



Park Ridge Public Library
Regular Board Meeting – AGENDA – August 15, 2023 at 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. FY22 Audit Report – Lauterbach & Amen, LLP
5. 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 June 20, 2023 and July 18, 2023 Regular Meeting of the Library Board
b. Ratify Bills Payable-Warrant Register for:

Table with 2 columns: Period 7, July 16, 2023 and Period 7, July 31, 2023. Rows include Library Fund Warrants, Payroll, Per Capita Grant Fund, North Suburban Digital Consortium, and Total.

- c. Approve Cash Statement for all accounts for July 2023
d. Ratify disbursements from the Petty Cash Fund, \$94.94
e. Ratify disbursements from the Gift Fund, \$200.00
f. Approve FY24 Salary Plan, which includes \$98,720 in increases in the following areas: \$77,680 for 4% average merit pool increases, \$14,600 for one time merit bonuses, and \$5,990 for merit adjustments based on updated pay grade/scale and minimum wage adjustments.
g. Approve revision to the Teacher Card Policy.
h. Approve awarding the 2023 Interior Renovation Project to Stuckey Construction of Waukegan, IL for the base bid amount of \$183,000 plus Alternate #2 in the amount of \$3,400 for a total contract award of \$186,400.

- 6. Treasurer’s Report
a. Approve the Consolidated Year to Date Revenue and Expenditures Report for July 2023
7. President’s Report
8. Secretary’s Report
9. Library Director’s Report
a. Statistics
b. Narrative
10. Friends of the Library Report
11. Unfinished Business
12. New Business
12. Adjournment

All topics on the Agenda are potential Action Items.

MINUTES

PARK RIDGE PUBLIC LIBRARY

20 S. Prospect Avenue, Park Ridge, IL 60068

Regular Meeting of the Board of Trustees

Held in the First Floor meeting room at the Park Ridge Public Library

June 20, 2023 at 7:00 p.m.

CALL TO ORDER

Vice-President Kiem called the meeting to order at 7:02 p.m.

ROLL CALL

Trustees Present: Josh Kiem, Vice-President, Danielle Powers, Secretary; Lauren Rapisand, Gregg Rusk, Deepika Thiagarajan

Absent: Alexandra Hanba, President; Theresa Renaldi, David Somheil, Treasurer

Others Present: Joanna Bertucci, Library Director; Lauren Bochat, Alyson Doubek, Staci Greenwald, and Anastasia Rachmaciej, Library staff

PUBLIC COMMENT

No comments were made.

CONSENT AGENDA

Vice-President Kiem 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. He then read the items on the Consent Agenda. There were no requests for items to be removed.

The following items are included on the Consent Agenda:

- Approval of Minutes from the May 16, 2023 Regular Meeting of the Library Board
- Ratify Bills Payable Warrant Register for Period 5, FY23 May 16, 2023 in the amount of \$178,444.97 and May 31, 2023 in the amount of \$148,220.19.
- Approve Cash Statement for all accounts for May, 2023
- Ratify disbursements from the Petty Cash Fund, \$68.99
- Ratify disbursements from the Gift Fund, \$391.48
- Approve a budget transfer in the FY23 Operating Budget for an \$8,000 decrease to the Youth DVD/Blu-Ray budget line and an \$8,000 increase to the Youth Service Programming budget line
- Approve a Non-Resident Library Card Fee of \$284 per year for qualified non-residents, effective July 1, 2023.

Trustee Powers made a

MOTION: To approve the Consent Agenda, as presented

Trustee Rapisand seconded the motion

Roll Call Vote: Yes: Kiem, Powers, Rapisand, Rusk, Thiagarajan

Motion passed

TREASURER'S REPORT

Trustee Rusk reviewed the Consolidated YTD Revenue and Expenditures report through May, 2023 which represents completion of 42% of the fiscal year, noting that total revenues are 53% of budget. Revenues include both the Malinowski bequest and funds received from the Michel Trust. On the expense side, operating revenues are at 37% of budget, capital expenditures at 5% of budget which results in total expenditures at 32% of budget

MINUTES

PARK RIDGE PUBLIC LIBRARY

20 S. Prospect Avenue, Park Ridge, IL 60068

Regular Meeting of the Board of Trustees

Held in the First Floor meeting room at the Park Ridge Public Library

June 20, 2023 at 7:00 p.m.

Trustee Rusk made a

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

Trustee Thiagarajan seconded the motion

Roll Call Vote: Yes: Kiem, Powers, Rapisand, Rusk, Thiagarajan

Motion passed

VICE-PRESIDENT'S REPORT

Vice-President Kiem stated that the following three trustees will serve on the Nominating Committee which will meet in July to develop a slate of officers once the new Board is constituted. Those to serve on the Nominating Committee are Vice-President Kiem, Trustee Rapisand and Trustee Thiagarajan.

SECRETARY'S REPORT

Secretary Powers reviewed the Secretary's report included in the packet on page 12, noting Library website News items and press articles about the Live on the Lawn event and the measure signed into law by Governor Pritzker to prevent book bans. She also noted a letter included in the packet from Secretary of State Giannoulias that awards the FY2023 Per Capita Grant to the Library in the amount of \$58,492.60.

DIRECTOR'S REPORT

Director Bertucci followed up on the article included on page 14 of the packet that discusses HB2789 which amends the Illinois Library System Act, noting that Boards that do not adopt the ILA Freedom to Read policy may be ineligible for future grant funds. She explained that the PRPL Collection Management Policy does endorse the ILA Freedom to Read and Freedom to View policies. The Illinois State Library will now develop standards based on the new legislation and she will bring these back to the Board for discussion. Vice-President Kiem asked how many challenges PRPL has received and Director Bertucci stated that there have been no formal book challenges received. There have been several FOIA requests seeking information about Library programs and titles in the Library's collections.

Other notable items from the Director's report include

- Progress on the Lead Green strategic plan initiative included a \$500 grant that Laura Scott applied for and was awarded from the Solid Waste Agency of Northern Cook County (SWANCC). The Library will be purchasing a thermal camera for the Exploration Library with the funds. As part of the grant agreement, the Library will also host at SWANCC education program.
- AT&T was on-site this past week to run fiber from the street to the Library's server room as part of the copper to fiber migration project.
- The Youth Services staff were out in the community during the month of May to promote the Summer Reading Clubs. Staff made 152 visits and contacted more than 5,000 students while visiting every classroom and school in Park Ridge either in-person or virtually.
- The first Volunteer Appreciation Tea since 2019 was held in May. It was an interdepartmental collaboration to host the event to show the Library's appreciation for all that our volunteers contribute.

MINUTES
PARK RIDGE PUBLIC LIBRARY
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June 20, 2023 at 7:00 p.m.

FRIENDS OF THE LIBRARY REPORT

Director Bertucci reported that she, along with Jen Healy and Laura Scott, attended the Friends' semi-annual meeting in early June. Ms. Healy is working with the Friends to increase their membership and collaborate on marketing strategies.

UNFINISHED BUSINESS

None

NEW BUSINESS

None

ADJOURNMENT

Trustee Rapisand made a

MOTION: To adjourn the meeting

Trustee Rusk seconded the motion

Voice Vote: All in favor

Motion passed

Vice-President Kiem adjourned the meeting at 7:20 p.m.

DRAFT

MINUTES

PARK RIDGE PUBLIC LIBRARY

20 S. Prospect Avenue, Park Ridge, IL 60068

Regular Meeting of the Board of Trustees

Held in the First Floor meeting room at the Park Ridge Public Library

July 18, 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: Anita De Frank, Alexandra Hanba, President; Danielle Powers, Secretary; Lauren Rapisand, Theresa Renaldi, Gregg Rusk, David Somheil, Treasurer; Deepika Thiagarajan

Absent: Josh Kiem, Vice-President

Others Present: Joanna Bertucci, Library Director; Angela Berger, Alyson Doubek, Jennifer Healy, Laura Scott, and Anastasia Rachmaciej, Library staff

President Hanba stated that Trustees Kiem and Thiagarajan have been reappointed to the Library Board for an additional three year term and that Anita De Frank, who was sworn in earlier this evening, has been appointed as a new trustee. She welcomed the new and returning trustees.

ELECTION OF OFFICERS

President Hanba made a

MOTION: to nominate Trustee Rapisand, as Chair of the Nominating Committee, to act a President Pro-tem for the election of officers.

Trustee Powers seconded the motion.

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

Motion passed

Chairman Rapisand reported that the Nominating Committee, of which she was a member along with Trustees Powers and Thiagarajan, met on July 11, 2023 to discuss the slate of officers for the upcoming year. The Committee agreed on the following slate of nominees for officers for the 2023-24 term:

- President: Deepika Thiagarajan
- Vice President: Alexandra Hanba
- Secretary: Lauren Rapisand
- Treasurer: Gregg Rusk

Chairman Rapisand asked if there were other nominees from the floor. There were none. There being no nominations or discussion from the floor, Trustee Rapisand declared the nominations closed.

Chairman Rapisand then asked for a motion to approve the slate for the four officer positions.

Trustee Hanba made a

MOTION: to elect the following slate of officers for the 2023-2024 term:

- President: Deepika Thiagarajan
- Vice-President: Alexandra Hanba

MINUTES

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July 18, 2023 at 7:00 p.m.

Secretary: Lauren Rapisand

Treasurer: Gregg Rusk

Trustee Somheil seconded the motion.

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

Motion passed

President Thiagarajan proceeded with the remainder of the meeting's agenda.

PUBLIC COMMENT

No comments were made.

LIBRARY STAFF PRESENTATION – LAURA SCOTT, ADULT SERVICES MANAGER

Ms. Scott made a presentation providing an Overview of the Library's Digital Collections. She provided information on each of the digital platforms offered by the Library: Libby/Overdrive, Axis 360, Hoopla, Kanopy, and Flipster. The presentation included information on licensing agreements, usage statistics and pricing structures. Ms. Scott replied to questions from the trustees regarding promotion for digital resources, demand for digital vs. print resources, and pricing differences between print and digital resources. The Board thanked Ms. Scott for her informative presentation.

CONSENT AGENDA

President Thiagarajan read the list of items on the Consent Agenda and stated that if a trustee(s) would like an item removed from Consent, the item will be removed for further discussion after the Consent Agenda is approved. Vice-President Hanba asked that approval of the minutes from the June, 2023 Board Minutes be removed from Consent so that newly appointed Trustee De Frank may vote on the remainder of the Consent Agenda.

