

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

August 19, 2025

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

Board Meeting  
6:30 p.m.

The regular meeting of the Board of Library Trustees of the Cook Memorial Public Library District scheduled for Tuesday, August 19, 2025 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 July 15, 2025.
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.
    - i. Approval of Budget and Appropriations Ordinance 2025-2026/1.
  - b. Policy Review.
  - c. Building and Grounds.
  - d. Technology.
  - e. Resources, Services and Long-Range Planning.

- i. Approval of Resolution 2025-2026/1, Authorizing the Purchase of Outreach Vehicle from TechOps Specialty Vehicles Not to Exceed \$362,000.
  - g. Friends' Representative.
  - h. RAILS Representative.
  - i. Historical Society Representative.
- 10. Other Business.
  - a. Solar/LED Feasibility Assessment Discussion.
- 11. Communications.
- 12. Upcoming Meetings and Events.
  - b. Regular Board Meeting on Tuesday, September 16, 2025 at 6:30 p.m. at the Cook Park Library.
- 13. Public Questions.
- 14. Adjournment.

Deb Ader, President  
Board of Library Trustees

August 15, 2025

*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.*

	<u>10-General</u>	<u>20-IMRF</u>	<u>60-Special Reserve</u>	<u>TOTAL</u>
<b>Current Assets</b>				
Checking/Savings				
1000 · Cash				
10-1040 · Petty Cash	625	0	0	625
10-1045 · Cash on Hand - Aspen	60	0	0	60
10-1150 · Chase Operating A/C	2,871,476	499,141	991,614	4,362,231
10-1504 · Illinois Funds - General, IMRF	379,680	37,443	123,236	540,359
10-1509 · Wintrust MaxSafe Acct - General	3,947,540	0	0	3,947,540
60-1509 · Wintrust MaxSafe Acct - S/R	0	0	529,405	529,405
10-1550 · Chase Savings Account				
10-1551 · Chase Savings - GF	56,544	0	0	56,544
60-1551 · Chase Savings - SRF	0	0	51,184	51,184
Total 10-1550 · Chase Savings Account	<u>56,544</u>	<u>0</u>	<u>51,184</u>	<u>107,728</u>
Total 1000 · Cash	<u>7,255,925</u>	<u>536,584</u>	<u>1,695,439</u>	<u>9,487,948</u>
2000 · Investments				
10-1502 · Investments - General Fund				
10-1651 · Investments - Chase (GF)	1,715,000	0	0	1,715,000
Total 10-1502 · Investments - General Fund	<u>1,715,000</u>	<u>0</u>	<u>0</u>	<u>1,715,000</u>
60-1501 · Investments - Special Reserve				
60-1651 · Investments - Chase (SRF)	0	0	1,225,000	1,225,000
Total 60-1501 · Investments - Special Reserve	<u>0</u>	<u>0</u>	<u>1,225,000</u>	<u>1,225,000</u>
Total 2000 · Investments	<u>1,715,000</u>	<u>0</u>	<u>1,225,000</u>	<u>2,940,000</u>
<b>Total Assets</b>	<u>8,970,925</u>	<u>536,584</u>	<u>2,920,439</u>	<u>12,427,948</u>
<b>Current Liabilities</b>				
Credit Cards				
10-2050 · Chase One Card	2,436	0	13,016	15,452
Total Credit Cards	<u>2,436</u>	<u>0</u>	<u>13,016</u>	<u>15,452</u>
Other Current Liabilities				
00-2100 · Payroll W/H & Payable				
10-2850 · Aflac Payable	1,203	0	0	1,203
10-2300 · IMRF Payable-Employee Medicare	22,631	0	0	22,631
10-2600 · IMRF Voluntary Life Insurance	1,424	0	0	1,424
10-2700 · Dental and Vision	11,504	0	0	11,504
10-2800 · CO-OP 90's Medical Plan	49,525	0	0	49,525
10-2900 · Other Health Care-FSA	30,218	0	0	30,218
Total 00-2100 · Payroll W/H & Payable	<u>116,505</u>	<u>0</u>	<u>0</u>	<u>116,505</u>
20-2300 · IMRF Payable-Employer Medicare	0	35,226	0	35,226
Total Other Current Liabilities	<u>116,505</u>	<u>35,226</u>	<u>0</u>	<u>151,731</u>
<b>Total Liabilities</b>	<u>118,941</u>	<u>35,226</u>	<u>13,016</u>	<u>167,183</u>
<b>Equity</b>				
00-3000 · Beginning Fund Balances				
10-3000 · Fund Balance-General Fund	3,063,217	0	0	3,063,217
10-3010 · Assigned FB - Computer/Tech Res	125,000	0	0	125,000
10-3011 · Assigned FB - Bookmobile Res	500,000	0	0	500,000
20-3000 · Fund Balance - IMRF Fund	0	235,429	0	235,429
50-3000 · Fund Balance-Trust Fund	0	0	0	0
60-3000 · Fund Balance-Spec Reserve Fund	0	0	3,881,268	3,881,268
Total 00-3000 · Beginning Fund Balances	<u>3,688,217</u>	<u>235,429</u>	<u>3,881,268</u>	<u>7,804,914</u>
Net Income	5,163,767	265,929	(973,845)	4,455,851
Total Equity	<u>8,851,984</u>	<u>501,358</u>	<u>2,907,423</u>	<u>12,260,765</u>
<b>Total Liabilities &amp; Equity</b>	<u>8,970,925</u>	<u>536,584</u>	<u>2,920,439</u>	<u>12,427,948</u>

	<u>10-General</u>	<u>20-IMRF</u>	<u>60-Special Reserve</u>	<u>TOTAL</u>
<b>Ordinary Income/Expense</b>				
Income				
00-4000 · Property Tax	4,411,030	364,269	0	4,775,299
00-4050 · Replacement Tax	19,910	0	0	19,910
00-4100 · Interest Earned	18,958	0	3,742	22,700
00-4200 · Other	6,053	0	0	6,053
10-4300 · Grants & Other Donations	600	0	0	600
10-4350 · Fines & Lost Materials	2,644	0	0	2,644
Total Income/Gross Profit	<u>4,459,195</u>	<u>364,269</u>	<u>3,742</u>	<u>4,827,206</u>
Expense				
10-5100 · Salaries	416,525	0	0	416,525
10-5200 · Benefits	50,101	0	0	50,101
10-5300 · Training	569	0	0	569
10-5400 · Materials	63,238	0	0	63,238
10-5600 · Supplies	2,390	0	0	2,390
10-5800 · Computer Operations	19,068	0	0	19,068
10-5900 · Utilities	1,729	0	0	1,729
10-6000 · Telephone	466	0	0	466
10-6100 · Postage	2,000	0	0	2,000
10-6200 · Maintenance	403	0	0	403
10-6300 · Repair	270	0	0	270
10-6500 · Professional Services	2,002	0	0	2,002
10-6600 · Improvements	1,042	0	0	1,042
10-6700 · Community Relations	6,185	0	0	6,185
10-7000 · Debt Service	73,233	0	0	73,233
20-8210 · Employer IMRF Disbursements	0	35,679	0	35,679
20-8250 · Employer Soc Security Tax Disb	0	31,068	0	31,068
Total Expense	<u>639,221</u>	<u>66,747</u>	<u>0</u>	<u>705,968</u>
Net Ordinary Income	3,819,974	297,522	3,742	4,121,238
Other Income/Expense				
60-9800 · Special Reserve Disbursements	0	0	522	522
Total Other Expense	<u>0</u>	<u>0</u>	<u>522</u>	<u>522</u>
Net Other Income	<u>0</u>	<u>0</u>	<u>(522)</u>	<u>(522)</u>
<b>Net Income</b>	<b><u>3,819,974</u></b>	<b><u>297,522</u></b>	<b><u>3,220</u></b>	<b><u>4,120,716</u></b>

**Cook Memorial Public Library District**  
**Budget Report July 1, 2025 - June 30, 2026**

**July** Months Elapsed 8.33%  
 1

Mos Remaining 91.67%  
 11

	<b>Month Actual</b>	<b>YTD Actual</b>	<b>Annual Budget</b>	<b>Budget Remaining</b>	<b>%</b>
<b>Income</b>					
00-4000 · Property Tax	4,775,299	4,775,299	10,702,455	5,927,156	55.38%
00-4050 · Replacement Tax	19,910	19,910	125,000	105,090	84.07%
00-4100 · Interest Earned	22,701	22,701	200,000	177,299	88.65%
00-4200 · Other	6,053	6,053	23,500	17,447	74.24%
10-4300 · Grants & Other Donations	600	600	102,000	101,400	99.41%
10-4350 · Fines & Lost Materials	2,644	2,644	15,000	12,356	82.37%
<b>Total Income</b>	<b>4,827,207</b>	<b>4,827,207</b>	<b>11,167,955</b>	<b>6,340,748</b>	<b>56.78%</b>
<b>Expenses</b>					
10-5100 · Salaries	416,525	416,525	5,529,910	5,113,385	92.47%
10-5200 · Benefits	50,101	50,101	687,300	637,199	92.71%
10-5300 · Training	569	569	58,310	57,741	99.02%
10-5400 · Materials	63,238	63,238	1,240,250	1,177,012	94.90%
10-5500 · Processing	0	0	50,250	50,250	100.00%
10-5600 · Supplies	2,390	2,390	146,130	143,740	98.36%
10-5700 · Vehicles	0	0	25,560	25,560	100.00%
10-5800 · Computer Operations	19,068	19,068	628,045	608,977	96.96%
10-5900 · Utilities	1,729	1,729	225,250	223,521	99.23%
10-6000 · Telephone	466	466	20,290	19,824	97.70%
10-6100 · Postage	2,000	2,000	12,000	10,000	83.33%
10-6200 · Maintenance	403	403	194,265	193,862	99.79%
10-6300 · Repair	270	270	126,805	126,535	99.79%
10-6400 · Insurance	0	0	82,400	82,400	100.00%
10-6500 · Professional Services	2,002	2,002	140,500	138,498	98.58%
10-6600 · Improvements	1,042	1,042	177,455	176,413	99.41%
10-6700 · Community Relations	6,185	6,185	210,850	204,665	97.07%
10-6900 · Contingency	0	0	25,000	25,000	100.00%
10-7000 · Debt Service	73,233	73,233	981,700	908,467	92.54%
20-8210 · Employer IMRF Disbursements	35,679	35,679	508,000	472,321	92.98%
20-8250 · Employer Soc Security Tax Disb	31,068	31,068	423,000	391,932	92.66%
60-9800 · Special Reserve Disbursements	522	522	0	0	
<b>Total Expenses</b>	<b>706,490</b>	<b>706,490</b>	<b>11,493,270</b>	<b>10,787,302</b>	<b>93.86%</b>
<b>Budget Impact (Surplus/Deficit)</b>	<b>4,120,717</b>	<b>4,120,717</b>	<b>(325,315)</b>		

	<b>10-General</b>	<b>20-IMRF</b>	<b>60-Special Reserve</b>	<b>TOTAL</b>
<b>Income</b>				
00-4000 · Property Tax	4,478,975.03	364,267.14	0.00	4,843,242.17
00-4050 · Replacement Tax	3,420.97	0.00	0.00	3,420.97
00-4100 · Interest Earned	18,958.42	0.00	3,742.43	22,700.85
00-4200 · Other	6,053.15	0.00	0.00	6,053.15
10-4300 · Grants & Other Donations	600.00	0.00	0.00	600.00
10-4350 · Fines & Lost Materials	2,578.04	0.00	0.00	2,578.04
<b>Total Income</b>	<b>4,510,585.61</b>	<b>364,267.14</b>	<b>3,742.43</b>	<b>4,878,595.18</b>
<b>Operating Expenses</b>				
10-5100 · Salaries	625,720.56	0.00	0.00	625,720.56
10-5200 · Benefits	61,947.87	0.00	0.00	61,947.87
10-5300 · Training	603.18	0.00	0.00	603.18
10-5400 · Materials	72,866.14	0.00	0.00	72,866.14
10-5600 · Supplies	2,348.26	0.00	0.00	2,348.26
10-5800 · Computer Operations	18,458.36	0.00	0.00	18,458.36
10-5900 · Utilities	1,728.64	0.00	0.00	1,728.64
10-6000 · Telephone	1,543.11	0.00	0.00	1,543.11
10-6100 · Postage	2,000.00	0.00	0.00	2,000.00
10-6200 · Maintenance	17,008.68	0.00	0.00	17,008.68
10-6300 · Repair	5,888.54	0.00	0.00	5,888.54
10-6500 · Professional Services	7,747.20	0.00	0.00	7,747.20
10-6600 · Improvements	1,041.77	0.00	0.00	1,041.77
10-6700 · Community Relations	17,341.79	0.00	0.00	17,341.79
10-7000 · Debt Service	101,849.30	0.00	0.00	101,849.30
20-8210 · Employer IMRF Disbursements	0.00	52,985.95	0.00	52,985.95
20-8250 · Employer Soc Security Tax Disb	0.00	46,673.00	0.00	46,673.00
<b>Total Ordinary Expense</b>	<b>938,093.40</b>	<b>99,658.95</b>	<b>0.00</b>	<b>1,037,752.35</b>
<b>Other Expenses</b>				
60-9800 · Special Reserve Disbursements	0.00	0.00	521.95	521.95
<b>Total Expenses</b>	<b>938,093.40</b>	<b>99,658.95</b>	<b>521.95</b>	<b>1,038,274.30</b>

	<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>00-4000 · Property Tax</b>						
<b>10-4000 · Property Tax General</b>						
	GJ	7/11/25	3933		77,840.39	77,840.39
	GJ	7/11/25	3933		305.25	78,145.64
	GJ	7/25/25	3937		127,298.40	205,444.04
	GJ	7/25/25	3937		500.18	205,944.22
	GJ	7/31/25	3950		4,170,788.80	4,376,733.02
	GJ	7/31/25	3950		16,360.46	4,393,093.48
	GJ	8/8/25	3948		62,280.97	4,455,374.45
	GJ	8/8/25	3948		244.47	4,455,618.92
Total 10-4000 · Property Tax General					<u>4,455,618.92</u>	<u>4,455,618.92</u>
<b>20-4000 · Property Tax IMRF</b>						
	GJ	7/11/25	3933		6,798.45	6,798.45
	GJ	7/25/25	3937		11,118.21	17,916.66
	GJ	7/31/25	3950		364,267.14	382,183.80
	GJ	8/8/25	3948		5,439.45	387,623.25
Total 20-4000 · Property Tax IMRF					<u>387,623.25</u>	<u>387,623.25</u>
Total 00-4000 · Property Tax					<u>4,843,242.17</u>	<u>4,843,242.17</u>
<b>00-4050 · Replacement Tax</b>						
<b>10-4050 · Replacement Tax General</b>						
	GJ	8/6/25	3947		3,420.97	3,420.97
Total 10-4050 · Replacement Tax General					<u>3,420.97</u>	<u>3,420.97</u>
Total 00-4050 · Replacement Tax					<u>3,420.97</u>	<u>3,420.97</u>
<b>00-4100 · Interest Earned</b>						
<b>60-3109 · Interest - Wintrust MaxSafe S/R</b>						
	GJ	7/31/25	3939		1,990.33	1,990.33
Total 60-3109 · Interest - Wintrust MaxSafe S/R					<u>1,990.33</u>	<u>1,990.33</u>
<b>10-3109 · Interest - Wintrust MaxSafe Gen</b>						
	GJ	7/31/25	3939		15,007.41	15,007.41
Total 10-3109 · Interest - Wintrust MaxSafe Gen					<u>15,007.41</u>	<u>15,007.41</u>
<b>10-3180 · Interest - Money Market Fund</b>						
	GJ	7/31/25	3939		2,016.91	2,016.91
Total 10-3180 · Interest - Money Market Fund					<u>2,016.91</u>	<u>2,016.91</u>
<b>10-4100 · Interest - General Fund</b>						
<b>10-4101 · Interest Income - Chase Savings</b>						
	GJ	7/31/25	3939		0.95	0.95
Total 10-4101 · Interest Income - Chase Savings					<u>0.95</u>	<u>0.95</u>
<b>10-4102 · Interest Income - Chase CD's</b>						
	GJ	7/31/25	3943		1,006.85	1,006.85
	GJ	7/31/25	3943		926.30	1,933.15

