

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, October 17, 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 September 19, 2017

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

5. Secretary's Report

A. Communications

6. Treasurer's Report

*A. a. Approval of Bills Payable-Warrant Register for Period 5, September 16, 2017

	Library Fund Warrants	\$ 85,054.71
	Payroll	\$ 160,535.97
	Grant Fund	\$ 240.00
	Technology Replacement Fund	\$ 0.00
	North Suburban Digital Consortium	\$ 3,907.57
	Library Restricted Fund	<u>\$ 0.00</u>
	Total	\$ 249,738.25

b. Approval of Bills Payable-Warrant Register for Period 5, September 30, 2017

	Library Fund Warrants	\$ 42,470.57
	Payroll	\$ 75,706.92
	Grant Fund	\$ 141.65
	Technology Replacement Fund	\$ 0.00
	North Suburban Digital Consortium	\$ 3,635.22
	Library Restricted Fund	<u>\$ 59.95</u>
	Total	\$ 122,014.31

*B. Per Capita Grant Report for September 2017

*C. Technology Replacement Fund Summary Report for September 2017

*D. Library Gift Fund Report for September 2017

a. Approval for payment from the Restricted Fund, \$290.87

E. Year to Date Budget Report for September 2017

*F. Fines & Fees Revenue History

7. Library Director's Report

A. Statistical Reports – Monthly Statistics for September 2017

B. Narrative

8. Committee Reports

A. Planning & Operations

a. Motion to approve the suspension of Library privileges for a patron for not less than one year

B. Communications & Development

C. Building & Grounds

a. Motion to approve an amendment to the approved Capital Plan for FY19-FY21

D. Budget & Finance

a. Motion to approve Resolution 2017-1, a Resolution to Adopt the 2017 Library Tax Levy of the Park Ridge Public Library, for a total of \$5,652,377.00

E. Personnel

a. Motion to pay Anastasia Daskalos the stipend that was approved by the Board when she was appointed to the role of Interim Co-Director, for the period of time that she occupies the positions of interim Technical Services Manager and Circulation Manager.

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, SEPTEMBER 19, 2017 AT 7:00 P.M.**

CALL TO ORDER

Mr. Lamb called the meeting to order at 7:10 p.m.

ROLL CALL

TRUSTEES PRESENT: Patrick Lamb, President; Karen Burkum; Gareth Kennedy, Joshua Kiem, Judith Rayborn

TRUSTEES ABSENT: Joseph Egan, Vice-President; Charlene Foss-Eggemann, Secretary; Michael Reardon, Treasurer; Stevan Dobrilovic

OTHERS PRESENT: Anastasia Daskalos, Interim Library Co-Director; Laura Scott, Interim Library Co-Director; Jodi Bemis Whitney, Angela Berger, Gretchen Kottkamp, John Priala, Library Staff; Alderman Charlie Melidosian, Library Liaison; Anne Lunde, Park Ridge Journal

CONSENT AGENDA

Mr. Lamb read aloud the agenda items included in the Consent Agenda.

Mr. Lamb commented that on the agenda for this evening's meeting, under #3, the date for the *Library Director Search Committee meeting* should be June 29, 2017, not July. Ms. Bemis Whitney thanked Mr. Lamb for bringing this to her attention and stated she would correct point #3 on the agenda.

Mr. Kennedy asked that the warrants from Atomatic Mechanical Services for "HVAC Equipment" which are listed on page 16 be removed from the Consent Agenda so that they may be discussed because he has a question.

Mr. Lamb made a

MOTION: to approve the Consent Agenda minus the warrants from Atomatic Mechanical Services.

Mr. Kiem SECONDED the motion

Roll call vote

MOTION PASSED UNANIMOUSLY

COMMENTS FROM THE GENERAL PUBLIC

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

SECRETARY'S REPORT

The following items were in the information folder:

- A comment form from "anonymous" thanking Larry, Reference Services, for his assistance.
- An email from Mrs. Burkum, Park Ridge resident/Library Board Trustee, sharing "unsolicited feedback" from a friend. That friend stated that she wanted to let Mrs. Burkum know her opinion that this month's Library newsletter was particularly noteworthy, both visually and in regard to program offerings and that she and her children are excited about the "really fun, relevant programs" they will be attending in the near future.

- A comment form from Eric Ruth, Park Ridge resident, thanking the Library “very much for making available eclipse glasses for me and my grandson. I love the Library and use it often. I was in line before 9:00 a.m. and got glasses before you ran out. Thank you so much for thinking to provide the glasses!”
- A comment form from “anonymous” suggesting it would be nice to have a card reader or a computer with card slots available for patrons to use in order to view photos.
- A comment form from “anonymous” thanking Brandee, Reference Services Librarian, for her assistance.
- A comment form from Richard Brennan commending Rachel, Reader Services Librarian, for being very helpful and patient; she assisted him with locating an article and with using the copier.
- A thank you letter from Maine Township Food Pantry, to Mrs. Preston, Reference Services Librarian for the generous donation to the Food Pantry. She stated “for over 35 years, the Maine Township Food Pantry has been working to end hunger in our community... we couldn’t do it without your contributions. We are grateful you have chosen to support the township, and more importantly, the individuals and families who need it most.” *Ms. Scott explained that this donation was from a Library Staff food drive, from which there were 26 boxes of food and approximately \$100 donated to the food pantry.*

TREASURER’S REPORT

Mr. Kennedy asked if the two warrants from Atomic Mechanical Services were for routine maintenance on the HVAC equipment or was this for a major repair; adding that with the recent review of the capital study, he is asking in order to get a sense of the capital equipment. Ms. Berger stated that the Library Facility Manager, John Priala, is present this evening. Mr. Priala introduced himself and explained that one warrant from Atomic Mechanical Services was for the software controls and the other was for maintenance on the mechanicals, i.e. HVAC cooling units and boilers.

Mr. Kennedy asked about the descriptor for “Public Relations” for two warrants appearing on pages 21 and 22. Ms. Berger explained that the City controls what descriptors appear under the charts of accounts, adding that these aren’t for “Public Relations” but rather these are payments from the Per Capita Grant. The payment to *OverDrive* is to fund the Park Ridge Advantage eBook account, which are titles for Park Ridge residents only; the other payment is to Midwest Tape, which is the vendor for *Hoopla*, which is all of the Library’s other digital collections, for which the Library gets billed for actual usage. Ms. Berger explained the coding of the accounts appearing on the warrants which indicate Per Capita Grant and those indicating Public Relations account codes.

Mr. Kennedy made a

MOTION: to approve the warrants appearing under #6a and #6b of the Agenda, as omitted from this evening’s Consent Agenda.

Mr. Kiem **SECONDED** the motion

Roll call vote

MOTION PASSED UNANIMOUSLY

The trustees discussed the *Year to Date Budget Report* as of August 31, 2017, on page 47 of the packet, and Mr. Lamb noted that per Mr. Egan’s request a number of months ago the *Year to Date Budget Report* has been separated from the Consent Agenda to allow for greater discussion by the Board.

Mr. Kiem inquired about the “Special Counsel” line item being at 150% of budget. Mr. Lamb responded that last month Treasurer Reardon alerted them that this month this line item would be at around 150% of budget. Mr. Lamb, Ms. Scott and Ms. Berger noted that this is primarily due to legal counsel fees regarding the Library Director’s position, “Patron A”-pertinent matters, and the FOIA

(Freedom of Information Act) request. Mr. Lamb added that Mrs. Foss-Eggemann has informed him that she spoke with the Library's legal counsel, i.e. Robbins Schwartz, and they have agreed to change their billing rate for the Library to bill on time increments to the nearest one-tenth of an hour, or the nearest increment of six minutes. There was further discussion about budget report details. Mr. Kiem suggested that the IGA (Intergovernmental Agreement) will probably impact this line item. The *Year to Date Budget Report* shows that with 33% of the fiscal year completed, the Library is at 31% of the total operating budget as of August 31, 2017.

Mr. Kennedy made a

MOTION: to accept the *Year to Date Budget Report* as presented

Mr. Lamb SECONDED the motion

Roll call vote

MOTION PASSED UNANIMOUSLY

LIBRARY DIRECTOR'S REPORT

Mr. Lamb stated while he finds the statistical reports to be interesting but he has come to expect the numbers to be declining, as indicated by the reports. Mr. Kennedy asked what significant event or events occurred since FY13 and FY14, after which the number of visits began to decline; did types of programs or Library hours change? Ms. Scott stated that is when the Library began to charge non-residents and non-Park Ridge library card holders for using the computers and for attending programs.* Ms. Berger added that FY13/14 was the Library's 100th Anniversary year and there was a lot of additional programming added so that may account for the increase in Library visits as well.

Mr. Lamb, Mr. Kennedy and Mr. Kiem stated they believe the number of visits to the Library to be meaningless without context. Discussion ensued regarding how to determine if the other libraries in the State have had a corresponding decline or increase in statistics the same years as our Library. Mr. Lamb asked if someone on staff can contact the Illinois Library Association to see if their statistics on library visits correlate to the Park Ridge Public Library's statistics. Ms. Berger stated that she believes this would require there being someone who can access the system and go into their historical files, it's not a phone call, and you'd have to look only at comparable libraries. Mr. Kiem asked if the Library reports statistics to the Illinois Library Association, to which Ms. Berger explained that the Park Ridge Public Library reports its statistics to the Illinois State Library, via submission of the Illinois Public Library Annual Report (IPLAR). In response to Mrs. Rayborn's inquiry as to how current the data is that the State has and what year would the data be to look at, to which Ms. Berger responded that libraries have different fiscal years; Park Ridge has an April 30 year-end, all the district libraries have a June 30 year-end, so for this fiscal year they haven't yet submitted their annual reports, so the data might be one to two years ago.

Ms. Scott reported that the eclipse viewing was a huge success. Ms. Scott explained that when the Children's Services Manager purchased the 600 glasses in June Ms. Scott thought that was too many, but then when she attempted to purchase additional glasses they were unavailable so staff made the best of the situation. Staff distributed 450 pairs prior to the day of the eclipse, and that day there were almost 200 people of all ages out on the Library lawn. It was the epitome of what libraries are about: it was so heartening to see people sharing their glasses, talking to each other and being engaged for the entire three hours.

Ms. Scott stated that perhaps the Trustees have seen the banner over the front entrance announcing the "Super Card" library card sign up as well as the latest *Park Ridge Reads Junior*. Ms. Scott explained that bi-annually for at least the last ten years in the fall, the Library has hosted a *Park Ridge Reads* program for adults. This year the Children's and Teen Services departments wanted to host a similar program for children and their families for the book *Ghost* by Jason Reynolds, a 2016 National Book Award Finalist for Young People's Literature. She added that there are multiple excellent

programs scheduled this month which will culminate with a Skype session with the author at the end of September.

Ms. Scott announced that September is *Library Card Sign Up Month*. Ms. Daskalos' staff in the Circulation department are working hard handing out raffle tickets and patrons are very excited about the gift cards and prizes, most of which were donated to the Library.

Ms. Scott reported that staff have been very busy placing RFID tags on the collections. Mr. Lamb asked when it is anticipated that staff will have all of the tagging completed. Ms. Daskalos surmised the project may be completed by November. Mr. Lamb stated he is surprised it is not completed yet when it was first discussed in May it was stated it should take about four months. Ms. Scott responded that the actual implementation started in August – all of the tags, tagging stations, etc. had to be ordered and received, and the actual tagging began in August. Mr. Kiem asked if the staff have ordered the equipment that will read the tags – like the sorters. Ms. Scott and Ms. Berger noted that the Board has not yet approved the purchase of the self-checkouts or sorters, which are a different phase of the project. Ms. Berger added that the only items approved thus far by the Board are the tags, the tagging supplies, and the lease of the tagging stations and staff stations. Mr. Lamb clarified that this is because the self-checkouts and sorters are reliant upon the renovation and plans, which is the next phase to be discussed by the Board.

Ms. Scott stated there is information in her written report about the summer reading programs, as well as about the junior volunteers. Brief discussion ensued regarding the kiosk and who might undertake the coding (setup/preparation) of the kiosk.

COMMITTEE REPORTS

Planning & Operations:

Mr. Kiem reported that the Committee reviewed proposed changes to *Policy 1F1: Conduct in the Library* and discussed various wording changes to the policy.

On behalf of the Committee, Mr. Kiem made a

MOTION: to approve the revisions to *Policy 1F1: Conduct in the Library*, as specified.

Roll call vote.

MOTION PASSED UNANIMOUSLY

Communications & Development

Mrs. Burkum reported that the Committee discussed next steps for the community kiosk. There was discussion among the trustees in regard to the kiosk's design, who might be able to utilize their coding capabilities to initiate its use and content, etc. It was suggested that the matter of the kiosk and its startup be tabled until the matter of the Library Renovation Project is resolved. Mr. Lamb explained that Mr. Parisi, recent former Library Board Trustee, works for American Eagle and he has offered to come to the Library to look at the kiosk and make suggestions to get it up and operational if for no other reason than to be able to display updates on the renovation.

Building & Grounds:

Mr. Lamb announced that Mr. Priala, Library Facility Manager, is present this evening in order to field questions and provide information regarding necessary Capital Projects.

At the Committee meeting the Capital Budget Plan was reviewed and discussed. Mr. Kiem asked where the narrative is that the Committee requested. Ms. Scott replied that she sent it to the Trustees via email.

The Board discussed various matters related to the Capital Plan. Mr. Priala, Library Facility Manager, fielded questions regarding – repairing pipes that are behind brick walls, issues with possible asbestos, sprinklers, etc.

In response to Mr. Lamb, Ms. Berger stated that the City requested the Library's Capital Budget Plan in August but she believes the City is scheduled to present it to the Council in October or November.

Discussion ensued regarding individual line items, especially the air handlers and life safety items.

Mr. Kennedy suggested moving the line item for the two air handlers line item to FY19/20 from FY18/19, replace that FY18/19 line item with \$500,000 life safety improvements to include but not limited to sprinklers with asterisk, and add \$110,000 for sanitation drain and water distribution with asterisk/footnote that "potential savings possible by doing these projects simultaneously".

On behalf of the Committee, Mr. Lamb made a

MOTION: to approve the proposed Capital Plan for FY19-FY21 as amended

Roll call vote: 5 Yay: Burkum, Lamb, Kennedy, Kiem, Rayborn
4 Absent: Dobrilovic, Egan, Foss-Eggemann, Reardon

MOTION PASSED UNANIMOUSLY

Mrs. Rayborn asked for an explanation of the document referred to in the August 8, 2017 Committee minutes which outlined the proposed renovations and their impact on building safety. Discussion ensued regarding building code specifications. Mr. Kiem interjected that that he believes the report from the City's third party is stating that what the Library's architects have submitted isn't up to code, there are other pieces missing so they aren't going to render a final opinion yet. Mr. Kiem stated he would like to table discussion until the meeting with the City on the matter. Mr. Lamb added that Studio GC has notified the Library that the contractor who was awarded the bid has notified Studio GC that they can't hold their bid price indefinitely.

Alderman Melidosian, Park Ridge – explained that the City council briefly discussed this matter at the September 18, 2017 City Council meeting. He noted that the City Manager has expressed a willingness to review the Library's IGA (Intergovernmental Agreement) latest redlined version back to him and so he reiterated his encouragement that the Library Board review the current draft of the IGA, make revisions to the document, and send it back to City Manager Gilmore for a COW (Committee of the Whole) of the Council to review.

Alderman Melidosian added that in regard to the Library Improvement Project, and that just because one department of the City government wants to do something, doesn't mean that City will approve its funding. Alderman Melidosian stated he sees this as a standoff between the Library, conducting the improvements it would like to undertake, versus the realistic finances/budgetary/code restraints.

Alderman Melidosian expressed his willingness to sit in on the meetings with the Library, Studio GC, and the City.

Mr. Lamb stated he would like to have a meeting occur in the next two weeks between representatives of the Library Board, the City, and Studio GC so that by the time the October COW (Committee of the Whole) meetings take place the Library can plan movement forward. Discussion continued regarding the process of bringing this issue before the City Council.

Budget & Finance

The subject of how the Library attorney will bill was discussed earlier in tonight's meeting during the Treasurer's report – not at this point of the meeting.

Personnel:

Mrs. Rayborn reported that at the COW Ms. Scott announced that the City is currently undertaking a salary review/survey and is not including the Library (a City department) in this review/survey. Mrs. Rayborn stated that at the behest of the Committee, she contacted the City's HR Director, Mike Suppan, regarding the salary study and he made it clear that it doesn't include the Library positions and he would inquire how much it would cost for the Library to be included in the study.

Mrs. Rayborn reviewed Mr. Suppan's response regarding the Library's compensation of its staff after the salary survey is completed. Mr. Suppan's response was that Library positions will be slotted into the new City ranges in parity with the current classifications, once the new classifications are developed. He further indicated that Library employees, as City employees, should then be paid within the new ranges developed from the City's salary survey.

Mrs. Rayborn asked Ms. Scott if the City indicated when it was going to conduct the survey, to which Ms. Scott replied she believes the responses are due by September 30. Mrs. Rayborn stated she is still awaiting a response from Mr. Suppan regarding the cost to the Library for inclusion in the salary survey.

In regard to the search for a new Library Director, Mrs. Rayborn stated that, considering the deadline for priority status applications is (those received by) September 29, 2017, she anticipates the Board will hear from him in the beginning of October to learn who has applied for the position. She reiterated that Mr. Keister informed her that thus far three local-area library directors have expressed interest in the Director position.

Mrs. Rayborn stated there are two motions on tonight's agenda. As a result of the resignation of the Technical Services Manager Mrs. Rayborn conducted a conference call with Ms. Daskalos, Ms. Scott and Ms. Berger to discuss options. It was determined that the best way to proceed is to have Ms. Daskalos take on the position of Manager of Technical Services while continuing as manager of the Circulation department, and for Ms. Berger to formally take on the responsibilities of an Interim Library Co-Director in addition to her duties as Business Manager. Mrs. Rayborn added that per the approval of the Committee, the press release announcing Ms. Berger's recommendation went to the newspapers on September 13.