The following items are now included on the Consent Agenda:

- Ratify Bills Payable Warrant Register for Period 6, FY23 June 2, 2023 in the amount of \$86,071.78, June 16, 2023 in the amount of \$434,069.01 and June 30, 2023 in the amount of \$136,043.35.
- Approve Cash Statement for all accounts for June, 2023
- Ratify disbursements from the Petty Cash Fund, \$218.88
- Ratify disbursements from the Gift Fund, \$1,115.00
- Approve sections A, B, C, D and E of the Park Ridge Public Library Employee Handbook, with all updates to take effect on Sunday, August 6,
- Approve revisions to the Library Award, Photo Use, Social Media, and Library Website policies
- Approve rescission of the Park Ridge Community Network policy at the time site is decommissioned

Vice-President Hanba made a

MOTION: To approve the Consent Agenda, as amended

President Thiagarajan seconded the motion

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

Motion passed

MINUTES

PARK RIDGE PUBLIC LIBRARY

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Regular Meeting of the Board of Trustees

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July 18, 2023 at 7:00 p.m.

President Thiagarajan made a

MOTION: To approve the Minutes of the June 20, 2023 Regular Meeting of the Library Board
Trustee Powers seconded the motion

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

Motion fails

Approval of the June 20, 2023 Minutes will be added to the agenda for approval at the August 15, 2023 Board meeting.

TREASURER'S REPORT

Treasurer Rusk reviewed the Consolidated YTD Revenue and Expenditures report through June, 2023 which represents completion of 50% of the fiscal year, noting that total revenues are 52% of budget. Revenues include both the Malinowski bequest and funds received from the Michel Trust. On the expense side, operating revenues are at 46% of budget, capital expenditures at 6% of budget which results in total expenditures at 41% of budget

Treasurer Rusk made a

MOTION: To approve the Consolidated Year to Date Revenue and Expenditures Report for June, 2023
Trustee Somheil seconded the motion

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

Motion passed

PRESIDENT'S REPORT

President Thiagarajan thanked Trustee Hanba and all of the officers from the 2022/23 year for their hard work and leadership.

SECRETARY'S REPORT

Secretary Powers reviewed the Secretary's report included in the packet on page 101, noting Library website News items and press articles.

DIRECTOR'S REPORT

Director Bertucci welcomed Trustee De Frank to the Board and thanked former President Hanba for her thoughtful advice and supportive leadership. She stated that she is looking forward to working with President Thiagarajan and the Board on the upcoming year's initiatives.

Highlights from the Director's Report beginning on page 103 of the packet were noted. Among the highlights is a meeting with Chris Lipman, the City's Finance Director and other members of City staff to discuss posting of the Library's payroll entries in the General Ledger and also the timelines for the FY24 budget cycle.

Director Bertucci directed the Board's attention to the charts on p. 105 of the packet that provide data for 2022 and 2023 YTD on circulation, door counts and number of cardholders. Also reviewed was a 5 year analysis of print vs. digital circulation. Also of note is that the Library is developing a starter collection of materials in the Ukrainian language to enhance our world language collection which currently includes materials in Spanish and Polish.

MINUTES

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July 18, 2023 at 7:00 p.m.

FRIENDS OF THE LIBRARY REPORT

Director Bertucci along with Laura Scott and Jen Healy attended the Friends' biannual Board meeting. Noted was that much of the Friends' 2023 funding will be used to support the Library's Summer Reading Clubs. In addition, the Friends held a successful pop-up book sale during the Taste of Park Ridge.

UNFINISHED BUSINESS

None

NEW BUSINESS

2023 EXTERIOR IMPROVEMENTS PROJECT

Director Bertucci directed the Board's attention to the memo on page 108 of the packet from Green Associates. The memo provides information on the scope review work that they completed which resulted in the apparent low bidder withdrawing their bid due to the fact that they omitted bidding on a significant portion of the work. Green then conducted a scope review with Stuckey Construction, the next lowest bidder and is now recommending that the project contract be awarded to them. Director Bertucci noted her agreement with Green's recommendation to accept the base bid along with Alternates 1 and 2. She stated that she feels this will be the most cost effective approach to completing the necessary work. She then reviewed a handout that provides an update on the Library's Fund Balance if this work is undertaken and stated her opinion that the Library will continue to have a sufficient Fund Balance and Capital Budget for remaining projects.

Trustee Hanba made a

MOTION: To accept the bid from Stuckey Construction Company for the 2023 Exterior Improvements project to include the base bid of \$252,700, Alternate 1 for \$23,700 and Alternate 2 for \$47,700 for a total contract award of \$323,400

Trustee Renaldi seconded the motion

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

Motion passed

ADJOURNMENT

Trustee Powers made a

MOTION: To adjourn the meeting

Trustee Renaldi seconded the motion

Voice Vote: All in favor

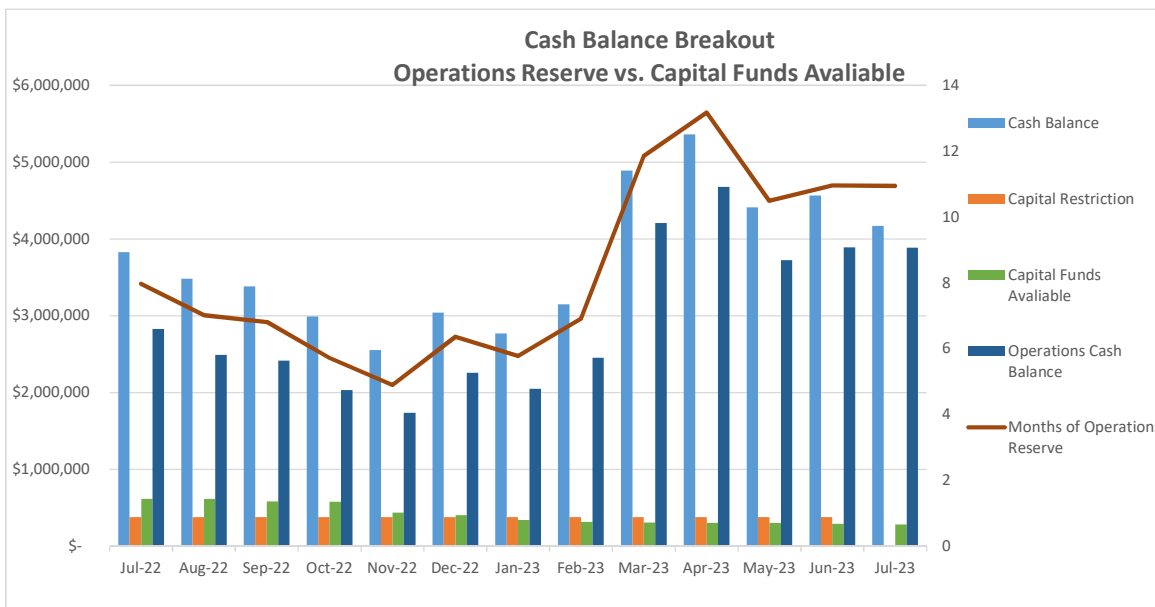
Motion passed

President Thiagarajan adjourned the meeting at 7:50 p.m.

**Cash Statement
Period 7 - July, 2023**

CHASE BANK - OPERATING ACCOUNT	
City Administered Library Fund	\$4,170,134
LIBERTY BANK - PETTY CASH ACCOUNT	
Library Administered - Primary use to reimburse lost/paid patron fees	
<i>Names on account are Library Director, Finance and Administration Services Manager and Adult Services Manager</i>	\$ 856
CASH ON HAND - GENERAL	
Library Administered	\$ 530
BMO HARRIS - BUSINESS CHECKING ACCOUNT	
Library Administered - APY of 0.01%	
Opened when Liberty Restricted Gift Account reached maximum balance.	
<i>Names on account are Library Director, Finance and Administration Services Manager and Adult Services Manager</i>	\$ 125,506
LIBERTY BANK - RESTRICTED GIFT ACCOUNT	
Library Administered - Both Restricted and Unrestricted Donations - APY of 0.01%	
<i>Names on account are Library Director, Finance and Administration Services Manager and Adult Services Manager</i>	\$ 190,052
HUNTINGTON BANK - MALINOWSKI BEQUEST	
Library Administered - 335 day term with an APR of 5.07%; Maturity Date 7/07/2024	
<i>Names on account are Library Director and Finance and Administration Services Manager</i>	\$125,000
VILLAGE BANK AND TRUST - MALINOWSKI BEQUEST	
Library Administered CD - 12 month term with an APY of 5.20%; Maturity Date 6/08/2024	
<i>Names on account are Library Director and Finance and Administration Services Manager</i>	\$125,000
PARKWAY BANK - ENDOWMENT FUNDS	
Library Administered CD - 13 month term with an APY of 3.10%; Maturity Date 1/05/2024	
<i>Names on account are Library Director, Finance and Administration Services Manager and Adult Services Manager</i>	\$ 155,000
*NORTHERN TRUST - BRUCE MICHEL LIBRARY TRUST	
Michel Family Administered - Northern Trust - Technology Upgrades	\$ 202,541

*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 March 31, 2023, based on our quarterly account statement from Northern Trust.



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

Approval for payment from Gift Fund:

	n/a	20th Century Club - Center of Concern	\$200.00
		Total:	<u>\$200.00</u>

Ratify Disbursements from Petty Cash Account:

	#1626	Cecile Danaa	\$ 27.99
	#1627	Matthew Conway	\$ 24.99
	#1628	Mary O'Donelle	\$ 9.99
	#1629	Void	\$ -
	#1630	Allison Sword/Elmer Palac	\$ 10.99
	#1631	Theresa Paoelli	\$ 7.99
	#1632	Megan Weber	\$ 12.99
		Total:	<u>\$ 94.94</u>



Memorandum

Memo Date: August 4, 2023
From: Joanna Bertucci, Library Director
Meeting Type: Personnel Committee of the Whole Meeting
Meeting Date: August 8, 2022
Action Requested: For review and approval
Subject: FY2024 Salary Plan

Background:

The HR Source Salary Survey Report for Library compensation is published annually in July. The most recent data was used to benchmark salaries for FY24 and update the Library's pay grade and scale in alignment with the Library's job descriptions that were developed in 2020. Additional changes to job descriptions have been made since I started in summer 2021 to align with changes primarily in the Youth Services, Adult Services, and Administration departments. In FY24 the Management Team will undertake a comprehensive review of job descriptions library-wide.

