



Park Ridge Public Library
Regular Board Meeting – **AGENDA** –March 19, 2024 at 7:00 PM

Meeting Location:

Park Ridge Public Library – 20 S. Prospect, Park Ridge – 1st Floor Meeting Room

1. Call to Order
2. Roll Call
3. Public Comment on Non-Agenda Items
4. Consent Agenda

* Items listed below are considered routine by the Library Board and will be enacted by one motion. There will be no discussion of these items unless a Board member so requests, in which event the item will be removed from Consent for further discussion immediately after the Consent Agenda is approved.

- a. Approval of Minutes of the February 20, 2024 Regular Meeting of the Library Board
- b. Ratify Bills Payable-Warrant Register for:

Period 2, February 16, 2024		Period 2, February 29, 2024	
Library Fund Warrants	\$46,753.56	Library Fund Warrants	83,544.38
Payroll	\$93,050.94	Payroll	\$91,256.60
Per Capita Grant Fund	\$0.00	Per Capita Grant Fund	\$0.00
North Suburban Digital Consortium	\$5,095.27	North Suburban Digital Consortium	\$4,164.11
Total	\$144,899.77	Total	\$178,965.09

- c. Approve Cash Statement for all accounts for February 2024
- d. Ratify disbursements from the Petty Cash Fund, \$86.93
- e. Ratify disbursements from the Gift Fund, \$0.00
5. Treasurer’s Report
 - a. Approve the Consolidated Year to Date Revenue and Expenditures Report for February 2024
6. President’s Report
7. Secretary’s Report
 - a. Approval of the September 13, 2023, November 14, 2023, and December 19, 2023 Closed Session Minutes of the Park Ridge Public Library Board of Trustees
8. Library Director’s Report
 - a. Statistics
 - b. Narrative
 - c. Value Added Report
9. Friends of the Library Report
10. Unfinished Business
11. New Business
12. Adjournment

All topics on the Agenda are potential Action Items.

The Library will provide reasonable aids or services to afford an individual with a disability an equal opportunity to participate in all services, programs and facilities. Persons requiring assistance should notify Library of their needs well in advance to provide sufficient time to make an accommodation. Contact Library Administration at 847-825-3123, TTY 847-825-8217.

MINUTES

PARK RIDGE PUBLIC LIBRARY

Regular Meeting of the Board of Trustees
Held at the Park Ridge Public Library
20 S. Prospect Avenue, Park Ridge, IL
February 20, 2024 at 7:00 p.m.

CALL TO ORDER

President Thiagarajan called the meeting to order at 7:00 p.m.

ROLL CALL

Trustees Present: Anita De Frank, Alexandra Hanba, Vice-President; Josh Kiem, Danielle Powers, Lauren Rapisand, Secretary; Theresa Renaldi, Gregg Rusk, Treasurer; Deepika Thiagarajan, President
Trustees Absent: David Somheil
Others Present: Joanna Bertucci, Library Director; Angela Berger, Lauren Bochat, Anastasia Rachmaciej, Laura Scott, Joan Wrenn, Library Staff

PUBLIC COMMENT

No comments were made.

CONSENT AGENDA

President Thiagarajan directed the Board’s attention to the list of items on the Consent Agenda and stated that if a trustee(s) would like an item removed from Consent, the item will be removed for further discussion after the Consent Agenda is approved.

The following items are included on the Consent Agenda:

- Approval of Minutes of the January 16, 2024 Regular Meeting of the Library Board
- Approval of Minutes of the November 14, 2023 Special Meeting of the Library Board
- Ratify Bills Payable Warrant Register for Period 13, FY23 January 26, 2024 in the amount of \$244,465.07, for Period 1, January 18, 2024 in the amount of \$244,807.19 and Period 1, January 31, 2024 in the amount of \$197,502.53.
- Approve Cash Statement for all accounts for FY23 Period 13 and for January, 2024
- Ratify disbursements from the Petty Cash Fund, \$66.91 and the Gift Fund, \$0.00
- Approve FY23 to FY24 Capital Budget carry forwards in the total amount of \$222,200 of Building Improvement Funds for the Ice Melt System, Exterior Improvements Project, Interior Improvements Project, and remaining funds from the 2021 Fire Suppression Project

Trustee Powers made a

MOTION: To approve the Consent Agenda, as presented

Vice President Hanba seconded the motion

Roll Call Vote: Yes: De Frank, Hanba, Kiem, Powers, Rapisand, Renaldi, Rusk, Thiagarajan

Motion passed

TREASURER’S REPORT

Treasurer Rusk reviewed the Consolidated YTD Revenue and Expenditures reports for FY23 Period 13 and FY24 Period 1. The FY23 Period 13 report amounts are final, subject to audit adjustment, and reflect approximately an additional \$22,000 in Operating expenses and \$217,000 in Capital expenditures when compared with the previously reported Period 12 amounts.

FY24 Period 1 Operating expenses are at 9% of budget and no Capital expenditures were made in Period 1.

Total expenditures for Period 1 are at 8% of budget. Director Bertucci noted that expenditures for Library

MINUTES

PARK RIDGE PUBLIC LIBRARY

Regular Meeting of the Board of Trustees

Held at the Park Ridge Public Library

20 S. Prospect Avenue, Park Ridge, IL

February 20, 2024 at 7:00 p.m.

Resources in January are unusually high and reflect the fact that most of the Library's databases are now invoiced and paid for the fiscal year in the month of January.

Treasurer Rusk made a

MOTION: To approve the Consolidated Year to Date Revenue and Expenditures Report for FY23 Period 13 and the Consolidated Year to Date Revenue and Expenditures Report for FY24 Period 1.

Trustee Renaldi seconded the motion

Roll Call Vote: Yes: De Frank, Hanba, Kiem, Powers, Rapisand, Renaldi, Rusk, Thiagarajan

Motion passed

PRESIDENT'S REPORT

None

SECRETARY'S REPORT

Secretary Rapisand reviewed the Secretary's report included in the packet on page 12 noting Library website News items and press articles. She specifically noted the amazing success of the Friends Pop Up sale held on February 3.

DIRECTOR'S REPORT

Highlights from the Director's Report beginning on page 14 of the packet were noted. The filer list for the Cook County Statement of Economic Interest was updated and submitted by Ms. Wrenn. Director Bertucci will confirm the email addresses that were submitted.

The first installment of property tax bills were mailed in February and are due March 1, 2024. To date, the Library has received approximately \$142,000 in tax revenue.

Director Bertucci noted that five firms attended the walk-through in response to the RFQ issued for the upcoming HVAC project. Responses are due March 1, 2024.

The Library's annual Preschool Fair was held on January 20th at St. Andrew's School. Director Bertucci noted that the Library is considering bringing the event back to the Library in 2025. The goal is both to attract attendees to the event who might already be in the building that day and to have attendees experience Library offerings while attending the event.

Director Bertucci noted a report from the Teen Advisory Board (TAB) on page 17 of the packet which includes the fact that sound attenuating panels have been installed in the Loft Area based on input provided by the TAB. Director Bertucci stated that she continues to be impressed with the engagement and commitment of teens participating in the TAB.

The first Operational and Services Value Add Report is included on pages 18 and 19 of the packet. Director Bertucci explained that all in progress and pending initiatives will be included in this monthly report. Noted was the effort underway to streamline the meeting room reservation process. The new Library website being developed will make implementing changes to the process and integrating them into the website easier.

With regard to the Picture Book Genre-fiction Project, Director Bertucci noted that iconography is being finalized and Technical Services staff has begun beta testing the system with the Dinosaur picture book collection.

FRIENDS OF THE LIBRARY

On February 3rd the Friends held their Winter Pop-up Sale of games, puzzles and children's books and generated \$3,286.50 in sales!

MINUTES

PARK RIDGE PUBLIC LIBRARY

Regular Meeting of the Board of Trustees

Held at the Park Ridge Public Library

20 S. Prospect Avenue, Park Ridge, IL

February 20, 2024 at 7:00 p.m.

CLOSED SESSION

President Thiagarajan noted that the next item on the agenda is for the Board to move into Closed Session for review of Closed Minutes and for discussion of a patron matter.

Trustee Kiem made a

MOTION: To adjourn to Closed Session pursuant to 5 ILCS 120/2(c)(21) for review of Closed Session minutes of the Park Ridge Public Library Board of Trustees AND also pursuant to 5 ILCS 120/2(c)(8) for discussion of a patron matter

Secretary Rapisand seconded the motion

Roll Call Vote: Yes: De Frank, Hanba, Kiem, Powers, Rapisand, Renaldi, Rusk, Thiagarajan

Motion passed

The Board adjourned to Closed Session at 7:24p.m. Director Bertucci proceeded to attend the Closed Session.

RETURN TO OPEN SESSION

Secretary Rapisand made a

MOTION: To return to an Open Session meeting of the Park Ridge Public Library Board of Trustees
President Thiagarajan seconded the motion

Roll Call Vote: Yes: De Frank, Hanba, Kiem, Powers, Rapisand, Renaldi, Rusk, Thiagarajan

Motion passed

Open session convened at 8:06 p.m.

NEW BUSINESS

After returning to open session, President Thiagarajan reported that based on discussions held in Closed Session under 5 ILCS 120/2 (c)(8), the Board will vote on a six month suspension of Library privileges for a patron

Trustee Renaldi made a

MOTION: To suspend Library privileges for Patron D for a period of six months

President Thiagarajan seconded the motion

Roll Call Vote: Yes: De Frank, Hanba, Kiem, Powers, Rapisand, Renaldi, Rusk, Thiagarajan

Motion passed

ADJOURNMENT

Secretary Rapisand made a

MOTION: To adjourn the meeting

Trustee Powers seconded the motion

Voice Vote: All in favor

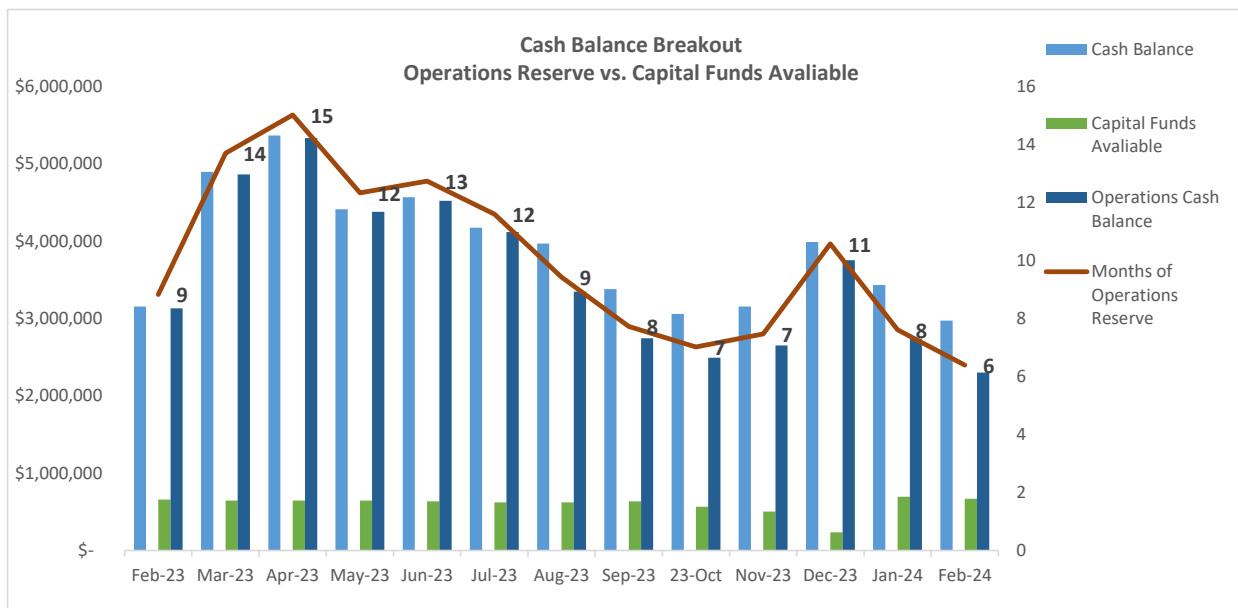
Motion passed

The meeting adjourned at 8:11 p.m.

