

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

February 21, 2023

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, February 21, 2023 will be held in the Meeting Room at the Aspen Drive Library, 701 Aspen Drive, Vernon Hills, Illinois.

1. Call to order.
2. Pledge of Allegiance.
3. Roll Call.
4. Public Comment.
5. Approval of the Minutes.
  - a. Minutes of the Regular Meeting of January 17, 2023.
6. Approval of the Bills.
7. Report of the Director.
  - a. Statistical Report.
  - b. Narrative Report.
  - c. Personnel Report.
  - d. Investment Report.
8. Report of the President.
9. Reports of Committees and Representatives.
  - a. Finance and Employee Practices.
  - 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.

10. Other Business.

11. Communications.

12. Upcoming Meetings and Events.

a. Building and Grounds Committee Meeting on Tuesday, March 7, 2023 at 6:30 p.m. at Cook Park Library.

b. Regular Board Meeting on Tuesday, March 21, 2023 at 6:30 p.m. at Cook Park Library.

13. Public Questions.

14. Adjournment.

Wendy Vieth, President  
Board of Library Trustees

February 16, 2023

*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](mailto:ADA@cooklib.org) or in writing, not less than five (5) business days prior to the meeting.*

**COOK MEMORIAL PUBLIC LIBRARY DISTRICT**  
**Balance Sheet by Fund**  
As of January 31, 2023

	<u>10-General</u>	<u>20-IMRF</u>	<u>30-Working Cash</u>	<u>50-Trust</u>	<u>60-Special Reserve</u>	<u>TOTAL</u>
<b>ASSETS</b>						
<b>Current Assets</b>						
<b>Checking/Savings</b>						
<b>1000 - Cash</b>						
10-1040 - Petty Cash	625	0	0	0	0	625
10-1045 - Cash on Hand - Aspen	60	0	0	0	0	60
10-1150 - Chase Operating A/C	780,480	499,837	555,776	22,802	-511,463	1,347,432
10-1504 - Illinois Funds - General, IMRF	485,776	37,443	0	0	323,236	846,455
10-1509 - Wintrust MaxSafe Acct - General	4,066,011	0	0	0	0	4,066,011
60-1509 - Wintrust MaxSafe Acct - S/R	0	0	0	0	1,256,707	1,256,707
10-1550 - Chase Savings Account						
10-1551 - Chase Savings - GF	56,495	0	0	0	0	56,495
60-1551 - Chase Savings - SRF	0	0	0	0	201,127	201,127
<b>Total 10-1550 - Chase Savings Account</b>	<u>56,495</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>201,127</u>	<u>257,622</u>
<b>Total 1000 - Cash</b>	<u>5,389,447</u>	<u>537,280</u>	<u>555,776</u>	<u>22,802</u>	<u>1,269,607</u>	<u>7,774,912</u>
<b>2000 - Investments</b>						
<b>10-1502 - Investments - General Fund</b>						
10-1651 - Investments - Chase (GF)	1,958,416	0	0	0	0	1,958,416
<b>Total 10-1502 - Investments - General Fund</b>	<u>1,958,416</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>1,958,416</u>
<b>60-1501 - Investments - Special Reserve</b>						
60-1651 - Investments - Chase (SRF)	0	0	0	0	1,840,000	1,840,000
<b>Total 60-1501 - Investments - Special Reserve</b>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>1,840,000</u>	<u>1,840,000</u>
<b>Total 2000 - Investments</b>	<u>1,958,416</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>1,840,000</u>	<u>3,798,416</u>
<b>Total Checking/Savings</b>	<u>7,347,863</u>	<u>537,280</u>	<u>555,776</u>	<u>22,802</u>	<u>3,109,607</u>	<u>11,573,328</u>
<b>Other Current Assets</b>						
10-1990 - Friends of the Library 2	2,183	0	0	0	0	2,183
<b>Total Other Current Assets</b>	<u>2,183</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>2,183</u>
<b>Total Current Assets</b>	<u>7,350,046</u>	<u>537,280</u>	<u>555,776</u>	<u>22,802</u>	<u>3,109,607</u>	<u>11,575,511</u>
<b>TOTAL ASSETS</b>	<u><u>7,350,046</u></u>	<u><u>537,280</u></u>	<u><u>555,776</u></u>	<u><u>22,802</u></u>	<u><u>3,109,607</u></u>	<u><u>11,575,511</u></u>
<b>LIABILITIES &amp; EQUITY</b>						
<b>Liabilities</b>						
<b>Current Liabilities</b>						
<b>Accounts Payable</b>						
20000 - Accounts Payable	0	0	0	0	0	0
<b>Total Accounts Payable</b>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>Credit Cards</b>						
10-2050 - Chase One Card	4,892	0	0	1,484	0	6,376
	<u>4,892</u>	<u>0</u>	<u>0</u>	<u>1,484</u>	<u>0</u>	<u>6,376</u>

**COOK MEMORIAL PUBLIC LIBRARY DISTRICT**  
**Balance Sheet by Fund**  
As of January 31, 2023

	<u>10-General</u>	<u>20-IMRF</u>	<u>30-Working Cash</u>	<u>50-Trust</u>	<u>60-Special Reserve</u>	<u>TOTAL</u>
Total Credit Cards	4,892	0	0	1,484	0	6,376
Other Current Liabilities						
00-2100 · Payroll W/H & Payable						
10-2850 · Aflac Payable	93	0	0	0	0	93
10-2600 · IMRF Voluntary Life Insurance	272	0	0	0	0	272
10-2700 · Dental and Vision	1,210	0	0	0	0	1,210
10-2800 · CO-OP 90's Medical Plan	5,876	0	0	0	0	5,876
10-2900 · Other Health Care-FSA	6,959	0	0	0	0	6,959
Total 00-2100 · Payroll W/H & Payable	<u>14,410</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>14,410</u>
20-2300 · IMRF Payable-Employer Medicare	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Other Current Liabilities	<u>14,410</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>14,410</u>
Total Current Liabilities	<u>19,302</u>	<u>0</u>	<u>0</u>	<u>1,484</u>	<u>0</u>	<u>20,786</u>
Total Liabilities	19,302	0	0	1,484	0	20,786
Equity						
00-3000 · Beginning Fund Balances						
10-3000 · Fund Balance-General Fund	2,879,355	0	0	0	0	2,879,355
10-3010 · Assigned FB - Computer/Tech Res	700,000	0	0	0	0	700,000
10-3011 · Assigned FB - Bookmobile Res.	275,000	0	0	0	0	275,000
20-3000 · Fund Balance - IMRF Fund	0	190,042	0	0	0	190,042
30-3000 · Fund Balance-Working Cash Fund	0	0	555,776	0	0	555,776
50-3000 · Fund Balance-Trust Fund	0	0	0	11,295	0	11,295
60-3000 · Fund Balance-Spec Reserve Fund	0	0	0	0	3,569,259	3,569,259
Total 00-3000 · Beginning Fund Balances	<u>3,854,355</u>	<u>190,042</u>	<u>555,776</u>	<u>11,295</u>	<u>3,569,259</u>	<u>8,180,727</u>
Net Income	<u>3,476,391</u>	<u>347,238</u>	<u>0</u>	<u>10,023</u>	<u>-459,651</u>	<u>3,374,001</u>
Total Equity	<u>7,330,746</u>	<u>537,280</u>	<u>555,776</u>	<u>21,318</u>	<u>3,109,608</u>	<u>11,554,728</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>7,350,048</u></b>	<b><u>537,280</u></b>	<b><u>555,776</u></b>	<b><u>22,802</u></b>	<b><u>3,109,608</u></b>	<b><u>11,575,514</u></b>
UNBALANCED CLASSES	0	0	0	0	0	0

**COOK MEMORIAL PUBLIC LIBRARY DISTRICT**

**Profit & Loss by Fund**

July 2022 through January 2023

	<u>10-General</u>	<u>20-IMRF</u>	<u>50-Trust</u>	<u>60-Special Reserve</u>	<u>TOTAL</u>
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
00-4000 · Property Tax	8,727,275	826,198	0	0	9,553,473
00-4050 · Replacement Tax	173,832	0	0	0	173,832
00-4100 · Interest Earned	93,898	0	0	30,121	124,019
00-4200 · Other	30,036	0	11,543	0	41,579
10-4300 · Grants & Other Donations	92,663	0	0	0	92,663
10-4350 · Fines	11,390	0	0	0	11,390
<b>Total Income</b>	<u>9,129,094</u>	<u>826,198</u>	<u>11,543</u>	<u>30,121</u>	<u>9,996,956</u>
<b>Gross Profit</b>	9,129,094	826,198	11,543	30,121	9,996,956
<b>Expense</b>					
10-5100 · Salaries	2,976,777	0	0	0	2,976,777
10-5200 · Benefits	311,464	0	0	0	311,464
10-5300 · Training	7,265	0	0	0	7,265
10-5400 · Materials	699,451	0	0	0	699,451
10-5500 · Processing	19,422	0	0	0	19,422
10-5600 · Supplies	60,205	0	0	0	60,205
10-5700 · Vehicles	9,097	0	0	0	9,097
10-5800 · Computer Operations	233,590	0	0	0	233,590
10-5900 · Utilities	53,121	0	0	0	53,121
10-6000 · Telephone	14,027	0	0	0	14,027
10-6100 · Postage	6,000	0	0	0	6,000
10-6200 · Maintenance	65,210	0	0	0	65,210
10-6300 · Repair	34,953	0	0	0	34,953
10-6400 · Insurance	52,707	0	0	0	52,707
10-6500 · Professional Services	25,670	0	0	0	25,670
10-6600 · Improvements	15,764	0	0	0	15,764
10-6700 · Community Relations	86,573	0	0	0	86,573
10-7000 · Debt Service	981,408	0	0	0	981,408
20-8210 · Employer IMRF Disbursements	0	256,710	0	0	256,710
20-8250 · Employer Soc Security Tax Disb	0	222,251	0	0	222,251
<b>Total Expense</b>	<u>5,652,704</u>	<u>478,961</u>	<u>0</u>	<u>0</u>	<u>6,131,665</u>
<b>Net Ordinary Income</b>	3,476,390	347,237	11,543	30,121	3,865,291

**COOK MEMORIAL PUBLIC LIBRARY DISTRICT**

**Profit & Loss by Fund**

July 2022 through January 2023

	<u>10-General</u>	<u>20-IMRF</u>	<u>50-Trust</u>	<u>60-Special Reserve</u>	<u>TOTAL</u>
<b>Other Income/Expense</b>					
<b>Other Expense</b>					
50-8500 - Trust Disbursements	0	0	1,520	0	1,520
60-9800 - Special Reserve Disbursements	0	0	0	489,773	489,773
<b>Total Other Expense</b>	<u>0</u>	<u>0</u>	<u>1,520</u>	<u>489,773</u>	<u>491,293</u>
<b>Net Other Income</b>	<u>0</u>	<u>0</u>	<u>-1,520</u>	<u>-489,773</u>	<u>-491,293</u>
<b>Net Income</b>	<u><u>3,476,390</u></u>	<u><u>347,237</u></u>	<u><u>10,023</u></u>	<u><u>-459,652</u></u>	<u><u>3,373,998</u></u>

## COOK MEMORIAL PUBLIC LIBRARY DISTRICT Monthly Budget Report January 2023

	January 2023				Year To Date January 2023				Annual Budget		Annual Appropriation	
	Actual	Budget	Var \$	Var %	Actual	Budget	Var \$	Var %	% of Budget	\$	% of Approp	\$
<b>Ordinary Income/Expense</b>												
<b>Income</b>												
00-4000 · Property Tax	0	0	0	0.00%	9,553,473	9,631,103	(77,630)	-0.81%	97.95%	9,753,000		
00-4050 · Replacement Tax	43,647	20,833	22,814	109.51%	173,832	145,831	28,001	19.20%	69.53%	250,000		
00-4100 · Interest Earned	30,686	4,000	26,686	667.14%	124,020	28,000	96,020	342.93%	258.37%	48,000		
00-4200 · Other	868	1,000	(132)	-13.22%	41,579	11,000	30,579	277.99%	207.89%	20,000		
10-4300 · Grants & Other Donations	875	7,300	(6,425)	-88.01%	92,663	51,100	41,563	81.34%	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	2,605	250	2,355	942.03%	11,390	1,750	9,640	550.83%	379.65%	3,000		
<b>Total Income</b>	<b>78,680</b>	<b>33,383</b>	<b>45,297</b>	<b>135.69%</b>	<b>9,996,956</b>	<b>9,868,784</b>	<b>128,172</b>	<b>1.30%</b>	<b>98.38%</b>	<b>10,162,000</b>	<b>0.00%</b>	<b>0</b>
<b>Expense</b>												
10-5100 · Salaries	378,721	384,718	5,997	1.56%	2,976,777	3,090,704	113,927	3.69%	57.09%	5,214,000	0.00%	5,425,000
10-5200 · Benefits	46,680	50,641	3,961	7.82%	311,464	353,367	41,903	11.86%	51.40%	606,000	0.00%	630,000
10-5300 · Training	1,431	5,069	3,638	71.77%	7,265	34,734	27,469	79.08%	12.31%	59,000	0.00%	50,000
10-5400 · Materials	71,268	105,290	34,022	32.31%	699,428	743,439	44,011	5.92%	54.94%	1,273,000	0.00%	1,290,000
10-5500 · Processing	2,886	3,227	341	10.56%	19,422	32,442	13,020	40.13%	37.35%	52,000	0.00%	55,000
10-5600 · Supplies	6,727	9,983	3,256	32.62%	60,205	77,231	17,026	22.05%	47.41%	127,000	0.00%	142,000
10-5700 · Vehicles	768	2,992	2,224	74.34%	9,097	20,994	11,897	56.67%	25.27%	36,000	0.00%	45,000
10-5800 · Computer Operations	11,997	109,663	97,666	89.06%	233,590	649,127	415,537	64.01%	18.07%	1,293,000	0.00%	1,370,000
10-5900 · Utilities	9,331	16,391	7,060	43.07%	53,121	107,946	54,825	50.79%	26.56%	200,000	0.00%	240,000
10-6000 · Telephone	3,063	2,132	(931)	-43.65%	14,027	18,957	4,930	26.01%	42.51%	33,000	0.00%	40,000
10-6100 · Postage	1,000	977	(23)	-2.35%	6,000	7,110	1,110	15.61%	50.00%	12,000	0.00%	16,000
10-6200 · Maintenance	7,360	14,260	6,900	48.39%	65,210	93,196	27,986	30.03%	37.26%	175,000	0.00%	200,000
10-6300 · Repair	3,798	16,591	12,793	77.11%	34,953	85,638	50,685	59.19%	26.89%	130,000	0.00%	154,000
10-6400 · Insurance	47,759	74,000	26,241	35.46%	52,707	79,000	26,293	33.28%	66.72%	79,000	0.00%	90,000
10-6500 · Professional Services	2,258	8,904	6,646	74.64%	25,670	52,477	26,807	51.08%	35.65%	72,000	0.00%	90,000
10-6600 · Improvements	2,588	9,426	6,838	72.54%	15,764	49,032	33,268	67.85%	20.47%	77,000	0.00%	80,000
10-6700 · Community Relations	13,840	9,719	(4,121)	-42.40%	86,573	95,067	8,494	8.94%	48.64%	178,000	0.00%	192,000
10-6800 · Rent	0	0	0	0.00%	0	0	0	0.00%	0.00%	0	0.00%	5,000
10-6900 · Contingency	0	4,167	4,167	100.00%	0	29,169	29,169	100.00%	0.00%	50,000	0.00%	50,000
10-7000 · Debt Service	854,814	855,385	571	0.07%	981,408	983,000	1,592	0.16%	99.84%	983,000	0.00%	985,000
10-8010 · Capital Improvement Projects	0	10,416	10,416	100.00%	0	72,912	72,912	100.00%	0.00%	125,000	0.00%	125,000
20-8210 · Employer IMRF Disbursements	27,862	38,956	11,095	28.48%	256,710	311,786	55,076	17.66%	48.80%	526,000	0.00%	629,000
20-8250 · Employer Soc Security Tax Disb	28,247	29,146	899	3.08%	222,251	234,145	11,894	5.08%	56.27%	395,000	0.00%	414,000
<b>Total Expense</b>	<b>1,522,398</b>	<b>1,762,053</b>	<b>239,655</b>	<b>13.60%</b>	<b>6,131,640</b>	<b>7,221,473</b>	<b>1,089,833</b>	<b>15.09%</b>	<b>52.43%</b>	<b>11,695,000</b>	<b>0.00%</b>	<b>12,317,000</b>

## COOK MEMORIAL PUBLIC LIBRARY DISTRICT Monthly Budget Report January 2023

	January 2023				Year To Date January 2023				Annual Budget		Annual Appropriation	
	Actual	Budget	Var \$	Var %	Actual	Budget	Var \$	Var %	% of Budget	\$	% of Approp	\$
<b>Net Ordinary Income (Expense)</b>	(1,443,718)	(1,728,670)	284,952		3,865,316	2,647,311	1,218,005			(1,533,000)		
<b>Other Income/Expense:</b>												
<b>Other Income</b>												
10-9100 · Other Income	0				0							
10-9910 · Interfund Transfers - General	0		0				0					
60-9960 · Interfund Transfers - Special Reserve	0		0		0		0					
<b>Total Other Income</b>	0		0		0		0					
<b>Other Expense</b>												
10-9500 · Other Expense	0		0		0		0					
50-8500 · Trust Disbursements	36	0	(36)		1,520	0	(1,520)					
60-9800 · Special Reserve Disbursements	1,860	0	(1,860)		489,773	0	(489,773)					
<b>Total Other Expense</b>	1,896	0	(1,896)		491,293	0	(491,293)					
<b>Net Other Income/(Expense)</b>	(1,896)	0	(1,896)		(491,293)	0	(491,293)					
<b>Net Income</b>	(1,445,613)	(1,728,670)	283,057		3,374,023	2,647,311	726,712			(1,533,000)		



