

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, May 16, 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 April 18, 2017

4. Presentation of the 2017 Library Award

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

6. Secretary's Report

A. Communications

B. MOTION for the Board to adjourn to Closed Session at the conclusion of regular business, pursuant to 5 ILCS 120/2(c)(1), lawfully closed under the Act for the purpose of discussion of a personnel matter. No final action will be taken in Closed Session, and the only proceedings that will be acted upon at the conclusion of the Closed Session is adjournment of the public meeting.

7. Treasurer's Report

\*A. a. Approval of Bills Payable-Warrant Register for  
 Period 12, April 16, 2017

	Library Fund Warrants	\$ 53,884.74
	Payroll	\$ 86,181.35
	Grant Fund	\$ 0.00
	Technology Replacement Fund	\$ 775.00
	North Suburban Digital Consortium	\$ 1,921.31
	Library Restricted Fund	\$ <u>0.00</u>
	Total	\$ 142,762.40

b. Approval of Bills Payable-Warrant Register for  
 Period 12, April 30, 2017

	Library Fund Warrants	\$ 54,695.99
	Payroll	\$ 85,118.31
	Grant Fund	\$ 0.00
	Technology Replacement Fund	\$ 1,012.00
	North Suburban Digital Consortium	\$ 379.32
	Library Restricted Fund	\$ <u>13,741.24</u>
	Total	\$ 154,946.86

\*B. Per Capita Grant Report for April 2017

\*C. Technology Replacement Fund Summary Report for April 2017

\*D. Library Gift Fund Report for April 2017

a. Approval for payment from the Restricted Fund, \$22,988.49

\*E. Year to Date Budget Report for April 2017

\*F. Fines & Fees Revenue History

7. Library Director's Report

A. Statistical Reports – Monthly Statistics for April 2017

B. Narrative

8. Committee Reports

A. Planning & Operations

a. Motion to approve Phase I of the RFID (Radio Frequency Identification) System Implementation

b. Motion to reject all bids for *Printing and Mailing the Library Newsletter*

B. Communications & Development – No meeting

C. Library Resources – No meeting

D. Building & Grounds

E. Budget & Finance – No meeting

F. Personnel Committee

9. Friends of the Library Report

10. Unfinished Business

11. New Business

12. Adjournment

THE PARK RIDGE PUBLIC LIBRARY will provide reasonable auxiliary aids or services necessary to afford an individual with a disability an equal opportunity to participate in all services, programs and facilities. Persons requiring assistance are requested to notify the Library of their needs well in advance to provide sufficient time for the Library to make an accommodation. Requests for accommodation should be made to the Administration Department at the Park Ridge Public Library, 20 S. Prospect, Park Ridge, IL 60068, 847-825-3123, TTY 847-825-8217.



**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, APRIL 18, 2017 AT 7:00 P.M.**

**CALL TO ORDER**

Mr. Trizna called the meeting to order at 7:06 p.m.

**ROLL CALL**

**TRUSTEES PRESENT:** Robert Trizna, President; Charlene Foss-Eggemann, Secretary (7:20 p.m.); Karen Burkum, Stevan Dobrilovic, Judith Rayborn, Michael Reardon, Treasurer; Patrick Lamb (7:10 p.m.);

**TRUSTEES ABSENT:** Berardino Parisi, Vice-President; Joseph Egan

**OTHERS PRESENT:** Janet Van De Carr, Library Director; Jodi Bemis Whitney, Angela Berger, Gretchen Kottkamp, Peggy Maiken, Laura Scott, Library Staff; Alderman Charlie Melidosian, Library Liaison; Anne Lunde, Park Ridge Journal; Oliwia Mlodawska and Abby O'Rourke, Maine South High School; Joshua Kiem, Jennifer LaDuke, Park Ridge residents

**CONSENT AGENDA**

Mr. Reardon MOVED to approve the Consent Agenda.

Mrs. Rayborn SECONDED the motion

Roll call vote: 4 Yay: Dobrilovic, Rayborn, Reardon, Trizna  
1 Abstain: Burkum  
4 Absent: Egan, Foss-Eggemann, Lamb, Parisi

MOTION PASSED

**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. Rayborn stated there are two items to report:

- A thank you card to the Children's Services staff from Mrs. Westendorf and family, thanking the staff for fostering her daughter's love of reading, for all the story times, and for always making them feel welcome.
- A letter to Mrs. Van De Carr from the Illinois Secretary of State's office, informing her that the State has awarded the Park Ridge Public Library a FY2017 Illinois Public Library Per Capita Grant in the amount of \$29,100.97.

Mrs. Van De Carr explained that the letter from the Illinois Secretary of State also says that "due to the continued state budget impasse, payment of these funds may be significantly delayed. According to the letter, the Library may use these funds until June 30, 2018. Mrs. Rayborn added that it's good that the libraries continue to apply for the grants.

## **TREASURER'S REPORT**

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

Mr. Reardon reported that he and Mrs. Van De Carr attended the City Council budget meeting and answered questions presented to them.

The Year-to-Date Budget Report in the packet indicates that as of March 31, 2017 with 92% of FY17 completed, the Library has expended 88% of its operating budget and 82% of the total budget.

Acknowledged in the packet were generous gifts to the Library Restricted Fund by: the Bruce A. Michel Trust, St. Paul of the Cross Queen of Peace Guild, and Mr. Salita.

## **LIBRARY DIRECTOR'S REPORT**

Mrs. Van De Carr stated that the statistical reports begin on page 44 of the packet and solicited questions and comments. Mr. Trizna reviewed the daily statistics on page 50 which consistently shows that Sundays tend to have the highest per-hour number of visits. He stated that in the past people have suggested expanding the Library's hours, and he suggested the Board consider expanding the Sunday hours one to two hours either before noon or after 5:00 p.m. There was discussion among the Board regarding the Library's hours of operation. Mrs. Van De Carr gave a brief history of the hours of operation and suggested that the Library wait until after the renovation is complete to make changes to the hours of operation. Mr. Dobrilovic asked if the Library would reduce hours on other days of the week. Mrs. Burkum asked the Trustees to consider the big picture and what the Library wants to be as it transitions with the renovation from a center for borrowing materials to one that is a community center. She doesn't want to ask just the patrons who utilize the Library on Saturdays and Sundays why they visit on the weekends or evenings; she suggested surveying patrons and asking what the Library can do better; why they use the Library. Mr. Trizna suggested the Board devise appropriate questions. Mr. Lamb asked if the visits per hour are actual for each hour; Mrs. Van De Carr replied no, that the daily visits per hour is the total number of visits for that day divided by the number of hours the Library is open.

Mrs. Van De Carr stated that the data for virtual visits and Business Use Fees is on page 57. Mrs. Van De Carr stated that she and Mr. Parisi have spoken with American Eagle about the issues with reporting of virtual visits. She has also been working with American Eagle and CVI (the Library's I.T. provider) the last few months to evaluate and fine-tune how the virtual visits are counted and she believes the corrections to the process for counting the number of visits to the website are working. The chart on page 57 indicates that there were 24,348 virtual visits in March and she believes the website is on track to be tracking consistently and the number of visits being made to the site and therefore FY17 with the new website will closely match FY16 for visitor statistics.

Mrs. Van De Carr reported that there are now thirteen months of Business Use Fees and beginning in May this chart will reflect a month-to-month comparison for the two years. In the past twelve months the Library has collected \$3,510 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 March, 2017 there were 5 unique users. In response to Mr. Trizna's inquiry if the users in each month are the same people every month, Mrs. Van De Carr stated that those unique users were most likely "regulars" who come to the Library to work with students.

Mrs. Van De Carr reported that the Community Engagement Report for March appears on page 62. It lists the various community organizations and businesses that staff partnered with last month.

Mrs. Van De Carr solicited questions on her written report and the "Request for Information Status Report". She reported that as of Friday, April 14 the Library began circulating the non-traditional items, now known as the "Exploration Library". A staff member created a web page to highlight this Exploration Library, and the items are listed (with photographs) and they are linked to the Library catalog so that patrons can place holds on items they wish to borrow. In response to Mr. Lamb's

inquiry, Mrs. Van De Carr stated that she will have circulation data to report to the Board, but the collection just went into circulation four days ago.

Mrs. Van De Carr reported that she has added a section to her monthly report titled “Renovation Planning”, where she will chronicle the progress of the renovation and update the Board on what is being worked on at that time. She added that she anticipates that this part of her report will get longer as the renovation progresses.

Mrs. Van De Carr circulated a chart to the Trustees, noting that she has been trying to get dates when the majority of the Board are available to meet to discuss the RFID and to meet with the architects.

Mr. Trizna asked Mrs. Van De Carr if she recalls what it was that he supposed to do and report on. Mrs. Van De Carr stated she believes it is the Intergovernmental Agreement (IGA). She stated she had emailed him her notes, and Mr. Trizna replied that he will work on that and have it ready for next month’s meeting.

## **COMMITTEE REPORTS**

### **Planning & Operations:**

Mr. Trizna reported there were no action items for the Committee, and solicited questions. He noted that in perusing the Committee minutes just now, he sees that the first order of business was the Intergovernmental Agreement (IGA) and that he was to have information regarding the IGA for the May Committee meeting.

Mrs. Van De Carr announced that she has contacted the two RFID vendors and they will both be at the May 9 Committee meeting to be interviewed.

### **Communications & Development:**

Mrs. Foss-Eggemann reported that at next month’s Board meeting the Board will honor the 2017 Annual Library Award winner, Mr. Harry Krampitz, as well as 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.

Mrs. Foss-Eggemann reported that there was a nice article in the local paper in regard to the kiosks that the Library Board has discussed. She added that the Committee discussed possible locations for the kiosks in the community, with the next step being to review other models of kiosks. Mrs. Van De Carr added that the IT staff will also review the kiosk specs to assure that they will work with the existing computer system/interface. 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. Mr. Trizna stated that he had people contact him to ask why the Library is considering placing kiosks in the community when the same resources available on the kiosks are available on personal devices. Discussion ensued regarding available content on the kiosks, and how to track and measure usage.

Mrs. Foss-Eggemann reported that the Committee discussed fundraising to supplement the use of tax dollars for the Library renovation, noting that fundraising should be for enhancements. Issues that still need to be addressed include how donors and sponsors will be acknowledged, possible groups to approach, levels of donations established with consideration of how donors at each level will be recognized, etc. It was noted that the Library has a policy that limits naming rights of the building, rooms, and other items in the building. Mrs. Foss-Eggemann stated that there can be a plaque stating “donated by...” as opposed to naming a room, etc.

### **Library Resources:**

Mr. Lamb reported that the Committee discussed the staff proposal to use gift funds to digitize the Library's historical newspaper collection. The Committee asked that prior to a vote tonight, Mrs. Van De Carr obtain the answers to two questions, i.e.: (1) will the digital files created be in a standard format OCR (optical character recognition)? Mrs. Van De Carr replied that the answer to their questions are in the document at each Trustee's seat. Mrs. Van De Carr summarized that Advantage uses ABBYY Fine Reader as their Optical Character Recognition software, which is the best Optical Character Recognition software on the market today. It provides the highest hit return rate on the market.

In response to question (2), will the Park Ridge Herald Advocate give the Library a copy in digital format if the Library asks for it – the response is that the Park Ridge Herald Advocate is owned by the Chicago Tribune, whose response to the question of whether they offer a digital replica of the Park Ridge Herald Advocate is that they do not.

Mr. Reardon stated he felt the question was misunderstood – it is not his intent that the Library be able to access a digital copy, but rather to get an executive at the Chicago Tribune to give the Park Ridge Public Library at no cost the Tribune's digital copy of the Park Ridge Herald Advocate in order to save the Library staff time digitizing all of the issues that are in-house. Mrs. Van De Carr stated that all of the issues are available via *ProQuest* – *which provides searchable articles* – but what we are looking for is digital copies of each complete newspaper *issue*. A staff member will have to find out who to speak with to see if this is possible, and also to see who has access to the issues from prior to the Chicago Tribune taking over the Park Ridge Herald Advocate.

Mrs. Van De Carr recommends that staff move forward with digitizing the older issues while the answers are obtained regarding the newer issues.

Mr. Lamb made a

**MOTION:** to approve spending \$21,000 from the Harold E. Schefdore 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

Mrs. Foss-Eggemann SECONDED the Motion.

Mr. Dobrilovic asked if the motion should be amended to reflect that staff will be digitizing not all years but rather a certain span of years, which therefore means that the funds needed to digitize will be less than \$21,000.

In response to Mr. Lamb's inquiry, Mrs. Van De Carr stated that the Library has digitized issues of the Park Ridge Herald Advocate back to 2015. She suggested having the motion specify "up to \$21,000". The two goals being sought are to preserve what issues the Library has, and to make it easier for patrons to search the digital copies.

Mr. Lamb made a

**MOTION to amend the motion to read:** "to approve spending no more than \$21,000 from the Harold E. Schefdore 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. Digitization to begin with the oldest issues but not farther back than the year 2000 until such time that the Library can determine what digital issues the Library might obtain from the Chicago Tribune".

Mr. Trizna SECONDED the Motion.

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

MOTION PASSED UNANIMOUSLY

Mr. Lamb made a

**MOTION:** to approve the amended motion as specified above.

Mr. Trizna SECONDED the Motion.

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

MOTION PASSED UNANIMOUSLY

**Building & Grounds:**

Mr. Trizna stated there were no action items.

Mrs. Van De Carr gave an update on the Library Renovations and Remodeling Project. The bids were opened on April 10, 2017 and Studio GC is reviewing the bids and will be preparing a recommendation for the Board. Mrs. Van De Carr reported that Studio GC met with the low bidder for the project on April 13 to assure that the bidder is aware of the scope and all aspects of the project. Mrs. Van De Carr asked the Trustees if they wish to schedule a meeting with Studio GC in early May to review the bids and move forward with the project. She explained that the May 9 agenda is full with the two RFID vendor presentations and, in reviewing the sign in sheet distributed earlier, it appears that May 1 and May 2 are the dates when the greatest number of Trustees (6) are available to meet. Mr. Trizna suggested meeting on a Sunday. Mr. Reardon stated he believes the Studio GC architects presentation and review of the bids is more critical than the RFID vendor presentations and suggested that a subset of the Board attend the RFID vendor presentations rescheduled to another date. There was discussion among the Trustees regarding available dates and a course of action.

Mr. Trizna stated that the Committee discussed an exterior digital sign, which raises the issue of the Library's naming policy, i.e., Policy 1A4, wherein #2 states, "*No naming opportunities will be considered for corporations, religious or political entities*". #5 states, "*Other naming opportunities may be available within the existing facility or within a new or renovated and expanded facility, and could include such areas as meeting rooms, reading areas, collections, equipment, gardens or other interior and exterior spaces*". #6 states, "*Naming opportunities for interior and exterior spaces are available for individuals, families and foundations making a significant contribution to the project as determined by the Board of Trustees*". In response to Mr. Trizna's inquiry, Mrs. Van De Carr stated that the policy was approved on February 15, 2005 and revised May 18, 2010. Mrs. Van De Carr asked if the policy should be placed on the agenda for the May Committee meeting, to which Mr. Trizna said yes. There was brief discussion about the policy.

**Budget & Finance:**

Mr. Reardon stated that the only business on the agenda is any further discussion regarding salary increases for staff. Mr. Reardon stated that, per the discussion in the COW (Committee of the Whole) meeting, he emailed Mrs. Rayborn to ask if, from an HR standpoint the proposed changes and actions look appropriate. Mrs. Rayborn stated that she reviewed the materials and the bonuses and raises looked consistent with what was discussed in Committee and also there was a differentiation in the increases provided, and they met the criteria the Board specified. There being no further discussion,

Mr. Reardon made a

**MOTION:** to approve the FY18 Salary Plan in the amount of \$27,311 in salary increases and \$13,564 in one-time bonuses.

Mr. Lamb SECONDED the Motion.

Roll call vote:

7 Yay: Burkum, Dobrilovic, Foss-Eggemann, Lamb, Rayborn, Reardon, Trizna  
2 Absent: Egan, Parisi

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.

**FRIENDS OF THE LIBRARY**

Mrs. Van De Carr announced that the Friends' spring book sale is the first weekend in May. She explained that the book sale will take place from 4:00 to 7:00 p.m. on Friday, May 5 for *Friends of the Park Ridge Library* members only; from 9:00 a.m. to 3:00 p.m. on Saturday, May 6 for all who wish to attend, and Sunday, May 7 from Noon to 2:00 p.m. all items are half-price. Mrs. Van De Carr stated there are a lot of materials for sale and she explained that all the proceeds raised from the sale go back to the Library in support of the staff's spring and fall wish lists and special events throughout the year. She encouraged everyone to attend.

**UNFINISHED BUSINESS**

No discussion.

**NEW BUSINESS**

Ms. Bemis Whitney informed the Board that there are two visitors present who have requested a photo with all or some of the Library Board at the conclusion of the meeting as proof of their attendance this evening. The Trustees acknowledged the students' presence and asked them to step up to the podium and state their names and the reason they were required to attend the meeting, any observations they made about the Board's procedures or the subjects discussed this evening.

Oliwia Mlodawska and Abby O'Rourke, Maine South High School – Ms. Mlodawska and Ms. O'Rourke stated that they are Seniors at Maine South High School and are at the meeting to fulfill a requirement for the *Civics Engagement Project* portion of their Government Class. Ms. O'Rourke stated she likes the kiosk idea that was discussed. Mrs. Rayborn asked what the Library can do to encourage more high school students to come into the Library. Ms. O'Rourke and Ms. Mlodawska stated that they like the finals night programs when pizza and snacks are available and suggested that the same be offered for the AP tests that are coming up – it's an easy way to draw student to the Library. Mrs. Van De Carr stated that Finals Night is already set and there will be snacks. Mrs. Foss-Eggemann stated she keeps telling the Board that the Library needs to offer cheap eats to encourage teenagers to come to the Library; both Ms. O'Rourke and Ms. Mlodawska agreed with this. The Trustees wished them well and thanked them for attending.

Alderman Melidosian reported that he took a straw poll at last evening's City Council Meeting regarding the electronic signage. He said the Aldermen stated they would really like more specifics on what the Library Board has in mind and since the Park District is also looking at potential electronic signage, the Council encouraged both groups get together and to each present what each has in mind, so as not to shoot down one group and therefore discourage the other before they have a chance to present. Mr. Lamb proposed a sub-Committee. Mrs. Van De Carr stated that when she spoke with the Park District she got the impression that they are ready to present and they didn't want to wait for the Library to catch up – they are farther along in the process and research – but she will contact them again and inform them of Alderman Melidosian's directions. She explained that the Park District has drawings, designs, and quotes, etc. and their attorneys have spoken with

the City Attorney. Mrs. Foss-Eggemann said she would like to know how the Park District's reasons for requesting a variance are similar or different from the Library's. Mrs. Rayborn suggested the Park District may have suggestions and research already completed that would be helpful to the Library. Mr. Trizna asked if there are any objections to Mrs. Van De Carr contacting Gayle Mountcastle at the Park District and moving forward with a possible joint presentation.

It is the consensus of the Board that Mrs. Van De Carr contact the Park District and move forward with research on the installation of a digital sign.