**Cash Statement
Period 2 - February 2024**

CHASE BANK - OPERATING ACCOUNT	
City Administered Library Fund	\$2,969,636
LIBERTY BANK - PETTY CASH ACCOUNT	
Library Administered - Primary use to reimburse lost/paid patron fees	
Signers on account are Library Director, Finance H/R Manager and Adult Services Manager	\$ 128
CASH ON HAND - GENERAL	
Library Administered	\$ 530
BMO HARRIS - CD	
Library Administered - 13 month term with APY 5.25%; Maturity Date: 11/27/24	
<i>Opened as a low interest checking account when Liberty Restricted Gift Account balance reached FDIC insurance limit; rolled into a CD 10/27/23.</i>	
Signers: L ibrary Director and Finance/HR Manager.	\$ 125,503
LIBERTY BANK - RESTRICTED GIFT ACCOUNT	
Library Administered - Both Restricted and Unrestricted Donations - APY of 0.01%	
Signers on account are Library Director, Finance/HR Manager and Adult Services Manager	\$ 188,946
HUNTINGTON BANK - MALINOWSKI BEQUEST	
Library Administered - 335 day term with an APR of 5.07%; Maturity Date 7/07/2024	
Signers on account are Library Director and Finance/HR Manager	\$125,000
VILLAGE BANK AND TRUST - MALINOWSKI BEQUEST	
Library Administered CD - 12 month term with an APY of 5.20%; Maturity Date 6/08/2024	
Signers on account are Library Director and Finance/HR Manager	\$125,000
PARKWAY BANK - ENDOWMENT FUNDS	
Library Administered CD - 10 month term with an APY of 4.98%; Maturity Date 11/18/2024	
Signers on account are Library Director, Finance/HR Manager and Adult Services Manager	\$ 166,153
*NORTHERN TRUST - BRUCE MICHEL LIBRARY TRUST	
Michel Family Administered	\$208,282

*The Bruce Michel Library Trust funds are held at Northern Trust and designated for technology upgrades. Quarterly statements are received. Balance reported is as of Dec 301 2023.



Park Ridge Public Library
Ratification and Approval of Disbursements/Payments
Feb-24

Approval for payment from Gift Fund:

\$	-
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Ratify Disbursements from Petty Cash Account:

1650 Kate Parker	\$	16.99
1651 Deirdre Rotenberry	\$	15.99
1652 Sylvia Jewgieniew	\$	23.95
1653 Emi Kelsey	\$	30.00
	\$	86.93

Park Ridge Public Library						
Consolidated YTD Revenue and Expenditures						
Period 2 - February 2024						

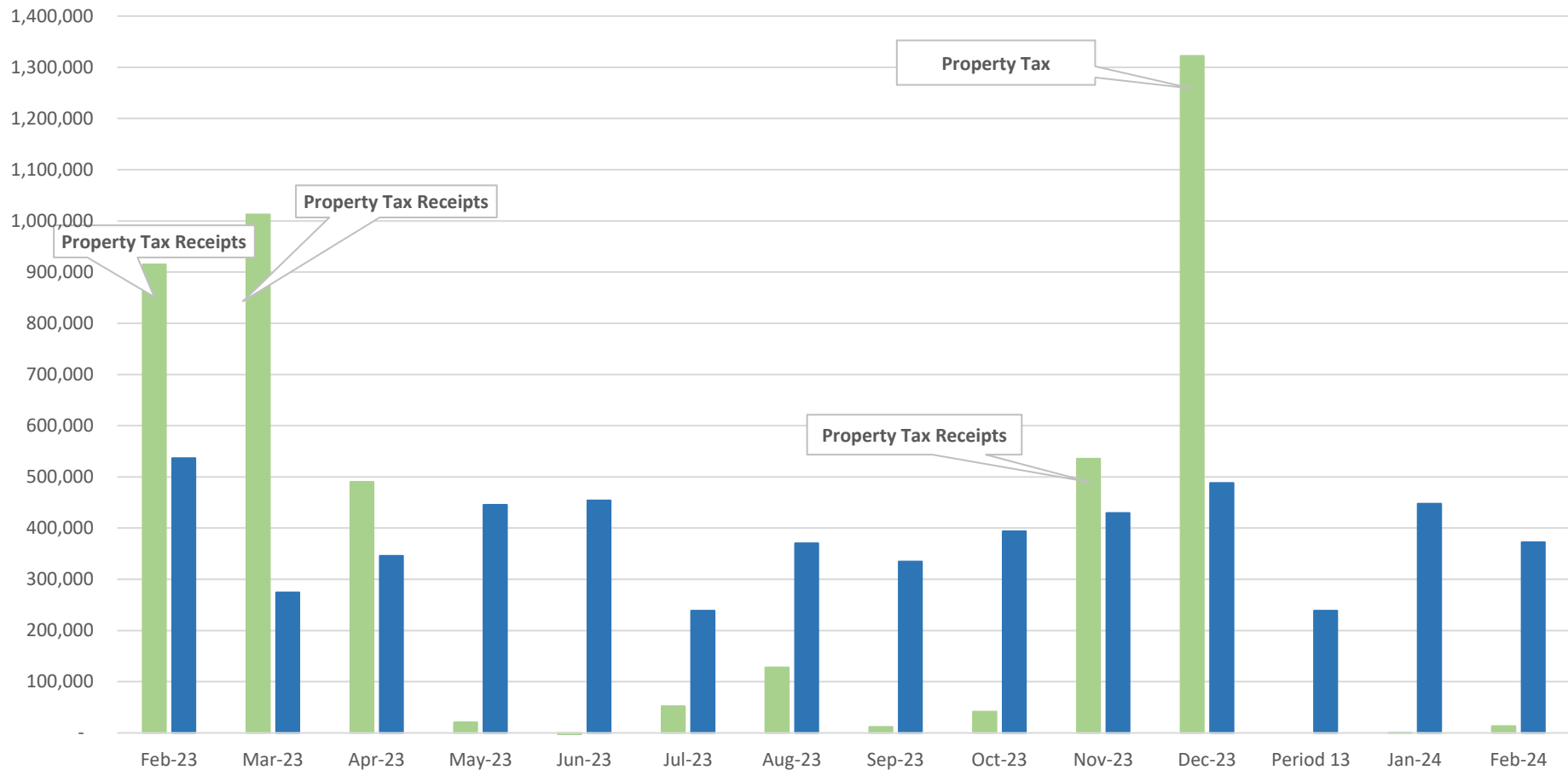
REVENUE ACCOUNTS	BUDGET	REVISED BUDGET	FEBRUARY ACTUAL	YTD ACTUAL	% RECEIVED	NOTES
Local Government Taxes	\$ 4,218,161	\$ 4,218,161	\$ -	\$ -	31	0%
State Grants	\$ 58,493	\$ 58,493	\$ -	\$ -	-	0%
Other Receipts	\$ 199,000	\$ 199,000	\$ 5,880	\$ 13,550	7%	
Total Revenue	\$ 4,475,654	\$ 4,475,654	\$ 5,880	\$ 13,581	0%	

ACCOUNT #	OPERATING ACCOUNTS	BUDGET	REVISED BUDGET	FEBRUARY ACTUAL	YTD EXPENDITURES	% SPENT
9100	Salaries	\$ 2,546,525	\$ 2,546,525	\$ 191,625	\$ 332,974	13%
9210	Employee Benefits	\$ 716,648	\$ 716,648	\$ 50,357	\$ 100,146	14%
9317	Data Processing	\$ 273,300	\$ 273,300	\$ 933	\$ 85,044	31%
9321	Building Maintenance	\$ 164,500	\$ 164,500	\$ 3,382	\$ 10,530	6%
9324	Membership, Recruiting, Training	\$ 31,500	\$ 31,500	\$ 3,807	\$ 5,500	17%
9351	Equipment Rental	\$ 27,000	\$ 27,000	\$ 1,988	\$ 3,592	13%
9359	Consulting Services	\$ 20,000	\$ 20,000	\$ -	\$ -	0%
9360	Public Relations	\$ 45,000	\$ 45,000	\$ 889	\$ 1,485	3%
9385	General Contractural	\$ 114,800	\$ 114,800	\$ 8,372	\$ 16,303	14%
9385	General Contractural - Programs	\$ 65,000	\$ 65,000	\$ 8,103	\$ 12,891	20%
9416	Audit	\$ 9,500	\$ 9,500	\$ -	\$ -	0%
9425	Special Counsel	\$ 25,000	\$ 25,000	\$ 1,072	\$ 1,072	4%
9510	Supplies	\$ 120,500	\$ 120,500	\$ 6,455	\$ 25,292	21%
9511	Staff Appreciation	\$ 2,500	\$ 2,500	\$ 189	\$ 199	8%
9520	Computer Materials	\$ 31,500	\$ 31,500	\$ -	\$ 11,343	36%
9540	Library Resources	\$ 636,800	\$ 636,800	\$ 42,013	\$ 143,618	23%
	Total Operating Budget	\$ 4,830,073	\$ 4,830,073	\$ 319,185	\$ 749,989	16%
	Capital Projects Budget					
9908	Computer Equipment	\$ 195,000	\$ 195,000	\$ 1,005	\$ 1,005	1%
9963	Building Repairs	\$ 500,000	\$ 722,200	\$ 52,350	\$ 52,554	7%
	Total Capital Projects Budget	\$ 695,000	\$ 917,200	\$ 53,355	\$ 53,559	6%
	TOTAL BUDGET	\$ 5,525,073	\$ 5,747,273	\$ 372,540	\$ 803,548	14%
	LIBRARY SURPLUS (DEFICIT)	\$ (1,049,419)	\$ (1,271,619)	\$ (366,660)	\$ (789,967)	

Library Fund: Monthly Revenue and Expense

February 2024

■ Revenue ■ Expense



Park Ridge Public Library - Secretary's Report
March 19, 2024

PRPL Web Site News Items

- [Homebound Delivery recipient reads 1000th book - General News - News | Park Ridge Library](#)
March 1, 2024
- [Washington School takes first place in Battle of the Books - General News - News | Park Ridge Library](#) March 4, 2024
- [Book Madness is back - General News - News | Park Ridge Library](#) March 13, 2024
- [Need spring break activities for your middle or high schooler? We have options, a mix of things to do at home or at the Library. Sign up at... | Instagram](#) March 13, 2024

Press Articles

None

**MINUTES
OF THE CLOSED SESSION OF THE
BOARD OF TRUSTEES OF THE PARK RIDGE PUBLIC LIBRARY HELD
TUESDAY, SEPTEMBER 19, 2023
CITY OF PARK RIDGE COUNCIL CHAMBERS**

ROLL CALL

TRUSTEES PRESENT: Deepika Thiagarajan, President, Alexandra Hanba, Vice President; Gregg Rusk, Treasurer; Lauren Rapisand, Secretary; Anita De Frank, Josh Kiem, David Somheil

PRESENT VIA AUDIO

CONFERENCE: Theresa Renaldi

TRUSTEES ABSENT: Danielle Powers

CALL TO ORDER

Closed Session CALLED TO ORDER at 7:41 p.m.

The Board discussed minutes of meetings lawfully closed under the Open Meetings Act to determine if any of these should be opened to the public. Most minutes being reviewed included the names of candidates that had applied for the 2021 Library Director position. It was determined that no additional minutes would be opened at this time.

ADJOURNMENT

Secretary Rapisand made a

MOTION: to adjourn the Closed Session.

Vice-President Hanba SECONDED the motion.

Voice vote.

MOTION CARRIED UNANIMOUSLY.

The meeting adjourned at 7:49 p.m.



Lauren Rapisand, Secretary

**MINUTES
OF THE CLOSED SESSION OF THE
BOARD OF TRUSTEES OF THE PARK RIDGE PUBLIC LIBRARY HELD
TUESDAY, NOVEMBER 14, 2023
PARK RIDGE PUBLIC LIBRARY – FIRST FLOOR MEETING ROOM**

ROLL CALL

TRUSTEES PRESENT: Deepika Thiagarajan, President, Alexandra Hanba, Vice President; Gregg Rusk, Treasurer; Lauren Rapisand, Secretary; Anita De Frank, Josh Kiem, Danielle Powers, Theresa Renaldi

TRUSTEE PRESENT

VIA TELEPHONE: David Somheil

CALL TO ORDER

Closed Session CALLED TO ORDER at 7:51 p.m.

The Board discussed Director Bertucci's 2023 annual performance evaluation. Also discussed were the expectations for the Director moving forward into 2024.

The Board discussed process and procedural changes as they relate to the director's evaluation process.

The Board discussed the Library Director's salary for 2024.

ADJOURNMENT

Vice-President Hanba made a

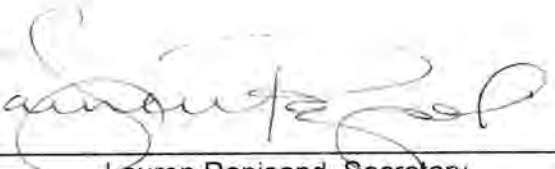
MOTION: to adjourn the Closed Session.

Trustee Rusk SECONDED the motion.

Voice vote.

MOTION CARRIED UNANIMOUSLY.

The meeting adjourned at 9:12 p.m.



Lauren Rapisand, Secretary

**MINUTES
OF THE CLOSED SESSION OF THE
BOARD OF TRUSTEES OF THE PARK RIDGE PUBLIC LIBRARY HELD
TUESDAY, DECEMBER 19, 2023
CITY OF PARK RIDGE COUNCIL CHAMBERS**

ROLL CALL

TRUSTEES PRESENT: Deepika Thiagarajan, President, Alexandra Hanba, Vice President; Gregg Rusk, Treasurer; Lauren Rapisand, Secretary; Anita De Frank, Josh Kiem, Danielle Powers, Theresa Renaldi, David Somheil

CALL TO ORDER

Closed Session CALLED TO ORDER at 7:14 p.m.

