partnerships helped ensure the program was accessible, well-supported, and thoughtfully delivered. High School Liaison Janea Kitchen played a key role in the success of the celebration, contributing significantly to decor, food coordination, and overall execution. Looking ahead, we have opportunities to deepen this work by more intentionally centering the principles of Kwanzaa, expanding learning moments, and refreshing our entertainment offerings. These efforts align with our ongoing commitment to fostering belonging, increasing representation, and embedding equity into how we show up for our community.

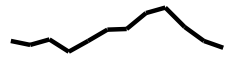









This dashboard displays data that the Oak Park Public Library tracks related to patron use of key resources. For each metric, quarterly totals for the current year are provided, along with a simple line graph showing the monthly trend for the same time period. A year-to-date (YTD) total is provided for the current calendar year, along with data from the same time period the previous year for comparison. The year-over-year (YOY) "Change" column provides an indicator symbol that denotes whether the YTD total for the current year is above (green plus), below (red minus), or essentially the same as (gray approximately equal) the total for the same time period the previous year, with the percentage change provided in gray, italicized text. A threshold of  $\pm 5\%$  is used to determine which indicator symbol is assigned below (e.g., if the current year value is greater than the previous year value by 5% or more, a green plus symbol is assigned).

	Q1	Q2	Q3	Q4	Monthly Trend (January-December)	2025 YTD Total	2024 YTD Total	Change (YOY)
<b>Building Visits</b> The number of patron visits to a library building	122,301	146,899	157,080	132,128		558,408	538,969	4%
<b>Website Users</b> The number of people who initiated at least one session on oppl.org during a given month	121,706	120,610	117,519	136,253		496,088	454,859	9%
<b>Physical Materials Use</b> The number of checkouts plus renewals made at an Oak Park library location	245,411	249,953	265,616	237,479		998,459	1,019,419	-2%
<b>Digital Materials Use</b> The number of materials downloaded or streamed from Oak Park library digital collections	128,016	123,828	122,739	118,509		493,092	468,425	5%
<b>Online Resource Use</b> The number of sessions (logins) for online resources, based on vendor statistics. This includes both in-library and, where applicable, remote access.	48,905	55,450	49,434	55,557		209,346	147,732	42%
<b>WiFi Use</b> The number of unique daily WiFi clients at an Oak Park library location	45,537	50,877	52,231	49,632		198,277	197,750	0%
<b>Public Computer Use</b> The number of PC sessions at an Oak Park library location	12,389	13,323	14,159	12,820		52,691	50,682	4%
<b>Program Attendance</b> The number of attendees at programs held inside an Oak Park Public Library location or in a library virtual space	8,359	8,044	7,350	8,914		32,667	29,709	10%
<b>Community Outreach</b> The estimated attendance at all outreach and Book Bike events	2,317	3,874	4,849	3,430		14,470	12,146	19%
<b>Meeting Room Use</b> The number of uses of Oak Park library physical and virtual meeting rooms by community members	494	537	530	554		2,115	1,938	9%
<b>Study Room Use</b> The number of uses of Oak Park library study rooms by community members	2,523	2,795	2,829	2,660		10,807	9,149	18%

This dashboard displays data that the Oak Park Public Library tracks related to patron use of key resources. For each metric, quarterly totals for the current year are provided, along with a simple line graph showing the monthly trend for the same time period. A year-to-date (YTD) total is provided for the current calendar year, along with data from the same time period the previous year for comparison. The year-over-year (YOY) "Change" column provides an indicator symbol that denotes whether the YTD total for the current year is above (green plus), below (red minus), or essentially the same as (gray approximately equal) the total for the same time period the previous year, with the percentage change provided in gray, italicized text. A threshold of  $\pm 5\%$  is used to determine which indicator symbol is assigned below (e.g., if the current year value is greater than the previous year value by 5% or more, a green plus symbol is assigned).

	Q1	Q2	Q3	Q4	Monthly Trend (January-December)	2025 YTD Total*	2024 YTD Total*	Change (YOY)
<b>New User Accounts - Library Cards</b> The number of full-access Oak Park Public Library cards newly created or re-registered	861	883	1,417	932		4,093	3,701	 11%
<b>New User Accounts - Digital**</b> The number of new digital-only accounts created	139	134	94	0		367	510	 -28%
<b>Digital Account Conversions</b> The number of new digital-only account users who converted to full-access library cards	23	12	17	0	N/A***	52	71	 -27%
<b>New Cardholder Retention</b> The percentage of new cardholders who signed up 12-24 months prior to the end of a given quarter who are still active users. (Active User: A patron who has used their library card within the past 12 months.)	66%	65%	66%	65%	N/A***	66%	68%	 -3%
<b>Market Penetration</b> The percentage of active households (i.e., households containing at least one active user) in the library's service area. (Active User: A patron who has used their library card within the past 12 months.)	61%	58%	60%	59%	N/A***	60%	60%	 -1%
<b>Net Promoter Score (NPS)</b> The NPS is a measure of customer satisfaction and loyalty, used in multiple industries. The score is derived from responses to this question: "On a scale from 0 (not at all likely) to 10 (very likely), how likely are you to recommend the library to others?" Scores range from -100 to 100; a positive NPS score is Good, above 50 is Excellent, and above 70 is considered World Class.	89	90.9	89	88.1		89.3	89.0	 0%

\* Unlike other metrics in this dashboard, the values in the "YTD Total" columns for New Cardholder Retention and Market Penetration are not cumulative totals of the available individual quarters. Instead, they are the average of the available quarterly percentages in a given year to date. Additionally, the values in the "YTD Total" columns for the Net Promoter Score (NPS) metric are not cumulative totals of the available individual quarters. Instead, they are the calculated scores when looking at all survey responses from January 1 through a given quarterly end date (March 31, June 30, September 30, December 31) of a given year as a single data set.

**NOTE:** In December 2025, IT staff identified a settings error in the Sensusdata dashboard from which Building Visits data is retrieved. Specifically, the "Operating Hours" for all three library buildings were incorrect, reflecting reduced public hours from during the COVID-19 pandemic. As a result, Building Visits data for each of our three locations have been notably underreported in previous dashboards. This settings error has now been corrected, and accurate Building Visits data for 2022-2025 has been retrieved. The dashboard above reflects this corrected data for 2025 and 2024.

\*\* Digital-only accounts became available to patrons in March 2020. Users who obtain digital accounts and later convert to full-access cards are not counted a second time as new users during the month they convert. **NOTE:** As of 8/13/25, new digital-only accounts are no longer being created. Patrons may now either sign up for a full-access physical library card in person at any OPPL location or sign up for a digital version of a full-access library card online.

\*\*\* Monthly trends are not provided for Digital Account Conversions, New Cardholder Retention, and Market Penetration, as these metrics are calculated on a quarterly basis only.



01/07/2026

## Additions & Separations

Dates

11/01/2025 - 12/31/2025

### Additions (0)

Name	Employment Status	Department	Job Title	Start Date
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No additions in November and December 2025

### Separations (1)

Name	Employment Status	Department	Job Title	Start Date	End Date
Jones, Zerdali	Part-Time, 20 or more hrs/wk	Adult Services	Library Assistant	10/08/2025	12/31/2025



01/07/2026  
**Staff Changes**

Dates  
11/01/2025 - 12/31/2025

**Changes (2)**

Name	Employment Status	Department	Job Title	Change	Effective Date	Notes
Moreno, Antonio	Part-Time, 20 or more hrs/wk	Public Safety	Public Safety Specialist	Status Change	12/24/2025	Previous status: Temporary
Skinner, Alexander	Full-Time	Leadership Team	Director of Communications	Promotion	12/24/2025	Previous position: Manager of Adult Services

**To:** Board of Library Trustees  
**From:** Elsworth Carman, Executive Director  
**Date:** January 21, 2026  
**Subject:** “Oak Park Public Library by the Numbers” and “Illinois Public Libraries by the Numbers” Documents

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In Early December, a number of OPPL trustees, including Board President Virginia Bloom, and staff members attended the Illinois Library Association Library Legislative Meetup in Oak Brook, IL.

The program guide for this event included a snapshot of Illinois Public Library statistics, titled “Illinois Public Library by the Numbers FY2024.” That document is included in this packet.

President Bloom requested that we create a document focused on Oak Park Public Library statistics that mirrored the ILA document. The Communications Team prepared a document titled “Oak Park Public Library by the Numbers 2025,” which is included in this packet for review.

For context, most of the OPPL statistics in this document can also be found in the Core Use Statistics Dashboard in the packet, which is updated monthly.



# Federal Funding for Libraries in Illinois: IMLS/LSTA

Administered through the Institute of Museum and Library Services (IMLS), the Library Services and Technology Act (LSTA), the only federal program that exclusively covers services and funding for libraries, provided \$5.7 million for Illinois Libraries in FY2024 under the Grants to States Program. **Please support LSTA funding in the FY2025 federal budget; over 11.8 million Illinoisans reside in public library service areas which benefit from this funding.**

In FY2024 this funding impacted Illinois libraries through:

**Efficiently Sharing Resources:** 11 million items were transferred among more than 1,700 public, school, academic, and special libraries in Illinois. LSTA-supported resource sharing allowed for ground delivery services provided by the regional library systems and at no-charge to Illinois residents who requested the library materials. No one library can own everything; and sharing resources between libraries benefits library users across the entire state.

Additionally, through subscriptions for WorldCat Discovery/FirstSearch services Illinois libraries conducted nearly 1 million citation searches between July 1, 2023 and June 30, 2024 to serve their library patrons and support their library operations. Academic and college libraries constituted (263,379) 28% of searches; public libraries (65%) 610,099; K-12 school libraries (5%) 47,157 and special libraries such as medical, law, corporate, and government (2%) 17,254. Use of these services allows libraries to identify and access the resources that are required to meet the expectations of their patrons.

**Project Next Generation Grants:** This initiative is designed to educate at-risk students and bridge the digital divide. Public libraries work closely with their school districts to identify needs; since its 2000 inception, thousands of teens benefited. In FY2024, 30 libraries received more than \$500,000 in funding to enhance students' abilities to deal with life experiences, develop critical thinking skills, and prepare for the future. The program is designed to immerse students in learning while providing access to computers, software, and technologies. The Peoria Public Library received \$12,500 to implement "Project Next Generation Mini Stem Activities" at its Lincoln Branch. Other communities benefitting from this program included Normal, Highwood, Chicago Ridge, Carbondale, Evanston and Glen Carbon.

**Public Library Programming:** Administered by the Northbrook Public Library, the "Illinois Libraries Present" initiative allows over 200 public libraries to afford high quality online programming for their patrons that would be cost prohibitive for single libraries to hold on their own. The program affords public libraries access to nationally known speakers and authors at no cost to the public they serve.

**Professional Development:** The Illinois Library Association receives funding from the Illinois State Library and partners with the Reaching Across Illinois and the Illinois Heartland library systems to provide library leadership training for library directors, those who are brand new or those newer to the position, via "Directors' University." These programs enable library leaders to make the most out of local tax dollars which support the bulk of public library operations in this state.

**Questions?** Contact Executive Director Cynthia Robinson, [crobinson@ila.org](mailto:crobinson@ila.org), 312-644-1897

Illinois Library Association  
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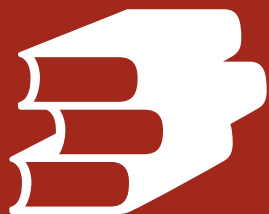


# Illinois Public Libraries by the Numbers FY2024



Illinois has **640** Public libraries with a service area population of **11,807,164**.\*

**4,019,072** Illinois residents have library cards, about **32%**.



Illinoisans checked out **990,685,270** materials – that's **7** per resident or **23** per card holders.

E-books, e-audiobooks, and e-videos were downloaded **16,763,660** times.



Illinois residents visited libraries **36,260,689** times.

**4,096,023** Illinoisans attended **218,009** library programs either in person or virtually.



Illinois residents connected to library Wi-Fi **23,703,627** times.

Illinois libraries do all this for only **\$72** per person!



Illinois Library Association  
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*\*1 Million Illinois residents do not have public library services.*

# Oak Park Public Library by the Numbers 2025



Oak Park has **three** public library branches with a service area population of **54,318**.



**26,604** Oak Park residents have a library card, about **49%**.



Library users checked out **1,491,551** materials—that's about **27** per resident or **56** per cardholder.



Library buildings had **404,000** visits.



**28,914** people attended **1,329** library events.



Library users connected to the library WiFi **198,277** times.



The Oak Park Public Library does all this for only **\$219** per person!



## Oak Park Public Library – Financial Report Summary

As of November 2025

(92% of the year complete)

### OPERATING CASH

Byline Checking	\$ 354,185
*Outstanding payments	\$ (62,908)
Byline Analysis	\$ 817,478
Byline Public Fund MM	\$ 586,939
Hinsdale - Wintrust MM	\$ 216,602
Illinois Funds Invest	\$1,172,674

Ending operating cash available: **\$3,084,970**

Byline Public Fund AMH (Restricted State Capital Grant): **\$41,024**

Art Fund: **\$3,187**

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### OVERALL SUMMARY

Oak Park Public Library is 92% through the fiscal year. The year-to-date (YTD) financial statement through November 30, 2025, reflects a deficit of \$4,112,127, with the first installment of tax receipts paid at 53% of the budgeted amount and the second installment pending.

November YTD revenue totaled \$6,747,533, or 57% of the 2025 budget. This amount is 35% under the YTD budget for the fiscal year.

November YTD operating expenditures totaled \$10,468,800 or 88% of the 2025 budget. This amount is 4% under the YTD budget for the fiscal year.

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### REVENUE

The library received \$6,090,049 in property tax revenue YTD. In recent years, the due date for the second installment has been delayed, shifting it from the traditional August 1 due date. The due date for the Tax Year 2024 second installment (payable in 2025) is set for December 15. The timing of when Cook County will distribute the collected payments to the library has not yet been determined.

Corporate Property Tax is at 86% of the annual budget. There is one more payment to be disbursed in December in the amount of \$27,700, which is 1% under the ytd budget.

Parking lot revenue of \$30,122, or 137%, of the YTD budget. The library has exceeded the \$22,000 budget. The revenue helps pay some of the costs for servicing and maintaining the parking garage and gates.

Interest income of \$248,469, or 137% of the budget, is 45% over the YTD budget. The decrease in interest rates from 5.4% in FY2024 to a current average of 4.00% will continue to produce income over budget. The Federal Reserve lowered interest rates again by 0.25% in October, setting the range between 3.75% and 4.00%.

Gifts from Friends of the Library (FOPPL), at \$19,349, or 97% of the budget, is 5% over the YTD budget. This is due to the remaining funds from the FOPPL FY2024 gift being recognized in FY2025 and the rate of spending of the FOPPL FY2025 gift.

Illinois Per Capita Grant, at \$80,510 or 447% of the budget, is 347% over the YTD budget. Although this revenue line is not typically budgeted for, a portion of the grant was conservatively budgeted for FY2025 to balance the budget.

Community Fund Endowments is at 93% 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: \$6,747,533**

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## **EXPENDITURES**

Total disbursements: **\$878,658**

The total People expenditure is at 91%, which closely aligns with the YTD budget. The Dues line, at 118%, is significantly over the YTD budget by 26% 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 2025. Unemployment is at 135% 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 63% over the YTD budget due to costs related to hiring an Executive Director.

Support Services is expended at 91% of the YTD budget. This closely aligns with the YTD budget.

The remaining expense categories are currently under budget, and staff will work to ensure that total expenses stay within budget in these areas through the end of the year.

November's operating expenditures are at 88%, which is 4% under the YTD budget of 92%.

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

People:

Compensation	91%
Talent Development	87%
<b>Total People</b>	<b>91%</b>

Support Services:

Marketing	94%
Store	98%
Collections	97%
Administration	96%
Other Support Services	64%
<b>Total Support Services</b>	<b>91%</b>

Equity And Anti-Racism:

<b>Total Equity And Anti-Racism</b>	<b>9%</b>
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Library Materials:

<b>Total Library Materials</b>	<b>81%</b>
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Facilities Management:

Facilities Supplies	85%
Facilities Services	74%
<b>Total Facilities Management</b>	<b>75%</b>

Public Services:

Programming	79%
Digital Services	72%
<b>Total Public Services</b>	<b>73%</b>

**TOTAL OPERATING EXPENSES: 88%**

**TOTAL CAPITAL AND OUTSIDE SUPPORT: 65%**

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Prepared by Linda Barnett – December 10, 2025

**Oak Park Public Library**  
**Bank Reconciliation Report**  
BYLINE CHECKING, NOVEMBER 2025

**Reconciliation of Register to Statement**

Bank register cleared beginning balance 10/31/2025:			\$426,502.02
Add: Cleared deposits:			\$60.10
Add: Cleared deposit adjustments:			\$903,414.66
Subtract: Cleared payments:			\$311,761.20
Subtract: Cleared payment adjustments:			\$664,030.28
Adjusted bank register balance:			<hr/> \$354,185.30
Bank register ending balance:			\$291,277.64
Subtract: Outstanding deposits:			\$0.00
Subtract: Outstanding deposit adjustments:			\$13,788.38
Add: Outstanding payments:			\$62,907.66
Add: Outstanding payment adjustments:			\$13,788.38
Adjusted bank register balance:			<hr/> \$354,185.30
Bank statement ending balance 11/30/2025:			<hr/> \$354,185.30
Out of balance by:			\$0.00
Summary Count and Amount for Deposits and Payments			
All Cleared Deposits:	8	\$903,474.76	
All Cleared Payments:	110	\$975,791.48	

# Oak Park Public Library

## Bank Reconciliation Report

### BYLINE ANALYSIS, NOVEMBER 2025

#### Reconciliation of Register to Statement

Bank register cleared beginning balance 10/31/2025:			\$717,176.21
Add: Cleared deposits:			\$0.00
Add: Cleared deposit adjustments:			\$1,000,572.09
Subtract: Cleared payments:			\$0.00
Subtract: Cleared payment adjustments:			\$900,000.00
Adjusted bank register balance:			\$817,748.30
Bank register ending balance:			\$817,748.30
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:			\$817,748.30
Bank statement ending balance 11/30/2025:			\$817,748.30
Out of balance by:			\$0.00
Summary Count and Amount for Deposits and Payments			
All Cleared Deposits:	2	\$1,000,572.09	
All Cleared Payments:	3	\$900,000.00	

**Oak Park Public Library**  
**Bank Reconciliation Report**  
BYLINE MM x0197, NOVEMBER 2025

**Reconciliation of Register to Statement**

Bank register cleared beginning balance 10/31/2025:			\$585,279.41
Add: Cleared deposits:			\$0.00
Add: Cleared deposit adjustments:			\$1,659.63
Subtract: Cleared payments:			\$0.00
Subtract: Cleared payment adjustments:			\$0.00
Adjusted bank register balance:			<hr/> \$586,939.04
Bank register ending balance:			\$586,939.04
Subtract: Outstanding deposits:			\$0.00
Subtract: Outstanding deposit adjustments:			\$0.00
Add: Outstanding payments:			\$0.00
Add: Outstanding payment adjustments:			\$0.00
Adjusted bank register balance:			<hr/> \$586,939.04
Bank statement ending balance 11/30/2025:			<hr/> \$586,939.04
Out of balance by:			\$0.00
Summary Count and Amount for Deposits and Payments			
All Cleared Deposits:	1	\$1,659.63	
All Cleared Payments:	0	\$0.00	

# Oak Park Public Library

## Bank Reconciliation Report

BYLINE MM x3562, NOVEMBER 2025

### Reconciliation of Register to Statement

Bank register cleared beginning balance 10/31/2025:			\$40,916.56
Add: Cleared deposits:			\$0.00
Add: Cleared deposit adjustments:			\$107.62
Subtract: Cleared payments:			\$0.00
Subtract: Cleared payment adjustments:			\$0.00
Adjusted bank register balance:			<hr/> \$41,024.18
Bank register ending balance:			\$41,024.18
Subtract: Outstanding deposits:			\$0.00
Subtract: Outstanding deposit adjustments:			\$0.00
Add: Outstanding payments:			\$0.00
Add: Outstanding payment adjustments:			\$0.00
Adjusted bank register balance:			<hr/> \$41,024.18
Bank statement ending balance 11/30/2025:			<hr/> \$41,024.18
Out of balance by:			\$0.00
Summary Count and Amount for Deposits and Payments			
All Cleared Deposits:	1	\$107.62	
All Cleared Payments:	0	\$0.00	



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

**Reconciliation of Register to Statement**

Bank register cleared beginning balance 10/31/2025:			\$215,924.09
Add: Cleared deposits:			\$0.00
Add: Cleared deposit adjustments:			\$678.23
Subtract: Cleared payments:			\$0.00
Subtract: Cleared payment adjustments:			\$0.00
Adjusted bank register balance:			<hr/> \$216,602.32
Bank register ending balance:			\$216,602.32
Subtract: Outstanding deposits:			\$0.00
Subtract: Outstanding deposit adjustments:			\$0.00
Add: Outstanding payments:			\$0.00
Add: Outstanding payment adjustments:			\$0.00
Adjusted bank register balance:			<hr/> \$216,602.32
Bank statement ending balance 11/30/2025:			<hr/> \$216,602.32
Out of balance by:			\$0.00
Summary Count and Amount for Deposits and Payments			
All Cleared Deposits:	1	\$678.23	
All Cleared Payments:	0	\$0.00	

# Oak Park Public Library

## Bank Reconciliation Report

ILLINOIS TRUST FUND, NOVEMBER 2025

### Reconciliation of Register to Statement

Bank register cleared beginning balance 10/31/2025:			\$2,166,609.14
Add: Cleared deposits:			\$0.00
Add: Cleared deposit adjustments:			\$6,065.01
Subtract: Cleared payments:			\$0.00
Subtract: Cleared payment adjustments:			\$1,000,000.00
Adjusted bank register balance:			\$1,172,674.15
Bank register ending balance:			\$1,172,674.15
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:			\$1,172,674.15
Bank statement ending balance 11/30/2025:			\$1,172,674.15
Out of balance by:			\$0.00
Summary Count and Amount for Deposits and Payments			
All Cleared Deposits:	1	\$6,065.01	
All Cleared Payments:	1	\$1,000,000.00	

# Oak Park Public Library

## Bank Reconciliation Report

ILLINOIS FUND ART FUND, NOVEMBER 2025

### Reconciliation of Register to Statement

Bank register cleared beginning balance 10/31/2025:			\$3,176.48
Add: Cleared deposits:			\$0.00
Add: Cleared deposit adjustments:			\$10.68
Subtract: Cleared payments:			\$0.00
Subtract: Cleared payment adjustments:			\$0.00
Adjusted bank register balance:			\$3,187.16
Bank register ending balance:			\$3,187.16
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:			\$3,187.16
Bank statement ending balance 11/30/2025:			\$3,187.16
Out of balance by:			\$0.00
Summary Count and Amount for Deposits and Payments			
All Cleared Deposits:	1	\$10.68	
All Cleared Payments:	0	\$0.00	

