

**COOK MEMORIAL PUBLIC LIBRARY DISTRICT
413 N. MILWAUKEE AVENUE
LIBERTYVILLE, ILLINOIS 60048**

September 20, 2022

Public Hearing on Budget and Appropriations Ordinance
6:15 p.m.

Board Meeting
6:30 p.m.

The regular meeting of the Board of Library Trustees of the Cook Memorial Public Library District scheduled for Tuesday, September 20, 2022 will be held in the Meeting Room at the Cook Park Library, 413 N Milwaukee Ave, Libertyville, Illinois.

1. Call to order.
2. Pledge of Allegiance.
3. Roll Call.
4. Public Comment.
5. Discussion of Strategic Plan.
6. Approval of the Minutes.
 - a. Minutes of the Regular Meeting of August 16, 2022.
7. Approval of the Bills.
8. Report of the Director.
 - a. Statistical Report.
 - b. Narrative Report.
 - c. Personnel Report.
 - d. Investment Report.
9. Report of the President.
10. Reports of Committees and Representatives.
 - a. Finance and Employee Practices.
 - i. Review and Approval of FY2023 Operating Budget.
 - ii. Approval of Budget and Appropriations Ordinance 2022-2023/1.
 - b. Policy Review.

- c. Building and Grounds
- d. Development.
- e. Technology.
- f. Resources, Services and Long Range Planning.
- g. Village of Libertyville Parking Commission Representative.
- h. Friends' Representative.
- i. RAILS Representative.
- j. Historical Society Representative.

11. Other Business.

12. Communications.

13. Upcoming Meetings and Events.

- a. Regular Board Meeting on Tuesday, October 18, 2022 at 6:30 p.m. at the Aspen Drive Library.
- b. Policy Review Committee Meeting on Tuesday, September 27, 2022 at 6:30 p.m. at the Cook Park Library.

14. Public Questions.

15. Adjournment.

Wendy Vieth, President
Board of Library Trustees

September 16, 2022

Any person needing an accommodation for a disability in order to attend a meeting at the Library should contact the Administration Office by telephone at (847)362-2330, by email at ADA@cooklib.org or in writing, not less than five (5) business days prior to the meeting.

11:34 AM

09/16/22

Cash Basis

COOK MEMORIAL PUBLIC LIBRARY DISTRICT

Balance Sheet by Fund

As of August 31, 2022

	10-General	20-IMRF	30-Working Cash	50-Trust	60-Special Reserve	TOTAL
ASSETS						
Current Assets						
Checking/Savings						
1000 - Cash						
10-1040 - Petty Cash	625.00					625.00
10-1045 - Cash on Hand - Aspen	60.00					60.00
10-1150 - Chase Operating A/C	1,628,053.91	460,086.78	555,775.80	24,072.92	190,632.37	2,858,621.78
10-1504 - Illinois Funds - General, IMRF	350,538.55	37,443.09			323,236.05	711,217.69
10-1509 - Wintrust MaxSafe Acct - General	4,006,626.60					4,006,626.60
60-1509 - Wintrust MaxSafe Acct - S/R					1,238,611.55	1,238,611.55
10-1550 - Chase Savings Account						
10-1551 - Chase Savings - GF	56,483.71					56,483.71
60-1551 - Chase Savings - SRF					201,085.05	201,085.05
Total 10-1550 - Chase Savings Account	56,483.71				201,085.05	257,568.76
Total 1000 - Cash	6,042,387.77	497,529.87	555,775.80	24,072.92	1,953,565.02	9,073,331.38
2000 - Investments						
10-1502 - Investments - General Fund						
10-1651 - Investments - Chase (GF)	1,225,000.00					1,225,000.00
Total 10-1502 - Investments - General Fund	1,225,000.00					1,225,000.00
60-1501 - Investments - Special Reserve						
60-1651 - Investments - Chase (SRF)					1,595,000.00	1,595,000.00
Total 60-1501 - Investments - Special Reserve					1,595,000.00	1,595,000.00
Total 2000 - Investments	1,225,000.00				1,595,000.00	2,820,000.00
Total Checking/Savings	7,267,387.77	497,529.87	555,775.80	24,072.92	3,548,565.02	11,893,331.38
Other Current Assets						
10-1990 - Friends of the Library 2	3,238.44					3,238.44
Total Other Current Assets	3,238.44					3,238.44
Total Current Assets	7,270,626.21	497,529.87	555,775.80	24,072.92	3,548,565.02	11,896,569.82
TOTAL ASSETS	7,270,626.21	497,529.87	555,775.80	24,072.92	3,548,565.02	11,896,569.82

11:34 AM

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Cash Basis

COOK MEMORIAL PUBLIC LIBRARY DISTRICT

Balance Sheet by Fund

As of August 31, 2022

	10-General	20-IMRF	30-Working Cash	50-Trust	60-Special Reserve	TOTAL
LIABILITIES & EQUITY						
Liabilities						
Current Liabilities						
Accounts Payable						
20000 · Accounts Payable	-0.08					-0.08
Total Accounts Payable	-0.08					-0.08
Credit Cards						
10-2050 · Chase One Card	9,496.83					9,496.83
Total Credit Cards	9,496.83					9,496.83
Other Current Liabilities						
00-2100 · Payroll W/H & Payable						
10-2850 · Aflac Payable	138.78					138.78
10-2000 · Manual Payroll Checks	0.02					0.02
10-2300 · IMRF Payable-Employee Medicare	-0.01					-0.01
10-2600 · IMRF Voluntary Life Insurance	224.00					224.00
10-2700 · Dental and Vision	1,137.12					1,137.12
10-2800 · CO-OP 90's Medical Plan	4,495.08					4,495.08
10-2900 · Other Health Care-FSA	11,926.13					11,926.13
Total 00-2100 · Payroll W/H & Payable	17,921.12					17,921.12
20-2300 · IMRF Payable-Employer Medicare		0.34				0.34
Total Other Current Liabilities	17,921.12	0.34				17,921.46
Total Current Liabilities	27,417.87	0.34				27,418.21
Total Liabilities	27,417.87	0.34				27,418.21
Equity						
00-3000 · Beginning Fund Balances						
10-3000 · Fund Balance-General Fund	3,624,643.78					3,624,643.78
10-3010 · Assigned FB - Computer/Tech Res	365,000.00					365,000.00
10-3011 · Assigned FB - Bookmobile Res.	100,000.00					100,000.00
20-3000 · Fund Balance - IMRF Fund		148,590.73				148,590.73
30-3000 · Fund Balance-Working Cash Fund			555,775.80			555,775.80
50-3000 · Fund Balance-Trust Fund				23,872.92		23,872.92
60-3000 · Fund Balance-Spec Reserve Fund					2,961,245.75	2,961,245.75
Total 00-3000 · Beginning Fund Balances	4,089,643.78	148,590.73	555,775.80	23,872.92	2,961,245.75	7,779,128.98
32000 · Retained Earnings	-239,474.55	41,451.00		200.00	595,235.09	397,411.54
Net Income	3,393,039.03	307,487.80			-7,915.82	3,692,611.01
Total Equity	7,243,208.26	497,529.53	555,775.80	24,072.92	3,548,565.02	11,869,151.53
TOTAL LIABILITIES & EQUITY	7,270,626.13	497,529.87	555,775.80	24,072.92	3,548,565.02	11,896,569.74
UNBALANCED CLASSES	0.08					-0.08

COOK MEMORIAL PUBLIC LIBRARY DISTRICT
Profit & Loss by Fund
 July through August 2022

09/16/22

Cash Basis

	10-General	20-IMRF	60-Special Reser...	TOTAL
Ordinary Income/Expense				
Income				
00-4000 · Property Tax	4,813,791.76	455,712.09	0.00	5,269,503.85
00-4050 · Replacement Tax	49,978.65	0.00	0.00	49,978.65
00-4100 · Interest Earned	15,652.71	0.00	4,116.18	19,768.89
00-4200 · Other	5,250.07	0.00	0.00	5,250.07
10-4350 · Fines	2,501.42	0.00	0.00	2,501.42
Total Income	4,887,174.61	455,712.09	4,116.18	5,347,002.88
Gross Profit	4,887,174.61	455,712.09	4,116.18	5,347,002.88
Expense				
10-5100 · Salaries	910,403.19	0.00	0.00	910,403.19
10-5200 · Benefits	92,817.02	0.00	0.00	92,817.02
10-5300 · Training	640.63	0.00	0.00	640.63
10-5400 · Materials	220,886.10	0.00	0.00	220,886.10
10-5500 · Processing	3,986.20	0.00	0.00	3,986.20
10-5600 · Supplies	13,830.59	0.00	0.00	13,830.59
10-5700 · Vehicles	2,433.82	0.00	0.00	2,433.82
10-5800 · Computer Operations	30,675.69	0.00	0.00	30,675.69
10-5900 · Utilities	16,132.02	0.00	0.00	16,132.02
10-6000 · Telephone	3,216.89	0.00	0.00	3,216.89
10-6100 · Postage	2,000.00	0.00	0.00	2,000.00
10-6200 · Maintenance	17,151.57	0.00	0.00	17,151.57
10-6300 · Repair	20,779.30	0.00	0.00	20,779.30
10-6400 · Insurance	4,948.00	0.00	0.00	4,948.00
10-6500 · Professional Services	4,416.86	0.00	0.00	4,416.86
10-6600 · Improvements	7,448.65	0.00	0.00	7,448.65
10-6700 · Community Relations	15,775.19	0.00	0.00	15,775.19
10-7000 · Debt Service	126,593.86	0.00	0.00	126,593.86
20-8210 · Employer IMRF Disbursements	0.00	80,130.78	0.00	80,130.78

COOK MEMORIAL PUBLIC LIBRARY DISTRICT
Profit & Loss by Fund
 July through August 2022

	10-General	20-IMRF	60-Special Reser...	TOTAL
20-8250 · Employer Soc Security Tax Disb	0.00	68,093.51	0.00	68,093.51
Total Expense	1,494,135.58	148,224.29	0.00	1,642,359.87
Net Ordinary Income	3,393,039.03	307,487.80	4,116.18	3,704,643.01
Other Income/Expense				
Other Expense				
60-9800 · Special Reserve Disbursements	0.00	0.00	12,032.00	12,032.00
Total Other Expense	0.00	0.00	12,032.00	12,032.00
Net Other Income	0.00	0.00	-12,032.00	-12,032.00
Net Income	3,393,039.03	307,487.80	-7,915.82	3,692,611.01

COOK MEMORIAL PUBLIC LIBRARY DISTRICT Monthly Budget Report August 2022

	August 2022				Year To Date August 2022				Annual Budget		Annual Appropriation	
	Actual	Budget	Var \$	Var %	Actual	Budget	Var \$	Var %	% of Budget	\$	% of Approp	\$
Ordinary Income/Expense												
Income												
00-4000 · Property Tax	124,262	240,777	(116,515)	-48.39%	5,269,504	4,815,551	453,953	9.43%	54.03%	9,753,000		
00-4050 · Replacement Tax	5,121	20,833	(15,712)	-75.42%	49,979	41,666	8,313	19.95%	19.99%	250,000		
00-4100 · Interest Earned	12,088	4,000	8,088	202.21%	19,769	8,000	11,769	147.11%	41.19%	48,000		
00-4200 · Other	3,450	1,000	2,450	244.99%	5,250	2,000	3,250	162.50%	26.25%	20,000		
10-4300 · Grants & Other Donations	0	7,300	(7,300)	-100.00%	0	14,600	(14,600)	-100.00%	0.00%	88,000		
10-4330 · Friends of The Library	0	0	0	0.00%	0	0	0	0.00%	0.00%	0		
10-4350 · Fines	1,440	250	1,190	475.85%	2,501	500	2,001	400.28%	83.38%	3,000		
Total Income	146,361	274,160	(127,799)	-46.61%	5,347,003	4,882,317	464,686	9.52%	52.62%	10,162,000	0.00%	0
Expense												
10-5100 · Salaries	362,073	387,501	25,428	6.56%	910,403	974,777	64,374	6.60%	17.46%	5,214,000	0.00%	0
10-5200 · Benefits	37,884	49,497	11,613	23.46%	92,817	99,178	6,361	6.41%	15.32%	606,000	0.00%	0
10-5300 · Training	291	5,332	5,041	94.55%	641	12,438	11,797	94.85%	1.09%	59,000	0.00%	0
10-5400 · Materials	132,259	100,913	(31,346)	-31.06%	220,886	205,366	(15,520)	-7.56%	17.35%	1,273,000	0.00%	0
10-5500 · Processing	3,866	3,427	(439)	-12.82%	3,986	6,654	2,668	40.09%	7.67%	52,000	0.00%	0
10-5600 · Supplies	12,568	9,923	(2,645)	-26.65%	13,831	27,396	13,565	49.52%	10.89%	127,000	0.00%	0
10-5700 · Vehicles	1,642	2,992	1,350	45.13%	2,434	5,984	3,550	59.33%	6.76%	36,000	0.00%	0
10-5800 · Computer Operations	11,789	19,830	8,041	40.55%	30,676	46,533	15,857	34.08%	2.37%	1,293,000	0.00%	0
10-5900 · Utilities	5,865	14,670	8,805	60.02%	16,132	29,817	13,685	45.90%	8.07%	200,000	0.00%	0
10-6000 · Telephone	1,568	3,788	2,220	58.61%	3,217	5,906	2,689	45.53%	9.75%	33,000	0.00%	0
10-6100 · Postage	1,000	978	(22)	-2.25%	2,000	1,956	(44)	-2.25%	16.67%	12,000	0.00%	0
10-6200 · Maintenance	8,643	10,360	1,717	16.57%	17,152	20,920	3,768	18.01%	9.80%	175,000	0.00%	0
10-6300 · Repair	11,052	6,898	(4,154)	-60.22%	20,779	34,180	13,401	39.21%	15.98%	130,000	0.00%	0
10-6400 · Insurance	4,948	5,000	52	1.04%	4,948	5,000	52	1.04%	6.26%	79,000	0.00%	0
10-6500 · Professional Services	2,418	3,894	1,476	37.89%	4,417	8,362	3,945	47.18%	6.13%	72,000	0.00%	0
10-6600 · Improvements	6,944	4,951	(1,993)	-40.25%	7,449	11,377	3,928	34.53%	9.67%	77,000	0.00%	0
10-6700 · Community Relations	9,109	11,373	2,264	19.91%	15,775	22,027	6,252	28.38%	8.86%	178,000	0.00%	0
10-6800 · Rent	0	0	0	0.00%	0	0	0	0.00%	0.00%	0	0.00%	0
10-6900 · Contingency	0	4,167	4,167	100.00%	0	8,334	8,334	100.00%	0.00%	50,000	0.00%	0
10-7000 · Debt Service	0	0	0	0.00%	126,594	127,615	1,021	0.80%	12.88%	983,000	0.00%	0
10-8010 · Capital Improvement Projects	0	10,416	10,416	100.00%	0	20,832	20,832	100.00%	0.00%	125,000	0.00%	0
20-8210 · Employer IMRF Disbursements	32,194	29,359	(2,835)	-9.66%	80,131	73,851	(6,280)	-8.50%	15.23%	526,000	0.00%	0
20-8250 · Employer Soc Security Tax Disb	27,236	39,029	11,793	30.22%	68,094	97,550	29,456	30.20%	17.24%	395,000	0.00%	0
Total Expense	673,349	724,298	50,949	7.03%	1,642,360	1,846,053	203,693	11.03%	14.04%	11,695,000	0.00%	0

**COOK MEMORIAL PUBLIC LIBRARY DISTRICT
Monthly Budget Report
August 2022**

	August 2022				Year To Date August 2022				Annual Budget		Annual Appropriation	
	Actual	Budget	Var \$	Var %	Actual	Budget	Var \$	Var %	% of Budget	\$	% of Approp	\$
Net Ordinary Income (Expense)	(526,989)	(450,138)	(76,851)		3,704,643	3,036,264	668,379			(1,533,000)		
Other Income/Expense:												
Other Income												
10-9100 · Other Income	0				0		0					
10-9910 · Interfund Transfers - General	0		0				0					
60-9960 · Interfund Transfers - Special Reserve	0		0				0					
Total Other Income	0		0		0		0					
Other Expense												
10-9500 · Other Expense	0		0		0		0					
50-8500 · Trust Disbursements	0	0	0		0	0	0					
60-9800 · Special Reserve Disbursements	9,528	0	(9,528)		12,032	0	(12,032)					
Total Other Expense	9,528	0	(9,528)		12,032	0	(12,032)					
Net Other Income/(Expense)	(9,528)	0	(9,528)		(12,032)	0	(12,032)					
Net Income	(536,516)	(450,138)	(86,378)		3,692,611	3,036,264	656,347			(1,533,000)		

COOK MEMORIAL PUBLIC LIBRARY DISTRICT Bills Paid Summary

August 13 through September 16, 2022

	<u>10-General</u>	<u>20-IMRF</u>	<u>60-Special Reserve</u>	<u>TOTAL</u>
Ordinary Income/Expense				
Income				
00-4000 · Property Tax	113,515.69	10,745.97	0.00	124,261.66
00-4100 · Interest Earned	9,530.37	0.00	2,558.02	12,088.39
00-4200 · Other	2,404.26	0.00	0.00	2,404.26
10-4300 · Grants & Other Donations	90,413.08	0.00	0.00	90,413.08
10-4350 · Fines	1,441.12	0.00	0.00	1,441.12
Total Income	<u>217,304.52</u>	<u>10,745.97</u>	<u>2,558.02</u>	<u>230,608.51</u>
Gross Profit	217,304.52	10,745.97	2,558.02	230,608.51
Expense				
10-5100 · Salaries	357,996.23	0.00	0.00	357,996.23
10-5200 · Benefits	54,561.33	0.00	0.00	54,561.33
10-5300 · Training	81.88	0.00	0.00	81.88
10-5400 · Materials	90,865.31	0.00	0.00	90,865.31
10-5500 · Processing	5,784.40	0.00	0.00	5,784.40
10-5600 · Supplies	10,033.43	0.00	0.00	10,033.43
10-5700 · Vehicles	2,434.13	0.00	0.00	2,434.13
10-5800 · Computer Operations	61,304.24	0.00	0.00	61,304.24
10-5900 · Utilities	7,332.23	0.00	0.00	7,332.23
10-6000 · Telephone	2,674.17	0.00	0.00	2,674.17
10-6100 · Postage	1,000.00	0.00	0.00	1,000.00
10-6200 · Maintenance	12,158.84	0.00	0.00	12,158.84
10-6300 · Repair	3,255.19	0.00	0.00	3,255.19
10-6400 · Insurance	4,948.00	0.00	0.00	4,948.00
10-6500 · Professional Services	2,168.58	0.00	0.00	2,168.58
10-6600 · Improvements	51.93	0.00	0.00	51.93
10-6700 · Community Relations	16,116.04	0.00	0.00	16,116.04
20-8210 · Employer IMRF Disbursements	0.00	31,997.71	0.00	31,997.71
20-8250 · Employer Soc Security Tax Disb	0.00	26,906.38	0.00	26,906.38
Total Expense	<u>632,765.93</u>	<u>58,904.09</u>	<u>0.00</u>	<u>691,670.02</u>
Net Ordinary Income	-415,461.41	-48,158.12	2,558.02	-461,061.51
Other Income/Expense				
Other Expense				

