



Park Ridge Public Library
Regular Board Meeting – AGENDA - March 21, 2023 – 7:00 PM

Meeting Location:

Park Ridge City Hall Council Chambers, 505 Butler Place, Park Ridge, IL

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 21, 2023 Regular Meeting of the Library Board
- b. Ratify Bills Payable-Warrant Register for:

Period 2, February 16, 2023		Period 2, February 28, 2023	
Library Fund Warrants	\$82,810.26	Library Fund Warrants	\$69,564.80
Payroll (2/10/2023)	\$93,691.88	Payroll (2/24/2023)	\$87,600.71
Per Capita Grant Fund	\$0.00	Per Capita Grant Fund	\$0.00
North Suburban Digital Consortium	\$9,169.08	North Suburban Digital Consortium	\$34,805.27
Total	\$185,671.22	Total	\$191,970.78

- c. Approve Cash Statement for all accounts for February 2023
- d. Ratify disbursements from the Petty Cash Fund, \$176.93
- e. Ratify disbursements from the Gift Fund, \$350
- f. Approve three year contract with Vogue Printing for printing and mailing services for the Library’s newsletter, for a total of \$63,252
- g. Approve awarding of the 2023 Library Award to Joan McGee
5. Treasurer’s Report
 - a. Approve the Consolidated Year to Date Revenue and Expenditures Report for February 2023
6. President’s Report
7. Secretary’s Report
8. Library Director's Report
 - a. Statistics
 - b. Narrative
9. Friends of the Library Report – no report
10. Unfinished Business
11. New Business
 - a. Approve E-Rate vendor for Category 1: WAN/Internet Services
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

20 S. Prospect Avenue, Park Ridge, IL 60068

Regular Meeting of the Board of Trustees

Held at the Park Ridge Public Library – First Floor Meeting Room – 20 S. Prospect, Park Ridge, IL

February 21, 2023 at 7:00 p.m.

CALL TO ORDER

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

ROLL CALL

Trustees Present: Alexandrea Hanba, President; Josh Kiem, Vice-President; Danielle Powers, Secretary; Lauren Rapisand, Theresa Renaldi, David Somheil, Treasurer, Deepika Thiagarajan

Absent: Gregg Rusk, Joseph Steinfels

Others Present: Joanna Bertucci, Library Director; Angela Berger, Lauren Bochat, Alyson Doubek, John Priala, Anastasia Rachmaciej, and Laura Scott, Library staff
Gregg Rusk was conferenced in as an observer

PUBLIC COMMENT

No comments were made.

CONSENT AGENDA

President Hanba 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. There were no requests to have items removed from the Consent Agenda

The following items are now included on the Consent Agenda:

- Approval of Minutes of the January 17, 2023 Regular Meeting of the Library Board
- Ratify Bills Payable Warrant Register for Period 1, FY23 January 16, 2023 in the amount of \$238,654.09 and January 31 in the amount of 163,016.68 and Period 13, FY22 December 31, 2022 in the amount of \$32,660.84 and January 30, 2023 in the amount of \$1,791.09.
- Approve Cash Statement for all accounts for January, 2023
- Ratify disbursements from the Petty Cash Fund, \$72.98
- Ratify disbursements from the Gift Fund, \$900.00
- Approve FY22 to FY23 capital carry forward of \$389,008 of Building Improvement Funds for the Ice Melt System, PA system speakers, lintel construction, masonry wall construction and additional expenses/projects in progress.
- Approve FY22 to FY23 operating carry forward of \$9,710 of Computer Materials funds for the Email Migration project in progress.
- Approve FY22 to FY23 operating carry forward of \$22,615 of Office Supplies/Furniture funds for the Sound Attenuation project in progress.
- Approve the revised 2023 Days Closed Calendar

Trustee Rapisand made a

MOTION: To approve the Consent Agenda

Trustee Renaldi seconded the motion

Roll Call Vote: Yes: Hanba, Kiem, Powers, Rapisand, Renaldi, Somheil, Thiagarajan

Absent: Rusk, Steinfels

Motion passed

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Regular Meeting of the Board of Trustees

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February 21, 2023 at 7:00 p.m.

TREASURER'S REPORT

Treasurer Somheil reviewed the Consolidated YTD Revenue and Expenditures report for Period 1 January 2023 noting that expenses year to date were very low as January 1 is the start of the new fiscal year. Treasurer Somheil reviewed the Consolidate YTD Revenue and Expenditures report for Period 13 of FY22.

Treasurer Somheil made a

MOTION: To approve the Consolidated Year to Date Revenue and Expenditures Report for January, 2023

President Renaldi seconded the motion

Roll Call Vote: Yes: Hanba, Kiem, Powers, Rapisand, Renaldi, Somheil, Thiagarajan

Absent: Rusk, Steinfels

Motion passed

Treasurer Somheil made a

MOTION: To approve the Consolidated Year to Date Revenue and Expenditures Report for 2022 Period 13

President Renaldi seconded the motion

Roll Call Vote: Yes: Hanba, Kiem, Powers, Rapisand, Renaldi, Somheil, Thiagarajan

Absent: Rusk, Steinfels

Motion passed

PRESIDENT'S REPORT

President Hanba reported that a Celebration of Life event for Richard DuSold, longtime Friends of the Library member and recipient of the Library's Lifetime Achievement Award, will be held in the Library's First Floor Meeting Room on Saturday, April 29.

SECRETARY'S REPORT

Secretary Powers reviewed the Secretary's report included in the packet on page 13, noting both Library website news items and articles appearing in the press.

DIRECTOR'S REPORT

Director Bertucci highlighted items from her written report beginning on page 15 of the packet.

- The Management Team is working on completing the FY22 Illinois Public Library Annual Report (IPLAR), which is due to the IL State Library on March 1, 2023. Trustees will receive electronic copies in March.
- Period 13 of FY22 closed in late January. 92% of the operating budget was expended, which aligns with the most recent (fall 2022) financial forecast.
- The Youth Services Department hosted its annual Preschool and Enrichment Fair on January 21 at St. Andrew's. Event attendance returned to pre-pandemic levels as we welcomed 150 attendees.
- Director Bertucci and Marketing Supervisor Jen Healy continue to meet with representatives from WebLinx, the firm that will be developing the Library's new website. We have narrowed down a design concept with the WebLinx team.

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February 21, 2023 at 7:00 p.m.

- On Sunday, February 5, the Library hosted its first Sensory Friendly Hour. We welcomed 45 children and their families into the Library from 11 am – Noon. We opened the Library one hour earlier so that Ms. Greenwald and the Youth Services Team were able to transform our Children’s Room into a sensory friendly space. The room featured areas of low lighting, sensory friendly toys, fidgets and manipulatives as well as two special therapy dogs from Rainbow Animal Assisted Therapies. Feedback from parents and caregivers was overwhelmingly positive. Initially, we had planned to schedule this program once a quarter, but given the high level of demand, we have scheduled pop up sensory friendly hours in March and April, in addition to the program already scheduled for May. Director Bertucci praised Youth Services Manager, Staci Greenwald, and her team for their efforts in putting this innovative event together.

FRIENDS OF THE LIBRARY REPORT

No report

UNFINISHED BUSINESS

None

NEW BUSINESS

Ms. Bertucci presented two bids from architectural firms for consulting on the fall 2023 building envelope project. Ms. Bertucci explained that the proposal from Green Associates came in lower as Green has drawings and elevations of the library’s window plan from previous work they completed with the windows, and thus this work would not have to be redone. Director Bertucci noted that Green’s proposal is at an hourly rate (as opposed to a flat fee). Discussion ensued with regard to “not to exceed” caps on Green’s fees and Director Bertucci added that Green will add an additional architect for the project in order to address concerns with regard to support for other projects Green is managing for the Library. President Hanba suggested that a scope document be provided by Green that details the work that is included in the \$12,500 fee. Trustees asked questions about the two proposals and Director Bertucci provided additional information about Green Associates work on previous window projects. Trustee Renaldi suggested that documentation be developed that could subsequently be used to assess the success of the Library’s work with Green on this project.

Treasurer Somheil made a

MOTION: to authorize the Library Director to engage Green & Associates for consulting on the Building Envelope project, not to exceed \$12,500.

President Hanba seconded the motion

Roll Call Vote: Yes: Hanba, Kiem, Powers, Rapisand, Renaldi, Somheil, Thiagarajan

Absent: Rusk, Steinfels

Motion passed

Trustee Rapisand made a

MOTION: To adjourn the meeting

Trustee Somheil seconded the motion

Voice Vote: All in favor

Motion passed

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February 21, 2023 at 7:00 p.m.

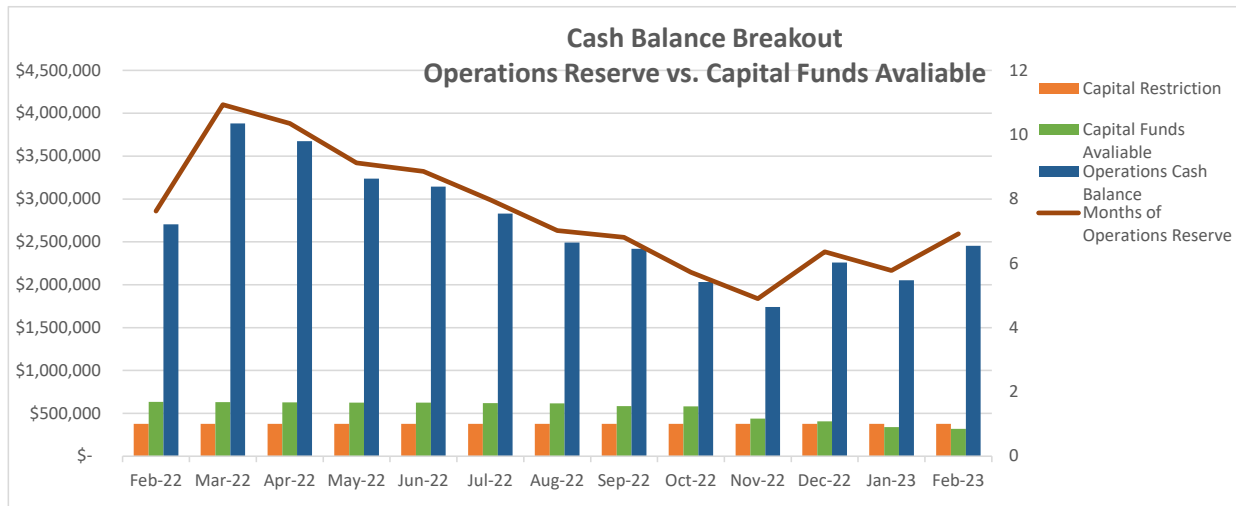
President Hanba adjourned the meeting at 7:38 p.m.

DRAFT

**Cash Statement
Period 2 - February, 2023**

Library Fund	
CHASE	
	\$3,151,592
Internal Operating Fund	
LIBRARY PETTY CASH FUND	
Liberty Bank - Primary use to reimburse lost/paid patron fees	\$ 280
CASH ON HAND	
	\$ 530
Gift Fund	
RESTRICTED GIFT FUND INVESTED FUNDS	
BMO Harris - Opened when Liberty Gift Fund reached maximum balance	\$ 125,516
LIBRARY RESTRICTED GIFT FUND	
Liberty Bank - Donations (not necessarily with spending restriction)	\$ 192,806
Endowment Fund	
SPENSLEY LARGE PRINT ENDOWMENT	
Library Funds \$10,000 are a part of Chase Operating	\$ -
ENDOWMENT FUND INVESTED FUNDS	
Parkway Bank CD - Principal invested for 24 months.	\$ 161,048
Trust	
*BRUCE MICHEL LIBRARY TRUST	
Northern Trust - Technology Upgrades	\$ 219,091

*The Bruce Michel Library Trust funds are held at Northern Trust. The funds are earmarked for technology upgrades throughout the library. Requests for expenditure must be approved by Mr. Bruce Michel's widow and are disbursed by Northern Trust. The balance in this account is reported as of December 31, 2022, based on our quarterly account statement from Northern Trust.



Park Ridge Public Library
Ratification and Approval of Disbursements/Payments
February, 2023

Approval for payment from Gift Fund:

n/a	Marion's Mark - Rainbow AAT	\$150.00
n/a	Center of Concern - 20th Century Club	\$200.00

Total:	<u>\$350.00</u>
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Ratify Disbursements from Petty Cash Account:

#1605	Danae Wothe	\$ 46.95
#1606	Jennifer Manzi	\$ 69.99
#1607	Jennifer Fredericksen	\$ 9.99
#1608	Alex Hanba	\$ 50.00

Total:	<u>\$ 176.93</u>
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Memorandum

Memo Date: March 8, 2023
From: Joanna Bertucci, Library Director
 Jen Healy, PR and Marketing Coordinator
Meeting Type: Planning & Operations Committee of the Whole
Meeting Date: March 14, 2023
Action Requested: For review and approval
Subject: Printing and Mailing Library Newsletter Services - Request for Quotation

Background:
 For the past four years, the Library has not had a contract for the printing of the library’s newsletter. The COVID-19 pandemic has created volatility in pricing in the paper and printing industries. Costs from our current vendor (Service Printing Corporation) for the past 5 newsletter cycles demonstrate that fluctuation.

Current Vendor - Service Printing Corporation				
Spring 2022	Summer 2022	Fall 2022	Winter 2022	Spring 2023
\$ 6,450	\$ 4,837	\$ 5,553	\$ 5,398	\$ 5,397

To help us budget more accurately and get the best pricing for printing the Library’s newsletter, a request for quotation was issued on February 6, 2023.

Vendor	Location	Year 1	Year 2	Year 3 – Optional	3 Year Pricing
Vogue Printing	Waukegan, IL	\$ 21,084	\$ 21,084	\$ 21,084	\$ 63,252
Service Printing Corporation	Huntley, IL	\$ 21,256	\$ 21,893	\$ 22,550	\$ 65,699
NPN360	Bannockburn, IL	\$ 23,700	\$ 24,120	\$ 24,760	\$ 72,580
VISOGraphic	Addison, IL	\$ 25,783	\$ 27,192	\$ 28,425	\$ 81,400
Press America	Elk Grove Village, IL	\$ 29,500	\$ 29,500		\$ 59,000

After evaluating costs and references from the two low bidders, we respectfully recommend Vogue Printing. PR and Marketing Coordinator Jen Healy spoke with references who were highly complimentary of Vogue’s printing capabilities and customer service. Switching to Vogue will save about \$1,000 in newsletter printing costs and lock in our pricing for the next 3 years. If approved, the contract will begin on or about May 1, 2023 and will run through February 2026.

Proposed Motion:
 Approve a three-year contract with Vogue Printing for printing and mailing services for the Library’s newsletter, for a total of \$63,252.