## COOK MEMORIAL PUBLIC LIBRARY DISTRICT Bills Paid Summary

January 14 through February 17, 2023

	<u>10-General</u>	<u>20-IMRF</u>	<u>50-Trust</u>	<u>60-Special Reserve</u>	<u>TOTAL</u>
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
00-4100 · Interest Earned	20,793.55	0.00	0.00	5,498.57	26,292.12
00-4200 · Other	2,029.45	0.00	0.00	0.00	2,029.45
10-4300 · Grants & Other Donations	875.00	0.00	0.00	0.00	875.00
10-4350 · Fines	2,649.57	0.00	0.00	0.00	2,649.57
<b>Total Income</b>	<u>26,347.57</u>	<u>0.00</u>	<u>0.00</u>	<u>5,498.57</u>	<u>31,846.14</u>
<b>Gross Profit</b>	26,347.57	0.00	0.00	5,498.57	31,846.14
<b>Expense</b>					
10-5100 · Salaries	385,962.91	0.00	0.00	0.00	385,962.91
10-5200 · Benefits	58,287.37	0.00	0.00	0.00	58,287.37
10-5300 · Training	454.64	0.00	0.00	0.00	454.64
10-5400 · Materials	109,676.04	0.00	0.00	0.00	109,676.04
10-5500 · Processing	4,372.18	0.00	0.00	0.00	4,372.18
10-5600 · Supplies	9,878.36	0.00	0.00	0.00	9,878.36
10-5700 · Vehicles	779.34	0.00	0.00	0.00	779.34
10-5800 · Computer Operations	13,270.46	0.00	0.00	0.00	13,270.46
10-5900 · Utilities	11,212.29	0.00	0.00	0.00	11,212.29
10-6000 · Telephone	1,577.40	0.00	0.00	0.00	1,577.40
10-6100 · Postage	1,000.00	0.00	0.00	0.00	1,000.00
10-6200 · Maintenance	9,131.03	0.00	0.00	0.00	9,131.03
10-6300 · Repair	9,787.69	0.00	0.00	0.00	9,787.69
10-6500 · Professional Services	17,267.74	0.00	0.00	0.00	17,267.74
10-6600 · Improvements	2,083.54	0.00	0.00	0.00	2,083.54
10-6700 · Community Relations	10,144.43	0.00	0.00	0.00	10,144.43
20-8210 · Employer IMRF Disbursements	0.00	28,453.31	0.00	0.00	28,453.31
20-8250 · Employer Soc Security Tax Disb	0.00	28,801.42	0.00	0.00	28,801.42
<b>Total Expense</b>	<u>644,885.42</u>	<u>57,254.73</u>	<u>0.00</u>	<u>0.00</u>	<u>702,140.15</u>
<b>Net Ordinary Income</b>	-618,537.85	-57,254.73	0.00	5,498.57	-670,294.01
<b>Other Income/Expense</b>					
<b>Other Expense</b>					
50-8500 · Trust Disbursements	0.00	0.00	35.98	0.00	35.98
60-9800 · Special Reserve Disbursements	0.00	0.00	0.00	166,095.88	166,095.88

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Cash Basis

# COOK MEMORIAL PUBLIC LIBRARY DISTRICT

## Bills Paid Summary

January 14 through February 17, 2023

	<u>10-General</u>	<u>20-IMRF</u>	<u>50-Trust</u>	<u>60-Special Reserve</u>	<u>TOTAL</u>
Total Other Expense	0.00	0.00	35.98	166,095.88	166,131.86
Net Other Income	0.00	0.00	-35.98	-166,095.88	-166,131.86
Net Income	<u>-618,537.85</u>	<u>-57,254.73</u>	<u>-35.98</u>	<u>-160,597.31</u>	<u>-836,425.87</u>

**COOK MEMORIAL PUBLIC LIBRARY DISTRICT**  
**Bills Paid Report**  
January 14 through February 17, 2023

	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Paid Amount</u>	<u>Balance</u>
<b>Ordinary Income/Expense</b>						
<b>Income</b>						
<b>00-4100 - Interest Earned</b>						
<b>60-3109 - Interest-Wintrust MaxSafe - S/R</b>						
	General Journal	01/31/2023	3378		4,626.28	4,626.28
Total 60-3109 - Interest-Wintrust MaxSafe - S/R					<u>4,626.28</u>	<u>4,626.28</u>
<b>10-3109 - Interest-Wintrust MaxSafe - Gen</b>						
	General Journal	01/31/2023	3378		15,145.02	15,145.02
Total 10-3109 - Interest-Wintrust MaxSafe - Gen					<u>15,145.02</u>	<u>15,145.02</u>
<b>10-3180 - Interest - Money Market Fund</b>						
	General Journal	01/31/2023	3378		2,648.99	2,648.99
	General Journal	01/31/2023	3378		2,997.08	5,646.07
Total 10-3180 - Interest - Money Market Fund					<u>5,646.07</u>	<u>5,646.07</u>
<b>10-4100 - Interest Earned-General Fund</b>						
<b>10-4101 - Interest Income - Chase Savings</b>						
	General Journal	01/31/2023	3378		2.46	2.46
Total 10-4101 - Interest Income - Chase Savings					<u>2.46</u>	<u>2.46</u>
Total 10-4100 - Interest Earned-General Fund					<u>2.46</u>	<u>2.46</u>
<b>60-4100 - Interest Earned Special Reserve</b>						
<b>60-4101 - Interest Income - Chase Savings</b>						
	General Journal	01/31/2023	3378		8.75	8.75
Total 60-4101 - Interest Income - Chase Savings					<u>8.75</u>	<u>8.75</u>
<b>60-4102 - Interest Income - Chase CD's</b>						
	General Journal	01/31/2023	3382		863.54	863.54
Total 60-4102 - Interest Income - Chase CD's					<u>863.54</u>	<u>863.54</u>
Total 60-4100 - Interest Earned Special Reserve					<u>872.29</u>	<u>872.29</u>
Total 00-4100 - Interest Earned					<u>26,292.12</u>	<u>26,292.12</u>
<b>00-4200 - Other</b>						
<b>10-4400 - Lost Materials</b>						
	Deposit	01/26/2023			32.54	32.54
	Deposit	01/26/2023			55.05	87.59
	Bill	01/30/2023	LOST/PAID - 011023	BALIVADA, SUDHEER	-40.64	46.95
	Bill	01/30/2023	LOST/PAID - 011723	MCPHON, LINDSAY	-24.99	21.96
	Deposit	02/03/2023			49.93	71.89
	Deposit	02/03/2023			109.21	181.10
	Bill	02/17/2023	LOST/PAID - 013123	BURGOS, VANESSA	-19.95	161.15
	Bill	02/17/2023	LOST/PAID - 020623	PETERSON, GARY	-29.99	131.16
	Bill	02/17/2023	LOST/PAID - 020623	SLABY, JOANNA	-14.99	116.17
	Bill	02/17/2023	LOST/PAID - 021323	GRINNELL, ANNETTE	-28.50	87.67
	Bill	02/17/2023	LOST/PAID - 020823	ROBINSON, KATHERINE	-25.65	62.02
	Bill	02/17/2023	LOST/PAID - 021423	CIAGLIO, KRISTY	-12.99	49.03

COOK MEMORIAL PUBLIC LIBRARY DISTRICT

**Bills Paid Report**

January 14 through February 17, 2023

	Type	Date	Num	Name	Paid Amount	Balance
Total 10-4400 · Lost Materials					49.03	49.03
<b>10-4450 · Copy Machine Income</b>						
<b>10-4451 · Aspen - Print/Copy Station</b>						
	Deposit	01/18/2023			507.35	507.35
	Deposit	02/02/2023			484.15	991.50
Total 10-4451 · Aspen - Print/Copy Station					991.50	991.50
<b>10-4452 · Cook Park - Print/Copy Station</b>						
	Deposit	01/18/2023			385.75	385.75
	Deposit	02/02/2023			421.20	806.95
Total 10-4452 · Cook Park - Print/Copy Station					806.95	806.95
Total 10-4450 · Copy Machine Income					1,798.45	1,798.45
<b>10-4500 · Misc - General Account</b>						
	Deposit	01/26/2023			6.00	6.00
	Deposit	01/26/2023			46.96	52.96
	Credit Card Charge	01/31/2023	010223	Cook Memorial Library - CMPL Credit Card	-0.30	52.66
	Credit Card Charge	02/01/2023	013123	Cook Memorial Library - CMPL Credit Card	-0.10	52.56
	Deposit	02/03/2023			38.00	90.56
	Deposit	02/03/2023			91.41	181.97
Total 10-4500 · Misc - General Account					181.97	181.97
Total 00-4200 · Other					2,029.45	2,029.45
<b>10-4300 · Grants &amp; Other Donations</b>						
<b>10-4365 · Donations - Other</b>						
	Deposit	01/26/2023			250.00	250.00
	Deposit	01/26/2023			100.00	350.00
	Deposit	01/26/2023			100.00	450.00
	Deposit	01/26/2023			200.00	650.00
	Deposit	01/26/2023			100.00	750.00
	Deposit	01/26/2023			25.00	775.00
	Deposit	01/26/2023			100.00	875.00
Total 10-4365 · Donations - Other					875.00	875.00
Total 10-4300 · Grants & Other Donations					875.00	875.00
<b>10-4350 · Fines</b>						
	Deposit	01/26/2023			28.35	28.35
	Deposit	01/26/2023			21.00	49.35
	General Journal	01/31/2023	3378		2,716.73	2,766.08
	General Journal	01/31/2023	3383		-161.01	2,605.07
	Deposit	02/03/2023			30.50	2,635.57
	Deposit	02/03/2023			14.00	2,649.57
Total 10-4350 · Fines					2,649.57	2,649.57
Total Income					31,846.14	31,846.14
Gross Profit					31,846.14	31,846.14

**COOK MEMORIAL PUBLIC LIBRARY DISTRICT**  
**Bills Paid Report**  
January 14 through February 17, 2023

	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Paid Amount</u>	<u>Balance</u>
<b>Expense</b>						
<b>10-5100 - Salaries</b>						
<b>10-5110 - Administration Salaries</b>						
	General Journal	01/27/2023	3379		36,588.82	36,588.82
	General Journal	02/10/2023	3388		36,732.92	73,321.74
Total 10-5110 - Administration Salaries					<u>73,321.74</u>	<u>73,321.74</u>
<b>10-5120 - Adult Salaries</b>						
	General Journal	01/27/2023	3379		45,152.73	45,152.73
	General Journal	02/10/2023	3388		45,382.57	90,535.30
Total 10-5120 - Adult Salaries					<u>90,535.30</u>	<u>90,535.30</u>
<b>10-5130 - Children's Salaries</b>						
	General Journal	01/27/2023	3379		32,643.02	32,643.02
	General Journal	02/10/2023	3388		32,473.10	65,116.12
Total 10-5130 - Children's Salaries					<u>65,116.12</u>	<u>65,116.12</u>
<b>10-5140 - Circulation Salaries</b>						
	General Journal	01/27/2023	3379		28,575.04	28,575.04
	General Journal	02/10/2023	3388		28,068.91	56,643.95
Total 10-5140 - Circulation Salaries					<u>56,643.95</u>	<u>56,643.95</u>
<b>10-5145 - Maintenance Salaries</b>						
	General Journal	01/27/2023	3379		8,375.75	8,375.75
	General Journal	02/10/2023	3388		8,458.16	16,833.91
Total 10-5145 - Maintenance Salaries					<u>16,833.91</u>	<u>16,833.91</u>
<b>10-5150 - ILL Salaries</b>						
	General Journal	01/27/2023	3379		3,992.57	3,992.57
	General Journal	02/10/2023	3388		4,078.66	8,071.23
Total 10-5150 - ILL Salaries					<u>8,071.23</u>	<u>8,071.23</u>
<b>10-5155 - Outreach Salaries</b>						
	General Journal	01/27/2023	3379		9,088.75	9,088.75
	General Journal	02/10/2023	3388		9,151.50	18,240.25
Total 10-5155 - Outreach Salaries					<u>18,240.25</u>	<u>18,240.25</u>
<b>10-5160 - Tech Services Salaries</b>						
	General Journal	01/27/2023	3379		22,452.91	22,452.91
	General Journal	02/10/2023	3388		22,299.05	44,751.96
Total 10-5160 - Tech Services Salaries					<u>44,751.96</u>	<u>44,751.96</u>
<b>10-5165 - Shelters Salaries</b>						
	General Journal	01/27/2023	3379		6,254.29	6,254.29
	General Journal	02/10/2023	3388		6,194.16	12,448.45
Total 10-5165 - Shelters Salaries					<u>12,448.45</u>	<u>12,448.45</u>
Total 10-5100 - Salaries					<u>385,962.91</u>	<u>385,962.91</u>
<b>10-5200 - Benefits</b>						
<b>10-5210 - Health Insurance</b>						

COOK MEMORIAL PUBLIC LIBRARY DISTRICT

**Bills Paid Report**

January 14 through February 17, 2023

Type	Date	Num	Name	Paid Amount	Balance
Bill	01/30/2023	865594-FEBRUARY 2023	BLUE CROSS BLUE SHIELD OF ILLINOIS	4,322.18	4,322.18
Bill	01/30/2023	865594-FEBRUARY 2023	BLUE CROSS BLUE SHIELD OF ILLINOIS	832.98	5,155.16
Bill	01/30/2023	MEX45 - JANUARY 2023	AFLAC	92.52	5,247.68
Bill	01/30/2023	5047 - FEBRUARY 2023	NCPERS GROUP LIFE INS	256.00	5,503.68
General Journal	01/31/2023	3384		806.02	6,309.70
General Journal	01/31/2023	3384		900.75	7,210.45
General Journal	01/31/2023	3384		8.69	7,219.14
General Journal	01/31/2023	3384		317.82	7,536.96
General Journal	01/31/2023	3384		10.71	7,547.67
General Journal	01/31/2023	3384		826.44	8,374.11
General Journal	01/31/2023	3384		100.00	8,474.11
Bill	02/17/2023	P65753/P77758-JAN 23	COOPERATIVE 90'S MEDICAL	37,300.20	45,774.31
Bill	02/17/2023	P65753/P77758-JAN 23	COOPERATIVE 90'S MEDICAL	7,121.80	52,896.11
Total 10-5210 · Health Insurance				52,896.11	52,896.11
<b>10-5220 · Dental/Vision Insurance</b>					
Deposit	01/26/2023			-489.90	-489.90
Deposit	01/26/2023			-49.19	-539.09
Deposit	01/26/2023			-46.00	-585.09
Bill	01/30/2023	10438-0001 FEB 2023	DELTA DENTAL OF ILLINOIS - RISK	16.31	-568.78
Bill	01/30/2023	10438 -FEBRUARY 2023	DELTA DENTAL OF ILLINOIS - VISION	266.10	-302.68
Bill	01/30/2023	10438 -FEBRUARY 2023	DELTA DENTAL OF ILLINOIS - VISION	97.40	-205.28
Bill	02/17/2023	10438 - JAN 2023	COOPERATIVE 90'S DENTAL	3,295.40	3,090.12
Bill	02/17/2023	10438 - JAN 2023	COOPERATIVE 90'S DENTAL	1,255.60	4,345.72
Total 10-5220 · Dental/Vision Insurance				4,345.72	4,345.72
<b>10-5230 · Unemployment Compensation</b>					
Bill	01/30/2023	4TH QTR 2022	LIMRICC UNEMPLOYMENT COMPENSAT	380.87	380.87
Total 10-5230 · Unemployment Compensation				380.87	380.87
<b>10-5240 · Life Insurance</b>					
Bill	01/30/2023	034963 - FEB 2023	MADISON NATIONAL LIFE INS CO., INC.	267.79	267.79
Total 10-5240 · Life Insurance				267.79	267.79
<b>10-5270 · LTD Insurance</b>					
Bill	01/30/2023	034963 - FEB 2023	MADISON NATIONAL LIFE INS CO., INC.	396.88	396.88
Total 10-5270 · LTD Insurance				396.88	396.88
Total 10-5200 · Benefits				58,287.37	58,287.37
<b>10-5300 · Training</b>					
<b>10-5310 · Workshops</b>					
<b>10-5311 · Workshops - Admin</b>					
Credit Card Charge	01/31/2023	012623	Library Marketing Conf - CMPL Credit Card	35.00	35.00
Total 10-5311 · Workshops - Admin				35.00	35.00
Total 10-5310 · Workshops				35.00	35.00
<b>10-5320 · Travel</b>					