I have updated the Library's benchmarking rubric to take into account updated salary ranges, new job descriptions and internal restructuring that occurred since salaries were previously benchmarked. Data used to develop the pay grade and scale for FY24 was aged 10 months (March – December) to yield more accurate benchmarks, as survey data collected is based on employee wages as of March 1, 2023.

Compensation Philosophy:

Park Ridge Public Library recognizes the essential role staff has in furthering the mission and vision of the Library and in achieving the Library's strategic goals. The Board of Trustees and Administration are committed to maintaining an internally equitable and externally competitive compensation structure that will enable the Library to recruit and retain a staff of highly proficient and qualified employees and reward high-performing employees at all levels.

Park Ridge Public Library will establish and maintain pay ranges based upon internal equity and externally competitive guidelines with a base pay minimum and maximum for all pay ranges.

1. Internal equity refers to the constant effort to ensure that pay is managed fairly across all employee pay ranges. Staff will be paid within the pay range for the pay grade of their position.
2. In determining an employee's rate of compensation within their assigned pay range, Administration may consider the employee's performance, contribution, education, experience, and the requirements for the position.
3. Merit increases will be reviewed annually. Merit increases or one-time awards may be given to staff who demonstrate satisfactory job performance in their annual performance review and attain performance goals set forth in the prior year's annual performance review.
4. The Library seeks to provide competitive salaries across all jobs—defined as sufficiently close to the median of the local library competitor market to continue to attract and retain superior staff.

The Library's compensation structure includes competitive benefits for eligible staff including: health, dental, vision and life insurance; paid time off and paid holidays; and enrollment in the Illinois Municipal Retirement Fund. Training is available and encouraged for all positions.

5. Individual employee's eligibility for benefits is dependent on hours worked, length of service, and other factors. Not all employees qualify for all benefits offered.
6. The Library seeks to ensure that benefits are offered and managed fairly across all positions.
7. The Library encourages employees in developing and maintaining competitive skill levels through support of training initiatives and learning opportunities, ensuring that necessary skill sets are developed. The Library endeavors to allow time and financial support to enable staff to attend approved training.



Memorandum

External Factors:

Since 2020 the labor market continues to pose challenges to employers, including a tight labor market and low unemployment rates. The unemployment rate for the Chicago/Metro area is currently 4.3%, down from 5.3% in 2022¹.

Additionally, the U.S. economy has also put pressure on employers to increase wages as the cost of consumer goods rose sharply in 2022 when inflation averaged approximately 8%, compared to 4.7% in 2021 and 1.2% in 2020². While, inflation appears to be coming down (3% as of June 2023) increased costs and higher than normal interest rates continues to challenge employers to offer competitive wages.

Lastly, Illinois' scaled minimum wage increases through January 2025 continues to effect wages. Minimum wage will increase to \$14/hour on January 1, 2024 and to \$15/hour on January 1, 2025.

We can see the impact of these factors as the Library market continues to see higher than typical increase projections for 2023. Based on the current labor market and as we approach the mandated \$15 per hour minimum wage, I predict that we will continue to see higher increase projections with the 2024 salary survey.

HR Source Salary Survey Average Pay Increase Projections					
2018	2019	2020	2021	2022	2023
2.6%	2.5%	2.4%	2.6%	3.7%	4.1%

These factors in combination with the salary survey data have been analyzed to develop a salary plan that rewards staff in line with the Library market and continues to adjust the lowest grades of the pay scale to retain current staff and attract new talent. The secondary goal of this plan is to create a sustainable personnel budget during this anomalous economic time.

Current Staff Salaries Report and Updated Plan:

- Overall full-time equivalent (FTE) positions are as follows:

FY20	FY21	SY21	FY22	FY23	FY24 – proposed
50	48.5	48.5	48	48	48.5

- Headcount as of August 1, 2023: **68**
 - 26 full-time
 - 42 part-time
- Open positions: 6
- Percent of current employees within percentile ranges described below are as follows:

	<94% Midpoint	95-105% Midpoint	>105% Midpoint
FY20 ³	59%	26%	15%
FY21	58%	25%	17%
SY21	26%	53%	21%
FY22	26%	53%	21%
FY23	33%	48%	19%
FY24 - proposed	34%	50%	16%

The FY24 plan shows an increase in staff at 95-105% of the midpoint. Since the development of the FY23 salary plan (August 1, 2022), the Library has undergone significant staffing changes as listed below:

- 3 current staff members experienced change (hours, title, pay rate)

¹ Illinois Department of Employment Security. <https://ides.illinois.gov/resources/labor-market-information/laus/current-monthly-unemployment-rates.html>. Last accessed July 28, 2023.

² US Inflation Calculator. <https://www.usinflationcalculator.com/inflation/current-inflation-rates/>. Last accessed July 28, 2023.

³ These percentages were based on 2020 Salary Survey data that was not aged.



Memorandum

- o 10 staff members have resigned
- o 12 staff members have been hired

The addition of 12 new staff members has resulted in an increase in percentage of staff at <94% of the midpoint for FY24 over the FY23 salary plan.

How this salary plan works to achieve goals set forth in the Library’s compensation philosophy

1. *Internal equity refers to the constant effort to ensure that pay is managed fairly across all employee pay ranges. Staff will be paid within the pay range for the pay grade of their position.*
 2. *In determining an employee’s rate of compensation within their assigned pay range, Administration may consider the employee’s performance, contribution, education, experience, and the requirements for the position.*
- To achieve these goals, I respectfully recommend \$98,270 in increases in the following areas:
 - o \$77,680 4% average merit pool increases
 - o \$14,600 for one-time merit bonuses
 - o \$5,990 merit adjustments based on updated pay grade/scale and minimum wage adjustments

Fiscal Year	Personnel Budget	% of Budget Spent
FY20	\$2,400,000	90%
FY21	\$2,340,539	88%
SY21 - annualized	\$2,431,011	91%
FY22	\$2,379,160	94%
FY23	\$2,453,800	<i>Estimated 95%</i>
FY24 - proposed	\$2,548,000	

The proposed FY24 personnel budget is a 3.8% increase over the FY23 budget, approximately \$94,000.

If approved, this plan moves the Library toward achieving the goal for half the staff to fall into the 95-105% range based on data that has been updated for FY24. The compa-ratio for the Library would be 97%

3. *Merit increases will be reviewed annually. Merit increases or one-time awards may be given to staff who demonstrate satisfactory job performance in their annual performance review and attain performance goals set forth in the prior year’s annual performance review.*
 - In SY21, the Library implemented a new performance measurement tool designed to evaluate employees not only on a set of consistent day-to-day competencies, but by allowing managers to have conversations with their direct reports to set goals and benchmarks for achievement of those goals. As part of the annual review process, managers and their staff craft individual and department wide goals to be achieved during the upcoming fiscal year. The overall performance evaluation score is based on day-to-day performance as well as progress toward employee’s goals.
4. *The Library seeks to provide competitive salaries across all jobs—defined as sufficiently close to the median of the local library competitor market to continue to attract and retain superior staff.*
 - The attached FY24 grade and scale allows lowest grades (1-3) to hire at higher starting rates to accommodate upcoming mandated minimum wage increases and address compression of the middle pay grades to remain competitive in recruitment. Positions in these grades (the lowest) are consistently difficult to fill. We can expect our FY25 salary plan continue to address this issue, as the \$15/hour minimum wage mandate will continue to put pressure on the pay scale.
 - In their most recent edition of *Serving our Public 4.0 Standards for Illinois Public Libraries*, the Illinois Library Association recommends that “the library compensates staff in a fair and equitable manner. Salaries alone



Memorandum

typically account for up to 60% of the total budget. Salaries plus fringe benefits (FICA, IMRF, and health insurance) account for up to 70%.” The first draft of the FY24 budget would bring our salaries to an estimated 53% of total operating budget and total compensation to approximately 67%.

5. Individual employee’s eligibility for benefits is dependent on hours worked, length of service, and other factors. Not all employees qualify for all benefits offered.

6. The Library seeks to ensure that benefits are offered and managed fairly across all positions.

- Last year, I stated that in the future, I would bring recommendations to the Board for how to offer additional benefits, in line with the Library market, to retain current staff and attract new talent. This year the Library Board approved increases to paid time off (PTO) accruals as well as paid paternal leave for half-time and full-time employees. The new PTO accrual system addressed inequities with the prior accrual system. Having paid parental leave will help us retain our highly qualified staff as well as be a tool in recruiting new staff.

7. The Library encourages employees in developing and maintaining competitive skill levels through support of training initiatives and learning opportunities, ensuring that necessary skill sets are developed. The Library endeavors to allow time and financial support to enable staff to attend approved training.

- The Library maintains a healthy staff training budget to support staff attend training, conferences, and other professional development opportunities. The Library closes to the public 1-2 days per year for all staff training on a variety of Library related topics.
- The Library also supports full-time Librarians by deferring costs for professional memberships, to either the American Library Association or the Illinois Library Association.
- In 2021, the Library Board approved adding a tuition reimbursement line to our annual budget “to provide an opportunity for employees to obtain additional education in order to increase their knowledge and abilities to prepare for future opportunities within the Library.”

Recommended Motion:

- Approve Salary plan as presented, which includes \$98,270 in increases in the following areas:
 - \$77,680 4% average merit pool increases
 - \$14,600 for one-time merit bonuses
 - \$5,990 merit adjustments based on updated pay grade/scale and minimum wage adjustments

Attachment:

FY24 Pay Grade and Scale

PARK RIDGE PUBLIC LIBRARY - SALARY RANGES FY2024		Minimum - 20% below	Midpoint	Maximum - 20% above
11	Library Director	106,318 54.52	132,897 68.15	159,477 81.78
10	Service Managers Adult, Youth, Technical	63,359 32.49	79,198 40.61	95,038 48.74
9	Managers Patron Services, Finance, Facility	61,212 31.39	76,515 39.24	91,818 47.09
8	Marketing & Public Relations Supervisor Service Department Supervisor	53,134 27.25	66,417 34.06	79,700 40.87
7	Librarian I / II Cataloger I / II	46,290 23.74	57,862 29.67	69,435 35.61
6	Graphic Artist Bookkeeper Assistant to Director Patron Services Assistant Manager	43,296 22.20	54,120 27.75	64,944 33.30
5	Library Specialist I / II	38,018 19.50	47,523 24.37	57,028 29.24
4	ILL Coordinator Technical Services Coordinator Patron Services Coordinator Makerspace Coordinator	34,918 17.91	43,648 22.38	52,378 26.86
3	Library Custodian Page Coordinator	31,062 15.93	38,828 19.91	46,594 23.89
2	Technical Services Associate Patron Services Associate	27,539 14.12	34,423 17.65	41,308 21.18
1	Shelver	5% 27,300 14.00	28,752 14.74	34,503 17.69

HR Source Salary Survey: July 1, 2023
Data Collected March 1, 2023
Data Aged to January, 1 2023



Memorandum

Memo Date: August 4, 2023
From: Joanna Bertucci, Library Director, Staci Greenwald, Youth Services Manager
 And Anastasia Rachmaciej, Patron Services Manager
Meeting Type: Planning & Operations Committee of the Whole Meeting
Meeting Date: August 8, 2023
Action Requested: For review and approval
Subject: Teacher Card Policy

Background

In 2019, the Library adopted a Teacher Card Policy. This policy allows the Library to enter into contracts with schools, preschools, licensed day care facilities, and other educational institutions within the city limits of Park Ridge. During the 2022-2023 school year, the Library provided 123 library cards to Park Ridge teachers at 18 schools.