# Oak Park Public Library

## Statement of Revenue & Expenditure

Period Ending 11/30/2025

	Current Month	YTD Totals	Total Annual Budget	% Budget YTD Received / Expended
<b>REVENUE</b>				
Property Taxes, for operating	0.00	6,090,048.95	11,404,000.00	53.40%
Corp. Property Replacement Tax	0.00	177,910.46	207,000.00	85.95%
Services charges and fees	0.00	149.65	0.00	0.00%
Lost Books Reimbursed/Reciprocal Borrow	0.00	12,057.68	7,000.00	172.25%
Sales	315.00	2,146.55	0.00	0.00%
Rentals-Library Space	387.86	3,981.11	0.00	0.00%
Vending/Enterprise Income	0.00	1,088.56	0.00	0.00%
Parking lot revenue	2,244.33	30,121.68	22,000.00	136.92%
Interest	9,601.77	248,468.95	182,000.00	136.52%
Gifts	0.00	2,969.71	0.00	0.00%
Gifts From FOPPL	1,000.00	19,349.37	20,000.00	96.75%
Illinois Per Capita Grant	0.00	80,509.93	18,000.00	447.28%
Grants	0.00	44,129.06	0.00	0.00%
Community Fund Endowments	0.00	23,815.63	25,600.00	93.03%
Miscellaneous Income	0.00	10,785.87	0.00	0.00%
<b>TOTAL REVENUE</b>	<b>13,548.96</b>	<b>6,747,533.16</b>	<b>11,885,600.00</b>	<b>56.77%</b>
<b>EXPENSES - Operating</b>				
<b>PEOPLE</b>				
<b>Compensation</b>				
Wages & Salaries	543,868.51	6,019,838.85	6,630,000.00	90.80%
Employee Health Benefits	104,306.24	1,153,041.10	1,223,000.00	94.28%
IMRF (Illinois Muncipal Retirement F	17,336.17	191,498.19	229,000.00	83.62%
FICA/MEDICARE	39,852.99	441,249.33	488,500.00	90.33%
Workers Compensation Insurance	0.00	15,353.00	17,500.00	87.73%
Unemployment Compensation Ins.	419.51	32,501.94	24,000.00	135.42%
<b>Total Compensation</b>	<b>705,783.42</b>	<b>7,853,482.41</b>	<b>8,612,000.00</b>	<b>91.19%</b>
<b>Talent Development</b>				
Dues	593.00	16,507.00	14,000.00	117.91%
Staff Development/Travel	13,166.15	73,382.63	103,250.00	71.07%
Tuition Reimbursement	0.00	22,914.00	27,000.00	84.87%
Hiring	100.00	19,402.92	12,500.00	155.22%
Board Development	240.00	5,915.00	2,000.00	295.75%
<b>Total Talent Development</b>	<b>14,099.15</b>	<b>138,121.55</b>	<b>158,750.00</b>	<b>87.01%</b>
<b>TOTAL PEOPLE</b>	<b>719,882.57</b>	<b>7,991,603.96</b>	<b>8,770,750.00</b>	<b>91.12%</b>
<b>SUPPORT SERVICES</b>				
<b>Marketing</b>				
Promotions	0.00	19,639.42	19,000.00	103.37%
Publications	2,326.60	27,973.60	31,550.00	88.66%
<b>Total Marketing Support</b>	<b>2,326.60</b>	<b>47,613.02</b>	<b>50,550.00</b>	<b>94.19%</b>

# Oak Park Public Library

## Statement of Revenue & Expenditure

Period Ending 11/30/2025

	Current Month	YTD Totals	Total Annual Budget	% Budget YTD Received / Expended
<b>Store</b>				
Fees and Services	23.12	733.50	750.00	97.80%
<b>Total Store Support</b>	<b>23.12</b>	<b>733.50</b>	<b>750.00</b>	<b>97.80%</b>
<b>Collections</b>				
ILL Payments	522.86	4,177.75	3,000.00	139.26%
Cataloging/Bib Search Fees	0.00	1,651.51	3,000.00	55.05%
<b>Total Collections Support</b>	<b>522.86</b>	<b>5,829.26</b>	<b>6,000.00</b>	<b>97.15%</b>
<b>Administration</b>				
HRIS and Payroll Processing Fees	2,656.22	29,796.05	33,000.00	90.29%
Mileage & Miscellaneous reimburse	1,453.49	16,239.02	22,500.00	72.17%
Hospitality	100.00	2,276.03	5,000.00	45.52%
Staff Appreciation / Engagement	950.99	10,494.86	12,000.00	87.46%
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	87.84	1,060.48	2,050.00	51.73%
Consulting Services - Admin	4,000.00	53,532.50	60,000.00	89.22%
Intergovernmental Agreements (IGA)	0.00	18,631.25	25,000.00	74.53%
Legal Fees	9,250.75	18,085.00	30,000.00	60.28%
Postage & Delivery	461.64	13,310.35	16,500.00	80.67%
Insurance	2,370.00	116,790.99	124,700.00	93.66%
Grant Expenses	70.63	44,129.06	0.00	0.00%
Supplies	1,809.48	82,300.63	90,000.00	91.45%
<b>Total Administration Support</b>	<b>23,211.04</b>	<b>415,646.22</b>	<b>433,000.00</b>	<b>95.99%</b>
<b>Other Support Services</b>				
Telephone/Communications	4,259.85	41,773.35	65,000.00	64.27%
Office & Library Machinery Service	1,158.13	12,739.43	20,000.00	63.70%
<b>Total Other Support Services</b>	<b>5,417.98</b>	<b>54,512.78</b>	<b>85,000.00</b>	<b>64.13%</b>
<b>TOTAL SUPPORT SERVICES</b>	<b>31,501.60</b>	<b>524,334.78</b>	<b>575,300.00</b>	<b>91.14%</b>
<b>EQUITY AND ANTI-RACISM</b>				
Learning and Development	0.00	0.00	12,000.00	0.00%
Supplies - Equity	132.37	1,239.79	2,000.00	61.99%
<b>TOTAL EQUITY AND ANTI-RACISM</b>	<b>132.37</b>	<b>1,239.79</b>	<b>14,000.00</b>	<b>8.86%</b>
<b>LIBRARY MATERIALS</b>				
Print materials	25,052.47	282,346.74	380,500.00	74.20%
Audio and video materials	7,628.12	62,642.97	95,500.00	65.59%
Digital content	38,515.64	581,569.45	640,000.00	90.87%
Devices	1,188.42	16,244.48	30,000.00	54.15%
Realia and other formats	1,687.35	6,732.95	10,500.00	64.12%
Archival collection	3,364.43	7,376.79	20,000.00	36.88%

# Oak Park Public Library

## Statement of Revenue & Expenditure

Period Ending 11/30/2025

	Current Month	YTD Totals	Total Annual Budget	% Budget YTD Received / Expended
<b>TOTAL LIBRARY MATERIALS</b>	<b>77,436.43</b>	<b>956,913.38</b>	<b>1,176,500.00</b>	<b>81.34%</b>
<b>FACILITIES MANAGEMENT</b>				
<b>Facility Supplies</b>				
Fuels & Lubricants	0.00	1,675.82	2,800.00	59.85%
Building Materials & Supplies	0.00	7,701.65	10,000.00	77.02%
Equipment Parts	607.82	9,408.19	10,000.00	94.08%
Cleaning & Housekeeping Supplies	513.72	7,521.49	8,500.00	88.49%
Signage	200.46	3,777.70	4,000.00	94.44%
<b>Total Facility Supplies</b>	<b>1,322.00</b>	<b>30,084.85</b>	<b>35,300.00</b>	<b>85.23%</b>
<b>Facilities Services</b>				
Landscaping and snow removal serv	544.00	16,391.00	25,000.00	65.56%
Custodial Services	17,927.53	193,548.93	225,000.00	86.02%
Water	1,262.46	13,173.18	11,750.00	112.11%
Sewer/Garbage	1,041.36	11,848.07	13,500.00	87.76%
Parking lot expense	0.00	8,750.81	10,500.00	83.34%
Natural Gas	2,267.02	25,431.77	95,000.00	26.77%
Rentals--Equipment & Facilities	1,370.00	15,070.00	25,000.00	60.28%
Repair & Maintenance Prop. & Equip	13,543.22	195,149.84	242,000.00	80.64%
<b>Total Facilities Services</b>	<b>37,955.59</b>	<b>479,363.60</b>	<b>647,750.00</b>	<b>74.00%</b>
<b>TOTAL FACILITIES MANAGEMENT</b>	<b>39,277.59</b>	<b>509,448.45</b>	<b>683,050.00</b>	<b>74.58%</b>
<b>PUBLIC SERVICES</b>				
<b>Programming</b>				
Children's Programming	1,388.24	20,373.85	25,000.00	81.50%
Young Adult Programming	783.73	17,278.41	27,000.00	63.99%
Adult Programming	1,323.98	21,716.34	23,000.00	94.42%
Community Engagement	341.13	12,429.67	14,000.00	88.78%
Social Services	0.00	5,615.92	10,000.00	56.16%
Creative Studio	827.32	6,676.54	8,000.00	83.46%
<b>Total Programming</b>	<b>4,664.40</b>	<b>84,090.73</b>	<b>107,000.00</b>	<b>78.59%</b>
<b>Digital Services</b>				
Consultant Support Services	15,000.00	31,771.30	65,000.00	48.88%
SWAN	0.00	103,919.75	115,000.00	90.37%
Website development/CMS	0.00	5,400.09	0.00	0.00%
Subscriptions and services	9,087.01	253,374.88	354,000.00	71.57%
Equipment and supplies	2,154.99	6,703.01	25,000.00	26.81%
<b>Total Digital Services</b>	<b>26,242.00</b>	<b>401,169.03</b>	<b>559,000.00</b>	<b>71.77%</b>
<b>TOTAL PUBLIC SERVICES</b>	<b>30,906.40</b>	<b>485,259.76</b>	<b>666,000.00</b>	<b>72.86%</b>
<b>TOTAL EXPENSES - Operating</b>	<b>899,136.96</b>	<b>10,468,800.12</b>	<b>11,885,600.00</b>	<b>88.08%</b>

# Oak Park Public Library

## Statement of Revenue & Expenditure

Period Ending 11/30/2025

	Current Month	YTD Totals	Total Annual Budget	% Budget YTD Received / Expended
<b>EXPENSES - Capital</b>				
Facilities Equipment	199.00	3,367.35	10,000.00	33.67%
Furnishings	0.00	46,256.54	75,000.00	61.68%
Technology Projects and Equipment	0.00	86,143.72	50,000.00	172.29%
Building Improvements	7,305.63	255,092.91	465,000.00	54.86%
<b>TOTAL EXPENSES - Capital</b>	<b>7,504.63</b>	<b>390,860.52</b>	<b>600,000.00</b>	<b>65.14%</b>
 <b>NET SURPLUS/(DEFICIT)</b>	 <b>(893,092.63)</b>	 <b>(4,112,127.48)</b>	 <b>(600,000.00)</b>	 <b>685.35%</b>

# Oak Park Public Library

## Cash Disbursement Journals

NOVEMBER 30, 2025

Payee	Trans. Type Trans. No.	Trans. Date	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
ADELAIDE MOY	Computer Check 62980	11/05/2025	11/05/2025 Posted	125.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 125.00	125.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2025-99-00106	11/01/2025	Makey Makey & scr	125.00	125.00	01-5240	Children's Programming	125.00	FALLON
Totals:							125.00	
ALARM DETECTION SYSTEMS,	Computer Check 63014	11/19/2025	11/19/2025 Posted	220.41	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 220.41	220.41 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
115366-1090	11/09/2025	Quarterly Charges -	220.41	220.41	01-5692	Repair & Maintenance Prop.	220.41	«No Project ID»
Totals:							220.41	
ALBERTSONS COMPANIES, INC	Computer Check 63015	11/19/2025	11/19/2025 Posted	910.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 910.00	910.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2510FL25KPPL	11/01/2025	Staff Flu Shot Clinic	910.00	910.00	01-5100	Employee Health Benefits	910.00	«No Project ID»
Totals:							910.00	
ALPHA BUILDING MAINTENAN	Computer Check 63016	11/19/2025	11/19/2025 Posted	16,943.53	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 16,943.53	16,943.53 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
23757 OPPL	11/01/2025	Custodial Services	16,943.53	16,943.53	01-5686	Custodial Services	16,943.53	«No Project ID»
Totals:							16,943.53	
AMAZON CAPITAL SERVICES	Computer Check 62981	11/05/2025	11/05/2025 Posted	2,014.26	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 2,014.26	2,014.26 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
1F71-DK3P-6MKN	10/02/2025	Silver Snap Frames	112.76	112.76	01-5742	Supplies	112.76	«No Project ID»
Totals:							112.76	
1NTG-QQRK-Y47T	10/04/2025	IT Supplies - Laptop	41.97	41.97	01-5937	Equipment and supplies	41.97	«No Project ID»
Totals:							41.97	
1N71-9NVC-4GGR	10/07/2025	Sticker Label Sheets	13.28	13.28	01-5742	Supplies	13.28	«No Project ID»
Totals:							13.28	
11MF-WRGC-KQK6	10/28/2025	Creative Studio - CS	59.85	59.85	01-5254	Creative Studio	59.85	«No Project ID»
Totals:							59.85	
1WVH-TX3P-7HTF	10/30/2025	Book	14.30	14.30	01-5840	Print materials	14.30	«No Project ID»
Totals:							14.30	



# Oak Park Public Library

## Cash Disbursement Journals

NOVEMBER 30, 2025

Payee	Trans. Type Trans. No.	Description	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
179D-TJT4-7D9D	10/30/2025	Desk And Pencil Lea	173.13	173.13	01-5895	Archival collection	173.13	«No Project ID»
						Totals:	173.13	
1GKR-TYR6-6D9N	10/30/2025	IT Supplies - USB Fl	12.88	12.88	01-5937	Equipment and supplies	12.88	«No Project ID»
						Totals:	12.88	
1GLR-K67K-LH7W	10/31/2025	Office Supplies	116.40	116.40	01-5742	Supplies	116.40	«No Project ID»
						Totals:	116.40	
1D39-6Q3X-M9GD	10/31/2025	Book	18.14	18.14	01-5840	Print materials	18.14	«No Project ID»
						Totals:	18.14	
1D7V-JLL9-TQYJ	11/01/2025	Oct Amazon order	341.26	341.26	01-5240	Children's Programming	341.26	«No Project ID»
						Totals:	341.26	
1XJL-FGDQ-9X7N	11/03/2025	Book	27.73	27.73	01-5840	Print materials	27.73	«No Project ID»
						Totals:	27.73	
14C7-NFNC-9QQK	11/03/2025	Book	35.91	35.91	01-5840	Print materials	35.91	«No Project ID»
						Totals:	35.91	
16HN-3HDX-6K3M	11/03/2025	Childrens Realia	233.91	233.91	01-5894	Realia and other formats	233.91	«No Project ID»
						Totals:	233.91	
116N-7H6R-DVKX	11/03/2025	Books	800.78	800.78	01-5840	Print materials	800.78	«No Project ID»
						Totals:	800.78	
1HLW-4DML-3RXP	11/04/2025	Materials Handling :	11.96	11.96	01-5742	Supplies	11.96	«No Project ID»
						Totals:	11.96	
AMAZON CAPITAL SERVICES	Computer Check	11/07/2025	11/07/2025	460.39	01-1053	Byline Bank Checking	0.00	460.39
	63003		Posted		01-2060	Accounts Payable	460.39	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
1HJJ-R6F7-CN97	10/14/2025	McGowan Grant - O	135.35	135.35	01-5452	Grant Expenses	135.35	MCGOWAN
						Totals:	135.35	
1JN6-QH3N-7VM7	11/05/2025	Books	37.97	37.97	01-5840	Print materials	37.97	«No Project ID»
						Totals:	37.97	
1JRG-K397-9NG7	11/05/2025	Books	92.34	92.34	01-5840	Print materials	92.34	«No Project ID»
						Totals:	92.34	
1JGD-NLR4-4M1D	11/06/2025	Office Supplies	120.75	120.75	01-5742	Supplies	120.75	«No Project ID»
						Totals:	120.75	
1MHF-DMLN-4PDX	11/06/2025	Book	16.99	16.99	01-5840	Print materials	16.99	«No Project ID»
						Totals:	16.99	
1C9G-R1XH-4PKC	11/06/2025	IT Supplies - Public	56.99	56.99	01-5937	Equipment and supplies	56.99	«No Project ID»
						Totals:	56.99	

# Oak Park Public Library

## Cash Disbursement Journals

NOVEMBER 30, 2025

Payee	Trans. Type Trans. No.	Trans. Date	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
AMAZON CAPITAL SERVICES	Computer Check 63017	11/19/2025	11/19/2025 Posted	948.22	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 948.22	948.22 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
1QG3-GR1D-C143	11/03/2025	Facilities - Water Fo	513.72	513.72	01-5684	Cleaning & Housekeeping Su	513.72	«No Project ID»
						Totals:	513.72	
1P7F-VPXY-4FLV	11/06/2025	Childrens Realia	120.26	120.26	01-5894	Realia and other formats	120.26	«No Project ID»
						Totals:	120.26	
1WFC-3WN6-LMNV	11/07/2025	Books	23.80	23.80	01-5840	Print materials	23.80	«No Project ID»
						Totals:	23.80	
1QTQ-TLXH-4FNQ	11/09/2025	Office Supplies	3.64	3.64	01-5742	Supplies	3.64	«No Project ID»
						Totals:	3.64	
13W3-349R-6JNT	11/09/2025	Books	64.99	64.99	01-5840	Print materials	64.99	«No Project ID»
						Totals:	64.99	
1DKY-J4H6-C616	11/10/2025	Childrens Realia	15.98	15.98	01-5894	Realia and other formats	15.98	«No Project ID»
						Totals:	15.98	
1QHV-JWF1-FYVV	11/12/2025	Childrens Realia	38.07	38.07	01-5894	Realia and other formats	38.07	«No Project ID»
						Totals:	38.07	
1DKK-V6JN-6LTG	11/12/2025	Books	48.00	48.00	01-5840	Print materials	48.00	«No Project ID»
						Totals:	48.00	
1JD7-C3HJ-3RXC	11/12/2025	Materials Handling !	56.40	56.40	01-5742	Supplies	56.40	«No Project ID»
						Totals:	56.40	
13NM-P9P1-9J1C	11/13/2025	DVD	39.95	39.95	01-5890	Audio and video materials	39.95	«No Project ID»
						Totals:	39.95	
11PL-JKQW-JDVH	11/14/2025	Book	23.41	23.41	01-5840	Print materials	23.41	«No Project ID»
						Totals:	23.41	
AMAZON CAPITAL SERVICES	Computer Check 63055	11/25/2025	11/25/2025 Posted	203.37	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 203.37	203.37 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
1TQD-QHRN-FFGP	11/17/2025	Book	14.97	14.97	01-5840	Print materials	14.97	«No Project ID»
						Totals:	14.97	
1D1M-FVDM-7TKD	11/17/2025	Books	51.37	51.37	01-5840	Print materials	51.37	«No Project ID»
						Totals:	51.37	
1RHW-K39R-CRY4	11/17/2025	Books	53.00	53.00	01-5840	Print materials	53.00	«No Project ID»
						Totals:	53.00	
16DJ-DV1K-KYJ1	11/19/2025	Office Supplies	16.50	16.50	01-5742	Supplies	16.50	«No Project ID»

# Oak Park Public Library

## Cash Disbursement Journals

NOVEMBER 30, 2025

Payee	Trans. Type Trans. No.	Description	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	
1W1G-9W73-PTDF	11/19/2025	Books	61.54	61.54	01-5840	Print materials	16.50		
						Totals:	61.54	«No Project ID»	
1D7Y-HJQ9-RFGV	11/21/2025	Office Supplies	5.99	5.99	01-5742	Supplies	61.54		
						Totals:	5.99	«No Project ID»	
ANCEL GLINK, P.C.	Computer Check 63018		11/19/2025	11/19/2025 Posted	8,733.25	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 8,733.25	8,733.25 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID	
114875	11/11/2025	October 2025 Legal	8,733.25	8,733.25	01-5291	Legal Fees	8,733.25	«No Project ID»	
						Totals:	8,733.25		
ANCEL GLINK, P.C.	Computer Check 63056		11/25/2025	11/25/2025 Posted	2,386.75	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 2,386.75	2,386.75 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID	
114217	10/08/2025	Sept. 2025 Legal Fees	2,386.75	2,386.75	01-5291	Legal Fees	2,386.75	«No Project ID»	
						Totals:	2,386.75		
ANDERSON ELEVATOR CO.	Computer Check 63019		11/19/2025	11/19/2025 Posted	1,770.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 1,770.00	1,770.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID	
INV-110328-R7G6	11/05/2025	Maze - Elevator Phone	547.00	547.00	01-5692	Repair & Maintenance Prop.	547.00	«No Project ID»	
						Totals:	547.00		
INV-110334-T9M5	11/05/2025	Elevator Phone Recd	1,223.00	1,223.00	01-5692	Repair & Maintenance Prop.	1,223.00	«No Project ID»	
						Totals:	1,223.00		
ANDERSON PEST SOLUTIONS	Computer Check 63020		11/19/2025	11/19/2025 Posted	119.42	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 119.42	119.42 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID	
85632032	11/10/2025	Pest Control Maintenance	119.42	119.42	01-5692	Repair & Maintenance Prop.	119.42	«No Project ID»	
						Totals:	119.42		
BAKER & TAYLOR	Computer Check 63004		11/07/2025	11/07/2025 Posted	130.55	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 130.55	130.55 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID	
2039294395	11/04/2025	Books	39.16	39.16	01-5840	Print materials	39.16	«No Project ID»	

# Oak Park Public Library

## Cash Disbursement Journals

NOVEMBER 30, 2025

Payee	Trans. Type	Trans. No.	Trans. Date	Post Status	Post Date	Amount	Account Number	Description	Debit Amount	Credit Amount
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID		
						Totals:	39.16			
2039292636	11/05/2025	Books	91.39	91.39	01-5840	Print materials	91.39	«No Project ID»		
						Totals:	91.39			
BARE HANDED PRODUCTIONS	Computer Check		11/05/2025	11/05/2025	500.00	01-1053	Byline Bank Checking	0.00		500.00
	62982			Posted		01-2060	Accounts Payable	500.00		0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID		
2025-99-00112	11/17/2025	Friends - Adult Prog	500.00	500.00	01-5247	Adult Programming	500.00	FOPPL25		
						Totals:	500.00			
ASHLEY BOYER	Computer Check		11/05/2025	11/05/2025	215.00	01-1053	Byline Bank Checking	0.00		215.00
	62983			Posted		01-2060	Accounts Payable	215.00		0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID		
IR-15332	11/05/2025	Per Diem Reimburse	215.00	215.00	01-5163	Staff Development/Travel	215.00	«No Project ID»		
						Totals:	215.00			
ASHLEY BOYER	Computer Check		11/19/2025	11/19/2025	169.60	01-1053	Byline Bank Checking	0.00		169.60
	63021			Posted		01-2060	Accounts Payable	169.60		0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID		
IR-15974	11/12/2025	Reimbursement for	169.60	169.60	01-5163	Staff Development/Travel	169.60	«No Project ID»		
						Totals:	169.60			
DUSHAUN BRANCH	Computer Check		11/19/2025	11/19/2025	180.00	01-1053	Byline Bank Checking	0.00		180.00
	63022			Posted		01-2060	Accounts Payable	180.00		0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID		
240910	11/03/2025	Adult Programming	180.00	180.00	01-5247	Adult Programming	180.00	«No Project ID»		
						Totals:	180.00			
CAMAYIA DANTZLER	Computer Check		11/05/2025	11/05/2025	215.00	01-1053	Byline Bank Checking	0.00		215.00
	62984			Posted		01-2060	Accounts Payable	215.00		0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID		
IR-15368	11/05/2025	2025 LMCC Confere	215.00	215.00	01-5163	Staff Development/Travel	215.00	«No Project ID»		
						Totals:	215.00			
CHIBUIKE ENYIA	Computer Check		11/05/2025	11/05/2025	414.00	01-1053	Byline Bank Checking	0.00		414.00
	62985			Posted		01-2060	Accounts Payable	414.00		0.00

