

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

May 19, 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, May 19, 2026 will be held in the Meeting Room at the Cook Park Library, 413 N. Milwaukee Ave., Libertyville, Illinois.

1. Call to order.
2. Pledge of Allegiance.
3. Roll Call.
4. Public Comment.
5. Approval of the Minutes.
 - a. Minutes of the Regular Meeting of April 21, 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.
 - b. Policy Review.
 - i. Approval of Resolution 2025-2026/13 Adopting the Revised Electronic Participation in Board/Committee Meetings Policy.
 - ii. Approval of Resolution 2025-2026/14 Adopting the Revised Collection Development Policy.
 - iii. Approval of Resolution 2025-2026/15 Adopting the Revised Use of the Library Policy.

- iv. Approval of Resolution 2025-2026/16 Adopting the Revised Policy on Policies.
 - v. Approval of Resolution 2025-2026/17 Adopting the New Whistleblower Protection Policy.
 - c. Building and Grounds.
 - d. Technology.
 - e. Resources, Services and Long-Range Planning.
 - i. Proposed Extension of Long-Range Plan
 - f. Friends' Representative.
 - g. RAILS Representative.
 - h. Historical Society Representative.
10. Other Business.
- a. Solar Update
11. Communications.
12. Closed Session as permitted by (5 ILCS 120/2-21).
- a. Review of Closed Session Minutes.
13. Upcoming Meetings and Events.
- a. Finance Committee Meeting on Tuesday, May 26, 2026 at 6:00 p.m. at the Cook Park Library.
 - b. Regular Board Meeting on Tuesday, June 16, 2026 at 6:30 p.m. at the Aspen Drive Library.
14. Public Questions.
15. Adjournment.

Deb Ader, President
Board of Library Trustees

May 15, 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 April 30, 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	221,879	197,541	969,382	1,388,802
10-1504 · Illinois Funds - General, IMRF	472,054	37,443	123,236	632,733
10-1509 · Wintrust MaxSafe Acct - General	4,069,710	-	-	4,069,710
60-1509 · Wintrust MaxSafe Acct - S/R	-	-	545,586	545,586
10-1550 · Chase Savings Account				
10-1551 · Chase Savings - GF	56,552	-	-	56,552
60-1551 · Chase Savings - SRF	-	-	51,192	51,192
Total 10-1550 · Chase Savings Account	<u>56,552</u>	<u>-</u>	<u>51,192</u>	<u>107,744</u>
Total 1000 · Cash	<u>4,820,880</u>	<u>234,984</u>	<u>1,689,396</u>	<u>6,745,260</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 Checking/Savings	<u>6,535,880</u>	<u>234,984</u>	<u>2,914,396</u>	<u>9,685,260</u>
Total Current Assets	<u>6,535,880</u>	<u>234,984</u>	<u>2,914,396</u>	<u>9,685,260</u>
TOTAL ASSETS	<u>6,535,880</u>	<u>234,984</u>	<u>2,914,396</u>	<u>9,685,260</u>
LIABILITIES & EQUITY				
Accounts Payable				
00-2100 · Payroll W/H & Payable				
10-2850 · Aflac Payable	87	-	-	87
10-2300 · IMRF Payable-Employee Medicare	21,084	-	-	21,084
10-2600 · IMRF Voluntary Life Insurance	192	-	-	192
10-2700 · Dental and Vision	3,065	-	-	3,065
10-2800 · CO-OP 90's Medical Plan	6,772	-	-	6,772
10-2900 · Other Health Care-FSA	30,968	-	-	30,968
Total 00-2100 · Payroll W/H & Payable	<u>62,168</u>	<u>-</u>	<u>-</u>	<u>62,168</u>
20-2300 · IMRF Payable-Employer Medicare	-	32,735	-	32,735
Total Other Current Liabilities	<u>62,168</u>	<u>32,735</u>	<u>-</u>	<u>94,903</u>
Total Current Liabilities	<u>62,168</u>	<u>32,735</u>	<u>-</u>	<u>94,903</u>
Total Liabilities	<u>62,168</u>	<u>32,735</u>	<u>-</u>	<u>94,903</u>
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
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	<u>2,309,887</u>	<u>(1,585)</u>	<u>10,193</u>	<u>2,318,495</u>
Total Equity	<u>6,473,713</u>	<u>202,250</u>	<u>2,914,396</u>	<u>9,590,359</u>
TOTAL LIABILITIES & EQUITY	<u>6,535,881</u>	<u>234,985</u>	<u>2,914,396</u>	<u>9,685,262</u>

COOK MEMORIAL PUBLIC LIBRARY DISTRICT

Profit & Loss YTD through April 2026

	10-General	20-IMRF	60-Special Reserve	TOTAL
Ordinary Income/Expense				
Income				
00-4000 · Property Tax	10,037,856	699,354	-	10,737,210
00-4050 · Replacement Tax	96,608	-	-	96,608
00-4100 · Interest Earned	223,661	-	50,723	274,384
00-4200 · Other	196,052	-	-	196,052
10-4300 · Grants & Other Donations	133,025	-	-	133,025
10-4350 · Fines & Lost Materials	23,648	-	-	23,648
Total Income	10,710,852	699,354	50,723	11,460,928
Expense				
10-5100 · Salaries	4,425,228	-	-	4,425,228
10-5200 · Benefits	502,422	-	-	502,422
10-5300 · Training	19,690	-	-	19,690
10-5400 · Materials	875,336	-	-	875,336
10-5500 · Processing	33,637	-	-	33,637
10-5600 · Supplies	101,386	-	-	101,386
10-5700 · Vehicles	5,823	-	-	5,823
10-5800 · Computer Operations	447,589	-	-	447,589
10-5900 · Utilities	172,940	-	-	172,940
10-6000 · Telephone	20,025	-	-	20,025
10-6100 · Postage	10,370	-	-	10,370
10-6200 · Maintenance	148,112	-	-	148,112
10-6300 · Repair	62,418	-	-	62,418
10-6400 · Insurance	66,134	-	-	66,134
10-6500 · Professional Services	99,935	-	-	99,935
10-6600 · Improvements	53,224	-	-	53,224
10-6660 · Bookmobile	266,957	-	-	266,957
10-6700 · Community Relations	108,038	-	-	108,038
10-7000 · Debt Service	981,699	-	-	981,699
20-8210 · Employer IMRF Disbursements	-	371,615	-	371,615
20-8250 · Employer Soc Security Tax Disb	-	329,324	-	329,324
Total Expense	8,400,965	700,939	-	9,101,904
Net Ordinary Income	2,309,887	(1,585)	50,723	2,359,024
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	2,309,887	(1,585)	10,193	2,318,494

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

April Months Elapsed 83.33%
 10

Mos Remaining 16.67%
 2

	Month	YTD	Annual	Budget	
	Actual	Actual	Budget	Remaining	%
Income					
00-4000 · Property Tax	158	10,737,210	10,702,455	(34,755)	(0.32%)
00-4050 · Replacement Tax	10,315	96,608	125,000	28,392	22.71%
00-4100 · Interest Earned	26,829	274,384	200,000	(74,384)	(37.19%)
00-4200 · Other	135,585	196,052	23,500	(172,552)	(734.27%)
10-4300 · Grants & Other Donations	160	133,025	102,000	(31,025)	(30.42%)
10-4350 · Fines & Lost Materials	2,770	23,648	15,000	(8,648)	(57.66%)
Total Income	175,816	11,460,928	11,167,955	(292,973)	(2.62%)
Expenses					
10-5100 · Salaries	406,936	4,425,228	5,529,910	1,104,682	19.98%
10-5200 · Benefits	19,627	502,422	687,300	184,878	26.90%
10-5300 · Training	2,780	19,690	58,310	38,620	66.23%
10-5400 · Materials	129,421	875,336	1,240,250	364,915	29.42%
10-5500 · Processing	2,975	33,637	50,250	16,613	33.06%
10-5600 · Supplies	8,466	101,386	146,130	44,744	30.62%
10-5700 · Vehicles	599	5,823	25,560	19,737	77.22%
10-5800 · Computer Operations	6,767	447,589	628,045	180,456	28.73%
10-5900 · Utilities	15,150	172,940	225,250	52,310	23.22%
10-6000 · Telephone	4,520	20,025	20,290	265	1.30%
10-6100 · Postage	1,000	10,370	12,000	1,630	13.58%
10-6200 · Maintenance	10,689	148,112	194,265	46,153	23.76%
10-6300 · Repair	1,093	62,418	126,805	64,387	50.78%
10-6400 · Insurance	0	66,134	82,400	16,266	19.74%
10-6500 · Professional Services	12,212	99,935	140,500	40,565	28.87%
10-6600 · Improvements	1,042	53,224	177,455	124,231	70.01%
10-6700 · Community Relations	2,552	108,038	210,850	102,812	48.76%
10-6900 · Contingency	0	0	25,000	25,000	100.00%
10-7000 · Debt Service	0	981,699	981,700	1	0.00%
20-8210 · Employer IMRF Disbursements	33,187	371,615	508,000	136,385	26.85%
20-8250 · Employer Soc Security Tax Disb	30,119	329,324	423,000	93,676	22.15%
10-6660 · Bookmobile	0	266,957	500,000	233,043	46.61%
60-9800 · Special Reserve Disbursements	0	40,530			
Total Expenses	689,133	9,142,434	11,993,270	2,891,366	24.11%
Budget Impact - Surplus/(Deficit)	(513,317)	2,318,494	(825,315)		

COOK MEMORIAL PUBLIC LIBRARY DISTRICT**Bills Paid Summary 4/11-5/8/2026**

	10-General	20-IMRF	60-Special Reserve	TOTAL
Income				
00-4000 · Property Tax	145.70	12.76	-	158.46
00-4050 · Replacement Tax	25,376.39	-	-	25,376.39
00-4100 · Interest Earned	24,381.44	-	2,447.34	26,828.78
00-4200 · Other	134,653.31	-	-	134,653.31
10-4300 · Grants & Other Donations	245.00	-	-	245.00
10-4350 · Fines & Lost Materials	2,779.88	-	-	2,779.88
Total Income	187,581.72	12.76	2,447.34	190,041.82
Expense				
10-5100 · Salaries	407,833.08	-	-	407,833.08
10-5200 · Benefits	67,571.78	-	-	67,571.78
10-5300 · Training	7,041.35	-	-	7,041.35
10-5400 · Materials	133,358.36	-	-	133,358.36
10-5500 · Processing	2,974.51	-	-	2,974.51
10-5600 · Supplies	8,042.39	-	-	8,042.39
10-5700 · Vehicles	1,373.14	-	-	1,373.14
10-5800 · Computer Operations	23,657.65	-	-	23,657.65
10-5900 · Utilities	15,150.39	-	-	15,150.39
10-6000 · Telephone	3,254.91	-	-	3,254.91
10-6100 · Postage	1,066.04	-	-	1,066.04
10-6200 · Maintenance	11,552.78	-	-	11,552.78
10-6300 · Repair	486.56	-	-	486.56
10-6500 · Professional Services	12,680.38	-	-	12,680.38
10-6600 · Improvements	1,041.77	-	-	1,041.77
10-6700 · Community Relations	9,830.41	-	-	9,830.41
20-8210 · Employer IMRF Disbursements	-	33,281.58	-	33,281.58
20-8250 · Employer Soc Security Tax Disb	-	30,100.30	-	30,100.30
Total Expense	706,915.50	63,381.88	-	770,297.38

COOK MEMORIAL PUBLIC LIBRARY DISTRICT

Bills Paid Detail 4/11-5/8/26

	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Paid Amount</u>	<u>Balance</u>
Income						
00-4000 · Property Tax						
10-4000 · Property Tax General						
	GJ	4/13/26	4068		145.25	145.25
	GJ	4/13/26	4068		0.45	145.70
Total 10-4000 · Property Tax General					<u>145.70</u>	<u>145.70</u>
20-4000 · Property Tax IMRF						
	GJ	4/13/26	4068		12.76	12.76
Total 20-4000 · Property Tax IMRF					<u>12.76</u>	<u>12.76</u>
Total 00-4000 · Property Tax					<u>158.46</u>	<u>158.46</u>
00-4050 · Replacement Tax						
10-4050 · Replacement Tax General						
	GJ	5/6/26	4084		25,376.39	25,376.39
Total 10-4050 · Replacement Tax General					<u>25,376.39</u>	<u>25,376.39</u>
Total 00-4050 · Replacement Tax					<u>25,376.39</u>	<u>25,376.39</u>
00-4100 · Interest Earned						
60-3109 · Interest - Wintrust MaxSafe S/R						
	GJ	4/30/26	4074		1,687.01	1,687.01
Total 60-3109 · Interest - Wintrust MaxSafe S/R					<u>1,687.01</u>	<u>1,687.01</u>
10-3109 · Interest - Wintrust MaxSafe Gen						
	GJ	4/30/26	4074		12,749.73	12,749.73
Total 10-3109 · Interest - Wintrust MaxSafe Gen					<u>12,749.73</u>	<u>12,749.73</u>
10-4100 · Interest - General Fund						
10-4101 · Interest Income - Chase Savings						
	GJ	4/30/26	4074		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						
	GJ	4/30/26	4076		769.90	769.90
	GJ	4/30/26	4076		4,642.25	5,412.15
	GJ	4/30/26	4076		4,397.92	9,810.07
	GJ	4/30/26	4076		957.18	10,767.25
	GJ	4/30/26	4076		863.54	11,630.79
Total 10-4102 · Interest Income - Chase CD's					<u>11,630.79</u>	<u>11,630.79</u>
Total 10-4100 · Interest - General Fund					<u>11,631.71</u>	<u>11,631.71</u>
60-4100 · Interest - Special Reserve						
60-4101 · Interest - Chase Savings						
	GJ	4/30/26	4074		0.83	0.83
Total 60-4101 · Interest - Chase Savings					<u>0.83</u>	<u>0.83</u>
60-4102 · Interest - Chase CD's						
	GJ	4/30/26	4076		759.50	759.50
Total 60-4102 · Interest - Chase CD's					<u>759.50</u>	<u>759.50</u>

COOK MEMORIAL PUBLIC LIBRARY DISTRICT

Bills Paid Detail 4/11-5/8/26

	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Paid Amount</u>	<u>Balance</u>
Total 60-4100 · Interest - Special Reserve					760.33	760.33
Total 00-4100 · Interest Earned					26,828.78	26,828.78
00-4200 · Other						
10-4450 · Copy Machine Income						
10-4451 · Aspen - Print/Copy Station						
	Dep	4/15/26			635.60	635.60
	Dep	5/7/26			519.40	1,155.00
Total 10-4451 · Aspen - Print/Copy Station					1,155.00	1,155.00
10-4452 · Cook Park - Print/Copy Station						
	Dep	4/15/26			519.44	519.44
	Dep	5/7/26			555.90	1,075.34
Total 10-4452 · Cook Park - Print/Copy Station					1,075.34	1,075.34
Total 10-4450 · Copy Machine Income					2,230.34	2,230.34
10-4460 · Programming Income						
10-4462 · Sponsorships						
	GJ	4/30/26	4085		-200.00	-200.00
	GJ	4/30/26	4085		-500.00	-700.00
	GJ	4/30/26	4085		-200.00	-900.00
	GJ	4/30/26	4085		-200.00	-1,100.00
	GJ	4/30/26	4085		-200.00	-1,300.00
Total 10-4462 · Sponsorships					-1,300.00	-1,300.00
Total 10-4460 · Programming Income					-1,300.00	-1,300.00
10-4500 · Misc - General Account						
	Dep	4/22/26			8.00	8.00
	Dep	4/22/26			80.60	88.60
	GJ	4/30/26	4085		-50.00	38.60
	GJ	4/30/26	4085		-165.00	-126.40
	GJ	4/30/26	4085		-174.00	-300.40
	Dep	5/6/26			5.70	-294.70
	Dep	5/6/26			1.30	-293.40
	Dep	5/6/26			69.60	-223.80
Total 10-4500 · Misc - General Account					-223.80	-223.80
10-4650 · Donations - Undesignated						
	Dep	4/13/26			133,946.77	133,946.77
Total 10-4650 · Donations - Undesignated					133,946.77	133,946.77
Total 00-4200 · Other					134,653.31	134,653.31
10-4300 · Grants & Other Donations						
10-4365 · Donations - Other						
	GJ	4/30/26	4078		80.00	80.00
	GJ	4/30/26	4078		80.00	160.00
	Dep	5/6/26			85.00	245.00

COOK MEMORIAL PUBLIC LIBRARY DISTRICT

Bills Paid Detail 4/11-5/8/26

	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Paid Amount</u>	<u>Balance</u>
Total 10-4365 · Donations - Other					245.00	245.00
Total 10-4300 · Grants & Other Donations					245.00	245.00
10-4350 · Fines & Lost Materials						
	Bill	4/17/26	LOST/PAID - 040726	Halm, James	-17.99	-17.99
	Dep	4/22/26			88.00	70.01
	Dep	4/22/26			10.50	80.51
	Bill	4/24/26	LOST/PAID - 041826	Arora, Varun	-25.01	55.50
	Bill	4/24/26	LOST/PAID - 041826	Wilson, Dave	-30.00	25.50
	GJ	4/30/26	4074		3,014.85	3,040.35
	GJ	4/30/26	4080		-326.30	2,714.05
	Bill	5/1/26	LOST/PAID - 042526	Jagowski, David	-19.99	2,694.06
	Dep	5/6/26			22.95	2,717.01
	Dep	5/6/26			71.86	2,788.87
	Bill	5/8/26	LOST/PAID - 043026	Loiacano, Megan	-8.99	2,779.88
Total 10-4350 · Fines & Lost Materials					2,779.88	2,779.88
Total Income					190,041.82	190,041.82
Expense						
10-5100 · Salaries						
10-5115 · Salaries - Digital Services						
	GJ	4/17/26	4070		10,920.51	10,920.51
	GJ	5/1/26	4073		11,001.32	21,921.83
Total 10-5115 · Salaries - Digital Services					21,921.83	21,921.83
10-5110 · Salaries - Administration						
	GJ	4/17/26	4070		35,745.40	35,745.40
	GJ	5/1/26	4073		36,942.94	72,688.34
Total 10-5110 · Salaries - Administration					72,688.34	72,688.34
10-5120 · Salaries - Adult Svcs						
	GJ	4/17/26	4070		30,902.99	30,902.99
	GJ	5/1/26	4073		31,313.05	62,216.04
Total 10-5120 · Salaries - Adult Svcs					62,216.04	62,216.04
10-5130 · Salaries - Youth Svcs						
	GJ	4/17/26	4070		36,789.57	36,789.57
	GJ	5/1/26	4073		37,294.87	74,084.44
Total 10-5130 · Salaries - Youth Svcs					74,084.44	74,084.44
10-5140 · Salaries - Circulation						
	GJ	4/17/26	4070		30,373.26	30,373.26
	GJ	5/1/26	4073		31,425.50	61,798.76
Total 10-5140 · Salaries - Circulation					61,798.76	61,798.76
10-5145 · Salaries - Maintenance						
	GJ	4/17/26	4070		9,975.12	9,975.12
	GJ	5/1/26	4073		10,481.29	20,456.41