9:31 AM
09/16/22
Cash Basis

COOK MEMORIAL PUBLIC LIBRARY DISTRICT Bills Paid Summary

August 13 through September 16, 2022

	<u>10-General</u>	<u>20-IMRF</u>	<u>60-Special Reserve</u>	<u>TOTAL</u>
60-9800 - Special Reserve Disbursements	450.00	0.00	4,988.18	5,438.18
Total Other Expense	450.00	0.00	4,988.18	5,438.18
Net Other Income	-450.00	0.00	-4,988.18	-5,438.18
Net Income	<u><u>-415,911.41</u></u>	<u><u>-48,158.12</u></u>	<u><u>-2,430.16</u></u>	<u><u>-466,499.69</u></u>

COOK MEMORIAL PUBLIC LIBRARY DISTRICT
Bills Paid Report
August 13 through September 16, 2022

Ordinary Income/Expense	Type	Date	Num	Name	Paid Amount
Income					
00-4000 - Property Tax					
10-4000 - Property Tax General					
	General Journal	08/18/2022	3289		98,742.21
	General Journal	08/18/2022	3289		665.83
	General Journal	08/30/2022	3295		14,013.05
	General Journal	08/30/2022	3295		94.60
Total 10-4000 - Property Tax General					<u>113,515.69</u>
20-4000 - Property Tax IMRF					
	General Journal	08/18/2022	3289		9,410.36
	General Journal	08/30/2022	3295		1,335.61
Total 20-4000 - Property Tax IMRF					<u>10,745.97</u>
Total 00-4000 - Property Tax					<u>124,261.66</u>
00-4100 - Interest Earned					
60-3109 - Interest-Wintrust MaxSafe - S/R					
	General Journal	08/31/2022	3296		2,425.03
Total 60-3109 - Interest-Wintrust MaxSafe - S/R					<u>2,425.03</u>
10-3109 - Interest-Wintrust MaxSafe - Gen					
	General Journal	08/31/2022	3296		8,024.81
Total 10-3109 - Interest-Wintrust MaxSafe - Gen					<u>8,024.81</u>
10-3180 - Interest - Money Market Fund					
	General Journal	08/31/2022	3296		1,315.53
Total 10-3180 - Interest - Money Market Fund					<u>1,315.53</u>
10-4100 - Interest Earned-General Fund					
10-4101 - Interest Income - Chase Savings					
	General Journal	08/31/2022	3296		2.53
Total 10-4101 - Interest Income - Chase Savings					<u>2.53</u>
10-4102 - Interest Income - Chase CD's					
	General Journal	08/31/2022	3302		187.50
Total 10-4102 - Interest Income - Chase CD's					<u>187.50</u>
Total 10-4100 - Interest Earned-General Fund					<u>190.03</u>
60-4100 - Interest Earned Special Reserve					
60-4101 - Interest Income - Chase Savings					
	General Journal	08/31/2022	3296		9.02
Total 60-4101 - Interest Income - Chase Savings					<u>9.02</u>
60-4102 - Interest Income - Chase CD's					
	General Journal	08/31/2022	3302		123.97
Total 60-4102 - Interest Income - Chase CD's					<u>123.97</u>
Total 60-4100 - Interest Earned Special Reserve					<u>132.99</u>
Total 00-4100 - Interest Earned					<u>12,088.39</u>
00-4200 - Other					
10-4400 - Lost Materials					
	Deposit	08/15/2022			150.74
	Deposit	08/15/2022			49.46
	Deposit	08/26/2022			131.15
	Deposit	08/26/2022			17.99
	Bill	08/30/2022	LOST/PAID - 080922	LILLO, GEORGINA	-30.99
	Bill	08/30/2022	LOST/PAID - 080922	MICHALUK, LISA	-9.99
	Bill	08/30/2022	LOST/PAID - 081022	MONAHAN, MARIA	-27.00
	Bill	08/30/2022	LOST/PAID - 081122	FINKELSTEIN, AARON	-29.00
	Bill	08/30/2022	LOST/PAID - 081522	KELTON, KELLY	-9.82
	Bill	08/30/2022	LOST/PAID - 081122	YARBROUGH, MARY	-23.94
	Bill	08/30/2022	LOST/PAID - 082922	ANDERSON, OLIVIA	-14.99
	Bill	08/30/2022	LOST/PAID - 081822	CATHERALL, JUDY	-10.00
	Bill	08/30/2022	LOST/PAID - 082422	GOPI, GREESHMA	-42.90
	Bill	08/30/2022	LOST/PAID - 082022	ROE, FARINA	-7.99
	Bill	08/30/2022	LOST/PAID - 082322	WEBER, EMILY C.	-51.99
	Bill	08/30/2022	LOST/PAID - 082522	WITTEN, KOURTNEY	-13.99
	Bill	08/30/2022	LOST/PAID - 082622	YOUNG AT HEART CENTER	-17.95
	Bill	08/30/2022	LOST/PAID - 082922	GRAHAM, NICOLE	-4.99
	Deposit	09/12/2022			103.19
	Deposit	09/12/2022			37.98
	Bill	09/16/2022	LOST/PAID - 090322	CATHERALL, JUDY	-44.99
	Bill	09/16/2022	LOST/PAID - 090822	JONES, BECKY	-8.19
	Bill	09/16/2022	LOST/PAID - 090622	SIMAN, AMIE	-16.99
	Bill	09/16/2022	LOST/PAID - 090122	TIHONOW, AMY	-7.99
Total 10-4400 - Lost Materials					<u>116.81</u>
10-4450 - Copy Machine Income					
10-4451 - Aspen - Print/Copy Station					
	Deposit	08/26/2022			112.70
Total 10-4451 - Aspen - Print/Copy Station					<u>112.70</u>
10-4452 - Cook Park - Print/Copy Station					
	Deposit	08/26/2022			298.10
Total 10-4452 - Cook Park - Print/Copy Station					<u>298.10</u>
Total 10-4450 - Copy Machine Income					<u>410.80</u>

COOK MEMORIAL PUBLIC LIBRARY DISTRICT
Bills Paid Report
August 13 through September 16, 2022

	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Paid Amount</u>
10-4500 - Misc - General Account					
	Deposit	08/15/2022			40.50
	Deposit	08/15/2022			95.00
	Deposit	08/26/2022			41.00
	Deposit	08/26/2022			5.00
	Deposit	08/31/2022			1,596.04
	Deposit	09/12/2022			39.00
	Deposit	09/12/2022			60.11
Total 10-4500 - Misc - General Account					<u>1,876.65</u>
Total 00-4200 - Other					2,404.26
10-4300 - Grants & Other Donations					
10-4315 - Per Capita Grants					
	Deposit	09/12/2022			90,413.08
Total 10-4315 - Per Capita Grants					<u>90,413.08</u>
Total 10-4300 - Grants & Other Donations					90,413.08
10-4350 - Fines					
	Deposit	08/15/2022			22.00
	Deposit	08/15/2022			29.00
	Deposit	08/26/2022			18.50
	Deposit	08/26/2022			26.00
	General Journal	08/31/2022	3296		1,437.27
	General Journal	08/31/2022	3298		-147.15
	Deposit	09/12/2022			19.50
	Deposit	09/12/2022			36.00
Total 10-4350 - Fines					<u>1,441.12</u>
Total Income					<u>230,608.51</u>
Gross Profit					230,608.51
Expense					
10-5100 - Salaries					
10-5110 - Administration Salaries					
	General Journal	08/26/2022	3292		34,787.15
	General Journal	09/09/2022	3304		34,724.69
Total 10-5110 - Administration Salaries					<u>69,511.84</u>
10-5120 - Adult Salaries					
	General Journal	08/26/2022	3292		43,059.70
	General Journal	09/09/2022	3304		41,987.30
Total 10-5120 - Adult Salaries					<u>85,047.00</u>
10-5130 - Children's Salaries					
	General Journal	08/26/2022	3292		29,391.71
	General Journal	09/09/2022	3304		29,797.94
Total 10-5130 - Children's Salaries					<u>59,189.65</u>
10-5140 - Circulation Salaries					
	General Journal	08/26/2022	3292		27,035.17
	General Journal	09/09/2022	3304		25,072.36
Total 10-5140 - Circulation Salaries					<u>52,107.53</u>
10-5145 - Maintenance Salaries					
	General Journal	08/26/2022	3292		7,932.99
	General Journal	09/09/2022	3304		8,132.78
Total 10-5145 - Maintenance Salaries					<u>16,065.77</u>
10-5150 - ILL Salaries					
	General Journal	08/26/2022	3292		3,811.08
	General Journal	09/09/2022	3304		3,835.67
Total 10-5150 - ILL Salaries					<u>7,646.75</u>
10-5155 - Outreach Salaries					
	General Journal	08/26/2022	3292		8,513.29
	General Journal	09/09/2022	3304		7,954.75
Total 10-5155 - Outreach Salaries					<u>16,468.04</u>
10-5160 - Tech Services Salaries					
	General Journal	08/26/2022	3292		20,427.30
	General Journal	09/09/2022	3304		20,420.27
Total 10-5160 - Tech Services Salaries					<u>40,847.57</u>
10-5165 - Shelters Salaries					
	General Journal	08/26/2022	3292		5,560.57
	General Journal	09/09/2022	3304		5,551.51
Total 10-5165 - Shelters Salaries					<u>11,112.08</u>
Total 10-5100 - Salaries					357,996.23
10-5200 - Benefits					
10-5210 - Health Insurance					
	General Journal	08/26/2022	3294	NAVIA	1,258.28
	General Journal	08/26/2022	3294	NAVIA	235.25
	General Journal	08/26/2022	3294	NAVIA	200.22
	General Journal	08/26/2022	3294	NAVIA	639.20
	General Journal	08/26/2022	3294	NAVIA	982.96
	General Journal	08/26/2022	3294	NAVIA	624.92
	General Journal	08/26/2022	3294	NAVIA	85.96
	General Journal	08/26/2022	3294	NAVIA	2,374.78

COOK MEMORIAL PUBLIC LIBRARY DISTRICT
Bills Paid Report
August 13 through September 16, 2022

Type	Date	Num	Name	Paid Amount
General Journal	08/26/2022	3294	NAVIA	192.16
General Journal	08/26/2022	3294	NAVIA	268.09
Bill	08/30/2022	5047 - SEPT 2022	NCPERS GROUP LIFE INS	224.00
Bill	08/30/2022	MEX45 - AUGUST 22	AFLAC	138.78
Bill	08/30/2022	865594 - SEPT 22	BLUE CROSS BLUE SHIELD OF ILLINOIS	5,153.80
Bill	08/30/2022	865594 - SEPT 22	BLUE CROSS BLUE SHIELD OF ILLINOIS	1,387.38
General Journal	08/31/2022	3299		100.00
Bill	09/16/2022	P65753/P77758-AUG22	COOPERATIVE 90'S MEDICAL	30,490.50
Bill	09/16/2022	P65753/P77758-AUG22	COOPERATIVE 90'S MEDICAL	<u>5,463.50</u>
Total 10-5210 - Health Insurance				49,819.78
10-5220 - Dental/Vision Insurance				
Bill	08/30/2022	10438-SEPT 22	DELTA DENTAL OF ILLINOIS - VISION	257.81
Bill	08/30/2022	10438-SEPT 22	DELTA DENTAL OF ILLINOIS - VISION	93.97
Bill	08/30/2022	10438-0001 SEPT 2022	DELTA DENTAL OF ILLINOIS - RISK	8.29
Bill	08/30/2022	10438-0001 SEPT 2022	DELTA DENTAL OF ILLINOIS - RISK	52.36
General Journal	08/31/2022	3297		-574.39
Deposit	08/31/2022			-49.19
Deposit	08/31/2022			-49.19
Deposit	08/31/2022			-49.19
Deposit	08/31/2022			-45.00
Bill	09/16/2022	10438 - AUGUST 22	COOPERATIVE 90'S DENTAL	3,131.00
Bill	09/16/2022	10438 - AUGUST 22	COOPERATIVE 90'S DENTAL	<u>1,144.00</u>
Total 10-5220 - Dental/Vision Insurance				3,920.47
10-5240 - Life Insurance				
Bill	08/30/2022	034963 - SEPT 2022	MADISON NATIONAL LIFE INS CO., INC.	<u>296.64</u>
Total 10-5240 - Life Insurance				296.64
10-5270 - LTD Insurance				
Bill	08/30/2022	034963 - SEPT 2022	MADISON NATIONAL LIFE INS CO., INC.	<u>524.44</u>
Total 10-5270 - LTD Insurance				<u>524.44</u>
Total 10-5200 - Benefits				54,561.33
10-5300 - Training				
10-5320 - Travel				
10-5322 - Travel - Adults				
Bill	09/16/2022	SEPTEMBER 7, 2022	BARBER-PEDDYCOART, LINDSAY	<u>32.88</u>
Total 10-5322 - Travel - Adults				<u>32.88</u>
Total 10-5320 - Travel				32.88
10-5330 - Memberships				
10-5337 - Memberships - Outreach				
Bill	08/30/2022	CMPL - 2022-2023	ABOS	<u>49.00</u>
Total 10-5337 - Memberships - Outreach				<u>49.00</u>
Total 10-5330 - Memberships				49.00
Total 10-5300 - Training				81.88
10-5400 - Materials				
10-5410 - Books - Adult				
Credit Card Charge	08/31/2022	083122a	Amazon Marketplace.com - CMPL Credit Card	493.45
Credit Card Charge	08/31/2022	083122	National Genealogical - CMPLCredit Card	32.29
Bill	09/16/2022	2036925915	BAKER & TAYLOR - L5742022	465.28
Bill	09/16/2022	2036923068	BAKER & TAYLOR - L5742022	940.62
Bill	09/16/2022	2036925071	BAKER & TAYLOR - C0209743	239.25
Bill	09/16/2022	2036925072	BAKER & TAYLOR - C0209743	16.38
Bill	09/16/2022	2036925076	BAKER & TAYLOR - C0209743	195.86
Bill	09/16/2022	2036938455	BAKER & TAYLOR - L5742022	307.88
Bill	09/16/2022	2036946244	BAKER & TAYLOR - L5580152	354.62
Bill	09/16/2022	2036937716	BAKER & TAYLOR - L3966532	598.91
Bill	09/16/2022	8391	CRIMSON MULTIMEDIA DISTRIBUTION, INC.	60.00
Bill	09/16/2022	8440	CRIMSON MULTIMEDIA DISTRIBUTION, INC.	125.02
Bill	09/16/2022	78281900	GALE	543.82
Bill	09/16/2022	78289476	GALE	151.95
Bill	09/16/2022	78282132	GALE	112.76
Bill	09/16/2022	2036950612	BAKER & TAYLOR - L5742022	702.22
Bill	09/16/2022	2036952788	BAKER & TAYLOR - L5742022	460.18
Bill	09/16/2022	2036951950	BAKER & TAYLOR - L3966532	538.18
Bill	09/16/2022	2036937497	BAKER & TAYLOR - L5742022	574.39
Bill	09/16/2022	2036953323	BAKER & TAYLOR - L5742022	660.88
Bill	09/16/2022	2036963587	BAKER & TAYLOR - L5580152	828.47
Bill	09/16/2022	2036955438	BAKER & TAYLOR - C0209743	402.42
Bill	09/16/2022	2036955439	BAKER & TAYLOR - C0209743	32.77
Bill	09/16/2022	2036955440	BAKER & TAYLOR - C0209743	18.89
Bill	09/16/2022	2036955443	BAKER & TAYLOR - C5217413	396.16
Bill	09/16/2022	2036966235	BAKER & TAYLOR - L5579912	293.49
Bill	09/16/2022	1945656	CENTER POINT LARGE PRINT	47.94
Bill	09/16/2022	78338883	GALE	30.39
Bill	09/16/2022	78338975	GALE	58.38
Bill	09/16/2022	78339291	GALE	154.47
Bill	09/16/2022	78321151	GALE	113.56
Bill	09/16/2022	2036956799	BAKER & TAYLOR - L5742022	334.94