Mr. Lamb distributed copies of his newly published book to Mrs. Van De Carr and the Trustees, explaining that he both wrote and illustrated it; it is the first of a three part series.

Mrs. Burkum announced that her friend, Tamara Palmer, (who is also a Park Ridge resident and business owner) wrote a book, *Missing Tyler*, and she is doing a book talk and signing at the Library this Saturday, April 22 from 3:00 to 5:00 p.m. and she encouraged everyone – and especially the Maine South students – to attend the program because the book is a Young Adult/Teen book; if anyone has teen or tween kids she encourages them to attend. Mrs. Burkum thanked Mrs. Van De Carr for arranging the program. Mrs. Van De Carr stated it is always fun to help an author launch their book.

#### **ADJOURNMENT**

Mr. Reardon MOVED to adjourn the Board meeting.

Mrs. Burkum SECONDED the motion.

Voice vote

MOTION CARRIED UNANIMOUSLY

The meeting adjourned at 8:25 p.m.

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Charlene Foss-Eggemann, Secretary



04/14/2017 11:10  
etidd

|CITY OF PARK RIDGE  
|LIBRARY'S 04/16/2017 PAID WARRANT REPORT

|P 1  
|appdwarr

WARRANT: L041617

TO FISCAL 2017/12 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										
	88540	03/31/17	144602		191110	P	04/16/17	2015012 932103	BLDG MNT CNTR-GENL MAINT	1,890.00
	INVOICE: 20170307									
VENDOR TOTALS			23,290.00	YTD INVOICED				26,440.00	YTD PAID	1,890.00
1119 ACE HARDWARE #152 CORP										
	88751	03/10/17	144815		191111	P	04/16/17	2015012 932103	BLDG MNT CNTR-GENL MAINT	12.21
	INVOICE: 3423									
VENDOR TOTALS			7,138.47	YTD INVOICED				7,595.21	YTD PAID	12.21
48 AEC ONE STOP GROUP INC										
	88541	03/29/17	144603		191112	P	04/16/17	2015017 954004	LIB RSRCS-RECORDING	54.21
	INVOICE: PLS09943157									
VENDOR TOTALS			3,955.76	YTD INVOICED				4,220.94	YTD PAID	54.21
5354 AMAZON COM CREDIT SERVICES										
	88542	03/17/17	144604		191114	P	04/16/17	2015017 951100	LIBRARY SUPPLIES	108.48
	INVOICE: 223990250086									
	88543	03/20/17	144605		191113	P	04/16/17	2015016 951100	LIBRARY SUPPLIES	21.74
	INVOICE: 085668708349									
	88544	03/29/17	144606		191113	P	04/16/17	2015011 951002	OFF SPLS--OTHER SUPPLIES	29.97
	INVOICE: 107241043207									
	88545	03/17/17	144607		191114	P	04/16/17	2015015 951100	LIBRARY SUPPLIES	65.50
	INVOICE: 181613546918									
	88546	03/27/17	144608		191113	P	04/16/17	2015011 951003	OFF SPLS FURNISHINGS	19.95
	INVOICE: 133249440060									
	88547	03/19/17	144609		191113	P	04/16/17	2015015 951100	LIBRARY SUPPLIES	29.90
	INVOICE: 223995771627									
	88548	03/12/17	144610		191113	P	04/16/17	2015015 951100	LIBRARY SUPPLIES	33.90
	INVOICE: 22322451061									
	88549	03/29/17	144611		191113	P	04/16/17	2015015 938506	GNL CNTRL SVC/PROGRAM	32.34
	INVOICE: 118503748180									
	88550	03/29/17	144612		191113	P	04/16/17	2015011 951003	OFF SPLS FURNISHINGS	46.98
	INVOICE: 222338374717									
	88551	03/29/17	144613		191114	P	04/16/17	2015011 951003	OFF SPLS FURNISHINGS	325.15
	INVOICE: 061878008023									
	88552	03/15/17	144614		191113	P	04/16/17	2015011 951003	OFF SPLS FURNISHINGS	-204.27
	INVOICE: 152789250789									
	88553	03/29/17	144615		191113	P	04/16/17	2015011 951003	OFF SPLS FURNISHINGS	32.11
	INVOICE: 286100711727									
	88554	03/23/17	144616		191113	P	04/16/17	2015015 954005	LIB RSRCS-AUDIO VISUAL	8.51
	INVOICE: 172467219433									
	88555	03/27/17	144617		191114	P	04/16/17	2015017 954013	LIB RSRCS-YA GAMES	95.98
	INVOICE: 255416319284									
	88556	03/27/17	144618		191113	P	04/16/17	2015015 954010	LIB RSRCS-CD ROM	22.00
	INVOICE: 265469413567									
	88557	03/27/17	144619		191114	P	04/16/17	2015015 954010	LIB RSRCS-CD ROM	48.81
	INVOICE: 204131195935									

WARRANT: L041617

TO FISCAL 2017/12 05/01/2016 TO 04/30/2017

VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
	88558	03/23/17	144620		191113	P	04/16/17	2015015 954010	LIB RSRCS-CD ROM	31.99
	INVOICE:	204132809637								
	88559	03/25/17	144621		191113	P	04/16/17	2015015 954004	LIB RSRCS-RECORDING	44.95
	INVOICE:	004377667087								
	88560	03/16/17	144622		191113	P	04/16/17	2015017 954001	LIB RSRCS--ADULT BOOKS	9.71
	INVOICE:	076937712559								
	88561	03/13/17	144623		191113	P	04/16/17	2015017 954001	LIB RSRCS--ADULT BOOKS	10.24
	INVOICE:	115282645361								
	88562	03/27/17	144624		191114	P	04/16/17	2015017 954001	LIB RSRCS--ADULT BOOKS	107.89
	INVOICE:	215181087053								
	88563	03/25/17	144625		191113	P	04/16/17	2015014 954001	LIB RSRCS--ADULT BOOKS	12.69
	INVOICE:	108556453515								
	88752	03/17/17	144816		191113	P	04/16/17	2015017 951100	LIBRARY SUPPLIES	26.48
	INVOICE:	119176011863								
	88753	03/27/17	144817		191113	P	04/16/17	2015011 951003	OFF SPLS FURNISHINGS	18.95
	INVOICE:	053159069710								
	88754	03/31/17	144818		191114	P	04/16/17	2015015 954002	LIB RSRCS-CHILDREN BOOKS	63.53
	INVOICE:	231940747898								
	88755	03/27/17	144819		191113	P	04/16/17	2015017 954001	LIB RSRCS--ADULT BOOKS	36.88
	INVOICE:	105778731809								
	88756	04/03/17	144820		191114	P	04/16/17	2015017 954013	LIB RSRCS-YA GAMES	54.52
	INVOICE:	056145909645								
	88757	03/28/17	144821		191113	P	04/16/17	2015017 954001	LIB RSRCS--ADULT BOOKS	25.99
	INVOICE:	215188356833								
VENDOR TOTALS				23,081.64	YTD INVOICED			25,183.32	YTD PAID	1,160.87
2979 AMERICAN FIRST AID SERVICES INC										
	88564	03/29/17	144626		191115	P	04/16/17	2015012 932103	BLDG MNT CNTR-GENL MAINT	97.00
	INVOICE:	48428								
VENDOR TOTALS				733.60	YTD INVOICED			733.60	YTD PAID	97.00
5008 ANCEL GLINK DIAMOND BUSH										
	88838	04/11/17	144902		191116	P	04/16/17	2015011 942500	SPECIAL COUNSEL	1,380.00
	INVOICE:	56269								
VENDOR TOTALS				176,526.94	YTD INVOICED			216,415.14	YTD PAID	1,380.00
4193 ATOMATIC MECHANICAL SERVICES INC										
	88565	03/30/17	144627		191117	P	04/16/17	2015012 932105	BLDG MNT CNTR-HVAC EQUIP	960.45
	INVOICE:	SRV1710998								
VENDOR TOTALS				15,946.49	YTD INVOICED			17,056.49	YTD PAID	960.45
101735 AUDIO EDITIONS										
	88758	03/24/17	144822		191118	P	04/16/17	2015017 954004	LIB RSRCS-RECORDING	76.14
	INVOICE:	1629121								
	88758	03/24/17	144822		191118	P	04/16/17	2015013 951100	LIBRARY SUPPLIES	22.00
	INVOICE:	1629121								
	88759	03/24/17	144823		191118	P	04/16/17	2015017 954004	LIB RSRCS-RECORDING	203.96

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-----									
INVOICE: 1629120									
88759	03/24/17	144823		191118	P	04/16/17	2015013 951100	LIBRARY SUPPLIES	52.40
INVOICE: 1629120									
88760	03/27/17	144824		191118	P	04/16/17	2015017 954004	LIB RSRCS-RECORDING	16.00
INVOICE: 1629280									
VENDOR TOTALS	5,721.43 YTD INVOICED						6,204.20 YTD PAID		370.50
4222 AV CAFE									
88566	03/23/17	144628		191119	P	04/16/17	2015015 954010	LIB RSRCS-CD ROM	21.19
INVOICE: 51671									
VENDOR TOTALS	1,346.10 YTD INVOICED						1,389.49 YTD PAID		21.19
101020 BAKER AND TAYLOR BOOKS									
88535	04/04/17	144597		191120	P	04/16/17	2015013 951100	LIBRARY SUPPLIES	73.72
INVOICE: TS040417									
88536	04/04/17	144598		191120	P	04/16/17	2015014 954001	LIB RSRCS--ADULT BOOKS	1,044.67
INVOICE: REF040417									
88537	04/04/17	144599		191120	P	04/16/17	2015017 954001	LIB RSRCS--ADULT BOOKS	437.84
INVOICE: RS040417									
88538	04/04/17	144600		191120	P	04/16/17	2015017 954010	LIB RSRCS-CD ROM	417.75
INVOICE: YA040417									
88539	04/04/17	144601		191120	P	04/16/17	2015015 954002	LIB RSRCS-CHILDREN BOOKS	833.20
INVOICE: CS040417									
88704	04/10/17	144768		191120	P	04/16/17	2015017 954001	LIB RSRCS--ADULT BOOKS	1,893.10
INVOICE: RS041017									
88705	04/10/17	144769		191120	P	04/16/17	2015017 954010	LIB RSRCS-CD ROM	52.30
INVOICE: YA041017									
88706	04/10/17	144770		191120	P	04/16/17	2015013 951100	LIBRARY SUPPLIES	127.33
INVOICE: TS041017									
88707	04/10/17	144771		191120	P	04/16/17	2015014 954001	LIB RSRCS--ADULT BOOKS	1,097.80
INVOICE: REF041017									
VENDOR TOTALS	194,360.97 YTD INVOICED						199,240.74 YTD PAID		5,977.71
303461 BRICKTON GALLERY AND ARTS CENTER									
88567	04/04/17	144629		191121	P	04/16/17	2015015 938506	GNL CNTRL SVC/PROGRAM	100.00
INVOICE: ADM040417									
VENDOR TOTALS	950.00 YTD INVOICED						950.00 YTD PAID		100.00
6390 ANASTASIA DASKALOS									
88802	04/10/17	144866		191122	P	04/16/17	2015011 933800	CONFERENCES & TRAINING	80.28
INVOICE: ADM0411179									
VENDOR TOTALS	790.61 YTD INVOICED						847.81 YTD PAID		80.28
19972 DEMCO INC									
88761	04/04/17	144825		191123	P	04/16/17	2015014 951100	LIBRARY SUPPLIES	37.13
INVOICE: 6103681									

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	88762	03/29/17	144826		191123	P	04/16/17	2015013 951100	LIBRARY SUPPLIES	432.87
	INVOICE: 6098495									
VENDOR TOTALS	16,690.36 YTD INVOICED			19,420.78 YTD PAID			470.00			
25165 EBSCO SUBSCRIPTION SERV	88839	04/05/17	144903		191124	P	04/16/17	2015014 954010	LIB RSRCS-CD ROM	3,004.00
	INVOICE: 10000528181									
VENDOR TOTALS	13,334.52 YTD INVOICED			13,334.52 YTD PAID			3,004.00			
4299 EVANSTON PUBLIC LIBRARY	88763	04/07/17	144827		191125	P	04/16/17	201 877500	COLLECTION AGENCY-MISC	20.00
	INVOICE: ADM041117									
VENDOR TOTALS	51.95 YTD INVOICED			51.95 YTD PAID			20.00			
3545 FINDAWAY WORLD LLC	88568	03/27/17	144630		191126	P	04/16/17	2015017 954004	LIB RSRCS-RECORDING	352.70
	INVOICE: 213002									
	88569	03/27/17	144631		191126	P	04/16/17	2015017 954004	LIB RSRCS-RECORDING	135.98
	INVOICE: 212998									
	88764	03/31/17	144828		191126	P	04/16/17	2015015 954004	LIB RSRCS-RECORDING	881.09
	INVOICE: 213553									
	88765	03/31/17	144829		191126	P	04/16/17	2015017 954004	LIB RSRCS-RECORDING	2,439.08
	INVOICE: 213545									
VENDOR TOTALS	16,322.91 YTD INVOICED			17,272.72 YTD PAID			3,808.85			
301264 FOX VALLEY FIRE AND SAFETY	88766	04/01/17	144830		191127	P	04/16/17	2015012 932103	BLDG MNT CNTR-GENL MAINT	442.90
	INVOICE: IN00076630									
VENDOR TOTALS	7,372.13 YTD INVOICED			7,875.23 YTD PAID			442.90			
300553 GALE GROUP	88570	03/23/17	144632		191128	P	04/16/17	2015017 954001	LIB RSRCS--ADULT BOOKS	18.84
	INVOICE: 60365075									
	88571	03/22/17	144633		191128	P	04/16/17	2015017 954001	LIB RSRCS--ADULT BOOKS	89.01
	INVOICE: 60356003									
	88572	03/24/17	144634		191128	P	04/16/17	2015017 954001	LIB RSRCS--ADULT BOOKS	23.19
	INVOICE: 60370170									
	88767	03/28/17	144831		191128	P	04/16/17	2015017 954001	LIB RSRCS--ADULT BOOKS	49.38
	INVOICE: 60388549									
	88768	04/02/17	144832		191128	P	04/16/17	2015017 954001	LIB RSRCS--ADULT BOOKS	27.99
	INVOICE: 60407175									
VENDOR TOTALS	46,633.43 YTD INVOICED			47,261.23 YTD PAID			208.41			
5018 ANASTASIA GREENWALD	88840	04/12/17	144904		191129	P	04/16/17	2015011 933800	CONFERENCES & TRAINING	968.15

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VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
-----										
INVOICE: ADM041217										
VENDOR TOTALS		1,400.77 YTD INVOICED			1,511.33 YTD PAID			968.15		
5041 HARMONIOUS HORIZONS										
	88573	04/04/17	144635		191130	P	04/16/17	2015015 938506	GNL CNTRL SVC/PROGRAM	100.00
INVOICE: ADM0404172										
VENDOR TOTALS		800.00 YTD INVOICED			800.00 YTD PAID			100.00		
5612 HIGHLAND PARK PUBLIC LIBRARY										
	88769	04/04/17	144833		191131	P	04/16/17	201 877500	COLLECTION AGENCY-MISC	21.99
INVOICE: ADM0411172										
VENDOR TOTALS		81.89 YTD INVOICED			81.89 YTD PAID			21.99		
389 IMAGING OFFICE SYSTEMS INC										
	88574	03/09/17	144636		191132	P	04/16/17	5535011 952000	MATERIALS	775.00
INVOICE: INV107232										
VENDOR TOTALS		5,531.00 YTD INVOICED			5,531.00 YTD PAID			775.00		
5303 KINGS III OF AMERICA INC										
	88575	04/01/17	144637		191133	P	04/16/17	2015012 932104	BLDG MNT CNTR-ELEV MAINT	125.37
INVOICE: 1350146										
VENDOR TOTALS		495.36 YTD INVOICED			617.67 YTD PAID			125.37		
915 LACONI										
	88770	04/11/17	144834		191134	P	04/16/17	2015011 933800	CONFERENCES & TRAINING	30.00
INVOICE: ADM0411173										
VENDOR TOTALS		130.00 YTD INVOICED			130.00 YTD PAID			30.00		
3493 MANGO LANGUAGES										
	88576	03/29/17	144638		191135	P	04/16/17	2015014 954010	LIB RSRCS-CD ROM	2,894.00
INVOICE: INV000837										
VENDOR TOTALS		4,272.13 YTD INVOICED			4,272.13 YTD PAID			2,894.00		
1061 MARY MASON										
	88841	04/12/17	144905		191136	P	04/16/17	2015011 936000	PUBLIC RELATIONS	37.44
INVOICE: ADM0412172										
	88842	04/11/17	144906		191136	P	04/16/17	2015015 938506	GNL CNTRL SVC/PROGRAM	31.13
INVOICE: ADM0412173										
VENDOR TOTALS		947.49 YTD INVOICED			1,141.10 YTD PAID			68.57		
6792 MATHEWS AND ASSOCIATES INC										
	88771	04/11/17	144835		191137	P	04/16/17	2015014 954003	LIB RSRCS--PERIODICALS	145.00
INVOICE: ADM0411174										

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VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
VENDOR TOTALS										145.00 YTD INVOICED
										145.00 YTD PAID
										145.00
101892 MIDWEST TAPE										
88577		03/23/17	144639		191138	P	04/16/17	2015015 954005	LIB RSRCS-AUDIO VISUAL	43.97
INVOICE:		94887945								
88577		03/23/17	144639		191138	P	04/16/17	2015013 951100	LIBRARY SUPPLIES	4.95
INVOICE:		94887945								
88578		03/24/17	144640		191138	P	04/16/17	2015015 954005	LIB RSRCS-AUDIO VISUAL	29.99
INVOICE:		94889975								
88578		03/24/17	144640		191138	P	04/16/17	2015013 951100	LIBRARY SUPPLIES	1.65
INVOICE:		94889975								
88579		03/27/17	144641		191139	P	04/16/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	803.70
INVOICE:		94896784								
88580		03/27/17	144642		191139	P	04/16/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	656.68
INVOICE:		94896781								
88581		03/27/17	144643		191139	P	04/16/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	137.94
INVOICE:		94896783								
88582		03/27/17	144644		191138	P	04/16/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	15.99
INVOICE:		94896785								
88583		03/27/17	144645		191138	P	04/16/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	19.99
INVOICE:		94896786								
88584		03/27/17	144646		191138	P	04/16/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	61.97
INVOICE:		94896788								
88585		03/27/17	144647		191138	P	04/16/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	19.99
INVOICE:		94896789								
88586		03/27/17	144648		191138	P	04/16/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	29.98
INVOICE:		94897000								
88587		03/27/17	144649		191138	P	04/16/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	47.99
INVOICE:		94897001								
88588		03/29/17	144650		191138	P	04/16/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	45.98
INVOICE:		94903869								
88589		03/29/17	144651		191139	P	04/16/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	135.95
INVOICE:		94903868								
88590		03/29/17	144652		191138	P	04/16/17	2015015 954005	LIB RSRCS-AUDIO VISUAL	68.97
INVOICE:		94905459								
88590		03/29/17	144652		191138	P	04/16/17	2015013 951100	LIBRARY SUPPLIES	4.95
INVOICE:		94905459								
88591		03/29/17	144653		191138	P	04/16/17	2015015 954005	LIB RSRCS-AUDIO VISUAL	91.96
INVOICE:		94905457								
88591		03/29/17	144653		191138	P	04/16/17	2015013 951100	LIBRARY SUPPLIES	6.60
INVOICE:		94905457								
88772		03/27/17	144836		191138	P	04/16/17	2015015 954004	LIB RSRCS-RECORDING	18.39
INVOICE:		94896688								
88773		03/27/17	144837		191138	P	04/16/17	2015015 954004	LIB RSRCS-RECORDING	12.79
INVOICE:		94896687								
88774		03/29/17	144838		191138	P	04/16/17	2015015 954005	LIB RSRCS-AUDIO VISUAL	29.99
INVOICE:		94903117								
88774		03/29/17	144838		191138	P	04/16/17	2015013 951100	LIBRARY SUPPLIES	1.65
INVOICE:		94903117								
88775		03/31/17	144839		191138	P	04/16/17	2015015 954005	LIB RSRCS-AUDIO VISUAL	43.96