Attachment:
 Vogue Printing – Bid Form

Submission Details:

Submit proposals electronically to Joanna Bertucci, Library Director at jbortucci@parkridgeLibrary.org. Library will answer questions related to this request for proposal until the deadline above. Questions may be submitted to Joanna Bertucci.

- Library issues RFQ: Monday, February 6, 2023
- Deadline for submitting proposals: Wednesday, March 1, 2023 at 12 pm CST

PRINTING & MAILING LIBRARY NEWSLETTER

Year 1: Four (4) 12-page newsletters	\$ <u>\$5,271</u> Amount
Year 2: Four (4) 12-page newsletters	\$ <u>\$5,271</u> Amount
Optional Year 3: Four (4) 12-page newsletters	\$ <u>\$5,271</u> Amount

CONTACT PERSON: Brian Kuhn

COMPANY NAME: Vogue Printers

EMAIL: brian@vogueprinters.com

PHONE NUMBER: 847-514-5725

REFERENCES

1. Company Name: Palatine library
 Contact: Andrea Lublink
 Address: 700 N North Court Palatine
 Phone No. 8473585881 Email: Alublink@palatinelibrary.org
2. Company Name: Deerfield Library
 Contact: Judy Hoffman
 Address: 920 Waukegan Rd Deerfield
 Phone No. 8479453311 Email: Jhoffman@deerfieldlibrary.org

3. Company Name: Lake Villa Library
Contact: Nina Kenney
Address: 140 N. Munn Rd Lake Villa
Phone No. 2472455102 Email: Nina@lvdl.org

DISCLAIMER

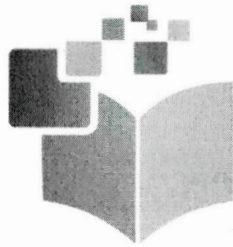
The Library assumes no financial responsibility for the cost of preparation of quotations by respondents nor does it make any commitment to enter into a contract for service based on responses to this request for quotation. No contractual or other legal obligations or relations between the Library and any other person can or will be created hereunder. All responses are public record and subject the Illinois Freedom of Information Act (5 ILCS 140).



Memorandum

Memo Date: March 17, 2023
From: Joanna Bertucci, Library Director
Meeting Type: Board Meeting
Meeting Date: March 21, 2023
Subject: Library Award

The Library Award presentation will take place at the April 18th Board meeting. The recipient will be given an engraved crystal plaque as a keepsake. Additionally, their name will be inscribed on the perpetual Library Award plaque displayed in the Library.



Park Ridge Public Library

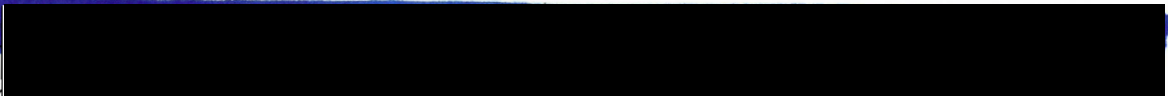
Library Award Nomination


Purpose: To honor an individual who has performed extraordinary service to the Library.

Eligibility: Except past honorees and current members of the Board of Trustees, anyone is eligible for the award. The honoree may be selected for service during the past year or for service over a period of years.

I wish to Nominate:

Name Joan McGee

Address: 

Phone Number: 

Nominated By:

Name: Sarah Vessalo

Phone Number: (847) 720-3389

Nominee's Association with Library:

- Citizen/Patron
- Friends of the Library Member
- Past Board Member
- Staff Member
- Volunteer
- Other (please specify) contracted presenter since 2016

Please describe, in detail, the nominee's service to the Library and the impact of his/her involvement on the Library (attach a separate page, if necessary)

(See attached)

The Award recipient will be determined by the Communications and Development Committee, with approval from the Library Board of Trustees. The Award will be presented during National Library Week in April.

A perpetual plaque inscribed with names of each annual honoree is displayed in the Library and the honoree will also receive an inscribed award.

If you have any questions, please contact the Park Ridge Public Library at (847) 825-3123.

Deadline for submission: March 1

Please submit form to: Park Ridge Public Library
Communications and Development Committee
20 S. Prospect Avenue
Park Ridge, IL 60068

Joan McGee, known as Yoga Joan to her devoted yogis, has been a calming force in our Library community since 2016. In the middle of every harried week, she sits with a group of 60-70 adults and tells us to ground our feet, fill our lungs, and detach ourselves from our worried thoughts. At the end of a swift hour, we have achieved whole-body mindfulness, from our eyeballs to our toes, and smile dreamily at our classmates as we pledge to be back next time.

The frequency and format of our Chair Yoga sessions have changed over the last 7 years – from once monthly in person to weekly on Zoom to a weekly “hybrid” combination – but Joan has been consistently calm, kind, and flexible. (I’d be remiss not to mention that this constituted a technological challenge that Joan approached with good humor and equanimity). She met us with a smile when we met at Public Works during the renovation, when we met in our quarantined living rooms during the pandemic, and now when she comes to the Library again once per month (even while continuing to broadcast to the at-home crowd every week). In addition to her practiced and soothing yoga instruction, you can count on Joan to bring her special brand of optimism – whether it’s advice on aging healthily, a funny story about an old friend, or general words of wisdom to keep our outlooks bright.

And all this time, her following has grown. Our original in-person crowd of 30 or so is now more than twice that per week, and was upwards of 100 during the pandemic. Every week we hear from someone who hails from far outside Park Ridge, which is a delightful benefit of Zoom. The yogis tell their friends, who tell their friends, and everyone flocks to attend Chair Yoga with Joan. (Anyone in the Adult Services department can attest to Joan’s celebrity).

Lest you think I exaggerate, her fan mail arrives on a regular basis. Some of the most touching examples have been from patrons who turned to Chair Yoga during a physical difficulty. After breaking her foot and entering a long convalescence, Margaret Kuss said “I am grateful to Joan for sharing Chair Yoga on Wednesdays. Healing [of my foot] was nil or slow. But the Library had a program offered on Zoom called Chair Yoga. Got the email, joined and slowly acquired upper body strength to go out with crutches. This class was a life saver for me because Covid was in full swing and I felt stranded and almost alone. Thanks, Park Ridge Library, for your many helpers.” A wheelchair-bound patron (for whom Joan made a few adjustment in our practice) wrote to me during the height of the pandemic, “[Chair Yoga] is adding so much enjoyment to my life. It adds peace and exercise. I feel that this opportunity has opened up my world.”

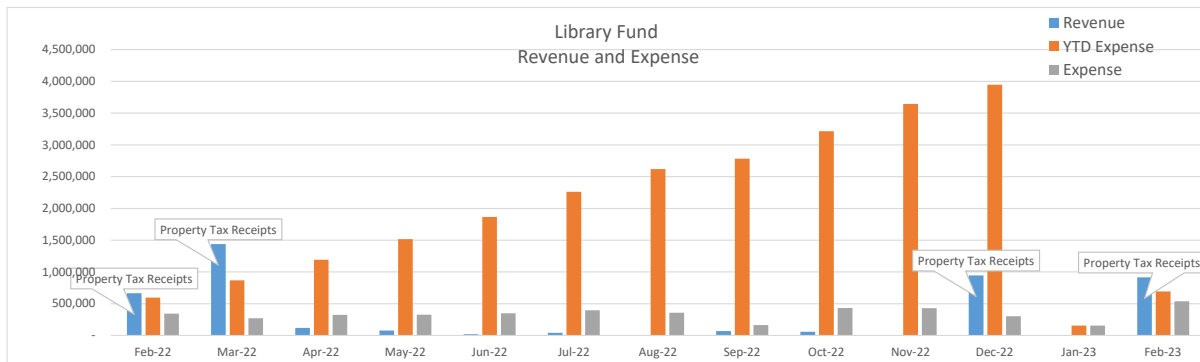
Even if you knew nothing about Joan or her class, though, the tremendous goodwill that she brings to us with her Chair Yoga is readily observable every week. The yogis gather a half hour ahead of time – no matter the weather – and pull their chairs together to talk. Old friends catch up, new friends are invited into the fold, and as soon as Joan’s face lights up the big screen they turn to her and beam.

Park Ridge Public Library
Consolidated YTD Revenue and Expenditures
Period 2 - January, 2023 through February, 2023

REVENUE ACCOUNTS	BUDGET	REVISED BUDGET	YTD ACTUAL	% RECEIVED
Local Government Taxes	\$4,302,661	\$4,302,661	\$905,448	21%
State Grants	\$108,500	\$108,500	\$0	0%
Other Receipts	\$137,000	\$137,000	\$12,695	9%
Total Revenue	\$4,548,161	\$4,548,161	\$918,143	20%

ACCOUNT #	OPERATING ACCOUNTS	BUDGET	REVISED BUDGET	YTD EXPENDITURES	% SPENT	NOTES
9100	Salaries	\$2,453,799	\$2,453,799	\$319,054	13%	
9210	Employee Benefits	\$655,266	\$655,266	\$95,201	15%	Includes IMRF ER, FICA CVI quarterly payment; Website Design Project; CCS and OCLC
9317	Data Processing	\$322,000	\$322,000	\$93,993	29%	
9321	Building Maintenance	\$176,500	\$176,500	\$11,737	7%	
9324	Membership, Recruiting, Training	\$29,000	\$29,000	\$2,484	9%	
9351	Equipment Rental	\$27,000	\$27,000	\$3,558	13%	
9359	Consulting Services	\$20,000	\$20,000	\$0	0%	
9360	Public Relations	\$40,000	\$40,000	\$1,506	4%	
9385	General Contractural	\$105,100	\$105,100	\$13,585	13%	Includes payroll fees; Library insurance; Telephone
9385	General Contractural - Programs	\$60,000	\$60,000	\$8,946	15%	
9416	Audit	\$9,300	\$9,300	\$0	0%	
9425	Special Counsel	\$25,000	\$25,000	\$0	0%	
9510	Supplies	\$62,500	\$62,500	\$2,571	4%	
9511	Staff Appreciation	\$2,000	\$2,000	\$182	9%	
9520	Computer Materials	\$30,000	\$30,000	\$7,060	24%	Includes Biblothecca Invoice
9540	Library Resources	\$646,500	\$646,500	\$110,116	0%	
Total Operating Budget		\$4,663,965	\$4,663,965	\$669,993	14%	
Capital Projects Budget						
9901	Machinery and Equipment	\$0	\$0	\$0	0%	
9908	Computer Equipment	\$50,000	\$50,000	\$0	0%	Firewall Subscription
9963	Building Repairs	\$290,000	\$290,000	\$21,770	0%	
Total Capital Projects Budget		\$340,000	\$340,000	\$21,770	6%	
Total Operating Budget		\$5,003,965	\$5,003,965	\$691,763	14%	
LIBRARY SURPLUS (DEFICIT)		(455,804)	(455,804)	226,380		

RESTRICTIONS	ORIGINAL	INCREASE/DECREASE	TOTAL
Capital Facility Restrictions	\$250,000	(\$21,904.23)	\$228,095.83
Technology Restrictions	\$150,000	\$0	\$150,000
TOTAL RESTRICTIONS	\$400,000	(\$21,904)	\$378,096



Park Ridge Public Library - Secretary's Report
March 21, 2023

PRPL Web Site News Items

- [Voting is now open for Book Madness - General News - News | Park Ridge Library](#) March 6, 2023
- [Consolidated Election Candidate Meet & Greet - LibCal - Park Ridge Public Library](#) March 9, 2023

Press Articles





February 2023

	Feb-23	Jan-23	YTD	2022 YTD	2021 YTD	2019 YTD	% Change 2022 to 2023	Analysis
CIRCULATION OVERVIEW								
Physical items	49,704	54,808	104,512	99,339	67,542	114,260	5%	Physical circulation is 5% greater than prior year and is approaching pre-pandemic levels. Circulation of digital materials continues to grow and exceeds prior year and pre-COVID levels.
Digital items	12,652	14,119	26,771	20,725	22,271	13,584	29%	
TOTAL	62,356	68,927	131,283	120,064	89,813	127,844	9%	
PROGRAMS								
Adult Programs	12	13	25	31	25	29	-19%	The number of Youth programs is significantly higher than prior years and number of attendees also exceed prior years. The return to in person programs such as Battle of the Books, and attendance at story times (461 just for Busy Bees!) contributed to the growth. Adult programs stats are lower than prior years.
Adult Attendees	418	463	881	986	1,056	449	-11%	
Youth Programs	48	54	102	63	70	68	62%	
Youth Attendees	1,719	1,850	3,569	1,361	1,315	2,571	162%	
OUTREACH								
Home Delivery - Patrons served	30	24	54	85	37	34	-36%	Home delivery stats have declined from prior year likely due to fewer concerns from patrons with coming into the Library in person. Support for local book clubs is a valued service for those groups and usage of the service now exceeds pre-pandemic levels.
Home Delivery - Materials loaned	120	91	211	307	200	186	-31%	
Book clubs served	46	42	88	79	62	84	11%	
Items loaned to book clubs	411	392	803	703	533	760	14%	
TECHNOLOGY								
Wi-Fi Sessions	37,564	48,663	86,227	50,690	34,258	136,632	70%	Technology usage was strong in February and reflects growth over 2022 and 2021 stats. Reflects return to more in-person usage of the Library.
Wi-Fi - unique clients	1,309	1,525	2,834	2,161	544	-	31%	
Public PC Sessions	1,049	1,064	2,113	1,326	91	3,056	59%	
WEBSITE								
Visits	17,378	19,461	36,839	33,557	58,412	37,137	10%	Both the number of visits to the website and the number of users increased over the prior year and again approximate usage in 2019.
Unique users	8,772	9,385	18,157	15,905	19,936	17,423	14%	
USERS								
New cards issued	144	187	331	259	98	237	28%	February saw 144 new cards issued while the total number of cardholders dropped slightly. The number of unique card users increased YTD by 11% over 2022.
Total PRPL cardholders	18,568	18,605	18,568	18,910	23,066	23,646	-2%	
Unique users	9,116	9,089	9,116	8,219	4,535	8,508	11%	
BUILDING USAGE								
Door count	19,483	20,850	40,333	29,578	3,953	8,624	36%	Door counts increased by 36% compared to YTD 2022. Meeting room usage is a newly reported stat. Will need more data to establish trends. Study room usage is relatively consistent for the periods being reported. Usage of both The Studio and the Media Lab has significantly increased compared with 2022 YTD.
Meetings rooms - total bookings	8	3	11	3	0	n/a	267%	
Study Rooms - hours of use	1,040	899	1,939	1,858	-	n/a	4%	
The Studio- hours of use	26	24	50	10	n/a	n/a	400%	
The Media Lab - hours of use	82	81	163	94	n/a	n/a	73%	
STRATEGIC PLAN: Provide support to local teachers, students, homeschool families and learners of all ages								
School Loans	22	20	42	22	24	65	91%	School loans and items loaned trending upward in 2023 when compared with prior year.
Items loaned to Teachers	492	449	941	890	650	1,322	6%	
Total Teacher Library cards	113	114	114	83	123	n/a	37%	The number of teacher cards has increased over 2022 stats and is comparable with other time periods presented.
Cardholders*		47%	47%	48%	58%	63%		Percentage of cardholders down from pre-pandemic levels.
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 21, 2023
SUBJECT: Library Director's Report

Administration & Board

- The Illinois State Library Live and Learn Grant Review Committee will be meeting (virtually) on April 6. I will be on the virtual meeting with Andy Dogan of Williams Architects to answer any questions regarding our accessibility grant application.
- The FY22 Illinois Public Library Annual Report (IPLAR) was submitted to the Illinois State Library on February 24. Trustees were emailed electronic copies.
- Finance and Administrative Services Manager, Alyson Doubek, and I completed Freedom of Information Act (FOIA) and Open Meetings Act Training (OMA) trainings for 2023.
- Statement of Economic Interest Filing notices were sent via email to all Trustees on March 13. The online form must be completed by May 1, 2023.
- At the March 14, Committee of the Whole Meeting, Trustee Somheil requested information regarding CCS's cybersecurity plan. Cybersecurity documentation was included in the July 2022 Governing Board meeting packet. Relevant pages follow this report. Since the time of this report, CCS has also implemented multifactor authentication (MFA) for all staff emails as well as for any administrator access to servers and firewalls.