	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Paid Amount</u>	<u>Balance</u>
Total 10-4102 · Interest Income - Chase CD's					1,933.15	1,933.15
Total 10-4100 · Interest - General Fund					1,934.10	1,934.10
<b>60-4100 · Interest - Special Reserve</b>						
<b>60-4101 · Interest - Chase Savings</b>						
	GJ	7/31/25	3939		0.86	0.86
Total 60-4101 · Interest - Chase Savings					0.86	0.86
<b>60-4102 · Interest - Chase CD's</b>						
	GJ	7/31/25	3943		835.68	835.68
	GJ	7/31/25	3943		915.56	1,751.24
Total 60-4102 · Interest - Chase CD's					1,751.24	1,751.24
Total 60-4100 · Interest - Special Reserve					1,752.10	1,752.10
Total 00-4100 · Interest Earned					22,700.85	22,700.85
<b>00-4200 · Other</b>						
<b>10-4660 · Developer Fees</b>						
	Dep	7/29/25			2,065.00	2,065.00
	Dep	7/29/25			2,065.00	4,130.00
Total 10-4660 · Developer Fees					4,130.00	4,130.00
<b>10-4450 · Copy Machine Income</b>						
<b>10-4451 · Aspen - Print/Copy Station</b>						
	Dep	7/14/25			611.80	611.80
Total 10-4451 · Aspen - Print/Copy Station					611.80	611.80
<b>10-4452 · Cook Park - Print/Copy Station</b>						
	Dep	7/14/25			683.20	683.20
Total 10-4452 · Cook Park - Print/Copy Station					683.20	683.20
Total 10-4450 · Copy Machine Income					1,295.00	1,295.00
<b>10-4500 · Misc - General Account</b>						
	Dep	7/9/25			138.00	138.00
	Dep	7/9/25			35.00	173.00
	Dep	7/29/25			263.25	436.25
	Dep	7/29/25			191.90	628.15
Total 10-4500 · Misc - General Account					628.15	628.15
Total 00-4200 · Other					6,053.15	6,053.15
<b>10-4300 · Grants &amp; Other Donations</b>						
<b>10-4365 · Donations - Other</b>						
	Dep	7/9/25			200.00	200.00
	Dep	7/9/25			400.00	600.00
Total 10-4365 · Donations - Other					600.00	600.00
Total 10-4300 · Grants & Other Donations					600.00	600.00
<b>10-4350 · Fines &amp; Lost Materials</b>						
	Dep	7/9/25			104.71	104.71
	Dep	7/9/25			45.90	150.61

	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Paid Amount</u>	<u>Balance</u>
	Bill	7/18/25	LOST/PAID - 070225	Janowicz, Lucas	-12.99	137.62
	Bill	7/18/25	LOST/PAID - 070725	Manion, Katherine	-16.95	120.67
	Dep	7/29/25			261.99	382.66
	Dep	7/29/25			76.44	459.10
	GJ	7/31/25	3939		2,419.23	2,878.33
	GJ	7/31/25	3941		-234.33	2,644.00
	Bill	8/1/25	LOST/PAID - 071625	Bomkamp, Colleen	-24.00	2,620.00
	Bill	8/1/25	LOST/PAID - 071725	Finklestein, Abigail	-12.99	2,607.01
	Bill	8/1/25	LOST/PAID - 071825	Krueger, Lindsey	-7.99	2,599.02
	Bill	8/8/25	LOST/PAID - 073025	Kumbhar, Nilesh	-12.99	2,586.03
	Bill	8/8/25	LOST/PAID - 073025	Jain, Meenal	-7.99	2,578.04
Total 10-4350 · Fines & Lost Materials					<u>2,578.04</u>	<u>2,578.04</u>
Total Income					<u>4,878,595.18</u>	<u>4,878,595.18</u>
<b>Expense</b>						
<b>10-5100 · Salaries</b>						
<b>10-5110 · Salaries - Administration</b>						
	GJ	7/11/25	3932		50,377.46	50,377.46
	GJ	7/24/25	3936		53,687.33	104,064.79
	GJ	8/8/25	3946		48,435.33	152,500.12
Total 10-5110 · Salaries - Administration					<u>152,500.12</u>	<u>152,500.12</u>
<b>10-5120 · Salaries - Adult Svcs</b>						
	GJ	7/11/25	3932		30,723.12	30,723.12
	GJ	7/24/25	3936		32,788.83	63,511.95
	GJ	8/8/25	3946		32,234.02	95,745.97
Total 10-5120 · Salaries - Adult Svcs					<u>95,745.97</u>	<u>95,745.97</u>
<b>10-5130 · Salaries - Youth Svcs</b>						
	GJ	7/11/25	3932		33,575.16	33,575.16
	GJ	7/24/25	3936		36,155.29	69,730.45
	GJ	8/8/25	3946		36,685.15	106,415.60
Total 10-5130 · Salaries - Youth Svcs					<u>106,415.60</u>	<u>106,415.60</u>
<b>10-5140 · Salaries - Circulation</b>						
	GJ	7/11/25	3932		30,978.23	30,978.23
	GJ	7/24/25	3936		32,020.72	62,998.95
	GJ	8/8/25	3946		32,677.96	95,676.91
Total 10-5140 · Salaries - Circulation					<u>95,676.91</u>	<u>95,676.91</u>
<b>10-5145 · Salaries - Maintenance</b>						
	GJ	7/11/25	3932		9,390.02	9,390.02
	GJ	7/24/25	3936		9,900.55	19,290.57
	GJ	8/8/25	3946		11,622.58	30,913.15
Total 10-5145 · Salaries - Maintenance					<u>30,913.15</u>	<u>30,913.15</u>
<b>10-5150 · Salaries - ILL</b>						
	GJ	7/11/25	3932		4,486.46	4,486.46

	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Paid Amount</u>	<u>Balance</u>
	GJ	7/24/25	3936		4,645.61	9,132.07
	GJ	8/8/25	3946		4,593.02	13,725.09
Total 10-5150 · Salaries - ILL					13,725.09	13,725.09
<b>10-5155 · Salaries - Outreach</b>						
	GJ	7/11/25	3932		11,030.34	11,030.34
	GJ	7/24/25	3936		11,040.27	22,070.61
	GJ	8/8/25	3946		11,086.27	33,156.88
Total 10-5155 · Salaries - Outreach					33,156.88	33,156.88
<b>10-5160 · Salaries - Tech Svcs</b>						
	GJ	7/11/25	3932		24,238.49	24,238.49
	GJ	7/24/25	3936		27,623.68	51,862.17
	GJ	8/8/25	3946		24,817.98	76,680.15
Total 10-5160 · Salaries - Tech Svcs					76,680.15	76,680.15
<b>10-5165 · Salaries - Shelters</b>						
	GJ	7/11/25	3932		6,974.57	6,974.57
	GJ	7/24/25	3936		6,888.84	13,863.41
	GJ	8/8/25	3946		7,043.28	20,906.69
Total 10-5165 · Salaries - Shelters					20,906.69	20,906.69
Total 10-5100 · Salaries					625,720.56	625,720.56
<b>10-5200 · Benefits</b>						
<b>10-5210 · Health Insurance</b>						
	Bill	7/18/25	#6-2025M	Cooperative 90'S Medical	35,483.40	35,483.40
	Bill	7/18/25	#6-2025M	Cooperative 90'S Medical	4,631.60	40,115.00
	GJ	7/31/25	3942		2,003.83	42,118.83
	GJ	7/31/25	3942		91.35	42,210.18
	GJ	7/31/25	3942		3,486.13	45,696.31
	GJ	7/31/25	3942		127.60	45,823.91
	GJ	7/31/25	3942		200.00	46,023.91
	Bill	8/1/25	75733	BCBS-IL	7,904.84	53,928.75
	Bill	8/1/25	75733	BCBS-IL	1,777.94	55,706.69
Total 10-5210 · Health Insurance					55,706.69	55,706.69
<b>10-5220 · Dental/Vision Insurance</b>						
	Dep	7/9/25			-53.19	-53.19
	Dep	7/9/25			-53.19	-106.38
	Dep	7/9/25			-53.19	-159.57
	Dep	7/9/25			-53.19	-212.76
	Dep	7/9/25			-49.00	-261.76
	Bill	7/18/25	#6.2025D	Cooperative 90'S Dental	3,518.20	3,256.44
	Bill	7/18/25	#6.2025D	Cooperative 90'S Dental	1,260.80	4,517.24
	Dep	7/29/25			-53.19	4,464.05
	Dep	7/29/25			-53.19	4,410.86
	Dep	7/29/25			-49.00	4,361.86

Type	Date	Num	Name	Paid Amount	Balance
Dep	7/29/25			-53.19	4,308.67
Dep	7/29/25			-49.00	4,259.67
GJ	7/31/25	3940		-832.96	3,426.71
Bill	8/1/25	1950082	Delta Dental of Illinois - Vision	282.11	3,708.82
Bill	8/1/25	1950082	Delta Dental of Illinois - Vision	89.77	3,798.59
Bill	8/1/25	1948198	Delta Dental of Illinois - Risk	3.28	3,801.87
Bill	8/1/25	1948198	Delta Dental of Illinois - Risk	29.34	3,831.21
Total 10-5220 · Dental/Vision Insurance				3,831.21	3,831.21
<b>10-5230 · Unemployment Compensation</b>					
Bill	8/8/25	2ND QTR 2025	LIMRicc UCG	1,033.92	1,033.92
Total 10-5230 · Unemployment Compensation				1,033.92	1,033.92
<b>10-5240 · Life Insurance</b>					
Bill	7/18/25	1703140	Madison National Life Ins Co	258.06	258.06
Bill	8/1/25	1707607	Madison National Life Ins Co	266.58	524.64
Total 10-5240 · Life Insurance				524.64	524.64
<b>10-5270 · LTD Insurance</b>					
Bill	7/18/25	1703140	Madison National Life Ins Co	392.08	392.08
Bill	8/1/25	1707607	Madison National Life Ins Co	459.33	851.41
Total 10-5270 · LTD Insurance				851.41	851.41
Total 10-5200 · Benefits				61,947.87	61,947.87
<b>10-5300 · Training</b>					
<b>10-5310 · Workshops</b>					
<b>10-5314 · Workshops - Circulation</b>					
CC	7/31/25	071225	Rosati's	109.44	109.44
Total 10-5314 · Workshops - Circulation				109.44	109.44
Total 10-5310 · Workshops				109.44	109.44
<b>10-5320 · Travel</b>					
<b>10-5322 · Travel - Adult Svcs</b>					
Bill	8/1/25	JULY 12, 2025	Smith, Robert	33.74	33.74
Total 10-5322 · Travel - Adult Svcs				33.74	33.74
Total 10-5320 · Travel				33.74	33.74
<b>10-5330 · Memberships</b>					
<b>10-5331 · Memberships - Admin</b>					
CK	7/18/25	61397	Lake County (IL) Genealogical So	40.00	40.00
Total 10-5331 · Memberships - Admin				40.00	40.00
<b>10-5332 · Memberships - Adult Svcs</b>					
Bill	7/18/25	JULY 2025-JUNE 2026	Lake County (IL) Genealogical So	30.00	30.00
CC	7/31/25	072325	American Library Assoc	210.00	240.00
Total 10-5332 · Memberships - Adult Svcs				240.00	240.00
<b>10-5333 · Memberships - Youth Svcs</b>					
CC	7/31/25	070925	American Library Assoc	180.00	180.00

	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Paid Amount</u>	<u>Balance</u>
Total 10-5333 · Memberships - Youth Svcs					180.00	180.00
Total 10-5330 · Memberships					460.00	460.00
Total 10-5300 · Training					603.18	603.18
<b>10-5400 · Materials</b>						
<b>10-5410 · Books - Adult</b>						
Bill	7/18/25	2183826		Center Point Large Print	190.26	190.26
Bill	7/18/25	999100671151		Gale	22.39	212.65
Bill	7/18/25	999100699540		Gale	29.59	242.24
Bill	7/18/25	999100701934		Gale	131.16	373.40
Bill	7/18/25	999100701931		Gale	323.10	696.50
Bill	7/18/25	999100701932		Gale	56.78	753.28
Bill	7/18/25	999100701936		Gale	112.46	865.74
Bill	7/18/25	999100692076		Gale	30.39	896.13
Bill	7/18/25	999100682919		Gale	22.39	918.52
Bill	7/18/25	21643		Tsai Fong Books	730.08	1,648.60
Bill	7/18/25	2039178559		Baker & Taylor - L5742022	153.64	1,802.24
Bill	7/18/25	2039157628		Baker & Taylor - L5742022	374.67	2,176.91
Bill	7/18/25	2039159048		Baker & Taylor - L5742022	111.22	2,288.13
Bill	7/18/25	2039158901		Baker & Taylor - L3966532	622.05	2,910.18
Bill	7/18/25	2039166698		Baker & Taylor - L5742022	281.25	3,191.43
Bill	7/18/25	2039178112		Baker & Taylor - L5579912	70.94	3,262.37
Bill	7/18/25	2039164650		Baker & Taylor - L5742022	615.30	3,877.67
Bill	7/18/25	2039176395		Baker & Taylor - L5742022	408.04	4,285.71
Bill	7/18/25	2039170083		Baker & Taylor - L5742022	741.47	5,027.18
Bill	7/18/25	2039179004		Baker & Taylor - L5580152	353.49	5,380.67
Bill	7/18/25	2039173925		Baker & Taylor - L5580152	440.67	5,821.34
Bill	7/18/25	2039178154		Baker & Taylor - L4231132	14.55	5,835.89
Bill	7/18/25	2039169638		Baker & Taylor - L3966532	919.32	6,755.21
CC	7/31/25	070125		Amazon	78.36	6,833.57
CC	7/31/25	070225		Barnes & Noble	140.00	6,973.57
CC	7/31/25	070225		Amazon	27.08	7,000.65
CC	7/31/25	070125		Amazon	151.72	7,152.37
CC	7/31/25	070225		Amazon	60.21	7,212.58
CC	7/31/25	070225		Amazon	147.37	7,359.95
CC	7/31/25	070225		Amazon	76.01	7,435.96
CC	7/31/25	070725		Amazon	102.33	7,538.29
CC	7/31/25	070725		Amazon	23.29	7,561.58
CC	7/31/25	070825		Amazon	23.88	7,585.46
CC	7/31/25	070925		Amos Media Co.	104.99	7,690.45
CC	7/31/25	070225		Amazon	46.78	7,737.23
CC	7/31/25	070825		Amazon	109.56	7,846.79
CC	7/31/25	071425		Amazon	26.62	7,873.41

Type	Date	Num	Name	Paid Amount	Balance
CC	7/31/25	071425	Amazon	141.99	8,015.40
CC	7/31/25	071625	Amazon	79.70	8,095.10
CC	7/31/25	071625	Amazon	12.40	8,107.50
CC	7/31/25	071525	Amazon	54.42	8,161.92
CC	7/31/25	071625	Amazon	77.00	8,238.92
CC	7/31/25	070825	Amazon	113.96	8,352.88
CC	7/31/25	071525	Amazon	21.33	8,374.21
CC	7/31/25	071425	Amazon	25.94	8,400.15
CC	7/31/25	071625	Amazon	85.28	8,485.43
CC	7/31/25	071425	Amazon	114.70	8,600.13
CC	7/31/25	072125	Amazon	118.99	8,719.12
CC	7/31/25	072225	Amazon	12.20	8,731.32
CC	7/31/25	072325	Amazon	24.96	8,756.28
CC	7/31/25	072225	Amazon	18.84	8,775.12
CC	7/31/25	072825	Amazon	21.29	8,796.41
CC	7/31/25	072225	Amazon	27.47	8,823.88
CC	7/31/25	072325	Amazon	31.40	8,855.28
CC	7/31/25	072325	Amazon	27.50	8,882.78
CC	7/31/25	072325	Amazon	84.07	8,966.85
CC	7/31/25	072625	Amazon	314.82	9,281.67
CC	7/31/25	072425	Amazon	238.15	9,519.82
CC	7/31/25	072325	Amazon	19.25	9,539.07
CC	7/31/25	072425	Amazon	223.95	9,763.02
CC	7/31/25	072825	Amazon	22.16	9,785.18
CC	7/31/25	072325	Amazon	33.17	9,818.35
CC	7/31/25	072225	Amazon	387.31	10,205.66
CC	7/31/25	072425	Amazon	388.36	10,594.02
CC	7/31/25	072225	Amazon	18.86	10,612.88
CC	7/31/25	072825	Amazon	95.34	10,708.22
CC	7/31/25	072525	Amazon	263.44	10,971.66
CC	7/31/25	072225	Amazon	11.99	10,983.65
CC	7/31/25	073025	Amazon	-15.40	10,968.25
CC	7/31/25	072625	Amazon	7.82	10,976.07
CC	7/31/25	072825	Amazon	61.89	11,037.96
CC	7/31/25	071425	Amazon	31.88	11,069.84
CC	8/1/25	072225	Amazon	41.82	11,111.66
CC	8/1/25	072925	Amazon	56.19	11,167.85
CC	8/1/25	072925	Amazon	57.48	11,225.33
CC	8/1/25	072925	Amazon	14.99	11,240.32
CC	8/1/25	072925	Amazon	15.40	11,255.72
CC	8/1/25	072925	Amazon	11.97	11,267.69
				11,267.69	11,267.69