COOK MEMORIAL PUBLIC LIBRARY DISTRICT
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Type	Date	Num	Name	Paid Amount
Bill	09/16/2022	2036971300	BAKER & TAYLOR - L5580152	369.70
Bill	09/16/2022	1956497	CENTER POINT LARGE PRINT	122.84
Bill	09/16/2022	4315796	BARNES & NOBLE, INC.	329.15
Bill	09/16/2022	79027084	GALE	103.48
Bill	09/16/2022	79027538	GALE	27.99
Bill	09/16/2022	79053070	GALE	25.59
Bill	09/16/2022	78987708	GALE	26.39
Bill	09/16/2022	78990954	GALE	152.75
Bill	09/16/2022	78989008	GALE	28.79
Bill	09/16/2022	78991029	GALE	547.02
Bill	09/16/2022	78944267	GALE	249.51
Bill	09/16/2022	2036967557	BAKER & TAYLOR - L5742022	470.64
Bill	09/16/2022	2036970678	BAKER & TAYLOR - L5742022	409.63
Bill	09/16/2022	2036977807	BAKER & TAYLOR - L5580152	181.08
Bill	09/16/2022	2036975131	BAKER & TAYLOR - L3966532	999.80
Bill	09/16/2022	2036979259	BAKER & TAYLOR - L4231132	240.24
Bill	09/16/2022	2036980251	BAKER & TAYLOR - L5580152	413.29
Bill	09/16/2022	2036982472	BAKER & TAYLOR - L5579912	274.96
Bill	09/16/2022	2036961891	BAKER & TAYLOR - L3966532	861.46
Bill	09/16/2022	2036961878	BAKER & TAYLOR - L5742022	611.30
Bill	09/16/2022	2036987143	BAKER & TAYLOR - L5580152	660.56
Bill	09/16/2022	2036983625	BAKER & TAYLOR - L3966532	493.69
Bill	09/16/2022	2036987162	BAKER & TAYLOR - L5742022	482.10
Bill	09/16/2022	2036981872	BAKER & TAYLOR - C5217413	30.26
Bill	09/16/2022	2036981873	BAKER & TAYLOR - C5217413	56.27
Bill	09/16/2022	2036980626	BAKER & TAYLOR - L5742022	347.67
Bill	09/16/2022	2036977891	BAKER & TAYLOR - L5742022	431.86
Bill	09/16/2022	2036991285	BAKER & TAYLOR - L5742022	315.34
Bill	09/16/2022	2036992170	BAKER & TAYLOR - L3966532	384.19
Bill	09/16/2022	2036981844	BAKER & TAYLOR - C0209743	152.32
Bill	09/16/2022	2036996385	BAKER & TAYLOR - L5742022	478.93
Total 10-5410 - Books - Adult				20,564.62
10-5415 - Books - Juvenile				
Credit Card Charge	08/31/2022	083122b	Amazon Marketplace.com - CMPL Credit Card	10.99
Bill	09/16/2022	2036933993	BAKER & TAYLOR - L3966522	616.34
Bill	09/16/2022	2036949743	BAKER & TAYLOR - L5580072	648.59
Bill	09/16/2022	2036944663	BAKER & TAYLOR - L5580072	554.50
Bill	09/16/2022	2036944678	BAKER & TAYLOR - L3966522	1,825.17
Bill	09/16/2022	2036948803	BAKER & TAYLOR - L4231522	116.52
Bill	09/16/2022	2036956113	BAKER & TAYLOR - L5580072	331.63
Bill	09/16/2022	2036949848	BAKER & TAYLOR - L5580072	2,031.04
Bill	09/16/2022	2036949654	BAKER & TAYLOR - L3966522	749.03
Bill	09/16/2022	2036952382	BAKER & TAYLOR - L4231142	477.89
Bill	09/16/2022	2036959004	BAKER & TAYLOR - L5580072	243.70
Bill	09/16/2022	2036961835	BAKER & TAYLOR - L3966522	2,136.92
Bill	09/16/2022	2036965811	BAKER & TAYLOR - L5580072	154.15
Bill	09/16/2022	2036968939	BAKER & TAYLOR - L3966522	867.00
Bill	09/16/2022	2036962868	BAKER & TAYLOR - L4231142	637.37
Bill	09/16/2022	2036974845	BAKER & TAYLOR - L5580072	501.76
Bill	09/16/2022	2036972840	BAKER & TAYLOR - L4231522	253.80
Bill	09/16/2022	2036972950	BAKER & TAYLOR - L4231142	438.83
Bill	09/16/2022	2036979583	BAKER & TAYLOR - L3966522	1,911.69
Bill	09/16/2022	2036983060	BAKER & TAYLOR - L5580072	225.77
Bill	09/16/2022	2036985141	BAKER & TAYLOR - L4231142	351.23
Bill	09/16/2022	2036988991	BAKER & TAYLOR - L4231522	140.16
Bill	09/16/2022	2036989470	BAKER & TAYLOR - L3966522	631.14
Bill	09/16/2022	2036981844	BAKER & TAYLOR - C0209743	129.99
Bill	09/16/2022	2036997802	BAKER & TAYLOR - L5580072	236.22
Bill	09/16/2022	2036997445	BAKER & TAYLOR - L3966522	711.88
Total 10-5415 - Books - Juvenile				16,933.31
10-5420 - Audio/Visual - Adult				
Credit Card Charge	08/31/2022	083122	SalemNow Store - CMPL Credit Card	52.03
Credit Card Charge	08/31/2022	083122c	Amazon Marketplace.com - CMPL Credit Card	11.29
Credit Card Charge	08/31/2022	080122	Amazon Marketplace.com - CMPL Credit Card	15.68
Bill	09/16/2022	502538597	MIDWEST TAPE, LLC	1,374.51
Bill	09/16/2022	502548330	MIDWEST TAPE, LLC	170.16
Bill	09/16/2022	502558464	MIDWEST TAPE, LLC	698.68
Bill	09/16/2022	502580237	MIDWEST TAPE, LLC	184.68
Bill	09/16/2022	502590620	MIDWEST TAPE, LLC	974.17
Bill	09/16/2022	502623967	MIDWEST TAPE, LLC	3,017.02
Bill	09/16/2022	502612717	MIDWEST TAPE, LLC	201.15
Bill	09/16/2022	07001CO22319375	OVERDRIVE, INC.	766.45
Bill	09/16/2022	502655589	MIDWEST TAPE, LLC	1,329.42
Bill	09/16/2022	502645635	MIDWEST TAPE, LLC	311.94
Total 10-5420 - Audio/Visual - Adult				9,107.18
10-5425 - Audio/Visual - Juvenile				

COOK MEMORIAL PUBLIC LIBRARY DISTRICT
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Type	Date	Num	Name	Paid Amount
Bill	09/16/2022	502538597	MIDWEST TAPE, LLC	74.94
Bill	09/16/2022	502558464	MIDWEST TAPE, LLC	76.64
Bill	09/16/2022	502590620	MIDWEST TAPE, LLC	164.90
Bill	09/16/2022	502655589	MIDWEST TAPE, LLC	92.20
Total 10-5425 - Audio/Visual - Juvenile				408.68
10-5430 - Games - Adult				
Bill	09/16/2022	8527	CRIMSON MULTIMEDIA DISTRIBUTION, INC.	1,831.32
Bill	09/16/2022	8529	CRIMSON MULTIMEDIA DISTRIBUTION, INC.	120.00
Bill	09/16/2022	8528	CRIMSON MULTIMEDIA DISTRIBUTION, INC.	524.02
Bill	09/16/2022	8606	CRIMSON MULTIMEDIA DISTRIBUTION, INC.	180.00
Bill	09/16/2022	8604	CRIMSON MULTIMEDIA DISTRIBUTION, INC.	365.38
Total 10-5430 - Games - Adult				3,020.72
10-5435 - Games - Children				
Bill	09/16/2022	8607	CRIMSON MULTIMEDIA DISTRIBUTION, INC.	162.19
Bill	09/16/2022	8605	CRIMSON MULTIMEDIA DISTRIBUTION, INC.	244.66
Total 10-5435 - Games - Children				406.85
10-5440 - Periodicals - Adult				
Bill	08/30/2022	072422	NEW YORK TIMES	611.00
Credit Card Charge	08/31/2022	083122	Chicago Tribune - CMPL Credit Card	162.48
Credit Card Charge	08/31/2022	083122	Lake County News Sun - CMPL Credit Card	80.64
Credit Card Charge	08/31/2022	083122	Chicago Tribune - CMPL Credit Card	159.92
Bill	09/16/2022	CMPL - 2022	BOTTOMLINE PERSONAL	39.00
Bill	09/16/2022	CMPL 2022	BOTTOMLINE HEALTH	29.95
Bill	09/16/2022	CMPL - 2022	SUNSET	24.95
Bill	09/16/2022	4311615	BARNES & NOBLE, INC.	45.10
Total 10-5440 - Periodicals - Adult				1,153.04
10-5450 - Circulating Technologies				
10-5451 - Circ Tech - Equipment				
Credit Card Charge	08/31/2022	082922	Moblebeacon.com - CMPL Credit Card	516.00
Total 10-5451 - Circ Tech - Equipment				516.00
10-5453 - Circ Tech - Subscriptions				
Credit Card Charge	08/31/2022	081122	AppleTV.com - CMPLD Credit Card	49.99
Credit Card Charge	08/31/2022	080422	Hulu - CMPL Credit Card	12.99
Credit Card Charge	08/31/2022	082922	Netflix.com - CMPL Credit Card	19.99
Credit Card Charge	08/31/2022	070822	Paramount+ - CMPL Credit Card	98.28
Total 10-5453 - Circ Tech - Subscriptions				181.25
Total 10-5450 - Circulating Technologies				697.25
10-5490 - Electronic Services				
10-5491 - Online Databases				
10-5492 - Online Databases - Adults				
Bill	09/16/2022	78842500	GALE	4,691.29
Bill	09/16/2022	FB2018-784	OURDIGITALWORLD	1,409.47
Bill	09/16/2022	70748876	PROQUEST LLC	5,876.60
Total 10-5492 - Online Databases - Adults				11,977.36
Total 10-5491 - Online Databases				11,977.36
10-5494 - Digital Popular Materials				
10-5495 - Dig. Popular Materials - Adults				
Bill	09/16/2022	07001CO22300635	OVERDRIVE, INC.	936.75
Bill	09/16/2022	07001CO22300640	OVERDRIVE, INC.	750.88
Bill	09/16/2022	07001CO22301096	OVERDRIVE, INC.	297.98
Bill	09/16/2022	07001CO22308554	OVERDRIVE, INC.	157.49
Bill	09/16/2022	07001CO22307255	OVERDRIVE, INC.	590.61
Bill	09/16/2022	07001CO22307258	OVERDRIVE, INC.	883.90
Bill	09/16/2022	07001CO22307253	OVERDRIVE, INC.	265.11
Bill	09/16/2022	07001CO22312851	OVERDRIVE, INC.	741.19
Bill	09/16/2022	07001CO22312863	OVERDRIVE, INC.	1,175.43
Bill	09/16/2022	07001CO22313118	OVERDRIVE, INC.	239.98
Bill	09/16/2022	INV-US57453	BIBLIOTHECA, LLC	6,184.66
Bill	09/16/2022	311960 - PPU	KANOPY INC.	427.00
Bill	09/16/2022	502613929	MIDWEST TAPE, LLC	9,006.05
Bill	09/16/2022	07001CO22321572	OVERDRIVE, INC.	304.11
Bill	09/16/2022	07001CO22319370	OVERDRIVE, INC.	578.00
Bill	09/16/2022	07001CO22330300	OVERDRIVE, INC.	1,011.78
Bill	09/16/2022	07001CO22329709	OVERDRIVE, INC.	1,268.07
Bill	09/16/2022	07001CO22329773	OVERDRIVE, INC.	776.97
Bill	09/16/2022	07001CO22332103	OVERDRIVE, INC.	317.54
Total 10-5495 - Dig. Popular Materials - Adults				25,913.50
Total 10-5494 - Digital Popular Materials				25,913.50
Total 10-5490 - Electronic Services				37,890.86
10-5497 - Interlibrary Loan Fees				
Bill	08/30/2022	26800	IHLS-OCLC	341.40
Bill	09/16/2022	26963	IHLS-OCLC	341.40
Total 10-5497 - Interlibrary Loan Fees				682.80
Total 10-5400 - Materials				90,865.31
10-5500 - Processing				
10-5520 - Cataloging				

COOK MEMORIAL PUBLIC LIBRARY DISTRICT
Bills Paid Report
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Type	Date	Num	Name	Paid Amount
Bill	08/30/2022	26800	IHLS-OCLC	2,762.20
Bill	09/16/2022	26963	IHLS-OCLC	2,762.20
Bill	09/16/2022	9914	RAILS	129.00
Bill	09/16/2022	502612877	MIDWEST TAPE, LLC	131.00
Total 10-5520 · Cataloging				5,784.40
Total 10-5500 · Processing				5,784.40
10-5600 · Supplies				
10-5611 · Supplies - Admin				
Credit Card Charge	08/31/2022	081822	Amazon Marketplace.com - CMPL Credit Card	6.29
Credit Card Charge	08/31/2022	081722	Amazon Marketplace.com - CMPL Credit Card	35.96
Credit Card Charge	08/31/2022	081222	Clear Solutions Inc - CMPL Credit Card	189.40
Credit Card Charge	08/31/2022	081522	Displays 2 Go - CMPL Credit Card	814.14
Bill	09/16/2022	7169392	DEMCO, INC.	180.32
Bill	09/16/2022	193521 0- AUGUST 22	WAREHOUSE DIRECT OFFICE PRODUCTS, IN	379.82
Bill	09/16/2022	193521 0- AUGUST 22	WAREHOUSE DIRECT OFFICE PRODUCTS, IN	214.43
Total 10-5611 · Supplies - Admin				1,820.36
10-5612 · Supplies - Adults				
Bill	09/16/2022	7173295	DEMCO, INC.	151.90
Bill	09/16/2022	7182173	DEMCO, INC.	96.72
Total 10-5612 · Supplies - Adults				248.62
10-5613 · Supplies - Children's				
Bill	08/30/2022	080922-081722	SAM'S CLUB DIRECT	95.76
Credit Card Charge	08/31/2022	080922	Amazon Marketplace.com - CMPL Credit Card	51.56
Credit Card Charge	08/31/2022	082422	Amazon Marketplace.com - CMPL Credit Card	32.95
Credit Card Charge	08/31/2022	080422	Amazon Marketplace.com - CMPL Credit Card	53.80
Credit Card Charge	08/31/2022	082322	Amazon Marketplace.com - CMPL Credit Card	115.88
Credit Card Charge	08/31/2022	081622	Amazon Marketplace.com - CMPL Credit Card	129.74
Credit Card Charge	08/31/2022	080122	Thames & Kosmos - CMPL Credit Card	2.70
Credit Card Charge	08/31/2022	080322	Sphero/Littlebits - CMPL Credit Card	18.04
Credit Card Charge	08/31/2022	080922	Amazon Marketplace.com - CMPL Credit Card	29.98
Credit Card Charge	08/31/2022	081622	Lakeshore Learning - CMPL Credit Card	38.98
Credit Card Charge	08/31/2022	080922	Walmart.com - CMPL Credit Card	47.30
Credit Card Charge	08/31/2022	080922	Target.com - CMPL Credit Card	47.46
Credit Card Charge	08/31/2022	082322	Amazon Marketplace.com - CMPL Credit Card	59.94
Credit Card Charge	08/31/2022	080822	Amazon Marketplace.com - CMPL Credit Card	92.44
Credit Card Charge	08/31/2022	080922	OfficeDepot/OfficeMax - CMPL Credit Card	134.38
Credit Card Charge	08/31/2022	081622	Amazon Marketplace.com - CMPL Credit Card	149.99
Credit Card Charge	08/31/2022	082322	Staples - Credit Card Charge	169.98
Bill	09/16/2022	7176930	DEMCO, INC.	188.66
Bill	09/16/2022	153646944	ULINE, INC	103.92
Bill	09/16/2022	193521 0- AUGUST 22	WAREHOUSE DIRECT OFFICE PRODUCTS, IN	73.02
Total 10-5613 · Supplies - Children's				1,636.48
10-5614 · Supplies - Circulation				
Credit Card Charge	08/31/2022	082422	Amazon Marketplace.com - CMPL Credit Card	8.91
Credit Card Charge	08/31/2022	082422	Amazon Marketplace.com - CMPL Credit Card	26.99
Credit Card Charge	08/31/2022	080822	Amazon Marketplace.com - CMPL Credit Card	49.99
Credit Card Credit	08/31/2022	082422	Amazon Marketplace.com - CMPL Credit Card	-49.99
Bill	09/16/2022	193521 0- AUGUST 22	WAREHOUSE DIRECT OFFICE PRODUCTS, IN	22.94
Total 10-5614 · Supplies - Circulation				58.84
10-5615 · Supplies - Maintenance				
Credit Card Charge	08/31/2022	081522	Homelectrical - CMPL Credit Card	164.97
Credit Card Charge	08/31/2022	081522	Amazon Marketplace.com - CMPL Credit Card	305.19
Bill	09/16/2022	081522-081622	ACE HARDWARE OF LIBERTYVILLE, INC.	3.99
Bill	09/16/2022	081522-081622	ACE HARDWARE OF LIBERTYVILLE, INC.	16.78
Bill	09/16/2022	193521 0- AUGUST 22	WAREHOUSE DIRECT OFFICE PRODUCTS, IN	780.46
Bill	09/16/2022	081622-083122	LOWE'S	42.72
Bill	09/16/2022	081622-083122	LOWE'S	22.56
Bill	09/16/2022	081622-083122	LOWE'S	29.43
Bill	09/16/2022	081622-083122	LOWE'S	29.43
Bill	09/16/2022	081622-083122	LOWE'S	63.29
Total 10-5615 · Supplies - Maintenance				1,458.82
10-5616 · Supplies - ILL				
Bill	09/16/2022	152979627	ULINE, INC	75.25
Total 10-5616 · Supplies - ILL				75.25
10-5618 · Supplies - Tech Services				
Bill	09/16/2022	7167043	DEMCO, INC.	154.17
Bill	09/16/2022	502516379	MIDWEST TAPE, LLC	42.60
Bill	09/16/2022	7177800	DEMCO, INC.	787.60
Bill	09/16/2022	7178386	DEMCO, INC.	56.81
Bill	09/16/2022	7178365	DEMCO, INC.	127.50
Bill	09/16/2022	502618021	MIDWEST TAPE, LLC	167.99
Bill	09/16/2022	7182187	DEMCO, INC.	78.43
Total 10-5618 · Supplies - Tech Services				1,415.10
10-5660 · Supplies - Computer				
Credit Card Charge	08/31/2022	080122	Amazon Marketplace.com - CMPL Credit Card	233.41
Bill	09/16/2022	193521 0- AUGUST 22	WAREHOUSE DIRECT OFFICE PRODUCTS, IN	1,733.58