Mrs. Rayborn solicited questions and discussion.

Ms. Berger explained that the motion did not come out of Committee; Mr. Dobrilovic provided the motion for inclusion on tonight's agenda.

Mrs. Rayborn made a

MOTION: to appoint Angela Berger as Interim Co-Director as replacement for Anastasia Daskalos, who will occupy the recently vacated position of Technical Services Manager on an interim basis, in addition to her full time position as Circulation Services Manager.

Mr. Lamb SECONDED the motion

Roll call vote

MOTION PASSED UNANIMOUSLY

Mrs. Rayborn announced that in regard to the second motion appearing on the agenda, there has been a request for additional information and some additional conversation. Mr. Lamb stated that based on an inquiry from Mr. Egan related to the second motion, it was requested that the motion be tabled so that it can be discussed at the October COW.

Mr. Lamb made a motion to approve Anastasia Daskalos receive compensation for her position of Interim Library Co-Director through today, September 19, 2017. Mrs. Rayborn stated she believes that is covered in the original motion in June.

Mr. Lamb stated that the Board might consider going into closed session this evening, but it was explained that the Board cannot go into closed session to discuss a personnel matter because it isn't on tonight's agenda. Mr. Kiem asked if this is even a decision for the Board. Mr. Lamb replied that since there is no Library Director and he doesn't feel it is fair to put a compensation matter before the Interim Library Co-Directors and so it falls to the Board to discuss at the COW.

Mr. Kiem commented that whatever is decided in the COW, he expects the compensation will be retroactive, to which Mrs. Rayborn stated, "absolutely" and Mr. Lamb voiced his agreement. Mr. Lamb stated for the record and thanked Ms. Daskalos for the effort and time she has put in as Interim Library Co-Director – "She has done an intelligent and effective job as Interim Library Co-Director and that it is invaluable." The assembly applauded Ms. Daskalos.

FRIENDS OF THE LIBRARY

No report.

UNFINISHED BUSINESS

No discussion.

NEW BUSINESS

No discussion.

ADJOURNMENT

Mr. Lamb MOVED to adjourn the Board meeting.

Mr. Kennedy SECONDED the motion.

Voice vote

MOTION CARRIED UNANIMOUSLY

The meeting adjourned at 9:01 p.m.

Karen Burkum, Secretary Pro-tem

WARRANT: L091617

TO FISCAL 2018/05 05/01/2017 TO 04/30/2018

VENDOR NAME

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

6095 ABC COMMERCIAL									
93817	08/12/17	149907		193136	P	09/19/17	2015012 932103	BLDG MNT CNTR-GENL MAINT	1,890.00
INVOICE: 20170812									
VENDOR TOTALS 7,560.00 YTD INVOICED 10,450.00 YTD PAID 1,890.00									
48 AEC ONE STOP GROUP INC									
93818	08/22/17	149908		193137	P	09/19/17	2015017 954004	LIB RSRCS-RECORDING	55.40
INVOICE: PLS14434877									
VENDOR TOTALS 1,345.50 YTD INVOICED 1,670.35 YTD PAID 55.40									
5354 AMAZON COM CREDIT SERVICES									
93819	08/28/17	149909		193138	P	09/19/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	41.28
INVOICE: 165951605362									
93820	08/27/17	149910		193138	P	09/19/17	2015015 954010	LIB RSRCS-CD ROM	48.03
INVOICE: 028487218900									
93821	08/18/17	149911		193138	P	09/19/17	2015015 954002	LIB RSRCS-CHILDREN BOOKS	7.87
INVOICE: 086343147284									
93822	08/18/17	149912		193138	P	09/19/17	2015015 954002	LIB RSRCS-CHILDREN BOOKS	20.94
INVOICE: 127253373319									
93823	08/31/17	149913		193138	P	09/19/17	2015014 954001	LIB RSRCS--ADULT BOOKS	78.55
INVOICE: 166890958765									
93824	08/31/17	149914		193138	P	09/19/17	2015014 954001	LIB RSRCS--ADULT BOOKS	40.95
INVOICE: 257141251489									
93825	08/22/17	149915		193138	P	09/19/17	2015014 954001	LIB RSRCS--ADULT BOOKS	23.82
INVOICE: 183794730737									
93826	08/22/17	149916		193138	P	09/19/17	2015014 954001	LIB RSRCS--ADULT BOOKS	19.94
INVOICE: 001733016913									
93827	08/23/17	149917		193138	P	09/19/17	2015014 954001	LIB RSRCS--ADULT BOOKS	130.95
INVOICE: 247605022853									
93828	09/05/17	149918		193138	P	09/19/17	2015017 954013	LIB RSRCS-YA GAMES	95.98
INVOICE: 149872655733									
93829	08/16/17	149919		193138	P	09/19/17	2015015 954002	LIB RSRCS-CHILDREN BOOKS	22.59
INVOICE: 121953783428									
93830	08/31/17	149920		193138	P	09/19/17	2015015 954002	LIB RSRCS-CHILDREN BOOKS	14.57
INVOICE: 067484907428									
93831	08/31/17	149921		193138	P	09/19/17	2015015 954002	LIB RSRCS-CHILDREN BOOKS	26.98
INVOICE: 033656138748									
93832	09/01/17	149922		193138	P	09/19/17	2015017 954001	LIB RSRCS--ADULT BOOKS	14.66
INVOICE: 021647412129									
93833	09/06/17	149923		193138	P	09/19/17	2015017 954010	LIB RSRCS-CD ROM	35.60
INVOICE: 069140092064									
VENDOR TOTALS 8,164.66 YTD INVOICED 12,081.70 YTD PAID 622.71									
800 AMERICAN EAGLE COM									
93834	08/20/17	149924		193139	P	09/19/17	2015011 931700	LIB DATA PROC SV	150.00
INVOICE: 253570									
93835	08/27/17	149925		193139	P	09/19/17	2015011 931700	LIB DATA PROC SV	250.00
INVOICE: 253818									

WARRANT: L091617

TO FISCAL 2018/05 05/01/2017 TO 04/30/2018

VENDOR NAME

DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
VENDOR TOTALS		3,350.00 YTD INVOICED		3,600.00 YTD PAID				400.00	
101735 AUDIO EDITIONS									
93836	08/21/17	149926		193140	P	09/19/17	2015017 954004	LIB RSRCS-RECORDING	15.95
INVOICE: 1644094									
93836	08/21/17	149926		193140	P	09/19/17	2015013 951100	LIBRARY SUPPLIES	6.37
INVOICE: 1644094									
93837	08/18/17	149927		193140	P	09/19/17	2015017 954004	LIB RSRCS-RECORDING	25.59
INVOICE: 1643992									
93837	08/18/17	149927		193140	P	09/19/17	2015013 951100	LIBRARY SUPPLIES	6.36
INVOICE: 1643992									
93838	08/28/17	149928		193140	P	09/19/17	2015017 954004	LIB RSRCS-RECORDING	239.07
INVOICE: 1644886									
93838	08/28/17	149928		193140	P	09/19/17	2015013 951100	LIBRARY SUPPLIES	57.25
INVOICE: 1644886									
93839	08/29/17	149929		193140	P	09/19/17	2015017 954004	LIB RSRCS-RECORDING	25.59
INVOICE: 1644997									
93839	08/29/17	149929		193140	P	09/19/17	2015013 951100	LIBRARY SUPPLIES	6.37
INVOICE: 1644997									
VENDOR TOTALS		2,526.33 YTD INVOICED		2,615.51 YTD PAID				382.55	
303461 BRICKTON GALLERY AND ARTS CENTER									
93840	09/13/17	149930		193141	P	09/19/17	2015015 938506	GNL CNTRL SVC/PROGRAM	115.00
INVOICE: ADM091317									
VENDOR TOTALS		190.00 YTD INVOICED		190.00 YTD PAID				115.00	
102908 COMPUTER VIEW INC									
93841	08/21/17	149931		193142	P	09/19/17	2015011 931700	LIB DATA PROC SV	390.00
INVOICE: 27617									
93842	08/21/17	149932		193142	P	09/19/17	2015011 931700	LIB DATA PROC SV	180.00
INVOICE: 27618									
93843	08/25/17	149933		193142	P	09/19/17	2015011 951002	OFF SPLS--OTHER SUPPLIES	106.00
INVOICE: 27622									
VENDOR TOTALS		69,820.00 YTD INVOICED		69,820.00 YTD PAID				676.00	
55134 COOPERATIVE COMPUTER									
93845	08/15/17	149935		193143	P	09/19/17	2015013 931702	DATA PROCESSING/OCLC	826.55
INVOICE: 747									
VENDOR TOTALS		29,048.11 YTD INVOICED		29,048.11 YTD PAID				826.55	
5281 COPYSET SHOP INC									
93846	09/08/17	149936		193144	P	09/19/17	2015011 951002	OFF SPLS--OTHER SUPPLIES	36.00
INVOICE: 50149									
VENDOR TOTALS		1,640.00 YTD INVOICED		1,640.00 YTD PAID				36.00	

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VENDOR NAME

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

19972 DEMCO INC									
93848	08/23/17	149938		193145	P	09/19/17	2015017 951100	LIBRARY SUPPLIES	141.50
INVOICE:		6194272							
93848	08/23/17	149938		193145	P	09/19/17	2015015 951100	LIBRARY SUPPLIES	22.38
INVOICE:		6194272							
VENDOR TOTALS		3,826.04 YTD INVOICED				5,575.14 YTD PAID			163.88
300347 DEWOLFE MUSIC LIBRARY									
93849	09/01/17	149939		193146	P	09/19/17	2015011 938501	GNL CNTRL SVC/TELEPHONE	350.00
INVOICE:		10847							
VENDOR TOTALS		350.00 YTD INVOICED				350.00 YTD PAID			350.00
2959 ENVIRON INTERNATIONAL CORP									
93850	06/27/17	149940		193147	P	09/19/17	2015012 996300	BUILDING REPAIRS	2,900.00
INVOICE:		455100							
93851	06/26/17	149941		193147	P	09/19/17	2015012 996300	BUILDING REPAIRS	1,600.00
INVOICE:		455099							
VENDOR TOTALS		4,500.00 YTD INVOICED				4,500.00 YTD PAID			4,500.00
3545 FINDAWAY WORLD LLC									
93852	08/28/17	149942		193148	P	09/19/17	2015017 954004	LIB RSRCS-RECORDING	624.66
INVOICE:		227242							
VENDOR TOTALS		6,094.67 YTD INVOICED				7,752.58 YTD PAID			624.66
300553 GALE GROUP									
93853	09/06/17	149943		193149	P	09/19/17	2015017 954001	LIB RSRCS--ADULT BOOKS	199.93
INVOICE:		61583243							
93854	09/06/17	149944		193149	P	09/19/17	2015017 954001	LIB RSRCS--ADULT BOOKS	27.99
INVOICE:		61582452							
93855	08/31/17	149945		193149	P	09/19/17	2015014 954010	LIB RSRCS-CD ROM	5,743.05
INVOICE:		61420879							
93856	08/31/17	149946		193149	P	09/19/17	2015014 954010	LIB RSRCS-CD ROM	8,255.46
INVOICE:		61420884							
93857	08/31/17	149947		193149	P	09/19/17	2015014 954010	LIB RSRCS-CD ROM	2,917.21
INVOICE:		61420882							
93858	08/31/17	149948		193149	P	09/19/17	2015014 954010	LIB RSRCS-CD ROM	1,093.95
INVOICE:		61420881							
VENDOR TOTALS		37,669.43 YTD INVOICED				57,923.14 YTD PAID			18,237.59
4739 GREEN ASSOCIATES INC									
93859	06/30/17	149949		193150	P	09/19/17	2015012 996300	BUILDING REPAIRS	747.50
INVOICE:		3017171B							
VENDOR TOTALS		1,506.38 YTD INVOICED				2,031.38 YTD PAID			747.50
5590 CLAIRE GRIEBLER									

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VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
	93944	08/17/17	150034		193151	P	09/19/17	2015011 933800	CONFERENCES & TRAINING	8.24
	INVOICE:	ADM0914175								
	93944	08/17/17	150034		193151	P	09/19/17	2015017 938507	GNL CNTRL SVC/YA PROGRAMS	173.82
	INVOICE:	ADM0914175								
VENDOR TOTALS				799.99	YTD INVOICED			901.44	YTD PAID	182.06
5041 HARMONIOUS HORIZONS										
	93860	09/13/17	149950		193152	P	09/19/17	2015015 938506	GNL CNTRL SVC/PROGRAM	100.00
	INVOICE:	ADM0913172								
VENDOR TOTALS				100.00	YTD INVOICED			100.00	YTD PAID	100.00
6963 STEPHANIE HILL										
	93861	08/30/17	149951		193153	P	09/19/17	2015011 936000	PUBLIC RELATIONS	19.98
	INVOICE:	ADM0913173								
VENDOR TOTALS				19.98	YTD INVOICED			19.98	YTD PAID	19.98
102496 HOME DEPOT CREDIT SERVICES										
	93862	09/05/17	149952		193154	P	09/19/17	2015012 932103	BLDG MNT CNTR-GENL MAINT	112.16
	INVOICE:	ADM0913174								
VENDOR TOTALS				6,497.39	YTD INVOICED			7,026.43	YTD PAID	112.16
7175 LEXIS NEXIS MATTHEW BENDER & CO INC										
	93863	08/30/17	149953		193155	P	09/19/17	2015014 954001	LIB RSRCS--ADULT BOOKS	134.43
	INVOICE:	95617027								
VENDOR TOTALS				134.43	YTD INVOICED			134.43	YTD PAID	134.43
6964 LINKEDIN CORPORATION										
	93864	08/24/17	149954		193156	P	09/19/17	2015014 954010	LIB RSRCS-CD ROM	7,000.00
	INVOICE:	10110239099								
VENDOR TOTALS				7,000.00	YTD INVOICED			7,000.00	YTD PAID	7,000.00
101892 MIDWEST TAPE										
	93865	09/06/17	149955		193158	P	09/19/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	65.98
	INVOICE:	95368789								
	93866	09/06/17	149956		193159	P	09/19/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	265.67
	INVOICE:	95368788								
	93867	09/06/17	149957		193158	P	09/19/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	75.97
	INVOICE:	95368787								
	93868	09/06/17	149958		193157	P	09/19/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	34.39
	INVOICE:	95368856								
	93869	09/06/17	149959		193157	P	09/19/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	58.37
	INVOICE:	95368855								
	93870	09/06/17	149960		193157	P	09/19/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	49.97
	INVOICE:	95368854								
	93871	09/06/17	149961		193158	P	09/19/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	123.95

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VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
	INVOICE:	93872	09/06/17	149962						
					193157	P	09/19/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	44.97
	INVOICE:	93873	09/06/17	149963						
					193157	P	09/19/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	45.98
	INVOICE:	93874	09/06/17	149964						
					193157	P	09/19/17	2015015 954004	LIB RSRCS-RECORDING	17.97
	INVOICE:	93875	09/06/17	149965						
					193157	P	09/19/17	2015015 954004	LIB RSRCS-RECORDING	13.59
	INVOICE:	93876	09/06/17	149966						
					193158	P	09/19/17	2015015 954004	LIB RSRCS-RECORDING	74.97
	INVOICE:	93877	09/06/17	149967						
					193157	P	09/19/17	2015015 954005	LIB RSRCS-AUDIO VISUAL	23.98
	INVOICE:	93877	09/06/17	149967						
					193157	P	09/19/17	2015013 951100	LIBRARY SUPPLIES	3.30
	INVOICE:	93878	09/06/17	149968						
					193158	P	09/19/17	2015015 954005	LIB RSRCS-AUDIO VISUAL	183.92
	INVOICE:	93878	09/06/17	149968						
					193158	P	09/19/17	2015013 951100	LIBRARY SUPPLIES	13.20
	INVOICE:	93879	09/06/17	149969						
					193157	P	09/19/17	2015015 954005	LIB RSRCS-AUDIO VISUAL	11.99
	INVOICE:	93879	09/06/17	149969						
					193157	P	09/19/17	2015013 951100	LIBRARY SUPPLIES	1.65
	INVOICE:	93880	09/06/17	149970						
					193158	P	09/19/17	2015015 954005	LIB RSRCS-AUDIO VISUAL	139.95
	INVOICE:	93881	09/06/17	149971						
					193159	P	09/19/17	2015015 954005	LIB RSRCS-AUDIO VISUAL	229.90
	INVOICE:	93881	09/06/17	149971						
					193159	P	09/19/17	2015013 951100	LIBRARY SUPPLIES	16.50
	INVOICE:	93882	09/01/17	149972						
					193157	P	09/19/17	2015015 954005	LIB RSRCS-AUDIO VISUAL	10.39
	INVOICE:	93882	09/01/17	149972						
					193157	P	09/19/17	2015013 951100	LIBRARY SUPPLIES	1.65
	INVOICE:	93883	08/28/17	149973						
					193157	P	09/19/17	2015015 954004	LIB RSRCS-RECORDING	15.99
	INVOICE:	93884	08/21/17	149974						
					193157	P	09/19/17	2015015 954004	LIB RSRCS-RECORDING	11.98
	INVOICE:	93885	08/21/17	149975						
					193158	P	09/19/17	2015015 954004	LIB RSRCS-RECORDING	109.97
	INVOICE:	93886	08/28/17	149976						
					193157	P	09/19/17	2015015 954004	LIB RSRCS-RECORDING	24.99
	INVOICE:	93887	09/07/17	149977						
					193159	P	09/19/17	2015013 951100	LIBRARY SUPPLIES	242.97
	INVOICE:	93888	08/28/17	149978						
					193158	P	09/19/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	61.56
	INVOICE:	93889	08/28/17	149979						
					193158	P	09/19/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	97.54
	INVOICE:	93890	08/28/17	149980						
					193158	P	09/19/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	114.15
	INVOICE:	93891	08/28/17	149981						
					193158	P	09/19/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	103.98
	INVOICE:									