COOK MEMORIAL PUBLIC LIBRARY DISTRICT

Bills Paid Report

January 14 through February 17, 2023

	Type	Date	Num	Name	Paid Amount	Balance
<b>10-5324 · Travel - Circulation</b>						
	Bill	02/17/2023	FEB 10, 2023	GAFKA, DEBORAH	32.75	32.75
Total 10-5324 · Travel - Circulation					32.75	32.75
<b>10-5328 · Travel - Tech Services</b>						
	Bill	02/17/2023	NOV 22 - FEB 23	BOSAK, NICOLE	32.89	32.89
Total 10-5328 · Travel - Tech Services					32.89	32.89
Total 10-5320 · Travel					65.64	65.64
<b>10-5330 · Memberships</b>						
<b>10-5331 · Memberships - Admin</b>						
	Credit Card Charge	01/31/2023	010723	ALA - CMPL Credit Card	236.00	236.00
Total 10-5331 · Memberships - Admin					236.00	236.00
<b>10-5332 · Memberships - Adults</b>						
	Bill	02/17/2023	GASS:JAN 23-DEC 23B	AMERICAN LIBRARY ASSOCIATION	8.00	8.00
Total 10-5332 · Memberships - Adults					8.00	8.00
<b>10-5338 · Memberships - Tech Services</b>						
	Credit Card Charge	01/31/2023	011023	Innovative Users Group - CMPL Credit Card	110.00	110.00
Total 10-5338 · Memberships - Tech Services					110.00	110.00
Total 10-5330 · Memberships					354.00	354.00
Total 10-5300 · Training					454.64	454.64
<b>10-5400 · Materials</b>						
<b>10-5410 · Books - Adult</b>						
	Credit Card Charge	01/31/2023	dec22-jan23	Amazon Marketplace.com - CMPL Credit C	679.63	679.63
	Credit Card Charge	01/31/2023	011923	Amazon Marketplace.com - CMPL Credit C	29.98	709.61
	Bill	02/17/2023	2037248730	BAKER & TAYLOR - L5742022	507.75	1,217.36
	Bill	02/17/2023	2037257061	BAKER & TAYLOR - L5580152	15.34	1,232.70
	Bill	02/17/2023	2037242468	BAKER & TAYLOR - C5217413	37.77	1,270.47
	Bill	02/17/2023	2037242460	BAKER & TAYLOR - C0209743	83.69	1,354.16
	Bill	02/17/2023	2037260145	BAKER & TAYLOR - L5579912	227.01	1,581.17
	Bill	02/17/2023	2037256836	BAKER & TAYLOR - L4231132	81.08	1,662.25
	Bill	02/17/2023	2037257270	BAKER & TAYLOR - L5742022	530.29	2,192.54
	Bill	02/17/2023	2037255258	BAKER & TAYLOR - L5742022	538.35	2,730.89
	Bill	02/17/2023	2037259041	BAKER & TAYLOR - L3966532	909.53	3,640.42
	Bill	02/17/2023	2037260206	BAKER & TAYLOR - L5742022	438.48	4,078.90
	Bill	02/17/2023	1982791	CENTER POINT LARGE PRINT	92.13	4,171.03
	Bill	02/17/2023	79960949	GALE	182.34	4,353.37
	Bill	02/17/2023	79990543	GALE	26.39	4,379.76
	Bill	02/17/2023	79960891	GALE	30.39	4,410.15
	Bill	02/17/2023	1754856-B1	INFORMATION TODAY INC.	483.53	4,893.68
	Bill	02/17/2023	2037265244	BAKER & TAYLOR - L5742022	239.82	5,133.50
	Bill	02/17/2023	2037269313	BAKER & TAYLOR - L5742022	544.04	5,677.54
	Bill	02/17/2023	2037273748	BAKER & TAYLOR - L5579912	326.10	6,003.64

COOK MEMORIAL PUBLIC LIBRARY DISTRICT

Bills Paid Report

January 14 through February 17, 2023

Type	Date	Num	Name	Paid Amount	Balance
Bill	02/17/2023	2037270434	BAKER & TAYLOR - C0209743	111.55	6,115.19
Bill	02/17/2023	2037270443	BAKER & TAYLOR - C5217413	18.26	6,133.45
Bill	02/17/2023	2037270442	BAKER & TAYLOR - C5217413	15.13	6,148.58
Bill	02/17/2023	2037271462	BAKER & TAYLOR - L3966532	911.00	7,059.58
Bill	02/17/2023	80177990	GALE	157.47	7,217.05
Bill	02/17/2023	80134207	GALE	44.78	7,261.83
Bill	02/17/2023	8210123B0005U-1	SENTRUM MARKETING, LLC	210.50	7,472.33
Bill	02/17/2023	2037275007	BAKER & TAYLOR - L5742022	512.00	7,984.33
Bill	02/17/2023	2037281784	BAKER & TAYLOR - L5742022	655.06	8,639.39
Bill	02/17/2023	2037277423	BAKER & TAYLOR - L5580152	771.97	9,411.36
Bill	02/17/2023	850905-00 011823	MANUFACTURER'S NEWS, INC.	220.50	9,631.86
Bill	02/17/2023	2037284972	BAKER & TAYLOR - L5742022	671.35	10,303.21
Bill	02/17/2023	2037286831	BAKER & TAYLOR - L3966532	922.37	11,225.58
Bill	02/17/2023	2037292419	BAKER & TAYLOR - L5580152	247.32	11,472.90
Bill	02/17/2023	2037289148	BAKER & TAYLOR - L5579912	234.11	11,707.01
Bill	02/17/2023	79959312	GALE	275.10	11,982.11
Bill	02/17/2023	80359958	GALE	26.39	12,008.50
Bill	02/17/2023	2037294277	BAKER & TAYLOR - L5742022	259.36	12,267.86
Bill	02/17/2023	2037296095	BAKER & TAYLOR - L5580152	472.66	12,740.52
Bill	02/17/2023	2037301005	BAKER & TAYLOR - L5579912	158.88	12,899.40
Bill	02/17/2023	2037289785	BAKER & TAYLOR - L5742022	637.70	13,537.10
Bill	02/17/2023	2037299159	BAKER & TAYLOR - L5742022	538.53	14,075.63
Bill	02/17/2023	2037300471	BAKER & TAYLOR - L3966532	374.85	14,450.48
Bill	02/17/2023	2037300472	BAKER & TAYLOR - C5217413	43.41	14,493.89
Bill	02/17/2023	2037296284	BAKER & TAYLOR - L5742022	343.64	14,837.53
Bill	02/17/2023	2037303892	BAKER & TAYLOR - L5742022	355.10	15,192.63
Bill	02/17/2023	1989755	CENTER POINT LARGE PRINT	29.96	15,222.59
Bill	02/17/2023	1989815	CENTER POINT LARGE PRINT	214.22	15,436.81
Bill	02/17/2023	80611573	GALE	77.57	15,514.38
Bill	02/17/2023	955593	SULLIVAN'S LAW DIRECTORY	135.15	15,649.53
Bill	02/17/2023	2037309216	BAKER & TAYLOR - L5742022	320.03	15,969.56
Bill	02/17/2023	2037303501	BAKER & TAYLOR - L3966532	797.09	16,766.65
Bill	02/17/2023	2037314074	BAKER & TAYLOR - L5580152	179.47	16,946.12
Bill	02/17/2023	80631433	GALE	151.15	17,097.27
Bill	02/17/2023	80648693	GALE	103.48	17,200.75
Bill	02/17/2023	80631690	GALE	479.84	17,680.59
Bill	02/17/2023	80647887	GALE	135.95	17,816.54
Bill	02/17/2023	80632148	GALE	83.97	17,900.51
Bill	02/17/2023	2037316080	BAKER & TAYLOR - L5579912	288.15	18,188.66
Bill	02/17/2023	2037311443	BAKER & TAYLOR - L5742022	643.08	18,831.74
Bill	02/17/2023	2037316955	BAKER & TAYLOR - C0209743	15.13	18,846.87
Bill	02/17/2023	2037316954	BAKER & TAYLOR - C0209743	55.41	18,902.28



COOK MEMORIAL PUBLIC LIBRARY DISTRICT

**Bills Paid Report**

January 14 through February 17, 2023

Total 10-5410 - Books - Adult  
**10-5415 - Books - Juvenile**

Type	Date	Num	Name	Paid Amount	Balance
Bill	02/17/2023	2037316953	BAKER & TAYLOR - C0209743	18.26	18,920.54
Check	02/17/2023	58350	BAKER & TAYLOR - C0209743	-9.95	18,910.59
Check	02/17/2023	58350	BAKER & TAYLOR - C0209743	163.08	19,073.67
Bill	02/17/2023	2037313437	BAKER & TAYLOR - L3966532	511.96	19,585.63
				<b>19,585.63</b>	<b>19,585.63</b>
Credit Card Charge	01/31/2023	010823	Amazon Marketplace.com - CMPL Credit C	20.64	20.64
Credit Card Charge	01/31/2023	011923	Amazon Marketplace.com - CMPL Credit C	163.90	184.54
Bill	02/17/2023	2037260045	BAKER & TAYLOR - L5580072	765.62	950.16
Bill	02/17/2023	2037259904	BAKER & TAYLOR - L5580072	1,449.75	2,399.91
Bill	02/17/2023	2037259877	BAKER & TAYLOR - L3966522	909.81	3,309.72
Bill	02/17/2023	2037260028	BAKER & TAYLOR - L3966522	417.71	3,727.43
Bill	02/17/2023	2037256861	BAKER & TAYLOR - L3966522	319.93	4,047.36
Bill	02/17/2023	2037256862	BAKER & TAYLOR - L4231142	228.98	4,276.34
Bill	02/17/2023	2037256841	BAKER & TAYLOR - L4231522	67.21	4,343.55
Bill	02/17/2023	2037266584	BAKER & TAYLOR - L4231142	377.98	4,721.53
Bill	02/17/2023	2037271297	BAKER & TAYLOR - L5580072	741.43	5,462.96
Bill	02/17/2023	2037268389	BAKER & TAYLOR - L3966522	695.95	6,158.91
Bill	02/17/2023	2037276845	BAKER & TAYLOR - L5580072	374.83	6,533.74
Bill	02/17/2023	2037280930	BAKER & TAYLOR - L3966522	1,939.04	8,472.78
Bill	02/17/2023	2037280953	BAKER & TAYLOR - L4231142	277.27	8,750.05
Bill	02/17/2023	2037287364	BAKER & TAYLOR - L3966522	351.29	9,101.34
Bill	02/17/2023	2037287352	BAKER & TAYLOR - L5580072	303.64	9,404.98
Bill	02/17/2023	2037286997	BAKER & TAYLOR - L4231522	40.04	9,445.02
Bill	02/17/2023	2037290075	BAKER & TAYLOR - L5580072	303.56	9,748.58
Bill	02/17/2023	2037295212	BAKER & TAYLOR - L4231142	652.66	10,401.24
Bill	02/17/2023	2037298975	BAKER & TAYLOR - L5580072	280.25	10,681.49
Bill	02/17/2023	2037298614	BAKER & TAYLOR - L3966522	1,395.77	12,077.26
Bill	02/17/2023	2037299597	BAKER & TAYLOR - L4231142	583.80	12,661.06
Bill	02/17/2023	2037299595	BAKER & TAYLOR - L4231522	87.39	12,748.45
Bill	02/17/2023	2037310293	BAKER & TAYLOR - L3966522	472.64	13,221.09
Bill	02/17/2023	2037310954	BAKER & TAYLOR - L5580072	999.89	14,220.98
Bill	02/17/2023	2037310324	BAKER & TAYLOR - L5580072	215.66	14,436.64
Bill	02/17/2023	2037312915	BAKER & TAYLOR - L4231142	284.85	14,721.49
Bill	02/17/2023	2037321700	BAKER & TAYLOR - L4231142	311.12	15,032.61
Bill	02/17/2023	2037320167	BAKER & TAYLOR - L3966522	1,482.08	16,514.69
Check	02/17/2023	58351	BAKER & TAYLOR - L3966522	-52.46	16,462.23
Check	02/17/2023	58351	BAKER & TAYLOR - L3966522	667.91	17,130.14
				<b>17,130.14</b>	<b>17,130.14</b>
Credit Card Charge	01/31/2023	dec22-jan23	Amazon Marketplace.com - CMPL Credit C	535.44	535.44

Total 10-5415 - Books - Juvenile  
**10-5420 - Audio/Visual - Adult**

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Bills Paid Report

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Type	Date	Num	Name	Paid Amount	Balance
Credit Card Charge	01/31/2023	012623	Amazon Marketplace.com - CMPL Credit C	10.93	546.37
Bill	02/17/2023	503219595	MIDWEST TAPE, LLC	52.92	599.29
Bill	02/17/2023	503219596	MIDWEST TAPE, LLC	24.96	624.25
Bill	02/17/2023	503228887	MIDWEST TAPE, LLC	1,570.09	2,194.34
Bill	02/17/2023	503262860	MIDWEST TAPE, LLC	1,154.58	3,348.92
Bill	02/17/2023	503253016	MIDWEST TAPE, LLC	53.67	3,402.59
Bill	02/17/2023	503278124	MIDWEST TAPE, LLC	139.35	3,541.94
Bill	02/17/2023	503292314	MIDWEST TAPE, LLC	2,864.80	6,406.74
Bill	02/17/2023	503314659	MIDWEST TAPE, LLC	244.41	6,651.15
Bill	02/17/2023	503319643	MIDWEST TAPE, LLC	2,563.26	9,214.41
Bill	02/17/2023	503346808	MIDWEST TAPE, LLC	413.28	9,627.69
Bill	02/17/2023	503356942	MIDWEST TAPE, LLC	907.61	10,535.30
Bill	02/17/2023	503356944	MIDWEST TAPE, LLC	113.98	10,649.28
Total 10-5420 · Audio/Visual - Adult				10,649.28	10,649.28
<b>10-5425 · Audio/Visual - Juvenile</b>					
Bill	02/17/2023	503228887	MIDWEST TAPE, LLC	63.72	63.72
Bill	02/17/2023	503262860	MIDWEST TAPE, LLC	58.48	122.20
Bill	02/17/2023	503278124	MIDWEST TAPE, LLC	11.88	134.08
Bill	02/17/2023	503292314	MIDWEST TAPE, LLC	122.94	257.02
Bill	02/17/2023	503356942	MIDWEST TAPE, LLC	185.90	442.92
Total 10-5425 · Audio/Visual - Juvenile				442.92	442.92
<b>10-5430 · Games - Adult</b>					
Bill	02/17/2023	9604	CRIMSON MULTIMEDIA DISTRIBUTION,	847.64	847.64
Bill	02/17/2023	9606	CRIMSON MULTIMEDIA DISTRIBUTION,	81.23	928.87
Total 10-5430 · Games - Adult				928.87	928.87
<b>10-5435 · Games - Children</b>					
Bill	02/17/2023	9605	CRIMSON MULTIMEDIA DISTRIBUTION,	182.33	182.33
Total 10-5435 · Games - Children				182.33	182.33
<b>10-5440 · Periodicals - Adult</b>					
Credit Card Charge	01/31/2023	011123	Wall Street Journal - CMPL Credit Card	527.90	527.90
Credit Card Charge	01/31/2023	011223	Chicago Tribune - CMPL Credit Card	32.50	560.40
Credit Card Charge	01/31/2023	011123	Lake County News Sun - CMPL Credit Card	57.74	618.14
Credit Card Charge	01/31/2023	011823	Jewel Store - CMPL Credit Card	31.98	650.12
Bill	02/17/2023	270208	WORLD ARCHIVES	5,182.00	5,832.12
Total 10-5440 · Periodicals - Adult				5,832.12	5,832.12
<b>10-5450 · Circulating Technologies</b>					
<b>10-5451 · Circ Tech - Equipment</b>					
Credit Card Charge	01/31/2023	012723	Nintendo.com - CMPL Credit Card	18.04	18.04
Total 10-5451 · Circ Tech - Equipment				18.04	18.04
<b>10-5453 · Circ Tech - Subscriptions</b>					
Credit Card Charge	01/31/2023	012923	Netflix.com - CMPL Credit Card	19.99	19.99

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Type	Date	Num	Name	Paid Amount	Balance
Credit Card Charge	01/31/2023	012623	VIX PLUS - CMPL Credit Card	6.99	26.98
Credit Card Charge	01/31/2023	010423	Hulu - CMPL Credit Card	14.99	41.97
Total 10-5453 · Circ Tech - Subscriptions				41.97	41.97
Total 10-5450 · Circulating Technologies				60.01	60.01
<b>10-5490 · Electronic Services</b>					
<b>10-5491 · Online Databases</b>					
<b>10-5492 · Online Databases - Adults</b>					
Bill	02/17/2023	INV011599	MANGO LANGUAGES	4,063.50	4,063.50
Bill	02/17/2023	2236 - 110122	WP COMPANY LLC	1,645.88	5,709.38
Total 10-5492 · Online Databases - Adults				5,709.38	5,709.38
<b>10-5493 · Online Databases - Children's</b>					
Bill	02/17/2023	70762568	PROQUEST LLC	3,498.32	3,498.32
Bill	02/17/2023	45986397	SCHOLASTIC LIBRARY PUBLISHING, INC	7,030.00	10,528.32
Total 10-5493 · Online Databases - Children's				10,528.32	10,528.32
Total 10-5491 · Online Databases				16,237.70	16,237.70
<b>10-5494 · Digital Popular Materials</b>					
<b>10-5495 · Dig. Popular Materials - Adults</b>					
Bill	02/17/2023	07001CO23008006	OVERDRIVE, INC.	911.84	911.84
Bill	02/17/2023	07001CO23007815	OVERDRIVE, INC.	1,387.56	2,299.40
Bill	02/17/2023	07001CO23008545	OVERDRIVE, INC.	285.07	2,584.47
Bill	02/17/2023	07001CO23015264	OVERDRIVE, INC.	1,248.17	3,832.64
Bill	02/17/2023	07001CO23015280	OVERDRIVE, INC.	864.87	4,697.51
Bill	02/17/2023	07001CO23017102	OVERDRIVE, INC.	411.47	5,108.98
Bill	02/17/2023	07001CO23022347	OVERDRIVE, INC.	827.16	5,936.14
Bill	02/17/2023	07001CO23022356	OVERDRIVE, INC.	649.47	6,585.61
Bill	02/17/2023	07001CO23025816	OVERDRIVE, INC.	307.21	6,892.82
Bill	02/17/2023	07001CO23025688	OVERDRIVE, INC.	179.26	7,072.08
Bill	02/17/2023	INV-US61771	BIBLIOTHECA, LLC	1,187.00	8,259.08
Bill	02/17/2023	INV-US62067	BIBLIOTHECA, LLC	4,068.08	12,327.16
Bill	02/17/2023	INV-US62066	BIBLIOTHECA, LLC	1,243.42	13,570.58
Bill	02/17/2023	334816 - PPU	KANOPY INC.	526.00	14,096.58
Bill	02/17/2023	503309958	MIDWEST TAPE, LLC	10,373.62	24,470.20
Bill	02/17/2023	07001CP23032121	OVERDRIVE, INC.	107.75	24,577.95
Bill	02/17/2023	070001CO23034769	OVERDRIVE, INC.	396.41	24,974.36
Bill	02/17/2023	07001CO230300008	OVERDRIVE, INC.	661.48	25,635.84
Bill	02/17/2023	07001CO230300003	OVERDRIVE, INC.	936.17	26,572.01
Bill	02/17/2023	07001CO23041215	OVERDRIVE, INC.	697.46	27,269.47
Bill	02/17/2023	07001CO23040764	OVERDRIVE, INC.	1,697.30	28,966.77
Bill	02/17/2023	07001CO23043176	OVERDRIVE, INC.	314.87	29,281.64
Total 10-5495 · Dig. Popular Materials - Adults				29,281.64	29,281.64
<b>10-5496 · Dig. Pop. Materials - Juvenile</b>					