Staff Updates and Professional Development:

- On Wednesday, February 22 and Thursday, February 23, twenty-five (25) members of Library staff attended CPR/AED training. The training sessions were facilitated by City of Park Ridge Police and Fire personnel and hosted in City Hall Council Chambers. Staff were very complimentary of the training and we are grateful to the City for inviting us to participate.
- Youth Services Manager, Staci Greenwald, Youth Services Librarian, Leah Raven, and Technical Services Manager, Lauren Bochat, visited area libraries as part of their research for our 2024 picture book genre-fication project. They visited Skokie, Morton Grove, and Arlington Heights public libraries.

Strategic Plan Progress:

- **Encourage individual growth and lifelong learning**
 - The Reader Services team provided 411 books to 46 community book clubs in February 2023. Our spring newsletter spotlights a local book group and offers tips on how to start your own book group.
- **Build up a strong workforce and local businesses**
 - On February 28, Business Services Librarian Lori Preston gave a virtual presentation to the Women's Business Development Center. The group included individuals who have or were considering starting a day care. She highlighted our database Data Axle Reference Solutions to find

businesses and consumers and Census Business Builder (from the Census' website) to find out more about the area the attendees either based their daycare business at, or were thinking about moving their business location.

- ***Align with strategy and set the stage for development***
 - No activities for this month
- ***Develop Civic Education for an informed and engaged citizenry.***
 - The Adult Services Department partnered with the League of Women Voters to host a candidate form on Saturday, March 18.

Finance and HR:

- Finance and Administrative Services Manager, Alyson Doubek, wrapped up our payroll implementation with ADP in mid-March. We have transitioned over to ADP's Client Services Team for support. Our next step with the new ADP system is to use its functionality to streamline the job application process.
- Ms. Doubek and I have started our development of a personnel handbook specific to the Park Ridge Public Library. We are using the City's handbook as a template but updating areas of the policy to fit the Library's needs. We have developed a schedule for review and will be working with Personnel Committee Chair Rapisand in April and May to review and further develop our recommendations.
- The Michel Family has approved our January 2023 request for technology items for the Library. All equipment has been ordered and will be installed as it arrives.
- The firm representing the Malinowski Estate has transferred Mr. Malinowski's \$250,000 gift to the Library. I respectfully suggest that the Library purchase a plaque honoring Mr. Malinowski's generosity to be installed in the Library's Reading Garden this spring. We would like to discuss thoughts on how to use this donation with the Budget and Finance Committee when we review our first quarter FY23 financials.

Building and Grounds:

- The Library hosted a pre-construction meeting with representatives from LZ Design Build and Andrew Jose of Green Associates on March 16 to discuss the sound attenuation work in the Children's room that will begin on Monday, March 20.
- With regards to the ice melt system, Mr. Andrew Jose of Green Associates informed us that Cary Electric is reprogramming the entire ice melt system. Once the new program is in place, the electricians can test whether or not the system is functioning correctly.

Partnerships, Outreach and Advocacy

- We are continuing to serve patrons in ways that are most comfortable for them. Volunteers and staff delivered 120 items to 30 patron homes in February.

Marketing/Public Relations:

- Marketing/PR Coordinator Jen Healy, attended a two-part workshop sponsored by RAILS on social media content strategy. The workshop was extremely valuable, as it not only talked about how to improve content, but also how to repurpose content for other formats, social media, and the website.
- The development of the new Library website continues to move forward. We have approved the overall look and feel of the new site and are starting to develop the specific pages. We've also begun to look at the current website sitemap and will be making significant changes for the new site.

- Planning for Summer Reading Club is underway! Ms. Healy met with representatives from Adult and Youth Services to work on this year’s promotion of summer reading. Additionally, representatives from all departments met on March 7 to begin planning our 2nd Annual Live on the Lawn kick off event. Similar to last year, the event will feature live music, Triple Scoop’d ice cream, crafts, and photo booth. Mark your calednars for Saturday, June 10.

Notable Programs, Collections, and Services:

- After a three-year hiatus, our Adult Services team returned to The Harp and Fiddle for pub quiz on February 28. We welcomed 28 participants in The Harp’s new Studio 108 space. Adult Programming Librarian Sarah Vessalo plans to host one trivia night in person, per quarter.
- Winter Reading Club ended on February 12, 2023. We are pleased to report that registrations and completions for the 2023 program have increased over 2022. We attribute this increase to school visits in late 2022 to promote the program as well as the normalization of operations related to COVID from winter 2021/22 compared to winter 2022/23.



	2022	2023	% change
Kids Registered	337	511	+51.6%
Kids Completed	233	371	+59%
Teens Registered	59	72	+22%
Teens Completed	38	43	+13%

- The Children’s room team is preparing for the circulation of our newly acquired STEAM Kits. STEAM kits contain curated items including books, toys, games, and other manipulatives, on a variety of STEAM topics. Youth Services Manager, Staci Greenwald is working with Library Specialist Katie Lenz to prepare a selection of the kits for the initial release. Together, Ms. Greenwald and Ms. Lenz will coordinate with Technical Services, Patron Services and Marketing to ensure the kits are cataloged, processed, and marketed. We are very excited to launch this new collection.



- Teen Services Supervisor Emily Fardoux has begun planning for the upcoming reintroduction of our T(w)een Advisory Board (TAB) coming this summer. Ms. Fardoux will guide the TAB members as they work together to improve how the Library serves the teen community.
- The Youth Services department distributed over 820 kits and projects for kids and teens in February.

Respectfully Submitted,
 Joanna Bertucci
 March 17, 2023



6.b CCS and Cybersecurity

In response to questions from libraries, CCS has put together the following summary of security measures and disaster recovery.

ILS Data

As hosted Polaris customers, Innovative is primarily responsible for protecting our database from ransomware or other security breaches. Our master services agreement with Innovative outlines the security controls Innovative has in place to protect our database. Per our contract, Innovative monitors our system 24/7/365 for security breaches, violations, and suspicious activity. This includes:

- Suspicious external activity (including unauthorized probes, scans or break-in attempts)
- Suspicious internal activity (including unauthorized system administrator access, unauthorized changes to the system or network, system or network misuse or program information theft or mishandling).

Innovative will notify CCS of any known security breaches or suspicious activities involving our production data or environment, including unauthorized access and service attacks.

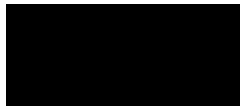
From Innovative Cloud Ops:

“Innovative takes the threat of ransomware very seriously and has frequent ransomware training and awareness sessions for our security response teams and senior management throughout the year. As an organization, Innovative has formalized ransomware readiness procedures that define the steps Innovative personnel must take to ensure that ransomware incidents are identified, assessed, contained, investigated, and remedied. In regards to database security, we have very restrictive access to customer databases in the form of a privilege access management tool and selective cloud security group policies. We conduct backups of customer databases daily and in the event of a ransomware incident, have the appropriate procedures to eradicate the ransomware and restore a tested backup. Innovative has documented technical playbooks to isolate, contain, and recover ransomware-affected workstations, cloud servers, and user accounts. Innovative ransomware readiness procedures also provide a process for incident documentation, appropriate reporting internally and externally, and communication so that organizational learning occurs. Finally, Innovative establishes responsibility and accountability for all steps in the process of addressing and responding to ransomware incidents.”

CCS Measures

Disaster Recovery Planning

CCS maintains a disaster recovery plan that all CCS staff receive during onboarding. The Operations Manager and IT Systems Manager review and update the plan annually. It covers procedural information for:

- 
- Snow and/or severe storm
 - Water damage
 - Fire
 - Tornado
 - Power Outage
 - Sewer System Backup
 - Water Main Break
 - Epidemic Illness
 - ILS System Intrusion
 - CCS Internal System Intrusion
 - Physical Intrusion

Because so much of our infrastructure has moved to cloud-based services, most recovery of hardware is the responsibility of other vendors, largely Innovative. Local to CCS, we have web reports and the telephony server that impact library staff and patrons.

Our general response steps for anytime of disaster include:

1. Notify appropriate personnel
2. Assess the damage
3. Prepare for recovery
4. Communicate with stakeholders (including the public/media if necessary)

In general, the Executive Director is the disaster administrator, and will coordinate all recovery activities including internal and external communication. The ED will work with the Operations Manager and IT Manager to assess damage to equipment, files, and office space.

CCS Staff

CCS staff are trained to respect patron privacy and employ careful security measures. Staff are kept current on best practices regarding phishing, password security, and other current threats. All staff use multifactor authentication (MFA) to access email. Physical and VPN access to servers are restricted to key staff. MFA is required for VPN access.

Web Reports

Patron data is scrubbed after 2 years to limit exposure. Web Reports server is housed in a secure colocation site, backed by Illinois Century Network.

Web Reports server is protected by CCS Firewall and it is also behind “DMZ” firewall zone. It is only accessible for CCS IT via direct network access or secure VPN. Backups are made daily and moved to separate storage devices for security purposes.



Phone Notices Server

The CCS phone notices server is the only server still housed in the CCS office. It does not store patron data. Phone server is behind the CCS Firewall and all outbound/inbound ports are blocked for any traffic except specific III (Polaris IP address) Phone server is backed up daily.

Member Responsibilities

When it comes to CCS member responsibilities, all member libraries are expected to follow CCS policies regarding data security as outlined in [our Governing Board policies](#) (starting on p. 42):

Database Access

It is the responsibility of each member library to ensure that their staff have adequate training regarding data security and patron privacy prior to accessing the CCS database. Authorized staff must request, in writing:

- Creation of logins and passwords new library staff
- Deactivation of logins and passwords for terminated library staff

CCS and library staff with access to patron data must access the database with their individual logins and passwords. It is the responsibility of each library to implement local procedures to safeguard passwords.

Report Security

Library staff are responsible for the handling of vendor- and CCS-provided reports once accessed and/or downloaded. CCS will not deliver data to any third party without a written request from authorized library staff or where required by law.

CCS asks libraries to review their Polaris usernames on a regular basis to ensure they are up-to-date. We sent out a reminder in June for libraries to review their usernames and report any accounts that should be deactivated to CCS.

**Park Ridge Public Library
Personnel Report
March, 2023**

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

- Tim Witek, Patron Services Associate, Part-time

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

- Mary Stevens, Shelver, Part-time

Changes in Status: The following personnel have had changes to their position as noted below:

- None



Memorandum

Memo Date: March 7, 2023
From: Joanna Bertucci, Library Director
Alyson Doubek, Finance and Administrative Services Manager
Ed Tidd, Bookkeeper
Meeting Type: Planning & Operations Committee of the Whole
Meeting Date: March 14, 2023
Action Requested: For discussion
Subject: Request for Proposals – E-Rate Category 1: WAN/Internet Services

Background:

The E-Rate program provides discounts to assist schools and libraries in the United States to obtain affordable telecommunications and internet access. The Universal Service Administrative Company (USAC), under the direction of the Federal Communications Commission (FCC), administers E-Rate.

Funding may be requested under two categories of service: category one services (telecommunications, telecommunications services and Internet access), and category two services that deliver Internet access within schools and libraries (internal connections, basic maintenance of internal connections, and managed internal broadband services). Discounts for support depend on the level of need and whether the school or library is located in an urban or rural area. The discounts range from 20 to 90 percent of the costs of eligible services. E-Rate program funding is based on demand up to an annual Commission-established cap of \$4.456 billion¹.

The Library qualifies for a 50% discount rate for services that deliver internet access. The National School Lunch Program for our associated school district, Maine Township High-School District 207, determines this. One-fourth of students enrolled in this district participate in the National School Lunch Program, which qualifies Park Ridge Public Library for a 50% discount rate in both categories.

On February 16, 2023, the Library applied to E-Rate for category one WAN/Internet services seeking an Internet access circuit at 100 Mbps to 1 Gbps. The Library currently has a symmetric 100 Mbps fiber circuit with Internet access services and is on a month-to-month pricing plan with Astound Broadband for \$805 per month. This is the third E-Rate submission the Library has filed, first in 2019 and again in 2021 with much success.

Next Steps:

E-Rate stipulates that all requests must be open for 28 days and as such, our submission window will close on **March 16, 2023**. I respectfully request that the Board permit me to present our recommendation for an Internet service provider at the March 21 Regular Board meeting as a New Business item.

Upon review of the proposals we have already received, we are optimistic that we can lower our monthly cost by at least 50% and increase our access circuit anywhere from 50-100%.

¹ <https://www.fcc.gov/general/e-rate-schools-libraries-usf-program>. Last accessed March 7, 2023.