Total 10-5410 · Books - Adult

	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Paid Amount</u>	<u>Balance</u>	
<b>10-5415 · Books - Juvenile</b>							
	Bill	7/18/25	2039186722	Baker & Taylor - L3966522	241.14	241.14	
	Bill	7/18/25	2039166680	Baker & Taylor - L5580072	358.87	600.01	
	Bill	7/18/25	2039169443	Baker & Taylor - L4231142	364.18	964.19	
	Bill	7/18/25	2039175977	Baker & Taylor - L5580072	348.69	1,312.88	
	Bill	7/18/25	2039176303	Baker & Taylor - L3966522	457.92	1,770.80	
	Bill	7/18/25	2039175708	Baker & Taylor - L3966522	335.98	2,106.78	
	Bill	7/18/25	2039170451	Baker & Taylor - L5588902	10.36	2,117.14	
	Bill	7/18/25	2039163299	Baker & Taylor - L3966522	293.08	2,410.22	
	Bill	7/18/25	2039181246	Baker & Taylor - L5580072	326.78	2,737.00	
	Bill	7/18/25	2039180035	Baker & Taylor - L4231522	19.58	2,756.58	
	CC	7/31/25	070125	Amazon	12.81	2,769.39	
	CC	7/31/25	070125	Amazon	110.65	2,880.04	
	CC	7/31/25	070125	Amazon	279.76	3,159.80	
	CC	7/31/25	070225	Amazon	158.94	3,318.74	
	CC	7/31/25	070225	Amazon	10.99	3,329.73	
	CC	7/31/25	070725	Amazon	-13.96	3,315.77	
	CC	7/31/25	070625	Amazon	107.49	3,423.26	
	CC	7/31/25	071625	Amazon	148.42	3,571.68	
	CC	7/31/25	071725	Amazon	15.59	3,587.27	
	CC	7/31/25	071625	Amazon	218.31	3,805.58	
	CC	7/31/25	072025	Amazon	62.40	3,867.98	
	CC	7/31/25	07225	Amazon	14.12	3,882.10	
	CC	7/31/25	072325	Amazon	79.33	3,961.43	
	CC	7/31/25	072325	Amazon	29.76	3,991.19	
	CC	7/31/25	072425	Amazon	11.35	4,002.54	
	CC	7/31/25	072525	Amazon	230.24	4,232.78	
	CC	7/31/25	072325	Amazon	25.94	4,258.72	
	CC	7/31/25	072325	Amazon	41.76	4,300.48	
	CC	7/31/25	072825	Amazon	5.60	4,306.08	
	CC	7/31/25	072625	Amazon	78.64	4,384.72	
	CC	7/31/25	070125	Amazon	36.32	4,421.04	
	CC	8/1/25	073025	Amazon	76.55	4,497.59	
	<b>Total 10-5415 · Books - Juvenile</b>					<b>4,497.59</b>	<b>4,497.59</b>
<b>10-5420 · Audio/Visual - Adult</b>							
	Bill	7/18/25	507405881	Midwest Tape, LLC	119.94	119.94	
	Bill	7/18/25	507410220	Midwest Tape, LLC	87.45	207.39	
	Bill	7/18/25	507434749	Midwest Tape, LLC	26.46	233.85	
	Bill	7/18/25	507440811	Midwest Tape, LLC	719.23	953.08	
	CC	7/31/25	071425	Amazon	22.53	975.61	
	<b>Total 10-5420 · Audio/Visual - Adult</b>					<b>975.61</b>	<b>975.61</b>
<b>10-5425 · Audio/Visual - Juvenile</b>							

	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Paid Amount</u>	<u>Balance</u>
	Bill	7/18/25	507440811	Midwest Tape, LLC	18.74	18.74
Total 10-5425 · Audio/Visual - Juvenile					18.74	18.74
<b>10-5430 · Games - Adult</b>						
	Bill	7/18/25	022308	Crimson Multimedia Distribution	366.13	366.13
	Bill	7/18/25	022310	Crimson Multimedia Distribution	121.43	487.56
	CC	7/31/25	070225	Amazon	69.99	557.55
Total 10-5430 · Games - Adult					557.55	557.55
<b>10-5435 · Games - Youth</b>						
	Bill	7/18/25	022309	Crimson Multimedia Distribution	240.00	240.00
Total 10-5435 · Games - Youth					240.00	240.00
<b>10-5440 · Periodicals - Adult</b>						
	CC	7/31/25	072425	Chicago Sun-Times	513.73	513.73
	CC	7/31/25	072525	Pioneer Press	32.50	546.23
	CC	7/31/25	072825	Lake County News Sun	272.64	818.87
	Bill	8/1/25	366832	Chicago Sun-Times	345.22	1,164.09
Total 10-5440 · Periodicals - Adult					1,164.09	1,164.09
<b>10-5450 · Circulating Technologies</b>						
<b>10-5451 · Circ Tech - Equipment</b>						
	CC	7/31/25	071825	Amazon	121.92	121.92
	CC	7/31/25	071825	Michaels	45.13	167.05
	CC	7/31/25	071525	Amazon	509.03	676.08
	CC	7/31/25	072525	Amazon	34.95	711.03
	CC	7/31/25	072525	Amazon	41.39	752.42
Total 10-5451 · Circ Tech - Equipment					752.42	752.42
<b>10-5453 · Circ Tech - Subscriptions</b>						
	CC	7/31/25	070425	Hulu	18.99	18.99
	CC	7/31/25	072225	Hulu	18.99	37.98
	CC	7/31/25	072625	VIX Plus	8.99	46.97
	CC	7/31/25	072825	Netflix.com	24.99	71.96
	CC	7/31/25	073025	Britbox LLC	89.99	161.95
	CC	7/31/25	071325	Acorn TV	89.99	251.94
	CC	7/31/25	070225	Amazon Prime	8.99	260.93
	CC	7/31/25	070725	Apple.com	99.00	359.93
Total 10-5453 · Circ Tech - Subscriptions					359.93	359.93
Total 10-5450 · Circulating Technologies					1,112.35	1,112.35
<b>10-5490 · Electronic Services</b>						
<b>10-5491 · Online Databases</b>						
<b>10-5492 · Online Databases - Adults</b>						
	Bill	7/18/25	14202	RAILS	1,500.00	1,500.00
	Bill	7/18/25	14256	RAILS	7,937.00	9,437.00
	Bill	7/18/25	14435	RAILS	7,995.00	17,432.00
	Bill	7/18/25	989940-941	Grey House Publishing	1,995.00	19,427.00

	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Paid Amount</u>	<u>Balance</u>
	Bill	7/18/25	141409	A to Z Databases	5,543.00	24,970.00
Total 10-5492 · Online Databases - Adults					24,970.00	24,970.00
Total 10-5491 · Online Databases					24,970.00	24,970.00
<b>10-5494 · Digital Popular Materials</b>						
<b>10-5495 · Dig Popular Materials - Adults</b>						
	Bill	7/18/25	H-0115244	Overdrive	3,000.00	3,000.00
	Bill	7/18/25	H-0115244	Overdrive	9,000.00	12,000.00
	Bill	7/18/25	1000438455	OCLC Inc.	5,249.96	17,249.96
	Bill	7/18/25	07001CO25209316	Overdrive	448.55	17,698.51
	Bill	7/18/25	07001CO25209023	Overdrive	679.43	18,377.94
	Bill	7/18/25	07001CO25209011	Overdrive	452.47	18,830.41
	Bill	7/18/25	07001CO25208995	Overdrive	208.54	19,038.95
	Bill	8/1/25	507396542	Midwest Tape, LLC	9,023.57	28,062.52
Total 10-5495 · Dig Popular Materials - Adults					28,062.52	28,062.52
Total 10-5494 · Digital Popular Materials					28,062.52	28,062.52
Total 10-5490 · Electronic Services					53,032.52	53,032.52
Total 10-5400 · Materials					72,866.14	72,866.14
<b>10-5600 · Supplies</b>						
<b>10-5611 · Supplies - Admin</b>						
	CC	7/31/25	070125	Amazon	18.99	18.99
	CC	7/31/25	070625	Amazon	94.95	113.94
	CC	7/31/25	072325	Amazon	348.78	462.72
Total 10-5611 · Supplies - Admin					462.72	462.72
<b>10-5612 · Supplies - Adult Svcs</b>						
	CC	8/1/25	072925	Amazon	5.39	5.39
Total 10-5612 · Supplies - Adult Svcs					5.39	5.39
<b>10-5613 · Supplies - Youth Svcs</b>						
	CC	7/31/25	070225	Amazon	26.99	26.99
	CC	7/31/25	072325	Amazon	143.98	170.97
	CC	7/31/25	072325	Amazon	69.00	239.97
Total 10-5613 · Supplies - Youth Svcs					239.97	239.97
<b>10-5614 · Supplies - Circulation</b>						
	CC	7/31/25	070825	Walmart.com	7.96	7.96
Total 10-5614 · Supplies - Circulation					7.96	7.96
<b>10-5615 · Supplies - Maintenance</b>						
	CC	7/31/25	071825	Interstate Power Systems	155.76	155.76
	CC	7/31/25	070325	Amazon	148.63	304.39
	CC	7/31/25	071525	Michaels	24.90	329.29
	CC	7/31/25	071725	Pure n Natural Systems	120.90	450.19
	Bill	8/1/25	505888	J & R Lock & Safe	6.50	456.69
Total 10-5615 · Supplies - Maintenance					456.69	456.69

	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Paid Amount</u>	<u>Balance</u>
<b>10-5616 · Supplies - ILL</b>						
	CC	7/31/25	070825	Amazon	29.99	29.99
Total 10-5616 · Supplies - ILL					<u>29.99</u>	<u>29.99</u>
<b>10-5618 · Supplies - Tech Svcs</b>						
	CC	7/31/25	070825	Demco, Inc,	714.40	714.40
	CC	7/31/25	070925	Demco, Inc,	152.79	867.19
Total 10-5618 · Supplies - Tech Svcs					<u>867.19</u>	<u>867.19</u>
<b>10-5660 · Supplies - Computer</b>						
	CC	7/31/25	072525	Amazon	26.94	26.94
	CC	7/31/25	072925	Amazon	54.80	81.74
	CC	8/1/25	073025	Amazon	66.15	147.89
	CC	8/1/25	073025	Amazon	7.35	155.24
	CC	8/1/25	073125	Amazon	9.77	165.01
Total 10-5660 · Supplies - Computer					<u>165.01</u>	<u>165.01</u>
<b>10-5680 · Supplies - Staff Room</b>						
	CC	7/31/25	070825	Walmart.com	4.56	4.56
	CC	8/1/25	072925	Amazon	108.78	113.34
Total 10-5680 · Supplies - Staff Room					<u>113.34</u>	<u>113.34</u>
Total 10-5600 · Supplies					<u>2,348.26</u>	<u>2,348.26</u>
<b>10-5800 · Computer Operations</b>						
<b>10-5865 · Remote Communications Expenses</b>						
	Bill	7/18/25	JUNE 2025	Krishnamoorthy, Seethalakshmi	5.00	5.00
	Bill	8/1/25	JUNE 25	Eckmann, Robert	10.00	15.00
	Bill	8/8/25	JULY 25	Eckmann, Robert	10.00	25.00
Total 10-5865 · Remote Communications Expenses					<u>25.00</u>	<u>25.00</u>
<b>10-5830 · Replacement Hardware/Software</b>						
<b>10-5831 · Rep Hrdwre/Sftwre - Admin</b>						
	Bill	7/18/25	30347	Computer View	1,341.00	1,341.00
	Bill	7/18/25	14126	RAILS	15,000.00	16,341.00
	CC	7/31/25	070325	Timely	225.00	16,566.00
	CC	7/31/25	070325	Apple.com	10.99	16,576.99
	CC	7/31/25	071425	qr-code-generator.com	191.88	16,768.87
	CC	7/31/25	071925	GoDaddy	449.99	17,218.86
	CC	8/1/25	080125	Liberated Syndication	7.00	17,225.86
Total 10-5831 · Rep Hrdwre/Sftwre - Admin					<u>17,225.86</u>	<u>17,225.86</u>
Total 10-5830 · Replacement Hardware/Software					<u>17,225.86</u>	<u>17,225.86</u>
<b>10-5850 · Misc Contracts</b>						
	Bill	7/18/25	INV_US-76607	Envisionware	1,207.50	1,207.50
Total 10-5850 · Misc Contracts					<u>1,207.50</u>	<u>1,207.50</u>
Total 10-5800 · Computer Operations					<u>18,458.36</u>	<u>18,458.36</u>
<b>10-5900 · Utilities</b>						
<b>10-5930 · Water</b>						

	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Paid Amount</u>	<u>Balance</u>
<b>10-5931 · Water - Aspen</b>						
	CK	7/31/25	062325	LC Dept of Public Works	504.68	504.68
Total 10-5931 · Water - Aspen					<u>504.68</u>	<u>504.68</u>
<b>10-5932 · Water - Cook Park</b>						
	CK	7/31/25	JUNE 25	Village of Libertyville	1,223.96	1,223.96
Total 10-5932 · Water - Cook Park					<u>1,223.96</u>	<u>1,223.96</u>
Total 10-5930 · Water					<u>1,728.64</u>	<u>1,728.64</u>
Total 10-5900 · Utilities					<u>1,728.64</u>	<u>1,728.64</u>
<b>10-6000 · Telephone</b>						
<b>10-6010 · Telephone</b>						
	CC	7/31/25	071325	Comcast	340.19	340.19
	Bill	8/1/25	79120	Peerless Network	1,077.61	1,417.80
Total 10-6010 · Telephone					<u>1,417.80</u>	<u>1,417.80</u>
<b>10-6020 · Bookmobile - Telephone</b>						
	CK	7/31/25	6116234565	Verizon Wireless Services LLC	94.31	94.31
	CC	7/31/25	0525-0625	T-Mobile	31.00	125.31
Total 10-6020 · Bookmobile - Telephone					<u>125.31</u>	<u>125.31</u>
Total 10-6000 · Telephone					<u>1,543.11</u>	<u>1,543.11</u>
<b>10-6100 · Postage</b>						
	CK	7/31/25	JULY 25	Pitney Bowes - Reserve Account	2,000.00	2,000.00
Total 10-6100 · Postage					<u>2,000.00</u>	<u>2,000.00</u>
<b>10-6200 · Maintenance</b>						
<b>10-6210 · Janitorial Service</b>						
<b>10-6211 · Janitorial Service - Aspen</b>						
	Bill	8/1/25	C30301	Complete Cleaning Company	2,625.00	2,625.00
	Bill	8/8/25	C30549	Complete Cleaning Company	2,625.00	5,250.00
Total 10-6211 · Janitorial Service - Aspen					<u>5,250.00</u>	<u>5,250.00</u>
<b>10-6212 · Janitorial Service - Cook Park</b>						
	Bill	8/1/25	C30301	Complete Cleaning Company	4,250.00	4,250.00
	Bill	8/8/25	C30549	Complete Cleaning Company	4,250.00	8,500.00
Total 10-6212 · Janitorial Service - Cook Park					<u>8,500.00</u>	<u>8,500.00</u>
Total 10-6210 · Janitorial Service					<u>13,750.00</u>	<u>13,750.00</u>
<b>10-6220 · Landscaping Service</b>						
<b>10-6221 · Landscaping - Aspen</b>						
	Bill	8/1/25	62015	Landscape Concepts	1,001.75	1,001.75
Total 10-6221 · Landscaping - Aspen					<u>1,001.75</u>	<u>1,001.75</u>
<b>10-6222 · Landscaping - Cook Park</b>						
	Bill	8/1/25	62014	Landscape Concepts	609.75	609.75
Total 10-6222 · Landscaping - Cook Park					<u>609.75</u>	<u>609.75</u>
Total 10-6220 · Landscaping Service					<u>1,611.50</u>	<u>1,611.50</u>
<b>10-6240 · Trash Removal</b>						