During this past school year, it became clear to us that we need to adjust the parameters of teacher cards to better support our preschool partners. Each level of education is unique in the way that they serve their students and, therefore, the way we as a Library can serve them varies as well. Unlike the elementary schools, most of the preschools do not have access to a school library, which means that we are their main source of books for use in their classrooms. Additionally, preschools house numerous classes of similarly aged children, which makes it more prudent for the teachers to share materials throughout the classrooms. As a result, the best way for us to support preschools is through large volume loans that are exchanged monthly. By increasing the card limit from 50 items to 75, we would be able to provide the necessary buffer to be able to meet the needs of the monthly loans. The Library has ample resources to support this increase and we do not anticipate having fewer materials available for the general public.

Recommended Action

- 1) We respectfully recommend that the Committee approve the proposed revision to the Teacher Card Policy at their August 8, 2023 meeting.

TEACHER CARDS

POLICY:

It is the policy of the Park Ridge Public Library to enter into contracts with schools within the jurisdictional boundaries of The City of Park Ridge to provide limited borrowing privileges to teachers who work at the school.

RULES:

1. The definition of "school" shall include public and parochial elementary and high schools as well as preschools, licensed day care facilities and other educational institutions within the city limits of Park Ridge.
2. A current letter of agreement between the Park Ridge Public Library and the school must be on file at the beginning of the school year.
3. Teachers who are eligible may apply for a school year Teacher Card by presenting identification that shows proof of employment no earlier than 10 days before the start of the school year, or September 1, whichever is earlier.
4. Teacher Cards issued for the current school year expire each year on June 1 or the last day of the school term.
5. A maximum of fifty seventy-five items may be checked out on a teacher card at any time.
6. The school is financially responsible for all lost or damaged materials and all outstanding overdue fines. Bills for long overdue items and outstanding fines will be sent to the school.
7. Cards issued by the Park Ridge Public Library remain its property and use of such cards may be revoked or suspended by the Library for failure to comply with appropriate Library policy.
8. Teacher Library Cards may only be used at the Park Ridge Public Library.
9. Any teacher whose library card is lost and/or stolen must notify the Park Ridge Public Library immediately. The cardholder's maximum liability is \$50 on all materials checked out and not returned prior to notifying the Library.

Revised xxx

Revised May 17, 2022

Approved July 16, 2019



Memorandum

Memo Date: August 4, 2023
From: Joanna Bertucci, Library Director
 John Priala, Facility Manager
Meeting Type: Building & Grounds Committee of the Whole
Meeting Date: August 8, 2023
Subject: 2023 Interior Renovations Project – Project Summary and Recommendation

Project Summary:

Bids were opened for the Interior Improvements project at 2:00 pm on Tuesday, August 1, 2023. The bid opening was facilitated by Mr. Andrew Dogan of Williams Architects.

Scope of Work:

Provide lintel support over five interior existing door openings. During the 2020-2021 Life Safety/Sprinkler project, it was discovered that the door openings below lack lintel support:

- First floor Children’s Department washrooms (2)
- Second floor Adult Services Conference room (1)
- Second floor Business Office (2)

At that time, the Library Board decided to postpone the lintel project and package it with future renovations to the Children’s Department washrooms to bring them into ADA compliance. These washrooms were not included in the scope of 2018 building renovation.

In September 2022, the Board authorized the Library Director to move forward with the lintel replacement as well as a renovation to the Children’s Room washrooms. During discussion it was recommended and approved that one existing washroom in Children’s be converted into a low sensory/wellness room. A low sensory/wellness room is a place where overwhelmed young patrons can go to take a break. Low sensory rooms are increasingly appearing in libraries as rooms designed for people on the autism spectrum or with sensory processing disorders. Such a space will help our patrons level out their feelings until they are ready to continue using the library or decide to head home. This space will be outfitted with tactile manipulatives, soft seating, and calming lights as well as a sink to allow for use as a mother’s room.

In April 2023, the Library was awarded a \$50,000 Illinois State Library [Live and Learn construction - remodeling for Accessibility grant](#).

Costs:

As per Illinois State Statue, the interior project was put out for public bidding in July 2023. The Library received seven bid responses. After screening the apparent low bidder, Williams Architects recommends that the Library award the project contract to Stuckey Construction for \$186,400. This amount includes the base bid of \$183,000 and alternate #2, installation of an ADA accessible water fountain and bottle filling station, for \$3,400. Please see the memo from Williams Architects for additional details.

Funding:

This project will be funded 75% from the Library’s Capital Improvements budget (\$136,400) and 25% from the Live and Learn grant (\$50,000). \$91,916 was carried forward from FY22 for the lintel construction.



Memorandum

Capital Improvements Budget Line

Revised Budget	\$ 679,008	
Current Balance	\$ 653,716	
<i>Projects in progress</i>		
• Exterior Project	\$ 323,400	Base Bid, Alts. 01 and 02
• Interior Project	\$ 186,400	Base Bid, Alt. 02
• Interior Project lintel construction - carry forward		<i>\$91, 916 carry forward included above</i>
• Ice Melt - carry forward	\$ 12,877	
• Sound Attenuation project balance	\$ 14,600	
• Architect Fees	\$ 18,250	
Encumbered Balance	\$ 555,527	
Estimated balance to be carried forward to FY24	\$ 98,189	

Recommend Motion:

- Award the 2023 Interior Renovations Project to Stuckey Construction of Waukegan, IL for the base bid amount of \$183,000 plus Alternate #2 in the amount of \$3,400 for a total contract award of \$186,400.

3 August 2023

Ms. Joanna Bertucci, Library Director
Park Ridge Public Library
20 S. Prospect Avenue
Park Ridge, IL 60068

**Re: Summary of Bid Analysis / Contractor Interviews
Park Ridge Public Library 2023 Interior Renovations Project - WA Project #2022-006b**

Dear Ms. Bertucci:

Williams Architects administered the bid opening for the **Park Ridge Public Library 2023 Interior Renovations Project** on August 1, 2022. Seven general contractors submitted bids for the project. We are pleased to report that low bid results returned substantially under our most recent estimate of approximately \$269,500 for the scope of work that was bid. Please note that all bidders were directed to include a \$15,000 contingency allowance in their bids for handling of any minor unforeseen issues that may arise during construction.

A tabulation of the bid results is attached indicating the bid results and names and locations of the bidders. We reviewed the scope of the project with the lowest bidder, Stuckey Construction of Waukegan, IL. Their base bid amount is \$183,000. In a telephone interview with Brian Anderson of Stuckey Construction, it was confirmed that the bid is complete as submitted with no limitations or exclusions. When asked about the amount of their bid relative to other bids received, Stuckey stated that they will be able to substantially save on overhead and general conditions for the project because they have already been awarded a window repair and replacement project for the Library which will be occurring concurrently and supervised by the same superintendent. Stuckey Construction has completed numerous successful projects with our office as both a general contractor and construction manager; we attempted to check a reference provided for another recently completed library project by the contractor at Vernon Area Public Library and calls were not returned as of the date of this letter. They indicated the ability to finish the project in the time required and will provide the bonds and insurance required by the Contract Documents. Finally, Stuckey Construction is aware that the project requires prevailing wage with certified payrolls submitted with each pay request.

Based on our review of the bid and reference checks, we find no reason to believe that Stuckey Construction is not the responsive and responsible low bidder for the Project.

Two alternate bids were included in the project. The first alternate bid was to complete all shoring required for the lintels concurrently rather than sequentially, and the second is to provide and install a new bi-level drinking fountain with bottle filler outside the new restroom and sensory room. The shoring subcontractor stated that sequencing is not applicable to the pricing of their work, so Alternate #1 was indicated as not applicable. Alternate #2 was offered at a price of \$3,400, a fair and reasonable price for this work. Due to the project being under budget, we recommend acceptance of this alternate.



Therefore, subject to receipt of evidence of all required insurance coverage and payment/performance bonds as required by the Contract Documents, **we find no reason why the contract for the Park Ridge Public Library 2023 Interior Renovations Project should not be awarded to Stuckey Construction of Waukegan, IL for the Base Bid amount of ONE HUNDRED EIGHTY THREE THOUSAND DOLLARS (\$183,000) plus Alternate Bid \$2 in the amount of THREE THOUSAND FOUR HUNDRED DOLLARS (\$3,400) for a total contract award of ONE HUNDRED EIGHTY SIX THOUSAND FOUR HUNDRED DOLLARS (\$186,400).**

We further wish to note that we assisted the Library with a successful application for an Illinois State Library Live and Learn Construction Grant which will offset costs for this project by \$50,000 by virtue of the accessibility improvements being made with the remodeled restroom, sensory room, and drinking fountain.

We truly appreciate our continued relationship with the Park Ridge Public Library and look forward to working as your spirited partner to complete another successful project for the Library and the community it serves.

Sincerely,

A handwritten signature in black ink, appearing to read 'ARD', followed by a long horizontal line extending to the right.