COOK MEMORIAL PUBLIC LIBRARY DISTRICT

Bills Paid Detail 4/11-5/8/26

	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Paid Amount</u>	<u>Balance</u>
Total 10-5145 · Salaries - Maintenance					20,456.41	20,456.41
10-5150 · Salaries - ILL						
	GJ	4/17/26	4070		4,626.35	4,626.35
	GJ	5/1/26	4073		4,583.27	9,209.62
Total 10-5150 · Salaries - ILL					9,209.62	9,209.62
10-5155 · Salaries - Outreach						
	GJ	4/17/26	4070		11,108.40	11,108.40
	GJ	5/1/26	4073		10,975.13	22,083.53
Total 10-5155 · Salaries - Outreach					22,083.53	22,083.53
10-5160 · Salaries - Tech Svcs						
	GJ	4/17/26	4070		24,361.23	24,361.23
	GJ	5/1/26	4073		24,432.01	48,793.24
Total 10-5160 · Salaries - Tech Svcs					48,793.24	48,793.24
10-5165 · Salaries - Shelves						
	GJ	4/17/26	4070		7,422.26	7,422.26
	GJ	5/1/26	4073		7,158.61	14,580.87
Total 10-5165 · Salaries - Shelves					14,580.87	14,580.87
Total 10-5100 · Salaries					407,833.08	407,833.08
10-5200 · Benefits						
10-5210 · Health Insurance						
	Bill	4/24/26	#3.2026M	Coop 90'S Medical Plan	4,620.00	4,620.00
	Bill	4/24/26	#3.2026M	Coop 90'S Medical Plan	36,090.00	40,710.00
	Bill	4/24/26	5047052026	NCPERS Group Life Ins	192.00	40,902.00
	GJ	4/30/26	4081	NAVIA	206.78	41,108.78
	GJ	4/30/26	4081	NAVIA	605.14	41,713.92
	GJ	4/30/26	4081	NAVIA	502.02	42,215.94
	GJ	4/30/26	4081	NAVIA	842.55	43,058.49
	GJ	4/30/26	4081	NAVIA	200.00	43,258.49
	GJ	4/30/26	4083	NAVIA	1,010.56	44,269.05
	Bill	5/1/26	756475	Aflac	87.42	44,356.47
	Bill	5/1/26	3375 - May 2026	BCBS Of Illinois	3,240.98	47,597.45
	Bill	5/1/26	3375 - May 2026	BCBS Of Illinois	11,052.13	58,649.58
Total 10-5210 · Health Insurance					58,649.58	58,649.58
10-5220 · Dental/Vision Insurance						
	Bill	4/24/26	#3.2026D	Coop 90'S Dental	1,500.20	1,500.20
	Bill	4/24/26	#3.2026D	Coop 90'S Dental	3,568.80	5,069.00
	GJ	4/30/26	4075		-829.43	4,239.57
	Bill	5/1/26	2035455	Delta Dental of Illinois - Vision	144.93	4,384.50
	Bill	5/1/26	2035455	Delta Dental of Illinois - Vision	288.89	4,673.39
	Dep	5/6/26			-159.57	4,513.82
	Dep	5/6/26			-53.19	4,460.63
Total 10-5220 · Dental/Vision Insurance					4,460.63	4,460.63

COOK MEMORIAL PUBLIC LIBRARY DISTRICT

Bills Paid Detail 4/11-5/8/26

	Type	Date	Num	Name	Paid Amount	Balance
10-5230 · Unemployment Compensation						
	Bill	5/5/26	1st qtr 2026	LIMRiCC Unemployment Compensation Group	3,828.05	3,828.05
Total 10-5230 · Unemployment Compensation					<u>3,828.05</u>	<u>3,828.05</u>
10-5240 · Life Insurance						
	Bill	5/1/26	1767966 - May 2026	Madison National Life Ins Co., Inc.	251.70	251.70
Total 10-5240 · Life Insurance					<u>251.70</u>	<u>251.70</u>
10-5270 · LTD Insurance						
	Bill	5/1/26	1767966 - May 2026	Madison National Life Ins Co., Inc.	381.82	381.82
Total 10-5270 · LTD Insurance					<u>381.82</u>	<u>381.82</u>
Total 10-5200 · Benefits					<u>67,571.78</u>	<u>67,571.78</u>
10-5300 · Training						
10-5310 · Workshops						
10-5311 · Workshops - Admin						
	CC	5/1/26	042126A	Einstein Bros Bagels	133.25	133.25
	CC	5/1/26	041626B	Einstein Bros Bagels	78.38	211.63
	Bill	5/5/26	070125-043026	Petty Cash	10.00	221.63
	Bill	5/5/26	070125-043026	Petty Cash	25.00	246.63
	Bill	5/5/26	070125-043026	Petty Cash	14.97	261.60
	Bill	5/5/26	070125-043026	Petty Cash	20.00	281.60
	Bill	5/5/26	070125-043026	Petty Cash	13.01	294.61
	Bill	5/8/26	4005	Mathisen, Martina	700.00	994.61
Total 10-5311 · Workshops - Admin					<u>994.61</u>	<u>994.61</u>
10-5312 · Workshops - Adult Svcs						
	CC	5/1/26	040826	Play with RA	75.00	75.00
Total 10-5312 · Workshops - Adult Svcs					<u>75.00</u>	<u>75.00</u>
10-5318 · Workshops - Tech Svcs						
	CC	5/1/26	040726	Illinois Library Assoc-CMPL CC	160.00	160.00
Total 10-5318 · Workshops - Tech Svcs					<u>160.00</u>	<u>160.00</u>
Total 10-5310 · Workshops					<u>1,229.61</u>	<u>1,229.61</u>
10-5320 · Travel						
10-5321 · Travel - Admin						
	Bill	4/24/26	March & April 2026	Hamann, Cyndi	70.76	70.76
Total 10-5321 · Travel - Admin					<u>70.76</u>	<u>70.76</u>
10-5322 · Travel - Adult Svcs						
	Bill	5/5/26	070125-043026	Petty Cash	14.00	14.00
Total 10-5322 · Travel - Adult Svcs					<u>14.00</u>	<u>14.00</u>
10-5323 · Travel - Youth Svcs						
	Bill	5/5/26	070125-043026	Petty Cash	47.40	47.40
	Bill	5/5/26	070125-043026	Petty Cash	26.88	74.28
	Bill	5/5/26	070125-043026	Petty Cash	10.08	84.36
	Bill	5/5/26	070125-043026	Petty Cash	13.92	98.28

COOK MEMORIAL PUBLIC LIBRARY DISTRICT

Bills Paid Detail 4/11-5/8/26

	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Paid Amount</u>	<u>Balance</u>
Total 10-5323 · Travel - Youth Svcs					98.28	98.28
10-5324 · Travel - Circulation						
	Bill	5/5/26	070125-043026	Petty Cash	3.36	3.36
Total 10-5324 · Travel - Circulation					3.36	3.36
10-5325 · Travel - Maintenance						
	Bill	5/1/26	Oct-Nov 2025	Kruse, Jack	20.16	20.16
	Bill	5/1/26	April 23, 2026	Kruse, Jack	6.96	27.12
	Bill	5/5/26	070125-043026	Petty Cash	6.72	33.84
	Bill	5/5/26	070125-043026	Petty Cash	13.02	46.86
Total 10-5325 · Travel - Maintenance					46.86	46.86
10-5328 · Travel - Tech Svcs						
	Bill	5/5/26	070125-043026	Petty Cash	20.08	20.08
Total 10-5328 · Travel - Tech Svcs					20.08	20.08
Total 10-5320 · Travel					253.34	253.34
10-5330 · Memberships						
10-5331 · Memberships - Admin						
	Bill	4/24/26	CMPL - 2026	Illinois Library Association	500.00	500.00
Total 10-5331 · Memberships - Admin					500.00	500.00
10-5332 · Memberships - Adult Svcs						
	Bill	5/1/26	ALA - April 2026	Makowski, Darek	125.00	125.00
	CC	5/1/26	041526	American Library Assoc - CMPL CC	125.00	250.00
	CC	5/1/26	041626	American Library Assoc - CMPL CC	125.00	375.00
	Bill	5/8/26	ALA/PLA - 2026	Larson, Andrea	215.00	590.00
Total 10-5332 · Memberships - Adult Svcs					590.00	590.00
Total 10-5330 · Memberships					1,090.00	1,090.00
10-5350 · Conferences						
10-5351 · Conferences - Admin						
	Bill	4/17/26	PLA - MAR-APR 26	Smith, Robert	848.22	848.22
	Bill	4/24/26	March & April 2026	Hamann, Cyndi	132.63	980.85
	Bill	5/1/26	ALA - April 2026	Makowski, Darek	330.00	1,310.85
	CC	5/1/26	041026	American Library Assoc - CMPL CC	450.00	1,760.85
	CC	5/1/26	041026	American Library Assoc - CMPL CC	610.00	2,370.85
	CC	5/1/26	041026	American Library Assoc - CMPL CC	450.00	2,820.85
	CC	5/1/26	041026	American Library Assoc - CMPL CC	450.00	3,270.85
	CC	5/1/26	041026	American Library Assoc - CMPL CC	610.00	3,880.85
	CC	5/1/26	041026	American Library Assoc - CMPL CC	0.00	3,880.85
	CC	5/1/26	042226	American Library Assoc - CMPL CC	450.00	4,330.85
Total 10-5351 · Conferences - Admin					4,330.85	4,330.85
Total 10-5350 · Conferences					4,330.85	4,330.85
10-5365 · Staff Recognition						
	Ck	4/20/26	043026	Sam's Club Direct	20.96	20.96
	Bill	4/24/26	April 10, 2026	Heatherman, Amy	116.59	137.55

COOK MEMORIAL PUBLIC LIBRARY DISTRICT

Bills Paid Detail 4/11-5/8/26

	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Paid Amount</u>	<u>Balance</u>
Total 10-5365 · Staff Recognition					137.55	137.55
Total 10-5300 · Training					7,041.35	7,041.35
10-5400 · Materials						
10-5410 · Books - Adult						
	Bill	4/24/26	999102519112	Cengage Learning, Inc.	30.39	30.39
	Bill	4/24/26	999102520156	Cengage Learning, Inc.	30.39	60.78
	Bill	4/24/26	999102526285	Cengage Learning, Inc.	59.18	119.96
	Bill	4/24/26	999102531871	Cengage Learning, Inc.	56.98	176.94
	Bill	4/24/26	95265013	Ingram Library Services	808.99	985.93
	Bill	4/24/26	95294556	Ingram Library Services	34.07	1,020.00
	Bill	4/24/26	95265012	Ingram Library Services	551.78	1,571.78
	Bill	4/24/26	95265011	Ingram Library Services	117.10	1,688.88
	Bill	4/24/26	999102534226	Cengage Learning, Inc.	112.46	1,801.34
	Bill	4/24/26	95362059	Ingram Library Services	211.13	2,012.47
	Bill	4/24/26	95362060	Ingram Library Services	19.38	2,031.85
	Bill	4/24/26	95362058	Ingram Library Services	356.87	2,388.72
	Bill	4/24/26	95399201	Ingram Library Services	1,264.59	3,653.31
	Bill	4/24/26	95399200	Ingram Library Services	727.05	4,380.36
	Bill	4/24/26	95399199	Ingram Library Services	185.86	4,566.22
	Bill	4/24/26	95399198	Ingram Library Services	355.08	4,921.30
	Bill	4/24/26	2239801	Center Point Large Print	96.63	5,017.93
	Bill	4/24/26	999102548889	Cengage Learning, Inc.	30.39	5,048.32
	Bill	4/24/26	999102555469	Cengage Learning, Inc.	252.72	5,301.04
	Bill	4/24/26	999102552313	Cengage Learning, Inc.	32.79	5,333.83
	Bill	4/24/26	999102614037	Cengage Learning, Inc.	32.80	5,366.63
	Bill	4/24/26	999102614038	Cengage Learning, Inc.	131.20	5,497.83
	Bill	4/24/26	999102611843	Cengage Learning, Inc.	115.50	5,613.33
	Bill	4/24/26	999102614039	Cengage Learning, Inc.	127.20	5,740.53
	Bill	4/24/26	999102614041	Cengage Learning, Inc.	65.60	5,806.13
	Bill	4/24/26	23499	Tsai Fong Books, Inc.	110.92	5,917.05
	Bill	4/24/26	23513	Tsai Fong Books, Inc.	824.64	6,741.69
	Bill	4/24/26	95744265	Ingram Library Services	312.70	7,054.39
	Bill	4/24/26	95832378	Ingram Library Services	390.97	7,445.36
	Bill	4/24/26	95614886	Ingram Library Services	216.53	7,661.89
	Bill	4/24/26	95832377	Ingram Library Services	246.32	7,908.21
	Bill	4/24/26	95786184	Ingram Library Services	184.73	8,092.94
	Bill	4/24/26	95799411	Ingram Library Services	25.58	8,118.52
	Bill	4/24/26	95744263	Ingram Library Services	185.91	8,304.43
	Bill	4/24/26	95463908	Ingram Library Services	208.59	8,513.02
	Bill	4/24/26	95867548	Ingram Library Services	346.62	8,859.64
	Bill	4/24/26	95867549	Ingram Library Services	262.19	9,121.83
	Bill	4/24/26	95832379	Ingram Library Services	536.13	9,657.96

COOK MEMORIAL PUBLIC LIBRARY DISTRICT

Bills Paid Detail 4/11-5/8/26

Type	Date	Num	Name	Paid Amount	Balance
Bill	4/24/26	95799412	Ingram Library Services	360.66	10,018.62
Bill	4/24/26	95757118	Ingram Library Services	433.44	10,452.06
Bill	4/24/26	95799413	Ingram Library Services	69.67	10,521.73
Bill	4/24/26	95744264	Ingram Library Services	543.95	11,065.68
Bill	4/24/26	95714335	Ingram Library Services	41.40	11,107.08
Bill	4/24/26	95744266	Ingram Library Services	1,122.71	12,229.79
Bill	4/24/26	95744267	Ingram Library Services	244.78	12,474.57
Bill	4/24/26	95677865	Ingram Library Services	142.50	12,617.07
Bill	4/24/26	95648120	Ingram Library Services	344.80	12,961.87
Bill	4/24/26	95677866	Ingram Library Services	159.06	13,120.93
Bill	4/24/26	95492046	Ingram Library Services	526.47	13,647.40
Bill	4/24/26	95574855	Ingram Library Services	377.59	14,024.99
Bill	4/24/26	95587920	Ingram Library Services	701.53	14,726.52
Bill	4/24/26	95614887	Ingram Library Services	629.01	15,355.53
Bill	4/24/26	95587921	Ingram Library Services	19.39	15,374.92
Bill	4/24/26	95563192	Ingram Library Services	208.79	15,583.71
Bill	4/24/26	95574856	Ingram Library Services	350.69	15,934.40
Bill	4/24/26	999102625107	Cengage Learning, Inc.	57.60	15,992.00
Bill	4/24/26	26DN-46728	Value Line Publishing LLC	1,280.00	17,272.00
Bill	4/24/26	95989410	Ingram Library Services	182.88	17,454.88
Bill	4/24/26	95956217	Ingram Library Services	186.24	17,641.12
Bill	4/24/26	95899511	Ingram Library Services	705.57	18,346.69
Bill	4/24/26	95927484	Ingram Library Services	51.03	18,397.72
Bill	4/24/26	95899510	Ingram Library Services	994.49	19,392.21
Bill	4/24/26	95927483	Ingram Library Services	402.49	19,794.70
Bill	4/24/26	9592748	Ingram Library Services	209.94	20,004.64
Bill	4/24/26	95927482	Ingram Library Services	14.29	20,018.93
CC	5/1/26	040226	Amazon Marketplace.com	87.00	20,105.93
CC	5/1/26	040126	Amazon Marketplace.com	7.04	20,112.97
CC	5/1/26	040626	Amazon Marketplace.com	17.60	20,130.57
CC	5/1/26	040726	Amazon Marketplace.com	19.20	20,149.77
CC	5/1/26	040726	Amazon Marketplace.com	66.00	20,215.77
CC	5/1/26	040726	Amazon Marketplace.com	19.25	20,235.02
CC	5/1/26	040726	Amazon Marketplace.com	28.00	20,263.02
CC	5/1/26	040726	Amazon Marketplace.com	20.90	20,283.92
CC	5/1/26	040826	Amazon Marketplace.com	18.00	20,301.92
CC	5/1/26	040726	Amazon Marketplace.com	73.47	20,375.39
CC	5/1/26	040726	Amazon Marketplace.com	72.00	20,447.39
CC	5/1/26	040726	Amazon Marketplace.com	73.89	20,521.28
CC	5/1/26	040826	Amazon Marketplace.com	36.00	20,557.28
CC	5/1/26	040826	Amazon Marketplace.com	36.00	20,593.28
CC	5/1/26	04026	Amazon Marketplace.com	11.99	20,605.27