COOK MEMORIAL PUBLIC LIBRARY DISTRICT

Bills Paid Report

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Type	Date	Num	Name	Paid Amount	Balance
Bill	02/17/2023	INV-US61771	BIBLIOTHECA, LLC	1,400.00	1,400.00
Bill	02/17/2023	45986397	SCHOLASTIC LIBRARY PUBLISHING, INC	7,604.00	9,004.00
Total 10-5496 · Dig. Pop. Materials - Juvenile				9,004.00	9,004.00
Total 10-5494 · Digital Popular Materials				38,285.64	38,285.64
Total 10-5490 · Electronic Services				54,523.34	54,523.34
<b>10-5497 · Interlibrary Loan Fees</b>					
Bill	02/17/2023	27536	IHLS-OCLC	341.40	341.40
Total 10-5497 · Interlibrary Loan Fees				341.40	341.40
Total 10-5400 · Materials				109,676.04	109,676.04
<b>10-5500 · Processing</b>					
<b>10-5520 · Cataloging</b>					
Bill	02/17/2023	27536	IHLS-OCLC	2,762.16	2,762.16
Bill	02/17/2023	27643	IHLS-OCLC	783.62	3,545.78
Bill	02/17/2023	503308825	MIDWEST TAPE, LLC	101.00	3,646.78
Bill	02/17/2023	MR0700123028758	OVERDRIVE, INC.	725.40	4,372.18
Total 10-5520 · Cataloging				4,372.18	4,372.18
Total 10-5500 · Processing				4,372.18	4,372.18
<b>10-5600 · Supplies</b>					
<b>10-5611 · Supplies - Admin</b>					
Credit Card Charge	01/31/2023	011123	GOVDOCS, INC. - CMPL Credit Card	62.66	62.66
Credit Card Charge	02/01/2023	013123	Staples - Credit Card Charge	32.99	95.65
Bill	02/17/2023	193521 - JANUARY 202	WAREHOUSE DIRECT OFFICE PRODUC	793.56	889.21
Bill	02/17/2023	193521 - JANUARY 202	WAREHOUSE DIRECT OFFICE PRODUC	890.22	1,779.43
Total 10-5611 · Supplies - Admin				1,779.43	1,779.43
<b>10-5612 · Supplies - Adults</b>					
Bill	02/17/2023	7250401	DEMCO, INC.	149.49	149.49
Total 10-5612 · Supplies - Adults				149.49	149.49
<b>10-5613 · Supplies - Children's</b>					
Credit Card Charge	01/31/2023	012623	Thames & Kosmos - CMPL Credit Card	10.38	10.38
Credit Card Charge	01/31/2023	011223	Lakeshore Learning - CMPL Credit Card	33.99	44.37
Credit Card Charge	01/31/2023	011823	Lakeshore Learning - CMPL Credit Card	39.98	84.35
Credit Card Charge	01/31/2023	012523	Amazon Marketplace.com - CMPL Credit C	7.99	92.34
Credit Card Charge	01/31/2023	011223	Amazon Marketplace.com - CMPL Credit C	40.34	132.68
Credit Card Charge	01/31/2023	010523	Amazon Marketplace.com - CMPL Credit C	20.49	153.17
Bill	02/17/2023	193521 - JANUARY 202	WAREHOUSE DIRECT OFFICE PRODUC	103.87	257.04
Total 10-5613 · Supplies - Children's				257.04	257.04
<b>10-5614 · Supplies - Circulation</b>					
Credit Card Charge	01/31/2023	011623	Amazon Marketplace.com - CMPL Credit C	25.34	25.34
Bill	02/17/2023	7247094	DEMCO, INC.	45.14	70.48
Bill	02/17/2023	193521 - JANUARY 202	WAREHOUSE DIRECT OFFICE PRODUC	18.73	89.21
Total 10-5614 · Supplies - Circulation				89.21	89.21

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Bills Paid Report

January 14 through February 17, 2023

Type	Date	Num	Name	Paid Amount	Balance
<b>10-5615 - Supplies - Maintenance</b>					
Credit Card Charge	01/31/2023	011023	JC Licht - CMPL Credit Card	30.64	30.64
Credit Card Charge	01/31/2023	011723	Amazon Marketplace.com - CMPL Credit C	18.90	49.54
Credit Card Charge	01/31/2023	011823	Parts Select - CMPL Credit Card	33.95	83.49
Credit Card Charge	01/31/2023	011923	PartsDiscount.com - CMPL Credit Card	46.85	130.34
Credit Card Charge	01/31/2023	011823	Amazon Marketplace.com - CMPL Credit C	51.34	181.68
Credit Card Charge	01/31/2023	010623	Amazon Marketplace.com - CMPL Credit C	127.96	309.64
Credit Card Credit	01/31/2023	010923	Amazon Marketplace.com - CMPL Credit C	-119.97	189.67
Bill	02/17/2023	622330 - 012123	ACE HARDWARE OF LIBERTYVILLE, INC	12.59	202.26
Bill	02/17/2023	193521 - JANUARY 202	WAREHOUSE DIRECT OFFICE PRODUC	636.83	839.09
Bill	02/17/2023	193521 - JANUARY 202	WAREHOUSE DIRECT OFFICE PRODUC	612.50	1,451.59
Bill	02/17/2023	63038 - 091222	MGN LOCK - KEY & SAFES, INC.	433.30	1,884.89
Bill	02/17/2023	011323-012023	LOWE'S	13.76	1,898.65
Bill	02/17/2023	011323-012023	LOWE'S	38.44	1,937.09
Bill	02/17/2023	7074954	FERGUSON ENTERPRISES, INC.	279.00	2,216.09
Total 10-5615 - Supplies - Maintenance				2,216.09	2,216.09
<b>10-5616 - Supplies - ILL</b>					
Bill	02/17/2023	158915296	ULINE, INC	63.10	63.10
Total 10-5616 - Supplies - ILL				63.10	63.10
<b>10-5618 - Supplies - Tech Services</b>					
Credit Card Charge	01/31/2023	012323	Amazon Marketplace.com - CMPL Credit C	20.99	20.99
Credit Card Charge	01/31/2023	010323	Amazon Marketplace.com - CMPL Credit C	25.42	46.41
Credit Card Charge	01/31/2023	011223	Midwest Barcoding - CMPL Credit Card	36.79	83.20
Bill	02/17/2023	503223883	MIDWEST TAPE, LLC	419.99	503.19
Bill	02/17/2023	7247094	DEMCO, INC.	51.39	554.58
Bill	02/17/2023	193521 - JANUARY 202	WAREHOUSE DIRECT OFFICE PRODUC	14.79	569.37
Bill	02/17/2023	503314517	MIDWEST TAPE, LLC	425.99	995.36
Bill	02/17/2023	7256446	DEMCO, INC.	273.13	1,268.49
Bill	02/17/2023	7255907	DEMCO, INC.	702.35	1,970.84
Total 10-5618 - Supplies - Tech Services				1,970.84	1,970.84
<b>10-5660 - Supplies - Computer</b>					
Credit Card Charge	01/31/2023	011223	Amazon Marketplace.com - CMPL Credit C	245.70	245.70
Bill	02/17/2023	GK75733	CDW GOVERNMENT, INC.	1,341.47	1,587.17
Bill	02/17/2023	193521 - JANUARY 202	WAREHOUSE DIRECT OFFICE PRODUC	1,102.26	2,689.43
Total 10-5660 - Supplies - Computer				2,689.43	2,689.43
<b>10-5680 - Supplies - Staff Room</b>					
Bill	02/17/2023	193521 - JANUARY 202	WAREHOUSE DIRECT OFFICE PRODUC	212.08	212.08
Bill	02/17/2023	REMI013023	REFRESHING GREAT LAKES, LLC	451.65	663.73
Total 10-5680 - Supplies - Staff Room				663.73	663.73
Total 10-5600 - Supplies				9,878.36	9,878.36
<b>10-5700 - Vehicles</b>					

COOK MEMORIAL PUBLIC LIBRARY DISTRICT

**Bills Paid Report**

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	Type	Date	Num	Name	Paid Amount	Balance
<b>10-5710 - Bookmobile Fuel</b>						
	Bill	01/30/2023	1919	VILLAGE-VERNON	188.84	188.84
	Bill	02/17/2023	1926	VILLAGE-VERNON	135.74	324.58
Total 10-5710 - Bookmobile Fuel					324.58	324.58
<b>10-5730 - Bookmobile Delivery Service</b>						
	General Journal	01/23/2023	3377	SZYMANSKI, LISA	-48.56	-48.56
	Bill	01/30/2023	AUGUST 2022 B	SZYMANSKI, LISA	48.56	0.00
	Bill	01/30/2023	JANUARY 2023	BELTZ-WHITE, BROOKE	30.13	30.13
	Bill	02/17/2023	JANUARY 2023	COTINI, MICHAEL	31.83	61.96
	Bill	02/17/2023	JANUARY 2023	DITTMAN, SUSAN	41.92	103.88
	Bill	02/17/2023	NOV-DEC 2022	WEAGLEY, LINDA	30.63	134.51
	Bill	02/17/2023	JANUARY 2023	WEAGLEY, LINDA	18.34	152.85
Total 10-5730 - Bookmobile Delivery Service					152.85	152.85
<b>10-5750 - Van Fuel</b>						
	Bill	01/30/2023	1919	VILLAGE-VERNON	160.84	160.84
	Bill	02/17/2023	1926	VILLAGE-VERNON	141.07	301.91
Total 10-5750 - Van Fuel					301.91	301.91
Total 10-5700 - Vehicles						
					779.34	779.34
<b>10-5800 - Computer Operations</b>						
<b>10-5865 - Remote Communications Expenses</b>						
	Bill	02/17/2023	JANUARY 2023	GAFKA, DEBORAH	10.00	10.00
	Bill	02/17/2023	JANUARY 2023	KRAUSE, DONNA	10.00	20.00
	Bill	02/17/2023	JANUARY 2023	ECKMANN, ROBERT	10.00	30.00
	Bill	02/17/2023	JANUARY 2023	KING, BECKY	10.00	40.00
	Bill	02/17/2023	JANUARY 2023	LARSON, ANDREA	10.00	50.00
Total 10-5865 - Remote Communications Expenses					50.00	50.00
<b>10-5830 - Replacement Hardware/Software</b>						
<b>10-5831 - Rep Hrdwre/Sftwre - Admin</b>						
	Credit Card Charge	01/31/2023	010323	Payflow/Paypal - CMPL Credit Card	30.00	30.00
	Credit Card Charge	01/31/2023	010423	Timely - CMPL Credit Card	200.00	230.00
	Credit Card Charge	01/31/2023	012323	LOOMLY - CMPL Credit Card	300.00	530.00
	Credit Card Charge	01/31/2023	011623	Simplify3D - CMPL Credit Card	59.00	589.00
	Credit Card Charge	02/01/2023	020123	Liberated Syndication - CMPL Credit Card	7.00	596.00
	Bill	02/17/2023	CW209647	COMWARE	10,542.00	11,138.00
Total 10-5831 - Rep Hrdwre/Sftwre - Admin					11,138.00	11,138.00
Total 10-5830 - Replacement Hardware/Software					11,138.00	11,138.00
<b>10-5860 - Internet</b>						
	Bill	02/17/2023	29538	COMPUTER VIEW, INC.	450.00	450.00
	Bill	02/17/2023	S660366366-23032	AT&T	711.46	1,161.46
	Bill	02/17/2023	165601611	COMCAST	921.00	2,082.46
Total 10-5860 - Internet					2,082.46	2,082.46

COOK MEMORIAL PUBLIC LIBRARY DISTRICT

**Bills Paid Report**

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	Type	Date	Num	Name	Paid Amount	Balance
Total 10-5800 - Computer Operations					13,270.46	13,270.46
<b>10-5900 - Utilities</b>						
<b>10-5910 - Electricity</b>						
<b>10-5911 - Electricity - Aspen</b>						
	Bill	02/17/2023	64254638901	CONSTELLATION NEW ENERGY, INC.	4,229.03	4,229.03
Total 10-5911 - Electricity - Aspen					4,229.03	4,229.03
<b>10-5912 - Electricity - Cook Park</b>						
	Bill	02/17/2023	64254580201	CONSTELLATION NEW ENERGY, INC.	4,779.51	4,779.51
Total 10-5912 - Electricity - Cook Park					4,779.51	4,779.51
Total 10-5910 - Electricity					9,008.54	9,008.54
<b>10-5920 - Gas</b>						
<b>10-5921 - Gas - Aspen</b>						
	Bill	02/17/2023	3639078	CONSTELLATION NATURAL GAS	463.20	463.20
Total 10-5921 - Gas - Aspen					463.20	463.20
<b>10-5922 - Gas - Cook Park</b>						
	Bill	02/17/2023	3639078	CONSTELLATION NATURAL GAS	1,379.77	1,379.77
Total 10-5922 - Gas - Cook Park					1,379.77	1,379.77
Total 10-5920 - Gas					1,842.97	1,842.97
<b>10-5930 - Water</b>						
<b>10-5931 - Water - Aspen</b>						
	General Journal	02/08/2023	3386	LAKE COUNTY DEPARTMENT OF PUBLI	-943.98	-943.98
	Bill	02/08/2023	102322-122322	LAKE COUNTY DEPARTMENT OF PUBLI	360.78	-583.20
	Bill	02/08/2023	102322-122322	LAKE COUNTY DEPARTMENT OF PUBLI	943.98	360.78
Total 10-5931 - Water - Aspen					360.78	360.78
Total 10-5930 - Water					360.78	360.78
Total 10-5900 - Utilities					11,212.29	11,212.29
<b>10-6000 - Telephone</b>						
<b>10-6010 - Telephone</b>						
	Bill	01/30/2023	012323-022223	COMCAST	305.28	305.28
	Bill	02/17/2023	15539	PEERLESS NETWORK, INC.	1,117.01	1,422.29
Total 10-6010 - Telephone					1,422.29	1,422.29
<b>10-6020 - Bookmobile - Telephone</b>						
	Bill	01/30/2023	9925546137	VERIZON WIRELESS SERVICES LLC	155.11	155.11
Total 10-6020 - Bookmobile - Telephone					155.11	155.11
Total 10-6000 - Telephone					1,577.40	1,577.40
<b>10-6100 - Postage</b>						
	Bill	01/31/2023	50271857 - 013123	PITNEY BOWES - RESERVE ACCOUNT	1,000.00	1,000.00
Total 10-6100 - Postage					1,000.00	1,000.00
<b>10-6200 - Maintenance</b>						
<b>10-6210 - Janitorial Service</b>						
<b>10-6211 - Janitorial Service - Aspen</b>						

COOK MEMORIAL PUBLIC LIBRARY DISTRICT

**Bills Paid Report**

January 14 through February 17, 2023

Type	Date	Num	Name	Paid Amount	Balance
Bill	02/17/2023	C23145	COMPLETE CLEANING COMPANY, INC.	2,381.83	2,381.83
Total 10-6211 · Janitorial Service - Aspen				2,381.83	2,381.83
<b>10-6212 · Janitorial Service - Cook Park</b>					
Bill	02/17/2023	C23145	COMPLETE CLEANING COMPANY, INC.	3,818.89	3,818.89
Total 10-6212 · Janitorial Service - Cook Park				3,818.89	3,818.89
Total 10-6210 · Janitorial Service				6,200.72	6,200.72
<b>10-6230 · Snow Removal</b>					
<b>10-6231 · Snow Removal - Aspen</b>					
Bill	02/17/2023	99996	JAMES MARTIN ASSOCIATES, INC.	633.00	633.00
Bill	02/17/2023	100149	JAMES MARTIN ASSOCIATES, INC.	211.00	844.00
Bill	02/17/2023	100077	JAMES MARTIN ASSOCIATES, INC.	422.00	1,266.00
Total 10-6231 · Snow Removal - Aspen				1,266.00	1,266.00
<b>10-6232 · Snow Removal - Cook Park</b>					
Bill	02/17/2023	99997	JAMES MARTIN ASSOCIATES, INC.	264.00	264.00
Bill	02/17/2023	100150	JAMES MARTIN ASSOCIATES, INC.	88.00	352.00
Total 10-6232 · Snow Removal - Cook Park				352.00	352.00
Total 10-6230 · Snow Removal				1,618.00	1,618.00
<b>10-6240 · Trash Removal</b>					
<b>10-6242 · Trash Removal - Cook Park</b>					
General Journal	01/31/2023	3385	GROOT INDUSTRIES, INC.	228.55	228.55
Total 10-6242 · Trash Removal - Cook Park				228.55	228.55
Total 10-6240 · Trash Removal				228.55	228.55
<b>10-6250 · Miscellaneous</b>					
<b>10-6251 · Misc. Maintenance - Aspen</b>					
Bill	02/17/2023	6157	AMS OF NORTHERN ILLINOIS	198.00	198.00
Total 10-6251 · Misc. Maintenance - Aspen				198.00	198.00
<b>10-6252 · Misc. Maintenance - Cook Park</b>					
Bill	01/30/2023	6735	VILLAGE-LIBERTYVILLE	103.00	103.00
Bill	02/17/2023	HGRG767	IRON MOUNTAIN INCORPORATED	258.78	361.78
Bill	02/17/2023	015600CS332718	AMBIUS, LLC (19)	374.98	736.76
Bill	02/17/2023	6157	AMS OF NORTHERN ILLINOIS	149.00	885.76
Total 10-6252 · Misc. Maintenance - Cook Park				885.76	885.76
Total 10-6250 · Miscellaneous				1,083.76	1,083.76
Total 10-6200 · Maintenance				9,131.03	9,131.03
<b>10-6300 · Repair</b>					
<b>10-6320 · Building &amp; Grounds Repairs</b>					
<b>10-6322 · Building Repairs - Cook Park</b>					
Bill	02/17/2023	12613	METALMASTER ROOFMASTER INC	729.00	729.00
Total 10-6322 · Building Repairs - Cook Park				729.00	729.00
Total 10-6320 · Building & Grounds Repairs				729.00	729.00
<b>10-6330 · Mechanical Repairs</b>					