Andrew R. Dogan, AIA, NCARB, LEED AP
Principal / Vice President

Attachments: 01 - Bid Tabulation, 1 August 2023
02 - Contractor Interview/Screening Summary, 2 August 2023

Bid Tabulation

Project: Park Ridge Public Library 2023 Interior Renovations
 Bid Date: August 1, 2023



Bidder / Location	Addm #1	Addm #2	Base Bid	Alternate #1 - Shore Openings Simultaneously	Alternate #2 - Provide & Install Drinking Ftn	Allowance Form?	A305 Contr Qualification Statement Included?	Certifications Complete?	Bid Bond?
Stuckey Construction Company / Waukegan, IL	X	X	\$ 183,000.00	\$ -	\$ 3,400.00	X	X	X	X
Eagle Contracting / Mokena, IL	X	X	\$ 199,977.00	\$ -	\$ 3,300.00	X	X	X	X
Manusos General Contracting Inc. / Fox Lake, IL	X	X	\$ 231,367.00	\$ -	\$ 3,167.00	X	X	X	X
F.H. Paschen, S.N. Nielsen & Associates LLC / Chicago, IL	X	X	\$ 276,000.00	\$ (11,750.00)	\$ 2,500.00	X	X	X	X
Kandu Construction Inc. / Skokie, IL	X	X	\$ 297,000.00	\$ -	\$ 5,000.00	X	X	X	X
Boller Construction / Waukegan, IL	X	X	\$ 298,300.00	\$ (10,000.00)	\$ 5,000.00	X	X	X	X
Construction Inc. / Lombard, IL	X	X	\$ 356,000.00	\$ (500.00)	\$ 7,500.00	X	X	X	X

Project Memorandum

Re: Contractor Interview – Stuckey Construction Company
Park Ridge Public Library Interior Remodeling 2023
WA Project #2022-006b

Date: 2 August 2023

By: Kyle Cunningham, Williams Architects

Meeting/Call With: **Brian Anderson, Stuckey Construction.**

Q: Is the bid complete as submitted?

A: Yes

Q: Is there anything not on the documents that you know you will need to do and that you have not accounted for in your bid?

A: *Not anything that wasn't accounted for. Accounted for site logistics for the project such as floor protections, etc.*

Q: Have you included the \$15,000 allowance required by the contract documents in your bid?

A: Yes

Q: Are you aware this is a prevailing wage project and that certified payrolls will be required?

A: Yes

Q: Are you a union contractor?

A: Yes

Q: Schedule review/concerns? What do the alternate items add/remove to your overall schedule?

A: *Doors, frame, and hardware would likely take 10 weeks to turnaround and is the one lead time concern currently for the project.*

Shoring all work areas at once vs area by area would not make a difference on the overall schedule, which is why it was not an add or deduct. The mason will be completing an area at a time so that would be the driving force behind the schedule.

No lead time issues known for a drinking fountain. Would need to talk to the plumbing contractor if there is any additional time for the drinking fountain but does not anticipate issues.

Q: How do you plan on staffing the project?

A: *Peter, from their office will be managing both projects simultaneously as superintendent. He would be supervising both projects.*

Q: Any concerns about the scope of work/materials specified?

A: *No, they will just need to track down acoustic tile panels but shouldn't be an issue.*

Q: How will the project be managed and staffed?

A: *Superintendent would manage the trades on the project. Superintendent would take care of any manpower they need for demo and carpentry.*

Q: Other comments/questions?

A: *They wanted to confirm the site logistics. Confirmed that they would be able to bring in materials*

through the front door and up elevator to second floor as needed. Let them know that the library is amenable to scheduling the work if notice is provided.

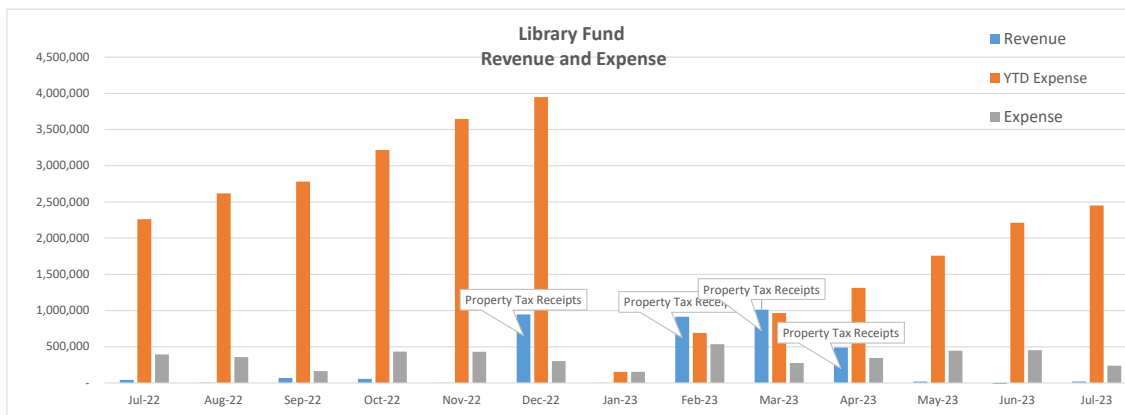
They believe that most of the reason for the low cost is likely because they will be able to simultaneously supervise the window façade project and interior remodel project. They plan on doing most of the demo themselves and using a mason that they use a lot on small scale projects. They do not have a lot of concern for the low cost.

End of Project Memorandum

**Park Ridge Public Library
 Consolidated YTD Revenue and Expenditures
 Period 7 - January, 2023 through July, 2023**

REVENUE ACCOUNTS	BUDGET	REVISED BUDGET	YTD ACTUAL	% RECEIVED	NOTES
Local Government Taxes	\$ 4,302,661	\$ 4,302,661	\$ 2,242,360	52%	Auditors adjusted delayed taxes
State Grants	\$ 108,500	\$ 108,500	\$ 50,000	46%	
Other Receipts	\$ 137,000	\$ 137,000	\$ 89,190	65%	Includes Michel Trust Donation \$21,862
Total Revenue	\$ 4,548,161	\$ 4,548,161	\$ 2,381,550	52%	

ACCOUNT / OPERATING ACCOUNTS	BUDGET	REVISED BUDGET	YTD EXPENDITURES	% SPENT	NOTES
9100 Salaries	\$ 2,453,799	\$ 2,453,799	\$ 1,306,408	53%	Current Figures
9210 Employee Benefits	\$ 655,266	\$ 655,266	\$ 299,152	46%	Estimated Figures CVI quarterly payments; Website Design Project; CCS
9317 Data Processing	\$ 322,000	\$ 322,000	\$ 169,413	53%	and OCLC
9321 Building Maintenance	\$ 176,500	\$ 176,500	\$ 67,510	38%	
9324 Membership, Recruiting, Training	\$ 29,000	\$ 29,000	\$ 14,639	50%	
9351 Equipment Rental	\$ 27,000	\$ 27,000	\$ 11,904	44%	
9359 Consulting Services	\$ 20,000	\$ 20,000	\$ 1,215	6%	
9360 Public Relations	\$ 40,000	\$ 40,000	\$ 25,851	65%	
9385 General Contractual	\$ 105,100	\$ 105,100	\$ 45,474	43%	Includes payroll fees; Library insurance; Telephone
9385 General Contractual - Programs	\$ 60,000	\$ 60,000	\$ 34,321	57%	
9416 Audit	\$ 9,300	\$ 9,300	\$ 9,000	97%	
9425 Special Counsel	\$ 25,000	\$ 25,000	\$ 5,407	22%	
9510 Supplies	\$ 62,500	\$ 85,115	\$ 18,379	22%	
9511 Staff Appreciation	\$ 2,000	\$ 2,000	\$ 760	38%	
9520 Computer Materials	\$ 30,000	\$ 39,710	\$ 22,984	58%	Includes Bibilotheca Invoice
9540 Library Resources	\$ 646,500	\$ 646,500	\$ 361,829	56%	
Total Operating Budget	\$ 4,663,965	\$ 4,696,290	\$ 2,394,246	51%	
Capital Projects Budget					
9901 Machinery and Equipment	\$ -	\$ -	\$ -	0%	
9908 Computer Equipment	\$ 50,000	\$ 50,000	\$ 28,473	57%	Firewall Subscription
9963 Building Repairs	\$ 290,000	\$ 679,008	\$ 27,601	4%	
Total Capital Projects Budget	\$ 340,000	\$ 729,008	\$ 56,074	8%	
Total Operating Budget	\$ 5,003,965	\$ 5,425,298	\$ 2,450,320	45%	
LIBRARY SURPLUS (DEFICIT)	\$ (455,804)	\$ (877,137)	\$ (68,770)		



Park Ridge Public Library - Secretary's Report
August 15, 2023

PRPL Web Site News Items

- [Our phone lines are temporarily down. - General News - News | Park Ridge Library](#) July 26, 2023
- [Library Board of Trustees announces new officers, members - General News - News | Park Ridge Library](#) July 21, 2023

Press Articles

- [Park Ridge news in brief: Student musical honored, new library trustee joins board, pancake breakfast planned for September \(chicagotribune.com\)](#) July 26, 2023
- [To reduce consumption and share resources, libraries lend more than just books \(dailyherald.com\)](#) July 21, 2023



The Park Ridge Public Library has a telescope that patrons can check out as part of its "exploration library" collection. (John Starks | Staff Photographer)



Jenny Whidden

Posted 7/20/2023 5:30 AM

Libraries -- havens of free informational resources like books and computer access -- now are expanding their repertoire by lending out a few less traditional items.

Some libraries now are working toward being environmental stewards.

As part of waste reduction efforts, the Solid Waste Agency of Cook County (SWANCC) recently awarded grants to Elk Grove and Park Ridge public libraries for sustainability projects, such as textile repair and energy efficiency programming.

"The idea behind that is to sort of try before you buy," said Laura Scott, the library's adult services manager. "It can also cut down on consumption -- someone can just use ours instead of having to purchase one."

The newest exploration item is a pro-grade thermal camera that can help homeowners find invisible holes in their energy efficiency. It also can help inspect electrical panels, find water damage and look for HVAC problems.

"One of the bedrocks of libraries is sharing resources," Scott said. "We share resources with many other libraries in our consortium, and if we don't own something, we can get it for you usually within a week. This is just a natural extension to try to expand that to more nontraditional items."

The FLIR ONE Pro smartphone camera, which goes for \$449.99 (<https://www.flir.com/products/flir-one-pro/?vertical=condition%20monitoring&segment=solutions>), was funded through the SWANCC grant.

The grant program offers around \$500 to schools and libraries looking to create or expand sustainability programming. Though the program has been around in schools for a decade, SWANCC expanded its application to libraries earlier this year.

Applications are accepted on a rolling basis.

"I wanted to look at it with fresh eyes to see how we can expand our efforts and our mission into the community," said Theresa Greinig, the agency's education coordinator. "Each of our communities have a library, and library staff knows so much better than I could guess what a patron in Evanston might be looking for in the library versus a patron in Palatine, for instance."

So far, Elk Grove and Park Ridge are the only libraries to receive grants.

Elk Grove Public Library used the funds to purchase a Brother sewing machine and mending kits to support its ongoing textile reuse efforts.