COOK MEMORIAL PUBLIC LIBRARY DISTRICT

Bills Paid Detail 4/11-5/8/26

Type	Date	Num	Name	Paid Amount	Balance
CC	5/1/26	040826	Amazon Marketplace.com	85.25	20,690.52
CC	5/1/26	040926	Amazon Marketplace.com	137.70	20,828.22
CC	5/1/26	040926	Amazon Marketplace.com	103.47	20,931.69
CC	5/1/26	041326	Amazon Marketplace.com	89.63	21,021.32
CC	5/1/26	041326	Amazon Marketplace.com	16.50	21,037.82
CC	5/1/26	041326	Amazon Marketplace.com	52.50	21,090.32
CC	5/1/26	041326	Amazon Marketplace.com	49.50	21,139.82
CC	5/1/26	041326	Amazon Marketplace.com	19.20	21,159.02
CC	5/1/26	041626	Lulu.com	20.03	21,179.05
CC	5/1/26	041626	Amazon Marketplace.com	54.00	21,233.05
CC	5/1/26	041526	Amazon Marketplace.com	36.23	21,269.28
CC	5/1/26	042026	Amazon Marketplace.com	16.50	21,285.78
CC	5/1/26	042026	Amazon Marketplace.com	38.50	21,324.28
CC	5/1/26	042126	Amazon Marketplace.com	91.00	21,415.28
CC	5/1/26	042126	D & Z House of Books	361.08	21,776.36
CC	5/1/26	042226	Amazon Marketplace.com	46.20	21,822.56
CC	5/1/26	042226	Amazon Marketplace.com	61.60	21,884.16
CC	5/1/26	042126	Amazon Marketplace.com	33.00	21,917.16
CC	5/1/26	042226	Amazon Marketplace.com	49.50	21,966.66
CC	5/1/26	042426	Amazon Marketplace.com	66.00	22,032.66
CC	5/1/26	042426	Amazon Marketplace.com	35.20	22,067.86
CC	5/1/26	042726	Amazon Marketplace.com	36.00	22,103.86
CC	5/1/26	042826	Amazon Marketplace.com	17.60	22,121.46
CC	5/1/26	042826	Amazon Marketplace.com	32.45	22,153.91
CC	5/1/26	042926	Amazon Marketplace.com	32.30	22,186.21
CC	5/1/26	042926	Genealogical.com - CMPL CC	18.00	22,204.21
CC	5/1/26	041326	Amazon Marketplace.com	66.00	22,270.21
CC	5/1/26	040626	Amazon Marketplace.com	11.39	22,281.60
CC	5/1/26	040426	Amazon Marketplace.com	143.95	22,425.55
				22,425.55	22,425.55

Total 10-5410 · Books - Adult

10-5415 · Books - Juvenile

Ck	4/20/26	043026	Sam's Club Direct	30.72	30.72
Bill	4/24/26	95294555	Ingram Library Services	13.73	44.45
Bill	4/24/26	95265010	Ingram Library Services	214.85	259.30
Bill	4/24/26	95324935	Ingram Library Services	561.96	821.26
Bill	4/24/26	95362057	Ingram Library Services	44.78	866.04
Bill	4/24/26	95399197	Ingram Library Services	1,740.98	2,607.02
Bill	4/24/26	95416247	Ingram Library Services	198.24	2,805.26
Bill	4/24/26	999102552733	Cengage Learning, Inc.	199.90	3,005.16
Bill	4/24/26	23499	Tsai Fong Books, Inc.	183.31	3,188.47
Bill	4/24/26	23513	Tsai Fong Books, Inc.	311.41	3,499.88
Bill	4/24/26	95867547	Ingram Library Services	241.22	3,741.10

COOK MEMORIAL PUBLIC LIBRARY DISTRICT

Bills Paid Detail 4/11-5/8/26

Type	Date	Num	Name	Paid Amount	Balance
Bill	4/24/26	95867546	Ingram Library Services	382.59	4,123.69
Bill	4/24/26	95786183	Ingram Library Services	220.13	4,343.82
Bill	4/24/26	95773518	Ingram Library Services	224.73	4,568.55
Bill	4/24/26	95799410	Ingram Library Services	548.10	5,116.65
Bill	4/24/26	95786182	Ingram Library Services	172.40	5,289.05
Bill	4/24/26	95744261	Ingram Library Services	35.19	5,324.24
Bill	4/24/26	95744262	Ingram Library Services	1,088.95	6,413.19
Bill	4/24/26	95714334	Ingram Library Services	87.57	6,500.76
Bill	4/24/26	95677864	Ingram Library Services	285.56	6,786.32
Bill	4/24/26	95648119	Ingram Library Services	25.47	6,811.79
Bill	4/24/26	95677863	Ingram Library Services	289.80	7,101.59
Bill	4/24/26	95519375	Ingram Library Services	169.64	7,271.23
Bill	4/24/26	95447417	Ingram Library Services	227.68	7,498.91
Bill	4/24/26	95463507	Ingram Library Services	950.83	8,449.74
Bill	4/24/26	95505891	Ingram Library Services	330.70	8,780.44
Bill	4/24/26	95492045	Ingram Library Services	354.28	9,134.72
Bill	4/24/26	95505890	Ingram Library Services	573.28	9,708.00
Bill	4/24/26	95563191	Ingram Library Services	543.24	10,251.24
Bill	4/24/26	95614885	Ingram Library Services	457.60	10,708.84
Bill	4/24/26	95587919	Ingram Library Services	615.39	11,324.23
Bill	4/24/26	95563190	Ingram Library Services	173.33	11,497.56
Bill	4/24/26	95989408	Ingram Library Services	234.37	11,731.93
Bill	4/24/26	95989409	Ingram Library Services	245.29	11,977.22
Bill	4/24/26	95956216	Ingram Library Services	25.58	12,002.80
Bill	4/24/26	95899509	Ingram Library Services	392.48	12,395.28
Bill	4/24/26	95927480	Ingram Library Services	175.71	12,570.99
Bill	4/24/26	95927479	Ingram Library Services	220.95	12,791.94
Bill	4/24/26	95914954	Ingram Library Services	182.33	12,974.27
CC	5/1/26	040326	Amazon Marketplace.com	72.52	13,046.79
CC	5/1/26	040126	Amazon Marketplace.com	16.53	13,063.32
CC	5/1/26	040626	Playaway	844.95	13,908.27
CC	5/1/26	042126	RobotShop.com	8.83	13,917.10
CC	5/1/26	042326	Amazon Marketplace.com	9.09	13,926.19
CC	5/1/26	043026	Tonies	718.08	14,644.27
CC	5/1/26	043026	Bags In Bulk	348.00	14,992.27
CC	5/1/26	042826	Amazon Marketplace.com	24.68	15,016.95
Total 10-5415 · Books - Juvenile				15,016.95	15,016.95
10-5420 · Audio/Visual - Adult					
Bill	4/24/26	508586992	Midwest Tape, LLC	1,770.06	1,770.06
Bill	4/24/26	508596319	Midwest Tape, LLC	283.23	2,053.29
Bill	4/24/26	508614409	Midwest Tape, LLC	885.58	2,938.87
Bill	4/24/26	508619307	Midwest Tape, LLC	114.63	3,053.50

COOK MEMORIAL PUBLIC LIBRARY DISTRICT

Bills Paid Detail 4/11-5/8/26

	Type	Date	Num	Name	Paid Amount	Balance
	Bill	4/24/26	508680566	Midwest Tape, LLC	1,239.38	4,292.88
	Bill	4/24/26	508634019	Midwest Tape, LLC	169.11	4,461.99
	Bill	4/24/26	508651520	Midwest Tape, LLC	221.66	4,683.65
	Bill	4/24/26	508698377	Midwest Tape, LLC	790.03	5,473.68
	Bill	4/24/26	508698379	Midwest Tape, LLC	1,147.06	6,620.74
	Bill	4/24/26	508690337	Midwest Tape, LLC	39.96	6,660.70
	Bill	4/24/26	508726133	Midwest Tape, LLC	111.21	6,771.91
	Bill	4/24/26	508741973	Midwest Tape, LLC	657.27	7,429.18
Total 10-5420 · Audio/Visual - Adult					7,429.18	7,429.18
10-5425 · Audio/Visual - Juvenile						
	Bill	4/24/26	508586992	Midwest Tape, LLC	104.20	104.20
	Bill	4/24/26	508680566	Midwest Tape, LLC	14.99	119.19
	Bill	4/24/26	508651520	Midwest Tape, LLC	14.99	134.18
	Bill	4/24/26	508698377	Midwest Tape, LLC	59.97	194.15
	Bill	4/24/26	508726133	Midwest Tape, LLC	14.73	208.88
	Bill	4/24/26	508741973	Midwest Tape, LLC	63.72	272.60
Total 10-5425 · Audio/Visual - Juvenile					272.60	272.60
10-5430 · Games - Adult						
	Bill	4/24/26	027855	Crimson Multimedia Distribution, Inc.	777.33	777.33
	Bill	4/24/26	027854	Crimson Multimedia Distribution, Inc.	140.00	917.33
	Bill	4/24/26	027853	Crimson Multimedia Distribution, Inc.	841.67	1,759.00
	Bill	4/24/26	028224	Crimson Multimedia Distribution, Inc.	285.13	2,044.13
	CC	5/1/26	040726	Amazon Marketplace.com	49.94	2,094.07
	CC	5/1/26	040726	Amazon Marketplace.com	41.60	2,135.67
Total 10-5430 · Games - Adult					2,135.67	2,135.67
10-5435 · Games - Youth						
	Bill	4/24/26	027852	Crimson Multimedia Distribution, Inc.	60.00	60.00
	Bill	4/24/26	027857	Crimson Multimedia Distribution, Inc.	111.18	171.18
	Bill	4/24/26	027856	Crimson Multimedia Distribution, Inc.	60.00	231.18
	Bill	4/24/26	028225	Crimson Multimedia Distribution, Inc.	264.03	495.21
	Bill	4/24/26	028502	Crimson Multimedia Distribution, Inc.	245.41	740.62
	Bill	4/24/26	028503	Crimson Multimedia Distribution, Inc.	101.03	841.65
Total 10-5435 · Games - Youth					841.65	841.65
10-5440 · Periodicals - Adult						
	Bill	4/17/26	161527	Ebsco Industries Inc.	680.80	680.80
	CC	5/1/26	042426	BWD Magazine - CMPL CC	26.00	706.80
	CC	5/1/26	041726	Chicago Tribune - CMPL CC	272.00	978.80
	CC	5/1/26	042326	USA Today - CMPL CC	121.44	1,100.24
	CC	5/1/26	042426	Lake County News Sun	393.60	1,493.84
	CC	5/1/26	042726	Bloomberg Business - CMPL CC	99.00	1,592.84
	Bill	5/5/26	070125-043026	Petty Cash	38.00	1,630.84
	Bill	5/5/26	070125-043026	Petty Cash	20.00	1,650.84

COOK MEMORIAL PUBLIC LIBRARY DISTRICT

Bills Paid Detail 4/11-5/8/26

	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Paid Amount</u>	<u>Balance</u>
	Bill	5/5/26	070125-043026	Petty Cash	11.00	1,661.84
	Bill	5/5/26	070125-043026	Petty Cash	14.00	1,675.84
	Bill	5/5/26	070125-043026	Petty Cash	15.00	1,690.84
	Bill	5/5/26	070125-043026	Petty Cash	57.93	1,748.77
	Bill	5/5/26	070125-043026	Petty Cash	59.96	1,808.73
	Bill	5/8/26	MARCH 2026	Kline, Sandy	47.97	1,856.70
Total 10-5440 · Periodicals - Adult					1,856.70	1,856.70
10-5450 · Circulating Technologies						
10-5451 · Circ Tech - Equipment						
	CC	5/1/26	041726	Mobile Beacon - CMPL CC	1,200.00	1,200.00
	CC	5/1/26	040226	Amazon Marketplace.com	18.99	1,218.99
	CC	5/1/26	040626	Amazon Marketplace.com	380.20	1,599.19
	CC	5/1/26	040126	Amazon Marketplace.com	47.42	1,646.61
	CC	5/1/26	042326	Amazon Marketplace.com	33.96	1,680.57
	CC	5/1/26	043026	Amazon Marketplace.com	16.95	1,697.52
Total 10-5451 · Circ Tech - Equipment					1,697.52	1,697.52
10-5453 · Circ Tech - Subscriptions						
	CC	5/1/26	040326	Netflix.com - CMPL CC	24.99	24.99
	CC	5/1/26	040326	Netflix.com - CMPL CC	26.99	51.98
	CC	5/1/26	042826	Netflix.com - CMPL CC	26.99	78.97
	CC	5/1/26	040426	Hulu	18.99	97.96
	CC	5/1/26	050126	Hulu	18.99	116.95
	CC	5/1/26	042226	Hulu	18.99	135.94
	CC	5/1/26	042626	VIX Plus	8.99	144.93
	CC	5/1/26	040226	HBOMAX.com	229.99	374.92
	CC	5/1/26	040226	Amazon Prime	8.99	383.91
Total 10-5453 · Circ Tech - Subscriptions					383.91	383.91
Total 10-5450 · Circulating Technologies					2,081.43	2,081.43
10-5490 · Electronic Services						
10-5491 · Online Databases						
10-5492 · Online Databases - Adults						
	Bill	4/17/26	257603	Encyclopaedia Britannica	1,021.00	1,021.00
	Bill	4/24/26	2012854	Newsbank Inc.	19,188.00	20,209.00
	Bill	4/24/26	57639	Record Information Services	777.00	20,986.00
	Bill	4/24/26	70936509	Proquest LLC	11,480.04	32,466.04
	Bill	4/24/26	DN26-46728	Value Line Publishing LLC	5,305.00	37,771.04
Total 10-5492 · Online Databases - Adults					37,771.04	37,771.04
10-5493 · Online Databases - Juvenile						
	Bill	4/17/26	257603	Encyclopaedia Britannica	3,242.00	3,242.00
Total 10-5493 · Online Databases - Juvenile					3,242.00	3,242.00
Total 10-5491 · Online Databases					41,013.04	41,013.04
10-5494 · Digital Popular Materials						

COOK MEMORIAL PUBLIC LIBRARY DISTRICT

Bills Paid Detail 4/11-5/8/26

	Type	Date	Num	Name	Paid Amount	Balance
10-5495 · Dig Popular Materials - Adults						
	Bill	4/24/26	07001CO26086234	Overdrive, Inc.	869.44	869.44
	Bill	4/24/26	07001CO26085894	Overdrive, Inc.	766.13	1,635.57
	Bill	4/24/26	07001CO26085903	Overdrive, Inc.	465.74	2,101.31
	Bill	4/24/26	07001CO26086170	Overdrive, Inc.	92.33	2,193.64
	Bill	4/24/26	07001CO26092887	Overdrive, Inc.	1,617.71	3,811.35
	Bill	4/24/26	07001CO26092653	Overdrive, Inc.	707.85	4,519.20
	Bill	4/24/26	07001CO26092757	Overdrive, Inc.	92.50	4,611.70
	Bill	4/24/26	07001CO26092675	Overdrive, Inc.	520.46	5,132.16
	Bill	4/24/26	498860 - PPU	Kanopy Inc.	783.00	5,915.16
	Bill	4/24/26	508658683	Midwest Tape, LLC	15,961.85	21,877.01
	Bill	4/24/26	1000489138	OCLC Inc.	7,459.61	29,336.62
	Bill	4/24/26	07001CO26123563	Overdrive, Inc.	1,010.88	30,347.50
	Bill	4/24/26	07001CO26123397	Overdrive, Inc.	868.67	31,216.17
	Bill	4/24/26	07001CO26123400	Overdrive, Inc.	697.36	31,913.53
	Bill	4/24/26	07001CO26123354	Overdrive, Inc.	148.72	32,062.25
	Bill	4/24/26	07001CO26102263	Overdrive, Inc.	1,130.51	33,192.76
	Bill	4/24/26	07001CO26102055	Overdrive, Inc.	711.33	33,904.09
	Bill	4/24/26	07001CO26102044	Overdrive, Inc.	564.88	34,468.97
	Bill	4/24/26	07001CO26102023	Overdrive, Inc.	105.00	34,573.97
	Bill	4/24/26	07001CO26116096	Overdrive, Inc.	1,232.28	35,806.25
	Bill	4/24/26	07001CO26116093	Overdrive, Inc.	1,076.36	36,882.61
	Bill	4/24/26	07001CO26116101	Overdrive, Inc.	420.36	37,302.97
	Bill	4/24/26	07001CO26116088	Overdrive, Inc.	202.49	37,505.46
	Bill	4/24/26	07001CO26131148	Overdrive, Inc.	544.48	38,049.94
	Bill	4/24/26	07001CO26131046	Overdrive, Inc.	1,036.66	39,086.60
	Bill	4/24/26	07001CO26131060	Overdrive, Inc.	464.99	39,551.59
	Bill	4/24/26	07001CO26130879	Overdrive, Inc.	230.41	39,782.00
Total 10-5495 · Dig Popular Materials - Adults					<u>39,782.00</u>	<u>39,782.00</u>
10-5496 · Dig Popular Materials - Juv						
	Bill	4/24/26	07001CO26130893	Overdrive, Inc.	107.96	107.96
Total 10-5496 · Dig Popular Materials - Juv					<u>107.96</u>	<u>107.96</u>
Total 10-5494 · Digital Popular Materials					<u>39,889.96</u>	<u>39,889.96</u>
Total 10-5490 · Electronic Services					<u>80,903.00</u>	<u>80,903.00</u>
10-5497 · Interlibrary Loan Fees						
	Bill	4/24/26	33774	IHLS-OCLC	367.63	367.63
	Bill	4/24/26	31981006742997	Lake Villa District Library	28.00	395.63
Total 10-5497 · Interlibrary Loan Fees					<u>395.63</u>	<u>395.63</u>
Total 10-5400 · Materials					<u>133,358.36</u>	<u>133,358.36</u>
10-5500 · Processing						
10-5520 · Cataloging						
	Bill	4/24/26	33774	IHLS-OCLC	2,974.51	2,974.51