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	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Paid Amount</u>
Total 10-5660 - Supplies - Computer					1,966.99
10-5670 - Supplies - Paper					
	Bill	09/16/2022	40632	GRAPHIC 14, INCORPORATED	426.70
Total 10-5670 - Supplies - Paper					426.70
10-5680 - Supplies - Staff Room					
	Credit Card Charge	08/31/2022	081622	Amazon Marketplace.com - CMPL Credit Card	19.92
	Bill	09/16/2022	152429251	ULINE, INC	93.18
	Bill	09/16/2022	REMI01542	REFRESHING GREAT LAKES, LLC	241.41
	Bill	09/16/2022	REDE01652	REFRESHING GREAT LAKES, LLC	34.20
	Bill	09/16/2022	193521 0- AUGUST 22	WAREHOUSE DIRECT OFFICE PRODUCTS, IN	537.56
Total 10-5680 - Supplies - Staff Room					926.27
Total 10-5600 - Supplies					10,033.43
10-5700 - Vehicles					
10-5710 - Bookmobile Fuel					
	Bill	09/16/2022	1885	VILLAGE-VERNON	155.22
	Bill	09/16/2022	1892	VILLAGE-VERNON	151.55
Total 10-5710 - Bookmobile Fuel					306.77
10-5720 - Bookmobile Maintenance/Repair					
	Credit Card Charge	08/31/2022	080122	Lake County Truck Sales-CMPL Credit Card	235.09
	Credit Card Charge	08/31/2022	081922	TRP Roadside, Inc. - CMPL Credit Card	210.93
Total 10-5720 - Bookmobile Maintenance/Repair					446.02
10-5730 - Bookmobile Delivery Service					
	Bill	08/30/2022	JUNE-JULY 2022	SZYMANSKI, LISA	73.00
	Bill	09/16/2022	AUGUST 2022	SZYMANSKI, LISA	48.56
Total 10-5730 - Bookmobile Delivery Service					121.56
10-5750 - Van Fuel					
	Bill	09/16/2022	1885	VILLAGE-VERNON	250.22
	Bill	09/16/2022	1892	VILLAGE-VERNON	186.72
Total 10-5750 - Van Fuel					436.94
10-5760 - Van Maintenance/Repair					
	Bill	08/30/2022	CUJ4136	KNAPHEIDE TRUCK EQUIPMENT CENTER	904.90
	Credit Card Charge	08/31/2022	082522	Berry Tire & Auto - CMPL Credit Card	217.94
Total 10-5760 - Van Maintenance/Repair					1,122.84
Total 10-5700 - Vehicles					2,434.13
10-5800 - Computer Operations					
10-5865 - Remote Communications Expenses					
	Bill	09/16/2022	AUGUST 2022	GAFKA, DEBORAH	10.00
	Bill	09/16/2022	AUGUST 2022	KING, BECKY	10.00
	Bill	09/16/2022	AUGUST 2022	KRAUSE, DONNA	10.00
	Bill	09/16/2022	AUGUST 2022	LARSON, ANDREA	10.00
Total 10-5865 - Remote Communications Expenses					40.00
10-5830 - Replacement Hardware/Software					
10-5831 - Rep Hrdwre/Sftwre - Admin					
	Credit Card Charge	08/31/2022	080122	Liberated Syndication - CMPL Credit Card	15.00
	Credit Card Charge	08/31/2022	080222	Payflow/Paypal - CMPL Credit Card	30.00
	Credit Card Charge	08/31/2022	080222	Techsoup - CMPL Credit Card	57.00
	Credit Card Charge	08/31/2022	080422	Timely - CMPL Credit Card	200.00
	Credit Card Charge	08/31/2022	080322	Zoom.us - CMPL Credit Card	1,439.50
	Credit Card Credit	08/31/2022	080422	Zoom.us - CMPL Credit Card	-719.75
	Credit Card Charge	08/31/2022	082722	Screencastify - CMPL Credit Card	98.00
	Credit Card Charge	08/31/2022	080522	Amazon Marketplace.com - CMPL Credit Card	25.89
	Credit Card Charge	08/31/2022	080522	Amazon Marketplace.com - CMPL Credit Card	28.46
	Credit Card Charge	08/31/2022	081122	ADOBE - CMPL Credit Card	382.37
	Credit Card Charge	08/31/2022	081022	SurveyMonkey - CMPL Credit Card	384.00
	Credit Card Charge	09/13/2022		HP.com - CMPL Credit Card	298.55
	Bill	09/16/2022	CJ34510	CDW GOVERNMENT, INC.	411.32
	Bill	09/16/2022	CM71037	CDW GOVERNMENT, INC.	284.90
	Bill	09/16/2022	CL87832	CDW GOVERNMENT, INC.	5,472.78
	Bill	09/16/2022	29395	COMPUTER VIEW, INC.	300.00
Total 10-5831 - Rep Hrdwre/Sftwre - Admin					8,708.02
Total 10-5830 - Replacement Hardware/Software					8,708.02
10-5840 - LAN Services					
	Bill	09/16/2022	29395	COMPUTER VIEW, INC.	48,500.00
Total 10-5840 - LAN Services					48,500.00
10-5860 - Internet					
	Bill	08/30/2022	152434107	COMCAST	921.00
	Check	08/30/2022	57598	COMCAST	2,149.00
	Bill	09/16/2022	154581099	COMCAST	921.00
	Bill	09/16/2022	S660366366-22244	AT&T	65.22
Total 10-5860 - Internet					4,056.22
Total 10-5800 - Computer Operations					61,304.24
10-5900 - Utilities					
10-5910 - Electricity					
10-5911 - Electricity - Aspen					
	Bill	09/16/2022	63095688801	CONSTELLATION NEW ENERGY, INC.	2,391.55
Total 10-5911 - Electricity - Aspen					2,391.55

COOK MEMORIAL PUBLIC LIBRARY DISTRICT
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Type	Date	Num	Name	Paid Amount
10-5912 - Electricity - Cook Park				
Bill	09/16/2022	63095765201	CONSTELLATION NEW ENERGY, INC.	3,588.92
Total 10-5912 - Electricity - Cook Park				<u>3,588.92</u>
Total 10-5910 - Electricity				5,980.47
10-5920 - Gas				
10-5921 - Gas - Aspen				
Bill	09/16/2022	3527023	CONSTELLATION NATURAL GAS	123.96
Total 10-5921 - Gas - Aspen				<u>123.96</u>
10-5922 - Gas - Cook Park				
Bill	09/16/2022	3527023	CONSTELLATION NATURAL GAS	241.64
Total 10-5922 - Gas - Cook Park				<u>241.64</u>
Total 10-5920 - Gas				365.60
10-5930 - Water				
10-5932 - Water - Cook Park				
Bill	09/16/2022	060822-080322	VILLAGE-LIBERTYVILLE	986.16
Total 10-5932 - Water - Cook Park				<u>986.16</u>
Total 10-5930 - Water				<u>986.16</u>
Total 10-5900 - Utilities				7,332.23
10-6000 - Telephone				
10-6010 - Telephone				
Bill	08/30/2022	081522-091422	PEERLESS NETWORK, INC.	1,106.37
Bill	08/30/2022	082322-092222	COMCAST	301.41
Bill	09/16/2022	555666	PEERLESS NETWORK, INC.	1,106.37
Total 10-6010 - Telephone				<u>2,514.15</u>
10-6020 - Bookmobile - Telephone				
Bill	08/30/2022	9913682633	VERIZON WIRELESS SERVICES LLC	160.02
Total 10-6020 - Bookmobile - Telephone				<u>160.02</u>
Total 10-6000 - Telephone				2,674.17
10-6100 - Postage				
Bill	08/30/2022	17928748 - 082922	PITNEY BOWES - RESERVE ACCOUNT	1,000.00
Total 10-6100 - Postage				<u>1,000.00</u>
10-6200 - Maintenance				
10-6210 - Janitorial Service				
10-6211 - Janitorial Service - Aspen				
Bill	09/16/2022	C21798	COMPLETE CLEANING COMPANY, INC.	2,381.83
Total 10-6211 - Janitorial Service - Aspen				<u>2,381.83</u>
10-6212 - Janitorial Service - Cook Park				
Bill	09/16/2022	C21798	COMPLETE CLEANING COMPANY, INC.	3,818.89
Total 10-6212 - Janitorial Service - Cook Park				<u>3,818.89</u>
Total 10-6210 - Janitorial Service				6,200.72
10-6220 - Landscaping Service				
10-6221 - Landscaping - Aspen				
Bill	09/16/2022	23100	LANDSCAPE CONCEPTS, INC.	565.00
Bill	09/16/2022	23193	LANDSCAPE CONCEPTS, INC.	350.00
Bill	09/16/2022	23771	LANDSCAPE CONCEPTS, INC.	773.87
Bill	09/16/2022	23387	LANDSCAPE CONCEPTS, INC.	435.00
Bill	09/16/2022	23409	LANDSCAPE CONCEPTS, INC.	2,167.00
Total 10-6221 - Landscaping - Aspen				<u>4,290.87</u>
10-6222 - Landscaping - Cook Park				
Bill	09/16/2022	23770	LANDSCAPE CONCEPTS, INC.	517.12
Total 10-6222 - Landscaping - Cook Park				<u>517.12</u>
Total 10-6220 - Landscaping Service				4,807.99
10-6240 - Trash Removal				
10-6242 - Trash Removal - Cook Park				
General Journal	08/31/2022	3300	GROOT INDUSTRIES, INC.	228.55
Total 10-6242 - Trash Removal - Cook Park				<u>228.55</u>
Total 10-6240 - Trash Removal				228.55
10-6250 - Miscellaneous				
10-6251 - Misc. Maintenance - Aspen				
Bill	09/16/2022	26601329	ANDERSON PEST SOLUTIONS	93.40
Bill	09/16/2022	5986	AMS OF NORTHERN ILLINOIS	198.00
Total 10-6251 - Misc. Maintenance - Aspen				<u>291.40</u>
10-6252 - Misc. Maintenance - Cook Park				
Bill	09/16/2022	015600CS326650	AMBIUS, LLC (19)	374.98
Bill	09/16/2022	GWGN598	IRON MOUNTAIN INCORPORATED	106.20
Bill	09/16/2022	5986	AMS OF NORTHERN ILLINOIS	149.00
Total 10-6252 - Misc. Maintenance - Cook Park				<u>630.18</u>
Total 10-6250 - Miscellaneous				<u>921.58</u>
Total 10-6200 - Maintenance				12,158.84
10-6300 - Repair				
10-6340 - Service Contracts-Mech. & Bldg.				
10-6341 - Service Contracts - Aspen				
Bill	08/30/2022	482084	FIRE & SECURITY SERVICES, INC.	219.00
Bill	08/30/2022	37732560	JOHNSON CONTROLS SECURITY SOLUTIONS	342.06
Bill	09/16/2022	54929E	JM IRRIGATION, L.L.C.	143.00

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	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Paid Amount</u>
Total 10-6341 · Service Contracts - Aspen					704.06
10-6342 · Service Contracts - Cook Park					
	Bill	08/30/2022	37732561	JOHNSON CONTROLS SECURITY SOLUTIONS	391.13
	Bill	09/16/2022	CO1063	SHERMAN MECHANICAL, INC.	2,160.00
Total 10-6342 · Service Contracts - Cook Park					<u>2,551.13</u>
Total 10-6340 · Service Contracts-Mech. & Bldg.					<u>3,255.19</u>
Total 10-6300 · Repair					3,255.19
10-6400 · Insurance					
10-6410 · Bonds Insurance					
	Bill	08/30/2022	4396707	RISK PROGRAM ADMINISTRATORS	4,948.00
Total 10-6410 · Bonds Insurance					<u>4,948.00</u>
Total 10-6400 · Insurance					4,948.00
10-6500 · Professional Services					
10-6520 · Legal Services					
	Bill	09/16/2022	228103	KLEIN, THORPE AND JENKINS, LTD.	817.88
Total 10-6520 · Legal Services					<u>817.88</u>
10-6540 · Payroll Processing					
	General Journal	08/26/2022	3293		706.44
	General Journal	09/09/2022	3303		388.93
Total 10-6540 · Payroll Processing					<u>1,095.37</u>
10-6550 · Documentation Publishing					
	Bill	09/16/2022	226864	PADDOCK PUBLICATIONS, INC.	27.60
Total 10-6550 · Documentation Publishing					<u>27.60</u>
10-6560 · Recruitment					
	Bill	09/16/2022	35796-062022	PEOPLEFACTS	109.74
	Bill	09/16/2022	35796-72022	PEOPLEFACTS	84.55
	Bill	09/16/2022	35796-082022	PEOPLEFACTS	33.44
Total 10-6560 · Recruitment					<u>227.73</u>
Total 10-6500 · Professional Services					2,168.58
10-6600 · Improvements					
10-6630 · Equipment					
10-6631 · Equipment - Admin					
	Credit Card Charge	08/31/2022	080122	Amazon Marketplace.com - CMPL Credit Card	51.93
Total 10-6631 · Equipment - Admin					<u>51.93</u>
Total 10-6630 · Equipment					<u>51.93</u>
Total 10-6600 · Improvements					51.93
10-6700 · Community Relations					
10-6710 · Newsletter					
	Bill	09/16/2022	19455	VOGUE PRINTERS	9,335.00
Total 10-6710 · Newsletter					<u>9,335.00</u>
10-6712 · Graphics					
	Credit Card Charge	08/31/2022	081022	Minutemanpress.com - CMPL Credit Card	129.60
	Credit Card Charge	08/31/2022	081122	Signarama - CMPL Credit Card	104.00
	Credit Card Charge	08/31/2022	081322	Adobe Stock - CMPL Credit Card	29.99
	Credit Card Charge	08/31/2022	083022	Amazon Marketplace.com - CMPL Credit Card	211.86
	Credit Card Charge	08/31/2022	080122	Amazon Marketplace.com - CMPL Credit Card	104.90
Total 10-6712 · Graphics					<u>580.35</u>
10-6720 · Programming - Adult					
10-6721 · Programs - Performances					
	General Journal	08/17/2022	3288	MADDOX, COLBY	-500.00
	General Journal	08/17/2022	3288	MADDOX, COLBY	-500.00
	General Journal	08/17/2022	3288	Mariano's - CMPL Credit Card	-55.36
	Bill	09/16/2022	OCTOBER 9, 2022	GARY E. MIDKIFF & COMPANY	210.00
	Bill	09/16/2022	SEPTEMBER 26, 2022	ALGONQUIN AREA PUBLIC LIBRARY	84.00
	Bill	09/16/2022	OCTOBER 3, 2022	BALLY, DON	62.50
	Bill	09/16/2022	SEPTEMBER 22, 2022	CONROY, BRAD	250.00
	Bill	09/16/2022	OCTOBER 11, 2022	GODDARD, LESLIE	250.00
	Bill	09/16/2022	OCTOBER 5, 2022	MICHALSKI, BRIAN	250.00
	Bill	09/16/2022	SEPTEMBER 21, 2022	OPSAI, CAROL	50.00
	Bill	09/16/2022	SEPTEMBER 29, 2022	QYDJ, LLC	200.00
	Bill	09/16/2022	SEPTEMBER 8, 2022	BROWN, CHERYL	250.00
	Bill	09/16/2022	SEPTEMBER 10, 2022B	PERIWINKLE ART STUDIO	250.00
Total 10-6721 · Programs - Performances					<u>801.14</u>
10-6722 · Book Discussions&Author Events					
	Bill	09/16/2022	18	VERNON AREA PUBLIC LIBRARY DISTRICT	1,250.00
Total 10-6722 · Book Discussions&Author Events					<u>1,250.00</u>
10-6725 · Genealogy					
	Bill	09/16/2022	OCTOBER 13, 2022	CHAPLIN, LAURA E.	150.00
Total 10-6725 · Genealogy					<u>150.00</u>
10-6726 · Computer					
	Bill	09/16/2022	SEPTEMBER 19, 2022	MONTANO, ESTEVAN	150.00
	Bill	09/16/2022	SEPTEMBER 28, 2022	MONTANO, ESTEVAN	150.00
	Bill	09/16/2022	OCTOBER 5, 2022	MONTANO, ESTEVAN	150.00
	Bill	09/16/2022	OCTOBER 10, 2022	MONTANO, ESTEVAN	150.00
Total 10-6726 · Computer					<u>600.00</u>
Total 10-6720 · Programming - Adult					<u>2,801.14</u>

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	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Paid Amount</u>
10-6740 - Programming - Children's					
	Bill	08/30/2022	AUGUST 2022	SOKOL, SUSAN	40.00
	Bill	08/30/2022	080922-081722	SAM'S CLUB DIRECT	38.80
	Credit Card Charge	08/31/2022	082422	Amazon Marketplace.com - CMPL Credit Card	9.31
	Credit Card Charge	08/31/2022	080322	Nuts.com - CMPL Credit Card	21.67
	Credit Card Charge	08/31/2022	081722	Oriental Trading Co - CMPL Credit Card	50.97
	Credit Card Charge	08/31/2022	081722	Amazon Marketplace.com - CMPL Credit Card	100.69
	Credit Card Charge	08/31/2022	082322	Oriental Trading Co - CMPL Credit Card	103.91
	Credit Card Charge	08/31/2022	080922	Amazon Marketplace.com - CMPL Credit Card	19.54
	Credit Card Charge	08/31/2022	082422	Amazon Marketplace.com - CMPL Credit Card	38.28
	Credit Card Charge	08/31/2022	080422	Amazon Marketplace.com - CMPL Credit Card	64.50
	Credit Card Charge	08/31/2022	082322	Amazon Marketplace.com - CMPL Credit Card	84.02
	Credit Card Charge	08/31/2022	081622	Amazon Marketplace.com - CMPL Credit Card	108.94
	Credit Card Charge	09/01/2022	083022	Amazon Marketplace.com - CMPL Credit Card	10.35
	Bill	09/16/2022	7167043	DEMCO, INC.	31.60
	Bill	09/16/2022	71777779	DEMCO, INC.	50.20
	Bill	09/16/2022	11556123	AMERICAN LIBRARY ASSOCIATION	63.26
	Bill	09/16/2022	JULY-SEPT 2022	JENSEN, JENNIFER	48.10
	Bill	09/16/2022	FEBRUARY 4, 2023 DEP	ANIMAL QUEST ENTERTAINMENT INC.	150.00
Total 10-6740 - Programming - Children's					<u>1,034.14</u>
10-6760 - Promotions/Prizes					
10-6761 - Promotions/Prizes- Admin/Gen					
	Bill	09/16/2022	S61691	BOOKPAGE	1,296.00
Total 10-6761 - Promotions/Prizes- Admin/Gen					<u>1,296.00</u>
10-6763 - Promotions/Prizes - Children's					
	Bill	09/16/2022	2036989199	BAKER & TAYLOR - L5588902	35.78
Total 10-6763 - Promotions/Prizes - Children's					<u>35.78</u>
10-6770 - Promotions/Prizes - YA					
	Bill	09/16/2022	2036976012	BAKER & TAYLOR - L5588902	71.66
Total 10-6770 - Promotions/Prizes - YA					<u>71.66</u>
Total 10-6760 - Promotions/Prizes					<u>1,403.44</u>
10-6780 - Digital Studios					
10-6781 - Digital Studios - Equipment					
	Credit Card Charge	08/31/2022	082422	HP.com - CMPL Credit Card	951.98
Total 10-6781 - Digital Studios - Equipment					<u>951.98</u>
Total 10-6780 - Digital Studios					<u>951.98</u>
10-6790 - Workshops					
10-6792 - Workshops - Software					
	Credit Card Charge	08/31/2022	081522	Cricut - CMPL Credit Card	9.99
Total 10-6792 - Workshops - Software					<u>9.99</u>
Total 10-6790 - Workshops					<u>9.99</u>
Total 10-6700 - Community Relations					<u>16,116.04</u>
20-8210 - Employer IMRF Disbursements					
	General Journal	08/26/2022	3292		16,262.01
	General Journal	09/09/2022	3304		15,735.70
Total 20-8210 - Employer IMRF Disbursements					<u>31,997.71</u>
20-8250 - Employer Soc Security Tax Disb					
	General Journal	08/26/2022	3292		13,706.79
	General Journal	09/09/2022	3304		13,199.59
Total 20-8250 - Employer Soc Security Tax Disb					<u>26,906.38</u>
Total Expense					<u>691,670.02</u>
Net Ordinary Income					<u>-461,061.51</u>
Other Income/Expense					
Other Expense					
60-9800 - Special Reserve Disbursements					
60-9809 - Aspen - Paver/Front Entrance					
	Bill	08/30/2022	1650.0491	PRODUCT ARCHITECTURE + DESIGN	1,043.16
	Bill	09/16/2022	APPLICATION NO: 1	ACCU-PAINTING CO	450.00
	Bill	09/16/2022	21-171-13	FEATHERSTONE, INC.	903.60
Total 60-9809 - Aspen - Paver/Front Entrance					<u>2,396.76</u>
60-9813 - Cook Park - Window Replacement					
	Bill	08/30/2022	1650.0491	PRODUCT ARCHITECTURE + DESIGN	1,440.56
	Bill	09/16/2022	21-171-13	FEATHERSTONE, INC.	1,600.86
Total 60-9813 - Cook Park - Window Replacement					<u>3,041.42</u>
Total 60-9800 - Special Reserve Disbursements					<u>5,438.18</u>
Total Other Expense					<u>5,438.18</u>
Net Other Income					<u>-5,438.18</u>
Net Income					<u>-466,499.69</u>



Cook Memorial Public Library District

Librarian's Statistical Report - Page 1

August 2022

Registered Card Holders

The number of card holders. Excludes in-house patrons. According to the 2020 census, district population was 61,297. Accounts inactive for three years are deleted in June and December.