# Oak Park Public Library

## Cash Disbursement Journals

NOVEMBER 30, 2025

Payee	Trans. Type Trans. No.	Description	Post Date Post Status	Amount Amount Paid	Account Number	Description	Debit Amount Amount	Credit Amount Project ID
IR-15276	11/05/2025	Per Diem for 2025 C	414.00	414.00	01-5163	Staff Development/Travel	414.00	«No Project ID»
Totals:							414.00	
CHILDREN'S PLUS DBA LIBRAR	Computer Check 63023		11/19/2025 Posted	495.24	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 495.24	495.24 0.00
268219	11/04/2025	Books	495.24	495.24	01-5840	Print materials	495.24	«No Project ID»
Totals:							495.24	
CHILDREN'S PLUS DBA LIBRAR	Computer Check 63057		11/25/2025 Posted	304.02	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 304.02	304.02 0.00
268730	11/13/2025	Books	17.22	17.22	01-5840	Print materials	17.22	«No Project ID»
Totals:							17.22	
269029	11/19/2025	Books	286.80	286.80	01-5840	Print materials	286.80	«No Project ID»
Totals:							286.80	
CINTAS	Computer Check 63024		11/19/2025 Posted	110.36	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 110.36	110.36 0.00
5301984208	11/10/2025	First Aid	56.59	56.59	01-5742	Supplies	56.59	«No Project ID»
Totals:							56.59	
5302493205	11/12/2025	First Aid	53.77	53.77	01-5742	Supplies	53.77	«No Project ID»
Totals:							53.77	
CITRON HYGIENE	Computer Check 63025		11/19/2025 Posted	984.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 984.00	984.00 0.00
INV0525757	11/01/2025	Citron Hygiene Serv	77.56	77.56	01-5686	Custodial Services	77.56	«No Project ID»
Totals:							77.56	
INV0525754	11/01/2025	Citron Hygiene Serv	97.74	97.74	01-5686	Custodial Services	97.74	«No Project ID»
Totals:							97.74	
INV0525758	11/01/2025	Citron Hygiene Serv	808.70	808.70	01-5686	Custodial Services	808.70	«No Project ID»
Totals:							808.70	
CLAIRE ONG	Computer Check		11/05/2025	62.60	01-1053	Byline Bank Checking	0.00	62.60

# Oak Park Public Library

## Cash Disbursement Journals

NOVEMBER 30, 2025

Payee	Trans. Type Trans. No.	Trans. Date	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
	62986		Posted		01-2060	Accounts Payable	62.60	0.00
<b>Invoice #</b>	<b>Invoice Date</b>	<b>Description</b>	<b>Invoice Amount</b>	<b>Amount Paid</b>	<b>Account Number</b>	<b>Account Description</b>	<b>Amount</b>	<b>Project ID</b>
IR-15883	10/31/2025	Mileage/ Staff Dev 1	62.60	62.60	01-5163	Staff Development/Travel	26.90	«No Project ID»
IR-15883	10/31/2025	Mileage/ Staff Dev 1	62.60	62.60	01-5165	Mileage & Miscellaneous reir	35.70	«No Project ID»
<i>Totals:</i>							62.60	
CULTURE CULTIVATION, LLC	Computer Check	11/19/2025	11/19/2025	1,425.00	01-1053	Byline Bank Checking	0.00	1,425.00
	63026		Posted		01-2060	Accounts Payable	1,425.00	0.00
<b>Invoice #</b>	<b>Invoice Date</b>	<b>Description</b>	<b>Invoice Amount</b>	<b>Amount Paid</b>	<b>Account Number</b>	<b>Account Description</b>	<b>Amount</b>	<b>Project ID</b>
421	11/13/2025	Leadership Coachin	1,425.00	1,425.00	01-5163	Staff Development/Travel	1,425.00	«No Project ID»
<i>Totals:</i>							1,425.00	
DEMCO, INC.	Computer Check	11/19/2025	11/19/2025	759.15	01-1053	Byline Bank Checking	0.00	759.15
	63027		Posted		01-2060	Accounts Payable	759.15	0.00
<b>Invoice #</b>	<b>Invoice Date</b>	<b>Description</b>	<b>Invoice Amount</b>	<b>Amount Paid</b>	<b>Account Number</b>	<b>Account Description</b>	<b>Amount</b>	<b>Project ID</b>
7726013	11/12/2025	Processing Supplies	299.05	299.05	01-5742	Supplies	299.05	«No Project ID»
<i>Totals:</i>							299.05	
7725955	11/12/2025	Processing Supplies	460.10	460.10	01-5742	Supplies	460.10	«No Project ID»
<i>Totals:</i>							460.10	
DITO, LLC	Computer Check	11/07/2025	11/07/2025	44.14	01-1053	Byline Bank Checking	0.00	44.14
	63005		Posted		01-2060	Accounts Payable	44.14	0.00
<b>Invoice #</b>	<b>Invoice Date</b>	<b>Description</b>	<b>Invoice Amount</b>	<b>Amount Paid</b>	<b>Account Number</b>	<b>Account Description</b>	<b>Amount</b>	<b>Project ID</b>
INV100374	10/31/2025	Google Voice (Octo	44.14	44.14	01-5451	Telephone/Communications	44.14	«No Project ID»
<i>Totals:</i>							44.14	
EBSCO INFORMATION SERVICI	Computer Check	11/19/2025	11/19/2025	779.51	01-1053	Byline Bank Checking	0.00	779.51
	63028		Posted		01-2060	Accounts Payable	779.51	0.00
<b>Invoice #</b>	<b>Invoice Date</b>	<b>Description</b>	<b>Invoice Amount</b>	<b>Amount Paid</b>	<b>Account Number</b>	<b>Account Description</b>	<b>Amount</b>	<b>Project ID</b>
1779934	11/05/2025	Periodical Subscript	857.51	779.51	01-5840	Print materials	779.51	«No Project ID»
<i>Totals:</i>							779.51	
ELMWOOD SUPPLY COMPANY	Computer Check	11/19/2025	11/19/2025	122.33	01-1053	Byline Bank Checking	0.00	122.33
	63029		Posted		01-2060	Accounts Payable	122.33	0.00
<b>Invoice #</b>	<b>Invoice Date</b>	<b>Description</b>	<b>Invoice Amount</b>	<b>Amount Paid</b>	<b>Account Number</b>	<b>Account Description</b>	<b>Amount</b>	<b>Project ID</b>
S1047677	11/05/2025	Main - Domestic W	122.33	122.33	01-5692	Repair & Maintenance Prop.	122.33	«No Project ID»
<i>Totals:</i>							122.33	

# Oak Park Public Library

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Payee	Trans. Type Trans. No.	Trans. Date	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
BARBARA FITZGERALD	Computer Check 62987	11/05/2025	11/05/2025 Posted	33.91	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 33.91	33.91 0.00
<b>Invoice #</b>	<b>Invoice Date</b>	<b>Description</b>	<b>Invoice Amount</b>	<b>Amount Paid</b>	<b>Account Number</b>	<b>Account Description</b>	<b>Amount</b>	<b>Project ID</b>
IR-15857	10/28/2025	Reimbursement Ubr	33.91	33.91	01-5165	Mileage & Miscellaneous reir	33.91	«No Project ID»
<i>Totals:</i>							33.91	
FOREST PRINTING CO.	Computer Check 62988	11/05/2025	11/05/2025 Posted	626.60	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 626.60	626.60 0.00
<b>Invoice #</b>	<b>Invoice Date</b>	<b>Description</b>	<b>Invoice Amount</b>	<b>Amount Paid</b>	<b>Account Number</b>	<b>Account Description</b>	<b>Amount</b>	<b>Project ID</b>
129162	11/04/2025	Trifold Brochures	626.60	626.60	01-5205	Publications	626.60	«No Project ID»
<i>Totals:</i>							626.60	
GABRIELA DENTON	Computer Check 63030	11/19/2025	11/19/2025 Posted	258.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 258.00	258.00 0.00
<b>Invoice #</b>	<b>Invoice Date</b>	<b>Description</b>	<b>Invoice Amount</b>	<b>Amount Paid</b>	<b>Account Number</b>	<b>Account Description</b>	<b>Amount</b>	<b>Project ID</b>
IR-15970	11/10/2025	Revised Per Diem fo	258.00	258.00	01-5163	Staff Development/Travel	258.00	«No Project ID»
<i>Totals:</i>							258.00	
GAYLORD BROTHERS, INC.	Computer Check 62990	11/05/2025	11/05/2025 Posted	416.48	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 416.48	416.48 0.00
<b>Invoice #</b>	<b>Invoice Date</b>	<b>Description</b>	<b>Invoice Amount</b>	<b>Amount Paid</b>	<b>Account Number</b>	<b>Account Description</b>	<b>Amount</b>	<b>Project ID</b>
2931004	10/28/2025	Materials For Specia	416.48	416.48	01-5895	Archival collection	416.48	«No Project ID»
<i>Totals:</i>							416.48	
GRAINGER	Computer Check 63031	11/19/2025	11/19/2025 Posted	47.82	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 47.82	47.82 0.00
<b>Invoice #</b>	<b>Invoice Date</b>	<b>Description</b>	<b>Invoice Amount</b>	<b>Amount Paid</b>	<b>Account Number</b>	<b>Account Description</b>	<b>Amount</b>	<b>Project ID</b>
9697825355	11/03/2025	Main - MISC V-Belts	47.82	47.82	01-5683	Equipment Parts	47.82	«No Project ID»
<i>Totals:</i>							47.82	
ALEXANDER GUTIERREZ	Computer Check 62991	11/05/2025	11/05/2025 Posted	437.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 437.00	437.00 0.00
<b>Invoice #</b>	<b>Invoice Date</b>	<b>Description</b>	<b>Invoice Amount</b>	<b>Amount Paid</b>	<b>Account Number</b>	<b>Account Description</b>	<b>Amount</b>	<b>Project ID</b>
IR-15364	11/05/2025	2025 Core Forum Pe	437.00	437.00	01-5163	Staff Development/Travel	437.00	«No Project ID»
<i>Totals:</i>							437.00	
HOME DEPOT	Computer Check	11/19/2025	11/19/2025	121.85	01-1053	Byline Bank Checking	0.00	121.85

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	63032		Posted		01-2060	Accounts Payable	121.85	0.00
<b>Invoice #</b>	<b>Invoice Date</b>	<b>Description</b>	<b>Invoice Amount</b>	<b>Amount Paid</b>	<b>Account Number</b>	<b>Account Description</b>	<b>Amount</b>	<b>Project ID</b>
6010201	10/22/2025	Facilities - Housekeep	89.91	89.91	01-5684	Cleaning & Housekeeping Su	89.91	«No Project ID»
						Totals:	89.91	
9520472	10/29/2025	Main - MISC Repair	31.94	31.94	01-5692	Repair & Maintenance Prop.	31.94	«No Project ID»
						Totals:	31.94	
HOME DEPOT	Computer Check	11/25/2025	11/25/2025	199.00	01-1053	Byline Bank Checking	0.00	199.00
	63058		Posted		01-2060	Accounts Payable	199.00	0.00
<b>Invoice #</b>	<b>Invoice Date</b>	<b>Description</b>	<b>Invoice Amount</b>	<b>Amount Paid</b>	<b>Account Number</b>	<b>Account Description</b>	<b>Amount</b>	<b>Project ID</b>
9624577	11/18/2025	Facilities - Cordless	199.00	199.00	01-5920	Facilities Equipment	199.00	«No Project ID»
						Totals:	199.00	
IHLS-OCLC	Computer Check	11/07/2025	11/07/2025	197.86	01-1053	Byline Bank Checking	0.00	197.86
	63006		Posted		01-2060	Accounts Payable	197.86	0.00
<b>Invoice #</b>	<b>Invoice Date</b>	<b>Description</b>	<b>Invoice Amount</b>	<b>Amount Paid</b>	<b>Account Number</b>	<b>Account Description</b>	<b>Amount</b>	<b>Project ID</b>
33446	11/06/2025	IFM Debits/Admin F	197.86	197.86	01-5264	ILL Payments	197.86	«No Project ID»
						Totals:	197.86	
ILLINOIS LIBRARY ASSOCIATIO	Computer Check	11/25/2025	11/25/2025	1,120.00	01-1053	Byline Bank Checking	0.00	1,120.00
	63059		Posted		01-2060	Accounts Payable	1,120.00	0.00
<b>Invoice #</b>	<b>Invoice Date</b>	<b>Description</b>	<b>Invoice Amount</b>	<b>Amount Paid</b>	<b>Account Number</b>	<b>Account Description</b>	<b>Amount</b>	<b>Project ID</b>
322605	09/30/2025	TRUSTEE DAY - 202	350.00	350.00	01-5200	Board Development	350.00	«No Project ID»
						Totals:	350.00	
324403	10/16/2025	TRUSTEE DAY - 202	350.00	350.00	01-5200	Board Development	350.00	«No Project ID»
						Totals:	350.00	
IR-16093	11/19/2025	2025 West Suburban	420.00	420.00	01-5163	Staff Development/Travel	180.00	«No Project ID»
IR-16093	11/19/2025	2025 West Suburban	420.00	420.00	01-5200	Board Development	240.00	«No Project ID»
						Totals:	420.00	
INFOBASE LEARNING	Computer Check	11/19/2025	11/19/2025	2,173.09	01-1053	Byline Bank Checking	0.00	2,173.09
	63033		Posted		01-2060	Accounts Payable	2,173.09	0.00
<b>Invoice #</b>	<b>Invoice Date</b>	<b>Description</b>	<b>Invoice Amount</b>	<b>Amount Paid</b>	<b>Account Number</b>	<b>Account Description</b>	<b>Amount</b>	<b>Project ID</b>
INV473482	11/04/2025	African-American Hi	2,173.09	2,173.09	01-5891	Digital content	2,173.09	«No Project ID»
						Totals:	2,173.09	
INGRAM LIBRARY SERVICES	Computer Check	11/05/2025	11/05/2025	7,545.80	01-1053	Byline Bank Checking	0.00	7,545.80



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Payee	Trans. Type Trans. No.	Trans. Date	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
	62992		Posted		01-2060	Accounts Payable	7,545.80	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
91515669	10/27/2025	Books	133.53	133.53	01-5840	Print materials	133.53	«No Project ID»
						Totals:	133.53	
91545653	10/28/2025	Books	1,671.62	1,671.62	01-5840	Print materials	1,671.62	«No Project ID»
						Totals:	1,671.62	
91545654	10/28/2025	Books	3,241.76	3,241.76	01-5840	Print materials	3,241.76	«No Project ID»
						Totals:	3,241.76	
91575713	10/29/2025	Books	636.37	636.37	01-5840	Print materials	636.37	«No Project ID»
						Totals:	636.37	
91607323	10/30/2025	Books	1,685.54	1,685.54	01-5840	Print materials	1,685.54	«No Project ID»
						Totals:	1,685.54	
91615815	10/30/2025	Books	248.70	176.98	01-5840	Print materials	176.98	«No Project ID»
						Totals:	176.98	
INGRAM LIBRARY SERVICES	Computer Check	11/07/2025	11/07/2025	3,253.42	01-1053	Byline Bank Checking	0.00	3,253.42
	63007		Posted		01-2060	Accounts Payable	3,253.42	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
91729682	11/04/2025	Books	299.64	299.64	01-5840	Print materials	299.64	«No Project ID»
						Totals:	299.64	
91713897	11/04/2025	Books	1,387.01	1,387.01	01-5840	Print materials	1,387.01	«No Project ID»
						Totals:	1,387.01	
91713896	11/04/2025	Books	1,566.77	1,566.77	01-5840	Print materials	1,566.77	«No Project ID»
						Totals:	1,566.77	
INGRAM LIBRARY SERVICES	Computer Check	11/19/2025	11/19/2025	5,927.90	01-1053	Byline Bank Checking	0.00	5,927.90
	63034		Posted		01-2060	Accounts Payable	5,927.90	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
91773059	11/06/2025	Books	144.58	144.58	01-5840	Print materials	144.58	«No Project ID»
						Totals:	144.58	
91800545	11/07/2025	Books	123.12	123.12	01-5840	Print materials	123.12	«No Project ID»
						Totals:	123.12	
91813773	11/07/2025	Books	266.37	266.37	01-5840	Print materials	266.37	«No Project ID»
						Totals:	266.37	
91800546	11/07/2025	Books	1,241.61	1,241.61	01-5840	Print materials	1,241.61	«No Project ID»
						Totals:	1,241.61	
91857310	11/10/2025	Books	154.56	154.56	01-5840	Print materials	154.56	«No Project ID»

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Payee	Trans. Type Trans. No.	Description	Post Date Trans. Date	Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID	
						Totals:	154.56		
91838612	11/10/2025	Books	203.03	203.03	01-5840	Print materials	203.03	«No Project ID»	
						Totals:	203.03		
91838613	11/10/2025	Books	932.07	932.07	01-5840	Print materials	932.07	«No Project ID»	
						Totals:	932.07		
91883843	11/11/2025	Books	1,467.56	1,467.56	01-5840	Print materials	1,467.56	«No Project ID»	
						Totals:	1,467.56		
91944821	11/13/2025	Books	1,395.00	1,395.00	01-5840	Print materials	1,395.00	«No Project ID»	
						Totals:	1,395.00		
INGRAM LIBRARY SERVICES	Computer Check		11/25/2025	11/25/2025	7,672.85	01-1053	Byline Bank Checking	0.00	7,672.85
	63060			Posted		01-2060	Accounts Payable	7,672.85	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID	
91973433	11/14/2025	Books	381.82	381.82	01-5840	Print materials	381.82	«No Project ID»	
						Totals:	381.82		
92027522	11/17/2025	Books	250.27	250.27	01-5840	Print materials	250.27	«No Project ID»	
						Totals:	250.27		
92012334	11/17/2025	Books	394.76	394.76	01-5840	Print materials	394.76	«No Project ID»	
						Totals:	394.76		
92012335	11/17/2025	Books	1,325.55	1,325.55	01-5840	Print materials	1,325.55	«No Project ID»	
						Totals:	1,325.55		
92074876	11/18/2025	Books	135.48	135.48	01-5840	Print materials	135.48	«No Project ID»	
						Totals:	135.48		
92052600	11/18/2025	Books	156.07	156.07	01-5840	Print materials	156.07	«No Project ID»	
						Totals:	156.07		
92052601	11/18/2025	Books	1,411.69	1,411.69	01-5840	Print materials	1,411.69	«No Project ID»	
						Totals:	1,411.69		
92091407	11/19/2025	Books	1,568.41	1,548.45	01-5840	Print materials	1,548.45	«No Project ID»	
						Totals:	1,548.45		
92119224	11/20/2025	Books	2,068.76	2,068.76	01-5840	Print materials	2,068.76	«No Project ID»	
						Totals:	2,068.76		
INTERNATIONAL UNION OF O	Computer Check		11/25/2025	11/25/2025	194.25	01-1053	Byline Bank Checking	0.00	194.25
	63061			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-16067	11/06/2025	NOV 2025 UNION I	194.25	194.25	01-2059	Union dues Payable	194.25	«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:							194.25	
JOSEPH WAGNER	Computer Check 63062	11/25/2025	11/25/2025 Posted	93.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 93.00	93.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-16103	11/24/2025	Reimbursement for	93.00	93.00	01-5162	Dues	93.00	«No Project ID»
Totals:							93.00	
KANOPY, INC.	Computer Check 62993	11/05/2025	11/05/2025 Posted	4,147.15	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 4,147.15	4,147.15 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
476206-PPU	10/31/2025	Kanopy tickets	4,147.15	4,147.15	01-5891	Digital content	4,147.15	«No Project ID»
Totals:							4,147.15	
KATHY VALDIVIA	Computer Check 63035	11/19/2025	11/19/2025 Posted	60.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 60.00	60.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2025-99-00110	11/21/2025	2 Nov. Spanish story	60.00	60.00	01-5240	Children's Programming	60.00	FALLON
Totals:							60.00	
KNOWBE4, INC.	Computer Check 63036	11/19/2025	11/19/2025 Posted	8,025.75	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 8,025.75	8,025.75 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
INV408465	11/07/2025	KnowBe4 Training P	8,025.75	8,025.75	01-1600	Prepaid Expenses	8,025.75	IT
Totals:							8,025.75	
KRISTYN SLICK	Computer Check 63037	11/19/2025	11/19/2025 Posted	440.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 440.00	440.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2025-99-0091	11/01/2025	Adult Programming	440.00	440.00	01-5247	Adult Programming	440.00	«No Project ID»
Totals:							440.00	
THE LIBRARY STORE, INC.	Computer Check 63038	11/19/2025	11/19/2025 Posted	736.98	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 736.98	736.98 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
6090663	11/13/2025	12 "Back Jacks" for 5	736.98	736.98	01-5240	Children's Programming	736.98	«No Project ID»

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Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
Totals:							736.98	
LOCAL 399 FED PAC	Computer Check 63039	11/19/2025	11/19/2025 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
907136	11/14/2025	FED PAC CONT FOR	75.00	75.00	01-2058	Fed Pac	75.00	«No Project ID»
Totals:							75.00	
MCADAM LANDSCAPING, INC.	Computer Check 63040	11/19/2025	11/19/2025 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
106283	11/07/2025	Landscaping Mainte	544.00	544.00	01-5681	Landscaping and snow remo	544.00	«No Project ID»
Totals:							544.00	
METROPOLITAN INDUSTRIES, I	Computer Check 63041	11/19/2025	11/19/2025 Posted	1,020.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 1,020.00	1,020.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
INV078540	10/31/2025	Main - Domestic Wi	1,020.00	1,020.00	01-5692	Repair & Maintenance Prop.	1,020.00	«No Project ID»
Totals:							1,020.00	
MIDWEST TAPE, LLC	Computer Check 62994	11/05/2025	11/05/2025 Posted	18,495.64	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 18,495.64	18,495.64 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
507951615	10/29/2025	DVDs	94.47	94.47	01-5890	Audio and video materials	94.47	«No Project ID»
Totals:							94.47	
507967375	10/31/2025	Hoopla	17,122.79	17,122.79	01-5891	Digital content	17,122.79	«No Project ID»
Totals:							17,122.79	
507961849	10/31/2025	Music CD	24.78	24.78	01-5890	Audio and video materials	24.78	«No Project ID»
Totals:							24.78	
507961981	10/31/2025	DVDs	129.86	129.86	01-5890	Audio and video materials	129.86	«No Project ID»
Totals:							129.86	
507961847	10/31/2025	Audiobooks	403.12	403.12	01-5890	Audio and video materials	403.12	«No Project ID»
Totals:							403.12	
507961848	10/31/2025	DVDs	720.62	720.62	01-5890	Audio and video materials	720.62	«No Project ID»
Totals:							720.62	

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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 63042	11/19/2025	11/19/2025 Posted	2,498.02	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 2,498.02	2,498.02 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
507992068	11/06/2025	Music CDs	98.50	98.50	01-5890	Audio and video materials	98.50	«No Project ID»
						Totals:	98.50	
507992301	11/06/2025	DVDs	130.70	130.70	01-5890	Audio and video materials	130.70	«No Project ID»
						Totals:	130.70	
507992300	11/06/2025	DVDs	159.21	159.21	01-5890	Audio and video materials	159.21	«No Project ID»
						Totals:	159.21	
507992066	11/06/2025	Audiobooks	240.40	240.40	01-5890	Audio and video materials	240.40	«No Project ID»
						Totals:	240.40	
507992067	11/06/2025	DVDs	758.02	758.02	01-5890	Audio and video materials	758.02	«No Project ID»
						Totals:	758.02	
507992065	11/06/2025	DVDs	962.71	962.71	01-5890	Audio and video materials	962.71	«No Project ID»
						Totals:	962.71	
508022133	11/12/2025	DVDs	148.48	148.48	01-5890	Audio and video materials	148.48	«No Project ID»
						Totals:	148.48	
MIDWEST TAPE, LLC	Computer Check 63063	11/25/2025	11/25/2025 Posted	1,332.60	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 1,332.60	1,332.60 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
508028659	11/13/2025	Music CDs	43.51	43.51	01-5890	Audio and video materials	43.51	«No Project ID»
						Totals:	43.51	
508028658	11/13/2025	DVDs	80.38	80.38	01-5890	Audio and video materials	80.38	«No Project ID»
						Totals:	80.38	
508028657	11/13/2025	Audiobooks	270.08	270.08	01-5890	Audio and video materials	270.08	«No Project ID»
						Totals:	270.08	
508029301	11/13/2025	Audiobooks	314.20	314.20	01-5890	Audio and video materials	314.20	«No Project ID»
						Totals:	314.20	
508028656	11/13/2025	DVDs	624.43	624.43	01-5890	Audio and video materials	624.43	«No Project ID»
						Totals:	624.43	
NICOR GAS	Computer Check 63043	11/19/2025	11/19/2025 Posted	2,356.33	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 2,356.33	2,356.33 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-15997	10/31/2025	Natural Gas Maze B	89.31	89.31	01-5690	Natural Gas	89.31	«No Project ID»
						Totals:	89.31	