**City of Park Ridge, IL
Warrant List Fund Totals
02/16/2023**

Fund	Description	Amount
201	Library Fund	\$ 82,810.26
201	Grant Fund	\$ 0.00
201	North Suburban	\$ 9,169.08
<hr/>		
	Report Total	\$ 91,979.34

VENDOR INVOICE LIST

DOCUMENT	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	PAID AMOUNT	DUE DATE	TYPE	STS	DESCR
6095 ABC COMMERCIAL											
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5132 ADP, INC.											
152140		02/09/2023	208770	L021623	215232	3,939.16	3,939.16	02/16/2023	INV	PD	PAYROLL FEES
INVOICE:623509193		CHECKDATE:02/16/2023									
152141		02/09/2023	208771	L021623	215232	1,417.35	1,417.35	02/16/2023	INV	PD	PAYROLL FEES
INVOICE:625286704		CHECKDATE:02/16/2023									
						5,356.51					
48 AEC ONE STOP GROUP INC											
152142		02/09/2023	208772	L021623	215233	272.10	272.10	02/16/2023	INV	PD	RS MUSIC CD
INVOICE:PLS70669776		CHECKDATE:02/16/2023									
302670 AMAZON CAPITAL SERVICES											
152290		02/09/2023	208920	L021623	215234	41.98	41.98	02/16/2023	INV	PD	PS SUPPLIES
INVOICE:133F7JY349KF		CHECKDATE:02/16/2023									
152183		02/09/2023	208813	L021623	215235	25.88	25.88	02/16/2023	INV	PD	CS FIC BOOK
INVOICE:113MRL3Q3PXV		CHECKDATE:02/16/2023									
152157		02/09/2023	208787	L021623	215235	-71.94	-71.94	02/16/2023	CRM	PD	CREDIT MEMO
INVOICE:11CY6K6YHJL7		CHECKDATE:02/16/2023									
152174		02/09/2023	208804	L021623	215235	3.82	3.82	02/16/2023	INV	PD	CS SUPPLIES
INVOICE:11JLVTJ71V19		CHECKDATE:02/16/2023									
152159		02/09/2023	208789	L021623	215235	67.98	67.98	02/16/2023	INV	PD	AS SUPPLIES /
INVOICE:11R463GMGQRR		CHECKDATE:02/16/2023									
152145		02/09/2023	208775	L021623	215235	61.83	61.83	02/16/2023	INV	PD	CS SUPPLIES
INVOICE:133KRVC6FFWM		CHECKDATE:02/16/2023									
152179		02/09/2023	208809	L021623	215235	-37.99	-37.99	02/16/2023	CRM	PD	CREDIT MEMO
INVOICE:13DW63P4M6WN		CHECKDATE:02/16/2023									
152150		02/09/2023	208780	L021623	215235	35.99	35.99	02/16/2023	INV	PD	RS BOOKS
INVOICE:13PNVDHJC6X7		CHECKDATE:02/16/2023									
152186		02/09/2023	208816	L021623	215235	39.90	39.90	02/16/2023	INV	PD	CS PROGRAMS
INVOICE:14KLK63334CG		CHECKDATE:02/16/2023									
152190		02/09/2023	208820	L021623	215235	498.48	498.48	02/16/2023	INV	PD	CS PROGRAMS
INVOICE:14RHG97N1J1M		CHECKDATE:02/16/2023									

VENDOR INVOICE LIST

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152158 INVOICE:1FQNL1G4HTDH		02/09/2023	208788	L021623	215235	71.94	71.94	02/16/2023	INV	PD	CS PROGRAMS
152148 INVOICE:1FXD9QRN3W7X		02/09/2023	208778	L021623	215235	224.77	224.77	02/16/2023	INV	PD	CS FIC BOOK
152153 INVOICE:1GFG6F7V7FWG		02/09/2023	208783	L021623	215235	14.96	14.96	02/16/2023	INV	PD	RS BOOKS
152187 INVOICE:1HVMQ61Y44P6		02/09/2023	208817	L021623	215235	24.74	24.74	02/16/2023	INV	PD	RS PROGRAMS
152173 INVOICE:1KYFXL4LH3M1		02/09/2023	208803	L021623	215235	94.81	94.81	02/16/2023	INV	PD	REF BOOKS
152171 INVOICE:1LH6TMXN1XV7		02/09/2023	208801	L021623	215235	-53.90	-53.90	02/16/2023	CRM	PD	CREDIT MEMO
152287 INVOICE:1MH19CKC7NWW		02/09/2023	208917	L021623	215235	64.65	64.65	02/16/2023	INV	PD	RS PROGRAM /
152147 INVOICE:1MPTLKLYHR4T		02/09/2023	208777	L021623	215235	26.95	26.95	02/16/2023	INV	PD	CS NF BOOK
152177 INVOICE:1MXTX6T43QM3		02/09/2023	208807	L021623	215235	138.20	138.20	02/16/2023	INV	PD	REF BOOK
152184 INVOICE:1NQ7YM4M6H6L		02/09/2023	208814	L021623	215235	69.07	69.07	02/16/2023	INV	PD	REF BOOKS
152182 INVOICE:1PCGY661CQR		02/09/2023	208812	L021623	215235	26.89	26.89	02/16/2023	INV	PD	RS BOOKS
152154 INVOICE:1PPQ6JF61RY3		02/09/2023	208784	L021623	215235	138.82	138.82	02/16/2023	INV	PD	RS MWL BOOKS
152181 INVOICE:1PVL4CNL7NX1		02/09/2023	208811	L021623	215235	14.98	14.98	02/16/2023	INV	PD	PS SUPPLIES
152180 INVOICE:1QFJT3WW14YT		02/09/2023	208810	L021623	215235	50.95	50.95	02/16/2023	INV	PD	REF BOOK
152175 INVOICE:1RNNNYXNR4J3		02/09/2023	208805	L021623	215235	13.68	13.68	02/16/2023	INV	PD	TS SUPPLIES
152189 INVOICE:1RNRRLK4LJV		02/09/2023	208819	L021623	215235	163.92	163.92	02/16/2023	INV	PD	MAINT SUPPLIE
152172 INVOICE:1TMJ9G1GX491		02/09/2023	208802	L021623	215235	53.90	53.90	02/16/2023	INV	PD	CSYA VIDEO GA

VENDOR INVOICE LIST

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152188 INVOICE:1VX4YPGV79YK		02/09/2023	208818	L021623	215235	69.88		69.88	02/16/2023	INV	PD	ADULT VIDEO G
			CHECKDATE:02/16/2023									
152168 INVOICE:1X3LWTPD1H3Q		02/09/2023	208798	L021623	215235	-56.30		-56.30	02/16/2023	CRM	PD	CREDIT MEMO
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152170 INVOICE:1XDYNJFY1YRQ		02/09/2023	208800	L021623	215235	402.69		402.69	02/16/2023	INV	PD	CSYA VIDEO GA
			CHECKDATE:02/16/2023									
152143 INVOICE:1XF9TP7431TT		02/09/2023	208773	L021623	215235	44.10		44.10	02/16/2023	INV	PD	CS PROGRAMS
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152178 INVOICE:1XMVMRVFXH4M		02/09/2023	208808	L021623	215235	165.26		165.26	02/16/2023	INV	PD	CS NF BOOK
			CHECKDATE:02/16/2023									
152185 INVOICE:1XQ43KRK7V4M		02/09/2023	208815	L021623	215235	294.30		294.30	02/16/2023	INV	PD	CS PROGRAMS
			CHECKDATE:02/16/2023									
152288 INVOICE:1YCMLV9G19LW		02/09/2023	208918	L021623	215235	7.99		7.99	02/16/2023	INV	PD	PS SUPPLIES
			CHECKDATE:02/16/2023									
152155 INVOICE:1YDQD71166PC		02/09/2023	208785	L021623	215235	43.23		43.23	02/16/2023	INV	PD	CS FIC BOOK
			CHECKDATE:02/16/2023									
152151 INVOICE:1YGLDLHGFDJL		02/09/2023	208781	L021623	215235	91.47		91.47	02/16/2023	INV	PD	RS BOOKS
			CHECKDATE:02/16/2023									
152152 INVOICE:1YJ4L93K4JGR		02/09/2023	208782	L021623	215235	193.25		193.25	02/16/2023	INV	PD	RS BOOKS
			CHECKDATE:02/16/2023									
152289 INVOICE:1YWFCGK77X7C		02/09/2023	208919	L021623	215235	49.49		49.49	02/16/2023	INV	PD	CS SUPPLIES
			CHECKDATE:02/16/2023									
152144 INVOICE:ID6MT7X64NN1		02/09/2023	208774	L021623	215235	33.76		33.76	02/16/2023	INV	PD	AS SUPPLIES
			CHECKDATE:02/16/2023									
800 AMERICAN EAGLE COM						3,141.67						
152191 INVOICE:370492		02/09/2023	208821	L021623	215236	420.00		420.00	02/16/2023	INV	PD	MONTHLY HOSTI
			CHECKDATE:02/16/2023									
3596 ANGELA BERGER												
152195 INVOICE:ADM020923		02/09/2023	208825	L021623	215237	50.94		50.94	02/16/2023	INV	PD	SUPPLIES STAF
			CHECKDATE:02/16/2023									
8568 RADIATE HOLDINGS LP												

VENDOR INVOICE LIST

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4193 ATOMATIC MECHANICAL SERVICES INC											
152194 INVOICE: MA56927		02/09/2023	208824	L021623	215239	1,630.25	1,630.25	02/16/2023	INV	PD	HVAC QUARTLEY
101020 BAKER AND TAYLOR BOOKS											
152046 INVOICE: 0003275569		02/08/2023	208676	L021623	215240	-175.90	-175.90	02/16/2023	CRM	PD	CS CREDIT MEM
152024 INVOICE: 20037263717		02/08/2023	208654	L021623	215240	13.05	13.05	02/16/2023	INV	PD	REF BOOK
152094 INVOICE: 203296837		02/09/2023	208724	L021623	215240	16.89	16.89	02/16/2023	INV	PD	RS BOOKS
152057 INVOICE: 2037233892		02/08/2023	208687	L021623	215240	27.40	27.40	02/16/2023	INV	PD	CS NF BOOK
152047 INVOICE: 2037238509		02/08/2023	208677	L021623	215240	15.18	15.18	02/16/2023	INV	PD	CS FIC BOOK
152036 INVOICE: 2037262977		02/08/2023	208666	L021623	215240	81.20	81.20	02/16/2023	INV	PD	RS BOOK
152018 INVOICE: 2037263711		02/08/2023	208648	L021623	215240	12.23	12.23	02/16/2023	INV	PD	REF BOOK
152019 INVOICE: 2037263712		02/08/2023	208649	L021623	215240	15.89	15.89	02/16/2023	INV	PD	REF BOOK
152020 INVOICE: 2037263713		02/08/2023	208650	L021623	215240	159.93	159.93	02/16/2023	INV	PD	REF BOOK
152021 INVOICE: 2037263714		02/08/2023	208651	L021623	215240	36.61	36.61	02/16/2023	INV	PD	REF BOOK
152022 INVOICE: 2037263715		02/08/2023	208652	L021623	215240	71.52	71.52	02/16/2023	INV	PD	REF BOOK
152023 INVOICE: 2037263716		02/08/2023	208653	L021623	215240	55.43	55.43	02/16/2023	INV	PD	REF BOOK
152043 INVOICE: 2037266241		02/08/2023	208673	L021623	215240	115.01	115.01	02/16/2023	INV	PD	CSYA FIC BOOK
152044 INVOICE: 2037270748		02/08/2023	208674	L021623	215240	33.76	33.76	02/16/2023	INV	PD	RS MWL BOOK
152045		02/08/2023	208675	L021623	215240	68.68	68.68	02/16/2023	INV	PD	RS MWL BOOK

VENDOR INVOICE LIST

DOCUMENT	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	PAID AMOUNT	DUE DATE	TYPE	STS	DESCR
INVOICE: 2037270749											CHECKDATE: 02/16/2023
152025		02/08/2023	208655	L021623	215240	111.29	111.29	02/16/2023	INV PD	REF	BOOK
INVOICE: 2037271811											CHECKDATE: 02/16/2023
152026		02/08/2023	208656	L021623	215240	25.76	25.76	02/16/2023	INV PD	REF	BOOK
INVOICE: 2037271812											CHECKDATE: 02/16/2023
152027		02/08/2023	208657	L021623	215240	52.80	52.80	02/16/2023	INV PD	REF	BOOK
INVOICE: 2037271813											CHECKDATE: 02/16/2023
152028		02/08/2023	208658	L021623	215240	14.19	14.19	02/16/2023	INV PD	REF	BOOK
INVOICE: 2037271814											CHECKDATE: 02/16/2023
152029		02/08/2023	208659	L021623	215240	150.81	150.81	02/16/2023	INV PD	REF	BOOK
INVOICE: 2037271815											CHECKDATE: 02/16/2023
152030		02/08/2023	208660	L021623	215240	17.45	17.45	02/16/2023	INV PD	REF	BOOK
INVOICE: 2037271816											CHECKDATE: 02/16/2023
152031		02/08/2023	208661	L021623	215240	17.43	17.43	02/16/2023	INV PD	REF	BOOK
INVOICE: 2037271817											CHECKDATE: 02/16/2023
152032		02/08/2023	208662	L021623	215240	26.64	26.64	02/16/2023	INV PD	REF	BOOK
INVOICE: 2037271818											CHECKDATE: 02/16/2023
152033		02/08/2023	208663	L021623	215240	58.28	58.28	02/16/2023	INV PD	REF	BOOK
INVOICE: 2037271819											CHECKDATE: 02/16/2023
152034		02/08/2023	208664	L021623	215240	19.88	19.88	02/16/2023	INV PD	REF	BOOK
INVOICE: 2037271820											CHECKDATE: 02/16/2023
152035		02/08/2023	208665	L021623	215240	34.90	34.90	02/16/2023	INV PD	REF	BOOK
INVOICE: 2037271821											CHECKDATE: 02/16/2023
152017		02/08/2023	208647	L021623	215240	142.05	142.05	02/16/2023	INV PD	REF	BOOK
INVOICE: 2037273378											CHECKDATE: 02/16/2023
152059		02/08/2023	208689	L021623	215240	227.89	227.89	02/16/2023	INV PD	CS NF	BOOK
INVOICE: 2037274657											CHECKDATE: 02/16/2023
152037		02/08/2023	208667	L021623	215240	145.65	145.65	02/16/2023	INV PD	RS	BOOK
INVOICE: 2037276344											CHECKDATE: 02/16/2023
152038		02/08/2023	208668	L021623	215240	21.19	21.19	02/16/2023	INV PD	RS	BOOK
INVOICE: 2037276345											CHECKDATE: 02/16/2023
152039		02/08/2023	208669	L021623	215240	34.90	34.90	02/16/2023	INV PD	RS	BOOK
INVOICE: 2037276346											CHECKDATE: 02/16/2023
152040		02/08/2023	208670	L021623	215240	58.25	58.25	02/16/2023	INV PD	RS	BOOK
INVOICE: 2037276347											CHECKDATE: 02/16/2023
152041		02/08/2023	208671	L021623	215240	47.24	47.24	02/16/2023	INV PD	RS	BOOK
INVOICE: 2037276348											CHECKDATE: 02/16/2023