	August 2021			August 2022			Percent Change
	Juvenile	Adult	Total	Juvenile	Adult	Total	
Cook Memorial Public Library District	8,006	30,485	38,491	7,487	31,536	39,023	1.38%
Reciprocal Borrowing Patrons	406	5,631	6,037	392	5,631	6,023	-0.23%
Total	8,412	36,116	44,528	7,879	37,167	45,046	1.16%

Visitors

	August 2021	August 2022	Percent Change	FY 2022 To Date	FY 2023 To Date	Percent Change
Aspen Drive Library	10,503	12,815	22.01%	20,841	24,583	17.95%
Drive-Up		421			780	
Cook Park Library	15,391	18,380	19.42%	30,238	36,446	20.53%
Drive-Up	1,369	1,296	-5.33%	2,789	2,561	-8.17%
Outreach	316	678	114.56%	761	1,020	34.03%
Total	27,579	33,590	21.80%	54,629	65,390	19.70%

Program Attendance

	August 2021	August 2022	Percent Change	FY 2022 To Date	FY 2023 To Date	Percent Change
Adult	828	771	-6.88%	1,563	1,828	16.95%
Juvenile	938	1,212	29.21%	2,228	3,069	37.75%
Young Adult	7	37	428.57%	46	198	330.43%
	1,773	2,020	13.93%	3,837	5,095	32.79%

Special Services

	August 2021	August 2022	Percent Change	FY 2022 To Date	FY 2023 To Date	Percent Change
Reference Questions	4,986	6,176	23.87%	10,564	12,560	18.89%
Library App Users	448	671	49.78%	829	1,333	60.80%
Online Databases*	2,309	3,246	40.58%	4,789	6,409	33.83%
www.cooklib.org	74,835	90,227	20.57%	153,224	190,152	24.10%
Holds Placed	14,209	14,149	-0.42%	28,629	26,827	-6.29%
Holds Filled	12,048	11,793	-2.12%	24,503	23,432	-4.37%
Homebound Items Delivered	418	731	74.88%	915	1,394	52.35%

*A count of sessions, available for 67 of 81 Online Databases.

Collection Size

	August 2021					August 2022					Percent Change
	Juvenile	Adult	Other	Total	Percent of Total	Juvenile	Adult	Other	Total	Percent of Total	
Aspen Drive Library	48,594	42,705		91,299	33.44%	50,059	43,652		93,711	34.09%	2.64%
Cook Park Library	56,819	109,057	142	166,018	60.80%	57,804	107,277	145	165,226	60.11%	-0.48%
Outreach	12,747	2,973	13	15,733	5.76%	12,903	3,008	13	15,924	5.79%	1.21%
Total	118,160	154,735	155	273,050		120,766	153,937	158	274,861		0.66%

Librarian's Statistical Report - August 2022 - Page 2

Circulation

	August 2021				August 2022				Percent Change
	Adult	Juvenile	Other	Total	Adult	Juvenile	Other	Total	
Fiction	11,415	22,161		33,576	11,380	23,581		34,961	4.12%
Foreign Language	187	262		449	286	178		464	3.34%
Large Type	1,568	20		1,588	1,522	21		1,543	-2.83%
Nonfiction	6,804	4,985		11,789	6,896	5,116		12,012	1.89%
Periodicals	1,349	130		1,479	1,154	126		1,280	-13.46%
Subtotal Print	21,323	27,558		48,881	21,238	29,022		50,260	2.82%
Bags and Containers			16	16			15	15	-6.25%
Equipment	118	7		125	206	3		209	67.20%
Interlibrary Loan			109	109			144	144	32.11%
LINKin	1,112			1,112	1,059			1,059	-4.77%
Multimedia		63		63		418		418	563.49%
Other			11	11			15	15	36.36%
Subtotal Other	1,230	70	136	1,436	1,265	421	174	1,860	29.53%
eAudiobooks			5,030	5,030			5,488	5,488	9.11%
eBooks			7,271	7,271			7,605	7,605	4.59%
eMagazines			846	846			305	305	-63.95%
eMusic			287	287			300	300	4.53%
eVideo			995	995			947	947	-4.82%
Subtotal Downloadables			14,429	14,429			14,645	14,645	1.50%
Audiobooks	555	475		1,030	565	459		1,024	-0.58%
Compact Discs	1,423	358		1,781	1,346	392		1,738	-2.41%
DVDs, Blu-Ray	8,800	3,298		12,098	8,163	3,181		11,344	-6.23%
Video Games	479	882		1,361	462	768		1,230	-9.63%
Subtotal Audiovisual	11,257	5,013		16,270	10,536	4,800		15,336	-5.74%
Grand Total All Agencies	33,810	32,641	14,565	81,016	33,039	34,243	14,819	82,101	1.34%

Agency Subtotals

	August 2021	August 2022	Percent Change	FY 2022 To Date	FY 2023 To Date	Percent Change
Downloadables	14,429	14,645	1.50%	28,515	29,168	2.29%
Aspen Drive Library	18,862	19,005	0.76%	39,906	38,835	-2.68%
Cook Park Library	45,336	45,044	-0.64%	93,963	90,257	-3.94%
Outreach	2,389	3,407	42.61%	5,026	6,270	24.75%
Total	81,016	82,101	1.34%	167,410	164,530	-1.72%



Director's Narrative Report

September 2022

David Archer, Library Director

Construction Updates

- Please see the attached updated timeline for the two upcoming construction projects.
- Cook Park window replacement project will run from Tuesday, Oct 4 through Friday, Dec 2. Fiction room will be unavailable for much of this time, including the three adult study rooms. We will have two temporary study rooms available in other parts of the library to accommodate patrons. Collections in this area will not be accessible by patrons, but staff will be able to retrieve items at designated times.
- Aspen Drive plaza enhancements will run from Wednesday, Oct 5 through Friday Oct 28. Because the main entrance will be unavailable for most of this time, the south meeting room door will serve as a temporary public entry/exit. Disabled parking spaces will be temporarily located to the new parking lot.
- Management team met recently to map out the logistics of the plans, including relocating some events, identifying signage and devising a communications strategy to inform patrons.

What New in Children's

- Over 300 kindergarteners from the Hawthorn School for Young Learners (HYSL) are visiting Aspen Drive this month. By the end of this month, Student Services staff Amy vanGoethem and Susie Sokol will have introduced the Aspen Drive Library to all kindergarten students, seeing 11 classes over eight visits. Susie visits all of the kindergarten classes at HSYL monthly, except in September and May when the students come to Aspen Drive.
- Student Services Coordinator Amy vanGoethem and Highland Middle School Librarian Erin Wyatt worked together to set up an opportunity for all HMS students to sign up for a CMPLD library card. Jane Aten, Circulation Supervisor, and Amy spoke to hundreds of kids, made dozens of new cards, reminded students of their library card numbers, and helped them use library resources such as Hoopla
- Family Story Times at Aspen Drive and Cook Park have returned to the pre-COVID practice of holding the story time programs in the open areas of the children's departments and not requiring registration. (Prior to this time, the story times were held in the meeting rooms and required registration.) The Tuesday morning story times, presented by Early Learning staff Cherilyn Contreras at Aspen, have averaged around 44 participants, and the Friday morning story times, presented by new Early Learning staff Deena Gillespie at Cook Park, have had more than 60 participants at each session.

Digital Studios News

- We have completed the Roku reprocessing project where each device has a specific streaming platform (rather than multiple). We've been able to add several new streaming services (Paramount+, AcornTV) and improve meeting patron demand without increasing the budget.
- We have a new Casio Polyphonic Analog synthesizer in our Digital Studios. This has already caught the eye of several of our patrons who are interested in recreating those vintage analog synth sounds popularized in 80s classic music and movies and retro throwback shows like Stranger Things.
- New iMac Studio computers with 32 inch 4k monitors will be installed in the studios next week. These will replace the iMacs we've had since the launch of the Digital Studios almost 8 years ago. These computers will include a new audio production software called Ableton Live that many professionals use to create electronic music. This software along with the synthesizer is part of a strategy to meet the creative needs of our studio users who want to learn the hardware and software commonly used to make hip hop beats and electronic music.
- All of these Digital Studio updates will be promoted in one way or another in the next newsletter and new studio promotion materials that are being worked on

eLibrary Update

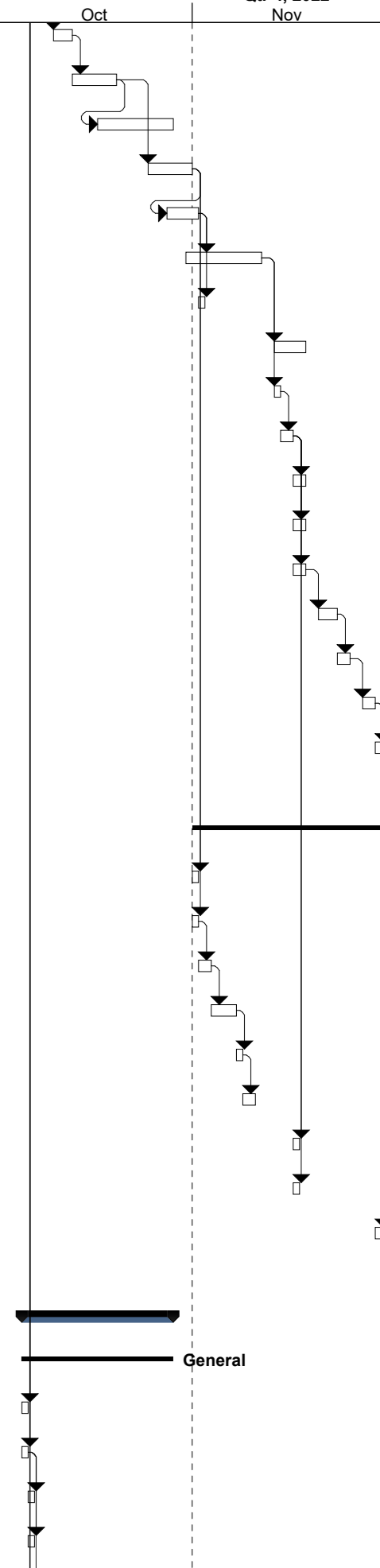
- Libertyville District 70 recently added Sora, a reading app developed by OverDrive, that allows students to participate in Public Library CONNECT. CONNECT enables students to check out age-appropriate ebooks and eaudiobooks from our OverDrive collection through a seamless, integrated process. This brings the total number of school districts that have this with us to five: Libertyville District 70; Hawthorn District 73; High School District 128; Oak Grove District 68 and Rondout School District 72. This is a great example of resource sharing between public bodies that expands access of materials to students.

Cook Memorial Library
Construction Schedule

ID	Task Name	Duration	Start	Finish	Predecessors	Qtr 1, 2022		Qtr 2, 2022		Qtr 3, 2022		Qtr 4, 2022	
						Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
1	General	256 days	Tue 10/26/21	Thu 10/20/22									
2	Board Approve Estimating Proposal	1 day	Tue 10/26/21	Tue 10/26/21									
3	Prepare Estimate	3 days	Wed 10/27/21	Fri 10/29/21	2								
4	Review Estimate with Design Team	1 day	Fri 10/29/21	Fri 10/29/21	3SS+2 days								
5	Present Estimate to Library Staff	1 day	Mon 11/1/21	Mon 11/1/21	4								
6	Board Approval To Advance Into Design	1 day	Tue 11/16/21	Tue 11/16/21									
7	CD Progress Set	35 days	Wed 11/17/21	Fri 1/7/22	6								
8	Board Approval for CM Preconstruction Services	1 day	Tue 12/21/21	Tue 12/21/21									
9	Prepare Design Development Estimate	10 days	Mon 1/10/22	Fri 1/21/22	7								
10	Align Project Design, Budget, and Schedule to Previously Approve Budget	2 days	Mon 1/24/22	Tue 1/25/22	9								
11	Staff Approval	2 days	Wed 1/26/22	Thu 1/27/22	10FF+2 days								
12	Finalize Construction Documents	15 days	Fri 1/28/22	Thu 2/17/22	11								
13	Permit Approval	20 days	Fri 2/18/22	Thu 3/17/22	12								
14	Prepare Bid Packages	2 days	Fri 2/18/22	Mon 2/21/22	12								
15	Bidding	10 days	Tue 2/22/22	Mon 3/7/22	14								
16	Review Bids	2 days	Tue 3/8/22	Wed 3/9/22	15								
17	Present Bid Recommendation To Staff	1 day	Thu 3/10/22	Thu 3/10/22	16								
18	Board Approval - Contract Award	1 day	Tue 3/15/22	Tue 3/15/22	17FS+2 days								
19	Award Prime Contracts	2 days	Wed 3/16/22	Thu 3/17/22	18								
20	Submittals	26 days	Fri 3/18/22	Fri 4/22/22	19								
21	Materials Delivery	43 days	Tue 8/23/22	Thu 10/20/22	20								
22	Aluminum Stock Lengths and Accessories	1 day	Thu 9/15/22	Thu 9/15/22									
23	Aluminum doors and door frames	1 day	Tue 10/18/22	Tue 10/18/22									
24	Door Hardware	1 day	Tue 8/23/22	Tue 8/23/22									
25	Insulated Glass Units	1 day	Thu 10/13/22	Thu 10/13/22									
26	Skylights	1 day	Thu 10/20/22	Thu 10/20/22									
27													
28	Libertyville Curtainwall & Clerestory Replacement	44 days	Tue 10/4/22	Fri 12/2/22									
29	General	44 days	Tue 10/4/22	Fri 12/2/22									
30	Move Furniture and Equipment & Plastic Protection	1 day	Tue 10/4/22	Tue 10/4/22									
31	Set Up Temp Protections for Clerestory and Curtainwall	3 days	Wed 10/5/22	Fri 10/7/22	30								
32	Remove Acoustical Ceiling and Plaster Soffits	3 days	Mon 10/10/22	Wed 10/12/22	31								

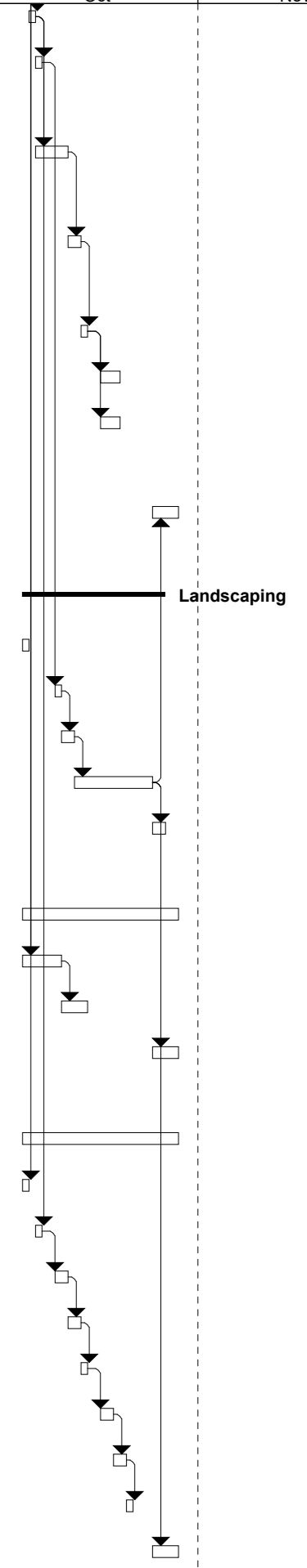
Cook Memorial Library
Construction Schedule