# Oak Park Public Library

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Payee	Trans. Type Trans. No.	Description	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-15998	11/03/2025	Natural Gas Main Br	2,267.02	2,267.02	01-5690	Natural Gas	2,267.02	«No Project ID»
Totals:							2,267.02	
JENNIFER NORBORG	Computer Check 62995		11/05/2025 Posted		322.00 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 322.00	322.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-15355	11/05/2025	2025 Core Forum Pe	322.00	322.00	01-5163	Staff Development/Travel	322.00	«No Project ID»
Totals:							322.00	
JENNIFER NORBORG	Computer Check 63044		11/19/2025 Posted		37.72 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 37.72	37.72 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-16047	11/11/2025	Lyft ride from home	37.72	37.72	01-5163	Staff Development/Travel	37.72	«No Project ID»
Totals:							37.72	
OVERDRIVE, INC.	Computer Check 62996		11/05/2025 Posted		3,839.91 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 3,839.91	3,839.91 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
01658CP25343283	10/31/2025	E-Content	104.71	104.71	01-5891	Digital content	104.71	«No Project ID»
Totals:							104.71	
01658CP25340674	10/31/2025	E-Content	225.29	225.29	01-5891	Digital content	225.29	«No Project ID»
Totals:							225.29	
01658MA25338743	10/31/2025	E-Content	3,509.91	3,509.91	01-5891	Digital content	3,509.91	«No Project ID»
Totals:							3,509.91	
OVERDRIVE, INC.	Computer Check 63008		11/07/2025 Posted		10,936.98 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 10,936.98	10,936.98 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
01658MA25344664	10/31/2025	E-Content	10,936.98	10,936.98	01-5891	Digital content	10,936.98	«No Project ID»
Totals:							10,936.98	
OXFORD UNIVERSITY PRESS	Computer Check 63045		11/19/2025 Posted		4,223.20 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 4,223.20	4,223.20 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
XI17251700	11/03/2025	Digital Resources	4,223.20	4,223.20	01-5891	Digital content	4,223.20	«No Project ID»
Totals:							4,223.20	

# Oak Park Public Library

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Payee	Trans. Type Trans. No.	Trans. Date	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
PLAYAWAY PRODUCTS LLC	Computer Check 63046	11/19/2025	11/19/2025 Posted	190.97	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 190.97	190.97 0.00
<b>Invoice #</b>	<b>Invoice Date</b>	<b>Description</b>	<b>Invoice Amount</b>	<b>Amount Paid</b>	<b>Account Number</b>	<b>Account Description</b>	<b>Amount</b>	<b>Project ID</b>
516724	11/05/2025	Wonderbooks	190.97	190.97	01-5890	Audio and video materials	190.97	«No Project ID»
<i>Totals:</i>							190.97	
QUILL LLC	Computer Check 63064	11/25/2025	11/25/2025 Posted	105.97	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 105.97	105.97 0.00
<b>Invoice #</b>	<b>Invoice Date</b>	<b>Description</b>	<b>Invoice Amount</b>	<b>Amount Paid</b>	<b>Account Number</b>	<b>Account Description</b>	<b>Amount</b>	<b>Project ID</b>
46705231	11/21/2025	Office Supplies	105.97	105.97	01-5742	Supplies	105.97	«No Project ID»
<i>Totals:</i>							105.97	
REGIONS BANK	Bank Draft 79	11/18/2025	11/18/2025 Posted	13,325.98	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 13,325.98	13,325.98 0.00
<b>Invoice #</b>	<b>Invoice Date</b>	<b>Description</b>	<b>Invoice Amount</b>	<b>Amount Paid</b>	<b>Account Number</b>	<b>Account Description</b>	<b>Amount</b>	<b>Project ID</b>
023081	10/31/2025	REGIONS BANK PER	13,325.98	13,325.98	01-2067	Purchase Cards - P Cards	13,325.98	«No Project ID»
<i>Totals:</i>							13,325.98	
RHONDA FENTRY	Computer Check 62997	11/05/2025	11/05/2025 Posted	75.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 75.00	75.00 0.00
<b>Invoice #</b>	<b>Invoice Date</b>	<b>Description</b>	<b>Invoice Amount</b>	<b>Amount Paid</b>	<b>Account Number</b>	<b>Account Description</b>	<b>Amount</b>	<b>Project ID</b>
2025-99-0063	11/01/2025	Adult Programming	75.00	75.00	01-5247	Adult Programming	75.00	«No Project ID»
<i>Totals:</i>							75.00	
STEPHEN ROBINET	Computer Check 63013	11/14/2025	11/14/2025 Posted	391.80	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 391.80	391.80 0.00
<b>Invoice #</b>	<b>Invoice Date</b>	<b>Description</b>	<b>Invoice Amount</b>	<b>Amount Paid</b>	<b>Account Number</b>	<b>Account Description</b>	<b>Amount</b>	<b>Project ID</b>
IR-16020	11/14/2025	wages & salaries - p	391.80	391.80	01-5001	Wages & Salaries	391.80	«No Project ID»
<i>Totals:</i>							391.80	
STEPHEN ROBINET	Computer Check 63067	11/28/2025	11/28/2025 Posted	261.82	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 261.82	261.82 0.00
<b>Invoice #</b>	<b>Invoice Date</b>	<b>Description</b>	<b>Invoice Amount</b>	<b>Amount Paid</b>	<b>Account Number</b>	<b>Account Description</b>	<b>Amount</b>	<b>Project ID</b>
IR-16068	11/28/2025	wages & salaries - p	261.82	261.82	01-5001	Wages & Salaries	261.82	«No Project ID»
<i>Totals:</i>							261.82	
SHAMBAUGH & SON, LP	Computer Check	11/19/2025	11/19/2025	225.00	01-1053	Byline Bank Checking	0.00	225.00

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Payee	Trans. Type Trans. No.	Trans. Date	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
	63047		Posted		01-2060	Accounts Payable	225.00	0.00
<b>Invoice #</b>	<b>Invoice Date</b>	<b>Description</b>	<b>Invoice Amount</b>	<b>Amount Paid</b>	<b>Account Number</b>	<b>Account Description</b>	<b>Amount</b>	<b>Project ID</b>
19060245	11/05/2025	Main - Fire Pump C	225.00	225.00	01-5692	Repair & Maintenance Prop.	225.00	«No Project ID»
<i>Totals:</i>							225.00	
ALEXANDRA SKINNER	Computer Check	11/05/2025	11/05/2025	414.00	01-1053	Byline Bank Checking	0.00	414.00
	62998		Posted		01-2060	Accounts Payable	414.00	0.00
<b>Invoice #</b>	<b>Invoice Date</b>	<b>Description</b>	<b>Invoice Amount</b>	<b>Amount Paid</b>	<b>Account Number</b>	<b>Account Description</b>	<b>Amount</b>	<b>Project ID</b>
IR-15122	11/05/2025	2025 Core Forum P	414.00	414.00	01-5163	Staff Development/Travel	414.00	«No Project ID»
<i>Totals:</i>							414.00	
GINGER SLADE	Computer Check	11/07/2025	11/07/2025	100.00	01-1053	Byline Bank Checking	0.00	100.00
	63009		Posted		01-2060	Accounts Payable	100.00	0.00
<b>Invoice #</b>	<b>Invoice Date</b>	<b>Description</b>	<b>Invoice Amount</b>	<b>Amount Paid</b>	<b>Account Number</b>	<b>Account Description</b>	<b>Amount</b>	<b>Project ID</b>
IR-15914	11/04/2025	Margarita Restaurar	100.00	100.00	01-5253	Hospitality	100.00	«No Project ID»
<i>Totals:</i>							100.00	
GINGER SLADE	Computer Check	11/25/2025	11/25/2025	42.00	01-1053	Byline Bank Checking	0.00	42.00
	63065		Posted		01-2060	Accounts Payable	42.00	0.00
<b>Invoice #</b>	<b>Invoice Date</b>	<b>Description</b>	<b>Invoice Amount</b>	<b>Amount Paid</b>	<b>Account Number</b>	<b>Account Description</b>	<b>Amount</b>	<b>Project ID</b>
IR-16102	11/21/2025	Mileage Reimburs	42.00	42.00	01-5163	Staff Development/Travel	30.80	«No Project ID»
IR-16102	11/21/2025	Mileage Reimburs	42.00	42.00	01-5165	Mileage & Miscellaneous reir	11.20	«No Project ID»
<i>Totals:</i>							42.00	
SWEETBUSH, INC.	Computer Check	11/19/2025	11/19/2025	255.00	01-1053	Byline Bank Checking	0.00	255.00
	63048		Posted		01-2060	Accounts Payable	255.00	0.00
<b>Invoice #</b>	<b>Invoice Date</b>	<b>Description</b>	<b>Invoice Amount</b>	<b>Amount Paid</b>	<b>Account Number</b>	<b>Account Description</b>	<b>Amount</b>	<b>Project ID</b>
SB111064	10/01/2025	Plant Rental - Main	255.00	255.00	01-5692	Repair & Maintenance Prop.	255.00	«No Project ID»
<i>Totals:</i>							255.00	
T-MOBILE	Computer Check	11/05/2025	11/05/2025	1,209.00	01-1053	Byline Bank Checking	0.00	1,209.00
	62999		Posted		01-2060	Accounts Payable	1,209.00	0.00
<b>Invoice #</b>	<b>Invoice Date</b>	<b>Description</b>	<b>Invoice Amount</b>	<b>Amount Paid</b>	<b>Account Number</b>	<b>Account Description</b>	<b>Amount</b>	<b>Project ID</b>
970035247-202510	10/21/2025	Devices	1,209.00	1,209.00	01-5893	Devices	1,209.00	«No Project ID»
<i>Totals:</i>							1,209.00	
TDI VERTICAL LLC	Computer Check	11/07/2025	11/07/2025	7,500.00	01-1053	Byline Bank Checking	0.00	7,500.00



# Oak Park Public Library

## Cash Disbursement Journals

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Payee	Trans. Type Trans. No.	Trans. Date	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
	63010		Posted		01-2060	Accounts Payable	7,500.00	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
INV1977	11/05/2025	IT Consulting - Servi	7,500.00	7,500.00	01-5272	Consultant Support Services	7,500.00	«No Project ID»
Totals:							7,500.00	
TDI VERTICAL LLC	Computer Check	11/19/2025	11/19/2025	9,583.28	01-1053	Byline Bank Checking	0.00	9,583.28
	63049		Posted		01-2060	Accounts Payable	9,583.28	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
INV1986	11/17/2025	Fortinet EMS 75 Use	2,083.28	2,083.28	01-5936	Subscriptions and services	2,083.28	IT
Totals:							2,083.28	
INV1983	11/17/2025	IT Consulting - Servi	7,500.00	7,500.00	01-5272	Consultant Support Services	7,500.00	«No Project ID»
Totals:							7,500.00	
TODAY'S BUSINESS SOLUTION	Computer Check	11/07/2025	11/07/2025	583.04	01-1053	Byline Bank Checking	0.00	583.04
	63011		Posted		01-2060	Accounts Payable	583.04	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
110625-43	11/06/2025	Cost per fax prograr	583.04	583.04	01-5451	Telephone/Communications	583.04	«No Project ID»
Totals:							583.04	
UNIVERSAL BACKGROUND SCI	Computer Check	11/05/2025	11/05/2025	29.12	01-1053	Byline Bank Checking	0.00	29.12
	63000		Posted		01-2060	Accounts Payable	29.12	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
202510023375	10/31/2025	EMPLOYMENT/REFE	29.12	29.12	01-5199	Hiring	29.12	«No Project ID»
Totals:							29.12	
UNIVERSITY OF ILLINOIS PAYM	Computer Check	11/25/2025	11/25/2025	125.00	01-1053	Byline Bank Checking	0.00	125.00
	63066		Posted		01-2060	Accounts Payable	125.00	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
ULBNT8S4	11/06/2025	Lost ILL Book	125.00	125.00	01-5264	ILL Payments	125.00	«No Project ID»
Totals:							125.00	
AMELIA VARGAS	Computer Check	11/05/2025	11/05/2025	414.00	01-1053	Byline Bank Checking	0.00	414.00
	63001		Posted		01-2060	Accounts Payable	414.00	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-15116	11/05/2025	2025 Core Forum Pe	414.00	414.00	01-5163	Staff Development/Travel	414.00	«No Project ID»
Totals:							414.00	

# Oak Park Public Library

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Payee	Trans. Type Trans. No.	Trans. Date	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
AMELIA VARGAS	Computer Check 63050	11/19/2025	11/19/2025 Posted	65.95	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 65.95	65.95 0.00
<b>Invoice #</b>	<b>Invoice Date</b>	<b>Description</b>	<b>Invoice Amount</b>	<b>Amount Paid</b>	<b>Account Number</b>	<b>Account Description</b>	<b>Amount</b>	<b>Project ID</b>
IR-16038	11/17/2025	Staff Dev /Travel - A	65.95	65.95	01-5163	Staff Development/Travel	65.95	«No Project ID»
<i>Totals:</i>							65.95	
VILLAGE OF OAK PARK	Computer Check 63051	11/19/2025	11/19/2025 Posted	23,827.19	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 23,827.19	23,827.19 0.00
<b>Invoice #</b>	<b>Invoice Date</b>	<b>Description</b>	<b>Invoice Amount</b>	<b>Amount Paid</b>	<b>Account Number</b>	<b>Account Description</b>	<b>Amount</b>	<b>Project ID</b>
IR-16019	11/14/2025	PAYROLL; VOL DED;	23,827.19	23,827.19	01-5160	IMRF (Illinois Municipal Retire	23,827.19	«No Project ID»
<i>Totals:</i>							23,827.19	
VILLAGE OF OAK PARK	Computer Check 63068	11/28/2025	11/28/2025 Posted	22,393.28	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 22,393.28	22,393.28 0.00
<b>Invoice #</b>	<b>Invoice Date</b>	<b>Description</b>	<b>Invoice Amount</b>	<b>Amount Paid</b>	<b>Account Number</b>	<b>Account Description</b>	<b>Amount</b>	<b>Project ID</b>
IR-16133	11/28/2025	PAYROLL; VOL DED;	22,393.28	22,393.28	01-5160	IMRF (Illinois Municipal Retire	22,393.28	«No Project ID»
<i>Totals:</i>							22,393.28	
WAREHOUSE DIRECT	Computer Check 63002	11/05/2025	11/05/2025 Posted	17.59	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 17.59	17.59 0.00
<b>Invoice #</b>	<b>Invoice Date</b>	<b>Description</b>	<b>Invoice Amount</b>	<b>Amount Paid</b>	<b>Account Number</b>	<b>Account Description</b>	<b>Amount</b>	<b>Project ID</b>
6025177-0	11/04/2025	HP Printer Toner	94.49	17.59	01-5742	Supplies	17.59	«No Project ID»
<i>Totals:</i>							17.59	
WAREHOUSE DIRECT	Computer Check 63012	11/07/2025	11/07/2025 Posted	94.49	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 94.49	94.49 0.00
<b>Invoice #</b>	<b>Invoice Date</b>	<b>Description</b>	<b>Invoice Amount</b>	<b>Amount Paid</b>	<b>Account Number</b>	<b>Account Description</b>	<b>Amount</b>	<b>Project ID</b>
6025177-1	11/07/2025	HP Printer Toner	94.49	94.49	01-5742	Supplies	94.49	«No Project ID»
<i>Totals:</i>							94.49	
WAREHOUSE DIRECT	Computer Check 63052	11/19/2025	11/19/2025 Posted	177.11	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 177.11	177.11 0.00
<b>Invoice #</b>	<b>Invoice Date</b>	<b>Description</b>	<b>Invoice Amount</b>	<b>Amount Paid</b>	<b>Account Number</b>	<b>Account Description</b>	<b>Amount</b>	<b>Project ID</b>
6025177-2	11/12/2025	HP Printer Toner	82.62	82.62	01-5742	Supplies	82.62	«No Project ID»
<i>Totals:</i>							82.62	
6025177-3	11/13/2025	HP Printer Toner	94.49	94.49	01-5742	Supplies	94.49	«No Project ID»
<i>Totals:</i>							94.49	

# Oak Park Public Library

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Payee	Trans. Type Trans. No.	Trans. Date	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
WORLD TRADE PRESS	Computer Check 63053	11/19/2025	11/19/2025 Posted	938.20	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 938.20	938.20 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
INV683037	11/13/2025	Subscription Bundle	938.20	938.20	01-5891	Digital content	938.20	«No Project ID»
Totals:							938.20	
XEROX FINANCIAL SERVICES	Computer Check 63054	11/19/2025	11/19/2025 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
41153419	11/08/2025	Xerox Printers	1,158.13	1,158.13	01-5620	Office & Library Machinery S	1,158.13	«No Project ID»
Totals:							1,158.13	
<b>Grand Totals:</b>				214,658.13			214,658.13	214,658.13
A total of 89 payment(s) listed								

# Oak Park Public Library

## Cash Disbursement Journals

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### Account Summary

Account Number	Description	Debit Amount	Credit Amount
01-1053	Byline Bank Checking x3401	0.00	214,658.13
01-1600	Prepaid Expenses	8,025.75	0.00
01-2058	Fed Pac	75.00	0.00
01-2059	Union dues Payable	194.25	0.00
01-2060	Accounts Payable	214,658.13	214,658.13
01-2067	Purchase Cards - P Cards	13,325.98	0.00
01-5001	Wages & Salaries	653.62	0.00
01-5100	Employee Health Benefits	910.00	0.00
01-5160	IMRF (Illinois Muncipal Retirement Fund)	46,220.47	0.00
01-5162	Dues	93.00	0.00
01-5163	Staff Development/Travel	4,624.97	0.00
01-5165	Mileage & Miscellaneous reimbursemen	80.81	0.00
01-5199	Hiring	29.12	0.00
01-5200	Board Development	940.00	0.00
01-5205	Publications	626.60	0.00
01-5240	Children's Programming	1,263.24	0.00
01-5247	Adult Programming	1,195.00	0.00
01-5253	Hospitality	100.00	0.00
01-5254	Creative Studio	59.85	0.00
01-5264	ILL Payments	322.86	0.00
01-5272	Consultant Support Services	15,000.00	0.00
01-5291	Legal Fees	11,120.00	0.00
01-5451	Telephone/Communications	627.18	0.00
01-5452	Grant Expenses	135.35	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	47.82	0.00
01-5684	Cleaning & Housekeeping Supplies	603.63	0.00
01-5686	Custodial Services	17,927.53	0.00
01-5690	Natural Gas	2,356.33	0.00
01-5692	Repair & Maintenance Prop. & Equip.	3,764.10	0.00
01-5742	Supplies	1,722.35	0.00
01-5840	Print materials	27,494.53	0.00
01-5890	Audio and video materials	5,434.39	0.00
01-5891	Digital content	43,381.32	0.00
01-5893	Devices	1,209.00	0.00
01-5894	Realia and other formats	408.22	0.00
01-5895	Archival collection	589.61	0.00

**Oak Park Public Library**  
**Cash Disbursement Journals**  
NOVEMBER 30, 2025

01-5920	Facilities Equipment	199.00	0.00
01-5936	Subscriptions and services	2,083.28	0.00
01-5937	Equipment and supplies	111.84	0.00

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

Source	Trans Type	Trans Date	Reference	Deposits	Payments
Cash Management Deposit		11/30/2025	PARKING CREDITS	\$ 2,184.23	
Cash Management Deposit		11/30/2025	DAILY DEPOSITS	\$ 60.10	
Cash Management Deposit		11/30/2025	SALES	\$ 323.38	
Cash Management Deposit		11/30/2025	SPACE RENTAL/CIRCULATION	\$ 387.86	
Cash Management Deposit		11/30/2025	INTEREST ON ACCOUNT	\$ 519.19	
				<b>\$ 3,474.76</b>	<b>-</b>
Cash Management Transfer in		11/30/2025	TRANSFER FROM MMA TO CHECKING, COVER PAYROLL & ACCTS PYBL	\$ 500,000.00	
Cash Management Transfer in		11/30/2025	TRANSFER FROM MMA TO CHECKING, COVER PAYROLL & ACCTS PYBL	\$ 200,000.00	
Cash Management Transfer in		11/30/2025	TRANSFER FROM MMA TO CHECKING, COVER PAYROLL & ACCTS PYBL	\$ 200,000.00	
				<b>\$ 900,000.00</b>	<b>-</b>
Cash Management Payment		11/30/2025	FIFTH STAR COLLECTIVE	\$ -	(4,000.00)
Cash Management Payment		11/30/2025	ACH (FLEX ACCTS),		(5,855.96)
Cash Management Payment		11/30/2025	IPBC PAYMENT EMPLOYEE MEDICAL INSURANCE		(120,452.90)
				<b>\$ -</b>	<b>(130,308.86)</b>
Cash Management Payment		11/30/2025	MERCHANT ACCT & BANK FEES		(87.84)
				<b>\$ -</b>	<b>(87.84)</b>
Cash Management Payment		11/30/2025	PAYROLL; PAYDATE 11/14/25		(\$269,258.18)
Cash Management Payment		11/30/2025	PAYROLL; PAYDATE 11/28/25		(\$259,718.19)
Cash Management Payment		11/30/2025	PAYROLL; MISSION SQUARE PAYROLL DEDUCTION DEBITS		(4,657.21)
				<b>\$ -</b>	<b>(533,633.58)</b>

**Summary by Transaction Type**

(+) Deposits by Transaction Type:

Cash Receipts:	\$ 3,474.76
Transfers In/Out	\$ 900,000.00
<b>Total Deposits:</b>	<b>\$ 903,474.76</b>

(-) Payments by Transaction Type:

Transfer out	\$ -
Benefits/Other ACH:	\$ (130,308.86)
Bank Fees:	\$ (87.84)
Payroll:	\$ (533,633.58)
<b>Total Payments:</b>	<b>\$ (664,030.28)</b>
Accounts Payable	<b>(214,658.13)</b>
<b>Total Summary of Disbursements:</b>	<b>\$ (878,688.41)</b>
Total Change In Register Balance:	\$ 24,786.35

OPPL  
1/27/26

**RESOLUTION ON DISBURSEMENTS, NOVEMBER 2025**

**RESOLVED THAT DISBURSEMENTS FOR THE MONTH OF NOVEMBER 2025 IN THE TOTAL AMOUNT OF \$878,658 AS DETAILED IN THE CASH DISBURSEMENTS JOURNAL AND GENERAL LEDGER, AND SUMMARIZED WITH ADJUSTMENTS FOR CREDITS IN THE STATEMENT OF INCOME AND EXPENSE FOR THAT MONTH BE RATIFIED, CONFIRMED, AND APPROVED.**

## Oak Park Public Library – Financial Report Summary

As of December 2025

(100% of the year complete)

### OPERATING CASH

Byline Checking	\$ 602,247
*Outstanding payments	\$ (71,139)
Byline Analysis	\$ 18,056
Byline Public Fund MM	\$ 588,570
Hinsdale - Wintrust MM	\$ 217,377
Illinois Funds Invest	\$ 804,051

Ending operating cash available: **\$2,159,162**

Byline Public Fund AMH (Restricted State Capital Grant): **\$8,147**

Art Fund: **\$3,198**

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### OVERALL SUMMARY

Oak Park Public Library is 100% through the fiscal year. The year-to-date (YTD) financial statement through December 31, 2025, reflects a deficit of \$5,028,802, with the first installment of tax receipts paid at 53% of the budgeted amount and the second installment pending.