VENDOR INVOICE LIST

DOCUMENT	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	PAID AMOUNT	DUE DATE	TYPE	STS	DESCR
152042 INVOICE:2037278562		02/08/2023	208672	L021623	215240	281.01	281.01	02/16/2023	INV PD	RS	BOOK
152055 INVOICE:2037280453		02/08/2023	208685	L021623	215240	15.06	15.06	02/16/2023	INV PD	CS	FIC BOOK
152056 INVOICE:2037280455		02/08/2023	208686	L021623	215240	18.08	18.08	02/16/2023	INV PD	CS	FIC BOOK
152058 INVOICE:203728266		02/08/2023	208688	L021623	215240	705.03	705.03	02/16/2023	INV PD	CS	NF BOOK
152050 INVOICE:2037283769		02/08/2023	208680	L021623	215240	33.60	33.60	02/16/2023	INV PD	CS	FIC BOOK
152051 INVOICE:2037283770		02/08/2023	208681	L021623	215240	15.06	15.06	02/16/2023	INV PD	CS	FIC BOOK
152053 INVOICE:2037283771		02/08/2023	208683	L021623	215240	128.74	128.74	02/16/2023	INV PD	CS	FIC BOOK
152108 INVOICE:2037284519		02/09/2023	208738	L021623	215240	1,156.78	1,156.78	02/16/2023	INV PD	CS	FIC BOOK
152109 INVOICE:2037284520		02/09/2023	208739	L021623	215240	15.06	15.06	02/16/2023	INV PD	CS	FIC BOOK
152110 INVOICE:2037284521		02/09/2023	208740	L021623	215240	29.13	29.13	02/16/2023	INV PD	CS	FIC BOOK
152054 INVOICE:2037284923		02/08/2023	208684	L021623	215240	2,210.10	2,210.10	02/16/2023	INV PD	CS	FIC BOOK
152084 INVOICE:2037285919		02/09/2023	208714	L021623	215240	108.68	108.68	02/16/2023	INV PD	REF	BOOK
152086 INVOICE:2037285921		02/09/2023	208716	L021623	215240	48.33	48.33	02/16/2023	INV PD	REF	BOOK
152087 INVOICE:2037285922		02/09/2023	208717	L021623	215240	35.48	35.48	02/16/2023	INV PD	REF	BOOK
152088 INVOICE:2037285923		02/09/2023	208718	L021623	215240	258.62	258.62	02/16/2023	INV PD	REF	BOOK
152089 INVOICE:2037285924		02/09/2023	208719	L021623	215240	154.88	154.88	02/16/2023	INV PD	REF	BOOK
152090 INVOICE:2037285925		02/09/2023	208720	L021623	215240	20.87	20.87	02/16/2023	INV PD	REF	BOOK
152091 INVOICE:2037285926		02/09/2023	208721	L021623	215240	28.60	28.60	02/16/2023	INV PD	REF	BOOK

VENDOR INVOICE LIST

DOCUMENT	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	PAID AMOUNT	DUE DATE	TYPE	STS	DESCR
152092 INVOICE:2037285927		02/09/2023	208722	L021623	215240	70.94	70.94	02/16/2023	INV	PD	REF BOOK
			CHECKDATE:02/16/2023								
152093 INVOICE:2037285928		02/09/2023	208723	L021623	215240	54.33	54.33	02/16/2023	INV	PD	REF BOOK
			CHECKDATE:02/16/2023								
152049 INVOICE:20372885910		02/08/2023	208679	L021623	215240	1,014.21	1,014.21	02/16/2023	INV	PD	CS FIC BOOK
			CHECKDATE:02/16/2023								
152106 INVOICE:2037289088		02/09/2023	208736	L021623	215240	120.11	120.11	02/16/2023	INV	PD	CSYA FIC BOOK
			CHECKDATE:02/16/2023								
152096 INVOICE:2037290618		02/09/2023	208726	L021623	215240	120.67	120.67	02/16/2023	INV	PD	RS BOOKS
			CHECKDATE:02/16/2023								
152099 INVOICE:2037290619		02/09/2023	208729	L021623	215240	68.46	68.46	02/16/2023	INV	PD	RS BOOKS
			CHECKDATE:02/16/2023								
152100 INVOICE:2037290620		02/09/2023	208730	L021623	215240	34.33	34.33	02/16/2023	INV	PD	RS BOOKS
			CHECKDATE:02/16/2023								
152101 INVOICE:2037290621		02/09/2023	208731	L021623	215240	46.02	46.02	02/16/2023	INV	PD	RS BOOKS
			CHECKDATE:02/16/2023								
152107 INVOICE:2037291431		02/09/2023	208737	L021623	215240	5.97	5.97	02/16/2023	INV	PD	CSYA FIC BOOK
			CHECKDATE:02/16/2023								
152098 INVOICE:2037292418		02/09/2023	208728	L021623	215240	157.15	157.15	02/16/2023	INV	PD	RS BOOKS
			CHECKDATE:02/16/2023								
152105 INVOICE:2037295346		02/09/2023	208735	L021623	215240	34.90	34.90	02/16/2023	INV	PD	RS MWL BOOK
			CHECKDATE:02/16/2023								
152104 INVOICE:2037295347		02/09/2023	208734	L021623	215240	70.95	70.95	02/16/2023	INV	PD	RS MWL BOOK
			CHECKDATE:02/16/2023								
152095 INVOICE:2037296838		02/09/2023	208725	L021623	215240	853.76	853.76	02/16/2023	INV	PD	RS BOOKS
			CHECKDATE:02/16/2023								
152097 INVOICE:2037296839		02/09/2023	208727	L021623	215240	16.88	16.88	02/16/2023	INV	PD	RS BOOKS
			CHECKDATE:02/16/2023								
152102 INVOICE:2037296840		02/09/2023	208732	L021623	215240	18.02	18.02	02/16/2023	INV	PD	RS BOOKS
			CHECKDATE:02/16/2023								
152075 INVOICE:2037297858		02/09/2023	208705	L021623	215240	94.93	94.93	02/16/2023	INV	PD	REF BOOK
			CHECKDATE:02/16/2023								
152076 INVOICE:2037297859		02/09/2023	208706	L021623	215240	16.89	16.89	02/16/2023	INV	PD	REF BOOK
			CHECKDATE:02/16/2023								
152077 INVOICE:2037297860		02/09/2023	208707	L021623	215240	72.09	72.09	02/16/2023	INV	PD	REF BOOK
			CHECKDATE:02/16/2023								
152078		02/09/2023	208708	L021623	215240	28.52	28.52	02/16/2023	INV	PD	REF BOOK

VENDOR INVOICE LIST

DOCUMENT	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	PAID AMOUNT	DUE DATE	TYPE	STS	DESCR
INVOICE:2037297861											CHECKDATE:02/16/2023
152079		02/09/2023	208709	L021623	215240	66.11	66.11	02/16/2023	INV PD	REF	BOOK
INVOICE:2037297862											CHECKDATE:02/16/2023
152080		02/09/2023	208710	L021623	215240	24.87	24.87	02/16/2023	INV PD	REF	BOOK
INVOICE:2037297863											CHECKDATE:02/16/2023
152081		02/09/2023	208711	L021623	215240	36.89	36.89	02/16/2023	INV PD	REF	BOOK
INVOICE:2037297864											CHECKDATE:02/16/2023
152082		02/09/2023	208712	L021623	215240	56.35	56.35	02/16/2023	INV PD	REF	BOOK
INVOICE:2037297865											CHECKDATE:02/16/2023
152083		02/09/2023	208713	L021623	215240	37.76	37.76	02/16/2023	INV PD	REF	BOOK
INVOICE:2037297866											CHECKDATE:02/16/2023
152103		02/09/2023	208733	L021623	215240	144.16	144.16	02/16/2023	INV PD	RS	MWL BOOK
INVOICE:2037302046											CHECKDATE:02/16/2023
152085		02/09/2023	208715	L021623	215240	37.19	37.19	02/16/2023	INV PD	REF	BOOK
INVOICE:203785920											CHECKDATE:02/16/2023
489 BLACKSTONE AUDIO INC						10,319.05					
152196		02/09/2023	208826	L021623	215241	121.34	121.34	02/16/2023	INV PD	RS	BOOK ON CD
INVOICE:2083896											CHECKDATE:02/16/2023
12962 CDW GOVERNMENT INC											
152197		02/09/2023	208827	L021623	215242	886.20	886.20	02/16/2023	INV PD	COREL	DRAW LI
INVOICE:GH12229											CHECKDATE:02/16/2023
300553 CENGAGE LEARNING INC											
152202		02/09/2023	208832	L021623	215243	71.97	71.97	02/16/2023	INV PD	RS	BOOKS
INVOICE:80154871											CHECKDATE:02/16/2023
152201		02/09/2023	208831	L021623	215243	26.39	26.39	02/16/2023	INV PD	RS	BOOKS
INVOICE:80179672											CHECKDATE:02/16/2023
152200		02/09/2023	208830	L021623	215243	55.98	55.98	02/16/2023	INV PD	RS	BOOKS
INVOICE:80359951											CHECKDATE:02/16/2023
152198		02/09/2023	208828	L021623	215243	24.79	24.79	02/16/2023	INV PD	RS	BOOKS
INVOICE:80410412											CHECKDATE:02/16/2023
152199		02/09/2023	208829	L021623	215243	33.60	33.60	02/16/2023	INV PD	RS	BOOKS
INVOICE:80510493											CHECKDATE:02/16/2023

VENDOR INVOICE LIST

DOCUMENT	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	PAID AMOUNT	DUE DATE	TYPE	STS	DESCR
303044 CENTER POINT INC						212.73					
152204 INVOICE:1984548		02/09/2023	208834	L021623	215244	31.62	31.62	02/16/2023	INV PD	RS	BOOKS
				CHECKDATE:02/16/2023							
152203 INVOICE:1989071		02/09/2023	208833	L021623	215244	30.77	30.77	02/16/2023	INV PD	RS	BOOKS
				CHECKDATE:02/16/2023							
						62.39					
334 CHICAGO SUN TIMES											
152207 INVOICE:ADM0209232		02/09/2023	208837	L021623	215245	717.60	717.60	02/16/2023	INV PD		PERIODICAL RE
				CHECKDATE:02/16/2023							
102908 COMPUTER VIEW INC											
152206 INVOICE:202537		02/09/2023	208836	L021623	215246	1,500.00	1,500.00	02/16/2023	INV PD		BARCODE SCANN
				CHECKDATE:02/16/2023							
152205 INVOICE:29546		02/09/2023	208835	L021623	215246	37,425.00	37,425.00	02/16/2023	INV PD		QUARTERLY LAN
				CHECKDATE:02/16/2023							
						38,925.00					
3545 FINDAWAY WORLD LLC											
152209 INVOICE:417752		02/09/2023	208839	L021623	215247	49.98	49.98	02/16/2023	INV PD	CS	AUDIO PLAY
				CHECKDATE:02/16/2023							
152210 INVOICE:418805		02/09/2023	208840	L021623	215247	67.99	67.99	02/16/2023	INV PD	CSYA	AUDIO PL
				CHECKDATE:02/16/2023							
						117.97					
8496 GORDON FLESCH COMPANY INC											
152379 INVOICE:I00796693		02/09/2023	209009	L021623	215248	1,449.44	1,449.44	02/16/2023	INV PD		COPIER LEASIN
				CHECKDATE:02/16/2023							
152212 INVOICE:IN14018413		02/09/2023	208842	L021623	215248	285.20	285.20	02/16/2023	INV PD		COPIER LEASE
				CHECKDATE:02/16/2023							
152211 INVOICE:IN14055155		02/09/2023	208841	L021623	215248	131.54	131.54	02/16/2023	INV PD		COPIER LEASE
				CHECKDATE:02/16/2023							
						1,866.18					
7842 INGRAM LIBRARY SERVICES											
152221 INVOICE:62888641		02/09/2023	208851	L021623	215249	465.58	465.58	02/16/2023	INV PD	CS	FIC BOOKS
				CHECKDATE:02/16/2023							

VENDOR INVOICE LIST

DOCUMENT	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	PAID AMOUNT	DUE DATE	TYPE	STS	DESCR
152216 INVOICE:62890428		02/09/2023	208846	L021623	215249	321.75	321.75	02/16/2023	INV PD	RS	BOOKS
152214 INVOICE:67562330		02/09/2023	208844	L021623	215249	302.55	302.55	02/16/2023	INV PD	REF	BOOKS
152213 INVOICE:67564787		02/09/2023	208843	L021623	215249	298.80	298.80	02/16/2023	INV PD	REF	BOOKS
152217 INVOICE:67565695		02/09/2023	208847	L021623	215249	412.22	412.22	02/16/2023	INV PD	CS	FIC BOOKS
152220 INVOICE:67566207		02/09/2023	208850	L021623	215249	271.25	271.25	02/16/2023	INV PD	CS	NF BOOKS
152218 INVOICE:67566208		02/09/2023	208848	L021623	215249	13.22	13.22	02/16/2023	INV PD	CS	FIC BOOK
152219 INVOICE:67566209		02/09/2023	208849	L021623	215249	4.54	4.54	02/16/2023	INV PD	CS	FIC BOOK
152215 INVOICE:73450337		02/09/2023	208845	L021623	215249	-18.36	-18.36	02/16/2023	CRM PD		CREDIT MEMO
						2,071.55					
101892 MIDWEST TAPE											
152243 INVOICE:503251505		02/09/2023	208873	L021623	215250	26.79	26.79	02/16/2023	INV PD	RS	DVD
152241 INVOICE:503251860		02/09/2023	208871	L021623	215250	141.79	141.79	02/16/2023	INV PD	CS	DVD
152242 INVOICE:503258290		02/09/2023	208872	L021623	215250	20.24	20.24	02/16/2023	INV PD	RS	DVD
152244 INVOICE:503258291		02/09/2023	208874	L021623	215250	112.69	112.69	02/16/2023	INV PD	RS	DVD
152245 INVOICE:503258292		02/09/2023	208875	L021623	215250	18.74	18.74	02/16/2023	INV PD	RS	DVD
152246 INVOICE:503258293		02/09/2023	208876	L021623	215250	20.99	20.99	02/16/2023	INV PD	RS	DVD
152247 INVOICE:503258294		02/09/2023	208877	L021623	215250	53.98	53.98	02/16/2023	INV PD	RS	DVD
152222 INVOICE:503274159		02/09/2023	208852	L021623	215250	206.71	206.71	02/16/2023	INV PD	CS	DVDS
152239 INVOICE:503278894		02/09/2023	208869	L021623	215250	28.29	28.29	02/16/2023	INV PD	RS	DVD