The Board discussed the review meeting that was held by President Thiagarajan and Vice-President Hanba with Director Bertucci regarding her annual review. As part of that discussion it was noted that an update to the Library's Strategic Plan, using a three year planning timeframe, would be undertaken in 2024.

The Board discussed 2023 financial results and finalized the discussion regarding the Director's salary for 2024.

ADJOURNMENT

Vice-President Hanba made a

MOTION: to adjourn the Closed Session.

President Thiagarajan **SECONDED** the motion.

Voice vote.

MOTION CARRIED UNANIMOUSLY.

The meeting adjourned at 7:28 p.m.



Lauren Rapisand, Secretary



Feb. 2024

	Feb-24	Jan-24	YTD	2023 YTD	2022 YTD	2019 YTD	% Change 2023 to 2024	Analysis
CIRCULATION OVERVIEW								
Physical Items	47,845	50,110	97,955	104,512	99,339	114,260	-6%	Total Circulation is up 7% over prior year with physical item circulation down 6% and circulation of digital materials up 60%.
Digital Items	20,062	22,867	42,929	26,771	20,725	13,584	60%	
TOTAL	67,907	72,977	140,884	131,283	120,064	127,844	7%	
PROGRAMS								
Adult Programs	42	42	84	49	57	29	71%	Number of adult programs and attendance exceeds all reported prior years
Adult Attendees	617	785	1,402	1,057	1,290	449	33%	
Youth Programs	61	61	122	102	63	68	20%	Youth programs and attendance also exceeds all reported year.
Youth Attendees	2029	1986	4,015	3,569	1,361	2,571	12%	
OUTREACH								
Home Delivery - Patrons served	27	26	53	54	85	34	-2%	Home delivery stats include both homebound and other deliveries. Homebound deliveries have increased while demand for other deliveries has declined.
Home Delivery - Materials loaned	111	106	217	211	307	186	3%	
Book clubs served	45	45	90	88	79	84	2%	Support for local book clubs continues to be a well used service.
Items loaned to book clubs	383	392	775	803	703	760	-3%	
TECHNOLOGY								
Wi-Fi Sessions	47,912	46,689	94,601	86,227	50,690	136,632	10%	Use of public computers is up 15% over prior year. Usage continues to grow each year but has not returned to pre-Covid levels, consistent with national trends.
Wi-Fi - unique clients	1,796	1,562	3,358	2,834	2,161	-	18%	
Public PC Sessions	1,361	1,064	2,425	2,113	1,326	3,056	15%	18% more unique clients are wi-fi users while overall # of sessions is up 10% over 2023
WEBSITE								
Visits	16,101	17,776	33,877	36,839	33,557	37,137	-8%	Both the number of visits to the website and the number of unique users are down from the prior year. New website roll out planned in 2024.
Unique users	7,201	7,993	15,194	18,157	15,905	17,423	-16%	
USERS								
New cards issued	165	157	322	331	259	237	-3%	165 new cards were issued in February
Total PRPL cardholders	19,177	19,079	19,177	18,568	18,910	23,646	3%	Total number of cardholders increased 3% over February, 2023 levels.
Unique users	9,045	9,035	9,045	9,116	8,219	4,366	-1%	The number of unique users is consistent with prior year data.
BUILDING USAGE								
Door count	24,055	21,058	45,113	40,333	29,578	8,624	12%	2024 YTD door counts are up 12% over prior year.
Meetings rooms-community use	11	9	20	11	3	n/a	82%	Meeting room usage by community groups has increased significantly vs. prior year.
Study Rooms - hours of use	1,197	1,044	2,241	1,939	1,858	n/a	16%	YTD Study room usage is 16% greater than prior year
The Studio - hours of use	23	43	66	50	10	n/a	32%	YTD Studio usage is 32% greater than prior year
The Media Lab - hours of use	40	41	81	163	94	n/a	-50%	YTD Media Lab usage is down when compared with prior year.
STRATEGIC PLAN: Provide support to local teachers, students, homeschool families and learners of all ages								
School Loans	8	13	21	42	22	65	-50%	The number of school loans YTD has decreased compared with prior year while the number of items loaned is up 10% - more items are being loaned to students.
Items loaned to Teachers	593	444	1,037	941	890	1,322	10%	
Total Teacher Library cards	162	159	159	113	83	n/a	41%	Number of teacher cards has increased 41% over prior year levels.
Cardholders*	48%	48%	48%	47%	48%	63%		Percentage of cardholders increased 1% over 2023 levels and is at 48%, consistent with national averages and that of comparable libraries.
NOTES:								
City of Park Ridge, 2020 Census		39,656						
City of Park Ridge, 2010 Census		37,479						



Park Ridge Public Library

TO: Library Board of Trustees
FROM: Joanna Bertucci, Library Director
DATE: March 19, 2024
SUBJECT: Library Director's Report

Administration & Board:

- The Statement of Economic Interest portal opened on March 10. All Trustees and Managers must complete this required filing by May 1, 2024. Please check your email for your link to the portal and reach out to Joan Wrenn if you did not receive an email and/or cannot locate your filer ID.
- I attended the quarterly meeting of the CCS Long Range Planning Committee on February 29 and the CCS Executive Committee meeting on March 13.
- I am working with our Marketing/PR Manager, Jen Healy, and Graphic Artist, Kerstin Henke, on an update for the 2023 Annual Report. A draft copy was shared with Communications & Development Committee Chair Rapisand for review and feedback. A final draft will be sent to all Trustees ahead of the April 9 Committee of the Whole Meeting.

Staff Updates and Professional Development:

- On Thursday, February 29 eight Library staff members participated in a wellness event sponsored by the City of Park Ridge's Wellness committee. Finance/HR Manager, Joan Wrenn, has been invited to be a part of this committee and all library staff are invited to take part in wellness programs and initiatives. To that end, the Library will be hosting Library and City staff on March 22 for a yoga class facilitated by Joan McGee.
- Ms. Sara Trivedi joined our Patron Services Team in February. Sara is a part-time Patron Services Associate and is a welcome addition to our team.

Strategic Plan Monthly Progress:

- **Encourage individual growth and lifelong learning**
 - The 2024 Picture Book Genrefication project continues. Youth Services staff have categorized over 6,000 titles, which is roughly half of the existing collection. Technical Services staff have started relabeling and updating item records for our Dinosaur and Popular Characters picture book collections. New icon labels for the first four categories (Concepts, Dinosaurs, Popular Characters, and Things That Go) are ready to go to the printer.
- **Build up a strong workforce and local businesses**
 - No activity in February
- **Align with strategy and set the stage for development**
 - No activity in February
- **Develop Civic Education for an informed and engaged citizenry.**

- We have seen a nice uptick in scout visits to the Library, particularly Girl Scouts. Troops who visit the library are treated to a behind the scenes tour and the opportunity to learn more and ask questions about the library in a small group setting. These tours encourage scouts to learn more about their community while supporting their scouting journeys.

Finance and HR

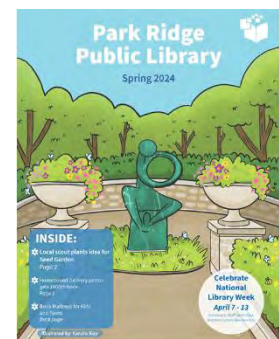
- The first installment of 2023 property tax bills were mailed February 1 and are due March 1. The Library has received approximately \$1,639,200 in taxes since February 16.
- Finance/HR Manager Joan Wrenn worked with the City's Finance Department to migrate the Library's payroll bank account from PNC to Chase Bank.
- Our auditor (Lauterbach & Amen, LLP) was onsite for preliminary fieldwork on March 8. We expect fieldwork to take place at the end of April.

Building and Grounds:

- Three firms responded to our RFQ for architectural and/or engineering services for the upcoming HVAC project. Interviews have been scheduled with the following firms:
 - March 15: Interface Engineering
 - March 21: ARCON Associates
 - March 21: Elara Engineering
 Facilities Manager, John Priala, and Trustees Kiem and Powers will join me for these virtual interviews.
- Mr. Priala and CVI Systems Engineer, Tim Brzny, are continuing to work with Comcast on the logistics for our fiber internet circuit upgrade. Comcast has run into another infrastructure hurdle that may make running a fiber circuit to our building very costly on Comcast's end. The construction team is expected to be onsite in the coming weeks to determine if an alternate path for the fiber can be found. If not, we will terminate our contract with Comcast and secure new bids for internet service. No fees are associated with a potential cancellation.

Marketing and Public Relations:

- Our spring newsletter arrived in homes on approximately February 25.
- Planning for promotion of National Library Week (April 7-13) is underway, as well as National Library Workers Day (April 9).
- Planning for Summer Reading and the 100th anniversary is in progress. We have decided to move our large-scale summer reading event to the end of the summer reading season in light of the looming cicada infestation likely for late May, early June. More details to come!
- Our February and early March 2024 Facebook reach is up, thanks in part to a few posts and stories that were well received. Most notably our March 8 post about Janet Jack, a patron who has read 1,000 books brought to her by a Homebound Delivery volunteer. We also boosted our post about the Sensory-Friendly Hour on February 29, which increased its visibility among non-followers. Using Meta's tracking and invitations system, we have reached out to more than 300 Facebook users who were not following our page before but who *liked* these popular posts, inviting them to follow us.





Outreach

- I attended the Park Ridge Chamber of Commerce’s annual *Night of Stars Celebration* on February 24.

Notable Programs, Collections, and Services:

- Adult winter programs concluded with some real successes in February!
 - Our second *Global Neighbors* (Peru) brought in 56 guests for music, food, and a lecture on February 22.
 - We had 49 Beatles fans join us for *The Beatles Love Songs* with Professor Moptop on February 13.
 - We had 32 and 31, respectively, for *E-Cigarettes, Vaping & Your Kids* on February 6 and Library Pub Quiz on February 27.
 - *A Night at the Oscars* was also well-received, with 25 movie buffs in attendance on February 15.
- The Youth Services Department is continuing with kids/teen crossover programming and hopes to increase those offerings for the summer programming session to encourage engagements as students transition to their next grade level. Crossover programs include:
 - *Chess Scholars*
 - *Drawing with Andertoons*
 - *Start Your Rockin’ Collection* featuring experts from the Lizzardo Museum of Lapidary Art



Respectfully Submitted,

Joanna Bertucci
March 15, 2024



BOARD OF TRUSTEES – ANNUAL TASK CALENDAR FY24

JANUARY 2024

- ✓ Policy review

FEBRUARY 2024

- ✓ Budget carryforwards from FY23
- ✓ Statistical collection review and discussion
- ✓ Secretary review of closed session minutes

MARCH 2024

- Annual Library Certification due to State Library
- Receive FY Annual report (IPLAR)
- [Interview architects for HVAC project](#)

APRIL 2024

- **National Library Week**
- Receive FY23 Annual report (Marketing)
- Policy review
- [Cyber security presentation – April Board Mtg.](#)

MAY 2024

- Statement of Economic Interest due to Cook County
- [FY23 audit field work](#)
- Approve CCS and OCLC annual fees
- Policy review

JUNE 2024

- Nominating committee appointed
- Approve Non-resident library card resolution

JULY 2024

- Welcome new and reappointed trustees
- Election of officers
- Review budget assumptions for City-provided services
- Annual trustee and staff anti-harassment training

AUGUST 2024

- B&F check-in/levy forecast
- New Trustee orientation
- Board committee chairs assigned
- Strategic Plan progress report
- Discuss draft summary FY25 budget and goals
- Review FY25 salary plan
- FY23 Audit presentation

SEPTEMBER 2024

- Approve FY25 salary plan
- Review FY25 draft budget
- Recognize former trustee(s)
- Secretary review of closed session minutes

OCTOBER 2024

- **National Friends of the Library week**
- Approve FY25 Operating budget
- Approve 2024 Levy request
- Per Capita Grant requirements assigned

NOVEMBER 2024

- City Council Budget Workshop
- Review Per Capita Grant requirements
- Approve 2025 Days Closed schedule
- Library Director annual review

DECEMBER 2024

- Approve Per Capita Grant request
- City Council Approves Budget & Levy
- Library Director annual review

