

AGENDA
 PARK RIDGE PUBLIC LIBRARY
 20 S. Prospect Avenue, Park Ridge, IL 60068
 Regular Meeting of the Board of Trustees held in the **City Hall Council Chambers**
505 Butler Place, Park Ridge, IL – Tuesday, April 18, 2017 at 7:00 p.m.

1. Call to Order and Roll Call

2. CONSENT AGENDA

* All items listed with an asterisk are considered routine by the Library Board and will be enacted by one motion. There will be no discussion of those items unless a Board member so requests, in which event the item will be removed from the general order of business and considered in its normal sequence on the agenda.

*3. Approval of Minutes of Regular Meeting of March 21, 2017
 Approval of Minutes of the Special Meeting of the Attorney Selection Committee of March 14, 2017

4. Comments from the General Public (Non-agenda items)

5. Secretary's Report

A. Communications

6. Treasurer's Report

*A. a. Approval of Bills Payable-Warrant Register for
 Period 11, March 16, 2017

	Library Fund Warrants	\$ 23,042.03
	Payroll	\$ 171,568.19
	Grant Fund	\$ 0.00
	Technology Replacement Fund	\$ 3,302.00
	North Suburban Digital Consortium	\$ 19,854.05
	Library Restricted Fund	<u>\$ 0.00</u>
	Total	\$ 217,766.27

b. Approval of Bills Payable-Warrant Register for
 Period 11, March 31, 2017

	Library Fund Warrants	\$ 89,781.41
	Payroll	\$ 86,402.40
	Grant Fund	\$ 2,350.49
	Technology Replacement Fund	\$ 8,439.71
	North Suburban Digital Consortium	\$ 10.00
	Library Restricted Fund	<u>\$ 383.26</u>
	Total	\$ 187,367.27

*B. Per Capita Grant Report for March 2017

*C. Technology Replacement Fund Summary Report for March 2017

*D. Library Gift Fund Report for March 2017

a. Approval for payment from the Restricted Fund, \$13,491.24

*E. Year to Date Budget Report for March 2017

*F. Fines & Fees Revenue History

7. Library Director's Report

A. Statistical Reports – Monthly Statistics for March 2017

B. Narrative

8. Committee Reports

A. Planning & Operations

B. Communications & Development

C. Library Resources

a. Motion to approve spending \$21,000 from the Harold E. Scheffore Gift Fund to digitize the Library's collection of historical Park Ridge newspapers on microfilm using the services of *Advantage Preservation*, 1025 33rd Avenue SW, Cedar Rapids, IA 52404

D. Building & Grounds

E. Budget & Finance

a. Motion to approve the FY18 Salary Plan

F. Personnel Committee

9. Friends of the Library Report

10. Unfinished Business

11. New Business

12. Adjournment

**MINUTES
OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES
OF THE PARK RIDGE PUBLIC LIBRARY HELD
IN THE CITY HALL COUNCIL CHAMBERS, 505 BUTLER PLACE, PARK RIDGE, IL
TUESDAY, MARCH 21, 2017 AT 7:00 P.M.**

CALL TO ORDER

Mr. Trizna called the meeting to order at 7:07 p.m.

ROLL CALL

TRUSTEES PRESENT: Robert Trizna, President; Berardino Parisi, Vice-President; Charlene Foss-Eggemann, Secretary; Joseph Egan, Judith Rayborn, Michael Reardon, Treasurer; Patrick Lamb

TRUSTEES ABSENT: Karen Burkum, Stevan Dobrilovic

OTHERS PRESENT: Janet Van De Carr, Library Director; Jodi Bemis Whitney, Angela Berger, Anastasia Daskalos, Gretchen Kottkamp, Peggy Maiken, Parry Rigney, Laura Scott, Library Staff; Alderman Charlie Melidosian, Library Liaison; Anne Lunde, Park Ridge Journal; Joshua Kiem, Park Ridge resident

CONSENT AGENDA

Mr. Egan MOVED to approve the Consent Agenda.

Mr. Reardon SECONDED the motion

Roll call vote

MOTION CARRIED UNANIMOUSLY

COMMENTS FROM THE GENERAL PUBLIC

Mr. Trizna solicited questions from the general public on non-agenda items. There were no comments.

SECRETARY'S REPORT

Mrs. Foss-Eggemann stated that there are no letters or items to report. She added that she has two sets of draft minutes that need to be approved by the Board in closed session. The minutes are from two closed sessions of the Personnel Committee – one from Tuesday, December 13, 2016 and one from Monday, January 23, 2017. Mrs. Foss-Eggemann stated she will call a motion to go into closed session at the end of tonight's meeting.

TREASURER'S REPORT

Mr. Reardon stated all items are covered under the Consent Agenda and he has nothing to add.

The Year-to-Date Budget Report in the packet indicates that as of February 28, 2017 with 83% of FY16/17 completed, the Library has expended 71% of the operating budget and 68% of the total budget.

Acknowledged in the packet were generous gifts to the Library Restricted Fund by: Ms. Blake, Mr. & Mrs. Bratko, the PEO Sisterhood Chapter JF, and Mr. Ruth.

LIBRARY DIRECTOR'S REPORT

Mrs. Van De Carr welcomed Alderman Charlie Melidosian to the meeting. Mrs. Van De Carr explained that Mr. Melidosian is the 5th Ward Alderman and has volunteered to be the Library Liaison.

Mrs. Van De Carr solicited questions on the statistics in the packet. Mr. Trizna inquired about the circulation statistics on page 41, which indicate that February circulation is the lowest in ten years and that year-to-date circulation for February is also the lowest in 9 years. He asked Mrs. Van De Carr if she has any ideas in regard to the downturn in circulation. Mrs. Van De Carr replied that she has asked colleagues who stated they have the same trend in their libraries. She added that considering how mild the weather has been it wasn't inclement weather keeping people away. Mr. Trizna added that it looks like visits and program attendance are up but circulation is down. Mrs. Van De Carr replied that as the architects mentioned, libraries are becoming more of a community center and less a place just to obtain materials. She stated she walks around the Library a few times a day and there are people sitting all around the Library on computers, laptops, personal devices, and phones or reading a newspaper, and many of those people are going to walk out of the building without borrowing materials. Mr. Trizna asked if this is the case, should the circulation statistics reporting be phased out and given less emphasis by the Board, to which Mrs. Van De Carr replied that's something the Board should discuss. Mr. Trizna asked that the matter be placed on the agenda for a future committee meeting, adding that if the Board is to manage based on data it should be determined which data should be used. There was discussion about the daily attendance statistics appearing on page 46, which show that the top 5 days of highest number of visits per hour were weekend days – to which Mrs. Van De Carr stated that the visits per hour are the number of hours the Library is open divided by the number of patrons using the Library, and that number comes from the door counter – and these numbers include attendance at programs in the Library. Discussion ensued about considering a change in business hours for the Library.

In reviewing the program attendance information on page 49, Mr. Egan asked why three teen programs and one ACT Prep program were cancelled in March, is it because of low enrollment? Ms. Scott, Reader Services manager, stated that the ACT provider specified a certain number had to be enrolled for them to come for free and that number wasn't reached the both times this program was offered this year. Ms. Scott added that all Park Ridge schools are moving to only sitting the SAT test. Mrs. Foss-Eggemann informed the Board that Illinois has decided to no longer give the ACT exam to high school students. High school students are entitled to take one free entrance exam and the Illinois State Board of Education determined that they will fund taking of the SAT not the ACT; District 207 sent out notifications to parents in December, 2016. Mrs. Foss-Eggemann suggested the Library look at offering the SAT entrance exam prep.

Mrs. Van De Carr stated that the data for Business Use Fees is on page 51, and there is now one full year of data; in the past twelve months the Library has collected \$3,270 in Business Use fees – which reflects people paying \$10 per hour to conduct business in the Library. The number of “users” shows the number of unique users – so in February, 2017 there were 4 users, in March, 2016 there were 7 users. Mr. Trizna asked if the names of those people is taken down, to which Mrs. Van De Carr replied, yes they sign in at the Reference Services desk. He asked if there is any reason that information would be confidential, that the taxpayers wouldn't be allowed to know who those people are, adding he doesn't think so. Mr. Lamb asked why Mr. Trizna would raise that issue, it's an odd question. Mr. Trizna stated it is just pure curiosity.

Mrs. Van De Carr asked if there were any further questions on the statistics. Mr. Trizna asked about the statistics regarding “Media Lab Orientations and Usage” reported on page 52 of the packet. With the renovation the Library is planning a larger Media Lab and offering more equipment, he is trying to understand why orientations in the use of the Media Lab are down and the overall use of the Media Lab is also down. Patrons go through an orientation in order to learn how to properly use the equipment and once they have learned how to do so they don't need to attend orientation. Mrs. Van De Carr stated that new items have been added to the Media Lab – new signage has been created, it is promoted more on social media, in the Library newsletter, in press releases, on the Library

website, staff have been asked to leave the lights on in the Lab to make it more visible – but there continue to be people who state they didn't know the Library offers this.

Ms. Scott explained that most people are converting slides, negatives, photos, to a digital format and/or copying their VHS tapes to DVD – which are services one can pay other businesses to do for you – and because the conversions happen in real time, some people don't want to invest the time it takes to convert the items. The Marketing Committee has plans in the works for further promotion of the area. Mr. Reardon noted that the renovation plans show that the new Lab will be in a more highly visible area. He speculated that why the orientations are down is that when something new comes up, there is always a pent up demand and once those people have been oriented/trained they don't need to go back to orientation, they move to just being a user at that point. Those people who know about the Lab are now "users" and have been oriented, and those who don't know about it aren't going to orientation. Mrs. Foss-Eggemann suggested promoting it to the high schools and young adults. Ms. Scott said that the Teen librarian does promote the Media Lab at the schools.

Josh Kiem, Park Ridge resident – explained that he went through the Media Lab orientation but hasn't scheduled any sessions yet; he intends to go back and utilize the high end software that is available. He suggested having Library staff promote the Media Lab at programs; he specifically suggested a "commercial" be created to promote the Lab and show it at the Thursday movies. Mr. Reardon suggested the video could also be posted on the Library's website.

Mrs. Van De Carr reported that the Community Engagement Report for February appears on page 56. It lists the various types of community partnerships the Library Staff are engaged in. Mrs. Van De Carr explained that Ms. Griebler, the Library's Teen Librarian, is on the City of Park Ridge Youth Commission, which is planning a panel discussion which will be offered to teens to explain what to expect after high school.

Mrs. Van De Carr solicited questions on her written report and the "Request for Information Status Report" on page 63. In regard to the first item on that status report – the status of the Intergovernmental Agreement (IGA) – Mr. Egan asked Mrs. Van De Carr if she has spoken with the Acting City Manager. Mrs. Van De Carr replied she had, and that Mr. Gilmore stated that he hoped to have something in writing for her to review by the end of the week.

For the next forty minutes, Mrs. Van De Carr gave a PowerPoint presentation on RFID – Radio Frequency Identification systems and fielded questions and comments from the Trustees. Mrs. Van De Carr explained that the presentation is just an overview of what RFID is, how it is used in libraries, and what staff sees as the benefits to RFID. Mrs. Van De Carr explained that "RFID" is used to streamline processes and limit long-term costs – costs are moved from intensive staffing to the cost for equipment for processes; it increases functionality in terms of circulating materials, security, inventory, and workflow.

COMMITTEE REPORTS

Planning & Operations:

Mr. Parisi reported that the Committee discussed a number of items, and in particular revisions to point #11 of Library Policy IA1, Purchasing.

In response to Mr. Trizna's question, Mrs. Van De Carr explained that the discussion of this policy was unusual in that there were two different committees working on the same policy in the same month. Section #8 was discussed by the Building & Grounds Committee, and section #11 was discussed by the Planning & Operations Committee. Therefore the two sections will be voted on separately in the two committees under two separate motions.

The changes to point #11 of this policy were a result of a trustee's suggestion that there be a policy to proscribe when the Director can contact the Library's attorney with or without pre-approval by some of the Library trustees.

Mr. Trizna explained that he reviewed all emails circulated to the Board regarding this issue. There was considerable discussion among the trustees (and comments by Mr. Kiem) regarding the revisions to the section and reasons for the Director's solicitation of information from the Library's attorneys in regard to point #11 of the policy. Mr. Trizna opined if a Board Trustee wants to obtain a legal opinion from the Library attorney and has to go through the approval process set down in point #11, shouldn't the Director also have to go through an "approval" process prior to contacting the Library attorney.

Mr. Reardon stated he believes the Board needs to let the Director do her job without handcuffing her, and he will reiterate that if the Board feels it has to put limits in regard to Mrs. Van De Carr's ability to obtain legal opinions, then those limits should follow existing limits in the Library's purchasing policy, that anything above \$5,000.⁰⁰ has to be approved by the Trustees. He suggests that if the Library attorney gives the Board an opinion and the Trustees rely on it then the Board should make it public in the spirit of transparency so that everyone knows why the Board is acting in a particular way.

Mrs. Rayborn stated that she wasn't at the Committee meeting and asked for clarification that the Library has spent \$3,600.⁰⁰ so far this fiscal year in attorney fees, to which Mrs. Van De Carr replied yes, that's correct.

Mr. Lamb explained his agreement that the proposed wording would align the Director's actions with the Trustee's when seeking a legal opinion. It would also limit the Director from going to the attorney to get an opinion to counterbalance a direction the Board is taking, which can be used by a Director to pursue what she believes to be in the best interest of the Library. He appreciates that the additional language would make the Library Director discuss her concerns with the Board, or actually two Board members as is specified in point #11. Mr. Lamb added that at first he thought that Mr. Trizna's reason for the new language was to curtail excessive legal fees but after hearing the actual amount he doesn't think that is the reason. Mr. Trizna stated there has not been anything in the last one to two years when attorney fees have gone over the Director's purchasing limit.

Mr. Egan stated his concern is, for example, if there is a HR issue that needs to be addressed quickly, the Board is adding an extra step that the Library Director has to go through to get to an attorney for an issue that may need immediate attention. Mr. Trizna disagreed that any HR issue needs to be addressed in less than seven days.

Point #11 of the policy as revised, under consideration:

Requests for legal counsel from individual Trustees or the Director must be approved by majority vote at regularly scheduled meetings of the Trustees except for matters pertaining to FOIA (Freedom of Information Act) requests, bids, bid documents, contracts, proposals, and tax appeals. Any interim requests made outside of regularly scheduled meetings must be approved by the President and Vice President of the Library Board of Trustees before requesting legal counsel. If the request is initiated by the President, approval must be given by the Vice President and a second Officer of the Board. Either the President or Vice President may at their discretion defer the decision to a meeting of the full Board.

On behalf of the Committee, Mr. Parisi made a

MOTION: to approve point #11 of *Policy IA1, Purchasing*, as revised

Roll call vote: 3 Yay: Lamb, Parisi, Trizna
4 Nay: Egan, Foss-Eggemann, Rayborn, Reardon
2 Absent: Burkum, Dobrilovic

MOTION FAILED

Mr. Parisi raised the issue of the memo that was at their seats this evening. Mrs. Van De Carr explained that this memo is follow-up information to the discussion at the Committee meeting regarding outsourcing cataloguing functions and what efficiencies the Library can gain. Mrs. Van De Carr added that the memo has additional information and clarification of what she proposed last Tuesday. Mr. Trizna stated he would prefer the discussion takes place at the next COW (Committee of the Whole) meeting since no decisions are being made this evening. Mr. Reardon stated that he doesn't see any alternatives listed in the memo. Mrs. Van De Carr stated the alternative she outlined at the meeting is still in place; if the decision is to not outsource, the alternative is still to hire a part time person to take on some of the work load left when the full time person departs. Mr. Reardon stated that then the question remains for discussion at the COW, why would the Board spend \$56,000 for outsourcing when it can spend \$20,000 for a person and get the same result? Mr. Parisi asked that Mrs. Van De Carr add this matter to the agenda for the next Planning & Operations COW meeting.

Communications & Development:

Mrs. Foss-Eggemann reported that the Committee discussed the nominations for the 2017 Annual Library Award, which honors an individual who has performed extraordinary service to the Library. She added that each of the nominees were more than worthy of the nomination and the Committee decided to award the honor to Mr. Harry Krampitz. Mr. Lamb asked Mrs. Foss-Eggemann to elaborate on Mr. Krampitz's nomination. Mrs. Foss-Eggemann stated that Mr. Krampitz volunteers with the Library and delivers Library materials requested by home bound patrons. The Committee also feels Mr. Krampitz is a very special individual because he sits and visits with people after he delivers their books and provides companionship and friendship – and is such a great ambassador for the Library and for the spirit of Park Ridge by taking the time for doing those extra things beyond just the volunteering.

The Committee also discussed inviting others to the meeting when the award will be presented to Mr. Krampitz. The Committee decided that it would like the Library to honor three other people at the May meeting: Library volunteer Deb Kuhlman for her 25 years of service to the Library, Maine East student Hannah Flood, in recognition of her earning a perfect score on the Advanced Placement U.S. History Exam in 2016, and Ms. Flood's teacher, Mr. Owen Doke.

On behalf of the Committee, Mrs. Foss-Eggemann made a

MOTION: to award the 2017 Library Award to Mr. Harry Krampitz

Roll call vote

MOTION PASSED UNANIMOUSLY

Building & Grounds:

Mr. Egan reported that he and Mr. Reardon met with the architects last night and reviewed the drawings, made some comments and clarifications, and suggested additional data and power near the front door to accommodate the possibility of a future installation of an "I-Pass"-type system. The architects are going to be sending out an addendum and the bids for the renovation are due on April 10, 2017. Mrs. Van De Carr reported that 17 general contractors came to the mandatory pre-bid meeting.

Mr. Egan reported that the Committee discussed point #8 of Library Policy IA1, Purchasing, which pertains to the Library joining joint purchasing programs. The Committee revised some of the wording.

Point #8 of the policy as revised, under consideration:

The Library shall have the authority to join with other units of government in cooperative purchasing plans or in cooperative purchasing organizations, such as the Illinois Joint Purchasing Program pursuant to 30 ILCS 525/0.01 et seq. when the best interests of the Library would be served.

On behalf of the Committee, Mr. Egan made a

MOTION: to approve point #8 of *Policy IA1, Purchasing*, as revised

Roll call vote: 7 Yea: Egan, Foss-Eggemann, Lamb, Parisi, Rayborn, Reardon, Trizna
2 Absent: Burkum, Dobrilovic

MOTION PASSED

Budget & Finance:

Mr. Reardon stated that the Committee of the Whole discussed issues having to do with raises for the staff. There is some additional information that the Trustees want prior to making a final decision.

Attorney Selection Special Committee:

Mr. Trizna reported that the Committee passed a motion to hire Robbins Schwartz as the Park Ridge Public Library's attorneys. Mr. Trizna solicited comments and questions from the Board and audience; there being none,

On behalf of the Committee, Mr. Trizna made a

MOTION: to hire Robbins Schwartz, 55 W. Monroe, Suite 800, Chicago, IL 60603 as the Park Ridge Public Library's attorneys.

Roll call vote: 6 Yea: Foss-Eggemann, Lamb, Parisi, Rayborn, Reardon, Trizna
1 Abstain: Egan
2 Absent: Burkum, Dobrilovic

MOTION PASSED

Personnel:

Mrs. Rayborn stated she wasn't present on the evening of the COW meetings and that the Personnel Committee was cancelled that evening. Mrs. Rayborn stated all that the only business remaining under Personnel is a motion to go into closed session to approve Closed Session minutes. Mr. Trizna asked her to refrain from making that motion until the end of the meeting.

FRIENDS OF THE LIBRARY

No report.

UNFINISHED BUSINESS

No discussion.

NEW BUSINESS

Mr. Egan stated that he recently had some discussions – both with the architect last night and with a friend who is a resident of Park Ridge – regarding the options for people to find out what programs are happening at the Library. The suggestion was made – and it fits in with the discussion that occurred this evening regarding increasing the number of visitors to the Library to have some kind of electronic, marquee-type sign that is visible from the parking lot adjacent to the Library, from the train station, etc., to entice and inform the people who don't visit the Library, don't visit the Library website, don't read their emails or Library newsletter. This would promote the Library and its upcoming programs. He noted that the City currently has an ordinance which prohibits business

from having electronic signs. He stated that he believes the Park District has considered one and are discussing addressing the City Council to have the ordinance changed. Mr. Egan stated he would like the matter to be added to the agenda for the next COW. Mr. Lamb suggested the matter be discussed with Alderman Melidosian as well.

Mr. Trizna asked for a motion to adjourn the current meeting with the understanding that the Board will be going into closed session and will not take any official action after reconvening from the closed session.