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	93892	08/28/17	149982		193158	P	09/19/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	99.96
	INVOICE:	95344343								
	93893	08/28/17	149983		193158	P	09/19/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	61.97
	INVOICE:	95344342								
	93894	08/28/17	149984		193158	P	09/19/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	131.96
	INVOICE:	95344341								
	93895	08/28/17	149985		193158	P	09/19/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	158.72
	INVOICE:	95344340								
	93896	08/22/17	149986		193157	P	09/19/17	2015015 954005	LIB RSRCS-AUDIO VISUAL	15.98
	INVOICE:	95328482								
	93896	08/22/17	149986		193157	P	09/19/17	2015013 951100	LIBRARY SUPPLIES	3.30
	INVOICE:	95328482								
	93897	08/21/17	149987		193157	P	09/19/17	2015015 954005	LIB RSRCS-AUDIO VISUAL	11.99
	INVOICE:	95326529								
	93898	08/28/17	149988		193158	P	09/19/17	2015015 954005	LIB RSRCS-AUDIO VISUAL	56.75
	INVOICE:	95337869								
	93898	08/28/17	149988		193158	P	09/19/17	2015013 951100	LIBRARY SUPPLIES	8.45
	INVOICE:	95337869								
	93899	08/28/17	149989		193157	P	09/19/17	2015015 954005	LIB RSRCS-AUDIO VISUAL	31.98
	INVOICE:	95337868								
	93899	08/28/17	149989		193157	P	09/19/17	2015013 951100	LIBRARY SUPPLIES	3.70
	INVOICE:	95337868								
	93900	08/28/17	149990		193157	P	09/19/17	2015015 954005	LIB RSRCS-AUDIO VISUAL	7.99
	INVOICE:	95337867								
	93900	08/28/17	149990		193157	P	09/19/17	2015013 951100	LIBRARY SUPPLIES	1.65
	INVOICE:	95337867								
	93901	08/28/17	149991		193158	P	09/19/17	2015015 954005	LIB RSRCS-AUDIO VISUAL	174.32
	INVOICE:	95337866								
	93901	08/28/17	149991		193158	P	09/19/17	2015013 951100	LIBRARY SUPPLIES	13.20
	INVOICE:	95337866								
	93902	08/28/17	149992		193158	P	09/19/17	2015015 954005	LIB RSRCS-AUDIO VISUAL	129.54
	INVOICE:	95337865								
	93902	08/28/17	149992		193158	P	09/19/17	2015013 951100	LIBRARY SUPPLIES	9.90
	INVOICE:	95337865								
	93903	08/28/17	149993		193158	P	09/19/17	2015015 954005	LIB RSRCS-AUDIO VISUAL	71.97
	INVOICE:	95337863								
	93903	08/28/17	149993		193158	P	09/19/17	2015013 951100	LIBRARY SUPPLIES	4.95
	INVOICE:	95337863								
	93904	08/25/17	149994		193157	P	09/19/17	2015015 954005	LIB RSRCS-AUDIO VISUAL	31.97
	INVOICE:	95340168								
	93904	08/25/17	149994		193157	P	09/19/17	2015013 951100	LIBRARY SUPPLIES	4.95
	INVOICE:	95340168								
	93905	08/25/17	149995		193158	P	09/19/17	2015015 954005	LIB RSRCS-AUDIO VISUAL	110.72
	INVOICE:	95340167								
	93905	08/25/17	149995		193158	P	09/19/17	2015013 951100	LIBRARY SUPPLIES	15.15
	INVOICE:	95340167								
	93906	08/25/17	149996		193157	P	09/19/17	2015015 954005	LIB RSRCS-AUDIO VISUAL	36.76
	INVOICE:	95340166								
	93906	08/25/17	149996		193157	P	09/19/17	2015013 951100	LIBRARY SUPPLIES	6.60
	INVOICE:	95340166								
	93907	08/21/17	149997		193157	P	09/19/17	2015015 954004	LIB RSRCS-RECORDING	40.77

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VENDOR NAME

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INVOICE: 95326552									
VENDOR TOTALS		32,582.27 YTD INVOICED			37,593.74 YTD PAID			3,536.54	
3715 NILES PUBLIC LIBRARY									
93908	08/29/17	149998		193160	P	09/19/17	201 877500	COLLECTION AGENCY-MISC	19.99
INVOICE: ADM0913175									
VENDOR TOTALS		98.83 YTD INVOICED			98.83 YTD PAID			19.99	
924 OVERDRIVE INC									
93909	08/22/17	149999		193161	P	09/19/17	602 430819	NO. SUB. DIGITAL CONSORTI	147.98
INVOICE: 00751DA17019398									
93910	08/25/17	150000		193161	P	09/19/17	602 430819	NO. SUB. DIGITAL CONSORTI	25.95
INVOICE: 00751DA17021880									
93911	09/01/17	150001		193161	P	09/19/17	602 430819	NO. SUB. DIGITAL CONSORTI	1,000.00
INVOICE: H0044392									
93912	08/29/17	150002		193161	P	09/19/17	602 430819	NO. SUB. DIGITAL CONSORTI	75.99
INVOICE: 00751DA17023477									
93913	08/24/17	150003		193161	P	09/19/17	602 430819	NO. SUB. DIGITAL CONSORTI	594.90
INVOICE: 00751CO17022754									
93914	09/13/17	150004		193161	P	09/19/17	602 430819	NO. SUB. DIGITAL CONSORTI	9.99
INVOICE: 0751000057737021617									
93915	09/13/17	150005		193161	P	09/19/17	602 430819	NO. SUB. DIGITAL CONSORTI	2,052.76
INVOICE: 0751200813237042317									
VENDOR TOTALS		70,128.33 YTD INVOICED			70,128.33 YTD PAID			3,907.57	
3949 PARK RIDGE LIONS CLUB									
93916	09/13/17	150006		193162	P	09/19/17	2015011 932400	LIB MEMBER DUES	175.00
INVOICE: ADM0913176									
VENDOR TOTALS		175.00 YTD INVOICED			175.00 YTD PAID			175.00	
5923 PENGUIN RANDOM HOUSE LLC									
93917	08/18/17	150007		193163	P	09/19/17	2015017 954004	LIB RSRCS-RECORDING	67.50
INVOICE: 1083509541									
93918	08/24/17	150008		193163	P	09/19/17	2015017 954004	LIB RSRCS-RECORDING	93.75
INVOICE: 1083685125									
VENDOR TOTALS		1,010.25 YTD INVOICED			1,205.25 YTD PAID			161.25	
229 PITNEY BOWES INC									
93919	08/22/17	150009		193164	P	09/19/17	2015011 935102	EQPT RNTL-POSTAGE MACHINE	444.18
INVOICE: 3101502039									
VENDOR TOTALS		888.36 YTD INVOICED			888.36 YTD PAID			444.18	
92 LORI L PRESTON									
93920	08/29/17	150010		193165	P	09/19/17	2015011 933800	CONFERENCES & TRAINING	30.58
INVOICE: ADM0913177									

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DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
93920	08/29/17	150010		193165	P	09/19/17	2015014 954003	LIB RSRCS--PERIODICALS	7.99
INVOICE: ADM0913177									
VENDOR TOTALS			82.63	YTD INVOICED		82.63		YTD PAID	38.57
6564 PURE HEALTH SOLUTIONS INC									
93921	08/28/17	150011		193166	P	09/19/17	2015012 952100	BUILDING SUPPLIES	63.75
INVOICE: 7677251									
VENDOR TOTALS			318.75	YTD INVOICED		318.75		YTD PAID	63.75
68595 RECORDED BOOKS INC									
93922	09/01/17	150012		193167	P	09/19/17	2015017 954004	LIB RSRCS-RECORDING	18.00
INVOICE: 75589132									
93923	08/29/17	150013		193167	P	09/19/17	2015017 954004	LIB RSRCS-RECORDING	40.50
INVOICE: 75587040									
VENDOR TOTALS			1,021.60	YTD INVOICED		1,080.98		YTD PAID	58.50
6880 ROBBINS SCHWARTZ									
93924	08/18/17	150014		193168	P	09/19/17	2015011 942500	SPECIAL COUNSEL	4,335.00
INVOICE: 276298									
VENDOR TOTALS			19,380.68	YTD INVOICED		19,380.68		YTD PAID	4,335.00
303182 SCHOLASTIC LIBRARY PUBLISHING									
93925	08/29/17	150015		193169	P	09/19/17	2015015 954002	LIB RSRCS-CHILDREN BOOKS	130.00
INVOICE: 15592575									
VENDOR TOTALS			130.00	YTD INVOICED		130.00		YTD PAID	130.00
102551 CACINI INC									
93926	08/22/17	150016		193170	P	09/19/17	2015211 936000	PUBLIC RELATIONS	240.00
INVOICE: 38726									
93927	08/30/17	150017		193170	P	09/19/17	2015011 936000	PUBLIC RELATIONS	251.60
INVOICE: 38744									
93927	08/30/17	150017		193170	P	09/19/17	2015015 938506	GNL CNTRL SVC/PROGRAM	251.60
INVOICE: 38744									
VENDOR TOTALS			1,610.70	YTD INVOICED		2,299.44		YTD PAID	743.20
102805 STATE CHEMICAL MANUFACTURING CO									
93929	09/08/17	150019		193171	P	09/19/17	2015012 952100	BUILDING SUPPLIES	759.70
INVOICE: 900168932									
VENDOR TOTALS			759.70	YTD INVOICED		759.70		YTD PAID	759.70
6343 STUDIO GC INC									
93928	07/24/17	150018		193172	P	09/19/17	2015012 996300	BUILDING REPAIRS	32,531.41
INVOICE: 16085A06									

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VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
VENDOR TOTALS										32,531.41 YTD INVOICED
										32,531.41 YTD PAID
										32,531.41
6493 SUN AND MOON YOGA										
93930		08/08/17	150020		193173	P	09/19/17	2015017 938506	GNL CNTRL SVC/PROGRAM	150.00
										INVOICE: ADM091417
VENDOR TOTALS										450.00 YTD INVOICED
										450.00 YTD PAID
										150.00
3247 EDWARD A TIDD										
93931		08/31/17	150021		193174	P	09/19/17	2015011 938502	GNL CNTRL SVC/POSTAGE	6.65
										INVOICE: ADM0914172
VENDOR TOTALS										160.59 YTD INVOICED
										160.59 YTD PAID
										6.65
300439 TODAY S BUSINESS SOLUTIONS										
93932		09/14/17	150022		193175	P	09/19/17	2015011 938501	GNL CNTRL SVC/TELEPHONE	40.00
										INVOICE: 04101715
VENDOR TOTALS										874.52 YTD INVOICED
										2,983.32 YTD PAID
										40.00
6965 TREND GRAPHICS										
93933		09/01/17	150023		193176	P	09/19/17	2015011 936001	PUBLIC RELATIONS NEWSLETT	2,164.00
										INVOICE: 14717
VENDOR TOTALS										2,164.00 YTD INVOICED
										2,164.00 YTD PAID
										2,164.00
303348 THE UPS STORE 1573										
93935		08/31/17	150025		193177	P	09/19/17	2015011 938502	GNL CNTRL SVC/POSTAGE	20.40
										INVOICE: 6302
VENDOR TOTALS										65.28 YTD INVOICED
										100.16 YTD PAID
										20.40
300318 UNITED STATES POSTAL SERVICE										
93934		08/20/17	150024		193178	P	09/19/17	2015011 938502	GNL CNTRL SVC/POSTAGE	225.00
										INVOICE: ADM0914173
VENDOR TOTALS										21,961.49 YTD INVOICED
										24,573.25 YTD PAID
										225.00
4402 VERIFY										
93936		08/20/17	150026		193179	P	09/19/17	2015011 933100	LIB RECRUIT & TESTING	16.00
										INVOICE: 1171385
VENDOR TOTALS										1,725.60 YTD INVOICED
										1,801.60 YTD PAID
										16.00
2193 VERIZON WIRELESS										
93937		09/01/17	150027		193180	P	09/19/17	2015011 938501	GNL CNTRL SVC/TELEPHONE	71.36
										INVOICE: 9791918449
VENDOR TOTALS										11,349.29 YTD INVOICED
										11,349.29 YTD PAID
										71.36

WARRANT: L091617

TO FISCAL 2018/05 05/01/2017 TO 04/30/2018

VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
300800 WAREHOUSE DIRECT INC										
	93938	08/25/17	150028		193181	P	09/19/17	2015014 951100	LIBRARY SUPPLIES	32.09
	INVOICE: 35974960									
	93939	09/08/17	150029		193181	P	09/19/17	2015011 951002	OFF SPLS--OTHER SUPPLIES	14.08
	INVOICE: 36134820									
	93939	09/08/17	150029		193181	P	09/19/17	2015012 932103	BLDG MNT CNTR-GENL MAINT	228.63
	INVOICE: 36134820									
	93939	09/08/17	150029		193181	P	09/19/17	2015015 951100	LIBRARY SUPPLIES	58.77
	INVOICE: 36134820									
	93939	09/08/17	150029		193181	P	09/19/17	2015011 951100	LIBRARY SUPPLIES	204.80
	INVOICE: 36134820									
	93940	08/31/17	150030		193181	P	09/19/17	2015012 952100	BUILDING SUPPLIES	545.03
	INVOICE: 36041820									
	93941	09/08/17	150031		193181	P	09/19/17	2015012 952100	BUILDING SUPPLIES	509.40
	INVOICE: 36121390									
VENDOR TOTALS			5,317.86	YTD INVOICED				6,553.69	YTD PAID	1,592.80
85957 WESTON WOODS										
	93943	08/29/17	150033		193182	P	09/19/17	2015015 954004	LIB RSRCS-RECORDING	29.95
	INVOICE: 15591119									
VENDOR TOTALS			108.80	YTD INVOICED				248.54	YTD PAID	29.95
4803 WIDE OPEN WEST										
	93942	08/29/17	150032		193183	P	09/19/17	2015011 938503	GNL CNTRL SVC-INTERNET	804.99
	INVOICE: ADM0914174									
VENDOR TOTALS			29,620.66	YTD INVOICED				29,620.66	YTD PAID	804.99
									REPORT TOTALS	89,202.28

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	48	89,202.28

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

**City of Park Ridge, IL
Warrant List Fund Totals
09/16/2017**

Fund	Description	Amount
201	Library Fund	\$85,054.71
201	Grant Fund	\$240.00
553	Library Technology Replacement	\$0.00
602	North Suburban Digital Consortium	\$3,907.57
201	Library Restricted Fund	\$0.00
<hr/>		
	Report Total	\$89,202.28

WARRANT: L093017

TO FISCAL 2018/05 05/01/2017 TO 04/30/2018

VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
6982 ABDO SPOTLIGHT MAGIC WAGON	94125	09/01/17	150215		193323	P	09/29/17	2015015 954002	LIB RSRCS-CHILDREN BOOKS	929.85
	INVOICE: 214343									
VENDOR TOTALS				929.85 YTD INVOICED				929.85 YTD PAID		929.85
1136 ADVOCATE OCCUPATIONAL HEALTH NILES	94126	08/17/17	150216		193324	P	09/29/17	2015011 933100	LIB RECRUIT & TESTING	56.00
	INVOICE: 665994									
VENDOR TOTALS				4,724.25 YTD INVOICED				5,469.00 YTD PAID		56.00
5354 AMAZON COM CREDIT SERVICES	94127	09/05/17	150217		193325	P	09/29/17	2015012 932103	BLDG MNT CNTR-GENL MAINT	56.13
	INVOICE: 143957581378									
	94128	09/01/17	150218		193326	P	09/29/17	2015012 952100	BUILDING SUPPLIES	114.69
	INVOICE: 060902633190									
	94129	09/07/17	150219		193326	P	09/29/17	2015012 952100	BUILDING SUPPLIES	57.50
	INVOICE: 298407299347									
	94130	09/05/17	150220		193325	P	09/29/17	2015012 932103	BLDG MNT CNTR-GENL MAINT	6.99
	INVOICE: 272061586704									
	94131	09/05/17	150221		193325	P	09/29/17	2015012 932103	BLDG MNT CNTR-GENL MAINT	18.88
	INVOICE: 031698815687									
	94132	09/05/17	150222		193325	P	09/29/17	2015012 932103	BLDG MNT CNTR-GENL MAINT	17.95
	INVOICE: 272694256709									
	94133	09/17/17	150223		193326	P	09/29/17	2015017 954013	LIB RSRCS-YA GAMES	89.25
	INVOICE: 149877038526									
	94134	09/13/17	150224		193325	P	09/29/17	2015014 954001	LIB RSRCS--ADULT BOOKS	22.15
	INVOICE: 217807209392									
	94135	09/16/17	150225		193325	P	09/29/17	2015014 954001	LIB RSRCS--ADULT BOOKS	21.95
	INVOICE: 045088789609									
	94136	09/13/17	150226		193325	P	09/29/17	2015014 954001	LIB RSRCS--ADULT BOOKS	54.95
	INVOICE: 045082182372									
	94137	09/13/17	150227		193325	P	09/29/17	2015014 954001	LIB RSRCS--ADULT BOOKS	25.44
	INVOICE: 272314505927									
	94138	09/13/17	150228		193326	P	09/29/17	2015014 954001	LIB RSRCS--ADULT BOOKS	95.57
	INVOICE: 118384660738									
	94139	09/11/17	150229		193325	P	09/29/17	2015015 954002	LIB RSRCS-CHILDREN BOOKS	15.43
	INVOICE: 157738799563									
	94140	09/11/17	150230		193326	P	09/29/17	2015015 954002	LIB RSRCS-CHILDREN BOOKS	111.87
	INVOICE: 250676784393									
	94141	09/19/17	150231		193325	P	09/29/17	2015015 954004	LIB RSRCS-RECORDING	53.77
	INVOICE: 226375080072									
	94142	09/11/17	150232		193325	P	09/29/17	2015015 954002	LIB RSRCS-CHILDREN BOOKS	15.69
	INVOICE: 189661046718									
	94143	09/12/17	150233		193325	P	09/29/17	2015017 954001	LIB RSRCS--ADULT BOOKS	30.09
	INVOICE: 167740039880									
	94144	09/13/17	150234		193325	P	09/29/17	2015017 954001	LIB RSRCS--ADULT BOOKS	26.23
	INVOICE: 170465702832									
	94145	09/13/17	150235		193325	P	09/29/17	2015015 938506	GNL CNTRL SVC/PROGRAM	6.80
	INVOICE: 034121690137									