Updated: March 13, 2024

Operational and Services Value Add Report

Month: March

Fiscal Year: 2024

Status	Project	Goal	Plan	Results	Cost Savings	New Costs	Results (Was the project successful? Do we have data to report success? If not successful, why?)	Year
In Progress	Website redevelopment	Current website was developed in 2015; backend functionality is not intuitive.	RFQ for website redevelopment	\$27,000 one-time; \$2,750 annual fees (maintenance and hosting) Progress as of 3/15: Website is scheduled to launch during National Library Week (4/7-4/13).	≈ \$1,000 annually; maintenance & hosting	\$27,000 one-time cost to build website, and training staff on backend		2023-2024
In Progress	Internet provider	Move the Library from month to month Internet service with Astound	eRate solicitation	Contract with Comcast: \$4,000 year	≈ \$5,600 annually	\$0	Project has been significantly delayed due to Comcast; Cancellation of contract is likely. Will work with CVI to find alternate providers to maximize available service and reduce costs	2023-2024
In Progress	Picture Book Genre-ification Project	Reorganizing our picture book collection with a face-out display and introducing distinct, easily recognizable icon-identifiable categories will enhance accessibility for pre-readers and non-native English speakers. This approach empowers these patrons to select materials and will likely increase circulation of our picture book collection.	Youth Services: Development categories, subcategories, and reclassify materials according to new classification scheme. Technical Services: Reclassify and relabel existing collection according to new classification scheme. Patron Services: Shelves will learn new shelving procedures. Marketing: work with YS to develop iconography, labels, and signage. Facility/Administration: Coordinate and oversee shelving install.	Progress as of 3/15: 6,500 books have been categorized by YS staff. TS has updated labels for Popular Characters and Dinosaur picture books. The first four labels will go to the printer on 3/15/24.	\$0	\$31,600 - Per Capita Grant Request		2024
In Progress	Streamline Meeting Room Reservation process	Opportunity for cost savings in staff time; new website will allow for more control of forms and backend management. Explore possibility of accepting online payment for meeting rooms. Streamline process to save the time of patrons	John Priala, Joan Wrenn, Ed Tidd, and I met in late January to discuss streamlining the process which includes offering our application as a fillable form on our website and giving patrons set up options. Mr. Priala is confirming the set up diagrams and Jen Healy is working on the website components.	Progress as of 3/15: Set up documents have been created and the page will be updated on our new website.				2024
In Progress: Onboarding new hires through ADP system in progress to save time and reduce paperwork to make process more efficient	Payroll Migration	City of Park Ridge decided to transfer payroll processing and payroll software costs from the City to the Library budget. This change will provide a clearer depiction of the Library's overhead; Library has full autonomy over system, no reliance on City staff for new hires, changes, issues, etc.			\$0	\$27,000 year one; \$20,000 years two and three		2022-2024

Pending	Home Delivery service	Streamline our two home materials delivery services into one service to consolidate time for staff and make the home delivery experience easier for patrons.	Laura Scott and Anastasia Rachmaciej will work collaboratively to combine these services.		\$0	\$0		2024
Pending	Database offering analysis	Determine cost per use; benchmark an acceptable cost per use to justify offering. Market collection to drive usage. Goal: Collection is well used and offers what we need to deliver core services as well as popular/trendy services						2024
Pending	Strategic Plan update	Issue RFP for Strategic Plan consultant on or before July 8. Board or Committee to interview firms. Begin work in January 2025.		Goal: 3-year plan that can be extended; measurable outcomes				2024



February 2024 Report

- Delivered 400 books to Franklin Elementary (\$200)

**City of Park Ridge, IL
Warrant List Fund Totals
02/16/2024**

Fund	Description	Amount
201	Library Fund	\$46,753.56
201	Grant Fund	\$0.00
201	North Suburban	\$5,095.27
<hr/>		
	Report Total	\$ 51,848.83



CITY OF PARK RIDGE

PAID INVOICES REPORT

WARRANT: L021624

TO FISCAL 2024/02 01/01/2024 TO 12/31/2024

VENDOR NAME	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION
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6095	ABC COMMERCIAL	02/09/24	220468	218814	P	02/16/24	2015012	932103	BLDG MNT CNTR-GENL MAINT	2,541.00
	163743	INVOICE:	20240189							2,541.00
	VENDOR TOTALS		5,082.00	YTD INVOICED				5,082.00	YTD PAID	
5132	ADP INC	02/12/24	220567	218815	P	02/16/24	2015011	938509	GNL CNTRL SVC/PAYROLL	1,344.75
	163840	INVOICE:	654011517							1,344.75
	VENDOR TOTALS		18,641.43	YTD INVOICED				14,766.51	YTD PAID	
8960	AIRESPRING INC	02/09/24	220469	218816	P	02/16/24	2015011	938501	GNL CNTRL SVC/TELEPHONE	480.19
	163744	INVOICE:	181093179							355.59
	163745	INVOICE:	181093180							835.78
	VENDOR TOTALS		.00	YTD INVOICED				1,671.56	YTD PAID	
302670	AMAZON CAPITAL SERVICES	02/09/24	220471	218818	P	02/16/24	2015015	954002	LIB RSRCS-CHILDREN BOOKS	106.20
	163746	INVOICE:	1W93RFF41M93							58.32
	163747	INVOICE:	1W6XX4197Q3P							41.42
	163748	INVOICE:	19G3XDM04QMP							136.04
	163749	INVOICE:	19TKPP0D7CXH							112.23
	163750	INVOICE:	1CWXT66Q7V34							149.53
	163751	INVOICE:	1XWXDVCT3X6H							121.89
	163752	INVOICE:	1GF9TM33KV6D							15.00
	163753	INVOICE:	1QHC9H3TG3YF							33.60
	163754	INVOICE:	13KKV139TGHM							8.59
	163755	INVOICE:	1GG4CWHCR11							110.71
	163756	INVOICE:	1PL4LM3ND1MX							17.32
	163757	INVOICE:	1X07LLPKG4PQ							9.98
	163758	INVOICE:	1INTRCW4KM1R9							33.64
	163759	INVOICE:	1X07LLPKG4PQ							31.94
	163760	INVOICE:	1DJPLWX636FC							
		INVOICE:	19RKQGPXKWPV							

CITY OF PARK RIDGE



PAID INVOICES REPORT

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TO FISCAL 2024/02 01/01/2024 TO 12/31/2024

VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	2024 YTD PAID
163761	INVOICE:	02/09/24	220486		218818	P	02/16/24	2015015	951100 LIBRARY SUPPLIES	291.89
	IGDDKTTVYW6G									
163762	INVOICE:	02/09/24	220487		218818	P	02/16/24	2015012	932103 BLDG MNT CNTR-GENL MAINT	23.70
	19TKPPQDM4ND									
163763	INVOICE:	02/09/24	220488		218818	P	02/16/24	2015015	938506 GNL CNTRL SVC/PROGRAM	82.57
	194XN3MXHLF9									
163764	INVOICE:	02/09/24	220489		218818	P	02/16/24	2015011	951002 OFF SPLS--OTHER SUPPLIES	19.99
	1GF9TM33KXN7									
163765	INVOICE:	02/09/24	220490		218817	P	02/16/24	2015012	932103 BLDG MNT CNTR-GENL MAINT	38.70
	1YHDT4PQDX6G									
163766	INVOICE:	02/09/24	220491		218818	P	02/16/24	2015012	932103 BLDG MNT CNTR-GENL MAINT	39.99
	1LR997TVKYJR									
163767	INVOICE:	02/09/24	220492		218818	P	02/16/24	2015012	932103 BLDG MNT CNTR-GENL MAINT	16.98
	1PJ13VQLDYCJ									
163768	INVOICE:	02/09/24	220493		218818	P	02/16/24	2015012	952100 BUILDING SUPPLIES	18.50
	1LJTGKL41W9L									
163769	INVOICE:	02/09/24	220494		218818	P	02/16/24	2015015	954002 LIB RSRCS-CHILDREN BOOKS	37.47
	1PGMLMTP6N9Q									
163770	INVOICE:	02/09/24	220495		218818	P	02/16/24	2015015	954019 LIB RSRCS-CHILDRENS BOOKS	22.31
	1W11GPDYHR6F									
163771	INVOICE:	02/09/24	220496		218818	P	02/16/24	2015015	954019 LIB RSRCS-CHILDRENS BOOKS	152.52
	1TMV1TVHCQG									
163772	INVOICE:	02/09/24	220497		218818	P	02/16/24	2015015	954019 LIB RSRCS-CHILDRENS BOOKS	13.79
	1VDM1N9L9YH9									
163773	INVOICE:	02/09/24	220498		218818	P	02/16/24	2015017	954001 LIB RSRCS--ADULT BOOKS FI	88.22
	176FTRTCNPRK									
163774	INVOICE:	02/09/24	220499		218818	P	02/16/24	2015015	954002 LIB RSRCS-CHILDRN BOOKS	37.95
	1K46PN1R4P6G									
163775	INVOICE:	02/09/24	220500		218818	P	02/16/24	2015015	954002 LIB RSRCS-CHILDREN BOOKS	127.65
	1J19KRCT4YCN									
163776	INVOICE:	02/09/24	220501		218818	P	02/16/24	2015015	954002 LIB RSRCS-CHILDREN BOOKS	15.99
	171YG69F4GC9									
163777	INVOICE:	02/09/24	220502		218818	P	02/16/24	2015015	954002 LIB RSRCS-CHILDREN BOOKS	31.68
	1DTNXXQMJ7L1									
163778	INVOICE:	02/09/24	220503		218818	P	02/16/24	2015015	954002 LIB RSRCS-CHILDREN BOOKS	19.46
	1PHK3YPPJNWM									
163779	INVOICE:	02/09/24	220504		218818	P	02/16/24	2015015	954002 LIB RSRCS-CHILDREN BOOKS	264.94
	19DTCK73HPP7									
163780	INVOICE:	02/09/24	220505		218818	P	02/16/24	2015017	954017 LIB RSRCS-ADULT BOOKS NF	36.69
	1DPHCJLCCY9Q									
163781	INVOICE:	02/09/24	220506		218818	P	02/16/24	2015017	954017 LIB RSRCS-ADULT BOOKS NF	21.31
	1FNRLMJKHLJ9									
163782	INVOICE:	02/09/24	220507		218818	P	02/16/24	2015017	954017 LIB RSRCS-ADULT BOOKS NF	14.00
	1CCXHF1FNL9M									
163783	INVOICE:	02/09/24	220508		218818	P	02/16/24	2015017	954017 LIB RSRCS-ADULT BOOKS NF	31.49
	1LHLT3GRVVKF									
VENDOR TOTALS										7,040.39
800 AMERICAN EAGLE COM					218819	P	02/16/24	2015011	931700 LIB DATA PROC SV	483.50
163784		02/09/24	220509							

5,931.07 YTD INVOICED 7,040.39 YTD PAID

CITY OF PARK RIDGE



PAID INVOICES REPORT

WARRANT: L021624

TO FISCAL 2024/02 01/01/2024 TO 12/31/2024

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

INVOICE: 396737									
VENDOR TOTALS		420.00	YTD INVOICED	967.00	YTD PAID				483.50
5008	ANCEL GLINK PC 163841 INVOICE: 101982	02/12/24 220568	218820 P 02/16/24 2015011	942500	GENERAL COUNSEL				240.00
VENDOR TOTALS		.00	YTD INVOICED	13,910.00	YTD PAID				240.00
3596	ANGELA BERGER 163786 INVOICE: ADM020924	02/09/24 220511	218821 P 02/16/24 2015011	933800	CONFERENCES & TRAINING				95.12
VENDOR TOTALS		50.94	YTD INVOICED	95.12	YTD PAID				95.12
8568	RADIATE HOLDINGS LP 163785 INVOICE: 4436589010016678	02/09/24 220510	218822 P 02/16/24 2015011	938503	GNL CNTRL SVC-INTERNET				814.99
VENDOR TOTALS		3,133.53	YTD INVOICED	2,779.25	YTD PAID				814.99
101020	BAKER AND TAYLOR LLC 163661 INVOICE: 2038076138	02/09/24 220382	218823 P 02/16/24 2015017	954001	LIB RSRCS--ADULT BOOKS FI				448.96
VENDOR TOTALS		52.52	YTD INVOICED	52.52	YTD PAID				52.52
163661	INVOICE: 2038076138	02/09/24 220382	218823 P 02/16/24 2015017	954001	LIB RSRCS--ADULT BOOKS FI				18.48
163662	INVOICE: 2038069512	02/09/24 220383	218823 P 02/16/24 2015017	954001	LIB RSRCS--ADULT BOOKS FI				17.91
163663	INVOICE: 2038069513	02/09/24 220384	218823 P 02/16/24 2015017	954001	LIB RSRCS--ADULT BOOKS FI				65.52
163665	INVOICE: 2038068562	02/09/24 220386	218823 P 02/16/24 2015017	954001	LIB RSRCS--ADULT BOOKS FI				399.50
163666	INVOICE: 2038065881	02/09/24 220387	218823 P 02/16/24 2015017	954001	LIB RSRCS--ADULT BOOKS FI				111.45
163667	INVOICE: 2038056398	02/09/24 220388	218823 P 02/16/24 2015017	954001	LIB RSRCS--ADULT BOOKS FI				14.28
163668	INVOICE: 2038056399	02/09/24 220389	218823 P 02/16/24 2015017	954001	LIB RSRCS--ADULT BOOKS FI				178.90
163669	INVOICE: 2038056400	02/09/24 220390	218823 P 02/16/24 2015017	954001	LIB RSRCS--ADULT BOOKS FI				17.90
163670	INVOICE: 2038061435	02/09/24 220391	218823 P 02/16/24 2015017	954001	LIB RSRCS--ADULT BOOKS FI				57.74
163671	INVOICE: 2038056401	02/09/24 220392	218823 P 02/16/24 2015017	954001	LIB RSRCS--ADULT BOOKS FI				299.77
163672	INVOICE: 2038061436	02/09/24 220393	218823 P 02/16/24 2015017	954001	LIB RSRCS--ADULT BOOKS FI				149.92
163673	INVOICE: 2038055847	02/09/24 220394	218823 P 02/16/24 2015017	954001	LIB RSRCS--ADULT BOOKS FI				210.44
163674	INVOICE: 2038060942	02/09/24 220395	218823 P 02/16/24 2015017	954001	LIB RSRCS--ADULT BOOKS FI				