Mrs. Rayborn made a

MOTION: for the Board to adjourn to Closed Session for discussion and approval of minutes of the closed session meetings of the Personnel Committee on December 13, 2016 and January 23, 2017.

Mr. Reardon SECONDED the motion.

Roll call vote: 4 Yay: Lamb, Parisi, Rayborn, Reardon
2 Nay: Foss-Eggemann, Trizna
3 Absent: Egan (*was absent from the room when the vote was called*); Burkum, Dobrilovic

MOTION PASSED

CLOSED SESSION

Regular meeting ADJOURNED to go into CLOSED SESSION AT 8:55 p.m.

Mrs. Van De Carr stated that at this point the camera and recorder will be turned off.

Closed Session CALLED TO ORDER at 9:02 p.m.

ADJOURNMENT – CLOSED SESSION

Mrs. Rayborn MOVED to adjourn the Closed Session.

Mr. Parisi SECONDED the motion.

Voice vote

Closed Session adjourned at 10:04 p.m.

ADJOURNMENT

Mr. Reardon MOVED to adjourn the Board meeting.

Mr. Egan SECONDED the motion.

Voice vote

MOTION CARRIED UNANIMOUSLY

The meeting adjourned at 10:04 p.m.

Charlene Foss-Eggemann, Secretary

**MINUTES
OF THE SPECIAL MEETING OF
THE ATTORNEY SELECTION COMMITTEE OF THE WHOLE
OF THE BOARD OF TRUSTEES OF THE PARK RIDGE PUBLIC LIBRARY HELD
MARCH 14, 2017 AT 7:04 P.M. IN THE THIRD FLOOR MEETING ROOM**

ROLL CALL:

TRUSTEES PRESENT: Robert Trizna, Chair; Karen Burkum, Stevan Dobrilovic, Charlene Foss-Eggemann, Patrick Lamb, Berardino Parisi, Michael Reardon

TRUSTEES ABSENT: Joseph Egan, Judith Rayborn

OTHERS PRESENT: Janet Van De Carr, Library Director; Ken Florey, Amanda Tiebert Collman attorneys with Robbins Schwartz

Approval of Minutes

Mrs. Foss-Eggemann made a

MOTION: to approve the minutes for the Attorney Selection Committee meeting held February 14, 2017

Mrs. Burkum **SECONDED** the motion.

Voice vote

MOTION PASSED UNANIMOUSLY

Interview – Robbins Schwartz Attorneys

Interview commenced at 7:05 p.m.

Mr. Trizna welcomed the attorneys from Robbins Schwartz to the Library.

Mr. Florey introduced himself, and gave a brief overview of Robbins Schwartz, noting that they work with all types of local government. The firm consists of attorneys practicing in many areas of law who work collaboratively to serve clients. Partners work directly with clients. Ms. Tiebert Collman's field of expertise is Labor /Employment. Mr. Florey would be the Library's primary contact; his areas of expertise are construction, FOIA (Freedom of Information Act) requests, and OMA (Open Meetings Act). Mr. Florey & Ms. Tiebert Collman have not been a primary contact for any public libraries to date.

Mr. Florey has direct contact with the communities of Yorktown, Wheeling, and Bolingbrook. Mr. Florey has worked with all types of libraries and believes that he can answer 75% of questions directly; for other areas he collaborates with other attorneys at the firm. The firm provides clients with legal updates, and a newsletter. There are forty attorneys in the firm. Several trustees asked questions of Mr. Foley and Ms. Tiebert Collman.

Interview concluded at 7:25 p.m.

After the interview concluded, and the trustees discussed their impressions and the answers provided by the attorneys, Mr. Trizna asked the trustees to voice any objections or concerns. The trustees discussed the pros and cons of engaging Robbins Schwartz.

Mr. Lamb made a

MOTION: to hire Robbins Schwartz, 55 W. Monroe, Suite 800, Chicago, IL 60603 as the Park Ridge Public Library's attorneys.

Mrs. Foss-Eggemann SECONDED the motion.

Voice vote

MOTION PASSED UNANIMOUSLY

Other None.

Adjournment: 7:33 p.m.

Robert Trizna, Chair

DRAFT

WARRANT: L031617

TO FISCAL 2016/11 05/01/2016 TO 04/30/2017

VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
6095 ABC COMMERCIAL	87695	02/28/17	143749		190736	P	03/16/17	2015012 932103	BLDG MNT CNTR-GENL MAINT	1,890.00
	INVOICE:	20170206								
VENDOR TOTALS				28,350.00	YTD INVOICED			24,550.00	YTD PAID	1,890.00
5354 AMAZON COM CREDIT SERVICES	87696	01/23/17	143750		190737	P	03/16/17	2015012 932103	BLDG MNT CNTR-GENL MAINT	14.89
	INVOICE:	246937230642								
	87697	02/20/17	143751		190737	P	03/16/17	2015017 954013	LIB RSRCS-YA GAMES	46.36
	INVOICE:	056142189359								
	87698	02/27/17	143752		190737	P	03/16/17	2015017 954013	LIB RSRCS-YA GAMES	47.99
	INVOICE:	215726679292								
	87699	02/14/17	143753		190738	P	03/16/17	2015017 954013	LIB RSRCS-YA GAMES	67.00
	INVOICE:	126466570727								
	87700	02/20/17	143754		190738	P	03/16/17	2015015 954010	LIB RSRCS-CD ROM	99.98
	INVOICE:	289585529370								
	87702	02/22/17	143756		190737	P	03/16/17	2015015 954002	LIB RSRCS-CHILDREN BOOKS	12.87
	INVOICE:	208127345126								
	87703	02/21/17	143757		190737	P	03/16/17	2015015 954002	LIB RSRCS-CHILDREN BOOKS	33.96
	INVOICE:	020398025039								
	87704	02/21/17	143758		190737	P	03/16/17	2015015 954002	LIB RSRCS-CHILDREN BOOKS	16.98
	INVOICE:	246714490273								
	87705	02/28/17	143759		190737	P	03/16/17	2015015 954002	LIB RSRCS-CHILDREN BOOKS	45.58
	INVOICE:	230558531405								
	87706	02/21/17	143760		190737	P	03/16/17	2015015 954002	LIB RSRCS-CHILDREN BOOKS	23.98
	INVOICE:	285142467900								
	87707	02/22/17	143761		190737	P	03/16/17	2015015 954002	LIB RSRCS-CHILDREN BOOKS	3.82
	INVOICE:	208128639995								
	87708	02/21/17	143762		190738	P	03/16/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	85.33
	INVOICE:	151967596973								
	87709	02/04/17	143763		190737	P	03/16/17	2015014 954001	LIB RSRCS--ADULT BOOKS	20.50
	INVOICE:	15112209662								
	87710	02/05/17	143764		190738	P	03/16/17	2015014 954001	LIB RSRCS--ADULT BOOKS	56.40
	INVOICE:	155119104646								
	87711	01/27/17	143765		190737	P	03/16/17	2015012 932103	BLDG MNT CNTR-GENL MAINT	6.84
	INVOICE:	251990077323								
	87712	01/23/17	143766		190737	P	03/16/17	2015012 952100	BUILDING SUPPLIES	27.80
	INVOICE:	134218685137								
	87713	01/23/17	143767		190737	P	03/16/17	2015012 952100	BUILDING SUPPLIES	23.95
	INVOICE:	170202160991								
	87786	03/03/17	143841		190737	P	03/16/17	2015015 954002	LIB RSRCS-CHILDREN BOOKS	16.99
	INVOICE:	179530031482								
	87787	03/01/17	143842		190737	P	03/16/17	2015015 954002	LIB RSRCS-CHILDREN BOOKS	15.70
	INVOICE:	225786664704								
	87789	03/01/17	143844		190737	P	03/16/17	2015015 954002	LIB RSRCS-CHILDREN BOOKS	30.98
	INVOICE:	225786287506								
	87790	03/03/17	143845		190737	P	03/16/17	2015017 954013	LIB RSRCS-YA GAMES	47.99
	INVOICE:	215723513090								
	87792	03/02/17	143847		190737	P	03/16/17	2015015 954010	LIB RSRCS-CD ROM	47.99
	INVOICE:	252732888558								

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	87793	02/28/17	143848		190738	P	03/16/17	2015017 954001	LIB RSRCS--ADULT BOOKS	100.38
	INVOICE:	239739782273								
	87794	01/18/17	143849		190737	P	03/16/17	2015017 951100	LIBRARY SUPPLIES	22.58
	INVOICE:	117675991451								
	87795	02/07/17	143850		190738	P	03/16/17	2015011 951002	OFF SPLS--OTHER SUPPLIES	99.95
	INVOICE:	142735976089								
	87796	02/11/17	143851		190738	P	03/16/17	2015015 951100	LIBRARY SUPPLIES	15.38
	INVOICE:	051378153705								
	87796	02/11/17	143851		190738	P	03/16/17	2015015 954008	LIB RSRCS-MISCELLANEOUS	33.11
	INVOICE:	051378153705								
	87797	02/25/17	143852		190738	P	03/16/17	2015011 951003	OFF SPLS FURNISHINGS	64.98
	INVOICE:	271350737683								
	87797	02/25/17	143852		190738	P	03/16/17	2015016 951100	LIBRARY SUPPLIES	4.99
	INVOICE:	271350737683								
	87798	02/22/17	143853		190738	P	03/16/17	2015011 951003	OFF SPLS FURNISHINGS	65.49
	INVOICE:	061201280797								
	87799	02/28/17	143854		190738	P	03/16/17	2015011 951002	OFF SPLS--OTHER SUPPLIES	85.78
	INVOICE:	213556009393								
	87800	01/24/17	143855		190737	P	03/16/17	2015016 951100	LIBRARY SUPPLIES	12.82
	INVOICE:	133668847885								
VENDOR TOTALS			24,948.34	YTD INVOICED				21,102.34	YTD PAID	1,299.34
800 AMERICAN EAGLE COM										
	87714	02/27/17	143768		190739	P	03/16/17	2015011 931700	LIB DATA PROC SV	250.00
	INVOICE:	244058								
VENDOR TOTALS			7,750.00	YTD INVOICED				19,775.00	YTD PAID	250.00
303186 AMERICAN LIBRARY ASSOCIATION										
	87801	02/28/17	143856		190740	P	03/16/17	2015011 932400	LIB MEMBER DUES	197.00
	INVOICE:	ADM031017								
	87802	02/28/17	143857		190740	P	03/16/17	2015011 932400	LIB MEMBER DUES	137.00
	INVOICE:	ADM0310172								
VENDOR TOTALS			1,650.00	YTD INVOICED				1,372.00	YTD PAID	334.00
101735 AUDIO EDITIONS										
	87715	02/13/17	143769		190741	P	03/16/17	2015017 954004	LIB RSRCS-RECORDING	135.26
	INVOICE:	1623808								
	87715	02/13/17	143769		190741	P	03/16/17	2015013 951100	LIBRARY SUPPLIES	35.60
	INVOICE:	1623808								
VENDOR TOTALS			5,258.28	YTD INVOICED				5,616.54	YTD PAID	170.86
101020 BAKER AND TAYLOR BOOKS										
	87690	03/08/17	143744		190742	P	03/16/17	2015015 954002	LIB RSRCS-CHILDREN BOOKS	677.79
	INVOICE:	CS030817								
	87691	03/08/17	143745		190742	P	03/16/17	2015017 954010	LIB RSRCS-CD ROM	136.57
	INVOICE:	YA030817								
	87692	03/08/17	143746		190742	P	03/16/17	2015017 954001	LIB RSRCS--ADULT BOOKS	695.05

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INVOICE: RS030817									
87693	03/08/17	143747		190742	P	03/16/17	2015013 951100	LIBRARY SUPPLIES	55.77
INVOICE: TS030817									
87694	03/08/17	143748		190742	P	03/16/17	2015014 954001	LIB RSRCS--ADULT BOOKS	1,177.82
INVOICE: REF030817									
87829	03/13/17	143884		190742	P	03/16/17	2015015 954002	LIB RSRCS-CHILDREN BOOKS	3,318.46
INVOICE: CS031317									
87830	03/13/17	143885		190742	P	03/16/17	2015017 954001	LIB RSRCS--ADULT BOOKS	1,806.81
INVOICE: RS031317									
87831	03/13/17	143886		190742	P	03/16/17	2015017 954010	LIB RSRCS-CD ROM	116.81
INVOICE: YA031317									
87832	03/13/17	143887		190742	P	03/16/17	2015013 951100	LIBRARY SUPPLIES	16.37
INVOICE: TS031317									
87833	03/13/17	143888		190742	P	03/16/17	2015014 954001	LIB RSRCS--ADULT BOOKS	321.19
INVOICE: REF031317									
VENDOR TOTALS	180,199.15 YTD INVOICED						184,023.97 YTD PAID		8,322.64
303461 BRICKTON GALLERY AND ARTS CENTER									
87716	03/09/17	143770		190743	P	03/16/17	2015015 938506	GNL CNTRL SVC/PROGRAM	100.00
INVOICE: ADM030917									
VENDOR TOTALS	600.00 YTD INVOICED						850.00 YTD PAID		100.00
12962 CDW GOVERNMENT INC									
87717	01/25/17	143771		190744	P	03/16/17	2015011 951002	OFF SPLS--OTHER SUPPLIES	154.40
INVOICE: GQN9640									
VENDOR TOTALS	51,059.45 YTD INVOICED						3,123.44 YTD PAID		154.40
4372 CENTER FOR THE STUDY OF SERVICES									
87718	02/16/17	143772		190745	P	03/16/17	2015014 954010	LIB RSRCS-CD ROM	450.00
INVOICE: CHI1251254G2017									
VENDOR TOTALS	450.00 YTD INVOICED						450.00 YTD PAID		450.00
303044 CENTER POINT PUBLISHING									
87719	02/01/17	143773		190746	P	03/16/17	2015017 954001	LIB RSRCS--ADULT BOOKS	104.88
INVOICE: 1448682									
VENDOR TOTALS	822.86 YTD INVOICED						681.35 YTD PAID		104.88
302631 CHILDRENS PLUS INC									
87720	02/15/17	143774		190747	P	03/16/17	2015015 954002	LIB RSRCS-CHILDREN BOOKS	41.85
INVOICE: 1332692									
VENDOR TOTALS	7,262.29 YTD INVOICED						1,264.45 YTD PAID		41.85
303317 ROSANNE CIRIGNANI									
87721	02/20/17	143775		190748	P	03/16/17	2015011 933800	CONFERENCES & TRAINING	27.32
INVOICE: ADM0309172									

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VENDOR TOTALS										46.44 YTD INVOICED
										27.32 YTD PAID
										27.32
102908 COMPUTER VIEW INC										
87722		02/22/17	143776		190749	P	03/16/17	5535011 952000	MATERIALS	3,302.00
	INVOICE:		27440							
87723		03/01/17	143777		190749	P	03/16/17	2015011 938501	GNL CNTRL SVC/TELEPHONE	-166.50
	INVOICE:		27444							
VENDOR TOTALS										136,422.00 YTD INVOICED
										186,278.50 YTD PAID
										3,135.50
6390 ANASTASIA DASKALOS										
87724		03/01/17	143778		190750	P	03/16/17	2015011 933800	CONFERENCES & TRAINING	78.39
	INVOICE:		ADM0309173							
87724		03/01/17	143778		190750	P	03/16/17	2015011 938502	GNL CNTRL SVC/POSTAGE	11.52
	INVOICE:		ADM0309173							
VENDOR TOTALS										.00 YTD INVOICED
										767.53 YTD PAID
										89.91
19972 DEMCO INC										
87725		02/21/17	143779		190751	P	03/16/17	2015013 951100	LIBRARY SUPPLIES	343.44
	INVOICE:		6073099							
87726		02/21/17	143780		190751	P	03/16/17	2015011 951003	OFF SPLS FURNISHINGS	1,478.56
	INVOICE:		6072025							
87803		01/12/17	143858		190751	P	03/16/17	2015014 951100	LIBRARY SUPPLIES	64.25
	INVOICE:		6042288							
VENDOR TOTALS										13,314.62 YTD INVOICED
										17,833.64 YTD PAID
										1,886.25
3545 FINDAWAY WORLD LLC										
87727		02/27/17	143781		190752	P	03/16/17	2015017 954004	LIB RSRCS-RECORDING	662.16
	INVOICE:		210386							
87804		03/06/17	143859		190752	P	03/16/17	2015017 954004	LIB RSRCS-RECORDING	72.24
	INVOICE:		210716							
VENDOR TOTALS										8,754.79 YTD INVOICED
										13,463.87 YTD PAID
										734.40
3912 LAURA FREEMAN										
87728		03/09/17	143782		190753	P	03/16/17	2015017 938506	GNL CNTRL SVC/PROGRAM	200.00
	INVOICE:		ADM0309174							
VENDOR TOTALS										200.00 YTD INVOICED
										200.00 YTD PAID
										200.00
300553 GALE GROUP										
87729		02/17/17	143783		190754	P	03/16/17	2015017 954001	LIB RSRCS--ADULT BOOKS	25.59
	INVOICE:		60173767							
87730		02/27/17	143784		190754	P	03/16/17	2015017 954001	LIB RSRCS--ADULT BOOKS	67.99
	INVOICE:		60236965							
87731		02/22/17	143785		190754	P	03/16/17	2015017 954001	LIB RSRCS--ADULT BOOKS	25.59
	INVOICE:		60210412							
87732		02/23/17	143786		190754	P	03/16/17	2015017 954001	LIB RSRCS--ADULT BOOKS	20.79

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INVOICE: 60220367										
VENDOR TOTALS		35,489.84 YTD INVOICED			41,878.38 YTD PAID			139.96		
5018 ANASTASIA GREENWALD	87733	02/27/17	143787		190755	P	03/16/17	2015011 933800	CONFERENCES & TRAINING	24.40
INVOICE: ADM0309175										
87733	02/27/17	143787		190755	P	03/16/17	2015015 938506	GNL CNTRL SVC/PROGRAM	35.47	
INVOICE: ADM0309175										
87734	02/27/17	143788		190755	P	03/16/17	2015011 933800	CONFERENCES & TRAINING	215.00	
INVOICE: ADM0309176										
VENDOR TOTALS		1,725.27 YTD INVOICED			543.18 YTD PAID			274.87		
5590 CLAIRE GRIEBLER	87735	02/28/17	143789		190756	P	03/16/17	2015011 933800	CONFERENCES & TRAINING	11.15
INVOICE: ADM0309177										
87735	02/28/17	143789		190756	P	03/16/17	2015017 938507	GNL CNTRL SVC/YA PROGRAMS	112.14	
INVOICE: ADM0309177										
VENDOR TOTALS		1,188.42 YTD INVOICED			1,247.68 YTD PAID			123.29		
4516 IHLS OCLC	87805	03/06/17	143860		190757	P	03/16/17	602 430819	NO. SUB. DIGITAL CONSORTI	126.00
INVOICE: 13108										
VENDOR TOTALS		1,681.68 YTD INVOICED			1,744.97 YTD PAID			126.00		
36865 ILLINOIS LIBRARY ASSOC	87806	03/06/17	143861		190758	P	03/16/17	2015015 938506	GNL CNTRL SVC/PROGRAM	33.00
INVOICE: 124557										
VENDOR TOTALS		1,430.00 YTD INVOICED			933.00 YTD PAID			33.00		
301833 LAKESHORE LEARNING MATERIALS	87807	02/24/17	143862		190759	P	03/16/17	2015011 951003	OFF SPLS FURNISHINGS	62.99
INVOICE: 1564810217										
VENDOR TOTALS		.00 YTD INVOICED			142.97 YTD PAID			62.99		
101221 ANTHONY P LETRICH	87736	02/16/17	143790		190760	P	03/16/17	2015011 933800	CONFERENCES & TRAINING	63.36
INVOICE: ADM0309178										
VENDOR TOTALS		186.37 YTD INVOICED			158.94 YTD PAID			63.36		
4092 REBECCA JO MENZIE	87737	03/09/17	143791		190761	P	03/16/17	2015017 938506	GNL CNTRL SVC/PROGRAM	200.00
INVOICE: ADM0309179										