	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Paid Amount</u>	<u>Balance</u>
<b>10-6242 · Trash Removal - Cook Park</b>						
	CK	7/31/25	14702381T09	Groot Industries	251.22	251.22
Total 10-6242 · Trash Removal - Cook Park					251.22	251.22
Total 10-6240 · Trash Removal					251.22	251.22
<b>10-6250 · Miscellaneous</b>						
<b>10-6251 · Misc. Maintenance - Aspen</b>						
	Bill	8/1/25	7068	AMS Of Northern Illinois	205.20	205.20
	Bill	8/1/25	80183146	Terminix Anderson	101.81	307.01
Total 10-6251 · Misc. Maintenance - Aspen					307.01	307.01
<b>10-6252 · Misc. Maintenance - Cook Park</b>						
	CK	7/31/25	KMLT983	Iron Mountain Incorporated	152.17	152.17
	Bill	8/1/25	015600CS364043	Ambius	431.98	584.15
	Bill	8/1/25	7068	AMS Of Northern Illinois	154.80	738.95
	Bill	8/1/25	80712961	Terminix Anderson	350.00	1,088.95
Total 10-6252 · Misc. Maintenance - Cook Park					1,088.95	1,088.95
Total 10-6250 · Miscellaneous					1,395.96	1,395.96
Total 10-6200 · Maintenance					17,008.68	17,008.68
<b>10-6300 · Repair</b>						
<b>10-6320 · Building &amp; Grounds Repairs</b>						
<b>10-6322 · Building Repairs - Cook Park</b>						
	Bill	8/1/25	I-58920-1	Arrow Plumbing	106.00	106.00
	Bill	8/1/25	24305	Metalmaster Roofmaster	4,990.00	5,096.00
Total 10-6322 · Building Repairs - Cook Park					5,096.00	5,096.00
Total 10-6320 · Building & Grounds Repairs					5,096.00	5,096.00
<b>10-6340 · Service Contracts-Mech. &amp; Bldg.</b>						
<b>10-6342 · Service Contracts - Cook Park</b>						
	CC	7/31/25	I-63151	FSS Technologies	147.00	147.00
	CC	7/31/25	I-63151	FSS Technologies	123.00	270.00
	Bill	8/1/25	8106934007	Schindler Elevator Corp	522.54	792.54
Total 10-6342 · Service Contracts - Cook Park					792.54	792.54
Total 10-6340 · Service Contracts-Mech. & Bldg.					792.54	792.54
Total 10-6300 · Repair					5,888.54	5,888.54
<b>10-6500 · Professional Services</b>						
<b>10-6530 · Consulting</b>						
	Bill	8/8/25	22503	HR Source	4,837.50	4,837.50
Total 10-6530 · Consulting					4,837.50	4,837.50
<b>10-6540 · Payroll Processing</b>						
	GJ	7/11/25	3931		463.72	463.72
	GJ	7/24/25	3935		1,931.24	2,394.96
	GJ	8/8/25	3945		469.64	2,864.60
Total 10-6540 · Payroll Processing					2,864.60	2,864.60

	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Paid Amount</u>	<u>Balance</u>
<b>10-6560 · Recruitment</b>						
	GJ	7/31/25	3938	Wallace, Willie	-438.48	-438.48
	CK	7/31/25	9216173494	Quest Diagnostics	34.55	-403.93
	Bill	8/1/25	REPLC CK #61337	Wallace, Willie	438.48	34.55
Total 10-6560 · Recruitment					34.55	34.55
<b>10-6575 · Miscellaneous Services &amp; Fees</b>						
	CK	7/31/25	062025	Sam's Club Direct	10.55	10.55
Total 10-6575 · Miscellaneous Services & Fees					10.55	10.55
Total 10-6500 · Professional Services					7,747.20	7,747.20
<b>10-6600 · Improvements</b>						
<b>10-6650 · Copiers &amp; Other Leased Equip</b>						
	CK	7/31/25	47379768	Konica Minolta	1,041.77	1,041.77
Total 10-6650 · Copiers & Other Leased Equip					1,041.77	1,041.77
Total 10-6600 · Improvements					1,041.77	1,041.77
<b>10-6700 · Community Relations</b>						
<b>10-6710 · Newsletter</b>						
	Bill	8/1/25	FALL 25 NEWSLETTER	U.S. Postmaster	3,438.36	3,438.36
Total 10-6710 · Newsletter					3,438.36	3,438.36
<b>10-6712 · Graphics</b>						
	Bill	8/1/25	JULY 2025	Gardner, Bronwyn	12.99	12.99
Total 10-6712 · Graphics					12.99	12.99
<b>10-6720 · Programming - Adult</b>						
<b>10-6721 · Programs - Performances</b>						
	Bill	7/10/25	JULY 10, 2025	Anderlik, Robert	1,400.00	1,400.00
	Bill	7/14/25	JULY 14, 2025	Mehner, David	112.50	1,512.50
	Bill	7/18/25	JULY 10, 2025	Garcilazo, Brittney	150.00	1,662.50
	Bill	7/18/25	132935	Maddox, Susan K.	375.00	2,037.50
	Bill	8/1/25	JULY 16, 2025	Opsal, Carol	50.00	2,087.50
	Bill	8/1/25	JULY 22, 2025	Rocha, Maria	155.00	2,242.50
	Bill	8/7/25	AUGUST 7, 2025	Tan, James	700.00	2,942.50
	Bill	8/8/25	073125	Bradford, Barry	600.00	3,542.50
	Bill	8/8/25	AUGUST 11, 2025	J & S Meyer Family Properties	200.00	3,742.50
	Bill	8/8/25	1001	Speck, Susie	525.00	4,267.50
Total 10-6721 · Programs - Performances					4,267.50	4,267.50
<b>10-6722 · Book Discussions/Author Events</b>						
	Bill	8/1/25	6272025	Vernon Area Public Library Distric	2,533.33	2,533.33
Total 10-6722 · Book Discussions/Author Events					2,533.33	2,533.33
<b>10-6723 · Other Expenditures</b>						
	CC	7/31/25	070125	Amazon	116.98	116.98
	CC	7/31/25	070125	Michaels	134.85	251.83
	CC	7/31/25	072125	Amazon	9.79	261.62
	CC	7/31/25	071425	Amazon	116.03	377.65

	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Paid Amount</u>	<u>Balance</u>
	CC	7/31/25	070125	Michaels	8.99	386.64
Total 10-6723 · Other Expenditures					386.64	386.64
<b>10-6725 · Genealogy Programs</b>						
	Bill	7/18/25	JULY 17, 2025	Lake County (IL) Genealogical So	125.00	125.00
Total 10-6725 · Genealogy Programs					125.00	125.00
<b>10-6726 · Computer Programs</b>						
	Bill	8/8/25	11011	Montano, Estevan	750.00	750.00
Total 10-6726 · Computer Programs					750.00	750.00
Total 10-6720 · Programming - Adult					8,062.47	8,062.47
<b>10-6730 · Programming - Young Adult</b>						
<b>10-6731 · Programs - Young Adult</b>						
	CK	7/31/25	062025	Sam's Club Direct	15.98	15.98
	CC	7/31/25	071825	Amazon	72.01	87.99
	CC	7/31/25	071825	Amazon	234.86	322.85
	Bill	8/1/25	2025CookM01a	Ha, Gene	450.00	772.85
	Bill	8/1/25	JULY 26, 2025	Tenuto, John	200.00	972.85
Total 10-6731 · Programs - Young Adult					972.85	972.85
Total 10-6730 · Programming - Young Adult					972.85	972.85
<b>10-6740 · Programs - Youth</b>						
	Bill	7/18/25	JULY 8, 2025	Magic By Randy, Inc.	475.00	475.00
	CK	7/31/25	062025	Sam's Club Direct	403.32	878.32
	CC	7/31/25	071825	Mariano's	63.78	942.10
	CC	7/31/25	072925	Mariano's	57.76	999.86
	CC	7/31/25	070225	Amazon	237.83	1,237.69
	CC	7/31/25	070225	Lakeshore Learning	54.98	1,292.67
	CC	7/31/25	070225	Amazon	111.98	1,404.65
	CC	7/31/25	070825	Amazon	129.03	1,533.68
	CC	7/31/25	070825	Walmart.com	15.36	1,549.04
	CC	7/31/25	071625	Amazon	11.90	1,560.94
	CC	7/31/25	070925	Amazon	12.78	1,573.72
	CC	7/31/25	071625	Walmart	4.54	1,578.26
	CC	7/31/25	071625	Amazon	25.19	1,603.45
	CC	7/31/25	071625	Lakeshore Learning	60.24	1,663.69
	CC	7/31/25	071625	Amazon	272.94	1,936.63
	CC	7/31/25	071625	Amazon	51.97	1,988.60
	CC	7/31/25	072325	School Outfitters	202.88	2,191.48
	CC	7/31/25	072425	Michaels	59.02	2,250.50
	CC	7/31/25	072325	Amazon	127.28	2,377.78
	CC	8/1/25	073025	Amazon	9.99	2,387.77
	CC	8/1/25	073025	Amazon	102.29	2,490.06
	Bill	8/8/25	20648	Talewise	400.00	2,890.06
	Bill	8/8/25	2044	T-Rexplorers, LLC.	505.00	3,395.06

	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Paid Amount</u>	<u>Balance</u>
Total 10-6740 · Programs - Youth					3,395.06	3,395.06
<b>10-6760 · Promotions/Prizes</b>						
<b>10-6761 · Promotions/Prizes- Admin/Gen</b>						
	CC	7/31/25	070325	48HourPrint.com	145.85	145.85
	CC	7/31/25	070625	Holcomb Hollow	70.20	216.05
	CC	7/31/25	070725	48HourPrint.com	-10.12	205.93
	CC	7/31/25	070225	Jewel Store	66.09	272.02
	Bill	8/1/25	JULY 2025	Gardner, Bronwyn	18.98	291.00
Total 10-6761 · Promotions/Prizes- Admin/Gen					291.00	291.00
<b>10-6763 · Promotions/Prizes - Children's</b>						
	CC	8/1/25	073025	Snickelfriz Toys	400.00	400.00
	CC	8/1/25	073025	Amazon	200.00	600.00
Total 10-6763 · Promotions/Prizes - Children's					600.00	600.00
<b>10-6764 · Promotions/Prizes - Circulation</b>						
	CC	7/31/25	070125	Amazon	9.47	9.47
	CC	7/31/25	070125	Amazon	168.16	177.63
	CC	7/31/25	070925	Amazon	28.98	206.61
	Bill	8/8/25	JULY 2025	Coutre, Maureen	100.00	306.61
	Bill	8/8/25	MAY & JULY 2025	Krishnamoorthy, Seetha	132.63	439.24
Total 10-6764 · Promotions/Prizes - Circulation					439.24	439.24
<b>10-6770 · Promotions/Prizes - YA</b>						
	CC	7/31/25	071725	Amazon	161.80	161.80
Total 10-6770 · Promotions/Prizes - YA					161.80	161.80
Total 10-6760 · Promotions/Prizes					1,492.04	1,492.04
<b>10-6780 · Digital Studios</b>						
<b>10-6784 · Digital Studios - Supplies</b>						
	CC	7/31/25	071125	Amazon	-31.98	-31.98
Total 10-6784 · Digital Studios - Supplies					-31.98	-31.98
Total 10-6780 · Digital Studios					-31.98	-31.98
Total 10-6700 · Community Relations					17,341.79	17,341.79
<b>10-7000 · Debt Service</b>						
	Bill	7/18/25	0015586054	Capital One Public Funding, LLC	73,232.60	73,232.60
	Bill	8/1/25	401	Chase	9,020.70	82,253.30
	Bill	8/1/25	402	Chase	19,596.00	101,849.30
Total 10-7000 · Debt Service					101,849.30	101,849.30
<b>20-8210 · Employer IMRF Disbursements</b>						
	GJ	7/11/25	3932		17,259.74	17,259.74
	GJ	7/24/25	3936		18,418.86	35,678.60
	GJ	8/8/25	3946		17,307.35	52,985.95
Total 20-8210 · Employer IMRF Disbursements					52,985.95	52,985.95
<b>20-8250 · Employer Soc Security Tax Disb</b>						
	GJ	7/11/25	3932		15,037.49	15,037.49

	<b>Type</b>	<b>Date</b>	<b>Num</b>	<b>Name</b>	<b>Paid Amount</b>	<b>Balance</b>
	GJ	7/24/25	3936		16,030.25	31,067.74
	GJ	8/8/25	3946		15,605.26	46,673.00
Total 20-8250 · Employer Soc Security Tax Disb					46,673.00	46,673.00
Total Expense					1,037,752.35	1,037,752.35
<b>Other Income/Expense</b>						
<b>60-9800 · Special Reserve Disbursements</b>						
	CK	7/31/25	062025	Sam's Club Direct	37.96	37.96
	CC	7/31/25	071625	Awards & Engraving	483.99	521.95
Total 60-9800 · Special Reserve Disbursements					521.95	521.95
<b>Total Expenses</b>					<b>1,038,274.30</b>	<b>1,038,274.30</b>

## CHILDREN'S RENEWAL PROJECT RECONCILIATION - 2024/2025

<b>Vendor/Description</b>	<b>Amount</b>
Featherstone	253,197.55
Library Furniture International	208,804.71
Krause Electrical Contractors	163,361.00
D Kersey Construction	65,408.80
Product Architecture + Design	63,150.42
Diverzify Pro	61,912.18
Thomas Interiors	38,952.00
Hallett Movers	26,812.73
Ascher Brothers	19,805.00
Defranco Plumbing	19,631.30
Jensen's Plumbing & Heating	17,469.90
Continua Interiors of Illinois	16,165.50
Krueger International	14,620.26
Bibliotheca	9,375.00
Village of Libertyville	8,304.78
Independent Fire Sprinkler Inspections	7,560.00
OfficeChairsUSA	5,678.75
Axtion Technology	2,600.00
Risk Program Administrators	2,575.00
Activity Center & Gaming Units	2,399.20
Interiors for Business	2,338.80
Miscellaneous/Incidentals	1,871.19
The Library Store	1,590.00
<b>Total Expenditures</b>	<b>1,013,584.07</b>

<b>Less: Donations &amp; Credits</b>	<b>Amount</b>
Donation - Individual	(15,337.17)
Donation - FOL	(18,000.00)
Building permit refund	(1,500.00)
Key deposit refund	(40.00)
Balance of Fund 50 Trust	(9,918.84)
<b>Total Donations/Credits</b>	<b>(44,796.01)</b>

<b>Net Project Total</b>	<b>968,788.06</b>
<b>Approved Project Budget</b>	<b>1,065,000.00</b>
<b>Budget Surplus (Savings)</b>	<b>96,211.94</b>



## Cook Memorial Public Library District Librarian's Statistical Report - Page 1 July 2025

### 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.

	July 2024			July 2025			Percent Change
	Juvenile	Adult	Total	Juvenile	Adult	Total	
Cook Memorial Public Library District	6,726	33,949	<b>40,675</b>	6,604	34,515	<b>41,119</b>	1.09%
Reciprocal Borrowing Patrons	357	5,846	<b>6,203</b>	331	6,063	<b>6,394</b>	3.08%
<b>Total</b>	<b>7,083</b>	<b>39,795</b>	<b>46,878</b>	<b>6,935</b>	<b>40,578</b>	<b>47,513</b>	1.35%

### Visitors

	July 2024	July 2025	Percent Change	FY 2025 To Date	FY 2026 To Date	Percent Change
Aspen Drive Library	15,231	15,617	2.53%	15,231	15,617	2.53%
Drive-Up	451	440	-2.44%	451	440	-2.44%
Cook Park Library	25,512	29,227	14.56%	25,512	29,227	14.56%
Drive-Up	1,127	1,141	1.24%	1,127	1,141	1.24%
Outreach	568	484	-14.79%	568	484	-14.79%
<b>Total</b>	<b>42,889</b>	<b>46,909</b>	<b>9.37%</b>	<b>42,889</b>	<b>46,909</b>	<b>9.37%</b>

### Program Attendance

	July 2024	July 2025	Percent Change	FY 2025 To Date	FY 2026 To Date	Percent Change
Adult	992	1,125	13.41%	992	1,125	13.41%
Juvenile	2,631	2,502	-4.90%	2,631	2,502	-4.90%
Young Adult	114	68	-40.35%	114	68	-40.35%
	3,737	3,695	-1.12%	3,737	3,695	-1.12%

### Special Services

	July 2024	July 2025	Percent Change	FY 2025 To Date	FY 2026 To Date	Percent Change
Reference Questions	6,701	6,722	0.31%	6,701	6,722	0.31%
Technology Questions	816	816	0.00%	816	816	0.00%
Library App Users	1,160	1,323	14.05%	1,160	1,323	14.05%
www.cooklib.org	39,755	42,307	6.42%	39,755	42,307	6.42%
Holdings Placed	12,938	11,310	-12.58%	12,938	11,310	-12.58%
Holdings Filled	11,014	9,844	-10.62%	11,014	9,844	-10.62%
Homebound Items Delivered	595	629	5.71%	595	629	5.71%