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	INVOICE: 94909834									
	88775	03/31/17	144839		191138	P	04/16/17	2015013 951100	LIBRARY SUPPLIES	6.80
	INVOICE: 94909834									
	88776	04/04/17	144840		191139	P	04/16/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	228.74
	INVOICE: 94921851									
	88777	04/04/17	144841		191139	P	04/16/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	170.92
	INVOICE: 94921850									
	88778	04/04/17	144842		191139	P	04/16/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	406.22
	INVOICE: 94921849									
	88779	04/04/17	144843		191138	P	04/16/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	45.98
	INVOICE: 94921848									
	88780	04/04/17	144844		191139	P	04/16/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	245.09
	INVOICE: 94921847									
	88781	04/04/17	144845		191139	P	04/16/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	197.92
	INVOICE: 94921846									
	88782	04/04/17	144846		191139	P	04/16/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	127.94
	INVOICE: 94921845									
	88783	04/04/17	144847		191138	P	04/16/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	45.98
	INVOICE: 94921844									
	88784	04/04/17	144848		191138	P	04/16/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	39.99
	INVOICE: 94921843									
	88785	04/04/17	144849		191138	P	04/16/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	118.95
	INVOICE: 94921842									
	88786	04/04/17	144850		191139	P	04/16/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	560.13
	INVOICE: 94921840									
	88803	03/27/17	144867		191138	P	04/16/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	22.99
	INVOICE: 94896787									
	<b>VENDOR TOTALS</b>		<b>62,532.03</b>	<b>YTD INVOICED</b>				<b>64,263.33</b>	<b>YTD PAID</b>	<b>4,553.63</b>
1193 ORIENTAL TRADING COMPANY INC										
	88592	03/24/17	144654		191140	P	04/16/17	2015015 938506	GNL CNTRL SVC/PROGRAM	157.34
	INVOICE: 68294496901									
	<b>VENDOR TOTALS</b>		<b>527.07</b>	<b>YTD INVOICED</b>				<b>527.07</b>	<b>YTD PAID</b>	<b>157.34</b>
924 OVERDRIVE INC										
	88593	03/25/17	144655		191141	P	04/16/17	602 430819	NO. SUB. DIGITAL CONSORTI	921.31
	INVOICE: 0751103744437032517									
	88787	04/01/17	144851		191141	P	04/16/17	602 430819	NO. SUB. DIGITAL CONSORTI	1,000.00
	INVOICE: H0041307									
	<b>VENDOR TOTALS</b>		<b>94,827.36</b>	<b>YTD INVOICED</b>				<b>94,827.36</b>	<b>YTD PAID</b>	<b>1,921.31</b>
61248 PARK RIDGE PUBLIC LIBRARY										
	88844	03/21/17	144908		191142	P	04/16/17	2015017 954012	LIB RSRCS-E-BOOKS	4,500.00
	INVOICE: A03211672									
	88845	03/21/17	144909		191142	P	04/16/17	2015017 954012	LIB RSRCS-E-BOOKS	12,000.00
	INVOICE: A032117									

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VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
-----										
VENDOR TOTALS										25,751.93 YTD INVOICED
										25,751.93 YTD PAID
										16,500.00
5923 PENGUIN RANDOM HOUSE LLC										
88594		03/17/17	144656		191143	P	04/16/17	2015017 954004	LIB RSRCS-RECORDING	60.00
	INVOICE:		1081488433							
88595		03/17/17	144657		191143	P	04/16/17	2015017 954004	LIB RSRCS-RECORDING	82.50
	INVOICE:		1081553952							
88788		03/24/17	144852		191143	P	04/16/17	2015017 954004	LIB RSRCS-RECORDING	33.75
	INVOICE:		1081615959							
VENDOR TOTALS										2,621.50 YTD INVOICED
										2,745.25 YTD PAID
										176.25
229 PITNEY BOWES INC										
88843		04/12/17	144907		191144	P	04/16/17	2015011 938502	GNL CNTRL SVC/POSTAGE	4,000.00
	INVOICE:		ADM0412174							
VENDOR TOTALS										13,776.72 YTD INVOICED
										13,776.72 YTD PAID
										4,000.00
6564 PURE HEALTH SOLUTIONS INC										
88596		03/28/17	144658		191145	P	04/16/17	2015012 932103	BLDG MNT CNTR-GENL MAINT	63.75
	INVOICE:		7280685							
VENDOR TOTALS										510.00 YTD INVOICED
										510.00 YTD PAID
										63.75
67761 QUALITY BOOKS INC										
88789		03/30/17	144853		191146	P	04/16/17	2015014 954001	LIB RSRCS--ADULT BOOKS	131.67
	INVOICE:		200134							
VENDOR TOTALS										7,508.54 YTD INVOICED
										7,508.54 YTD PAID
										131.67
6293 LEAH RAVEN										
88598		03/31/17	144660		191147	P	04/16/17	2015011 933800	CONFERENCES & TRAINING	5.14
	INVOICE:		ADM0404173							
88598		03/31/17	144660		191147	P	04/16/17	2015015 938506	GNL CNTRL SVC/PROGRAM	17.96
	INVOICE:		ADM0404173							
VENDOR TOTALS										219.03 YTD INVOICED
										240.96 YTD PAID
										23.10
68595 RECORDED BOOKS INC										
88599		03/21/17	144661		191148	P	04/16/17	2015015 954004	LIB RSRCS-RECORDING	8.99
	INVOICE:		75505235							
88790		03/28/17	144854		191148	P	04/16/17	2015015 954004	LIB RSRCS-RECORDING	82.64
	INVOICE:		75508004							
88791		03/24/17	144855		191148	P	04/16/17	2015015 954004	LIB RSRCS-RECORDING	36.00
	INVOICE:		75507092							
VENDOR TOTALS										6,629.86 YTD INVOICED
										6,743.09 YTD PAID
										127.63
3887 LAURA SCOTT										
88792		04/05/17	144856		191149	P	04/16/17	2015011 933800	CONFERENCES & TRAINING	1,203.42

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TO FISCAL 2017/12 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: ADM0411175										
88793		04/05/17	144857		191149	P	04/16/17	2015017 938506	GNL CNTRL SVC/PROGRAM	50.00
INVOICE: ADM0411176										
VENDOR TOTALS								1,288.00 YTD INVOICED		1,253.42
102805 STATE CHEMICAL MANUFACTURING CO										
88794		04/06/17	144858		191150	P	04/16/17	2015012 932103	BLDG MNT CNTR-GENL MAINT	759.70
INVOICE: 98168921										
VENDOR TOTALS								1,214.45 YTD INVOICED		759.70
301997 CATHY THOMPSON										
88600		03/30/17	144662		191151	P	04/16/17	2015011 933800	CONFERENCES & TRAINING	20.74
INVOICE: ADM0404174										
VENDOR TOTALS								135.99 YTD INVOICED		20.74
5003 UNIQUE MANAGEMENT SERVICES INC										
88795		04/01/17	144859		191152	P	04/16/17	201 877500	COLLECTION AGENCY-MISC	53.70
INVOICE: 442763										
VENDOR TOTALS								680.20 YTD INVOICED		53.70
303348 THE UPS STORE 1573										
88796		03/31/17	144860		191153	P	04/16/17	2015011 938502	GNL CNTRL SVC/POSTAGE	32.13
INVOICE: 514051815188										
VENDOR TOTALS								359.09 YTD INVOICED		32.13
2193 VERIZON WIRELESS										
88797		04/11/17	144861		191154	P	04/16/17	2015011 938501	GNL CNTRL SVC/TELEPHONE	162.68
INVOICE: 9783052315										
VENDOR TOTALS								30,882.31 YTD INVOICED		162.68
300800 WAREHOUSE DIRECT INC										
88601		03/24/17	144663		191155	P	04/16/17	2015011 936000	PUBLIC RELATIONS	31.70
INVOICE: 34229440										
88601		03/24/17	144663		191155	P	04/16/17	2015013 951100	LIBRARY SUPPLIES	62.58
INVOICE: 34229440										
88601		03/24/17	144663		191155	P	04/16/17	2015011 951002	OFF SPLS--OTHER SUPPLIES	23.97
INVOICE: 34229440										
88602		03/13/17	144664		191155	P	04/16/17	2015011 951002	OFF SPLS--OTHER SUPPLIES	37.29
INVOICE: 34065001										
88603		03/13/17	144665		191155	P	04/16/17	2015011 951002	OFF SPLS--OTHER SUPPLIES	8.26
INVOICE: 34066900										
88798		03/31/17	144862		191155	P	04/16/17	2015015 951100	LIBRARY SUPPLIES	41.64
INVOICE: 34310750										
88798		03/31/17	144862		191155	P	04/16/17	2015016 951100	LIBRARY SUPPLIES	346.85
INVOICE: 34310750										

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TO FISCAL 2017/12 05/01/2016 TO 04/30/2017

VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
	88799	04/03/17	144863		191155	P	04/16/17	2015011 951002	OFF SPLS--OTHER SUPPLIES	66.00
	INVOICE: 34320010									
VENDOR TOTALS			19,142.10	YTD INVOICED				19,803.54	YTD PAID	618.29
6216 LISA WINCHELL	88800	03/31/17	144864		191156	P	04/16/17	2015011 933800	CONFERENCES & TRAINING	18.19
	INVOICE: ADM0411177									
	88800	03/31/17	144864		191156	P	04/16/17	2015015 951100	LIBRARY SUPPLIES	15.87
	INVOICE: ADM0411177									
VENDOR TOTALS			433.18	YTD INVOICED				452.12	YTD PAID	34.06
4803 WIDE OPEN WEST	88801	03/29/17	144865		191157	P	04/16/17	2015011 938503	GNL CNTRL SVC-INTERNET	804.99
	INVOICE: ADM0411178									
VENDOR TOTALS			70,003.32	YTD INVOICED				70,003.32	YTD PAID	804.99

REPORT TOTALS 56,581.05

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	48	56,581.05

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

**City of Park Ridge, IL  
Warrant List Fund Totals  
04/16/2017**

<b>Fund</b>	<b>Description</b>	<b>Amount</b>
201	Library Fund	\$53,884.74
201	Grant Fund	\$0.00
553	Library Technology Replacement	\$775.00
602	North Suburban Digital Consortium	\$1,921.31
201	Library Restricted Fund	\$0.00
<hr/>		
	<b>Report Total</b>	<b>\$56,581.05</b>



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TO FISCAL 2017/12 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									
88896	04/05/17	144960		191309	P	04/28/17	2015011 933100	LIB RECRUIT & TESTING	56.00
INVOICE: 651594									
VENDOR TOTALS		11,225.81 YTD INVOICED			11,774.81 YTD PAID			56.00	
5354 AMAZON COM CREDIT SERVICES									
88897	04/05/17	144961		191310	P	04/28/17	2015015 954005	LIB RSRCS-AUDIO VISUAL	10.99
INVOICE: 253544911153									
88898	04/05/17	144962		191311	P	04/28/17	2015015 954005	LIB RSRCS-AUDIO VISUAL	28.22
INVOICE: 100092197826									
88899	04/08/17	144963		191311	P	04/28/17	2015017 954013	LIB RSRCS-YA GAMES	66.74
INVOICE: 300710721914									
88900	04/10/17	144964		191310	P	04/28/17	2015017 954013	LIB RSRCS-YA GAMES	23.99
INVOICE: 159622340924									
88901	04/10/17	144965		191310	P	04/28/17	2015017 954013	LIB RSRCS-YA GAMES	23.99
INVOICE: 265966920027									
88902	04/07/17	144966		191312	P	04/28/17	2015017 954013	LIB RSRCS-YA GAMES	357.76
INVOICE: 159625615519									
88903	04/05/17	144967		191311	P	04/28/17	2015015 954010	LIB RSRCS-CD ROM	95.98
INVOICE: 265468909212									
88904	04/10/17	144968		191311	P	04/28/17	2015015 954010	LIB RSRCS-CD ROM	31.99
INVOICE: 265467487790									
88905	04/10/17	144969		191310	P	04/28/17	2015015 954010	LIB RSRCS-CD ROM	23.99
INVOICE: 204134130580									
88906	04/05/17	144970		191310	P	04/28/17	2015015 954004	LIB RSRCS-RECORDING	16.10
INVOICE: 004379386483									
88907	04/05/17	144971		191311	P	04/28/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	30.96
INVOICE: 267437651001									
88908	04/05/17	144972		191312	P	04/28/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	278.80
INVOICE: 249954683313									
88909	03/30/17	144973		191310	P	04/28/17	2015015 954002	LIB RSRCS-CHILDREN BOOKS	5.99
INVOICE: 142856949673									
88910	04/06/17	144974		191310	P	04/28/17	2015015 954002	LIB RSRCS-CHILDREN BOOKS	-12.16
INVOICE: 171868072315									
88911	04/07/17	144975		191310	P	04/28/17	2015017 954001	LIB RSRCS--ADULT BOOKS	11.49
INVOICE: 263947984744									
88912	04/04/17	144976		191311	P	04/28/17	2015014 954001	LIB RSRCS--ADULT BOOKS	79.90
INVOICE: 006762207838									
88913	04/03/17	144977		191311	P	04/28/17	2015014 954001	LIB RSRCS--ADULT BOOKS	67.04
INVOICE: 238860445592									
88983	04/07/17	145047		191311	P	04/28/17	2015015 938506	GNL CNTRL SVC/PROGRAM	124.83
INVOICE: 261720019239									
88984	04/07/17	145048		191311	P	04/28/17	2015016 951100	LIBRARY SUPPLIES	65.22
INVOICE: 105418036209									
88985	04/07/17	145049		191310	P	04/28/17	2015013 951100	LIBRARY SUPPLIES	17.92
INVOICE: 021431530662									
88986	04/07/17	145050		191311	P	04/28/17	2015013 951100	LIBRARY SUPPLIES	110.19
INVOICE: 050796819190									
88987	04/07/17	145051		191311	P	04/28/17	2015013 951100	LIBRARY SUPPLIES	63.88
INVOICE: 267365521967									

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VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
	88988	04/07/17	145052		191312	P	04/28/17	2015015 954010	LIB RSRCS-CD ROM	462.39
	INVOICE:	292264071100								
	88989	04/07/17	145053		191312	P	04/28/17	2015015 954010	LIB RSRCS-CD ROM	156.49
	INVOICE:	120515490474								
	88990	04/07/17	145054		191310	P	04/28/17	2015015 954010	LIB RSRCS-CD ROM	19.96
	INVOICE:	120519315434								
	88991	04/15/17	145055		191311	P	04/28/17	2015015 954010	LIB RSRCS-CD ROM	25.84
	INVOICE:	292262911127								
	88992	04/10/17	145056		191310	P	04/28/17	2015017 954013	LIB RSRCS-YA GAMES	14.01
	INVOICE:	300717146426								
	88993	04/12/17	145057		191311	P	04/28/17	2015015 954005	LIB RSRCS-AUDIO VISUAL	67.94
	INVOICE:	062371886993								
	88994	04/12/17	145058		191311	P	04/28/17	2015015 954002	LIB RSRCS-CHILDREN BOOKS	47.48
	INVOICE:	153427831427								
	88995	04/11/17	145059		191310	P	04/28/17	2015017 954001	LIB RSRCS--ADULT BOOKS	17.15
	INVOICE:	227586448670								
	88996	04/07/17	145060		191310	P	04/28/17	2015017 954001	LIB RSRCS--ADULT BOOKS	11.98
	INVOICE:	145628590577								
	88997	04/07/17	145061		191310	P	04/28/17	2015017 954001	LIB RSRCS--ADULT BOOKS	13.99
	INVOICE:	236802262080								
	88998	04/10/17	145062		191312	P	04/28/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	174.29
	INVOICE:	242520995043								
	88999	03/29/17	145063		191310	P	04/28/17	2015014 954001	LIB RSRCS--ADULT BOOKS	15.48
	INVOICE:	157224583521								
	89000	04/12/17	145064		191310	P	04/28/17	2015014 954001	LIB RSRCS--ADULT BOOKS	23.00
	INVOICE:	108550486409								
	89001	03/28/17	145065		191311	P	04/28/17	2015012 932103	BLDG MNT CNTR-GENL MAINT	40.48
	INVOICE:	189574616812								
	89002	04/13/17	145066		191310	P	04/28/17	2015012 932103	BLDG MNT CNTR-GENL MAINT	21.78
	INVOICE:	154396487209								
	89003	04/03/17	145067		191311	P	04/28/17	2015015 938506	GNL CNTRL SVC/PROGRAM	36.42
	INVOICE:	118505726946								
	89004	04/12/17	145068		191311	P	04/28/17	2015014 951100	LIBRARY SUPPLIES	32.14
	INVOICE:	041524362644								
	89005	04/12/17	145069		191311	P	04/28/17	2015015 954008	LIB RSRCS-MISCELLANEOUS	148.52
	INVOICE:	144010139845								
	89006	04/04/17	145070		191310	P	04/28/17	2015016 951100	LIBRARY SUPPLIES	23.99
	INVOICE:	282795315395								
	89007	04/03/17	145071		191311	P	04/28/17	2015015 938506	GNL CNTRL SVC/PROGRAM	65.26
	INVOICE:	268462095821								
	89008	04/07/17	145072		191310	P	04/28/17	2015011 951003	OFF SPLS FURNISHINGS	16.98
	INVOICE:	201682244226								
	89009	04/14/17	145073		191311	P	04/28/17	2015011 951002	OFF SPLS--OTHER SUPPLIES	59.94
	INVOICE:	041101716810								
	89010	04/15/17	145074		191310	P	04/28/17	2015011 951003	OFF SPLS FURNISHINGS	10.24
	INVOICE:	076803978179								
	89011	04/15/17	145075		191312	P	04/28/17	2015011 951003	OFF SPLS FURNISHINGS	205.39
	INVOICE:	076809616780								
VENDOR TOTALS								26,316.59 YTD INVOICED	28,418.27 YTD PAID	3,234.95