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VENDOR TOTALS										.00 YTD INVOICED	400.00 YTD PAID	200.00
101892 MIDWEST TAPE												
	87738	02/20/17	143792		190763	P	03/16/17	2015017 954005	LIB RSRCS-AUDIO VISUAL			242.09
	INVOICE:		94788127									
	87739	02/20/17	143793		190762	P	03/16/17	2015017 954005	LIB RSRCS-AUDIO VISUAL			29.98
	INVOICE:		94788332									
	87740	02/20/17	143794		190763	P	03/16/17	2015017 954005	LIB RSRCS-AUDIO VISUAL			143.92
	INVOICE:		94788331									
	87741	02/20/17	143795		190762	P	03/16/17	2015017 954005	LIB RSRCS-AUDIO VISUAL			55.97
	INVOICE:		94788330									
	87742	02/20/17	143796		190762	P	03/16/17	2015017 954005	LIB RSRCS-AUDIO VISUAL			75.97
	INVOICE:		94788129									
	87743	02/23/17	143797		190763	P	03/16/17	2015017 954005	LIB RSRCS-AUDIO VISUAL			107.95
	INVOICE:		94802155									
	87744	02/23/17	143798		190763	P	03/16/17	2015017 954005	LIB RSRCS-AUDIO VISUAL			141.95
	INVOICE:		94802154									
	87745	02/23/17	143799		190763	P	03/16/17	2015017 954005	LIB RSRCS-AUDIO VISUAL			91.96
	INVOICE:		94802153									
	87746	02/23/17	143800		190762	P	03/16/17	2015017 954005	LIB RSRCS-AUDIO VISUAL			45.98
	INVOICE:		94802152									
	87747	02/23/17	143801		190763	P	03/16/17	2015017 954005	LIB RSRCS-AUDIO VISUAL			184.71
	INVOICE:		94802151									
	87748	02/23/17	143802		190762	P	03/16/17	2015017 954005	LIB RSRCS-AUDIO VISUAL			47.99
	INVOICE:		94802150									
	87749	02/23/17	143803		190762	P	03/16/17	2015017 954005	LIB RSRCS-AUDIO VISUAL			65.97
	INVOICE:		94802139									
	87750	02/23/17	143804		190762	P	03/16/17	2015017 954005	LIB RSRCS-AUDIO VISUAL			45.98
	INVOICE:		94802138									
	87751	02/23/17	143805		190763	P	03/16/17	2015017 954005	LIB RSRCS-AUDIO VISUAL			134.94
	INVOICE:		94802135									
	87752	02/23/17	143806		190763	P	03/16/17	2015017 954005	LIB RSRCS-AUDIO VISUAL			95.96
	INVOICE:		94802137									
	87753	02/23/17	143807		190762	P	03/16/17	2015015 954004	LIB RSRCS-RECORDING			24.18
	INVOICE:		94802200									
	87754	02/24/17	143808		190762	P	03/16/17	2015015 954005	LIB RSRCS-AUDIO VISUAL			67.95
	INVOICE:		94803329									
	87754	02/24/17	143808		190762	P	03/16/17	2015013 951100	LIBRARY SUPPLIES			10.40
	INVOICE:		94803329									
	87755	02/22/17	143809		190763	P	03/16/17	2015015 954005	LIB RSRCS-AUDIO VISUAL			91.96
	INVOICE:		94797158									
	87755	02/22/17	143809		190763	P	03/16/17	2015013 951100	LIBRARY SUPPLIES			6.60
	INVOICE:		94797158									
	87756	02/22/17	143810		190763	P	03/16/17	2015015 954005	LIB RSRCS-AUDIO VISUAL			91.96
	INVOICE:		94797156									
	87756	02/22/17	143810		190763	P	03/16/17	2015013 951100	LIBRARY SUPPLIES			6.60
	INVOICE:		94797156									
	87757	02/28/17	143811		190762	P	03/16/17	2015015 954005	LIB RSRCS-AUDIO VISUAL			5.59
	INVOICE:		94813130									
	87757	02/28/17	143811		190762	P	03/16/17	2015013 951100	LIBRARY SUPPLIES			1.65

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INVOICE: 94813130									
87758	02/28/17	143812		190762	P	03/16/17	2015015 954005	LIB RSRCS-AUDIO VISUAL	81.15
INVOICE: 94813088									
87758	02/28/17	143812		190762	P	03/16/17	2015013 951100	LIBRARY SUPPLIES	8.25
INVOICE: 94813088									
87759	02/28/17	143813		190762	P	03/16/17	2015015 954002	LIB RSRCS-CHILDREN BOOKS	11.99
INVOICE: 94813087									
87759	02/28/17	143813		190762	P	03/16/17	2015013 951100	LIBRARY SUPPLIES	1.65
INVOICE: 94813087									
87760	02/23/17	143814		190763	P	03/16/17	2015013 951100	LIBRARY SUPPLIES	242.97
INVOICE: 94801748									
87808	03/06/17	143863		190762	P	03/16/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	23.99
INVOICE: 94833263									
87809	03/06/17	143864		190762	P	03/16/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	39.98
INVOICE: 94833262									
87810	03/06/17	143865		190762	P	03/16/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	24.78
INVOICE: 94833261									
87811	03/06/17	143866		190762	P	03/16/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	15.99
INVOICE: 94833260									
87812	03/06/17	143867		190762	P	03/16/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	53.97
INVOICE: 94833159									
87813	03/06/17	143868		190762	P	03/16/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	45.98
INVOICE: 94833158									
87814	03/06/17	143869		190763	P	03/16/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	156.93
INVOICE: 94833157									
87815	03/06/17	143870		190762	P	03/16/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	19.99
INVOICE: 94833156									
87816	03/06/17	143871		190763	P	03/16/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	418.03
INVOICE: 94833155									
87817	03/06/17	143872		190763	P	03/16/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	281.86
INVOICE: 94833153									
87818	03/06/17	143873		190762	P	03/16/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	73.97
INVOICE: 94833264									
VENDOR TOTALS 58,202.91 YTD INVOICED 57,165.48 YTD PAID 3,319.69									
4275 NORTHBROOK PUBLIC LIBRARY									
87834	03/13/17	143889		190764	P	03/16/17	201 877500	COLLECTION AGENCY-MISC	20.99
INVOICE: ADM031317									
VENDOR TOTALS 5.00 YTD INVOICED 39.94 YTD PAID 20.99									
924 OVERDRIVE INC									
87761	02/21/17	143815		190765	P	03/16/17	602 430819	NO. SUB. DIGITAL CONSORTI	1,256.85
INVOICE: 07512016547130222117									
87762	03/01/17	143816		190765	P	03/16/17	602 430819	NO. SUB. DIGITAL CONSORTI	1,000.00
INVOICE: H0040872									
87763	02/27/17	143817		190765	P	03/16/17	602 430819	NO. SUB. DIGITAL CONSORTI	1,982.85
INVOICE: 0751164106370022717									
87764	02/27/17	143818		190765	P	03/16/17	602 430819	NO. SUB. DIGITAL CONSORTI	15,104.85
INVOICE: 0751171440580022717									

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87819		02/28/17	143874		190765	P	03/16/17	602 430819	NO. SUB. DIGITAL CONSORTI	383.50
	INVOICE:	0751003545347022817								
VENDOR TOTALS		94,633.14 YTD INVOICED						92,896.05 YTD PAID		19,728.05
4141 PADDOCK PUBLICATIONS INC										
87765		02/18/17	143819		190766	P	03/16/17	2015011 951002	OFF SPLS--OTHER SUPPLIES	90.45
	INVOICE:	T4464790								
VENDOR TOTALS		602.85 YTD INVOICED						787.75 YTD PAID		90.45
63349 PARK RIDGE RECREATION AND PARK DISTRICT										
87669		03/07/17	143722		190631	M	03/07/17	2015015 938506	GNL CNTRL SVC/PROGRAM	82.00
	INVOICE:	14098								
VENDOR TOTALS		75,667.00 YTD INVOICED						51,279.69 YTD PAID		82.00
5923 PENGUIN RANDOM HOUSE LLC										
87766		02/10/17	143820		190767	P	03/16/17	2015017 954004	LIB RSRCS-RECORDING	33.75
	INVOICE:	1081008450								
87767		02/16/17	143821		190767	P	03/16/17	2015017 954004	LIB RSRCS-RECORDING	30.00
	INVOICE:	1081079554								
VENDOR TOTALS		4,377.50 YTD INVOICED						2,449.00 YTD PAID		63.75
229 PITNEY BOWES INC										
87768		02/18/17	143822		190768	P	03/16/17	2015011 935102	EQPT RNTL-POSTAGE MACHINE	444.18
	INVOICE:	3101033403								
VENDOR TOTALS		5,776.72 YTD INVOICED						7,776.72 YTD PAID		444.18
300938 PLANKS PRINTING SERVICE INC										
87769		02/28/17	143824		190769	P	03/16/17	2015015 938506	GNL CNTRL SVC/PROGRAM	66.00
	INVOICE:	249460A								
VENDOR TOTALS		82.70 YTD INVOICED						66.00 YTD PAID		66.00
92 LORI L PRESTON										
87770		02/24/17	143825		190770	P	03/16/17	2015011 933800	CONFERENCES & TRAINING	275.99
	INVOICE:	ADM03091711								
VENDOR TOTALS		65.32 YTD INVOICED						469.25 YTD PAID		275.99
4426 PROSPECT HEIGHTS LIBRARY										
87835		03/13/17	143890		190771	P	03/16/17	201 877500	COLLECTION AGENCY-MISC	10.00
	INVOICE:	ADM0313172								
VENDOR TOTALS		41.99 YTD INVOICED						27.95 YTD PAID		10.00
6564 PURE HEALTH SOLUTIONS INC										
87771		03/03/17	143826		190772	P	03/16/17	2015012 932103	BLDG MNT CNTR-GENL MAINT	63.75

WARRANT: L031617

TO FISCAL 2016/11 05/01/2016 TO 04/30/2017

VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	

INVOICE: 7204356										
VENDOR TOTALS		.00 YTD INVOICED			446.25 YTD PAID			63.75		
68595 RECORDED BOOKS INC										
	87772	02/15/17	143827		190773	P	03/16/17	2015015 954004	LIB RSRCS-RECORDING	31.49
INVOICE: 75482219										
	87773	02/17/17	143828		190773	P	03/16/17	2015015 954004	LIB RSRCS-RECORDING	37.40
INVOICE: 75483280										
	87774	02/23/17	143829		190773	P	03/16/17	2015017 954004	LIB RSRCS-RECORDING	40.50
INVOICE: 75486456										
	87820	02/28/17	143875		190773	P	03/16/17	2015015 954004	LIB RSRCS-RECORDING	53.99
INVOICE: 75488407										
	87821	02/27/17	143876		190773	P	03/16/17	2015017 954004	LIB RSRCS-RECORDING	35.99
INVOICE: 75486455										
	87822	02/27/17	143877		190773	P	03/16/17	2015017 954004	LIB RSRCS-RECORDING	35.99
INVOICE: 75488089										
	87823	02/28/17	143878		190773	P	03/16/17	2015017 954004	LIB RSRCS-RECORDING	40.49
INVOICE: 75488457										
	87824	03/01/17	143879		190773	P	03/16/17	2015017 954004	LIB RSRCS-RECORDING	62.99
INVOICE: 75490641										
	87825	03/02/17	143880		190773	P	03/16/17	2015017 954004	LIB RSRCS-RECORDING	29.69
INVOICE: 75491307										
	87826	03/01/17	143881		190773	P	03/16/17	2015017 954004	LIB RSRCS-RECORDING	17.99
INVOICE: 75489703										
VENDOR TOTALS		16,383.13 YTD INVOICED			3,966.29 YTD PAID			386.52		
4622 PARRY RIGNEY										
	87775	03/03/17	143830		190774	P	03/16/17	2015015 954002	LIB RSRCS-CHILDREN BOOKS	38.00
INVOICE: ADM03091712										
VENDOR TOTALS		78.98 YTD INVOICED			831.08 YTD PAID			38.00		
303182 SCHOLASTIC LIBRARY PUBLISHING										
	87776	02/21/17	143831		190775	P	03/16/17	2015015 938506	GNL CNTRL SVC/PROGRAM	148.66
INVOICE: 14624761										
VENDOR TOTALS		312.00 YTD INVOICED			491.66 YTD PAID			148.66		
3892 SOUND INCORPORATED										
	87778	02/23/17	143833		190776	P	03/16/17	2015011 938501	GNL CNTRL SVC/TELEPHONE	166.50
INVOICE: D1320316										
VENDOR TOTALS		2,408.87 YTD INVOICED			2,446.30 YTD PAID			166.50		
6493 SUN AND MOON YOGA										
	87781	03/09/17	143836		190777	P	03/16/17	2015017 938506	GNL CNTRL SVC/PROGRAM	150.00
INVOICE: ADM03091713										

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TO FISCAL 2016/11 05/01/2016 TO 04/30/2017

VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION			
VENDOR TOTALS										.00 YTD INVOICED	600.00 YTD PAID	150.00
5611 THYSSENKRUPP ELEVATOR CORP	87782	02/01/17	143837		190778	P	03/16/17	2015012 932104	BLDG MNT CNTR-ELEV MAINT			344.46
	INVOICE:	32003035622										
VENDOR TOTALS										8,333.20 YTD INVOICED	2,245.84 YTD PAID	344.46
303348 THE UPS STORE 1573	87783	02/28/17	143838		190779	P	03/16/17	2015011 938502	GNL CNTRL SVC/POSTAGE			31.62
	INVOICE:	4843-4886-4940										
VENDOR TOTALS										261.62 YTD INVOICED	336.02 YTD PAID	31.62
2193 VERIZON WIRELESS	87784	03/01/17	143839		190780	P	03/16/17	2015011 938501	GNL CNTRL SVC/TELEPHONE			166.53
	INVOICE:	9781240488										
VENDOR TOTALS										26,411.54 YTD INVOICED	28,689.98 YTD PAID	166.53
300800 WAREHOUSE DIRECT INC	87827	02/28/17	143882		190781	P	03/16/17	2015011 951002	OFF SPLS--OTHER SUPPLIES			39.95
	INVOICE:	33920040										
	87828	02/27/17	143883		190781	P	03/16/17	2015011 951002	OFF SPLS--OTHER SUPPLIES			-28.83
	INVOICE:	C33544950										
VENDOR TOTALS										10,992.01 YTD INVOICED	16,439.83 YTD PAID	11.12
6742 LISA ZAGO MARTIN	87785	03/09/17	143840		190782	P	03/16/17	2015017 938506	GNL CNTRL SVC/PROGRAM			375.00
	INVOICE:	ADM03091714										
VENDOR TOTALS										.00 YTD INVOICED	375.00 YTD PAID	375.00
											REPORT TOTALS	46,198.08

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	47	46,116.08
TOTAL MANUAL CHECKS	1	82.00

** END OF REPORT - Generated by Edward Tidd **

**City of Park Ridge, IL
Warrant List Fund Totals
03/16/2017**

Fund	Description	Amount
201	Library Fund	\$23,042.03
201	Grant Fund	\$0.00
553	Library Technology Replacement	\$3302.00
602	North Suburban Digital Consortium	\$19,854.05
201	Library Restricted Fund	\$0.00
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	Report Total	\$46,198.08

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TO FISCAL 2016/11 05/01/2016 TO 04/30/2017

VENDOR NAME

DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	

1136	ADVOCATE OCCUPATIONAL HEALTH NILES								
88290	03/28/17	144349		190924	P	03/31/17	2015011 933100	LIB RECRUIT & TESTING	56.00
	INVOICE: 647518								
VENDOR TOTALS		14,938.39	YTD INVOICED			11,404.81	YTD PAID		56.00
48	AEC ONE STOP GROUP INC								
88291	03/28/17	144350		190925	P	03/31/17	2015017 954004	LIB RSRCS-RECORDING	101.18
	INVOICE: PLS09683307								
88292	03/28/17	144351		190925	P	03/31/17	2015017 954004	LIB RSRCS-RECORDING	438.96
	INVOICE: PLS09510593								
VENDOR TOTALS		5,079.35	YTD INVOICED			4,166.73	YTD PAID		540.14
5354	AMAZON COM CREDIT SERVICES								
88293	03/28/17	144352		190926	P	03/31/17	2015017 954001	LIB RSRCS--ADULT BOOKS	9.99
	INVOICE: 218409938416								
88294	03/28/17	144353		190926	P	03/31/17	2015015 954008	LIB RSRCS-MISCELLANEOUS	42.68
	INVOICE: 269758970375								
88295	03/28/17	144354		190926	P	03/31/17	2015017 954001	LIB RSRCS--ADULT BOOKS	10.71
	INVOICE: 221721108567								
88296	03/28/17	144355		190926	P	03/31/17	2015017 954001	LIB RSRCS--ADULT BOOKS	7.99
	INVOICE: 244255092655								
88297	03/28/17	144356		190927	P	03/31/17	2015017 954001	LIB RSRCS--ADULT BOOKS	76.15
	INVOICE: 244251556234								
88298	03/28/17	144357		190926	P	03/31/17	2015017 954001	LIB RSRCS--ADULT BOOKS	17.68
	INVOICE: 139035129323								
88299	03/28/17	144358		190927	P	03/31/17	2015014 954001	LIB RSRCS--ADULT BOOKS	87.96
	INVOICE: 190125820342								
88300	03/28/17	144360		190926	P	03/31/17	2015014 954001	LIB RSRCS--ADULT BOOKS	10.71
	INVOICE: 027018168004								
88301	03/28/17	144361		190926	P	03/31/17	2015015 938506	GNL CNTRL SVC/PROGRAM	31.92
	INVOICE: 057539091105								
88302	03/28/17	144362		190926	P	03/31/17	2015013 951100	LIBRARY SUPPLIES	6.99
	INVOICE: 115103409272								
88303	03/28/17	144363		190926	P	03/31/17	2015015 954010	LIB RSRCS-CD ROM	47.17
	INVOICE: 204134454421								
88304	03/28/17	144364		190927	P	03/31/17	2015017 954013	LIB RSRCS-YA GAMES	95.98
	INVOICE: 244268549289								
88305	03/28/17	144365		190926	P	03/31/17	2015015 954010	LIB RSRCS-CD ROM	9.01
	INVOICE: 204133077140								
88306	03/28/17	144366		190926	P	03/31/17	2015015 954005	LIB RSRCS-AUDIO VISUAL	12.98
	INVOICE: 04568011008								
88307	03/28/17	144368		190927	P	03/31/17	2015011 951003	OFF SPLS FURNISHINGS	722.19
	INVOICE: 151693582837								
88308	03/28/17	144369		190927	P	03/31/17	2015011 951003	OFF SPLS FURNISHINGS	908.01
	INVOICE: 15282198873								
88309	03/28/17	144370		190927	P	03/31/17	2015011 951003	OFF SPLS FURNISHINGS	175.89
	INVOICE: 296779917233								
88310	03/28/17	144371		190927	P	03/31/17	2015011 951003	OFF SPLS FURNISHINGS	205.99
	INVOICE: 152787114059								

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|CITY OF PARK RIDGE
|LIBRARY'S 03/31/2017 - PAID WARRANT REPORT

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WARRANT: L033117

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VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
	88311	03/28/17	144372		190926	P	03/31/17	2015011 951003	OFF SPLS FURNISHINGS	6.99
	INVOICE:	200479434226								
	88312	03/28/17	144373		190926	P	03/31/17	2015011 951003	OFF SPLS FURNISHINGS	26.99
	INVOICE:	152785665256								
	88313	03/28/17	144374		190926	P	03/31/17	2015013 951100	LIBRARY SUPPLIES	5.06
	INVOICE:	239753653255								
	88314	03/28/17	144375		190926	P	03/31/17	2015013 951100	LIBRARY SUPPLIES	5.06
	INVOICE:	239754018858								
	88315	03/28/17	144376		190926	P	03/31/17	2015017 954013	LIB RSRCS-YA GAMES	47.88
	INVOICE:	265969579242								
	88316	03/28/17	144377		190927	P	03/31/17	2015015 954010	LIB RSRCS-CD ROM	100.22
	INVOICE:	122426066222								
	88317	03/28/17	144378		190927	P	03/31/17	2015017 954013	LIB RSRCS-YA GAMES	95.98
	INVOICE:	218695680283								
	88318	03/28/17	144379		190927	P	03/31/17	2015017 954013	LIB RSRCS-YA GAMES	99.98
	INVOICE:	017551921423								
	88319	03/28/17	144380		190926	P	03/31/17	2015015 954002	LIB RSRCS-CHILDREN BOOKS	10.92
	INVOICE:	127732143557								
	88320	03/28/17	144381		190926	P	03/31/17	2015015 954002	LIB RSRCS-CHILDREN BOOKS	16.15
	INVOICE:	171862755762								
	88321	03/28/17	144382		190926	P	03/31/17	2015015 954002	LIB RSRCS-CHILDREN BOOKS	14.99
	INVOICE:	179535949030								
	88322	03/28/17	144383		190926	P	03/31/17	2015014 954001	LIB RSRCS--ADULT BOOKS	9.89
	INVOICE:	059097463800								
VENDOR TOTALS			24,948.34	YTD INVOICED				24,022.45	YTD PAID	2,920.11
800 AMERICAN EAGLE COM										
	88323	03/28/17	144384		190928	P	03/31/17	2015011 931700	LIB DATA PROC SV	250.00
	INVOICE:	245795								
	88324	03/28/17	144385		190928	P	03/31/17	2015011 931700	LIB DATA PROC SV	150.00
	INVOICE:	245342								
VENDOR TOTALS			7,750.00	YTD INVOICED				20,175.00	YTD PAID	400.00
5008 ANCEL GLINK DIAMOND BUSH										
	88325	03/28/17	144386		190929	P	03/31/17	2015011 942500	SPECIAL COUNSEL	51.25
	INVOICE:	55642								
VENDOR TOTALS			95,572.25	YTD INVOICED				215,035.14	YTD PAID	51.25
101735 AUDIO EDITIONS										
	88326	03/28/17	144387		190930	P	03/31/17	2015017 954004	LIB RSRCS-RECORDING	169.56
	INVOICE:	1625578								
	88326	03/28/17	144387		190930	P	03/31/17	2015013 951100	LIBRARY SUPPLIES	47.60
	INVOICE:	1625578								
VENDOR TOTALS			5,258.28	YTD INVOICED				5,833.70	YTD PAID	217.16
4222 AV CAFE										
	88327	03/28/17	144388		190931	P	03/31/17	2015015 954010	LIB RSRCS-CD ROM	31.79