COOK MEMORIAL PUBLIC LIBRARY DISTRICT

**Bills Paid Report**

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	Type	Date	Num	Name	Paid Amount	Balance
<b>10-6331 - Mechanical Repairs - Aspen</b>						
	General Journal	01/23/2023	3377	VILLAGE-VERNON	-185.00	-185.00
	Bill	01/30/2023	ASPEN HCRS - 0922 B	VILLAGE-VERNON	185.00	0.00
Total 10-6331 - Mechanical Repairs - Aspen					0.00	0.00
<b>10-6332 - Mechanical Repairs - Cook Park</b>						
	Bill	02/17/2023	1-127315253786	JOHNSON CONTROLS, INC.	645.00	645.00
Total 10-6332 - Mechanical Repairs - Cook Park					645.00	645.00
Total 10-6330 - Mechanical Repairs					645.00	645.00
<b>10-6340 - Service Contracts-Mech. &amp; Bldg.</b>						
<b>10-6341 - Service Contracts - Aspen</b>						
	Bill	01/20/2023	20 - NOVEMBER 22	VILLAGE-VERNON	273.00	273.00
	Bill	01/30/2023	7100506275 111022	SCHINDLER ELEVATOR CORPORATION	554.28	827.28
	Bill	02/17/2023	CO10759	SHERMAN MECHANICAL, INC.	1,453.50	2,280.78
Total 10-6341 - Service Contracts - Aspen					2,280.78	2,280.78
<b>10-6342 - Service Contracts - Cook Park</b>						
	Bill	01/30/2023	7153635215	SCHINDLER ELEVATOR CORPORATION	782.91	782.91
	Bill	02/17/2023	1-125958112759	JOHNSON CONTROLS, INC.	3,190.00	3,972.91
	Bill	02/17/2023	CO10731	SHERMAN MECHANICAL, INC.	2,160.00	6,132.91
Total 10-6342 - Service Contracts - Cook Park					6,132.91	6,132.91
Total 10-6340 - Service Contracts-Mech. & Bldg.					8,413.69	8,413.69
Total 10-6300 - Repair					9,787.69	9,787.69
<b>10-6500 - Professional Services</b>						
<b>10-6510 - Accounting Services</b>						
	Bill	02/17/2023	70522	LAUTERBACH & AMEN, LLP	14,200.00	14,200.00
Total 10-6510 - Accounting Services					14,200.00	14,200.00
<b>10-6520 - Legal Services</b>						
	Bill	02/17/2023	231312	KLEIN, THORPE AND JENKINS, LTD.	698.30	698.30
	Bill	02/17/2023	231629	KLEIN, THORPE AND JENKINS, LTD.	157.50	855.80
Total 10-6520 - Legal Services					855.80	855.80
<b>10-6540 - Payroll Processing</b>						
	General Journal	01/27/2023	3380		721.71	721.71
	General Journal	02/10/2023	3387		1,086.00	1,807.71
	General Journal	02/10/2023	3387		404.23	2,211.94
Total 10-6540 - Payroll Processing					2,211.94	2,211.94
Total 10-6500 - Professional Services					17,267.74	17,267.74
<b>10-6600 - Improvements</b>						
<b>10-6650 - Copiers &amp; Other Leased Equip</b>						
	Bill	01/30/2023	41597736	KONICA MINOLTA	1,041.77	1,041.77
	Bill	02/17/2023	41674529	KONICA MINOLTA	1,041.77	2,083.54
Total 10-6650 - Copiers & Other Leased Equip					2,083.54	2,083.54
Total 10-6600 - Improvements					2,083.54	2,083.54

COOK MEMORIAL PUBLIC LIBRARY DISTRICT

**Bills Paid Report**

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	Type	Date	Num	Name	Paid Amount	Balance
<b>10-6700 · Community Relations</b>						
<b>10-6710 · Newsletter</b>						
	Bill	02/07/2023	SPRING 2023	U.S. POSTMASTER	2,575.40	2,575.40
Total 10-6710 · Newsletter					2,575.40	2,575.40
<b>10-6712 · Graphics</b>						
	Credit Card Charge	01/31/2023	011323	Adobe Stock - CMPL Credit Card	29.99	29.99
Total 10-6712 · Graphics					29.99	29.99
<b>10-6720 · Programming - Adult</b>						
<b>10-6721 · Programs - Performances</b>						
	Bill	01/30/2023	MEDITATION-NOV 18 22	HINSON, HAILEY AHANNA	40.00	40.00
	Bill	02/06/2023	FEBRUARY 6, 2023	LUCKY ENTERTAINMENT	125.00	165.00
	Bill	02/17/2023	FEBRUARY 23, 2023	BRADFORD, BARRY	250.00	415.00
	Bill	02/17/2023	FEBRUARY 18, 2023A	PERIWINKLE ART STUDIO	250.00	665.00
	Bill	02/17/2023	FEBRUARY 18, 2023B	PERIWINKLE ART STUDIO	250.00	915.00
	Bill	02/17/2023	FEBRUARY 28, 2023	PRACHT, ANDREA	250.00	1,165.00
	Bill	02/17/2023	FEBRUARY 21, 2023	TENUTO, JOHN	300.00	1,465.00
	Bill	02/17/2023	MARCH 12, 2023	GARY E. MIDKIFF & COMPANY	210.00	1,675.00
	Bill	02/17/2023	MARCH 6, 2023	LUCKY ENTERTAINMENT	125.00	1,800.00
	Bill	02/17/2023	MARCH 9, 2023	ALEXANDER, GREGORY	200.00	2,000.00
	Bill	02/17/2023	MARCH 11, 2023	BENSON, RAYMOND	300.00	2,300.00
	Bill	02/17/2023	MARCH 14, 2023	FOGEL, DAN	187.00	2,487.00
	Bill	02/17/2023	MARCH 21, 2023	GIBBONS, JIM	250.00	2,737.00
	Bill	02/17/2023	MARCH 11, 2023	GIRE, DANN	300.00	3,037.00
	Bill	02/17/2023	MARCH 14, 2023	MADDOX, SUSAN K.	350.00	3,387.00
	Bill	02/17/2023	BASIC YOGA CLASSES	ORINOCO FITNESS	210.00	3,597.00
Total 10-6721 · Programs - Performances					3,597.00	3,597.00
<b>10-6725 · Genealogy</b>						
	Bill	02/17/2023	MARCH 16, 2023	DUDEK, DEBRA	125.00	125.00
Total 10-6725 · Genealogy					125.00	125.00
<b>10-6726 · Computer</b>						
	Bill	02/17/2023	FEBRUARY 20, 2023	MONTANO, ESTEVAN	150.00	150.00
	Bill	02/17/2023	FEBRUARY 15, 2023	MONTANO, ESTEVAN	150.00	300.00
	Bill	02/17/2023	FEBRUARY 22, 2023	MONTANO, ESTEVAN	150.00	450.00
	Bill	02/17/2023	MARCH 6, 2023	MONTANO, ESTEVAN	150.00	600.00
	Bill	02/17/2023	MARCH 13, 2023	MONTANO, ESTEVAN	150.00	750.00
Total 10-6726 · Computer					750.00	750.00
Total 10-6720 · Programming - Adult					4,472.00	4,472.00
<b>10-6740 · Programming - Children's</b>						
	Bill	01/30/2023	005089 011823	SAM'S CLUB DIRECT	75.36	75.36
	Credit Card Charge	01/31/2023	010523	Amazon Marketplace.com - CMPL Credit C	6.99	82.35
	Credit Card Charge	01/31/2023	011223	Amazon Marketplace.com - CMPL Credit C	8.87	91.22

COOK MEMORIAL PUBLIC LIBRARY DISTRICT

**Bills Paid Report**

January 14 through February 17, 2023

Type	Date	Num	Name	Paid Amount	Balance
Credit Card Charge	01/31/2023	012523	Amazon Marketplace.com - CMPL Credit C	10.99	102.21
Credit Card Charge	01/31/2023	011223	Amazon Marketplace.com - CMPL Credit C	12.98	115.19
Credit Card Charge	01/31/2023	011823	Amazon Marketplace.com - CMPL Credit C	13.98	129.17
Credit Card Charge	01/31/2023	012523	Oriental Trading Co - CMPL Credit Card	26.98	156.15
Credit Card Charge	01/31/2023	011223	Joann Fabrics - CMPL Credit Card	36.19	192.34
Credit Card Charge	01/31/2023	011223	Amazon Marketplace.com - CMPL Credit C	41.97	234.31
Credit Card Charge	01/31/2023	010523	Dollar Tree - CMPL Credit Card	47.84	282.15
Credit Card Charge	01/31/2023	011823	Smilemakers - CMPL Credit Card	53.63	335.78
Credit Card Charge	01/31/2023	011823	Amazon Marketplace.com - CMPL Credit C	58.97	394.75
Credit Card Charge	01/31/2023	012523	Amazon Marketplace.com - CMPL Credit C	138.64	533.39
Credit Card Charge	01/31/2023	012023	Amazon Marketplace.com - CMPL Credit C	167.84	701.23
Credit Card Charge	01/31/2023	012523	Amazon Marketplace.com - CMPL Credit C	7.95	709.18
Credit Card Charge	01/31/2023	011223	Amazon Marketplace.com - CMPL Credit C	38.19	747.37
Credit Card Charge	01/31/2023	010523	Amazon Marketplace.com - CMPL Credit C	141.71	889.08
Credit Card Charge	01/31/2023	011823	Amazon Marketplace.com - CMPL Credit C	161.40	1,050.48
Bill	02/17/2023	FEBRUARY 25, 2023	GADDAM, SRIHARI	200.00	1,250.48
Bill	02/17/2023	JAN 31 & FEB 28 2023	RAINBOW ASSISTED	200.00	1,450.48
Total 10-6740 · Programming - Children's				1,450.48	1,450.48
<b>10-6760 · Promotions/Prizes</b>					
<b>10-6763 · Promotions/Prizes - Children's</b>					
Credit Card Charge	01/31/2023	012623	Amazon Marketplace.com - CMPL Credit C	269.70	269.70
Total 10-6763 · Promotions/Prizes - Children's				269.70	269.70
<b>10-6770 · Promotions/Prizes - YA</b>					
Credit Card Charge	01/31/2023	012623	Amazon Marketplace.com - CMPL Credit C	85.93	85.93
Bill	02/17/2023	2037303003	BAKER & TAYLOR - L5588902	71.66	157.59
Total 10-6770 · Promotions/Prizes - YA				157.59	157.59
Total 10-6760 · Promotions/Prizes				427.29	427.29
<b>10-6780 · Digital Studios</b>					
<b>10-6781 · Digital Studios - Equipment</b>					
Credit Card Charge	01/31/2023	011823	Amazon Marketplace.com - CMPL Credit C	9.99	9.99
Credit Card Charge	01/31/2023	011823	Amazon Marketplace.com - CMPL Credit C	19.99	29.98
Credit Card Charge	01/31/2023	010423	Amazon Marketplace.com - CMPL Credit C	21.68	51.66
Credit Card Charge	01/31/2023	012023	Partsbuilt.com - CMPL Credit Card	26.53	78.19
Credit Card Charge	01/31/2023	011723	Amazon Marketplace.com - CMPL Credit C	47.99	126.18
Credit Card Charge	01/31/2023	011823	Microswiss - CMPL Credit Card	55.50	181.68
Credit Card Charge	01/31/2023	011223	Amazon Marketplace.com - CMPL Credit C	10.98	192.66
Total 10-6781 · Digital Studios - Equipment				192.66	192.66
Total 10-6780 · Digital Studios				192.66	192.66
<b>10-6790 · Workshops</b>					
<b>10-6792 · Workshops - Software</b>					
Credit Card Charge	01/31/2023	011523	Cricut - CMPL Credit Card	9.99	9.99

COOK MEMORIAL PUBLIC LIBRARY DISTRICT

Bills Paid Report

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	Type	Date	Num	Name	Paid Amount	Balance
Total 10-6792 · Workshops - Software					9.99	9.99
<b>10-6793 · Workshops - Programs/Classes</b>						
	General Journal	01/23/2023	3377	MURROW, JOE	-40.37	-40.37
	Bill	01/30/2023	MICHAELS-APR-JULY B	MURROW, JOE	40.37	0.00
	Credit Card Charge	01/31/2023	011723	Blick Art - CMPL Credit Card	17.94	17.94
	Credit Card Charge	01/31/2023	011723	Sculpeyproducts.com - CMPL Credit Card	36.67	54.61
	Credit Card Charge	01/31/2023	011223	Amazon Marketplace.com - CMPL Credit C	29.98	84.59
	Credit Card Charge	01/31/2023	010323	Amazon Marketplace.com - CMPL Credit C	47.27	131.86
	Credit Card Charge	01/31/2023	011723	Blick Art - CMPL Credit Card	71.76	203.62
	Credit Card Charge	01/31/2023	011223	Amazon Marketplace.com - CMPL Credit C	119.75	323.37
	Credit Card Charge	01/31/2023	011223	Walmart.com - CMPL Credit Card	148.50	471.87
	Credit Card Charge	01/31/2023	011223	Amazon Marketplace.com - CMPL Credit C	200.36	672.23
	Credit Card Charge	01/31/2023	011223	Amazon Marketplace.com - CMPL Credit C	253.33	925.56
	Credit Card Credit	01/31/2023	011723	Amazon Marketplace.com - CMPL Credit C	-71.31	854.25
	Credit Card Charge	02/01/2023	013123	Amazon Marketplace.com - CMPL Credit C	54.49	908.74
Total 10-6793 · Workshops - Programs/Classes					908.74	908.74
<b>10-6794 · Workshops - Supplies</b>						
	General Journal	01/23/2023	3377	MURROW, JOE	-22.90	-22.90
	Bill	01/30/2023	MICHAELS-APR-JULY B	MURROW, JOE	22.90	0.00
	Credit Card Charge	01/31/2023	011223	American Button Machines-CMPL Credit C	77.88	77.88
Total 10-6794 · Workshops - Supplies					77.88	77.88
Total 10-6790 · Workshops					996.61	996.61
Total 10-6700 · Community Relations					10,144.43	10,144.43
<b>20-8210 · Employer IMRF Disbursements</b>						
	General Journal	01/27/2023	3379		14,157.09	14,157.09
	General Journal	02/10/2023	3388		14,296.22	28,453.31
Total 20-8210 · Employer IMRF Disbursements					28,453.31	28,453.31
<b>20-8250 · Employer Soc Security Tax Disb</b>						
	General Journal	01/27/2023	3379		14,412.23	14,412.23
	General Journal	02/10/2023	3388		14,389.19	28,801.42
Total 20-8250 · Employer Soc Security Tax Disb					28,801.42	28,801.42
Total Expense					702,140.15	702,140.15
Net Ordinary Income					-670,294.01	-670,294.01
<b>Other Income/Expense</b>						
<b>Other Expense</b>						
<b>50-8500 · Trust Disbursements</b>						
<b>50-8510 · Other Trust Disbursements</b>						
	Bill	01/30/2023	AMAZON - 011123	LARSON, ANDREA	35.98	35.98
Total 50-8510 · Other Trust Disbursements					35.98	35.98
Total 50-8500 · Trust Disbursements					35.98	35.98
<b>60-9800 · Special Reserve Disbursements</b>						

**COOK MEMORIAL PUBLIC LIBRARY DISTRICT**  
**Bills Paid Report**  
 January 14 through February 17, 2023

	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Paid Amount</u>	<u>Balance</u>
<b>60-9809 - Aspen - Paver/Front Entrance</b>						
	Bill	02/17/2023	21-171-18R	FEATHERSTONE, INC.	2,760.00	2,760.00
Total 60-9809 - Aspen - Paver/Front Entrance					<u>2,760.00</u>	<u>2,760.00</u>
<b>60-9813 - Cook Park - Window Replacement</b>						
	Bill	02/17/2023	APP NO: 2 - DEC-JAN	ASCHER BROTHERS CO., INC.	3,514.50	3,514.50
	Bill	02/17/2023	APP NO: 2 - DEC-JAN	MANUSOS GENERAL CONTRACTING, IN	42,790.22	46,304.72
	Bill	02/17/2023	APP NO: 2 - DEC-JAN	NATIONAL WRECKING COMPANY	4,992.00	51,296.72
	Bill	02/17/2023	APP NO: 3 - DEC-JAN	POWERLINK ELECTRIC	13,128.16	64,424.88
	Bill	02/17/2023	APP NO: 6 - DEC-JAN	PRIME ARCHITECTURAL METAL AND GI	62,965.95	127,390.83
	Bill	02/17/2023	21-171-18R	FEATHERSTONE, INC.	11,325.05	138,715.88
	Bill	02/17/2023	21-171-17	FEATHERSTONE, INC.	22,620.00	161,335.88
	Bill	02/17/2023	1650.0565 - 120422	PRODUCT ARCHITECTURE + DESIGN	2,000.00	163,335.88
Total 60-9813 - Cook Park - Window Replacement					<u>163,335.88</u>	<u>163,335.88</u>
Total 60-9800 - Special Reserve Disbursements					<u>166,095.88</u>	<u>166,095.88</u>
Total Other Expense					<u>166,131.86</u>	<u>166,131.86</u>
Net Other Income					<u>-166,131.86</u>	<u>-166,131.86</u>
<b>Net Income</b>					<u><b>-836,425.87</b></u>	<u><b>-836,425.87</b></u>