December YTD revenue totaled \$6,840,507, or 58% of the 2025 budget. This amount is 42% under the YTD budget for the fiscal year.

December YTD operating expenditures totaled \$11,461,373 or 96% of the 2025 budget. This amount is 4% under the YTD budget for the fiscal year.

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### REVENUE

As of December 31, 2025, the library has recorded \$6,090,049 in property tax revenue, or 53% of the budget, for the fiscal year. This figure represents mainly the first installment of tax receipts. Although the second installment traditionally has an August 1 due date, Cook County has experienced significant processing delays in recent years. Following a countywide delay of over five months in issuing property tax bills and distributing funds, the library received its first scheduled distribution from the second installment on January 20, 2026. Management continues to monitor these distributions closely to ensure alignment with year-end fiscal projections.



Corporate Property Tax is at 99% of the annual budget, which is 1% under budget.

Parking lot revenue of \$32,896, or 150%, of the YTD budget. The library has exceeded the \$22,000 budget. The revenue helps pay some of the costs for servicing and maintaining the parking garage and gates.

Interest Income at 140% exceeded the YTD budget by 40%, totaling \$255,337. Despite Federal Reserve rate cuts that lowered expected rates, the library did not fall short of its budgeted revenue.

Gifts from Friends of the Library (FOPPL), at \$27,129, or 136% of the budget, is 36% over the YTD budget. This is due to the remaining funds from the FOPPL FY2024 gift being recognized in FY2025 and the rate of spending of the FOPPL FY2025 gift.

Illinois Per Capita Grant, at \$80,510 or 447% of the budget, is 347% over the YTD budget. Although this revenue line is not typically budgeted for, a portion of the grant was conservatively budgeted for FY2025 to balance the budget.

Community Fund Endowments is at 101% of the budget, 1% above the budget.

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: \$6,840,507**

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## **EXPENDITURES**

Total disbursements: **\$1,005,952**

The total People expenditure is at 100%, which aligns with the YTD budget.

Support Services is expended at 107% of the YTD budget, which is 7% over budget. The over-expenditure is mainly due to various, Marketing, Administration and Other Support Services costs: (1) Promotions is 5% over the YTD budget, which is due to 2025 Spring Strategic Marketing Campaign; and (2) Supplies are at 114% of the budget, which is due to the timing of the purchases and the rising printing costs related to offering free printing to patrons.

December's operating expenditures are at 96%, which is 4% under the YTD budget of 100%.

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

Compensation	100%
Talent Development	100%

**Total People 100%**

Support Services:

Marketing	102%
Store	105%
Collections	97%
Administration	115%
Other Support Services	70%

**Total Support Services 107%**

Equity And Anti-Racism:

**Total Equity And Anti-Racism 91%**

Library Materials:

**Total Library Materials 88%**

Facilities Management:

Facilities Supplies	89%
Facilities Services	81%

**Total Facilities Management 81%**

Public Services:

Programming	89%
Digital Services	74%

**Total Public Services 77%**

**TOTAL OPERATING EXPENSES: 96%**

**TOTAL CAPITAL AND OUTSIDE SUPPORT: 68%**

# Oak Park Public Library

## Bank Reconciliation Report

### BYLINE CHECKING, DECEMBER 2025

#### Reconciliation of Register to Statement

Bank register cleared beginning balance 11/30/2025:			\$354,185.30
Add: Cleared deposits:			\$8,106.90
Add: Cleared deposit adjustments:			\$1,237,658.34
Subtract: Cleared payments:			\$322,694.60
Subtract: Cleared payment adjustments:			\$675,008.58
Adjusted bank register balance:			<hr/> \$602,247.36
Bank register ending balance:			\$531,108.27
Subtract: Outstanding deposits:			\$0.00
Subtract: Outstanding deposit adjustments:			\$13,788.38
Add: Outstanding payments:			\$71,139.09
Add: Outstanding payment adjustments:			\$13,788.38
Adjusted bank register balance:			<hr/> \$602,247.36
Bank statement ending balance 12/31/2025:			<hr/> \$602,247.36
Out of balance by:			\$0.00
Summary Count and Amount for Deposits and Payments			
All Cleared Deposits:	12	\$1,245,765.24	
All Cleared Payments:	121	\$997,703.18	

# Oak Park Public Library

## Bank Reconciliation Report

BYLINE ANALYSIS, DECEMBER 2025

### Reconciliation of Register to Statement

Bank register cleared beginning balance 11/30/2025:			\$817,748.30
Add: Cleared deposits:			\$0.00
Add: Cleared deposit adjustments:			\$400,307.60
Subtract: Cleared payments:			\$0.00
Subtract: Cleared payment adjustments:			\$1,200,000.00
Adjusted bank register balance:			\$18,055.90
Bank register ending balance:			\$18,055.90
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:			\$18,055.90
Bank statement ending balance 12/31/2025:			\$18,055.90
Out of balance by:			\$0.00
Summary Count and Amount for Deposits and Payments			
All Cleared Deposits:	3	\$400,307.60	
All Cleared Payments:	3	\$1,200,000.00	

# Oak Park Public Library

## Bank Reconciliation Report

BYLINE MM x0197, DECEMBER 2025

### Reconciliation of Register to Statement

Bank register cleared beginning balance 11/30/2025:			\$586,939.04
Add: Cleared deposits:			\$0.00
Add: Cleared deposit adjustments:			\$1,631.37
Subtract: Cleared payments:			\$0.00
Subtract: Cleared payment adjustments:			\$0.00
Adjusted bank register balance:			<hr/> \$588,570.41
Bank register ending balance:			\$588,570.41
Subtract: Outstanding deposits:			\$0.00
Subtract: Outstanding deposit adjustments:			\$0.00
Add: Outstanding payments:			\$0.00
Add: Outstanding payment adjustments:			\$0.00
Adjusted bank register balance:			<hr/> \$588,570.41
Bank statement ending balance 12/31/2025:			<hr/> \$588,570.41
Out of balance by:			\$0.00
Summary Count and Amount for Deposits and Payments			
All Cleared Deposits:	1	\$1,631.37	
All Cleared Payments:	0	\$0.00	

# Oak Park Public Library

## Bank Reconciliation Report

BYLINE MM x3562, DECEMBER 2025

### Reconciliation of Register to Statement

Bank register cleared beginning balance 11/30/2025:			\$41,024.18
Add: Cleared deposits:			\$0.00
Add: Cleared deposit adjustments:			\$68.17
Subtract: Cleared payments:			\$0.00
Subtract: Cleared payment adjustments:			\$32,945.58
Adjusted bank register balance:			<hr/> \$8,146.77
Bank register ending balance:			\$8,146.77
Subtract: Outstanding deposits:			\$0.00
Subtract: Outstanding deposit adjustments:			\$0.00
Add: Outstanding payments:			\$0.00
Add: Outstanding payment adjustments:			\$0.00
Adjusted bank register balance:			<hr/> \$8,146.77
Bank statement ending balance 12/31/2025:			<hr/> \$8,146.77
Out of balance by:			\$0.00
Summary Count and Amount for Deposits and Payments			
All Cleared Deposits:	1	\$68.17	
All Cleared Payments:	3	\$32,945.58	

# Oak Park Public Library

## Bank Reconciliation Report

HINSDALE- WINTRUST, DECEMBER 2025

### Reconciliation of Register to Statement

Bank register cleared beginning balance 11/30/2025:			\$216,602.32
Add: Cleared deposits:			\$0.00
Add: Cleared deposit adjustments:			\$774.42
Subtract: Cleared payments:			\$0.00
Subtract: Cleared payment adjustments:			\$0.00
Adjusted bank register balance:			<hr/> \$217,376.74
Bank register ending balance:			\$217,376.74
Subtract: Outstanding deposits:			\$0.00
Subtract: Outstanding deposit adjustments:			\$0.00
Add: Outstanding payments:			\$0.00
Add: Outstanding payment adjustments:			\$0.00
Adjusted bank register balance:			<hr/> \$217,376.74
Bank statement ending balance 12/31/2025:			<hr/> \$217,376.74
Out of balance by:			\$0.00
Summary Count and Amount for Deposits and Payments			
All Cleared Deposits:	1	\$774.42	
All Cleared Payments:	0	\$0.00	

# Oak Park Public Library

## Bank Reconciliation Report

ILLINOIS TRUST FUND, DECEMBER 2025

### Reconciliation of Register to Statement

Bank register cleared beginning balance 11/30/2025:			\$1,172,674.15
Add: Cleared deposits:			\$0.00
Add: Cleared deposit adjustments:			\$3,376.50
Subtract: Cleared payments:			\$0.00
Subtract: Cleared payment adjustments:			\$372,000.00
Adjusted bank register balance:			\$804,050.65
Bank register ending balance:			\$804,050.65
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:			\$804,050.65
Bank statement ending balance 12/31/2025:			\$804,050.65
Out of balance by:			\$0.00
Summary Count and Amount for Deposits and Payments			
All Cleared Deposits:	1	\$3,376.50	
All Cleared Payments:	1	\$372,000.00	



# Oak Park Public Library

## Bank Reconciliation Report

ILLINOIS FUND ART FUND, DECEMBER 2025

### Reconciliation of Register to Statement

Bank register cleared beginning balance 11/30/2025:			\$3,187.16
Add: Cleared deposits:			\$0.00
Add: Cleared deposit adjustments:			\$10.68
Subtract: Cleared payments:			\$0.00
Subtract: Cleared payment adjustments:			\$0.00
Adjusted bank register balance:			\$3,197.84
Bank register ending balance:			\$3,197.84
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:			\$3,197.84
Bank statement ending balance 12/31/2025:			\$3,197.84
Out of balance by:			\$0.00
Summary Count and Amount for Deposits and Payments			
All Cleared Deposits:	1	\$10.68	
All Cleared Payments:	0	\$0.00	

# Oak Park Public Library

## Statement of Revenue & Expenditure

Period Ending 12/31/2025

	Current Month	YTD Totals	Total Annual Budget	% Budget YTD Received / Expended
<b>REVENUE</b>				
Property Taxes, for operating	0.00	6,090,048.95	11,404,000.00	53.40%
Corp. Property Replacement Tax	27,707.05	205,617.51	207,000.00	99.33%
Services charges and fees	16.00	165.65	0.00	0.00%
Lost Books Reimbursed/Reciprocal Borrow	350.53	12,408.21	7,000.00	177.26%
Sales	60.00	2,206.55	0.00	0.00%
Rentals-Library Space	0.00	3,981.11	0.00	0.00%
Vending/Enterprise Income	0.00	1,088.56	0.00	0.00%
Parking lot revenue	2,774.09	32,895.77	22,000.00	149.53%
Interest	6,868.06	255,337.01	182,000.00	140.30%
Gifts	500.00	3,469.71	0.00	0.00%
Gifts From FOPPL	3,279.97	27,129.34	20,000.00	135.65%
Illinois Per Capita Grant	0.00	80,509.93	18,000.00	447.28%
Grants	44,976.84	89,105.90	0.00	0.00%
Community Fund Endowments	1,941.76	25,757.39	25,600.00	100.61%
Miscellaneous Income	0.00	10,785.87	0.00	0.00%
<b>TOTAL REVENUE</b>	<b>88,474.30</b>	<b>6,840,507.46</b>	<b>11,885,600.00</b>	<b>57.55%</b>
<b>EXPENSES - Operating</b>				
<b>PEOPLE</b>				
<b>Compensation</b>				
Wages & Salaries	547,217.89	6,567,056.74	6,630,000.00	99.05%
Employee Health Benefits	111,604.49	1,264,645.59	1,223,000.00	103.41%
IMRF (Illinois Muncipal Retirement F	17,484.10	208,982.29	229,000.00	91.26%
FICA/MEDICARE	40,001.09	481,250.42	488,500.00	98.52%
Workers Compensation Insurance	0.00	15,353.00	17,500.00	87.73%
Unemployment Compensation Ins.	328.38	32,830.32	24,000.00	136.79%
<b>Total Compensation</b>	<b>716,635.95</b>	<b>8,570,118.36</b>	<b>8,612,000.00</b>	<b>99.51%</b>
<b>Talent Development</b>				
Dues	1,322.00	18,579.00	14,000.00	132.71%
Staff Development/Travel	15,215.39	88,602.63	103,250.00	85.81%
Tuition Reimbursement	3,000.00	25,914.00	27,000.00	95.98%
Hiring	0.00	19,402.92	12,500.00	155.22%
Board Development	0.00	5,915.00	2,000.00	295.75%
<b>Total Talent Development</b>	<b>19,537.39</b>	<b>158,413.55</b>	<b>158,750.00</b>	<b>99.79%</b>
<b>TOTAL PEOPLE</b>	<b>736,173.34</b>	<b>8,728,531.91</b>	<b>8,770,750.00</b>	<b>99.52%</b>
<b>SUPPORT SERVICES</b>				
<b>Marketing</b>				
Promotions	250.00	20,018.02	19,000.00	105.36%
Publications	2,257.20	31,408.30	31,550.00	99.55%
<b>Total Marketing Support</b>	<b>2,507.20</b>	<b>51,426.32</b>	<b>50,550.00</b>	<b>101.73%</b>

# Oak Park Public Library

## Statement of Revenue & Expenditure

Period Ending 12/31/2025

	Current Month	YTD Totals	Total Annual Budget	% Budget YTD Received / Expended
<b>Store</b>				
Fees and Services	55.48	788.98	750.00	105.20%
<b>Total Store Support</b>	<b>55.48</b>	<b>788.98</b>	<b>750.00</b>	<b>105.20%</b>
<b>Collections</b>				
ILL Payments	0.00	4,177.75	3,000.00	139.26%
Cataloging/Bib Search Fees	0.00	1,651.51	3,000.00	55.05%
<b>Total Collections Support</b>	<b>0.00</b>	<b>5,829.26</b>	<b>6,000.00</b>	<b>97.15%</b>
<b>Administration</b>				
HRIS and Payroll Processing Fees	3,703.69	33,499.74	33,000.00	101.51%
Mileage & Miscellaneous reimburse	15.40	16,254.42	22,500.00	72.24%
Hospitality	0.00	2,276.03	5,000.00	45.52%
Staff Appreciation / Engagement	1,203.68	11,698.54	12,000.00	97.49%
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	82.93	1,143.41	2,050.00	55.78%
Consulting Services - Admin	4,000.00	57,532.50	60,000.00	95.89%
Intergovernmental Agreements (IGA)	2,168.93	20,800.18	25,000.00	83.20%
Legal Fees	4,980.00	23,065.00	30,000.00	76.88%
Postage & Delivery	7.67	13,324.36	16,500.00	80.75%
Insurance	0.00	116,790.99	124,700.00	93.66%
Grant Expenses	44,976.84	89,105.90	0.00	0.00%
Supplies	20,073.70	102,409.31	90,000.00	113.79%
<b>Total Administration Support</b>	<b>81,212.84</b>	<b>496,900.38</b>	<b>433,000.00</b>	<b>114.76%</b>
<b>Other Support Services</b>				
Telephone/Communications	3,902.50	45,675.85	65,000.00	70.27%
Office & Library Machinery Service	1,158.13	13,897.56	20,000.00	69.49%
<b>Total Other Support Services</b>	<b>5,060.63</b>	<b>59,573.41</b>	<b>85,000.00</b>	<b>70.09%</b>
<b>TOTAL SUPPORT SERVICES</b>	<b>88,836.15</b>	<b>614,518.35</b>	<b>575,300.00</b>	<b>106.82%</b>
<b>EQUITY AND ANTI-RACISM</b>				
Learning and Development	11,350.00	11,350.00	12,000.00	94.58%
Supplies - Equity	213.93	1,453.72	2,000.00	72.69%
<b>TOTAL EQUITY AND ANTI-RACISM</b>	<b>11,563.93</b>	<b>12,803.72</b>	<b>14,000.00</b>	<b>91.46%</b>
<b>LIBRARY MATERIALS</b>				
Print materials	19,387.22	301,733.96	380,500.00	79.30%
Audio and video materials	4,975.18	67,618.15	95,500.00	70.80%
Digital content	51,514.84	634,093.66	640,000.00	99.08%
Devices	1,200.70	17,445.18	30,000.00	58.15%
Realia and other formats	1,135.15	7,868.10	10,500.00	74.93%
Archival collection	0.00	10,261.93	20,000.00	51.31%

# Oak Park Public Library

## Statement of Revenue & Expenditure

Period Ending 12/31/2025

	Current Month	YTD Totals	Total Annual Budget	% Budget YTD Received / Expended
<b>TOTAL LIBRARY MATERIALS</b>	<b>78,213.09</b>	<b>1,039,020.98</b>	<b>1,176,500.00</b>	<b>88.31%</b>
<b>FACILITIES MANAGEMENT</b>				
<b>Facility Supplies</b>				
Fuels & Lubricants	319.74	1,995.56	2,800.00	71.27%
Building Materials & Supplies	314.70	8,016.35	10,000.00	80.16%
Equipment Parts	3.44	9,546.63	10,000.00	95.47%
Cleaning & Housekeeping Supplies	191.11	7,712.60	8,500.00	90.74%
Signage	420.51	4,198.21	4,000.00	104.96%
<b>Total Facility Supplies</b>	<b>1,249.50</b>	<b>31,469.35</b>	<b>35,300.00</b>	<b>89.15%</b>
<b>Facilities Services</b>				
Landscaping and snow removal serv	4,062.00	20,453.00	25,000.00	81.81%
Custodial Services	17,927.53	211,476.46	225,000.00	93.99%
Water	750.81	13,923.99	11,750.00	118.50%
Sewer/Garbage	894.66	12,742.73	13,500.00	94.39%
Parking lot expense	1,999.50	10,750.31	10,500.00	102.38%
Natural Gas	3,177.86	28,609.63	95,000.00	30.12%
Rentals--Equipment & Facilities	1,370.00	16,440.00	25,000.00	65.76%
Repair & Maintenance Prop. & Equip	8,925.95	209,360.79	242,000.00	86.51%
<b>Total Facilities Services</b>	<b>39,108.31</b>	<b>523,756.91</b>	<b>647,750.00</b>	<b>80.86%</b>
<b>TOTAL FACILITIES MANAGEMENT</b>	<b>40,357.81</b>	<b>555,226.26</b>	<b>683,050.00</b>	<b>81.29%</b>
<b>PUBLIC SERVICES</b>				
<b>Programming</b>				
Children's Programming	3,500.70	23,874.55	25,000.00	95.50%
Young Adult Programming	1,085.24	18,363.65	27,000.00	68.01%
Adult Programming	2,261.18	23,977.52	23,000.00	104.25%
Community Engagement	3,286.27	15,715.94	14,000.00	112.26%
Social Services	0.00	5,615.92	10,000.00	56.16%
Creative Studio	1,316.44	7,992.98	8,000.00	99.91%
<b>Total Programming</b>	<b>11,449.83</b>	<b>95,540.56</b>	<b>107,000.00</b>	<b>89.29%</b>
<b>Digital Services</b>				
Consultant Support Services	7,347.50	39,118.80	65,000.00	60.18%
SWAN	0.00	103,919.75	115,000.00	90.37%
Website development/CMS	0.00	5,400.09	0.00	0.00%
Subscriptions and services	5,420.54	259,826.97	354,000.00	73.40%
Equipment and supplies	763.16	7,466.17	25,000.00	29.86%
<b>Total Digital Services</b>	<b>13,531.20</b>	<b>415,731.78</b>	<b>559,000.00</b>	<b>74.37%</b>
<b>TOTAL PUBLIC SERVICES</b>	<b>24,981.03</b>	<b>511,272.34</b>	<b>666,000.00</b>	<b>76.77%</b>
<b>TOTAL EXPENSES - Operating</b>	<b>980,125.35</b>	<b>11,461,373.56</b>	<b>11,885,600.00</b>	<b>96.43%</b>

# Oak Park Public Library

## Statement of Revenue & Expenditure

Period Ending 12/31/2025

	Current Month	YTD Totals	Total Annual Budget	% Budget YTD Received / Expended
<b>EXPENSES - Capital</b>				
Facilities Equipment	785.50	4,152.85	10,000.00	41.53%
Furnishings	13,342.79	59,599.33	75,000.00	79.47%
Technology Projects and Equipment	0.00	86,143.72	50,000.00	172.29%
Building Improvements	(19,276.33)	258,040.35	465,000.00	55.49%
<b>TOTAL EXPENSES - Capital</b>	<b>(5,148.04)</b>	<b>407,936.25</b>	<b>600,000.00</b>	<b>67.99%</b>
 <b>NET SURPLUS/(DEFICIT)</b>	 <b>(886,503.01)</b>	 <b>(5,028,802.35)</b>	 <b>(600,000.00)</b>	 <b>838.13%</b>

# Oak Park Public Library

## Cash Disbursement Journals

DECEMBER 31, 2025

Payee	Trans. Type Trans. No.	Trans. Date	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
A GREATER GOOD FOUNDATION	Computer Check 63069	12/03/2025	12/03/2025 Posted	4,730.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 4,730.00	4,730.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2025-99-00125	12/01/2025	Mentorship Program	4,730.00	4,730.00	01-5452	Grant Expenses	4,730.00	TOWNSHIP25
Totals:							4,730.00	
A.NEW VARIETY	Computer Check 63070	12/03/2025	12/03/2025 Posted	300.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 300.00	300.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2025-99-00124	12/01/2025	Program Facilitator	300.00	300.00	01-5244	Young Adult Programming	300.00	«No Project ID»
Totals:							300.00	
ADEKUNLE ONAYEMI	Computer Check 63160	12/22/2025	12/22/2025 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
2025-99-00120	12/17/2025	Hosting Kwanzaa Ce	150.00	150.00	01-5249	Community Engagement	150.00	FOPPL25
Totals:							150.00	
ALARM DETECTION SYSTEMS,	Computer Check 63123	12/17/2025	12/17/2025 Posted	220.41	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 220.41	220.41 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
135101-1079	12/07/2025	Quarterly Chargers	220.41	220.41	01-5692	Repair & Maintenance Prop.	220.41	«No Project ID»
Totals:							220.41	
ALPHA BUILDING MAINTENANCE	Computer Check 63090	12/10/2025	12/10/2025 Posted	16,943.53	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 16,943.53	16,943.53 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
23788 OPPL	12/01/2025	Custodial Services	16,943.53	16,943.53	01-5686	Custodial Services	16,943.53	«No Project ID»
Totals:							16,943.53	
AMANO MCGANN, INC.	Computer Check 63124	12/17/2025	12/17/2025 Posted	1,999.50	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 1,999.50	1,999.50 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
INVC024002	12/01/2025	Amano McGann - Si	1,999.50	1,999.50	01-5689	Parking lot expense	1,999.50	«No Project ID»
Totals:							1,999.50	
AMAZON CAPITAL SERVICES	Computer Check	12/03/2025	12/03/2025	3,420.81	01-1053	Byline Bank Checking	0.00	3,420.81