VENDOR INVOICE LIST

DOCUMENT	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	PAID AMOUNT	DUE DATE	TYPE	STS	DESCR
152240 INVOICE: 503278895		02/09/2023	208870	L021623	215250	21.03	21.03	02/16/2023	INV PD	RS	DVD
				CHECKDATE:02/16/2023							
152231 INVOICE: 503287856		02/09/2023	208861	L021623	215250	64.97	64.97	02/16/2023	INV PD	CS	BOOK ON CD
				CHECKDATE:02/16/2023							
152236 INVOICE: 503287858		02/09/2023	208866	L021623	215250	197.93	197.93	02/16/2023	INV PD	RS	DVD
				CHECKDATE:02/16/2023							
152238 INVOICE: 503287859		02/09/2023	208868	L021623	215250	293.66	293.66	02/16/2023	INV PD	RS	DVD
				CHECKDATE:02/16/2023							
152232 INVOICE: 503288000		02/09/2023	208862	L021623	215250	34.49	34.49	02/16/2023	INV PD	RS	DVD
				CHECKDATE:02/16/2023							
152233 INVOICE: 503288001		02/09/2023	208863	L021623	215250	22.49	22.49	02/16/2023	INV PD	RS	DVD
				CHECKDATE:02/16/2023							
152235 INVOICE: 503288002		02/09/2023	208865	L021623	215250	20.99	20.99	02/16/2023	INV PD	RS	DVD
				CHECKDATE:02/16/2023							
152225 INVOICE: 503308281		02/09/2023	208855	L021623	215250	127.95	127.95	02/16/2023	INV PD	CS	DVD
				CHECKDATE:02/16/2023							
152223 INVOICE: 503319504		02/09/2023	208853	L021623	215250	146.43	146.43	02/16/2023	INV PD	CS	DVD
				CHECKDATE:02/16/2023							
152234 INVOICE: 503319505		02/09/2023	208864	L021623	215250	29.99	29.99	02/16/2023	INV PD	CS	BOOK ON CD
				CHECKDATE:02/16/2023							
152237 INVOICE: 503319506		02/09/2023	208867	L021623	215250	11.99	11.99	02/16/2023	INV PD	CS	MUSIC CDS
				CHECKDATE:02/16/2023							
152224 INVOICE: 503319508		02/09/2023	208854	L021623	215250	23.98	23.98	02/16/2023	INV PD	CS	DVD
				CHECKDATE:02/16/2023							
152228 INVOICE: 503319706		02/09/2023	208858	L021623	215250	14.99	14.99	02/16/2023	INV PD	RS	DVD
				CHECKDATE:02/16/2023							
152229 INVOICE: 503319707		02/09/2023	208859	L021623	215250	477.58	477.58	02/16/2023	INV PD	RS	DVD
				CHECKDATE:02/16/2023							
152230 INVOICE: 503319709		02/09/2023	208860	L021623	215250	101.21	101.21	02/16/2023	INV PD	RS	DVD
				CHECKDATE:02/16/2023							
152226 INVOICE: 503319800		02/09/2023	208856	L021623	215250	44.98	44.98	02/16/2023	INV PD	RS	DVD
				CHECKDATE:02/16/2023							
152227 INVOICE: 503319801		02/09/2023	208857	L021623	215250	44.98	44.98	02/16/2023	INV PD	RS	DVD
				CHECKDATE:02/16/2023							

2,309.86

60311 OTIS ELEVATOR CORPORATION

VENDOR INVOICE LIST

DOCUMENT	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	PAID AMOUNT	DUE DATE	TYPE	STS	DESCR
152248 INVOICE:CY28611001		02/09/2023	208878	L021623	215251	1,896.00	1,896.00	02/16/2023	INV	PD	ELEVATOR SERV
924 OVERDRIVE INC											
152249 INVOICE:00751CO23017975		02/09/2023	208879	L021623	215252	2,312.87	2,312.87	02/16/2023	INV	PD	NSDC
152251 INVOICE:00751CO23021147		02/09/2023	208881	L021623	215252	1,003.44	1,003.44	02/16/2023	INV	PD	NSDC
152254 INVOICE:00751CO23036188		02/09/2023	208884	L021623	215252	1,799.87	1,799.87	02/16/2023	INV	PD	NSDC
152252 INVOICE:00751CP23030716		02/09/2023	208882	L021623	215252	3.98	3.98	02/16/2023	INV	PD	NSDC
152250 INVOICE:00751DA23023382		02/09/2023	208880	L021623	215252	672.02	672.02	02/16/2023	INV	PD	NSDC
152258 INVOICE:00751DA23027610		02/09/2023	208888	L021623	215252	54.95	54.95	02/16/2023	INV	PD	NSDC
152259 INVOICE:00751DA23033340		02/09/2023	208889	L021623	215252	603.05	603.05	02/16/2023	INV	PD	NSDC
152256 INVOICE:00751DA23040424		02/09/2023	208886	L021623	215252	75.00	75.00	02/16/2023	INV	PD	NSDC
152257 INVOICE:00751DA23042540		02/09/2023	208887	L021623	215252	1,643.90	1,643.90	02/16/2023	INV	PD	NSDC
152255 INVOICE:CD0075123027178		02/09/2023	208885	L021623	215252	5,000.00	5,000.00	02/16/2023	INV	PD	AS EBOOKS
152253 INVOICE:H0093100		02/09/2023	208883	L021623	215252	1,000.00	1,000.00	02/16/2023	INV	PD	HOSTING NSDC
						14,169.08					
3949 PARK RIDGE LIONS CLUB											
152260 INVOICE:ADN0209233		02/09/2023	208890	L021623	215253	175.00	175.00	02/16/2023	INV	PD	MEMBERSHIP DU
8790 PLAYAWAY PRODUCTS LLC											
152261 INVOICE:419522		02/09/2023	208891	L021623	215254	19.99	19.99	02/16/2023	INV	PD	CS PLAYAWAY
101774 POLONIA BOOKSTORE											

VENDOR INVOICE LIST

DOCUMENT	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	PAID AMOUNT	DUE DATE	TYPE	STS	DESCR
152262 INVOICE:732215		02/09/2023	208892	L021623	215255	197.95	197.95	02/16/2023	INV PD		REF BOOK
4028 TERESA ASH											
152263 INVOICE:237011		02/09/2023	208893	L021623	215256	100.00	100.00	02/16/2023	INV PD		CS SUPPLIES
7912 ROBERT K CHASE											
152291 INVOICE:ADM0210235		02/09/2023	208921	L021623	215257	150.00	150.00	02/16/2023	INV PD		YA PROGRAMS
102551 CACINI INC											
152265 INVOICE:43535		02/09/2023	208895	L021623	215258	86.00	86.00	02/16/2023	INV PD		SIGNAGE /PR
152264 INVOICE:43546		02/09/2023	208894	L021623	215258	199.00	199.00	02/16/2023	INV PD		SIGNAGE / PR
						285.00					
6493 SUN AND MOON YOGA											
152266 INVOICE:ADM021023		02/09/2023	208896	L021623	215259	600.00	600.00	02/16/2023	INV PD		RS PROGRAMS
8309 QUORUM GROUP LLC											
152267 INVOICE:118565		02/09/2023	208897	L021623	215260	459.85	459.85	02/16/2023	INV PD		DEPOST PROFOR
8449 THE ATLANTIC											
152268 INVOICE:ADM0210232		02/09/2023	208899	L021623	215261	39.95	39.95	02/16/2023	INV PD		1 YEAR RENEWA
300439 TODAYS BUSINESS SOLUTIONS INC											
152270 INVOICE:01302376		02/09/2023	208900	L021623	215262	40.48	40.48	02/16/2023	INV PD		COST PER FAX
5003 UNIQUE MANAGEMENT SERVICES INC											
152272 INVOICE:6109242		02/09/2023	208902	L021623	215263	68.95	68.95	02/16/2023	INV PD		PLACEMENTS

VENDOR INVOICE LIST

DOCUMENT	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	PAID AMOUNT	DUE DATE	TYPE	STS	DESCR
303348 THE UPS STORE 1573											
152274 INVOICE:ADM0210233		02/09/2023	208904	L021623	215264	23.36	23.36	02/16/2023	INV	PD	RETURN POSTAG
				CHECKDATE:02/16/2023							
303104 USA TODAY											
152276 INVOICE:ADM0210234		02/09/2023	208906	L021623	215265	395.52	395.52	02/16/2023	INV	PD	SUBSCRIPTION
				CHECKDATE:02/16/2023							
300800 WAREHOUSE DIRECT INC											
152279 INVOICE:54199240		02/09/2023	208909	L021623	215266	11.74	11.74	02/16/2023	INV	PD	ADMIN SUPPLIE
				CHECKDATE:02/16/2023							
152284 INVOICE:54254360		02/09/2023	208914	L021623	215266	8.39	8.39	02/16/2023	INV	PD	ADMIN SUPPLIE
				CHECKDATE:02/16/2023							
152280 INVOICE:54258370		02/09/2023	208910	L021623	215266	110.16	110.16	02/16/2023	INV	PD	KRAFT PAPER A
				CHECKDATE:02/16/2023							
152278 INVOICE:54262450		02/09/2023	208908	L021623	215266	9.89	9.89	02/16/2023	INV	PD	ADMIN SUPPLIE
				CHECKDATE:02/16/2023							
						140.18					
8325 WILLIAMS ASSOCIATES ARCHITECTS LTD											
152285 INVOICE:0021512		02/09/2023	208915	L021623	215267	9.72	9.72	02/16/2023	INV	PD	BUILDING PROJ
				CHECKDATE:02/16/2023							
7357 ZOOBEAN INC											
152286 INVOICE:27210		02/09/2023	208916	L021623	215268	1,329.00	1,329.00	02/16/2023	INV	PD	BEANSTACK REN
				CHECKDATE:02/16/2023							
210 INVOICES						91,979.34					

** END OF REPORT - Generated by Alyson Doubek **

**City of Park Ridge, IL
Warrant List Fund Totals
02/28/2023**

Fund	Description	Amount
201	Library Fund	\$69,564.80
201	Grant Fund	\$0.00
201	North Suburban	\$34,805.27
<hr/>		
	Report Total	104,370.07

PAID INVOICES REPORT

WARRANT: L022823

TO FISCAL 2023/02 01/01/2023 TO 12/31/2023

VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
6095 ABC COMMERCIAL	152885	02/27/23	209517		215269	P	02/28/23	2015012 932103	BLDG MNT CNTR-GENL MAINT	2,541.00
	INVOICE:	20230278								
VENDOR TOTALS				2,310.00	YTD INVOICED			7,623.00	YTD PAID	2,541.00
5132 ADP, INC.	152821	02/24/23	209453		215270	P	02/28/23	2015011 938509	GNL CNTRL SVC/PAYROLL	1,937.71
	INVOICE:	626301829								
	152923	02/27/23	209555		215270	P	02/28/23	2015011 938509	GNL CNTRL SVC/PAYROLL	655.68
	INVOICE:	627563859								
VENDOR TOTALS				.00	YTD INVOICED			29,694.96	YTD PAID	2,593.39
48 AEC ONE STOP GROUP INC	152780	02/24/23	209412		215271	P	02/28/23	2015017 954015	LIB RSRCS-RECORDINGS MUSI	249.54
	INVOICE:	PLS71054478								
VENDOR TOTALS				653.36	YTD INVOICED			674.63	YTD PAID	249.54
302670 AMAZON CAPITAL SERVICES	152781	02/24/23	209413		215272	P	02/28/23	2015015 954002	LIB RSRCS-CHILDREN BOOKS	39.99
	INVOICE:	1GFG6F7V1G1J								
	152782	02/24/23	209414		215272	P	02/28/23	2015015 954002	LIB RSRCS-CHILDREN BOOKS	-39.99
	INVOICE:	1KMQH3C67JL7								
	152783	02/24/23	209415		215272	P	02/28/23	2015017 954017	LIB RSRCS-ADULT BOOKS NF	30.20
	INVOICE:	1DRF339V77DG								
	152784	02/24/23	209416		215272	P	02/28/23	2015012 952100	BUILDING SUPPLIES	74.99
	INVOICE:	1RG3K9D1HM36B								
	152785	02/24/23	209417		215272	P	02/28/23	2015015 954002	LIB RSRCS-CHILDREN BOOKS	228.93
	INVOICE:	1VQYTCK63LHC								
	152786	02/24/23	209418		215272	P	02/28/23	2015015 954010	LIB RSRCS-VIDEOGAMES	194.54
	INVOICE:	1RRH1VQVGGLD								
	152787	02/24/23	209419		215272	P	02/28/23	2015015 954010	LIB RSRCS-VIDEOGAMES	28.25
	INVOICE:	1DD3QNQ1RW16								
	152788	02/24/23	209420		215272	P	02/28/23	2015015 954010	LIB RSRCS-VIDEOGAMES	-29.97
	INVOICE:	1YXQ9DJQ7C3J								
	152789	02/24/23	209421		215272	P	02/28/23	2015015 954002	LIB RSRCS-CHILDREN BOOKS	-16.61
	INVOICE:	1LHPRXRT41NQ								
	152790	02/24/23	209422		215272	P	02/28/23	2015015 954002	LIB RSRCS-CHILDREN BOOKS	11.89
	INVOICE:	1CK9TL9DQPMO								
	152791	02/24/23	209423		215272	P	02/28/23	2015015 954019	LIB RSRCS-CHILDRENS BOOKS	39.96
	INVOICE:	1GNGLRXQPPP4								
	152792	02/24/23	209424		215272	P	02/28/23	2015017 954017	LIB RSRCS-ADULT BOOKS NF	44.81
	INVOICE:	1V4GMVRK4YQY								
	152793	02/24/23	209425		215272	P	02/28/23	2015015 951100	LIBRARY SUPPLIES	54.12
	INVOICE:	1JQPHFGKR763								
	152794	02/24/23	209426		215272	P	02/28/23	2015015 938506	GNL CNTRL SVC/PROGRAM	23.67
	INVOICE:	1V3J3XTK4MXW								
	152796	02/24/23	209428		215272	P	02/28/23	2015015 938506	GNL CNTRL SVC/PROGRAM	139.04
	INVOICE:	1JW19WJGNKM7								