CITY OF PARK RIDGE

PAID INVOICES REPORT

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TO FISCAL 2024/02 01/01/2024 TO 12/31/2024

VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	AMOUNT
163675	INVOICE:	02/09/24	220396		218823	P	02/16/24	2015017	LIB RSRCS--ADULT BOOKS FI	17.91
	2038061437									
163676	INVOICE:	02/09/24	220397		218823	P	02/16/24	2015017	LIB RSRCS-ADULT BOOKS NF	74.52
	2038055054									
163677	INVOICE:	02/09/24	220398		218823	P	02/16/24	2015017	LIB RSRCS-ADULT BOOKS NF	34.65
	2038055055									
163678	INVOICE:	02/09/24	220399		218823	P	02/16/24	2015017	LIB RSRCS-ADULT BOOKS NF	18.47
	2038055056									
163680	INVOICE:	02/09/24	220401		218823	P	02/16/24	2015017	LIB RSRCS-ADULT BOOKS NF	17.32
	2038055057									
163681	INVOICE:	02/09/24	220402		218823	P	02/16/24	2015017	LIB RSRCS -MWL	118.36
	2038079021									
163682	INVOICE:	02/09/24	220403		218823	P	02/16/24	2015017	LIB RSRCS -MWL	86.63
	2038079022									
163683	INVOICE:	02/09/24	220404		218823	P	02/16/24	2015017	LIB RSRCS -MWL	39.26
	2038079023									
163684	INVOICE:	02/09/24	220405		218823	P	02/16/24	2015017	LIB RSRCS -MWL	39.26
	2038071340									
163685	INVOICE:	02/09/24	220406		218823	P	02/16/24	2015017	LIB RSRCS -MWL	75.08
	2038071341									
163686	INVOICE:	02/09/24	220407		218823	P	02/16/24	2015017	LIB RSRCS -MWL	91.25
	2038050764									
163687	INVOICE:	02/09/24	220408		218823	P	02/16/24	2015017	LIB RSRCS -MWL	35.80
	2038050763									
163688	INVOICE:	02/09/24	220409		218823	P	02/16/24	2015015	LIB RSRCS-CHILDREN BOOKS	14.97
	2038075975									
163689	INVOICE:	02/09/24	220410		218823	P	02/16/24	2015015	LIB RSRCS-CHILDREN BOOKS	601.86
	2038075976									
163690	INVOICE:	02/09/24	220411		218823	P	02/16/24	2015015	LIB RSRCS-CHILDREN BOOKS	489.20
	2038058432									
163691	INVOICE:	02/09/24	220412		218823	P	02/16/24	2015015	LIB RSRCS-CHILDREN BOOKS	7.27
	2038053199									
163692	INVOICE:	02/09/24	220413		218823	P	02/16/24	2015015	LIB RSRCS-CHILDRENS BOOKS	49.68
	2038051344									
163693	INVOICE:	02/09/24	220414		218823	P	02/16/24	2015015	LIB RSRCS-CHILDRENS BOOKS	15.59
	2038071644									
163694	INVOICE:	02/09/24	220415		218823	P	02/16/24	2015015	LIB RSRCS-CHILDRENS BOOKS	17.39
	2038071550									
163695	INVOICE:	02/09/24	220416		218823	P	02/16/24	2015015	LIB RSRCS-CHILDRENS BOOKS	253.32
	2038051301									
163696	INVOICE:	02/09/24	220417		218823	P	02/16/24	2015015	LIB RSRCS-CHILDRENS BOOKS	23.45
	2038071551									
163697	INVOICE:	02/09/24	220418		218823	P	02/16/24	2015015	LIB RSRCS-CHILDREN BOOKS	11.41
	2038071075									
163698	INVOICE:	02/09/24	220419		218823	P	02/16/24	2015015	LIB RSRCS-CHILDREN BOOKS	18.76
	2038071076									
163699	INVOICE:	02/09/24	220420		218823	P	02/16/24	2015015	LIB RSRCS-CHILDREN BOOKS	121.93
	2038075407									
163700	INVOICE:	02/09/24	220421		218823	P	02/16/24	2015015	LIB RSRCS-CHILDREN BOOKS	83.33
	2038075408									
163701	INVOICE:	02/09/24	220422		218823	P	02/16/24	2015015	LIB RSRCS-CHILDREN BOOKS	52.30

CITY OF PARK RIDGE



PAID INVOICES REPORT

WARRANT: L021624

TO FISCAL 2024/02 01/01/2024 TO 12/31/2024

VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	26.39
163793	INVOICE:	02/09/24	220518		218826	P	02/16/24	2015017 954001	LIB RSRCS--ADULT BOOKS FI	26.39
		83670967								
163794	INVOICE:	02/09/24	220519		218826	P	02/16/24	2015017 954001	LIB RSRCS--ADULT BOOKS FI	22.39
		83618007								
163795	INVOICE:	02/09/24	220520		218826	P	02/16/24	2015017 954001	LIB RSRCS--ADULT BOOKS FI	22.39
		83596106								
163796	INVOICE:	02/09/24	220521		218826	P	02/16/24	2015017 954001	LIB RSRCS--ADULT BOOKS FI	27.99
		83722634								
	VENDOR TOTALS			4,944.11	YTD INVOICED			6,534.71	YTD PAID	291.08
303044	CENTER POINT INC	02/09/24	220522		218827	P	02/16/24	2015017 954001	LIB RSRCS--ADULT BOOKS FI	27.27
	INVOICE:	2072568								
163798	INVOICE:	02/09/24	220523		218827	P	02/16/24	2015017 954001	LIB RSRCS--ADULT BOOKS FI	58.72
		2073196								
	VENDOR TOTALS			178.47	YTD INVOICED			171.30	YTD PAID	85.99
12845	CHICAGO BOTANIC GARDEN	02/09/24	220524		218828	P	02/16/24	2015015 938506	GNL CNTRL SVC/PROGRAM	400.00
	INVOICE:	ADM0209242								
	VENDOR TOTALS			.00	YTD INVOICED			400.00	YTD PAID	400.00
7750	CHICAGO FILTER SUPPLY	02/09/24	220525		218829	P	02/16/24	2015012 932105	BLDG MNT CNTR-HVAC EQUIP	246.84
	INVOICE:	79746								
	VENDOR TOTALS			.00	YTD INVOICED			1,285.47	YTD PAID	246.84
334	CHICAGO SUN-TIMES MEDIA INC	02/09/24	220526		218830	P	02/16/24	2015017 954003	LIB RSRCS--PERIODICALS	717.60
	INVOICE:	ADM0209243								
	VENDOR TOTALS			717.60	YTD INVOICED			717.60	YTD PAID	717.60
19972	DEMCO INC	02/09/24	220527		218831	P	02/16/24	2015015 951100	LIBRARY SUPPLIES	115.56
	INVOICE:	7422952								
163803	INVOICE:	02/09/24	220528		218831	P	02/16/24	2015015 951100	LIBRARY SUPPLIES	151.54
		7427104								
	VENDOR TOTALS			1,011.25	YTD INVOICED			2,318.25	YTD PAID	267.10
8193	DIANA COLLERAN	02/09/24	220529		218832	P	02/16/24	2015011 936000	PUBLIC RELATIONS	450.00
	INVOICE:	ADM0209244								
	VENDOR TOTALS			.00	YTD INVOICED			450.00	YTD PAID	450.00

CITY OF PARK RIDGE



PAID INVOICES REPORT

WARRANT: L021624

TO FISCAL 2024/02 01/01/2024 TO 12/31/2024

VENDOR NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
8496 GORDON FLESH COMPANY INC 163893 02/12/24 220620 INVOICE: I00891401				218833	P	02/16/24	2015011	935101 EQPT RNTL-LEASE PAYMENTS	1,474.44
VENDOR TOTALS							3,078.32	YTD PAID	1,474.44
9011 HUGO GUTIERREZ 163805 02/09/24 220530 INVOICE: ADM0209245				218834	P	02/16/24	2015017	938506 GNL CNTRL SVC/PROGRAM	400.00
VENDOR TOTALS							400.00	YTD PAID	400.00
7842 INGRAM LIBRARY SERVICES 163818 02/12/24 220545 INVOICE: 67681556 163819 02/12/24 220546 INVOICE: 67681558 163822 02/12/24 220548 INVOICE: 67681557 163823 02/12/24 220549 INVOICE: 63022671 163824 02/12/24 220550 INVOICE: 63021184 163825 02/12/24 220551 INVOICE: 63021845 163826 02/12/24 220553 INVOICE: 63021183 163828 02/12/24 220554 INVOICE: 67680090 163829 02/12/24 220556 INVOICE: 67680089 163831 02/12/24 220557 INVOICE: 63022670 163832 02/12/24 220558 INVOICE: 67681555 163833 02/12/24 220560 INVOICE: 63024724				218835	P	02/16/24	2015015	954019 LIB RSRCS-CHILDRENS BOOKS	82.70
				218835	P	02/16/24	2015015	954002 LIB RSRCS-CHILDREN BOOKS	166.28
				218835	P	02/16/24	2015015	954002 LIB RSRCS-CHILDREN BOOKS	53.72
				218835	P	02/16/24	2015015	954002 LIB RSRCS-CHILDREN BOOKS	136.49
				218835	P	02/16/24	2015015	954002 LIB RSRCS-CHILDREN BOOKS	292.34
				218835	P	02/16/24	2015015	954002 LIB RSRCS-CHILDREN BOOKS	268.38
				218835	P	02/16/24	2015015	954019 LIB RSRCS-CHILDRENS BOOKS	88.51
				218835	P	02/16/24	2015017	954001 LIB RSRCS--ADULT BOOKS FI	117.99
				218835	P	02/16/24	2015017	954017 LIB RSRCS-ADULT BOOKS NF	242.87
				218835	P	02/16/24	2015015	954002 LIB RSRCS-CHILDREN BOOKS	100.02
				218835	P	02/16/24	2015015	954002 LIB RSRCS-CHILDREN BOOKS	35.35
				218835	P	02/16/24	2015017	954001 LIB RSRCS--ADULT BOOKS FI	215.62
VENDOR TOTALS							2,199.94	YTD PAID	1,800.27
9063 JOANN WRENN 163891 02/12/24 220617 INVOICE: ADM02122411				218836	P	02/16/24	2015011	933100 LIB RECRUIT & TESTING	1,440.00
VENDOR TOTALS							1,449.99	YTD PAID	1,440.00
8865 LANGUAGE ACADEMY LLC 163835 02/12/24 220561 INVOICE: ADM021224				218837	P	02/16/24	2015015	938506 GNL CNTRL SVC/PROGRAM	50.00