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VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
800 AMERICAN EAGLE COM	89012	04/20/17	145076		191313	P	04/28/17	2015011 931700	LIB DATA PROC SV	150.00
	INVOICE:	247115								
VENDOR TOTALS			9,700.00	YTD INVOICED				20,675.00	YTD PAID	150.00
101020 BAKER AND TAYLOR BOOKS	88892	04/18/17	144956		191314	P	04/28/17	2015014 954001	LIB RSRCS--ADULT BOOKS	876.36
	INVOICE:	REF041817								
	88893	04/18/17	144957		191314	P	04/28/17	2015015 954002	LIB RSRCS-CHILDREN BOOKS	2,339.36
	INVOICE:	CS041817								
	88894	04/18/17	144958		191314	P	04/28/17	2015017 954001	LIB RSRCS--ADULT BOOKS	908.15
	INVOICE:	RS041817								
	88895	04/18/17	144959		191314	P	04/28/17	2015017 954010	LIB RSRCS-CD ROM	156.50
	INVOICE:	YA041817								
	88978	04/21/17	145042		191314	P	04/28/17	2015017 954010	LIB RSRCS-CD ROM	94.42
	INVOICE:	YA042117								
	88979	04/21/17	145043		191314	P	04/28/17	2015014 954001	LIB RSRCS--ADULT BOOKS	1,214.36
	INVOICE:	REF042117								
	88980	04/21/17	145044		191314	P	04/28/17	2015017 954001	LIB RSRCS--ADULT BOOKS	2,247.40
	INVOICE:	RS042117								
	88981	04/21/17	145045		191314	P	04/28/17	2015013 951100	LIBRARY SUPPLIES	145.89
	INVOICE:	TS042117								
	88982	04/21/17	145046		191314	P	04/28/17	2015015 954002	LIB RSRCS-CHILDREN BOOKS	4,784.33
	INVOICE:	CS042117								
	89073	04/12/17	145137		1363	M	04/12/17	2015111 952000	MATERIALS	241.24
	INVOICE:	ADM0421177								
VENDOR TOTALS			207,368.98	YTD INVOICED				212,248.75	YTD PAID	13,008.01
3729 CASE LOTS INC	88914	03/20/17	144978		191315	P	04/28/17	2015012 932103	BLDG MNT CNTR-GENL MAINT	49.90
	INVOICE:	002845								
	88915	03/16/17	144979		191315	P	04/28/17	2015012 932103	BLDG MNT CNTR-GENL MAINT	735.42
	INVOICE:	002767								
	88916	03/21/17	144980		191315	P	04/28/17	2015012 932103	BLDG MNT CNTR-GENL MAINT	-85.00
	INVOICE:	002850								
	88917	04/13/17	144981		191315	P	04/28/17	2015012 932103	BLDG MNT CNTR-GENL MAINT	998.00
	INVOICE:	003408								
	88918	03/24/17	144982		191315	P	04/28/17	2015012 932103	BLDG MNT CNTR-GENL MAINT	-23.50
	INVOICE:	002957								
VENDOR TOTALS			12,413.66	YTD INVOICED				12,736.51	YTD PAID	1,674.82
303044 CENTER POINT PUBLISHING	89013	04/03/17	145077		191316	P	04/28/17	2015017 954001	LIB RSRCS--ADULT BOOKS	130.75
	INVOICE:	1463718								
VENDOR TOTALS			783.80	YTD INVOICED				812.10	YTD PAID	130.75
824 CENTRAL TECHNOLOGY INC										

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TO FISCAL 2017/12 05/01/2016 TO 04/30/2017

VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
	89014	04/17/17	145078		191317	P	04/28/17	2015016 951100	LIBRARY SUPPLIES	1,905.00
	INVOICE: 2143									
VENDOR TOTALS			8,227.14	YTD INVOICED				8,227.14	YTD PAID	1,905.00
5814 CHASE	89421	03/12/17	145491		191318	P	04/28/17	2015011 931700	LIB DATA PROC SV	29.99
	INVOICE: ADM042717									
	89421	03/12/17	145491		191318	P	04/28/17	2015011 932400	LIB MEMBER DUES	533.00
	INVOICE: ADM042717									
	89421	03/12/17	145491		191318	P	04/28/17	2015011 933800	CONFERENCES & TRAINING	3,115.00
	INVOICE: ADM042717									
	89421	03/12/17	145491		191318	P	04/28/17	2015011 938504	GNL CNTRL SVC/PRINTING	123.45
	INVOICE: ADM042717									
	89421	03/12/17	145491		191318	P	04/28/17	2015012 932103	BLDG MNT CNTR-GENL MAINT	40.52
	INVOICE: ADM042717									
	89421	03/12/17	145491		191318	P	04/28/17	2015015 938506	GNL CNTRL SVC/PROGRAM	239.24
	INVOICE: ADM042717									
	89421	03/12/17	145491		191318	P	04/28/17	2015017 938507	GNL CNTRL SVC/YA PROGRAMS	177.62
	INVOICE: ADM042717									
VENDOR TOTALS			22,302.35	YTD INVOICED				22,302.35	YTD PAID	4,258.82
102908 COMPUTER VIEW INC	88919	04/12/17	144983		191319	P	04/28/17	5535011 952000	MATERIALS	1,012.00
	INVOICE: 27467									
VENDOR TOTALS			183,712.50	YTD INVOICED				187,290.50	YTD PAID	1,012.00
55134 COOPERATIVE COMPUTER	88920	04/15/17	144984		191320	P	04/28/17	2015013 931702	DATA PROCESSING/OCLC	964.00
	INVOICE: 488									
	88921	04/15/17	144985		191320	P	04/28/17	2015016 931701	DATA PROCESSING/CLSI	6,324.00
	INVOICE: 487									
VENDOR TOTALS			86,736.48	YTD INVOICED				92,641.05	YTD PAID	7,288.00
19972 DEMCO INC	88922	04/03/17	144986		191321	P	04/28/17	2015013 951100	LIBRARY SUPPLIES	1,193.32
	INVOICE: 6102862									
	89015	04/13/17	145079		191321	P	04/28/17	2015013 951100	LIBRARY SUPPLIES	442.39
	INVOICE: 6111457									
VENDOR TOTALS			18,326.07	YTD INVOICED				21,056.49	YTD PAID	1,635.71
4594 FLUORECYCLE INC	88923	04/14/17	144987		191322	P	04/28/17	2015012 932103	BLDG MNT CNTR-GENL MAINT	104.44
	INVOICE: 38541									
VENDOR TOTALS			219.16	YTD INVOICED				219.16	YTD PAID	104.44

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VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
300553 GALE GROUP	88924	04/06/17	144988		191323	P	04/28/17	2015017 954001	LIB RSRCS--ADULT BOOKS	54.38
	INVOICE:	60435413								
	89016	04/07/17	145080		191323	P	04/28/17	2015015 954002	LIB RSRCS-CHILDREN BOOKS	173.17
	INVOICE:	60441477								
	89017	04/07/17	145081		191323	P	04/28/17	2015017 954001	LIB RSRCS--ADULT BOOKS	24.79
	INVOICE:	60441201								
VENDOR TOTALS			46,885.77	YTD INVOICED				47,513.57	YTD PAID	252.34
5018 ANASTASIA GREENWALD	89018	04/18/17	145082		191324	P	04/28/17	2015011 933800	CONFERENCES & TRAINING	7.49
	INVOICE:	ADM042117								
	89018	04/18/17	145082		191324	P	04/28/17	2015015 938506	GNL CNTRL SVC/PROGRAM	80.55
	INVOICE:	ADM042117								
VENDOR TOTALS			1,488.81	YTD INVOICED				1,599.37	YTD PAID	88.04
301503 GREY HOUSE PUBLISHING	89072	03/15/17	145136		1362	M	04/12/17	2015111 952000	MATERIALS	13,250.00
	INVOICE:	933388								
VENDOR TOTALS			13,250.00	YTD INVOICED				13,250.00	YTD PAID	13,250.00
5590 CLAIRE GRIEBLER	89019	04/18/17	145083		191325	P	04/28/17	2015011 933800	CONFERENCES & TRAINING	391.40
	INVOICE:	ADM0421172								
	89020	04/18/17	145084		191325	P	04/28/17	2015011 933800	CONFERENCES & TRAINING	15.54
	INVOICE:	ADM0421173								
	89020	04/18/17	145084		191325	P	04/28/17	2015017 938507	GNL CNTRL SVC/YA PROGRAMS	148.20
	INVOICE:	ADM0421173								
VENDOR TOTALS			1,530.24	YTD INVOICED				1,802.82	YTD PAID	555.14
102496 HOME DEPOT CREDIT SERVICES	88925	04/05/17	144989		191326	P	04/28/17	2015012 932103	BLDG MNT CNTR-GENL MAINT	392.35
	INVOICE:	ADM041817								
VENDOR TOTALS			12,948.11	YTD INVOICED				13,553.05	YTD PAID	392.35
300075 HOUCHEM BINDERY LTD	89021	04/10/17	145085		191327	P	04/28/17	2015017 954001	LIB RSRCS--ADULT BOOKS	318.80
	INVOICE:	231673								
	89021	04/10/17	145085		191327	P	04/28/17	2015014 954001	LIB RSRCS--ADULT BOOKS	19.60
	INVOICE:	231673								
VENDOR TOTALS			900.40	YTD INVOICED				900.40	YTD PAID	338.40
4516 IHLS OCLC	88926	04/06/17	144990		191328	P	04/28/17	602 430819	NO. SUB. DIGITAL CONSORTII	88.50
	INVOICE:	13249								

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TO FISCAL 2017/12 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										1,833.47 YTD INVOICED
										1,833.47 YTD PAID
										88.50
36865 ILLINOIS LIBRARY ASSOC										
	89022	04/20/17	145086		191329	P	04/28/17	2015011 933800	CONFERENCES & TRAINING	900.00
	INVOICE:	131050								
VENDOR TOTALS										1,833.00 YTD INVOICED
										1,833.00 YTD PAID
										900.00
301426 INFO USA MARKETING INC										
	88927	04/03/17	144991		191330	P	04/28/17	2015014 954010	LIB RSRCS-CD ROM	9,400.00
	INVOICE:	10003141518								
VENDOR TOTALS										9,400.00 YTD INVOICED
										9,400.00 YTD PAID
										9,400.00
101811 JANWAY COMPANY USA INC										
	88928	04/06/17	144992		191331	P	04/28/17	2015011 936000	PUBLIC RELATIONS	647.55
	INVOICE:	125285								
VENDOR TOTALS										647.55 YTD INVOICED
										647.55 YTD PAID
										647.55
42242 GRETCHEN KOTTKAMP										
	88929	04/13/17	144993		191332	P	04/28/17	2015011 933800	CONFERENCES & TRAINING	26.29
	INVOICE:	ADM0418172								
VENDOR TOTALS										157.85 YTD INVOICED
										157.85 YTD PAID
										26.29
101892 MIDWEST TAPE										
	88930	04/04/17	144994		191333	P	04/28/17	2015015 954005	LIB RSRCS-AUDIO VISUAL	59.98
	INVOICE:	94921854								
	88931	04/04/17	144995		191333	P	04/28/17	2015015 954004	LIB RSRCS-RECORDING	41.97
	INVOICE:	94921853								
	88932	04/04/17	144996		191333	P	04/28/17	2015015 954004	LIB RSRCS-RECORDING	15.98
	INVOICE:	94921855								
	88933	04/04/17	144997		191334	P	04/28/17	2015015 954004	LIB RSRCS-RECORDING	79.98
	INVOICE:	94921856								
	88934	04/05/17	144998		191333	P	04/28/17	2015015 954005	LIB RSRCS-AUDIO VISUAL	15.99
	INVOICE:	94923387								
	88934	04/05/17	144998		191333	P	04/28/17	2015013 951100	LIBRARY SUPPLIES	1.85
	INVOICE:	94923387								
	88935	04/05/17	144999		191333	P	04/28/17	2015015 954005	LIB RSRCS-AUDIO VISUAL	7.99
	INVOICE:	94923389								
	88935	04/05/17	144999		191333	P	04/28/17	2015013 951100	LIBRARY SUPPLIES	1.65
	INVOICE:	94923389								
	88936	04/05/17	145000		191334	P	04/28/17	2015015 954005	LIB RSRCS-AUDIO VISUAL	137.94
	INVOICE:	94925820								
	88936	04/05/17	145000		191334	P	04/28/17	2015013 951100	LIBRARY SUPPLIES	9.90
	INVOICE:	94925820								
	88937	04/05/17	145001		191334	P	04/28/17	2015015 954005	LIB RSRCS-AUDIO VISUAL	91.96
	INVOICE:	94925821								
	88937	04/05/17	145001		191334	P	04/28/17	2015013 951100	LIBRARY SUPPLIES	6.60

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TO FISCAL 2017/12 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: 94925821									
	88938	04/05/17	145002		191333	P	04/28/17	2015015 954005	LIB RSRCS-AUDIO VISUAL	7.99
	INVOICE: 94925823									
	88938	04/05/17	145002		191333	P	04/28/17	2015013 951100	LIBRARY SUPPLIES	1.65
	INVOICE: 94925823									
	88939	04/07/17	145003		191333	P	04/28/17	2015015 954005	LIB RSRCS-AUDIO VISUAL	15.99
	INVOICE: 94932767									
	88939	04/07/17	145003		191333	P	04/28/17	2015013 951100	LIBRARY SUPPLIES	1.65
	INVOICE: 94932767									
	88940	04/07/17	145004		191334	P	04/28/17	2015013 951100	LIBRARY SUPPLIES	242.97
	INVOICE: 94932923									
	88941	04/11/17	145005		191334	P	04/28/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	413.36
	INVOICE: 94942940									
	88942	04/11/17	145006		191334	P	04/28/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	264.54
	INVOICE: 94942919									
	88943	04/11/17	145007		191333	P	04/28/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	34.39
	INVOICE: 94942918									
	88944	04/11/17	145008		191333	P	04/28/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	45.98
	INVOICE: 94942917									
	88945	04/11/17	145009		191334	P	04/28/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	99.14
	INVOICE: 94942916									
	88946	04/11/17	145010		191334	P	04/28/17	2015015 954005	LIB RSRCS-AUDIO VISUAL	107.96
	INVOICE: 94942875									
	88947	04/11/17	145011		191333	P	04/28/17	2015015 954005	LIB RSRCS-AUDIO VISUAL	23.98
	INVOICE: 94941412									
	88947	04/11/17	145011		191333	P	04/28/17	2015013 951100	LIBRARY SUPPLIES	3.30
	INVOICE: 94941412									
	88948	04/11/17	145012		191334	P	04/28/17	2015015 954005	LIB RSRCS-AUDIO VISUAL	58.35
	INVOICE: 94941414									
	88948	04/11/17	145012		191334	P	04/28/17	2015013 951100	LIBRARY SUPPLIES	8.25
	INVOICE: 94941414									
	88949	04/11/17	145013		191334	P	04/28/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	391.42
	INVOICE: 94942911									
	88950	04/11/17	145014		191334	P	04/28/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	319.02
	INVOICE: 94942913									
	88951	04/11/17	145015		191333	P	04/28/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	45.98
	INVOICE: 94942914									
	88952	04/11/17	145016		191333	P	04/28/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	45.98
	INVOICE: 94942915									
	89023	04/14/17	145087		191334	P	04/28/17	2015015 954005	LIB RSRCS-AUDIO VISUAL	213.43
	INVOICE: 94952152									
	89023	04/14/17	145087		191334	P	04/28/17	2015013 951100	LIBRARY SUPPLIES	28.25
	INVOICE: 94952152									
	89024	04/11/17	145088		191333	P	04/28/17	2015015 954004	LIB RSRCS-RECORDING	16.38
	INVOICE: 94942879									
	89025	04/11/17	145089		191334	P	04/28/17	2015015 954004	LIB RSRCS-RECORDING	73.96
	INVOICE: 94942878									
	89026	04/11/17	145090		191334	P	04/28/17	2015015 954004	LIB RSRCS-RECORDING	188.92
	INVOICE: 94942876									
	89027	04/17/17	145091		191334	P	04/28/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	333.19
	INVOICE: 94960437									

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TO FISCAL 2017/12 05/01/2016 TO 04/30/2017

VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
	89028	04/17/17	145092		191334	P	04/28/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	677.19
	INVOICE:	94960436								
	89029	04/17/17	145093		191333	P	04/28/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	47.98
	INVOICE:	94960435								
	89030	04/17/17	145094		191334	P	04/28/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	130.30
	INVOICE:	94960434								
	89031	04/17/17	145095		191334	P	04/28/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	108.76
	INVOICE:	94960433								
	89032	04/17/17	145096		191334	P	04/28/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	195.94
	INVOICE:	94960432								
	89033	04/17/17	145097		191333	P	04/28/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	22.99
	INVOICE:	94960431								
	89034	04/17/17	145098		191333	P	04/28/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	45.58
	INVOICE:	94960430								
	89035	04/17/17	145099		191333	P	04/28/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	41.98
	INVOICE:	94960407								
	89036	04/17/17	145100		191333	P	04/28/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	27.99
	INVOICE:	94960406								
	89037	04/17/17	145101		191334	P	04/28/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	319.87
	INVOICE:	94960408								
	89038	04/17/17	145102		191333	P	04/28/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	45.98
	INVOICE:	94960409								
	89039	04/17/17	145103		191333	P	04/28/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	41.58
	INVOICE:	94960439								
	VENDOR TOTALS		67,695.99	YTD INVOICED				69,427.29	YTD PAID	5,163.96
57766	NICOR GAS									
	89041	04/13/17	145105		191335	P	04/28/17	2015012 955000	NATURAL GAS	1.63
	INVOICE:	ADM0421175								
	VENDOR TOTALS		30,956.33	YTD INVOICED				34,681.09	YTD PAID	1.63
102220	OMNIGRAPHICS INC									
	89042	04/17/17	145106		191336	P	04/28/17	2015014 954001	LIB RSRCS--ADULT BOOKS	81.85
	INVOICE:	1086237122B								
	89043	04/17/17	145107		191336	P	04/28/17	2015014 954001	LIB RSRCS--ADULT BOOKS	81.85
	INVOICE:	1086237142								
	VENDOR TOTALS		1,800.70	YTD INVOICED				1,964.40	YTD PAID	163.70
924	OVERDRIVE INC									
	89044	04/18/17	145108		191337	P	04/28/17	602 430819	NO. SUB. DIGITAL CONSORTI	290.82
	INVOICE:	0751201825817041817								
	VENDOR TOTALS		95,118.18	YTD INVOICED				95,118.18	YTD PAID	290.82
5923	PENGUIN RANDOM HOUSE LLC									
	88953	04/01/17	145017		191338	P	04/28/17	2015017 954004	LIB RSRCS-RECORDING	48.75
	INVOICE:	1081714106								