COOK MEMORIAL PUBLIC LIBRARY DISTRICT

Bills Paid Detail 4/11-5/8/26

	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Paid Amount</u>	<u>Balance</u>
Total 10-5520 · Cataloging					2,974.51	2,974.51
Total 10-5500 · Processing					2,974.51	2,974.51
10-5600 · Supplies						
10-5611 · Supplies - Admin						
	Bill	4/24/26	193521 - MARCH 26	Warehouse Direct, Inc	152.39	152.39
	CC	5/1/26	040226	Amazon Marketplace.com	16.08	168.47
Total 10-5611 · Supplies - Admin					168.47	168.47
10-5612 · Supplies - Adult Svcs						
	CC	5/1/26	040726	Demco, Inc, - CMPL CC	326.53	326.53
	CC	5/1/26	040826	Amazon Marketplace.com	12.00	338.53
	CC	5/1/26	041026	Amazon Marketplace.com	41.78	380.31
	CC	5/1/26	042426	Amazon Marketplace.com	20.58	400.89
Total 10-5612 · Supplies - Adult Svcs					400.89	400.89
10-5613 · Supplies - Youth Svcs						
	CC	5/1/26	040626	Amazon Marketplace.com	59.93	59.93
	CC	5/1/26	042926	Amazon Marketplace.com	86.99	146.92
	GJ	5/5/26	4086		4.54	151.46
	GJ	5/5/26	4086		25.19	176.65
	GJ	5/5/26	4086		51.97	228.62
Total 10-5613 · Supplies - Youth Svcs					228.62	228.62
10-5614 · Supplies - Circulation						
	Bill	4/24/26	193521 - MARCH 26	Warehouse Direct, Inc	30.66	30.66
	CC	5/1/26	040126	Amazon Marketplace.com	46.99	77.65
	CC	5/1/26	040226	Staples	35.78	113.43
	CC	5/1/26	040226	Amazon Marketplace.com	29.98	143.41
Total 10-5614 · Supplies - Circulation					143.41	143.41
10-5615 · Supplies - Maintenance						
	Bill	4/24/26	031626-031926	ACE Hardware Of Libertyville, Inc.	149.50	149.50
	Bill	4/24/26	519414	J & R Lock & Safe, Inc.	6.00	155.50
	Bill	4/24/26	193521 - MARCH 26	Warehouse Direct, Inc	1,592.50	1,748.00
	Ck	4/30/26	MARCH 2026	Lowe's	18.47	1,766.47
	Ck	4/30/26	MARCH 2026	Lowe's	27.69	1,794.16
	CC	5/1/26	041026	Amazon Marketplace.com	27.98	1,822.14
	CC	5/1/26	041426	Steiner Electric	260.01	2,082.15
Total 10-5615 · Supplies - Maintenance					2,082.15	2,082.15
10-5616 · Supplies - ILL						
	Bill	4/24/26	193521 - MARCH 26	Warehouse Direct, Inc	1.99	1.99
	CC	5/1/26	040126	Pitney Bowes Inc. - CMPL CC	340.26	342.25
	CC	5/1/26	040226	Walmart.com - CMPL CC	41.97	384.22
	CC	5/1/26	040126	Demco, Inc, - CMPL CC	147.55	531.77
Total 10-5616 · Supplies - ILL					531.77	531.77
10-5617 · Supplies - Outreach						

COOK MEMORIAL PUBLIC LIBRARY DISTRICT

Bills Paid Detail 4/11-5/8/26

	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Paid Amount</u>	<u>Balance</u>
	Bill	4/24/26	193521 - MARCH 26	Warehouse Direct, Inc	34.00	34.00
	CC	5/1/26	041026	Amazon Marketplace.com	4.89	38.89
Total 10-5617 · Supplies - Outreach					38.89	38.89
10-5618 · Supplies - Tech Svcs						
	CC	5/1/26	033126	Demco, Inc, - CMPL CC	64.93	64.93
	CC	5/1/26	040826	The Library Store - CMPL CC	32.75	97.68
	CC	5/1/26	040726	Demco, Inc, - CMPL CC	345.24	442.92
	CC	5/1/26	040726	Demco, Inc, - CMPL CC	500.93	943.85
	CC	5/1/26	041626	The Library Store - CMPL CC	-2.35	941.50
	CC	5/1/26	042326	Kapco - CMPL CC	177.54	1,119.04
	CC	5/1/26	042326	Demco, Inc, - CMPL CC	500.40	1,619.44
	CC	5/1/26	042426	Amazon Marketplace.com	24.99	1,644.43
	CC	5/1/26	042926	Kapco - CMPL CC	258.24	1,902.67
Total 10-5618 · Supplies - Tech Svcs					1,902.67	1,902.67
10-5660 · Supplies - Computer						
	Bill	4/24/26	193521 - MARCH 26	Warehouse Direct, Inc	876.63	876.63
	CC	5/1/26	040326	Amazon Marketplace.com	-50.98	825.65
	CC	5/1/26	041626	Amazon Marketplace.com	95.98	921.63
	CC	5/1/26	042326	Amazon Marketplace.com	59.98	981.61
Total 10-5660 · Supplies - Computer					981.61	981.61
10-5680 · Supplies - Staff Room						
	Bill	4/24/26	204	Premier Vending, Inc.	422.44	422.44
	Bill	4/24/26	193521 - MARCH 26	Warehouse Direct, Inc	759.68	1,182.12
	CC	5/1/26	033126	Amazon Marketplace.com	329.98	1,512.10
	CC	5/1/26	041626	Amazon Marketplace.com	17.98	1,530.08
	CC	5/1/26	042126	Amazon Marketplace.com	33.83	1,563.91
Total 10-5680 · Supplies - Staff Room					1,563.91	1,563.91
Total 10-5600 · Supplies					8,042.39	8,042.39
10-5700 · Vehicles						
10-5710 · Bookmobile Fuel						
	Bill	4/24/26	499	Village of Vernon Hills	174.37	174.37
Total 10-5710 · Bookmobile Fuel					174.37	174.37
10-5720 · Bookmobile Maintenance/Repair						
	Bill	4/17/26	APRIL 3, 2026	Pozdro, Steve	240.89	240.89
	CC	5/1/26	040926	Rondout Service Center	35.50	276.39
Total 10-5720 · Bookmobile Maintenance/Repair					276.39	276.39
10-5730 · Bookmobile Delivery Service						
	Bill	5/5/26	070125-043026	Petty Cash	18.41	18.41
Total 10-5730 · Bookmobile Delivery Service					18.41	18.41
10-5750 · Van Fuel						
	Bill	4/24/26	499	Village of Vernon Hills	110.60	110.60
Total 10-5750 · Van Fuel					110.60	110.60

COOK MEMORIAL PUBLIC LIBRARY DISTRICT

Bills Paid Detail 4/11-5/8/26

	Type	Date	Num	Name	Paid Amount	Balance
10-5760 · Van Maintenance/Repair						
	CC	5/1/26	042426	Gillespie Ford	793.37	793.37
Total 10-5760 · Van Maintenance/Repair					793.37	793.37
Total 10-5700 · Vehicles					1,373.14	1,373.14
10-5800 · Computer Operations						
10-5865 · Remote Communications Expenses						
	Bill	5/8/26	APRIL 2026	Eckmann, Robert	10.00	10.00
Total 10-5865 · Remote Communications Expenses					10.00	10.00
10-5810 · Integrated Library System						
	Bill	5/8/26	INV-9975	ByWater Solutions	10,100.00	10,100.00
Total 10-5810 · Integrated Library System					10,100.00	10,100.00
10-5830 · Replacement Hardware/Software						
10-5831 · Rep Hrdwre/Sftwre - Admin						
	Bill	5/1/26	30582	Computer View, Inc.	1,590.00	1,590.00
	Bill	5/1/26	30602	Computer View, Inc.	8,500.80	10,090.80
	CC	5/1/26	050126	Liberated Syndication - CMPL CC	12.00	10,102.80
	CC	5/1/26	040326	Timely - CMPL CC	241.00	10,343.80
	CC	5/1/26	040326	Apple.com - CMPL CC	10.99	10,354.79
	CC	5/1/26	043026	WhenToWork	-297.00	10,057.79
Total 10-5831 · Rep Hrdwre/Sftwre - Admin					10,057.79	10,057.79
10-5833 · Rep Hrdwre/Sftwre - Youth Svcs						
	Bill	4/24/26	15666	RAILS	1,145.00	1,145.00
Total 10-5833 · Rep Hrdwre/Sftwre - Youth Svcs					1,145.00	1,145.00
Total 10-5830 · Replacement Hardware/Software					11,202.79	11,202.79
10-5840 · LAN Services						
	Bill	4/24/26	35905	Weblinx Incorporated	500.00	500.00
	Bill	4/24/26	35905	Weblinx Incorporated	275.00	775.00
Total 10-5840 · LAN Services					775.00	775.00
10-5860 · Internet						
	Bill	4/24/26	4009214117	AT&T	939.86	939.86
	CC	5/1/26	267972571	Comcast - CMPL CC	630.00	1,569.86
Total 10-5860 · Internet					1,569.86	1,569.86
Total 10-5800 · Computer Operations					23,657.65	23,657.65
10-5900 · Utilities						
10-5910 · Electricity						
10-5911 · Electricity - Aspen						
	Bill	4/24/26	72493108301	Constellation New Energy, Inc.	6,095.89	6,095.89
Total 10-5911 · Electricity - Aspen					6,095.89	6,095.89
10-5912 · Electricity - Cook Park						
	Bill	4/24/26	72493134901	Constellation New Energy, Inc.	6,914.76	6,914.76
Total 10-5912 · Electricity - Cook Park					6,914.76	6,914.76

COOK MEMORIAL PUBLIC LIBRARY DISTRICT

Bills Paid Detail 4/11-5/8/26

	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Paid Amount</u>	<u>Balance</u>
Total 10-5910 · Electricity					13,010.65	13,010.65
10-5920 · Gas						
10-5921 · Gas - Aspen						
	Bill	4/24/26	4555167	Constellation Natural Gas	797.09	797.09
Total 10-5921 · Gas - Aspen					797.09	797.09
10-5922 · Gas - Cook Park						
	Bill	4/24/26	4555167	Constellation Natural Gas	1,342.65	1,342.65
Total 10-5922 · Gas - Cook Park					1,342.65	1,342.65
Total 10-5920 · Gas					2,139.74	2,139.74
Total 10-5900 · Utilities					15,150.39	15,150.39
10-6000 · Telephone						
10-6010 · Telephone						
	Bill	4/24/26	94442	Peerless Network, Inc.	1,165.50	1,165.50
	CC	5/1/26	031626	Comcast - CMPL CC	353.44	1,518.94
Total 10-6010 · Telephone					1,518.94	1,518.94
10-6020 · Bookmobile - Telephone						
	Ck	4/30/26	6138769976	Verizon Wireless Services LLC	84.23	84.23
	CC	5/1/26	022126	T-Mobile - CMPL CC	31.00	115.23
Total 10-6020 · Bookmobile - Telephone					115.23	115.23
10-6050 · Telephone Service Contracts						
	Bill	4/17/26	29681	Blue Wire Communications	1,495.74	1,495.74
	Bill	5/8/26	1637	DLS Internet Services	125.00	1,620.74
Total 10-6050 · Telephone Service Contracts					1,620.74	1,620.74
Total 10-6000 · Telephone					3,254.91	3,254.91
10-6100 · Postage						
	Ck	4/30/26	50271857APR	Pitney Bowes - Reserve Account	1,000.00	1,000.00
	Bill	5/5/26	070125-043026	Petty Cash	10.95	1,010.95
	Bill	5/5/26	070125-043026	Petty Cash	16.10	1,027.05
	Bill	5/5/26	070125-043026	Petty Cash	5.74	1,032.79
	Bill	5/5/26	070125-043026	Petty Cash	33.25	1,066.04
Total 10-6100 · Postage					1,066.04	1,066.04
10-6200 · Maintenance						
10-6210 · Janitorial Service						
10-6211 · Janitorial Service - Aspen						
	Bill	4/24/26	C32831	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	4/24/26	C32831	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
10-6220 · Landscaping Service						

COOK MEMORIAL PUBLIC LIBRARY DISTRICT

Bills Paid Detail 4/11-5/8/26

	Type	Date	Num	Name	Paid Amount	Balance
10-6221 · Landscaping - Aspen						
	Bill	4/24/26	72174	Landscape Concepts, Inc.	1,001.75	1,001.75
Total 10-6221 · Landscaping - Aspen					<u>1,001.75</u>	<u>1,001.75</u>
10-6222 · Landscaping - Cook Park						
	Bill	4/24/26	72173	Landscape Concepts, Inc.	609.75	609.75
Total 10-6222 · Landscaping - Cook Park					<u>609.75</u>	<u>609.75</u>
Total 10-6220 · Landscaping Service					<u>1,611.50</u>	<u>1,611.50</u>
10-6230 · Snow Removal						
10-6231 · Snow Removal - Aspen						
	Bill	4/24/26	141530	James Martin Associates, Inc.	872.75	872.75
	Bill	4/24/26	141743	James Martin Associates, Inc.	219.00	1,091.75
Total 10-6231 · Snow Removal - Aspen					<u>1,091.75</u>	<u>1,091.75</u>
10-6232 · Snow Removal - Cook Park						
	Bill	4/24/26	141744	James Martin Associates, Inc.	70.00	70.00
	Bill	4/24/26	141531	James Martin Associates, Inc.	263.00	333.00
Total 10-6232 · Snow Removal - Cook Park					<u>333.00</u>	<u>333.00</u>
Total 10-6230 · Snow Removal					<u>1,424.75</u>	<u>1,424.75</u>
10-6240 · Trash Removal						
10-6242 · Trash Removal - Cook Park						
	Ck	4/30/26	16241854T0	Groot Industries, Inc.	252.94	252.94
Total 10-6242 · Trash Removal - Cook Park					<u>252.94</u>	<u>252.94</u>
Total 10-6240 · Trash Removal					<u>252.94</u>	<u>252.94</u>
10-6250 · Miscellaneous						
10-6251 · Misc. Maintenance - Aspen						
	Bill	4/24/26	7329	AMS Of Northern Illinois	205.20	205.20
Total 10-6251 · Misc. Maintenance - Aspen					<u>205.20</u>	<u>205.20</u>
10-6252 · Misc. Maintenance - Cook Park						
	Bill	4/24/26	7329	AMS Of Northern Illinois	154.80	154.80
	Ck	4/30/26	LDLL084	Iron Mountain Incorporated	164.63	319.43
	CC	5/1/26	108064	Ambius	431.98	751.41
	CC	5/1/26	81652	Ambius	431.98	1,183.39
Total 10-6252 · Misc. Maintenance - Cook Park					<u>1,183.39</u>	<u>1,183.39</u>
Total 10-6250 · Miscellaneous					<u>1,388.59</u>	<u>1,388.59</u>
Total 10-6200 · Maintenance					<u>11,552.78</u>	<u>11,552.78</u>
10-6300 · Repair						
10-6330 · Mechanical Repairs						
10-6331 · Mechanical Repairs - Aspen						
	Bill	4/24/26	W56272	Sherman Mechanical, Inc.	486.56	486.56
Total 10-6331 · Mechanical Repairs - Aspen					<u>486.56</u>	<u>486.56</u>
Total 10-6330 · Mechanical Repairs					<u>486.56</u>	<u>486.56</u>
Total 10-6300 · Repair					<u>486.56</u>	<u>486.56</u>

COOK MEMORIAL PUBLIC LIBRARY DISTRICT

Bills Paid Detail 4/11-5/8/26

	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Paid Amount</u>	<u>Balance</u>
10-6500 · Professional Services						
10-6520 · Legal Services						
	Bill	4/24/26	260487	Klein, Thorpe and Jenkins, Ltd	3,068.00	3,068.00
Total 10-6520 · Legal Services					<u>3,068.00</u>	<u>3,068.00</u>
10-6530 · Consulting						
	CC	5/1/26	23682	HR Source - CMPL CC	3,806.25	3,806.25
Total 10-6530 · Consulting					<u>3,806.25</u>	<u>3,806.25</u>
10-6540 · Payroll Processing						
	GJ	4/30/26	4077		-50.00	-50.00
	GJ	4/30/26	4082		3,040.96	2,990.96
	GJ	4/30/26	4082		2,575.00	5,565.96
Total 10-6540 · Payroll Processing					<u>5,565.96</u>	<u>5,565.96</u>
10-6560 · Recruitment						
	Bill	4/24/26	35796-032026	Peoplefacts	398.06	398.06
Total 10-6560 · Recruitment					<u>398.06</u>	<u>398.06</u>
10-6575 · Miscellaneous Services & Fees						
	Ck	4/20/26	043026	Sam's Club Direct	2.11	2.11
	Ck	4/20/26	043026	Sam's Club Direct	50.00	52.11
	GJ	4/30/26	4074		105.00	157.11
	GJ	4/30/26	4074		-315.00	-157.89
Total 10-6575 · Miscellaneous Services & Fees					<u>-157.89</u>	<u>-157.89</u>
Total 10-6500 · Professional Services					<u>12,680.38</u>	<u>12,680.38</u>
10-6600 · Improvements						
10-6650 · Copiers & Other Leased Equip						
	Ck	4/30/26	48933922	Konica Minolta	1,041.77	1,041.77
Total 10-6650 · Copiers & Other Leased Equip					<u>1,041.77</u>	<u>1,041.77</u>
Total 10-6600 · Improvements					<u>1,041.77</u>	<u>1,041.77</u>
10-6700 · Community Relations						
10-6710 · Newsletter						
	Bill	5/8/26	SUMMER 2026	U.S. Postmaster	3,446.30	3,446.30
Total 10-6710 · Newsletter					<u>3,446.30</u>	<u>3,446.30</u>
10-6712 · Graphics						
	Bill	4/24/26	INV-56507	Signs Now	121.90	121.90
	CC	5/1/26	040326	Amazon Marketplace.com	8.29	130.19
Total 10-6712 · Graphics					<u>130.19</u>	<u>130.19</u>
10-6720 · Programming - Adult						
10-6721 · Programs - Performances						
	Bill	4/17/26	32926	Banker, Tynsi	200.00	200.00
	Bill	4/17/26	A041726	Garcilazo, Brittney	150.00	350.00
	Bill	4/17/26	APRIL 12, 2026	Gary E. Midkiff & Company	230.00	580.00
	Bill	4/17/26	MARCH 31, 2026	Cotini, Michael	30.00	610.00
	GJ	4/30/26	4085		-200.00	410.00