CITY OF PARK RIDGE



PAID INVOICES REPORT

WARRANT: L021624

TO FISCAL 2024/02 01/01/2024 TO 12/31/2024

VENDOR NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	.00 YTD INVOICED	100.00 YTD PAID	50.00
7283 LIBRARY IDEAS LLC 163837 INVOICE: 110126	02/12/24	220564		218838	P	02/16/24	2015015 954004	LIB RSRCS-RECORDING AUDIO	218838	100.00	50.00
VENDOR TOTALS							157.46	YTD PAID	157.46		157.46
1061 MARY MASON 163839 INVOICE: ADM0212242	02/12/24	220565		218839	P	02/16/24	2015015 938506	GNL CNTRL SVC/PROGRAM	218839		99.81
VENDOR TOTALS							54.51	YTD INVOICED	162.66	YTD PAID	99.81
101892 MIDWEST TAPE 163842 INVOICE: 504961852	02/12/24	220569		218840	P	02/16/24	2015015 954005	LIB RSRCS-AV/DVD/BLURAY	218840		37.14
163843 INVOICE: 504961587	02/12/24	220570		218840	P	02/16/24	2015017 954005	LIB RSRCS-AV/DVD/BL	218840		78.33
163844 INVOICE: 505012825	02/12/24	220571		218840	P	02/16/24	2015015 954004	LIB RSRCS-RECORDING AUDIO	218840		10.79
163845 INVOICE: 505012824	02/12/24	220572		218840	P	02/16/24	2015015 954004	LIB RSRCS-RECORDING AUDIO	218840		39.99
163846 INVOICE: 505012827	02/12/24	220573		218840	P	02/16/24	2015015 954005	LIB RSRCS-AV/DVD/BLURAY	218840		26.98
163847 INVOICE: 504980005	02/12/24	220574		218840	P	02/16/24	2015015 954005	LIB RSRCS-AV/DVD/BLURAY	218840		114.41
163848 INVOICE: 505012828	02/12/24	220575		218840	P	02/16/24	2015017 954005	LIB RSRCS-AV/DVD/BL	218840		100.46
163849 INVOICE: 505012829	02/12/24	220576		218840	P	02/16/24	2015017 954005	LIB RSRCS-AV/DVD/BL	218840		190.62
163850 INVOICE: 505012830	02/12/24	220577		218840	P	02/16/24	2015017 954005	LIB RSRCS-AV/DVD/BL	218840		147.59
163851 INVOICE: 505012831	02/12/24	220578		218840	P	02/16/24	2015017 954005	LIB RSRCS-AV/DVD/BL	218840		44.98
163852 INVOICE: 505012832	02/12/24	220579		218840	P	02/16/24	2015017 954005	LIB RSRCS-AV/DVD/BL	218840		43.48
163853 INVOICE: 504977581	02/12/24	220580		218840	P	02/16/24	2015017 954005	LIB RSRCS-AV/DVD/BL	218840		149.98
163854 INVOICE: 504977583	02/12/24	220581		218840	P	02/16/24	2015017 954005	LIB RSRCS-AV/DVD/BL	218840		52.23
163855 INVOICE: 504977584	02/12/24	220582		218840	P	02/16/24	2015017 954005	LIB RSRCS-AV/DVD/BL	218840		63.73
163856 INVOICE: 504977585	02/12/24	220583		218840	P	02/16/24	2015017 954005	LIB RSRCS-AV/DVD/BL	218840		63.71
163857 INVOICE: 504986889	02/12/24	220584		218840	P	02/16/24	2015017 954005	LIB RSRCS-AV/DVD/BL	218840		81.09
163858 INVOICE: 504988051	02/12/24	220585		218840	P	02/16/24	2015017 954005	LIB RSRCS-AV/DVD/BL	218840		34.53

CITY OF PARK RIDGE



PAID INVOICES REPORT

WARRANT: L021624

TO FISCAL 2024/02 01/01/2024 TO 12/31/2024

VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION
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VENDOR TOTALS	5,469.42	YTD INVOICED	3,478.22	YTD PAID	1,280.04
924 OVERDRIVE INC	02/12/24 220586	218841 P 02/16/24 201	430819	NO. SUB. DIGITAL CONSORTI	412.01
163859 INVOICE: 00751DA24028735		218841 P 02/16/24 201	430819	NO. SUB. DIGITAL CONSORTI	273.60
163860 INVOICE: 00751CP24031931		218841 P 02/16/24 201	430819	NO. SUB. DIGITAL CONSORTI	1,000.00
163861 INVOICE: H0102392		218841 P 02/16/24 201	430819	NO. SUB. DIGITAL CONSORTI	142.98
163862 INVOICE: 00751DA24039477		218841 P 02/16/24 201	430819	NO. SUB. DIGITAL CONSORTI	3,266.68
163863 INVOICE: 00751C024038216					
VENDOR TOTALS	55,176.67	YTD INVOICED	20,058.97	YTD PAID	5,095.27
3949 PARK RIDGE LIONS CLUB	02/12/24 220591	218842 P 02/16/24 2015011	932400	LIB MEMBER DUES	175.00
163864 INVOICE: ADM0212243					
VENDOR TOTALS	175.00	YTD INVOICED	175.00	YTD PAID	175.00
61391 PIONEER PRESS	02/12/24 220592	218843 P 02/16/24 2015017	954003	LIB RSRCS--PERIODICALS	32.50
163865 INVOICE: ADM0212244					
VENDOR TOTALS	32.50	YTD INVOICED	32.50	YTD PAID	32.50
229 PITNEY BOWES BANK INC	02/12/24 220593	218844 P 02/16/24 2015011	935102	EQPT RNTL-POSTAGE MACHINE	242.22
163866 INVOICE: 3106514051					
VENDOR TOTALS	308.61	YTD INVOICED	12,723.00	YTD PAID	242.22
8790 PLAYAWAY PRODUCTS LLC	02/12/24 220595	218845 P 02/16/24 2015015	954004	LIB RSRCS-RECORDING AUDIO	74.97
163869 INVOICE: 451596		218845 P 02/16/24 2015015	954004	LIB RSRCS-RECORDING AUDIO	56.99
163870 INVOICE: 452159					
VENDOR TOTALS	1,475.72	YTD INVOICED	877.85	YTD PAID	131.96
101774 POLONIA BOOKSTORE	02/12/24 220602	218846 P 02/16/24 2015017	954017	LIB RSRCS-ADULT BOOKS NF	222.75
163876 INVOICE: 75983					
VENDOR TOTALS	197.95	YTD INVOICED	425.90	YTD PAID	222.75
4023 RAINBOW ANIMAL ASSISTED THERAPY	02/12/24 220603	218847 P 02/16/24 2015011	933800	CONFERENCES & TRAINING	50.00
163877					

CITY OF PARK RIDGE



PAID INVOICES REPORT

WARRANT: L021624

TO FISCAL 2024/02 01/01/2024 TO 12/31/2024

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

INVOICE: ADM0212245									
VENDOR TOTALS		300.00	YTD INVOICED		250.00	YTD PAID		50.00	
6880 ROBBINS SCHWARTZ	163878	02/12/24	220604	218848	P	02/16/24	2015011	942500	GENERAL COUNSEL
INVOICE: 969878									
VENDOR TOTALS		.00	YTD INVOICED			1,229.00	YTD PAID		832.00
102551 CACINI INC	163879	02/12/24	220605	218849	P	02/16/24	2015011	936000	PUBLIC RELATIONS
INVOICE: 44407									
VENDOR TOTALS		415.00	YTD INVOICED			690.00	YTD PAID		12.00
7373 ST ANDREWS LUTHERAN CHURCH	163880	02/12/24	220606	218850	P	02/16/24	2015015	938506	GNL CNTRL SVC/PROGRAM
INVOICE: ADM0212246									
VENDOR TOTALS		400.00	YTD INVOICED			650.00	YTD PAID		650.00
6493 SUN AND MOON YOGA	163882	02/12/24	220608	218851	P	02/16/24	2015017	938506	GNL CNTRL SVC/PROGRAM
INVOICE: ADM0212247									
VENDOR TOTALS		1,200.00	YTD INVOICED			1,350.00	YTD PAID		600.00
6423 TEAM ONE REPAIR INC	163883	02/12/24	220609	218852	P	02/16/24	2015016	951100	LIBRARY SUPPLIES
INVOICE: 1513053									
VENDOR TOTALS		.00	YTD INVOICED			1,560.00	YTD PAID		1,560.00
8952 TWISTED TREE YOGA CORPORATION	163884	02/12/24	220610	218853	P	02/16/24	2015015	938506	GNL CNTRL SVC/PROGRAM
INVOICE: ADM0212248									
VENDOR TOTALS		.00	YTD INVOICED			270.00	YTD PAID		75.00
303104 USA TODAY	163885	02/12/24	220611	218854	P	02/16/24	2015017	954003	LIB RSRCS--PERIODICALS
INVOICE: ADM0212249									
VENDOR TOTALS		395.52	YTD INVOICED			395.95	YTD PAID		395.95
300318 UNITED STATES POSTAL SERVICE	163886	02/12/24	220612	218855	P	02/16/24	2015011	938502	GNL CNTRL SVC/POSTAGE
INVOICE: ADM02122410									
VENDOR TOTALS									4,800.00



CITY OF PARK RIDGE

PAID INVOICES REPORT

WARRANT: L021624

TO FISCAL 2024/02 01/01/2024 TO 12/31/2024

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

VENDOR TOTALS	12,000.00	YTD INVOICED	13,289.65	YTD PAID	4,800.00
4402 VERIFY 163887	02/12/24 220613	218856 P 02/16/24 2015011	933100	LIB RECRUIT & TESTING	51.00
INVOICE: 1577027	02/12/24 220614	218856 P 02/16/24 2015011	933100	LIB RECRUIT & TESTING	18.00
163888	02/12/24 220615	218856 P 02/16/24 2015011	933100	LIB RECRUIT & TESTING	18.00
INVOICE: 1571940	02/12/24 220615				
163889	02/12/24 220615				
INVOICE: 1568342					
VENDOR TOTALS	.00	YTD INVOICED	108.00	YTD PAID	87.00
6668 WOLTERS KLUMER 163890	02/12/24 220616	218857 P 02/16/24 2015017	954017	LIB RSRCS-ADULT BOOKS NF	155.91
INVOICE: 4806007074					
VENDOR TOTALS	.00	YTD INVOICED	155.91	YTD PAID	155.91
4754 COX SUBSCRIPTION 163892	02/12/24 220618	218858 P 02/16/24 2015017	954003	LIB RSRCS--PERIODICALS	10,541.26
INVOICE: 3133486					
VENDOR TOTALS	13,008.83	YTD INVOICED	10,541.26	YTD PAID	10,541.26

REPORT TOTALS

COUNT	AMOUNT
TOTAL PRINTED CHECKS	45
	51,848.83

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

**City of Park Ridge, IL
Warrant List Fund Totals
02/29/2024**

Fund	Description	Amount
201	Library Fund	\$83,544.38
201	Grant Fund	\$0.00
201	North Suburban	\$4,164.11
<hr/>		
	Report Total	\$ 87,708.49

CITY OF PARK RIDGE



PAID INVOICES REPORT

WARRANT: L022924

TO FISCAL 2024/02 01/01/2024 TO 12/31/2024

VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	YTD INVOICED	YTD PAID
48 ALLIANCE ENTERTAINMENT										521.64	498.37
164068	INVOICE:	02/23/24	220799		218954	P	02/29/24	2015017	LIB RSRCS-RECORDINGS MUSI	954015	254.27
	INVOICE:		PL578211227								
VENDOR TOTALS											
302670 AMAZON CAPITAL SERVICES										254.27	
164070	INVOICE:	02/23/24	220801		218955	P	02/29/24	2015011	OFF SPLS--OTHER SUPPLIES	951002	48.98
	INVOICE:		IDF9L936WHL Y								
164071	INVOICE:	02/23/24	220802		218955	P	02/29/24	2015015	GNL CNTRL SVC/PROGRAM	938506	967.36
	INVOICE:		19RX3YMTVQOM								
164072	INVOICE:	02/23/24	220803		218955	P	02/29/24	2015015	LIB RSRCS-VIDEOGAMES	954010	199.37
	INVOICE:		1PMDLQ7YMMNK								
164073	INVOICE:	02/23/24	220804		218955	P	02/29/24	2015013	LIBRARY SUPPLIES	951100	4.98
	INVOICE:		1PMDLQ7YMKW3								
164074	INVOICE:	02/23/24	220805		218955	P	02/29/24	2015015	LIB RSRCS-CHILDRENS BOOKS	954019	86.76
	INVOICE:		1Y9NN90DXKWM								
164075	INVOICE:	02/23/24	220806		218955	P	02/29/24	2015015	LIB RSRCS-CHILDRENS BOOKS	954019	29.30
	INVOICE:		1GQFJ71RXQYJ								
164076	INVOICE:	02/23/24	220807		218955	P	02/29/24	2015017	LIB RSRCS--ADULT BOOKS FI	954001	-81.52
	INVOICE:		16LTMVXJRCXF								
164077	INVOICE:	02/23/24	220808		218955	P	02/29/24	2015017	LIB RSRCS--ADULT BOOKS FI	954001	115.88
	INVOICE:		1W6XX4197FDL								
164078	INVOICE:	02/23/24	220809		218955	P	02/29/24	2015017	LIB RSRCS--ADULT BOOKS FI	954001	170.63
	INVOICE:		1LDDLJLM44W								
164079	INVOICE:	02/23/24	220810		218955	P	02/29/24	2015017	LIB RSRCS-ADULT BOOKS NF	954017	156.31
	INVOICE:		1QG3CL66X4VH								
164080	INVOICE:	02/23/24	220811		218955	P	02/29/24	2015017	LIB RSRCS-ADULT BOOKS NF	954017	63.01
	INVOICE:		13JK4D1TG6G3								
164081	INVOICE:	02/23/24	220812		218955	P	02/29/24	2015015	GNL CNTRL SVC/PROGRAM	938506	444.55
	INVOICE:		17C3LW3LFC4P								
164083	INVOICE:	02/23/24	220814		218955	P	02/29/24	2015015	LIBRARY SUPPLIES	951100	84.92
	INVOICE:		116G3WNK4H3Y								
164084	INVOICE:	02/23/24	220815		218955	P	02/29/24	2015011	OFF SPLS--OTHER SUPPLIES	951002	12.99
	INVOICE:		1Y1J5T4MD433								
164085	INVOICE:	02/23/24	220816		218955	P	02/29/24	2015015	LIBRARY SUPPLIES	951100	37.32
	INVOICE:		1K4PP1RXTDPL								
164086	INVOICE:	02/23/24	220817		218955	P	02/29/24	2015012	BUILDING SUPPLIES	952100	40.98
	INVOICE:		133NKD6FQMH7								
164087	INVOICE:	02/23/24	220818		218955	P	02/29/24	2015017	LIB RSRCS-VIDEOGAMES	954010	68.94
	INVOICE:		1LYE74T7G9VD								
164088	INVOICE:	02/23/24	220819		218955	P	02/29/24	2015017	LIB RSRCS-VIDEOGAMES	954010	387.96
	INVOICE:		1X3NN1JMRDIR								
164089	INVOICE:	02/23/24	220820		218955	P	02/29/24	2015015	LIB RSRCS-VIDEOGAMES	954010	179.97
	INVOICE:		1FOCW9C3VGPY								
164090	INVOICE:	02/23/24	220821		218955	P	02/29/24	2015017	LIB RSRCS-AV/DVD/BL	954005	67.89
	INVOICE:		1FGPRQ449PNG								
164091	INVOICE:	02/23/24	220822		218955	P	02/29/24	2015015	LIB RSRCS-CHILDREN BOOKS	954002	10.29
	INVOICE:		137LYMKHPCLF								
164092	INVOICE:	02/23/24	220823		218955	P	02/29/24	2015015	LIB RSRCS-CHILDRENS BOOKS	954019	32.62
	INVOICE:		1FGPRQ44GKCI								