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VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	

INVOICE: 51582										
VENDOR TOTALS	3,115.72 YTD INVOICED			1,368.30 YTD PAID			31.79			
101020 BAKER AND TAYLOR BOOKS										
88279	03/01/17	144338			190932	P	03/31/17	2015013 935100	EQPT RNTL-MAINTENANCE	2,735.00
INVOICE: NS17030307										
88280	03/17/17	144339			190932	P	03/31/17	2015015 954002	LIB RSRCS-CHILDREN BOOKS	89.11
INVOICE: 2032727693										
88281	03/28/17	144340			190932	P	03/31/17	2015014 954001	LIB RSRCS--ADULT BOOKS	1,129.04
INVOICE: REF0328172										
88282	03/28/17	144341			190932	P	03/31/17	2015014 954001	LIB RSRCS--ADULT BOOKS	808.31
INVOICE: REF032817										
88283	03/28/17	144342			190932	P	03/31/17	2015017 954001	LIB RSRCS--ADULT BOOKS	2,616.22
INVOICE: RS0328172										
88284	03/28/17	144343			190932	P	03/31/17	2015015 954002	LIB RSRCS-CHILDREN BOOKS	412.55
INVOICE: CS032817										
88285	03/28/17	144344			190932	P	03/31/17	2015013 951100	LIBRARY SUPPLIES	117.75
INVOICE: TS032817										
88286	03/28/17	144345			190932	P	03/31/17	2015017 954001	LIB RSRCS--ADULT BOOKS	955.99
INVOICE: RS032817										
88287	03/28/17	144346			190932	P	03/31/17	2015017 954010	LIB RSRCS-CD ROM	161.89
INVOICE: YA032817										
88288	03/09/17	144347			1360	M	03/28/17	2015111 952000	MATERIALS	213.20
INVOICE: ADM032817										
VENDOR TOTALS	180,199.15 YTD INVOICED			193,263.03 YTD PAID			9,239.06			
3596 ANGELA BERGER										
88328	03/28/17	144389			190933	P	03/31/17	2015011 933800	CONFERENCES & TRAINING	12.27
INVOICE: ADM0328173										
VENDOR TOTALS	85.75 YTD INVOICED			440.74 YTD PAID			12.27			
4184 BROOK ELECTRIC DISTRIBUTION CO										
88329	03/28/17	144390			190934	P	03/31/17	2015012 932103	BLDG MNT CNTR-GENL MAINT	574.00
INVOICE: S0063103967001										
VENDOR TOTALS	3,003.35 YTD INVOICED			2,227.58 YTD PAID			574.00			
4756 CALL ONE										
88330	03/28/17	144391			190935	P	03/31/17	2015011 938501	GNL CNTRL SVC/TELEPHONE	571.08
INVOICE: ADM0328174										
88330	03/28/17	144391			190935	P	03/31/17	2015011 938503	GNL CNTRL SVC-INTERNET	435.00
INVOICE: ADM0328174										
VENDOR TOTALS	10,417.64 YTD INVOICED			10,940.91 YTD PAID			1,006.08			
12962 CDW GOVERNMENT INC										
88331	03/28/17	144392			190936	P	03/31/17	5535011 952000	MATERIALS	1,625.36
INVOICE: HBS3850										

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VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
	88332	03/28/17	144393		190936	P	03/31/17	5535011 952000	MATERIALS	152.99
	INVOICE:	HBS3862								
	88333	03/28/17	144394		190936	P	03/31/17	2015011 951003	OFF SPLS FURNISHINGS	51.13
	INVOICE:	HBH8575								
VENDOR TOTALS			51,059.45	YTD INVOICED				4,952.92	YTD PAID	1,829.48
5814 CHASE										
	88289	03/17/17	144348		1361	M	03/28/17	2015111 952000	MATERIALS	170.06
	INVOICE:	ADM0328172								
	88394	03/29/17	144455		190784	M	03/29/17	2015011 931700	LIB DATA PROC SV	229.99
	INVOICE:	ADM032917								
	88394	03/29/17	144455		190784	M	03/29/17	2015011 933800	CONFERENCES & TRAINING	25.00
	INVOICE:	ADM032917								
	88394	03/29/17	144455		190784	M	03/29/17	2015011 936000	PUBLIC RELATIONS	383.75
	INVOICE:	ADM032917								
	88394	03/29/17	144455		190784	M	03/29/17	2015011 951002	OFF SPLS--OTHER SUPPLIES	739.00
	INVOICE:	ADM032917								
	88394	03/29/17	144455		190784	M	03/29/17	2015011 951003	OFF SPLS FURNISHINGS	26.45
	INVOICE:	ADM032917								
	88394	03/29/17	144455		190784	M	03/29/17	2015015 938506	GNL CNTRL SVC/PROGRAM	18.47
	INVOICE:	ADM032917								
	88394	03/29/17	144455		190784	M	03/29/17	2015017 938507	GNL CNTRL SVC/YA PROGRAMS	104.64
	INVOICE:	ADM032917								
VENDOR TOTALS			16,653.92	YTD INVOICED				18,043.53	YTD PAID	1,697.36
3701 COMCAST CABLE										
	88334	03/28/17	144395		190937	P	03/31/17	2015011 938503	GNL CNTRL SVC-INTERNET	250.51
	INVOICE:	ADM0328175								
	88335	03/28/17	144396		190937	P	03/31/17	2015011 938503	GNL CNTRL SVC-INTERNET	250.51
	INVOICE:	ADM0328176								
VENDOR TOTALS			4,718.03	YTD INVOICED				2,798.17	YTD PAID	501.02
6788 COMPUTYPE INC										
	88336	03/28/17	144397		190938	P	03/31/17	5535011 952000	MATERIALS	1,905.36
	INVOICE:	617346								
	88337	03/28/17	144398		190938	P	03/31/17	2015013 951100	LIBRARY SUPPLIES	269.75
	INVOICE:	617672								
	88338	03/28/17	144399		190938	P	03/31/17	2015013 951100	LIBRARY SUPPLIES	269.75
	INVOICE:	617507								
VENDOR TOTALS			.00	YTD INVOICED				2,444.86	YTD PAID	2,444.86
55134 COOPERATIVE COMPUTER										
	88339	03/28/17	144400		190939	P	03/31/17	2015016 931701	DATA PROCESSING/CLSI	6,324.00
	INVOICE:	439								
	88340	03/28/17	144401		190939	P	03/31/17	2015013 931702	DATA PROCESSING/OCLC	964.00
	INVOICE:	440								

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VENDOR NAME

DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
VENDOR TOTALS		68,362.47	YTD INVOICED			85,353.05	YTD PAID		7,288.00
19972 DEMCO INC									
88341	03/28/17	144402		190940	P	03/31/17	2015017 951100	LIBRARY SUPPLIES	159.19
INVOICE: 6092524									
88342	03/28/17	144403		190940	P	03/31/17	2015011 951002	OFF SPLS--OTHER SUPPLIES	49.95
INVOICE: 6080058									
88343	03/28/17	144404		190940	P	03/31/17	2015011 931700	LIB DATA PROC SV	908.00
INVOICE: 6071466									
VENDOR TOTALS		13,314.62	YTD INVOICED			18,950.78	YTD PAID		1,117.14
3941 DUNDEE PUBLIC LIBRARY									
88344	03/28/17	144405		190941	P	03/31/17	201 877500	COLLECTION AGENCY-MISC	25.85
INVOICE: ADM0328177									
88345	03/28/17	144406		190941	P	03/31/17	201 877500	COLLECTION AGENCY-MISC	11.40
INVOICE: ADM0328178									
VENDOR TOTALS		25.00	YTD INVOICED			37.25	YTD PAID		37.25
25165 EBSCO SUBSCRIPTION SERV									
88346	03/28/17	144407		190942	P	03/31/17	2015014 954010	LIB RSRCS-CD ROM	3,399.00
INVOICE: 10000516501									
VENDOR TOTALS		10,743.46	YTD INVOICED			10,330.52	YTD PAID		3,399.00
6695 EVANSTON AWNING CO									
88465	03/29/17	144526		190943	P	03/31/17	2015012 932103	BLDG MNT CNTR-GENL MAINT	1,888.00
INVOICE: 101638B									
VENDOR TOTALS		.00	YTD INVOICED			3,400.00	YTD PAID		1,888.00
5535 FOREST SECURITY									
88347	03/28/17	144408		190944	P	03/31/17	2015012 932103	BLDG MNT CNTR-GENL MAINT	1,944.50
INVOICE: ADM0328179									
88348	03/28/17	144409		190944	P	03/31/17	2015012 932103	BLDG MNT CNTR-GENL MAINT	172.35
INVOICE: 56623									
88349	03/28/17	144410		190944	P	03/31/17	2015012 932103	BLDG MNT CNTR-GENL MAINT	334.35
INVOICE: 56087									
VENDOR TOTALS		635.40	YTD INVOICED			2,927.75	YTD PAID		2,451.20
300553 GALE GROUP									
88350	03/28/17	144411		190945	P	03/31/17	2015014 954010	LIB RSRCS-CD ROM	4,803.14
INVOICE: 60356358									
88351	03/28/17	144412		190945	P	03/31/17	2015017 954001	LIB RSRCS--ADULT BOOKS	23.20
INVOICE: 60338660									
88352	03/28/17	144413		190945	P	03/31/17	2015017 954001	LIB RSRCS--ADULT BOOKS	19.99
INVOICE: 60326358									
88353	03/28/17	144414		190945	P	03/31/17	2015017 954001	LIB RSRCS--ADULT BOOKS	20.79

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INVOICE: 60318991										
88354		03/28/17	144415		190945	P	03/31/17	2015017 954001	LIB RSRCS--ADULT BOOKS	16.90
INVOICE: 60276086										
88355		03/28/17	144416		190945	P	03/31/17	2015017 954001	LIB RSRCS--ADULT BOOKS	204.66
INVOICE: 60300158										
88356		03/28/17	144417		190945	P	03/31/17	2015017 954001	LIB RSRCS--ADULT BOOKS	85.76
INVOICE: 60290909										
VENDOR TOTALS			35,489.84	YTD INVOICED				47,052.82	YTD PAID	5,174.44
6361 PAUL GUNTY										
88357		03/28/17	144418		190946	P	03/31/17	2015011 951002	OFF SPLS--OTHER SUPPLIES	170.00
INVOICE: 3102017										
VENDOR TOTALS			160.00	YTD INVOICED				330.00	YTD PAID	170.00
3996 HD SUPPLY FACILITIES MAINT LTD										
88358		03/28/17	144419		190947	P	03/31/17	2015012 932103	BLDG MNT CNTR-GENL MAINT	123.93
INVOICE: 9152877525										
VENDOR TOTALS			5,521.38	YTD INVOICED				286.89	YTD PAID	123.93
102496 HOME DEPOT CREDIT SERVICES										
88359		03/28/17	144420		190948	P	03/31/17	2015012 932103	BLDG MNT CNTR-GENL MAINT	206.48
INVOICE: ADM03281710										
VENDOR TOTALS			8,102.03	YTD INVOICED				12,873.59	YTD PAID	206.48
389 IMAGING OFFICE SYSTEMS INC										
88360		03/28/17	144421		190949	P	03/31/17	5535011 952000	MATERIALS	4,756.00
INVOICE: INV107231										
VENDOR TOTALS			.00	YTD INVOICED				4,756.00	YTD PAID	4,756.00
1396 JEWEL ALBERTSONS SITE 03481										
88403		03/29/17	144464		190950	P	03/31/17	2015011 933800	CONFERENCES & TRAINING	95.40
INVOICE: ADM032917										
88403		03/29/17	144464		190950	P	03/31/17	2015015 938506	GNL CNTRL SVC/PROGRAM	150.76
INVOICE: ADM032917										
VENDOR TOTALS			1,161.83	YTD INVOICED				1,787.97	YTD PAID	246.16
6520 JOHN S SWIFT CO INC										
88361		03/28/17	144422		190951	P	03/31/17	2015011 936001	PUBLIC RELATIONS NEWSLET	2,339.00
INVOICE: 170089										
VENDOR TOTALS			.00	YTD INVOICED				12,294.00	YTD PAID	2,339.00
6267 LIBRARIES FIRST										
88362		03/28/17	144423		190952	P	03/31/17	2015014 954010	LIB RSRCS-CD ROM	4,617.00
INVOICE: LF5367										

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VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
	88363	03/28/17	144424		190952	P	03/31/17	2015015 938506	GNL CNTRL SVC/PROGRAM	275.00
	INVOICE: LF5208									
VENDOR TOTALS				4,887.00	YTD INVOICED			4,892.00	YTD PAID	4,892.00
1061 MARY MASON										
	88364	03/28/17	144425		190953	P	03/31/17	2015015 938506	GNL CNTRL SVC/PROGRAM	74.34
	INVOICE: ADM03281711									
VENDOR TOTALS				796.70	YTD INVOICED			1,072.53	YTD PAID	74.34
5255 MC HENRY PUBLIC LIBRARY										
	88365	03/28/17	144426		190954	P	03/31/17	201 877500	COLLECTION AGENCY-MISC	13.95
	INVOICE: ADM03281712									
VENDOR TOTALS				.00	YTD INVOICED			78.90	YTD PAID	13.95
101892 MIDWEST TAPE										
	88366	03/28/17	144427		190956	P	03/31/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	354.64
	INVOICE: 94852080									
	88367	03/28/17	144428		190956	P	03/31/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	138.93
	INVOICE: 94852069									
	88368	03/28/17	144429		190955	P	03/31/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	64.78
	INVOICE: 94852068									
	88369	03/28/17	144430		190955	P	03/31/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	113.55
	INVOICE: 94852067									
	88370	03/28/17	144431		190955	P	03/31/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	84.77
	INVOICE: 94852066									
	88371	03/28/17	144432		190956	P	03/31/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	315.26
	INVOICE: 94852064									
	88372	03/28/17	144433		190955	P	03/31/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	97.95
	INVOICE: 94870407									
	88373	03/28/17	144434		190955	P	03/31/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	31.99
	INVOICE: 94870409									
	88374	03/28/17	144435		190955	P	03/31/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	27.99
	INVOICE: 94870470									
	88375	03/28/17	144436		190956	P	03/31/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	169.90
	INVOICE: 94870471									
	88376	03/28/17	144437		190955	P	03/31/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	35.98
	INVOICE: 94870472									
	88377	03/28/17	144438		190956	P	03/31/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	135.94
	INVOICE: 94870473									
	88378	03/28/17	144439		190955	P	03/31/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	57.97
	INVOICE: 94870474									
	88379	03/28/17	144440		190955	P	03/31/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	62.17
	INVOICE: 94870475									
	88380	03/28/17	144441		190956	P	03/31/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	206.69
	INVOICE: 94870476									
	88381	03/28/17	144442		190955	P	03/31/17	2015015 954004	LIB RSRCS-RECORDING	11.99
	INVOICE: 94870385									
	88382	03/28/17	144443		190955	P	03/31/17	2015015 954004	LIB RSRCS-RECORDING	35.97

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INVOICE: 94870386										
88383		03/28/17	144444		190955	P	03/31/17	2015015 954004	LIB RSRCS-RECORDING	60.75
INVOICE: 94870387										
88384		03/28/17	144445		190956	P	03/31/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	168.92
INVOICE: 94852081										
88385		03/28/17	144446		190955	P	03/31/17	2015015 954005	LIB RSRCS-AUDIO VISUAL	29.99
INVOICE: 94840080										
88385		03/28/17	144446		190955	P	03/31/17	2015013 951100	LIBRARY SUPPLIES	1.65
INVOICE: 94840080										
88386		03/28/17	144447		190955	P	03/31/17	2015015 954005	LIB RSRCS-AUDIO VISUAL	95.95
INVOICE: 94845930										
88386		03/28/17	144447		190955	P	03/31/17	2015013 951100	LIBRARY SUPPLIES	9.05
INVOICE: 94845930										
88387		03/28/17	144448		190955	P	03/31/17	2015015 954004	LIB RSRCS-RECORDING	12.79
INVOICE: 94833301										
88388		03/28/17	144449		190955	P	03/31/17	2015015 954005	LIB RSRCS-AUDIO VISUAL	29.99
INVOICE: 94852424										
88388		03/28/17	144449		190955	P	03/31/17	2015013 951100	LIBRARY SUPPLIES	1.65
INVOICE: 94852424										
88389		03/28/17	144450		190955	P	03/31/17	2015015 954005	LIB RSRCS-AUDIO VISUAL	73.53
INVOICE: 94864042										
88389		03/28/17	144450		190955	P	03/31/17	2015013 951100	LIBRARY SUPPLIES	11.75
INVOICE: 94864042										
88390		03/28/17	144451		190955	P	03/31/17	2015015 954004	LIB RSRCS-RECORDING	17.59
INVOICE: 94833300										
88391		03/28/17	144452		190955	P	03/31/17	2015015 954004	LIB RSRCS-RECORDING	27.98
INVOICE: 94852128										
88392		03/28/17	144453		190955	P	03/31/17	2015015 954004	LIB RSRCS-RECORDING	56.16
INVOICE: 94852127										
VENDOR TOTALS										
			58,202.91	YTD INVOICED				59,709.70	YTD PAID	2,544.22
1193 ORIENTAL TRADING COMPANY INC										
88404		03/29/17	144465		190957	P	03/31/17	2015015 938506	GNL CNTRL SVC/PROGRAM	34.95
INVOICE: 68240807101										
VENDOR TOTALS										
			684.46	YTD INVOICED				369.73	YTD PAID	34.95
924 OVERDRIVE INC										
88405		03/29/17	144466		190958	P	03/31/17	602 430819	NO. SUB. DIGITAL CONSORTI	10.00
INVOICE: 0751131506273030817										
VENDOR TOTALS										
			94,633.14	YTD INVOICED				92,906.05	YTD PAID	10.00
4141 PADDOCK PUBLICATIONS INC										
88406		03/29/17	144467		190959	P	03/31/17	2015011 951002	OFF SPLS--OTHER SUPPLIES	179.55
INVOICE: T4466414										
VENDOR TOTALS										
			602.85	YTD INVOICED				967.30	YTD PAID	179.55
300825 PARK RIDGE CIVIC ORCHESTRA										