# Oak Park Public Library

## Cash Disbursement Journals

DECEMBER 31, 2025

Payee	Trans. Type Trans. No.	Trans. Date	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
	63071		Posted		01-2060	Accounts Payable	3,420.81	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
11JC-JYNG-QNL4	11/19/2025	Creative Studio - CS	74.01	74.01	01-5254	Creative Studio	74.01	«No Project ID»
						Totals:	74.01	
1J63-QD4Q-LMNN	11/24/2025	Books	85.94	73.15	01-5840	Print materials	73.15	«No Project ID»
						Totals:	73.15	
1L7H-H4WF-7F4V	11/24/2025	Childrens Realia	29.98	29.98	01-5894	Realia and other formats	29.98	«No Project ID»
						Totals:	29.98	
1J63-QD4Q-GYCH	11/24/2025	Books	30.59	30.59	01-5840	Print materials	30.59	«No Project ID»
						Totals:	30.59	
1J63-QD4Q-GXFD	11/24/2025	Childrens Realia	101.16	101.16	01-5894	Realia and other formats	101.16	«No Project ID»
						Totals:	101.16	
1LRY-J9VG-W9PG	11/26/2025	Office Supplies	13.66	13.66	01-5742	Supplies	13.66	«No Project ID»
						Totals:	13.66	
1NPC-CHWD-XLKD	11/26/2025	Books	18.91	18.91	01-5840	Print materials	18.91	«No Project ID»
						Totals:	18.91	
14RC-DQDD-1G7C	11/29/2025	Office Supplies	60.99	60.99	01-5742	Supplies	60.99	«No Project ID»
						Totals:	60.99	
16KH-XXP7-YCPK	11/29/2025	IT Supplies - 2x Mac	2,098.00	2,098.00	01-5937	Equipment and supplies	2,098.00	«No Project ID»
						Totals:	2,098.00	
1KKL-7GH9-JF3V	11/30/2025	Books	110.53	110.53	01-5840	Print materials	110.53	«No Project ID»
						Totals:	110.53	
1YWF-7L76-R36R	12/01/2025	Nov Amazon order	654.41	654.41	01-5240	Children's Programming	654.41	«No Project ID»
						Totals:	654.41	
13NW-RL4M-9Y1M	12/02/2025	Books	55.46	55.46	01-5840	Print materials	55.46	«No Project ID»
						Totals:	55.46	
1QWC-THF3-9V9V	12/02/2025	Creative Studio - CS	99.96	99.96	01-5254	Creative Studio	99.96	«No Project ID»
						Totals:	99.96	
AMAZON CAPITAL SERVICES	Computer Check	12/10/2025	12/10/2025	1,472.20	01-1053	Byline Bank Checking	0.00	1,472.20
	63091		Posted		01-2060	Accounts Payable	1,472.20	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
16TT-Q6DH-DYKD	11/30/2025	Idea box (December	22.96	22.96	01-5249	Community Engagement	22.96	«No Project ID»
						Totals:	22.96	
1VT3-X7KM-9349	12/01/2025	Idea box materials	393.85	393.85	01-5249	Community Engagement	393.85	«No Project ID»
						Totals:	393.85	

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# Oak Park Public Library

## Cash Disbursement Journals

DECEMBER 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
1JGC-NQTD-64FN	12/12/2025	Office Supplies	31.44	31.44	01-5742	Supplies	31.44	«No Project ID»
						Totals:	31.44	
19C6-WCQL-9DTT	12/12/2025	Book	19.25	19.25	01-5840	Print materials	19.25	«No Project ID»
						Totals:	19.25	
1QX7-WCH7-4QKD	12/12/2025	Laminating Sheets &	21.97	21.97	01-5742	Supplies	21.97	«No Project ID»
						Totals:	21.97	
1KKQ-JGK4-L9VD	12/14/2025	Facilities - MISC Sup	98.52	98.52	01-5682	Building Materials & Supplies	98.52	«No Project ID»
						Totals:	98.52	
1YX1-YXXY-TTPP	12/15/2025	Book	39.95	39.95	01-5840	Print materials	39.95	«No Project ID»
						Totals:	39.95	
1YX1-YXXY-QYX7	12/15/2025	Books	44.69	44.69	01-5840	Print materials	44.69	«No Project ID»
						Totals:	44.69	
1JCH-6LP4-MLFY	12/16/2025	Books	51.99	51.99	01-5840	Print materials	51.99	«No Project ID»
						Totals:	51.99	
AMAZON CAPITAL SERVICES	Computer Check	12/22/2025	12/22/2025	566.68	01-1053	Byline Bank Checking	0.00	566.68
	63161		Posted		01-2060	Accounts Payable	566.68	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
16MW-VPD1-R47W	12/11/2025	MHS supplies	157.30	157.30	01-5244	Young Adult Programming	157.30	«No Project ID»
						Totals:	157.30	
1CGY-Q3DM-LD7N	12/16/2025	Kwanzaa	172.69	172.69	01-5249	Community Engagement	172.69	FOPPL25
						Totals:	172.69	
14QV-79J9-9QQG	12/17/2025	Book	10.77	10.77	01-5840	Print materials	10.77	«No Project ID»
						Totals:	10.77	
14QN-VWG3-93VD	12/17/2025	Books	125.61	125.61	01-5840	Print materials	125.61	«No Project ID»
						Totals:	125.61	
143N-VJL6-J3F7	12/18/2025	Book	18.95	18.95	01-5840	Print materials	18.95	«No Project ID»
						Totals:	18.95	
1NQ9-FMNR-G34J	12/18/2025	Books	38.22	38.22	01-5840	Print materials	38.22	«No Project ID»
						Totals:	38.22	
1HR7-W4PG-VN6P	12/19/2025	2 tubs of crayons fo	43.14	43.14	01-5742	Supplies	43.14	«No Project ID»
						Totals:	43.14	
AMAZON CAPITAL SERVICES	Computer Check	12/29/2025	12/29/2025	96.44	01-1053	Byline Bank Checking	0.00	96.44
	63172		Posted		01-2060	Accounts Payable	96.44	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID

# Oak Park Public Library

## Cash Disbursement Journals

DECEMBER 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
1XY7-PQL7-F43R	12/12/2025	IT Supplies - Circ La	10.24	10.24	01-5937	Equipment and supplies	10.24	«No Project ID»
						Totals:	10.24	
1PY7-KQD6-NY94	12/22/2025	Bib Team Supplies	39.19	39.19	01-5742	Supplies	39.19	«No Project ID»
						Totals:	39.19	
1WNL-QD39-C61N	12/23/2025	Office Supplies	47.01	47.01	01-5742	Supplies	47.01	«No Project ID»
						Totals:	47.01	
ANCEL GLINK, P.C.	Computer Check	12/17/2025	12/17/2025	4,980.00	01-1053	Byline Bank Checking	0.00	4,980.00
	63126		Posted		01-2060	Accounts Payable	4,980.00	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
115406	12/08/2025	November Legal Bill	4,980.00	4,980.00	01-5291	Legal Fees	4,980.00	«No Project ID»
						Totals:	4,980.00	
ANDERSON PEST SOLUTIONS	Computer Check	12/17/2025	12/17/2025	119.42	01-1053	Byline Bank Checking	0.00	119.42
	63127		Posted		01-2060	Accounts Payable	119.42	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
89310738	12/12/2025	Pest Control Mainte	119.42	119.42	01-5692	Repair & Maintenance Prop.	119.42	«No Project ID»
						Totals:	119.42	
ARTHUR J. GALLAGHER, RISK P	Computer Check	12/03/2025	12/03/2025	2,370.00	01-1053	Byline Bank Checking	0.00	2,370.00
	63072		Posted		01-2060	Accounts Payable	2,370.00	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
5880172	11/24/2025	CRIME POLICY PYM	2,370.00	2,370.00	01-5390	Insurance	2,370.00	«No Project ID»
						Totals:	2,370.00	
AUDIOVISUAL PRESERVATION	Computer Check	12/03/2025	12/03/2025	2,808.00	01-1053	Byline Bank Checking	0.00	2,808.00
	63073		Posted		01-2060	Accounts Payable	2,808.00	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
SDDWNLZT-0002	11/06/2025	Automated Metadata	2,808.00	2,808.00	01-5895	Archival collection	2,808.00	«No Project ID»
						Totals:	2,808.00	
BAYSCAN TECHNOLOGIES	Computer Check	12/17/2025	12/17/2025	768.20	01-1053	Byline Bank Checking	0.00	768.20
	63128		Posted		01-2060	Accounts Payable	768.20	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
81811	12/10/2025	Receipt Paper	768.20	768.20	01-5742	Supplies	768.20	«No Project ID»
						Totals:	768.20	

# Oak Park Public Library

## Cash Disbursement Journals

### DECEMBER 31, 2025

Payee	Trans. Type Trans. No.	Trans. Date	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
BLACKBAUD	Computer Check 63074	12/03/2025	12/03/2025 Posted	2,779.68	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 2,779.68	2,779.68 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
INV-0000491378	12/30/2025	ANNUAL MEMBERS	2,779.68	2,779.68	01-5936	Subscriptions and services	2,779.68	«No Project ID»
Totals:							2,779.68	
DUSHAUN BRANCH	Computer Check 63162	12/22/2025	12/22/2025 Posted	270.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 270.00	270.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
240915	12/01/2025	Adult Programming	270.00	270.00	01-5247	Adult Programming	270.00	«No Project ID»
Totals:							270.00	
CARDINAL COLORGROUP	Computer Check 63092	12/10/2025	12/10/2025 Posted	1,700.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 1,700.00	1,700.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
4524111	11/05/2025	Print insert	1,700.00	1,700.00	01-5205	Publications	1,700.00	«No Project ID»
Totals:							1,700.00	
CHICAGO OFFICE TECHNOLOG	Computer Check 63173	12/29/2025	12/29/2025 Posted	5,110.73	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 5,110.73	5,110.73 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IN6268716	12/24/2025	Xerox Toner (09/25/	5,110.73	5,110.73	01-5742	Supplies	5,110.73	«No Project ID»
Totals:							5,110.73	
CHILDREN'S PLUS DBA LIBRAR	Computer Check 63163	12/22/2025	12/22/2025 Posted	308.10	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 308.10	308.10 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
270576	12/17/2025	Books	308.10	308.10	01-5840	Print materials	308.10	«No Project ID»
Totals:							308.10	
CINTAS	Computer Check 63093	12/10/2025	12/10/2025 Posted	372.90	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 372.90	372.90 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
5299798209	10/28/2025	First Aid	372.90	372.90	01-5742	Supplies	372.90	«No Project ID»
Totals:							372.90	
CINTAS	Computer Check	12/17/2025	12/17/2025	110.57	01-1053	Byline Bank Checking	0.00	110.57

# Oak Park Public Library

## Cash Disbursement Journals

DECEMBER 31, 2025

Payee	Trans. Type Trans. No.	Trans. Date	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
	63129		Posted		01-2060	Accounts Payable	110.57	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
5306727708	12/08/2025	First Aid	60.13	60.13	01-5742	Supplies	60.13	«No Project ID»
						Totals:	60.13	
5306861209	12/09/2025	First Aid	50.44	50.44	01-5742	Supplies	50.44	«No Project ID»
						Totals:	50.44	
CITRON HYGIENE	Computer Check	12/17/2025	12/17/2025	984.00	01-1053	Byline Bank Checking	0.00	984.00
	63130		Posted		01-2060	Accounts Payable	984.00	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
INV0536264	12/01/2025	Citron Hygiene Serv	77.56	77.56	01-5686	Custodial Services	77.56	«No Project ID»
						Totals:	77.56	
INV0536261	12/01/2025	Citron Hygiene Serv	97.74	97.74	01-5686	Custodial Services	97.74	«No Project ID»
						Totals:	97.74	
INV0536265	12/01/2025	Citron Hygiene Serv	808.70	808.70	01-5686	Custodial Services	808.70	«No Project ID»
						Totals:	808.70	
CLAIRE ONG	Computer Check	12/03/2025	12/03/2025	15.05	01-1053	Byline Bank Checking	0.00	15.05
	63075		Posted		01-2060	Accounts Payable	15.05	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-16179	11/30/2025	Mileage - Reimb. Hc	15.05	15.05	01-5165	Mileage & Miscellaneous reir	15.05	«No Project ID»
						Totals:	15.05	
CLAIRE ONG	Computer Check	12/29/2025	12/29/2025	15.40	01-1053	Byline Bank Checking	0.00	15.40
	63174		Posted		01-2060	Accounts Payable	15.40	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-16441	12/19/2025	Mileage - Reimb. Hc	15.40	15.40	01-5165	Mileage & Miscellaneous reir	15.40	«No Project ID»
						Totals:	15.40	
CMS SOLUTIONS	Computer Check	12/17/2025	12/17/2025	57.50	01-1053	Byline Bank Checking	0.00	57.50
	63131		Posted		01-2060	Accounts Payable	57.50	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2505105-IN	12/15/2025	Voice Server Suppor	57.50	57.50	01-5272	Consultant Support Services	57.50	IT
						Totals:	57.50	
COMPLETE TEMPERATURE SYS	Computer Check	12/10/2025	12/10/2025	11,025.00	01-1053	Byline Bank Checking	0.00	11,025.00
	63094		Posted		01-2060	Accounts Payable	11,025.00	0.00

# Oak Park Public Library

## Cash Disbursement Journals

DECEMBER 31, 2025

Payee	Trans. Type Trans. No.	Description	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
SRVCE053443	11/26/2025	Main - Boiler Parts	560.00	560.00	01-5683	Equipment Parts	560.00	«No Project ID»
						Totals:	560.00	
SRVCE053441	11/26/2025	Main - Boiler Repair	2,116.00	2,116.00	01-5692	Repair & Maintenance Prop.	2,116.00	«No Project ID»
						Totals:	2,116.00	
SRVCE053479	11/30/2025	Main - Boiler Pump	8,349.00	8,349.00	01-5692	Repair & Maintenance Prop.	8,349.00	«No Project ID»
						Totals:	8,349.00	
COMPLETE TEMPERATURE SYS	Computer Check	12/17/2025	12/17/2025	7,485.00	01-1053	Byline Bank Checking	0.00	7,485.00
	63132		Posted		01-2060	Accounts Payable	7,485.00	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
MA009910	10/01/2025	Quarterly Bill - Prev	785.00	785.00	01-5692	Repair & Maintenance Prop.	785.00	«No Project ID»
						Totals:	785.00	
MA009911	10/01/2025	Quarterly Bill - Prev	4,500.00	4,500.00	01-5692	Repair & Maintenance Prop.	4,500.00	«No Project ID»
						Totals:	4,500.00	
SRVCE053521	12/09/2025	Main - Boiler 1 Disp	2,200.00	2,200.00	01-5692	Repair & Maintenance Prop.	2,200.00	«No Project ID»
						Totals:	2,200.00	
DEMCO, INC.	Computer Check	12/03/2025	12/03/2025	132.56	01-1053	Byline Bank Checking	0.00	132.56
	63076		Posted		01-2060	Accounts Payable	132.56	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
7731164	11/24/2025	Processing Supplies	132.56	132.56	01-5742	Supplies	132.56	«No Project ID»
						Totals:	132.56	
DEMCO, INC.	Computer Check	12/17/2025	12/17/2025	331.94	01-1053	Byline Bank Checking	0.00	331.94
	63133		Posted		01-2060	Accounts Payable	331.94	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
7739327	12/10/2025	Processing Supplies	331.94	331.94	01-5742	Supplies	331.94	«No Project ID»
						Totals:	331.94	
DITO, LLC	Computer Check	12/10/2025	12/10/2025	44.14	01-1053	Byline Bank Checking	0.00	44.14
	63096		Posted		01-2060	Accounts Payable	44.14	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
INV101128	11/30/2025	Google Voice (Nove	44.14	44.14	01-5451	Telephone/Communications	44.14	«No Project ID»
						Totals:	44.14	
EBSCO INFORMATION SERVICI	Computer Check	12/10/2025	12/10/2025	6,412.50	01-1053	Byline Bank Checking	0.00	6,412.50

# Oak Park Public Library

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Payee	Trans. Type Trans. No.	Trans. Date	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
	63097		Posted		01-2060	Accounts Payable	6,412.50	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
91011035731	11/26/2025	Flipster Renewals an	6,412.50	6,412.50	01-1600	Prepaid Expenses	6,412.50	«No Project ID»
Totals:							6,412.50	
ELMWOOD SUPPLY COMPANY	Computer Check	12/10/2025	12/10/2025	142.08	01-1053	Byline Bank Checking	0.00	142.08
	63098		Posted		01-2060	Accounts Payable	142.08	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
S1047739	11/07/2025	Main - Domestic Wa	142.08	142.08	01-5692	Repair & Maintenance Prop.	142.08	«No Project ID»
Totals:							142.08	
ELMWOOD SUPPLY COMPANY	Computer Check	12/17/2025	12/17/2025	264.01	01-1053	Byline Bank Checking	0.00	264.01
	63134		Posted		01-2060	Accounts Payable	264.01	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
S1048989	12/10/2025	Main - Domestic Wa	122.33	122.33	01-5692	Repair & Maintenance Prop.	122.33	«No Project ID»
Totals:							122.33	
S1049005	12/10/2025	Main - Domestic Wa	141.68	141.68	01-5692	Repair & Maintenance Prop.	141.68	«No Project ID»
Totals:							141.68	
F.W. KLINE, INC.	Computer Check	12/10/2025	12/10/2025	188.10	01-1053	Byline Bank Checking	0.00	188.10
	63099		Posted		01-2060	Accounts Payable	188.10	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
63123	11/21/2025	Main - Sargent LFIC	188.10	188.10	01-5692	Repair & Maintenance Prop.	188.10	«No Project ID»
Totals:							188.10	
F.W. KLINE, INC.	Computer Check	12/17/2025	12/17/2025	135.00	01-1053	Byline Bank Checking	0.00	135.00
	63135		Posted		01-2060	Accounts Payable	135.00	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
63082	11/05/2025	Main - Replacement	135.00	135.00	01-5683	Equipment Parts	135.00	«No Project ID»
Totals:							135.00	
FOREST PRINTING CO.	Computer Check	12/03/2025	12/03/2025	797.25	01-1053	Byline Bank Checking	0.00	797.25
	63077		Posted		01-2060	Accounts Payable	797.25	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
128668	09/26/2025	October Calendar	797.25	797.25	01-5205	Publications	797.25	«No Project ID»
Totals:							797.25	

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Payee	Trans. Type Trans. No.	Trans. Date	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
FOREST PRINTING CO.	Computer Check 63136	12/17/2025	12/17/2025 Posted	1,177.50	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 1,177.50	1,177.50 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
129403	11/21/2025	November Calendar	380.25	380.25	01-5205	Publications	380.25	«No Project ID»
						Totals:	380.25	
129439	12/08/2025	December Calendar	797.25	797.25	01-5205	Publications	797.25	«No Project ID»
						Totals:	797.25	
GARVEY'S OFFICE PRODUCTS	Computer Check 63078	12/03/2025	12/03/2025 Posted	1,428.06	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 1,428.06	1,428.06 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
WO-820221-1	12/02/2025	Paper	1,428.06	1,428.06	01-5742	Supplies	1,428.06	«No Project ID»
						Totals:	1,428.06	
GAYLORD BROTHERS, INC.	Computer Check 63079	12/03/2025	12/03/2025 Posted	504.58	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 504.58	504.58 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2932588	11/07/2025	Sleeves For Special c	504.58	504.58	01-5895	Archival collection	504.58	«No Project ID»
						Totals:	504.58	
GEORGE BAILEY	Computer Check 63164	12/22/2025	12/22/2025 Posted	200.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 200.00	200.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2025-99-00119	12/17/2025	Music for Kwanzaa c	200.00	200.00	01-5249	Community Engagement	200.00	FOPPL25
						Totals:	200.00	
GLOBAL COALITION FOR HUM	Computer Check 63137	12/17/2025	12/17/2025 Posted	11,350.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 11,350.00	11,350.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
BYQWOJLD-0001	12/10/2025	ANTI-RACISM AND	11,350.00	11,350.00	01-5743	Learning and Development	11,350.00	«No Project ID»
						Totals:	11,350.00	
GRAINGER	Computer Check 63138	12/17/2025	12/17/2025 Posted	188.24	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 188.24	188.24 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
9731374964	12/04/2025	Main - Rooftop Exh	3.44	3.44	01-5683	Equipment Parts	3.44	«No Project ID»
						Totals:	3.44	

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Payee	Trans. Type Trans. No.	Description	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
9739332030	12/11/2025	Maze - Bathroom Ex	92.40	92.40	01-5692	Repair & Maintenance Prop.	92.40	«No Project ID»
						Totals:	92.40	
9743269210	12/15/2025	Maze - Elevator Sha	92.40	92.40	01-5692	Repair & Maintenance Prop.	92.40	«No Project ID»
						Totals:	92.40	
GENEVIEVE GROVE	Computer Check 63100		12/10/2025 12/10/2025 Posted		10.01 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 10.01	10.01 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-16078	10/31/2025	Mileage reimbursen	7.77	7.77	01-5165	Mileage & Miscellaneous reir	7.77	«No Project ID»
						Totals:	7.77	
IR-16268	11/17/2025	Mileage reimbursen	2.24	2.24	01-5165	Mileage & Miscellaneous reir	2.24	«No Project ID»
						Totals:	2.24	
HASANI CANNON	Computer Check 63165		12/22/2025 12/22/2025 Posted		300.00 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 300.00	300.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2025-99-00118	12/17/2025	Kwanzaa celebrator	300.00	300.00	01-5249	Community Engagement	300.00	FOPPL25
						Totals:	300.00	
MARGARET HEPPNER	Computer Check 63101		12/10/2025 12/10/2025 Posted		3,000.00 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 3,000.00	3,000.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-16261	12/05/2025	Tuituin Grant - Sprir	1,500.00	1,500.00	01-5164	Tuition Reimbursement	1,500.00	«No Project ID»
						Totals:	1,500.00	
IR-16272	12/08/2025	Tuition Grant - Sum	1,500.00	1,500.00	01-5164	Tuition Reimbursement	1,500.00	«No Project ID»
						Totals:	1,500.00	
HOLLINGER METAL EDGE, VA I	Computer Check 63139		12/17/2025 12/17/2025 Posted		2,885.14 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 2,885.14	2,885.14 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
H150962	11/07/2025	Materials For Specia	2,885.14	2,885.14	01-5895	Archival collection	2,885.14	«No Project ID»
						Totals:	2,885.14	
HOME DEPOT	Computer Check 63140		12/17/2025 12/17/2025 Posted		39.94 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 39.94	39.94 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID



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Payee	Trans. Type Trans. No.	Description	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
7522336	12/10/2025	Main - 2" Galvanizer	39.94	39.94	01-5692	Repair & Maintenance Prop.	39.94	«No Project ID»
Totals:							39.94	
INGRAM LIBRARY SERVICES	Computer Check 63080		12/03/2025 12/03/2025 Posted		5,278.88 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 5,278.88	5,278.88 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
92142092	11/21/2025	Books	206.96	206.96	01-5840	Print materials	206.96	«No Project ID»
Totals:							206.96	
92142093	11/21/2025	Books	385.83	385.83	01-5840	Print materials	385.83	«No Project ID»
Totals:							385.83	
92209083	11/24/2025	Books	211.46	211.46	01-5840	Print materials	211.46	«No Project ID»
Totals:							211.46	
92188132	11/24/2025	Books	482.61	482.61	01-5840	Print materials	482.61	«No Project ID»
Totals:							482.61	
92233598	11/25/2025	Books	1,032.50	1,032.50	01-5840	Print materials	1,032.50	«No Project ID»
Totals:							1,032.50	
92274228	11/26/2025	Books	463.52	463.52	01-5840	Print materials	463.52	«No Project ID»
Totals:							463.52	
92300145	11/28/2025	Books	176.37	176.37	01-5840	Print materials	176.37	«No Project ID»
Totals:							176.37	
92300146	11/28/2025	Books	677.41	677.41	01-5840	Print materials	677.41	«No Project ID»
Totals:							677.41	
92371464	12/01/2025	Books	605.86	605.86	01-5840	Print materials	605.86	«No Project ID»
Totals:							605.86	
92371465	12/01/2025	Books	1,036.36	1,036.36	01-5840	Print materials	1,036.36	«No Project ID»
Totals:							1,036.36	
INGRAM LIBRARY SERVICES	Computer Check 63102		12/10/2025 12/10/2025 Posted		3,591.12 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 3,591.12	3,591.12 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
92414384	12/02/2025	Books	1,369.43	1,369.43	01-5840	Print materials	1,369.43	«No Project ID»
Totals:							1,369.43	
92455073	12/03/2025	Books	710.71	710.71	01-5840	Print materials	710.71	«No Project ID»
Totals:							710.71	
92471631	12/03/2025	Books	427.88	427.88	01-5840	Print materials	427.88	«No Project ID»
Totals:							427.88	