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TO FISCAL 2017/12 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		2,670.25 YTD INVOICED		2,794.00 YTD PAID				48.75	
101774 POLONIA BOOKSTORE & PLSH CO									
88954	04/04/17	145018		191339	P	04/28/17	2015014 954001	LIB RSRCS--ADULT BOOKS	163.15
INVOICE: 61144									
VENDOR TOTALS		2,492.44 YTD INVOICED		2,492.44 YTD PAID				163.15	
68595 RECORDED BOOKS INC									
88955	04/04/17	145019		191340	P	04/28/17	2015015 954004	LIB RSRCS-RECORDING	22.50
INVOICE: 75513209									
88956	03/31/17	145020		191340	P	04/28/17	2015015 954004	LIB RSRCS-RECORDING	78.24
INVOICE: 75510872									
88957	03/31/17	145021		191340	P	04/28/17	2015015 954004	LIB RSRCS-RECORDING	441.60
INVOICE: 75508741									
VENDOR TOTALS		7,172.20 YTD INVOICED		7,285.43 YTD PAID				542.34	
68272 REGENT BOOK COMPANY INC									
89045	04/05/17	145109		191341	P	04/28/17	2015014 954001	LIB RSRCS--ADULT BOOKS	16.93
INVOICE: 54966									
VENDOR TOTALS		16.93 YTD INVOICED		16.93 YTD PAID				16.93	
4622 PARRY RIGNEY									
89046	04/11/17	145110		191342	P	04/28/17	2015011 933800	CONFERENCES & TRAINING	144.45
INVOICE: ADM04121176									
VENDOR TOTALS		947.99 YTD INVOICED		975.53 YTD PAID				144.45	
683 THE NEW YORK TIMES									
89040	04/16/17	145104		191343	P	04/28/17	2015014 954003	LIB RSRCS--PERIODICALS	1,014.00
INVOICE: ADM0421174									
VENDOR TOTALS		2,088.60 YTD INVOICED		2,088.60 YTD PAID				1,014.00	
4402 VERIFY									
88958	03/03/17	145022		191344	P	04/28/17	2015011 933100	LIB RECRUIT & TESTING	16.00
INVOICE: 1132654									
VENDOR TOTALS		1,015.50 YTD INVOICED		1,311.50 YTD PAID				16.00	
300800 WAREHOUSE DIRECT INC									
88959	04/05/17	145023		191345	P	04/28/17	2015012 932103	BLDG MNT CNTR-GENL MAINT	49.92
INVOICE: 34346040									
89047	04/07/17	145111		191345	P	04/28/17	2015011 951002	OFF SPLS--OTHER SUPPLIES	83.15
INVOICE: 34397180									
89048	04/17/17	145112		191345	P	04/28/17	2015015 951100	LIBRARY SUPPLIES	43.45
INVOICE: 344990180									
89048	04/17/17	145112		191345	P	04/28/17	2015014 951100	LIBRARY SUPPLIES	31.18

04/28/2017 11:23 | CITY OF PARK RIDGE  
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WARRANT: L043017

TO FISCAL 2017/12 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: 344990180										
89049		04/17/17	145113		191345	P	04/28/17	2015012 932103	BLDG MNT CNTR-GENL MAINT	1,658.01
INVOICE: 34487380										
VENDOR TOTALS										
			21,007.81	YTD INVOICED				21,669.25	YTD PAID	1,865.71
									REPORT TOTALS	69,828.55

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	37	56,337.31
TOTAL MANUAL CHECKS	2	13,491.24

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

**City of Park Ridge, IL  
Warrant List Fund Totals  
04/30/2017**

<b>Fund</b>	<b>Description</b>	<b>Amount</b>
201	Library Fund	\$54,695.99
201	Grant Fund	\$0.00
553	Library Technology Replacement	\$1,012.00
602	North Suburban Digital Consortium	\$379.32
201	Library Restricted Fund	\$13,741.24
<hr/>		
	<b>Report Total</b>	<b>\$69,828.55</b>



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

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



PARK RIDGE PUBLIC LIBRARY  
LIBRARY TECHNOLOGY REPLACEMENT FUND SUMMARY 2016/17  
April, 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	Compuype	\$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
		4/16/2017	Imaging Office Systems	\$775.00		\$356,219.92
		4/30/2017	Computerview, Inc.	\$1,012.00		\$355,207.92
	Account Balance			\$66,571.70	\$100,185.22	\$355,207.92
\$100,000.00	Total Capital Budget 2016/17					



**PARK RIDGE PUBLIC LIBRARY**  
**April, 2017**

**RESTRICTED/ENDOWMENT GIFT FUND**

Balance 4/1/2017 - Liberty Bank	\$229,441.28	
Receipts	\$75.00	
Interest	\$3.50	
Expenditures	(\$13,491.24)	
<b>Balance 4/30/2017</b>		<b>\$216,028.54</b>

**Restricted Gift Receipts:**

Donation - MSW Guild	\$75.00	
<b>Total</b>	<b>\$75.00</b>	

**Restricted Gift Expenditures:**

Grey House Publishing	\$	13,250.00
Baker & Taylor		241.24
<b>Total</b>	<b>\$</b>	<b>13,491.24</b>

**Endowment Gift Receipts:**

<b>Total</b>	<b>\$0.00</b>	
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**Endowment Interest Expenditures:**

<b>Total</b>	<b>\$0.00</b>	
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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	\$125,246.23
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May 16, 2017

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

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

#1364 Morningstar	\$22,916.00
#1365 Warehouse Direct	<u>\$72.49</u>
	<u><u>\$22,988.49</u></u>

Park Ridge Public Library  
Year To Date Budget Report-Period 13 Pending  
4/30/2017

100% 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>
<b>Operating Budget</b>						
Salaries	\$ 2,430,726	\$ 171,299.66	\$ 2,280,935.17	94%	\$ 2,302,800	95%
Employee Benefits (1)	\$ 552,235	\$ 28,673.21	\$ 349,905.59	63%	\$ 357,000	65%
Data Processing	\$ 240,000	\$ 7,467.99	\$ 223,013.25	93%	\$ 225,000	94%
Building Maintenance (2)	\$ 130,000	\$ 8,333.70	\$ 95,843.11	74%	\$ 95,000	73%
Membership Dues	\$ 5,000	\$ 533.00	\$ 4,835.00	97%	\$ 5,000	100%
Recruiting and Testing	\$ 2,500	\$ 72.00	\$ 1,576.00	63%	\$ 2,000	80%
Conferences and Training (3)	\$ 20,000	\$ 6,926.09	\$ 13,369.58	67%	\$ 15,000	75%
Equipment Rental	\$ 19,000	\$ -	\$ 9,314.32	49%	\$ 12,000	63%
Consulting Services (4)	\$ 35,000	\$ -	\$ 3,552.75	10%	\$ 10,500	30%
Public Relations	\$ 29,000	\$ 716.69	\$ 23,657.90	82%	\$ 25,000	86%
Bank Service Charges	\$ 1,500	\$ -	\$ 846.73	56%	\$ 1,000	67%
Insurance	\$ 16,000	\$ -	\$ 6,359.88	40%	\$ 6,500	41%
General Contractual	\$ 80,300	\$ 6,484.14	\$ 71,021.29	88%	\$ 74,000	92%
Special Counsel	\$ 10,000	\$ 1,380.00	\$ 5,101.56	51%	\$ 7,000	70%
Office Supplies	\$ 25,000	\$ 780.06	\$ 20,393.19	82%	\$ 22,000	88%
Library Supplies	\$ 51,500	\$ 5,905.63	\$ 39,170.13	76%	\$ 40,000	78%
Building Supplies (5)	\$ 21,000	\$ -	\$ 2,607.17	12%	\$ 4,500	21%
Library Resources (6)	\$ 585,692	\$ 70,134.11	\$ 536,695.18	92%	\$ 520,000	89%
Heat	\$ 12,000	\$ 1.63	\$ 3,243.28	27%	\$ 3,500	29%
<b>Total Operating Budget</b>	<b>\$ 4,266,453</b>	<b>\$ 308,707.91</b>	<b>\$ 3,691,441.08</b>	<b>87%</b>	<b>\$ 3,727,800</b>	<b>87%</b>
<b>Capital Budget</b>						
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	\$ -	\$ 443,651.47	52%	\$ 443,651	52%
<b>Total Capital Budget</b>	<b>\$ 949,001</b>	<b>\$ -</b>	<b>\$ 545,651.47</b>	<b>57%</b>	<b>\$ 545,651</b>	<b>57%</b>
<b>Total Budget</b>	<b>\$ 5,215,454</b>	<b>\$ 308,707.91</b>	<b>\$ 4,237,092.55</b>	<b>81%</b>	<b>\$ 4,273,451</b>	<b>82%</b>

(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

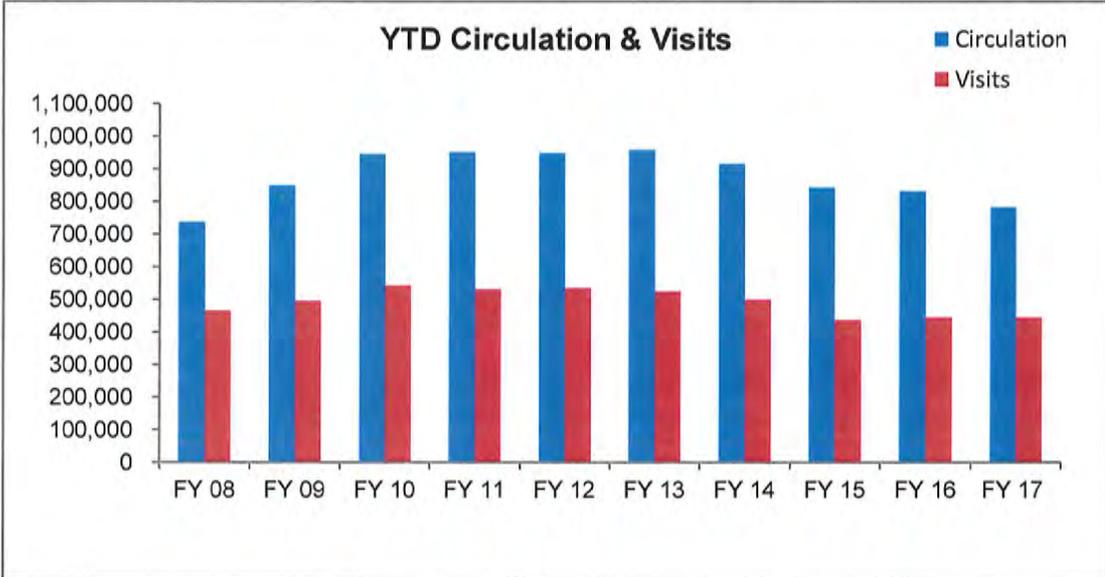
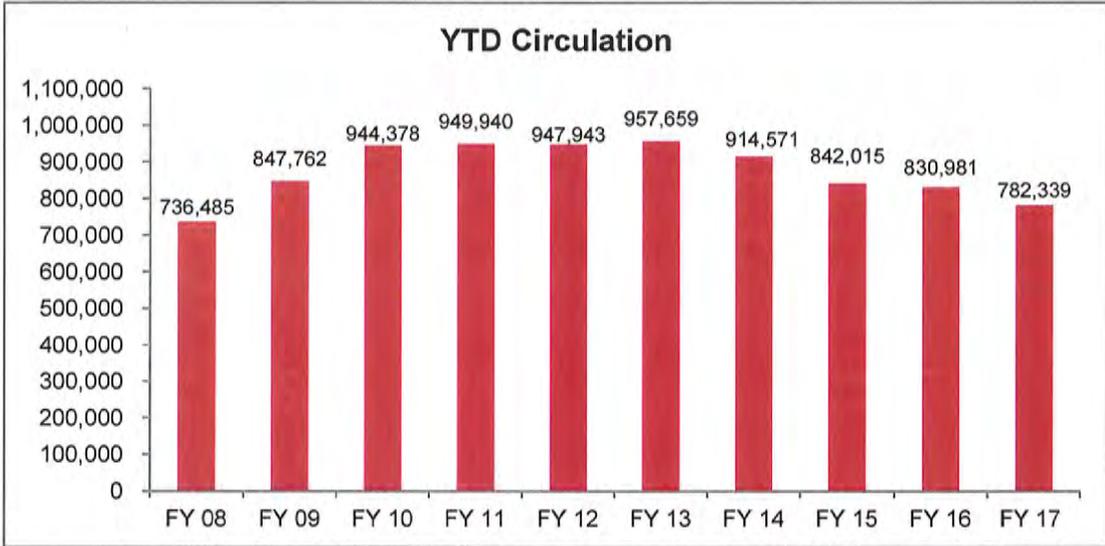
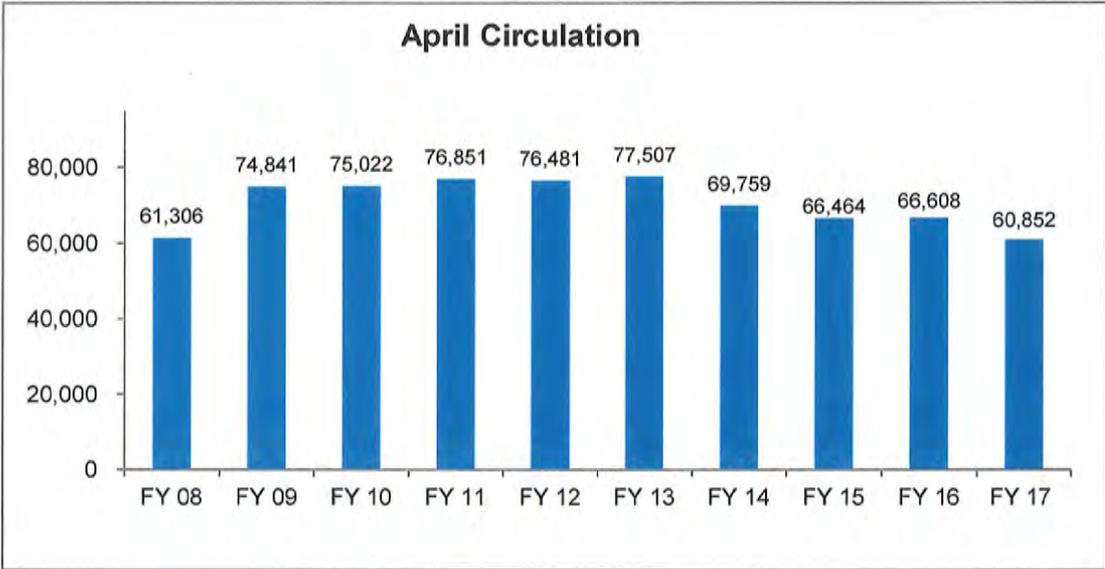
(5) Reductions in costs due to new vendor for supplies

(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 April

	FY16/17	FY15/16	FY14/15	FY13/14	FY12/13
<b>Year to Date</b>	\$ 78,939.44	\$78,218.94	\$85,786.45	\$92,436.63	\$96,873.90
<b>% Incr/Dec</b>	1%	-9%	-7%	-5%	-
<b>\$ Inc/Dec</b>	\$720.50	-\$7,567.51	-\$6,650.18	-\$4,437.27	-





**Park Ridge Public Library  
LIBRARY CARD REGISTRATION - APRIL 2017**

	Persons	New Residents	New Non-Residents	Purged	TOTAL	Last Year
	4/1/2017	April	April	April	4/30/2017	4/30/2016
Adult	19,721	77	(3)	0	19,795	20,089
Juvenile	5,219	15	(3)	0	5,231	5,355
<b>TOTALS</b>	<b>24,940</b>	<b>92</b>	<b>(6)</b>	<b>0</b>	<b>25,026</b>	<b>25,444</b>

**Total Registered Borrowers**

April 2017	25,026	66%
April 2016	25,444	67%

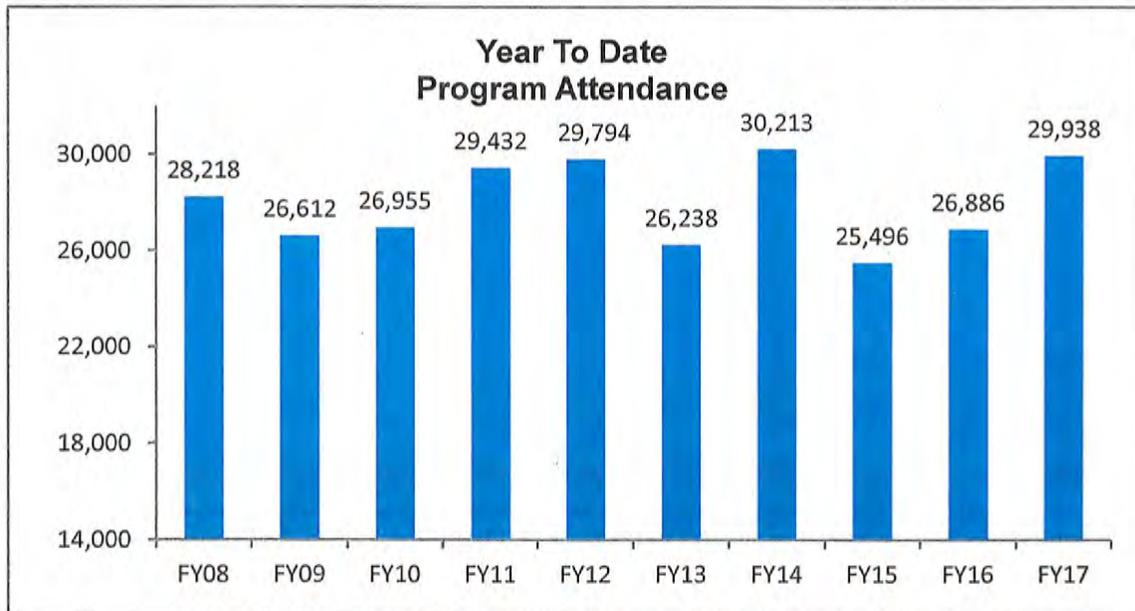
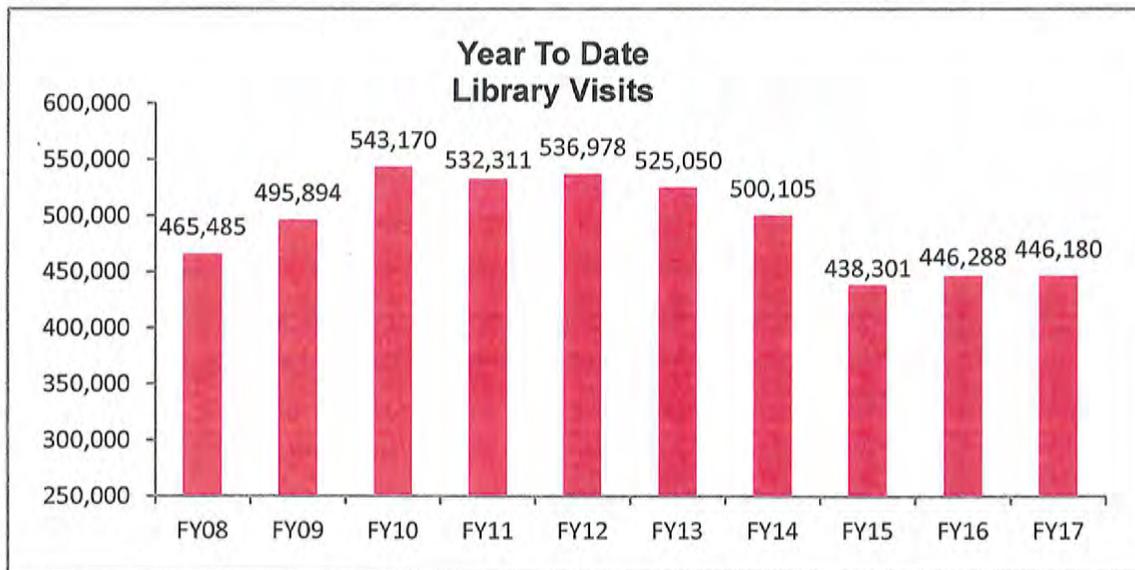
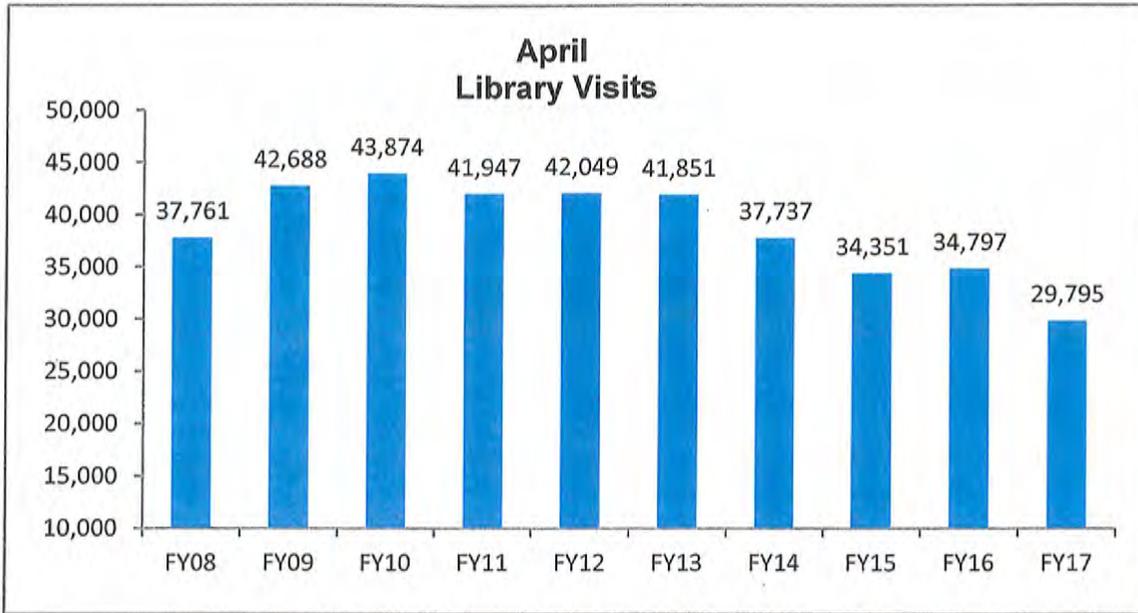
**Unique Borrowers - Cards used to check out physical items**