COOK MEMORIAL PUBLIC LIBRARY DISTRICT

Bills Paid Detail 4/11-5/8/26

	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Paid Amount</u>	<u>Balance</u>
	GJ	4/30/26	4085		-500.00	-90.00
	GJ	4/30/26	4085		-200.00	-290.00
	GJ	4/30/26	4085		-200.00	-490.00
	GJ	4/30/26	4085		-200.00	-690.00
	GJ	4/30/26	4085		-50.00	-740.00
	GJ	4/30/26	4085		-165.00	-905.00
	GJ	4/30/26	4085		-174.00	-1,079.00
	Bill	5/1/26	1297	Periwinkle Art Studio	500.00	-579.00
	Bill	5/1/26	2026_0032	Symphony847	300.00	-279.00
	Bill	5/8/26	A051126	Basin, Mikhail	100.00	-179.00
	Bill	5/8/26	May 3, 2026	Gary E. Midkiff & Company	230.00	51.00
	Bill	5/8/26	041326-2	O.Neill, Michael Joseph	97.50	148.50
Total 10-6721 · Programs - Performances					<u>148.50</u>	<u>148.50</u>
10-6722 · Book Discussions/Author Events						
	Ck	4/20/26	043026	Sam's Club Direct	7.48	7.48
	Ck	4/20/26	043026	Sam's Club Direct	90.76	98.24
	Bill	5/8/26	April 2026	Mlller-Charles, Marianne	48.72	146.96
	Bill	5/8/26	4222026	Vernon Area Public Library District	3,631.02	3,777.98
Total 10-6722 · Book Discussions/Author Events					<u>3,777.98</u>	<u>3,777.98</u>
10-6723 · Other Expenditures						
	Bill	5/1/26	Cinema Club - 0426	Makowski, Darek	10.55	10.55
	CC	5/1/26	040626	ETSY.com	4.00	14.55
	CC	5/1/26	040326	Amazon Marketplace.com	64.58	79.13
	CC	5/1/26	041026	Amazon Marketplace.com	56.94	136.07
	CC	5/1/26	041226	Amazon Marketplace.com	95.75	231.82
	CC	5/1/26	042126	Amazon Marketplace.com	64.58	296.40
	Bill	5/5/26	070125-043026	Petty Cash	6.37	302.77
Total 10-6723 · Other Expenditures					<u>302.77</u>	<u>302.77</u>
10-6725 · Genealogy Programs						
	Bill	4/17/26	01132026	Beaird, Christina	150.00	150.00
	Bill	4/24/26	April 18, 2026	Smith, Robert	72.60	222.60
Total 10-6725 · Genealogy Programs					<u>222.60</u>	<u>222.60</u>
10-6726 · Computer Programs						
	Bill	5/8/26	0426	Montano, Estevan	150.00	150.00
Total 10-6726 · Computer Programs					<u>150.00</u>	<u>150.00</u>
Total 10-6720 · Programming - Adult					<u>4,601.85</u>	<u>4,601.85</u>
10-6730 · Programming - Young Adult						
10-6731 · Programs - Young Adult						
	CC	5/1/26	043026	Domino's Pizza - CMPL CC	35.79	35.79
	CC	5/1/26	041026	Oriental Trading Co - CMPL CC	69.07	104.86
Total 10-6731 · Programs - Young Adult					<u>104.86</u>	<u>104.86</u>
Total 10-6730 · Programming - Young Adult					<u>104.86</u>	<u>104.86</u>

COOK MEMORIAL PUBLIC LIBRARY DISTRICT

Bills Paid Detail 4/11-5/8/26

	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Paid Amount</u>	<u>Balance</u>
10-6740 · Programs - Youth						
	Bill	4/17/26	MARCH 30, 2026	Gillespie, Deena	36.00	36.00
	Bill	4/24/26	Y042726	Anderson, Mark	350.00	386.00
	CC	5/1/26	040826	Target Store - CMPL CC	76.09	462.09
	CC	5/1/26	041926	Domino's Pizza - CMPL CC	71.94	534.03
	CC	5/1/26	042426	Domino's Pizza - CMPL CC	65.99	600.02
	CC	5/1/26	040126	Constructive Playthings.com	75.87	675.89
	CC	5/1/26	040126	Lakeshore Learning - CMPL CC	19.98	695.87
	CC	5/1/26	040326	Lakeshore Learning - CMPL CC	-11.89	683.98
	CC	5/1/26	040126	Mindware.com	39.97	723.95
	CC	5/1/26	040426	Amazon Marketplace.com	7.75	731.70
	CC	5/1/26	040626	Amazon Marketplace.com	414.68	1,146.38
	CC	5/1/26	040826	Amazon Marketplace.com	26.99	1,173.37
	CC	5/1/26	040826	Amazon Marketplace.com	68.97	1,242.34
	CC	5/1/26	040826	Wayfair	179.96	1,422.30
	CC	5/1/26	041526	Amazon Marketplace.com	3.99	1,426.29
	CC	5/1/26	043026	Amazon Marketplace.com	48.04	1,474.33
	Bill	5/5/26	070125-043026	Petty Cash	6.19	1,480.52
	Bill	5/5/26	070125-043026	Petty Cash	12.86	1,493.38
	Bill	5/5/26	070125-043026	Petty Cash	10.00	1,503.38
	GJ	5/5/26	4086		-606.60	896.78
	GJ	5/5/26	4086		-237.83	658.95
	GJ	5/5/26	4086		-129.03	529.92
	GJ	5/5/26	4086		-4.54	525.38
	GJ	5/5/26	4086		-25.19	500.19
	GJ	5/5/26	4086		-51.97	448.22
Total 10-6740 · Programs - Youth					<u>448.22</u>	<u>448.22</u>
10-6750 · Printing						
10-6752 · Printing - Youth Svcs						
	GJ	5/5/26	4086		<u>606.60</u>	<u>606.60</u>
Total 10-6752 · Printing - Youth Svcs					<u>606.60</u>	<u>606.60</u>
Total 10-6750 · Printing					<u>606.60</u>	<u>606.60</u>
10-6760 · Promotions/Prizes						
10-6761 · Promotions/Prizes- Admin/Gen						
	Ck	4/20/26	043026	Sam's Club Direct	40.96	40.96
	CC	5/1/26	041026	GiveNKind.org	13.57	54.53
Total 10-6761 · Promotions/Prizes- Admin/Gen					<u>54.53</u>	<u>54.53</u>
10-6763 · Promotions/Prizes - Youth Svcs						
	GJ	5/5/26	4086		237.83	237.83
	GJ	5/5/26	4086		129.03	366.86
Total 10-6763 · Promotions/Prizes - Youth Svcs					<u>366.86</u>	<u>366.86</u>
10-6767 · Promotions/Prizes - Outreach						

COOK MEMORIAL PUBLIC LIBRARY DISTRICT

Bills Paid Detail 4/11-5/8/26

	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Paid Amount</u>	<u>Balance</u>
	CC	5/1/26	041026	GiveNKind.org	71.00	71.00
Total 10-6767 · Promotions/Prizes - Outreach					71.00	71.00
Total 10-6760 · Promotions/Prizes					492.39	492.39
Total 10-6700 · Community Relations					9,830.41	9,830.41
20-8210 · Employer IMRF Disbursements						
	GJ	4/17/26	4070		16,569.21	16,569.21
	GJ	5/1/26	4073		16,712.37	33,281.58
Total 20-8210 · Employer IMRF Disbursements					33,281.58	33,281.58
20-8250 · Employer Soc Security Tax Disb						
	GJ	4/17/26	4070		14,941.43	14,941.43
	GJ	5/1/26	4073		15,158.87	30,100.30
Total 20-8250 · Employer Soc Security Tax Disb					30,100.30	30,100.30
Total Operating Expense					770,297.38	770,297.38



Cook Memorial Public Library District

Librarian's Statistical Report - Page 1

April 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.

	April 2025			April 2026			Percent Change
	Juvenile	Adult	Total	Juvenile	Adult	Total	
Cook Memorial Public Library District	6,442	35,386	41,828	6,672	34,970	41,642	-0.44%
Reciprocal Borrowing Patrons	326	6,195	6,521	324	6,287	6,611	1.38%
Total	6,768	41,581	48,349	6,996	41,257	48,253	-0.20%

Visitors

	April 2025	April 2026	Percent Change	FY 2025 To Date	FY 2026 To Date	Percent Change
	Aspen Drive Library	18,778	19,740	5.12%	163,451	184,314
Drive-Up	362	363	0.28%	3,989	3,905	-2.11%
Cook Park Library	20,100	18,040	-10.25%	206,368	202,627	-1.81%
Drive-Up	1,119	1,000	-10.63%	11,225	10,145	-9.62%
Outreach	954	915	-4.09%	8,321	8,608	3.45%
Total	41,313	40,058	-3.04%	393,354	409,599	4.13%

Program Attendance

	April 2025	April 2026	Percent Change	FY 2025 To Date	FY 2026 To Date	Percent Change
	Adult	1,055	925	-12.32%	9,721	9,828
Juvenile	3,032	3,982	31.33%	24,978	26,894	7.67%
Young Adult	1,416	1,852	30.79%	10,537	13,858	31.52%
	5,503	6,759	22.82%	45,236	50,580	11.81%

Special Services

	April 2025	April 2026	Percent Change	FY 2025 To Date	FY 2026 To Date	Percent Change
	Reference Questions	5,537	5,276	-4.71%	59,566	52,626
Technology Questions	987	1,084	9.83%	8,840	9,733	10.10%
Library App Users	1,260	1,453	15.32%	12,107	13,883	14.67%
www.cooklib.org	40,363	40,588	0.56%	389,702	403,587	3.56%
Holds Placed	12,269	11,859	-3.34%	122,128	116,527	-4.59%
Holds Filled	10,374	9,874	-4.82%	102,137	98,185	-3.87%
Homebound Items Delivered	619	469	-24.23%	5,789	5,740	-0.85%

Collection Size

	April 2025					April 2026					Percent Change
	Juvenile	Adult	Other	Total	Percent of Total	Juvenile	Adult	Other	Total	Percent of Total	
Aspen Drive Library	47,305	40,727	1	88,033	35.43%	46,945	40,799	1	87,745	35.51%	-0.33%
Cook Park Library	51,095	92,604	141	143,840	57.89%	51,385	91,487	147	143,019	57.87%	-0.57%
Outreach	14,046	2,530	13	16,589	6.68%	13,770	2,571	14	16,355	6.62%	-1.41%
Total	112,446	135,861	155	248,462		112,100	134,857	162	247,119		-0.54%

Librarian's Statistical Report - April 2026 - Page 2

Circulation

	April 2025				April 2026				Percent Change
	Adult	Juvenile	Other	Total	Adult	Juvenile	Other	Total	
Fiction	9,243	17,657		26,900	9,010	17,870		26,880	-0.07%
Large Type	1,597	30		1,627	1,343	29		1,372	-15.67%
Nonfiction	6,305	4,567		10,872	5,641	5,635		11,276	3.72%
Periodicals	731	81		812	783	89		872	7.39%
World Language	213	379		592	168	453		621	4.90%
Subtotal Print	18,089	22,714		40,803	16,945	24,076		41,021	0.53%
Bags and Containers			13	13			20	20	53.85%
Interlibrary Loan			127	127			126	126	-0.79%
Kits and Read Alongs		263		263		217		217	-17.49%
Library of Things	338	1		339	436	10		446	31.56%
LINKin	1,117			1,117	955			955	-14.50%
Other			11	11			10	10	-9.09%
Subtotal Other	1,455	264	151	1,870	1,391	227	156	1,774	-5.13%
eAudiobooks			7,873	7,873			7,267	7,267	-7.70%
eBooks			7,288	7,288			7,190	7,190	-1.34%
eMagazines			212	212			191	191	-9.91%
eMusic			220	220			189	189	-14.09%
eVideo			977	977			1,159	1,159	18.63%
Subtotal Downloadables			16,570	16,570			15,996	15,996	-3.46%
Audiobooks	425	362		787	302	407		709	-9.91%
Compact Discs	906	149		1,055	712	135		847	-19.72%
DVDs, Blu-Ray	6,132	1,363		7,495	4,996	1,220		6,216	-17.06%
Video Games	360	562		922	408	549		957	3.80%
Subtotal Audiovisual	7,823	2,436		10,259	6,418	2,311		8,729	-14.91%
Grand Total All Agencies	27,367	25,414	16,721	69,502	24,754	26,614	16,152	67,520	-2.85%

Agency Subtotals

	April 2025	April 2026	Percent Change	FY 2025 To Date	FY 2026 To Date	Percent Change
Downloadables	16,570	15,996	-3.46%	167,079	165,488	-0.95%
Aspen Drive Library	16,241	14,596	-10.13%	172,126	152,101	-11.63%
Cook Park Library	32,285	33,119	2.58%	354,876	346,132	-2.46%
Outreach	4,406	3,809	-13.55%	36,066	30,184	-16.31%
Total	69,502	67,520	-2.85%	730,147	693,905	-4.96%



REPORT OF THE DIRECTOR

MAY 2026

Staff Training

Our spring all-staff meeting was held Friday morning, May 8 at Aspen Drive.

- Our featured speaker was **Martina Mathisen**, who returned to build on last year's team dynamics session by focusing on how teams respond under pressure, how communication drives performance, and how intentional behavior helps teams follow through and work more effectively together.
- Information Services Supervisor Mark Morton presented an overview on what **First Amendment audits** typically look like and how staff can respond with confidence. The presentation will be used as part of the onboarding process for all new hires.
- Digital Services Manager Nate Gass introduced our new **AI policy**, providing a basic overview of what AI is, how it can be used in our work, and best practices related to data security, confidentiality, accuracy, and bias.

New Phone System

Over the past year, a small group of managers evaluated options to replace the Library's current phone system, which was installed in 2010. The team selected **DLS Internet Services**, a McHenry County-based provider, to implement a new cloud-based system.

- In addition to desk phones, staff will have access to a desktop application to call and fax. The new system will also support integrated paging, allowing announcements to be broadcast simultaneously through desk phones and external speakers. A "soft phone" option will be available for select staff whose mobile devices need to function as extensions of their desk phones.
- Implementation is tentatively planned for May through July, with a mid- to late-summer go-live target. New HP Poly phones will replace the existing hardware, now approximately 16 years old.
- Because the Library is moving from an on-premises system to a cloud-based platform, configuration can occur without interrupting current phone service. Installation of new devices and transition to the new system will take place on the designated go-live date.
- Funding for replacement hardware was included in the current fiscal year's budget. Ongoing monthly service costs are expected to be lower than current rates.

Highlights from Staff

Updates and accomplishments shared by staff from across the library.

1. The Library was invited to be a part of the first annual **Baby Expo** at the New Life Center, along with other community organizations. Terri Norstrom, Early Learning Coordinator, and Deena Gillespie, Early Learning Specialist, shared information about Library services with 55 new and expecting parents. -- *Melissa Phillips, Senior Manager, Youth Services*
2. Deena and Terri attended two sessions of *Look What We Can Do* **parent support groups**, one for parents and babies from birth-1 year and the other for parents and toddlers 1-2 years. During these visits, they shared information about the Library's birth-5 resources, presented a story time for babies and their caregivers, and provided a pop-up play experience for toddlers and their caregivers. -- *MP*
3. The Library participated in **Hawthorn School for Dual Language** 25th anniversary celebration at the Dual Language School. Amy vanGoethem, Student Services Coordinator, Brooke Bahnsen, Outreach Manager, and Paola Gonzalez, Youth Services Assistant, spoke to more than 200 children and adults about the services of the Library in general, as well as to the Spanish-speaking community. -- *MP*
4. Cook Park Library hosted the annual art show for the students from **Libertyville Cooperative Nursery School**. Art was hung in the Library for a week, and more than 200 parents and faculty attended the opening night reception. Terri Norstrom, Early Learning Coordinator, coordinated and staffed the event, and Deena Gillespie, Early Learning Specialist, was also on hand at the show. -- *MP*
5. The **District 73 Art Show** at Aspen Drive continued to be the biggest Library event of the year. Art created by students in grades K-5 has been on display at the Library since April 15, the day of the reception. The door count indicated that more than 900 additional patrons came into the Library on the night of the reception compared to a typical Wednesday evening. -- *MP*
6. **Heather Beverley**, Youth Services Assistant Manager, was elected to the board of the American Library Association divisions Association for Library Services to Children/Young Adult Library Service. -- *MP*
7. **Terri Norstrom** graduated from Erikson Institute with a Master's of Science in Child Development. Along with her Master's in Library and Information Science, this degree supports Terri's role as coordinator of the Library's early learning initiatives. -- *MP*
8. Circulation teamed up with Digital Services to kick off National Library Week with a promotion of the updated Library App. Sue Vogg and Alex Ackerman from Circulation joined Jacob Leib and Erik Gold from Digital Services to staff a pop-up table at each location.

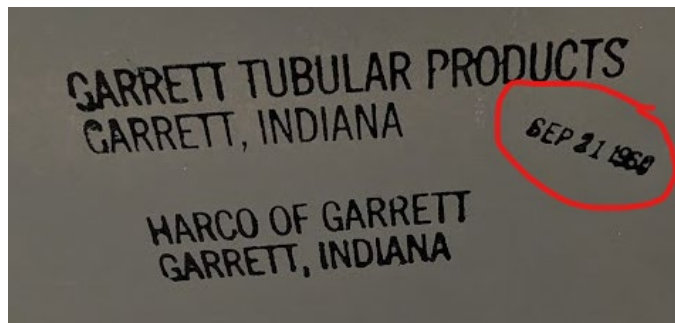
Over a two-hour period, they connected with 78 patrons and generated a lot of interest in the app's features, including browsing the catalog, managing holds and checkouts, storing a virtual barcode, accessing digital resources, and staying connected on the go. Several patrons downloaded the app on the spot, while many others took the informational handout to explore it later.!"