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Payee	Trans. Type Trans. No.	Description	Post Date Post Status	Amount Amount Paid	Account Number	Description	Debit Amount	Credit Amount
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
92494302	12/04/2025	Books	257.46	245.30	01-5840	Print materials	245.30	«No Project ID»
						Totals:	245.30	
92529066	12/05/2025	Books	339.20	339.20	01-5840	Print materials	339.20	«No Project ID»
						Totals:	339.20	
92581909	12/08/2025	Books	498.60	498.60	01-5840	Print materials	498.60	«No Project ID»
						Totals:	498.60	
INGRAM LIBRARY SERVICES	Computer Check		12/17/2025		5,245.99	01-1053	Byline Bank Checking	0.00
	63141		Posted			01-2060	Accounts Payable	5,245.99
								5,245.99
								0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
92638173	12/09/2025	Books	2,177.01	2,116.45	01-5840	Print materials	2,116.45	«No Project ID»
						Totals:	2,116.45	
92680895	12/10/2025	Books	382.49	382.49	01-5840	Print materials	382.49	«No Project ID»
						Totals:	382.49	
92715651	12/11/2025	Books	141.50	141.50	01-5840	Print materials	141.50	«No Project ID»
						Totals:	141.50	
92734417	12/11/2025	Books	298.01	298.01	01-5840	Print materials	298.01	«No Project ID»
						Totals:	298.01	
92715650	12/11/2025	Books	328.47	328.47	01-5840	Print materials	328.47	«No Project ID»
						Totals:	328.47	
92769985	12/12/2025	Books	167.30	167.30	01-5840	Print materials	167.30	«No Project ID»
						Totals:	167.30	
92769986	12/12/2025	Books	190.78	190.78	01-5840	Print materials	190.78	«No Project ID»
						Totals:	190.78	
92753747	12/12/2025	Books	224.47	224.47	01-5840	Print materials	224.47	«No Project ID»
						Totals:	224.47	
92753748	12/12/2025	Books	468.02	468.02	01-5840	Print materials	468.02	«No Project ID»
						Totals:	468.02	
92807246	12/15/2025	Books	928.50	928.50	01-5840	Print materials	928.50	«No Project ID»
						Totals:	928.50	
INGRAM LIBRARY SERVICES	Computer Check		12/22/2025		3,563.48	01-1053	Byline Bank Checking	0.00
	63166		Posted			01-2060	Accounts Payable	3,563.48
								3,563.48
								0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
92854579	12/16/2025	Books	662.88	662.88	01-5840	Print materials	662.88	«No Project ID»
						Totals:	662.88	

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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		
92854580	12/16/2025	Books	907.00	907.00	01-5840	Print materials	907.00	«No Project ID»		
						Totals:	907.00			
92896819	12/17/2025	Books	162.82	162.82	01-5840	Print materials	162.82	«No Project ID»		
						Totals:	162.82			
92896820	12/17/2025	Books	553.37	553.37	01-5840	Print materials	553.37	«No Project ID»		
						Totals:	553.37			
92937416	12/18/2025	Books	1,277.41	1,277.41	01-5840	Print materials	1,277.41	«No Project ID»		
						Totals:	1,277.41			
INTERNATIONAL UNION OF O	Computer Check	12/10/2025	12/10/2025		194.25	01-1053	Byline Bank Checking	0.00	194.25	
	63103		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-16269	12/03/2025	DEC 2025 UNION D	194.25	194.25	01-2059	Union dues Payable	194.25	«No Project ID»		
						Totals:	194.25			
KANOPY, INC.	Computer Check	12/10/2025	12/10/2025		4,357.95	01-1053	Byline Bank Checking	0.00	4,357.95	
	63104		Posted			01-2060	Accounts Payable	4,357.95	0.00	
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID		
480552-PPU	11/30/2025	Kanopy tickets	4,357.95	4,357.95	01-5891	Digital content	4,357.95	«No Project ID»		
						Totals:	4,357.95			
KATHY VALDIVIA	Computer Check	12/17/2025	12/17/2025		60.00	01-1053	Byline Bank Checking	0.00	60.00	
	63142		Posted			01-2060	Accounts Payable	60.00	0.00	
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID		
2025-99-00111	12/19/2025	2 Dec. Spanish story	60.00	60.00	01-5240	Children's Programming	60.00	FALLON		
						Totals:	60.00			
LAKESHORE RECYCLING SYSTE	Computer Check	12/10/2025	12/10/2025		674.28	01-1053	Byline Bank Checking	0.00	674.28	
	63105		Posted			01-2060	Accounts Payable	674.28	0.00	
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID		
LR6488520	11/25/2025	Trash/Recycling - M	110.45	110.45	01-5688	Sewer/Garbage	110.45	«No Project ID»		
						Totals:	110.45			
LR6488519	11/25/2025	Trash/Recycling - M	563.83	563.83	01-5688	Sewer/Garbage	563.83	«No Project ID»		
						Totals:	563.83			
LEVEL ACCESS, INC.	Computer Check	12/03/2025	12/03/2025		18,375.00	01-1053	Byline Bank Checking	0.00	18,375.00	

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Payee	Trans. Type	Trans. No.	Trans. Date	Post Date	Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
		63081			Posted		01-2060	Accounts Payable	18,375.00	0.00
<b>Invoice #</b>	<b>Invoice Date</b>	<b>Description</b>	<b>Invoice Amount</b>	<b>Amount Paid</b>	<b>Account Number</b>	<b>Account Description</b>	<b>Amount</b>	<b>Project ID</b>		
LA1030314	11/14/2025	Digital Accessibility	18,375.00	18,375.00	01-1600	Prepaid Expenses	16,180.23	WEB-A11Y		
LA1030314	11/14/2025	Digital Accessibility	18,375.00	18,375.00	01-5936	Subscriptions and services	2,194.77	WEB-A11Y		
<i>Totals:</i>								18,375.00		
LIBRARY FURNITURE INTERNA	Computer Check		12/22/2025	12/22/2025		13,342.79	01-1053	Byline Bank Checking	0.00	13,342.79
		63167			Posted		01-2060	Accounts Payable	13,342.79	0.00
<b>Invoice #</b>	<b>Invoice Date</b>	<b>Description</b>	<b>Invoice Amount</b>	<b>Amount Paid</b>	<b>Account Number</b>	<b>Account Description</b>	<b>Amount</b>	<b>Project ID</b>		
2026-437-Dep	12/19/2025	Dole Branch Display	13,342.79	13,342.79	01-5930	Furnishings	13,342.79	«No Project ID»		
<i>Totals:</i>								13,342.79		
LOCAL 399 FED PAC	Computer Check		12/17/2025	12/17/2025		75.00	01-1053	Byline Bank Checking	0.00	75.00
		63143			Posted		01-2060	Accounts Payable	75.00	0.00
<b>Invoice #</b>	<b>Invoice Date</b>	<b>Description</b>	<b>Invoice Amount</b>	<b>Amount Paid</b>	<b>Account Number</b>	<b>Account Description</b>	<b>Amount</b>	<b>Project ID</b>		
909632	12/12/2025	FED PAC CONT FOR	75.00	75.00	01-2058	Fed Pac	75.00	«No Project ID»		
<i>Totals:</i>								75.00		
LUCAS HOLDINGS LLC	Computer Check		12/22/2025	12/22/2025		693.79	01-1053	Byline Bank Checking	0.00	693.79
		63168			Posted		01-2060	Accounts Payable	693.79	0.00
<b>Invoice #</b>	<b>Invoice Date</b>	<b>Description</b>	<b>Invoice Amount</b>	<b>Amount Paid</b>	<b>Account Number</b>	<b>Account Description</b>	<b>Amount</b>	<b>Project ID</b>		
72170	12/10/2025	Blank library cards	693.79	693.79	01-5742	Supplies	693.79	«No Project ID»		
<i>Totals:</i>								693.79		
MAC CHERNY	Computer Check		12/10/2025	12/10/2025		500.00	01-1053	Byline Bank Checking	0.00	500.00
		63106			Posted		01-2060	Accounts Payable	500.00	0.00
<b>Invoice #</b>	<b>Invoice Date</b>	<b>Description</b>	<b>Invoice Amount</b>	<b>Amount Paid</b>	<b>Account Number</b>	<b>Account Description</b>	<b>Amount</b>	<b>Project ID</b>		
2025-99-0087	12/01/2025	"Bubbie" Drag Bing	500.00	500.00	01-5240	Children's Programming	500.00	FALLON		
<i>Totals:</i>								500.00		
MCADAM LANDSCAPING, INC.	Computer Check		12/17/2025	12/17/2025		1,526.00	01-1053	Byline Bank Checking	0.00	1,526.00
		63144			Posted		01-2060	Accounts Payable	1,526.00	0.00
<b>Invoice #</b>	<b>Invoice Date</b>	<b>Description</b>	<b>Invoice Amount</b>	<b>Amount Paid</b>	<b>Account Number</b>	<b>Account Description</b>	<b>Amount</b>	<b>Project ID</b>		
106940	12/16/2025	Snow Removal	1,526.00	1,526.00	01-5681	Landscaping and snow remo	1,526.00	«No Project ID»		
<i>Totals:</i>								1,526.00		
MIDWEST TAPE, LLC	Computer Check		12/03/2025	12/03/2025		3,440.60	01-1053	Byline Bank Checking	0.00	3,440.60

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Payee	Trans. Type Trans. No.	Trans. Date	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
	63082		Posted		01-2060	Accounts Payable	3,440.60	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
508062844	11/21/2025	Music CDs	32.36	32.36	01-5890	Audio and video materials	32.36	«No Project ID»
		Totals:					32.36	
508062846	11/21/2025	Audiobook	59.64	59.64	01-5890	Audio and video materials	59.64	«No Project ID»
		Totals:					59.64	
508062848	11/21/2025	DVDs	222.29	222.29	01-5890	Audio and video materials	222.29	«No Project ID»
		Totals:					222.29	
508062847	11/21/2025	DVDs	223.02	223.02	01-5890	Audio and video materials	223.02	«No Project ID»
		Totals:					223.02	
508062843	11/21/2025	DVDs	452.63	452.63	01-5890	Audio and video materials	452.63	«No Project ID»
		Totals:					452.63	
508062842	11/21/2025	DVDs	581.09	581.09	01-5890	Audio and video materials	581.09	«No Project ID»
		Totals:					581.09	
508088782	11/26/2025	Music CDs	123.51	123.51	01-5890	Audio and video materials	123.51	«No Project ID»
		Totals:					123.51	
508088785	11/26/2025	DVDs	155.96	155.96	01-5890	Audio and video materials	155.96	«No Project ID»
		Totals:					155.96	
508088784	11/26/2025	DVDs	500.47	500.47	01-5890	Audio and video materials	500.47	«No Project ID»
		Totals:					500.47	
508088781	11/26/2025	DVDs	1,089.63	1,089.63	01-5890	Audio and video materials	1,089.63	«No Project ID»
		Totals:					1,089.63	
MIDWEST TAPE, LLC	Computer Check	12/10/2025	12/10/2025	17,514.35	01-1053	Byline Bank Checking	0.00	17,514.35
	63107		Posted		01-2060	Accounts Payable	17,514.35	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
508108403	11/30/2025	Hoopla	17,331.92	17,331.92	01-5891	Digital content	17,331.92	«No Project ID»
		Totals:					17,331.92	
508112859	12/03/2025	DVDs	70.56	70.56	01-5890	Audio and video materials	70.56	«No Project ID»
		Totals:					70.56	
508112858	12/03/2025	DVDs	111.87	111.87	01-5890	Audio and video materials	111.87	«No Project ID»
		Totals:					111.87	
MIDWEST TAPE, LLC	Computer Check	12/17/2025	12/17/2025	2,115.18	01-1053	Byline Bank Checking	0.00	2,115.18
	63145		Posted		01-2060	Accounts Payable	2,115.18	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
508158883	12/11/2025	Audiobook	49.68	49.68	01-5890	Audio and video materials	49.68	«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:	49.68		
508158888	12/11/2025	DVDs	81.12	81.12	01-5890	Audio and video materials	81.12	«No Project ID»	
						Totals:	81.12		
508158884	12/11/2025	Music CDs	248.24	248.24	01-5890	Audio and video materials	248.24	«No Project ID»	
						Totals:	248.24		
508158886	12/11/2025	DVDs	812.35	812.35	01-5890	Audio and video materials	812.35	«No Project ID»	
						Totals:	812.35		
508158887	12/11/2025	DVDs	923.79	923.79	01-5890	Audio and video materials	923.79	«No Project ID»	
						Totals:	923.79		
MIDWEST TAPE, LLC	Computer Check	12/22/2025	12/22/2025		1,378.70	01-1053	Byline Bank Checking	0.00	1,378.70
	63169		Posted			01-2060	Accounts Payable	1,378.70	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID	
508192091	12/18/2025	DVDs	55.59	55.59	01-5890	Audio and video materials	55.59	«No Project ID»	
						Totals:	55.59		
508187639	12/18/2025	Music CDs	94.15	94.15	01-5890	Audio and video materials	94.15	«No Project ID»	
						Totals:	94.15		
508187637	12/18/2025	DVDs	503.70	503.70	01-5890	Audio and video materials	503.70	«No Project ID»	
						Totals:	503.70		
508187638	12/18/2025	DVDs	725.26	725.26	01-5890	Audio and video materials	725.26	«No Project ID»	
						Totals:	725.26		
MINNESOTA STATE UNIVERSIT	Computer Check	12/03/2025	12/03/2025		200.00	01-1053	Byline Bank Checking	0.00	200.00
	63083		Posted			01-2060	Accounts Payable	200.00	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID	
IUO 231892717	11/07/2025	Damaged ILL Book	200.00	200.00	01-5264	ILL Payments	200.00	«No Project ID»	
						Totals:	200.00		
ALEX NALL	Computer Check	12/17/2025	12/17/2025		7.44	01-1053	Byline Bank Checking	0.00	7.44
	63146		Posted			01-2060	Accounts Payable	7.44	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID	
IR-16317	12/11/2025	Drinks for Patron Se	7.44	7.44	01-5256	Staff Appreciation / Engagem	7.44	«No Project ID»	
						Totals:	7.44		
NICOR GAS	Computer Check	12/10/2025	12/10/2025		3,177.86	01-1053	Byline Bank Checking	0.00	3,177.86
	63108		Posted			01-2060	Accounts Payable	3,177.86	0.00

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Payee	Trans. Type Trans. No.	Description	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-16263	12/02/2025	Natural Gas Maze B	278.41	278.41	01-5690	Natural Gas	278.41	«No Project ID»
						Totals:	278.41	
IR-16264	12/03/2025	Natural Gas Main Br	2,899.45	2,899.45	01-5690	Natural Gas	2,899.45	«No Project ID»
						Totals:	2,899.45	
NIR ROOF CARE INC.	Computer Check 63147		12/17/2025 Posted		4,200.00 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 4,200.00	4,200.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
183336	12/08/2025	NIR Roof Care - Anr	1,950.00	1,950.00	01-5692	Repair & Maintenance Prop.	1,950.00	«No Project ID»
						Totals:	1,950.00	
183335	12/08/2025	NIR Roof Care - Anr	2,250.00	2,250.00	01-5692	Repair & Maintenance Prop.	2,250.00	«No Project ID»
						Totals:	2,250.00	
OAK PARK-RIVER FOREST CHA	Computer Check 63170		12/22/2025 Posted		225.00 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 225.00	225.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
16411	12/17/2025	Chamber of Comme	225.00	225.00	01-5162	Dues	225.00	«No Project ID»
						Totals:	225.00	
OLSON'S ACE OAK PARK	Computer Check 63109		12/10/2025 Posted		8.16 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 8.16	8.16 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
21147/4	11/21/2025	Facilities - 3/8" Com	8.16	8.16	01-5692	Repair & Maintenance Prop.	8.16	«No Project ID»
						Totals:	8.16	
OLSON'S ACE OAK PARK	Computer Check 63148		12/17/2025 Posted		6.26 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 6.26	6.26 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
21472/4	12/12/2025	Facilities - Duct Tap	6.26	6.26	01-5682	Building Materials & Supplies	6.26	«No Project ID»
						Totals:	6.26	
OVERDRIVE, INC.	Computer Check 63084		12/03/2025 Posted		3,623.98 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 3,623.98	3,623.98 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
01658CP25376848	11/30/2025	E-Content	107.82	107.82	01-5891	Digital content	107.82	«No Project ID»
						Totals:	107.82	

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Payee	Trans. Type Trans. No.	Description	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
01658CP25375044	11/30/2025	E-Content	561.06	561.06	01-5891	Digital content	561.06	«No Project ID»
						Totals:	561.06	
01658MA25374093	11/30/2025	E-Content	2,955.10	2,955.10	01-5891	Digital content	2,955.10	«No Project ID»
						Totals:	2,955.10	
OVERDRIVE, INC.	Computer Check 63110		12/10/2025 12/10/2025 Posted		5,867.30 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 5,867.30	5,867.30 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
01658MA25380079	11/30/2025	E-Content	5,867.30	5,867.30	01-5891	Digital content	5,867.30	«No Project ID»
						Totals:	5,867.30	
PARK DISTRICT OF OAK PARK	Computer Check 63111		12/10/2025 12/10/2025 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
20240118	11/18/2025	DOLE RENT OCTOBI	1,370.00	1,370.00	01-5691	Rentals--Equipment & Faciliti	1,370.00	«No Project ID»
						Totals:	1,370.00	
PLAYAWAY PRODUCTS LLC	Computer Check 63085		12/03/2025 12/03/2025 Posted		125.98 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 125.98	125.98 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
518446	11/26/2025	Wonderbooks	125.98	125.98	01-5890	Audio and video materials	125.98	«No Project ID»
						Totals:	125.98	
PLAYAWAY PRODUCTS LLC	Computer Check 63149		12/17/2025 12/17/2025 Posted		644.96 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 644.96	644.96 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
519461	12/10/2025	Childrens Realia	644.96	644.96	01-5894	Realia and other formats	644.96	«No Project ID»
						Totals:	644.96	
QUILL LLC	Computer Check 63150		12/17/2025 12/17/2025 Posted		120.64 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 120.64	120.64 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
47003008	12/15/2025	Office Supplies	120.64	120.64	01-5742	Supplies	120.64	«No Project ID»
						Totals:	120.64	
QUILL LLC	Computer Check 63175		12/29/2025 12/29/2025 Posted		89.51 01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 89.51	89.51 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
<b>Invoice #</b>	<b>Invoice Date</b>	<b>Description</b>	<b>Invoice Amount</b>	<b>Amount Paid</b>	<b>Account Number</b>	<b>Account Description</b>	<b>Amount</b>	<b>Project ID</b>
47096579	12/22/2025	Office Supplies	89.51	89.51	01-5742	Supplies	89.51	«No Project ID»
<i>Totals:</i>							89.51	
RAFAL BARANOWICZ	Computer Check	12/17/2025	12/17/2025	210.00	01-1053	Byline Bank Checking	0.00	210.00
	63151		Posted		01-2060	Accounts Payable	210.00	0.00
<b>Invoice #</b>	<b>Invoice Date</b>	<b>Description</b>	<b>Invoice Amount</b>	<b>Amount Paid</b>	<b>Account Number</b>	<b>Account Description</b>	<b>Amount</b>	<b>Project ID</b>
PZSP-081225	12/08/2025	Sandbox VR - Staff t	210.00	210.00	01-5256	Staff Appreciation / Engager	210.00	«No Project ID»
<i>Totals:</i>							210.00	
RAILS	Computer Check	12/17/2025	12/17/2025	1,500.00	01-1053	Byline Bank Checking	0.00	1,500.00
	63152		Posted		01-2060	Accounts Payable	1,500.00	0.00
<b>Invoice #</b>	<b>Invoice Date</b>	<b>Description</b>	<b>Invoice Amount</b>	<b>Amount Paid</b>	<b>Account Number</b>	<b>Account Description</b>	<b>Amount</b>	<b>Project ID</b>
15212	12/02/2025	CreativeBug Renewa	1,500.00	1,500.00	01-5891	Digital content	1,500.00	«No Project ID»
<i>Totals:</i>							1,500.00	
REGIONS BANK	Bank Draft	12/17/2025	12/17/2025	25,425.02	01-1053	Byline Bank Checking	0.00	25,425.02
	80		Posted		01-2060	Accounts Payable	25,425.02	0.00
<b>Invoice #</b>	<b>Invoice Date</b>	<b>Description</b>	<b>Invoice Amount</b>	<b>Amount Paid</b>	<b>Account Number</b>	<b>Account Description</b>	<b>Amount</b>	<b>Project ID</b>
023082	11/30/2025	REGIONS BANK PER	25,425.02	25,425.02	01-2067	Purchase Cards - P Cards	25,425.02	«No Project ID»
<i>Totals:</i>							25,425.02	
RHONDA FENTRY	Computer Check	12/10/2025	12/10/2025	75.00	01-1053	Byline Bank Checking	0.00	75.00
	63112		Posted		01-2060	Accounts Payable	75.00	0.00
<b>Invoice #</b>	<b>Invoice Date</b>	<b>Description</b>	<b>Invoice Amount</b>	<b>Amount Paid</b>	<b>Account Number</b>	<b>Account Description</b>	<b>Amount</b>	<b>Project ID</b>
2025-99-0064	12/01/2025	Adult Programming	75.00	75.00	01-5247	Adult Programming	75.00	«No Project ID»
<i>Totals:</i>							75.00	
STEPHEN ROBINET	Computer Check	12/15/2025	12/15/2025	261.25	01-1053	Byline Bank Checking	0.00	261.25
	63122		Posted		01-2060	Accounts Payable	261.25	0.00
<b>Invoice #</b>	<b>Invoice Date</b>	<b>Description</b>	<b>Invoice Amount</b>	<b>Amount Paid</b>	<b>Account Number</b>	<b>Account Description</b>	<b>Amount</b>	<b>Project ID</b>
IR-16312	12/15/2025	wages & salaries - p	261.25	261.25	01-5001	Wages & Salaries	261.25	«No Project ID»
<i>Totals:</i>							261.25	
STEPHEN ROBINET	Computer Check	12/31/2025	12/31/2025	263.55	01-1053	Byline Bank Checking	0.00	263.55
	63178		Posted		01-2060	Accounts Payable	263.55	0.00
<b>Invoice #</b>	<b>Invoice Date</b>	<b>Description</b>	<b>Invoice Amount</b>	<b>Amount Paid</b>	<b>Account Number</b>	<b>Account Description</b>	<b>Amount</b>	<b>Project ID</b>

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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
IR-16483	12/31/2025	wages & salaries - p	263.55	263.55	01-5001	Wages & Salaries	263.55	«No Project ID»
Totals:							263.55	
SANDRA JACKSON-OPOKU	Computer Check 63153	12/17/2025	12/17/2025 Posted	500.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 500.00	500.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2025-99-00123	12/20/2025	Adult Programming	500.00	500.00	01-5247	Adult Programming	500.00	FOPPL25
Totals:							500.00	
SCHAUMBURG TOWNSHIP DIS	Computer Check 63154	12/17/2025	12/17/2025 Posted	90.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 90.00	90.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2018-39	12/01/2025	Adult Programming	90.00	90.00	01-5247	Adult Programming	90.00	«No Project ID»
Totals:							90.00	
SITECARE	Computer Check 63176	12/29/2025	12/29/2025 Posted	4,252.50	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 4,252.50	4,252.50 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
C57034	12/18/2025	WEBSITE SUPPORT I	4,252.50	4,252.50	01-5272	Consultant Support Services	4,252.50	CONS-WEB
Totals:							4,252.50	
SWEETBUSH, INC.	Computer Check 63113	12/10/2025	12/10/2025 Posted	255.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 255.00	255.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
SB111211	11/01/2025	Plant Rental - Main	255.00	255.00	01-5692	Repair & Maintenance Prop.	255.00	«No Project ID»
Totals:							255.00	
T-MOBILE	Computer Check 63087	12/03/2025	12/03/2025 Posted	1,188.42	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 1,188.42	1,188.42 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
970035247-2025112	11/21/2025	Devices	1,188.42	1,188.42	01-5893	Devices	1,188.42	«No Project ID»
Totals:							1,188.42	
TDI VERTICAL LLC	Computer Check 63114	12/10/2025	12/10/2025 Posted	1,125.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 1,125.00	1,125.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID

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Payee	Trans. Type Trans. No.	Description	Post Date Post Status	Amount Amount Paid	Account Number	Description	Debit Amount Amount	Credit Amount
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
INV2013	12/04/2025	IT Consulting - Cybe	1,125.00	1,125.00	01-5272	Consultant Support Services	1,125.00	«No Project ID»
Totals:							1,125.00	
TECH LOGIC CORP.	Computer Check 63086		12/03/2025 Posted	995.30	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 995.30	995.30 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
INV21004000	11/20/2025	RFID Tags	995.30	995.30	01-5840	Print materials	995.30	«No Project ID»
Totals:							995.30	
TECH LOGIC CORP.	Computer Check 63115		12/10/2025 Posted	6,526.17	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 6,526.17	6,526.17 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
INV21004082	12/01/2025	AMH - New AMH - r	6,526.17	6,526.17	01-5950	Building Improvements	6,526.17	«No Project ID»
INV21004082	12/01/2025	AMH - New AMH - r	6,526.17	6,526.17	01-5950	Building Improvements	6,526.17	AMH2025 ST
Totals:							6,526.17	
THE GIVE-N-RECEIVE INC.	Computer Check 63116		12/10/2025 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
2025-99-0077	12/01/2025	Adult Programming	150.00	150.00	01-5247	Adult Programming	150.00	«No Project ID»
Totals:							150.00	
TIGERLILY MUSIC	Computer Check 63177		12/29/2025 Posted	700.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 700.00	700.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2025-99-00116	01/01/2026	School's Out Blues F	700.00	700.00	01-5247	Adult Programming	700.00	FOPPL25
Totals:							700.00	
TINA HARLE PHOTOGRAPHY	Computer Check 63155		12/17/2025 Posted	250.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 250.00	250.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
183	12/09/2025	Individual and Grou	250.00	250.00	01-5204	Promotions	250.00	«No Project ID»
Totals:							250.00	
TODAY'S BUSINESS SOLUTION	Computer Check 63156		12/17/2025 Posted	7,900.80	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 7,900.80	7,900.80 0.00

# Oak Park Public Library

## Cash Disbursement Journals

DECEMBER 31, 2025

Payee	Trans. Type Trans. No.	Post Date Trans. Date	Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
18821R	09/08/2025	MyPC, PaperCut An	7,900.80	7,900.80	01-1600	Prepaid Expenses	6,869.25	«No Project ID»
18821R	09/08/2025	MyPC, PaperCut An	7,900.80	7,900.80	01-5936	Subscriptions and services	1,031.55	«No Project ID»
Totals:							7,900.80	
TRANSPARENT WINDOW & GL Computer Check 12/03/2025 12/03/2025 7,155.63 01-1053 Byline Bank Checking 0.00 7,155.63								
63088 Posted 01-2060 Accounts Payable 7,155.63 0.00								
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
11739	11/01/2025	WINDOWS - AMH C	7,155.63	7,155.63	01-5950	Building Improvements	7,155.63	«No Project ID»
11739	11/01/2025	WINDOWS - AMH C	7,155.63	7,155.63	01-5950	Building Improvements	7,155.63	AMH2025 ST
Totals:							7,155.63	
URBAN LIBRARIES COUNCIL Computer Check 12/17/2025 12/17/2025 9,000.00 01-1053 Byline Bank Checking 0.00 9,000.00								
63157 Posted 01-2060 Accounts Payable 9,000.00 0.00								
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
5744	09/01/2025	ULC Membership D	9,000.00	9,000.00	01-1600	Prepaid Expenses	8,250.00	«No Project ID»
5744	09/01/2025	ULC Membership D	9,000.00	9,000.00	01-5162	Dues	750.00	«No Project ID»
Totals:							9,000.00	
VALUE LINE PUBLISHING, LLC Computer Check 12/10/2025 12/10/2025 10,550.00 01-1053 Byline Bank Checking 0.00 10,550.00								
63117 Posted 01-2060 Accounts Payable 10,550.00 0.00								
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
KF-784164-261	11/21/2025	Value Line Research	10,550.00	10,550.00	01-1600	Prepaid Expenses	10,550.00	«No Project ID»
Totals:							10,550.00	
VERDE ENERGY EFFICIENCY EX Computer Check 12/10/2025 12/10/2025 22,223.77 01-1053 Byline Bank Checking 0.00 22,223.77								
63118 Posted 01-2060 Accounts Payable 22,223.77 0.00								
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
INV24807	11/21/2025	Verde Energy - EV C	22,223.77	22,223.77	01-5950	Building Improvements	22,223.77	«No Project ID»
Totals:							22,223.77	
VILLAGE OF OAK PARK Computer Check 12/10/2025 12/10/2025 1,629.54 01-1053 Byline Bank Checking 0.00 1,629.54								
63119 Posted 01-2060 Accounts Payable 1,629.54 0.00								
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-16258	11/20/2025	MAZE WATER/SEWE	294.97	294.97	01-5687	Water	228.03	«No Project ID»
IR-16258	11/20/2025	MAZE WATER/SEWE	294.97	294.97	01-5688	Sewer/Garbage	66.94	«No Project ID»
Totals:							294.97	

# Oak Park Public Library

## Cash Disbursement Journals

DECEMBER 31, 2025

Payee	Trans. Type Trans. No.	Description	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-16256	11/20/2025	MAIN SEWER/WATE	548.18	548.18	01-5687	Water	425.82	«No Project ID»
IR-16256	11/20/2025	MAIN SEWER/WATE	548.18	548.18	01-5688	Sewer/Garbage	122.36	«No Project ID»
Totals:							548.18	
IR-16257	11/20/2025	MAIN SEWER/WATE	786.39	786.39	01-5687	Water	608.61	«No Project ID»
IR-16257	11/20/2025	MAIN SEWER/WATE	786.39	786.39	01-5688	Sewer/Garbage	177.78	«No Project ID»
Totals:							786.39	
VILLAGE OF OAK PARK	Computer Check	12/17/2025	12/17/2025	23,867.88	01-1053	Byline Bank Checking	0.00	23,867.88
	63158		Posted		01-2060	Accounts Payable	23,867.88	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
IR-16311	12/15/2025	PAYROLL; VOL DED;	23,867.88	23,867.88	01-5160	IMRF (Illinois Muncpal Retire	23,867.88	«No Project ID»
Totals:							23,867.88	
WAREHOUSE DIRECT	Computer Check	12/10/2025	12/10/2025	146.40	01-1053	Byline Bank Checking	0.00	146.40
	63120		Posted		01-2060	Accounts Payable	146.40	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
6049811-0	12/04/2025	HP Plotter Paper	146.40	146.40	01-5742	Supplies	146.40	«No Project ID»
Totals:							146.40	
WAREHOUSE DIRECT	Computer Check	12/17/2025	12/17/2025	168.13	01-1053	Byline Bank Checking	0.00	168.13
	63159		Posted		01-2060	Accounts Payable	168.13	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
6025177-0	11/04/2025	HP Printer Toner	94.49	17.59	01-5742	Supplies	17.59	«No Project ID»
Totals:							17.59	
6055143-0	12/11/2025	Facilities - Housekee	150.54	150.54	01-5684	Cleaning & Housekeeping Su	150.54	«No Project ID»
Totals:							150.54	
WEST SUBURBAN TEMPLE HAF	Computer Check	12/03/2025	12/03/2025	25.00	01-1053	Byline Bank Checking	0.00	25.00
	63089		Posted		01-2060	Accounts Payable	25.00	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2025-99-00103	12/01/2025	snacks and supplies	25.00	25.00	01-5240	Children's Programming	25.00	«No Project ID»
Totals:							25.00	
XEROX FINANCIAL SERVICES	Computer Check	12/10/2025	12/10/2025	1,158.13	01-1053	Byline Bank Checking	0.00	1,158.13
	63121		Posted		01-2060	Accounts Payable	1,158.13	0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID

# Oak Park Public Library

## Cash Disbursement Journals

DECEMBER 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
41297102	12/08/2025	Xerox Printers	1,158.13	1,158.13	01-5620	Office & Library Machinery Supp	1,158.13	«No Project ID»
Totals:							1,158.13	
ZAWADI PERFORMING ARTS	Computer Check 63171	12/22/2025	12/22/2025 Posted	650.00	01-1053 01-2060	Byline Bank Checking Accounts Payable	0.00 650.00	650.00 0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	Project ID
2025-99-00117	12/17/2025	Kwanzaa Celebratio	650.00	650.00	01-5249	Community Engagement	650.00	FOPPL25
Totals:							650.00	
<b>Grand Totals:</b>				330,943.62			330,943.62	330,943.62
A total of 110 payment(s) listed								

# Oak Park Public Library

## Cash Disbursement Journals

DECEMBER 31, 2025

### Account Summary

Account Number	Description	Debit Amount	Credit Amount
01-1053	Byline Bank Checking x3401	0.00	330,943.62
01-1600	Prepaid Expenses	48,261.98	0.00
01-2058	Fed Pac	75.00	0.00
01-2059	Union dues Payable	194.25	0.00
01-2060	Accounts Payable	330,943.62	330,943.62
01-2067	Purchase Cards - P Cards	25,425.02	0.00
01-5001	Wages & Salaries	524.80	0.00
01-5160	IMRF (Illinois Muncipal Retirement Fund)	23,867.88	0.00
01-5162	Dues	975.00	0.00
01-5164	Tuition Reimbursement	3,000.00	0.00
01-5165	Mileage & Miscellaneous reimbursemen	40.46	0.00
01-5204	Promotions	250.00	0.00
01-5205	Publications	3,674.75	0.00
01-5240	Children's Programming	1,239.41	0.00
01-5244	Young Adult Programming	457.30	0.00
01-5247	Adult Programming	1,785.00	0.00
01-5249	Community Engagement	1,889.50	0.00
01-5254	Creative Studio	173.97	0.00
01-5256	Staff Appreciation / Engagement	217.44	0.00
01-5264	ILL Payments	200.00	0.00
01-5272	Consultant Support Services	5,435.00	0.00
01-5291	Legal Fees	4,980.00	0.00
01-5390	Insurance	2,370.00	0.00
01-5451	Telephone/Communications	44.14	0.00
01-5452	Grant Expenses	4,730.00	0.00
01-5620	Office & Library Machinery Service	1,158.13	0.00
01-5681	Landscaping and snow removal services	1,526.00	0.00
01-5682	Building Materials & Supplies	104.78	0.00
01-5683	Equipment Parts	698.44	0.00
01-5684	Cleaning & Housekeeping Supplies	150.54	0.00
01-5686	Custodial Services	17,927.53	0.00
01-5687	Water	1,262.46	0.00
01-5688	Sewer/Garbage	1,041.36	0.00
01-5689	Parking lot expense	1,999.50	0.00
01-5690	Natural Gas	3,177.86	0.00
01-5691	Rentals--Equipment & Facilities	1,370.00	0.00
01-5692	Repair & Maintenance Prop. & Equip.	23,571.92	0.00
01-5742	Supplies	9,677.59	0.00

**Oak Park Public Library**  
**Cash Disbursement Journals**  
DECEMBER 31, 2025

01-5743	Learning and Development	11,350.00	0.00
01-5840	Print materials	19,855.56	0.00
01-5890	Audio and video materials	7,242.89	0.00
01-5891	Digital content	32,681.15	0.00
01-5893	Devices	1,188.42	0.00
01-5894	Realia and other formats	1,266.29	0.00
01-5895	Archival collection	6,197.72	0.00
01-5930	Furnishings	13,342.79	0.00
01-5936	Subscriptions and services	6,006.00	0.00
01-5937	Equipment and supplies	2,430.22	0.00
01-5950	Building Improvements	35,905.57	0.00



Oak Park Public Library

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

As of DECEMBER 2025

Source	Trans Type	Trans Date	Reference	Deposits	Payments
Cash Management	Deposit	12/31/2025	PARKING CREDITS	\$ 2,774.09	
Cash Management	Deposit	12/31/2025	DAILY DEPOSITS	\$ 8,106.90	
Cash Management	Deposit	12/31/2025	SALES	\$ 1,521.62	
Cash Management	Deposit	12/31/2025	SPACE RENTAL/CIRCULATION		
Cash Management	Deposit	12/31/2025	INTEREST ON ACCOUNT	\$ 417.05	
				<b>\$ 12,819.66</b>	<b>-</b>
Cash Management	Transfer in	12/10/2025	TRANSFER FROM MMA TO CHECKING, COVER PAYRLL & ACCTS PYBL	\$ 400,000.00	
Cash Management	Transfer in	12/10/2025	TRANSFER FROM MMA TO CHECKING, COVER PAYRLL & ACCTS PYBL	\$ 200,000.00	
Cash Management	Transfer in	12/17/2025	TRANSFER FROM MMA X3562 TO CHECKING TO COVER AMH GRANT EXP	\$ 26,104.67	
Cash Management	Transfer in	12/17/2025	TRANSFER FROM MMA X3562 TO CHECKING TO COVER AMH GRANT EXP	\$ 3,577.82	
Cash Management	Transfer in	12/17/2025	TRANSFER FROM MMA X3562 TO CHECKING TO COVER AMH GRANT EXP	\$ 3,263.09	
Cash Management	Transfer in	12/29/2025	TRANSFER FROM MMA TO CHECKING, COVER PAYRLL & ACCTS PYBL	\$ 600,000.00	
				<b>\$ 1,232,945.58</b>	<b>-</b>
Cash Management	Payment	12/31/2025	FIFTH STAR COLLECTIVE	\$ -	(4,000.00)
Cash Management	Payment	12/31/2025	ACH (FLEX ACCTS),		(12,054.26)
Cash Management	Payment	12/31/2025	IPBC PAYMENT EMPLOYEE MEDICAL INSURANCE		(122,427.27)
				<b>\$ -</b>	<b>(138,481.53)</b>
Cash Management	Payment	12/31/2025	MERCHANT ACCT & BANK FEES		(82.93)
				<b>\$ -</b>	<b>(82.93)</b>
Cash Management	Payment	12/31/2025	PAYROLL; PAYDATE 12/15/25		(\$264,839.44)
Cash Management	Payment	12/31/2025	PAYROLL; PAYDATE 12/31/25		(\$266,956.50)
Cash Management	Payment	12/31/2025	PAYROLL; MISSION SQUARE PAYROLL DEDUCTION DEBITS		(4,648.18)
				<b>\$ -</b>	<b>(536,444.12)</b>

Summary by Transaction Type

(+) Deposits by Transaction Type:

	Cash Receipts:	\$ 12,819.66
Transfers In/Out		\$ 1,232,945.58

Total Deposits: \$ 1,245,765.24

(-) Payments by Transaction Type:

	Transfer out	\$ -
	Benefits/Other ACH:	\$ (138,481.53)
	Bank Fees:	\$ (82.93)
Payroll:		\$ (536,444.12)

Total Payments: \$ (675,008.58)

Accounts Payable (330,943.62)

Total Summary of Disbursements: \$ (1,005,952.20)

Total Change In Register Balance: \$ 239,813.04

OPPL  
1/27/26

**RESOLUTION ON DISBURSEMENTS, DECEMBER 2025**

**RESOLVED THAT DISBURSEMENTS FOR THE MONTH OF NOVEMBER 2025 IN THE TOTAL AMOUNT OF \$1,005,952 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 January 27, 2026, Meeting of the Board of Library Trustees by 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 compiled a report using data from January 1, 2025, through July 31, 2025, representing paid tickets (lost tickets, validated tickets, and other staff overrides are not included), and presented this report at the August 2025, meeting of the Board of Trustees.

At the August 2025 meeting, the Board requested an additional report showing a full year of data. Findings from the August report (January 1, 2025, through July 31, 2025) and the full-year report (January 1, 2025, through December 21, 2025) are included below.

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
<b>Totals</b>	<b>58,873</b>	<b>100.00%</b>	<b>\$21,893.00</b>	<b>100.00%</b>	<b>\$0.37</b>

**PARKING FEE REPORT**

Oak Park Public Library

From: 01/01/2025 00:00

To: 12/31/2025 23:59

Facilities: Oak Park Library

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

Printed on 01/12/2026 10:37

Dollar Amounts	Tickets	% of Total Tickets	Total Net Amount	% of Total Amount	Average Net Ticket Value
\$0.00 - \$0.00	85,998	87.52%	\$0.00	0.00%	\$0.00
\$1.00 - \$1.00	8,377	8.52%	\$8,377.00	22.45%	\$1.00
\$5.00 - \$5.00	2,478	2.52%	\$12,390.00	33.20%	\$5.00
\$10.00 - \$10.00	1,171	1.19%	\$11,710.00	31.38%	\$10.00
\$20.00 - \$20.00	242	0.25%	\$4,840.00	12.97%	\$20.00
<b>Totals</b>	<b>98,266</b>	<b>100.00%</b>	<b>\$37,317.00</b>	<b>100.00%</b>	<b>\$0.38</b>

**Data Interpretation and Revenue Impacts**

The six-month report and the full-year report show strikingly similar data.

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 transactions generate 100% of revenue, with about 64% of revenue coming from \$5 and \$10 tickets (around 3.6% of total tickets). \$20 tickets (approximately 0.25% of the total volume) contribute around 13% of the total parking 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.

# Communications Policy Review

**Type of Review:**

Routine review.

**Date of Last Review:**

April 19, 2005

**Context:** This policy affirms the importance of regular communication about library services, programs, and value to staff, residents, and the broader community. It assigns responsibility for developing and implementing a communications plan to library staff, identifies a supportive role for board members, and commits the board to budgeting adequate resources for ongoing communications efforts.

Library staff and our colleagues at Ancel Glink support striking this policy in full.

**Staff Committee:** Alexandra Skinner, Director of Communications, and Elsworth Carman, Executive Director.

**Committee Recommendations:**

Recommendation	Explanation
Eliminate the policy in full	This policy is unnecessary, as its functions are already addressed through existing governance responsibilities and operational practices, resulting in overlap between board oversight and staff administration.

# Communications Policy

~~Library Board approved April 19, 2005.~~

- ~~1. Oak Park Public Library will endeavor to communicate information about library services, materials, and programs to the staff, Oak Park residents and business owners and the greater library community on a regular basis.~~

~~Oak Park Public Library will provide ongoing information about the library, library services and programs in a manner that enhances the value of the library to Village residents and increases Oak Park's return on its investment in the Oak Park Public Library.~~

~~Board members will participate, as appropriate, in the implementation of a communications plan developed by the Oak Park Public Library staff.~~

~~The Oak Park Public Library Board of Trustees recognizes the value of regular communications and will support this policy by annually budgeting sufficient funds to communicate on an on-going basis.~~

## Library Board Member Goal Sheet Policy Review

**Type of Review:**

Routine review.

**Date of Last Review:**

November 16, 2004

**Context:** This policy provides 20 general goals for trustees and offers several prompts for identifying individual strengths, areas for improvement, accomplishments, opportunities, and queries for the director, as determined in 2004.

Library staff, the Board Governance Committee, and our colleagues at Ancel Glink support striking this policy in full.

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

**Committee Recommendations:**

Recommendation	Explanation
Eliminate the policy in full	This policy is unnecessary. Relevant and helpful provisions from this policy can be incorporated into the Bylaws as needed, or the document can be updated to reflect the current board structure and used for trustee development without being maintained as a policy.



# Library Board Member Goal Sheet

*Library Board approved November 16, 2004.*

Please review these goals throughout your time on the Oak Park Public Library (OPPL) Board.

1. I am familiar with the Mission Statement and Strategic Plan of the OPPL.
2. I am familiar with the law as it applies to the Oak Park Public Library.
3. I am familiar with the Library's policies.
4. I attend Board and committee meetings regularly.
5. I attend staff sponsored activities as appropriate.
6. I come to meetings well prepared.
7. I understand the Board's decision-making process.
8. I willingly abide by majority Board decisions and support them publicly.
9. I treat other Board and community members with respect and listen openly to their opinions.
10. I understand and respect the different roles and duties of the Library Director and Trustee Board.
11. I route my requests of staff through the Library Director or their designee.
12. I encourage and support the Library Director in achieving our goals.
13. I visit the Main Library and the two Branches frequently enough to be thoroughly familiar with services and to see potential need.
14. I support Friends of the OPPL activities and fund raisers.
15. I am a library advocate to individuals, civic groups, community organizations, and public officials.
16. I keep abreast of legislation and the impacts it has on the Library community.
17. I have established a relationship with my local and state representatives and discuss library issues with them advocating for their support.
18. I read the materials from state and national library organizations.
19. I attend at least one program at each OPPL branch during the year.
20. I attend two system sponsored, state and/or national library events each year.

Strengths: List your most important contributions to the Board in both action and discussion.

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Improvements: What do you think you need to do better or differently?

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Accomplishments: Why are you on the Board?

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Opportunities: List areas where you need more information, knowledge, or skill in order to meet your own performance expectations.

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I will ask the Director about...

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~~I will also ask seasoned trustees about...~~

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~~I will review this goal sheet on a monthly basis and assess my progress.~~

# Library Board Member Job Description Policy Review

**Type of Review:**

Routine review.

**Date of Last Review:**

November 16, 2004

**Context:** This policy outlines the responsibilities of library trustees as determined in 2004.

Library staff, the Board Governance Committee, and our colleagues at Ancel Glink support striking this policy in full.

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

**Committee Recommendations:**

Recommendation	Explanation
Eliminate the policy in full	This policy is unnecessary as a stand-alone document. Relevant and helpful provisions from this policy can be incorporated into the Bylaws as needed.

# Library Board Member Job Description

*Library Board approved November 16, 2004.*

The Oak Park Public Library Board of Trustees is composed of seven elected Oak Park residents who share a love of the Library. The job of the individual Library Board member is to participate as part of the Board team to accomplish the Library's mission:

The Oak Park Public Library enhances the quality of life in our diverse community by providing the resources and services for lifelong learning and enjoyment, the space and opportunities to gather and connect, and by fostering a love of reading.

The Board member represents a community perspective, and is expected to represent the Library in the community. Board members need to understand that all authority rests with the full Board and its designees, not with individual Board members.

## Responsibilities:

1. Prepare a job description for, hire, and provide regular periodic evaluations of the Executive Director.
2. Determine the mission of the Library and adopt written policies, consistent with that mission, to govern the operation of the Library.
3. Engage in a strategic planning process for the Library.
4. Secure adequate funds to carry out the Library's plans and participate in the annual budgeting process for the Library.
5. Be knowledgeable about and comply with applicable laws, regulations, bylaws, and policies.
6. Advocate for legislation favorable to libraries on the local, state, and national levels.
7. Seek opportunities to learn more about the Oak Park Public Library and about the Library community in general.
8. Be an advocate to the community and constituents for the Library and for Board decisions.
9. Regularly self-evaluate personal performance on the Board and determine areas where improvement is needed.
10. Participate fully in the Board meeting process: Review materials that are sent to Board members prior to the monthly meeting and be prepared to participate fully in the meeting. Attend as many of the meetings as possible. Board members are also expected to serve actively on one or two Board committees. Committees may meet as frequently as once a month. Resign from the Board when no longer able to support the Library's mission or devote the necessary time to being an effective Board member.