April, 2017	4,526
April, 2016	4,742
May, 2016 - April, 2017	12,777
May, 2015 - April, 2016	12,862

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



**Park Ridge Public Library  
April 2017**



**Park Ridge Public Library  
Daily Statistics  
April 2017**

Date		Library	Visits	Library	Community
		Visits	Per Hour	Program	Program
				Attendance	Attendance
4/1/2017	Saturday	991	124	53	
4/2/2017	Sunday	749	150	0	
4/3/2017	Monday	1,141	95	113	
4/4/2017	Tuesday	1,197	100	149	
4/5/2017	Wednesday	998	83	88	
4/6/2017	Thursday	1,172	98	214	
4/7/2017	Friday	951	106	79	
4/8/2017	Saturday	885	111	31	
4/9/2017	Sunday	792	158	31	50
4/10/2017	Monday	1,009	84	77	
4/11/2017	Tuesday	1,239	103	155	
4/12/2017	Wednesday	1,071	89	111	
4/13/2017	Thursday	1,170	98	190	
4/14/2017	Friday	1,126	125	84	
4/15/2017	Saturday	844	106	24	
4/16/2017	Sunday	Closed	0	0	
4/17/2017	Monday	1,243	104	161	
4/18/2017	Tuesday	995	83	66	15
4/19/2017	Wednesday	1,077	90	96	
4/20/2017	Thursday	1,224	102	195	4
4/21/2017	Friday	1,003	111	100	
4/22/2017	Saturday	904	113	24	
4/23/2017	Sunday	683	137	57	
4/24/2017	Monday	1,177	98	109	
4/25/2017	Tuesday	947	79	98	
4/26/2017	Wednesday	1,171	98	149	
4/27/2017	Thursday	1,270	106	199	
4/28/2017	Friday	1,000	111	74	
4/29/2017	Saturday	939	117	4	
4/30/2017	Sunday	827	165	0	
	Totals	29,795		2,731	69
	Last Year	34,797		2,516	187
	YTD Totals	446,180		29,938	2,689
	Last YTD	446,288		27,480	2,261

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

Park Ridge Public Library  
 Schedule of Park Ridge Public Library Programs

April 2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<p><b>2</b></p> <p>9:30 AM-Teddy Bear Time Ages 12 - 24 months with adult                      11:00 AM-One-on-One eBook Appointments                      Ages 12 - 24 months with adult                      6:30 PM-Readers and Leaders Ages 3 - 6 years</p>	<p><b>4</b></p> <p>9:15 AM-Baby Bounce: Storytime Just for Birth - 12 months with adult                      10:15 AM-Storytime for 4s &amp; 5s                      11:00 AM-Teddy Bear Time Ages 12 - 24 months with adult                      1:30 PM-Media Lab Orientation                      4:30 PM-Pizza &amp; Pages: Middle School Edition                      7:00 PM-Open Knitting &amp; Crocheting Night</p>	<p><b>5</b></p> <p>9:30 AM-Storytime for 2s with adult                      10:15 AM-Storytime for 3s with adult                      6:30 PM-Media Lab Orientation                      7:30 PM-Pizza &amp; Pages: High School Edition</p>	<p><b>6</b></p> <p>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                      4:15 PM-Thrilling Thursdays: Outer Space Grades K - 3                      7:00 PM-Classic Film: IT HAPPENED IN HOLLYWOOD (1937), 67 min.                      7:00 PM-One-on-One eBook Appointments</p>	<p><b>7</b></p> <p>10:00 AM-STEAM Starts Ages 2 - 6 with adult                      10:00 AM-Nonfiction Book Discussion: THE THIRD COAST by Thomas Dyja                      11:00 AM-One-on-One eBook Appointments                      3:00 PM-Teen Cards for Hospitalized Kids                      4:00 PM-STEAMagination Ages 6 - 12                      4:30 PM-Teen Breakout Edu</p>	<p><b>8</b></p> <p>9:00 AM-Drop-in Help Desk                      9:30 AM-Media Lab Orientation                      10:00 AM-2nd Saturday Family Storytime &amp; Craft All Ages                      2:00 PM-Microsoft Excel Basics</p>	<p><b>1</b></p> <p>9:30 AM-Media Lab Orientation                      10:00 AM-Plug into The Past with Ancestry Library Edition                      10:00 AM-Mobile Maker Space Open House</p>
<p><b>9</b></p> <p>1:00 PM-*Concert: Konrad Kowal, Violin</p> <p><b>10</b></p> <p>9:30 AM-Teddy Bear Time Ages 12 - 24 months with adult                      11:00 AM-One-on-One eBook Appointments                      1:30 PM-Storytime for All Ages                      6:30 PM-Readers and Leaders Ages 3 - 6 years                      6:30 PM-SCORE Small Business Counseling (by appointment only)                      7:00 PM-Teen Ink Writing: High School Edition                      7:30 PM-SCORE Small Business Counseling (by appointment only)</p>	<p><b>11</b></p> <p>9:15 AM-Baby Bounce: Storytime Just for Birth - 12 months with adult                      10:15 AM-Storytime for 4s &amp; 5s                      11:00 AM-Teddy Bear Time Ages 12 - 24 months with adult                      1:00 PM-Feature Film: MANCHESTER BY THE SEA, R, 137 min.                      1:30 PM-Media Lab Orientation                      4:15 PM-Book Bites Grades 4 - 6                      7:00 PM-Feature Film: MANCHESTER BY THE SEA, R, 137 min.                      7:00 PM-Board of Trustees Committee Meetings</p>	<p><b>12</b></p> <p>9:30 AM-Storytime for 2s with adult                      10:15 AM-Storytime for 3s with adult                      4:15 PM-Pokemon Club Grades K - 6                      6:30 PM-Media Lab Orientation                      7:00 PM-Evening Book Discussion: THE HANDMAID'S TALE by Margaret Atwood                      7:00 PM-Pajama Storytime All Ages</p>	<p><b>13</b></p> <p>9:30 AM-Storytime for 2s with adult                      10:00 AM-Thurs AM Book Discussion: SALT TO THE SEA by Ruta Sepetys                      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                      7:00 PM-Classic Film: BOY MEETS GIRL (1938), 86 min.                      7:00 PM-One-on-One eBook Appointments</p>	<p><b>14</b></p> <p>9:30 AM-Power Employment Workshop                      10:00 AM-Friday Morning Coffee Club: Boys of '36                      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-Teen Make Your Own Slime</p>	<p><b>15</b></p> <p>9:30 AM-Media Lab Orientation</p>	

Park Ridge Public Library  
 Schedule of Park Ridge Public Library Programs  
 April 2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<p><b>16</b>                      All Day-Park Ridge LIBRARY CLOSED - HOLIDAY</p>	<p><b>17</b>                      9:30 AM-Teddy Bear Time Ages 12 - 24 months with adult                      Horizons Family Music Class Ages 1 month - 5 years with adult                      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-Readers and Leaders Ages 3 - 6 years</p>	<p><b>18</b>                      9:15 AM-Baby Bounce: Storytime Just for Birth - 12 months with adult                      10:15 AM-Storytime for 4s &amp; 5s                      11:00 AM-Teddy Bear Time Ages 12 - 24 months with adult                      1:30 PM-Media Lab Orientation                      2:00 PM-Poetry With Vision                      7:00 PM-Library Board of Trustees Meeting AT City Hall                      7:00 PM-TBA</p>	<p><b>19</b>                      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                      12:00 PM-Converting Your Home Videos to Digital                      1:00 PM-Digitizing Audio Cassettes and Records                      6:30 PM-Flannel Board Fun Teachers                      6:30 PM-Media Lab Orientation                      7:00 PM-Library Downloadables: E-Books, Movies, and More</p>	<p><b>20</b>                      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                      4:00 PM-Brickton Art Center                      Class Grades 2 - 6                      7:00 PM-Documentary Film: The 11th Hour                      7:00 PM-One-on-One eBook Appointments</p>	<p><b>21</b>                      10:00 AM-STEAM Starts Ages 2 - 6 with adult                      10:30 AM-Low Vision Group Meeting                      11:00 AM-One-on-One eBook Appointments                      3:00 PM-Teen Cards for Hospitalized Kids                      4:00 PM-Crafternoons All Ages</p>	<p><b>22</b>                      9:30 AM-Media Lab Orientation                      3:00 PM-Meet the Author: Tamara Palmer</p>
<p><b>23</b>                      2:00 PM-Mammals and More with the Flying Fox Conservation Fund All Ages</p>	<p><b>24</b>                      9:30 AM-Teddy Bear Time Ages 12 - 24 months with adult                      11:00 AM-One-on-One eBook Appointments                      1:30 PM-Storytime for All Ages                      6:30 PM-Readers and Leaders Ages 3 - 6 years                      6:30 PM-SCORE Small Business Counseling (by appointment only)                      7:00 PM-Teen Ink Writing Club: Middle School Edition                      7:30 PM-SCORE Small Business Counseling (by appointment only)</p>	<p><b>25</b>                      9:15 AM-Baby Bounce: Storytime Just for Birth - 12 months with adult                      10:15 AM-Storytime for 4s &amp; 5s                      11:00 AM-Teddy Bear Time Ages 12 - 24 months with adult                      1:30 PM-Media Lab Orientation                      7:00 PM-Money Smart Right Now!                      Week: Smarter Spending</p>	<p><b>26</b>                      9:30 AM-Storytime for 2s with adult                      10:15 AM-Storytime for 3s with adult                      2:00 PM-Money Smart Week: Understanding Medicare and Your Options                      4:15 PM-Pokemon Club Grades K - 6                      6:30 PM-Media Lab Orientation                      7:00 PM-Archiving Your Photos, Slides and Negatives                      7:30 PM-Money Smart Week: Teen Budgeting 101</p>	<p><b>27</b>                      9:30 AM-Meet with Rep from State Senator Murphy's Office                      9:30 AM-Storytime for 2s with adult                      10:00 AM-Thurs AM Book Discussion: SALT TO THE SEA by Ruta Sepetys                      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                      4:30 PM-Middle School Book Discussion: The Arrival by Shaun Tan                      7:00 PM-Classical Film: SULLIVAN'S TRAVELS (1941), 90 min.                      7:00 PM-One-on-One eBook Appointments                      7:30 PM-HS Book Discussion: Aristotle and Dante Discover the Secrets of the Universe</p>	<p><b>28</b>                      9:30 AM-Toddler Art Ages 18 months - 3 years with adult                      10:30 AM-Toddler Art Ages 18 months - 3 years with adult                      11:00 AM-One-on-One eBook Appointments                      3:00 PM-Teen Cards for Hospitalized Kids</p>	<p><b>29</b>                      9:30 AM-Media Lab Orientation                      10:00 AM-Microsoft Word Basics</p>
<p><b>30</b></p>						

Title	Date	Primary Event Type	Attendance	CS	RS	YA	RS Comp	Ref Comp
Plug into The Past with Ancestry Library Edition	4/1/2017	Computer Class	2					2
Mobile Maker Space Open House	4/1/2017	Other	51	51				
Teddy Bear Time Ages 12 - 24 months	4/3/2017	Children's Program	57	57				
One-on-One eBook Appointments	4/3/2017	RS Computer Class	0					
Storytime for All Ages	4/3/2017	Children's Program	17	17				
Readers and Leaders Ages 3 - 6 years	4/3/2017	Children's Program	39	39				
Baby Bounce: Storytime Just for Birth - 12 months	4/4/2017	Children's Program	25	25				
Storytime for 4s & 5s	4/4/2017	Children's Program	17	17				
Teddy Bear Time Ages 12 - 24 months	4/4/2017	Children's Program	69	69				
Pizza & Pages: Middle School Edition	4/4/2017	Young Adult Program	14			14		
Open Knitting & Crocheting Night	4/4/2017	RS Adult Program	24		24			
Storytime for 2s with adult	4/5/2017	Children's Program	45	45				
Storytime for 3s with adult	4/5/2017	Children's Program	35	35				
Pizza & Pages: High School Edition	4/5/2017	Young Adult Program	8			8		
Storytime for 2s with adult	4/6/2017	Children's Program	27	27				
Storytime for 3s with adult	4/6/2017	Children's Program	45	45				
Busy Bees Playgroup Ages Birth - 4	4/6/2017	Children's Program	39	39				
Travel Film: California Redwoods to Death Valley	4/6/2017	RS Travel Films	17		17			
Thrilling Thursdays: Outer Space K - 3	4/6/2017	Children's Program	25	25				
Classic Film: IT HAPPENED IN HOLLYWOOD	4/6/2017	RS Adult Program	61		61			
One-on-One eBook Appointments	4/6/2017	RS Computer Class	0					
STEAM Starts Ages 2 - 6 with adult	4/7/2017	Children's Program	38	38				
Nonfiction Bk Disc: THE THIRD COAST by Thomas Dya	4/7/2017	RS Book Discussion	10		10			
One-on-One eBook Appointments	4/7/2017	RS Computer Class	0					
Teen Cards for Hospitalized Kids	4/7/2017	Young Adult Program	12			12		
STEAMagination Ages 6 - 12	4/7/2017	Children's Program	9	9				
Teen Breakout Edu	4/7/2017	Young Adult Program	10			10		
Drop-in Help Desk	4/8/2017	Computer Class	8				8	
2nd Saturday Family Storytime & Craft All Ages	4/8/2017	Children's Program	22	22				
Microsoft Excel Basics	4/8/2017	Computer Class	1					1
*Concert: Konrad Kowal, Violin	4/9/2017	RS Adult Program	31		31			
Teddy Bear Time Ages 12 - 24 months	4/10/2017	Children's Program	38	38				
One-on-One eBook Appointments	4/10/2017	RS Computer Class	1				1	
Storytime for All Ages	4/10/2017	Children's Program	2	2				
Readers and Leaders Ages 3 - 6 years	4/10/2017	Children's Program	36	36				
SCORE Small Business Counseling	4/10/2017	Other	0					
Teen Ink Writing: High School Edition / Cancelled	4/10/2017	Young Adult Program	0			0		
SCORE Small Business Counseling	4/10/2017	Other	0					
Baby Bounce: Storytime Just for Birth - 12	4/11/2017	Children's Program	17	17				
Storytime for 4s & 5s	4/11/2017	Children's Program	14	14				
Teddy Bear Time Ages 12 - 24 months	4/11/2017	Children's Program	35	35				
Feature Film: MANCHESTER BY THE SEA	4/11/2017	RS Feature Film	55		55			
Book Bites Grades 4 - 6	4/11/2017	Children's Program	3	3				
Feature Film: MANCHESTER BY THE SEA	4/11/2017	RS Feature Film	31		31			
Storytime for 2s with adult	4/12/2017	Children's Program	28	28				
Storytime for 3s with adult	4/12/2017	Children's Program	22	22				
Pokemon Club Grades K - 6	4/12/2017	Children's Program	36	36				
Evening Bk Disc: THE HANDMAID'S TALE by Margaret Atwood	4/12/2017	RS Book Discussion	10		10			
Pajama Storytime All Ages	4/12/2017	Children's Program	15	15				
Storytime for 2s with adult	4/13/2017	Children's Program	22	22				
Thurs AM Bk Disc: SALT TO THE SEA by Ruta Sepetys	4/13/2017	RS Book Discussion	12		12			
Storytime for 3s with adult	4/13/2017	Children's Program	52	52				
Busy Bees Playgroup Ages Birth - 4 with adult	4/13/2017	Children's Program	40	40				
Travel Film: Costa Rica and Nicaragua	4/13/2017	RS Travel Films	17		17			
Classic Film: BOY MEETS GIRL	4/13/2017	RS Adult Program	46		46			
One-on-One eBook Appointments	4/13/2017	RS Computer Class	1				1	
Power Employment Workshop	4/14/2017	RS Adult Program	4		4			
Friday Morning Coffee Club: Boys of '36	4/14/2017	RS Adult Program	25		25			
STEAM Starts Ages 2 - 6 with adult	4/14/2017	Children's Program	35	35				
One-on-One eBook Appointments	4/14/2017	RS Computer Class	1				1	
Teen Cards for Hospitalized Kids	4/14/2017	Young Adult Program	10			10		
Teen Make Your Own Slime	4/14/2017	Young Adult Program	9			9		
Family Mobile MakerSpace Drop-In All Ages	4/15/2017	Children's Programs	24	24				
Teddy Bear Time Ages 12 - 24 months	4/17/2017	Children's Program	53	53				
Harmonious Horizons Family Music Class	4/17/2017	Children's Program	30	30				
Harmonious Horizons Family Music Class	4/17/2017	Children's Program	27	27				
One-on-One eBook Appointments	4/17/2017	RS Computer Class	2				2	
Storytime for All Ages	4/17/2017	Children's Program	12	12				
Readers and Leaders Ages 3 - 6 years	4/17/2017	Children's Program	37	37				
Baby Bounce: Storytime Just for Birth - 12 months	4/18/2017	Children's Program	15	15				

