

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

February 17, 2026

Board Meeting
6:30 p.m.

The regular meeting of the Board of Library Trustees of the Cook Memorial Public Library District scheduled for Tuesday, February 17, 2026 will be held in the Meeting Room at the Aspen Drive Library, 701 Aspen Drive, Vernon Hills, Illinois.

1. Call to order.
2. Pledge of Allegiance.
3. Roll Call.
4. Public Comment.
5. Approval of the Minutes.
 - a. Minutes of the Regular Meeting of January 20, 2026.
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. Discussion of Long-Term Financial Projections.
 - b. Policy Review.
 - i. Approval of Resolution 2025-2026/5 Adopting the Revised Drug-Free Workplace Policy.
 - c. Building and Grounds.
 - d. Technology.
 - e. Resources, Services and Long-Range Planning.
 - f. Friends' Representative.

- g. RAILS Representative.
- h. Historical Society Representative.

10. Other Business.

- a. Approval of Resolution 2025-2016/6 Authorizing Participation in the Interlocal Purchasing System (TIPS) Program.
- b. Approval of Resolution 2025-2016/7 Authorizing Library Director to Solicit Proposals for the Purchase and Installation of Solar Panels.

11. Communications.

12. Upcoming Meetings and Events.

- a. Resources, Services and Long-Range Planning Committee Meeting on Tuesday, February 24, 2026 at 6:30 p.m. at the Cook Park Library.
- b. Technology Committee Meeting on Tuesday, March 10, 2026 at 5:30 p.m. at the Cook Park Library.
- c. Regular Board Meeting on Tuesday, March 17, 2026 at 6:30 p.m. at the Cook Park Library.
- d. Policy Committee Meeting on Tuesday, April 7, 2026 at 6 p.m. at the Aspen Drive Library.

13. Public Questions.

14. Closed Session as Permitted by 5 ILCS 120/2(c)(1) to Discuss the Performance of a Specific Employee.

15. Adjournment.

Deb Ader, President
Board of Library Trustees

February 13, 2026

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

COOK MEMORIAL PUBLIC LIBRARY DISTRICT

Balance Sheet as of January 31, 2026

	<u>10-General</u>	<u>20-IMRF</u>	<u>60-Special Reserve</u>	<u>TOTAL</u>
ASSETS				
Checking/Savings				
1000 · Cash				
10-1040 · Petty Cash	625	-	-	625
10-1045 · Cash on Hand - Aspen	60	-	-	60
10-1150 · Chase Operating A/C	2,128,130	396,479	966,293	3,490,902
10-1504 · Illinois Funds - General, IMRF	449,748	37,443	123,236	610,427
10-1509 · Wintrust MaxSafe Acct - General	4,031,484	-	-	4,031,484
60-1509 · Wintrust MaxSafe Acct - S/R	-	-	540,528	540,528
10-1550 · Chase Savings Account				
10-1551 · Chase Savings - GF	56,549	-	-	56,549
60-1551 · Chase Savings - SRF	-	-	51,189	51,189
Total 10-1550 · Chase Savings Account	<u>56,549</u>	<u>-</u>	<u>51,189</u>	<u>107,738</u>
Total 1000 · Cash	<u>6,666,596</u>	<u>433,922</u>	<u>1,681,246</u>	<u>8,781,764</u>
2000 · Investments				
10-1502 · Investments - General Fund				
10-1651 · Investments - Chase (GF)	1,715,000	-	-	1,715,000
Total 10-1502 · Investments - General Fund	<u>1,715,000</u>	<u>-</u>	<u>-</u>	<u>1,715,000</u>
60-1501 · Investments - Special Reserve				
60-1651 · Investments - Chase (SRF)	-	-	1,225,000	1,225,000
Total 60-1501 · Investments - Special Reserve	<u>-</u>	<u>-</u>	<u>1,225,000</u>	<u>1,225,000</u>
Total 2000 · Investments	<u>1,715,000</u>	<u>-</u>	<u>1,225,000</u>	<u>2,940,000</u>
TOTAL ASSETS	<u>8,381,596</u>	<u>433,922</u>	<u>2,906,246</u>	<u>11,721,764</u>
LIABILITIES & EQUITY				
Accounts Payable				
20000 · Accounts Payable				
20000 · Accounts Payable	-	-	-	-
Total Accounts Payable	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Credit Cards				
10-2050 · Chase One Card				
10-2050 · Chase One Card	6,184	-	-	6,184
Total Credit Cards	<u>6,184</u>	<u>-</u>	<u>-</u>	<u>6,184</u>
Other Current Liabilities				
00-2100 · Payroll W/H & Payable				
10-2850 · Aflac Payable	1,044	-	-	1,044
10-2300 · IMRF Payable-Employee Medicare	26,900	-	-	26,900
10-2600 · IMRF Voluntary Life Insurance	1,623	-	-	1,623
10-2700 · Dental and Vision	11,577	-	-	11,577
10-2800 · CO-OP 90's Medical Plan	52,146	-	-	52,146
10-2900 · Other Health Care-FSA	53,917	-	-	53,917
Total 00-2100 · Payroll W/H & Payable	<u>147,207</u>	<u>-</u>	<u>-</u>	<u>147,207</u>
20-2300 · IMRF Payable-Employer Medicare	-	40,801	-	40,801
Total Other Current Liabilities	<u>147,207</u>	<u>40,801</u>	<u>-</u>	<u>188,008</u>
Total Liabilities	153,391	40,801	-	194,192
Equity				
00-3000 · Beginning Fund Balances				
10-3000 · Fund Balance-General Fund	3,538,826	-	-	3,538,826
10-3010 · Assigned FB - Computer/Tech Res	125,000	-	-	125,000
10-3011 · Assigned FB - Bookmobile Res	500,000	-	-	500,000
20-3000 · Fund Balance - IMRF Fund	-	203,835	-	203,835
50-3000 · Fund Balance-Trust Fund	-	-	-	-
60-3000 · Fund Balance-Spec Reserve Fund	-	-	2,904,203	2,904,203
Total 00-3000 · Beginning Fund Balances	<u>4,163,826</u>	<u>203,835</u>	<u>2,904,203</u>	<u>7,271,864</u>
Net Income	4,064,379	189,286	2,043	4,255,708
Total Equity	<u>8,228,205</u>	<u>393,121</u>	<u>2,906,246</u>	<u>11,527,572</u>
TOTAL LIABILITIES & EQUITY	<u>8,381,596</u>	<u>433,922</u>	<u>2,906,246</u>	<u>11,721,764</u>

COOK MEMORIAL PUBLIC LIBRARY DISTRICT
Profit & Loss as of January 2026

	10-General	20-IMRF	60-Special Reserve	TOTAL
Ordinary Income/Expense				
Income				
00-4000 · Property Tax	10,037,693	699,339	-	10,737,033
00-4050 · Replacement Tax	80,047	-	-	80,047
00-4100 · Interest Earned	156,023	-	42,573	198,596
00-4200 · Other	52,831	-	-	52,831
10-4300 · Grants & Other Donations	132,636	-	-	132,636
10-4350 · Fines & Lost Materials	16,134	-	-	16,134
Total Income	10,475,363	699,339	42,573	11,217,276
Expense				
10-5100 · Salaries	3,200,513	-	-	3,200,513
10-5200 · Benefits	442,475	-	-	442,475
10-5300 · Training	16,349	-	-	16,349
10-5400 · Materials	575,919	-	-	575,919
10-5500 · Processing	20,190	-	-	20,190
10-5600 · Supplies	75,784	-	-	75,784
10-5700 · Vehicles	4,369	-	-	4,369
10-5800 · Computer Operations	337,800	-	-	337,800
10-5900 · Utilities	116,029	-	-	116,029
10-6000 · Telephone	12,728	-	-	12,728
10-6100 · Postage	7,370	-	-	7,370
10-6200 · Maintenance	101,812	-	-	101,812
10-6300 · Repair	52,556	-	-	52,556
10-6400 · Insurance	4,474	-	-	4,474
10-6500 · Professional Services	67,578	-	-	67,578
10-6600 · Improvements	44,870	-	-	44,870
10-6660 · Bookmobile	266,957	-	-	266,957
10-6700 · Community Relations	81,513	-	-	81,513
10-7000 · Debt Service	981,699	-	-	981,699
20-8210 · Employer IMRF Disbursements	-	271,481	-	271,481
20-8250 · Employer Soc Security Tax Disb	-	238,572	-	238,572
Total Expense	6,410,985	510,053	-	6,921,038
Net Ordinary Income	4,064,379	189,286	42,573	4,296,238
Other Expense				
60-9800 · Special Reserve Disbursements	-	-	40,530	40,530
Total Other Expense	-	-	40,530	40,530
Net Other Income	-	-	(40,530)	(40,530)
Net Income	4,064,379	189,286	2,043	4,255,708

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

January Months Elapsed 58.33%
 7

Mos Remaining 41.67%
 5

	Month	YTD	Annual	Budget	
	Actual	Actual	Budget	Remaining	%
Income					
00-4000 · Property Tax	986	10,737,033	10,702,455	-34,578	(0.32%)
00-4050 · Replacement Tax	19,772	80,047	125,000	44,953	35.96%
00-4100 · Interest Earned	19,890	198,596	200,000	1,404	0.70%
00-4200 · Other	2,230	52,831	23,500	(29,331)	(124.81%)
10-4300 · Grants & Other Donations	0	132,636	102,000	-30,636	(30.03%)
10-4350 · Fines & Lost Materials	2,676	16,134	15,000	-1,134	(7.56%)
Total Income	45,554	11,217,276	11,167,955	(49,321)	(0.44%)
Expenses					
10-5100 · Salaries	497,984	3,200,513	5,529,910	2,329,397	42.12%
10-5200 · Benefits	65,790	442,475	687,300	244,825	35.62%
10-5300 · Training	5,523	16,349	58,310	41,961	71.96%
10-5400 · Materials	108,946	575,919	1,240,250	664,331	53.56%
10-5500 · Processing	2,975	20,190	50,250	30,060	59.82%
10-5600 · Supplies	14,386	75,784	146,130	70,346	48.14%
10-5700 · Vehicles	365	4,369	25,560	21,191	82.91%
10-5800 · Computer Operations	24,462	337,800	628,045	290,245	46.21%
10-5900 · Utilities	20,538	116,029	225,250	109,221	48.49%
10-6000 · Telephone	2,343	12,728	20,290	7,562	37.27%
10-6100 · Postage	1,000	7,370	12,000	4,630	38.58%
10-6200 · Maintenance	10,226	101,812	194,265	92,453	47.59%
10-6300 · Repair	7,903	52,556	126,805	74,249	58.55%
10-6400 · Insurance	0	4,474	82,400	77,926	94.57%
10-6500 · Professional Services	10,108	67,578	140,500	72,922	51.90%
10-6600 · Improvements	2,842	44,870	177,455	132,585	74.71%
10-6700 · Community Relations	5,697	81,513	210,850	129,337	61.34%
10-6900 · Contingency	0	0	25,000	25,000	100.00%
10-7000 · Debt Service	879,849	981,699	981,700	1	0.00%
20-8210 · Employer IMRF Disbursements	41,253	271,481	508,000	236,519	46.56%
20-8250 · Employer Soc Security Tax Disb	37,139	238,572	423,000	184,428	43.60%
10-6660 · Bookmobile	88,986	266,957	500,000	233,043	46.61%
60-9800 · Special Reserve Disbursements	0	40,530			
Total Expenses	1,828,316	6,961,568	11,993,270	5,072,232	42.29%
Budget Impact - Surplus/(Deficit)	(1,782,762)	4,255,708	(825,315)		

COOK MEMORIAL PUBLIC LIBRARY DISTRICT

Bills Paid Summary 1/10 through 2/6/26

	10-General	20-IMRF	60-Special Reserve	TOTAL
Income				
00-4000 · Property Tax	907.39	78.94	-	986.33
00-4100 · Interest Earned	16,443.48	-	3,446.05	19,889.53
00-4200 · Other	1,707.25	-	-	1,707.25
10-4350 · Fines & Lost Materials	2,566.21	-	-	2,566.21
Total Income	21,624.33	78.94	3,446.05	25,149.32
Operating Expense				
10-5100 · Salaries	495,929.67	-	-	495,929.67
10-5200 · Benefits	65,945.59	-	-	65,945.59
10-5300 · Training	1,571.57	-	-	1,571.57
10-5400 · Materials	109,996.14	-	-	109,996.14
10-5500 · Processing	2,974.51	-	-	2,974.51
10-5600 · Supplies	15,655.65	-	-	15,655.65
10-5700 · Vehicles	303.08	-	-	303.08
10-5800 · Computer Operations	24,070.73	-	-	24,070.73
10-5900 · Utilities	20,537.81	-	-	20,537.81
10-6000 · Telephone	2,965.59	-	-	2,965.59
10-6100 · Postage	1,000.00	-	-	1,000.00
10-6200 · Maintenance	13,781.95	-	-	13,781.95
10-6300 · Repair	3,284.59	-	-	3,284.59
10-6500 · Professional Services	8,194.00	-	-	8,194.00
10-6600 · Improvements	810.00	-	-	810.00
10-6700 · Community Relations	8,539.06	-	-	8,539.06
10-7000 · Debt Service	879,849.30	-	-	879,849.30
20-8210 · Employer IMRF Disbursements	-	41,181.96	-	41,181.96
20-8250 · Employer Soc Security Tax Disb	-	36,995.94	-	36,995.94
Total Operating Expense	1,655,409.24	78,177.90	-	1,733,587.14
Other Expense				
60-9800 · Special Reserve Disbursements	-	-	-	-
Total Other Expense	-	-	-	-
Total Expense	1,655,409.24	78,177.90	-	1,733,587.14