-- Libby Heumann, Circulation Supervisor

9. **Tools of T.S.** – a new series of information about tools used in Technical Services.

The book cart: Technical Services has 58 carts, 34 long and 24 short. Wheeled carts help us move materials to patrons as quickly as possible. After new materials arrive, they are grouped on carts and delivered to Catalogers to add their bibliographic and item records for them to Sierra. Then they are rolled to Processing staff who cover and label the materials. Finally, they roll to Circulation where the materials are checked in and put on the shelves for patrons to enjoy. It takes an average of 2 weeks for a cart of materials to move through TS. Materials with holds are prioritized and move through TS in only a few days.

-- Katie DuClos, Technical Services Manager



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-Mar-2026	Ending Balance	1,715,000	1,225,000	2,940,000	56,551.07	51,190.69	107,743.57	57,150.74	31,783.52	8.39	7.56	88,950.21
6-Apr-2026	First FINL BA USA Dakota CD								759.50			759.50
13-Apr-2026	Timberland BK Hoquiam WA CD							769.90				769.90
16-Apr-2026	Bank Hapoalim B M New York							4,642.25				4,642.25
16-Apr-2026	Ally Bank Midvale Utah							4,397.92				4,397.92
27-Apr-2026	First Farmers BK & Trust CD							957.18				957.18
30-Apr-2026	Preferred BK Los Angeles, CA CD							863.54				863.54
30-Apr-2026	Chase Bank				0.92	0.83	1.75			0.92	0.83	1.75
30-Apr-2026	Ending Balance	1,715,000	1,225,000	2,940,000	56,551.99	51,191.52	107,745.32	68,781.53	32,543.02	9.31	8.39	101,342.25

Position Summary

Cook Memorial Public Library

Report date as of Apr 30, 2026

Report run time: May 01, 2026 01:28 PM

Qty	Security	Mat/Exp Date	Cost	Share Price	Market Value	Unreal G/L	% Unreal G/L	Est Ann Inc		CY Cost Yld	Div/Int Rate	YTM
								Accr Inc				
... 6412 / Cook Memorial PLD General			1,715,000		1,712,612	-2,388	-0.14	66,762	3.90			
								2,513	3.89			
Corporate Bond			1,715,000		1,712,612	-2,388	-0.14	66,762	3.90			
								2,513	3.89			
245,000	ALLY BK MIDVALE UTAH C/D FDIC INS TO LIMITS 02007G6A6060	2027-04-16	245,000	99.69	244,231	-769	-0.31	8,820	3.61	3.60	3.93	
								314	3.60			
245,000	***BANK HAPOALIM B M NEW YORK C/D FDIC INS TO LIMITS 06251FBN8060	2026-10-16	245,000	99.92	244,814	-186	-0.08	9,310	3.80	3.80	3.95	
								332	3.80			
245,000	FIRST BK HAMILTON NEW JERSEY C/D FDIC INS TO LIMITS 319137ED3060	2027-09-30	245,000	99.72	244,317	-683	-0.28	9,188	3.76	3.75	3.95	
								0	3.75			
245,000	FIRST COML BK USA ALHAMBRA CD C/D FDIC INS TO LIMITS 31984WCR3060	2027-09-03	245,000	99.65	244,132	-868	-0.35	8,942	3.66	3.65	3.92	
								1,323	3.65			
245,000	FIRST FMRS BK & TR CONVERSE IND C/D FDIC INS TO LIMITS 320165MA8060	2026-05-26	245,000	100.05	245,132	132	0.05	11,270	4.60	4.60	3.85	
								94	4.60			
245,000	PREFERRED BK LOS ANGELES CA C/D FDIC INS TO LIMITS 740367WN3060	2026-12-30	245,000	100.16	245,402	402	0.16	10,168	4.14	4.15	3.90	
								28	4.15			
245,000	TIMBERLAND BK HOQUIAM WA CD C/D FDIC INS TO LIMITS 88709RBR9060	2027-03-12	245,000	99.83	244,583	-417	-0.17	9,065	3.71	3.70	3.91	
								422	3.70			
... 6414 / Cook Memorial PLD Special Res			1,225,000		1,222,528	-2,472	-0.20	45,815	3.75			
								8,614	3.74			
Corporate Bond			1,225,000		1,222,528	-2,472	-0.20	45,815	3.75			
								8,614	3.74			

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 Apr 30, 2026

Report run time: May 01, 2026 01:28 PM

Qty	Security	Mat/Exp Date	Cost	Share Price	Market Value	Unreal G/L	% Unreal G/L	Est Ann Inc		CY	Div/Int Rate	YTM
								Accr Inc	Cost Yld			
245,000	BNY MELLON NA INSTL CTF DEP C/D FDIC INS TO LIMITS 05614FCS0060	2027-06-17	245,000	99.75	244,385	-615	-0.25	9,065	3.71	3.70	3.93	
245,000	FIRST FINL BK USA DAKOTA DU S C/D FDIC INS TO LIMITS 32022RC54060	2027-08-04	245,000	99.68	244,208	-792	-0.32	8,942	3.66	3.65	3.91	
245,000	***FIRSTBANK PR SANTURCE C/D FDIC INS TO LIMITS 33767GMA3060	2027-09-20	245,000	99.67	244,195	-805	-0.33	8,942	3.66	3.65	0.01	
245,000	GOLDMAN SACHS BK USA NEW YORK C/D FDIC INS TO LIMITS 38150VF61060	2026-06-24	245,000	100.00	244,991	-9	-0.00	9,800	4.00	4.00	4.00	
245,000	LUANA SAVINGS BANK LUANA IA C/D FDIC INS TO LIMITS 549104M20060	2026-09-17	245,000	99.90	244,749	-251	-0.10	9,065	3.70	3.70	3.86	
Total For Accounts held at JPMS, member FINRA and SIPC			2,940,000		2,935,140	-4,860	-0.17	112,578	3.84	3.83		

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 - General Fund				
Date	Investment	Description	MaxSafe Account - General Fund	Interest Income
March 2026			4,056,750.50	124,428.01
4/30/26	Wintrust Bank	Interest	12,749.73	12,749.73
		Analysis Fee - 03/26	(105.00)	
	Reversal of Analysis Fees - Jan-March 2026	Reversal	315.00	
April 2026			4,069,710.23	137,177.74

Cook Memorial Public Library District

Investment Transaction Schedule - MaxSafe Account - Special Reserve Fund

Date	Investment	Description	Running Balance	Interest Income
March 2026			543,899.14	16,484.37
4/30/26	Wintrust Bank	Interest	1,687.01	1,687.01
April 2026			545,586.15	18,171.38



Cook Memorial Public Library District

LIBRARY BOARD MEETING AGENDA SUPPLEMENT

MEETING DATE: May 19, 2026

FROM: David Archer, Library Director

AGENDA ITEM: Policy Review

The Policy Committee met on April 7, 2026, and made a unanimous recommendation to the Board to approve the following policies:

A. Electronic Participation in Board/Committee Meetings Policy

The Illinois Open Meetings Act 5 ([ILCS 120/2](#)) was recently amended to add language allowing a member of a public body to attend a meeting remotely for the member's "performance of active military duty as a service member."

B. Collection Development Policy

By statute ([75 ILCS 16/30-60](#)), this policy is required to be reviewed every two years.

- Revisions to Article II to improve readability and clarify procedures for challenges to materials.
- Addition of "durability of material" as a selection criterion, addressing formats or publishers with poor material quality that significantly limits item lifespan.
- Updates the 'Procedure for Handling Materials Complaints' to state that materials under review will remain available during the reconsideration process, which reflects standard library practice.

C. Use of the Library Policy

Numerous revisions to improve readability. See policy for comments on other proposed revisions.

D. Policy on Policies

Revised for readability.

E. Whistleblower Protection Policy

This policy language was previously included within the Personnel Policy. To streamline and reduce the overall length of that document, the section has been separated into its own standalone policy. No changes have been made to the content.

RESOLUTION ADOPTING REVISED ELECTRONIC PARTICIPATION IN BOARD/COMMITTEE MEETINGS 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 Electronic Participation in Board/Committee Meetings Policy (“Policy”) on December 19, 2023; and

WHEREAS, the Policy Review Committee, at its meeting on April 7, 2026, determined that Article I, Section D should be updated to accommodate an amendment to the Open Meetings Act (5 ILCS 120/2), which permits remote attendance by a member of a public body during the performance of active military duty as a service member; 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 19th day of May 2026.

AYES: _____

NAYS: _____

ABSENT: _____

President, Deb Ader

ATTEST:

Sara Lawton, Secretary

EXHIBIT A

ELECTRONIC PARTICIPATION IN BOARD/COMMITTEE MEETINGS POLICY

Article I Electronic Participation.

The Cook Memorial Public Library District complies with the Open Meetings Act by allowing Trustees to attend Board/Committee meetings by means other than physical presence (5 ILCS 120/7). As provided by law, a Trustee may utilize video or audio conference calls under the following circumstances:

- A. A quorum of the Board or Committee must be physically present at the meeting location; and
- B. A Trustee wishing to attend by video or audio conference call must give advance notice to the recording secretary of the Board or Committee Chair unless advance notice is impractical; and
- C. A majority of the Board or Committee must vote to allow a Trustee to attend by video or audio conference call; and
- D. A Trustee may request to attend by video or audio conference call only if the Trustee is prevented from physically attending because of:
 1. Personal illness or disability;
 2. Employment purposes or the business of the Library;
 3. A family, or other, emergency;
 4. An unexpected childcare obligation;
 - 5. Performance of active military duty as a service member.**

Article II Meeting Location.

- A. The meeting location shall be equipped with a suitable speakerphone or other automated system in order that the public audience, attending Trustees, staff, and guests will be able to hear and/or see any input, vote or discussion.
- B. This policy shall not be construed to mean that electronic participation will be used regularly but that it may be used as necessary to allow the participation of Trustees.

EXHIBIT A

- C. Trustees attending meetings by electronic participation are entitled to vote. The Secretary or Secretary Pro-Tem will record in its meeting minutes all Trustees who attend by video or audio conference call.

Date

Secretary

Adopted: 09/21/04

Revised: 11/12/06

Revised: 03/20/07

Revised: 01/15/13

Reviewed: 04/18/17

Reviewed: 12/09/20

Revised: 12/19/23

Revised: 00/00/00

RESOLUTION ADOPTING REVISED COLLECTION DEVELOPMENT 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 Collection Development Policy (“Policy”) on December 19, 2023; and

WHEREAS, the Policy is reviewed every two years in accordance with State Statute 75 ILCS 16/30-60; and

WHEREAS, the Policy Review Committee Meeting on April 7, 2026 revealed the need to update certain provisions of the Policy, including adding “durability of material” as a selection criterion and updating the procedures for handling materials complaints; and

WHEREAS, the Committee confirmed that the current version of the Policy meets the requirements of HB 2789 as it states that the Library supports the Library Bill of Rights, the Freedom to Read Statement, and the Freedom to View Statement of the American Library Association; 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.

PASSED this 19th day of May, 2026

AYES: _____
NAYS: _____
ABSENT: _____

President, Deb Ader

ATTEST:

Sara Lawton, Secretary

EXHIBIT A

COLLECTION DEVELOPMENT POLICY

Article I The Mission of the Library's Collections.

The mission of the Cook Memorial Public Library District (“Library” or “District”) is to “connect our diverse community to resources and experiences that educate, enrich and inspire.”

The Library’s mission is accomplished in the following ways:

- A. By collecting and facilitating the use of print, digital, and audiovisual materials, electronic information services, and equipment that are relevant and/or of interest to District residents.
- B. By making **available** materials and services **available** from sources outside the Library which support the Library’s mission.
- C. By creating specialized resources to meet the needs of District residents.

Article II Diversity and Impartiality.

~~The Library is responsible for providing library materials from a variety of perspectives to patrons of all ages, backgrounds and opinions. The Library does not seek to exert doctrinal influence over any person by including or excluding materials from the Library or by providing or denying access to them. Therefore, the Library's collection will represent broadly the views and preferences available in print, digital, and audiovisual materials, electronic information services and equipment. These resources reflect the~~ **The Library provides materials that represent a broad range of perspectives for individuals of all ages, backgrounds, and viewpoints. The Library does not advocate specific beliefs or ideologies, nor does it exclude materials to promote or suppress particular ideas. The inclusion of any item in the collection does not constitute endorsement of its content by the Library. Materials are selected to support a wide range of varying levels of reading skills, language proficiency, subject familiarity and technical abilities within the District. The Library does not restrict access any patrons from using any collection to materials based on its content. Parents or guardians may decide that restrictions are appropriate for their children or wards under 18 years of age, but they are responsible for imposing and enforcing those restrictions. Responsibility for a minor’s selection and use of Library materials rests with the parent or legal guardian, who may determine what is appropriate for children under the age of 18.**

EXHIBIT A

Article III General Selection Criteria.

Selection is the process in which materials are chosen for inclusion in the Library's collection based on their potential to meet anticipated interests of patrons seeking resources that educate, enrich and inspire. Any material must be in a suitable format and in good physical condition.

The following General Selection Criteria ("GSC") are used to evaluate the appropriateness of material for addition to the collection:

- A. Accuracy of information.
- B. Comprehensiveness and depth of treatment.
- C. Clarity and logic of presentation.
- D. Merit, awards, or critical acclaim.
- E. Timeliness or importance as an historic document.
- F. Popular interest or demand.
- G. Ability to fill a gap in the existing coverage of a subject.
- H. Expression of a challenging or unique point of view or style.
- I. Reputation of the author or publisher.
- J. Cost.
- K. Existence of authoritative published reviews.
- L. Publication date.
- M. Specific local interest.

N. Durability of material.

Selection staff develops a written Collection Development Plan for each collection and major subject. These plans reflect the mission of the Library and seek to meet the perceived and anticipated needs of District patrons. The plans indicate areas of collection emphasis and limitation, taking into account the availability of resources from other libraries. They outline selection and collection maintenance techniques specific to the particular collection, subject or format. The relative usefulness, convenience and cost of printed materials, audiovisual materials, equipment and electronic information services will determine which are needed most to fulfill specific patron needs.

EXHIBIT A

Article IV Self-Published Materials

The Library will consider acquiring self-published materials if they meet the selection criteria as outlined in the GSC. Library staff are unable to review or give feedback on self-published materials. Donated self-published materials that are memoirs or works of fiction and written by a local author, as outlined in the Local Author Collection Plan, will be considered for inclusion in the Local Author Collection.

Article V Audiovisual Media.

GSC applies to audiovisual collections as well as the following criteria:

- A. A unique impact may be made by the media by presenting resources that educate, enrich and inspire.
- B. Hardware needed to use the media exists within the District, if personal use is anticipated.
- C. The Library can meet user expectations for collection variety and quality.
- D. A satisfactory plan to organize, store and circulate the material has been determined.

Article VI Electronic Information and Digital Services.

The Library purchases information products and services accessible through computers and devices. In addition to The GSC, electronic information and digital services are judged for their ease of use.

Article VII Equipment.

GSC applies to purchased equipment as well as the following criteria:

- A. There is a demonstrated need or demand for the equipment within the District.
- B. The Library is uniquely positioned to provide access to this equipment.
- C. The Library can meet user expectations for equipment reliability, variety and quality.
- D. A satisfactory plan to organize, store, maintain and circulate the equipment exists.

EXHIBIT A

Article VIII Requests.

Patron requests for the Library to purchase materials will be considered based upon GSC.

Article IX Withdrawals from the Collection.

Withdrawing materials is the permanent removal of materials from the collection according to the principles of access and the GSC. Materials may be withdrawn based on outdated information, lack of use, lack of space, poor condition, or age.

Materials may also be withdrawn if they no longer serve a purpose in the Library's collection. Withdrawn materials may be donated to other institutions, offered on an equal basis to the public through the Friends of the Cook Memorial Public Library District ("Friends") book sales or disposed of in an appropriate manner. The Library cannot make special arrangements to give or sell withdrawn materials directly to patrons.

Article X Gifts.

The Library applies the same selection criteria to gifted materials as it does to purchased materials. Materials offered to the Library, but not added to the collection, may be donated to the Friends or disposed of in an appropriate manner. Memorial or honor materials are selected or approved by selection staff.

Article XI Procedure for **Handling Objections Regarding** Materials ~~Complaints~~.

The following procedure is intended to facilitate the most effective communication possible between the Library and individuals or groups objecting to an item in the Library's collection. The goal is to ensure a thorough review process that addresses the ~~concern~~ **objection**, ~~and provides a satisfactory resolution to objections:~~

- A. A library patron who expresses an objection to any item in the collection will be directed to the appropriate manager. The manager will discuss the objection with the patron and provide a copy of this Collection Development Policy.
- B. A patron who requests that their objection be reviewed further must send their objection via an email or letter to the Library Director requesting a review. The written correspondence must contain the following information:
 1. The title, author, and format of the item under consideration.
 2. The nature of the objection citing examples.
 3. Indication of what parts of the item were read, viewed or heard.
 4. Assessment of the creator's intention for this work.
 5. The likely effects of reading, viewing or listening to the work.
 6. Any special qualifications which the patron may have that bear on the objection to the work.
 7. The action which the patron would like the Library to take.

EXHIBIT A

8. The name, address, telephone number, and email address of the patron.
9. What organization, if any, the patron represents with respect to this objection.

After the objection is reviewed, a written response from the Library Director will be sent to the patron. **Materials under review will remain available to the public during the reconsideration process.** Decisions of the Director may be appealed to the Board of Trustees, whose decision will be final.

Article XII Responsibility and Authority.

The Board of Library Trustees establishes the general policies that govern the Library's collection. The Board shall review this policy at least every two years (75 ILCS 16/30-60). The Board may hear patron objections to ~~these this policies~~ or objections to the inclusion or exclusion of specific materials in the collection.