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TO FISCAL 2018/05 05/01/2017 TO 04/30/2018

VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
	94146	09/11/17	150236		193326	P	09/29/17	2015015 938506	GNL CNTRL SVC/PROGRAM	56.97
	INVOICE:	038063537468								
	94146	09/11/17	150236		193326	P	09/29/17	2015015 951100	LIBRARY SUPPLIES	39.90
	INVOICE:	038063537468								
	94146	09/11/17	150236		193326	P	09/29/17	2015015 954008	LIB RSRCS-MISCELLANEOUS	89.04
	INVOICE:	038063537468								
	94147	09/06/17	150237		193325	P	09/29/17	2015015 951100	LIBRARY SUPPLIES	20.99
	INVOICE:	116854541300								
	94148	08/25/17	150238		193326	P	09/29/17	2015015 954008	LIB RSRCS-MISCELLANEOUS	89.86
	INVOICE:	115935112133								
	94149	08/02/17	150239		193326	P	09/29/17	2015016 951100	LIBRARY SUPPLIES	44.99
	INVOICE:	145075530420								
	94149	08/02/17	150239		193326	P	09/29/17	2015011 951002	OFF SPLS--OTHER SUPPLIES	28.87
	INVOICE:	145075530420								
	94150	09/11/17	150240		193325	P	09/29/17	2015015 954010	LIB RSRCS-CD ROM	32.01
	INVOICE:	202712951073								
	94151	07/26/17	150241		193326	P	09/29/17	2015014 954001	LIB RSRCS--ADULT BOOKS	81.26
	INVOICE:	069735240770								
	94152	08/02/17	150242		193325	P	09/29/17	2015011 951002	OFF SPLS--OTHER SUPPLIES	13.90
	INVOICE:	145075132123								
	94153	08/03/17	150243		193325	P	09/29/17	2015011 951003	OFF SPLS FURNISHINGS	-1.00
	INVOICE:	070516908386								
	94154	09/06/17	150244		193326	P	09/29/17	2015011 936000	PUBLIC RELATIONS	128.22
	INVOICE:	238229852615								
	94155	08/26/17	150245		193326	P	09/29/17	2015011 936000	PUBLIC RELATIONS	150.49
	INVOICE:	021970047686								
	94156	08/02/17	150246		193325	P	09/29/17	2015011 951002	OFF SPLS--OTHER SUPPLIES	11.99
	INVOICE:	252126766783								
	94157	09/06/17	150247		193325	P	09/29/17	2015011 951002	OFF SPLS--OTHER SUPPLIES	36.00
	INVOICE:	079013872234								
	94158	08/02/17	150248		193326	P	09/29/17	2015011 951003	OFF SPLS FURNISHINGS	333.87
	INVOICE:	101579552507								
	94265	08/05/17	150355		1375	M	09/29/17	2015111 952000	MATERIALS	59.95
	INVOICE:	186074333506								
VENDOR TOTALS				10,223.30		YTD INVOICED		14,140.34	YTD PAID	2,058.64
800 AMERICAN EAGLE COM										
	94159	09/20/17	150249		193327	P	09/29/17	2015011 931700	LIB DATA PROC SV	150.00
	INVOICE:	255280								
VENDOR TOTALS				3,500.00		YTD INVOICED		3,750.00	YTD PAID	150.00
4193 ATOMATIC MECHANICAL SERVICES INC										
	94160	09/19/17	150250		193328	P	09/29/17	2015012 932105	BLDG MNT CNTR-HVAC EQUIP	500.00
	INVOICE:	SRV1713563								
	94161	09/19/17	150251		193328	P	09/29/17	2015012 932105	BLDG MNT CNTR-HVAC EQUIP	450.00
	INVOICE:	SRV1713564								
VENDOR TOTALS				8,839.43		YTD INVOICED		8,839.43	YTD PAID	950.00

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TO FISCAL 2018/05 05/01/2017 TO 04/30/2018

VENDOR NAME

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

101735 AUDIO EDITIONS									
94162	09/07/17	150252		193329	P	09/29/17	2015017 954004	LIB RSRCS-RECORDING	127.99
INVOICE: 1646186									
94162	09/07/17	150252		193329	P	09/29/17	2015013 951100	LIBRARY SUPPLIES	25.44
INVOICE: 1646186									
VENDOR TOTALS		2,679.76 YTD INVOICED			2,768.94 YTD PAID			153.43	
101020 BAKER AND TAYLOR BOOKS									
94115	08/15/17	150205		193330	P	09/29/17	2015017 954001	LIB RSRCS--ADULT BOOKS	- .65
INVOICE: 003000742									
94116	08/15/17	150206		193330	P	09/29/17	2015013 951100	LIBRARY SUPPLIES	183.63
INVOICE: TS092117									
94117	09/21/17	150207		193330	P	09/29/17	2015017 954001	LIB RSRCS--ADULT BOOKS	2,089.70
INVOICE: RS092117									
94118	09/21/17	150208		193330	P	09/29/17	2015017 954001	LIB RSRCS--ADULT BOOKS	106.89
INVOICE: RS0921172									
94119	09/21/17	150209		193330	P	09/29/17	2015014 954001	LIB RSRCS--ADULT BOOKS	3,066.54
INVOICE: REF092117									
94120	09/21/17	150210		193330	P	09/29/17	2015014 954001	LIB RSRCS--ADULT BOOKS	417.84
INVOICE: REF0921172									
94121	09/21/17	150211		193330	P	09/29/17	2015017 954010	LIB RSRCS-CD ROM	983.11
INVOICE: YA092117									
94122	09/21/17	150212		193330	P	09/29/17	2015017 954010	LIB RSRCS-CD ROM	486.10
INVOICE: YA0921172									
94123	09/21/17	150213		193330	P	09/29/17	2015015 954002	LIB RSRCS-CHILDREN BOOKS	1,881.25
INVOICE: CS092117									
94124	09/21/17	150214		193330	P	09/29/17	2015015 954002	LIB RSRCS-CHILDREN BOOKS	3,186.29
INVOICE: CS0921172									
94272	09/25/17	150362		193330	P	09/29/17	2015014 954001	LIB RSRCS--ADULT BOOKS	2,085.57
INVOICE: REF092517									
94274	09/25/17	150364		193330	P	09/29/17	2015015 954002	LIB RSRCS-CHILDREN BOOKS	1,208.10
INVOICE: CS092517									
94276	09/25/17	150366		193330	P	09/29/17	2015017 954001	LIB RSRCS--ADULT BOOKS	2,006.32
INVOICE: RS092517									
94279	09/25/17	150369		193330	P	09/29/17	2015017 954010	LIB RSRCS-CD ROM	96.08
INVOICE: YA092517									
94280	09/25/17	150370		193330	P	09/29/17	2015013 951100	LIBRARY SUPPLIES	101.14
INVOICE: TS092517									
VENDOR TOTALS		99,251.64 YTD INVOICED			112,085.08 YTD PAID			17,897.91	
6983 LAUREN BOCHAT									
94163	09/18/17	150253		193331	P	09/29/17	2015011 933800	CONFERENCES & TRAINING	26.54
INVOICE: ADM092217									
VENDOR TOTALS		26.54 YTD INVOICED			26.54 YTD PAID			26.54	
4756 CALL ONE									
94164	09/15/17	150254		193332	P	09/29/17	2015011 938501	GNL CNTRL SVC/TELEPHONE	575.98
INVOICE: ADM0922172									

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TO FISCAL 2018/05 05/01/2017 TO 04/30/2018

VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
VENDOR TOTALS		2,817.24 YTD INVOICED			2,817.24 YTD PAID					575.98
303044 CENTER POINT PUBLISHING	94165	09/06/17	150255		193333	P	09/29/17	2015017 954001	LIB RSRCS--ADULT BOOKS	81.11
	INVOICE: 1512093									
VENDOR TOTALS		346.81 YTD INVOICED			346.81 YTD PAID					81.11
6984 ACCOUNTING RESEARCH & ANALYTICS LLC	94428	09/13/17	150519		193334	P	09/29/17	2015014 954001	LIB RSRCS--ADULT BOOKS	200.00
	INVOICE: INV103392									
VENDOR TOTALS		200.00 YTD INVOICED			200.00 YTD PAID					200.00
5814 CHASE	94430	09/12/17	150521		193335	P	09/29/17	2015211 936000	PUBLIC RELATIONS	141.65
	INVOICE: ADM092817									
	94430	09/12/17	150521		193335	P	09/29/17	2015011 931700	LIB DATA PROC SV	29.99
	INVOICE: ADM092817									
	94430	09/12/17	150521		193335	P	09/29/17	2015011 933800	CONFERENCES & TRAINING	15.00
	INVOICE: ADM092817									
	94430	09/12/17	150521		193335	P	09/29/17	2015011 951002	OFF SPLS--OTHER SUPPLIES	492.72
	INVOICE: ADM092817									
	94430	09/12/17	150521		193335	P	09/29/17	2015014 954003	LIB RSRCS--PERIODICALS	666.88
	INVOICE: ADM092817									
	94430	09/12/17	150521		193335	P	09/29/17	2015015 938506	GNL CNTRL SVC/PROGRAM	34.33
	INVOICE: ADM092817									
	94430	09/12/17	150521		193335	P	09/29/17	2015015 954008	LIB RSRCS-MISCELLANEOUS	25.00
	INVOICE: ADM092817									
	94430	09/12/17	150521		193335	P	09/29/17	2015017 938507	GNL CNTRL SVC/YA PROGRAMS	185.18
	INVOICE: ADM092817									
	94430	09/12/17	150521		193335	P	09/29/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	46.98
	INVOICE: ADM092817									
VENDOR TOTALS		5,119.74 YTD INVOICED			6,317.94 YTD PAID					1,637.73
55134 COOPERATIVE COMPUTER	94167	09/15/17	150257		193336	P	09/29/17	2015016 931701	DATA PROCESSING/CLSI	6,409.51
	INVOICE: 797									
	94168	09/15/17	150258		193336	P	09/29/17	2015013 931702	DATA PROCESSING/OCLC	826.55
	INVOICE: 798									
VENDOR TOTALS		36,284.17 YTD INVOICED			36,284.17 YTD PAID					7,236.06
6390 ANASTASIA DASKALOS	94169	09/18/17	150259		193337	P	09/29/17	2015011 933800	CONFERENCES & TRAINING	58.41
	INVOICE: ADM0922173									
VENDOR TOTALS		116.08 YTD INVOICED			116.08 YTD PAID					58.41

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TO FISCAL 2018/05 05/01/2017 TO 04/30/2018

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

19972 DEMCO INC										
	94170	09/07/17	150260		193338	P	09/29/17	2015013 951100	LIBRARY SUPPLIES	707.08
	INVOICE:	6204431								
	94171	09/06/17	150261		193338	P	09/29/17	2015013 951100	LIBRARY SUPPLIES	924.31
	INVOICE:	6202980								
	94172	08/03/17	150262		193338	P	09/29/17	2015015 951100	LIBRARY SUPPLIES	26.73
	INVOICE:	6181287								
	94172	08/03/17	150262		193338	P	09/29/17	2015017 951100	LIBRARY SUPPLIES	147.01
	INVOICE:	6181287								
VENDOR TOTALS			5,631.17	YTD INVOICED				7,380.27	YTD PAID	1,805.13
4299 EVANSTON PUBLIC LIBRARY										
	94174	09/13/17	150264		193339	P	09/29/17	201 877500	COLLECTION AGENCY-MISC	19.00
	INVOICE:	ADM0922174								
VENDOR TOTALS			63.95	YTD INVOICED				63.95	YTD PAID	19.00
3545 FINDAWAY WORLD LLC										
	94175	09/20/17	150265		193340	P	09/29/17	2015017 954004	LIB RSRCS-RECORDING	332.72
	INVOICE:	229306								
VENDOR TOTALS			6,427.39	YTD INVOICED				8,085.30	YTD PAID	332.72
5535 FOREST SECURITY										
	94176	09/15/17	150266		193341	P	09/29/17	2015012 932103	BLDG MNT CNTR-GENL MAINT	172.35
	INVOICE:	62825								
VENDOR TOTALS			1,502.70	YTD INVOICED				3,447.20	YTD PAID	172.35
300553 GALE GROUP										
	94177	09/13/17	150267		193342	P	09/29/17	2015017 954001	LIB RSRCS--ADULT BOOKS	77.99
	INVOICE:	61762378								
	94179	09/08/17	150269		193342	P	09/29/17	2015017 954001	LIB RSRCS--ADULT BOOKS	21.99
	INVOICE:	61643908								
	94180	09/07/17	150270		193342	P	09/29/17	2015017 954001	LIB RSRCS--ADULT BOOKS	83.97
	INVOICE:	61617725								
VENDOR TOTALS			37,853.38	YTD INVOICED				58,107.09	YTD PAID	183.95
5041 HARMONIOUS HORIZONS										
	94181	08/21/17	150271		193343	P	09/29/17	2015015 938506	GNL CNTRL SVC/PROGRAM	100.00
	INVOICE:	ADM0922175								
VENDOR TOTALS			200.00	YTD INVOICED				200.00	YTD PAID	100.00
4516 IHLS OCLC										
	94182	09/07/17	150272		193344	P	09/29/17	602 430819	NO. SUB. DIGITAL CONSORTI	102.00
	INVOICE:	14899								

WARRANT: L093017

TO FISCAL 2018/05 05/01/2017 TO 04/30/2018

VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION		
VENDOR TOTALS								552.00 YTD INVOICED		552.00 YTD PAID	102.00
101811 JANWAY COMPANY USA INC											
	94183	09/08/17	150273		193345	P	09/29/17	2015015 951100	LIBRARY SUPPLIES		1,857.90
	INVOICE: 127033										
VENDOR TOTALS								1,857.90 YTD INVOICED		1,857.90 YTD PAID	1,857.90
42242 GRETCHEN KOTTKAMP											
	94184	09/15/17	150274		193346	P	09/29/17	2015011 933800	CONFERENCES & TRAINING		4.17
	INVOICE: ADM0922176										
VENDOR TOTALS								252.90 YTD INVOICED		252.90 YTD PAID	4.17
101892 MIDWEST TAPE											
	94185	09/18/17	150275		193347	P	09/29/17	2015015 954004	LIB RSRCS-RECORDING		27.18
	INVOICE: 95406119										
	94186	09/18/17	150276		193347	P	09/29/17	2015015 954004	LIB RSRCS-RECORDING		29.95
	INVOICE: 95406260										
	94187	09/18/17	150277		193347	P	09/29/17	2015015 954004	LIB RSRCS-RECORDING		35.18
	INVOICE: 95406262										
	94188	09/20/17	150278		193347	P	09/29/17	2015015 954005	LIB RSRCS-AUDIO VISUAL		21.57
	INVOICE: 95415483										
	94188	09/20/17	150278		193347	P	09/29/17	2015013 951100	LIBRARY SUPPLIES		4.95
	INVOICE: 95415483										
	94189	09/20/17	150279		193348	P	09/29/17	2015015 954005	LIB RSRCS-AUDIO VISUAL		88.73
	INVOICE: 95415484										
	94189	09/20/17	150279		193348	P	09/29/17	2015013 951100	LIBRARY SUPPLIES		11.55
	INVOICE: 95415484										
	94190	09/18/17	150280		193348	P	09/29/17	2015017 954005	LIB RSRCS-AUDIO VISUAL		277.06
	INVOICE: 95406292										
	94191	09/18/17	150281		193347	P	09/29/17	2015017 954005	LIB RSRCS-AUDIO VISUAL		45.98
	INVOICE: 95406296										
	94192	09/18/17	150282		193347	P	09/29/17	2015017 954005	LIB RSRCS-AUDIO VISUAL		36.98
	INVOICE: 95406297										
	94193	09/18/17	150283		193348	P	09/29/17	2015017 954005	LIB RSRCS-AUDIO VISUAL		93.97
	INVOICE: 95406298										
	94194	09/18/17	150284		193347	P	09/29/17	2015017 954005	LIB RSRCS-AUDIO VISUAL		14.99
	INVOICE: 95406299										
	94195	09/18/17	150285		193347	P	09/29/17	2015017 954005	LIB RSRCS-AUDIO VISUAL		59.97
	INVOICE: 95406320										
	94196	09/18/17	150286		193347	P	09/29/17	2015017 954005	LIB RSRCS-AUDIO VISUAL		55.96
	INVOICE: 95406321										
	94197	09/18/17	150287		193348	P	09/29/17	2015017 954005	LIB RSRCS-AUDIO VISUAL		191.87
	INVOICE: 95406322										
	94198	09/13/17	150288		193347	P	09/29/17	2015017 954005	LIB RSRCS-AUDIO VISUAL		54.97
	INVOICE: 95392398										
	94199	09/13/17	150289		193348	P	09/29/17	2015017 954005	LIB RSRCS-AUDIO VISUAL		109.94
	INVOICE: 95392396										
	94200	09/18/17	150290		193347	P	09/29/17	2015017 954005	LIB RSRCS-AUDIO VISUAL		15.99