COOK MEMORIAL PUBLIC LIBRARY DISTRICT

Bills Paid Detail 1/10 - 2/6/2026

	Type	Date	Num	Name	Paid Amount	Balance
Ordinary Income/Expense						
Income						
10-4000 · Property Tax General						
	JE	1/21/26	4028		903.84	903.84
	JE	1/21/26	4028		3.55	907.39
Total 10-4000 · Property Tax General					<u>907.39</u>	<u>907.39</u>
20-4000 · Property Tax IMRF						
	JE	1/21/26	4028		78.94	78.94
Total 20-4000 · Property Tax IMRF					<u>78.94</u>	<u>78.94</u>
Total 00-4000 · Property Tax					<u>986.33</u>	<u>986.33</u>
00-4100 · Interest Earned						
60-3109 · Interest - Wintrust MaxSafe S/R						
	JE	1/31/26	4030		1,695.65	1,695.65
Total 60-3109 · Interest - Wintrust MaxSafe S/R					<u>1,695.65</u>	<u>1,695.65</u>
10-3109 · Interest - Wintrust MaxSafe Gen						
	JE	1/31/26	4030		12,811.53	12,811.53
Total 10-3109 · Interest - Wintrust MaxSafe Gen					<u>12,811.53</u>	<u>12,811.53</u>
10-4100 · Interest - General Fund						
10-4101 · Interest Income - Chase Savings						
	JE	1/31/26	4030		0.92	0.92
Total 10-4101 · Interest Income - Chase Savings					<u>0.92</u>	<u>0.92</u>
10-4102 · Interest Income - Chase CD's						
	JE	1/31/26	4032		769.90	769.90
	JE	1/31/26	4032		957.18	1,727.08
	JE	1/31/26	4032		1,040.41	2,767.49
	JE	1/31/26	4032		863.54	3,631.03
Total 10-4102 · Interest Income - Chase CD's					<u>3,631.03</u>	<u>3,631.03</u>
Total 10-4100 · Interest - General Fund					<u>3,631.95</u>	<u>3,631.95</u>
60-4100 · Interest - Special Reserve						
60-4101 · Interest - Chase Savings						
	JE	1/31/26	4030		0.83	0.83
Total 60-4101 · Interest - Chase Savings					<u>0.83</u>	<u>0.83</u>
60-4102 · Interest - Chase CD's						
	JE	1/31/26	4032		863.54	863.54
	JE	1/31/26	4032		886.03	1,749.57
Total 60-4102 · Interest - Chase CD's					<u>1,749.57</u>	<u>1,749.57</u>
Total 60-4100 · Interest - Special Reserve					<u>1,750.40</u>	<u>1,750.40</u>
Total 00-4100 · Interest Earned					<u>19,889.53</u>	<u>19,889.53</u>
00-4200 · Other						
10-4450 · Copy Machine Income						
10-4451 · Aspen - Print/Copy Station						

COOK MEMORIAL PUBLIC LIBRARY DISTRICT

Bills Paid Detail 1/10 - 2/6/2026

	Type	Date	Num	Name	Paid Amount	Balance
	Dep	1/13/26			964.50	964.50
	Dep	1/27/26			60.00	1,024.50
Total 10-4451 - Aspen - Print/Copy Station					1,024.50	1,024.50
10-4452 - Cook Park - Print/Copy Station						
	Dep	1/13/26			546.15	546.15
	Dep	1/27/26			112.50	658.65
Total 10-4452 - Cook Park - Print/Copy Station					658.65	658.65
Total 10-4450 - Copy Machine Income					1,683.15	1,683.15
10-4500 - Misc - General Account						
	Dep	1/15/26			20.30	20.30
	Dep	1/27/26			3.80	24.10
Total 10-4500 - Misc - General Account					24.10	24.10
Total 00-4200 - Other					1,707.25	1,707.25
10-4350 - Fines & Lost Materials						
	Dep	1/15/26			134.98	134.98
	Dep	1/15/26			52.49	187.47
	Bill	1/23/26	LOST/PAID	Atique, Naz	-14.99	172.48
	Bill	1/23/26	LOST/PAID	Carani, Jessica	-5.99	166.49
	Bill	1/23/26	LOST/PAID	Eisinger, Kristen	-27.32	139.17
	Bill	1/23/26	LOST/PAID	Gurgul, Patti	-26.00	113.17
	Bill	1/23/26	LOST/PAID	Silva, Tania	-29.93	83.24
	Bill	1/23/26	LOST/PAID	Zhang, Yi	-17.99	65.25
	Dep	1/27/26			82.98	148.23
	Dep	1/27/26			16.00	164.23
	Bill	1/30/26	LOST/PAID	Corbin, Elizabeth	-16.99	147.24
	JE	1/31/26	4030		2,699.78	2,847.02
	JE	1/31/26	4033		-249.82	2,597.20
	Bill	2/6/26	LOST/PAID	Klein, Margaret	-30.99	2,566.21
Total 10-4350 - Fines & Lost Materials					2,566.21	2,566.21
Total Income					25,149.32	25,149.32
Expense						
10-5100 - Salaries						
10-5110 - Salaries - Administration						
	JE	1/23/26	4027		64,623.31	64,623.31
	JE	2/6/26	4037		47,327.43	111,950.74
Total 10-5110 - Salaries - Administration					111,950.74	111,950.74
10-5120 - Salaries - Adult Svcs						
	JE	1/23/26	4027		47,400.12	47,400.12
	JE	2/6/26	4037		30,268.81	77,668.93
Total 10-5120 - Salaries - Adult Svcs					77,668.93	77,668.93
10-5130 - Salaries - Youth Svcs						

COOK MEMORIAL PUBLIC LIBRARY DISTRICT

Bills Paid Detail 1/10 - 2/6/2026

	Type	Date	Num	Name	Paid Amount	Balance
	JE	1/23/26	4027		52,203.33	52,203.33
	JE	2/6/26	4037		37,349.55	89,552.88
Total 10-5130 · Salaries - Youth Svcs					89,552.88	89,552.88
10-5140 · Salaries - Circulation						
	JE	1/23/26	4027		45,401.17	45,401.17
	JE	2/6/26	4037		31,333.11	76,734.28
Total 10-5140 · Salaries - Circulation					76,734.28	76,734.28
10-5145 · Salaries - Maintenance						
	JE	1/23/26	4027		13,305.03	13,305.03
	JE	2/6/26	4037		10,302.51	23,607.54
Total 10-5145 · Salaries - Maintenance					23,607.54	23,607.54
10-5150 · Salaries - ILL						
	JE	1/23/26	4027		6,692.25	6,692.25
	JE	2/6/26	4037		4,534.05	11,226.30
Total 10-5150 · Salaries - ILL					11,226.30	11,226.30
10-5155 · Salaries - Outreach						
	JE	1/23/26	4027		15,840.85	15,840.85
	JE	2/6/26	4037		10,913.20	26,754.05
Total 10-5155 · Salaries - Outreach					26,754.05	26,754.05
10-5160 · Salaries - Tech Svcs						
	JE	1/23/26	4027		36,661.28	36,661.28
	JE	2/6/26	4037		25,212.71	61,873.99
Total 10-5160 · Salaries - Tech Svcs					61,873.99	61,873.99
10-5165 · Salaries - Shelves						
	JE	1/23/26	4027		9,706.01	9,706.01
	JE	2/6/26	4037		6,854.95	16,560.96
Total 10-5165 · Salaries - Shelves					16,560.96	16,560.96
Total 10-5100 · Salaries					495,929.67	495,929.67
10-5200 · Benefits						
10-5210 · Health Insurance						
	Bill	1/23/26	#12-2025M	Cooperative 90'S Medical Plan	36,090.00	36,090.00
	Bill	1/23/26	#12-2025M	Cooperative 90'S Medical Plan	4,620.00	40,710.00
	Bill	1/23/26	5047022026	NCPERS Group Life Ins	192.00	40,902.00
	Bill	1/30/26	758329	Aflac	131.58	41,033.58
	Bill	1/30/26	3428 - FEB 26	Blue Cross Blue Shield Of Illinois	2,991.79	44,025.37
	Bill	1/30/26	3428 - FEB 26	Blue Cross Blue Shield Of Illinois	11,289.15	55,314.52
	JE	1/31/26	4034		1,520.50	56,835.02
	JE	1/31/26	4034		67.21	56,902.23
	JE	1/31/26	4034		30.63	56,932.86
	JE	1/31/26	4034		248.99	57,181.85
	JE	1/31/26	4034		1,470.88	58,652.73
	JE	1/31/26	4034		90.00	58,742.73

COOK MEMORIAL PUBLIC LIBRARY DISTRICT

Bills Paid Detail 1/10 - 2/6/2026

Type	Date	Num	Name	Paid Amount	Balance
JE	1/31/26	4034		685.87	59,428.60
JE	1/31/26	4034		391.00	59,819.60
JE	1/31/26	4034		200.00	60,019.60
Total 10-5210 · Health Insurance				60,019.60	60,019.60
10-5220 · Dental/Vision Insurance					
Bill	1/23/26	#12-2025D	Cooperative 90'S Dental	1,488.80	1,488.80
Bill	1/23/26	#12-2025D	Cooperative 90'S Dental	3,674.20	5,163.00
Bill	1/30/26	2008133	Delta Dental of Illinois - Risk	149.85	5,312.85
Bill	1/30/26	2009629 - FEB 26	Delta Dental of Illinois - Vision	120.50	5,433.35
Bill	1/30/26	2009629 - FEB 26	Delta Dental of Illinois - Vision	287.39	5,720.74
JE	1/31/26	4031		-776.24	4,944.50
Total 10-5220 · Dental/Vision Insurance				4,944.50	4,944.50
10-5230 · Unemployment Compensation					
Bill	1/30/26	4TH QTR - 2025	LIMRiCC Unemployment Compensation Group	309.97	309.97
Total 10-5230 · Unemployment Compensation				309.97	309.97
10-5240 · Life Insurance					
Bill	1/30/26	1748709	Madison National Life Ins Co., Inc.	266.04	266.04
Total 10-5240 · Life Insurance				266.04	266.04
10-5270 · LTD Insurance					
Bill	1/30/26	1748709	Madison National Life Ins Co., Inc.	405.48	405.48
Total 10-5270 · LTD Insurance				405.48	405.48
Total 10-5200 · Benefits				65,945.59	65,945.59
10-5300 · Training					
10-5312 · Workshops - Adult Svcs					
CC	1/28/26	011926	American Library Assoc	129.00	129.00
Total 10-5312 · Workshops - Adult Svcs				129.00	129.00
Total 10-5310 · Workshops				129.00	129.00
10-5320 · Travel					
10-5327 · Travel - Outreach					
Bill	1/23/26	JULY-NOV 2025	Bahnsen, Brooke	26.32	26.32
Total 10-5327 · Travel - Outreach				26.32	26.32
Total 10-5320 · Travel				26.32	26.32
10-5331 · Memberships - Admin					
CC	1/28/26	012026	American Library Assoc	222.00	222.00
CC	1/28/26	011926	GLMVChamber.org	350.00	572.00
Total 10-5331 · Memberships - Admin				572.00	572.00
10-5338 · Memberships - Tech Svcs					
CC	1/28/26	010826	Innovative Users Group	137.50	137.50
CC	1/28/26	012826	American Library Assoc	125.00	262.50
Total 10-5338 · Memberships - Tech Svcs				262.50	262.50
Total 10-5330 · Memberships				834.50	834.50

COOK MEMORIAL PUBLIC LIBRARY DISTRICT

Bills Paid Detail 1/10 - 2/6/2026

	Type	Date	Num	Name	Paid Amount	Balance
10-5351 · Conferences - Admin						
	CC	1/28/26	012106	Innovative Users Group	475.00	475.00
Total 10-5351 · Conferences - Admin					475.00	475.00
Total 10-5350 · Conferences					475.00	475.00
10-5365 · Staff Recognition						
	CC	1/28/26	012726	Macianos Pizzeria	50.00	50.00
	CC	2/2/26	010926	Amazon Marketplace.com	33.08	83.08
	CC	2/2/26	012126	Walmart.com	23.67	106.75
Total 10-5365 · Staff Recognition					106.75	106.75
Total 10-5300 · Training					1,571.57	1,571.57
10-5400 · Materials						
10-5410 · Books - Adult						
	Bill	1/23/26	999101780747	Cengage Learning, Inc.	57.58	57.58
	Bill	1/23/26	92754074	Ingram Library Services	1,613.03	1,670.61
	Bill	1/23/26	92754075	Ingram Library Services	680.15	2,350.76
	Bill	1/23/26	92754072	Ingram Library Services	324.69	2,675.45
	Bill	1/23/26	92754073	Ingram Library Services	505.79	3,181.24
	Bill	1/23/26	92937650	Ingram Library Services	78.25	3,259.49
	Bill	1/23/26	92582288	Ingram Library Services	25.80	3,285.29
	Bill	1/23/26	93028333	Ingram Library Services	402.20	3,687.49
	Bill	1/23/26	93028332	Ingram Library Services	561.01	4,248.50
	Bill	1/23/26	999101803974	Cengage Learning, Inc.	110.96	4,359.46
	Bill	1/23/26	2219544	Center Point Large Print	31.46	4,390.92
	Bill	1/23/26	2218669	Center Point Large Print	31.46	4,422.38
	Bill	1/23/26	93099715	Ingram Library Services	183.11	4,605.49
	Bill	1/23/26	93054701	Ingram Library Services	479.53	5,085.02
	Bill	1/23/26	93054699	Ingram Library Services	254.03	5,339.05
	Bill	1/23/26	93054700	Ingram Library Services	329.36	5,668.41
	Bill	1/23/26	93201147	Ingram Library Services	261.10	5,929.51
	Bill	1/23/26	2220593	Center Point Large Print	159.55	6,089.06
	Bill	1/23/26	850905-00 12/18/25	Manufacturer's News, Inc.	421.90	6,510.96
	Bill	1/23/26	93126158	Ingram Library Services	323.02	6,833.98
	Bill	1/23/26	93201144	Ingram Library Services	868.50	7,702.48
	Bill	1/23/26	93201145	Ingram Library Services	244.34	7,946.82
	Bill	1/23/26	93201146	Ingram Library Services	1,555.75	9,502.57
	Bill	1/23/26	93354553	Ingram Library Services	217.13	9,719.70
	Bill	1/23/26	93303165	Ingram Library Services	273.73	9,993.43
	Bill	1/23/26	93303162	Ingram Library Services	828.57	10,822.00
	Bill	1/23/26	93303164	Ingram Library Services	523.43	11,345.43
	Bill	1/23/26	93303161	Ingram Library Services	18.82	11,364.25
	Bill	1/23/26	93303163	Ingram Library Services	1,520.93	12,885.18
	Bill	1/23/26	93319431	Ingram Library Services	304.99	13,190.17