The Board delegates the authority to manage the Library's collection-building activities to the Library Director. This authority includes maintaining the Collection Development Plans; creation, maintenance and dissolution of collections; materials budgeting; and selection, withdrawal and arrangement of materials. The Library Director is assisted by professional librarians and other staff who have been trained in accepted principles of selection. No employee may be disciplined or dismissed for the selection of library materials when the selection is made in good faith and in accordance with this policy (75 ILCS 16/30-60).

The Board of Library Trustees supports the Library Bill of Rights (2019), The Freedom to Read Statement (2004), and The Freedom to View Statement (1989) of the American Library Association. ~~Copies of these documents are appended to this policy.~~
These statements can be found online at www.ala.org.

Date

Secretary

Adopted: 10/20/98
Revised: 07/18/00
Revised: 03/20/01
Revised: 07/15/03
Revised: 02/15/05
Revised: 03/20/07

EXHIBIT A

Revised: 12/15/09
Revised: 09/17/13
Revised: 06/21/16
Revised: 10/16/18
Revised: 08/19/21
Revised: 12/19/23
Revised: 05/19/26

RESOLUTION ADOPTING REVISED USE OF THE LIBRARY POLICY

WHEREAS, the Library Board of Trustees (“Trustees”) last approved revisions to the Use of the Library Policy (“Policy”) at the Regular Board Meeting on March 15, 2022; 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 April 7, 2026 revealed the need to update certain provisions of the Policy; 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.

PASSED this 19th day of May, 2026

AYES: _____

NAYS: _____

ABSENT: _____

President, Deb Ader

ATTEST:

Sara Lawton, Secretary

EXHIBIT A

USE OF THE LIBRARY POLICY

Article I General Guidelines.

State law (75 ILCS 16/1-10) empowers the Library Board of Trustees (**“Board”**) to adopt reasonable rules and regulations ~~to render governing~~ the use of the Cook Memorial Public Library District (“Library” or “CMPLD” or “District”) for ~~the purpose of providing the greatest benefit to the greatest number of~~ residents and taxpayers. The Board shall review this policy at least every two years. (75 ILCS 16/30-60)

Article II Library Borrowing Privileges.

Section I Residents and Property Owners/Lessees.

Residents of the District and those who own or lease property within the District who have satisfactorily completed the standard application and have presented identification will be issued library cards allowing them to borrow Library materials. They also may borrow material from libraries with which the District has reciprocal borrowing agreements and request materials through interlibrary loan. Library cards **for children under the age of 18** ~~will require~~ **be issued to residents age four through thirteen upon the signature of** a parent or **legal guardian’s signature, which** ~~The signature of a parent or guardian~~ acknowledges ~~the responsibility of the signer for any~~ loss or damage of **Library to** materials loaned to the child. ~~and, further, attests to the fact that the Library is not responsible for restricting the exposure of the child to any material in the Library, except as provided for in the Electronic Information and Computer Systems Use Policy.~~

A child ~~under the age of 18~~ with a library card may borrow any materials in the Library. However, a parent or legal guardian may **request a restriction** ~~restrict their child or ward who is under 18 years of age from~~ **on** borrowing any visual media in the Library’s physical collection ~~other than~~ **except for** those in the Children’s or Family Film Collections. ~~This restriction will be in writing on forms provided by the Library.~~ When a child reaches the age of 18, the restriction will automatically be removed.

Library cards are valid only during the period of residency **in the District.**

Section 2 Property Owners/Lessees Residing Outside of the District.

Library privileges are extended to nonresidents who, as an individual or as a partner, principal stockholder, or other joint owner, own or lease property that is taxed for library service or is a senior administrative officer of a firm, business, or other corporation owning taxable property within the District, upon presentation of the most recent tax bill upon that taxable property or a copy of the commercial lease of that taxable property. (75 ILCS 16/30-55.60(3))

EXHIBIT A

Section 3 Temporary Residents.

Temporary Residents of the District will be issued a temporary library card upon deposit of a fee at least equal to the cost paid by residents of the District, with the cost to be determined according to the formula established by the Illinois State Library (75 ILCS 16/30-55.60). Temporary resident status will be determined by providing proof of temporary residential address and a photo ID.

Section 4 Reciprocal Borrowers.

The Library offers borrowing privileges to registered patrons of any public library in Illinois or Wisconsin. The materials loaned and the conditions upon which they are loaned shall be determined by the Library Director.

Section 5 Nonresidents.

A nonresident is defined as any person residing outside of an area served by a public library in the State of Illinois. The Board has elected to participate in the State of Illinois' nonresident card program. (75 ILCS 16/30-55.60) Please contact the Library for eligibility information.

Article III Circulation Rules.

Section 1 Charges.

Library cards are issued free of charge. If a card is lost or **badly** damaged, a new one **can be obtained for a small fee.** ~~will be issued upon payment of a replacement charge, to be determined by the Library Director.~~ No charge shall be made for the circulation of any material owned by the Library or for any service provided by the Library to obtain material not owned by the Library. Charges imposed by agencies outside the Library may be passed along to library users on an individual basis.

Section 2 Conditions of Circulation.

The Library Director shall establish reasonable regulations governing:

- A. Which material shall or shall not be loaned.
- B. Number of materials loaned to any one patron.
- C. Loan periods necessary for the effective use of the Library's collections.
- D. Fines necessary to encourage the prompt return of materials, subject to Board approval. (ILCS 16/30-55.70)
- E. Replacement or repair charges for lost or damaged materials, subject to Board approval. (ILCS 16/30-55.70)

Section 3 Suspension of Borrowing Privileges.

Except in extenuating circumstances, the Library Director ~~is directed to~~ **shall** suspend borrowing privileges when a patron has:

EXHIBIT A

- A. Outstanding fines of an amount established by the Library Director.
- B. Unreturned materials for which a statement has been sent.
- C. Established a delinquency at another library.

The Patrons will be reinstated after proper settlement has been made. (75 ILCS 16/30-55.70)

Article IV Information Services.

The Library provides high-quality information services to meet the educational, recreational, and lifelong learning needs of the community. For extensive research projects, library staff will direct patrons to likely sources of information.

Article V Notary Services.

The Library offers free limited notary services by appointment only for basic acknowledgement and affirmation of signatures to Library patrons.

Section 1 Scope.

The purpose of notarization is to prevent fraud and forgery. A notary acts as an official and unbiased witness to the identity of persons who come before the notary for a specific purpose. Notaries cannot provide legal advice or counseling regarding any documents. Notary service is not available for documents of conveyance of real estate, mortgages, other real estate loans, documents or transactions or property transfers, including but not limited to refinancing or other types of real estate loans, purchases, sales, beneficial interests in land trusts and deeds. Notary service is further not available for wills, living wills, living trusts, powers of attorney, codicils or depositions as these types of documents can require technical or legal knowledge that is beyond the scope of this free service. In addition, Notaries cannot provide services for I-9 forms, **provide an apostille**, or serve as authorized representatives.

Section 2 Guidelines.

- A. Documents must be signed in the presence of a Notary. The Notary will only attest to documents signed in their presence.
- B. Each person signing the document must be present for the Notary to notarize each individual signature.
- C. Documents must be completely filled out prior to presenting to the Notary, leaving no blank spaces other than where the individual will sign the document. Notaries may not notarize any document with blank spaces.
- D. Documents in any other language other than English will not be notarized by the Notary.

EXHIBIT A

- E. This policy requires that the Notary and the individual seeking notarization be able to communicate directly with each other. The Notary is not permitted to make use of a translator to communicate with a notary service customer.
- F. A valid ID with a signature and photo is required so that the Notary can verify the identity of the person seeking notary services. The ID must be issued by a state or federal government agency and must bear the photographic image of the individual's face and a signature. ~~Examples of acceptable IDs are a valid (unexpired) state driver's license or ID card, a valid (unexpired) United States military ID, or valid (unexpired) passport. Examples of unacceptable IDs are Social Security cards, a United States passport card, or student IDs that do not bear a photograph and signature.~~ Notaries reserve the right to refuse to sign any document that they deem questionable and/or may refuse to perform notary services when the identity of the person requesting notarization has not been positively established using acceptable ID.
- G. Individuals with documents requiring witnesses, in addition to the individual's signature and notarization, must bring the required number of people willing to serve as a witness. Library staff are unable to be witnesses and witnesses may not be solicited from patrons using the Library. In order to serve as a witness, the witness must personally know the individual whose document is being notarized and must be in possession of valid photo identification.
- ~~H. Notaries cannot sign government I-9 forms or provide an Apostille. An Apostille is a form that certifies the authenticity of a document that is issued in one country to be used and considered valid in another. (We say this in Section 1)~~
- I. Illinois law does not authorize a Notary to certify copies of any document. Persons requesting certified copies of documents will be referred to the official who has custody of the original document or to the office where the document has been officially filed.
- ~~J. A notary commission is personal to the Notary Public. Library staff who serve as a Notary Public shall follow the Notary laws of the State of Illinois and must adhere to the highest standards of competence and responsibility in providing notary public services.~~ Notaries will not provide service if the individual, document, or circumstances of the request for notary service raise any issue of authenticity, ambiguity, doubt, or uncertainty for the Notary. ~~In this event, the Notaries may at their sole discretion, decline to provide notary service.~~ **Notaries have no obligation to perform any notarial act and may refuse notary service at any time (5 ILCS 312/).**
- K. Notaries **are required to keep** ~~shall correctly maintain~~ a notary journal of all notarial acts ~~they performed~~ at the Library, **which individuals having a document notarized are required to sign.**

EXHIBIT A

~~L. The Library reserves the right to refuse notary service at any time.~~

~~ML. In consideration of using the free notary services of the Library, the~~ **Any** individual using **the Library's free** notary services must sign a Hold Harmless Agreement holding the Library Notary and CMPLD harmless from and against any and all claims and damages arising out of and resulting from any and all errors and omissions in the terms and conditions incorporated in the documents executed by the individual and from and against any and all claims and damages arising out of or resulting from any dissemination, distribution and copying of communication in any form between the individual using notary services and any other person or entity by any unauthorized person or persons.

Article VI ~~Electronic Information~~ **Wireless Internet** and Computer Use.

~~Library p~~ **Patrons** using ~~electronic information networks~~ **wireless internet and Library computers** must do so within guidelines set forth in the **"Internet and Computer Use Policy."** ~~"Electronic Information Networks and Public Library Computers Use Policy" and "Wireless Internet Access Policy."~~

Remote access to electronic media is restricted to CMPLD cardholders. **The Library Director shall establish reasonable regulations governing use of library equipment, including limiting usage for non-CMPLD cardholders.**

Article VII **Programming** ~~Programs and Use of Technology Equipment and Electronics.~~

A variety of programs are offered ~~both at the Library and at other sites within the District~~ as a means of fulfilling the Library's mission. Programs and activities sponsored by the Library are scheduled based upon perceived needs and interests of the community.

Section 1 For-Profit Organizations

Presenters from for-profit organizations are not allowed to promote their products or services. Charges may be imposed to cover the costs of supplies, tickets or transportation. Authors are permitted to sell materials relating to their presentation. While most programs are open to CMPLD cardholders and non-cardholders alike, programs and activities may be limited at the discretion of the Library Director to CMPLD cardholders.

Section 2 Procedure for Objections Regarding Library-Sponsored Programs
Patrons with objections about a Library-sponsored program will be referred to the appropriate manager who will review the objection, offer an explanation or attempt a resolution.

If necessary, requests for further review can be made but must be submitted in writing to the Library Director and include the program name and date, the specific

EXHIBIT A

nature of the objection, whether the patron attended or reviewed information about the program, what action is requested, the patron's contact information, and the name of any organization represented, if applicable.

The Library Director will review the request and provide a written response. Decisions of the Library Director may be appealed to the Board of Library Trustees, whose decision shall be final. Programs may continue during the review process unless the Library Director determines that postponement or cancellation is necessary. Attendance at Library-sponsored programs is voluntary and the Library does not necessarily endorse the views expressed by presenters.

~~The Library provides a variety of technology equipment and electronics to help support patrons' educational, professional, and personal goals and endeavors. The Library Director shall establish reasonable regulations governing use of this equipment and electronics, including limited usage for non-CMPLD cardholders. (MOVED TO ARTICLE VIII)~~

~~Policies related to children's programs and attendance are covered in the "Safe Child Policy."~~

Article VIII Use of Technology and 3D Printers.

The Library provides a variety of technology equipment and electronics to help support patrons' educational, professional, and personal goals and endeavors. The Library Director shall establish reasonable regulations governing use of this equipment and electronics, including limited usage for non-CMPLD cardholders.

The Library **also** provides access to 3D printers to make three-dimensional objects using a design that is uploaded from a digital computer file. The Library's 3D printers may only be used for lawful purposes and may not be used to create weapons or material that is:

- A. Prohibited by local, state or federal law.
- B. Unsafe, harmful, dangerous or poses an immediate threat to the well-being of others.
- C. Obscene or otherwise inappropriate for the Library environment.
- D. In violation of another's intellectual property rights.

~~The Library Director shall establish reasonable regulations governing use of this equipment.~~

EXHIBIT A

Article IX Teacher Services.

Section 1 Accounts for Teachers Teaching in District Schools.

Library accounts may be issued to persons teaching at schools located within the District as part of an agreement between the schools and the Library. These accounts ~~are fine-free and~~ entitle the borrower to an extended period on curriculum-related materials subject to the overall limitations placed on the collection.

Section 2 Borrowing Privileges for Teachers Not Teaching in District Schools.

~~Residents~~ **Teachers who live in** of the Library District ~~who~~ **but** teach outside of it may request subject/genre collections to be prepared for them. Teachers who live and teach outside the District will be assisted like any other patron who is visiting the Library.

Section 3 Library Borrowing Privileges for Homeschooling Families.

Homeschooling parents residing in the District may apply for a homeschooling family card that grants all the privileges given to public and private school teachers. ~~Cards~~ **but** must be renewed annually. These cards are fine-free and entitle the borrower to an extended loan period on curriculum-related materials subject to the overall limitations placed on the collection.

Section 4 Student Reserves.

Persons teaching within the District may request that material be placed on reserve for their students. Library staff shall determine the nature and extent of compliance with such requests.

Article X Tours of the Library.

Tours of the Library may be requested by **community groups and** ~~any group, all or part of which is composed of Library constituents. School tours will be conducted only for schools within the Library District.~~ ~~Tours~~ **but** must be scheduled **in advance**. ~~The presence of these groups shall not diminish the usefulness of the Library to other patrons.~~

Article XI Posting of Flyers.

Flyers from non-commercial and civic organizations may be posted on designated bulletin boards or pamphlet racks as space permits and permission is received by the Library Director or designee. Priority is given to local programs and events. Postings not pertaining to a specific date may be displayed and removed as space allows. The posting of political flyers will not be allowed.

Questions regarding the administration of this policy should be directed to the Library Director. The Policy Review Committee may hear complaints regarding the content or administration of this policy.

EXHIBIT A

Article XII Solicitations, Petitioning and Leafleting.

Not-for-profit groups may request to solicit donations or sell products outside the Library building on Library property provided the appropriate requirements of the applicable Village have been met, library operations are not disrupted and permission is granted by the Library Director or designee.

The Library recognizes petitioning and distributing noncommercial leaflets by individuals and groups as a fundamental right protected by the First Amendment of the Constitution. Persons may request signatures on a petition or distribute noncommercial leaflets on Library property solely outside the building no less than 15 feet from a public entrance provided Library operations are not disrupted. Advance notice or permission from the Library Director is not required.

All persons soliciting donations, petitioning, or distributing noncommercial leaflets are subject to Patron Behavior provisions of **this** ~~the Use of the Library~~ Policy.

Article XIII Patron Behavior.

Library patrons are expected to act with consideration for other people using the Library and for staff who are giving service. Conduct within the Library or on Library grounds that hinders patrons from using the Library or Library materials is considered obstructive. Conduct that results or may result in harming people or property, or that interferes with staff providing service or performing their duties is considered disruptive. Without limitation, examples of disruptive behavior include:

- A. Disruptive noise or conduct.
- B. Loitering in washrooms and lobbies.
- C. Failure to observe posted notices.
- D. Use of cell phones that is disturbing to others.
- E. Smoking or vaping within any building, on the grounds or in the Bookmobile.
- F. Eating, except in designated areas.
- G. Drinking, except from spill-proof containers.
- H. Improper parking.
- I. Intimidating or unwelcome remarks to other patrons or staff.
- J. Willful disregard of circulation or other service rules, or failure to observe a reasonable verbal instruction from a member of the staff.

EXHIBIT A

- K. Bathing or extended sleeping.
- L. Theft or vandalism of library property or the property of other patrons.
- M. Consumption of alcoholic liquors except as permitted by the Alcoholic Liquors Sales and/or Delivery Policy.
- N. Failure to wear shirt/top or shoes.
- O. Public Intoxication.
- P. Use of skateboards, scooters, roller blades, roller skates or the like.
- Q. Possession of animals, except those as permitted by the ADA Policy.

R. Storing or placing personal belongings in a manner that blocks aisles, walkways, entrances, exits, seating, or otherwise interferes with safe access to Library spaces or services.

S. Any action that appears to threaten the safety of persons or property.

Parents, guardians and caregivers should be aware that the Library is a public building open to all individuals. Parents or guardians, not the Library or its staff, are responsible for their children. Detailed rules regulating the use of the Library by minors are addressed in the “Safe Child Policy.”

Acts of vandalism, theft, substance abuse or other more serious offenses will be reported to the police.

Any staff member **who** witnesses **ing** or becomes **ing** aware of willfully disruptive behavior is empowered to dismiss the patron or group of patrons causing the disruption for the rest of the day after consulting with a manager, supervisor or person-in-charge. If a child 14 years or younger is unable to leave the Library independently, staff will allow them to remain in the library under staff supervision until a parent or responsible adult can be notified (See Safe Child Policy).