PAID INVOICES REPORT

WARRANT: L022823

TO FISCAL 2023/02 01/01/2023 TO 12/31/2023

VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
	152798	02/24/23	209430		215272	P	02/28/23	2015012 952100	BUILDING SUPPLIES	-297.66
	INVOICE: 14VMDPJW13FW									
	152799	02/24/23	209431		215272	P	02/28/23	2015012 952100	BUILDING SUPPLIES	297.66
	INVOICE: 1WPNPYV7VNW									
	152801	02/24/23	209433		215272	P	02/28/23	2015015 938506	GNL CNTRL SVC/PROGRAM	149.30
	INVOICE: 1PHQ7PF1LLTV									
	152802	02/24/23	209434		215272	P	02/28/23	2015015 951100	LIBRARY SUPPLIES	64.03
	INVOICE: 1HY676MXLPWF									
	152803	02/24/23	209435		215272	P	02/28/23	2015015 951100	LIBRARY SUPPLIES	36.18
	INVOICE: 16L3PDNTQ3P4									
	152804	02/24/23	209436		215272	P	02/28/23	2015012 952100	BUILDING SUPPLIES	107.58
	INVOICE: 1J16HW9F7PDG									
	152805	02/24/23	209437		215272	P	02/28/23	2015012 952100	BUILDING SUPPLIES	89.83
	INVOICE: 1X1CGL6P1XGY									
	152806	02/24/23	209438		215272	P	02/28/23	2015017 951102	LIBRARY SUPPLIES - MAKERS	24.59
	INVOICE: 1K9H7LY71L6W									
	152807	02/24/23	209439		215272	P	02/28/23	2015015 951100	LIBRARY SUPPLIES	25.10
	INVOICE: 1RFRNLTTTC99J									
	152808	02/24/23	209440		215272	P	02/28/23	2015012 952100	BUILDING SUPPLIES	56.27
	INVOICE: 1GXHYCH3FKV									
	VENDOR TOTALS		1,422.54	YTD INVOICED				7,189.53	YTD PAID	1,376.70
8801	AURORA PUBLIC LIBRARY DISTRICT									
	152822	02/24/23	209454		215273	P	02/28/23	2015015 938506	GNL CNTRL SVC/PROGRAM	69.45
	INVOICE: 2023028									
	VENDOR TOTALS		.00	YTD INVOICED				69.45	YTD PAID	69.45
101020	BAKER AND TAYLOR BOOKS									
	152714	02/24/23	209345		215274	P	02/28/23	2015017 954017	LIB RSRCS-ADULT BOOKS NF	74.80
	INVOICE: 2037320301									
	152715	02/24/23	209346		215274	P	02/28/23	2015017 954017	LIB RSRCS-ADULT BOOKS NF	34.90
	INVOICE: 2037320302									
	152716	02/24/23	209347		215274	P	02/28/23	2015017 954017	LIB RSRCS-ADULT BOOKS NF	47.81
	INVOICE: 2037320303									
	152717	02/24/23	209348		215274	P	02/28/23	2015017 954017	LIB RSRCS-ADULT BOOKS NF	49.19
	INVOICE: 2037320304									
	152718	02/24/23	209349		215274	P	02/28/23	2015017 954017	LIB RSRCS-ADULT BOOKS NF	18.45
	INVOICE: 2037320305									
	152719	02/24/23	209350		215274	P	02/28/23	2015017 954017	LIB RSRCS-ADULT BOOKS NF	45.95
	INVOICE: 2037320306									
	152720	02/24/23	209351		215274	P	02/28/23	2015017 954017	LIB RSRCS-ADULT BOOKS NF	132.71
	INVOICE: 2037320307									
	152722	02/24/23	209354		215274	P	02/28/23	2015017 954017	LIB RSRCS-ADULT BOOKS NF	15.75
	INVOICE: 2037320309									
	152723	02/24/23	209355		215274	P	02/28/23	2015017 954017	LIB RSRCS-ADULT BOOKS NF	41.72
	INVOICE: 2037320308									
	152724	02/24/23	209356		215274	P	02/28/23	2015017 954017	LIB RSRCS-ADULT BOOKS NF	16.89
	INVOICE: 2037320310									
	152725	02/24/23	209357		215274	P	02/28/23	2015017 954017	LIB RSRCS-ADULT BOOKS NF	123.28

PAID INVOICES REPORT

WARRANT: L022823

TO FISCAL 2023/02 01/01/2023 TO 12/31/2023

VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
INVOICE:	2037316895									
152726	02/24/23	209358			215274	P	02/28/23	2015017 954017	LIB RSRCS-ADULT BOOKS NF	60.69
INVOICE:	2037306270									
152727	02/24/23	209359			215274	P	02/28/23	2015017 954017	LIB RSRCS-ADULT BOOKS NF	29.25
INVOICE:	2037306271									
152728	02/24/23	209360			215274	P	02/28/23	2015017 954017	LIB RSRCS-ADULT BOOKS NF	18.17
INVOICE:	2037306272									
152729	02/24/23	209361			215274	P	02/28/23	2015017 954017	LIB RSRCS-ADULT BOOKS NF	23.02
INVOICE:	2037306273									
152730	02/24/23	209362			215274	P	02/28/23	2015017 954017	LIB RSRCS-ADULT BOOKS NF	62.24
INVOICE:	2037306274									
152731	02/24/23	209363			215274	P	02/28/23	2015017 954017	LIB RSRCS-ADULT BOOKS NF	35.20
INVOICE:	2037306275									
152732	02/24/23	209364			215274	P	02/28/23	2015017 954017	LIB RSRCS-ADULT BOOKS NF	253.54
INVOICE:	2037306276									
152733	02/24/23	209365			215274	P	02/28/23	2015017 954017	LIB RSRCS-ADULT BOOKS NF	85.58
INVOICE:	2037306277									
152734	02/24/23	209366			215274	P	02/28/23	2015017 954017	LIB RSRCS-ADULT BOOKS NF	50.73
INVOICE:	2037306279									
152735	02/24/23	209367			215274	P	02/28/23	2015017 954017	LIB RSRCS-ADULT BOOKS NF	27.52
INVOICE:	2037306278									
152736	02/24/23	209368			215274	P	02/28/23	2015017 954017	LIB RSRCS-ADULT BOOKS NF	12.82
INVOICE:	2037306280									
152737	02/24/23	209369			215274	P	02/28/23	2015017 954001	LIB RSRCS--ADULT BOOKS FI	39.18
INVOICE:	2037336789									
152738	02/24/23	209370			215274	P	02/28/23	2015017 954001	LIB RSRCS--ADULT BOOKS FI	16.33
INVOICE:	2037315465									
152739	02/24/23	209371			215274	P	02/28/23	2015017 954001	LIB RSRCS--ADULT BOOKS FI	131.50
INVOICE:	2037315466									
152740	02/24/23	209372			215274	P	02/28/23	2015017 954001	LIB RSRCS--ADULT BOOKS FI	49.66
INVOICE:	2037315467									
152741	02/24/23	209373			215274	P	02/28/23	2015017 954001	LIB RSRCS--ADULT BOOKS FI	17.02
INVOICE:	2037315468									
152742	02/24/23	209374			215274	P	02/28/23	2015017 954017	LIB RSRCS-ADULT BOOKS NF	26.76
INVOICE:	2037315469									
152743	02/24/23	209375			215274	P	02/28/23	2015017 954001	LIB RSRCS--ADULT BOOKS FI	161.65
INVOICE:	2037301499									
152744	02/24/23	209376			215274	P	02/28/23	2015017 954001	LIB RSRCS--ADULT BOOKS FI	277.16
INVOICE:	2037301500									
152745	02/24/23	209377			215274	P	02/28/23	2015017 954001	LIB RSRCS--ADULT BOOKS FI	342.17
INVOICE:	2037306694									
152746	02/24/23	209378			215274	P	02/28/23	2015017 954001	LIB RSRCS--ADULT BOOKS FI	46.03
INVOICE:	2037315470									
152747	02/24/23	209379			215274	P	02/28/23	2015017 954001	LIB RSRCS--ADULT BOOKS FI	47.96
INVOICE:	2037315471									
152748	02/24/23	209380			215274	P	02/28/23	2015017 954001	LIB RSRCS--ADULT BOOKS FI	17.46
INVOICE:	2037301497									
152749	02/24/23	209381			215274	P	02/28/23	2015017 954001	LIB RSRCS--ADULT BOOKS FI	16.88
INVOICE:	2037301498									
152750	02/24/23	209382			215274	P	02/28/23	2015017 954001	LIB RSRCS--ADULT BOOKS FI	16.33
INVOICE:	2037301501									

PAID INVOICES REPORT

WARRANT: L022823

TO FISCAL 2023/02 01/01/2023 TO 12/31/2023

VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
152751	INVOICE: 2037310266	02/24/23	209383		215274	P	02/28/23	2015017 954001	LIB RSRCS--ADULT BOOKS FI	45.43
152752	INVOICE: 2037324959	02/24/23	209384		215274	P	02/28/23	2015017 954011	LIB RSRCS -MWL	33.78
152753	INVOICE: 2037324694	02/24/23	209385		215274	P	02/28/23	2015015 954019	LIB RSRCS-CHILDRENS BOOKS	80.76
152754	INVOICE: 2037303009	02/24/23	209386		215274	P	02/28/23	2015015 954019	LIB RSRCS-CHILDRENS BOOKS	11.75
152755	INVOICE: 0003275568	02/24/23	209387		215274	P	02/28/23	2015015 954019	LIB RSRCS-CHILDRENS BOOKS	-19.20
152756	INVOICE: 2037322634	02/24/23	209388		215274	P	02/28/23	2015015 954002	LIB RSRCS-CHILDREN BOOKS	47.22
152757	INVOICE: 2037321296	02/24/23	209389		215274	P	02/28/23	2015015 954002	LIB RSRCS-CHILDREN BOOKS	12.48
152758	INVOICE: 2037321297	02/24/23	209390		215274	P	02/28/23	2015015 954002	LIB RSRCS-CHILDREN BOOKS	1,904.57
152759	INVOICE: 2037317734	02/24/23	209391		215274	P	02/28/23	2015015 954002	LIB RSRCS-CHILDREN BOOKS	124.36
152760	INVOICE: 2037317735	02/24/23	209392		215274	P	02/28/23	2015015 954002	LIB RSRCS-CHILDREN BOOKS	82.52
152761	INVOICE: 2037305373	02/24/23	209393		215274	P	02/28/23	2015015 954002	LIB RSRCS-CHILDREN BOOKS	112.29
152762	INVOICE: 2037305372	02/24/23	209394		215274	P	02/28/23	2015015 954002	LIB RSRCS-CHILDREN BOOKS	92.56
152763	INVOICE: 2037317736	02/24/23	209395		215274	P	02/28/23	2015015 954002	LIB RSRCS-CHILDREN BOOKS	22.40
152764	INVOICE: 2037309815	02/24/23	209396		215274	P	02/28/23	2015015 954002	LIB RSRCS-CHILDREN BOOKS	26.28
152765	INVOICE: 2037309816	02/24/23	209397		215274	P	02/28/23	2015015 954002	LIB RSRCS-CHILDREN BOOKS	100.62
152766	INVOICE: 2037309817	02/24/23	209398		215274	P	02/28/23	2015015 954002	LIB RSRCS-CHILDREN BOOKS	24.43
152767	INVOICE: 2037305374	02/24/23	209399		215274	P	02/28/23	2015015 954002	LIB RSRCS-CHILDREN BOOKS	2.98
VENDOR TOTALS		25,149.16 YTD INVOICED			23,469.82 YTD PAID		5,171.53			
7072	BRODART CO									
152823	INVOICE: 3322190	02/24/23	209455		215275	P	02/28/23	2015013 951100	LIBRARY SUPPLIES	79.35
VENDOR TOTALS		.00 YTD INVOICED			191.98 YTD PAID		79.35			
300553	CENGAGE LEARNING INC									
152824	INVOICE: 80721430	02/24/23	209456		215276	P	02/28/23	2015017 954001	LIB RSRCS--ADULT BOOKS FI	20.79
152826	INVOICE: 80709273	02/24/23	209458		215276	P	02/28/23	2015017 954001	LIB RSRCS--ADULT BOOKS FI	127.95
152827	INVOICE: 80632221	02/24/23	209459		215276	P	02/28/23	2015017 954001	LIB RSRCS--ADULT BOOKS FI	55.98
152828		02/24/23	209460		215276	P	02/28/23	2015017 954001	LIB RSRCS--ADULT BOOKS FI	25.59

PAID INVOICES REPORT

WARRANT: L022823

TO FISCAL 2023/02 01/01/2023 TO 12/31/2023

VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
	INVOICE:	80611357								
	152830	02/24/23	209462		215276	P	02/28/23	2015017 954001	LIB RSRCS--ADULT BOOKS FI	147.95
	INVOICE:	80611627								
	152831	02/24/23	209463		215276	P	02/28/23	2015017 954001	LIB RSRCS--ADULT BOOKS FI	24.00
	INVOICE:	80674029								
	VENDOR TOTALS			567.21	YTD INVOICED			5,052.07	YTD PAID	402.26
13239	CENTER OF CONCERN									
	152835	02/24/23	209467		215277	P	02/28/23	2015017 938506	GNL CNTRL SVC/PROGRAM	200.00
	INVOICE:	ADM022723								
	VENDOR TOTALS			.00	YTD INVOICED			400.00	YTD PAID	200.00
303044	CENTER POINT INC									
	152836	02/24/23	209468		215278	P	02/28/23	2015017 954001	LIB RSRCS--ADULT BOOKS FI	30.07
	INVOICE:	1989375								
	152837	02/24/23	209469		215278	P	02/28/23	2015017 954001	LIB RSRCS--ADULT BOOKS FI	57.34
	INVOICE:	1988649								
	VENDOR TOTALS			220.26	YTD INVOICED			207.14	YTD PAID	87.41
5814	CHASE									
	152840	02/24/23	209472		215279	P	02/28/23	2015011 931700	LIB DATA PROC SV	1,815.45
	INVOICE:	ADM0227232								
	152840	02/24/23	209472		215279	P	02/28/23	2015011 933800	CONFERENCES & TRAINING	1,727.68
	INVOICE:	ADM0227232								
	152840	02/24/23	209472		215279	P	02/28/23	2015011 936000	PUBLIC RELATIONS	254.07
	INVOICE:	ADM0227232								
	152840	02/24/23	209472		215279	P	02/28/23	2015011 951103	STAFF APPRECIATION	182.00
	INVOICE:	ADM0227232								
	152840	02/24/23	209472		215279	P	02/28/23	2015012 952100	BUILDING SUPPLIES	30.45
	INVOICE:	ADM0227232								
	152840	02/24/23	209472		215279	P	02/28/23	2015015 938506	GNL CNTRL SVC/PROGRAM	291.33
	INVOICE:	ADM0227232								
	152840	02/24/23	209472		215279	P	02/28/23	2015015 951100	LIBRARY SUPPLIES	28.75
	INVOICE:	ADM0227232								
	152840	02/24/23	209472		215279	P	02/28/23	2015017 938506	GNL CNTRL SVC/PROGRAM	178.82
	INVOICE:	ADM0227232								
	VENDOR TOTALS			3,416.73	YTD INVOICED			7,911.20	YTD PAID	4,508.55
5403	CHASE PAYMENTECH									
	152924	02/27/23	209556		16718	W	02/28/23	2015011 937800	LIB BNK SERV CHG	23.52
	INVOICE:	ADM02272315								
	VENDOR TOTALS			1,694.35	YTD INVOICED			3,061.74	YTD PAID	23.52
102908	COMPUTER VIEW INC									
	152838	02/24/23	209470		215280	P	02/28/23	2015011 952000	MATERIALS	4,369.20
	INVOICE:	202553								