COOK MEMORIAL PUBLIC LIBRARY DISTRICT

Bills Paid Detail 1/10 - 2/6/2026

Type	Date	Num	Name	Paid Amount	Balance
Bill	1/23/26	93450840	Ingram Library Services	1,292.16	14,482.33
Bill	1/23/26	93401515	Ingram Library Services	111.05	14,593.38
Bill	1/23/26	93450839	Ingram Library Services	690.64	15,284.02
Bill	1/23/26	999101868581	Cengage Learning, Inc.	182.34	15,466.36
Bill	1/23/26	999101897189	Cengage Learning, Inc.	515.04	15,981.40
Bill	1/23/26	999101888703	Cengage Learning, Inc.	131.16	16,112.56
Bill	1/23/26	999101897190	Cengage Learning, Inc.	58.38	16,170.94
Bill	1/23/26	999101888705	Cengage Learning, Inc.	55.48	16,226.42
Bill	1/23/26	93560898	Ingram Library Services	258.06	16,484.48
Bill	1/23/26	93560899	Ingram Library Services	309.21	16,793.69
Bill	1/23/26	93494638	Ingram Library Services	272.22	17,065.91
Bill	1/23/26	93560900	Ingram Library Services	284.48	17,350.39
Bill	1/23/26	93528189	Ingram Library Services	972.41	18,322.80
Bill	1/23/26	93560897	Ingram Library Services	170.66	18,493.46
Bill	1/23/26	9360415	Ingram Library Services	241.85	18,735.31
Bill	1/23/26	93653990	Ingram Library Services	445.28	19,180.59
Bill	1/23/26	93653991	Ingram Library Services	458.27	19,638.86
Bill	1/23/26	93669132	Ingram Library Services	48.18	19,687.04
Bill	1/23/26	93694010	Ingram Library Services	264.26	19,951.30
Bill	1/23/26	93694011	Ingram Library Services	36.90	19,988.20
Bill	1/23/26	93694012	Ingram Library Services	253.36	20,241.56
Bill	1/23/26	93730415	Ingram Library Services	1,128.23	21,369.79
Bill	1/23/26	93730414	Ingram Library Services	401.19	21,770.98
Bill	1/23/26	93711375	Ingram Library Services	362.61	22,133.59
Bill	1/23/26	93730413	Ingram Library Services	692.57	22,826.16
CC	2/2/26	010226	Barnes & Noble, Inc.	145.00	22,971.16
CC	2/2/26	010226	Amazon Marketplace.com	157.40	23,128.56
CC	2/2/26	010226	Amazon Marketplace.com	82.50	23,211.06
CC	2/2/26	010726	Amazon Marketplace.com	84.83	23,295.89
CC	2/2/26	010526	Amazon Marketplace.com	16.50	23,312.39
CC	2/2/26	010526	Amazon Marketplace.com	20.40	23,332.79
CC	2/2/26	010526	Amazon Marketplace.com	15.00	23,347.79
CC	2/2/26	010626	Amazon Marketplace.com	94.05	23,441.84
CC	2/2/26	010626	Amazon Marketplace.com	47.85	23,489.69
CC	2/2/26	010626	Amazon Marketplace.com	11.19	23,500.88
CC	2/2/26	122625	Amazon Marketplace.com	33.00	23,533.88
CC	2/2/26	010526	Amazon Marketplace.com	32.57	23,566.45
CC	2/2/26	01062026	Amazon Marketplace.com	88.94	23,655.39
CC	2/2/26	011226	Barnes & Noble, Inc.	41.98	23,697.37
CC	2/2/26	011226	Amazon Marketplace.com	33.00	23,730.37
CC	2/2/26	010626	Amazon Marketplace.com	146.86	23,877.23
CC	2/2/26	011326	Amazon Marketplace.com	15.40	23,892.63

COOK MEMORIAL PUBLIC LIBRARY DISTRICT

Bills Paid Detail 1/10 - 2/6/2026

Type	Date	Num	Name	Paid Amount	Balance
CC	2/2/26	011326	Amazon Marketplace.com	55.80	23,948.43
CC	2/2/26	011226	Amazon Marketplace.com	18.60	23,967.03
CC	2/2/26	011226	Amazon Marketplace.com	78.50	24,045.53
CC	2/2/26	011226	Barnes & Noble, Inc.	51.98	24,097.51
CC	2/2/26	010526	Amazon Marketplace.com	26.95	24,124.46
CC	2/2/26	010626	Amazon Marketplace.com	20.59	24,145.05
CC	2/2/26	011326	Amazon Marketplace.com	31.90	24,176.95
CC	2/2/26	011426	Amazon Marketplace.com	30.80	24,207.75
CC	2/2/26	011326	Amazon Marketplace.com	33.00	24,240.75
CC	2/2/26	011826	Amazon Marketplace.com	46.73	24,287.48
CC	2/2/26	011326	Amazon Marketplace.com	47.85	24,335.33
CC	2/2/26	011326	Amazon Marketplace.com	43.24	24,378.57
CC	2/2/26	011626	Amazon Marketplace.com	16.49	24,395.06
CC	2/2/26	011926	Amazon Marketplace.com	32.45	24,427.51
CC	2/2/26	011926	Amazon Marketplace.com	64.34	24,491.85
CC	2/2/26	011926	Amazon Marketplace.com	98.48	24,590.33
CC	2/2/26	012126	Amazon Marketplace.com	46.20	24,636.53
CC	2/2/26	012726	Amazon Marketplace.com	46.20	24,682.73
CC	2/2/26	012626	Amazon Marketplace.com	16.21	24,698.94
CC	2/2/26	012826	Amazon Marketplace.com	36.28	24,735.22
CC	2/2/26	012126	Amazon Marketplace.com	14.99	24,750.21
CC	2/2/26	011326	Amazon Marketplace.com	36.28	24,786.49
CC	2/2/26	012626	Amazon Marketplace.com	47.84	24,834.33
CC	2/2/26	011926	Amazon Marketplace.com	18.60	24,852.93
CC	2/2/26	012826	Amazon Marketplace.com	15.40	24,868.33
CC	2/2/26	012626	Amazon Marketplace.com	26.10	24,894.43
CC	2/2/26	010526	Amazon Marketplace.com	18.60	24,913.03
CC	2/2/26	012026	Amazon Marketplace.com	33.00	24,946.03
CC	2/2/26	012726	Amazon Marketplace.com	31.90	24,977.93
CC	2/2/26	012826	U.S. Government Bookstore	21.00	24,998.93
CC	2/2/26	012626	Amazon Marketplace.com	16.50	25,015.43
CC	2/2/26	012826	Amazon Marketplace.com	13.75	25,029.18
CC	2/2/26	012826	Amazon Marketplace.com	32.94	25,062.12

Total 10-5410 · Books - Adult

10-5415 · Books - Juvenile

Bill	1/23/26	92937649	Ingram Library Services	173.73	173.73
Bill	1/23/26	93028331	Ingram Library Services	208.08	381.81
Bill	1/23/26	93028330	Ingram Library Services	375.14	756.95
Bill	1/23/26	93054698	Ingram Library Services	433.67	1,190.62
Bill	1/23/26	93201141	Ingram Library Services	253.89	1,444.51
Bill	1/23/26	93201142	Ingram Library Services	405.82	1,850.33
Bill	1/23/26	93201143	Ingram Library Services	661.58	2,511.91

COOK MEMORIAL PUBLIC LIBRARY DISTRICT

Bills Paid Detail 1/10 - 2/6/2026

Type	Date	Num	Name	Paid Amount	Balance
Bill	1/23/26	93182757	Ingram Library Services	19.95	2,531.86
Bill	1/23/26	93226554	Ingram Library Services	251.62	2,783.48
Bill	1/23/26	93257021	Ingram Library Services	203.81	2,987.29
Bill	1/23/26	93303159	Ingram Library Services	444.44	3,431.73
Bill	1/23/26	93303160	Ingram Library Services	236.67	3,668.40
Bill	1/23/26	93257020	Ingram Library Services	862.00	4,530.40
Bill	1/23/26	93528188	Ingram Library Services	220.04	4,750.44
Bill	1/23/26	93494637	Ingram Library Services	668.52	5,418.96
Bill	1/23/26	93542320	Ingram Library Services	380.20	5,799.16
Bill	1/23/26	93560896	Ingram Library Services	292.14	6,091.30
Bill	1/23/26	93575381	Ingram Library Services	22.20	6,113.50
Bill	1/23/26	93604014	Ingram Library Services	1,276.71	7,390.21
Bill	1/23/26	53669131	Ingram Library Services	2,790.97	10,181.18
Bill	1/23/26	93627812	Ingram Library Services	192.70	10,373.88
Bill	1/23/26	93653989	Ingram Library Services	2,340.87	12,714.75
Bill	1/23/26	93653988	Ingram Library Services	438.96	13,153.71
Bill	1/23/26	93694009	Ingram Library Services	260.96	13,414.67
Bill	1/23/26	93730411	Ingram Library Services	907.64	14,322.31
Ck	1/23/26	61938	Ingram Library Services	270.48	14,592.79
Ck	1/23/26	61938	Ingram Library Services	-21.46	14,571.33
CC	2/2/26	010626	Amazon Marketplace.com	92.35	14,663.68
CC	2/2/26	011926	E-Blox, Inc.	8.17	14,671.85
CC	2/2/26	012326	Amazon Marketplace.com	20.98	14,692.83
CC	2/2/26	012126	Amazon Marketplace.com	7.99	14,700.82
Total 10-5415 · Books - Juvenile				14,700.82	14,700.82
10-5420 · Audio/Visual - Adult					
Bill	1/23/26	508160513	Midwest Tape, LLC	89.47	89.47
Bill	1/23/26	508160511	Midwest Tape, LLC	2,229.26	2,318.73
Bill	1/23/26	508192576	Midwest Tape, LLC	526.84	2,845.57
Bill	1/23/26	508237163	Midwest Tape, LLC	153.94	2,999.51
Bill	1/23/26	508244657	Midwest Tape, LLC	1,293.02	4,292.53
Bill	1/23/26	508225469	Midwest Tape, LLC	72.42	4,364.95
Bill	1/23/26	508265100	Midwest Tape, LLC	15.48	4,380.43
Bill	1/23/26	508279206	Midwest Tape, LLC	3,430.31	7,810.74
Bill	1/23/26	508309056	Midwest Tape, LLC	121.59	7,932.33
Bill	1/23/26	508309055	Midwest Tape, LLC	63.69	7,996.02
CC	2/2/26	012026	Amazon Marketplace.com	44.98	8,041.00
Total 10-5420 · Audio/Visual - Adult				8,041.00	8,041.00
10-5425 · Audio/Visual - Juvenile					
Bill	1/23/26	508192576	Midwest Tape, LLC	17.24	17.24
Total 10-5425 · Audio/Visual - Juvenile				17.24	17.24
10-5430 · Games - Adult					

COOK MEMORIAL PUBLIC LIBRARY DISTRICT

Bills Paid Detail 1/10 - 2/6/2026

	Type	Date	Num	Name	Paid Amount	Balance
	Bill	1/23/26	26113	Crimson Multimedia Distribution, Inc.	828.24	828.24
	Bill	1/23/26	026421	Crimson Multimedia Distribution, Inc.	60.00	888.24
	Bill	1/23/26	026422	Crimson Multimedia Distribution, Inc.	40.00	928.24
	CC	2/2/26	010726	Amazon Marketplace.com	39.99	968.23
Total 10-5430 · Games - Adult					968.23	968.23
10-5435 · Games - Youth						
	Bill	1/23/26	026420	Crimson Multimedia Distribution, Inc.	86.11	86.11
Total 10-5435 · Games - Youth					86.11	86.11
10-5440 · Periodicals - Adult						
	Bill	1/23/26	366832 - 122925	Chicago Sun-Times	345.20	345.20
	Bill	1/23/26	CMPL - 2026	MCIGS	40.00	385.20
	CC	2/2/26	010226	Dupage Genealogical Society	25.00	410.20
	CC	2/2/26	010726	Lake County News Sun	272.64	682.84
	CC	2/2/26	010726	Chicago Tribune	464.00	1,146.84
	CC	2/2/26	010726	Amazon Marketplace.com	14.99	1,161.83
	CC	2/2/26	010726	Amazon Marketplace.com	14.99	1,176.82
	CC	2/2/26	011626	Milk Street Magazine	1.00	1,177.82
	CC	2/2/26	011626	Sunset Magazine	29.95	1,207.77
	CC	2/2/26	012626	Chicago Tribune	32.50	1,240.27
	Bill	2/6/26	66005 - 012926	Chicago Sun-Times	558.40	1,798.67
	Bill	2/6/26	TRQ29168404042601	Traditional Home Magazine	20.00	1,818.67
Total 10-5440 · Periodicals - Adult					1,818.67	1,818.67
10-5450 · Circulating Technologies						
10-5451 · Circ Tech - Equipment						
	CC	1/28/26	010826	Mobile Beacon	198.00	198.00
	CC	2/2/26	011326	Amazon Marketplace.com	398.00	596.00
Total 10-5451 · Circ Tech - Equipment					596.00	596.00
10-5453 · Circ Tech - Subscriptions						
	CC	1/28/26	010126	Hulu	18.99	18.99
	CC	1/28/26	010526	Hulu	18.99	37.98
	CC	1/28/26	012326	Hulu	18.99	56.97
	CC	1/28/26	012726	VIX Plus	8.99	65.96
	CC	1/28/26	010526	Netflix.com	24.99	90.95
	CC	1/28/26	012826	Netflix.com	24.99	115.94
	CC	1/28/26	010626	Amazon Prime	8.99	124.93
Total 10-5453 · Circ Tech - Subscriptions					124.93	124.93
Total 10-5450 · Circulating Technologies					720.93	720.93
10-5490 · Electronic Services						
10-5491 · Online Databases						
10-5492 · Online Databases - Adults						
	Bill	1/23/26	15271	RAILS	7,500.00	7,500.00
	Bill	1/23/26	11182786	Morningstar, Inc.	8,808.00	16,308.00

COOK MEMORIAL PUBLIC LIBRARY DISTRICT

Bills Paid Detail 1/10 - 2/6/2026

	Type	Date	Num	Name	Paid Amount	Balance
	Bill	1/23/26	INV17883	Mango Languages	4,268.26	20,576.26
Total 10-5492 · Online Databases - Adults					<u>20,576.26</u>	<u>20,576.26</u>
10-5493 · Online Databases - Juvenile						
	Bill	1/23/26	70925889	Proquest LLC	3,878.65	3,878.65
Total 10-5493 · Online Databases - Juvenile					<u>3,878.65</u>	<u>3,878.65</u>
Total 10-5491 · Online Databases						
10-5494 · Digital Popular Materials						
10-5495 · Dig Popular Materials - Adults					<u>24,454.91</u>	<u>24,454.91</u>
	Bill	1/23/26	07001CO25396066	Overdrive, Inc.	813.91	813.91
	Bill	1/23/26	07001CO25396020	Overdrive, Inc.	899.28	1,713.19
	Bill	1/23/26	07001CO25396011	Overdrive, Inc.	198.35	1,911.54
	Bill	1/23/26	07001CO25396000	Overdrive, Inc.	21.99	1,933.53
	Bill	1/23/26	07001CO25396007	Overdrive, Inc.	59.99	1,993.52
	Bill	1/23/26	07001CO25399978	Overdrive, Inc.	836.38	2,829.90
	Bill	1/23/26	07001CO25399985	Overdrive, Inc.	55.00	2,884.90
	Bill	1/23/26	07001CO25402964	Overdrive, Inc.	259.13	3,144.03
	Bill	1/23/26	484597 - PPU	Kanopy Inc.	735.00	3,879.03
	Bill	1/23/26	508250930	Midwest Tape, LLC	15,060.64	18,939.67
	Bill	1/23/26	1000478208	OCLC Inc.	1,187.00	20,126.67
	Bill	1/23/26	07001CO25405514	Overdrive, Inc.	966.62	21,093.29
	Bill	1/23/26	07001CO25405539	Overdrive, Inc.	699.15	21,792.44
	Bill	1/23/26	07001CO25405515	Overdrive, Inc.	387.98	22,180.42
	Bill	1/23/26	1000479159	OCLC Inc.	3,951.33	26,131.75
	Bill	1/23/26	07001CO26002648	Overdrive, Inc.	1,171.77	27,303.52
	Bill	1/23/26	07001CO26002664	Overdrive, Inc.	1,235.22	28,538.74
	Bill	1/23/26	07001CO26002658	Overdrive, Inc.	405.46	28,944.20
	Bill	1/23/26	07001CO26002647	Overdrive, Inc.	427.38	29,371.58
	Bill	1/23/26	07001CO26009195	Overdrive, Inc.	1,019.74	30,391.32
	Bill	1/23/26	07001CO26009203	Overdrive, Inc.	1,166.72	31,558.04
	Bill	1/23/26	07001CO26009205	Overdrive, Inc.	438.95	31,996.99
	Bill	1/23/26	07001CO26009198	Overdrive, Inc.	177.38	32,174.37
Total 10-5495 · Dig Popular Materials - Adults					<u>32,174.37</u>	<u>32,174.37</u>
10-5496 · Dig Popular Materials - Juv						
	Bill	1/23/26	1000478208	OCLC Inc.	1,610.84	1,610.84
Total 10-5496 · Dig Popular Materials - Juv					<u>1,610.84</u>	<u>1,610.84</u>
Total 10-5494 · Digital Popular Materials					<u>33,785.21</u>	<u>33,785.21</u>
Total 10-5490 · Electronic Services					<u>58,240.12</u>	<u>58,240.12</u>
10-5497 · Interlibrary Loan Fees						
	Bill	1/23/26	33492	IHLS-OCLC	367.63	367.63
	CC	2/2/26	011426	Amazon Marketplace.com	-26.73	340.90
Total 10-5497 · Interlibrary Loan Fees					<u>340.90</u>	<u>340.90</u>
Total 10-5400 · Materials					<u>109,996.14</u>	<u>109,996.14</u>