WARRANT: L093017

TO FISCAL 2018/05 05/01/2017 TO 04/30/2018

VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
	INVOICE:	95406294								
	94201	09/18/17	150291		193348	P	09/29/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	79.97
	INVOICE:	95406295								
	94202	09/12/17	150292		193347	P	09/29/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	7.99
	INVOICE:	95388963								
	94203	09/13/17	150293		193347	P	09/29/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	35.98
	INVOICE:	95393919								
	94204	09/12/17	150294		193348	P	09/29/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	99.96
	INVOICE:	95388961								
	94205	09/12/17	150295		193347	P	09/29/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	29.98
	INVOICE:	95388960								
	94206	09/12/17	150296		193347	P	09/29/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	45.98
	INVOICE:	95388838								
	94207	09/12/17	150297		193348	P	09/29/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	260.68
	INVOICE:	95388837								
	94208	09/12/17	150298		193347	P	09/29/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	73.16
	INVOICE:	95388839								
	94209	09/12/17	150299		193348	P	09/29/17	2015017 954005	LIB RSRCS-AUDIO VISUAL	155.92
	INVOICE:	95388964								
	94210	09/12/17	150300		193347	P	09/29/17	2015015 954005	LIB RSRCS-AUDIO VISUAL	15.99
	INVOICE:	95386640								
	94210	09/12/17	150300		193347	P	09/29/17	2015013 951100	LIBRARY SUPPLIES	1.65
	INVOICE:	95386640								
	94211	09/08/17	150301		193347	P	09/29/17	2015015 954005	LIB RSRCS-AUDIO VISUAL	29.99
	INVOICE:	95377958								
	94211	09/08/17	150301		193347	P	09/29/17	2015013 951100	LIBRARY SUPPLIES	1.65
	INVOICE:	95377958								
	94212	09/13/17	150302		193347	P	09/29/17	2015015 954005	LIB RSRCS-AUDIO VISUAL	11.99
	INVOICE:	95391794								
	94212	09/13/17	150302		193347	P	09/29/17	2015013 951100	LIBRARY SUPPLIES	1.65
	INVOICE:	95391794								
	94213	09/13/17	150303		193347	P	09/29/17	2015015 954005	LIB RSRCS-AUDIO VISUAL	33.54
	INVOICE:	95391795								
	94213	09/13/17	150303		193347	P	09/29/17	2015013 951100	LIBRARY SUPPLIES	9.90
	INVOICE:	95391795								
	94214	09/12/17	150304		193348	P	09/29/17	2015015 954005	LIB RSRCS-AUDIO VISUAL	101.12
	INVOICE:	95386641								
	94214	09/12/17	150304		193348	P	09/29/17	2015013 951100	LIBRARY SUPPLIES	13.20
	INVOICE:	95386641								
VENDOR TOTALS			34,769.36	YTD INVOICED				39,780.83	YTD PAID	2,187.09
57766 NICOR GAS										
	94215	09/12/17	150305		193349	P	09/29/17	2015012 955000	NATURAL GAS	135.98
	INVOICE:	ADM0922177								
VENDOR TOTALS			9,826.04	YTD INVOICED				13,925.23	YTD PAID	135.98
3715 NILES PUBLIC LIBRARY										
	94216	09/16/17	150306		193350	P	09/29/17	201 877500	COLLECTION AGENCY-MISC	32.99
	INVOICE:	ADM0922178								

WARRANT: L093017

TO FISCAL 2018/05 05/01/2017 TO 04/30/2018

VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
VENDOR TOTALS		131.82 YTD INVOICED			131.82 YTD PAID			32.99		
102220 OMNIGRAPHICS INC	94217	09/12/17	150307		193351	P	09/29/17	2015014 954001	LIB RSRCS--ADULT BOOKS	81.85
	INVOICE: 1086237344									
VENDOR TOTALS		409.25 YTD INVOICED			409.25 YTD PAID			81.85		
924 OVERDRIVE INC	94218	09/05/17	150308		193352	P	09/29/17	602 430819	NO. SUB. DIGITAL CONSORTI	196.39
	INVOICE: 00751DAL7027991									
	94219	09/03/17	150309		193352	P	09/29/17	602 430819	NO. SUB. DIGITAL CONSORTI	454.70
	INVOICE: 00751CO17026977									
	94220	09/03/17	150310		193352	P	09/29/17	602 430819	NO. SUB. DIGITAL CONSORTI	95.00
	INVOICE: 00751DAL7027003									
	94221	09/01/17	150311		193352	P	09/29/17	602 430819	NO. SUB. DIGITAL CONSORTI	1,732.26
	INVOICE: 00751CO17026498									
	94222	09/01/17	150312		193352	P	09/29/17	602 430819	NO. SUB. DIGITAL CONSORTI	989.87
	INVOICE: 00751CO17026477									
	94223	09/12/17	150313		193352	P	09/29/17	602 430819	NO. SUB. DIGITAL CONSORTI	65.00
	INVOICE: 00751DAL7032085									
VENDOR TOTALS		73,661.55 YTD INVOICED			73,661.55 YTD PAID			3,533.22		
62802 PARK RIDGE CHAMBER OF COMMERCE	94224	09/01/17	150314		193353	P	09/29/17	2015011 933800	CONFERENCES & TRAINING	30.00
	INVOICE: 6835									
	94225	09/11/17	150315		193353	P	09/29/17	2015011 936000	PUBLIC RELATIONS	30.00
	INVOICE: 6887									
VENDOR TOTALS		1,465.00 YTD INVOICED			1,495.00 YTD PAID			60.00		
300825 PARK RIDGE CIVIC ORCHESTRA	94226	09/22/17	150316		193355	P	09/29/17	2015011 936000	PUBLIC RELATIONS	300.00
	INVOICE: ADM0922179									
	94227	08/18/17	150317		193354	P	09/29/17	2015017 938506	GNL CNTRL SVC/PROGRAM	150.00
	INVOICE: ADM09221710									
VENDOR TOTALS		450.00 YTD INVOICED			450.00 YTD PAID			450.00		
5923 PENGUIN RANDOM HOUSE LLC	94228	09/08/17	150318		193356	P	09/29/17	2015017 954004	LIB RSRCS-RECORDING	22.50
	INVOICE: 1083826657									
	94229	09/01/17	150319		193356	P	09/29/17	2015017 954004	LIB RSRCS-RECORDING	97.50
	INVOICE: 1083718128									
VENDOR TOTALS		1,130.25 YTD INVOICED			1,325.25 YTD PAID			120.00		
4426 PROSPECT HEIGHTS LIBRARY	94230	09/16/17	150320		193357	P	09/29/17	201 877500	COLLECTION AGENCY-MISC	31.00

09/29/2017 11:30 |CITY OF PARK RIDGE
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TO FISCAL 2018/05 05/01/2017 TO 04/30/2018

VENDOR NAME

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

INVOICE: ADM09221711

VENDOR TOTALS 31.00 YTD INVOICED 31.00 YTD PAID 31.00

303473 RECORD INFORMATION SERVICES INC

94234 09/06/17 150324 193358 P 09/29/17 2015014 954010 LIB RSRCS-CD ROM 804.00

INVOICE: 43701

VENDOR TOTALS 804.00 YTD INVOICED 804.00 YTD PAID 804.00

68595 RECORDED BOOKS INC

94231 09/14/17 150321 193359 P 09/29/17 2015017 954004 LIB RSRCS-RECORDING 35.95

INVOICE: 75594214

94232 09/15/17 150322 193359 P 09/29/17 2015015 954004 LIB RSRCS-RECORDING 544.40

INVOICE: 75591875

94233 09/05/17 150323 193359 P 09/29/17 2015017 954004 LIB RSRCS-RECORDING 31.50

INVOICE: 75589868

VENDOR TOTALS 1,633.45 YTD INVOICED 1,692.83 YTD PAID 611.85

6880 ROBBINS SCHWARTZ

94235 09/14/17 150325 193360 P 09/29/17 2015011 942500 SPECIAL COUNSEL 624.39

INVOICE: 276748

VENDOR TOTALS 20,005.07 YTD INVOICED 20,005.07 YTD PAID 624.39

5003 UNIQUE MANAGEMENT SERVICES INC

94236 09/01/17 150326 193361 P 09/29/17 201 877500 COLLECTION AGENCY-MISC 71.60

INVOICE: 449933

VENDOR TOTALS 179.00 YTD INVOICED 205.85 YTD PAID 71.60

300800 WAREHOUSE DIRECT INC

94237 09/12/17 150327 193362 P 09/29/17 2015011 951001 OFF SPLS--PHOTOCOPY 678.00

INVOICE: 36151420

94238 09/11/17 150328 193362 P 09/29/17 2015011 951002 OFF SPLS--OTHER SUPPLIES 18.39

INVOICE: 36143190

94238 09/11/17 150328 193362 P 09/29/17 2015014 951100 LIBRARY SUPPLIES 13.30

INVOICE: 36143190

94238 09/11/17 150328 193362 P 09/29/17 2015015 951100 LIBRARY SUPPLIES 6.65

INVOICE: 36143190

94238 09/11/17 150328 193362 P 09/29/17 2015017 951100 LIBRARY SUPPLIES 13.30

INVOICE: 36143190

94239 09/13/17 150329 193362 P 09/29/17 2015011 951001 OFF SPLS--PHOTOCOPY 185.00

INVOICE: 36151421

VENDOR TOTALS 6,232.50 YTD INVOICED 7,468.33 YTD PAID 914.64

85957 WESTON WOODS

94240 09/11/17 150330 193363 P 09/29/17 2015015 954004 LIB RSRCS-RECORDING 29.95

INVOICE: 15661205

09/29/2017 11:30 |CITY OF PARK RIDGE
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WARRANT: L093017

TO FISCAL 2018/05 05/01/2017 TO 04/30/2018

VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
	94241	09/06/17	150331		193363	P	09/29/17	2015015 954004	LIB RSRCS-RECORDING	29.95
	INVOICE: 15635828									
VENDOR TOTALS				168.70	YTD INVOICED			308.44	YTD PAID	59.90
								REPORT TOTALS		46,307.39

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	41	46,247.44
TOTAL MANUAL CHECKS	1	59.95

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

**City of Park Ridge, IL
Warrant List Fund Totals
09/30/2017**

Fund	Description	Amount
201	Library Fund	\$42,470.57
201	Grant Fund	\$141.65
553	Library Technology Replacement	\$0.00
602	North Suburban Digital Consortium	\$3,635.22
201	Library Restricted Fund	\$59.95
<hr/>		
	Report Total	\$46,307.39

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

Budget	Description	Fund Balance
\$27,000.00	Digital Books, Magazines & Media	\$5,038.67
\$1,891.46	Marketing	\$988.26
\$28,891.46	TOTAL	\$6,026.93

PARK RIDGE PUBLIC LIBRARY
LIBRARY TECHNOLOGY FUND SUMMARY - FY18
September, 2017

Budget	Description	Date	Expenses Vendor	Amount Paid Expenditures	Receipts Interest	Balance
\$100,000.00	Previous Balance	4/30/2017	Prior Year Ending Balance			\$348,543.16
		5/1/2017	Transfer from Library Fund		\$100,000.00	\$448,543.16
		5/31/2017	Olea Kiosks, Inc.	\$4,057.20		\$444,485.96
		5/31/2017	Amazon.com	\$239.99		\$444,245.97
		5/31/2017	Interest		\$17.20	\$444,263.17
		6/16/2017	CVI	\$2,484.00		\$441,779.17
		6/30/2017	Interest		\$16.64	\$441,795.81
		7/16/2017	Bibliotecha	\$3,445.00		\$438,350.81
		8/15/2017	Bibliotecha	\$2,700.00		\$435,650.81
		8/15/2017	CompuType, Inc.	\$1,482.50		\$434,168.31
		8/31/2017	Interest		\$34.40	\$434,202.71
		9/30/2017	Interest		16.65	\$434,219.36
	Account Balance			\$14,408.69	\$100,084.89	
\$100,000.00	Total Capital Budget 2017/18					

PARK RIDGE PUBLIC LIBRARY
September, 2017

RESTRICTED/ENDOWMENT GIFT FUND

Balance 9/1/2017 - Liberty Bank	\$146,982.19	
Receipts	\$550.00	
Interest	\$2.34	
Expenditures	(\$59.95)	
Balance 9/30/2017		\$147,474.58

Restricted Gift Receipts:

Donation - Salita	\$125.00	
Donation - Buy A Brick- Baumann	\$250.00	
Donation - 21st Star Chapter DAR	\$100.00	
Donation - Buy A Brick	\$75.00	
Total	\$550.00	

Restricted Gift Expenditures:

Amazon.com	\$	59.95
Total	\$	59.95

Endowment Gift Receipts:

Total	\$0.00	
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Endowment Interest Expenditures:

Total	\$	0.00
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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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October 17, 2017

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

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

#1376 Baker & Taylor

\$290.87

\$290.87

Park Ridge Public Library
Year To Date Budget Report
9/30/2017

42% of Fiscal Year Completed

<u>Operating Budget</u>	<u>Budget</u>	<u>Monthly Expenditures</u>	<u>Year to Date Budget</u>	<u>Year To Date Expenditures</u>	<u>% of YTD Budget Expended</u>	<u>% of Total Budget Expended</u>
Salaries	\$ 2,376,726	\$ 236,242.89	\$ 990,381.72	\$ 933,458.77	94%	39%
Employee Benefits	\$ 383,046	\$ 31,920.51	\$ 159,615.27	\$ 160,601.55	101%	42%
Data Processing (1)	\$ 246,568	\$ 9,212.60	\$ 102,744.89	\$ 118,369.00	115%	48%
Building Maintenance	\$ 145,000	\$ 3,453.09	\$ 60,421.50	\$ 25,208.97	42%	17%
Membership Dues	\$ 5,000	\$ 175.00	\$ 2,083.50	\$ 1,737.00	83%	35%
Recruiting and Testing	\$ 2,500	\$ 72.00	\$ 1,041.75	\$ 336.00	32%	13%
Conferences and Training	\$ 20,000	\$ 172.94	\$ 8,334.00	\$ 1,646.01	20%	8%
Equipment Rental	\$ 21,100	\$ 444.18	\$ 8,792.37	\$ 2,368.36	27%	11%
Consulting Services	\$ 35,000	\$ -	\$ 14,584.50	\$ 6,033.88	41%	17%
Public Relations	\$ 29,000	\$ 3,044.29	\$ 12,084.30	\$ 11,783.72	98%	41%
Bank Service Charges	\$ 1,500	\$ 88.60	\$ 625.05	\$ 349.09	56%	23%
Insurance (2)	\$ 16,000	\$ -	\$ 6,667.20	\$ -	0%	0%
General Contractual	\$ 78,400	\$ 3,418.08	\$ 32,669.28	\$ 28,344.91	87%	36%
Special Counsel (3)	\$ 10,000	\$ 4,959.39	\$ 4,167.00	\$ 20,005.07	480%	200%
Office Supplies	\$ 25,000	\$ 1,953.82	\$ 10,417.50	\$ 4,462.33	43%	18%
Library Supplies (4)	\$ 100,200	\$ 5,043.93	\$ 41,753.34	\$ 53,365.84	128%	53%
Building Supplies	\$ 21,000	\$ 2,050.07	\$ 8,750.70	\$ 3,189.97	36%	15%
Library Resources	\$ 595,300	\$ 55,436.42	\$ 248,061.51	\$ 259,660.19	105%	44%
Heat	\$ 12,000	\$ 135.98	\$ 5,000.40	\$ 935.55	19%	8%
Total Operating Budget	\$ 4,123,340	\$ 357,823.79	\$ 1,718,195.78	\$ 1,631,846.21	95%	40%
				\$ -		
Capital Budget				\$ -		
Technology Replacement	\$ 100,000	\$ -	\$ 100,000.00	\$ 100,000.00	100%	100%
Motor Equipment	\$ 2,000	\$ -	\$ 2,000.00	\$ 2,000.00	100%	100%
Capital Projects	\$ 2,050,000	\$ 37,778.91	\$ 854,235.00	\$ 37,778.91	4%	2%
Total Capital Budget	\$ 2,152,000	\$ 37,778.91	\$ 956,235.00	\$ 139,778.91	15%	6%
				\$ -		
Total Budget	\$ 6,275,340	\$ 395,602.70	\$ 2,674,430.78	\$ 1,771,625.12	66%	28%