Cont. #	Contract	Original Contract	Extra To Contract	Adjusted Contract	Work Completed To Date	Total Retained	Net Amount Earned	Previously Paid	Net Amount Due	Balance Due
01	Demolition	39,899.00	3,252.10	43,151.10	43,151.10	0.00	43,151.10	38,159.10	4,992.00	0.00
02	Carpentry / Drywall / Plaster / Acoustical Ceilings	80,337.00	5,092.07	85,429.07	85,429.07	0.00	85,429.07	42,638.85	42,790.22	0.00
03	Storefronts / Glass and Glazing	203,980.00	11,296.55	215,276.55	215,276.55	0.00	215,276.55	152,310.60	62,965.95	0.00
04	Painting	4,190.00	625.00	4,815.00	4,815.00	0.00	4,815.00	1,300.50	3,514.50	0.00
05	Electrical	95,100.00	8,059.53	103,159.53	103,159.53	0.00	103,159.53	90,031.37	13,128.16	0.00
06	Earthwork	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
07	Asphalt Paving	27,855.00	(27,405.00)	450.00	450.00	0.00	450.00	450.00	0.00	0.00
08	Concrete Paving / Curbs and Gutters	37,640.00	16,559.88	54,199.88	54,199.88	0.00	54,199.88	54,199.88	0.00	0.00
09	Landscaping	54,000.00	3,053.44	57,053.44	57,053.44	0.00	57,053.44	57,053.44	0.00	0.00
	Subtotal:	543,001.00	20,533.57	563,534.57	563,534.57	0.00	563,534.57	436,143.74	127,390.83	0.00
100	General Conditions	53,613.92	(32,262.70)	21,351.22	21,351.22	0.00	21,351.22	7,266.17	14,085.05	0.00
101	Contingency	106,926.49	(21,128.65)	85,797.84	0.00	0.00	0.00	0.00	0.00	85,797.84
	Subtotal:	160,540.41	(53,391.35)	107,149.06	21,351.22	0.00	21,351.22	7,266.17	14,085.05	85,797.84
	Total Hard Cost:	703,541.41	(32,857.78)	670,683.63	584,885.79	0.00	584,885.79	443,409.91	141,475.88	85,797.84
102	Owner Purchase / FFE	7,149.53	0.00	7,149.53	0.00	0.00	0.00	0.00	0.00	7,149.53
103	Architects or Engineers	64,300.00	2,000.00	66,300.00	66,300.00	0.00	66,300.00	66,300.00	0.00	0.00
104	Construction Manager	94,849.00	15,120.00	109,969.00	109,969.00	0.00	109,969.00	87,349.00	22,620.00	0.00
	Subtotal Soft Cost:	166,298.53	17,120.00	183,418.53	176,269.00	0.00	176,269.00	153,649.00	22,620.00	7,149.53
	Total Project Cost:	869,839.94	(15,737.78)	854,102.16	761,154.79	0.00	761,154.79	597,058.91	164,095.88	92,947.37



# Cook Memorial Public Library District

## Librarian's Statistical Report - Page 1

### January 2023

### 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.

	January 2022			January 2023			Percent Change
	Juvenile	Adult	Total	Juvenile	Adult	Total	
Cook Memorial Public Library District	7,369	30,514	37,883	7,184	32,136	39,320	3.79%
Reciprocal Borrowing Patrons	389	5,453	5,842	376	5,728	6,104	4.48%
<b>Total</b>	<b>7,758</b>	<b>35,967</b>	<b>43,725</b>	<b>7,560</b>	<b>37,864</b>	<b>45,424</b>	<b>3.89%</b>

### Visitors

	January 2022	January 2023	Percent Change	FY 2022 To Date	FY 2023 To Date	Percent Change
	Aspen Drive Library	9,900	14,771	49.20%	73,034	89,501
Drive-Up	475	428	-9.89%	1,494	2,704	80.99%
Cook Park Library	11,850	15,533	31.08%	88,439	113,835	28.72%
Drive-Up	1,580	1,293	-18.16%	9,831	8,647	-12.04%
Outreach	338	897	165.38%	4,061	5,127	26.25%
<b>Total</b>	<b>24,143</b>	<b>32,922</b>	<b>36.36%</b>	<b>176,859</b>	<b>219,814</b>	<b>24.29%</b>

### Program Attendance

	January 2022	January 2023	Percent Change	FY 2022 To Date	FY 2023 To Date	Percent Change
Adult	1,428	1,257	-11.97%	6,676	6,732	0.84%
Juvenile	1,189	2,699	127.00%	6,775	17,074	152.01%
Young Adult	19	1,048	5415.79%	391	6,314	1514.83%
	2,636	5,004	89.83%	13,842	30,120	117.60%

### Special Services

	January 2022	January 2023	Percent Change	FY 2022 To Date	FY 2023 To Date	Percent Change
Reference Questions	3,972	6,073	52.90%	27,039	35,388	30.88%
Technology Questions	621	772	24.32%	4,406	5,604	27.19%
Library App Users	538	775	44.05%	3,353	4,968	48.17%
Online Databases*	4,037	6,407	58.71%	24,638	28,670	16.36%
www.cooklib.org	92,083	101,541	10.27%	573,010	705,889	23.19%
Holds Placed	16,657	15,480	-7.07%	100,976	92,012	-8.88%
Holds Filled	13,747	12,708	-7.56%	90,899	79,897	-12.10%
Homebound Items Delivered	495	646	30.51%	3,482	4,301	23.52%

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

### Collection Size

	January 2022					January 2023					Percent Change
	Juvenile	Adult	Other	Total	Percent of Total	Juvenile	Adult	Other	Total	Percent of Total	
Aspen Drive Library	48,999	43,345		92,344	33.76%	50,544	43,348		93,892	34.22%	1.68%
Cook Park Library	56,302	108,779	143	165,224	60.41%	58,322	105,939	150	164,411	59.92%	-0.49%
Outreach	12,838	3,097	13	15,948	5.83%	13,106	2,940	13	16,059	5.85%	0.70%
<b>Total</b>	<b>118,139</b>	<b>155,221</b>	<b>156</b>	<b>273,516</b>		<b>121,972</b>	<b>152,227</b>	<b>163</b>	<b>274,362</b>		<b>0.31%</b>

## Librarian's Statistical Report - January 2023 - Page 2

### Circulation

	January 2022				January 2023				Percent Change
	Adult	Juvenile	Other	Total	Adult	Juvenile	Other	Total	
Fiction	10,260	20,946		31,206	9,970	22,237		32,207	3.21%
Foreign Language	247	183		430	211	281		492	14.42%
Large Type	1,442	25		1,467	1,600	14		1,614	10.02%
Nonfiction	6,997	4,995		11,992	7,893	6,166		14,059	17.24%
Periodicals	1,485	65		1,550	1,051	104		1,155	-25.48%
<b>Subtotal Print</b>	<b>20,431</b>	<b>26,214</b>		<b>46,645</b>	<b>20,725</b>	<b>28,802</b>		<b>49,527</b>	<b>6.18%</b>
Bags and Containers			25	25			19	19	-24.00%
Equipment	105	1		106	181			181	70.75%
Interlibrary Loan			115	115			135	135	17.39%
LINKin	1,108			1,108	1,057			1,057	-4.60%
Multimedia		239		239		377		377	57.74%
Other			5	5			17	17	240.00%
<b>Subtotal Other</b>	<b>1,213</b>	<b>240</b>	<b>145</b>	<b>1,598</b>	<b>1,238</b>	<b>377</b>	<b>171</b>	<b>1,786</b>	<b>11.76%</b>
eAudiobooks			5,158	5,158			6,197	6,197	20.14%
eBooks			7,737	7,737			7,922	7,922	2.39%
eMagazines			348	348			201	201	-42.24%
eMusic			239	239			261	261	9.21%
eVideo			1,140	1,140			989	989	-13.25%
<b>Subtotal Downloadables</b>			<b>14,622</b>	<b>14,622</b>			<b>15,570</b>	<b>15,570</b>	<b>6.48%</b>
Audiobooks	536	487		1,023	517	438		955	-6.65%
Compact Discs	1,578	397		1,975	1,262	307		1,569	-20.56%
DVDs, Blu-Ray	9,328	2,736		12,064	8,538	2,569		11,107	-7.93%
Video Games	422	758		1,180	562	776		1,338	13.39%
<b>Subtotal Audiovisual</b>	<b>11,864</b>	<b>4,378</b>		<b>16,242</b>	<b>10,879</b>	<b>4,090</b>		<b>14,969</b>	<b>-7.84%</b>
<b>Grand Total All Agencies</b>	<b>33,508</b>	<b>30,832</b>	<b>14,767</b>	<b>79,107</b>	<b>32,842</b>	<b>33,269</b>	<b>15,741</b>	<b>81,852</b>	<b>3.47%</b>

### Agency Subtotals

	January 2022	January 2023	Percent Change	FY 2022 To Date	FY 2023 To Date	Percent Change
Downloadables	14,622	15,535	6.24%	96,175	98,903	2.84%
Aspen Drive Library	18,909	19,820	4.82%	127,459	125,805	-1.30%
Cook Park Library	41,913	43,376	3.49%	298,970	290,115	-2.96%
Outreach	3,663	3,086	-15.75%	22,457	24,490	9.05%
<b>Total</b>	<b>79,107</b>	<b>81,817</b>	<b>3.43%</b>	<b>545,061</b>	<b>539,313</b>	<b>-1.05%</b>





# Report of the Director February 2023

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David Archer, Library Director

## **First Amendment Audits**

Over the past several years, government entities - including libraries - have been encountering people entering public spaces to take photographs and/or record employees, members of the public, and buildings and grounds. The purpose of these "First Amendment Audits," as they are commonly referred to, is to identify government policies and practices that allegedly infringe on an individual's constitutionally-protected right to take photographs and videos in public places.

Courts have held that taking photographs or videos inside a public building is generally within the First Amendment's guarantee of speech and press rights.

Staff have received training on how to handle these audits. We recently had what was likely a 'first amendment audit' at both library locations which was uneventful and handled very well by staff. The patron visited several public areas of the library, walking around recording. He was polite and staff greeted him when he entered and said goodbye when he left as they would with any other patron.

According to the Library's Use of the Library Policy:

- Permission is not required for taking photographs or videos in public areas of Library buildings for personal, noncommercial use. Taking photographs and videos outside of Library buildings and/or of Library grounds also does not require permission. Photography must not interfere with staff and/or patron use of, or access to, the building.
- Taking photographs or videos of, or in, areas reserved for staff use only is prohibited as well as in bathrooms.
- The use of tripods, lights, or other specialized equipment must be made at least one business day in advance.
- Persons taking photographs and videos can't harass, intimidate, or threaten a patron or staff.

## **Remote Board Meetings After May 11, 2023**

From Municipal Minute Newsletter, authored by attorney Julie Tappendorf of Ancel Glink:

The Governor has announced his intention not to renew the COVID-19 disaster declaration beyond April, letting it expire on May 11, 2023. This means that as of May 11, 2023, public bodies will no longer be able to conduct remote meetings under the current "public health" provision contained in section 7(e) of the Open Meetings Act.

There have been a few bills proposed in the Illinois General Assembly that would expand the "public health" provision of the OMA to authorize the "chief elected or appointed official" of the public body to make a determination that an in-person meeting would pose a risk to the health or safety of the members of the public body or the public rather than requiring that a state-issued disaster declaration be in place. See Senate Bill 103 and House Bill 1408. You may recall that similar legislation was introduced last session but was never adopted. We will keep our readers posted on the bills as they move through this session.

Of course, individual members of public bodies can still attend meetings electronically under the provisions of 7(a)-(d) of the OMA, so long as the public body has adopted a policy authorizing remote attendance and the member meets the statutory eligibility requirements for attending the meeting electronically.

### **Odds & Ends from Library Staff**

1. Popular Services Manager Andrea Larson: We have 245 participants registered in our annual Adult Winter Reading Club, shattering last year's record of 57 participants. This program, which runs from January–March, encourages patrons to broaden their reading horizons and read a new book each month. The increase was driven in part by improved communications and strong buzz on social media when it was shared by the Libertyville Book Club on Facebook. The grand prize is a \$100 Amazon gift card.
2. Technology Librarian Nate Gass: The website team recently had a kickoff meeting with our developer and delivered enough information for them to start developing sample templates for the new website. The web team has also been auditing our current website's pages, interviewing department heads about needs, surveying staff, evaluating how the website's organization can improve to fit into strategic plan goals, and researching library website trends. This is all still part of the beginning phase and we are looking forward to more opportunity for patron input and user testing to ensure the new website fits the needs of the library.
3. Local History Librarian, Jenny Barry: I co-presented with Libertyville Historical Society board member Pamela Krueger at the 8th annual Lake County History Symposium sponsored by the Bess Bower Dunn Museum of Lake County on January 19. An expanded version of their presentation "Stay: The History of Libertyville Hotels" will be presented Monday, February 20 as part of the Historical Society's History Matter's series which is hosted by the Library.
4. Circulation Supervisor Libby Heumann: Circulation has been having good success with high-value billing (bills for long-overdue materials valued at \$65 or more.) Lori Carnes is corresponding with these patrons by email on the same day the custom mailed letter goes out. In many cases, the items come back the same day. This has reduced the amount of time spent on follow-up and helped get the items back in circulation.
5. Genealogy Librarian Sonia Schoenfield: We have gotten quite a few obituary requests lately. Genealogy researchers (usually not local) either find and search our online obituary index and ask us for a copy, or they will contact us asking for information on their Libertyville area ancestors. I will then look up the obituary in our microfilm, clean up the image, and email the obituary to them. Our digital microfilm readers make this very easy to do.

An interesting sidebar: About once a week we get requests from people who are researching their Cook County ancestors. Turns out that when you Google "Cook County public library" we come up first, even before Chicago Public Library! We have gotten so many Cook County obituary requests that we put together a blog post on how people can research their Cook County ancestors. This helps us steer people to better resources than we have.

6. Bronwyn Sill, Communications Coordinator: Our spring newsletter will arrive in 21,000 District mailboxes the weekend of February 17. The theme of the newsletter, and National Library Week, is "There's More to the Story" which lends itself well to our Strategic Plan goal of strengthening how the Library tells its story. Pop-up demos are being planned for National Library Week (April 23-29) to highlight Library services, materials, and tips on how to get the most out of the Library.

With lots of input and help from various staff members from Popular Services, Reference, and Children's, a Black History Month blog post was created highlighting reading and watching recommendations, book reviews, databases and other staff-curated lists. Going forward, this will be our template for sharing material, resources, and tidbits for other history/heritage/awareness months.

7. Senior Manager of Adult and High School Services Jennifer Plohr: Two-hundred patrons have registered for AARP tax preparation appointments over the course of 10 weeks (Thursdays, through April 13). The Library has partnered with AARP on tax assistance for seniors and low-to moderate-income taxpayers for many years.
8. Digital Services Librarian Lindsay Barber-Peddycoart: We've added a Kids' eLibrary page to the website to help guide parents and kids towards collections available through our eLibrary. The new page at [www.cooklib.org/kids-elibrary](http://www.cooklib.org/kids-elibrary) links directly to children's collections or provides instructions on children's collections that are available through most of our eLibrary services.
9. From Our Staff-Submitted 'Shout-Outs' for Great Customer Service: "Susie Sokol went above and beyond for a patron who needed an AARP tax appointment. We have a patron who at 94 years old doesn't like to use her phone and doesn't have email. Susie used her work email to confirm her appointment and made plans to meet the patron to confirm her appointment. She respectfully met the patron's needs."

"I worked with Vlada this weekend. Family came in with a middle-grader who was struggling with reading in school. They were looking for clubs or resources for the student. Vlada was on desk and it was perfect! She was able to help the Family in their native language: Russian. The child was happy to meet Vlada and is now registered for Vlada's book club. It worked out wonderfully."

"I just made a new library card for a patron and her little daughter. She explained to me that she moved here a year ago from Ukraine. I offered her welcome brochures in English and Ukrainian. When she noticed that the brochure was in her home language, she was so surprised, and then she started tearing up. She was so touched to see her own language. Thank you to whoever created our brochures in different languages!"

### **Strategic Plan Update**

The attached timelines show that work has begun on some of the strategies identified in our new four-year strategic plan:

1. *Work with diverse community groups throughout the district to identify ways the library can support their needs.*
  - Staff have scheduled listening sessions with ESL students to see how/if the Library is meeting their needs.
2. *Reimagine the Cook Park Library children's department to expand the potential level of engagement and interaction.*
  - Managers have consulted with architect Tiffany Nash to determine a strategic design direction the Children's area may take to expand engagement and interaction. A strategic direction will also enable us to determine costs for these enhancements for potential inclusion in next year's budget.