### Collection Size

	July 2024					July 2025					Percent Change
	Juvenile	Adult	Other	Total	Percent of Total	Juvenile	Adult	Other	Total	Percent of Total	
Aspen Drive Library	49,263	42,663	1	<b>91,927</b>	34.59%	46,311	41,144	1	<b>87,456</b>	35.43%	-4.86%
Cook Park Library	56,244	100,660	149	<b>157,053</b>	59.10%	50,610	92,107	151	<b>142,868</b>	57.88%	-9.03%
Outreach	13,882	2,872	13	<b>16,767</b>	6.31%	14,011	2,503	13	<b>16,527</b>	6.70%	-1.43%
<b>Total</b>	<b>119,389</b>	<b>146,195</b>	<b>163</b>	<b>265,747</b>		<b>110,932</b>	<b>135,754</b>	<b>165</b>	<b>246,851</b>		-7.11%

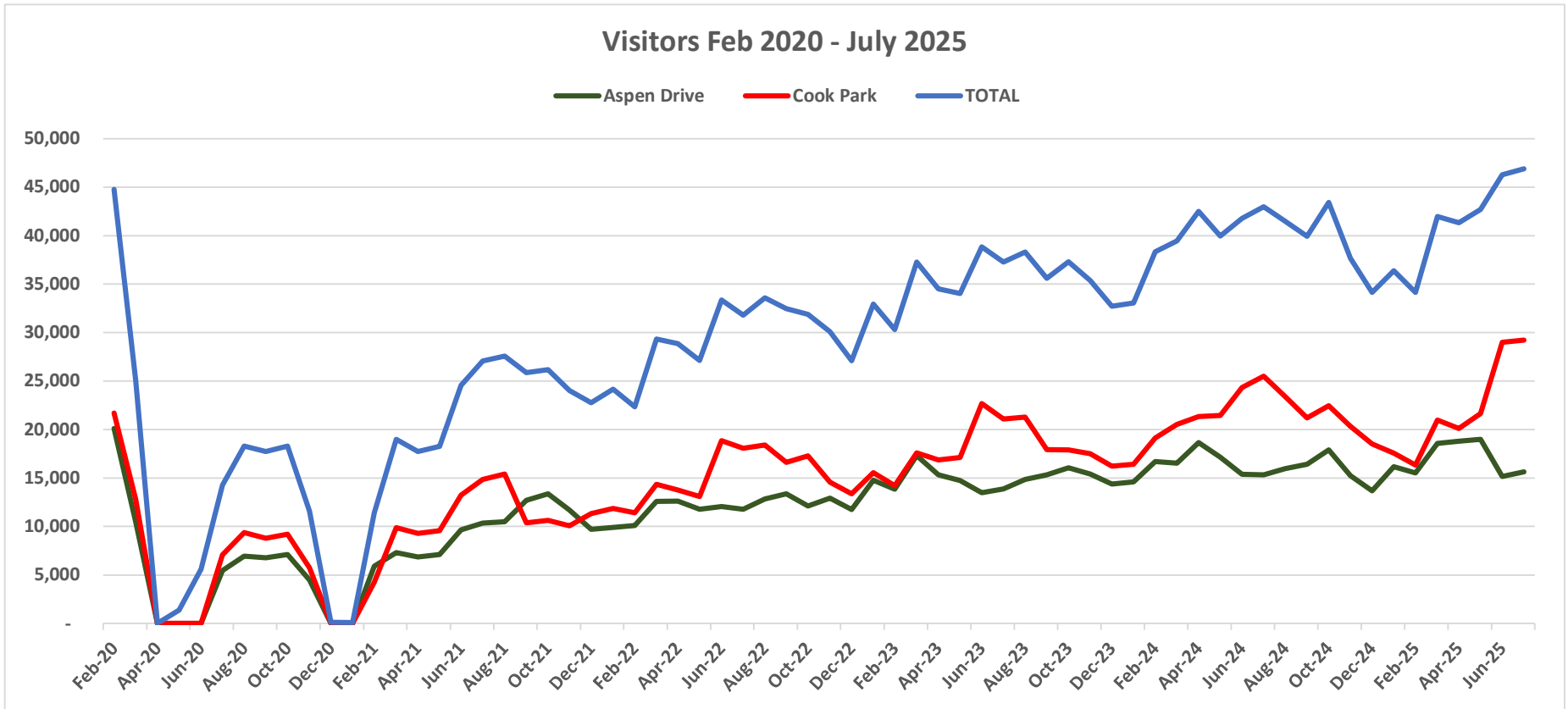
## Librarian's Statistical Report - July 2025 - Page 2

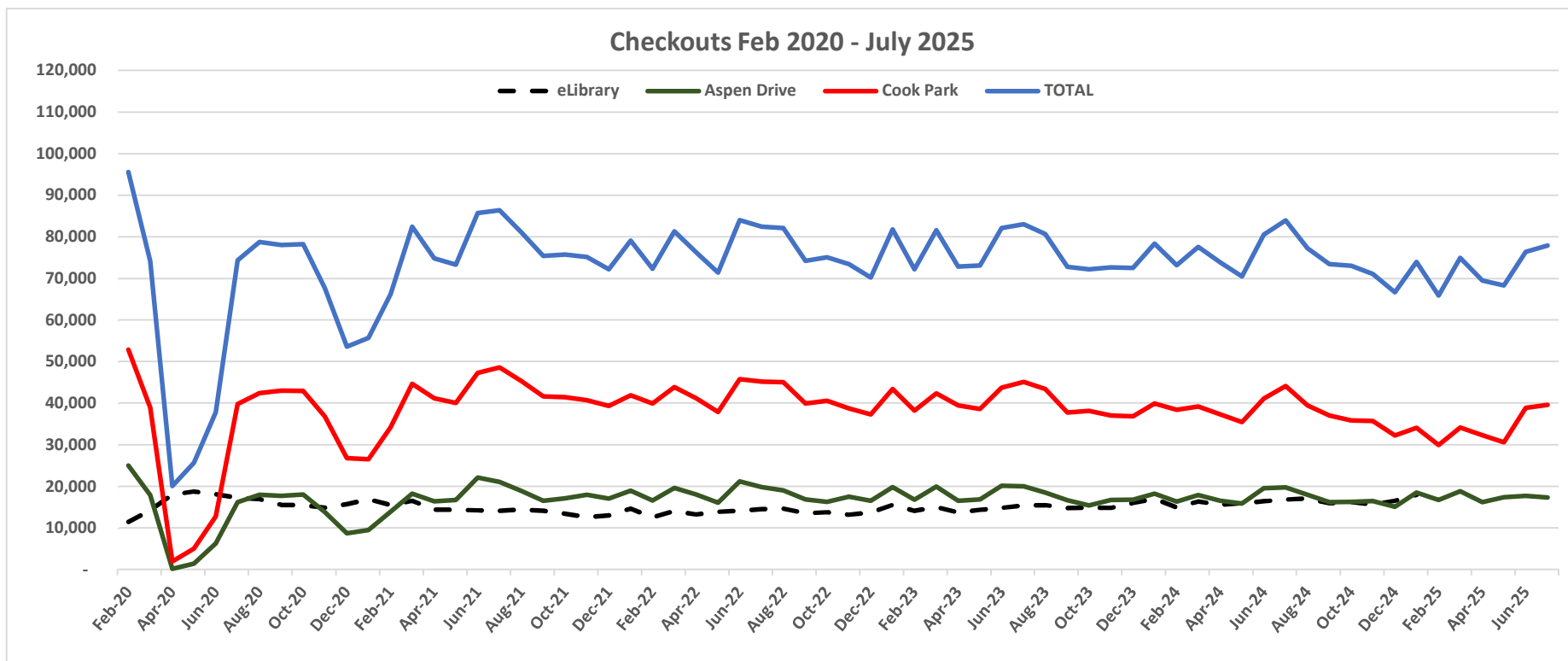
### Circulation

	July 2024				July 2025				Percent Change
	Adult	Juvenile	Other	Total	Adult	Juvenile	Other	Total	
Fiction	11,568	23,591		35,159	11,035	21,752		32,787	-6.75%
Large Type	1,390	47		1,437	1,469	33		1,502	4.52%
Nonfiction	8,142	5,548		13,690	6,264	4,820		11,084	-19.04%
Periodicals	964	212		1,176	867	175		1,042	-11.39%
World Language	328	339		667	199	475		674	1.05%
<b>Subtotal Print</b>	<b>22,392</b>	<b>29,737</b>		<b>52,129</b>	<b>19,834</b>	<b>27,255</b>		<b>47,089</b>	<b>-9.67%</b>
Bags and Containers			15	15			7	7	-53.33%
Equipment	284	4		288	333	5		338	17.36%
Interlibrary Loan			168	168			129	129	-23.21%
LINKin	1,031			1,031	1,046			1,046	1.45%
Multimedia		374		374		293		293	-21.66%
Other			26	26			24	24	-7.69%
<b>Subtotal Other</b>	<b>1,315</b>	<b>378</b>	<b>209</b>	<b>1,902</b>	<b>1,379</b>	<b>298</b>	<b>160</b>	<b>1,837</b>	<b>-3.42%</b>
eAudiobooks			7,358	7,358			8,192	8,192	11.33%
eBooks			7,801	7,801			8,128	8,128	4.19%
eMagazines			240	240			242	242	0.83%
eMusic			266	266			234	234	-12.03%
eVideo			1,361	1,361			1,396	1,396	2.57%
<b>Subtotal Downloadables</b>			<b>17,026</b>	<b>17,026</b>			<b>18,192</b>	<b>18,192</b>	<b>6.85%</b>
Audiobooks	511	324		835	383	377		760	-8.98%
Compact Discs	820	162		982	723	126		849	-13.54%
DVDs, Blu-Ray	7,591	2,357		9,948	5,788	2,072		7,860	-20.99%
Video Games	554	847		1,401	528	789		1,317	-6.00%
<b>Subtotal Audiovisual</b>	<b>9,476</b>	<b>3,690</b>		<b>13,166</b>	<b>7,422</b>	<b>3,364</b>		<b>10,786</b>	<b>-18.08%</b>
<b>Grand Total All Agencies</b>	<b>33,183</b>	<b>33,805</b>	<b>17,235</b>	<b>84,223</b>	<b>28,635</b>	<b>30,917</b>	<b>18,352</b>	<b>77,904</b>	<b>-7.50%</b>

### Agency Subtotals

	July 2024	July 2025	Percent Change	FY 2025 To Date	FY 2026 To Date	Percent Change
Downloadables	17,026	18,192	6.85%	17,026	18,192	6.85%
Aspen Drive Library	19,749	17,327	-12.26%	19,749	17,327	-12.26%
Cook Park Library	44,151	39,589	-10.33%	44,151	39,589	-10.33%
Outreach	3,297	2,796	-15.20%	3,297	2,796	-15.20%
<b>Total</b>	<b>84,223</b>	<b>77,904</b>	<b>-7.50%</b>	<b>84,223</b>	<b>77,904</b>	<b>-7.50%</b>







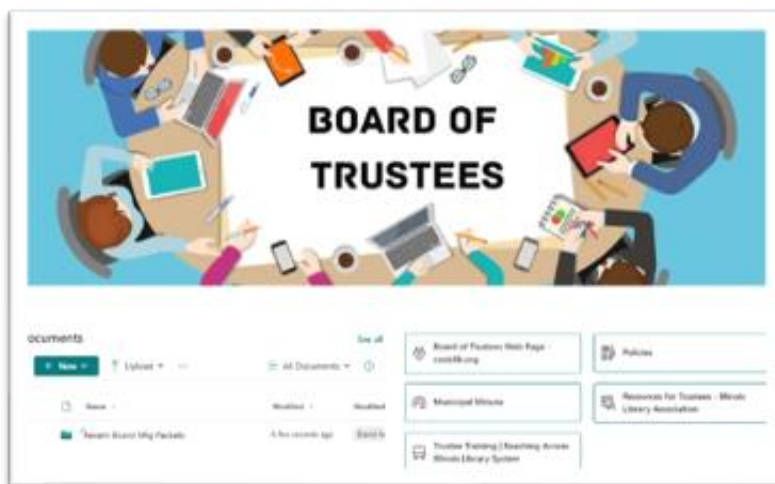
## REPORT OF THE DIRECTOR AUGUST 2025

### New Trustee SharePoint Page

A new SharePoint page just for Trustees is now up and running at this link:

<https://cooklib.sharepoint.com/sites/LibraryTrustees2?market=en-US>. Trustees will get a brief tour of the page at the August board meeting, showing these highlights:

- Library policies.
- Links to trustee training opportunities.
- Current and recent board meeting packets.



### Legislative Update

Two bills pertinent to Libraries were signed into law and go into effect in January.

- [HB 42](#) authorizes library boards to charge nonresident library fees on a quarterly or biannual basis, rather than requiring payment in one lump sum. State law allows residents who are unserved by a public library (“nonresidents”) to purchase a library card at the nearest participating public library for a fee at least equal to what residents pay. Currently, there are no unserved areas adjacent to the CMPLD taxing area where either library is the nearest location.
- [HB 1910](#) requires libraries to maintain a supply of Narcan and take reasonable steps to have at least one employee trained to identify the signs of opioid overdose present at the library during operating hours to administer. Even though this bill only amends the Local Library Act and not the Library District Act, we are already in compliance with the law. The Lake County Health Department provides us with Narcan and has trained our public desk and maintenance staff at both library locations.

## Updated Library App Coming Soon

An updated version of our mobile app is expected soon. Our app is provided by Communico – a vendor that provides a suite of cloud-based applications built specifically for libraries. In addition to the mobile app, Communico also provides runs our calendar/registration system, and digital sign software. The new version of the mobile app has a vastly improved modern look and experience. The events section is much easier to navigate and will include a search feature. There are new, eye-catching ways for the library to highlight databases and services. Updates will include the ability to add multiple card numbers - handy for families with multiple cards, and an easy way to add library cards to your phone's wallet. We are currently in the beta testing phase, thoroughly checking different scenarios and working alongside Communico's implementation specialists to make adjustments. – *Nate Gass, Digital Services Manager*

## Odds & Ends from Library Staff

1. The Library's **Readers' Advisors** spent the summer recommending books to patrons: at the Libertyville Farmers' Market, on the desk, and as one of the Adult Summer Reading activities. Between June 1st and July 31st, they responded to 45 "Ask A Bookie" requests with customized lists, for a total of over 360 titles recommended. Whether the patron asked for a particular genre, a specific format, or something else ("no first-person present tense," "something published in the 2010s"), the Bookies pulled from both bestsellers and hidden gems to ensure each reader received a high-quality, personalized list that met their needs. -- *Erica O'Rourke, Readers' Services Supervisor*
2. In July, the Adult and Youth Services Departments teamed up to host our annual **MiniCon** event. Around 80 patrons attended, exploring our Artist's Alley featuring eight local comic artists, and enjoying panels on comic art and pop culture history, as well as all-ages activities including crafts and gaming. This year's highlight was a special appearance by renowned Marvel and DC comic artist Gene Ha! -- *Leah Hotchkiss, High School Librarian*
3. This summer, Daniel Smith, Genealogy Librarian, partnered with the **Lake County Genealogical Society** to offer three hybrid genealogy programs at the library. Over 150 attendees learned about intriguing stories of immigration, hidden documents in government archives, and fascinating fraternal organization records. The annual partnership has proven successful and beneficial for both organizations. -- *Daniel Smith, Genealogy Librarian*
4. We added an **E Spanish Fiction collection**. This will make our collection more consistent across languages. Many titles that were E Fiction in English were J Spanish Fiction as we had not added this collection when we added E Fiction to our English collection. This should provide for a better browsing experience for patrons looking for titles at their reading level in Spanish. --*Cyndi Hamann, Collection Development Manager*
5. We are currently **shifting the adult nonfiction** collection at Cook. This project is still in progress, but we are getting closer to finishing it each day. This shift will create more even spacing of material and many more face outs! Every second shelf throughout the whole collection will feature face out books

improving the aesthetics of our nonfiction collection and creating a more welcoming browsing experience for patrons. – CH

6. Our newest Tech Aide, **Seungmin Cho**, began working with us in July. Seungmin has a diverse background in tech support and customer service, with an interest in improving procedures to make tech procedures easier for users. He has experience with a variety of creative software, 3D printing, and is fluent in Korean. – *Nate Gass, Digital Services Manager*
7. Outreach staff and the Bookmobile attended the **Vernon Hills National Night Out** celebration on August 5 at Harrtmann Park. We had 5 staff members and 9 enthusiastic teen volunteers. Over 800 people stopped by the table outside of the Bookmobile to spin the prize wheel. We also circulated 54 items and appeared on the compilation video for the village.