(1) Payment of quarterly fee for Managed IT Services through November, 2017

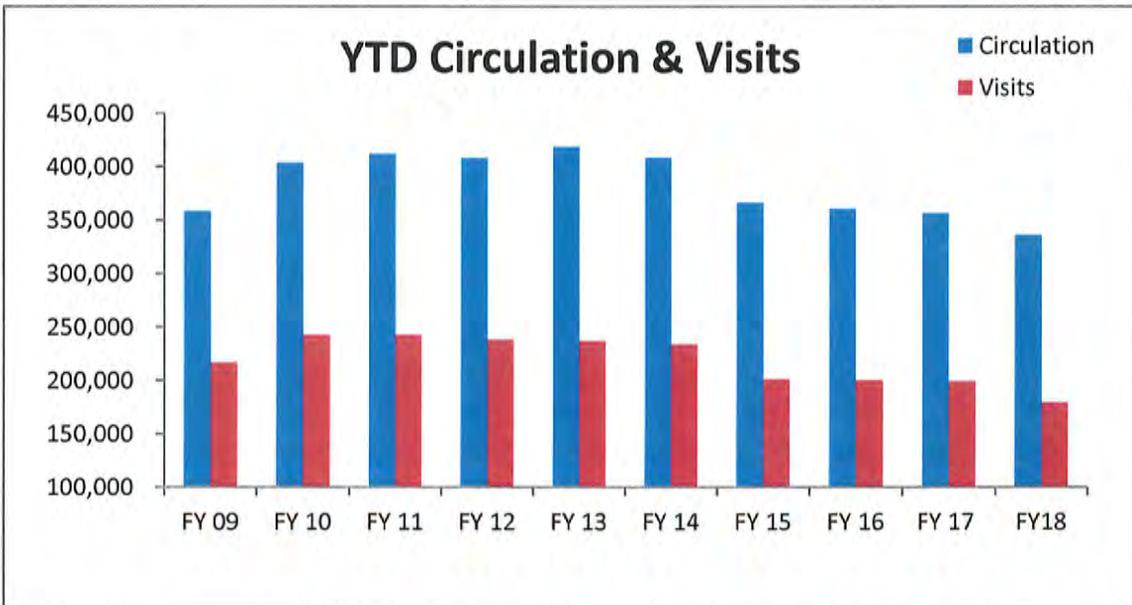
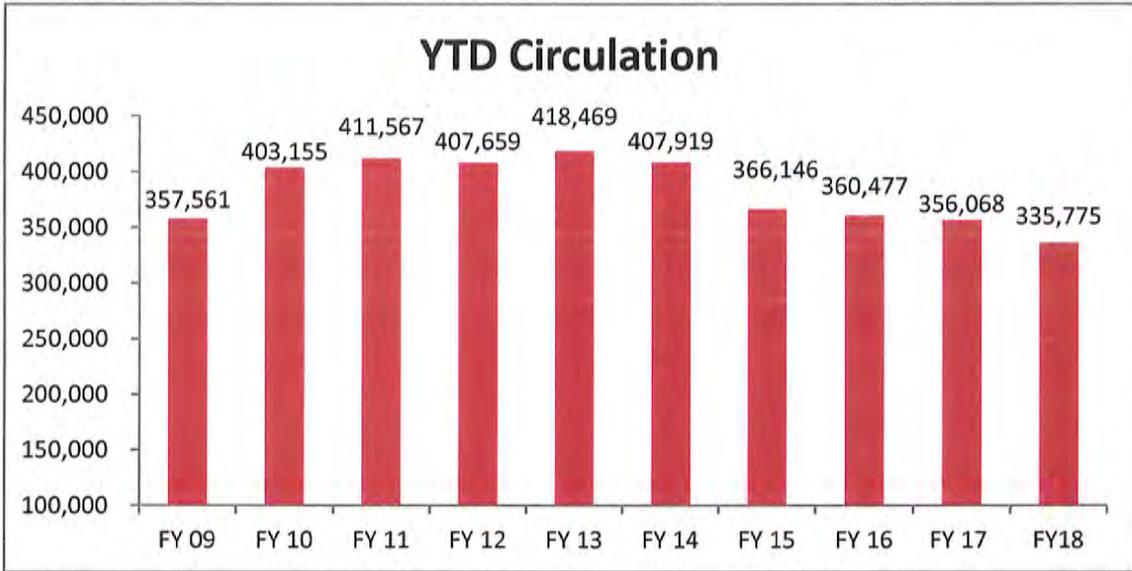
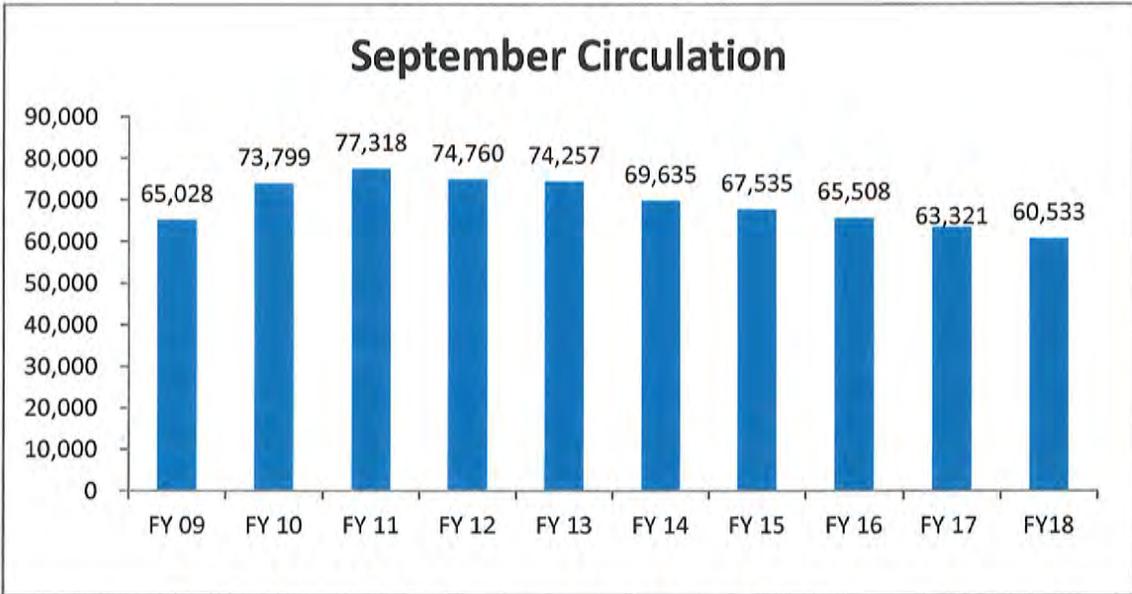
(2) Policy renewals occur later in fiscal year

(3) Fees for unanticipated requests for legal services

(4) \$41,435.00 for tagging supplies for RFID conversion

Park Ridge Public Library
 Fine Revenue History
 FYTD Through September

	FY17/18	FY16/17	FY15/16	FY14/15	FY13/14
Year to Date	\$ 30,672.91	\$28,800.70	\$34,154.15	\$34,541.81	\$38,815.00
% Incr/Dec	7%	-16%	-1%	-11%	-
\$ Inc/Dec	\$1,872.21	-\$5,353.45	-\$387.66	-\$4,273.19	-



**Park Ridge Public Library
BORROWER POPULATION/LIBRARY CARD REGISTRATION
SEPTEMBER, 2017**

	Cardholders 9/1/2017	New Residents September	New Non- Residents September	Cardholders 9/30/2017	Last Year 9/30/2016
Adult	19,296	178	1	19,475	19,188
Juvenile	5,067	104	0	5,171	5,278
TOTALS	24,363	282	1	24,646	24,466

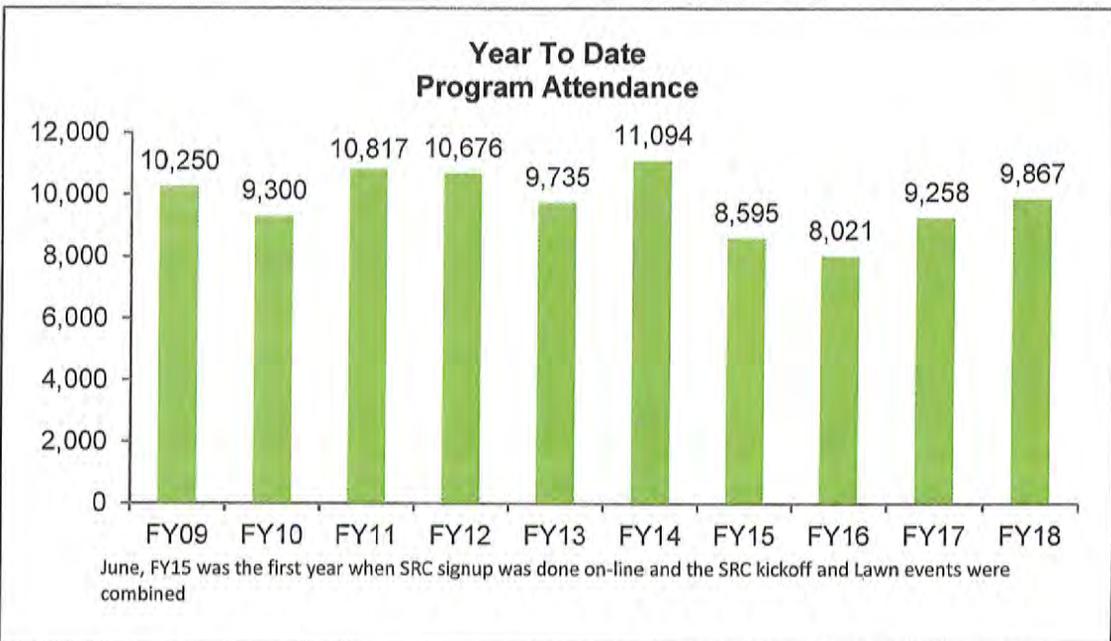
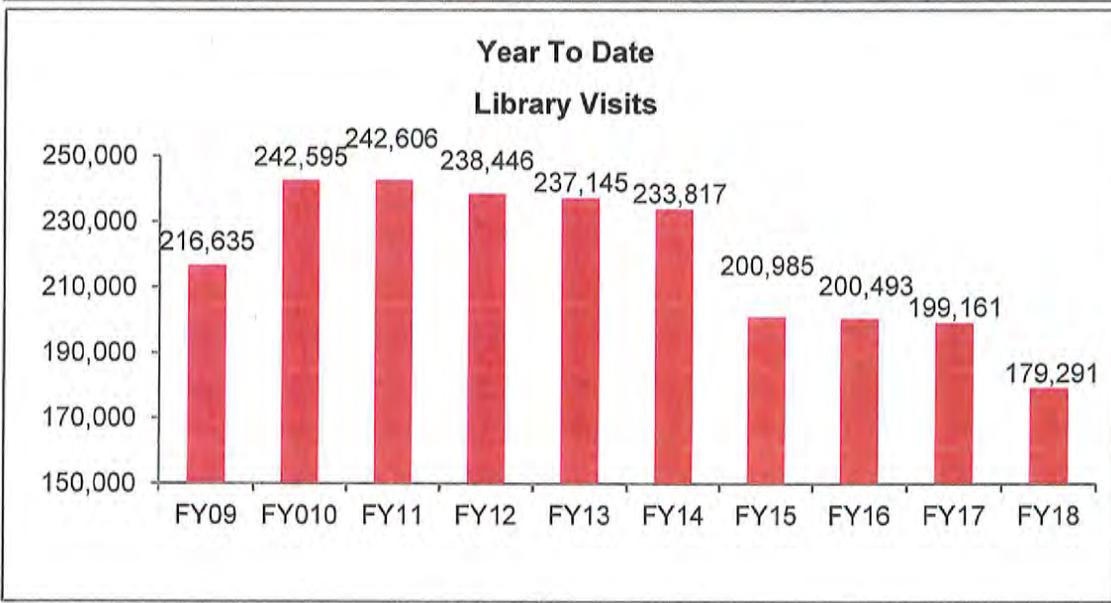
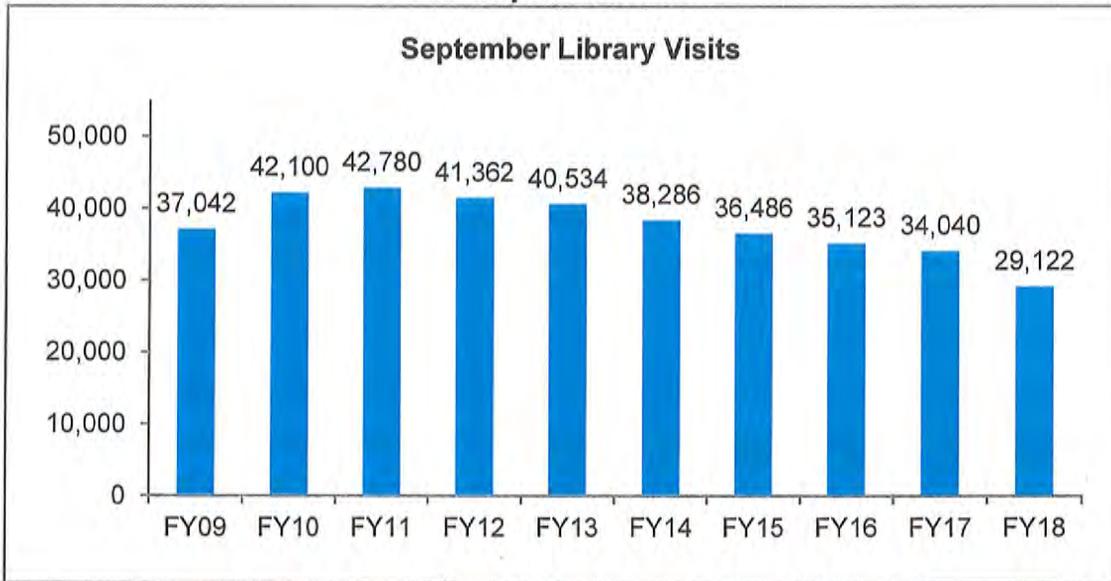
**TOTAL REGISTERED BORROWERS
AS PERCENTAGE OF POPULATION**

September 2017	24,646	66%
September 2016	24,466	65%

Unique Borrowers - Cards used to check out physical items

September, 2017	4,520
September, 2016	4,646
October, 2016 - September, 2017	12,865
October, 2015 - September, 2016	12,757

**Park Ridge Public Library
September 2017**



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

Date	Day	Library visits	Visits per hour	Library program attendance	Community program attendance
9/1/2017	Friday	1,028	114	24	
9/2/2017	Saturday	930	116	0	
9/3/2017	Sunday	Closed	-	0	
9/4/2017	Monday	Closed	-	0	
9/5/2017	Tuesday	1,531	128	0	
9/6/2017	Wednesday	1,200	100	22	
9/7/2017	Thursday	1,220	102	34	
9/8/2017	Friday	997	111	18	
9/9/2017	Saturday	1,003	125	37	
9/10/2017	Sunday	647	129	27	
9/11/2017	Monday	1,099	92	50	
9/12/2017	Tuesday	1,181	98	217	
9/13/2017	Wednesday	1,265	105	102	
9/14/2017	Thursday	1,280	107	175	
9/15/2017	Friday	967	107	101	
9/16/2017	Saturday	1,006	126	0	
9/17/2017	Sunday	706	141	0	
9/18/2017	Monday	1,094	91	91	
9/19/2017	Tuesday	1,192	99	169	
9/20/2017	Wednesday	1,178	98	107	
9/21/2017	Thursday	1,157	96	165	
9/22/2017	Friday	867	96	42	
9/23/2017	Saturday	892	112	45	
9/24/2017	Sunday	558	112	0	
9/25/2017	Monday	1,077	90	65	
9/26/2017	Tuesday	1,095	91	153	
9/27/2017	Wednesday	1,191	99	77	
9/28/2017	Thursday	1,038	87	140	
9/29/2017	Friday	844	94	55	
9/30/2017	Saturday	879	110	6	
	Totals	29,122		1,922	0
	Last Year	34,040	0	2,298	50
	YTD Totals	179,291		9,867	346
	Last YTD	199,161	0	9,258	1,007

Busiest five days of month on a visits per hour basis

Schedule of Park Ridge Public Library Programs September 2017						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
3 All Day-Park Ridge LIBRARY CLOSED - HOLIDAY	4 All Day-Park Ridge LIBRARY CLOSED - HOLIDAY	5 1:30 PM-Media Lab Orientation	6 9:00 AM-Meet with Rep from IL Rep Marty Moylan's Office 4:00 PM-Pokemon Club Gr K - 6 6:30 PM-Media Lab Orientation 7:00 PM-Intro to Library Apps: Overdrive and Libby	7 10:30 AM-Media Lab Orientation 2:00 PM-Travel Film 7:00 PM-One on One eBook Appt. 7:00 PM-Open Knitting & Crocheting Night	8 11:00 AM-One on One eBook Appt. 3:00 PM-Teen Cards for Hospitalized Kids 4:00 PM- STEAMagination Ages 6 - 12	9 9:00 AM-Drop-in Help Desk 9:30 AM-Media Lab Orientation 10:00 AM-2nd Saturday Family Storytime & Craft All Ages
4 10:00 PM-*Concert: Third Sunday String Band	11 9:30 AM-Teddy Bear Time Ages 12 - 24 months with adult 11:00 AM-One on One eBook Appt. 6:30 PM-SCORE Small Bus'n Counseling (by appt. only) 6:30 PM-Media Lab Orientation 7:00 PM-Teen Ink Writing Club 7:30 PM-SCORE Small Bus'n Counseling (by appt. only)	12 9:30 AM-Storytime for 2s with adult 10:15 AM-Storytime for 3s with adult 11:00 AM-Busy Bees Playgroup Ages Birth - 4 with adult 1:00 PM-Feature Film: GOING IN STYLE, PG-13, 96 min. 1:30 PM-Media Lab Orientation 4:15 PM-Book Bites Gr 4 - 6 7:00 PM-Board of Trustees Committee Meetings 7:00 PM-Feature Film: GOING IN STYLE, PG-13, 96 min.	13 9:30 AM-Storytime for 2s with adult 10:15 AM-Storytime for 3s with adult 6:30 PM-Media Lab Orientation 7:00 PM-Wednesday Evening Book Disc.: BEHOLD THE DREAMERS	14 9:15 AM-Baby Bounce: Storytime Just for Birth - 12 months with adult 10:00 AM-Thurs AM Book Disc.: THE GIANT'S HOUSE by Elizabeth McCracken 10:15 AM-Storytime for 4s & 5s 10:30 AM-Media Lab Orientation 11:00 AM-Teddy Bear Time Ages 12 - 24 months with adult 2:00 PM-Travel Film 4:00 PM-Thrilling Thursdays: Sharks! Gr K - 3 7:00 PM-*Astronomy for Everyone: Size & Scale of the Universe	15 10:00 AM-Friday Morning Coffee Club: Pearl Harbor: Into the Arizona 10:00 AM-STEAM Starts Ages 2 - 6 with adult 11:00 AM-One on One eBook Appt. 3:00 PM-Teen Cards for Hospitalized Kids	16 9:30 AM-Media Lab Orientation