ID	Task Name	Duration	Start	Finish	Predecessors	Qtr 1, 2022 Feb	Mar	Apr	Qtr 2, 2022 May	Jun	Jul	Qtr 3, 2022 Aug	Sep	Oct	Qtr 4, 2022 Nov
33	Remove Electrical at Perimeter Wall	3 days	Mon 10/10/22	Wed 10/12/22	31										
34	Remove Storefront Windows at Clerestory	5 days	Thu 10/13/22	Wed 10/19/22	33										
35	Install New Storefronts at Clerestory	10 days	Mon 10/17/22	Fri 10/28/22	34FS-3 days										
36	Demolish Curtain Wall	5 days	Tue 10/25/22	Mon 10/31/22	34FS+3 days										
37	Prepare New Openings (Install Knee Wall)	3 days	Fri 10/28/22	Tue 11/1/22	36FS-2 days										
38	Curtain Wall Installation	10 days	Mon 10/31/22	Fri 11/11/22	37FS-2 days										
39	Temporary Wall for Skylight	1 day	Wed 11/2/22	Wed 11/2/22	37										
40	Demo and Install Skylight	5 days	Mon 11/14/22	Fri 11/18/22	38										
41	Patching Walls and Repairs	1 day	Mon 11/14/22	Mon 11/14/22	38										
42	Framing and Install Plaster Soffits	2 days	Tue 11/15/22	Wed 11/16/22	41										
43	Install Acoustical Ceilings	2 days	Thu 11/17/22	Fri 11/18/22	42										
44	Install Vinyl Base	2 days	Thu 11/17/22	Fri 11/18/22	42										
45	Electrical Installation	2 days	Thu 11/17/22	Fri 11/18/22	42										
46	Remove Temp Protections	3 days	Mon 11/21/22	Wed 11/23/22	45										
47	Touch Up Paint	2 days	Thu 11/24/22	Fri 11/25/22	46										
48	Clean Up	2 days	Mon 11/28/22	Tue 11/29/22	47										
49	Close Out & Punch List	3 days	Wed 11/30/22	Fri 12/2/22	48										
50															
51	Electrical Floor Boxes	24 days	Tue 11/1/22	Fri 12/2/22											
52	Remove Carpet	1 day	Tue 11/1/22	Tue 11/1/22	36										
53	Remove Ceiling Tiles in Basement for Access	1 day	Tue 11/1/22	Tue 11/1/22	36										
54	Core Drill	2 days	Wed 11/2/22	Thu 11/3/22	53										
55	Conduit Runs	2 days	Fri 11/4/22	Mon 11/7/22	54										
56	Install Poke Thru Devices	1 day	Tue 11/8/22	Tue 11/8/22	55										
57	Power & Data Pulls	2 days	Wed 11/9/22	Thu 11/10/22	56										
58	Reinstall Ceiling Tiles	1 day	Thu 11/17/22	Thu 11/17/22	42										
59	Carpet Patch	1 day	Thu 11/17/22	Thu 11/17/22	42										
60	Close Out & Punch List	3 days	Wed 11/30/22	Fri 12/2/22	48										
61															
62	Aspen Site Entrance Improvements	18 days	Wed 10/5/22	Fri 10/28/22											
63	General	18 days	Wed 10/5/22	Fri 10/28/22											
64	Locate Utilities	1 day	Wed 10/5/22	Wed 10/5/22	30										
65	Fence Layout	1 day	Wed 10/5/22	Wed 10/5/22	30										
66	Install Construction Fencing	1 day	Thu 10/6/22	Thu 10/6/22	65										
67	Install Silt Fencing	1 day	Thu 10/6/22	Thu 10/6/22	65										



Cook Memorial Library
Construction Schedule

ID	Task Name	Duration	Start	Finish	Predecessors	Qtr 1, 2022 Feb	Mar	Apr	Qtr 2, 2022 May	Jun	Jul	Qtr 3, 2022 Aug	Sep	Oct	Qtr 4, 2022 Nov
68	Install Inlet Protection	1 day	Thu 10/6/22	Thu 10/6/22	65										
69	Remove Owner Salvaged Items (Trash Can, Bench, Bike Rack)	1 day	Fri 10/7/22	Fri 10/7/22	68										
70	Paver Salvage for Owner & Demo Remaining, Demo ADA Ramp	3 days	Fri 10/7/22	Tue 10/11/22	68										
71	Cut Subgrade for Concrete Walks and New ADA Ramp	2 days	Wed 10/12/22	Thu 10/13/22	70										
72	Stone Base for Concrete Walks	1 day	Fri 10/14/22	Fri 10/14/22	71										
73	Install Concrete Walks	3 days	Mon 10/17/22	Wed 10/19/22	72										
74	Reinstall Bike Rack and Pour Around Flag Pole to remain	3 days	Mon 10/17/22	Wed 10/19/22	72										
75	Close Out & Punch List	4 days	Tue 10/25/22	Fri 10/28/22	81										
76															
77	Landscaping	16 days	Wed 10/5/22	Wed 10/26/22											
78	Transplant existing grass	1 day	Wed 10/5/22	Wed 10/5/22											
79	Remove trees	1 day	Mon 10/10/22	Mon 10/10/22	69										
80	Clear and Grub	2 days	Tue 10/11/22	Wed 10/12/22	79										
81	Landscaping & Bench Install	8 days	Thu 10/13/22	Mon 10/24/22	80										
82	Close Out & Punch List	2 days	Tue 10/25/22	Wed 10/26/22	81										
83															
84	Bollard Replacement	18 days	Wed 10/5/22	Fri 10/28/22											
85	Remove Existing Bollards and Mounting Plate	4 days	Wed 10/5/22	Mon 10/10/22	30										
86	Install New Bollards	4 days	Tue 10/11/22	Fri 10/14/22	85										
87	Close Out & Punch List	4 days	Tue 10/25/22	Fri 10/28/22	81										
88															
89	EV Charging Station	18 days	Wed 10/5/22	Fri 10/28/22											
90	Locate Utilities	1 day	Wed 10/5/22	Wed 10/5/22	30										
91	Directional Bore	1 day	Fri 10/7/22	Fri 10/7/22	68										
92	Conduit Runs	2 days	Mon 10/10/22	Tue 10/11/22	91										
93	Pour Charging Bases and Install	2 days	Wed 10/12/22	Thu 10/13/22	92										
94	Selective Demo of Interior Drywall	1 day	Fri 10/14/22	Fri 10/14/22	93										
95	Final Electrical Connections	2 days	Mon 10/17/22	Tue 10/18/22	94										
96	Patching of Drywall	2 days	Wed 10/19/22	Thu 10/20/22	95										
97	Paint Interior	1 day	Fri 10/21/22	Fri 10/21/22	96										
98	Close Out & Punch List	4 days	Tue 10/25/22	Fri 10/28/22	81										



Cook Memorial Public Library District

Investment Maturity Schedule

August 31, 2022

Investment Account	Issue Date	Maturity Date	Face Value	Coupon/ YTM	Q3 2022	Q4 2022	Q1 2023	Q2 2023	Q3 2023	Q4 2023	Q1 2024	Q2 2024	Total
Special Reserve Fund:													
Flagstar BK FSB Troy, MI CD	16-Jun-2021	16-Jun-2023	245,000	0.150%				245,000					245,000
Goldman Sachs BK USA New York, NY CD	16-Aug-2021	17-Feb-2023	125,000	0.200%			125,000						125,000
BMW BK North Amer Salt Lake City UT CD (10/08/21)	1-Oct-2021	10-Oct-2023	245,000	0.350%						245,000			245,000
GE Cap Retail BK Draper UT CD (10/08/21)	1-Oct-2021	10-Oct-2023	245,000	0.400%						245,000			245,000
Israel Disc BK New York NY CD (11/12/21)	3-Nov-2021	14-Aug-2023	245,000	0.450%					245,000				245,000
Discover BK Greenwood DE CD (05/18/22)	11-May-2022	18-May-2023	245,000	1.950%				245,000					245,000
Ally BK Midvale UT CD (05/19/22)	11-May-2022	20-May-2024	245,000	2.950%								245,000	245,000
Total Special Reserve			1,595,000		-	-	125,000	490,000	245,000	490,000	-	245,000	1,595,000
Working Cash Fund:													
Total Working Cash Fund			0		-	-	-	-	-	-	-	-	-
General Fund:													
Bank of China New York NY CD (05/18/22)	11-May-2022	21-Feb-2023	245,000	1.550%			245,000						245,000
Sandy Spring BK Olney MD CD (05/18/22)	11-May-2022	20-Nov-2023	245,000	2.350%						245,000			245,000
BMO Harris BK Natl Assn CD (06/10/22)	7-Jun-2022	11-Dec-2023	245,000	2.500%						245,000			245,000
Beal BK USA Las Vegas, NV CD (07/06/22)	29-Jun-2022	5-Jul-2023	245,000	2.800%					245,000				245,000
Texas Capital Bank NA Dallas, TX CD (07/15/22)	6-Jul-2022	17-Apr-2023	245,000	2.450%				245,000					245,000
Total General Fund			1,225,000		-	-	245,000	245,000	245,000	490,000	-	-	1,225,000
Total Investments			2,820,000		-	-	370,000	735,000	490,000	980,000	-	245,000	2,820,000
Difference			0										

Cook Memorial Public Library District
Investment Transaction Schedule - JP Morgan Chase

Date	Investment	Transaction Type	Description	Certificates of Deposit				Savings Accounts			Interest Income				
				General Fund	Special Reserve Fund	Working Cash Fund	Total	General Fund	Special Reserve Fund	Total	CD's - General Fund	CD's - Special Reserve Fund	Savings - General Fund	Savings - Special Reserve Fund	Total
30-Jun-2022	Ending Balance			860,000.00	1,595,000.00	0.00	2,455,000.00	56,478.95	201,068.10	357,547.05	245.02	1,956.49	28.03	99.68	2,329.22
6-Jul-2022	Beal Bk USA Las Vegas NV CD (06/29/22)	Purchase	2.8% - Due 07/05/23	245,000.00			245,000.00								0.00
15-Jul-2022	Texas Capital Bank NA Dallas, TX CD (07/06/22)	Purchase	2.450% - Due 04/17/23	245,000.00			245,000.00								0.00
31-Jul-2022	Chase Bank	Interest					0.00	2.23	7.93	10.16			2.23	7.93	10.16
31-Jul-2022	Ending Balance			1,350,000.00	1,595,000.00	0.00	2,945,000.00	56,481.18	201,076.03	357,557.21	0.00	0.00	2.23	7.93	10.16
16-Aug-2022	State BK India New York, NY CD	Maturity & Interest		(125,000.00)			(125,000.00)				187.50				187.50
18-Aug-2022	Goldman Sachs BK USA New York, NY	Interest					0.00					123.97			123.97
31-Aug-2022	Chase Bank	Interest					0.00	2.53	9.02	11.55			2.53	9.02	11.55
31-Aug-2022	Ending Balance			1,225,000.00	1,595,000.00	0.00	2,820,000.00	56,483.71	201,085.05	357,568.76	187.50	123.97	4.76	16.95	333.18

Position Summary

Cook Memorial Public Library

Report date as of Aug 31, 2022

Report run time: September 01, 2022 07:02 PM

Qty	Security	Mat/Exp Date	Cost	Share Price	Market Value	Unreal G/L	% Unreal G/L	Est Ann Inc		CY Cost Yld	Div/Int Rate	YTM
								Accr Inc				
... 6412 / Cook Memorial PLD General			1,225,000.00		1,217,517.20	-7,482.80	-0.61	11,882.50	0.98			
Cororate Bond			1,225,000.00		1,217,517.20	-7,482.80	-0.61	2,917.84	0.97			
245,000	BMO HARRIS BK NATL ASSN C/D FDIC INS TO LIMITS 05600XFR6060	2023-12-11	245,000.00	99.1012	242,797.94	-2,202.06	-0.90	6,125.00	2.52	2.50	0.00	
								0.00	2.50			
245,000	***BANK OF CHINA NEW YORK CITY C/D FDIC INS TO LIMITS 06428FYA9060	2023-02-21	245,000.00	99.3820	243,485.90	-1,514.10	-0.62	0.00	0.00	1.55	0.00	
								1,092.43	0.00			
245,000	BEAL BK USA LAS VEGAS NEV CD C/D FDIC INS TO LIMITS 07371DBM8060	2023-07-05	245,000.00	99.7840	244,470.80	-529.20	-0.22	0.00	0.00	2.80	0.00	
								1,052.49	0.00			
245,000	SANDY SPRING BK OLNEY MD CD C/D FDIC INS TO LIMITS 800364EC1060	2023-11-20	245,000.00	98.9787	242,497.81	-2,502.19	-1.02	5,757.50	2.37	2.35	0.00	
								0.00	2.35			
245,000	TEXAS CAP BK N A DALLAS TEX C/D FDIC INS TO LIMITS 88224PMU0060	2023-04-17	245,000.00	99.6999	244,264.75	-735.25	-0.30	0.00	0.00	2.45	0.00	
								772.92	0.00			
... 6414 / Cook Memorial PLD Special Res			1,595,000.00		1,563,639.63	-31,360.37	-1.97	10,785.00	0.69			
Cororate Bond			1,595,000.00		1,563,639.63	-31,360.37	-1.97	1,374.35	0.68			
245,000	ALLY BK MIDVALE UTAH C/D FDIC INS TO LIMITS 02007GRG0060	2024-05-20	245,000.00	99.3764	243,472.18	-1,527.82	-0.62	7,227.50	2.97	2.95	0.00	
								0.00	2.95			
245,000	BMW BK NORTH AMER SALT LAKE CITY UTAH C/D FDIC INS TO LIMITS 05580AE59060	2023-10-10	245,000.00	96.9361	237,493.44	-7,506.56	-3.06	857.50	0.36	0.35	0.00	
								0.00	0.35			

J.P.Morgan

Please note disclosures and glossary included herein for important information about this report

Position Summary

Cook Memorial Public Library

Report date as of Aug 31, 2022

Report run time: September 01, 2022 07:02 PM

Qty	Security	Mat/Exp Date	Cost	Share Price	Market Value	Unreal G/L	% Unreal G/L	Est Ann Inc		CY Cost Yld	Div/Int Rate	YTM
								Accr Inc				
245,000	DISCOVER BK GREENWOOD DEL C/D FDIC INS TO LIMITS 254673D52060	2023-05-18	245,000.00	99.2726	243,217.87	-1,782.13	-0.73	0.00	1,374.35	0.00	1.95	0.00
245,000	FLAGSTAR BK FSB TROY MICH C/D FDIC INS TO LIMITS 33847E4M6060	2023-06-16	245,000.00	97.7632	239,519.84	-5,480.16	-2.24	367.50	0.00	0.15	0.15	0.00
125,000	GOLDMAN SACHS BK USA NEW YORK C/D FDIC INS TO LIMITS 38149MYJ6060	2023-02-17	125,000.00	98.7800	123,475.00	-1,525.00	-1.22	250.00	0.00	0.20	0.20	0.00
245,000	ISRAEL DISC BK NEW YORK N Y C/D FDIC INS TO LIMITS 465076SV0060	2023-08-14	245,000.00	97.4837	238,835.06	-6,164.94	-2.52	1,102.50	0.00	0.46	0.45	0.00
245,000	GE CAP RETAIL BK DRAPER UTAH C/D FDIC INS TO LIMITS 87165EUT2060	2023-10-10	245,000.00	96.9903	237,626.24	-7,373.76	-3.01	980.00	0.00	0.41	0.40	0.00
Total For Accounts held at JPMS, member FINRA and SIPC			2,820,000.00		2,781,156.83	-38,843.17	-1.38	22,667.50	4,292.19	0.82		

Report includes Account(s): ...6412, ...6414, ...6415

Please note disclosures and glossary included herein for important information about this report

J.P.Morgan

Cook Memorial Public Library District

Investment Transaction Schedule - MaxSafe Account - General Fund

Date	Investment	Transaction Type	Description	MaxSafe Account - General Fund	Interest Income
30-Jun-2022	Ending Balance			3,993,428.93	13,545.79
31-Jul-2022	Wintrust Bank	Interest	For July 2022	5,172.86	5,172.86
31-Jul-2022	Ending Balance			3,998,601.79	5,172.86
31-Aug-2022	Wintrust Bank	Interest	For August 2022	8,024.81	8,024.81
31-Aug-2022	Ending Balance			4,006,626.60	13,197.67

Cook Memorial Public Library District

Investment Transaction Schedule - MaxSafe Account - Special Reserve Fund

Date	Investment	Transaction Type	Description	MaxSafe Account - Special Reserve Fund	Interest Income
30-Jun-2022	Ending Balance			1,234,636.29	3,101.25
31-Jul-2022	Wintrust Bank	Interest	For July 2022	1,550.23	1,550.23
31-Jul-2022	Ending Balance			1,236,186.52	1,550.23
31-Aug-2022	Wintrust Bank	Interest	For August 2022	2,425.03	2,425.03
31-Aug-2022	Ending Balance			1,238,611.55	3,975.26

**Cook Memorial Public Library District
Operating Budget - FYE June 30, 2023
General Fund Budget Summary - Preliminary**

GENERAL FUND	2021-2022		Budget 2022-2023	\$ Inc (Dec) Over FY22 Budget	% Inc (Dec) Over FY22 Budget
	Budget	Appropriation			
Property Tax	\$ 8,707,000		\$ 8,909,000	\$ 202,000	2.32%
Replacement Tax	112,000		250,000	138,000	123.21%
Interest	21,000		48,000	27,000	128.57%
Fines	3,000		3,000	(0)	-0.02%
Grants/Donations	88,000		88,000	0	0.00%
Other Income	12,000		20,000	8,000	66.67%
Total Income	8,943,000		9,318,000	375,000	4.19%
Salaries	4,742,000	4,979,000	5,214,000	472,000	9.95%
Benefits	522,000	548,000	606,000	84,000	16.09%
Training	40,000	45,000	59,000	19,000	47.50%
Materials	1,235,000	1,250,000	1,273,000	38,000	3.08%
Processing	39,000	42,000	52,000	13,000	33.33%
Supplies	130,000	148,000	127,000	(3,000)	-2.31%
Vehicles	30,000	35,000	36,000	6,000	20.00%
Computer Operations	535,000	580,000	1,293,000	758,000	141.68%
Utilities	185,000	205,000	200,000	15,000	8.11%
Telephone	33,000	40,000	33,000	0	0.00%
Postage	12,000	15,000	12,000	(0)	0.00%
Maintenance	180,000	199,000	175,000	(5,000)	-2.78%
Repair	136,000	153,000	130,000	(6,000)	-4.41%
Insurance	70,000	80,000	79,000	9,000	12.86%
Professional Services	98,000	108,000	72,000	(26,000)	-26.53%
Improvements	67,000	80,000	77,000	10,000	14.93%
Community Relations	186,000	195,000	178,000	(8,000)	-4.30%
Rents	0	5,000	0	0	0.00%
Contingency	50,000	50,000	50,000	0	0.00%
Debt Service	983,000	985,000	983,000	0	0.00%
Reserve For Technology & Outreach Vehicle	110,000	110,000	125,000	15,000	13.64%
Total Expenditures	9,383,000	9,852,000	10,774,000	1,391,000	14.82%
Rev Over (Under) Exp - General Fund	\$ (440,000)	\$ (9,852,000)	\$ (1,456,000)	\$ (1,016,000)	N/A

IMRF/SS FUND	2021-2022		Budget 2022-2023	\$ Inc (Dec) Over FY22 Budget	% Inc (Dec) Over FY22 Budget
	Budget	Appropriation			
Property Tax	\$ 834,000		\$ 844,000	\$ 10,000	1.20%
Replacement Tax	0		0	0	0.00%
Total Income	834,000		844,000	10,000	1.20%
IMRF Contributions	534,000	561,000	526,000	(8,000)	-1.50%
Social Security	360,000	378,000	395,000	35,000	9.72%
Total Expenditures	894,000	939,000	921,000	27,000	3.02%
Rev Over (Under) Exp - IMRF/SS Fund	\$ (60,000)	\$ (939,000)	\$ (77,000)	\$ (17,000)	28.33%

Grand Total Expenditures:					
General Fund	\$ 9,383,000	\$ 9,852,000	\$ 10,774,000	\$ 1,391,000	14.82%
IMRF/SS Fund	894,000	939,000	921,000	27,000	3.02%
Total	\$ 10,277,000	\$ 10,791,000	\$ 11,695,000	\$ 1,418,000	13.80%

Cook Memorial Public Library District
Operating Budget - FYE June 30, 2023
General Fund Budget Detail

(A) = Actual (B) = Budget

Property Tax \$ 8,909,000

A/C #	Account	06/30/19 (A)	06/30/20 (A)	6/30/21 (A)	6/30/22 (A)	06/30/23 (B)
	Property Tax General - Extension (1)	8,305,017	8,560,000	8,789,347	8,703,543	8,909,000
10-4000	Property Tax General - Actual	8,393,805	8,597,609	8,789,347	8,703,543	

(1) For FY2021, we increased our reserve for uncollectible property taxes from .5% to 1.5%. But since we collected 99.8% of our property taxes, for FY2022 & FY2023 we will reduce our reserve back down to .5%.