COOK MEMORIAL PUBLIC LIBRARY DISTRICT

Bills Paid Detail 1/10 - 2/6/2026

	Type	Date	Num	Name	Paid Amount	Balance
10-5500 - Processing						
10-5520 - Cataloging						
	Bill	1/23/26	33492	IHLS-OCLC	2,974.51	2,974.51
Total 10-5520 - Cataloging					<u>2,974.51</u>	<u>2,974.51</u>
Total 10-5500 - Processing					<u>2,974.51</u>	<u>2,974.51</u>
10-5600 - Supplies						
10-5611 - Supplies - Admin						
	Bill	1/23/26	193521 - DECEMBER 25	Warehouse Direct, Inc	340.90	340.90
	CC	2/2/26	011326	Amazon Marketplace.com	163.73	504.63
	CC	2/2/26	011326	Amazon Marketplace.com	16.45	521.08
Total 10-5611 - Supplies - Admin					<u>521.08</u>	<u>521.08</u>
10-5612 - Supplies - Adult Svcs						
	CC	2/2/26	011226	Demco, Inc,	53.88	53.88
Total 10-5612 - Supplies - Adult Svcs					<u>53.88</u>	<u>53.88</u>
10-5613 - Supplies - Youth Svcs						
	Bill	1/23/26	193521 - DECEMBER 25	Warehouse Direct, Inc	21.18	21.18
	CC	2/2/26	010726	Amazon Marketplace.com	7.58	28.76
	CC	2/2/26	012626	Amazon Marketplace.com	15.96	44.72
	CC	2/2/26	012826	Amazon Marketplace.com	11.98	56.70
Total 10-5613 - Supplies - Youth Svcs					<u>56.70</u>	<u>56.70</u>
10-5614 - Supplies - Circulation						
	Bill	1/23/26	122925-03	Today's Business Solutions, Inc.	3,791.00	3,791.00
	Bill	1/23/26	122925-03	Today's Business Solutions, Inc.	1,274.50	5,065.50
	Bill	1/23/26	122925-03	Today's Business Solutions, Inc.	90.01	5,155.51
Total 10-5614 - Supplies - Circulation					<u>5,155.51</u>	<u>5,155.51</u>
10-5615 - Supplies - Maintenance						
	Bill	1/23/26	NOV-DEC 2025	ACE Hardware Of Libertyville, Inc.	254.46	254.46
	Bill	1/23/26	0001	Quickstart Small Engines LLC	150.00	404.46
	Bill	1/23/26	193521 - DECEMBER 25	Warehouse Direct, Inc	1,456.09	1,860.55
	CC	2/2/26	122925	Lighting 2 Light	680.00	2,540.55
	CC	2/2/26	011326	Frigidaire Parts	29.77	2,570.32
	CC	2/2/26	012126	Amazon Marketplace.com	79.99	2,650.31
Total 10-5615 - Supplies - Maintenance					<u>2,650.31</u>	<u>2,650.31</u>
10-5617 - Supplies - Outreach						
	Bill	1/23/26	193521 - DECEMBER 25	Warehouse Direct, Inc	26.51	26.51
	CC	2/2/26	010626	Amazon Marketplace.com	7.43	33.94
Total 10-5617 - Supplies - Outreach					<u>33.94</u>	<u>33.94</u>
10-5618 - Supplies - Tech Svcs						
	CC	2/2/26	010626	Demco, Inc,	560.59	560.59
	CC	2/2/26	011626	Uline	90.37	650.96
	CC	2/2/26	012626	Demco, Inc,	511.48	1,162.44
Total 10-5618 - Supplies - Tech Svcs					<u>1,162.44</u>	<u>1,162.44</u>

COOK MEMORIAL PUBLIC LIBRARY DISTRICT

Bills Paid Detail 1/10 - 2/6/2026

	Type	Date	Num	Name	Paid Amount	Balance
10-5660 · Supplies - Computer						
	Bill	1/23/26	193521 - DECEMBER 25	Warehouse Direct, Inc	3,752.63	3,752.63
	CC	2/2/26	010526	Amazon Marketplace.com	143.76	3,896.39
	CC	2/2/26	010826	Amazon Marketplace.com	63.94	3,960.33
	CC	2/2/26	011526	Amazon Marketplace.com	15.99	3,976.32
	CC	2/2/26	012026	Amazon Marketplace.com	8.98	3,985.30
	CC	2/2/26	012626	Amazon Marketplace.com	13.99	3,999.29
Total 10-5660 · Supplies - Computer					3,999.29	3,999.29
10-5670 · Supplies - Paper						
	Bill	1/23/26	70742	Graphic 14, Incorporated	914.00	914.00
Total 10-5670 · Supplies - Paper					914.00	914.00
10-5680 · Supplies - Staff Room						
	Bill	1/23/26	193521 - DECEMBER 25	Warehouse Direct, Inc	776.29	776.29
	CC	2/2/26	010926	Amazon Marketplace.com	325.98	1,102.27
	CC	2/2/26	012126	Walmart.com	6.23	1,108.50
Total 10-5680 · Supplies - Staff Room					1,108.50	1,108.50
Total 10-5600 · Supplies					15,655.65	15,655.65
10-5700 · Vehicles						
10-5710 · Bookmobile Fuel						
	Bill	1/23/26	448	Village of Vernon Hills	58.47	58.47
Total 10-5710 · Bookmobile Fuel					58.47	58.47
10-5730 · Bookmobile Delivery Service						
	Bill	2/6/26	NOV-DEC 25	Nelson, Elizabeth	83.30	83.30
Total 10-5730 · Bookmobile Delivery Service					83.30	83.30
10-5750 · Van Fuel						
	Bill	1/23/26	448	Village of Vernon Hills	161.31	161.31
Total 10-5750 · Van Fuel					161.31	161.31
Total 10-5700 · Vehicles					303.08	303.08
10-5800 · Computer Operations						
10-5865 · Remote Communications Expenses						
	Bill	1/23/26	DECEMBER 2025	Eckmann, Robert	10.00	10.00
	Bill	2/6/26	JANUARY 2026	Eckmann, Robert	10.00	20.00
Total 10-5865 · Remote Communications Expenses					20.00	20.00
10-5830 · Replacement Hardware/Software						
10-5831 · Rep Hrdwre/Sftwre - Admin						
	Bill	1/23/26	30511	Computer View, Inc.	1,490.00	1,490.00
	Bill	1/23/26	30519	Computer View, Inc.	1,368.00	2,858.00
	Bill	1/23/26	30527	Computer View, Inc.	12,600.00	15,458.00
	CC	1/28/26	010526	Apple.com	10.99	15,468.99
	CC	1/28/26	010226	Liberated Syndication	12.00	15,480.99
	CC	1/28/26	010526	Timely	241.00	15,721.99
	CC	1/28/26	012626	Loomly	588.00	16,309.99

COOK MEMORIAL PUBLIC LIBRARY DISTRICT

Bills Paid Detail 1/10 - 2/6/2026

	Type	Date	Num	Name	Paid Amount	Balance
Total 10-5831 · Rep Hrdwre/Sftwre - Admin					16,309.99	16,309.99
10-5836 · Rep Hrdwre/Sftwre - ILL						
	Bill	1/23/26	33570	IHLS-OCLC	795.31	795.31
Total 10-5836 · Rep Hrdwre/Sftwre - ILL					795.31	795.31
Total 10-5830 · Replacement Hardware/Software					17,105.30	17,105.30
10-5850 · Misc Contracts						
	Bill	1/23/26	INV-US-79207	Envisionware, Inc.	5,813.86	5,813.86
	Bill	2/6/26	INV-US-79877	Envisionware, Inc.	72.25	5,886.11
Total 10-5850 · Misc Contracts					5,886.11	5,886.11
10-5860 · Internet						
	Bill	1/23/26	3232080113	AT&T	429.32	429.32
	CC	1/28/26	260479679	Comcast	630.00	1,059.32
Total 10-5860 · Internet					1,059.32	1,059.32
Total 10-5800 · Computer Operations					24,070.73	24,070.73
10-5900 · Utilities						
10-5910 · Electricity						
10-5911 · Electricity - Aspen						
	Bill	1/23/26	71991824801	Constellation New Energy, Inc.	8,258.46	8,258.46
Total 10-5911 · Electricity - Aspen					8,258.46	8,258.46
10-5912 · Electricity - Cook Park						
	Bill	1/23/26	71991788601	Constellation New Energy, Inc.	9,314.85	9,314.85
Total 10-5912 · Electricity - Cook Park					9,314.85	9,314.85
Total 10-5910 · Electricity					17,573.31	17,573.31
10-5920 · Gas						
10-5921 · Gas - Aspen						
	Bill	1/23/26	4467847	Constellation Natural Gas	360.68	360.68
Total 10-5921 · Gas - Aspen					360.68	360.68
10-5922 · Gas - Cook Park						
	Bill	1/23/26	4467847	Constellation Natural Gas	760.83	760.83
Total 10-5922 · Gas - Cook Park					760.83	760.83
Total 10-5920 · Gas					1,121.51	1,121.51
10-5930 · Water						
10-5931 · Water - Aspen						
	Ck	1/27/26	LC 012726	Lake County Department of Public Works	508.18	508.18
Total 10-5931 · Water - Aspen					508.18	508.18
10-5932 · Water - Cook Park						
	Ck	1/22/26	613E3D9 12	Village of Libertyville	1,334.81	1,334.81
Total 10-5932 · Water - Cook Park					1,334.81	1,334.81
Total 10-5930 · Water					1,842.99	1,842.99
Total 10-5900 · Utilities					20,537.81	20,537.81
10-6000 · Telephone						

COOK MEMORIAL PUBLIC LIBRARY DISTRICT

Bills Paid Detail 1/10 - 2/6/2026

	Type	Date	Num	Name	Paid Amount	Balance
10-6010 · Telephone						
	CC	1/28/26	011326	Comcast	354.14	354.14
	Bill	2/6/26	89565	Peerless Network, Inc.	1,084.71	1,438.85
Total 10-6010 · Telephone					1,438.85	1,438.85
10-6020 · Bookmobile - Telephone						
	CC	1/28/26	011226	T-Mobile	31.00	31.00
Total 10-6020 · Bookmobile - Telephone					31.00	31.00
10-6050 · Telephone Service Contracts						
	Bill	1/23/26	29420	Blue Wire Communications	1,495.74	1,495.74
Total 10-6050 · Telephone Service Contracts					1,495.74	1,495.74
Total 10-6000 · Telephone					2,965.59	2,965.59
10-6100 · Postage						
	Ck	1/15/26	50271857JAN	Pitney Bowes - Reserve Account	1,000.00	1,000.00
Total 10-6100 · Postage					1,000.00	1,000.00
10-6200 · Maintenance						
10-6210 · Janitorial Service						
10-6211 · Janitorial Service - Aspen						
	Bill	1/23/26	C32071	Complete Cleaning Company, Inc.	2,625.00	2,625.00
Total 10-6211 · Janitorial Service - Aspen					2,625.00	2,625.00
10-6212 · Janitorial Service - Cook Park						
	Bill	1/23/26	C32071	Complete Cleaning Company, Inc.	4,250.00	4,250.00
Total 10-6212 · Janitorial Service - Cook Park					4,250.00	4,250.00
Total 10-6210 · Janitorial Service					6,875.00	6,875.00
10-6230 · Snow Removal						
10-6231 · Snow Removal - Aspen						
	Bill	1/23/26	138460	James Martin Associates, Inc.	383.25	383.25
	Bill	1/23/26	138422	James Martin Associates, Inc.	219.00	602.25
	Bill	1/23/26	138512	James Martin Associates, Inc.	471.75	1,074.00
	Bill	1/23/26	138855	James Martin Associates, Inc.	219.00	1,293.00
	Bill	1/23/26	139076	James Martin Associates, Inc.	273.75	1,566.75
	Bill	2/6/26	139319	James Martin Associates, Inc.	1,112.00	2,678.75
	Bill	2/6/26	139407	James Martin Associates, Inc.	438.00	3,116.75
	Bill	2/6/26	139583	James Martin Associates, Inc.	219.00	3,335.75
	Bill	2/6/26	139670	James Martin Associates, Inc.	219.00	3,554.75
	Bill	2/6/26	140027	James Martin Associates, Inc.	556.00	4,110.75
	Bill	2/6/26	139760	James Martin Associates, Inc.	471.75	4,582.50
Total 10-6231 · Snow Removal - Aspen					4,582.50	4,582.50
10-6232 · Snow Removal - Cook Park						
	Bill	1/23/26	137000	James Martin Associates, Inc.	333.00	333.00
	Bill	1/23/26	138423	James Martin Associates, Inc.	70.00	403.00
	Bill	1/23/26	138513	James Martin Associates, Inc.	70.00	473.00
	Bill	1/23/26	138856	James Martin Associates, Inc.	70.00	543.00