#### 8. **Youth Services Staffing Update**

*Part-Time Library Assistant/Programming focus* – We were fortunate to fill this position with an in-house candidate, **Vijaya Char**. For more than 2 years, Vijaya has been a valued member of the Early Learning Team. In her new position Vijaya will focus on services to students in grades K-5, giving her a chance to expand her knowledge of and experience with library services for youth.

*After-School Associates* – Two of the three After School Associate positions have been filled. **Hyungkyung Song** comes to CMPLD with experience at an afternoon program at a public school, and **Thea Walker** brings experience in the Youth Services department at an area public library. Amy vanGoethem, Student Services Coordinator, is continuing to interview for the third position.

*Part-Time Library Assistant/Early Learning focus* – With Vijaya moving into her new role, a position on the Early Learning Team has opened up. Terri Norstrom, Early Learning Coordinator, is beginning the hiring process for this position. –*Melissa Phillips, Senior Manager of Youth Services*

#### 9. **Summer School Outreach**

*Hawthorn District 73 and Libertyville District 70* – Brooke Bahnsen, Outreach Manager, and Amy vanGoethem, Student Services Coordinator, organized a series of visits with students at **District 73 and District 70**. These students are enrolled in special summer school programs to provide them extra learning support during the summer. Outreach staff Gail Tanimura, Karen Varga, and Steve Pozdro took the Bookmobile to District 70 students twice and District 73 students once. The students also came to each Library for a visit hosted by Amy vanGoethem and Susie Sokol, Student Services Specialist. –*MP*

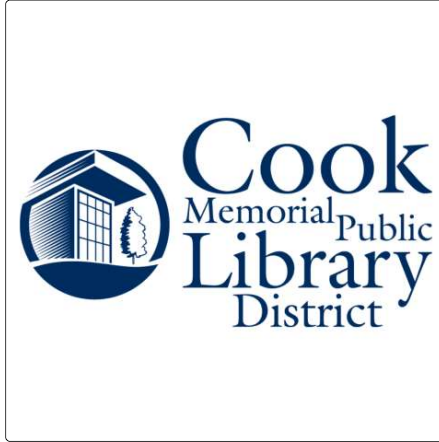
*St. Joseph's Summer School* – 45 students in grades K-5 visited Cook Park for a tour of the Library.

10. Every Monday for 10 weeks this summer, between 25-30 students from **CORE Martial Arts Summer Day Camp** visited the Youth Services department for 60-90 minutes. Along with 3 counselors, the students read books, played games, did crafts, and generally enjoyed the Library. The Library visit has been a key component of the summer day camp's curriculum for 13 years. – *MP*
11. The **Summer Reading** program has officially ended with 2,709 patrons registering. -- *MP*

# Library Logo Breakdown: Cook Memorial Public Library District

By Gwen Gemmell - July 30, 2025

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*Logos may act as the first opportunity for patrons to connect with the library. Found on bookmarks, signage, websites, and other outreach materials, a well-designed logo is a tool to aid the public perception of the library.*

*So, what does an effective library logo look like? What considerations do libraries need to address when designing their logos?*

*In response to these questions—and because the topic of logo design is so fun to discuss!—we will be exploring our member libraries' logos in the series: Library Logo Breakdown.*

*We've solicited responses from libraries about the story of their logos, and we will present the information they've shared in this series.*

*Our featured logo this week is from the Cook Memorial Public Library District. Submitted by Bronwyn Gardner, the logo was designed by their graphic designer, Andrew Traynor.*

## **GG: What is the story of your logo?**

BG: We wanted a new logo to usher our library district into a new era after the completion of our second full-service location in 2010. While each building was in a different town in our district and each had a distinctive style. One unifying feature was the style and size of the entrances. This motif was the basis of our unifying logo design.

## **GG: How long ago did you begin using your current logo?**

BG: 2010. We have often wondered if it's time to update the logo, but each time we find the design to be pretty timeless and very representative of our library district.

## **GG: How do you feel your logo reflects your library?**

BG: The navy-blue color in color psychology represents trustworthiness, stability, and reliability — three values we hope our community thinks of when they think of the library. Our logo emblem is very representative of the design of our buildings — it's recognizable.

## **GG: How has your logo usage affected your branding and community engagement?**

BG: As I mentioned in the previous answer, since the logo uses the design motif of the entrances to our buildings, the logo is recognized as our library district immediately.

*In addition to their logo design, Cook Memorial PL also created a style guide document to ensure their logo and branding is consistent across platforms. Their guide features different logo layouts and guidance on what to avoid with logo usage; some of which are that their logo be over 1 inch large and consistent in font style and font color.*

*A style guide can be helpful as a means of answering frequently asked questions about the use of your logo. Such as: How will your logo differ when printed on a t-shirt versus when it's featured on your website? What common pitfalls might users of your logo (library employees and/or trustees) encounter?*

*Special thanks to Bronwyn Gardner for her time and assistance with this post.*

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Cook Memorial Public Library District										
Investment Maturity Schedule										
July 31, 2025										
	Issue Date	Maturity Date	Yield	Q3 2025	Q4 2025	Q1 2026	Q2 2026	Q3 2026	Q4 2026	Total
<b>Special Reserve Fund:</b>										
Israel Disc Bk New York, NY	15-Sep-2023	15-Sep-2025	5.15%	245,000						245,000
Flagstar Bk Natl Assn Hicksville, AZ	13-Dec-2023	15-Dec-2025	4.75%		245,000					245,000
Enterprise Bk Allison Park, PA	31-Jan-2024	30-Jan-2026	4.40%			245,000				245,000
United FID Bk FSB Evansville, IN	13-Sep-2024	13-Mar-2026	4.15%			245,000				245,000
Goldman Sachs Bk USA New York	24-Dec-2024	24-Jun-2026	4.00%				245,000			245,000
		<b>Total Special Reserve</b>		245,000	245,000	490,000	245,000	-	-	1,225,000
<b>General Fund:</b>										
Valley Natl Bk Passaic, NJ	5-Mar-2024	5-Sep-2025	5.05%	245,000						245,000
Western Alliance Bk Phoenix, AZ	16-Oct-2023	16-Oct-2025	5.30%		245,000					245,000
Bank of America NA	21-Aug-2024	2-Mar-2026	4.05%			245,000				245,000
United Bankers Bk Bloomington, MN	11-Jun-2024	30-Mar-2026	5.00%			245,000				245,000
First Farmers BK & Trust	26-Jul-2024	26-May-2026	4.60%				245,000			245,000
Bank Hapoalim B M New York	16-Apr-2025	16-Oct-2026	3.80%					245,000		245,000
Preferred BK Los Angeles	30-Jun-2025	30-Dec-2026	4.15%						245,000	245,000
		<b>Total General Fund</b>		245,000	245,000	490,000	245,000	245,000	245,000	1,715,000
		<b>GRAND TOTAL</b>		<b>490,000</b>	<b>490,000</b>	<b>980,000</b>	<b>490,000</b>	<b>245,000</b>	<b>245,000</b>	<b>2,940,000</b>

Cook Memorial Public Library District												
Investment Transaction Schedule - JP Morgan Chase												
Date	Investment	Certificates of Deposit			Savings Accounts			Interest Income				
		General Fund	Special Reserve 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-Apr-2025</b>	<b>Ending Balance</b>	<b>1,715,000</b>	<b>1,225,000</b>	<b>2,940,000</b>	<b>56,540.81</b>	<b>51,181.44</b>	<b>107,722.25</b>	<b>80,662.07</b>	<b>63,398.92</b>	<b>9.37</b>	<b>8.46</b>	<b>144,078.82</b>
13-May-2025	United FID Bk FSB Evansville, IN								835.68			835.68
27-May-2025	First Farmers BK & Trust CD							926.30				926.30
28-May-2025	United Bankers BK Bloomington, MN CD							1,006.85				1,006.85
31-May-2025	Chase Bank				0.92	0.83	1.75			0.92	0.83	1.75
<b>31-May-2025</b>	<b>Ending Balance</b>	<b>1,715,000</b>	<b>1,225,000</b>	<b>2,940,000</b>	<b>56,541.73</b>	<b>51,182.27</b>	<b>107,724.00</b>	<b>82,595.22</b>	<b>64,234.60</b>	<b>10.29</b>	<b>9.29</b>	<b>146,849.40</b>
2-Jun-2025	Enterprise BK Allison PK, PA CD								915.56			915.56
13-Jun-2025	Flagstar Bk Natl Assn Hicksville, AZ								5,802.81			5,802.81
13-Jun-2025	United FID Bk FSB Evansville, IN								863.54			863.54
23-Jun-2025	Optum Bk Draper, UT	(245,000)						6,141.78				6,141.78
24-Jun-2025	Goldman Sahchs BK USA New York CD								4,886.58			4,886.58
26-Jun-2025	First Farmers BK & Trust CD							957.18				957.18
30-Jun-2025	United Bankers BK Bloomington, MN CD							1,040.41				1,040.41
30-Jun-2025	Enterprise BK Allison PK, PA CD								886.03			886.03
30-Jun-2025	Preferred BK Los Angeles, CA	245,000										0.00
30-Jun-2025	Chase Bank				0.95	0.86	1.81			0.95	0.86	1.81
<b>30-Jun-2025</b>	<b>Ending Balance</b>	<b>1,715,000</b>	<b>1,225,000</b>	<b>2,940,000</b>	<b>56,542.68</b>	<b>51,183.13</b>	<b>107,725.81</b>	<b>90,734.59</b>	<b>77,589.12</b>	<b>11.24</b>	<b>10.15</b>	<b>168,345.10</b>
<b>BEGIN FY26</b>												<b>BEGIN FY26</b>
14-Jul-2025	United FID Bk FSB Evansville, IN								835.68			835.68
28-Jul-2025	United Bankers BK Bloomington, MN CD							1,006.85				1,006.85
28-Jul-2025	First Farmers BK & Trust CD							926.30				926.30
31-Jul-2025	Enterprise BK Allison PK, PA CD								915.56			915.56
31-Jul-2025	Chase Bank				0.95	0.86	1.81			0.95	0.86	1.81
<b>31-Jul-2025</b>	<b>Ending Balance</b>	<b>1,715,000</b>	<b>1,225,000</b>	<b>2,940,000</b>	<b>56,543.63</b>	<b>51,183.99</b>	<b>107,727.62</b>	<b>1,933.15</b>	<b>1,751.24</b>	<b>0.95</b>	<b>0.86</b>	<b>3,686.20</b>

# Position Summary

Cook Memorial Public Library

Report date as of Jul 31, 2025

Report run time: August 01, 2025 03:01 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			1,715,000		1,715,853	853	0.05	78,278	4.56			
Corporate Bond			1,715,000		1,715,853	853	0.05	15,721	4.56			
245,000	BANK OF AMERICA N A C/D FDIC INS TO LIMITS 06051XGS5060	2026-03-02	245,000	99.89	244,741	-259	-0.11	9,922	4.05	4.05	4.20	
								4,132	4.05			
245,000	***BANK HAPOALIM B M NEW YORK C/D FDIC INS TO LIMITS 06251FBN8060	2026-10-16	245,000	99.56	243,914	-1,086	-0.44	9,310	3.82	3.80	4.17	
								2,678	3.80			
245,000	FIRST FMRS BK & TR CONVERSE IND C/D FDIC INS TO LIMITS 320165MA8060	2026-05-26	245,000	100.25	245,622	622	0.25	11,270	4.59	4.60	4.28	
								125	4.60			
245,000	PREFERRED BK LOS ANGELES CA C/D FDIC INS TO LIMITS 740367WN3060	2026-12-30	245,000	100.06	245,154	154	0.06	10,168	4.15	4.15	4.10	
								0	4.15			
245,000	UNITED BANKERS BK BLOOMINGTON MINN C/D FDIC INS TO LIMITS 909557LB4060	2026-03-30	245,000	100.42	246,037	1,037	0.42	12,250	4.98	5.00	4.34	
								67	5.00			
245,000	VALLEY NATL BK PASSAIC N J C/D FDIC INS TO LIMITS 919853KT7060	2025-09-05	245,000	100.01	245,021	21	0.01	12,372	5.05	5.05	4.66	
								4,983	5.05			
245,000	WESTERN ALLIANCE BK PHOENIX C/D FDIC INS TO LIMITS 95763PQF1060	2025-10-16	245,000	100.15	245,365	365	0.15	12,985	5.29	5.30	4.48	
								3,735	5.30			
... 6414 / Cook Memorial PLD Special Res			1,225,000		1,224,809	-191	-0.02	55,002	4.49			
Corporate Bond			1,225,000		1,224,809	-191	-0.02	7,734	4.49			
								7,734	4.49			

# Position Summary

Cook Memorial Public Library

Report date as of Jul 31, 2025

Report run time: August 01, 2025 03:01 PM

Qty	Security	Mat/Exp Date	Cost	Share Price	Market Value	Unreal G/L	% Unreal G/L	Est Ann Inc		CY Cost Yld	Div/Int Rate	YTM
								Accr Inc				
245,000	ENTERPRISE BK ALLISON PK PA C/D FDIC INS TO LIMITS 29367RMY9060	2026-01-30	245,000	100.07	245,172	172	0.07	10,780	59	4.40	4.40	4.24
245,000	FLAGSTAR BK NATL ASSN HICKSVI C/D FDIC INS TO LIMITS 33847GBL5060	2025-12-15	245,000	100.16	245,386	386	0.16	11,638	1,499	4.74	4.75	4.29
245,000	GOLDMAN SACHS BK USA NEW YORK C/D FDIC INS TO LIMITS 38150VF61060	2026-06-24	245,000	99.75	244,396	-604	-0.25	9,800	967	4.01	4.00	4.27
245,000	ISRAEL DISC BK NEW YORK N Y C/D FDIC INS TO LIMITS 465076UG0060	2025-09-15	245,000	100.04	245,094	94	0.04	12,618	4,736	5.15	5.15	4.59
245,000	UNITED FID BK FSB EVANSVILLE IND C/D FDIC INS TO LIMITS 910286HY2060	2026-03-13	245,000	99.90	244,762	-238	-0.10	10,168	474	4.15	4.15	4.30
<b>Total For Accounts held at JPMS, member FINRA and SIPC</b>			<b>2,940,000</b>		<b>2,940,662</b>	<b>662</b>	<b>0.02</b>	<b>133,280</b>		<b>4.53</b>		
								<b>23,455</b>		<b>4.53</b>		

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

Please note disclosures and glossary included herein for important information about this report. Only the details for your investment account(s) are included on this page.

<b>Cook Memorial Public Library District</b>				
<b>Investment Transaction Schedule - MaxSafe Account - General Fund</b>				
<b>Date</b>	<b>Investment</b>	<b>Description</b>	<b>MaxSafe Account - General Fund</b>	<b>Interest Income</b>
<b>April 2025</b>			<b>3,903,303.53</b>	<b>156,527.84</b>
5/31/25	Wintrust Bank	Interest	14,321.81	14,321.81
<b>May 2025</b>			<b>3,917,625.34</b>	<b>170,849.65</b>
6/30/25	Wintrust Bank	Interest	14,907.15	14,907.15
<b>June 2025</b>			<b>3,932,532.49</b>	<b>185,756.80</b>
<b>BEGIN FY26</b>			<b>FY26</b>	
7/31/25	Wintrust Bank	Interest	15,007.41	15,007.41
<b>July 2025</b>			<b>3,947,539.90</b>	<b>15,007.41</b>

Cook Memorial Public Library District				
Investment Transaction Schedule - MaxSafe Account - Special Reserve Fund				
Date	Investment	Description	Running Balance	Interest Income
April 2025			1,023,538.29	40,637.38
5/1/25	Wintrust Bank	Transfer	(500,000.00)	
5/30/25	Wintrust Bank	Interest	1,899.42	1,899.42
May 2025			525,437.71	42,536.80
6/30/25	Wintrust Bank	Interest	1,977.06	1,977.06
June 2025			527,414.77	44,513.86
BEGIN FY26			FY26	
7/31/25	Wintrust Bank	Interest	1,990.33	1,990.33
July 2025			529,405.10	1,990.33

**AN ORDINANCE ADOPTING THE COMBINED ANNUAL BUDGET AND APPROPRIATION OF FUNDS FOR COOK MEMORIAL PUBLIC LIBRARY DISTRICT, LAKE COUNTY, ILLINOIS, FOR THE FISCAL YEAR BEGINNING ON THE 1<sup>ST</sup> DAY OF JULY 2025, AND ENDING ON THE 30<sup>TH</sup> DAY OF JUNE 2026**

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

**WHEREAS**, a public hearing was held as to such Budget and Appropriation Ordinance on the 19<sup>th</sup> day of August 2025, and notice of said hearing was given at least thirty (30) days prior thereto as required by law, and all other legal requirements have been complied with.