Schedule of Park Ridge Public Library Programs September 2017						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
17	18 9:30 AM-Teddy Bear Time Ages 12 - 24 months with adult 10:20 AM-Harmonious Horizons Family Music Class Ages 1 month - 5 years with adult 11:00 AM-Harmonious Horizons Family Music Class Ages 1 month - 5 years with adult 6:30 PM-Media Lab Orientation 6:30 PM-Teen Movie Night: Guardians of the Galaxy Vol. 2	19 9:30 AM-Storytime for 2s with adult 10:15 AM-Storytime for 3s with adult 11:00 AM-Busy Bees Playgroup Ages Birth - 4 with adult 1:30 PM-Media Lab Orientation 2:00 PM-Medicare 101 4:30 PM-Pizza & Pages: Middle School Edition 7:00 PM-Library Board of Trustees Meeting AT City Hall 7:00 PM-Mobile Makerspace Drop-In for Teens and Adults	20 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 2:00 PM-*Chair Yoga 6:30 PM-Media Lab Orientation 7:00 PM-Pajama Storytime All Ages 7:30 PM-Pizza & Pages: High School Edition	21 9:00 AM-PR Genealogy Help @ the PR Library - DAR (21st Star Chapter of the D.A.R.) 9:15 AM-Baby Bounce: Storytime Just for Birth - 12 months with adult 10:15 AM-Storytime for 4s & 5s 10:30 AM-Media Lab Orientation 11AM-Teddy Bear Time Ages 12-24 mo w adult 2:00 PM-Travel Film 4:00 PM-Brickton Art Center Class Gr 2 - 6 7:00 PM-Your Kitchen or Bath Remodel: What to Expect	22 10:30 AM-Low Vision Group Meeting 3:00 PM-Teen Cards for Hospitalized Kids 4:00 PM-Crafternoons - All Ages	23 9:30 AM-SAT/ACT Practice Test 9:30 AM-Media Lab Orientation 10:00 AM-Family Mobile Makerspace Drop-In All Ages
24	25 9:30 AM-Teddy Bear Time Ages 12 - 24 months with adult 4:30 PM-Middle School Book Disc.: Ghost by Reynolds 6:30 PM-SCORE Small Bus'n Counseling (by appt. only) 6:30 PM-Media Lab Orientation 7:00 PM-Cooking the Books: A Cookbook Book Club for Adults 7:30 PM-SCORE Small Bus'n Counseling (appt. only) 7:30 PM-High School Book Disc.: Bang	26 9:30 AM-Storytime for 2s with adult 10:15 AM-Storytime for 3s with adult 11:00 AM-Busy Bees Playgroup Ages Birth - 4 with adult 1:30 PM-Media Lab Orientation 2:00 PM-Converting Your Home Videos to Digital 3:00 PM-Digitizing Audio Cassettes and Records 4:15 PM-4th - 6th Grade Book Disc.: Ghost 7:00 PM-Got Photos? Get Organized!	27 9:30 AM-Storytime for 2s with adult 10:15 AM-Storytime for 3s with adult 6:30 PM-Media Lab Orientation 7:00 PM-Archiving Your Photos, Slides and Negatives 7:00 PM-Family Book Disc.: Ghost by Reynolds	28 9:15 AM-Baby Bounce: Storytime Just for Birth - 12 months with adult 10:00 AM-Thurs AM Book Disc.: THE GIANT'S HOUSE 10:15 AM-Storytime for 4s & 5s 10:30 AM-Media Lab Orientation 11:00 AM-Teddy Bear Time Ages 12 - 24 months with adult 2:00 PM-Travel Film 7:00 PM-Documentary Film: Dark Horse Board: Teen Advisory Board: Decorate the Loft for Halloween	29 9:30 AM-Little Picassos Ages 2- 5 with adult 10:30 AM-Little Picassos Ages 2- 5 with adult 3:00 PM-Teen Cards for Hospitalized Kids	30 9:30 AM-Media Lab Orientation 2:00 PM-SAT/ACT Practice Tests Results Workshop

Title	Date	Primary Event Type	Attendance	CS	RS	YA	RS Comp
Nonfiction Book Discussion: HERO OF THE EMPIRE by Candice Millard	9/1/2017	RS Book Discussion	10		10		
One on One eBook Appointment	9/1/2017	RS Computer Class	1				1
Teen Cards for Hospitalized Kids	9/1/2017	Young Adult Program	13			13	
Meet with Rep from IL Rep Moylan's Office	9/6/2017	Other	cancelled		0		
Pokemon Club Grades K - 6	9/6/2017	Children's Program	22	22			
Intro to Library Apps: Overdrive and Libby	9/6/2017	RS Computer Class	0				
Travel Film: Krakow, Auschwitz, Warsaw and Bulgaria	9/7/2017	RS Travel Films	22		22		
One on One eBook Appointment	9/7/2017	RS Computer Class	1				1
Open Knitting & Crocheting Night	9/7/2017	RS Adult Program	11		11		
Teen Cards for Hospitalized Kids	9/8/2017	Young Adult Program	0				
STEAMagination Ages 6 - 12	9/8/2017	Children's Program	18	18			
Drop-in Help Desk	9/9/2017	Computer Class	6				6
2nd Saturday Family Storytime & Craft	9/9/2017	Children's Program	31	31			
*Concert: Third Sunday String Band	9/10/2017	RS Adult Program	27		27		
Teddy Bear Time Ages 12 - 24 months	9/11/2017	Children's Program	40	40			
One on One eBook Appointment	9/11/2017	RS Computer Class	3				3
Teen Ink Writing Club	9/11/2017	Young Adult Program	7			7	
Storytime for 2s with adult	9/12/2017	Children's Program	59	59			
Storytime for 3s with adult	9/12/2017	Children's Program	29	29			
Busy Bees Playgroup Ages Birth - 4	9/12/2017	Children's Program	50	50			
Feature Film: GOING IN STYLE,	9/12/2017	RS Feature Film	43		43		
Book Bites Grades 4 - 6	9/12/2017	Children's Program	4	4			
Feature Film: GOING IN STYLE	9/12/2017	RS Feature Film	32		32		
Storytime for 2s with adult	9/13/2017	Children's Program	54	54			
Storytime for 3s with adult	9/13/2017	Children's Program	42	42			
Wednesday Evening Book Discussion: BEHOLD THE DREAMERS by Imbolo Mbue	9/13/2017	RS Book Discussion	6		6		
Baby Bounce: Storytime Just for Birth	9/14/2017	Children's Program	30	30			
Thurs AM Book Discussion: THE GIANT'S HOUSE by Elizabeth McCracken	9/14/2017	RS Book Discussion	6		6		
Storytime for 4s & 5s	9/14/2017	Children's Program	15	15			
Teddy Bear Time Ages 12 - 24 months	9/14/2017	Children's Program	31	31			
Travel Film: Tahiti	9/14/2017	RS Travel Films	20		20		
Thrilling Thursdays: Sharks! Grades K - 3	9/14/2017	Children's Program	16	16			
*Astronomy for Everyone: Size & Scale of the Universe	9/14/2017	RS Adult Program	57		57		
One on One eBook Appointment	9/14/2017	RS Computer Class					
Friday Morning Coffee Club: Pearl Harbor: Into the Arizona	9/15/2017	RS Adult Program	36		36		
STEAM Starts Ages 2 - 6 with adult	9/15/2017	Children's Program	59	59			
Teen Cards for Hospitalized Kids	9/15/2017	Young Adult Program	6			6	
Teddy Bear Time Ages 12 - 24 months	9/18/2017	Children's Program	30	30			
Harmonious Horizons Family Music Class	9/18/2017	Children's Program	30	30			
Harmonious Horizons Family Music Class	9/18/2017	Children's Program	25	25			
One on One eBook Appointment	9/18/2017	RS Computer Class	1				1
Teen Movie Night: Guardians of the Galaxy Vol. 2	9/18/2017	Young Adult Program	5			5	
Storytime for 2s with adult	9/19/2017	Children's Program	52	52			
Storytime for 3s with adult	9/19/2017	Children's Program	26	26			
Busy Bees Playgroup Ages Birth - 4	9/19/2017	Children's Program	41	41			
Medicare 101	9/19/2017	RS Adult Program	37		37		
Pizza & Pages: Middle School Edition	9/19/2017	Young Adult Program	4			4	
Mobile Makerspace Drop-In for Teens and Adults	9/19/2017	RS Adult Program	9		9		

Meet with Rep from IL Rep Moylan's Office	9/20/2017	Other	2		2		
Storytime for 2s with adult	9/20/2017	Children's Program	28	28			
Storytime for 3s with adult	9/20/2017	Children's Program	34	34			
*Chair Yoga	9/20/2017	RS Adult Program	24		24		
Pajama Storytime All Ages	9/20/2017	Children's Program	15	15			
Pizza & Pages: High School Edition	9/20/2017	Young Adult Program	4			4	
Baby Bounce: Storytime Just for Birth - 12	9/21/2017	Children's Program	27	27			
Storytime for 4s & 5s	9/21/2017	Children's Program	11	11			
Teddy Bear Time Ages 12 - 24 months	9/21/2017	Children's Program	52	52			
Travel Film: Great Smoky Mountains	9/21/2017	RS Travel Films	26		26		
Brickton Art Center Class Grades 2 - 6	9/21/2017	Children's Program	17	17			
Your Kitchen or Bath Remodel: What to Expect	9/21/2017	RS Adult Program	32		32		
One on One eBook Appointment	9/21/2017	RS Computer Class					
Low Vision Group Meeting	9/22/2017	Low Vision Support Group	8		8		
Teen Cards for Hospitalized Kids	9/22/2017	Young Adult Program	7			7	
Crafternoons All Ages	9/22/2017	Children's Program	27	27			
SAT/ACT Practice Test	9/23/2017	Young Adult Program	4			4	
Family Mobile Makerspace Drop-In All Ages	9/23/2017	Children's Program	41	41			
Teddy Bear Time Ages 12 - 24 months	9/25/2017	Children's Program	52	52			
One on One eBook Appointment	9/25/2017	RS Computer Class					
Middle School Book Discussion: Ghost by Jason Reynolds	9/25/2017	Young Adult Program	2			2	
Cooking the Books: A Cookbook Book Club for Adults	9/25/2017	RS Adult Program	11		11		
CANCELLED: High School Book Discussion: Bang by Barry Lyga	9/25/2017	Young Adult Program					
Storytime for 2s with adult	9/26/2017	Children's Program	59	59			
Storytime for 3s with adult	9/26/2017	Children's Program	33	33			
Busy Bees Playgroup Ages Birth - 4	9/26/2017	Children's Program	40	40			
Converting Your Home Videos to Digital	9/26/2017	Computer Class	2				2
Digitizing Audio Cassettes and Records	9/26/2017	Computer Class	1				1
4th - 6th Grade Book Discussion: Ghost by Jason Reynolds	9/26/2017	Children's Program	1	1			
Got Photos? Get Organized!	9/26/2017	RS Adult Program	17		17		
Storytime for 2s with adult	9/27/2017	Children's Program	31	31			
Storytime for 3s with adult	9/27/2017	Children's Program	39	39			
Archiving Your Photos, Slides and Negatives	9/27/2017	Computer Class	1				1
Family Book Discussion: Ghost by Jason Reynolds	9/27/2017	Children's Program	6	6			
Baby Bounce: Storytime Just for Birth - 12	9/28/2017	Children's Program	18	18			
Thurs AM Book Discussion: THE GIANT'S HOUSE by Elizabeth McCracken	9/28/2017	RS Book Discussion	21		21		
Storytime for 4s & 5s	9/28/2017	Children's Program	15	15			
Teddy Bear Time Ages 12 - 24 months	9/28/2017	Children's Program	36	36			
Travel Film: Italy - Amalfi Coast and Florence	9/28/2017	RS Travel Films	19		19		
Documentary Film: Dark Horse	9/28/2017	RS Adult Program	21		21		
Teen Advisory Board: Decorate the Loft for Halloween	9/28/2017	Young Adult Program	10			10	
One on One eBook Appointment	9/28/2017	RS Computer Class					
Little Picassos Ages 2- 5 with adult	9/29/2017	Children's Program	22	22			
Little Picassos Ages 2- 5 with adult	9/29/2017	Children's Program	27	27			
Teen Cards for Hospitalized Kids	9/29/2017	Young Adult Program	6			6	
SAT/ACT Practice Tests Results Workshop	9/30/2017	Young Adult Program	6			6	

1922 1335 497 74 16

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

Virtual Visits	FY 18	FY 17	Incr/Decr	% Incr/Decr
May	20,718	22,823	(2,105)	-9%
June	20,726	22,108	(1,382)	-6%
July	21,913	12,889	9,024	70%
August	22,134	21,324	810	4%
September	19,146	17,532	1,614	9%
October		16,752	(16,752)	
November		15,966	(15,966)	
December		16,282	(16,282)	
January		20,498	(20,498)	
February		20,248	(20,248)	
March		24,348	(24,348)	
April		19,911	(19,911)	
YTD Total	104,637	230,681	(126,044)	

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	FY18	FY 17	Incr/Decr	%Incr/Decr	FY 18 Revenue	FY 17 Revenue	\$ Inc/Dec FY18 vs FY17
May	3,024	3,122	(98)	-3%	\$255	\$163	\$92
June	3,470	3,881	(411)	-11%	\$126	\$214	-\$88
July	3,372	3,614	(242)	-7%	\$117	\$248	-\$131
August	3,456	4,260	(804)	-19%	\$121	\$277	-\$156
September	2,733	3,199	(466)	-15%	\$182	\$173	\$9
October		3,173		-100%		\$204	
November		3,293		-100%		\$180	
December		2,599		-100%		\$191	
January		2,430		-100%		\$201	
February		2,757		-100%		\$181	
March		3,341		-100%		\$206	
April		2,836		-100%		\$148	
YTD Total	16,055	38,505	(2,021)		\$801	\$2,386	-\$274

WiFi Sessions	FY18	FY 17	% Inc/Decr	Business Use Fees	Revenue 2017/18	# of Users	Revenue 2016/17	# of Users
May	4,656	4,466	4%	March	\$ 240	5	\$ 310	7
June	3,964	3,785	5%	April	\$ 185	5	\$ 360	6
July	3,944	0	-	May	\$ 160	5	\$ 350	7
August	4,081	0	-	June	\$ 240	6	\$ 330	7
September (1)	3,534	2,549	39%	July	\$ 170	4	\$ 170	4
October		3,823		August	\$ 70	3	\$ 220	5
November		4,354		September	\$ 130	3	\$ 290	5
December		4,707		October			\$ 230	6
January		3,882		November			\$ 270	5
February		3,920		December			\$ 270	4
March		3,976		January			\$ 230	5
April		3,917		February			\$ 240	4
YTD Total	20,179	39,379		YTD Total	\$ 1,195		\$ 3,270	

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

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

	Orientations FY18	Sessions FY18	Orientations FY17	Sessions FY17	Orientations FY16	Sessions FY16
	May	5	23	11	23	21
June	8	22	10	12	9	
July	3	10	5	11	15	33
August	6	26	5	15	13	31
September	4	18	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
Total	26	99	95	207	139	257

Orientations to Date	260
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Sessions to Date	563
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September 2017

Sep 1, 2017 - Sep 30, 2017

All Users
 100.00% Sessions

Total Visits

19,146
 % of Total: 100.00% (19,146)



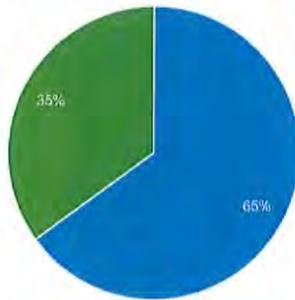
Page Views Per Visit

1.97
 Avg for View: 1.97 (0.00%)



Total Visits

■ Returning Visitor ■ New Visitor



Avg. Visit Duration

00:02:36
 Avg for View: 00:02:36 (0.00%)



Pageviews by Page

Page	Pageviews
/	22,420
/databases/	2,972
/ebooks-and-downloadables/	768
/new-dvd-blu-ray/	639
/employment/	574
/read-listen-view/	400
/research-learn/	290
/search/	275
/storytimes/	236
/teens/booklists/	225

Unique Visitors

9,389
 % of Total: 100.00% (9,389)



New Visits

6,700
 % of Total: 100.00% (6,700)



Visits by Browser

Browser	Sessions
Chrome	8,964
Safari	4,935
Internet Explorer	2,331
Firefox	1,863
Edge	606
Samsung Internet	194

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

Visits to Groups outside the Library

	Groups	People Reached
September 2017	9	1,583
September 2016	47	1,117
YTD 2017/18	168	10,077
YTD 2016/17	221	9,279

Loans of Materials

Schools and Nursing homes	Loans	Number of Items sent
September 2017	28	524
September 2016	28	563
Home Bound	Patrons Served	Number of Items sent
September 2017	24	103
September 2016	13	58
Totals September 2017	52	627
Totals September 2016	41	621
YTD 2017/18	184	2,187
YTD 2016/17	170	2,163

**PARK RIDGE PUBLIC LIBRARY
LIBRARY DIRECTOR'S REPORT – OCTOBER 17, 2017**

PERSONNEL

1. **Appointments:** The following personnel have been appointed to positions as noted below:
Jessica Person, Library Assistant I, Part-time, Circulation, effective September 20
Chloe Taterka, Library Student Page, Part-time, Reference Services, effective October 10

2. **Departures:** The following personnel have left the Library as noted below:
Katherine Adrian, Senior Library Page, Children's Services, Part-time, effective September 23

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

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



TO: Board of Trustees
FROM: Angela Berger and Laura Scott
DATE: October 12, 2017
SUBJECT: Interim Library Co-Directors Report

Park Ridge Reads Junior

This September, we encouraged kids in grades 4–8 and their families to read the book *Ghost* by bestselling and award-winning author Jason Reynolds. Over 60 copies of the book (both in print and audio) were made available for check out and almost all of our copies have consistently been checked out from late August through the beginning of October. We've received great feedback from the kids and families who have read the book. In addition to multiple book discussions, a *Walk2Run* program on October 4 in partnership with *Dick Pond Athletics Park Ridge*, we hosted a Skype visit on October 5 with *Ghost* author Jason Reynolds. The kids who attended this program were so excited and had a lot of questions for Jason. He was gracious, warm, funny, and fascinating and really connected with the kids and shared some very powerful messages. It was a very special experience for the enthusiastic group of kids (and parents and teachers) who attended.