After consultation with the Library Director, any Senior Manager is authorized to suspend a part or all library privileges to a willfully disruptive patron or ban **him/her** **them** from the premises for a period not to exceed six months. The Library Director is authorized to suspend service or ban a patron for up to one year. Restrictions for longer periods must be approved by the Board. Notices of suspension may be given verbally but will be accompanied by a written notice to the person, parent or responsible adult that describes the offending behavior. A Senior Manager or the Library Director will meet with the patron to discuss the facts and circumstances prior to suspending Library privileges. (75 ILCS 16/30-55.55) Patrons who refuse to provide identification or to leave

EXHIBIT A

the Library when requested to leave by a staff member, or who return to the Library when they are banned from the premises, will be reported to the police and may be prosecuted for trespassing.

Any patron banned from the premises may file a written request for reinstatement to the Board within one week after having been banned. The Board will review the request in a timely manner and render a **final** decision. ~~The decision of the Board is final.~~

Article XIV Weapons; **and** Hazardous Materials ~~and Dangerous Behavior.~~

Weapons, as defined under applicable federal, state and local statutes and ordinances, are prohibited in all Library facilities and grounds. Staff members ~~will~~ **are authorized to** contact emergency authorities **immediately** if ~~they suspect that~~ a weapon ~~may is~~ **suspected to** be present, even if the person may be authorized to carry a weapon. Nothing in this policy should be construed to prohibit, abridge, or in any way hinder the religious freedom of any person or group.

Hazardous materials and substances are prohibited in all Library facilities and grounds. **A hazardous material is any item or agent (biological, chemical, physical) which has the potential to cause harm to humans, animals, or the environment, either by itself or through interaction with other factors.** Staff ~~will~~ **are authorized to** contact emergency authorities **immediately** if ~~they suspect that~~ hazardous materials ~~may be~~ **are** present.

~~Dangerous behavior is prohibited in all Library facilities and grounds. Such behavior includes any behavior that appears to threaten the safety of persons or property.~~ **(MOVED TO ARTICLE XIII)**

Article XV Photography and Video

A. Permission is not required for taking photographs or videos in public areas of Library buildings for personal, noncommercial use. Taking photographs or videos of, or in, areas reserved for staff use only is prohibited. Photography in bathrooms, designated nursing areas or changing areas is also prohibited. Request to use tripods, lights, or other specialized equipment must be made at least one business day in advance. Persons taking photographs and videos shall not (i) compromise a patron or staff member's right to privacy, (ii) harass, intimidate, or threaten a patron or staff member, or (iii) block Library aisles, walkways, stairwells, doors, or exits.

B. **Permission is not required for** ~~T~~**aking** photographs and videos outside of Library buildings and/or ~~of~~ **on** Library grounds **provided Library operations are not disrupted.** ~~does not require permission. Activity may not impede the ingress or egress of patrons or staff to and from the building.~~

EXHIBIT A

- C. The Library may permit use of its facilities for the taking of commercial photographs or videos if the project does not interfere with the mission of the Library and is in accordance with the rest of this policy. Prior permission must be sought at least one week in advance. The Library may charge a fee to offset costs incurred to provide access to the facility.
- D. Meetings of the Library Board open to the public may be recorded by tape, film or other means **provided it does** ~~and shall~~ not disrupt the meeting or create a safety hazard (5 ILCS 120/1 et seq.).
- E. Persons involved in taking photographs or videos are solely liable for any injuries to persons or property that result from their activities on Library property. They also have sole responsibility for obtaining all necessary releases and permissions required by applicable law, including but not limited to the Right of Publicity Act, 765 ILCS 1075/1 et seq., from persons who can be identified in any photograph or video or for copyrighted materials. The Library undertakes no responsibility for obtaining these releases or permissions.
- F. The Library reserves the right to ask any individual or group violating this Policy to cease the taking of photographs or videos.

Date

Secretary

Adopted: 04/03/95
Revised: 01/20/98
Revised: 07/18/00
Revised: 03/20/01
Revised: 12/16/03
Revised: 08/22/05
Revised: 02/19/08
Revised: 06/01/10
Revised: 08/17/10
Revised: 01/15/13
Revised: 12/17/13
Revised: 07/15/14
Revised: 06/21/16
Revised: 11/15/16

EXHIBIT A

Revised: 04/18/17

Revised: 10/16/18

Revised: 12/17/19

Revised: 01/19/21

Revised: 10/19/21

Revised: 03/15/22

Revised: 05/19/26

RESOLUTION 2025-2026/16

RESOLUTION ADOPTING REVISED POLICY ON POLICIES

WHEREAS, the Library Board of Trustees (“Trustees”) last approved revisions to the Policy on Policies (“Policy”) at the Regular Board Meeting on April 16, 2019; and

WHEREAS, the Policy Review Committee Meeting on April 7, 2026 revealed the need to update certain provisions of the Policy and improve readability; 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.

PASSED this 19th day of May, 2026

AYES: _____

NAYS: _____

ABSENT: _____

ATTEST:

President, Deb Ader

Sara Lawton, Secretary

EXHIBIT A

POLICY ON POLICIES

Article I Objectives.

The objectives of the *Policy on Policies* are to:

- A. Establish policy with reference to the mission and goals of the Cook Memorial Public Library District (“Library”) in areas not covered by law which the Library Board (“Board”) considers to be of critical importance. Policy, thus established, is a guideline for Board activity and the administration of the Library.
- B. Amplify By-Laws for the convenience of the Board.
- C. Document the legal requirements that the Library must meet.

Article II Method of Establishing **New** Policies.

When a need becomes apparent for a written policy on a particular subject, ~~the Board President may refer the task to the Policy Review Committee or appoint a committee for the specific purpose of writing said policy.~~ ~~T~~he Library Director or attorney will draft a policy (with the assistance of ~~the~~ staff when appropriate) and ~~submit~~ **present** it to the **Policy Review** Committee for review and revision. **Once approved, T**he ~~revised p~~ **Policy Committee will make a recommendation to present the policy to** ~~shall be reported out of Committee for further review and revision by~~ the Board as a whole **for approval and/or further revision if necessary.** Outside legal or technical advice may be required. Adoption **and approval** of Policies shall be by majority affirmative vote of the Board present at a regular open meeting.

Article III Form.

Each policy shall contain a series of numbered articles and sections setting forth the policy. Each policy shall be signed by the Secretary and dated with the date of the Board Meeting at which it was adopted **and/or approved** ~~revised.~~

Article IV Review and Revision.

All policies will be reviewed periodically as necessary with the goal of reviewing ~~all policies~~ **them** within a four-year period or as required by statute.

Policies may be ~~waived or suspended~~ **abolished if necessary** by a majority vote of trustees present. Reexamination of any policy may be initiated at any time by any Board member or the Library Director. The date of the last comprehensive revision or review of a policy will be posted on the original copy.

EXHIBIT A

Article V Acknowledgement of Applicable Law.

The Board understands and acknowledges that policies are:

- A. Designed to assist the Board with guidelines governing Library affairs and operations.
- B. Subject to, and do not supersede, other laws applicable to Library affairs and business.
- C. Automatically amended, by operation of law, to the extent of any conflict between the policies and other applicable laws.
- D. Intended to be updated by the Board periodically in an effort to maintain consistency between the policies and other applicable laws.

Article VI Availability.

~~The official~~ **All patron-related policies are** ~~copy of the Policy on Policies and the By-Laws shall be kept in the Library Director's office. A copy of these documents will be~~ available for public inspection at the ~~Reference~~ **Information** Desks and **are** posted on the Library's website.

Date

Secretary

Adopted: 8/17/76

Revised: 9/20/88

Revised: 3/17/98

Revised: 3/20/01

Revised: 7/15/03

Revised: 8/22/06

Revised: 3/20/07

Revised: 10/20/15

Revised: 04/16/19

Revised: 05/19/26

RESOLUTION ADOPTING WHISTLEBLOWER PROTECTION 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, at the Policy Review Committee meeting on December 3, 2025, Trustees unanimously agreed to the recommendation made by staff to remove Article XXII named Whistleblower Protection and make it it’s own standalone policy pending review by the Library Attorney and the Finance and Employee Practices Committee; and

WHEREAS, at the Policy Review Committee meeting on April 7, 2026, Trustees unanimously agreed to make a committee recommendation to the full board to adopt the standalone Whistleblower Protection Policy.

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

Section 1: The revised By-Laws 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.

PASSED this 19th day of May 2026

AYES: _____

NAYS: _____

ABSENT: _____

President, Deb Ader

ATTEST:

Sara Lawton, Secretary

EXHIBIT A

WHISTLEBLOWER PROTECTION POLICY

Article I Purpose.

Section 1 Use.

The Cook Memorial Public Library District (“Library”) is committed to the highest standards of openness and accountability. An important aspect of accountability and transparency is a mechanism to enable employees to voice concerns in a responsible and effective manner. When an employee discovers information that shows serious malpractice or wrongdoing within the Library, this information should be disclosed internally without fear of reprisal, and there should be arrangements to enable this to be done. This Policy ensures that employees not feel at a disadvantage in raising legitimate concerns.

It should be emphasized that this Policy ~~is intended to assist employees who believe they have discovered fraudulent or unethical behavior or impropriety.~~ It is not designed to question financial or business decisions taken by the Library, nor should it be used to reconsider any matters which have already been addressed under harassment, complaint, disciplinary or other procedures.

Section 2 Goal.

This Policy is designed to enable employees to raise concerns internally and at a high level and to disclose information which the employee believes shows fraudulent or unethical behavior, impropriety or other improper governmental action. Improper governmental action means any action by an employee or an elected official of the Library that is undertaken in violation of a federal or state law or local ordinance; is an abuse of authority; violates the public’s trust or expectation of their conduct; is of substantial and specific danger to the public’s health or safety; or, is a gross waste of public funds. The action need not be within the scope of the employee’s, elected official’s, or board member’s official duties to be subject to a claim of “improper governmental action.”

Article II Guidelines.

This Policy is intended to cover concerns which are in the public’s interest and may at least initially be investigated separately, but might then lead to the invocation of other procedures e.g. disciplinary.

These concerns could include, but are not limited to:

- A. Financial malpractice or impropriety or fraud.
- B. Failure to comply with a legal obligation or statute.
- C. Dangers to health & safety or the environment.
- D. Criminal activity.

EXHIBIT A

E. Unethical behavior.

F. Attempts to conceal any of these.

This Policy is not intended to prevent or discourage an employee from disclosing information to a government or law enforcement agency if the employee has reasonable cause to believe that the information discloses a violation of state or federal law, rule or regulation.

Section 1 Protection.

This Policy is designed to offer protection to employees who disclose such concerns provided the disclosure is made:

A. In good faith.

B. In the reasonable belief of the individual making the disclosure that it tends to show fraudulent or unethical behavior or impropriety.

It is important to note that no protection from internal disciplinary procedures or employment action is offered to those who choose not to use the procedure in accordance with points A and B above. In an extreme case, malicious allegations could give rise to legal action on the part of the persons complained about.

Section 2 Confidentiality.

The Library will treat all such disclosures in a confidential and sensitive manner. The identity of the employee making the allegation may be kept confidential so long as it does not hinder or frustrate any investigation. However, the investigation process may reveal the source of the information and the employee making the disclosure may need to provide a statement as part of the evidence required.

Section 3 Anonymous Allegations.

This Policy encourages employees to put their name to any disclosures they make. Concerns expressed anonymously are much less credible, but they may be considered at the discretion of the Library.

In exercising this discretion, the factors to be taken into account will include:

A. The seriousness of the issues raised;

B. The credibility of the concern; and

C. The likelihood of confirming the allegation from attributable sources.

Section 4 Untrue Allegations.

If an employee makes an allegation in good faith, which is not confirmed by a subsequent investigation, no action will be taken against that employee. In making a disclosure the employee should exercise due care to ensure the accuracy of the

EXHIBIT A

information. If, however, an employee makes malicious allegations, and particularly if they persist with making them, disciplinary action may be taken against that employee.

No employee will be retaliated against for:

- A. Making a good faith report pursuant to this Policy;
- B. Refusing to participate in an activity that would result in a violation of state or federal law, rule or regulation;
- C. Disclosing information in a court, an administrative hearing, or before a legislative commission or committee, or in any other proceeding where the employee has reasonable cause to believe that the information discloses a violation of state or federal law, rule or regulation and,
- D. Disclosing information to a government or law enforcement agency where the employee has reasonable cause to believe that the information discloses a violation of state or federal law, rule or regulation.

Article III Procedures.

Section 51 ~~Procedures for~~ Making Disclosures.

On receipt of a complaint, the employee or Library Trustee who receives and takes note of the complaint, must pass this information as soon as is reasonably possible to the Library Director or Board President in the event the Director is the subject of a complaint. They will then determine the best course of action based on the nature of the allegation.

For purposes of compliance with 50 ILCS 105/4.1, the person holding the position of Library Director shall serve as the Library's Auditing Official. The Auditing Official's duties include investigating complaints brought under this Policy including improper governmental action, misconduct, investigating the performance of officers, employees, functions and programs; and, promoting economy, efficiency, effectiveness and integrity in the administration of the programs and operations of the Library.

If a complaint concerns the Library Director, the Board President shall serve as the Auditing Official for purposes of such complaint.

Section 62 Timetables.

Due to the varied nature of these sorts of complaints, which may involve internal investigators and/or the police, it is not possible to set precise timetables for such investigations. The Auditing Official will ensure that investigations are undertaken as quickly as possible without affecting the quality and depth of those investigations.

EXHIBIT A

Section 73 Investigating Procedures.

The following steps will be followed:

- A. Full details and clarifications of the complaint should be obtained.
- B. The involvement of the Library's auditors and the Police will be considered at this stage, in consultation with the Auditing Official.
- C. The allegations will be fully investigated with the assistance, where appropriate, of other individuals/bodies.
- D. A judgment concerning the complaint and validity of the complaint will be made in a written report containing the findings of the investigations and reasons for the judgment.
- E. The Auditing Official may reinstate or reimburse lost wages or expenses incurred, or provide some other form of restitution. In instances where an Auditing Official determines that restitution will not suffice, the Auditing Official may make their investigation findings available for the purpose of aiding in that employee's or the employee's attorney's, effort to make the employee whole.
- F. If appropriate, a copy of the outcomes will be passed to the Library Auditors to enable a review of the procedures.

If the employee is not satisfied that their concern is being properly dealt with, they have the right to raise it in confidence with their manager, the Assistant Director or Library Director.

If the investigation finds the allegations unsubstantiated and all internal procedures have been exhausted, but the employee is not satisfied with the outcome, the Library recognizes the lawful rights of employees and former employees to make disclosures to prescribed persons or, where justified, elsewhere.

Section 8 Article IV Copy of Policy.

The Auditing Official must provide each employee with a written summary or a complete copy of 50 ILCS 105/4.1 upon commencement of employment and at least once each year of employment. At the same time, the employee shall also receive a copy of this ~~Article XXII of the Personnel~~ Policy.

Date

Secretary

Adopted: 05/19/26



Cook Memorial Public Library District

RESOURCES, SERVICES & LONG-RANGE PLANNING COMMITTEE MTG AGENDA SUPPLEMENT

MEETING DATE: April 14, 2026
FROM: David Archer, Library Director
AGENDA ITEM: Strategic Plan Update

The Library's current strategic plan spans the four-year period from FY2023 through FY2026. Over the past three and a half years, substantial progress has been made toward the plan's goals, with many initiatives completed as planned. While some goals are initiative based, others function as guideposts, standing principles that continue to shape day to day decision making by managers across the Library. Based on this progress, the leadership team recommends extending the strategic plan in order to build on existing work and pursue additional initiatives to support the four goals. Staff have identified a number of potential initiatives, detailed below.

GOAL A: Be a Force for Community Engagement

Strategy 1: Strengthen collaborative opportunities with early childhood education centers

Strategy 2: Re-energize partnerships with schools and community organizations

- Meet with D128 librarians to strategize additional ways to engage high school students. [AL]

Strategy 3: Work with diverse community groups to identify needs

- Explore implementing a resource fair to spotlight a variety of local service organizations. [AL]
- Host another [or bi-annual] welcome event for new residents or those who rarely interact with the library. [BG]

Strategy 4: Identify the most effective and sustainable outreach vehicle[s]

- Determine role of new Bookmobile in reaching organizations and events currently not possible with the existing bookmobile. [DA]

GOAL B: Reestablish the Library as a Community Destination

Strategy 1: Develop and implement Library is Human 2.0

Strategy 2: Reimagine the Cook Park Children's Department

Strategy 3: Optimize space at Cook Park Library

- Depending on the budget, explore additional quiet spaces. [LC]

Strategy 4: Continue to recruit diverse candidates for the library staff (*guidepost*)

Strategy 5: Explore opportunities to support social interaction (*guidepost*)

Strategy 6: Manage collections and circulating equipment (*guidepost*)

- Install adequate equipment storage options and continue expanding Library of Things offerings. [NG]

GOAL C: Build Community Around Technology

Strategy 1: Demonstrate and educate users on technologies and creative tools (*guidepost*)

Strategy 2: Align technology offerings with needs of remote workers and students

- Improve connectivity options within study rooms and conference rooms. [NG]

Strategy 3: Reach underrepresented populations through technology services

- Continue to explore enhancing adaptive equipment for both Library of Things collection and in-house use. [DA]

Strategy 4: Incorporate renewable energy initiatives

GOAL D: Strengthen How the Library Tells Its Story

Strategy 1: Make communications available in multiple languages

- Develop and produce a social story for neurodivergent individuals on visiting the library and the services available. [MP]

Strategy 2: Increase targeted communications with school communities

- Create back-to-school outreach/resource packets/email. [BG]

Strategy 3: Pursue community outreach opportunities

- Bring play opportunities and books to neighborhood parks and playgrounds through partnership with area park districts. [MP]
- Develop outreach kits — designated wheeled bins/carts with literature, communication pieces, and supplies — that are ready for any offsite/outreach event. [BG]
- Create an interdepartmental group to assess current efforts and develop new avenues to connect with community groups. [BG]

Strategy 4: Enhance internal communication across departments

- Develop the *Library 101* training modules to support shared understanding among departments about the work of the library. [MP]
- Add Communications information to onboarding. [BG]
- Offer an artificial intelligence summer training program for staff, similar to the M365 training. [NG]
- Develop new system within M365 to improve communication between departments and efficiency during onboarding and offboarding. [NG]