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

Section 1: That the fiscal year of this Public Library District is hereby fixed to begin on July 1, 2025, and end on June 30, 2026.

Section 2: The following appropriations, based on the annual budget adopted by the Board on June 17, 2025, for the fiscal year beginning July 1, 2025, and ending June 30, 2026, are hereby approved. The total sum of \$15,902,000, or as much thereof as may be authorized by law, is hereby appropriated for the purpose of the Cook Memorial Public Library District, as hereinafter specified for said fiscal year.

**PART I**

Estimated Revenue Available

Cash on hand as of July 1, 2025	5,204,560
Estimated revenues FY26	<u>11,667,955</u>
Total Available	<u>\$ 16,872,515</u>

**PART II**

Estimated Expenditures (Appropriations) – General Fund

<u>Account</u>	<u>Appropriation</u>
Salaries	6,636,000
Benefits	825,000
Training	70,000
Materials (Books/Periodicals/Databases)	1,489,000
Processing	61,000
Supplies	176,000

Vehicle Operations	31,000
Computer Operation	754,000
Utilities	271,000
Telephone	25,000
Postage	15,000
Maintenance	234,000
Repair	153,000
Insurance	99,000
Professional Services	169,000
Improvements	213,000
Community Relations	254,000
Contingencies	30,000
Debt Service	1,179,000
Capital Improvement Projects	600,000
Total General Fund	<u>\$13,284,000</u>

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

### PART III

#### Estimated Expenditures (Appropriations) – IMRF/Social Security Fund

Illinois Municipal Retirement Fund (IMRF)	610,000
Social Security – Employer’s Contributions	508,000
Total IMRF/SS Fund	<u>\$1,118,000</u>

The foregoing appropriations are hereby appropriated from the proceeds of a special tax to pay the Library District’s required contributions to the Illinois Municipal Retirement Fund and Social Security and are in addition to all other library district taxes as provided by law.

### PART IV

#### Estimated Expenditures (Appropriations) – Special Reserve Fund

Special Reserve Fund	\$1,500,000
----------------------	-------------

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

### SUMMARY of APPROPRIATIONS

General Fund	13,284,000
IMRF/Social Security Fund	1,118,000
Special Reserve Fund	1,500,000
Total Appropriation	<u>\$15,902,000</u>

Section 3: That all unexpended balances of any item or items of any general appropriation in this Ordinance may be used to offset any insufficiency in another item or items in the same general appropriation and for the same general purpose of any like appropriation made by this Ordinance.

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

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

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

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

**ADOPTED** this 19<sup>th</sup> day of August 2025, pursuant to a roll call vote as follows:

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT OR NOT VOTING: \_\_\_\_\_

Effective Date: \_\_\_\_\_

\_\_\_\_\_  
President, Deborah Ader

\_\_\_\_\_  
Secretary, Sara Lawton



# Cook Memorial Public Library District

## REGULAR BOARD MEETING AGENDA SUPPLEMENT

MEETING DATE: August 19, 2025

FROM: David Archer, Library Director

AGENDA ITEM: Approval of Resolution 2025-2026/1

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At the July 24, 2025 Resources, Services and Long-Range Planning Committee meeting, Committee members reviewed proposals for the new Outreach vehicle from three companies who had responded to our request for proposals. With input and a recommendation from our consultant, Specialty Vehicle Services, the committee made a unanimous recommendation to the full Board to accept a proposal from TechOps Specialty Vehicles, the lowest responsive bidder at a cost of \$355,942.95.

**RESOLUTION AUTHORIZING THE PURCHASE OF NEW OUTREACH VEHICLE FROM TECHOPS SPECIALTY VEHICLES NOT TO EXCEED \$362,000**

**WHEREAS**, the Board of Library Trustees (“Board”) of the Cook Memorial Public Library District, Lake County, Illinois (“Library”), approved a four-year Strategic Plan on December 22, 2022, based on community input; and

**WHEREAS**, one of the strategies of the Strategic Plan is to “Identify the most effective and sustainable outreach vehicle(s) to further serve our community needs;” and

**WHEREAS**, the Library’s current Bookmobile, purchased in 2003, has reached the end of its operational life; and

**WHEREAS**, since 2021 the Board has annually allocated funds toward the replacement of the Outreach Vehicle, resulting in a current balance of \$500,000; and

**WHEREAS**, the Board’s Resources, Services, and Long-Range Planning Committee (“Committee”) has met regularly since January 2024 to discuss options for replacing the Bookmobile and has worked with staff and consultant Specialty Vehicle Service (“SVS”) to identify and select a customized design and model that best meets the specific needs of the Library, resulting in the selection of a 2026 Ford E450 Winnebago 425S; and

**WHEREAS**, at their July 24, 2025 meeting, Committee members reviewed bids from three companies (“Exhibit A”) and, with input and a recommendation from SVS, made a unanimous recommendation to the full Board to accept a proposal from TechOps Specialty Vehicles, the lowest responsive bidder, with a base bid of \$340,523.46, plus alternates totaling \$15,419.49, bringing the total cost to \$355,942.95.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Library Trustees of the Cook Memorial Public Library District, Lake County, Illinois:

Section 1: The Board authorizes the Library Director to execute a contract with TechOps Specialty Vehicles to produce and deliver a customized 2026 Ford E450 Winnebago 425S Outreach Vehicle for an amount not to exceed \$362,000.

ADOPTED this 19<sup>th</sup> day of August 2025 pursuant to roll call vote as follows:

AYES: \_\_\_\_\_ NAYS: \_\_\_\_\_ ABSENT: \_\_\_\_\_ ABSTAIN: \_\_\_\_\_

\_\_\_\_\_  
President, Deb Ader

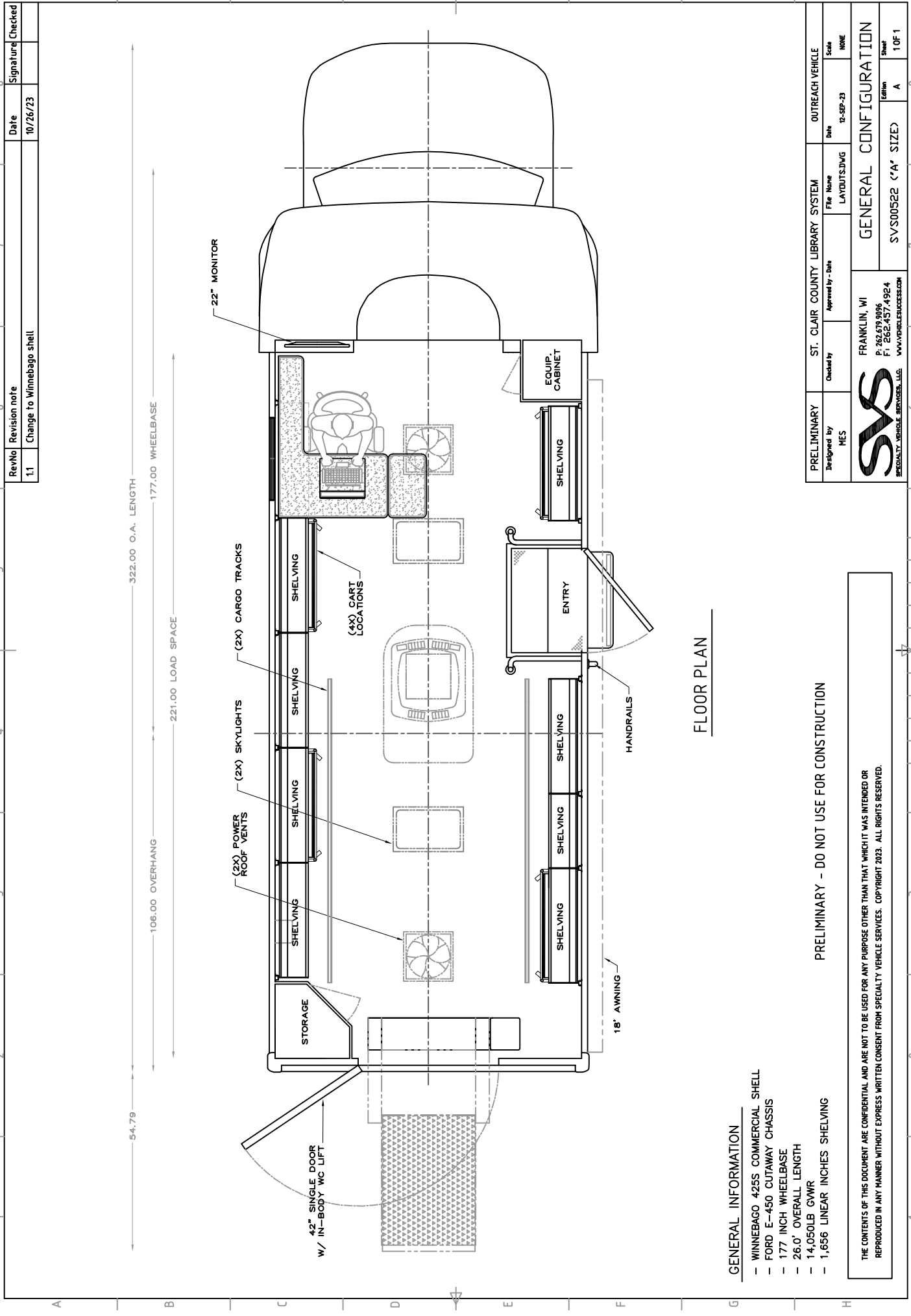
ATTEST:

\_\_\_\_\_  
Sara Lawton, Secretary

## RESOLUTION 2025-2026/1

## EXHIBIT A

<b>Outreach Vehicle Bid Results</b>			
	<b>Farber</b>	<b>TechOps</b>	<b>Truck Builders</b>
Base Vehicle	\$ 351,096.00	\$ 340,523.46	\$ 345,348.75
Air Conditioning	\$ 3,500.00	\$ 5,123.20	\$ 1,955.00
12 V Electric Heat	\$ 1,056.00	\$ 3,865.29	\$ 2,900.00
Removable Stairs	not quoted	\$ 1,682.45	\$ 2,770.00
Solar Panels	\$ 7,910.00	\$ 4,478.29	not quoted
Extra Office Chair	not quoted	\$ 270.26	not quoted
<b>Total Cost</b>	<b>\$ 363,562.00</b>	<b>\$ 355,942.95</b>	<b>\$ 352,973.75</b>
Payment Terms	50/50	50/25/15/10	50/40/10
Delivery Timeline	14-18 months	10-12 months	10-12 months
Bid Exceptions	Multiple	Minor	Medium



FLOOR PLAN

**GENERAL INFORMATION**

- WINNEBAGO 425S COMMERCIAL SHELL
- FORD E-450 CUTAWAY CHASSIS
- 177 INCH WHEELBASE
- 26'0" OVERALL LENGTH
- 14,050LB GVWR
- 1,656 LINEAR INCHES SHELVING

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PRELIMINARY - DO NOT USE FOR CONSTRUCTION

RevNo 11	Revision note Change to Winnebago shell	Date 10/26/23	Signature Checked
ST. CLAIR COUNTY LIBRARY SYSTEM Designed by: MES Checked by: Approved by - Date: File Name: LAYOUTS.DWG Date: 12-SEP-23 Scale: NONE		OUTREACH VEHICLE GENERAL CONFIGURATION SVS00522 (7A" SIZE) Edition: A Sheet: 1 OF 1	
FRANKLIN, WI P: 262.679.9196 F: 608.437.4924 WWW.VEHICLESERVICES.COM			



June 30, 2025

Brooke Bahnsen  
 Cook Memorial Public Library District  
 701 Aspen Drive  
 Vernon Hills, IL 60061

Re: Analysis of Responses to Outreach Services Bookmobile Bid (SVS00542)

**Issue & Response**

This Request For Bid (“RFB”) was issued by Specialty Vehicle Services, LLC. (“SVS”) on May 19, 2025 to multiple potential vendors with a response deadline of June 26, 2025, in an effort to determine responsive and capable manufacturer for the new outreach vehicle.

At the time of closing, three (3) proposals were received by the library and forwarded to SVS for review and analysis; one (1) from Farber Specialty Vehicles of Reynoldsville OH, one (1) from TechOps Specialty Vehicles of Stevensville MD, and one (1) from Truck Builders of Houston TX.

**Proposal Assessment**

These proposals were assessed for completeness and specification adherence. The proposals were found to be generally responsive, with the following exceptions and/or clarifications noted:

<i>Farber</i>	Payment terms 50/50 Drawings and schematics in digital format only Cannot guarantee parts availability Cannot install door closer Stainless steel door holdbacks Cannot install interior door handle Cannot install removable or Velcro-friendly panels Low temperature batteries provided Standard video surveillance system (vs. 360-degree)
<i>TechOps</i>	Door window is fixed glass Side windows are tilt out Shorter timeline available with door location change
<i>Truck Builders</i>	No exceptions listed

“YOUR PARTNER FOR THE ROAD AHEAD!”

3312 W SYCAMORE STREET  
 FRANKLIN, WI 53132  
 262.679.9096  
 VEHICLESUCCESS.COM



## Cost Summary

	<i>Farber</i>	<i>TechOps</i>	<i>Truck Builders</i>
<b><i>Mobile outreach base vehicle cost as specified:</i></b>	\$351,096.00	*\$345,646.66	*\$347,303.75
<i>Option 4.1 – Removable staircase</i>	Not quoted	\$1,682.45	\$2,770.00
<i>Option 4.2 – Exterior message frames</i>	\$116.00	\$154.32	\$720.00
<i>Option 4.3 – 12V electric heating system</i>	\$1,056.00	\$3,865.29	\$2,900.00
<i>Option 4.4 – Fuel fired heating system</i>	\$5,436.00	\$5,695.00	\$13,920.00
<i>Option 4.5 – Solar panel system</i>	\$7,910.00	\$4,478.29	Not quoted
<i>Payment terms:</i>	50/50	50/25/15/10	50/40/10
<i>Delivery timeline:</i>	14-18 months	Q2, 2026	304-365 days ARO

*\* Missed air conditioner included for accurate comparison*

## Analysis

Investigating the lowest base cost proposal from TechOps Specialty Vehicles, I noted a very comprehensive package with several clarifications, one exception for the jump seat, and acceptable timeline. TechOps has been a well-respected and predominant vendor to the bookmobile communities for many years and has successfully built dozens of other projects for SVS clients.

Looking at the next higher proposal from Truck Builders, I noted a package with no exceptions and an acceptable timeline, but missing a cost for the optional solar panel system. Although they have a competitive cost, the lack of other listed exceptions indicates a lack of attention to detail, especially given the body specification errors noted by others. Truck Builders is a newer vendor to this market segment and has a checkered history with SVS projects for other clients.

Looking at the highest cost proposal from Farber Specialty Vehicles, I noted a higher base cost and a higher number of exceptions, including the unwillingness to provide Velcro friendly walls and a true 360° camera system. This is uncharacteristic for their proposals, and along with the higher cost, indicates to me that they are not terribly interested in building this vehicle. Farber may be considered the “grandfather” of bookmobile conversions, and have also built dozens of SVS projects, but do not seem attracted to this one.



### **Conclusion**

The lowest cost TechOps proposal was both comprehensive and carries the a reasonable and customary number of exceptions. Their proposal also lists an acceptable timeline and a wealth of successful and comparable projects. The cost is reasonable and expected, and the proposal is both responsive and responsible.