The library has eight existing sewing machines available for checkout or for use at the library. The machines support programming with the group Living Green in Elk Grove Village, whose patrons make reusable tote bags and cleaning cloths.

The items are upcycled from old fabrics and towels sourced for free from the village's Buy Nothing page on Facebook.

machine is that we'll be able to circulate that one for people to bring home and use."

Both libraries work with local environmental groups.

In Elk Grove, the library recently collaborated with The Friends of Cycling in Elk Grove to debut a new bike rack complete with an air pump and a "fix-it" station. In Park Ridge, the library puts on book clubs and other types of programming with groups like Go Green Park Ridge and the Park Ridge Garden Club.

"That's the important thing about libraries. We have people with all sorts of skill sets," said Rick Avalos, head of building and security services at Elk Grove.

Avalos has been working toward modernizing the more than 30-year-old library building to make it more energy-efficient and nature-friendly. That includes retrofitting the lights, composting food waste and creating more green spaces around the building.

"We definitely have been hearing a lot of good feedback from people who want to improve sustainability in general in the community. Being a part of that community, I want to make sure we're listening," he said. "Libraries in general are always receptive to when a community needs something."

- Jenny Whidden is a climate change and environment writer working with the Daily Herald through a partnership with Report For America supported by The Nature Conservancy. To help support her work with a tax-deductible donation, see dailyherald.com/rfa.



Park Ridge Public Library

TO: Library Board of Trustees
FROM: Joanna Bertucci, Library Director
DATE: August 11, 2023
SUBJECT: Library Director's Report

Administration & Board

- On August Thursday, 10, President Thiagarajan, Vice President Hanba, and I hosted a Trustee Orientation meeting for Trustee De Frank.
- On August Friday, 11, President Thiagarajan and I met with City of Park Ridge Mayor Marty Maloney and City Manager Joe Gilmore to discuss the Library's Assumptions for City provided Services to the Library. Mayor Maloney is currently the City Council Liaison to the Library Board of Trustees.
- The Library received two Freedom of Information Act (FOIA) requests in July 2023:
 - Requestor: Gerardo Mendez, Construction Analyst
 - *Pursuant to the Illinois Freedom of Information Act (5 ILCS 140/1 et. Seq.), the Indiana, Illinois, Iowa Foundation for Fair Contracting (III FFC) respectfully requests the following regarding 2023 Exterior Improvements: Please provide copies of the bid tabulations.*
 - Requestor: Abra Richardson, Researcher, NBC5 Investigates
 - Please provide me with documents sufficient to show all communications (emails, letters, texts, board proceedings, or notes from phone calls) received by the Park Ridge Public Library that include a request to reconsider, ban, and/or challenge any book or any other material in your library. I am asking that these documents include the following:
 1. The date of each such request;
 2. The title(s) of each book(s) or other material that was requested to be pulled from your shelves;
 3. Any response (email, letters, texts, board proceedings, or notes from phone calls) from the library and/or library board, to each request;
 4. The final result of each request (i.e.: the book or material was removed completely; the book or material was partially restricted; the book or material remained and remains on the shelves; etc.).
 - Please also provide me with any documented threats that have been received by your library or library board, via email, letters, texts, or voicemail recordings, that are related to a book, or books, or other material, kept in your library. I am requesting all such material from January 1, 2013 to the present.

Staff Updates and Professional Development:

- Patron Services Manager Anastasia Rachmaciej interviewed four candidates to fill the Patron Services Coordinator position vacated by our new Assistant Patron Services Manager, Samantha Menard. Internal candidate, Laura Collins was promoted to this position. We are thrilled to support Ms. Collins in her new role.

- In July and early August, we welcomed Ms. Linda Lamm and Ms. Reilly Waters to our Youth Services Department. Ms. Lamm is our half-time early childhood associate and Ms. Waters is a part-time associate. In addition, Ms. Sarah Szeszol will be joining our Adult Services department as a part time Reference Librarian. We are very excited to welcome these new staff members to our team.
- All Library staff are in the process of reviewing the newly approved Employee Handbook.

Strategic Plan Update:

At the August 8 Committee of the Whole Meeting, the Library Board reviewed a Strategic Plan progress report. As part of that discussion, Trustees suggested adding additional metrics to some goals in an effort to measure the success of the plan. After speaking with members of the Management Team, we have added some additional metrics for 2024.

Initiative #2: Build up a strong workforce and local businesses

- Goal: Increase assistance to local small business establishment and development
 - Metric for 2024: Engage with 4 local businesses whom the Library has not previously engaged.

Initiative #4: Develop civic education for an informed and engaged citizenry.

- Goal: Seek out partners and experts to create a civic awareness and engagement initiative that supports teens/young adults and adults.
 - Metric for 2024: Develop relationships with 2 new community partners

Strategic Plan Monthly Progress:

- **Encourage individual growth and lifelong learning**
 - The Library started a compost program for staff in response to our Strategic Plan goal to *lead green as a convener, researcher, and public example*. We have contracted with [Collection Resource Compost Cooperative](#), who will pick up our compost bucket once a week. We will also be ordering a small compost container to offer at programs that serve food, to demonstrate that the Library is leading green. We are also looking into the options for responsibly recycling bubble-mailing envelopes.
- **Build up a strong workforce and local businesses**
 - The Youth Services department has collaborated with local businesses for our *On Tour with Ozzy* activity around Uptown Park Ridge.
- **Align with strategy and set the stage for development**
 - No activity in July
- **Develop Civic Education for an informed and engaged citizenry.**
 - Our Teen Advisory Board (TAB) met for the third time in July. This meeting included an in depth discussion of Lexile levels and the frustrations many kids face when forced to follow them strictly when making their reading selections. The group also worked on final edits for the Teen Loft logo, created shelf talkers for the Loft, contributed to an upcoming new booklist to feature Teen Picks, and brainstormed ideas for the *Vote for Your Favorite* interactive display. The group will meet again in August before taking a hiatus during the school year. Teen Services Supervisor, Emily Fardoux, is brainstorming ways to engage with group members throughout the school year.



Finance and Human Resources

- Finance and Administrative Services Manager, Alyson Doubek, and I met with Treasurer Rusk on August 2 to review FY23 actual quarter 1 and 2 expenditures, the three year levy forecast, and the FY24 draft budget.
- 2022 Second Installment Property Tax bills are due December 1, 2023. Prior to COVID-19, property tax bills were due March 1 and August 1.
- Ms. Doubek continues to be diligent in working with the City of Park Ridge to ensure our payroll and insurance entries are made to the general ledger. Since our meeting with the City Finance Director and Assistant Finance Director, communication has improved and the City has designated one member of the Finance team to liaise with the Library.
- During the August 8 Committee of the Whole, meeting Trustees had questions related to the HR Source salary survey. I have included pages from the survey report, which include the list and demographics of participating libraries.

Building and Grounds:

- Mr. Priala and Mr. Brzny are continuing to work with Comcast on the logistics for our fiber internet circuit upgrade.

Partnerships, Outreach and Advocacy

- Marketing and Public Relations Coordinator, Jen Healy, and I represented the Library in the Community Tent at the Farmer’s Market on July 29. We also represented the Library at National Night Out, sponsored by the Park Ridge Police Department on August 1.
- I was reappointed to the Illinois Library Association (ILA) Advocacy Committee for the July 1, 2023-June 30, 2024 fiscal year. This will be my third year serving on the committee.



Notable Programs, Collections, and Services:

- In July, we welcomed 74 patrons to enjoy *Classical Music for a Summer Evening* featuring pianist Jeffrey Wagner. This is the second of three scheduled musical performances for adults to complement our summer reading music theme. The Adult Services Department partnered with the City of Park Ridge Health Commission to present *Finding a Healthy Retirement Mindset* for 26 attendees.
- Our youth Summer Reading club sign ups and activity continue to be on par with our 2022 program. In September, the Board will receive a report on the 2023 program.

Respectfully Submitted,
Joanna Bertucci
August 11, 2023

2023 LIBRARY SURVEY INTRODUCTION

The *2023 Library Survey* report has been compiled using data provided by 133 participating libraries who contributed data for 5,830 employees. This survey reports data for 63 unique library positions. We wish to thank the participating libraries who took the time to provide us with data.

The summaries and statistics contained within this report are effective as of March 1, 2023. Invitations to participate were sent out via email on March 7, 2023, to libraries in Illinois. Participants had the opportunity to participate online or via paper questionnaire by the extended deadline of April 28, 2023. Participants were specifically instructed to submit data from the pay period closest to March 1, 2023.

Rates used in our calculations are straight time pay and do not include overtime, shift differentials or any other incentives or variable pay components. All jobs are reported with hourly rates except for job 01- Library Director. That job is reported with annual rates that have been standardized to reflect a 40-hour workweek.

Please feel free to contact the Survey Department with any questions by emailing us at surveys@hrsourc.org or contact:

- ❖ Monica Sorenson, PHR, SHRM-CP
msorenson@hrsourc.org, (630) 963-7600 ext. 265
- ❖ Kevin MacTaggart, PHR
kmactaggart@hrsourc.org, (630) 963-7600 ext. 251