Storytime for 4s & 5s	4/18/2017	Children's Program	14	14				
Teddy Bear Time Ages 12 - 24 months	4/18/2017	Children's Program	28	28				
*Poetry With Vision	4/18/2017	RS Adult Program	4		4			
Mobile Makerspace Drop-In for Teens and Adults	4/18/2017	RS Adult Program	5		5			
Meet with Rep from IL Rep Marty Moylan's Office	4/19/2017	Other	0		0			
Storytime for 2s with adult	4/19/2017	Children's Program	34	34				
Storytime for 3s with adult	4/19/2017	Children's Program	34	34				
Converting Your Home Videos to Digital	4/19/2017	Computer Class	3				3	
Digitizing Audio Cassettes and Records	4/19/2017	Computer Class	2				2	
Flannel Board Fun Teachers	4/19/2017	Children's Program	21	21				
Library Downloadables: E-Books, Movies, & More	4/19/2017	Computer Class	2				2	
PR Genealogy Help DAR (21st Star Chapter of the D.A.R.)	4/20/2017	Other	3		3			
Storytime for 2s with adult	4/20/2017	Children's Program	40	40				
Storytime for 3s with adult	4/20/2017	Children's Program	59	59				
Busy Bees Playgroup Ages Birth - 4	4/20/2017	Children's Program	25	25				
Travel Film: Singapore	4/20/2017	RS Travel Films	26		26			
Brickton Art Center Class Grades 2 - 6	4/20/2017	Children's Program	15	15				
Documentary Film: The 11th Hour	4/20/2017	RS Adult Program	27		27			
One-on-One eBook Appointments	4/20/2017	RS Computer Class	0				0	
STEAM Starts Ages 2 - 6 with adult	4/21/2017	Children's Program	34	34				
Low Vision Group Meeting	4/21/2017	Low Vision Support Group	6		6			
One-on-One eBook Appointments	4/21/2017	RS Computer Class	3				3	
Teen Cards for Hospitalized Kids	4/21/2017	Young Adult Program	7		7			
Crafternoons All Ages	4/21/2017	Children's Program	50	50				
Meet the Author: Tamara Palmer	4/22/2017	RS Adult Program	24		24			
Mammals and More with the Flying Fox Conservation Fund	4/23/2017	Children's Program	57	57				
Teddy Bear Time Ages 12 - 24 months	4/24/2017	Children's Program	54	54				
One-on-One eBook Appointments	4/24/2017	RS Computer Class	0				0	
Storytime for All Ages	4/24/2017	Children's Program	8	8				
Readers and Leaders Ages 3 - 6 years	4/24/2017	Children's Program	35	35				
SCORE Small Business Counseling	4/24/2017	Other	1		1			
Teen Ink Writing Club: Middle School Edition	4/24/2017	Young Adult Program	11		11			
SCORE Small Business Counseling	4/24/2017	Other	0					
Baby Bounce: Storytime Just for Birth - 12 months	4/25/2017	Children's Program	33	33				
Storytime for 4s & 5s	4/25/2017	Children's Program	18	18				
Teddy Bear Time Ages 12 - 24 months	4/25/2017	Children's Program	28	28				
Money Smart Week: Smarter Spending Right Now!	4/25/2017	RS Adult Program	19		19			
Storytime for 2s with adult	4/26/2017	Children's Program	39	39				
Storytime for 3s with adult	4/26/2017	Children's Program	45	45				
Money Smart Week: Understanding Medicare and Your Options	4/26/2017	RS Adult Program	17		17			
Pokemon Club Grades K - 6	4/26/2017	Children's Program	34	34				
Archiving Your Photos, Slides and Negatives	4/26/2017	Computer Class	3				3	
Money Smart Week: Teen Budgeting 101	4/26/2017	Young Adult Program	11		11			
Meet with Rep from State Senator Murphy's Office	4/27/2017	Other	1		1			
Storytime for 2s with adult	4/27/2017	Children's Program	21	21				
Thurs AM Bk Disc: SALT TO THE SEA by Ruta Sepetys	4/27/2017	RS Book Discussion	12		12			
Storytime for 3s with adult	4/27/2017	Children's Program	51	51				
Busy Bees Playgroup Ages Birth - 4	4/27/2017	Children's Program	30	30				
Travel Film: Touring Alaska	4/27/2017	RS Travel Films	15		15			
Middle School Book Discussion: The Arrival by Shaun Tan	4/27/2017	Young Adult Program	3		3			
Classic Film: SULLIVAN'S TRAVELS	4/27/2017	RS Adult Program	65		65			
One-on-One eBook Appointments	4/27/2017	RS Computer Class	1				1	
CANCELED: HS Book Discussion: Aristotle and Dante	4/27/2017	Young Adult Program						
Toddler Art Ages 18 months	4/28/2017	Children's Program	30	30				
Toddler Art Ages 18 months	4/28/2017	Children's Program	33	33				
One-on-One eBook Appointments	4/28/2017	RS Computer Class	1				1	
Teen Cards for Hospitalized Kids	4/28/2017	Young Adult Program	10		10			
Microsoft Word Basics	4/29/2017	Computer Class	4					4
			2731	2023	568	105	28	7

**Park Ridge Public Library**  
**Virtual Visits/Computer Use/WiFi Sessions/Media Lab**  
[www.parkridgelibrary.org](http://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	19,911	22,227	(2,316)	-10%
<b>YTD Total</b>	<b>230,681</b>	<b>280,506</b>	<b>(49,825)</b>	<b>-18%</b>

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

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

Source: Google Analytics

Computer Use Statistics	FY17	FY 16	Incr/Decr	%Incr/Decr	FY 17 Revenue	FY 16 Revenue	\$ Inc/Decr 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	2,836	3,245	(409)	-13%	\$148	\$234	-\$86
<b>YTD Total</b>	<b>38,505</b>	<b>41,741</b>	<b>(3,236)</b>	<b>-8%</b>	<b>\$2,386</b>	<b>\$2,634</b>	<b>-\$248</b>

WiFi Sessions	FY17	FY 16	% Inc/Decr	Business Use Fees	Revenue	# of Users	Revenue	# of Users
May	4,466	2,968	50%	March	\$ 240	5	\$ 310	7
June	3,785	3,322	14%	April	\$ 185	5	\$ 360	6
July	0	3,596	-100%	May			\$ 350	7
August	0	3,535	-100%	June			\$ 330	7
September (1)	2,549	4,227	-40%	July			\$ 170	4
October	3,823	4,868	-21%	August			\$ 220	5
November	4,354	4,836	-10%	September			\$ 290	5
December	4,707	5,101	-8%	October			\$ 230	6
January	3,882	4,323	-10%	November			\$ 270	5
February	3,920	3,826	2%	December			\$ 270	4
March	3,976	4,387	-9%	January			\$ 230	5
April	3,917	4,001	-2%	February			\$ 240	4
<b>YTD Total</b>	<b>39,379</b>	<b>48,990</b>		<b>YTD Total</b>	<b>\$ 425</b>		<b>\$ 3,270</b>	

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

**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	5	6	6	9
<b>Total</b>	<b>95</b>	<b>207</b>	<b>139</b>	<b>278</b>

Orientations to Date	234
-------------------------	-----

Sessions to Date	485
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April 2017

Apr 1, 2017 - Apr 30, 2017

All Users  
 100.00% Sessions

Total Visits  
**19,911**  
 % of Total: 100.00% (19,911)

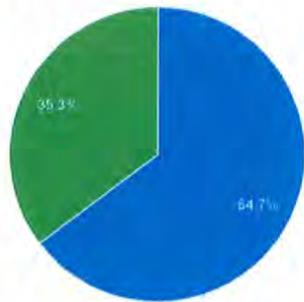


Page Views Per Visit  
**1.93**  
 Avg for View: 1.93 (0.00%)



Total Visits

■ Returning Visitor ■ New Visitor



Avg. Visit Duration  
**00:02:27**  
 Avg for View: 00:02:27 (0.00%)



Pageviews by Page

Page	Pageviews
/	22,956
/databases/	2,778
/ebooks-and-downloadables/	738
/new-dvd-blu-ray/	736
/read-listen-view/	425
/employment/	423
/exploration-library/	320
/kids/	303
/research-learn/	297
/agendas-minutes-packets/	271

Unique Visitors  
**9,766**  
 % of Total: 100.00% (9,766)



New Visits  
**7,026**  
 % of Total: 100.00% (7,026)



Visits by Browser

Browser	Sessions
Chrome	8,830
Safari	4,994
Internet Explorer	2,807
Firefox	2,426
Edge	600
Amazon Silk	94



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

**Visits to Groups outside the Library**

	Groups	People Reached
April 2017	15	583
April 2016	13	524
YTD 2016/17	368	15,027
YTD 2015/16	310	13,102

**Loans of Materials**

Schools and Nursing homes	Loans	Number of Items Sent
April 2017	29	544
April 2016	38	629
Home Bound Patrons	Patrons Served	Number of Items Sent
April 2017	14	76
April 2016	18	87
Totals April 2017	43	620
Totals April 2016	56	716
YTD 2016/17	486	6,895
YTD 2015/16	440	6,507

Park Ridge Public Library  
Community Engagement  
April, 2017

Type of Partnership	Organization	Contact	Event	Impact
Organization/Sustaining	Have Dreams	Children's	Practice interviews	Supports local organizations. Supports education/students/families. Promotes library usage
Businesses/Contributing	Dairy Queen, DuPage Children's Museum, Subway, Brickton Art Center, Legoland Discovery Center, Jack Jill Cuts	Parry/Children's	Summer Reading Club coupon sponsorships	Benefits families by offering free meals, treats, etc. Promotes local businesses which, in turn, supports the local economy. Promotes library usage
Businesses/Contributing	FFC, Liberty Bank, Bredemann Chevrolet	Block Party Committee	Sponsorship of Block Party	Soliciting sponsorships for the annual Block Party. Allows PRPL to offer more programming without incurring additional costs. Promotes local businesses which, in turn, supports the local economy.
Businesses/Contributing	Brickton Art Center, Habetler Bowl, Lou Malnati's, PR Fire, PR Police	Children's	Summer Reading Club prize sponsors	Promotes local businesses which supports the local economy. Benefits families by offering free treats, etc. Promotes library usage.
Organization/Sustaining	Park Ridge Park District	Children's	Earth Day event	Represented PRPL at Wildwood Nature Center's Earth Day. Promotes library usage. Supports local organization. Supports education/students and families.
Organization/Sustaining	Go Green Park Ridge	Administration	Second floor case	Supports local organizations and provides information to the community
Organization/Sustaining	Park Ridge Art League	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.
Organization/Sustaining	Park Ridge Youth Commission	Claire/Reader Services	1) Youth Commission is giving PRPL \$500 for finals study night food 2)Co-hosting a Youth movie night at Taste of Park Ridge	Promotes Library usage. Allows PRPL to offer additional programming without incurring additional cost. Promotes education/students/families.
Organization/Sustaining	SCORE	Reference	Free one hour, small business counseling sessions	Promotes library usage. Allows library to offer additional, no-cost programming.
Organization/Sustaining	DAR	Reference	Genealogy Assistance	Promotes library usage. Supports local organization. Allows library to provide addl programming without additional cost
Organization/Sustaining	Fire Logic	Reader Services	Drop In Help Desk	Promotes library usage. Promotes local business. Allows library to offer additional, no-cost programming.

**PARK RIDGE PUBLIC LIBRARY  
LIBRARY DIRECTOR'S REPORT – MAY 16, 2017**

**PERSONNEL**

1. **Appointments:** The following personnel have been appointed to positions as noted below:

Emma Donado-Bifareti, Library Page, Reference Services, Part-Time, effective April 27

2. **Departures:** The following personnel have left the Library as noted below:

Peter Cato, Library Monitor, Maintenance, Part-Time, Substitute, effective April 28

Kellie Green, Librarian, Technical Services, Full-Time, effective April 30

Sean Haley, Library Page, Reference Services, Part-Time, effective May 2

Lisa Poirier, Library Assistant, Circulation, Full-Time, effective May 12

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:** May 11, 2017  
**SUBJECT:** Library Director's Report

The following report includes highlights of the month's activities along with news on programs, services and upcoming events.

### **Summer Reading Clubs Begin May 15**

All ages are invited to participate in "*Build Your World with Books*", the theme for Summer 2017. The sign-up for all Summer Reading Clubs begins May 15. The summer issue of the Library newsletter, which has all of the program listings, will be in homes in late May. Staff is currently visiting all of the schools and preschools in town to encourage students to participate in the summer reading programs.

### **Memorial Day Parade – Monday, May 29 at 10:00 a.m.**

Watch for Library staff marching in the annual Park Ridge Memorial Day Parade. The parade travels north on Cumberland, from South Park at Cumberland and Devon, to City Hall and Hodges Park. If you would like to join us please contact Parry Rigney via [prigney@prpl.org](mailto:prigney@prpl.org) for information on our starting location and time.

### **Volunteer Appreciation Tea**

On May 17 we will honor the many volunteers that generously give their time to support the Library and all its activities. The Volunteer Tea takes place in the first floor meeting room from 2:00 to 3:30 p.m. and Trustees are invited to attend. A staff committee plans the party, provides the food, and serves as hosts at the event. Adult volunteers contributed 3,428 hours to the Library and Junior Volunteers another 594 hours, for a grand total of 4,022 volunteer hours!

Our volunteers input survey data, pull items from the shelves to fulfill reserves and Interlibrary Loan requests, keep the shelves in order, show weekly travel films, work on the obituary database, and deliver books to local preschools and homebound patrons, just to name a few of the many tasks they perform for the Library and the community.

### **Library Award Winner**

At the May Board Meeting we will honor this year's Library Award winner, Harry Krampitz, and recognize our 25-year volunteer, Deb Kuhlman. We have also invited Hannah Flood and her teacher Mr. Owen Doke to attend the meeting. Hannah is a high school student that earned a perfect score on the Advanced Placement U.S. History exam. After the awards are presented we will enjoy some refreshments before the regular meeting resumes.

### **Patron Satisfaction Survey**

The next patron survey begins the week of May 15. Volunteers will distribute surveys at the entrance to the Library during four time periods throughout the week. The following week we will email the survey to all patrons that receive the Library's eNews, and it will also be posted on the computers in the Library. The results to the survey will be available in June.

### **Friends of the Library**

The Friends held a successful sale the first weekend in May. Sales totaled over \$6,500. The Friends will consider our spring wish list at their annual meeting on June 6.

## **SPECIAL SERVICES**

### **Early Literacy**

Our popular early literacy program *Readers and Leaders* was held on Monday evenings in April. Children's Librarian Liz Fichter planned and facilitated this 4-week program which pairs teen volunteers with children ages 3-6 to engage in activities which support early literacy. The teens undergo a brief training at the beginning of the 4 week program. We have many teens who have repeatedly volunteered for this popular program. Feedback from the families of the children who participate is always very positive.

### **Earth Day**

We hosted the *Flying Fox Conservation Fund* to celebrate Earth Day and introduce our young patrons to some fascinating mammals. At this family program patrons got to meet a sloth, a fruit bat, an armadillo, a chinchilla, and more! Staff also participated in the Park Ridge Park District Earth Day celebration on April 29.

### **Maker Space and Maker Programs**

Staff hosted a *Family Makerspace Drop-in* program on Saturday, April 15. Our monthly program, *Crafternoon*, offers an afternoon of maker activity for children on a Friday afternoon. We continue to host *Open Knitting* once a month and all knitters in the community are welcome to attend.

### **STEAM – Science Technology Engineering Art Math**

STEAM programming continued with *STEAM Starts* for ages 2-6 on three Fridays in April and the monthly program *STEAMagination* for ages 6-12 was held on April 7.

### **Exploration Library**

As of Friday, April 14 the Library began circulating the non-traditional items, now known as the "Exploration Library". Items are displayed near the Adult Services Desk on the second floor and there are photos of all of the items on the website along with a description. There is a prominent link to the Exploration Library on the home page and there were 320 page views in April. In the first month 47 items were checked out including a telescope, Go Pro camera, virtual reality glasses, LCD projector, robots and umbrellas. Bike locks were added to the collection recently as another convenience item for patrons.

### **Media Lab**

Four people completed Media Lab orientations this month, and there were 5 Lab appointments. The appointments (not including the orientations) totaled 6 hours in April.

### **Just for Teachers**

Children's Services staff conducted a workshop for preschool teachers called *Flannelboard Fun*. Teachers learned different ways to present stories using a flannelboard and made two flannel stories during the program to use in their classrooms.

### **Taking the Library to the Community**

During *National Library Week* Claire Griebler, Teen Services Librarian, visited with students at the high schools about the Library and Library services. Claire reports that if a student asked her a question they were entered into a raffle to win a Chipotle gift card. She says it worked very well and she plans to use this technique again. Claire also conducted book talks at Mary Seat of Wisdom, and met with the *Literary Lions* at Lincoln Middle School. Children's Services staff held storytimes at Have Dreams and Jefferson School.

### **Collection Management**

Staff continue to weed the collections, eliminating worn and outdated materials along with materials that are no longer popular. We expect to reach all targets by the end of May, in time for the renovations and the RFID (Radio Frequency Identification) tagging to begin.

### **Preserving the Past**

The first group of newspapers on microfilm were sent to be digitized this month. We are digitizing the newspapers through 1999. Staff are checking with contacts at the *Chicago Tribune* (current owner of the *Park Ridge Herald Advocate*) to see if we can obtain the digital files directly from the *Chicago Tribune* for

the years 2000 thru 2016. Staff also scanned images from eight scrapbooks/binders to preserve the historical information and reduce the size of the local history collection.

### **Technology**

The Library provides scanners at several public computer work stations on the second floor; we are replacing them with new equipment.

Patrons are pleased with the new credit card readers on the copy machines and appreciate the convenience.

### **Facility**

We upgraded the recorder for the security cameras; the new recorder works with the current cameras and will work with the latest digital cameras when we upgrade the system. John Priala, Facility Manager, is researching exterior security cameras.

John Priala worked with Andrew Jose, of Green Associates, to coordinate the investigation of the problems with the columns and with Environ on testing areas of the building that will be impacted during the renovation and the columns in preparation for the repairs.

In addition to their daily responsibilities, John and his staff did all of the set up and take down for the Friends Book Sale and assisted them as needed throughout the week.

### **Renovation Planning**

We are continuing to discuss the logistics of moving the collections and the best way to keep as many items as possible available for patrons during each phase of the renovation. We are also looking at how staff will be relocated while work areas are renovated.