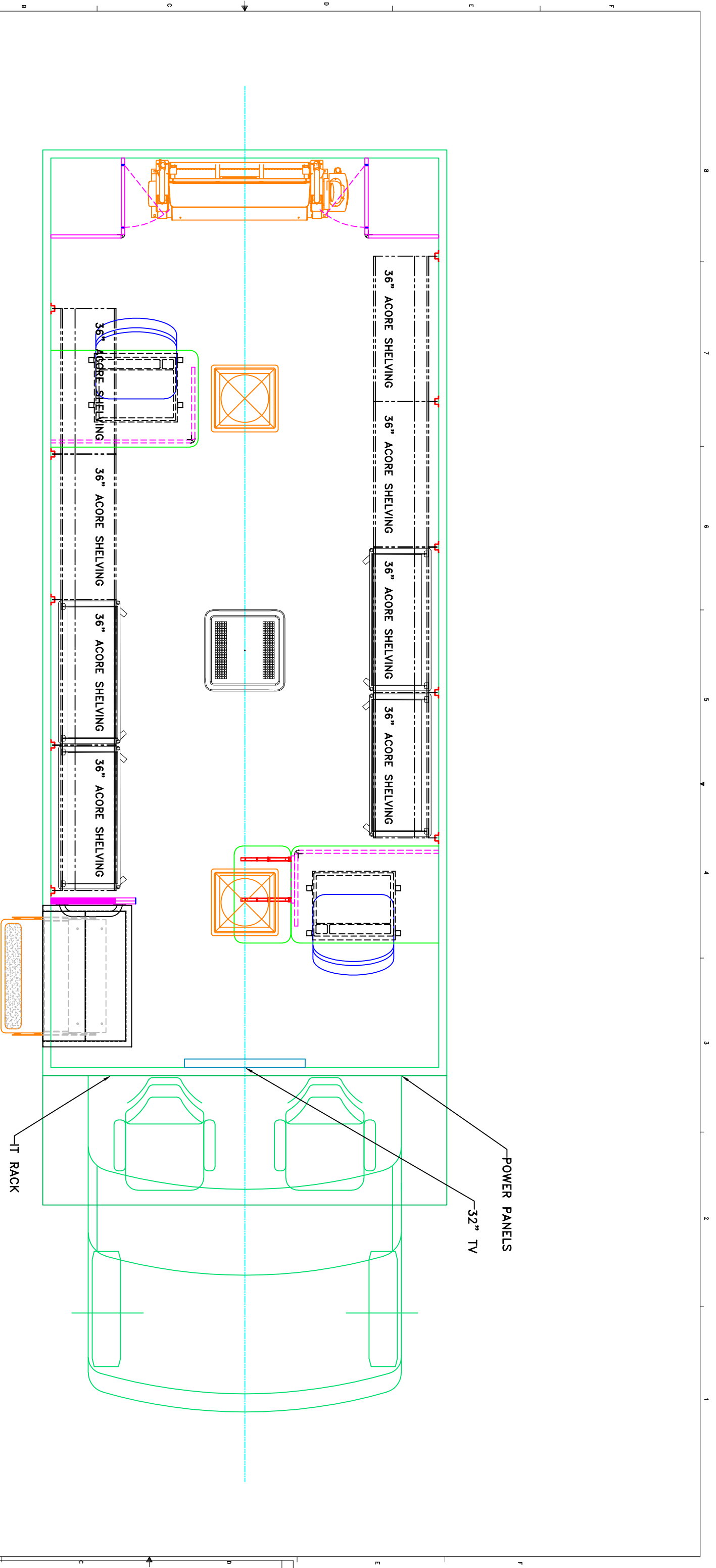
That said, and assuming the project falls within your budget, I formally recommend the award of this project to TechOps Specialty Vehicles of Stevensville, MD. I believe their proposal and company would be the most prudent choice for the library. I fully expect that this company will deliver a vehicle that best serves the interests of the library and its communities for many years to come.

Thank you again for your continued trust during this process. I look forward to continuing to work on this exciting project and further to a very successful delivery in the coming months!

At your service,

A handwritten signature in blue ink, appearing to read 'Michael Swendrowski', is written over a light blue horizontal line.

Michael Swendrowski  
*President*



CUSTOMER APPROVAL

PRINT NAME

SIGNATURE

DATE



REVISION HISTORY

REV.	DESCRIPTION	DATE	BY
S.1	INITIAL RELEASE	5/23/25	BA

4255

4255

UNLESS OTHERWISE SPECIFIED:  
 DIMENSIONS ARE IN INCHES  
 FINISHES ARE AS SHOWN  
 MATERIALS SHALL BE AS SHOWN  
 THREE PLACE ROUNDED UP

DESIGN ENGINEER: **E. AUPDINKAMP** 5/23/25

REVIEWED BY: \_\_\_\_\_

APPROVED BY: **B. TITAPLAN**

PROPRIETARY AND CONFIDENTIAL  
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CUSTOMER: **COOK MEMORIAL PUBLIC LIBRARY**

TITLE: **SALES DRAWING**

SHEET SIZE: **11X17**

SCALE: **1:24**

DRAWN BY: \_\_\_\_\_

CHECKED BY: \_\_\_\_\_

DATE: \_\_\_\_\_

REV: **S.1**



# Cook Memorial Public Library District

## REGULAR BOARD MEETING AGENDA SUPPLEMENT

MEETING DATE: August 19, 2025

FROM: David Archer, Library Director

AGENDA ITEM: Solar/LED Feasibility Assessment Discussion

At the July Board meeting, representatives from Centrica Business Solutions presented a preliminary Solar and LED feasibility assessment for the Library. Several questions were raised by Trustees during and after the presentation. The responses to those questions are provided below for your review:

	<b>Question</b>	<b>Answer</b>
<b>1</b>	<p>Several Trustees expressed concern that the financial guarantees presented “seemed too good to be true.”</p>	<p><i>The savings realized under a guaranteed savings contract are guaranteed via a performance contract where we are on the hook for an agreed-upon \$ amount; “Our energy savings calculation will be supported by an annual Measurement and Verification Plan (M&amp;V) that is reviewed and certified annually by a Certified Measurement and Verification Professional. You could also mention that the 22% estimated utility savings are very reasonable for this set of scope but will be further refined in IGA (Investment Grade Audit), including the annual M&amp;V measurements that will be required. Lastly, you may just link back to the legislation or include the below verbiage.(50 ILCS 515/20)... (Source: P.A. 96-1197, eff. 7-22-10.)</i></p> <p><i>50 ILCS 515/20):</i></p> <p><i>Sec. 20. Guarantee. The guaranteed energy savings contract shall include a written guarantee of the qualified provider that either the energy or operational cost savings, or both, will meet or exceed within 20 years the costs of the energy conservation measures. The qualified provider shall reimburse the unit of local government for any shortfall of guaranteed energy savings projected in the contract. A qualified provider shall provide a sufficient bond to the unit of local government for the installation and the faithful performance of all the measures included in the contract. The guaranteed energy savings contract may provide for payments over a period of time, not to exceed 20 years from the date of the final installation of the measures. (Source: P.A. 96-1197, eff. 7-22-10.)</i></p>

	<b>Question</b>	<b>Answer</b>
<b>2</b>	Please provide a spreadsheet outlining the different cost/incentive/savings scenarios	<i>Attached is our current projection for a 10-year term with a \$700k buy down for the roof... We can then memorialize those expectations in our Project Development Agreement (PDA) where the costs and savings are finalized.</i>
<b>3</b>	Is anticipated inverter replacement costs included?	Yes
<b>4</b>	Clarification on whether design and engineering fees for a Cook Park roof replacement are included in the range.	<i>Yes, but keep in mind this is still preliminary. The IGA will include precise costs for the turnkey roof replacement, inclusive of required design and engineering fees.</i>
<b>5</b>	Slide 8 references an estimated \$50,000 in annual “energy and operational savings.” What is meant by “operational savings?”	<i>Operational savings takes into account the current annual funds spent on materials or service call (not internal staff) to maintain HVAC, lighting, building envelope improvements, etc... We’re currently estimating \$2,500 in annual operational savings with the remaining \$47,500 being energy savings.</i>
<b>6</b>	Both the Local Government Energy Conservation Act (50 ILCS 515) and the TIPS cooperative purchasing program were listed as procurement options. Can Centrica confirm which path the Library would be using, and whether that satisfies Illinois requirements?	<i>While both of these slides are more educational in nature, they explain two of the ways the Library can maximize expected savings... 50 ILCS 515 isn’t a procurement option, but enabling legislation for ESPC’s. This allows the Library District to choose their preferred procurement method, one option is TIPS.</i>
<b>7</b>	Centrica’s total fees?	<i>The fee for conducting an Investment Grade Audit Report that includes the overall turnkey price and guaranteed savings is \$30,000 so long as Centrica fulfills its obligations in the PDA and if the Library District does not move forward with the project.</i>
<b>8</b>	Who is responsible for ongoing maintenance, panel cleaning, monitoring, and troubleshooting? Are these costs included?	<i>We can own all of the O&amp;M or simply create a package where we are backing up Ken... All costs associated with the project will be included in the Board-approved agreement.</i>
<b>9</b>	Are there specific performance guarantees for the system’s energy production? What happens if it underperforms?	<i>There will be a project specific Measurement &amp; Verification (M&amp;V) report... If the system underperforms, Centrica is responsible for solving the problem and making the Library whole.</i>
<b>10</b>	What impact does installation have on the existing roof warranty—especially if the roof is replaced as part of this project?	<i>We have worked extensively with the main roof manufacturers of record and will work closely with them... Our final design will take this into account along with the structural engineering analysis as we specify the racking and solar solution.</i>

	<b>Question</b>	<b>Answer</b>
<b>11</b>	What are the obligations or potential costs at the end of the system's useful life or agreement term?	<i>There are no obligations after the O&amp;M agreement term expires or is terminated. The system's useful life is 25 years...</i>
<b>12</b>	Who handles coordination with the utility for interconnection, and are there additional costs or permitting requirements?	<i>Centrica will handle the interconnection process and that cost will be layered into the overall budget.</i>
<b>13</b>	What are the sources of the rebates?	<i>The sources of the rebates are federal and state with some one-off's that are applied for directly with those entities i.e. Senator Duckworth's office.</i>
<b>14</b>	What is the manufacturer's name of the solar panel and LED products?	<p><i>We typically stick to tier 1 manufacturers across the board. We also keep a close pulse on new, cutting-edge technology from those tier 1 players. This could be technology that is more efficient, better aesthetics, and/or more cost-effective to name a few examples. We'll also consider a newer player to the market if they have a solution for something the tier 1 players don't have many products for. An example could be the cove lighting at Aspen.</i></p> <p><i>Further, while we're brand agnostic, our customers aren't always. If Cook Memorial has lighting manufacturers or solar manufacturers they prefer, we will ensure we get those quoted and then let them know if there is a premium compared to another manufacturer we've priced and it's up to them if they want to pay said premium (we sometimes can negotiate them to match or get closer to one of the other quotes). Lastly, we are also conscience of not wanting to introduce many different brands that would create a maintenance headache. So, for solar for example, if we need different inverter sizes, one manufacturer may be slightly cheaper for an inverter or two, in that instance, we would still keep the inverters all the same brand unless it was a significant premium we were talking about.</i></p>

Centrica Preliminary Cash Flow Analysis														
	Year 0	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	Year 11	Year 12	Year 13
Electric Savings	-	52,100	53,502	54,942	56,421	57,941	59,501	61,104	62,751	64,442	66,179	67,964	69,797	71,679
Natural Gas Savings		1,688	1,738	1,790	1,844	1,899	1,956	2,015	2,075	2,138	2,202	2,268	2,336	2,406
Total Utility Savings	-	53,788	55,240	56,732	58,265	59,840	61,458	63,119	64,826	66,580	68,381	70,231	72,132	74,085
Maintenance Savings	-	2,500	2,575	2,652	2,732	2,814	2,898	2,985	3,075	3,167	3,262	-	-	-
ITCs & Depreciation Applied at End of Year 1		250,604												
Year 12 Inverter Replacement Budget	-	-	-	-	-	-	-	-	-	-	-	-	-25,000	-
Total Project Savings	-	306,892	57,815	59,385	60,997	62,654	64,356	66,104	67,901	69,747	71,643	70,231	47,132	74,085
Outstanding Balance	596,845	596,845	335,648	307,434	276,239	241,853	204,046	162,578	117,190	67,612	13,549	-	-	-
Principal Payment	-	261,198	28,214	31,194	34,386	37,807	41,468	45,388	49,578	54,063	13,549	-	-	-
Interest Payment		35,811	20,139	18,446	16,574	14,511	12,243	9,755	7,031	4,057	813	-	-	-
Measurement and Verification Costs		3,132	2,509	2,582	2,660	2,737	2,819	2,901	2,988	3,075	3,168	-	-	-
Operations & Maintenance Costs		6,750	6,953	7,161	7,376	7,597	7,825	8,060	8,302	8,551	8,807	-	-	-
Total Project Payments	-	306,891	57,814	59,384	60,996	62,653	64,355	66,103	67,900	69,746	26,337	-	-	-
Net annual benefits from Total Project	-	1	1	1	1	1	1	1	1	1	45,306	70,231	47,132	74,085
Cumulative Payment for Project		306,891	364,705	424,088	485,085	547,737	612,092	678,196	746,096	815,841	842,178	842,178	842,178	842,178
Cumulative Project Savings	-	306,892	364,707	424,091	485,089	547,742	612,098	678,203	746,104	815,850	887,493	957,725	1,004,857	1,078,942
Cumulative Cash Flow	-	1	2	3	4	5	6	7	8	9	45,315	115,546	162,679	236,764

	Year 14	Year 15	Year 16	Year 17	Year 18	Year 19	Year 20	Year 21	Year 22	Year 23	Year 24	Year 25	TOTALS
Electric Savings	73,613	75,600	77,640	79,737	81,890	84,102	86,374	88,708	91,105	93,568	96,098	98,697	\$ 1,825,454.00
Natural Gas Savings	2,478	2,552	2,629	2,708	2,789	2,873	2,959	3,048	3,139	3,233	3,330	3,430	\$ 61,525.00
Total Utility Savings	76,091	78,152	80,269	82,444	84,679	86,974	89,333	91,755	94,244	96,801	99,428	102,127	\$ 1,886,979.00
Maintenance Savings	-	-	-	-	-	-	-	-	-	-	-	-	\$ 28,660.00
ITCs & Depreciation Applied at End of Year 1													\$ 250,604.00
Year 12 Inverter Replacement Budget	-	-	-	-	-	-	-	-	-	-	-	-	\$ (25,000.00)
Total Project Savings	76,091	78,152	80,269	82,444	84,679	86,974	89,333	91,755	94,244	96,801	99,428	102,127	\$ 2,141,243.00
Outstanding Balance	-	-	-	-	-	-	-	-	-	-	-	-	
Principal Payment	-	-	-	-	-	-	-	-	-	-	-	-	\$ 596,845.00
Interest Payment	-	-	-	-	-	-	-	-	-	-	-	-	\$ 139,380.00
Measurement and Verification Costs	-	-	-	-	-	-	-	-	-	-	-	-	\$ 28,572.00
Operations & Maintenance Costs	-	-	-	-	-	-	-	-	-	-	-	-	\$ 77,381.00
Total Project Payments	-	-	-	-	-	-	-	-	-	-	-	-	\$ 842,178.00
Net annual benefits from Total Project	76,091	78,152	80,269	82,444	84,679	86,974	89,333	91,755	94,244	96,801	99,428	102,127	\$ 1,299,064.00
Cumulative Payment for Project	842,178	842,178	842,178	842,178	842,178	842,178	842,178	842,178	842,178	842,178	842,178	842,178	
Cumulative Project Savings	1,155,034	1,233,186	1,313,455	1,395,900	1,480,579	1,567,553	1,656,886	1,748,641	1,842,886	1,939,687	2,039,115	2,141,243	
Cumulative Cash Flow	312,855	391,008	471,277	553,722	638,401	725,375	814,708	906,463	1,000,707	1,097,509	1,196,937	1,299,064	

**Centrica Preliminary Cash Flow Analysis**

Project Total Investment	1,795,412.58
Utility Incentives	498,567.09
Investment Tax Credits (if applied pre-construction)	-
Depreciation Tax Value (if applied pre-construction)	-
Other Reductions or Buydown	700,000.00
Other Cost to be Financed (e.g., asbestos abatement)	-
<b>Net Project Investment</b>	<b>596,845.48</b>

Additional O&M Contribution	
Year 1 Electric Savings	46,890.02
Year 1 Natural Gas Savings	1,687.50
Year 1 Fuel Oil Savings	-
Year 1 Water Savings	-
Year 1 Propane Oil Savings	-
Year 1 Other Utility Savings	-
Year 1 Maintenance Savings	2,500.00
Year 1 Replacement Savings	-

Percentage Energy Savings Achieved in Year 0	0.0%
Minimum Cash Flow per year	1.00
Loan Period Interest Rate	6.00%
Construction Period (months)	4
Minimum Loan Term	10

Electric Cost Escalation Rate	3.0%
Natural Gas Escalation Rate	3.0%
Fuel Oil Escalation Rate	3.0%
Water Escalation Rate	3.0%
Propane Escalation Rate	3.0%
Other Utility Escalation Rate	3.0%
O&M Savings Escalation Rate	3.0%
Maintenance/Replacement Savings Duration (years)	10
Measurement & Verification Service Cost Duration (years)	10
O&M Service Cost Duration (years)	10
Repair & Replacement Service Cost Duration (years)	10