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VENDOR NAME

DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
88407	03/29/17	144468		190960	P	03/31/17	2015017 938506	GNL CNTRL SVC/PROGRAM	150.00
INVOICE: ADM0329172									
VENDOR TOTALS			50.00	YTD INVOICED		600.00		YTD PAID	150.00
3949 PARK RIDGE LIONS CLUB									
88408	03/29/17	144469		190961	P	03/31/17	2015011 932400	LIB MEMBER DUES	175.00
INVOICE: ADM0329173									
VENDOR TOTALS			525.00	YTD INVOICED		875.00		YTD PAID	175.00
5923 PENGUIN RANDOM HOUSE LLC									
88409	03/29/17	144470		190962	P	03/31/17	2015017 954004	LIB RSRCS-RECORDING	33.75
INVOICE: 1081398119									
88410	03/29/17	144471		190962	P	03/31/17	2015017 954004	LIB RSRCS-RECORDING	86.25
INVOICE: 1081298610									
VENDOR TOTALS			4,377.50	YTD INVOICED		2,569.00		YTD PAID	120.00
229 PITNEY BOWES INC									
88412	03/29/17	144473		190963	P	03/31/17	2015011 938502	GNL CNTRL SVC/POSTAGE	2,000.00
INVOICE: ADM0329174									
VENDOR TOTALS			5,776.72	YTD INVOICED		9,776.72		YTD PAID	2,000.00
101774 POLONIA BOOKSTORE & PLSH CO									
88414	03/29/17	144475		190964	P	03/31/17	2015014 954001	LIB RSRCS--ADULT BOOKS	166.27
INVOICE: 61068									
VENDOR TOTALS			2,588.37	YTD INVOICED		2,329.29		YTD PAID	166.27
92 LORI L PRESTON									
88416	03/29/17	144477		190965	P	03/31/17	2015011 933800	CONFERENCES & TRAINING	9.74
INVOICE: ADM0329175									
VENDOR TOTALS			65.32	YTD INVOICED		478.99		YTD PAID	9.74
68117 REBELS TROPHIES									
88418	03/29/17	144479		190966	P	03/31/17	2015015 938506	GNL CNTRL SVC/PROGRAM	152.30
INVOICE: 75944									
VENDOR TOTALS			152.00	YTD INVOICED		152.30		YTD PAID	152.30
68595 RECORDED BOOKS INC									
88420	03/29/17	144482		190967	P	03/31/17	2015211 936000	PUBLIC RELATIONS	550.49
INVOICE: 75474682									
88427	03/29/17	144487		190967	P	03/31/17	2015211 936000	PUBLIC RELATIONS	1,800.00
INVOICE: 75474681									
88429	03/29/17	144490		190967	P	03/31/17	2015015 954004	LIB RSRCS-RECORDING	82.80
INVOICE: 75503121									
88430	03/29/17	144492		190967	P	03/31/17	2015015 954004	LIB RSRCS-RECORDING	22.45

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VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
INVOICE: 75502367										
88433		03/29/17	144494		190967	P	03/31/17	2015017 954004	LIB RSRCS-RECORDING	31.50
INVOICE: 75500797										
88434		03/29/17	144495		190967	P	03/31/17	2015017 954004	LIB RSRCS-RECORDING	130.43
INVOICE: 75502406										
88435		03/29/17	144496		190967	P	03/31/17	2015017 954004	LIB RSRCS-RECORDING	31.50
INVOICE: 75501925										
VENDOR TOTALS			16,383.13	YTD INVOICED				6,615.46	YTD PAID	2,649.17
6343 STUDIO GC INC										
88436		03/29/17	144497		190968	P	03/31/17	2015012 996300	BUILDING REPAIRS	34,261.50
INVOICE: 16085A05										
VENDOR TOTALS			6,670.00	YTD INVOICED				101,429.18	YTD PAID	34,261.50
5003 UNIQUE MANAGEMENT SERVICES INC										
88437		03/29/17	144498		190969	P	03/31/17	201 877500	COLLECTION AGENCY-MISC	53.70
INVOICE: 441337										
VENDOR TOTALS			814.45	YTD INVOICED				680.20	YTD PAID	53.70
300800 WAREHOUSE DIRECT INC										
88438		03/29/17	144499		190970	P	03/31/17	2015015 938506	GNL CNTRL SVC/PROGRAM	46.92
INVOICE: 33970780										
88438		03/29/17	144499		190970	P	03/31/17	2015011 951100	LIBRARY SUPPLIES	85.70
INVOICE: 33970780										
88439		03/29/17	144500		190970	P	03/31/17	2015011 951002	OFF SPLS--OTHER SUPPLIES	30.13
INVOICE: 33836840										
88440		03/29/17	144501		190971	P	03/31/17	2015011 951001	OFF SPLS--PHOTOCOPY	660.00
INVOICE: 34064990										
88441		03/29/17	144502		190970	P	03/31/17	2015017 951100	LIBRARY SUPPLIES	173.80
INVOICE: 34161450										
88442		03/29/17	144503		190970	P	03/31/17	2015016 951100	LIBRARY SUPPLIES	12.43
INVOICE: 33872310										
88442		03/29/17	144503		190970	P	03/31/17	2015012 932103	BLDG MNT CNTR-GENL MAINT	44.00
INVOICE: 33872310										
88442		03/29/17	144503		190970	P	03/31/17	2015011 951002	OFF SPLS--OTHER SUPPLIES	19.76
INVOICE: 33872310										
88444		03/29/17	144505		190970	P	03/31/17	2015011 951002	OFF SPLS--OTHER SUPPLIES	134.06
INVOICE: 33817140										
88446		03/29/17	144508		190970	P	03/31/17	2015011 951002	OFF SPLS--OTHER SUPPLIES	-8.75
INVOICE: C33817140										
88448		03/29/17	144509		190970	P	03/31/17	2015011 951002	OFF SPLS--OTHER SUPPLIES	-18.18
INVOICE: C33817140B										
88449		03/29/17	144510		190970	P	03/31/17	2015016 951100	LIBRARY SUPPLIES	25.17
INVOICE: 33877690										
88450		03/29/17	144511		190970	P	03/31/17	2015016 951100	LIBRARY SUPPLIES	19.64
INVOICE: 33307270										
88451		03/29/17	144512		190971	P	03/31/17	2015012 932103	BLDG MNT CNTR-GENL MAINT	688.44
INVOICE: 34123740										

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88452	03/29/17	144513		190970	P	03/31/17	2015012 932103	BLDG MNT CNTR-GENL MAINT	-88.05
INVOICE: C34089270									
88453	03/29/17	144514		190970	P	03/31/17	2015012 932103	BLDG MNT CNTR-GENL MAINT	587.00
INVOICE: 34089270									
88454	03/29/17	144515		190970	P	03/31/17	2015012 932103	BLDG MNT CNTR-GENL MAINT	96.25
INVOICE: 34092790									
88455	03/29/17	144516		190970	P	03/31/17	2015015 951100	LIBRARY SUPPLIES	35.19
INVOICE: 34163470									
88456	03/29/17	144517		190970	P	03/31/17	2015015 951100	LIBRARY SUPPLIES	-35.19
INVOICE: C34145360									
88457	03/29/17	144518		190970	P	03/31/17	2015014 951100	LIBRARY SUPPLIES	6.57
INVOICE: 34065000									
88457	03/29/17	144518		190970	P	03/31/17	2015015 951100	LIBRARY SUPPLIES	87.62
INVOICE: 34065000									
88457	03/29/17	144518		190970	P	03/31/17	2015016 951100	LIBRARY SUPPLIES	11.53
INVOICE: 34065000									
88458	03/29/17	144519		190970	P	03/31/17	2015015 951100	LIBRARY SUPPLIES	93.21
INVOICE: 34145360									
88458	03/29/17	144519		190970	P	03/31/17	2015011 951002	OFF SPLS--OTHER SUPPLIES	24.09
INVOICE: 34145360									
88459	03/29/17	144520		190970	P	03/31/17	2015013 951100	LIBRARY SUPPLIES	97.28
INVOICE: 33829880									
88460	03/29/17	144521		190970	P	03/31/17	2015011 951002	OFF SPLS--OTHER SUPPLIES	-2.24
INVOICE: C33725750									
88462	03/29/17	144523		190970	P	03/31/17	2015011 951002	OFF SPLS--OTHER SUPPLIES	17.42
INVOICE: 33725750									
88463	03/29/17	144524		190970	P	03/31/17	2015011 951002	OFF SPLS--OTHER SUPPLIES	-98.38
INVOICE: C33817140C									

VENDOR TOTALS 10,992.01 YTD INVOICED 19,185.25 YTD PAID 2,745.42

6216 LISA WINCHELL

88464	03/29/17	144525		190972	P	03/31/17	2015015 938506	GNL CNTRL SVC/PROGRAM	15.58
INVOICE: ADM0329176									

VENDOR TOTALS 412.46 YTD INVOICED 418.06 YTD PAID 15.58

REPORT TOTALS 100,964.87

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	49	99,054.31
TOTAL MANUAL CHECKS	3	1,910.56

** END OF REPORT - Generated by Edward Tidd **

**City of Park Ridge, IL
Warrant List Fund Totals
03/31/2017**

Fund	Description	Amount
201	Library Fund	\$89,781.41
201	Grant Fund	\$2,350.49
553	Library Technology Replacement	\$8,439.71
602	North Suburban Digital Consortium	\$10.00
201	Library Restricted Fund	\$383.26
<hr/>		
	Report Total	\$100,964.87

**PARK RIDGE PUBLIC LIBRARY
PER CAPITA GRANT FUND SUMMARY - FY 2015/16 GRANT
MARCH 2017**

Budget	Description	Fund Balance
\$27,000.00	Digital Books, Magazines & Media	\$24,649.51
\$1,891.46	Marketing	\$1,731.46
\$28,891.46	TOTAL	\$26,380.97

**PARK RIDGE PUBLIC LIBRARY
LIBRARY TECHNOLOGY REPLACEMENT FUND SUMMARY 2016/17
March, 2017**

Budget	Description	Date	Expenses Vendor	Amount Paid Expenditures	Receipts Interest	Balance
\$100,000.00	Previous Balance	4/30/2016	Prior Year Ending Balance			\$321,594.40
		5/31/2016	Computerview	\$983.00		\$320,611.40
		5/31/2016	Computerview	\$3,329.00		\$317,282.40
		5/31/2016	Interest		\$17.11	\$317,299.51
		5/31/2016	Budget transfer		\$100,000.00	\$417,299.51
		6/30/2016	Interest		\$16.57	\$417,316.08
		7/16/2016	Computerview, Inc.	\$18,210.00		\$399,106.08
		7/31/2016	Computerview, Inc.	\$2,431.00		\$396,675.08
		7/31/2016	Interest		\$17.12	\$396,692.20
		8/16/2016	Computerview, Inc.	\$1,414.00		\$395,278.20
		8/31/2016	Interest		\$17.12	\$395,295.32
		9/16/2016	Chase	\$358.74		\$394,936.58
		9/16/2016	Computerview, Inc.	\$683.00		\$394,253.58
		9/16/2016	Innovative Vision Products	\$2,695.00		\$391,558.58
		9/16/2016	Team One Repair	\$1,396.00		\$390,162.58
		9/30/2016	Chase	(\$18.75)		\$390,181.33
		9/30/2016	Computerview, Inc.	\$1,275.00		\$388,906.33
		9/30/2016	Interest		\$16.57	\$388,922.90
		10/31/2016	Computerview, Inc.	\$1,991.00		\$386,931.90
		10/31/2016	Interest		\$17.13	\$386,949.03
		11/16/2016	Computerview, Inc.	\$427.00		\$386,522.03
		12/21/2016	Interest		\$16.58	\$386,538.61
		12/21/2016	Computerview, Inc.	\$9,611.00		\$376,927.61
		12/21/2016	Team One Repair	\$1,047.00		\$375,880.61
		1/16/2017	Computerview, Inc.	\$1,329.00		\$374,551.61
		2/16/2017	Computerview, Inc.	\$4,270.00		\$370,281.61
		2/28/2017	Computerview, Inc.	\$1,612.00		\$368,669.61
		3/16/2017	Computerview, Inc.	\$3,302.00		\$365,367.61
		3/31/2017	CDW	\$1,778.35		\$363,589.26
		3/31/2017	CompuType	\$1,905.36		\$361,683.90
		3/31/2017	Imaging Office Systems	\$4,756.00		\$356,927.90
		3/31/2017	Interest		\$67.02	\$356,994.92
	Account Balance					
\$100,000.00	Total Capital Budget 2016/17			\$64,784.70	\$100,185.22	\$356,994.92

PARK RIDGE PUBLIC LIBRARY
March, 2017

RESTRICTED/ENDOWMENT GIFT FUND

Balance 3/1/2017 - Liberty Bank	\$161,811.64	
Receipts	\$68,010.00	
Interest	\$2.90	
Expenditures	(\$383.26)	
Balance 3/31/2017		\$229,441.28

Restricted Gift Receipts:

Donation-Salita	\$130.00
Donation-SPC Queen of Peace Guild	\$50.00
Donation-Michel Trust	\$67,755.00

Restricted Gift Expenditures:

Baker & Taylor		\$213.20
Chase/Print Place		\$170.06

Total	\$67,935.00	Total		\$383.26
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Endowment Gift Receipts:

Donation-Musker	\$25.00
Donation-Foday	\$50.00
	\$75.00

Endowment Interest Expenditures:

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SPENSLEY LARGE PRINT ENDOWMENT

Balance City of Park Ridge Investment Account	10,000.00
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ENDOWMENT FUND INVESTED FUNDS

Parkway Bank CD - Principal invested 11/19/16 for 24 months. Matures 11/19/18	\$148,966.07
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RESTRICTED GIFT FUND INVESTED FUNDS

BMO Harris	\$125,241.08
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April 18, 2017

**Park Ridge Public Library
Library Restricted Gift Fund**

**MOTION: TO APPROVE FOR PAYMENT FROM THE PARK RIDGE PUBLIC LIBRARY
RESTRICTED GIFT FUND**

#1362 Grey House Publishing, Inc.	\$13,250.00
#1363 Baker & Taylor	<u>\$241.24</u>
	<u><u>\$13,491.24</u></u>

Park Ridge Public Library
Year To Date Budget Report-Preliminary
3/31/2017

92% of Fiscal Year Completed

	<u>Budget</u>	<u>Monthly Expenditures</u>	<u>Year To Date Expenditures</u>	<u>% of Budget Expended</u>	<u>Year-End Forecast</u>	<u>Forecast as % of Budget</u>
Operating Budget						
Salaries	\$ 2,430,726	\$ 257,970.59	\$ 2,109,635.51	87%	\$ 2,302,800	95%
Employee Benefits (1)	\$ 552,235	\$ 28,673.20	\$ 321,232.38	58%	\$ 357,000	65%
Data Processing	\$ 240,000	\$ 9,075.99	\$ 215,545.26	90%	\$ 225,000	94%
Building Maintenance (2)	\$ 130,000	\$ 8,891.19	\$ 87,509.41	67%	\$ 95,000	73%
Membership Dues	\$ 5,000	\$ 509.00	\$ 4,292.00	86%	\$ 5,000	100%
Recruiting and Testing	\$ 2,500	\$ 56.00	\$ 1,504.00	60%	\$ 2,000	80%
Conferences and Training (3)	\$ 20,000	\$ 838.02	\$ 6,443.49	32%	\$ 13,000	65%
Equipment Rental	\$ 19,000	\$ 3,179.18	\$ 9,314.32	49%	\$ 14,000	74%
Consulting Services (4)	\$ 35,000	\$ -	\$ 3,552.75	10%	\$ 10,500	30%
Public Relations	\$ 29,000	\$ 2,722.75	\$ 22,941.21	79%	\$ 25,000	86%
Bank Service Charges	\$ 1,500	\$ 52.81	\$ 767.19	51%	\$ 1,000	67%
Insurance	\$ 16,000	\$ -	\$ 6,359.88	40%	\$ 14,500	91%
General Contractual	\$ 80,300	\$ 6,273.92	\$ 64,537.15	80%	\$ 74,000	92%
Special Counsel	\$ 10,000	\$ 51.25	\$ 3,721.56	37%	\$ 7,000	70%
Office Supplies	\$ 25,000	\$ 6,133.77	\$ 19,613.13	78%	\$ 22,000	88%
Library Supplies	\$ 51,500	\$ 2,367.52	\$ 33,264.50	65%	\$ 40,000	78%
Building Supplies (5)	\$ 21,000	\$ 51.75	\$ 2,607.17	12%	\$ 12,000	57%
Library Resources (6)	\$ 585,692	\$ 38,275.71	\$ 466,561.07	80%	\$ 530,000	90%
Heat	\$ 12,000	\$ -	\$ 3,241.65	27%	\$ 5,000	42%
Total Operating Budget	\$ 4,266,453	\$ 365,122.65	\$ 3,382,643.63	79%	\$ 3,754,800	88%
Capital Budget						
Technology Replacement	\$ 100,000	\$ -	\$ 100,000.00	100%	\$ 100,000	100%
Motor Equipment	\$ 2,000	\$ -	\$ 2,000.00	100%	\$ 2,000	100%
Capital Projects (7)	\$ 847,001	\$ 34,261.50	\$ 443,651.47	52%	\$ 443,651	52%
Total Capital Budget	\$ 949,001	\$ 34,261.50	\$ 545,651.47	57%	\$ 545,651	57%
Total Budget	\$ 5,215,454	\$ 399,384.15	\$ 3,928,295.10	75%	\$ 4,300,451	82%

(1) Original budget based on projected increase from prior year actual of \$495K. Costs reduced due to City's participation in new insurance pool.

(2) No major repairs required this year

(3) Change in programs offered via local sources, ILA library conference not local, switch to more fee webinars for training

(4) Costs less than anticipated

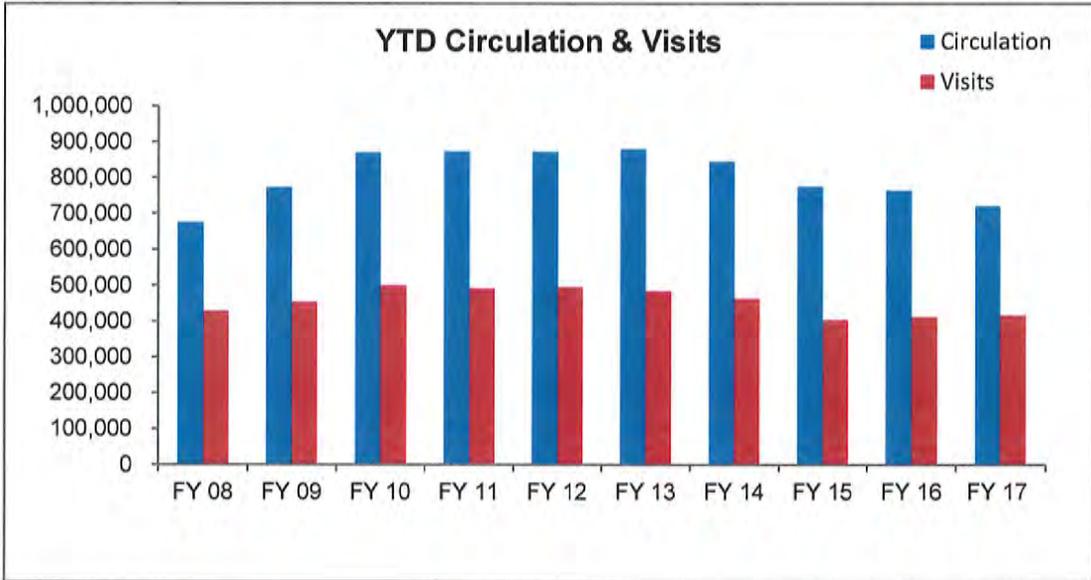
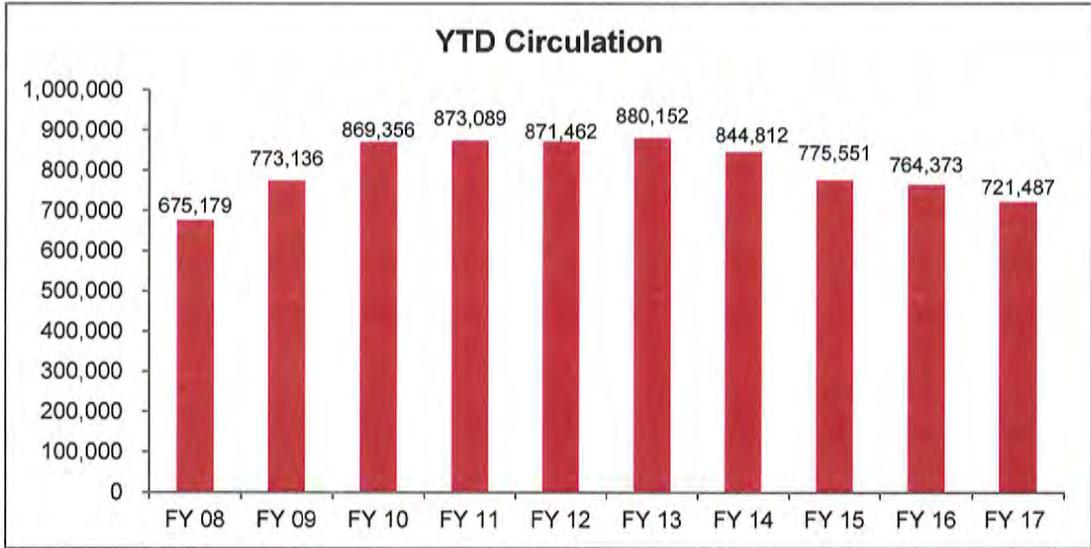
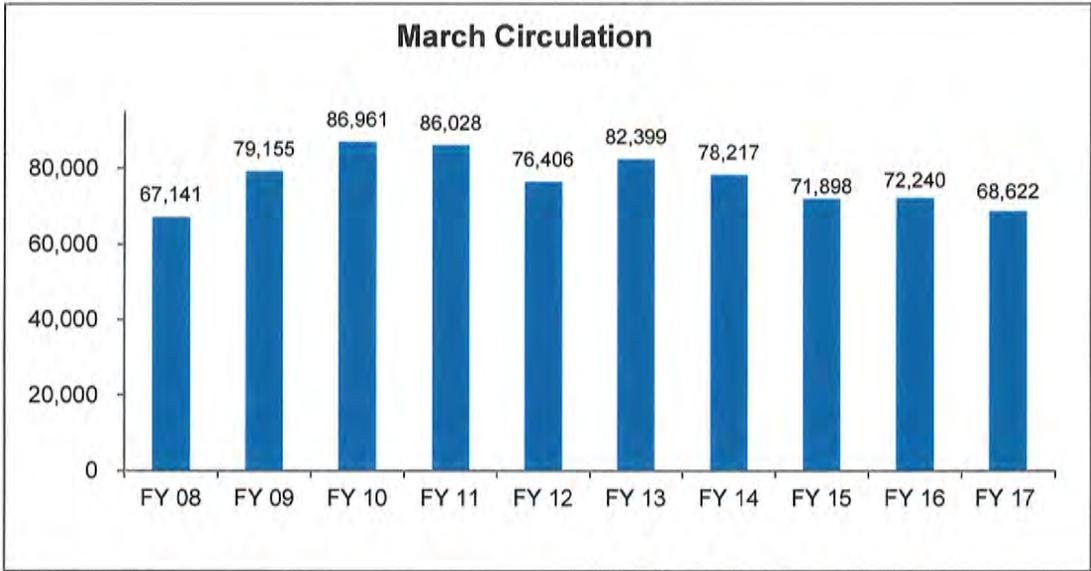
(5) Reductions in costs due to new vendor for supplies