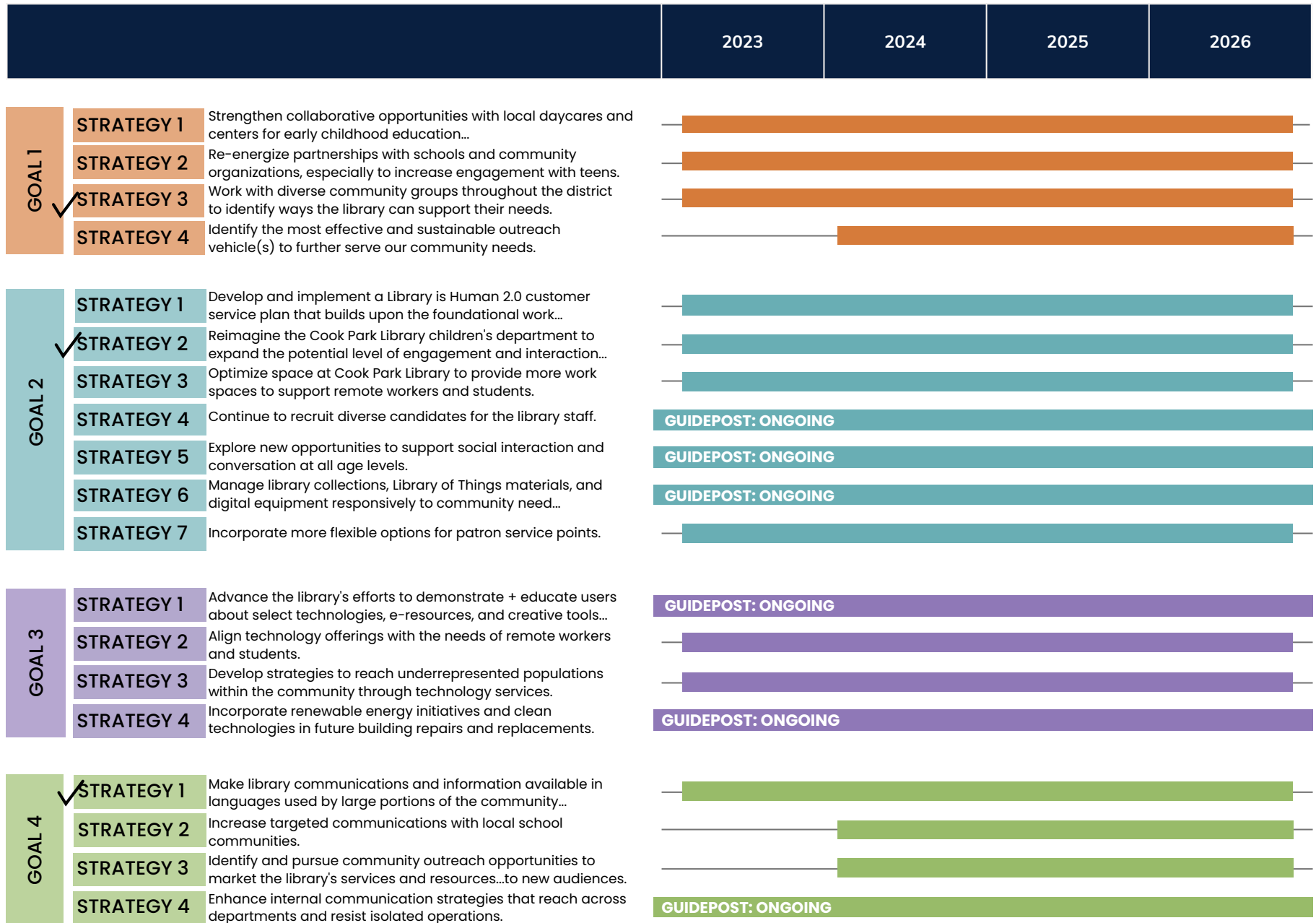
- A private donor provided funds for transforming an area near on the west end of the children's area into a comfortable reading nook and shared space for play and interpersonal connection for adults and children
3. *Make library communications and information available in languages used by large portions of the community.*
- In addition to English, our Welcome Brochure is now available in Spanish, Russian, and Ukrainian. These brochures are given to new patrons at the Checkout Desk who sign up for a library card and are also available at the display board at each location. Translation services were provided by DuPage Federation Learning Access Resource Center, who received grant funding for this type of work and was able to offer us the translations free of charge.

English	Russian	Spanish	Ukrainian
 <p><b>Welcome to the</b></p>  <p><b>Cook Memorial Public Library District</b></p>  <p>Cook Park Library</p>  <p>Aspen Drive Library</p>  <p>Bookmobile</p> <p><b>EDUCATE • ENRICH • INSPIRE</b></p>	 <p><b>ПОДРОБНІШЕ ВИПОВІДЬ</b></p> <p>Відповідь на питання про послуги бібліотеки та її функції. Завжди ми маємо для вас нові книги та матеріали. Ми також надаємо послуги з навчання та розвитку навичок. Наші працівники завжди готові допомогти вам знайти потрібні матеріали та надати необхідну інформацію.</p> <p><b>Обновления</b></p> <p>Обновление материалов с помощью вашей библиотекарской карты:</p> <ul style="list-style-type: none"><li>• В личном кабинете <a href="https://cooklib.org/myaccount">cooklib.org/myaccount</a></li><li>• По телефону, по 847-362-0438</li><li>• По электронной почте, отвечая на электронные письма с запросом обновления</li><li>• По SMS (сообщение в тексте), отправив SIGNUP по 844-390-2152</li></ul> <p><b>Возврат материалов</b></p> <p>Точки возврата книг и материалов находятся в зданиях наших библиотек. Адреса пунктов возврата: Green Oaks, Oak Grove School, 1700 O'Plaine Road, Vernon Hills Village Hall, 200 Evergreen Drive.</p> <p><b>Службы</b></p> <p>Как библиотека, мы стремимся предоставлять равный доступ к ресурсам и услугам библиотеки для всех наших сообществ.</p> <ul style="list-style-type: none"><li>• Нет штрафов за материалы, которые не возвращены.</li><li>• Срок действия карт остается в силе:</li><ul style="list-style-type: none"><li>» Потерянные или поврежденные материалы (\$3 за материал + стоимость материала)</li><li>» Оборудование (\$0.50/день; \$3 макс.)</li><li>» Портативные компьютеры в circulation (\$5/день; \$25 макс.)</li><li>» Оборудование астрономии (\$5/день; \$25 макс.)</li></ul></ul> <p><b>Унікальні послуги</b></p> <ul style="list-style-type: none"><li>• Цифрові студії та студії звукозапису</li><li>• Вікно для обслуговування водіїв</li><li>• Тихий читальний зал з каміном</li><li>• Зона для піалітків</li><li>• Майстерня</li><li>• Кафе Courtyard</li></ul>	 <p><b>¿Necesitas ayuda para conocer nuestros nuevos servicios?</b></p> <p>Nuestro personal está aquí para ayudarte. Sólo tienes que preguntar en cualquiera de centros de atención al público.</p> <p>Esperamos poder atenderle en nuestros locales de servicio completo: Cook Park Library en Libertyville y Aspen Drive Library en Vernon Hills, y nuestro Bookmobile.</p> <p><b>Renovaciones</b></p> <p>Renueva los materiales con tu tarjeta de la biblioteca:</p> <ul style="list-style-type: none"><li>• En persona</li><li>• En línea: <a href="https://cooklib.org/myaccount">cooklib.org/myaccount</a></li><li>• Por teléfono, al 847-362-0438</li><li>• Por correo electrónico, respondiendo a los correos recordatorios con una solicitud de renovación</li><li>• Por Shoutbomb (mensaje de texto), enviando SIGNUP al 844-390-2152</li></ul> <p><b>Devolución de materiales</b></p> <p>Los puntos de recolección de libros se encuentran en los edificios de nuestras bibliotecas. Los buzones remotos se encuentran en Oak Grove School, 1700 O'Plaine Road, Green Oaks, y en Vernon Hills Village Hall, 200 Evergreen Drive.</p> <p><b>Cargos</b></p> <p>Como biblioteca libre de multas, estamos orgullosos de proporcionar un acceso igualitario y reducir las barreras a los materiales y servicios de la biblioteca para todos en nuestras comunidades.</p> <ul style="list-style-type: none"><li>• No hay multas para el material impreso y audiovisual.</li><li>• Los plazos siguen siendo válidos.</li><li>• Se imponen multas en los siguientes casos:</li><ul style="list-style-type: none"><li>» Artículos perdidos o dañados (\$3 de gastos de tramitación + costo del artículo)</li><li>» Equipo (\$0.50/día; \$3 máx.)</li><li>» Computadoras portátiles en circulación (\$5/día; \$25 máx.)</li><li>» Equipo de astronomía (\$5/día; \$25 máx.)</li></ul></ul> 	 <p><b>У ВАШІ БІБЛІОТЕЦІ</b></p> <p><b>Послуги</b></p> <ul style="list-style-type: none"><li>• Книжкові клуби</li><li>• Електронна бібліотека</li><li>• Заняття англійською мовою</li><li>• Доставка до дому</li><li>• Позичання книг в інших бібліотеках/LINKin</li><li>• Абонементи в музеї</li><li>• Notarius</li><li>• Поради читачам</li><li>• Читання для дітей</li><li>• Проведення іспитів</li><li>• 3D-друк</li><li>• Рестрація виборців</li><li>• Технічні спеціалісти</li></ul>  <p><b>Ресурси</b></p> <ul style="list-style-type: none"><li>• Копіювальні апарати, принтери та сканери</li><li>• Абонементи ноутбуки</li><li>• Наукове і астрономічне обладнання</li><li>• Цифрове обладнання</li><li>• Бібліотечний додаток — Шукайте Cook Memorial Public Library District</li><li>• Можливість цілодобового пошуку в базах даних онлайн</li><li>• Кімнати для навчання та зборів</li><li>• Конвертер VHS-DVD</li><li>• Wi-Fi</li></ul> <p><b>Унікальні послуги</b></p> <ul style="list-style-type: none"><li>• Цифрові студії та студії звукозапису</li><li>• Вікно для обслуговування водіїв</li><li>• Тихий читальний зал з каміном</li><li>• Зона для піалітків</li><li>• Майстерня</li><li>• Кафе Courtyard</li></ul> 

**Secretary of State Library Enhancements Committee Findings**

Newly-elected Illinois Secretary of State Alexi Giannoulias recently released his Transition Team's report that will serve as a blueprint for modernizing the office. Among the duties of the Secretary of State is serving as the State's Librarian. The attached document highlights potential priorities for library enhancements throughout the state based on findings from the Library Enhancements Committee and public feedback. For the board's review. No action required.

## Strategic Plan Update - Staff currently working on the three checked strategies below,





# **Library Enhancements Committee Findings**

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ALEXI GIANNOULIAS • SECRETARY OF STATE



## Library Enhancements Committee Findings

Our committee’s vision for **Library Enhancements** is to champion access to information by equitably distributing library resources (e.g., online education resources, databases, and e-books), activating collaborative partnerships, and supporting freedom of thought.

If successful, this would mean increased library utilization, reduced number of Illinois residents not served by a library system, and increased number of inter-office initiatives.

The following table highlights the challenges and opportunities Library Enhancements Committee found, and public feedback we received.

Challenge / Opportunity	What We Heard
Opportunity to improve equity of access to libraries and library resources	<ul style="list-style-type: none"> <li>"We need to find a way to offer public library services to the one million residents of IL without access today"</li> <li>"Libraries are anchors in our communities and provide much-needed services to residents of Illinois"</li> <li>"Secretary of State needs to be a catalyst to expand access. There are one million Illinois residents without access to library resources or basic information needs"</li> <li>"There are some libraries with budgets of less than \$20,000"</li> </ul>
Desire to provide a statewide resource package (e.g., databases and online educational resources)	<ul style="list-style-type: none"> <li>"A core database package would equalize the information playing field and give every single person in the state the same access to essential and authoritative resources that can help them navigate their daily lives"</li> <li>"My mid-sized library, for example, sets aside \$65,000 for databases that we'd much rather use on programming or hiring another staff member"</li> </ul>
Opportunity to narrow digital divides with technology hubs and mobile services (e.g., DMV pop-ups)	<ul style="list-style-type: none"> <li>"A state-coordinated and funded digital library would increase access and start to make a dent in the one million currently unserved"</li> <li>"Please coordinate across departments to offer services everywhere people go (i.e., DMV kiosks in libraries)"</li> </ul>
Desire to support freedom of thought and diverse stories	<ul style="list-style-type: none"> <li>"We need to affirm the importance of materials that represent all viewpoints and denounce the efforts of intimidation by those who seek to stifle representation and freedom of thought"</li> <li>"BIPOC and LGBTQ+ authors and readers are being disproportionately targeted for removal from library collections"</li> </ul>



In addition to the opportunities outlined above, the committee noted the following.

Challenge / Opportunity	What We Heard
Shortage of qualified librarians and library media specialists	<ul style="list-style-type: none"> <li>▪ "Every school in Illinois needs a certified librarian. Not only do they curate collections to the needs of their school, but they also provide valuable instruction on information literacy"</li> <li>▪ "I am the only certified librarian for approximately 1,200 students"</li> <li>▪ "School districts need to have full-time, certified librarians in each building for students to be successful, master academic standards, and graduate with bright futures ahead of them"</li> </ul>
Libraries are often inequitably funded and budget burdened, with an opportunity to leverage Secretary of State resources to funding gaps (e.g., for school libraries)	<ul style="list-style-type: none"> <li>▪ "Grants for public school libraries are very important to curating the best library possible for their patrons"</li> <li>▪ "We need more funding to improve buildings and collections, especially as libraries are some of the last refuges for those experiencing homelessness"</li> <li>▪ "Investing in public libraries invests in infrastructure, communities, education, businesses, and people of all ages"</li> </ul>
Impact may be accelerated through collaborative partnerships	<ul style="list-style-type: none"> <li>▪ "Librarians also order books for the school and provide activities that form community and parent partnerships"</li> <li>▪ "We can't accomplish everything we want to without partnerships. We are stronger together"</li> </ul>
Desire to leverage Secretary of State resources to support school libraries	<ul style="list-style-type: none"> <li>▪ "Decades of research, some of which is specific to Illinois, supports further investment in school libraries"</li> <li>▪ "Data proves that schools with school libraries provide students with a more thorough and higher quality education!"</li> </ul>

**Recommendations:**

Specific recommendations from the Library Enhancements Committee included:

- Strengthen collaborative relationships with partner organizations (e.g., ILA<sup>6</sup>, RAILS<sup>7</sup>, and IHLS<sup>8</sup>) to expand access
- Use Illinois State Library (ILS) budget to provide statewide library resources (i.e., databases) to increase access to information and relieve budget-burdened libraries
- Advance technology adoption and digital resources to automate internal procedures (e.g., recordkeeping), expand public facing services (e.g., WiFi), and remove geographic barriers in accessing library resources (e.g., e-books)

<sup>6</sup> Illinois Library Association (ILA)

<sup>7</sup> Reaching Across Illinois Library System (RAILS)

<sup>8</sup> Illinois Heartland Library System (IHLS)





- Create an environment to attract and retain certified librarians and library media specialists
- Explore ways to expand and equitably distribute funding across libraries statewide
- Leverage the Illinois Library and Information Network (ILLINET) to educate and engage the public
- Leverage existing Secretary of State assets to test inter-agency collaborations (e.g., mobile DMV sites)
- Engage the public to drive understanding of end-user demands

To address these opportunities, the Library Enhancements Committee proposes the following strategies and short- and long-term actions the Office may take.

Potential strategy	Short-term actions	Long-term actions
Strengthen collaborative relationships with partner organizations (e.g., ILA, RAILS, and IHLS) to expand access	<ul style="list-style-type: none"> <li>▪ Collaborate with partner organizations and state agencies to understand the demographic characteristics of unserved areas</li> <li>▪ Begin to identify opportunities to offer library cards to educators, students, and school staff</li> </ul>	<ul style="list-style-type: none"> <li>▪ Help shape legislation to expand equitable access (e.g., universal library system)</li> <li>▪ Explore TBBS<sup>9</sup> expansion opportunities, including additional outreach and education</li> <li>▪ Host book talks and events to generate conversation, including diverse authors or stories with diverse characters</li> <li>▪ Identify opportunities to improve trustee education and engagement</li> <li>▪ Explore public-private (e.g., Amazon and Rivian) partnerships to expand resources and access in rural communities</li> <li>▪ Leverage Secretary of State platform to educate system members, funders, and other stakeholders about who is unserved in Illinois</li> </ul>
Use ISL <sup>10</sup> budget to provide statewide library resources (i.e., databases)	<ul style="list-style-type: none"> <li>▪ Fund a statewide core suite (e.g., ProQuest, Gale, EBSCO,</li> </ul>	<ul style="list-style-type: none"> <li>▪ Leverage ISL negotiating power to supplement statewide resources with additional databases (e.g.,</li> </ul>

<sup>9</sup> Talking Book and Braille Service (TBBS)

<sup>10</sup> Illinois State Library (ISL)



Potential strategy	Short-term actions	Long-term actions
to increase access to information and relieve budget-burdened libraries	<p>and World Book) of electronic databases</p> <ul style="list-style-type: none"> <li>Explore opportunities to support CARLI's<sup>11</sup> Online Educational Resources Initiative</li> <li>Create a line item in the ISL budget to finance library initiatives such as Online Educational Resources (OERs)</li> </ul>	<p>Reference USA, JSTOR, and The New York Times) and training</p> <ul style="list-style-type: none"> <li>Use ISL purchasing power to negotiate with publishers to increase access to e-books and reduce associated licensing fees (i.e., License to Read)</li> </ul>
Advance technology adoption and digital resources to automate internal procedures (e.g., recordkeeping), expand public facing services (e.g., WiFi), and remove geographic barriers in accessing library resources (e.g., e-books)	<ul style="list-style-type: none"> <li>Explore ways to digitize and automate paperwork requirements</li> <li>Continue to expand high-speed internet in rural service regions</li> </ul>	<ul style="list-style-type: none"> <li>Partner with academic institutions (e.g., University of Illinois, University of Chicago) to develop a Digital Navigator<sup>12</sup> program</li> <li>Explore options to offer a statewide digital library with partner organizations (e.g., ILA, RAILS, and IHLS) and academic institutions</li> <li>Explore solutions like rentable hot spots in places where Wi-Fi expansion may be limited</li> <li>Identify partners to co-host digital literacy workshops (e.g., navigating library resources)</li> <li>Revise Secretary of State protocol or make it easier for libraries to automate record keeping (e.g., Document Retention Process)</li> <li>Identify opportunities to participate (e.g., workshops, informational seminars) in the Federal Communications Commission's E-rate program to help schools and libraries obtain affordable broadband</li> <li>Identify partners to raise awareness about important</li> </ul>

<sup>11</sup> Consortium of Academic and Research Libraries in Illinois (CARLI)

<sup>12</sup> Digital navigators are trained individuals, typically based in a community organization, who provide tailored support for the full spectrum of digital inclusion needs, from internet and device access to digital skill building



Potential strategy	Short-term actions	Long-term actions
<p>Create an environment to attract and retain certified librarians and library media specialists</p>	<ul style="list-style-type: none"> <li>Partner with academic institutions (e.g., University of Illinois, and University of Chicago) to identify policy and monetary levers</li> <li>Partner with peer organizations (e.g., ILA, RAILS, and IHLS) to offer professional development opportunities</li> </ul>	<p>community topics (e.g., health, financial, and education services)</p> <ul style="list-style-type: none"> <li>Encourage and empower young adults to participate in library-affiliated programs</li> <li>Raise awareness (e.g., grant opportunities and progress updates) at library-related conventions (e.g., Illinois Library Association’s Annual Conference)</li> <li>Explore an Illinois State Library Fellowship Program</li> <li>Explore opportunities to expand scholarships, offer subsidized loans, and pilot tuition reimbursement programs</li> </ul>
<p>Explore ways to expand and equitably distribute funding across libraries statewide</p>	<ul style="list-style-type: none"> <li>Baseline grant allocations and their intended versus actual return on investment</li> <li>Explore opportunities to make thoughtful appointments (e.g., Illinois State Library Advisory Committee and the Director of Illinois State Library) to support potential recommendations (e.g., databases, online educational resources, e-books, and certified librarians)</li> </ul>	<ul style="list-style-type: none"> <li>Explore additional Library Services and Technology Act (LSTA) grant opportunities for community colleges</li> <li>Prioritize grant allocations based on need and impact potential</li> <li>Leverage Secretary of State platform to educate municipalities and explore local levy options</li> <li>Identify grant opportunities to better support summer reading programs</li> <li>Develop a suite of out-of-the-box marketing and public engagement templates for libraries to use</li> </ul>



In addition to the above, this committee recommended the following potential strategies and actions to take.