COOK MEMORIAL PUBLIC LIBRARY DISTRICT

Bills Paid Detail 1/10 - 2/6/2026

Type	Date	Num	Name	Paid Amount	Balance
Bill	1/23/26	139077	James Martin Associates, Inc.	87.50	630.50
Bill	2/6/26	139584	James Martin Associates, Inc.	70.00	700.50
Bill	2/6/26	139320	James Martin Associates, Inc.	140.00	840.50
Bill	2/6/26	139408	James Martin Associates, Inc.	140.00	980.50
Bill	2/6/26	139671	James Martin Associates, Inc.	140.00	1,120.50
Bill	2/6/26	139761	James Martin Associates, Inc.	70.00	1,190.50
Bill	2/6/26	140028	James Martin Associates, Inc.	231.00	1,421.50
Total 10-6232 · Snow Removal - Cook Park				<u>1,421.50</u>	<u>1,421.50</u>
Total 10-6230 · Snow Removal				6,004.00	6,004.00
10-6250 · Miscellaneous					
10-6251 · Misc. Maintenance - Aspen					
Bill	1/23/26	7241	AMS Of Northern Illinois	205.20	205.20
Bill	1/23/26	91065076	Terminix Anderson	110.97	316.17
Total 10-6251 · Misc. Maintenance - Aspen				<u>316.17</u>	<u>316.17</u>
10-6252 · Misc. Maintenance - Cook Park					
Bill	1/23/26	55157	Ambius	431.98	431.98
Bill	1/23/26	7241	AMS Of Northern Illinois	154.80	586.78
Total 10-6252 · Misc. Maintenance - Cook Park				<u>586.78</u>	<u>586.78</u>
Total 10-6250 · Miscellaneous				<u>902.95</u>	<u>902.95</u>
Total 10-6200 · Maintenance				<u>13,781.95</u>	<u>13,781.95</u>
10-6300 · Repair					
10-6320 · Building & Grounds Repairs					
10-6322 · Building Repairs - Cook Park					
Bill	1/16/26	24501	Service Plus Inc.	1,495.00	1,495.00
Total 10-6322 · Building Repairs - Cook Park				<u>1,495.00</u>	<u>1,495.00</u>
Total 10-6320 · Building & Grounds Repairs				<u>1,495.00</u>	<u>1,495.00</u>
10-6330 · Mechanical Repairs					
10-6331 · Mechanical Repairs - Aspen					
Bill	1/23/26	49584	American Backflow & Fire Prevention	207.90	207.90
Total 10-6331 · Mechanical Repairs - Aspen				<u>207.90</u>	<u>207.90</u>
10-6332 · Mechanical Repairs - Cook Park					
Bill	1/23/26	4626226526	Schindler Elevator Corporation	968.15	968.15
Total 10-6332 · Mechanical Repairs - Cook Park				<u>968.15</u>	<u>968.15</u>
Total 10-6330 · Mechanical Repairs				<u>1,176.05</u>	<u>1,176.05</u>
10-6340 · Service Contracts-Mech. & Bldg.					
10-6341 · Service Contracts - Aspen					
Bill	1/16/26	2026-0113	Village of Vernon Hills	91.00	91.00
Total 10-6341 · Service Contracts - Aspen				<u>91.00</u>	<u>91.00</u>
10-6342 · Service Contracts - Cook Park					
Bill	1/23/26	4607337197	Schindler Elevator Corporation	522.54	522.54
Total 10-6342 · Service Contracts - Cook Park				<u>522.54</u>	<u>522.54</u>

COOK MEMORIAL PUBLIC LIBRARY DISTRICT

Bills Paid Detail 1/10 - 2/6/2026

	Type	Date	Num	Name	Paid Amount	Balance
Total 10-6340 · Service Contracts-Mech. & Bldg.					613.54	613.54
Total 10-6300 · Repair					3,284.59	3,284.59
10-6500 · Professional Services						
10-6520 · Legal Services						
Bill	1/23/26	254206		Klein, Thorpe and Jenkins, Ltd	1,519.00	1,519.00
Total 10-6520 · Legal Services					1,519.00	1,519.00
10-6530 · Consulting						
CC	1/28/26	23253		HR Source	2,237.50	2,237.50
Total 10-6530 · Consulting					2,237.50	2,237.50
10-6540 · Payroll Processing						
JE	1/23/26	4026			2,581.24	2,581.24
JE	2/6/26	4036			1,694.65	4,275.89
Total 10-6540 · Payroll Processing					4,275.89	4,275.89
10-6550 · Documentation Publishing						
Bill	1/23/26	364716		Paddock Publications, Inc.	34.50	34.50
Total 10-6550 · Documentation Publishing					34.50	34.50
10-6560 · Recruitment						
Bill	1/23/26	35796-122025		Peoplefacts	92.56	92.56
Ck	1/27/26	9218940573		Quest Diagnostics	34.55	127.11
Total 10-6560 · Recruitment					127.11	127.11
Total 10-6500 · Professional Services					8,194.00	8,194.00
10-6600 · Improvements						
10-6640 · Building & Grounds						
10-6641 · Building & Grounds - Admin						
Bill	1/23/26	CHIC 106580-01		Latitude Signage & Design	810.00	810.00
Total 10-6641 · Building & Grounds - Admin					810.00	810.00
Total 10-6640 · Building & Grounds					810.00	810.00
Total 10-6600 · Improvements					810.00	810.00
10-6700 · Community Relations						
10-6710 · Newsletter						
Bill	2/6/26	SPRING NEWSLETTER		U.S. Postmaster	3,449.29	3,449.29
Total 10-6710 · Newsletter					3,449.29	3,449.29
10-6712 · Graphics						
Bill	1/23/26	AH5F1T		CDW Government, Inc.	368.60	368.60
Bill	1/23/26	70742		Graphic 14, Incorporated	167.70	536.30
Total 10-6712 · Graphics					536.30	536.30
10-6720 · Programming - Adult						
10-6721 · Programs - Performances						
Bill	1/16/26	jd01122026cook		Lucky Entertainment	125.00	125.00
CC	1/28/26	010826		Walmart	39.20	164.20
Bill	1/30/26	020226		Donner, Erik	175.00	339.20

COOK MEMORIAL PUBLIC LIBRARY DISTRICT

Bills Paid Detail 1/10 - 2/6/2026

	Type	Date	Num	Name	Paid Amount	Balance
	Bill	1/30/26	10001	UTCL LLC	600.00	939.20
	CC	2/2/26	010526	Amazon Marketplace.com	83.98	1,023.18
	Bill	2/6/26	FEBRUARY 8, 2026	Gary E. Midkiff & Company	230.00	1,253.18
	Bill	2/6/26	JANUARY 20, 2026	Leslie Goddard Presents, LLC	300.00	1,553.18
Total 10-6721 · Programs - Performances					1,553.18	1,553.18
10-6723 · Other Expenditures						
	Bill	1/23/26	HOME DEPOT - 0126	Smith, Robert	23.91	23.91
	CC	1/28/26	011226	Kahoot! AS	83.16	107.07
	CC	1/28/26	011426	Picnic Basket	33.50	140.57
	CC	2/2/26	010826	Amazon Marketplace.com	24.99	165.56
	CC	2/2/26	011426	Amazon Marketplace.com	24.99	190.55
	CC	2/2/26	011526	Amazon Marketplace.com	298.13	488.68
	CC	2/2/26	012326	Amazon Marketplace.com	61.65	550.33
Total 10-6723 · Other Expenditures					550.33	550.33
10-6725 · Genealogy Programs						
	Bill	2/6/26	JANUARY 15, 2026	Warner, Jennifer	150.00	150.00
Total 10-6725 · Genealogy Programs					150.00	150.00
10-6726 · Computer Programs						
	Bill	2/6/26	JANUARY 13, 2026	Henkin, Greg	150.00	150.00
	Bill	2/6/26	JANUARY 2026	Montano, Estevan	300.00	450.00
Total 10-6726 · Computer Programs					450.00	450.00
Total 10-6720 · Programming - Adult					2,703.51	2,703.51
10-6730 · Programming - Young Adult						
10-6731 · Programs - Young Adult						
	CC	2/2/26	010526	Amazon Marketplace.com	120.00	120.00
	CC	2/2/26	010726	Amazon Marketplace.com	55.66	175.66
	CC	2/2/26	010726	Michaels	24.93	200.59
Total 10-6731 · Programs - Young Adult					200.59	200.59
Total 10-6730 · Programming - Young Adult					200.59	200.59
10-6740 · Programs - Youth						
	Bill	1/16/26	11726	Incrediblebats, Inc.	400.00	400.00
	CC	1/28/26	011626	Mariano's	22.98	422.98
	CC	1/28/26	011926	Papa John's	89.21	512.19
	CC	2/2/26	010826	Lakeshore Learning	-3.57	508.62
	CC	2/2/26	011426	ETSY.com	13.99	522.61
	CC	2/2/26	011426	Lakeshore Learning	84.97	607.58
	CC	2/2/26	011426	Amazon Marketplace.com	76.78	684.36
	CC	2/2/26	012126	Walmart.com	9.62	693.98
	CC	2/2/26	012126	Amazon Marketplace.com	7.99	701.97
	CC	2/2/26	010526	Amazon Marketplace.com	34.99	736.96
	CC	2/2/26	010526	Amazon Marketplace.com	21.76	758.72
	CC	2/2/26	012626	Amazon Marketplace.com	250.73	1,009.45

COOK MEMORIAL PUBLIC LIBRARY DISTRICT

Bills Paid Detail 1/10 - 2/6/2026

	Type	Date	Num	Name	Paid Amount	Balance
	CC	2/2/26	012826	Amazon Marketplace.com	17.99	1,027.44
	Bill	2/6/26	JANUARY 31, 2026	Manoj, Arjun	250.00	1,277.44
Total 10-6740 · Programs - Youth					1,277.44	1,277.44
10-6760 · Promotions/Prizes						
10-6761 · Promotions/Prizes- Admin/Gen						
	Ck	1/14/26	012026	Sam's Club Direct	97.88	97.88
Total 10-6761 · Promotions/Prizes- Admin/Gen					97.88	97.88
Total 10-6760 · Promotions/Prizes					97.88	97.88
10-6780 · Digital Studios						
10-6781 · Digital Studios - Equipment						
	CC	2/2/26	010526	Amazon Marketplace.com	158.00	158.00
	CC	2/2/26	012226	Amazon Marketplace.com	28.77	186.77
Total 10-6781 · Digital Studios - Equipment					186.77	186.77
10-6784 · Digital Studios - Supplies						
	CC	2/2/26	011326	AtomicFilament.com	94.71	94.71
	CC	2/2/26	011426	AtomicFilament.com	-7.43	87.28
Total 10-6784 · Digital Studios - Supplies					87.28	87.28
Total 10-6780 · Digital Studios					274.05	274.05
Total 10-6700 · Community Relations					8,539.06	8,539.06
10-7000 · Debt Service						
	Bill	1/23/26	0016064887	Capital One Public Funding, LLC	156,232.60	156,232.60
	Bill	1/23/26	1430	Chase	389,596.00	545,828.60
	Bill	1/23/26	1429	Chase	334,020.70	879,849.30
Total 10-7000 · Debt Service					879,849.30	879,849.30
20-8210 · Employer IMRF Disbursements						
	JE	1/23/26	4027		24,362.43	24,362.43
	JE	2/6/26	4037		16,819.53	41,181.96
Total 20-8210 · Employer IMRF Disbursements					41,181.96	41,181.96
20-8250 · Employer Soc Security Tax Disb						
	JE	1/23/26	4027		21,847.10	21,847.10
	JE	2/6/26	4037		15,148.84	36,995.94
Total 20-8250 · Employer Soc Security Tax Disb					36,995.94	36,995.94
Total Operating Expense					1,733,587.14	1,733,587.14



Cook Memorial Public Library District Librarian's Statistical Report - Page 1 January 2026

Registered Card Holders

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

	January 2025			January 2026			Percent Change
	Juvenile	Adult	Total	Juvenile	Adult	Total	
Cook Memorial Public Library District	6,451	34,939	41,390	6,694	34,592	41,286	-0.25%
Reciprocal Borrowing Patrons	327	6,049	6,376	320	6,149	6,469	1.46%
Total	6,778	40,988	47,766	7,014	40,741	47,755	-0.02%

Visitors

	January 2025	January 2026	Percent Change	FY 2025 To Date	FY 2026 To Date	Percent Change
Aspen Drive Library	16,179	15,576	-3.73%	110,596	113,740	2.84%
Drive-Up	466	457	-1.93%	2,821	2,793	-0.99%
Cook Park Library	17,561	16,592	-5.52%	148,953	147,970	-0.66%
Drive-Up	1,339	1,040	-22.33%	7,862	7,179	-8.69%
Outreach	832	573	-31.13%	5,665	6,175	9.00%
Total	36,377	34,238	-5.88%	275,897	277,857	0.71%

Program Attendance

	January 2025	January 2026	Percent Change	FY 2025 To Date	FY 2026 To Date	Percent Change
Adult	993	751	-24.37%	6,537	6,799	4.01%
Juvenile	1,986	2,656	33.74%	16,848	17,362	3.05%
Young Adult	917	1,320	43.95%	7,069	8,954	26.67%
	3,896	4,727	21.33%	30,454	33,115	8.74%

Special Services

	January 2025	January 2026	Percent Change	FY 2025 To Date	FY 2026 To Date	Percent Change
Reference Questions	6,156	5,442	-11.60%	42,497	36,974	-13.00%
Technology Questions	941	900	-4.36%	5,969	6,585	10.32%
Library App Users	1,221	1,412	15.64%	8,331	9,565	14.81%
www.cooklib.org	40,806	43,592	6.83%	269,688	283,076	4.96%
Holds Placed	13,872	13,388	-3.49%	85,184	81,148	-4.74%
Holds Filled	11,418	10,958	-4.03%	71,896	68,977	-4.06%
Homebound Items Delivered	536	667	24.44%	4,005	4,265	6.49%

Collection Size

	January 2025					January 2026					Percent Change
	Juvenile	Adult	Other	Total	Percent of Total	Juvenile	Adult	Other	Total	Percent of Total	
Aspen Drive Library	47,884	41,772	1	89,657	35.33%	46,594	40,611	1	87,206	35.43%	-2.73%
Cook Park Library	50,761	96,223	145	147,129	57.98%	51,266	91,051	149	142,466	57.88%	-3.17%
Outreach	14,020	2,957	13	16,990	6.69%	13,881	2,578	14	16,473	6.69%	-3.04%
Total	112,665	140,952	159	253,776		111,741	134,240	164	246,145		-3.01%

Librarian's Statistical Report - January 2026 - Page 2

Circulation

	January 2025				January 2026				Percent Change
	Adult	Juvenile	Other	Total	Adult	Juvenile	Other	Total	
Fiction	9,791	18,360		28,151	9,187	19,338		28,525	1.33%
Large Type	1,326	30		1,356	1,444	31		1,475	8.78%
Nonfiction	7,008	4,895		11,903	6,028	5,114		11,142	-6.39%
Periodicals	926	94		1,020	809	119		928	-9.02%
World Language	278	410		688	200	497		697	1.31%
Subtotal Print	19,329	23,789		43,118	17,668	25,099		42,767	-0.81%
Bags and Containers			27	27			22	22	-18.52%
Equipment	317	1		318	426	10		436	37.11%
Interlibrary Loan			164	164			94	94	-42.68%
LINKin	1,180			1,180	920			920	-22.03%
Multimedia		241		241		221		221	-8.30%
Other			9	9			16	16	77.78%
Subtotal Other	1,497	242	200	1,939	1,346	231	132	1,709	-11.86%
eAudiobooks			8,214	8,214			7,686	7,686	-6.43%
eBooks			8,146	8,146			7,913	7,913	-2.86%
eMagazines			209	209			209	209	0.00%
eMusic			233	233			235	235	0.86%
eVideo			1,165	1,165			1,376	1,376	18.11%
Subtotal Downloadables			17,967	17,967			17,419	17,419	-3.05%
Audiobooks	434	308		742	336	388		724	-2.43%
Compact Discs	970	103		1,073	839	115		954	-11.09%
DVDs, Blu-Ray	6,524	1,475		7,999	5,308	1,323		6,631	-17.10%
Video Games	464	668		1,132	501	687		1,188	4.95%
Subtotal Audiovisual	8,392	2,554		10,946	6,984	2,513		9,497	-13.24%
Grand Total All Agencies	29,218	26,585	18,167	73,970	25,998	27,843	17,551	71,392	-3.49%

Agency Subtotals

	January 2025	January 2026	Percent Change	FY 2025 To Date	FY 2026 To Date	Percent Change
Downloadables	17,967	17,419	-3.05%	116,628	117,422	0.68%
Aspen Drive Library	18,512	15,395	-16.84%	120,348	107,071	-11.03%
Cook Park Library	34,101	35,371	3.72%	258,529	246,010	-4.84%
Outreach	3,390	3,207	-5.40%	24,312	20,387	-16.14%
Total	73,970	71,392	-3.49%	519,817	490,890	-5.56%



REPORT OF THE DIRECTOR

FEBRUARY 2026

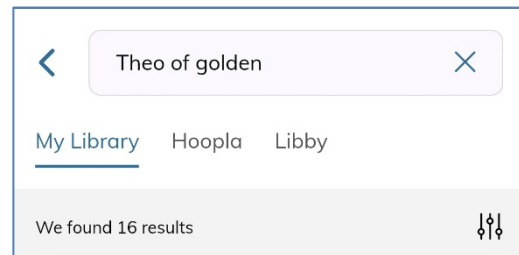
eLibrary Titles in our Catalog

-- Cyndi Hamann, Collection Development Manager

All of the eLibrary items you find in our library catalog by searching the website or first tab of the library app, are added to our catalog by our cataloging staff. They regularly update our library catalog to add new eLibrary titles and remove expired titles. We add all new titles to our catalog that we have access to in Libby, cloudLibrary, and Kanopy. We add a select number of the most popular titles that are added to hoopla each month to our catalog. The frequency of these updates depends on the eLibrary platform. We do add titles from other eLibrary and database vendors, but these are the most popular.