CITY OF PARK RIDGE



PAID INVOICES REPORT

WARRANT: L022924

TO FISCAL 2024/02 01/01/2024 TO 12/31/2024

VENDOR NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
164093	02/23/24	220824		218955	P	02/29/24	2015017	LIB RSRCS-ADULT BOOKS NF	61.44
INVOICE:	1W/NTJD49W6W								
164094	02/23/24	220825		218955	P	02/29/24	2015017	LIB RSRCS-ADULT BOOKS NF	33.99
INVOICE:	1KHCHNWFYYL								
164095	02/23/24	220826		218955	P	02/29/24	2015017	LIB RSRCS-ADULT BOOKS NF	19.95
INVOICE:	1XQNW43PW3MF								
VENDOR TOTALS				5,931.07	YTD INVOICED		10,285.26	YTD PAID	3,244.87
3583	ANDERSON LOCK COMPANY LTD			218956	P	02/29/24	2015012	BLDG MNT CNTR-GENL MAINT	415.50
164096	02/23/24	220827							
INVOICE:	7110127								
VENDOR TOTALS				424.44	YTD INVOICED		3,599.88	YTD PAID	415.50
101020	BAKER AND TAYLOR LLC			218957	P	02/29/24	2015015	GNL CNTRL SVC/PROGRAM	30.60
164008	02/22/24	220739							
INVOICE:	2038087141								
164009	02/22/24	220740		218957	P	02/29/24	2015015	GNL CNTRL SVC/PROGRAM	8.67
INVOICE:	5018714478								
164010	02/22/24	220741		218957	P	02/29/24	2015015	GNL CNTRL SVC/PROGRAM	1,353.03
INVOICE:	2038020416								
164011	02/22/24	220742		218957	P	02/29/24	2015015	GNL CNTRL SVC/PROGRAM	893.52
INVOICE:	2038020415								
164012	02/22/24	220743		218957	P	02/29/24	2015015	LIB RSRCS-E-BOOKS	1,596.46
INVOICE:	2038076179								
164014	02/22/24	220745		218957	P	02/29/24	2015017	LIB RSRCS-ADULT BOOKS NF	34.62
INVOICE:	2038089912								
164015	02/22/24	220746		218957	P	02/29/24	2015017	LIB RSRCS-ADULT BOOKS NF	713.00
INVOICE:	2038089913								
164016	02/22/24	220747		218957	P	02/29/24	2015017	LIB RSRCS-ADULT BOOKS NF	91.25
INVOICE:	2038089914								
164017	02/22/24	220748		218957	P	02/29/24	2015017	LIB RSRCS-ADULT BOOKS NF	17.32
INVOICE:	2038089915								
164019	02/22/24	220750		218957	P	02/29/24	2015017	LIB RSRCS-ADULT BOOKS NF	176.31
INVOICE:	2038085606								
164020	02/22/24	220751		218957	P	02/29/24	2015017	LIB RSRCS-ADULT BOOKS NF	35.19
INVOICE:	2038075261								
164021	02/22/24	220752		218957	P	02/29/24	2015017	LIB RSRCS-ADULT BOOKS NF	54.31
INVOICE:	2038075262								
164022	02/22/24	220753		218957	P	02/29/24	2015017	LIB RSRCS-ADULT BOOKS NF	1,192.20
INVOICE:	2038075263								
164023	02/22/24	220754		218957	P	02/29/24	2015017	LIB RSRCS-ADULT BOOKS NF	152.15
INVOICE:	2038075264								
164024	02/22/24	220755		218957	P	02/29/24	2015017	LIB RSRCS-ADULT BOOKS NF	110.88
INVOICE:	2038075265								
164025	02/22/24	220756		218957	P	02/29/24	2015017	LIB RSRCS-ADULT BOOKS NF	58.87
INVOICE:	2038075266								
164026	02/22/24	220757		218957	P	02/29/24	2015017	LIB RSRCS-ADULT BOOKS NF	58.02
INVOICE:	2038075267								
164027	02/22/24	220758		218957	P	02/29/24	2015017	LIB RSRCS-ADULT BOOKS NF	54.28

CITY OF PARK RIDGE



PAID INVOICES REPORT

WARRANT: L022924

TO FISCAL 2024/02 01/01/2024 TO 12/31/2024

VENDOR NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION
INVOICE: 164028	02/22/24	220759		218957	P	02/29/24	2015017	LIB RSRCS--ADULT BOOKS NF
INVOICE: 164029	02/22/24	220760		218957	P	02/29/24	2015017	LIB RSRCS--ADULT BOOKS NF
INVOICE: 164030	02/22/24	220761		218957	P	02/29/24	2015017	LIB RSRCS--ADULT BOOKS NF
INVOICE: 164031	02/22/24	220762		218957	P	02/29/24	2015017	LIB RSRCS--ADULT BOOKS NF
INVOICE: 164032	02/22/24	220763		218957	P	02/29/24	2015017	LIB RSRCS--ADULT BOOKS NF
INVOICE: 164033	02/22/24	220764		218957	P	02/29/24	2015017	LIB RSRCS--ADULT BOOKS NF
INVOICE: 164034	02/22/24	220765		218957	P	02/29/24	2015017	LIB RSRCS--ADULT BOOKS NF
INVOICE: 164035	02/22/24	220766		218957	P	02/29/24	2015017	LIB RSRCS--ADULT BOOKS NF
INVOICE: 164036	02/22/24	220767		218957	P	02/29/24	2015017	LIB RSRCS--ADULT BOOKS NF
INVOICE: 164037	02/22/24	220768		218957	P	02/29/24	2015017	LIB RSRCS--ADULT BOOKS NF
INVOICE: 164038	02/22/24	220769		218957	P	02/29/24	2015017	LIB RSRCS--ADULT BOOKS NF
INVOICE: 164039	02/22/24	220770		218957	P	02/29/24	2015017	LIB RSRCS--ADULT BOOKS NF
INVOICE: 164040	02/22/24	220771		218957	P	02/29/24	2015017	LIB RSRCS--ADULT BOOKS NF
INVOICE: 164041	02/22/24	220772		218957	P	02/29/24	2015017	LIB RSRCS--ADULT BOOKS NF
INVOICE: 164042	02/22/24	220773		218957	P	02/29/24	2015017	LIB RSRCS--ADULT BOOKS NF
INVOICE: 164043	02/22/24	220774		218957	P	02/29/24	2015017	LIB RSRCS--ADULT BOOKS NF
INVOICE: 164044	02/22/24	220775		218957	P	02/29/24	2015017	LIB RSRCS--ADULT BOOKS NF
INVOICE: 164045	02/22/24	220776		218957	P	02/29/24	2015017	LIB RSRCS--ADULT BOOKS NF
INVOICE: 164046	02/22/24	220777		218957	P	02/29/24	2015017	LIB RSRCS--ADULT BOOKS NF
INVOICE: 164047	02/22/24	220778		218957	P	02/29/24	2015017	LIB RSRCS--ADULT BOOKS NF
INVOICE: 164048	02/22/24	220779		218957	P	02/29/24	2015017	LIB RSRCS--ADULT BOOKS NF
INVOICE: 164049	02/22/24	220780		218957	P	02/29/24	2015017	LIB RSRCS--ADULT BOOKS NF
INVOICE: 164050	02/22/24	220781		218957	P	02/29/24	2015017	LIB RSRCS--ADULT BOOKS NF
INVOICE: 164051	02/22/24	220782		218957	P	02/29/24	2015017	LIB RSRCS--ADULT BOOKS NF
INVOICE: 164052	02/22/24	220783		218957	P	02/29/24	2015017	LIB RSRCS--ADULT BOOKS NF

CITY OF PARK RIDGE



PAID INVOICES REPORT

WARRANT: L022924

TO FISCAL 2024/02 01/01/2024 TO 12/31/2024

VENDOR NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION
164053 INVOICE:	02/22/24	220784		218957	P	02/29/24	2015017	LIB RSRCS -MMIL
164054 INVOICE:	02/22/24	220785		218957	P	02/29/24	2015015	LIB RSRCS-CHILDRENS BOOKS
164056 INVOICE:	02/22/24	220787		218957	P	02/29/24	2015015	LIB RSRCS-CHILDREN BOOKS
164057 INVOICE:	02/22/24	220788		218957	P	02/29/24	2015015	LIB RSRCS-CHILDREN BOOKS
164058 INVOICE:	02/22/24	220789		218957	P	02/29/24	2015015	LIB RSRCS-CHILDREN BOOKS
164060 INVOICE:	02/22/24	220791		218957	P	02/29/24	2015015	LIB RSRCS-CHILDREN BOOKS
164061 INVOICE:	02/22/24	220792		218957	P	02/29/24	2015015	LIB RSRCS-CHILDREN BOOKS
164063 INVOICE:	02/22/24	220794		218957	P	02/29/24	2015015	LIB RSRCS-CHILDREN BOOKS
164064 INVOICE:	02/22/24	220795		218957	P	02/29/24	2015015	LIB RSRCS-CHILDRENS BOOKS
164065 INVOICE:	02/22/24	220796		218957	P	02/29/24	2015015	LIB RSRCS-CHILDREN BOOKS
164066 INVOICE:	02/22/24	220797		218957	P	02/29/24	2015015	LIB RSRCS-CHILDREN BOOKS
164067 INVOICE:	02/22/24	220798		218957	P	02/29/24	2015015	LIB RSRCS-CHILDREN BOOKS
164320 INVOICE:	02/26/24	221055		218957	P	02/29/24	2015015	GNL CNTRL SVC/PROGRAM
164321 INVOICE:	02/26/24	221056		218957	P	02/29/24	2015015	GNL CNTRL SVC/PROGRAM
VENDOR TOTALS 19,944.04 YTD INVOICED 24,781.65 YTD PAID 11,049.61								
489 BLACKSTONE AUDIO INC	02/23/24	220829		218958	P	02/29/24	2015017	LIB RSRCS-RECORDING AUDIO
164098 INVOICE:	02/23/24	220830		218958	P	02/29/24	2015017	LIB RSRCS-RECORDING AUDIO
164101 INVOICE:	02/23/24	220832		218958	P	02/29/24	2015017	LIB RSRCS-RECORDING AUDIO
VENDOR TOTALS 580.98 YTD INVOICED 1,313.78 YTD PAID 450.44								
300553 CENGAGE LEARNING INC	02/23/24	220833		218959	P	02/29/24	2015015	LIB RSRCS-CHILDREN BOOKS
164102 INVOICE:	02/23/24	220834		218959	P	02/29/24	2015017	LIB RSRCS--ADULT BOOKS FI
164103 INVOICE:	02/23/24	220835		218959	P	02/29/24	2015017	LIB RSRCS--ADULT BOOKS FI
164104 INVOICE:	02/23/24	220836		218959	P	02/29/24	2015017	LIB RSRCS--ADULT BOOKS FI
164105 INVOICE:	02/23/24	220837		218959	P	02/29/24	2015017	LIB RSRCS--ADULT BOOKS FI