Potential strategy	Short-term actions	Long-term actions
Leverage the Illinois Library and Information Network (ILLINET) to educate (e.g., DEI and sustainability) and engage the public	<ul style="list-style-type: none"> <li>Stand-up a monthly special topic series (e.g., Climate &amp; Sustainability Month, New Entrepreneur 101, DEI<sup>13</sup>, and LGBTQ+ Rights)</li> <li>Leverage Secretary of State platform to generate press exposure for public, school, and academic libraries (e.g., a calendar of the major library week celebrations and conventions)</li> </ul>	<ul style="list-style-type: none"> <li>Explore ways to bring Spanish language literacy programs to public libraries</li> <li>Pilot subsidized iREAD programs in partnership with the Illinois Library Association</li> <li>Continue to support successful ISL initiatives (e.g., afterschool programming and grant funding), build on enhancements, and pilot new ideas (e.g., expanded adult literacy programs)</li> <li>Increase collaboration and coordination between existing literacy programs (e.g., Adult Literacy and Child Literacy)</li> <li>Raise awareness for Illinois State Library Patent Repository</li> </ul>
Leverage existing Secretary of State assets to test inter-agency collaborations (e.g., mobile DMV sites)	<ul style="list-style-type: none"> <li>Identify pilot opportunities across Secretary of State departments</li> </ul>	<ul style="list-style-type: none"> <li>Increase DMV mobile service pop-up sites across library system partners</li> <li>Stand-up voter registration sites before elections in high-traffic areas (e.g., Cook, Lake, and Kane County) in conjunction with local clerks and recorders</li> <li>Identify opportunities to partner with Secretary of State Department of Business Services; the State Chamber of Commerce; and the new University of Illinois Innovation Center to offer tutorials and new entrepreneur workshops</li> </ul>
Engage the public to drive understanding of end-user demands		<ul style="list-style-type: none"> <li>Assess offerings across libraries (e.g., books and other resources) and compare against user demands</li> </ul>

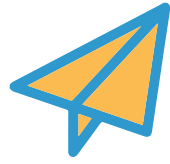
<sup>13</sup> Diversity, Equity, and Inclusion (DEI)

# JANUARY 2023 EMAIL MARKETING STATS



**20,202**

Total Subscribers



**32**

Total Emails Sent



**53%**

Avg. Open Rate  
nonprofit avg. 39%



**2%**

Avg. Click Rate  
nonprofit avg. 1%

## List Name # of Subscribers

Author Visits & Literary Events.....	2,107
Book Club Communications .....	599
Career & Job Events .....	326
Children's Events (birth-age 5).....	304
Children's Events (grades 1-5).....	1,215
Children's Events (middle school).....	503
Cinema Club Newsletter .....	154
CMPLD eNews.....	18,060
eLibrary News.....	596
Events (adults) .....	3,330
Events (high school) .....	503
Genealogy Events (adults) .....	493
Health & Wellness Events (adults).....	659
History Events (adults).....	802
Home, Cooking & Garden Events (adults).....	935
Local Author News & Events.....	116
Movie Matinees (adults).....	921
Music Performances (adults) .....	780
Personal Finance Presentations (adults) .....	501
Teacher Resources.....	230
Technology Classes (adults).....	625

## Top Emails by Click Rate

1

### Genealogy News

from Cook Memorial Public Library District  
January 2023

#### News and Updates



2

Cook Memorial Public Library District

### Cinema Club



#### January 2023 - Sound of Metal

Happy New Year everyone! We are so excited to get back to the movies after an extended time off. We are kicking 2023 off with a bang by showing the 2019 film *Sound of Metal* - Darius Marder's story of a heavy metal drummer who begins losing his hearing while on tour. This uniquely immersive film is one of our favorites of the past few years. It features

3

Cook Memorial Public Library District

Website | Catalog | Calendar

### Local Authors

Winter 2023

#### New Year, New Goals

Hello, Writers!

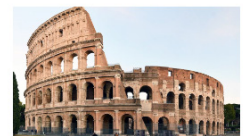
I hope your year is off to a fantastic start! No matter what you want to achieve with your

4

### Genealogy News

from Cook Memorial Public Library District  
February 2023

#### News and Updates



5

2023

January 1, 2023–March 31, 2023

## ADULT WINTER READING CLUB

[cooklib.org/winter-reading-club](http://cooklib.org/winter-reading-club)

# JANUARY 2023 SOCIAL MARKETING STATS

## facebook

 **3,737**  
page likes

 **39**  
total posts  
+5 stories

 **3,867**  
unique users  
reached

## Instagram

 **1,423**  
followers

 **31**  
total posts  
+12 stories

 **3,099**  
unique users  
reached

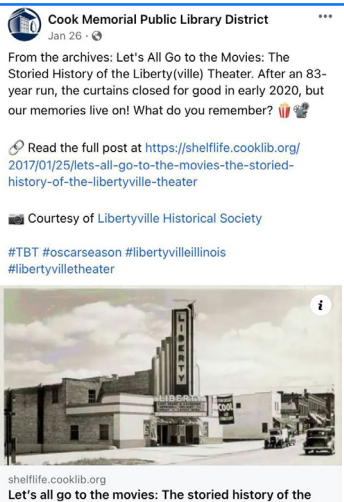
## twitter

 **1,945**  
followers

 **29**  
total tweets

 **5,953**  
total tweet  
views

### Top Social Posts by Reach

 **Cook Memorial Public Library District**  
Jan 26 · 🌐

From the archives: Let's All Go to the Movies: The Storied History of the Liberty(ville) Theater. After an 83-year run, the curtains closed for good in early 2020, but our memories live on! What do you remember? 🎬 📖


🔗 Read the full post at <https://shelflife.cooklib.org/2017/01/25/lets-all-go-to-the-movies-the-storied-history-of-the-libertyville-theater>


📄 Courtesy of Libertyville Historical Society

#TBT #oscarseason #libertyvilleillinois #libertyvilletheater

shelflife.cooklib.org  
Let's all go to the movies: The storied history of the

- 1** Throwback Blog Post: Let's All Go to the Movies  
1,330 reached
- 2** We're Hiring: After-School Associate  
1,316 reached
- 3** Adult Winter Reading  
1,240 reached
- 4** Bookmark Contest Winners  
1,203 reached
- 5** Matching Staff  
1,061 reached

 **cooklibrary**



[View insights](#) [Boost post](#)

👍👍👍 Liked by joahansen25 and 48 others

📄 cooklibrary From the archives: Let's All Go to the Movies: The Storied History of the Liberty(ville) Theater. After an 83-year run, the curtains closed for good in early 2020, but our memories live on! What do you remember? 🎬 📖

🔗 Read the full Shelf Life post at the link in bio!

📄 The Liberty Theater, 1938. By Paul R. Vogel. Courtesy of @libertyvillehistory

#TBT #oscarseason #libertyvilleillinois #libertyvilletheater

- 1** Throwback Blog Post: Let's All Go to the Movies  
564 reached
- 2** Adult Winter Reading  
539 reached
- 3** We're Hiring: After-School Associate  
515 reached
- 4** National Shelfie Day  
504 reached
- 5** Dorothea Lange Documentary on Kanopy  
474 reached

 **Cook Library**  
@CookLibrary

With a toothy grin and feelings of accomplishment, this sibling duo showed off their 1000 Books Before Kindergarten completion certificates! 🎉 Woohoo!

#1KBK #1000books #futurereaders



- 1** Sibling 1000 Books before Kindergarten Finishers  
305 impressions; 15 engagements
- 2** We're Hiring: After-School Associate  
301 impressions; 14 engagements
- 3** Adult Winter Reading  
229 impressions; 4 engagements
- 4** MLK Jr Day Trivia Question  
207 impressions; 6 engagements
- 5** Blog Post: Make 2023 Your Best Reading Year  
191 impressions; 3 engagements

**Reach:** Unique users exposed to our content. | **Engagements:** Times users interacted with the post.

Cook Memorial Public Library District												
Investment Maturity Schedule												
January 31, 2023												
Investment Account	Issue Date	Maturity Date	Face Value	Coupon/ YTM	Q4 2022	Q1 2023	Q2 2023	Q3 2023	Q4 2023	Q1 2024	Q2 2024	Total
<b>Special Reserve Fund:</b>												
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
Bell ST BK & TR Fargo ND (10/12/22)	21-Oct-2022	22-Jan-2024	245,000	4.150%						245,000		245,000
<b>Total Special Reserve</b>			1,840,000		-	125,000	490,000	245,000	490,000	245,000	245,000	1,840,000
<b>Working Cash Fund:</b>												
<b>Total Working Cash Fund</b>			0		-	-	-	-	-	-	-	-
<b>General Fund:</b>												
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
Customers BK Phoenixville PA CD (11/15/22)	22-Nov-2022	22-Feb-2024	245,000	4.800%						245,000		245,000
United States Treasury Bill - Reissue (01/11/23)	12-Jan-2023	13-Jul-2023	488,416	4.700%				488,416				488,416
<b>Total General Fund</b>			1,958,416		-	245,000	245,000	733,416	490,000	245,000	-	1,958,416
<b>Total Investments</b>			3,798,416		-	370,000	735,000	978,416	980,000	490,000	245,000	3,798,416
<b>Difference</b>			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
<b>30-Dec-2022</b>	<b>Ending Balance</b>			<b>1,965,606.50</b>	<b>1,840,000.00</b>	<b>0.00</b>	<b>3,805,606.50</b>	<b>56,492.99</b>	<b>201,118.14</b>	<b>257,611.13</b>	<b>3,258.39</b>	<b>7,127.93</b>	<b>14.04</b>	<b>50.04</b>	<b>7,379.51</b>
12-Jan-2023	United States Treasury Bill - Reissue (01/11/23)	Purchase	Due 07/13/23	488,416.46			488,416.46								0.00
12-Jan-2023	United States Treasury Bill	Maturity & Interest		(495,606.50)			(495,606.50)				4,393.50				4,393.50
23-Jan-2023	Bell ST BK & TR Fargo ND	Interest					0.00					863.54			863.54
31-Jan-2023	Chase Bank	Interest					0.00	2.46	8.75	11.21			2.46	8.75	11.21
<b>31-Jan-2023</b>	<b>Ending Balance</b>			<b>1,958,416.46</b>	<b>1,840,000.00</b>	<b>0.00</b>	<b>3,798,416.46</b>	<b>56,495.45</b>	<b>201,126.89</b>	<b>257,622.34</b>	<b>7,651.89</b>	<b>7,991.47</b>	<b>16.50</b>	<b>58.79</b>	<b>12,647.76</b>



# Position Summary

Cook Memorial Public Library

Report date as of Jan 31, 2023

Report run time: February 01, 2023 05:43 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			1,958,416.46		1,947,391.32	-11,025.14	-0.56	23,642.50	1.21			
Cororate Bond			1,470,000.00		1,457,690.70	-12,309.30	-0.84	23,642.50	1.62			
								9,901.35	1.21			
								9,901.35	1.61			
245,000	BMO HARRIS BK NATL ASSN C/D FDIC INS TO LIMITS 05600XFR6060	2023-12-11	245,000.00	98.1382	240,438.59	-4,561.41	-1.86	6,125.00	2.55	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	99.8451	244,620.49	-379.51	-0.15	0.00	0.00	1.55	0.00	
								2,684.26	0.00			
245,000	BEAL BK USA LAS VEGAS NEV CD C/D FDIC INS TO LIMITS 07371DBM8060	2023-07-05	245,000.00	99.2081	243,059.85	-1,940.15	-0.79	0.00	0.00	2.80	0.00	
								3,928.05	0.00			
245,000	CUSTOMERS BK PHOENIXVILLE PA C/D FDIC INS TO LIMITS 23204HMH8060	2024-02-22	245,000.00	100.0553	245,135.48	135.48	0.06	11,760.00	4.80	4.80	0.00	
								0.00	4.80			
245,000	SANDY SPRING BK OLNEY MD CD C/D FDIC INS TO LIMITS 800364EC1060	2023-11-20	245,000.00	98.1594	240,490.53	-4,509.47	-1.84	5,757.50	2.39	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	99.5697	243,945.76	-1,054.24	-0.43	0.00	0.00	2.45	0.00	
								3,289.04	0.00			
Treasury Bill			488,416.46		489,700.62	1,284.16	0.26	0.00	0.00			
									0.00			
500,000	UNITED STATES TREASURY BILL RE-ISSUE 01/12/2023 912796XQ7060	2023-07-13	488,416.46	97.9401	489,700.62	1,284.16	0.26	0.00	0.00	0.00	0.00	
								0.00	0.00			
... 6414 / Cook Memorial PLD Special Res			1,840,000.00		1,807,342.45	-32,657.55	-1.77	20,952.50	1.16			
								3,376.97	1.14			

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 Jan 31, 2023

Report run time: February 01, 2023 05:43 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				
<b>Cororate Bond</b>			<b>1,840,000.00</b>		<b>1,807,342.45</b>	<b>-32,657.55</b>	<b>-1.77</b>	<b>20,952.50</b>	<b>1.16</b>			
								<b>3,376.97</b>	<b>1.14</b>			
245,000	ALLY BK MIDVALE UTAH C/D FDIC INS TO LIMITS 02007GRG0060	2024-05-20	245,000.00	97.7725	239,542.63	-5,457.37	-2.23	7,227.50	3.02	2.95	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	97.0841	237,856.04	-7,143.96	-2.92	857.50	0.36	0.35	0.35	0.00
								0.00	0.35			
245,000	BELL ST BK & TR FARGO N D CD C/D FDIC INS TO LIMITS 07815ACF2060	2024-01-22	245,000.00	99.4326	243,609.87	-1,390.13	-0.57	10,167.50	4.17	4.15	4.15	0.00
								0.00	4.15			
245,000	DISCOVER BK GREENWOOD DEL C/D FDIC INS TO LIMITS 254673D52060	2023-05-18	245,000.00	99.2204	243,089.98	-1,910.02	-0.78	0.00	0.00	1.95	0.00	0.00
								3,376.97	0.00			
245,000	FLAGSTAR BK FSB TROY MICH C/D FDIC INS TO LIMITS 33847E4M6060	2023-06-16	245,000.00	98.3551	240,969.99	-4,030.01	-1.64	367.50	0.15	0.15	0.15	0.00
								0.00	0.15			
125,000	GOLDMAN SACHS BK USA NEW YORK C/D FDIC INS TO LIMITS 38149MYJ6060	2023-02-17	125,000.00	99.8130	124,766.25	-233.75	-0.19	250.00	0.20	0.20	0.20	0.00
								0.00	0.20			
245,000	ISRAEL DISC BK NEW YORK N Y C/D FDIC INS TO LIMITS 465076SV0060	2023-08-14	245,000.00	97.7834	239,569.33	-5,430.67	-2.22	1,102.50	0.46	0.45	0.45	0.00
								0.00	0.45			
245,000	GE CAP RETAIL BK DRAPER UTAH C/D FDIC INS TO LIMITS 87165EUT2060	2023-10-10	245,000.00	97.1177	237,938.36	-7,061.64	-2.88	980.00	0.41	0.40	0.40	0.00
								0.00	0.40			
<b>Total For Accounts held at JPMS, member FINRA and SIPC</b>			<b>3,798,416.46</b>		<b>3,754,733.77</b>	<b>-43,682.69</b>	<b>-1.15</b>	<b>44,595.00</b>	<b>1.19</b>			
								<b>13,278.32</b>	<b>1.17</b>			

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
<b>30-Dec-2022</b>	<b>Ending Balance</b>			<b>4,050,866.41</b>	<b>57,437.48</b>
31-Jan-2023	Wintrust Bank	Interest	For January 2023	15,145.02	15,145.02
<b>31-Jan-2023</b>	<b>Ending Balance</b>			<b>4,066,011.43</b>	<b>72,582.50</b>

**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
<b>30-Dec-2022</b>	<b>Ending Balance</b>			<b>1,252,080.89</b>	<b>17,444.60</b>
31-Jan-2023	Wintrust Bank	Interest	For January 2023	4,626.28	4,626.28
<b>31-Jan-2023</b>	<b>Ending Balance</b>			<b>1,256,707.17</b>	<b>22,070.88</b>