	Catalog Update Frequency
Libby	Weekly
cloudLibrary	Weekly
hoopla	Monthly
Kanopy	Monthly

When searching in the library app, the app automatically searches the library catalog (My Library displayed on the first tab), hoopla (second tab), and Libby (third tab) each time. Searching each eLibrary service directly, whether using the Libby/cloudLibrary/hoopla app, library app second and third tabs, or each eLibrary service website, provides the most up-to-date information. Searching the library catalog, whether through our website or the first tab of the library app, allows you to see our offerings across eLibrary platforms, but there may be some delay based on the frequency of catalog updates.



eMaterial Search Results

	Library Catalog	Library App (first tab)	Library App (2nd and 3rd tabs)	Each Platform
Libby	all titles, updated weekly	all titles, updated weekly	all titles, immediate update	all titles, immediate update
cloudLibrary	all titles, updated weekly	all titles, updated weekly	n/a	all titles, immediate update
hoopla	Select titles, updated monthly	Select titles, updated monthly	all titles, immediate update	all titles, immediate update
Kanopy	all titles, updated monthly	all titles, updated monthly	n/a	all titles, immediate update

Chart 1


Highlights from Staff


Updates and accomplishments shared by staff from across the library.


1. The **spring newsletter** will arrive in 28,000 district mailboxes over Valentine's Day weekend. This season's Check Out Your Happy theme ties in with National Library Week (April 19-25), which celebrates finding joy at the library. This extra-special issue also features three of our newest library babies proudly sporting their CMPLD onesies.
-- Bronwyn Gardner, Communications Coordinator
2. Last year, we launched a **Threadless** site where staff could purchase Library logo apparel. Because patrons have asked about apparel for years, we opened the shop to the public this month with a small feature in the spring newsletter. Screen-printed options include the CMPLD logo in white or navy and the Check Out Your Happy logo in blue or yellow, all available on a variety of apparel for all ages. Items are sold at cost, and the Library does not make a profit—this is simply a goodwill offering and a fun way to share the Library brand with the community.”
-- BG
3. The Library hosted its annual **Preschool and Early Childhood Resource Fair** at the Aspen Drive Library on Saturday, January 24. Coordinated by Terri Norstrom, Early Learning Supervisor, the fair gives families an opportunity to meet representatives from early learning centers in the district and learn more about their programs. This year, 14 preschools and childcare centers participated, along with two community resource groups focused on early childhood. Despite the very cold weather, the event drew 52 attendees over the course of two hours. Deena Gillespie, Early Learning Specialist, was also present to support the fair. A companion to the event is the Annual Preschool and Early Childhood Resource Directory, which features 18 preschools and childcare centers as well as six community organizations. The directory remains a popular resource and is requested by patrons throughout the year.
-- Melissa Phillips, Senior Manager, Youth Services
4. The Youth Services Department has launched a new recurring program for families with children in pre-K and up and their caregivers. **Playdoh Palooza** is an open-ended program that encourages children to take the lead as they explore creative activities with their grown-ups. Developed by Terri Norstrom and Deena Gillespie, the program is designed so that any member of the Youth Services staff can host. Children are able to take their creations home with them, which is especially appreciated by families who may not have Playdoh available at home. – *MP*


JANUARY 2026 EMAIL STATS


21,547
Total Subscribers

 **+254**
New Subscribers

 **-87**
Unsubscribes

 **57**
Total Emails Sent

 **54%**
Avg. Open Rate
industry avg. 34%

 **1%**
Avg. Click Rate
industry avg. 1%

List Name # of Subscribers

Authors & Writing (adults)	2,265
Book Club Communications	701
Business & Finance (adults)	796
Career (adults)	533
Cinema Club Newsletter	282
CMPLD eNews	16,292
Cooking (adults)	1,118
Crafting & Maker	112
English Language Learners	49
Events: ADULTS	3,762
Events: EARLY CHILDHOOD	424
Events: HIGH SCHOOL	594
Events: KIDS	1,889
Events: MIDDLE SCHOOL	688
Genealogy (adults)	750
Health & Lifestyle (adults)	1,076
History (adults)	1,078
Local Author News & Events	312
Movie Matinees	1,091
Performances (adult)	1,076
Seed Library	215
Teacher Resources	284
Technology (adults)	1,024

Top Emails by Click Rate

1

 Cook Memorial Public Library District
Website | Catalog | Calendar

Welcome to the Library!

Your new Cook Memorial Public Library District card gives you access to a world of information and entertainment for all ages and interests. Discover more on our website or by visiting our two full-service locations and the Bookmobile.

Aspen Drive Library
701 Aspen Dr
Vernon Hills, IL

Cook Park Library
413 N Milwaukee Ave
Libertyville, IL

Bookmobile
[Scheduled Stops](#)

2

Genealogy News
from Cook Memorial Public Library District
January 2026

News, Updates, & More

Book a Genealogy Consultation

Hit a brick wall in your research? Need another pair of eyes to help you decipher a document? Bring your documents and questions! Daniel is available to help in person at Cook Park or Aspen Drive




3

 Cook Memorial Public Library District

seed library



4

 Cook Memorial Public Library District

Library Card Renewal

Dear Patron,

It is our pleasure to serve you and provide you with the best possible service at Cook Memorial Public Library District. We update library cards every three years to ensure we have current contact information for all our patrons.

Your library card is due to be renewed by the **end of January 2026**. You will keep the same card.

5

Monthly film screening and discussion.

CINEMA Club

Every Third Monday, 6:30-9 pm
Aspen Drive Library
DROP IN



January 2026 - Good Night, and Good Luck

JANUARY 2026 SOCIAL MEDIA STATS

facebook



4,365
page followers

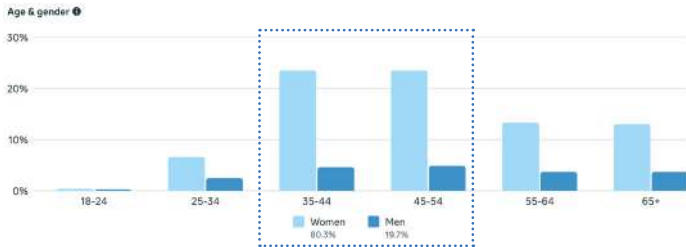


22
posts



18,063
views

+8 followers since last month



Instagram



2,085
page followers

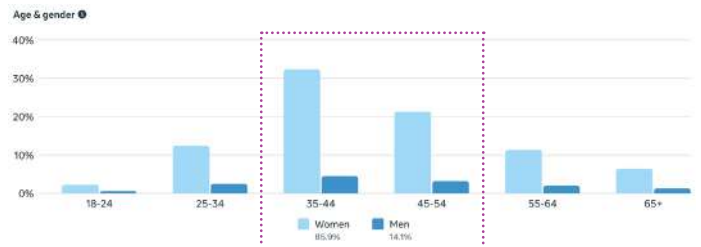


25
posts



14,069
views

+7 followers since last month



Friday, January 9
7-8:30pm, Aspen Drive Library

Silent Read-In Book Club

Reach: Unique users exposed to our content.
Interactions: Number of likes, shares, saves, comments, and link/image clicks.

1 Silent Read-In Reminder
1,537 reached
13 interactions

2 Cute Sweater
1,184 reached
20 interactions

3 Call for Seed Library Volunteers
892 reached
10 interactions

4 Book Matches
700 reached
8 interactions

5 Event Photos: Pajama Party
591 reached
9 interactions

Reach: Unique users exposed to our content.
Interactions: Number of likes, shares, saves, and comments.

1 Cute Sweater
412 reached
21 interactions

2 Book Matches
322 reached
16 interactions

3 Libraries Will Be Open During Freezing Weather
305 reached
12 interactions

4 Silent Read-In Reminder
300 reached
10 interactions

5 Event Photos: Pajama Party
272 reached
12 interactions

1,841
followers

13
posts

+5 followers since last month

368
followers

15
posts

+2 followers since last month

41
followers

13
posts

+4 followers since last month

Cook Memorial Public Library District											
Investment Maturity Schedule											
January 31, 2026											
	Issue Date	Maturity Date	Yield	Q1 2026	Q2 2026	Q3 2026	Q4 2026	Q1 2027	Q2 2027	Q3 2027	Total
Special Reserve Fund:											
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
Luana Savings Bank Luana IA	17-Sep-2025	17-Sep-2026	3.70%			245,000					245,000
BNY Mellon NA Instl CTF Dep	17-Dec-2025	17-Jun-2027	3.70%					245,000			245,000
First FINL BA USA Dakota	27-Jan-2026	4-Aug-2027	3.60%							245,000	245,000
			Total Special Reserve	245,000	245,000	245,000	-	-	245,000	245,000	1,225,000
General Fund:											
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
Timberland BK Hoquiam WA	12-Sep-2025	12-Mar-2027	3.70%					245,000			245,000
Ally Bank Midvale Utah	16-Oct-2025	16-Apr-2027	3.60%						245,000		245,000
			Total General Fund	490,000	245,000	245,000	245,000	245,000	245,000	-	1,715,000
			GRAND TOTAL	735,000	490,000	490,000	245,000	245,000	490,000	245,000	2,940,000

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
31-Dec-2025	Ending Balance	1,715,000	1,225,000	2,940,000	56,548.31	51,188.21	107,738.33	41,485.51	27,704.44	5.63	5.08	69,200.66
12-Jan-2026	Timberland BK Hoquiam WA CD							769.90				769.90
13-Jan-2026	United FID Bk FSB Evansville, IN CD								863.54			863.54
26-Jan-2026	First Farmers BK & Trust CD							957.18				957.18
27-Jan-2026	First FINL BA USA Dakota CD		245,000									0.00
28-Jan-2026	United Bankers BK Bloomington, MN CD							1,040.41				1,040.41
30-Jan-2026	Enterprise BK Allison PK, PA CD		(245,000)						886.03			886.03
30-Jan-2026	Preferred BK Los Angeles, CA							863.54				863.54
31-Jan-2026	Chase Bank				0.92	0.83	1.75			0.92	0.83	1.75
31-Jan-2026	Ending Balance	1,715,000	1,225,000	2,940,000	56,549.23	51,189.04	107,740.08	45,116.54	29,454.01	6.55	5.91	74,583.01

Position Summary

Cook Memorial Public Library

Report date as of Jan 30, 2026

Report run time: February 02, 2026 09:44 AM

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		1,716,205	1,205	0.07	70,805	4.13			
Corporate Bond			1,715,000		1,716,205	1,205	0.07	10,799	4.13			
245,000	ALLY BK MIDVALE UTAH C/D FDIC INS TO LIMITS 02007G6A6060	2027-04-16	245,000	99.79	244,480	-520	-0.21	8,820	3.61	3.60	3.78	
								2,537	3.60			
245,000	BANK OF AMERICA N A C/D FDIC INS TO LIMITS 06051XG55060	2026-03-02	245,000	100.02	245,045	45	0.02	9,922	4.05	4.05	4.00	
								4,186	4.05			
245,000	***BANK HAPOALIM B M NEW YORK C/D FDIC INS TO LIMITS 06251FBN8060	2026-10-16	245,000	99.99	244,987	-13	-0.01	9,310	3.80	3.80	3.81	
								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	245,605	605	0.25	11,270	4.59	4.60	3.83	
								94	4.60			
245,000	PREFERRED BK LOS ANGELES CA C/D FDIC INS TO LIMITS 740367WN3060	2026-12-30	245,000	100.35	245,867	867	0.35	10,168	4.14	4.15	3.78	
								847	4.15			
245,000	TIMBERLAND BK HOQUIAM WA CD C/D FDIC INS TO LIMITS 88709RBR9060	2027-03-12	245,000	99.93	244,825	-175	-0.07	9,065	3.70	3.70	3.76	
								422	3.70			
245,000	UNITED BANKERS BK BLOOMINGTON MINN C/D FDIC INS TO LIMITS 909557LB4060	2026-03-30	245,000	100.16	245,396	396	0.16	12,250	4.99	5.00	3.97	
								34	5.00			
... 6414 / Cook Memorial PLD Special Res			1,225,000		979,808	-192	-0.02	47,040	4.80			
Corporate Bond			1,225,000		1,224,808	-192	-0.02	2,782	3.84			
Corporate Bond			1,225,000		1,224,808	-192	-0.02	2,782	3.84			

J.P.Morgan

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.