### **Staff Development**

Zena Yeatman (Reader Services) attended the *Chicago Comics and Entertainment Expo (C2E2)* conference on April 21. She attended three meetings and the exhibits and reports that she learned new ideas for partnering with local comic book shops to offer programs and events. She also met with a number of publisher reps, received promotional materials for the Library, and signed up for their newsletters so she will be informed when new titles are available for our graphic novel collection.

Peggy Maiken, Technical Services Manager, will serve on one of the ILS (Integrated Library System) implementation teams with staff from CCS (Cooperative Computer Services) and other libraries in our consortium. I have also appointed Peggy to be in charge of the Library's RFID implementation.

### **Director**

I attended the weekly City Department Head meetings where we discussed the end of the fiscal year business, closing dates for FY17, and other end-of-year business. I keep the Acting City Manager informed on the progress of our renovation project and other Library business at these weekly meetings.

I met with staff from Studio GC in person and on the phone regarding the renovation project and have conducted numerous meetings with staff regarding renovation and organizational changes.

### **Library Closed**

In observance of Memorial Day, the Library is closed Sunday and Monday, May 28 and May 29.

### **Open Issues for Future Board Review and Discussion**

- Library Renovations
- Intergovernmental Agreement (IGA)
- Column Repairs



Walking on the Moon during Thrilling Thursdays.



Meeting a sloth for the very first time.



Petting an armadillo



Look what I made!



Maine South – National Library Week



Comment from a teen patron, used with her permission.

**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	5/9/17	Sent IGA to Trustees for comment, provided my comments to Egan and Trizna 5/9/17 Trizna will review and provide comments to share with trustees
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 – CVI provided information to AE developer for further study 4/21/17
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. at 1 year mark
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 Coordinator 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	<del>12/20/16</del> 2/14/17	5/9/17	Info from two providers not available. Staff not able to effectively match card numbers with database to identify unique users – looking for alternatives
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  
MAY 9, 2017 AT 8:58 P.M. IN THE THIRD FLOOR MEETING ROOM**

**ROLL CALL:**

**TRUSTEES PRESENT:** Joseph Egan, Chair Pro-tem; Karen Burkum, Stevan Dobrilovic, Charlene Foss-Eggemann, Patrick Lamb, Judith Rayborn, Michael Reardon, Robert Trizna

**TRUSTEES ABSENT:** Berardino Parisi

**OTHERS PRESENT:** Janet Van De Carr, Library Director; Angela Berger, Anastasia Daskalos, Peggy Maiken, Library

**Approval of Minutes**

Mr. Reardon asked staff to review a comment in the draft minutes. Mrs. Van De Carr stated that she will check that any changes are made and assured the Committee that the minutes from the April 11, 2017 COW meeting can be approved at the June 13 meeting.

**RFID (*Radio Frequency Identification*) Implementation Project**

The two presenters for the RFID (Radio Frequency Identification) system were Bibliotheca+3M (hereinafter called "Bibliotheca") and MK Solutions (hereinafter called "MK"). Mr. Egan explained that the three components of a RFID (Radio Frequency Identification) system are 1) tags, 2) self-checkout stations, and 3) automated materials handling (AMH). He summarized the vendors and features being considered for the Committee.

The Bibliotheca self-checkout is more fully featured and more colorful. The Bibliotheca maintenance staff are closer in proximity to the Library and they have a large group of clients in the area. MK has an enclosed AMH system; Bibliotheca's system is open. Both are highly reliable and can be trouble-shot online. MK stated that the payback for their system is about a 2-year period but their assumptions for that calculation were not documented. Bibliotheca provided cost savings. Mr. Egan believes MK and Bibliotheca offer similar paybacks and he thinks that both company's calculations may be overly optimistic.

Mrs. Van De Carr discussed the site visits she and staff conducted. She stated she has contacted the references for both companies. All references stated the equipment is very reliable and most trouble-shooting is done online.

Mr. Egan stated that the vendors suggested that proper self checkout stations can get to 80%-85% usage given two caveats: location and buy-in by Library staff.

Mrs. Van De Carr reported that tagging of the collection will take time and the project can be done even without construction. Mr. Egan stated he wants the self-checkouts to be part of the roll-out and grand opening of the renovated Library. Mr. Reardon stated that the Library should go with tagging and he would like Bibliotheca to be contacted to negotiate the prices quoted for their equipment and/or maintenance. Mr. Dobrilovic agrees that the Library should negotiate. Mrs. Van De Carr stated she will put a place-holder motion on the agenda. Mr. Reardon asked for a consensus from the Committee for Mrs. Van De Carr to contact Bibliotheca to negotiate their prices – all voiced their agreement.

**Bid for Printing of Newsletter**

Mrs. Van De Carr gave a review of the bids received for the printing of the Library newsletter. She explained that the attorney said the Library isn't required to bid because the project is less than \$20,000 – the Library only needs to obtain quotes.

If the Library Board rejects all the bids, Mrs. Van De Carr will renegotiate for the lowest cost possible.

Mr. Reardon made a

**MOTION:** to reject all bids received for the *Printing and Mailing of the Library Newsletter*.

Mrs. Foss-Eggemann SECONDED the motion.

Voice vote.

MOTION PASSED UNANIMOUSLY

Mrs. Van De Carr referred the Trustees to the Request for Information chart.

**Other**

Mrs. Van De Carr reported that she and staff at American Eagle are still working on the Google Analytics statistics.

Mr. Trizna will provide additional information on the Intergovernmental Agreement (IGA) before the next Committee meeting.

Update on financial projections were provided. Mr. Egan asked if the assumptions on cost savings with an RFID (Radio Frequency Identification) system were rolled into the scenarios.

It was discussed that for the next Budget & Finance meeting the Trustees wish to see:

- How forecasts will be impacted by ROI (Return on Investment) numbers for RFID.
- How to achieve these efficiencies.

**Adjournment:** 9:29 p.m.

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Joe Egan, Chair Pro-tem

**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  
MAY 9, 2017 AT 7:06 P.M. IN THE THIRD FLOOR MEETING ROOM**

**ROLL CALL:**

**TRUSTEES PRESENT:** Joseph Egan, Chair (7:08 p.m.); Karen Burkum (7:30 p.m.), Stevan Dobrilovic, Charlene Foss-Eggemann, Patrick Lamb (7:10 p.m.), Judith Rayborn, Michael Reardon; Robert Trizna

**TRUSTEES ABSENT:** Berardino Parisi

**OTHERS PRESENT:** Janet Van De Carr, Library Director; Angela Berger, Anastasia Daskalos, Peggy Maiken, John Priala, Library Staff; Kevin Plach, Fire Marshall, *Park Ridge Fire Department*; Steven Steffens, Building Inspector, *City of Park Ridge Community Preservation & Development (CP&D)*; Rick McCarthy and Carl Giometti, Studio GC

**Approval of Minutes**

Mr. Reardon made a

**MOTION:** to approve the minutes for the Buildings and Grounds Committee meeting held April 11, 2017

Mr. Trizna SECONDED the motion.

Voice vote: 6 Yay: Egan, Dobrilovic, Foss-Eggemann, Lamb, Reardon, Trizna  
1 Abstain: Rayborn  
2 Absent: Burkum, Parisi

MOTION PASSED

**Library Renovations / Library Improvement Project**

Mr. Egan noted that two representatives from the City were present – Fire Marshall Kevin Plach (*hereinafter referred to as “Fire Marshall Plach”*) and Building Inspector Steven Steffens (*hereinafter referred to as “Mr. Steffens”*) – and wished to discuss their concerns regarding the Library renovation plans.

Mr. McCarthy explained that there are levels of the building code and stated that after a certain point in the remodeling, if more than 50% of a building's space is being reconfigured/modified, then that could require that the entire building be brought up to code. He added Studio GC's calculations are that 26% of the building is being reconfigured and the building code doesn't trigger a requirement for additional fire suppression equipment in the building at that percentage. Mr. Steffens stated that based on the information he has received to date, it appears to him that the Library will be “working on” greater than 50% of the building and the sprinklers could be one thing that is required by code.

Mr. Egan asked Mr. Steffens if there are other concerns. Mr. Steffens replied that the Life Safety Plan is incomplete based on what he has been given; he doesn't know if the Library is a 3-story building or a 2-story building with mezzanine.

Mr. Steffens said his expectation is that the documents show: 1) the current layout/what you have to start with; 2) what the end result/plan will be; 3) how the plan complies with the building code. Mr. Steffens stated the City was never contacted to get the above information. Mrs. Foss-Eggemann asked shouldn't the City have this information and can't they supply it. Mr. Steffens stated it is the applicant's responsibility, not the City's. Mr. Trizna asked the

difference between a 3-story building and a 2-story building with a mezzanine. Mr. Steffens explained that in a 2-story building an open stairway is permissible; in a 3-story building the stairs must be enclosed. Mr. Trizna asked if all City buildings have to conform to the building codes. Mr. Steffens replied yes, and possibly even a higher standard. Mr. Steffens stated that (*sic*) to the City it looks like the Library is having 75% of the building done. Mr. Egan asked Mr. Steffens what he means by “done”. Mr. Steffens replied that the ceilings are being removed and replaced, the work area is how that is defined. Mrs. Foss-Eggemann asked what the definition is of “working on an area” or “reconfiguration”. Mr. Giometti stated if a difference appears in the plan review letter they can address it. Mrs. Foss-Eggemann asked what is NFPA – a City or national standard. (*\*The National Fire Protection Association (NFPA) is a United States trade association, with some international members, that creates and maintains private, copyrighted standards and codes for usage and adoption by local governments.\**) Mrs. Foss-Eggemann stated that model codes also have comments that give examples as to how it applies. That would make her say, what constitutes “work”? Does replacing the ceiling mean “work” or do “modifications” to the ceiling mean “work”? Mr. McCarthy replied that, yes, there are definitions in the building code.

Mr. Egan asked what the next step is. Mr. McCarthy replied the next step can be to bring in an independent consultant to review the plans. Mr. Steffens said that Studio GC meet with him in November, without the Fire Marshall. Mr. Steffens requested a Life Safety Plan. He added that he received the plans in mid-April, and it didn't include a Life Safety Plan. He got that plan five days later. He added that it still isn't clear to him whether the building is a 3-story or 2-story with mezzanine.

Mr. Dobrilovic stated that Studio GC will provide the missing information noted by City: 3-story building or 2-story building with mezzanine; project occupancy. Fire Marshall Plach stated that before the plan review can be completed, it has to be determined what the building type is (3-story, or 2-story with mezzanine). Mr. Reardon asked who determines this. Mr. Giometti replied that there are definitions for this.

Mr. McCarthy asked what exactly the City wants. 1) Life Safety Plans coordinated to show: not sprinkled; calculations shown for 3-story, and 2-story with mezzanine; full-occupancy count loads for all spaces. Fire Marshall Plach stated that for the meeting room, 15 square feet per person would determine the maximum capacity.

Mr. Steffens stated that the building is severely underserved by egress and not sprinklered and that is a life safety issue, adding that if you're spending \$1-million, should think life safety.

Mr. Reardon stated he believes the renovations are primarily cosmetic upgrades. Mr. McCarthy stated that if less than 50% of the building is being changed then code upgrade doesn't apply. Fire Marshall Plach replied, “not necessarily”.

Mr. Giometti stated that Studio GC needs to know the specifics of the building code that needs to be addressed by paragraph. Mr. Steffens stated the City expects Mr. Giometti (Studio GC) to provide that and not vice versa and that the information presented was insufficient or wrong. He added that 90% of what Studio GC says he disagrees with. Mr. McCarthy asked if he is willing to look at a third party's opinion of what are the deficiencies in the building (like egress) that could be corrected. The City would have to agree with the third party selected. Mr. Steffens said to start with the points listed in the May 2, 2017 email follow up – address those issues and then can get to the next step.

Mr. Dobrilovic asked if the City is looking for a plausible explanation and interpretation of the building code. Mr. Steffens replied that his job is to make sure the building adheres to the building code and that the building code is being followed to the letter, not the spirit.

Mrs. Foss-Eggemann encouraged Mr. Steffens to make Studio GC aware if there are other adjustments he wants the Library to make in order to make the building safer. Mr. Steffens

said that the third party consultant can tell (the Library) the improvements that could be done to mitigate lack of sprinklers.

Fire Marshall Plach stated that a 2006 review of the building by the Park Ridge Fire Department recommended enclosing the stairwells. Mr. Reardon asked that the Fire Department forward to Studio GC from the files of the Fire Department what concerns were previously voiced/given to the Library.

*At 8:15 p.m. Fire Marshall Plach and Mr. Steffens left the meeting.*

Mr. Egan asked when Studio GC can respond to the City. Mr. McCarthy replied, "by Friday", adding that it seems that the City is trying to treat the entire Library building as if it is a new building according to NFPA. Maybe it's good to do all they are asking but it isn't required by the building code.

Mr. Giometti stated that the renovation isn't making enough changes to require the installation of a sprinkler system.

Mr. McCarthy stated that the three possible forms/types of changes to a building are renovation, modification, and reconstruction. Estimate of cost of sprinkling is \$400,000; more likely \$500,000. He will review his 26% calculation and give the City the data they asked for.

Mr. Dobrilovic asked that in the response that Mr. McCarthy cite the code provision and why it doesn't apply to the Park Ridge Public Library.

Mr. Lamb stated that due to the difficulty in calculations (calculating) the Library may need to bring in a third party consultant to regain credibility.

Mrs. Rayborn asked how many ceilings are being touched since, as an example: the quiet room is being reconfigured by adding a door.

Mrs. Van De Carr asked Mr. McCarthy to send the name of consultant to the City staff to see if they approve of the consultant being recommended. Mr. McCarthy said he will do so. Mr. Reardon asked him to look at the Fire Department recommendations previously given. Mr. Giometti said he will.

Mr. Reardon and Mr. Dobrilovic asked that Studio GC point out where the Library is improving "life safety" with the existing renovation plans.

(8:30 p.m.) – Mr. Egan asked Mr. Giometti to talk about the bids for the renovation and the low bidder, *Construction Solutions of Illinois*. Mr. Giometti said he did due diligence and was prepared to recommend them.

Mr. Egan asked if there is a bid tabulation. Mr. Giometti said he will forward it to Mrs. Van De Carr. Mr. Egan asked if the bid was greater than the estimate. Mr. McCarthy said that the average of the midpoints was higher – he believed because the economy is better. Mr. Giometti stated their bid was about 6% to 8% over budget.

Mr. Egan asked about the length of time the bid is valid. Mr. McCarthy responded it is valid for 60 days from the initial receipt of the bid but can ask for extension. Contractors may ask for additional fee – for example, 1% per month. Mrs. Van De Carr stated that the bids were opened on April 10, 2017.

As part of due diligence, Mr. Giometti asked for schedule of values for three lowest bidders: the three areas they were lower than their competition; overhead and profit; electrical (largest difference was in electrical and in the light fixtures); demolition.

Is Studio GC confident that the contractor understands the full scope of the project?

Mr. Giometti replied yes. Mr. Egan asked if it is a union contractor. Mr. McCarthy said you can't specify that requirement, can only require they pay their workers the prevailing wage.

Mr. Trizna stated he was sold on the wow factors that were presented by Studio GC and he isn't seeing any of them. Mr. McCarthy said there are seven: 1) fireplace/quiet room; 2) lighting in teen loft; 3) lighting in kids' area; the colored lights are echoed on floor; 4) digital maker space – an island of technology in the Adult Services area; 5) fun colors/fabrics in the kids' area; 6) higher ceiling in lobby; 7) more face-out shelving/change perception of collections.

Mrs. Van De Carr stated that the tone from the City was much different tonight than the previous meeting on May 3, 2017 and that Studio GC needs to be thorough in their description of their calculations and other details. Mr. Dobrilovic stated the City must cite the code to justify their position in their reply.

**Other**

**Exterior Digital Sign** – Mrs. Van De Carr reported that she spoke with Gayle Mountcastle, Executive Director of the Park Ridge Park District, per Alderman Melidosian's suggestion that the City Council would like to consider both the Library's and Park District's requests at the same time. She added that next week Ms. Mountcastle will be speaking to the Park District Board to discuss the issue. The Committee discussed the merits of sharing the cost of one community sign, having two signs, and a joint proposal to the City Council by the Library and Park District. Mr. Egan stated he prefers if there is only one community sign that it is located at the Park Ridge Public Library. He stated he also favors going with the Park Ridge Park District to the City Council to request the variance. Mrs. Rayborn expressed concern about the appearance of a digital sign. Mrs. Foss-Eggemann feels due to prominent location it would be a tremendous boost to attendance at the Library and Library programs. Mr. Dobrilovic stated his first preference is that a joint sign be located at the Library. A joint sign would have a lower cost, still in a prominent location, might be more palatable to the City, and can be used by multiple City organizations. Mr. Reardon asked Studio GC for their input. Mr. McCarthy of Studio GC stated that in Bartlett, Illinois some digital signs are denied as a hazard to drivers. Mr. Giometti of Studio GC stated that one of their library clients just removed their sign because their patrons learned about programs in other ways. Mr. Egan directed Mrs. Van De Carr to continue conversation with the Park Ridge Park District.

**Adjournment:** 8:57 p.m.

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Joseph Egan, Chair



**MINUTES  
OF THE SPECIAL MEETING OF  
THE PERSONNEL COMMITTEE OF THE WHOLE  
OF THE BOARD OF TRUSTEES OF THE PARK RIDGE PUBLIC LIBRARY HELD  
MAY 9, 2017 AT 9:30 P.M. IN THE THIRD FLOOR MEETING ROOM**

**ROLL CALL:**

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

**TRUSTEES ABSENT:** Berardino Parisi

**OTHERS PRESENT:** Janet Van De Carr, Library Director; Angela Berger, Library Staff

**Library Director Goals / Annual Evaluation**

Mrs. Rayborn made a

**MOTION:** to adjourn to Closed Session pursuant to 5 ILCS 120/2(c)(21), lawfully closed under the Act for the purpose of discussion of a personnel matter. The Board shall return to Open Session to report on the determinations made in Closed Session.

Mr. Reardon SECONDED the motion.

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

MOTION PASSED

**CLOSED SESSION**

Closed session called to order at 9:32 p.m.

**CLOSED MEETING ADJOURNMENT:**

\_\_\_\_\_ MOVED to come out of Closed Session

\_\_\_\_\_ SECONDED the motion.

Voice vote

MOTION CARRIED \_\_\_\_\_ UNANIMOUSLY.

THE CLOSED SESSION adjourned at \_\_\_\_\_ p.m.

**ADJOURNMENT:**

\_\_\_\_\_ MOVED to adjourn the regular Personnel Committee meeting

\_\_\_\_\_ SECONDED the motion.

MOTION PASSED \_\_\_\_\_ UNANIMOUSLY

**Adjournment:** \_\_\_\_\_ p.m.

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Judith Rayborn, Chair

NO  
May 2017  
Communications and Development  
Committee Meeting

(No action items.)

NO  
May 2017  
Library Resources  
Committee Meetings

(No action items.)

NO  
May 2017  
Budget & Finance  
Committee Meeting

(No action items.)