CITY OF PARK RIDGE



PAID INVOICES REPORT

WARRANT: L022924

TO FISCAL 2024/02 01/01/2024 TO 12/31/2024

VENDOR NAME	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION
164107	INVOICE:	83843490						
		02/23/24	220838					
	INVOICE:	83843613						
				218959	P	02/29/24	2015017	954001 LIB RSRCS--ADULT BOOKS FI
								51.99
	VENDOR TOTALS							489.43
13239	CENTER OF CONCERN							
	INVOICE:	ADM0223242						
				218960	P	02/29/24	2015017	938506 GNL CNTRL SVC/PROGRAM
								200.00
	VENDOR TOTALS							200.00
303044	CENTER POINT INC							
	INVOICE:	2073836						
				218961	P	02/29/24	2015017	954001 LIB RSRCS--ADULT BOOKS FI
								57.34
	VENDOR TOTALS							57.34
5814	CHASE							
	INVOICE:	ADM0226292						
				218962	P	02/29/24	2015011	931700 LIB DATA PROC SV
								449.48
	INVOICE:	ADM0226292						
				218962	P	02/29/24	2015011	932400 LIB MEMBER DUES
								30.00
	INVOICE:	ADM0226292						
				218962	P	02/29/24	2015011	933800 CONFERENCES & TRAINING
								1,908.34
	INVOICE:	ADM0226292						
				218962	P	02/29/24	2015011	936000 PUBLIC RELATIONS
								287.26
	INVOICE:	ADM0226292						
				218962	P	02/29/24	2015011	938509 GNL CNTRL SVC/PAYROLL
								80.91
	INVOICE:	ADM0226292						
				218962	P	02/29/24	2015011	951002 OFF SPLS--OTHER SUPPLIES
								31.17
	INVOICE:	ADM0226292						
				218962	P	02/29/24	2015011	990800 COMPUTER EQUIPMENT
								1,005.00
	INVOICE:	ADM0226292						
				218962	P	02/29/24	2015015	938506 GNL CNTRL SVC/PROGRAM
								200.00
	INVOICE:	ADM0226292						
				218962	P	02/29/24	2015015	951100 LIBRARY SUPPLIES
								632.07
	INVOICE:	ADM0226292						
				218962	P	02/29/24	2015017	954003 LIB RSRCS--PERIODICALS
								714.74
	INVOICE:	ADM0226292						
				218962	P	02/29/24	2015017	954005 LIB RSRCS-AV/DVD/BL
								138.00
	VENDOR TOTALS							5,476.97
5403	CHASE PAYMENTECH							
	INVOICE:	ADM022624						
				16910	W	02/29/24	2015011	937800 LIB BNK SERV CHG
								30.65
	VENDOR TOTALS							30.65
7517	JPH ENTERPRISES INC							
				23.52	YTD INVOICED			4,610.61
								YTD PAID
								30.65

CITY OF PARK RIDGE



PAID INVOICES REPORT

WARRANT: L022924

TO FISCAL 2024/02 01/01/2024 TO 12/31/2024

VENDOR NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
164111	02/23/24	220842		218963	P	02/29/24	2015011	936000 PUBLIC RELATTONS	
INVOICE:	73866							99.00	
VENDOR TOTALS			418.00	YTD INVOICED			1,077.00	YTD PAID	99.00
103002	CRINSON MULTIMEDIA DISTRIBUTION INC			218964	P	02/29/24	2015015	954010 LIB RSRCS--VIDEOGAMES	
164112	02/23/24	220843						40.00	
INVOICE:	013525								
164113	02/23/24	220844		218964	P	02/29/24	2015017	954010 LIB RSRCS--VIDEOGAMES	
INVOICE:	013524							55.66	
VENDOR TOTALS			.00	YTD INVOICED			139.32	YTD PAID	95.66
9078	DANIELLE ALICE RYAN CHASE			218965	P	02/29/24	2015015	938506 GNL CNTRL SVC/PROGRAM	
164110	02/23/24	220841						300.00	
INVOICE:	ADM0223243								
VENDOR TOTALS			.00	YTD INVOICED			300.00	YTD PAID	300.00
19972	DEMCO INC			218966	P	02/29/24	2015013	951100 LIBRARY SUPPLIES	
164114	02/23/24	220845						393.51	
INVOICE:	7434968								
VENDOR TOTALS			1,011.25	YTD INVOICED			2,711.76	YTD PAID	393.51
8640	EUGENE FLYNN			218967	P	02/29/24	2015017	938506 GNL CNTRL SVC/PROGRAM	
164117	02/23/24	220848						240.00	
INVOICE:	ADM0223245								
VENDOR TOTALS			.00	YTD INVOICED			240.00	YTD PAID	240.00
9009	FAMBRRO MANAGEMENT LLC			218968	P	02/29/24	2015015	938506 GNL CNTRL SVC/PROGRAM	
164115	02/23/24	220846						190.00	
INVOICE:	ADM0223244								
VENDOR TOTALS			.00	YTD INVOICED			380.00	YTD PAID	190.00
8496	GORDON FLESCH COMPANY INC			218969	P	02/29/24	2015011	935100 EQPT RNTL-MAINTENANCE	
164118	02/23/24	220849						271.99	
INVOICE:	IN14572780								
VENDOR TOTALS			3,315.62	YTD INVOICED			3,350.31	YTD PAID	271.99
7842	INGRAM LIBRARY SERVICES			218970	P	02/29/24	2015017	954001 LIB RSRCS--ADULT BOOKS FI	
164119	02/23/24	220850						87.92	
INVOICE:	67686138								
164120	02/23/24	220851		218970	P	02/29/24	2015017	954017 LIB RSRCS--ADULT BOOKS NF	
INVOICE:	67686136							159.70	
164121	02/23/24	220852		218970	P	02/29/24	2015017	954017 LIB RSRCS--ADULT BOOKS NF	
INVOICE:	67686137							294.20	

CITY OF PARK RIDGE



PAID INVOICES REPORT

WARRANT: L022924

TO FISCAL 2024/02 01/01/2024 TO 12/31/2024

VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION		
INVOICE:	164137	02/23/24	220868		218975	P	02/29/24	2015017	LIB RSRCS-AV/DVD/BL		
INVOICE:	164138	02/23/24	220869		218975	P	02/29/24	2015017	LIB RSRCS-AV/DVD/BL		
INVOICE:	164139	02/23/24	220870		218975	P	02/29/24	2015017	LIB RSRCS-AV/DVD/BL		
INVOICE:	164140	02/23/24	220871		218975	P	02/29/24	2015017	LIB RSRCS-AV/DVD/BL		
INVOICE:	164141	02/23/24	220872		218975	P	02/29/24	2015017	LIB RSRCS-AV/DVD/BL		
INVOICE:	164142	02/23/24	220873		218975	P	02/29/24	2015017	LIB RSRCS-AV/DVD/BL		
INVOICE:	164143	02/23/24	220874		218975	P	02/29/24	2015015	LIB RSRCS-AV/DVD/BLURAY		
INVOICE:	164144	02/23/24	220875		218975	P	02/29/24	2015015	LIB RSRCS-AV/DVD/BLURAY		
INVOICE:	164145	02/23/24	220876		218975	P	02/29/24	2015017	LIB RSRCS-AV/DVD/BL		
INVOICE:	164146	02/23/24	220877		218975	P	02/29/24	2015017	LIB RSRCS-AV/DVD/BL		
VENDOR TOTALS											
			5,469.42	YTD INVOICED					5,553.98	YTD PAID	
										2,075.76	
1193 ORIENTAL TRADING COMPANY INC	164147	02/23/24	220878		218976	P	02/29/24	2015015	GNL CNTRL SVC/PROGRAM		
INVOICE:			72953065701								
VENDOR TOTALS											
			.00	YTD INVOICED						107.94	YTD PAID
											59.95
924 OVERDRIVE INC	164148	02/23/24	220879		218977	P	02/29/24	201	NO. SUB. DIGITAL CONSORTI		
INVOICE:			00751DA24045180								
164149	INVOICE:	02/23/24	220880		218977	P	02/29/24	201	NO. SUB. DIGITAL CONSORTI		
164150	INVOICE:	02/23/24	220881		218977	P	02/29/24	201	NO. SUB. DIGITAL CONSORTI		
164151	INVOICE:	02/23/24	220882		218977	P	02/29/24	201	NO. SUB. DIGITAL CONSORTI		
164152	INVOICE:	02/23/24	220883		218977	P	02/29/24	201	NO. SUB. DIGITAL CONSORTI		
INVOICE:			00751DA24047112								
VENDOR TOTALS											
			55,176.67	YTD INVOICED						24,223.08	YTD PAID
61248 PARK RIDGE PUBLIC LIBRARY	164153	02/23/24	220884		218978	P	02/29/24	2015016	LIBRARY SUPPLIES		
INVOICE:			ADM023248								
VENDOR TOTALS											
			.00	YTD INVOICED						750.00	YTD PAID
8790 PLAYAWAY PRODUCTS LLC											750.00

CITY OF PARK RIDGE



PAID INVOICES REPORT

WARRANT: L022924

TO FISCAL 2024/02 01/01/2024 TO 12/31/2024

VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION
164154	INVOICE:	02/23/24	220885		218979	P	02/29/24	2015017	954004 LIB RSRCs-RECORDING AUDIO
164155	INVOICE:	02/23/24	220886		218979	P	02/29/24	2015015	954004 LIB RSRCs-RECORDING AUDIO
164156	INVOICE:	02/23/24	220887		218979	P	02/29/24	2015015	954004 LIB RSRCs-RECORDING AUDIO
164157	INVOICE:	02/23/24	220888		218979	P	02/29/24	2015015	954004 LIB RSRCs-RECORDING AUDIO
	VENDOR TOTALS								1,729.46 YTD PAID
4023	RAINBOW ANIMAL ASSISTED THERAPY				218980	P	02/29/24	2015015	938506 GNL CNTRL SVC/PROGRAM
	VENDOR TOTALS								300.00 YTD INVOICED
8538	RAPID RIBBONS & AWARDS				218981	P	02/29/24	2015015	938506 GNL CNTRL SVC/PROGRAM
	VENDOR TOTALS								103.76 YTD PAID
4412	ROSEBREW INC				218982	P	02/29/24	2015013	951100 LIBRARY SUPPLIES
	VENDOR TOTALS								77.63 YTD INVOICED
102551	CACINI INC				218983	P	02/29/24	2015011	936000 PUBLIC RELATIONS
	VENDOR TOTALS								415.00 YTD INVOICED
8996	STUCKEY CONSTRUCTION				218984	P	02/29/24	2015012	996300 BUILDING/BUILDING IMPROVE
	VENDOR TOTALS								242,335.37 YTD PAID
6991	SWAN				218985	P	02/29/24	2015011	937800 LIB BNK SERV CHG
	VENDOR TOTALS								20.00 YTD INVOICED

CITY OF PARK RIDGE



PAID INVOICES REPORT

WARRANT: L022924

TO FISCAL 2024/02 01/01/2024 TO 12/31/2024

VENDOR NAME	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION
3247 EDWARD A TIDD	02/23/24	220919		218986	P	02/29/24	2015011	951103 STAFF APPRECIATION
164187 INVOICE:	ADM02232413							
VENDOR TOTALS								36.99 YTD PAID
8952 TWISTED TREE YOGA CORPORATION	02/23/24	220921		218987	P	02/29/24	2015015	938506 GNL CNTRL SVC/PROGRAM
164188 INVOICE:	ADM02232414							
164190 INVOICE:	ADM02232415			218988	P	02/29/24	2015015	938506 GNL CNTRL SVC/PROGRAM
VENDOR TOTALS								465.00 YTD PAID
5003 UNIQUE MANAGEMENT SERVICES INC	02/23/24	220923		218989	P	02/29/24	2015011	937800 LIB BNK SERV CHG
164191 INVOICE:	6122180							
VENDOR TOTALS								487.15 YTD PAID
2193 VERIZON WIRELESS	02/23/24	220929		218990	P	02/29/24	2015011	938501 GNL CNTRL SVC/TELEPHONE
164197 INVOICE:	9955570251							
VENDOR TOTALS								9,598.88 YTD PAID
565 VERNON LIBRARY SUPPLIES INC	02/23/24	220931		218991	P	02/29/24	2015013	951100 LIBRARY SUPPLIES
164199 INVOICE:	674189							
VENDOR TOTALS								335.05 YTD PAID
300800 WAREHOUSE DIRECT INC	02/23/24	220932		218992	P	02/29/24	2015016	951100 LIBRARY SUPPLIES
164200 INVOICE:	56671500							
164200 INVOICE:	02/23/24 220932			218992	P	02/29/24	2015011	951002 OFF SPLS--OTHER SUPPLIES
164200 INVOICE:	56671500			218992	P	02/29/24	2015011	951001 OFF SPLS--PHOTOCOPY
164201 INVOICE:	02/23/24 220933			218992	P	02/29/24	2015011	951002 OFF SPLS--OTHER SUPPLIES
164201 INVOICE:	56680840							
VENDOR TOTALS								1,017.15 YTD PAID
4754 COX SUBSCRIPTION	02/23/24	220934		218993	P	02/29/24	2015015	954003 LIB RSRC--PERIODICALS
164202 INVOICE:	3133872							
VENDOR TOTALS								11,314.92 YTD PAID
REPORT TOTALS								87,708.49

CITY OF PARK RIDGE



PAID INVOICES REPORT

WARRANT: L022924

TO FISCAL 2024/02 01/01/2024 TO 12/31/2024

VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T GHK	DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION
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	COUNT	AMOUNT
TOTAL PRINTED CHECKS	40	87,677.84
TOTAL WIRE TRANSFERS	1	30.65

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