Position Summary

Cook Memorial Public Library

Report date as of Jan 30, 2026

Report run time: February 02, 2026 09:44 AM

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	BNY MELLON NA INSTL CTF DEP C/D FDIC INS TO LIMITS 05614FCS0060	2027-06-17	245,000	99.88	244,717	-283	-0.12	9,065	1,068	3.70	3.70	3.79
245,000	FIRST FINL BK USA DAKOTA DU S C/D FDIC INS TO LIMITS 32022RC54060	2027-08-04	245,000	100.03	245,065	65	0.03	8,942	0	3.65	3.65	3.58
245,000	GOLDMAN SACHS BK USA NEW YORK C/D FDIC INS TO LIMITS 38150VF61060	2026-06-24	245,000	100.06	245,144	144	0.06	9,800	967	4.00	4.00	3.85
245,000	LUANA SAVINGS BANK LUANA IA C/D FDIC INS TO LIMITS 549104M20060	2026-09-17	245,000	99.92	244,806	-194	-0.08	9,065	302	3.70	3.70	3.74
245,000	UNITED FID BK FSB EVANSVILLE IND C/D FDIC INS TO LIMITS 910286HY2060	2026-03-13	245,000	100.03	245,076	76	0.03	10,168	446	4.15	4.15	3.84
Cash Balance			0		-245,000	0	0.00	0		-0.00		
										0.00		
0			0	0.00	-245,000	0	0.00	0		-0.00	0.00	0.00
								0		0.00		
Total For Accounts held at JPMS, member FINRA and SIPC			2,940,000		2,696,013	1,013	0.03	117,845		4.37		
								13,581		4.01		

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.

J.P.Morgan

Cook Memorial Public Library District

Investment Transaction Schedule - MaxSafe Account - Special Reserve Fund

Date	Investment	Description	Running Balance	Interest Income
December 2025			538,832.17	11,417.40
1/31/26	Wintrust Bank	Interest	1,695.65	1,695.65
January 2026			540,527.82	13,113.05

Cook Memorial Public Library District

Investment Transaction Schedule - MaxSafe Account - General Fund

Date	Investment	Description	MaxSafe Account - General Fund	Interest Income
December 2025			4,018,672.55	86,140.06
1/31/26	Wintrust Bank	Interest	12,811.53	12,811.53
January 2026			4,031,484.08	98,951.59

RESOLUTION ADOPTING REVISED DRUG-FREE WORKPLACE POLICY

WHEREAS, the COOK MEMORIAL PUBLIC LIBRARY DISTRICT (“Library”) is a public library district organized under the Public Library District Act of 1991; and

WHEREAS, the Library Board of Trustees last approved revisions to the Drug-Free Workplace Policy (“Policy”) on February 16, 2021; and

WHEREAS, the Policy is periodically reviewed by legal counsel and amended as statutory requirements change and/or additional information is needed; and

WHEREAS, the Policy Review Committee Meeting on December 3, 2025 revealed the need to update certain provisions of the Policy; and

WHEREAS, the Library Board at their meeting on December 16, 2025 revealed the need to clarify Article VII, Section 3; and

WHEREAS, all prior existing versions of the Policy shall be superseded by the revised Policy adopted by this Resolution;

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

Section 1: The revised Policy is hereby adopted as amended, substantially in the form attached hereto as Exhibit A.

Section 2: This Resolution is effective immediately on the date of its passage.

ADOPTED this 17th day of February 2026.

AYES: _____

NAYS: _____

ABSENT: _____

President, Deb Ader

ATTEST:

Sara Lawton, Secretary

EXHIBIT A

Text highlighted in yellow represents original edits to the Policy and was reviewed by the full board at the Dec, 16, 2025 Board meeting.

Text highlighted in blue represents proposed changes recommended by legal counsel based on questions raised at the December board meeting

DRUG-FREE WORKPLACE POLICY

Article I Purpose and Goal.

The Cook Memorial Public Library District (“Library”) is a drug-free workplace in accordance with the Drug-Free Workplace Act. The Library is committed to protecting the safety, health and well-being of all employees and other individuals in the workplace. Alcohol and drug use pose a significant threat to this goal, therefore, the Library has established a drug-free workplace program that balances respect for individuals with the need to maintain an alcohol and drug-free environment.

The Library Director shall establish a drug-free awareness program to inform employees about the dangers of drug abuse in the workplace, the Library’s policy of maintaining a drug-free workplace, available drug counseling, rehabilitation, and employee assistance program, and the penalties that may be imposed upon employees for drug violations.

Article II Definitions.

- "Library Premises" includes, but is not limited to, all buildings, offices, facilities, grounds, parking lots, places and vehicles owned, leased or managed by the Library.
- "Safety Sensitive Position" means an employee in a safety sensitive position designated by the Library. These positions include library vehicle drivers and maintenance equipment operators.
- “Drugs” means any controlled substances as listed in the Illinois Controlled Substances Act (720 ILCS 570) or Cannabis Control Act (720 ILCS 550), and substances listed in Schedules I through V of Section 202 of the Controlled Substances Act, 21 U.S.C 812, any drug which is not legally obtainable and/or any drug which is legally obtainable, such as a prescription drug, but ~~which~~ is not **obtained** legally ~~obtained~~, is not being used for prescribed purposes, and/or is not being taken according to prescribed dosages. Drugs include: narcotics (heroin, morphine, etc.), cannabis (marijuana, hashish), stimulants (cocaine, crack, diet pills, etc.), depressants (tranquilizers), and hallucinogens (PCP, LSD, “designer drugs,” etc.)

EXHIBIT A

- “Refuse to Cooperate” means to obstruct the collection process, to submit an altered, adulterated or substitute sample, or ~~to~~ failure to promptly provide specimen(s) for testing when directed.
- “Under the Influence of Alcohol” means an alcohol concentration of .04 or more, or actions, appearance, speech or bodily odors which reasonably cause a supervisor to conclude that an employee is impaired because of alcohol use.
- “Under the Influence of Drugs” means a confirmed positive test result for drug use. With regard to the use of recreational cannabis, being “under the influence” shall require an indication of impairment while on the Library’s premises, during hours of employment or while acting in any capacity in their employment with the Library, or while an employee is located on property owned, controlled or operated by the Library, including all offices, facilities, structures, fixtures, installations, land, parking areas, sidewalks, common areas under the control of the Library, automobiles, trucks, and all other vehicles and equipment whether owned, leased, rented, or used by the Library.

Article III Covered Individuals.

Any individual who conducts business for the Library, is applying for a position or is conducting business on the Library’s property is covered by the Drug-Free Workplace Policy (“Policy”). This Policy includes, but is not limited to all full-time employees, part-time employees, **substitute employees, temporary employees**, off-site employees, contractors, volunteers, interns and applicants.

Article IV Applicability.

The Policy is intended to apply whenever anyone is representing or conducting business for the Library ~~Therefore, this Policy applies~~ during all working hours, ~~whenever conducting business or representing the Library~~, while on call, paid standby, while on Library property and at Library-sponsored events.

Article V Prohibited Behavior.

Whenever employees are working, performing Safety Sensitive functions, or present on Library Premises, they are prohibited from: using, possessing, buying, selling, trading, manufacturing or dispensing Drugs and being Under the Influence of Alcohol, cannabis or Drugs except as authorized by the Library’s

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Alcoholic Liquors Sales and/or Delivery Policy.

Performing a Safety Sensitive function means any ~~and all times when~~ an employee is actually driving, getting ready to drive or immediately available to drive a Library vehicle or operate Library equipment.

In addition, employees are prohibited from performing Safety Sensitive functions if the employee is using alcohol or has used alcohol or cannabis during the prior four hours. They are also prohibited from using alcohol or cannabis for eight hours after an accident involving Library property or until a test is taken, whichever occurs first.

This Policy does not prohibit employees from the lawful use and possession of prescribed medications including medical cannabis as authorized by the Compassionate Use of Medical Cannabis Program Act (410 ILCS 130/1, et seq. Employees are responsible for consulting with their doctors about a medication's effect on their ability to work safely and **to** promptly disclose any restrictions to their supervisor.

This Policy does not limit any provision of the Cannabis Regulation and Tax Act (PA 101-0027), with regard to the restrictions on the use of or possession of cannabis in public property.

Article VI Notification of Convictions.

Any employee who is convicted of, pleads guilty or no contest to, or is sentenced for a criminal drug violation must notify the Library Director in writing within five calendar days of the conviction, plea or sentence. The Library will take appropriate action within 30 days of notification.

Article VII **Alcohol and** Drug Testing.

The Library will conduct **alcohol and/or** drug testing in the following circumstances:

Section 1 Pre-Employment.

All applicants for Safety Sensitive Positions must pass a drug test before beginning employment. Safety Sensitive Positions include Library vehicle drivers and maintenance equipment operators.

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Section 2 Reasonable Suspicion Testing.

Employees are subject to testing if a supervisor reasonably suspects them of using or being Under the Influence of Alcohol, cannabis or Drugs while they are working for the Library, including but not limited to operating Library vehicles. “Reasonable suspicion” means a belief, based on behavioral observations or other evidence, sufficient to lead a prudent or reasonable person to suspect an employee is Under the Influence of Alcohol, cannabis or Drugs.

Whenever possible, before an employee is required to submit to testing based on reasonable suspicion, the employee shall be observed by more than one supervisory or managerial employee. It is encouraged that observation of an employee should be performed by a supervisory or managerial employee who has successfully completed a certified training program to recognize drug and alcohol abuse.

Signs of being Under the Influence can include, but are not limited to, slurred speech, erratic behavior, decreased motor skills, or other such traits. Circumstances, both physical and psychological, shall be given consideration. In addition, other signs of being Under the Influence include: evidence of alcohol, cannabis or Drugs on or about the employee’s person or in the employee’s vicinity; direct observation of use; report of use provided by a reliable and credible source; information that an employee has caused or contributed to or been involved in an accident at work or on library business; or information that an employee has used, possessed, sold, solicited or transferred cannabis or Drugs while working ~~or on the employer’s~~ **Library** premises.

Section 3 Post-Accident Testing.

~~Employees are subject to testing when they cause or contribute to accidents which damage a vehicle or Library machinery or equipment, or result in an injury requiring emergency medical treatment away from the scene of the accident.~~

Employees must submit to post-accident testing when they cause or contribute to a work-related accident, whether on or off Library property, that damages a vehicle or Library machinery or equipment, or results in an injury requiring professional medical treatment beyond first aid or transportation from the scene for medical evaluation. Testing must be done as soon as possible after the accident but no later than eight hours for suspected alcohol use and no later than 32 hours for suspected drug use. Failure to provide a sample within this timeframe, without valid justification, may result in disciplinary action up to and including termination.

At the December Board meeting, a question was asked if the policy needed to specify a timeframe for alcohol and/or drug testing. Revised text was drafted by legal counsel.

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Article VIII Collection and Testing Procedures.

Section 1 Alcohol Testing.

Employees subject to alcohol testing shall be sent or driven to a Library designated clinic and directed to provide breath specimens, ~~and~~ ~~†~~ The Library may send a representative to accompany the employee to the testing facility. Under no circumstances may an employee thought to be Under the Influence of Alcohol be allowed to operate a vehicle or other equipment for any purpose. Specimens shall be collected by trained technicians, using federally approved testing devices, which are regularly calibrated and capable of producing printed results that identify the employee.

Section 2 Drug Testing.

Employees subject to drug testing shall be sent or driven to a Library designated clinic and directed to provide urine specimens, ~~and~~ ~~†~~ The Library may send a representative to accompany the employee to the testing facility. Under no circumstances may an employee thought to be Under the Influence of Drugs be allowed to operate a vehicle or other equipment for any purpose. Employees may provide split specimens and may provide specimens in private unless they appear to be submitting altered, adulterated or substitute specimens. Collected specimens shall be sent to a federally certified laboratory and tested for evidence of, at a minimum, cannabis, cocaine, opiate, amphetamine PCP and all other “controlled substances” as defined by the federal Controlled Substances Act (21 U.S.C. 812), the Illinois Controlled Substance Act (720 ILCS 570), or the Illinois Cannabis Control Act (720 ILCS 550). There shall be a chain of custody from the time specimens are collected through testing and storage.

Applicants subject to drug testing shall follow the same procedure as Employees. Collected specimens shall be tested for evidence of, at a minimum, cocaine, opiate, amphetamine, PCP and all other “controlled substances” as defined by the federal Controlled Substances Act (21 U.S.C. 812).

The laboratory shall transmit positive drug tests results to a Medical Review Officer (MRO) retained by the Library, who shall offer persons with positive results a reasonable opportunity to establish that their results are caused by lawful (under both federal and state law) prescribed medicines or other lawful substances. Persons with positive test results may also ask the MRO to have their split specimen sent to another federally certified lab, to be tested at the employee's or applicant's own expense. Such requests must be made within seventy-two (72) hours of notice of test results. If the second lab fails to find any evidence of drug use in the split specimen, the employee or applicant will be treated as passing the test. The employee shall be placed on administrative leave pending the Library's receipt of notice of the test results. The employee shall have the right to request

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a representative or designee to be present at the time ~~he or she is~~ **they are** directed to provide a specimen for testing based upon reasonable suspicion.

Article IX Consequences.

Applicants who Refuse to Cooperate in a drug test will not be hired.

Applicants who fail a drug test shall be given a reasonable opportunity to contest the determination that the positive test result was rendered due to the illegal use of Drugs.

Unless aggravating circumstances are present, the first time that an employee (other than designated Safety Sensitive Positions) tests positive for alcohol or Drugs or possesses, consumes or is Under the Influence of Alcohol, cannabis or Drugs, the person will be suspended and referred to the Library's Employee Assistance Program (EAP). Continued employment and/or reinstatement will be conditioned on cooperation with the EAP, successful completion of any prescribed treatment, passing follow-up tests and other appropriate conditions.

The first time an employee in a Safety Sensitive Position tests positive for alcohol, cannabis or Drugs or possesses, consumes, or is Under the Influence Alcohol, cannabis or Drugs, the person will be immediately removed from performing any Safety Sensitive functions, advised of available resources for evaluating and resolving alcohol and substance abuse problems, referred to a substance abuse professional, and suspended without pay. In the event of a positive test for cannabis for an employee in a Safety-Sensitive Position, the employee, before being suspended without pay, shall be given a reasonable opportunity to contest the determination that the employee was Under the Influence of cannabis while at work. The employee will not be allowed to return to work unless ~~he or she has~~ **they have** been evaluated by a substance abuse professional, passed return-to-work tests, and the substance abuse professional determines the employee has properly followed any prescribed rehabilitation program.

Employees who test positive for alcohol, cannabis and/or Drugs or violate this Policy's alcohol, cannabis or drug rules more than once shall be terminated, after the employee is given a reasonable opportunity to contest the determination that the positive test result was rendered due to the illegal use of Drugs.

Article X Return to Work and Follow-Up.

Employees who have tested positive or violated this Policy, and who are not terminated or are reinstated, are subject to testing prior to returning to work.

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Follow-up testing at times and frequencies determined by the Library may also be required for up to three years.

Following a violation of the Drug-Free Workplace Policy, an employee may be offered an opportunity to participate in rehabilitation. In such cases, the employee must sign and abide by the terms set forth in a Return-to-Work Agreement as a condition of continued employment.

Article XI Employee Assistance.

The Library offers all employees and their family members' assistance with alcohol and drug problems through the EAP. Employees who seek such assistance will be allowed to use accrued paid time off, placed on leave of absence, and otherwise accommodated as required by law.

Article XII Confidentiality.

Information and records relating to positive test results, drug and alcohol dependencies and legitimate medical explanations provided to the Medical Review Officer shall be kept confidential and maintained in secure files separately from normal personnel files. Such records and information may be disclosed among managers and supervisors on a legitimate need-to-know basis and may be disclosed when relevant to a grievance, charge, claim or other legal proceeding initiated by or on behalf of an employee or applicant. Upon written request, an employee may be provided with a copy of the test results and other records relating to ~~his/her~~ their test.