(6) Fewer purchases due to major weeding and anticipation of changes in shelving capacities

(7) Start date of renovation project changed

Park Ridge Public Library
Fines & Fees Revenue History
FYTD Through March

	FY16/17	FY15/16	FY14/15	FY13/14	FY12/13
Year to Date	\$ 72,382.73	\$72,802.16	\$79,594.58	\$85,304.43	\$89,562.53
% Incr/Dec	-1%	-9%	-7%	-5%	-
\$ Inc/Dec	-\$419.43	-\$6,792.42	-\$5,709.85	-\$4,258.10	-



**Park Ridge Public Library
BORROWER POPULATION/LIBRARY CARD REGISTRATION - MARCH 2017**

	Cardholders	New Residents	New Non-Residents	Purged	Total	Total
	3/1/2017	March	March	March	3/31/2017	3/31/2016
Adult	19,612	109	0	0	19,721	19,998
Juvenile	5,187	32	0	0	5,219	5,336
TOTALS	24,799	141	0	0	24,940	25,334

Total Registered Borrowers

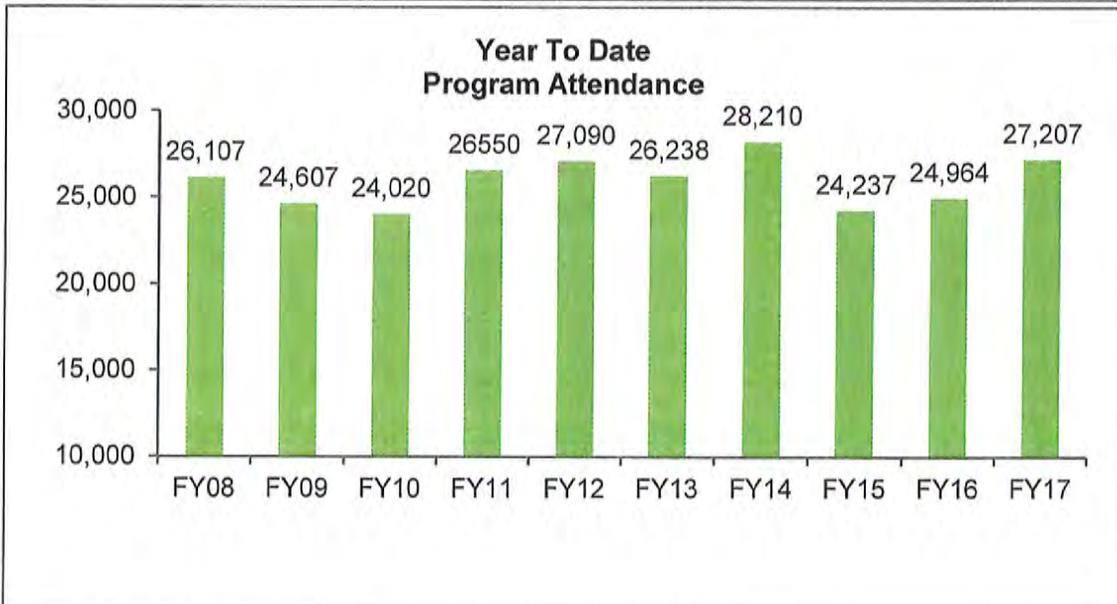
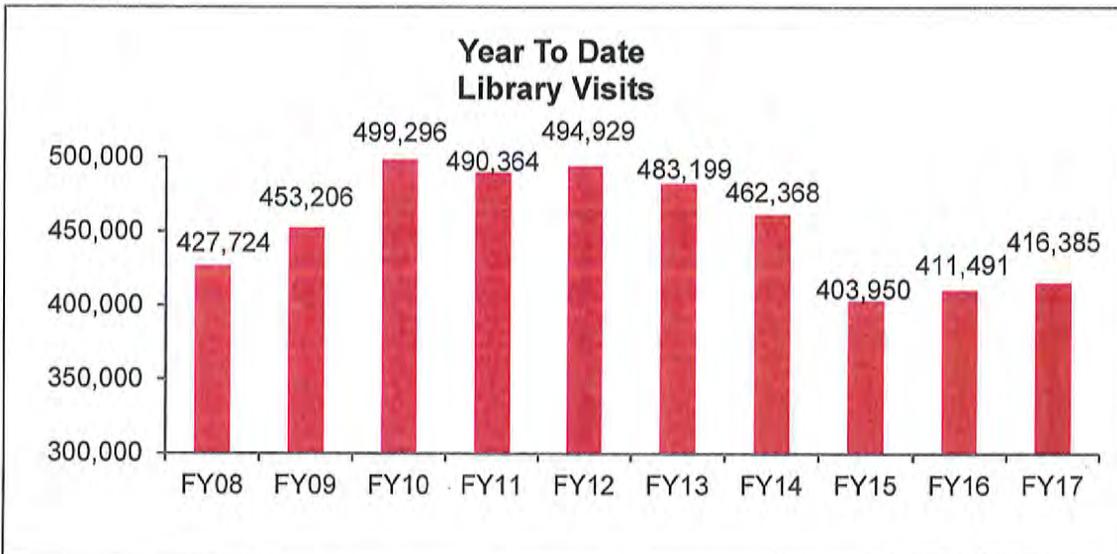
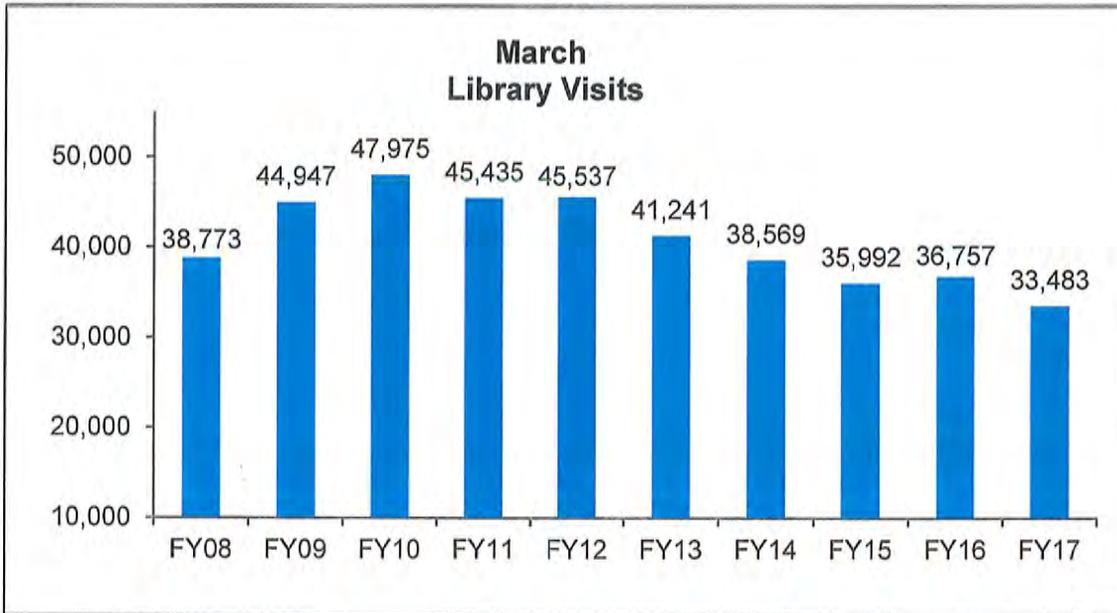
March 31, 2017	24,940	67%
March 31, 2016	25,334	68%

Unique Borrowers - Cards used to check out physical items

March, 2017	4,914
March, 2016	5,012
April, 2016 - March, 2017	12,828
April, 2016 - March, 2016	12,904

*Data indicates total number of library cards used to check out physical materials, not the total number of library patrons that checked out materials. One library card may be used by multiple family members.

**Park Ridge Public Library
March 2017**



Park Ridge Public Library

Daily Statistics

March 2017

Date	Day	Library	Library	Library	Community
		Visits	Visits per hour	program	program
				attendance	attendance
3/1/2017	Wednesday	1,147	96	60	35
3/2/2017	Thursday	1,095	91	77	12
3/3/2017	Friday	1,076	120	100	
3/4/2017	Saturday	1,107	138	0	
3/5/2017	Sunday	833	167	0	
3/6/2017	Monday	1,426	119	7	
3/7/2017	Tuesday	1,158	97	35	
3/8/2017	Wednesday	1,196	100	38	
3/9/2017	Thursday	1,198	100	109	20
3/10/2017	Friday	950	106	104	
3/11/2017	Saturday	1,178	147	81	10
3/12/2017	Sunday	725	145	140	
3/13/2017	Monday	909	76	101	
3/14/2017	Tuesday	1,007	84	114	20
3/15/2017	Wednesday	1,135	95	119	40
3/16/2017	Thursday	1,196	100	157	
3/17/2017	Friday	981	109	62	
3/18/2017	Saturday	1,198	150	0	14
3/19/2017	Sunday	755	151	0	50
3/20/2017	Monday	1,302	109	150	50
3/21/2017	Tuesday	1,222	102	110	
3/22/2017	Wednesday	1,145	95	116	
3/23/2017	Thursday	1,231	103	196	
3/24/2017	Friday	879	98	44	
3/25/2017	Saturday	835	104	0	
3/26/2017	Sunday	784	157	0	90
3/27/2017	Monday	1,179	98	92	
3/28/2017	Tuesday	1,250	104	137	
3/29/2017	Wednesday	1,238	103	154	
3/30/2017	Thursday	1,040	87	200	
3/31/2017	Friday	1,108	123	81	
	Totals	33,483		2,584	341
	Last Year	36,757		2,963	94
	YTD Totals	416,385		27,207	2,348
	Last YTD	411,491		24,964	2,167

Five busiest days of the month on a visits per hour basis

Park Ridge Public Library Schedule of Park Ridge Public Library Programs

March 2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
5	6 11:00 AM-One-on-One eBook Appointments 4:00 PM-Maker Monday: Drop-in 3D Printing Help Desk Grades 2 - 6 6:30 PM-Media Lab Orientation 7:30 PM-Pizza & Pages: High School Edition	7 4:30 PM-Pizza & Pages: Middle School Edition 7:00 PM-Open Knitting & Crocheting Night	8 6:30 PM-Media Lab Orientation 7:00 PM-Evening Book Discussion: VANESSA AND HER SISTER by Priya Parmar 7:00 PM-Pajama Storytime All Ages	9 10:00 AM-Thurs AM Book Discussion: THE NEST by Cynthia D'Aprix Sweeney 10:30 AM-Media Lab Orientation 2:00 PM-Travel Film: Over Ireland 4:15 PM-Thrilling Thursdays: Kid Concoctions Grades K - 3 7:00 PM-Classic Film: FREE AND EASY (1930), 92 min. 7:00 PM-One-on-One eBook Appointments	10 9:30 AM-Power Employment Workshop 10:00 AM-STEAM Starts Ages 2 - 6 with adult 11:00 AM-One-on-One eBook Appointments 3:00 PM-Teen Cards for Hospitalized Kids 4:00 PM-STEAMagination Ages 6 - 12	11 9:00 AM-Drop-in Help Desk 9:30 AM-Media Lab Orientation 10:00 AM-2nd Saturday Family Storytime & Craft All Ages 2:00 PM-Microsoft Excel Basics
12 1:00 PM-Concert: Jim Green, Guitar 1:00 PM-Drop-in Table Event: Pace Bus 1-80 Expansion Program	13 9:30 AM-Teddy Bear Time Ages 12 - 24 months with adult 10:20 AM-Harmonious Horizons Family Music Class Ages 1 month - 5 years with adult 11:00 AM-Harmonious Horizons Family Music Class Ages 1 month - 5 years with adult 11:00 AM-One-on-One eBook Appointments 1:30 PM-Storytime for All Ages 6:30 PM-Media Lab Orientation 6:30 PM-SCORE Small Business Counseling (by appointment only) 7:30 PM-SCORE Small Business Counseling (by appointment only)	14 9:15 AM-Baby Bounce: Storytime Just for Birth - 12 months with adult 10:15 AM-Storytime for 4s & 5s 11:00 AM-Teddy Bear Time Ages 12 - 24 months with adult 1:00 PM-Feature Film: THE GIRL ON THE TRAIN, R, 112 min. 1:30 PM-Media Lab Orientation 4:15 PM-Book Bites Grades 4 - 6 7:00 PM-Board of Trustees Committee Meetings 7:00 PM-Feature Film: THE GIRL ON THE TRAIN, R, 112 min.	15 9:00 AM-Meet with Rep from IL Rep Marty Moylan's Office 9:30 AM-Storytime for 2s with adult 10:15 AM-Storytime for 3s with adult 1:30 PM-Officer Friendly Storytime All Ages 4:15 PM-Pokemon Club Grades K - 6 6:30 PM-Media Lab Orientation 7:00 PM-Library Downloads: E-Books, Movies, and More	16 9:00 AM-PR Genealogy Help @ the PR Library - DAR (21st Star Chapter of the D.A.R.) 9:30 AM-Storytime for 2s with adult 10:15 AM-Storytime for 3s with adult 10:30 AM-Media Lab Orientation 11:00 AM-Busy Bees Playgroup Ages Birth - 4 with adult 2:00 PM-Travel Film: Mexico the Royal Tour 4:00 PM-Brickton Art Center Class Grades 2 - 6 7:00 PM-*Mearra: Selkie from the Sea 7:00 PM-One-on-One eBook Appointments	17 10:00 AM-STEAM Starts Ages 2 - 6 with adult 11:00 AM-One-on-One eBook Appointments 3:00 PM-Teen Cards for Hospitalized Kids	18 9:30 AM-Media Lab Orientation

Park Ridge Public Library Schedule of Park Ridge Public Library Programs

March 2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	
19	<p>20 9:30 AM-Teddy Bear Time Ages 12 - 24 months with adult</p> <p>11:00 AM-One-on-One eBook Appointments</p> <p>1:30 PM-Storytime for All Ages</p> <p>3:00 PM-Movie Day! Trolls All Ages</p> <p>6:30 PM-Media Lab Orientation</p>	<p>21 9:15 AM-Baby Bounce: Storytime Just for Birth - 12 months with adult</p> <p>10:15 AM-Storytime for 4s & 5s</p> <p>11:00 AM-Teddy Bear Time Ages 12 - 24 months with adult</p> <p>1:30 PM-Media Lab Orientation</p> <p>2:00 PM-*Concert: Sentimental Journey: The Music of Doris Day</p> <p>7:00 PM-Library Board of Trustees Meeting AT City Hall</p> <p>7:00 PM-Converting Your Home Videos to Digital Cassettes and Records</p>	<p>22 9:30 AM-Storytime for 2s with adult</p> <p>10:15 AM-Storytime for 3s with adult</p> <p>12:00 PM-Archiving Your Photos, Slides and Negatives</p> <p>6:30 PM-Media Lab Orientation</p> <p>7:00 PM-Teen Ink Writing Club: High School Edition</p>	<p>23 9:30 AM-Meet with Rep from State Senator Murphy's Office</p> <p>9:30 AM-Storytime for 2s with adult</p> <p>10:00 AM-Thurs AM Book Discussion: THE NEST by Cynthia D'Aprix Sweeney</p> <p>10:15 AM-Storytime for 3s with adult</p> <p>10:30 AM-Media Lab Orientation</p> <p>11:00 AM-Busy Bees Playgroup Ages Birth - 4 with adult</p> <p>2:00 PM-Travel Film: Visions of Greece/Part 2</p> <p>7:00 PM-Classical Film: WHAT PRICE HOLLYWOOD? (1932), 88 min.</p> <p>7:00 PM-One-on-One eBook Appointments</p>	<p>24 10:00 AM-Friday Morning Coffee Club: Aurora-Fire in the Sky</p> <p>11:00 AM-One-on-One eBook Appointments</p> <p>3:00 PM-Teen Cards for Hospitalized Kids</p>	<p>25 9:30 AM-Media Lab Orientation</p>	
26	<p>27 9:30 AM-Teddy Bear Time Ages 12 - 24 months with adult</p> <p>11:00 AM-One-on-One eBook Appointments</p> <p>1:30 PM-Storytime for All Ages</p> <p>6:30 PM-Media Lab Orientation</p> <p>6:30 PM-SCORE Small Business Counseling (by appointment only)</p> <p>7:00 PM-Cooking the Books: A Cookbook Book Club for Adults</p> <p>7:00 PM-Teen Ink Writing Club</p> <p>7:30 PM-SCORE Small Business Counseling (by appointment only)</p>	<p>28 9:15 AM-Baby Bounce: Storytime Just for Birth - 12 months with adult</p> <p>10:15 AM-Storytime for 4s & 5s</p> <p>11:00 AM-Teddy Bear Time Ages 12 - 24 months with adult</p> <p>1:30 PM-Media Lab Orientation</p> <p>7:00 PM-*Dinosauria</p>	<p>29 9:30 AM-Storytime for 2s with adult</p> <p>10:15 AM-Storytime for 3s with adult</p> <p>2:00 PM-*Chair Yoga</p> <p>4:15 PM-Pokemon Club Grades K - 6</p> <p>6:30 PM-Teen Movie Night: Fantastic Beasts and Where to Find Them</p> <p>6:30 PM-Media Lab Orientation</p>	<p>30 9:30 AM-Storytime for 2s with adult</p> <p>10:15 AM-Storytime for 3s with adult</p> <p>10:30 AM-Media Lab Orientation</p> <p>11:00 AM-Busy Bees Playgroup Ages Birth - 4 with adult</p> <p>2:00 PM-Travel Film: 180 South - Journey to Patagonia</p> <p>4:30 PM-Middle School Book Discussion: Slob by Ellen Potter</p> <p>7:00 PM-Classical Film: A STAR IS BORN (1937), 111 min.</p> <p>7:00 PM-One-on-One eBook Appointments</p> <p>7:30 PM-High School Book Discussion: Hate List by Jennifer Brown</p>	<p>31 9:30 AM-Toddler Science Ages 18 months - 3 years with adult</p> <p>10:30 AM-Low Vision Group Meeting</p> <p>10:30 AM-Toddler Science Ages 18 months - 3 years with adult</p> <p>11:00 AM-One-on-One eBook Appointments</p> <p>3:00 PM-Teen Cards for Hospitalized Kids</p>		