RFID Implementation

The Reference and Reader Services departments have completed tagging all of the books in their collections. Children's Services has begun tagging their books, and Reader Services is now working on their audiovisual (AV) items. Technical Services is tagging all new items, and the Circulation department is tagging items as they are returned.

Lifelong Learning

Some of the programs offered for adults this past month were *Astronomy for Everyone: Size & Scale of the Universe* (This program drew families of all ages and garnered special compliments. One patron said that it was "a fascinating program that made a complicated subject more approachable for the lay person."), the interesting *Got Photos? Get Organized*, the concert: *Third Sunday String Band*, an program on *Medicare 101*, as well as one on *Your Kitchen or Bath Remodel: What to Expect*.

Children's Services

Our regular Storytime schedule resumed the week of September 11 after a summer hiatus. Some notable programs for children this month included the popular *Crafternoons* series each Friday, *STEAMagination*, *Little Picassos*, *Pokemon Club*, and *Thrilling Thursdays: Sharks!*

Teens

Popular programs for teens this month included our weekly program *Cards for Hospitalized Kids* as well as *Teen Ink Writing Club*, *SAT/ACT Practice Exam*, and *Pizza and Pages*. Teen Librarian Claire Griebler attended a Youth Commission meeting on September 28, where the students requested an additional study night on the Monday of their finals week in December. In response, Claire agreed to add a fourth study night to the calendar.

Media Lab

Four people completed Media Lab orientations this month, and there were 18 Media Lab appointments. The appointments (not including the orientations) totaled 32 hours in September.

Miss Liz, Preschool Coordinator, reads stories on a visit to Wildwood Nature Center Preschool. This month we visited many of the preschools and kindergarten classes in Park Ridge. School visits give us an opportunity to make connections with kids out in the community, to promote Library programs and services, and to connect with teachers. It is also a special treat that the kids love! We see a lot of kids come into the Library after they have received a visit. They love to tell us "You came to my school!"



Kids showed off their Library cards in September, and decorated a photo frame for our cheerful display!



Blowing off steam after an art project at Little Picassos, for 2-5 year olds.



Teen Librarian Claire gave book talks at Mary, Seat of Wisdom



Skyping with Ghost author Jason Reynolds! Jason was an **awesome** person to talk to – funny, warm, insightful, and open. The kids asked a lot of questions and were so excited to be talking with a real author!



Closed Meeting Adjournment

The closed session adjourned and the open session of the Personnel Committee meeting reconvened at 10:06 p.m.

Discussion of patron violation of *Policy IF1, Conduct in General*

It was the consensus of the Committee that based on repeated violation of Library *Policy IF1, Conduct in General* by a patron (“Patron B”) merits banning the patron from the Library for no less than one year.

Mr. Kennedy made a

MOTION: to approve the suspension of Park Ridge Public Library privileges for “Patron B” for a period of not less than one year.

Mrs. Foss-Eggemann SECONDED the motion.

Roll call vote.

MOTION PASSED UNANIMOUSLY.

Adjournment: 10:08 p.m.

Joshua Kiem, Chair

**MINUTES
OF THE REGULAR MEETING OF
THE BUILDING & GROUNDS COMMITTEE OF THE WHOLE
OF THE BOARD OF TRUSTEES OF THE PARK RIDGE PUBLIC LIBRARY HELD
OCTOBER 10, 2017 AT 7:10 P.M. IN THE THIRD FLOOR MEETING ROOM**

ROLL CALL:

TRUSTEES PRESENT: Joseph Egan (*remotely via phone*), Chair; Karen Burkum, Stevan Dobrilovic, Charlene Foss-Eggemann, Gareth Kennedy, Joshua Kiem, Patrick Lamb, Judith Rayborn, Michael Reardon

TRUSTEES ABSENT: None

OTHERS PRESENT: Angela Berger, Interim Library Co-Director; Laura Scott, Interim Library Co-Director; John Keister of John Keister & Associates; John Priala, Library Staff

Approval of Remote Attendance

Mr. Egan will be phoning in remotely. A motion is needed to formally approve Mr. Egan's attendance via remote means. There being no objections to Mr. Egan attending remotely, Mrs. Foss-Eggemann made a

MOTION: to approve the attendance at this evening's meeting by Joseph Egan, Vice-President, via electronic means.

Mr. Kennedy SECONDED the motion. Voice vote.

MOTION PASSED UNANIMOUSLY

Approval of Minutes

Mr. Egan made a

MOTION: to approve the minutes of the September 12, 2017 Buildings and Grounds Committee meeting

Mrs. Burkum SECONDED the motion

Voice vote: 8 Yay: Burkum, Dobrilovic, Egan, Foss-Eggemann, Kennedy, Kiem, Lamb, Rayborn

1 Abstain: Reardon

MOTION PASSED

Library Improvement Project Update

Mr. Egan gave an update on the Library Improvement Project. There are ongoing talks between the City and architects. Most changes suggested by the City's third party consultant review are relatively low cost and can likely be accommodated, but there is still the outstanding issue of sprinklers. The Library building will never be compliant and installation of sprinklers won't bring the building into compliance. A meeting has been scheduled for October 11, 2017 with the goal of addressing all issues.

In regard to the Capital Budget, Mr. Kennedy noted Mr. Priala's report to the Board last month regarding the need for plumbing updates. He posed the question of possible efficiencies between that project and sprinkler installation.

Mr. Dobrilovic stated the Committee should remove \$500,000 from the FY19-FY21 Capital Budget.

Mr. Kiem stated he would not propose spending taxpayer money on sprinklers until the IGA (Intergovernmental Agreement) is approved. He added that the sanitary drain and water distribution were items already in the Capital Plan.

Mr. Reardon stated that sprinklers were not included in the referendum.

At the request of the Committee, Ms. Berger left the meeting to retrieve information regarding the Capital Budget. In the interim, the Committee moved on to the agenda item, "IGA (Intergovernmental Agreement) Update"

Intergovernmental Agreement (IGA) Update

Mr. Egan stated he received comments today from the Library's attorney re: the IGA that he feels it is overly complex and needs to be simplified. The attorney suggested starting over but also included comments on the draft. Mr. Lamb stated he might reach out to former Library Board Trustee Robert Trizna for his input on the IGA. Mr. Egan stated he was at all of the same meetings as Mr. Trizna and any questions should go to him. Mr. Lamb said all the Trustees need to understand the terms of the IGA.

Mr. Egan explained the background as to why the City wanted the proposed IGA wording. He said the City had concerns that future City Councils might have limits on what they can levy in any given year, but if the Library had funds available for a project and the City couldn't levy for it that year, they want to give the Library the ability to do project(s) and be reimbursed later. The intent of the IGA draft was to give both parties some flexibility.

The consensus of the Committee is to add the IGA to the agenda for the October Board meeting to determine if it is a workable document.

Other – Capital Budget Plan

Ms. Berger returned to the meeting; she brought the documentation with details of the Capital Budget Plan. The Committee discussed Mr. Dobrilovic's suggestion to remove \$500,000 from the FY19-FY21 Capital Budget.

Mr. Reardon explained that the intent of the Library Improvement Project is to make the building better in terms of life safety. He reiterated that sprinklers won't bring the building into code compliance. Also, the Library doesn't have money in the Library Improvement Project budget or any budget for sprinklers.

Mr. Lamb questioned if other proposed Capital improvements should also be removed from the Library Plan. Mr. Egan said the difference is that other proposed items are necessary for the running of the building.

Mr. Dobrilovic made a

MOTION: to amend the FY19-FY21 Capital Budget

Mr. Reardon SECONDED the motion

Voice vote: 7 Yay: Burkum, Dobrilovic, Egan, Foss-Eggemann, Lamb, Rayborn, Reardon

2 Nay: Kennedy, Kiem

MOTION PASSED

Adjournment: 8:13 p.m.

Joseph Egan, Chair

City of Park Ridge, Illinois
Capital Projects Plan

201 - Library Fund	Budget FY18	Forecast FY18	Budget FY19	Budget FY20	Budget FY21	Budget FY22	Department
Library renovation	\$ 2,050,000	unknown					Library
Upgrade electrical switch gear			\$ 120,000				Library
Sanitary drain and water distribution replacement * **			\$ 110,000				Library
Replacement of columns			\$ 55,000				Library
Life safety improvements (e.g. sprinklers) *			\$ 500,000				Library
Replacement of two return air fans				\$ 50,000			Library
Replacement of six reheat coils				\$ 25,000			Library
Replacement of condensing units 2 & 3				\$ 100,000			Library
Replacement of six reheat coils					\$ 25,000		Library
Repairs as/if needed						\$ 100,000	Library
*Significant efficiencies possible by doing these projects simultaneously							
**Does not include cost of asbestos abatement							
201 - Library Fund Total	\$ 2,050,000	\$ -	\$ 285,000	\$ 175,000	\$ 25,000	\$ 100,000	

**MINUTES
OF THE REGULAR MEETING OF
THE BUDGET & FINANCE COMMITTEE OF THE WHOLE
OF THE BOARD OF TRUSTEES OF THE PARK RIDGE PUBLIC LIBRARY HELD
OCTOBER 10, 2017 AT 9:24 P.M. IN THE THIRD FLOOR MEETING ROOM**

ROLL CALL:

TRUSTEES PRESENT: Michael Reardon, Treasurer, Chair; Patrick Lamb, President; Joseph Egan (*remotely via phone*), Vice-President; Charlene Foss-Eggemann, Secretary; Karen Burkum, Stevan Dobrilovic Gareth Kennedy, Joshua Kiem, Judith Rayborn,

TRUSTEES ABSENT: None

OTHERS PRESENT: Angela Berger, Interim Library Co-Director; Laura Scott, Interim Library Co-Director

Approval of Remote Attendance

Motion approved during Building & Grounds Committee formally approving Mr. Egan's attendance via remote means.

Approval of Minutes

Mr. Reardon made a

MOTION: to approve the minutes for the September 12, 2017 Budget & Finance Committee meeting

Mrs. Rayborn SECONDED the motion

Voice vote: 8 Yay: Burkum, Dobrilovic, Egan, Foss-Eggemann, Kennedy, Kiem, Lamb, Rayborn

1 Abstain: Reardon

MOTION PASSED

Financial Projections

The Committee reviewed three revenue/expense scenarios and the assumptions associated with each.

Mr. Dobrilovic questioned the drop in property tax resolution between FY19 and FY20. Mr. Reardon replied it is an assumption that the revenue will return to pre-referendum level.

Levy Resolution

Mr. Reardon made a

MOTION: to approve Resolution 2017-1, a Resolution to Adopt the 2017 Library Tax Levy of the Park Ridge Public Library, for a total of \$5,652,377.00

Mrs. Foss-Eggemann SECONDED the motion

MOTION PASSED UNANIMOUSLY

Mr. Lamb stated he might not be at the October Board meeting to sign the Resolution but would come in to the Library the next day to do so.

Other None

Adjournment: 9:38 p.m.

Michael Reardon, Chair

DRAFT

**CITY OF PARK RIDGE
PARK RIDGE PUBLIC LIBRARY**

RESOLUTION 2017-1

**A RESOLUTION TO ADOPT THE 2017 LIBRARY TAX LEVY
OF THE PARK RIDGE PUBLIC LIBRARY**

WHEREAS, the Park Ridge Public Library (“Library”) is a municipal library organized and operating under the Illinois Local Library Act, 75 ILCS 5/1-1, et seq., and all laws supplemental thereto; and

WHEREAS, the Library’s taxes shall be levied by the City Council in the amounts determined by the Library Board and collected in like manner with other general taxes of the City, and the proceeds shall be deposited in a special fund, which shall be known as the Library Fund, expenditures from which shall be under the direction of the Board of Library Trustees, 75 ILCS 5/3-5; and

WHEREAS, pursuant to Section 3-3 of the Local Library Act, 75 ILCS 5/3-3, and the general election law, at the 2014 General Election the City submitted a proposition of the electors of the City to determine whether the library tax for maintenance and operation of the Library shall be increased to 0.368% for the next four levy years; and

WHEREAS, the proposition was approved by the electors of the City; and

WHEREAS, the Board of Library Trustees hereby desires to exercise the authority granted by the electors to increase its tax levy for maintenance and operation of the Library; and

WHEREAS, the Board of Library Trustees intends to budget and levy in accordance with the Local Library Act; and

WHEREAS, the Board of Library Trustees finds the levy set forth herein to be in the best interests of the City and patrons of the Park Ridge Public Library and is not inconsistent with the results of the referendum described above.

NOW, THEREFORE, BE IT RESOLVED by the Board of Library Trustees of the Park Ridge Public Library, as follows:

1. **Recitals**. The Board finds the foregoing recitals to be true and complete and hereby adopts and incorporates them as though fully recited herein.

2. **Tax Levy**. The Board of Library Trustees does hereby find and declare the amount of money which, in its judgment, will be necessary to levy for Library purposes in the next annual tax levy ordinance of the City to be not less than Five Million Six Hundred Fifty Two Thousand Three Hundred Seventy-seven and No/100 Dollars (\$5,652,377.00). The Board of Library Trustees finds this levy to represent the Library Board's best estimate of the 2017 tax levy approved by the electors at the 2014 General Election.

3. **Miscellaneous**. All prior resolutions and motions in conflict with this resolution are hereby repealed to the extent of the conflict. In the event all or any part of any provision of this resolution, or any application hereof, is adjudged to be invalid or unenforceable, it is the Board of Library Trustees' intent that such finding not to affect the implementation and enforcement of the remaining provisions and all other applications hereof to the fullest extent permitted by law, and that this resolution would have been adopted without the offending provision. This Resolution shall become effective from and after its passage.

SO RESOLVED this 17th day of October, 2017.

AYES:

NAYS:

ABSENT:

APPROVED:

Patrick Lamb, President, Library Board of Trustees

ATTEST:

Charlene Foss-Eggemann, Secretary, Library Board of Trustees

DRAFT

State of Illinois)
) SS
County of Cook)

CERTIFICATE

I, Charlene Foss-Eggemann, do hereby certify that I am the duly qualified Secretary of the Board of Library Trustees of Park Ridge Public Library, Cook County, Illinois, and as such am the keeper of the records and files of the Board of Library Trustees of the said Library.

I do further certify that attached hereto is a full, true and complete copy of a certain resolution passed, approved and adopted by the Board of Library Trustees on this 17th day of October, 2017, captioned:

**A RESOLUTION TO ADOPT THE 2017 LIBRARY TAX LEVY
OF THE PARK RIDGE PUBLIC LIBRARY**

I do further certify that the deliberations of the members of said Board of Library Trustees of Park Ridge Public Library on the adoption of said ordinance were taken openly; that said meeting was held at a specified time and place convenient to the public, that the vote on the adoption of said ordinance was taken openly; that notice of said meeting was duly given to all newspapers, radio or television stations and other news media requesting such notice; and that said meeting was called and held in strict accordance with the provisions of the Open Meeting Act, as amended, and that said Board of Library Trustees has complied with all of the applicable provisions of said Act and its procedural rules in the adoption of said ordinance.

IN WITNESS WHEREOF, I hereunto affix my official signature and the seal of said Park Ridge Public Library this 17th day of October, 2017.

Secretary, Board of Library Trustees
Park Ridge Public Library
Cook County, State of Illinois

excited about the staff, which is renown in the Library world. He proposed that meetings be set up in the next two weeks with staff and afterwards, staff can fill out a Survey Monkey survey, the results of which will go Mr. Keister. The candidates will then meet with the Board in closed sessions in November. He added that the staff input won't be available to the Board prior to the first interviews.

Mr. Kennedy asked how many candidates applied, to which Mr. Keister stated that seven applied and that is now down to four.

It was decided that further discussion should take place in closed session.

Closed Session

Mrs. Rayborn made a

MOTION: for the Committee to adjourn to Closed Session for the purpose of discussing personnel matters.

Mr. Lamb SECONDED the motion.

Roll call vote: 8 Yay: Burkum, Dobrilovic, Egan, Kiem, Kennedy, Lamb, Rayborn, Reardon

1 Nay: Foss-Eggemann

MOTION PASSED

Meeting ADJOURNED to go into Closed Session at 8:42 p.m.

Mr. Egan hung up and did not attend the closed session

Closed Meeting Adjournment

The closed session adjourned and the meeting of the Personnel Committee reconvened at 9:20 p.m.

Mr. Egan joined the meeting again via phone.

Interim Library Co-Director Update

Mr. Lamb made a

MOTION: to pay Anastasia Daskalos the stipend that was approved by the Board when she was appointed to the role of Interim Co-Director for the period of time that she occupies the positions of interim Technical Services Manager and Circulation Manager.

Mr. Kennedy SECONDED the motion.

Roll call vote

MOTION PASSED UNANIMOUSLY

Other None

Adjournment: 9:23 p.m.

Judith Rayborn, Chair

NO
October 2017
Library Resources
Committee Meetings

(No action items.)