Article XIII Drug-Free Workplace Requirements.

The Library Director shall ensure that all employees of the Library are aware of the existence of this Policy, and shall make a copy of this Policy available to each employee. Supervisors shall receive periodic training ~~in regard~~ on how to recognizing employees with alcohol and other drug problems.

This Policy may be modified by the Library at its sole discretion. To the extent contractor employees, who are present on Library premises, engage or appear to have engaged in conduct that would violate this Policy if done by an employee, such contractor employees will be barred from Library Premises.

Article XIV Medical Cannabis.

In compliance with the Compassionate Use of Medical Cannabis Program Act (410 ILCS 130/1, et seq.), the Library shall continue to enforce its Policy concerning drug testing and a drug free workplace provided the Policy is applied

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in a nondiscriminatory manner. The Library respects the rights of those employees who are Registered Qualifying Patients and who engage in the medical use of medical cannabis in compliance with the law. All employees who are Registered Qualifying Patients are subject to all of the Library's normal drug testing requirements, personnel policies and disciplinary penalties for Policy violations. A Registered Qualifying Patient who tests positive for cannabis may not be penalized solely for ~~his or her~~ **their** status as a Registered Qualifying Patient unless failing to do so would put the Library in violation of federal law, or cause the Library to lose a monetary or licensing-related benefit under federal law or rules.

All employees, including Registered Qualifying Patients as defined by the Act, are strictly prohibited from using, possessing, selling, distributing or being impaired by cannabis while on the Library's premises, during hours of employment or while acting in any capacity in their employment with the Library. All employees are subject to this Policy while on property owned, controlled or operated by the Library, including all offices, facilities, structures, fixtures, installations, land, parking areas, sidewalks, common areas under the control of the Library, automobiles, trucks, and all other vehicles and equipment whether owned, leased, rented, or used by the Library.

All employees working for the Library are expected to report fit for duty for scheduled work and be able to perform assigned duties safely and acceptably without any limitations due to the use or aftereffects of medical cannabis. Any employee found to use, sell, possess, or distribute cannabis while on Library Premises, performing Library related duties, or while operating any Library equipment, is subject to disciplinary action, up to and including termination of employment and possible criminal prosecution. An employee must also not be impaired by medical cannabis during work hours to an extent that ~~he or she is~~ **they are** incapable of performing ~~his or her~~ **their** assigned duties, as observed by ~~his/her~~ **their** supervisor based on objective and observable criteria. Any cannabis found on Library Premises will be turned over to the appropriate law enforcement agency. Registered Qualifying Patients are subject to testing as set forth elsewhere in this Policy to the same extent as any other employee.

All Registered Qualifying Patients are expected to consult with their personal physician to determine if the use of medical cannabis will have any potential negative effects on job performance. All Registered Qualifying Patients are required to report to their supervisor if there is any potential risk, limitation or restriction for whatever reason that may require modification of duties or temporary reassignment and provide appropriate medical verification on restrictions in the performance of duties. ~~The following employees are prohibited from becoming a Registered Qualifying Patient: active duty police officers, firefighters, correctional officers and probation officers and CDL~~

EXHIBIT A

~~holders.~~

Each Qualifying Patient must carry ~~his/her~~ **their** Registry Identification Card issued by the Department of Public Health. Law enforcement personnel will have access to a verification system maintained by the Department of Public Health. **CDL license holders are prohibited from becoming a Registered Qualifying Patient.**

Article XV Right to Privacy

The Library understands the terms of the Illinois Right to Privacy in the Workplace Act (820 ILCS 55/1, et. Seq.), with respect to an employee's lawful use of legal drug products off the premises of the employer during non-working and non-call hours. Notwithstanding the Illinois Right to Privacy in the Workplace Act, the Library's Drug-Free Workplace Policy is a measure to control the effects that unlawful and lawful drug use can have on the performance of an employee, and on the safety of employees, patrons and the public. Any action of the Library regarding the employment status of any employee as a result of lawful or unlawful drug use will comply with the terms of the Illinois Right to Privacy in the Workplace Act.

Date

Secretary

Adopted: 03/16/99
Revised: 04/17/01
Revised: 07/15/03
Revised: 09/02/08
Revised: 11/17/15
Revised: 04/17/18
Revised: 02/16/21
Revised: 02/17/26



Cook Memorial Public Library District

LIBRARY BOARD MEETING AGENDA SUPPLEMENT

MEETING DATE: January 20, 2026

FROM: David Archer, Library Director

AGENDA ITEM: Approval of Resolution 2025-2016/6 & 2025-2016/6

At tonight's meeting, Trustees will consider two related resolutions that place the Board in a better position to evaluate the feasibility of adding solar panels to selected roof areas at both Library locations in time to take advantage of federal incentives. Both resolutions have been reviewed by Library legal counsel.

1. Resolution 2025-2026/6, Authorizing Participation in the Interlocal Purchasing System

This resolution seeks approval to formally ratify the Library's participation in the Interlocal Purchasing System (TIPS), a national cooperative purchasing program. TIPS provides access to competitively procured contracts that can streamline purchasing processes and reduce administrative and bidding costs.

The Library Director has already submitted the application and executed the membership agreement in order to evaluate the program's potential benefits to the Library. Approval of the resolution simply formalizes that action.

2. Resolution 2025-2026/7, Authorizing the Director to Solicit Proposals for Solar Panels

This resolution authorizes the solicitation of proposals for the purchase and installation of solar panels at each location, as informally directed by Trustees at the January 20, 2025 Board meeting.

Given the limited window to take advantage of available federal incentives, this resolution requires at least three proposals from vendors affiliated with TIPS, an approach approved by the Library's legal counsel.

RESOLUTION AUTHORIZING PARTICIPATION IN THE INTERLOCAL PURCHASING SYSTEM (TIPS) PROGRAM

WHEREAS, Article VII, Section 10 of the 1970 Illinois Constitution authorizes units of local government, including those located in other states, to contract or otherwise associate with one another through intergovernmental agreements; and

WHEREAS, the Intergovernmental Cooperation Act (5 ILCS 220/1 et seq.) authorizes public agencies to work together and share powers through intergovernmental agreements; and

WHEREAS, The Interlocal Purchasing System (“TIPS”), a Texas-based unit of local government, operates a national cooperative that offers access to competitively procured purchasing contracts; and

WHEREAS, the Board of Library Trustees (“Board”) of the Cook Memorial Public Library District (“Library”) believes that participation in TIPS may save time and financial resources associated with bidding requirements; and

WHEREAS, the Library Director submitted an application to TIPS and executed the membership agreement in order to evaluate the program and its potential benefits to the Library.

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

Section 1: The Board hereby ratifies and approves the Library Director’s submission of the TIPS application and execution of the membership agreement attached hereto as Exhibit A.

ADOPTED this 17th day of February 2026.

AYES: _____

NAYS: _____

ABSENT: _____

President, Deb Ader

ATTEST:

Sara Lawton, Secretary

Exhibit A

TIPS Membership Agreement

For use when an Interlocal governmental agreement is not required by statute to be approved by the governing bodies of the entities. (NOT VALID IN TEXAS FOR GOVERNMENTAL ENTITIES)

Purpose:

This agreement, when executed by the parties, permits the member entity, when permitted under applicable purchasing cooperative statutes of the home jurisdiction of the member entity, to make lawful purchases through TIPS contracts under the same terms and conditions and proposed pricing as lawfully awarded by TIPS for the purposes of TIPS or its members. The purpose of the TIPS Program shall be to increase efficiency, effectiveness and to obtain substantial savings for participating school entities or public entities through cooperative purchasing.

Disclaimer:

Each Member entity is responsible for following their applicable state or federal procurement statutes when utilizing cooperative purchasing agreements, or joint power agreements with another state's public entities. In addition, the Member is responsible for ensuring the vendor complies with the terms and conditions of the contract and Members are solely responsible for dispute resolution with a non-performing vendor. TIPS will endeavor to provide assistance with vendor relations and compliance to the extent it is feasible.

Term:

This Agreement (hereinafter the "Agreement") shall be effectively immediately and shall remain effective unless either party terminates this Agreement by providing thirty (30) days written notice of the termination to the other party.

The Interlocal Purchasing System Program (TIPS) agrees to:

- 1) Provide for the organizational and administrative structure of the program.
- 2) Provide staff necessary for efficient operation of the program.
- 3) Provide marketing of the program to expand membership, number of vendor awarded contracts and commodity categories.
- 4) Initiate and implement activities legally required under Texas law for competitive procurement and vendor award process including posting, advertising, collecting proposals, scoring proposals, and award of contracts.
- 5) Provide members with procedures for ordering, delivery and billing.
- 6) Maintain filing system for all bidding procedure requirements.
- 7) Collect fees from vendors and/or other sources to legally compensate TIPS and by association, the lead governmental entity, Region VIII Education Service Center, as required by law, for the services provided to TIPS members.

The TIPS Member Entity agrees to:

- 1) Commitment to participate in the program by an authorized signature on membership forms.

Exhibit A

- 2) Designation of primary contact and technology contact for entity.
- 3) Commitment to purchase products and services from TIPS Vendors when in the best interest of the entity.
- 4) Prepare purchase orders issued to TIPS Awarded Vendor and provide the relevant purchase order information to TIPS according to TIPS procedures.
- 5) Accept shipments of products ordered from Awarded Vendors in accordance with standard purchasing procedures.
- 6) Pay awarded vendors in a timely manner for all goods and services received.
- 7) Follow the terms and conditions of the awarded contracts.
- 8) Report to TIPS if awarded vendors fail to perform as contracted.

This Agreement, inclusive of its references, represents the entire, agreement between the Member and TIPS. No other agreements, verbal or otherwise, are valid unless agreed by the parties in writing or through electronic communication. Electronic communication may include registering with TIPS via the TIPS website and agreeing to terms and conditions through that registration process or updates thereto. This agreement may be modified from time to time, upon which the parties may agree to the changes in writing or by an electronic communication as described above.

General Provisions:

The Parties agree to comply fully with all applicable federal, state, and local statutes, ordinances, rules, and regulations in connection with the programs contemplated under this Agreement. This Agreement is subject to all applicable present and future valid laws governing such programs.

If any term(s) or provision(s) of this Agreement are held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remainder of the provisions of this Agreement shall remain in full force and effect.

The Parties to this Agreement expressly acknowledge and agree that all monies, if any, paid pursuant to this Agreement shall be paid from budgeted available funds for the current fiscal year of each such entity.

No Party to this Agreement waives or relinquishes any immunity or defense on behalf of themselves, their directors, officers, employees, and agents as a result of its execution of this Agreement and performance of the functions and obligations described herein.

Choice of Law and Venue:

This agreement and any addenda or other additions and all contracts or awards resulting from this procurement process, however described, shall be governed by, construed and enforced in accordance with the laws of the State of Texas, regardless of any conflict of laws principles.

Any Proceeding arising out of or relating to this procurement process or any contract resulting from or any contemplated transaction shall be brought in a court of competent jurisdiction in Camp County, Texas and each of the parties irrevocably submits to the exclusive jurisdiction of said court in any such proceeding, waives any objection it may now or hereafter have to venue or to

Exhibit A

convenience of forum, agrees that all claims in respect of the Proceeding shall be heard and determined only in any such court, and agrees not to bring any proceeding arising out of or relating to this procurement process or any contract resulting from or any contemplated transaction in any other court. The parties agree that either or both of them may file a copy of this paragraph with any court as written evidence of the knowing, voluntary and freely bargained for agreement between the parties irrevocably to waive any objections to venue or to convenience of forum. Process in any Proceeding referred to in the first sentence of this Section may be served on any party anywhere in the world.

Remedies:

The parties shall be entitled to exercise any right or remedy available to it either at law or in equity, subject to the choice of law, venue and service of process clauses limitations agreed herein. Nothing in this agreement shall commit the TIPS or the Education Service Center Region VIII to an arbitration resolution of any disagreement under any circumstances. Any issues not resolved hereunder must be referred to non-binding mediation to be conducted by a mutually agreed upon mediator as a prerequisite to the filing of any lawsuit over such issue(s). The parties shall share the mediator's fee and any associated filing fee equally. Mediation shall be held in , County, or a site agreed in writing by the parties.

Camp

Alternative Dispute Resolution:

Prior to filing of litigation, the parties shall select non-binding mediation as a method of conflict resolution for issues arising out of or relating to this procurement process or any contract resulting from or any contemplated transaction. The parties agree that if non-binding mediation is chosen as a resolution process, the parties must agree to the chosen mediator(s) and that all mediation venue shall be at a location in , County, agreed by the parties. The parties agree to share equally the cost of the mediation process and venue cost.

Authority:

I affirm that by submitting this agreement to TIPS, that I am an authorized signatory to act for and bind the entity I am registering at this time.

Member Agency: Cook Memorial Public Library District - IL

Change of Venue: County: State:

Authorizing Agent: David Archer
David Archer

Membership Date: 02/03/2026

Lead Agency: Region 8 Education Service Center

Authorized Signature: **Dr. David Fitts**

Title: Executive Director

RESOLUTION AUTHORIZING LIBRARY DIRECTOR TO SOLICIT PROPOSALS FOR THE PURCHASE AND INSTALLATION OF SOLAR PANELS

WHEREAS, the Board of Library Trustees (“Board”) of the Cook Memorial Public Library District (“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 “incorporate renewable energy initiatives and clean technologies in future building repairs and replacements;” and

WHEREAS, over a period of seven months, the Building and Grounds Committee evaluated solar options, projected cost and energy savings, and potential incentives, and the full Board subsequently reviewed this information with the intent of securing renewable energy benefits and long-term savings for the Library; and

WHEREAS, at their January 20, 2026 regular monthly meeting, Trustees discussed the matter and a majority indicated preliminary support, without taking formal action, to proceed with soliciting proposals for the purchase and installation of solar panels on the planned new roof at Cook Park Library and the roof of the 2019 expansion at Aspen Drive Library; and

WHEREAS, given the short timetable to take advantage of federal tax incentives available to the Library for the purchase and installation of solar panels, the Board authorizes the Library Director to solicit proposals from solar vendors affiliated with the Interlocal Purchasing System (“TIPS”), a cooperative purchasing organization serving governmental entities nationwide and authorized by the Illinois Governmental Joint Purchasing Act (30 ILCS 525/2), as approved by the Library’s attorney as an acceptable procurement method; and

WHEREAS, to assist the Board in evaluating proposals, technical review may require the services of a professional engineering consultant, which can be coordinated through the Library’s architect, Product Architecture + Design.

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

Section 1: The Board directs the Library Director to solicit at least three proposals from solar vendors affiliated with the Interlocal Purchasing System (TIPS) for Board review at a future meeting.

Section 2: The Board authorizes the expenditure of funds from the Professional Services budget for technical review of proposals, if needed.

ADOPTED this 17th day of February 2026.

AYES: _____

NAYS: _____

ABSENT: _____

President, Deb Ader

ATTEST:

Sara Lawton, Secretary

DRAFT