Title	Date	Primary Event Type	Attendance	CS	RS	YA	RS Comp	REF Comp
Meet with Rep from IL Rep Marty Moylan's Office	3/1/2017	Other	0		0			
Wolves Player Visit All Ages	3/1/2017	Children's Program	54	54				
Teen Movie Night: Doctor Strange	3/1/2017	Young Adult Program	6			6		
Travel Film; New Orleans	3/2/2017	RS Travel Films	16		16			
Classic Film: SHOW PEOPLE	3/2/2017	RS Adult Program	61		61			
One-on-One eBook Appointments	3/2/2017	RS Computer Class	0				0	
STEAM Starts Ages 2 - 6 with adult	3/3/2017	Children's Program	45	45				
Nonfiction Book Discussion: THE HOTEL ON PLACE VENDOME by Tilar Mazzeo	3/3/2017	RS Book Discussion	16		16			
One-on-One eBook Appointments	3/3/2017	RS Computer Class	1				1	
Teen Cards for Hospitalized Kids	3/3/2017	Young Adult Program	24			24		
STEAMagination Ages 6 - 12	3/3/2017	Children's Program	14	14				
Microsoft Word Basics	3/4/2017	Computer Class	0					0
One-on-One eBook Appointments	3/6/2017	RS Computer Class	0				0	
Maker Monday: Drop-In 3D Printing Help Desk Grades 2 - 6	3/6/2017	Children's Program	7	7				
Pizza & Pages: Middle School Edition	3/7/2017	Young Adult Program	13			13		
Open Knitting & Crocheting Night	3/7/2017	RS Adult Program	22		22			
Evening Book Discussion: VANESSA AND HER SISTER by Priya Parmar	3/8/2017	RS Book Discussion	6		6			
Pajama Storytime All Ages	3/8/2017	Children's Program	32	32				
Thurs AM Book Discussion: THE NEST by Cynthia D'Aprix Sweeney	3/9/2017	RS Book Discussion	8		8			
Travel Film: Over Ireland	3/9/2017	RS Travel Films	19		19			
Thrilling Thursdays: Kid Concoctions Grades K - 3	3/9/2017	Children's Program	21	21				
Classic Film: FREE AND EASY	3/9/2017	RS Adult Program	59		59			
One-on-One eBook Appointments	3/9/2017	RS Computer Class	2				2	
Power Employment Workshop	3/10/2017	RS Adult Program	6		6			
STEAM Starts Ages 2 - 6 with adult	3/10/2017	Children's Program	47	47				
One-on-One eBook Appointments	3/10/2017	RS Computer Class	0				0	
Teen Cards for Hospitalized Kids	3/10/2017	Young Adult Program	11			11		
Crafternoons All Ages	3/10/2017	Children's Program	40	40				
Drop-in Help Desk	3/11/2017	Computer Class	9				9	
2nd Saturday Family Storytime & Craft	3/11/2017	Children's Program	72	72				
Microsoft Excel Basics	3/11/2017	Computer Class	0					0
*Concert: Jim Green, Guitar	3/12/2017	RS Adult Program	33		33			
Drop-in Table Event: Pace Bus I-90 Expansion Program	3/12/2017	RS Adult Program	107		107			
Teddy Bear Time Ages 12 - 24 months	3/13/2017	Children's Program	26	26				
Harmonious Horizons Family Music Class Ages 1 month - 5 years with adult	3/13/2017	Children's Program	26	26				
Harmonious Horizons Family Music Class	3/13/2017	Children's Program	27	27				
One-on-One eBook Appointments	3/13/2017	RS Computer Class	0				0	
Storytime for All Ages	3/13/2017	Children's Program	22	22				
SCORE Small Business Counseling (by appointment only)	3/13/2017	Other	0		0			
SCORE Small Business Counseling (by appointment only)	3/13/2017	Other	0		0			
Baby Bounce: Storytime Just for Birth - 12	3/14/2017	Children's Program	16	16				
Storytime for 4s & 5s	3/14/2017	Children's Program	5	5				
Teddy Bear Time Ages 12 - 24 months	3/14/2017	Children's Program	22	22				
Feature Film: THE GIRL ON THE TRAIN,	3/14/2017	RS Feature Film	39		39			
Book Bites Grades 4 - 6	3/14/2017	Children's Program	9	9				
Feature Film: THE GIRL ON THE TRAIN,	3/14/2017	RS Feature Film	23		23			
Meet with Rep from IL Rep Marty Moylan's Office	3/15/2017	Other	3		3			

Storytime for 2s with adult	3/15/2017	Children's Program	30	30			
Storytime for 3s with adult	3/15/2017	Children's Program	43	43			
Officer Friendly Storytime All Ages	3/15/2017	Children's Program	15	15			
Pokemon Club Grades K - 6	3/15/2017	Children's Program	28	28			
CANCELLED--Library Downloadables: E-Books, Movies, and More	3/15/2017	Computer Class					
Storytime for 2s with adult	3/16/2017	Children's Program	17	17			
Storytime for 3s with adult	3/16/2017	Children's Program	57	57			
Busy Bees Playgroup Ages Birth - 4	3/16/2017	Children's Program	23	23			
Travel Film: Mexico the Royal Tour	3/16/2017	RS Travel Films	25		25		
Brickton Art Center Class Grades 2 - 6	3/16/2017	Children's Program	8	8			
*Mearra: Selkie from the Sea	3/16/2017	RS Adult Program	25		25		
Pizza & Pages: High School Edition	3/16/2017	Young Adult Program	2			2	
STEAM Starts Ages 2 - 6 with adult	3/17/2017	Children's Program	31	31			
One-on-One eBook Appointments	3/17/2017	RS Computer Class	2				2
Teen Cards for Hospitalized Kids	3/17/2017	Young Adult Program	29			29	
Teddy Bear Time Ages 12 - 24 months	3/20/2017	Children's Program	48	48			
One-on-One eBook Appointments	3/20/2017	RS Computer Class	1				1
Storytime for All Ages	3/20/2017	Children's Program	21	21			
Movie Day! Trolls All Ages	3/20/2017	Children's Program	80	80			
Baby Bounce: Storytime Just for Birth - 12	3/21/2017	Children's Program	21	21			
Storytime for 4s & 5s	3/21/2017	Children's Program	14	14			
Teddy Bear Time Ages 12 - 24 months	3/21/2017	Children's Program	30	30			
*Concert: Sentimental Journey: The Music of Doris Day	3/21/2017	RS Adult Program	39		39		
Converting Your Home Videos to Digital	3/21/2017	Computer Class	3				3
Digitizing Audio Cassettes and Records	3/21/2017	Computer Class	3				3
Storytime for 2s with adult	3/22/2017	Children's Program	45	45			
Storytime for 3s with adult	3/22/2017	Children's Program	59	59			
Archiving Your Photos, Slides and Negatives	3/22/2017	Computer Class	3				3
Teen Disney Movie Night	3/22/2017	Young Adult Program	9			9	
Storytime for 2s with adult	3/23/2017	Children's Program	26	26			
Thurs AM Book Discussion: THE NEST by Cynthia D'Apris Sweeney	3/23/2017	RS Book Discussion	15		15		
Storytime for 3s with adult	3/23/2017	Children's Program	39	39			
Busy Bees Playgroup Ages Birth - 4	3/23/2017	Children's Program	39	39			
Travel Film: Visions of Greece/Part 2	3/23/2017	RS Travel Films	23		23		
Classic Film: WHAT PRICE HOLLYWOOD?	3/23/2017	RS Adult Program	54		54		
One-on-One eBook Appointments	3/23/2017	RS Computer Class	0				0
Friday Morning Coffee Club: Aurora-Fire in the Sky	3/24/2017	RS Adult Program	31		31		
One-on-One eBook Appointments	3/24/2017	RS Computer Class	1				1
Teen Cards for Hospitalized Kids	3/24/2017	Young Adult Program	12			12	
Teddy Bear Time Ages 12 - 24 months	3/27/2017	Children's Program	54	54			
One-on-One eBook Appointments	3/27/2017	RS Computer Class	1				1
Storytime for All Ages	3/27/2017	Children's Program	14	14			
SCORE Small Business Counseling (by appointment only)	3/27/2017	Other	1		1		
Cooking the Books: A Cookbook Book Club for Adults	3/27/2017	RS Adult Program	11		11		
Teen Ink Writing Club	3/27/2017	Young Adult Program	11			11	
SCORE Small Business Counseling (by appointment only)	3/27/2017	Other	0		0		
Baby Bounce: Storytime Just for Birth - 12	3/28/2017	Children's Program	18	18			
Storytime for 4s & 5s	3/28/2017	Children's Program	14	14			
Teddy Bear Time Ages 12 - 24 months	3/28/2017	Children's Program	73	73			
*Dinosauria	3/28/2017	RS Adult Program	32		32		
Storytime for 2s with adult	3/29/2017	Children's Program	32	32			
Storytime for 3s with adult	3/29/2017	Children's Program	60	60			

*Chair Yoga	3/29/2017	RS Adult Program	31		31			
Pokemon Club Grades K - 6	3/29/2017	Children's Program	23	23				
Teen Movie Night: Fantastic Beasts and Where to Find Them	3/29/2017	Young Adult Program	8			8		
Storytime for 2s with adult	3/30/2017	Children's Program	44	44				
Storytime for 3s with adult	3/30/2017	Children's Program	46	46				
Busy Bees Playgroup Ages Birth - 4	3/30/2017	Children's Program	27	27				
Travel Film: 180 South - Journey to Patagonia	3/30/2017	RS Travel Films	16		16			
Middle School Book Discussion: Slob by Ellen Potter	3/30/2017	Young Adult Program	4			4		
Classic Film: A STAR IS BORN (1937),	3/30/2017	RS Adult Program	63		63			
One-on-One eBook Appointments	3/30/2017	RS Computer Class	0				0	
CANCELLED: High School Book Discussion: Hate List by Jennifer Brown	3/30/2017	Young Adult Program						
Toddler Science Ages 18 months – 3 years	3/31/2017	Children's Program	29	29				
Low Vision Group Meeting	3/31/2017	Low Vision Support Group	10		10			
Toddler Science Ages 18 months - 3 years	3/31/2017	Children's Program	34	34				
One-on-One eBook Appointments	3/31/2017	RS Computer Class	1				1	
Teen Cards for Hospitalized Kids	3/31/2017	Young Adult Program	7			7		

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Park Ridge Public Library
 Virtual Visits/Computer Use/WiFi Sessions/Media Lab
www.parkridgelibrary.org

Virtual Visits	FY 17	FY 16	Incr/Decr	% Incr/Decr
May	22,823	20,982	1,841	9%
June	22,108	24,086	(1,978)	-8%
July	12,889	23,983	(11,094)	-46%
August	21,324	24,087	(2,763)	-11%
September	17,532	24,002	(6,470)	-27%
October	16,752	22,796	(6,044)	-27%
November	15,966	22,470	(6,504)	-29%
December	16,282	22,522	(6,240)	-28%
January	20,498	25,392	(4,894)	-19%
February	20,248	22,533	(2,285)	-10%
March	24,348	25,426	(1,078)	-4%
April		22,227		
YTD Total	210,770	280,506	(47,509)	

Total number of visits to the Library website from outside the Library

Note: Google Analytics data for new website not available for July 1 - July 11

Source: Google Analytics

Computer Use Statistics	FY17	FY 16	Incr/Decr	%Incr/Decr	FY 17 Revenue	FY 16 Revenue	\$ Inc/Dec FY17 vs FY16
May	3,122	3,406	(284)	-8%	\$163	\$175	-\$12
June	3,881	3,846	35	1%	\$214	\$253	-\$39
July	3,614	4,115	(501)	-12%	\$248	\$243	\$5
August	4,260	3,955	305	8%	\$277	\$244	\$33
September	3,199	3,325	(126)	-4%	\$173	\$180	-\$7
October	3,173	3,434	(261)	-8%	\$204	\$254	-\$50
November	3,293	3,188	105	3%	\$180	\$205	-\$25
December	2,599	3,434	(835)	-24%	\$191	\$123	\$68
January	2,430	3,038	(608)	-20%	\$201	\$198	\$3
February	2,757	3,193	(436)	-14%	\$181	\$257	-\$76
March	3,341	3,562	(221)	-6%	\$206	\$268	-\$62
April		3,245				\$234	
YTD Total	35,669	41,741	(2,827)		\$2,238	\$2,634	-\$162

WiFi Sessions	FY17	FY 16	% Inc/Decr
May	4,466	2,968	50%
June	3,785	3,322	14%
July	0	3,596	-100%
August	0	3,535	-100%
September (1)	2,549	4,227	-40%
October	3,823	4,868	-21%
November	4,354	4,836	-10%
December	4,707	5,101	-8%
January	3,882	4,323	-10%
February	3,920	3,826	2%
March	3,976	4,387	-9%
April		4,001	
YTD Total	35,462	48,990	

(1) Data on Wifi sessions for Sept. 12 - 30, 2016

Business Use Fees		# of Users
March	\$ 310	7
April	\$ 360	6
May	\$ 350	7
June	\$ 330	7
July	\$ 170	4
August	\$ 220	5
September	\$ 290	5
October	\$ 230	6
November	\$ 270	5
December	\$ 270	4
January	\$ 230	5
February	\$ 240	4
March	\$ 240	5
YTD Total	\$ 3,510	

**Park Ridge Public Library
Media Lab Orientations and Usage**

	Orientations FY17	Sessions FY17	Orientations FY16	Sessions FY16
May	11	23	21	12
June	10	12	9	21
July	5	11	15	33
August	5	15	13	31
September	10	18	15	36
October	4	26	10	12
November	10	19	5	12
December	7	28	6	26
January	9	17	11	25
February	7	18	9	28
March	12	14	19	33
April			6	9
Total	90	201	139	278

Orientations to Date	229
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Sessions to Date	479
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March 2017

Mar 1, 2017 - Mar 31, 2017

All Users
 100.00% Sessions

Total Visits

24,348
 % of Total: 100.00% (24,348)



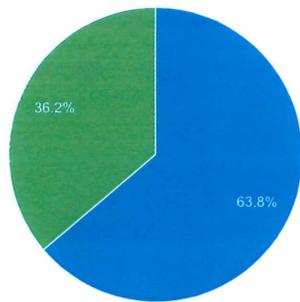
Page Views Per Visit

2.01
 Avg for View: 2.01 (0.00%)



Total Visits

■ Returning Visitor ■ New Visitor



Avg. Visit Duration

00:02:28
 Avg for View: 00:02:28 (0.00%)



Pageviews by Page

Page	Pageviews
/	27,088
/databases/	3,491
/book-madness/	2,869
/ebooks-and-downloadables/	925
/new-dvd-blu-ray/	885
/kids/	866
/employment/	779
/read-listen-view/	464
/research-learn/	393
/email-news/	348

Unique Visitors

11,816
 % of Total: 100.00% (11,816)



New Visits

8,805
 % of Total: 100.00% (8,805)



Visits by Browser

Browser	Sessions
Chrome	11,831
Safari	5,690
Internet Explorer	3,210
Firefox	2,587
Edge	733
Amazon Silk	113

**Park Ridge Public Library
Outreach Statistics
March 2017**

Visits to Groups outside the Library

	Groups	People Reached
March 2017	12	340
March 2016	13	441
YTD 2016/17	353	14,444
YTD 2015/16	297	12,578

Loans of Materials

Schools and Nursing Homes	Loans	Number of Items Sent
March 2017	30	646
March 2016	33	525
Home Bound Patrons	Patrons Served	Number of Items Sent
March 2017	15	85
March 2016	19	92
Totals March 2017	45	731
Totals March 2016	52	617
YTD 2016/17	443	6,275
YTD 2015/16	384	5,791

Park Ridge Public Library
Community Engagement
March, 2017

Type of Partnership	Organization	Contact	Event	Impact
Organization/Sustaining	Money Smart Week/ Federal Reserve Bank	Reference	Three no-cost (to PRPL) programs offered on financial literacy	Joint project between Library and Federal Reserve Bank. Cross-promotion of events with other area libraries. Provides information for residents. Allows PRPL to offer more programming without incurring additional costs.
Businesses/Contributing	Whole Foods; Mariano's; Pickwick Theatre, Illinois Railway Museum, Jason's Deli, Frosty Penguin Grill, Party Time Palace	Parry/Children's	Summer Reading Club sponsorships	Benefits families by offering free meals, treats, etc. Promotes local businesses which, in turn, supports the local economy.
Organization/Sustaining	Eight area libraries and Park Ridge Lions Club	Cathy/Reader Services	10th Annual Low Vision Fair	Planning for Fair to be held on May 12 at Glenview Senior Center. Supports local organizations and provides information to the community. Event partners promote our Library to their constituents.
Organization/Sustaining	Autism Awareness	Administration	Second floor case	Supports local organizations and provides information to the community
Organization/Sustaining	Boy Scouts/Sea Scouts	Administration	Second floor kiosk	Supports local organizations and provides information to the community
Organization/Sustaining	Illinois WorkNet Center	Reference	Power Employment Workshops	Supports job seekers and promotes use of library resources. Allows library to offer additional program at no additional cost to us.
Schools/Sustaining	D207/Maine South	Claire/Reader Services	Library tour and library card registration	Supports education/student/families. Promotes Library usage.

**PARK RIDGE PUBLIC LIBRARY
LIBRARY DIRECTOR'S REPORT – APRIL 18, 2017**

PERSONNEL

1. **Appointments:** The following personnel have been appointed to positions as noted below:
Ann Runyon, Library Assistant, Circulation, Part-Time, effective April 10

2. **Departures:** The following personnel have left the Library as noted below:
Noah Fishman, Library Page, Reference Services, Part-Time, effective March 25
Jazmin Bravo, Library Assistant, Circulation, Part-Time, effective March 28
Christina Mihalopoulos, Library Page, Children's Services, Part-Time, effective April 9

3. **Changes in Status:** The following personnel have had changes to their position as noted below.
None

4. **Volunteers:** The following personnel have been accepted as volunteer workers in the Library as noted below:
None



TO: Board of Trustees
FROM: Janet Van De Carr
DATE: April 13, 2017
SUBJECT: Library Director's Report

The following report includes highlights of the month's activities along with news on upcoming events and projects staff is working on. I have added a new section "Renovation Planning" to keep the Board updated on service impacts and other matters related to the renovation.

Money Smart Week – April 22-29

This is a joint project between public libraries and the Federal Reserve to promote financial literacy. Each April libraries offer programs on a variety of topics and cross-promote them with neighboring libraries. This year we are one of 17 public libraries in the area participating in the initiative and our programs are included in the informational handout distributed to those libraries. We also have a display of books on related topics on our "In the News" display in the second floor lobby. We are hosting three "Money Smart Week" programs this year. The two programs for adults: *Smarter Spending Right Now!* on April 25, and *Understanding Medicare and Your Options* on April 26, begin at 7:00 p.m., and *Teen Budgeting 101* on April 26 begins at 7:30 p.m.

Circulating Non-Traditional Items

A "Show and Tell" was held for staff on April 13 so everyone could learn about our new collection; circulation of the items begins on Monday, April 17. All items will circulate from the Reader Services Desk next to the Media Lab on the second floor and we are asking patrons to return them to same desk. Staff will be responsible for checking each item to make sure all of the parts have been returned. We began checking out umbrellas several weeks ago – just in time for the start of April and its many rainy days. Several patrons have checked them out and many others have commented that they think it is a great service.

Classic Film Series 2017 – *Movies About Movies: Hollywood Projects Itself*

Our classic film series continues through May 25, attendance at the series has been very good and we have received many positive comments from attendees.

On Display This Month

The second floor display case highlights Sea Scouts and the many activities the Scouts are involved in. The kiosk contains information on autism as part of Autism Awareness Month and is situated in the second floor lobby.

Maker Space Open House

One hundred two people attended our Open House on April 11. Visitors could try out the many items in our new Mobile Maker Space and there were several items to make and take home. One patron told us that he wasn't sure who had more fun, his grandson or himself. Activities included circuitry, robots, stencil cutting, letter press/embossing and more. We have scheduled monthly drop in sessions over the next few months and when the new Media Lab is open we will host events for 'makers' in the Lab.

Book Madness Results

This year we expanded this popular program to include adults and teens and here are the winners:

A Man Called Ove by Fredrik Backman beat out 15 other books to be the top pick for adults. Teens chose the *Harry Potter* series as this year's winner, and children picked *Harry Potter and the Sorcerer's Stone*.

Adult Programming

Popular programs included the concert *Sentimental Journey: The Music of Doris Day*, and two Sunday programs: *Drop-in Table Event: Pace Bus I-90 Expansion Program*, and the concert *Jim Green, Guitarist*. Jim's performance attracted young families as well as adults, and everyone enjoyed the concert.

The theme for "Cooking the Books", our book discussion club for those that love to cook, was "World Cuisine". Participants each brought a dish to share while they talked about books and cooking. The next meeting is in May and the theme is "Tea Time".