2023 LIBRARY SURVEY PARTICIPANT LIST

Addison Public Library	Highwood Public Library	Poplar Creek Public Library District
Algonquin Area Public Library	Hillside Public Library	Prairie Trails Public Library District
Antioch Public Library District	Hinckley Public Library District	Prospect Heights Public Library
Arlington Heights Memorial Library	Hinsdale Public Library	River Forest Public Library
Aurora Public Library - Santori	Hudson Area Public Library District	Rolling Meadows Library
Barrington Area Library	Huntley Area Public Library District	Roselle Public Library District
Bartlett Public Library District	Indian Prairie Public Library District	Round Lake Area Public Library
Batavia Public Library	Indian Trails Library District	Schaumburg Township District Library
Bensenville Community Public Library District	Itasca Community Library	Schiller Park Public Library
Bloomington Public Library	Jacksonville Public Library	Somonauk Public Library District
Bloomington Public Library	Johnsburg Public Library District	St. Charles Public Library
Blue Island Public Library	La Grange Park Public Library District	Sugar Grove Public Library District
Bourbonnais Public Library District	La Grange Public Library	Sycamore Public Library
Bridgeview Public Library	Lake Villa District Library	Talcott Free Library District
Cary Area Public Library District	Lawrence Public Library District	The Morton Arboretum
Chicago Ridge Public Library	Lillie M. Evans Library District	Three Rivers Public Library District
Cook Memorial Public Library District	Limestone Township Library	Tinley Park Public Library
Crystal Lake Public Library	Linda Sokol Francis Brookfield Library	Tolono Public Library District
Danville Public Library	Lisle Library District	Towanda District Library
Decatur Public Library	Manhattan-Elwood Public Library District	Urbana Free Public Library
Deerfield Public Library	Manteno Public Library District	Vernon Area Public Library District
DeKalb Public Library	Maple Park Public Library District	Vespasian Warner Public Library District
Des Plaines Public Library	Marengo-Union Library District	Warren-Newport Public Library District
Downers Grove Public Library	Mascoutah Public Library	Warrenville Public Library District
Dunlap Public Library District	Maywood Public Library District	Washington District Library
East Moline Public Library	McHenry Public Library District	Waubensee Community College
Effingham Public Library	Midlothian Public Library	Wauconda Area Public Library
Eisenhower Public Library District	Mississippi Valley Library District	West Chicago Public Library District
Ela Area Public Library District	Morton Grove Public Library	Westmont Public Library
Elk Grove Village Public Library	Morton Public Library District	Wheaton Public Library
Elmhurst Public Library	Mount Prospect Public Library	White Oak Library District
Evergreen Park Public Library	Naperville Public Library	Wilmette Public Library District
Forest Park Public Library	New Lenox Public Library District	Winfield Public Library
Fountaindale Public Library	Newberry Library	Winnetka-Northfield Public Library District
Fox River Valley Public Library District	Niles-Maine District Library	Woodridge Public Library
Frankfort Public Library District	Nippersink Public Library District	
Fremont Public Library District	North Riverside Public Library	
Gail Borden Public Library District	North Suburban Library District	
Geneva Public Library District	Northbrook Public Library	
Glen Carbon Centennial Library District	Oak Park Public Library	
Glen Ellyn Public Library	Orland Park Public Library	
Glencoe Public Library	Oswego Public Library District	
Glenview Public Library	Palatine Public Library District	
Grayslake Area Public Library District	Palos Heights Public Library	
Green Hills Public Library District	Park Forest Public Library	
Helen Plum Library	Park Ridge Public Library	
Henderson County Public Library District	Peoria Public Library	
Heyworth Public Library	Peotone Public Library District	
Highland Park Public Library	Plainfield Public Library District	

2023 LIBRARY SURVEY DEMOGRAPHICS

Data is shown for **63** out of a possible **64** jobs.

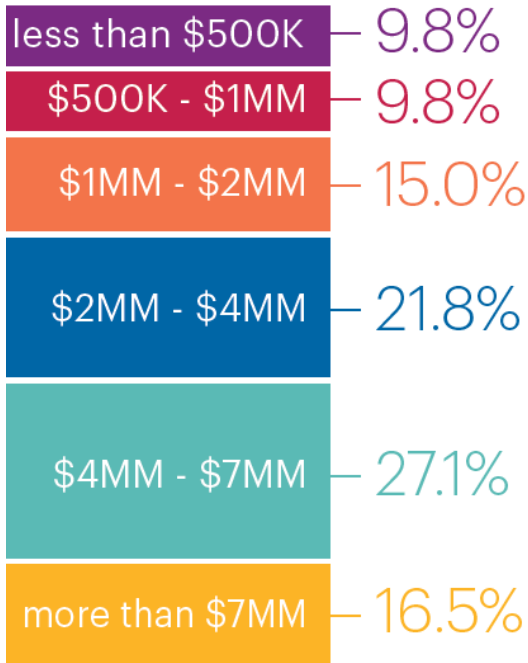
Total Employment = **6,758**

Data effective date = **March 1, 2023**

 **133**
total participants

OPERATING BUDGET

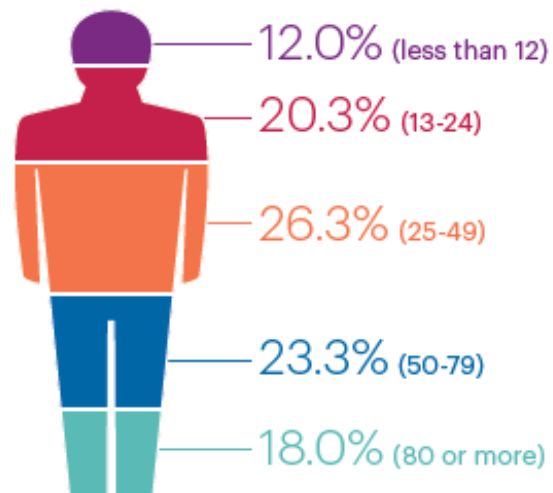
Budget	Count
Less than \$499,999	13
\$500,000 to \$999,999	13
\$1,000,000 to \$1,999,999	20
\$2,000,000 to \$3,999,999	29
\$4,000,000 to \$6,999,999	36
\$7,000,000 or more	22



EMPLOYMENT SIZE

	Full-Time Employees	Part-Time Employees
Total Number of Employees	3,254	3,504

Employment Size	Count
Less than 12	16
13 to 24	27
25 to 49	35
50 to 79	31
80 or more	24

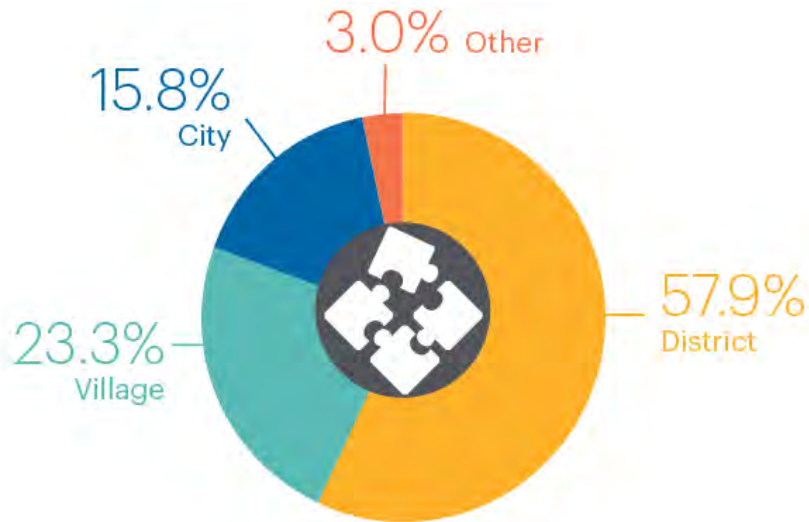


POPULATION SERVED

Population Served	Count
Less than 7,499	11
7,500 to 14,999	24
15,000 to 29,999	38
30,000 to 49,999	29
50,000 or more	31

2023 LIBRARY SURVEY DEMOGRAPHICS

LIBRARY TYPE



Library Type	Count
District	77
Village	31
City	21
Other	4

STANDARD WORKWEEK

Standard Workweek	Count
40 hours	42
37.5 hours	78
35 hours	6
Other	7



July 2023

	Jul-23	Jun-23	YTD	2022 YTD	2021 YTD	2019 YTD	% Change 2022 to 2023	Analysis
CIRCULATION OVERVIEW								
Physical items	61,340	56,729	382,753	378,069	318,143	452,781	1%	Circulation is on par with prior year and circulation of digital materials continues to grow and exceeds all reported years.
Digital items	14,817	13,532	95,786	71,115	73,828	49,958	35%	
TOTAL	76,157	70,261	478,539	449,184	391,971	502,739	7%	
PROGRAMS								
Adult Programs	10	9	82	132	84	134	-38%	Attendance at adult programs exceeds pre-Covid levels. Average attendance per program has increased significantly in 2023. Youth program and attendance exceed all reported years.
Adult Attendees	457	430	3,504	3,638	3,798	2,477	-4%	
Youth Programs	41	49	318	308	254	251	3%	
Youth Attendees	1189	1,409	9,759	5,919	4,037	8,549	65%	
OUTREACH								
Home Delivery - Patrons served	35	33	216	222	140	123	-3%	Home delivery stats include both homebound and other deliveries. Homebound deliveries are steady while demand for other deliveries has declined. Support for local book clubs has increased both in terms of number of clubs served and number of items loaned.
Home Delivery - Materials loaned	93	131	762	849	628	700	-10%	
Book clubs served	39	51	320	297	253	286	8%	
Items loaned to book clubs	327	427	2,747	2,576	2,148	2,592	7%	
TECHNOLOGY								
Wi-Fi Sessions	41,166	50,474	305,492	318,001	187,757	636,024	-4%	Use of public computers is up 31% over prior year. Reflects return to more in-person usage of the building. PC usage is greater than 2022 but has not returned to pre-Covid levels. This is consistent with national trends.
Wi-Fi - unique clients	1,225	1,420	10,122	7,656	4,561	-	32%	
Public PC Sessions	1,646	1,612	9,063	6,930	2,066	13,239	31%	
WEBSITE								
Visits	18,241	21,000	129,851	123,206	146,734	131,246	5%	Both the number of visits to the website and the number of unique users increased over the prior year and have returned to 2019 levels.
Unique users	8,456	10,965	65,129	59,706	64,121	64,511	9%	
USERS								
New cards issued	227	301	1,318	1,293	832	1,204	2%	July saw 227 new cards issued. The number of unique card users increased YTD by 4% over 2022, indicating that more individuals are using the library.
Total PRPL cardholders	18,827	18,664	18,664	19,077	18,771	23,856	-2%	
Unique users	9,101	9,123	9,123	8,796	5,886	4,539	4%	
BUILDING USAGE								
Door count	27,020	28,752	163,569	134,839	52,101	126,484	21%	YTD Door counts are 21% higher than YTD 2022. Meeting room usage is a newly reported stat. Will need more data to establish trends. Study room usage is 6% greater than in 2022. Studio usage has skyrocketed in 2023 due to an increase in programming resulting from dedicated staff for this space. Media Lab usage has also significantly increased (55%) compared with 2022 YTD.
Meetings rooms - total bookings	5	8	49	22	n/a	9	123%	
Study Rooms - hours of use	1,000	1,034	7,301	6,866	857	n/a	6%	
The Studio- hours of use	42	40	289	43	n/a	n/a	572%	
The Media Lab - hours of use	74	100	553	357	n/a	n/a	55%	
STRATEGIC PLAN: Provide support to local teachers, students, homeschool families and learners of all ages								
School Loans	11	10	125	79	77	165	58%	Both the number of school loans and the number of items loaned exceed prior year.
Items loaned to Teachers	248	206	2,649	2,507	1,920	3,492	6%	
Total Teacher Library cards	113	113	113	83	82	35	36%	The number of teacher cards has increased 36% over 2022.
Cardholders*	47%	47%	47%	48%	47%	64%	Percentage of cardholders is down from pre-pandemic levels but is consistent with national averages.	
NOTES:								
City of Park Ridge, 2020 Census		39,656						
City of Park Ridge, 2010 Census		37,479						

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

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

- Reilly Waters, Youth Services, Library Specialist Substitute, Part-Time
- Linda Lamm, Youth Services, Library Specialist, Half-Time

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

- Becky Flood, Patron Services, Associate, Part-Time
- Kseniya Kukharskaya, Patron Services, Shelver, Part-Time

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

- None



August 2023 Report:

- Summer Pop-up sale, on Saturday July 15, earned \$929.45.