Replacement Tax 250,000

A/C #	Account	06/30/19 (A)	06/30/20 (A)	6/30/21 (A)	6/30/22 (A)	06/30/23 (B)
10-4050	Replacement Tax General (1)	83,471	91,371	115,895	252,621	250,000

(1) Personal Property Replacement Taxes more than doubled fro FY2021 to FY2022. The Illinois Department of Revenue is estimating that our collections for FY2023 will be \$271,594. To be conservative, we will budget \$250,000.

Interest 48,000

A/C #	Account	06/30/19 (A)	06/30/20 (A)	6/30/21 (A)	6/30/22 (A)	06/30/23 (B)
10-3100	Interest (1)	135,283	134,477	24,841	15,392	48,000

(1) With the recent interest hikes from the Feds (and at least two more expected in calendar year 2022), our interest income has been steadily increasing. In July 2022, our interest income just from our MaxSafe account and our Illinois Funds account was \$6,120. On an annual basis, this would be over \$73,000. To be conservative, we will budget \$48,000.

Fines 3,000

A/C #	Account	06/30/19 (A)	06/30/20 (A)	6/30/21 (A)	6/30/22 (A)	06/30/23 (B)
10-4350	Fines (1) (2)	89,462	56,618	11,913	16,464	3,000

(1) Beginning in FY2021, fines for most items were eliminated, so there was a significant decrease in fines revenue. This amount increased slightly in FY2022. But to be conservative, we will leave the budget at \$3,000.

(2) FY2020 - Beginning January 1, 2020, fines for DVDs, Blu-rays and video games were reduced from \$1 to 50¢ per day and the maximum fines for all items were reduced from the current \$5 to \$3 per item.

Grants/Donations 88,000

A/C #	Account	06/30/19 (A)	06/30/20 (A)	6/30/21 (A)	6/30/22 (A)	06/30/23 (B)
10-4315	Per Capita Grants (1) (2)	74,803	74,803	74,803	88,267	88,000
10-4325	Fundraising Projects	0	0	0	0	0
Various	Other Grants/Donations	5,660	4,118	0	0	0

(1) Our FY2022 Award Letter we received June 29, 2022 indicated that the amount for FY2022 that we will receive in FY23 is \$90,413.08. We will budget \$88,000.

(2) Our FY2021 Award Letter we received June 24, 2021 indicated that the amount for FY2021 that we will receive in FY22 is \$88,266.95. This was the actual amount received.

Other Income 20,000

A/C #	Account	06/30/19 (A)	06/30/20 (A)	6/30/21 (A)	6/30/22 (A)	06/30/23 (B)
10-4400	Lost Materials	3,236	2,178	2,351	1,095	2,400
10-4450	Copy Machine Income	24,271	17,883	7,657	9,915	6,000
10-4461	Bus Trips - Adults	11,475	8,865	0	0	8,000
10-4462	Bus Trips - Children's	0	0	0	0	0
10-4465	Author's Luncheons - Adults	0	0	0	0	0
10-4470	Bags and Browsers	526	411	50	46	300
10-4490	Vendor Refunds	0	0	0	0	0
10-4500	Misc - General Account	3,247	9,167	25,255	8,438	3,300
10-4650	Donations - Undesignated	0	0	1,232	3,972	0

Total Income \$ 8,825,239 \$ 8,997,500 \$ 9,053,344 \$ 9,099,753 \$ 9,318,000 \$ 9,318,000

Cook Memorial Public Library District
Operating Budget - FYE June 30, 2023
General Fund Budget Detail

(A) = Actual (B) = Budget

Salaries (1) (2) (3) (4)

5,214,000

A/C #	Account	06/30/19 (A)	06/30/20 (A)	6/30/21 (A)	6/30/22 (A)	06/30/23 (B)
10-5110	Administration	778,553	765,826	783,329	888,003	1,019,287
10-5120	Adult Services	981,785	1,010,074	1,034,622	1,117,664	1,222,205
10-5130	Children's Services	608,735	652,499	621,062	699,264	842,543
10-5140	Circulation	701,016	690,856	584,109	690,470	772,835
10-5145	Maintenance	221,695	231,181	205,730	203,851	238,747
10-5150	ILL	90,245	96,061	95,164	97,599	108,764
10-5155	Outreach	253,931	228,870	206,704	218,111	245,210
10-5160	Tech Services	552,832	573,514	578,522	578,028	557,402
10-5165	Shelvers	152,132	147,281	134,232	136,671	207,008

10-5100	Total Salaries	4,340,924	4,396,162	4,243,474	4,629,661	5,214,000
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(1) FY2023 includes a COLA increase of 2.4% effective July 2022. This 2.4% increase will result in a total COLA increase of 7.0% to account for the 2021 CPI increase of 7.0%. The FY2023 budget also includes an additional COLA increase of 3.0% effective January 2023 as an advance towards the anticipated 2022 CPI increase. This has a 1.5% effect on the FY2023 budget. It also includes a 2% merit increase pool that will be given effective January 1, 2023, resulting in a 1% salary increase for FY2023.

(2) In FY2022, employees received a COLA increase of 4.0% in July 2021 (representing a 1.4% increase for the 2020 CPI plus a 2.6% advance on the anticipated 2021 CPI increase). In January 2022, the employees received another 2021 2.0% COLA increase as an additional advance on the 2021 CPI increase, plus a merit increase averaging 1.9%.

(3) The Illinois minimum wage increased from \$11.00 to \$12.00 starting January 1, 2022, and will increase to \$13.00 effective January 1, 2023. Salaries have been adjusted to allow for these increase for affected staff, including some adjustments for wage compression issues.

(4) Budgeted hours declined from 90.53 FTE in FY2022 to 89.85 FTE in FY2023.

Benefits

606,000

A/C #	Account	06/30/19 (A)	06/30/20 (A)	6/30/21 (A)	6/30/22 (A)	06/30/23 (B)
10-5210	Health Insurance (1)	397,818	393,381	415,579	408,035	554,795
10-5220	Dental/Vision Insurance (2)	33,970	33,681	31,944	30,765	36,335
10-5230	Unemployment Compensation	4,748	5,231	4,915	5,498	5,742
10-5240	Life Insurance	3,222	3,266	3,105	3,147	3,631
10-5250	Social Security Taxes	0	0	0	0	0
10-5260	IMRF Contributions	0	0	0	0	0
10-5270	LTD Insurance	4,339	4,455	4,340	4,593	5,498
10-5290	Comppsych	0	0	0	0	0

10-5200	Total Benefits	444,097	440,014	459,883	452,038	606,000
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(1) For FY2023, there is an 11.5% increase across the board for the PPO and HDHP, and a 6.7% increase for the HMO.

(2) For FY2023, there was a \$1/month increase in dental single coverage and \$3/month increase for family coverage. There was no increase in vision insurance.

Training

59,000

A/C #	Account	06/30/19 (A)	06/30/20 (A)	6/30/21 (A)	6/30/22 (A)	06/30/23 (B)
10-5310	Workshops	5,103	3,911	7,051	5,409	13,824
10-5320	Travel	1,239	438	163	451	2,570
10-5330	Memberships	7,864	7,287	6,892	6,669	10,681
10-5340	Formal Education (1)	7,650	0	0	0	5,375
10-5350	Conferences (2)	10,060	10,517	1,640	6,110	23,250
10-5360	Personnel Tools	113	1,627	1,049	3,472	2,600
10-5365	Staff Recognition	125	0	0	0	0
10-5370	Trustee Training	0	0	0	0	400
10-5380	Printed Materials - Trustees	0	30	0	0	300

10-5300	Total Training	32,154	23,810	16,795	22,111	59,000
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(1) Tuition reimbursement is for three classes for one employee, per the guidelines in our personnel policy.

(2) Budget in FY2023 has been increased to be more in line with pre-pandemic budgets now that travel is safer.

**Cook Memorial Public Library District
Operating Budget - FYE June 30, 2023
General Fund Budget Detail**

(A) = Actual (B) = Budget

Materials

1,273,000

A/C #	Account	06/30/19 (A)	06/30/20 (A)	6/30/21 (A)	6/30/22 (A)	06/30/23 (B)
10-5410	Books - Adult	250,348	235,876	231,408	226,482	245,700
10-5415	Books - Juvenile	139,093	138,554	119,636	135,645	156,205
10-5420	Audio/Visual - Adult	156,380	147,026	105,831	121,079	163,000
10-5425	Audio/Visual - Juvenile	12,314	8,345	9,934	6,051	9,000
10-5430	Games - Adult	13,726	9,347	9,332	14,555	24,000
10-5435	Games - Juvenile	16,020	6,836	8,473	9,050	9,000
10-5440	Periodicals - Adult	39,071	54,159	25,792	33,491	37,000
10-5445	Periodicals - Juvenile	1,680	1,541	1,493	1,403	2,000
10-5450	Circulating Technology (1)	3,660	1,713	10,504	7,611	16,985
10-5492	Online Databases - Adult	170,794	193,739	199,194	200,314	224,520
10-5493	Online Databases - Juvenile	18,347	19,127	19,467	19,799	22,600
10-5495	Digital Popular Materials - Adult	232,795	257,319	268,875	300,642	310,090
10-5496	Digital Popular Materials - Juvenile	12,785	18,071	9,118	13,715	19,900
10-5497	Interlibrary Loan Fees	29,340	30,199	30,671	30,475	33,000
10-5400	Total Materials/Periodicals	1,096,353	1,121,852	1,049,728	1,120,312	1,273,000

(1) This line item includes the cost of equipment that is circulated to patrons, such as Roku's, mobile hotspots and laptop computers.

Processing

52,000

A/C #	Account	06/30/19 (A)	06/30/20 (A)	6/30/21 (A)	6/30/22 (A)	06/30/23 (B)
10-5510	Acquisitions	1,175	1,175	1,175	1,175	1,200
10-5520	Cataloging	34,714	35,816	33,248	40,022	50,800
10-5500	Total Processing	35,889	36,991	34,423	41,197	52,000

Supplies

127,000

A/C #	Account	06/30/19 (A)	06/30/20 (A)	6/30/21 (A)	6/30/22 (A)	06/30/23 (B)
10-5611	Supplies - Admin	4,893	8,608	17,031	9,598	10,000
10-5612	Supplies - Adults	844	1,644	1,595	3,580	1,100
10-5613	Supplies - Children's (2)	6,095	8,647	7,288	5,101	3,100
10-5614	Supplies - Circulation (1)	9,099	8,605	10,794	6,054	14,000
10-5615	Supplies - Maintenance	28,382	28,004	26,926	22,998	32,000
10-5616	Supplies - ILL	2,365	1,550	645	1,481	2,500
10-5617	Supplies - Outreach	209	958	339	526	800
10-5618	Supplies - Tech Services	16,882	10,841	14,682	16,853	20,000
10-5625	Supplies - RFID Tags	7,824	7,057	6,848	5,897	7,500
10-5660	Supplies - Computer	21,464	15,933	12,884	23,447	20,000
10-5670	Supplies - Paper	6,331	3,466	3,392	5,585	7,000
10-5680	Supplies - Staff Room	9,693	8,163	3,875	7,540	9,000
10-5690	Supplies - Copies (ISBS)	0	0	0	0	0
10-5600	Total Supplies	114,081	103,476	106,299	108,660	127,000

(1) For FY2023, Circulation includes \$4,000 for 10,000 library cards, which are usually purchased every 2-3 years. None were budgeted or purchased in FY2022.

(2) For FY2022, program related supplies for Children's were reclassified to "Programming - Children's - Account 10--6740".

**Cook Memorial Public Library District
Operating Budget - FYE June 30, 2023
General Fund Budget Detail**

(A) = Actual (B) = Budget

Vehicles

36,000

A/C #	Account	06/30/19 (A)	06/30/20 (A)	6/30/21 (A)	6/30/22 (A)	06/30/23 (B)
10-5710	Bookmobile Fuel	2,163	1,629	494	1,299	2,700
10-5720	Bookmobile Maintenance/Repair (1)	8,369	3,030	6,848	2,282	19,000
10-5730	Bookmobile Delivery Service	1,732	1,714	264	929	2,000
10-5750	Van Fuel	1,659	1,433	1,477	2,308	3,120
10-5760	Van Maintenance/Repair	1,105	1,384	559	4,116	8,340
10-5770	Material Delivery Services	0	0	0	0	0
10-5780	Vehicles - Other Operating Expenses	0	0	31	8	840
10-5700	Total Vehicles	15,028	9,190	9,673	10,942	36,000

(1) While we have been fortunate in avoiding major repairs to the bookmobile, as it ages, the likelihood of major repairs increases. So we will keep the budget at \$19,000 in FY2023.

Computer Operations

1,293,000

A/C #	Account	06/30/19 (A)	06/30/20 (A)	6/30/21 (A)	6/30/22 (A)	06/30/23 (B)
10-5810	Integrated Library System	73,104	75,297	65,776	62,662	69,445
10-5820	Repairs	0	0	0	0	1,200
10-5830	Replacement Hrd/Sftware (1)(2)(3)(4)(5)	63,339	111,679	149,847	121,540	897,005
10-5840	LAN Services	175,655	177,034	170,100	180,500	242,400
10-5850	Misc Contracts	51,961	36,010	43,309	44,447	50,450
10-5860	Internet (6)	16,733	16,952	21,290	28,045	31,000
10-5865	Remote Communications Expenses	0	0	2,345	1,300	1,500
10-5870	Desktop Leases	0	0	0	0	0
10-5800	Total Computer Operations	380,792	416,972	452,667	438,494	1,293,000

(1) FY2019 actual expenditures included \$20,000 for a new file server for Aspen and partial expenditures for the Windows 10 upgrade for all staff and patron computers.

(2) FY2020 includes \$14,466 for 2 new self-check kiosks, \$36,424 for Windows 10 upgrades.

(3) FY2021 actual includes \$21,184 for the wireless internet upgrade, \$39,197 for the Cook Park switch, \$12,365 on the Windows 10 upgrade (partial), and \$15,810 for the Cook Park domain/file server.

(4) FY2022 actual includes \$58,110 for 30 new training laptops and \$19,398 for a network firewall appliance.

(5) FY2023 includes \$494,900 for new patron/staff desktops and laptops, \$84,100 for new Sierra/Encore (our ILS) servers, \$120,000 for two new virtual servers, \$51,887 for new security gates at both locations and \$23,400 for an upgraded door access (key fob) system.

(6) Beginning in FY2021, we increased our internet access from 150MB to 1 GB at a cost of \$921/month.

Utilities

200,000

A/C #	Account	06/30/19 (A)	06/30/20 (A)	6/30/21 (A)	6/30/22 (A)	06/30/23 (B)
10-5911	Electricity - Aspen (1)	51,212	58,666	61,417	63,123	71,600
10-5912	Electricity - Cook Park (1)	88,497	91,083	79,062	88,228	100,400
10-5921	Gas - Aspen (2)	3,854	3,976	3,901	3,807	7,000
10-5922	Gas - Cook Park (2)	9,423	5,988	7,295	6,751	11,000
10-5931	Water - Aspen	2,485	2,438	1,314	2,604	3,500
10-5932	Water - Cook Park	5,953	5,709	2,292	4,241	6,500
10-5900	Total Utilities	161,424	167,860	155,281	168,754	200,000

(1) Electricity - For FY2023 IUPC recommended a 6% to 8% decrease over prior year actual. For both locations, we budgeted for an approximate 10% increase over current year actual to be conservative.

(2) Gas - For FY2023 IUPC recommended a 35% increase over prior year actual expenses. To be conservative, we budgeted for 50% increases for both locations.

**Cook Memorial Public Library District
Operating Budget - FYE June 30, 2023
General Fund Budget Detail**

(A) = Actual (B) = Budget

Telephone

33,000

A/C #	Account	06/30/19 (A)	06/30/20 (A)	6/30/21 (A)	6/30/22 (A)	06/30/23 (B)
10-6010	Telephone	13,026	14,642	16,265	16,149	22,650
10-6020	Bookmobile - Telephone	3,338	2,790	2,764	2,761	2,400
10-6040	Telephone Repairs	0	71	0	0	0
10-6050	Telephone Service Contracts	5,983	7,478	4,595	8,179	7,950

10-6000	Total Telephone	22,347	24,981	23,624	27,089	33,000
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Postage

12,000

A/C #	Account	06/30/19 (A)	06/30/20 (A)	6/30/21 (A)	6/30/22 (A)	06/30/23 (B)
10-6100	Postage	8,272	6,466	7,310	9,373	12,000

10-6100	Total Postage	8,272	6,466	7,310	9,373	12,000
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Maintenance

175,000

A/C #	Account	06/30/19 (A)	06/30/20 (A)	6/30/21 (A)	6/30/22 (A)	06/30/23 (B)
10-6211	Janitorial Service - Aspen (1)	18,746	25,184	26,860	29,649	36,230
10-6212	Janitorial Service - Cook Park (1)	49,395	48,373	42,643	51,374	56,600
10-6221	Landscaping Service - Aspen (2)	4,574	8,373	13,518	6,395	20,000
10-6222	Landscaping Service - Cook Park (2)	8,064	4,423	7,405	4,137	13,000
10-6231	Snow Removal - Aspen (3)	11,497	7,146	9,837	7,101	16,000
10-6232	Snow Removal - Cook Park (3)	8,358	3,135	5,691	4,005	11,000
10-6241	Trash Removal - Aspen	0	0	0	0	0
10-6242	Trash Removal - Cook Park	2,568	2,598	2,602	2,658	2,940
10-6251	Miscellaneous Maintenance - Aspen	2,910	7,860	2,830	3,593	6,000
10-6252	Miscellaneous Maintenance - Cook Park	9,455	7,081	7,018	8,470	13,230

10-6200	Total Maintenance	115,567	114,173	118,404	117,382	175,000
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(1) For FY2023, budgets for janitorial services have been reduced slightly due to budgeting for just one carpet/tile cleaning from an outside contractor, with maintenance staff doing cleanings throughout the year as needed.