Teen Services

Programs for teens in March included *Teen Movie Night*, several sessions of *Teen Cards for Hospitalized Kids*, *Pizza & Pages*, and *Teen Ink Writing Club*.

For Children and Families

Popular programs for children and families in March included: *Thrilling Thursday: Kid Concoctions*, *Movie Day! Trolls*. Popular programs during spring break were: *Maker Monday: Drop in 3D Printing*, *Toddler Science*, Storytimes for various ages, *Book Bites*, several STEAM programs and *Crafternoon*. Statistics for all of the programs are included on the calendar.

Beyond Our Walls – Library Outreach

Staff made visits to the local nursing homes, schools, Have Dreams and Jefferson School this past month.

Low Vision Services

Representatives from eight participating libraries met to plan the 10th Annual Low Vision Fair. Cathy Thompson (*Senior Services Coordinator*) reports that, "Park Ridge is always in charge of providing volunteers, since we have the best and brightest". The Low Vision Fair is on Friday, May 12 from 1-4 p.m. at the Glenview Senior Center at the Glen. The Park Ridge Lions Club will again host the Diabetic Retinopathy Screening Unit at the event.

Volunteers

Staff are busy planning our annual Volunteer Tea where we recognize our wonderful volunteers for the many hours of service they provide to the Library. This year's Tea is on Wednesday, May 17 from 2:00 to 3:30 p.m.

Summer 2017

Staff is busy planning the summer reading clubs and our many summer activities. Visits to the schools to promote the summer programs begin next month. This year's Library-wide theme is "Build Your World with Books", a great tie-in with our upcoming building project.

Behind the Scenes

Staff is going through files, paper and digital, and organizing work spaces as part of the preparations for the renovation. Almost all staff spaces will be reorganized and/or relocated at least temporarily during the project.

Staff are continuing to work on collection development in anticipation of the renovation and tagging the collection with RFID tags. Our goal is to have the weeding completed by the end of May prior to construction. We are now working on the logistics of shifting collections to make as much material as possible available to patrons during construction.

Staff met to discuss ways to expand our community engagement and identified summer events that the Library can participate in throughout the community. One of the topics we will focus on is getting the word out about the renovation and sponsorship opportunities.

Facility

We are receiving a large number of donations for the upcoming Friends of the Library book sales. John Priala (*Facility Manager*) and his staff receive all of the donations and place them in the Friends' work area. Volunteers go through the donations and sort them for the book sale or the reseller/recycler and John arranges for pickups of items that can't be used for the sale.

John is looking into cameras that can be placed on the exterior of our building to provide views of the perimeter as well as the Uptown area. He is also looking at plans to determine where we may need to add or move internal cameras after the renovation. This will be the time to replace some of the oldest cameras with newer models that will provide clearer images when needed.

Technology

IT staff helped staff prepare for the *Maker Space Open House* as some of the activities require the use of laptops, tablets and apps. Repairs were made to the meeting room connections for HDMI and VGA displays and the usual network upgrades were completed. New flatbed scanners were installed at several of the computers in Reference. Staff are working on mobile circulation equipment that will allow us to checkout library materials at community events.

Renovation Planning

I am working with staff on the logistics of relocating collections and ways to keep as much of the collections and public spaces accessible as possible throughout the renovation.

We will not schedule outside programs in the large meeting room after mid-June when piano recital season is over. We will continue to offer an array of Library programs but portions of the meeting room may be needed for staging during the project and we need to be flexible with scheduling and the use of the room. The third floor meeting room will be used as staff work space during the renovations and will not be used for any in-house programs or outside groups.

I met with Hallett Movers, a company that specializes in moving libraries, to get a preliminary quote for moving the collections and shelving.

Library Director

I met with the team from Studio GC several times throughout the month to discuss various aspects of the renovation project. I attended the CCS Governing Board meeting at the Glenview Library, had lunch with our two new attorneys to discuss upcoming projects, attended two status meetings with our IT provider, and a meeting to discuss technology for the new meeting rooms. I also attended the weekly City Department Head meetings and meetings with library managers where we reviewed the FY17 budget and end-of-year tasks.

Staff evaluations were completed and proposed increases were submitted to Trustees Judy Rayborn and Mike Reardon for review. Managers will be meeting with staff to discuss their annual evaluations and set goals for FY18.

FOR FUTURE BOARD REVIEW AND DISCUSSION

- Library Renovations
- RFID
- Intergovernmental Agreement

PHOTOS FROM THE MAKER SPACE OPEN HOUSE



TEEN WRITING CLUB



Photo Gallery!

Follow [@prplkids](#) on Instagram! Lisa Winchell maintains the Children's Services Department's Instagram account. She posts a series called "Staff Picks Sunday" where different staff members recommend their favorite children's books! In the post below, staff member Alyssa Barrett recommends Echo by Pam Munoz Ryan.



REQUESTS FOR INFORMATION – STATUS REPORT 4/18/17

DATE OF REQUEST	REQUESTOR	DESCRIPTION OF REQUEST	DATE DUE	DATE OF RESPONSE	STATUS OF REQUEST
3/1/17	Egan	IGA Status	3/21/17	3/21/17	Sent IGA to Trustees for comment, provided my comments to Egan and Trizna
2/21/17	Parisi	Information on latest parking study being conducted by City	Open		Will report when information is available
2/21/17	Foss-Eggeman	Suggested library collect donations of used bags and provide free to patrons – contact Go Green committee head to discuss	3/21/17	3/21/17	Contacted Amy Bartucci 2/23 to discuss ideas – contacted provider of free eco bags, promised 5,000 per year if needed, currently distributing free bags - Closed
2/14/17	Board	Presentation on RFID-what it is what it does	3/21/17	3/21/17	Closed
1/17/17	Board	Why are Google Analytics showing a decline in website hits?	Open		Still working with American Eagle, Dean is also in contact with them – no definite answer has been provided to date 3/21/17
1/17/17	Board	Why is attendance at teen programs low?	2/21/17	2/21/17	Data provided in monthly report – attendance is in line with neighboring libraries – Closed
1/17/17	Board	Automatic Renewals of checked out materials– experience of other libraries	Future		Will collect data from other libraries that have 1or more years of exp.
1/17/17	Board	Media Lab Data to be added to monthly Board Packet	2/21/17	2/21/17	Closed
1/10/17	Reardon	Turnover Rate on” Most Wanted” Collection	1/17/17	1/11/17	Closed Info provided to trustees via email

DATE OF REQUEST	REQUESTOR	DESCRIPTION OF REQUEST	DATE DUE	DATE OF RESPONSE	STATUS OF REQUEST
12/13/16	Reardon	Request for research on technology used for new Amazon Go store and contact information for Jeff Bezos	1/10/17	12/15/16	Provided available information, including patent via email. Staff continuing to search for more information - Closed
12/13/16	Reardon	Data on circulation trends of DVDs and video games	12/20/16	12/14/16	Closed Provided ten years of data to MR
11/9/16	Board	Develop plan to market to households that do not have a card	1/10/17	2/14/17	Comm. Agreed to focus on low cost ideas first. Marketing Coord. will begin work on this
11/9/16	Board	Information on households that do not have a library card	1/10/17	2/14/17	Closed – Discussion of results and course of action determined at Resources Comm. Mtg. 2/14/17
10/18/16	Board	Information on digital materials circulation as a % of the whole	11/9/16	11/9/16	Closed
10/18/16	Board	Provide data on how many unique library cards are used to check out digital materials only	12/20/16 2/14/17	2/21/17	Info from two providers not available. Staff will attempt to match card numbers with database to identify unique users
10/11/16	Board	Define Metrics for establishing and maintaining community partnerships at different levels	1/17/17	2/14/17	Provided definition of partnerships to Trustees by 1/17/17 Complete list of partners and impacts distributed on 2/14/17
10/11/16	Reardon	Analysis of cost per circulation of PRPL vs. comparable libraries with lower per circ. cost	12/13/16	12/13/16	Closed – Reported that Director visited Crystal Lake and did not see any efficiencies or different procedures. Available data does not make comparisons possible, Total operating budget/total annual circulation does not show actual cost of circulating items

DATE OF REQUEST	REQUESTOR	DESCRIPTION OF REQUEST	DATE DUE	DATE OF RESPONSE	STATUS OF REQUEST
9/13/16	Board	Prepare RFQ for an Attorney to represent the Library	10/11/16	10/18/16	Closed RFQ published 11/2/16 Due 12/1/16
9/13/16	Foss-Eggemann	Action Plan for community engagement	10/11/16	10/11/16	Discussed at 11/9/16 comm. Mtg.
9/13/16	Reardon	Create Board Calendar of topics that require Board action annually	10/18/16	10/11/16	Closed
8/10/16	Reardon	Financial Projections for Sept. Budget & Fin. COW	9/13/16 9/20/16	9/20/16	Presented 9/20/16
8/25/16	Special COW	Historical Tax Rates	9/13/16	9/8/16	Closed
7/19/16	Reardon	Analysis of Personnel Expenses compared to comparable libraries in the area	10/18/16	10/11/16	Presented 10/11/16 – Follow Up above
7/19/16	Trizna	Value and reasons for waived late fees – who has authority to waive fees	8/16/16	8/11/16	Closed
7/19/16	Board	Daily late fee reports vs cash receipts	8/16/16	10/18/16	Closed Shared report at Board October Board Meeting
7/19/16	Trizna	No. of unique business organization reps. using library monthly	8/16/16	8/16/16	Closed Now included in monthly Board Packet

**MINUTES
OF THE REGULAR MEETING OF THE
PLANNING AND OPERATIONS COMMITTEE OF THE WHOLE
OF THE BOARD OF TRUSTEES OF THE PARK RIDGE PUBLIC LIBRARY HELD
APRIL 11, 2017 AT 7:47 P.M. IN THE THIRD FLOOR MEETING ROOM**

ROLL CALL:

TRUSTEES PRESENT: Berardino Parisi, Chair; Karen Burkum, Stevan Dobrilovic, Joseph Egan, Charlene Foss-Eggemann, Patrick Lamb, Michael Reardon, Robert Trizna

TRUSTEES ABSENT: Judith Rayborn

OTHERS PRESENT: Janet Van De Carr, Library Director; Alderman Charlie Melidosian, Library Liaison; Jennifer Johnson, Pioneer Press; Joshua Kiem, Park Ridge resident

Approval of Minutes

Mr. Reardon made a

MOTION: to approve the minutes for the Planning & Operations Committee meeting held March 14, 2017

Mr. Egan SECONDED the motion

MOTION PASSED UNANIMOUSLY

Intergovernmental Agreement Update

Mr. Trizna stated that next week he will have information regarding the Intergovernmental Agreement (IGA). The Committee discussed reasons for the IGA to be established. Mr. Trizna discussed the need for a formal agreement.

RFID (Radio Frequency Identification System) and Other Technologies

The Committee discussed the pros and cons of Option B versus Option A, as outlined in the memo and scorecard provided to the Committee.

The Committee discussed the benefits of mature technology versus untested technology. Mature technology is tried, tested, scalable, affordable, supported – versus new technology that can be costly to develop and implement, with no guarantee of success. Mr. Reardon discussed the American Library Association's guidelines (ALA) regarding RFID cards.

Mr. Reardon stated he does not believe the technology of the ILS (Integrated Library System) software is ready for Option B and withdrew his request to explore it at this time. He asked that the two preferred RFID vendors be invited to present their proposals at the next COW meeting. He recommended the Committee select Option A and asked that Library staff review the RFID (Radio Frequency Identification) system proposals and provide the Board with exact costs by the time of the presentations.

Other None

Adjournment: 8:11 p.m.

Berardino Parisi, Chair

**MINUTES
OF THE REGULAR MEETING OF
THE COMMUNICATIONS & DEVELOPMENT COMMITTEE OF THE WHOLE
OF THE BOARD OF TRUSTEES OF THE PARK RIDGE PUBLIC LIBRARY HELD
APRIL 11, 2017 AT 8:12 P.M. IN THE THIRD FLOOR MEETING ROOM**

ROLL CALL:

TRUSTEES PRESENT: Charlene Foss-Eggemann, Chair; Karen Burkum, Stevan Dobrilovic, Joseph Egan, Patrick Lamb, Berardino Parisi, Michael Reardon, Robert Trizna

TRUSTEES ABSENT: Judith Rayborn

OTHERS PRESENT: Janet Van De Carr, Library Director; Alderman Charlie Melidosian, Library Liaison; Jennifer Johnson, Pioneer Press; Joshua Kiem, Park Ridge resident

Approval of Minutes

Mr. Reardon made a

MOTION: to approve the minutes of the Communications & Development Committee meeting held March 14, 2017

Mrs. Burkum SECONDED the motion.

Voice vote

MOTION PASSED UNANIMOUSLY

Community Kiosks

The Committee discussed the kiosks and where they might be placed. It was decided that the goal for placing kiosks in the community is to increase the Library's exposure. Suggested locations included: the ice rink, Maine Park, locations at the north and south end of the City, the train stations, and the Community Center.

The consensus of the Committee is to purchase one kiosk and to identify a location for its placement. The trustees would like it to feature eBooks, "how to" obtain a Library card, and listings of Library programs if possible.

Sponsorships and Donations for Renovation

The Committee discussed fundraising to supplement the use of tax dollars; funding should be for enhancements. Issues that still need to be addressed include: 1) must consider how donors and sponsors will be acknowledged; 2) possible groups to approach. Other suggestions included 1) the ability to bid online for sponsorship of special items and, 2) having an event where children collect pledges for number of books read. It was noted that there should be levels of donations established with consideration of how donors at each level will be recognized.

Other None

Adjournment: 8:39 p.m.

Charlene Foss-Eggemann, Chair

**MINUTES
OF THE REGULAR MEETING OF
THE RESOURCES COMMITTEE OF THE WHOLE
OF THE BOARD OF TRUSTEES OF THE PARK RIDGE PUBLIC LIBRARY HELD
APRIL 11, 2017 AT 8:54 P.M. IN THE THIRD FLOOR MEETING ROOM**

ROLL CALL:

TRUSTEES PRESENT: Patrick Lamb, Chair; Karen Burkum, Stevan Dobrilovic, Joseph Egan, Charlene Foss-Eggemann, Berardino Parisi, Michael Reardon, Robert Trizna

TRUSTEES ABSENT: Judith Rayborn

OTHERS PRESENT: Janet Van De Carr, Library Director; Alderman Charlie Melidosian, Library Liaison; Joshua Kiem, Park Ridge resident

Approval of Minutes

Mr. Egan made a

MOTION: to approve the minutes for the Resources Committee Meeting held February 14, 2017

Mrs. Burkum SECONDED the motion. VOICE VOTE

Voice vote: 7 Yay: Burkum, Egan, Foss-Eggemann, Lamb, Parisi, Reardon, Trizna
1 Abstain: Dobrilovic
1 Absent: Rayborn

MOTION PASSED

Digitization of Historical Newspaper Collection

The Committee reviewed the staff proposal to use gift funds to digitize the Library's collection of historical newspapers. The Library has the only collection of historical Park Ridge newspapers and is the only source for this information. Questions to be answered:

- Will the Park Ridge Herald Advocate give the Library a copy in digital format if the Library asks for it?
- Are the digital files in a standard format OCR (optical character recognition)?

Pending receipt of additional information in response to the Committee's inquiries, on April 18 the Board will consider a motion to approve spending \$21,000 from the Harold E. Scheffore Gift Fund to digitize the Library's collection of historical Park Ridge newspapers on microfilm using the services of *Advantage Preservation*, 1025 33rd Avenue SW, Cedar Rapids, IA 52404.

Other None

Adjournment: 9:10 p.m.

Patrick Lamb, Chair

**MINUTES
OF THE REGULAR MEETING OF
THE BUILDING & GROUNDS COMMITTEE OF THE WHOLE
OF THE BOARD OF TRUSTEES OF THE PARK RIDGE PUBLIC LIBRARY HELD
APRIL 11, 2017 AT 7:07 P.M. IN THE THIRD FLOOR MEETING ROOM**

ROLL CALL:

TRUSTEES PRESENT: Joseph Egan, Chair; Karen Burkum, Stevan Dobrilovic, Charlene Foss-Eggemann, Patrick Lamb (7:16 p.m.), Berardino Parisi (7:16 p.m.), Michael Reardon; Robert Trizna (7:12 p.m.)

TRUSTEES ABSENT: Judith Rayborn

OTHERS PRESENT: Janet Van De Carr, Library Director; Alderman Charlie Melidosian, Library Liaison; Jennifer Johnson, Pioneer Press; Joshua Kiem, Park Ridge resident

Approval of Minutes

Mr. Reardon made a

MOTION: to approve the minutes for the Buildings and Grounds Committee meeting held February 14, 2017

Mrs. Burkum SECONDED the motion.

Voice vote: 7 Yay: Burkum, Egan, Foss-Eggemann, Lamb, Parisi, Reardon, Trizna
 1 Abstain: Dobrilovic
 1 Absent: Rayborn

MOTION PASSED

Mr. Reardon made a

MOTION: to approve the minutes for the Buildings and Grounds Committee Special Meeting held March 1, 2017

Mr. Egan SECONDED the motion.

Voice vote

MOTION PASSED UNANIMOUSLY

Library Improvement Project Update

Bids for the Library Improvement Project were opened on April 10, 2017. Studio GC is reviewing the bids now and will be preparing a recommendation for the Board. The trustees asked that Studio GC bring information on the contractor, including the number of change orders, dollar amount and what percentage of contract were change orders on previous projects. Mr. Reardon expressed his concern regarding the range of bids. The Committee discussed the lowest responsible bidder and whether it might be possible to negotiate a lower budget amount. Mrs. Van De Carr said there is the opportunity to make changes to the project and possibly lower the costs once a contractor is selected.

Exterior Digital Sign

Mr. Egan gave a background on digital signage. Mrs. Van De Carr discussed information provided from the Park Ridge Park District. The Committee discussed where a sign might be located. Mrs. Burkum would like to see directional signs to the Library in the community.

The Committee discussed soliciting sponsors to pay for the sign. Mr. Egan is in favor of using Library renovation funds for a digital sign. Mr. Parisi asked what the purpose is for placing a sign. Mr. Egan said the goal is to promote the Library and Library programs. Mrs. Burkum suggested that the Board have a conversation on what the Library “is” and what the Library wants to be to the community. Should the Library respond to trends or micro trends? Mr. Egan recommends the Board discuss this at the next Strategic Plan update meeting. Alderman Melidosian will mention to City Council that the Library is interested in obtaining a variance for erecting a digital sign. Mr. Reardon expressed his willingness to share the sign with other organizations that would share in the costs.

Other Mrs. Van De Carr discussed other items that will need to be addressed in the future including repairs to the building columns, obtaining security cameras for the exterior of the building, and upgrading interior cameras once the renovation is complete.

Adjournment: 7:46 p.m.

Joseph Egan, Chair

DRAFT

**MINUTES
OF THE REGULAR MEETING OF
THE BUDGET & FINANCE COMMITTEE OF THE WHOLE
OF THE BOARD OF TRUSTEES OF THE PARK RIDGE PUBLIC LIBRARY HELD
APRIL 11, 2017 AT 8:40 P.M. IN THE THIRD FLOOR MEETING ROOM**

ROLL CALL:

TRUSTEES PRESENT: Michael Reardon, Treasurer, Chair; Robert Trizna, President; Bernardino Parisi, Vice-President; Charlene Foss-Eggemann, Secretary; Karen Burkum, Stevan Dobrilovic, Joseph Egan, Patrick Lamb

TRUSTEES ABSENT: Judith Rayborn

OTHERS PRESENT: Janet Van De Carr, Library Director; Alderman Charlie Melidosian, Library Liaison; Joshua Kiem, Park Ridge resident

Approval of Minutes

Mrs. Foss-Eggemann made a

MOTION: to approve the minutes for the Budget & Finance Committee Meeting held March 14, 2017.

Mr. Lamb SECONDED the motion.

MOTION PASSED UNANIMOUSLY

FY18 Salary Plan

Mr. Reardon discussed the salary increase proposals presented by Mrs. Van De Carr. Mr. Reardon would like Mrs. Rayborn to review the proposal before the Board makes a final decision.

At the April 18 Board meeting the Board will consider a motion to approve the FY18 Salary Plan.

Mr. Trizna asked if the Board should give raises based on the Consumer Price Index (CPI). Mr. Lamb stated that if you want to retain good employees, you have to give employees raises and CPI is a good guideline.

Mr. Reardon discussed the information provided and stated he believes that CPI information is pertinent and explained the strategy established by the Board last year.

Other No discussion.

Adjournment: 8:53 p.m.

Michael Reardon, Chair

NO
April 14, 2017
Personnel
Committee Meeting

Cancelled by Trustees that evening.