PAID INVOICES REPORT

WARRANT: L022823

TO FISCAL 2023/02 01/01/2023 TO 12/31/2023

VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
VENDOR TOTALS		64,816.66 YTD INVOICED						69,435.20 YTD PAID		4,369.20
8729 CONSTRUCTION INC	152839	02/24/23	209471		215281	P	02/28/23	2015012 996300	BUILDING/BUILDING IMPROVE	21,760.20
	INVOICE: 128									
VENDOR TOTALS		.00 YTD INVOICED						21,760.20 YTD PAID		21,760.20
19972 DEMCO INC	152845	02/24/23	209477		215282	P	02/28/23	2015015 951100	LIBRARY SUPPLIES	43.71
	INVOICE: 7259928									
	152846	02/24/23	209478		215282	P	02/28/23	2015015 938506	GNL CNTRL SVC/PROGRAM	32.85
	INVOICE: 7259889									
	152848	02/24/23	209480		215282	P	02/28/23	2015013 951100	LIBRARY SUPPLIES	399.44
	INVOICE: 7262253									
VENDOR TOTALS		1,469.43 YTD INVOICED						1,297.36 YTD PAID		476.00
8802 ETHAN SELLERS MUSIC LLC	152849	02/24/23	209481		215283	P	02/28/23	2015017 938506	GNL CNTRL SVC/PROGRAM	450.00
	INVOICE: ADM0227233									
VENDOR TOTALS		.00 YTD INVOICED						450.00 YTD PAID		450.00
3545 FINDAWAY WORLD LLC	152851	02/24/23	209483		215284	P	02/28/23	2015015 954004	LIB RSRCS-RECORDING AUDIO	189.72
	INVOICE: 419226									
VENDOR TOTALS		1,230.07 YTD INVOICED						1,004.58 YTD PAID		189.72
301264 FOX VALLEY FIRE AND SAFETY	152853	02/24/23	209485		215285	P	02/28/23	2015012 932103	BLDG MNT CNTR-GENL MAINT	1,583.99
	INVOICE: IN00580837									
VENDOR TOTALS		2,165.99 YTD INVOICED						3,405.07 YTD PAID		1,583.99
5018 ANASTASIA GREENWALD	152855	02/24/23	209487		215286	P	02/28/23	2015015 938506	GNL CNTRL SVC/PROGRAM	110.00
	INVOICE: ADM0227234									
VENDOR TOTALS		.00 YTD INVOICED						160.00 YTD PAID		110.00
8803 HAPPINESS FORWARD LLC	152859	02/24/23	209491		215287	P	02/28/23	2015015 938506	GNL CNTRL SVC/PROGRAM	150.00
	INVOICE: ADM0227235									
VENDOR TOTALS		.00 YTD INVOICED						150.00 YTD PAID		150.00
5041 TIFFANY ANN GATES ETCHELL	152861	02/24/23	209493		215288	P	02/28/23	2015015 938506	GNL CNTRL SVC/PROGRAM	125.00

PAID INVOICES REPORT

WARRANT: L022823

TO FISCAL 2023/02 01/01/2023 TO 12/31/2023

VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
INVOICE: ADM0227236										
VENDOR TOTALS		250.00 YTD INVOICED			250.00 YTD PAID			125.00		
6359	OFFICE OF THE STATE FIRE MARSHAL	152863	02/24/23	209495	215289	P	02/28/23	2015012 932103	BLDG MNT CNTR-GENL MAINT	70.00
INVOICE: 9674540										
VENDOR TOTALS		.00 YTD INVOICED			70.00 YTD PAID			70.00		
3769	INFOBASE HOLDINGS	152866	02/24/23	209498	215290	P	02/28/23	2015017 954017	LIB RSRCS-ADULT BOOKS NF	115.97
INVOICE: INV439233										
VENDOR TOTALS		.00 YTD INVOICED			115.97 YTD PAID			115.97		
7842	INGRAM LIBRARY SERVICES	152867	02/24/23	209499	215291	P	02/28/23	2015015 954002	LIB RSRCS-CHILDREN BOOKS	164.57
INVOICE: 62893704										
152868		02/24/23	209500		215291	P	02/28/23	2015015 954002	LIB RSRCS-CHILDREN BOOKS	-11.02
INVOICE: 74355145										
152869		02/24/23	209501		215291	P	02/28/23	2015015 954002	LIB RSRCS-CHILDREN BOOKS	39.62
INVOICE: 67573308										
152870		02/24/23	209502		215291	P	02/28/23	2015015 954002	LIB RSRCS-CHILDREN BOOKS	235.40
INVOICE: 67573309										
152871		02/24/23	209503		215291	P	02/28/23	2015017 954001	LIB RSRCS--ADULT BOOKS FI	227.00
INVOICE: 67570157										
152872		02/24/23	209504		215291	P	02/28/23	2015017 954017	LIB RSRCS-ADULT BOOKS NF	356.16
INVOICE: 67570865										
152874		02/24/23	209506		215291	P	02/28/23	2015017 954017	LIB RSRCS-ADULT BOOKS NF	-15.54
INVOICE: 74089951										
VENDOR TOTALS		3,344.31 YTD INVOICED			4,103.48 YTD PAID			996.19		
50	INVESTORS BUSINESS DAILY	152875	02/24/23	209507	215292	P	02/28/23	2015017 954003	LIB RSRCS--PERIODICALS	427.00
INVOICE: ADM0227237										
VENDOR TOTALS		.00 YTD INVOICED			427.00 YTD PAID			427.00		
7156	KANOPY LLC	152876	02/24/23	209509	215293	P	02/28/23	2015017 954012	LIB RSRCS-E-BOOKS	4,000.00
INVOICE: KDEP20564										
VENDOR TOTALS		.00 YTD INVOICED			4,000.00 YTD PAID			4,000.00		
1061	MARY MASON	152877	02/24/23	209510	215294	P	02/28/23	2015015 938506	GNL CNTRL SVC/PROGRAM	54.51
INVOICE: ADM0227238										

PAID INVOICES REPORT

WARRANT: L022823

TO FISCAL 2023/02 01/01/2023 TO 12/31/2023

VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION
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VENDOR TOTALS		42.31 YTD INVOICED				117.18 YTD PAID				54.51
101892	MIDWEST TAPE									
	152886	02/27/23	209518		215295	P	02/28/23	2015017 954005	LIB RSRCS-AV/DVD/BL	180.77
	INVOICE: 503387453									
	152887	02/27/23	209519		215295	P	02/28/23	2015017 954005	LIB RSRCS-AV/DVD/BL	220.89
	INVOICE: 503387454									
	152888	02/27/23	209520		215295	P	02/28/23	2015017 954005	LIB RSRCS-AV/DVD/BL	67.48
	INVOICE: 503387455									
	152889	02/27/23	209521		215295	P	02/28/23	2015017 954005	LIB RSRCS-AV/DVD/BL	71.23
	INVOICE: 503387457									
	152890	02/27/23	209522		215295	P	02/28/23	2015017 954005	LIB RSRCS-AV/DVD/BL	20.99
	INVOICE: 503387458									
	152891	02/27/23	209523		215295	P	02/28/23	2015017 954005	LIB RSRCS-AV/DVD/BL	46.48
	INVOICE: 503387459									
	152892	02/27/23	209524		215295	P	02/28/23	2015015 954005	LIB RSRCS-AV/DVD/BLURAY	26.26
	INVOICE: 503376576									
	152893	02/27/23	209525		215295	P	02/28/23	2015015 954005	LIB RSRCS-AV/DVD/BLURAY	33.80
	INVOICE: 503376577									
	152894	02/27/23	209526		215295	P	02/28/23	2015015 954005	LIB RSRCS-AV/DVD/BLURAY	59.98
	INVOICE: 503387451									
	152895	02/27/23	209527		215295	P	02/28/23	2015017 954005	LIB RSRCS-AV/DVD/BL	30.64
	INVOICE: 503308168									
	152896	02/27/23	209528		215295	P	02/28/23	2015017 954005	LIB RSRCS-AV/DVD/BL	44.98
	INVOICE: 503355549									
	152897	02/27/23	209529		215295	P	02/28/23	2015017 954005	LIB RSRCS-AV/DVD/BL	172.46
	INVOICE: 503355548									
	152898	02/27/23	209530		215295	P	02/28/23	2015017 954005	LIB RSRCS-AV/DVD/BL	20.99
	INVOICE: 503355813									
	152899	02/27/23	209531		215295	P	02/28/23	2015017 954005	LIB RSRCS-AV/DVD/BL	14.99
	INVOICE: 503355812									
	152900	02/27/23	209532		215295	P	02/28/23	2015017 954005	LIB RSRCS-AV/DVD/BL	18.74
	INVOICE: 503355811									
	152901	02/27/23	209533		215295	P	02/28/23	2015017 954005	LIB RSRCS-AV/DVD/BL	56.23
	INVOICE: 503355810									
	152902	02/27/23	209534		215295	P	02/28/23	2015015 954004	LIB RSRCS-RECORDING AUDIO	19.78
	INVOICE: 503355546									
	152903	02/27/23	209535		215295	P	02/28/23	2015015 954005	LIB RSRCS-AV/DVD/BLURAY	215.45
	INVOICE: 503345588									
VENDOR TOTALS		5,798.48 YTD INVOICED				10,143.49 YTD PAID				1,322.14

924	OVERDRIVE INC									
	152904	02/27/23	209536		215296	P	02/28/23	201 430819	NO. SUB. DIGITAL CONSORTI	974.47
	INVOICE: 00751CO23047375									
	152905	02/27/23	209537		215296	P	02/28/23	201 430819	NO. SUB. DIGITAL CONSORTI	2,357.43
	INVOICE: 00751CO23052035									
	152906	02/27/23	209538		215296	P	02/28/23	201 430819	NO. SUB. DIGITAL CONSORTI	1,088.49
	INVOICE: 00751DA23056379									
	152907	02/27/23	209539		215296	P	02/28/23	201 430819	NO. SUB. DIGITAL CONSORTI	384.88

PAID INVOICES REPORT

WARRANT: L022823

TO FISCAL 2023/02 01/01/2023 TO 12/31/2023

VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
INVOICE:	00751DA23049452									
152908	02/27/23	209540			215296	P	02/28/23	201 430819	NO. SUB. DIGITAL CONSORTI	30,000.00
INVOICE:	00751MG23044607									
VENDOR TOTALS			32,966.57	YTD INVOICED				59,195.24	YTD PAID	34,805.27
229 PITNEY BOWES INC										
152909	02/27/23	209541			215297	P	02/28/23	2015011 935102	EQPT RNTL-POSTAGE MACHINE	242.22
INVOICE:	3105952866									
VENDOR TOTALS			.00	YTD INVOICED				308.61	YTD PAID	242.22
8790 PLAYAWAY PRODUCTS LLC										
152910	02/27/23	209542			215298	P	02/28/23	2015015 954004	LIB RSRCS-RECORDING AUDIO	24.99
INVOICE:	420960									
152911	02/27/23	209543			215298	P	02/28/23	2015015 954004	LIB RSRCS-RECORDING AUDIO	287.94
INVOICE:	419811									
152912	02/27/23	209544			215298	P	02/28/23	2015015 954004	LIB RSRCS-RECORDING AUDIO	1,142.80
INVOICE:	419951									
VENDOR TOTALS			.00	YTD INVOICED				1,475.72	YTD PAID	1,455.73
4023 RAINBOW ANIMAL ASSISTED THERAPY										
152913	02/27/23	209545			215299	P	02/28/23	2015015 938506	GNL CNTRL SVC/PROGRAM	50.00
INVOICE:	ADM02272310									
152914	02/27/23	209546			215299	P	02/28/23	2015015 938506	GNL CNTRL SVC/PROGRAM	50.00
INVOICE:	ADM02272311									
152915	02/27/23	209547			215299	P	02/28/23	2015015 938506	GNL CNTRL SVC/PROGRAM	150.00
INVOICE:	ADM02272312									
VENDOR TOTALS			.00	YTD INVOICED				300.00	YTD PAID	250.00
3887 LAURA SCOTT										
152916	02/27/23	209548			215300	P	02/28/23	2015017 938506	GNL CNTRL SVC/PROGRAM	240.00
INVOICE:	ADM02272313									
152916	02/27/23	209548			215300	P	02/28/23	2015017 938506	GNL CNTRL SVC/PROGRAM	21.99
INVOICE:	ADM02272313									
VENDOR TOTALS			690.00	YTD INVOICED				292.92	YTD PAID	261.99
4412 ROSEDREW INC										
152917	02/27/23	209549			215301	P	02/28/23	2015013 951100	LIBRARY SUPPLIES	77.63
INVOICE:	325790									
VENDOR TOTALS			239.76	YTD INVOICED				77.63	YTD PAID	77.63
102551 CACINI INC										
152918	02/27/23	209550			215302	P	02/28/23	2015011 936000	PUBLIC RELATIONS	94.00
INVOICE:	43606									



PAID INVOICES REPORT

WARRANT: L022823

TO FISCAL 2023/02 01/01/2023 TO 12/31/2023

VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
VENDOR TOTALS		56.50 YTD INVOICED			451.00 YTD PAID			94.00		
6697 NEIL I STEINBERG	152919	02/27/23	209551		215303	P	02/28/23	2015017 938506	GNL CNTRL SVC/PROGRAM	200.00
	INVOICE: ADM02272314									
VENDOR TOTALS		.00 YTD INVOICED			200.00 YTD PAID			200.00		
2193 VERIZON WIRELESS	152920	02/27/23	209552		215304	P	02/28/23	2015011 938501	GNL CNTRL SVC/TELEPHONE	471.78
	INVOICE: 9926619780									
VENDOR TOTALS		5,017.19 YTD INVOICED			10,722.55 YTD PAID			471.78		
4754 COX SUBSCRIPTION	152921	02/27/23	209553		215305	P	02/28/23	2015015 954003	LIB RSRCS--PERIODICALS	663.90
	INVOICE: 3120480									
	152922	02/27/23	209554		215305	P	02/28/23	2015017 954003	LIB RSRCS--PERIODICALS	12,344.93
	INVOICE: 3120478									
VENDOR TOTALS		11,703.00 YTD INVOICED			13,008.83 YTD PAID			13,008.83		
									REPORT TOTALS	104,370.07

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	37	104,346.55
TOTAL WIRE TRANSFERS	1	23.52

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