(2) For FY2023, budget amounts are slightly higher to allow for some replacement of some dead trees and plants at both locations, treating of some oak trees at Aspen, and some drainage correction work at Aspen.

(3) For FY2023, we kept the budget the same as in FY2022, as the severity of our winters is always an unknown.

Repair

130,000

A/C #	Account	06/30/19 (A)	06/30/20 (A)	6/30/21 (A)	6/30/22 (A)	06/30/23 (B)
10-6321	Building & Grounds Repairs-Aspen (1)	3,387	23,341	10,889	1,173	18,170
10-6322	Building & Grounds Repairs-Cook Park	28,789	5,390	16,652	2,593	24,000
10-6331	Mechanical Repairs - Aspen (2)	5,032	185	8,204	1,080	12,000
10-6332	Mechanical Repairs - Cook Park (2)	6,434	8,047	16,177	2,543	18,000
10-6341	Service Contracts - Aspen	14,645	10,124	17,928	21,915	27,000
10-6342	Service Contracts - Cook Park	19,989	17,811	21,646	19,858	21,910
10-6350	Office Machine Repairs	0	0	0	1,203	3,720
10-6360	Office Machine Service Contracts	7,935	7,558	6,910	5,896	5,200
10-6370	Telephone Repairs	0	0	0	0	0
10-6380	Telephone Service Contracts	0	0	0	0	0

10-6300	Total Repairs	86,211	72,456	98,406	56,261	130,000
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(1) FY2023 includes \$9,170 for resealing/stripping of the parking lot at Aspen.

(2) For FY2023, budgeted mechanical repairs at both locations are the same as FY2022.

**Cook Memorial Public Library District
Operating Budget - FYE June 30, 2023
General Fund Budget Detail**

(A) = Actual (B) = Budget

Insurance

79,000

A/C #	Account	06/30/19 (A)	06/30/20 (A)	6/30/21 (A)	6/30/22 (A)	06/30/23 (B)
10-6410	Bonds Insurance (1)	4,948	4,948	4,948	4,948	5,000
10-6420	Business Package Insurance (2)	18,923	25,704	32,512	35,395	50,000
10-6430	Umbrella Insurance (2)	1,240	1,461	1,779	2,487	5,000
10-6440	Worker's Compensation Insurance (3)	17,324	14,916	11,389	12,249	19,000
10-6400	Total Insurance	42,435	47,029	50,628	55,079	79,000

(1) In 08/2022, we received the invoice for the FY ending 08/2023, and the premium is unchanged. Lower budget to \$5,000.
 (2) For FY2023, Gallagher recommended a 20% increase over our prior year actual premium of \$35,395 (\$42,474). But given the recent weather related claims (flooding, fires, etc.) throughout the country, rates could increase even more. This, coupled with possible increases in cyber insurance, suggests even higher premiums. So we will budget \$50,000 for the business/package policy and \$5,000 for our umbrella policy to be conservative.
 (3) Our actual premium for FY2022 was \$12,249. For FY2023, we will still be conservative with our budget, and keep the budget at \$19,000.

Professional Services

72,000

A/C #	Account	06/30/19 (A)	06/30/20 (A)	6/30/21 (A)	6/30/22 (A)	06/30/23 (B)
10-6510	Accounting Services (1)	16,900	10,500	17,000	16,500	19,000
10-6520	Legal Services (1)	11,262	12,144	16,027	10,853	18,000
10-6530	Consulting (2)	4,860	350	2,460	23,245	10,000
10-6540	Payroll Processing	13,860	13,818	14,933	17,703	20,100
10-6550	Documentation Publishing	129	514	488	488	1,000
10-6560	Recruitment	1,034	1,113	914	1,732	2,400
10-6565	Financial Services (Ehlers)	0	0	0	0	0
10-6570	Collection Services (Unique)	546	304	0	0	0
10-6571	Miscellaneous Services & Fees	409	454	426	223	1,500
10-6500	Total Professional Services	49,000	39,197	52,248	70,744	72,000

(1) FY2023 budgets for Accounting Services and Legal Services are relatively unchanged from FY2022.
 (2) FY2022 included \$10,500 for HR Source for salary study and benchmarking services, and \$12,250 to Sarah Keister & Associates for services relating to the strategic plan. FY2023 includes \$7,000 for the completion of the strategic plan.

Improvements

77,000

A/C #	Account	06/30/19 (A)	06/30/20 (A)	6/30/21 (A)	6/30/22 (A)	06/30/23 (B)
10-6610	Furniture (1)	6,248	3,233	1,991	6,091	34,000
10-6620	Computers	0	18,437	0	1,078	16,500
10-6630	Equipment	5,498	1,989	8,639	13,392	7,700
10-6640	Building & Grounds	450	0	0	0	3,800
10-6650	Copiers & Other Leased Equipment (2)	8,056	8,206	8,155	8,155	15,000
10-6660	Strategic Plan Initiatives Exp.	916	0	0	0	0
10-6600	Total Improvements	21,168	31,865	18,785	28,716	77,000

(1) Includes \$20,000 for new folding tables for Aspen meeting room.
 (2) Increase due to new lease agreement with Konica Minolta on new copiers. This amount now includes all percopy costs. Budget for account 10-6360 has been reduced by \$6,500 to more than offset this increase.

**Cook Memorial Public Library District
Operating Budget - FYE June 30, 2023
General Fund Budget Detail**

(A) = Actual (B) = Budget

Community Relations

178,000

A/C #	Account	06/30/19 (A)	06/30/20 (A)	6/30/21 (A)	6/30/22 (A)	06/30/23 (B)
10-6710	Newsletter	38,309	34,436	15,684	42,463	46,800
10-6712	Graphics	4,277	1,973	982	3,481	3,500
10-6721	Programs - Adult	17,799	21,593	25,003	20,906	23,684
10-6722	Book Discussions/Authors	4,757	6,393	4,439	6,002	9,775
10-6723	Other Expenditures	2,499	1,688	923	77	700
10-6724	Prepaid Bus Trips - Adults	14,672	4,353	0	0	9,500
10-6725	Genealogy Programs	1,265	486	1,285	600	1,965
10-6726	Computer Programs	6,600	7,100	9,950	7,407	9,000
10-6731	Programs - Young Adult	2,228	1,265	1,040	749	4,150
10-6732	Homework Café	0	0	0	0	0
10-6740	Programming - Children's	19,595	19,334	17,515	25,004	25,000
10-6741	Bus Trips - Childrens	0	0	0	0	0
10-6745	Public Performance/Film	969	3,423	0	832	1,115
10-6750	Printing	458	0	0	841	1,800
10-6760	Promotions/Prizes	19,965	11,713	15,144	19,484	29,954
10-6780	Digital Studios	1,303	2,277	2,034	2,542	4,500
10-6790	Workshops (1)	2,388	4,918	5,416	27,879	6,557
10-6700	Total Community Relations	137,084	120,952	99,415	158,267	178,000

(1) FY2022 actual includes \$22,725 for the laser cutter that was approved in FY21 by the Technology Committee for the Aspen Drive Library workshop.

Rent

0

A/C #	Account	06/30/19 (A)	06/30/20 (A)	6/30/21 (A)	6/30/22 (A)	06/30/23 (B)
10-6800	Rent	0	0	0	0	0
10-6900	Total Rent	0	0	0	0	0

Contingency

50,000

A/C #	Account	06/30/19 (A)	06/30/20 (A)	6/30/21 (A)	6/30/22 (A)	06/30/23 (B)
10-6900	Contingency	0		0	0	50,000
10-6900	Total Contingencies	0	0	0	0	50,000

Debt Service

983,000

A/C #	Account	06/30/19 (A)	06/30/20 (A)	6/30/21 (A)	6/30/22 (A)	06/30/23 (B)
10-7000	Debt Service (1)	769,662	897,369	981,906	981,132	983,000
10-7000	Total Debt Service	769,662	897,369	981,906	981,132	983,000

(1) Beginning in FY2020, debt service increased due to the interest expense on the Series 2019 Debt Certificates issued in February, 2019 for the expansion of the Aspen Drive Library.

Cook Memorial Public Library District
Operating Budget - FYE June 30, 2023
General Fund Budget Detail

(A) = Actual (B) = Budget

Capital Improvements

125,000

A/C #	Account	06/30/19 (A)	06/30/20 (A)	6/30/21 (A)	6/30/22 (A)	06/30/23 (B)
	Reserve for Technology Equipment (1)	0	0	0	0	100,000
	Reserve for Outreach Vehicle (2)	0	0	0	0	25,000
Total Capital Improvements		0	0	0	0	125,000

(1) This amount is being budgeted to build up a reserve in the General Fund for replacement of staff/patron computers and equipment that we anticipate will be needed in FY2023. We will be using the majority of this reserve for the planned IT purchases in FY2023.

(2) With the current Bookmobile reaching its 20 year life expectancy in 2023, the FY2023 budget includes another \$25,000 toward the Outreach Vehicle replacement fund

Total Expenditures	7,872,488	8,070,815	7,978,949	8,496,212	10,774,000	10,774,000
Net Revenues Over (Under) Expenditures	\$ 952,751	\$ 926,685	\$ 1,074,395	\$ 603,541	\$ (1,456,000)	\$ (1,456,000)

Cook Memorial Public Library District
FY2023 Deficit Budget Analysis

	FY2023
Preliminary Budgeted Deficit	\$ (1,456,000)
Technology Reserve as of 06/30/22	450,000
Additional amount to Technology Reserve	165,000
Technology Reserve - FY2023 Budget	100,000
	<hr/>
Unfunded Deficit	\$ (741,000)
27 Payrolls in FY2023	200,000
	<hr/>
Revised Deficit	\$ (541,000)

Cook Memorial Public Library District
FY2022 Surplus Analysis

	FY2022
Preliminary FY2022 Surplus	\$ 603,541
Budgeted amount to Technology Reserve	(85,000)
Additional amount to Technology Reserve	(165,000)
Budgeted amount to Outreach Vehicle Reserve	(25,000)
Additional amount to Outreach Vehicle Reserve	(125,000)
Salary rate adjustments	(50,000)
	<hr/>
Remaining Surplus to Special Reserve Fund	\$ 153,541

APPROPRIATION WORK SHEET
2022-2023

General Fund	2022-2023				2021-2022 Appropriation	Appropriation Increase (Decrease)
	Budget	Appropriation	% Over Budget	Budget Cushion		
Salary	5,214,000	5,440,000	4.3%	226,000	4,979,000	461,000
Benefits	606,000	640,000	5.6%	34,000	548,000	92,000
Training	59,000	62,000	5.1%	3,001	45,000	17,000
Materials	1,273,000	1,292,000	1.5%	19,000	1,250,000	42,000
Processing	52,000	55,000	5.8%	3,000	42,000	13,000
Supplies	127,000	142,000	11.8%	15,000	148,000	(6,000)
Vehicle	36,000	45,000	25.0%	9,000	35,000	10,000
Computer Operations	1,293,000	1,370,000	6.0%	77,000	580,000	790,000
Utilities	200,000	240,000	20.0%	40,000	205,000	35,000
Telephone	33,000	40,000	21.2%	7,000	40,000	0
Postage	12,000	16,000	33.3%	4,000	15,000	1,000
Maintenance	175,000	200,000	14.3%	25,000	199,000	1,000
Repair	130,000	154,000	18.5%	24,001	153,000	1,000
Insurance	79,000	90,000	13.9%	11,000	80,000	10,000
Professional Services	72,000	90,000	25.0%	18,000	108,000	(18,000)
Improvements	77,000	80,000	3.9%	3,000	80,000	0
Community Relations	178,000	192,000	7.9%	14,000	195,000	(3,000)
Rent	0	5,000	0.0%	5,000	5,000	0
Contingencies	50,000	50,000	0.0%	0	50,000	0
Debt Service	983,000	985,000	0.2%	2,000	985,000	0
Capital Improvement Projects	125,000	125,000	0.0%	0	110,000	15,000
General Fund Total	10,774,000	11,313,000	5.0%	539,000	9,852,000	1,461,000
IMRF	526,000	557,000	5.9%	31,000	561,000	(4,000)
SOCIAL SECURITY	395,000	415,000	5.1%	20,000	378,000	37,000
IMRF/SS Fund Total	921,000	972,000	5.5%	51,000	939,000	33,000
General Fund and IMRF/SS Funds	11,695,000	12,285,000	5.0%	590,000	10,791,000	1,494,000
% Over Extension	9,541,000	28.8				
% Over Budget		5.0				
% Over 20-21 Appropriation		13.8				

**BUDGET AND APPROPRIATION ORDINANCE
2022-2023**

AN ORDINANCE ADOPTING THE COMBINED ANNUAL BUDGET AND APPROPRIATION OF FUNDS FOR COOK MEMORIAL PUBLIC LIBRARY DISTRICT, LAKE COUNTY, ILLINOIS, FOR THE FISCAL YEAR BEGINNING ON THE 1ST DAY OF JULY, 2022, AND ENDING ON THE 30TH DAY OF JUNE, 2023

WHEREAS, the Board of Library Trustees for the Cook Memorial Public Library District, Lake County, Illinois, caused to be prepared in tentative form a Combined Annual Budget and Appropriation Ordinance, and the Secretary of this Board has made the same conveniently available to public inspection for at least thirty (30) days prior to final action thereon; and

WHEREAS, a public hearing was held as to such Budget and Appropriation Ordinance on the 20th day of September, 2022, and notice of said hearing was given at least thirty (30) days prior thereto as required by law, and all other legal requirements have been complied with.

NOW, THEREFORE, Be It Ordained by the Board of Library Trustees of the Cook Memorial Public Library District, Lake County, Illinois, as follows:

Section 1: That the fiscal year of this Public Library District is hereby fixed to begin on July 1, 2022, and end on June 30, 2023.

Section 2: That the following Budget containing an estimate of the amount available and expenditures and the appropriations contained therein be and the same is hereby adopted as the Budget and Appropriations for this Public Library District for this fiscal year, and the sum of \$17,183,708 or as much thereof as may be authorized by law, is hereby appropriated for the purpose of the Cook Memorial Public Library District, as hereinafter specified for said fiscal year.

PART I
Estimated Revenue Available

Item 1:	Balance on hand as of July 1, 2022	\$ 7,021,708
Item 2:	Receipts during current fiscal year from library district levy of 2021 and prior years, and receipts from other sources such as fines, rentals and donations	\$ 10,162,000
Item 3:	Working Cash Fund (\$555,776) Not to be considered an asset of the District	
	TOTAL ESTIMATED AMOUNT AVAILABLE	<u>\$ 17,183,708</u>

PART II
Estimated Expenditures (Appropriations) – General Fund

<u>Account</u>	<u>Amount</u> <u>Appropriated</u>
Salaries	\$5,440,000
Benefits	640,000
Training	62,000
Materials (Books/Periodicals/Databases)	1,292,000
Processing	55,000
Supplies	142,000
Vehicle Operations	45,000
Computer Operation	1,370,000
Utilities	240,000
Telephone	40,000
Postage	16,000
Maintenance	200,000
Repair	154,000
Insurance	90,000
Professional Services	90,000
Improvements	80,000
Community Relations	192,000
Rent	5,000
Contingencies	50,000
Debt Service	985,000
Capital Improvement Projects	<u>125,000</u>
TOTAL ESTIMATED GENERAL FUND EXPENSES	 <u>\$11,313,000</u>

The foregoing appropriations are appropriated from the general property tax for corporate purposes.

PART III
Estimated Expenditures (Appropriations) – Special Reserve Fund

Repairs/replacements to existing buildings	\$1,000,000
TOTAL ESTIMATED SPECIAL RESERVE FUND EXPENSES	 <u>\$1,000,000</u>

The foregoing appropriation is hereby appropriated from the unexpended balances of the proceeds received annually from public library taxes unexpended and accumulated pursuant to 75 Illinois Compiled Statutes 16/40-50 as noted in Section 6 herein and is in addition to the other appropriations set forth herein.

PART IV

Estimated Expenditures (Appropriations) – Illinois Municipal Retirement Fund

Illinois Municipal Retirement Fund	<u>\$ 557,000</u>
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The foregoing appropriation is hereby appropriated from the proceeds of a special tax to pay the Library District’s contributions to the Illinois Municipal Retirement Fund and is in addition to all other library district taxes as provided by law.

PART V

Estimated Expenditures (Appropriations) – Social Security

Social Security – Employer’s Contributions	<u>\$ 415,000</u>
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The foregoing appropriation is hereby appropriated from the proceeds of a special tax to pay the Library District’s contributions to Social Security and is in addition to all other library district taxes as provided by law.

SUMMARY

TOTAL APPROPRIATION FOR GENERAL FUND EXPENSES	\$11,313,000
TOTAL APPROPRIATION FOR IMRF	557,000
TOTAL APPROPRIATION FOR SOCIAL SECURITY	415,000
TOTAL APPROPRIATION FROM SPECIAL RESERVE FUND	1,000,000
TOTAL ALL FUNDS	<u>\$13,285,000</u>

Section 3: That all unexpended balances of any item or items of any general appropriation in this Ordinance be expended in making up any insufficiency in any other item or items in the same general appropriation and for the same general purpose of any like appropriation made by this Ordinance.

Section 4: That the invalidity of any item or section of this Ordinance shall not affect the validity of the whole or part thereof.

Section 5: That all ordinances or parts of ordinances conflicting with any provision of this Ordinance be and the same are hereby repealed.

Section 6: That the Board of Library Trustees of the Cook Memorial Public Library District has established a Special Reserve Fund to be accumulated from the unexpended balance from the proceeds received from the library taxes levied for the year 1992 and subsequent years, said fund to be accumulated and set aside as a Special Reserve Fund for the purchase of sites and construction and equipment of buildings for library purposes in accordance with Chapter 75, Act 16, 40-50 of the Illinois Compiled Statutes as amended, and that said Board of Library Trustees shall adopt a plan or plans pursuant to the provisions of Article 40 of the Public Library District Act of 1991.

Section 7: That this Ordinance shall be in full force and effect from and after passage and publication as provided by law.

ADOPTED this 20th day of September, 2022, pursuant to a roll call vote as follows:

AYES: _____

NAYS: _____

ABSTAINS: _____

ABSENT: _____

DATE OF ENACTMENT _____

EFFECTIVE DATE _____

President, Wendy Vieth

Secretary, Karen Singer