**City of Park Ridge, IL
Warrant List Fund Totals
07/16/2023**

Fund	Description	Amount
201	Library Fund	\$61,379.29
201	Grant Fund	\$0.00
201	North Suburban	\$8,195.72
<hr/>		
	Report Total	\$ 69,575.01

CITY OF PARK RIDGE



PAID INVOICES REPORT

WARRANT: L071623

TO FISCAL 2024/07 01/01/2023 TO 12/31/2023

VENDOR NAME	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION		
6095 ABC COMMERCIAL	07/07/23	213635		216758	P	07/17/23	2015012	932103	BLDG MNT CNTR-GENL MAINT	2,541.00
INVOICE: 20230682										
VENDOR TOTALS		15,246.00						17,787.00	YTD PAID	2,541.00
5132 ADP, INC.	07/07/23	213636		216759	P	07/17/23	2015011	938509	GNL CNTRL SVC/PAYROLL	1,123.48
INVOICE: 635725918										
INVOICE: 636856351										705.90
VENDOR TOTALS		81,988.95						93,042.48	YTD PAID	1,829.38
1136 ADVOCATE HEALTH AND HOSPITALS CORPORATION	07/12/23	213836		216760	P	07/17/23	2015011	933100	LIB RECRUIT & TESTING	104.00
INVOICE: 846481										
VENDOR TOTALS		2,291.00						3,041.00	YTD PAID	104.00
48 ALLIANCE ENTERTAINMENT	07/07/23	213638		216761	P	07/17/23	2015017	954015	LIB RSRCS-RECORDINGS MUSI	114.63
INVOICE: PLS73479962										
VENDOR TOTALS		2,502.76						2,655.75	YTD PAID	114.63
302670 AMAZON CAPITAL SERVICES	07/07/23	213639		216762	P	07/17/23	2015015	951100	LIBRARY SUPPLIES	98.75
INVOICE: 1V4RXTDRTLXQ										
INVOICE: 1N337VPMGR6C										2.29
INVOICE: 1V4WFHLDPLV1										37.00
INVOICE: 1N7VGOJDNWYF										730.46
INVOICE: 16KT7D4N7FTF										457.50
INVOICE: 1G93WKKXD1G3C										33.69
INVOICE: 14LF1QXJ9MRW										75.77
INVOICE: 1N7VGOJDNWYF										59.33
INVOICE: 1M37L4QFDPHC										125.77
INVOICE: 1JH9J4HJT13K										24.04
INVOICE: 1M37L4QFWTLN										48.98
INVOICE: 1FTN6KXKXQNM										101.10

CITY OF PARK RIDGE



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TO FISCAL 2024/07 01/01/2023 TO 12/31/2023

VENDOR NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION		
156983 INVOICE: IK4JLJRXWYCM	07/07/23	213651		216762	P	07/17/23	2015015	951100	LIBRARY SUPPLIES	29.99
156984 INVOICE: IVQCKVTWXRK	07/07/23	213652		216762	P	07/17/23	2015016	951100	LIBRARY SUPPLIES	59.88
156985 INVOICE: IDCNGX63KTO	07/07/23	213653		216762	P	07/17/23	2015015	938506	GNL CNTRL SVC/PROGRAM	19.99
156987 INVOICE: IJDLF17YHFL	07/07/23	213655		216762	P	07/17/23	2015015	938506	GNL CNTRL SVC/PROGRAM	362.36
156988 INVOICE: I3L7LTQ4C3FI	07/07/23	213656		216762	P	07/17/23	2015013	951100	LIBRARY SUPPLIES	59.95
156989 INVOICE: IFJMGWTM43KK	07/07/23	213657		216762	P	07/17/23	2015015	954010	LIB RSRCS-VIDEOGAMES	93.13
156990 INVOICE: ICRTNCHXC1D3	07/07/23	213658		216762	P	07/17/23	2015015	954004	LIB RSRCS-RECORDING AUDIO	19.99
156991 INVOICE: IFWYVFJ13TNT	07/07/23	213659		216762	P	07/17/23	2015017	954010	LIB RSRCS-VIDEOGAMES	69.99
156992 INVOICE: IKMHRGDGK6MN	07/07/23	213660		216762	P	07/17/23	2015017	954010	LIB RSRCS-VIDEOGAMES	119.97
156993 INVOICE: I1JDHPP4G066	07/07/23	213661		216762	P	07/17/23	2015017	954015	LIB RSRCS-RECORDINGS MUSI	-3.78
156994 INVOICE: IQYFHL74G7M4	07/07/23	213662		216762	P	07/17/23	2015017	954015	LIB RSRCS-RECORDINGS MUSI	-3.78
156995 INVOICE: IMHHLRDL939D	07/07/23	213663		216762	P	07/17/23	2015017	954015	LIB RSRCS-RECORDINGS MUSI	62.94
156996 INVOICE: I1F4X4KF7M11	07/07/23	213664		216762	P	07/17/23	2015017	954002	LIB RSRCS-CHILDREN BOOKS	67.58
156997 INVOICE: IHC7V1HM9RNF	07/07/23	213665		216762	P	07/17/23	2015017	954001	LIB RSRCS--ADULT BOOKS FI	41.03
156998 INVOICE: IKGWPC1L9RX3	07/07/23	213666		216762	P	07/17/23	2015017	954001	LIB RSRCS--ADULT BOOKS FI	44.98
156999 INVOICE: IXCVWNTPHWKG	07/07/23	213667		216762	P	07/17/23	2015017	954001	LIB RSRCS--ADULT BOOKS FI	87.46
157000 INVOICE: IFPNGFL9K1WVN	07/07/23	213668		216762	P	07/17/23	2015017	954001	LIB RSRCS--ADULT BOOKS FI	34.00
157001 INVOICE: IT11X37M3YGM	07/07/23	213669		216762	P	07/17/23	2015017	954001	LIB RSRCS--ADULT BOOKS FI	86.40
157002 INVOICE: IMMDJ7C1JD9Q	07/07/23	213670		216762	P	07/17/23	2015017	954017	LIB RSRCS-ADULT BOOKS NF	134.01
157076 INVOICE: I1JGNYFT30XV6	07/10/23	213744		216762	P	07/17/23	2015017	954019	LIB RSRCS-CHILDRENS BOOKS	22.50
157078 INVOICE: I4HVJPTY44W3	07/10/23	213746		216762	P	07/17/23	2015015	954001	LIB RSRCS--ADULT BOOKS FI	144.18
157168 INVOICE: I91TY4GGX93P	07/12/23	213837		216762	P	07/17/23	2015017	938506	GNL CNTRL SVC/PROGRAM	270.26
157169 INVOICE: I7YPMXWFGXR6L	07/12/23	213838		216762	P	07/17/23	2015017	951100	LIBRARY SUPPLIES	26.98
157170 INVOICE: IQQPWGLGXDXJ	07/12/23	213839		216762	P	07/17/23	2015011	951002	OFF SPLS--OTHER SUPPLIES	6.99
157171 INVOICE: I91TY4GGX93P	07/12/23	213840		216762	P	07/17/23	2015015	951100	LIBRARY SUPPLIES	85.57
157172 INVOICE: I91TY4GGX93P	07/12/23	213841		216762	P	07/17/23	2015011	951002	OFF SPLS--OTHER SUPPLIES	64.75

CITY OF PARK RIDGE

PAID INVOICES REPORT

WARRANT: L071623

TO FISCAL 2024/07 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: 14QDHGH7N1KN									
VENDOR TOTALS		38,964.58	YTD INVOICED		31,632.58	YTD PAID			3,802.00
800 AMERICAN EAGLE COM									
157003	07/07/23 213671		216763	P 07/17/23 2015011	931700	LIB DATA PROC SV			423.50
INVOICE: 381821									
VENDOR TOTALS		2,957.50	YTD INVOICED		2,957.50	YTD PAID			423.50
5008 ANCEL GLINK PC									
157173	07/12/23 213842		216764	P 07/17/23 2015011	942500	GENERAL COUNSEL			112.50
INVOICE: 97096									
VENDOR TOTALS		79,629.67	YTD INVOICED		93,038.84	YTD PAID			112.50
7060 ANTHONY ROOFING TECTA AMERICA LLC									
157006	07/07/23 213674		216765	P 07/17/23 2015012	932103	BLDG MNT CNTR-GENL MAINT			3,622.21
INVOICE: 569006421									
VENDOR TOTALS		4,522.21	YTD INVOICED		4,522.21	YTD PAID			3,622.21
8568 RADIATE HOLDINGS LP									
157007	07/07/23 213675		216766	P 07/17/23 2015011	938503	GNL CNTRL SVC-INTERNET			804.99
INVOICE: 4436589010016299									
VENDOR TOTALS		12,287.24	YTD INVOICED		13,367.32	YTD PAID			804.99
4193 ATOMATIC MECHANICAL SERVICES INC									
157008	07/07/23 213676		216767	P 07/17/23 2015012	932105	BLDG MNT CNTR-HVAC EQUIP			1,725.00
INVOICE: SRV2303144									
VENDOR TOTALS		13,296.50	YTD INVOICED		13,296.50	YTD PAID			1,725.00
101020 BAKER AND TAYLOR BOOKS									
156894	07/07/23 213562		216768	P 07/17/23 2015015	938506	GNL CNTRL SVC/PROGRAM			13.07
INVOICE: 2037599971									
156895	07/07/23 213563		216768	P 07/17/23 2015015	938506	GNL CNTRL SVC/PROGRAM			1,716.04
INVOICE: 2037572640									
156896	07/07/23 213564		216768	P 07/17/23 2015017	954011	LIB RSRCS -MWL			33.76
INVOICE: 2037614298									
156897	07/07/23 213565		216768	P 07/17/23 2015017	954011	LIB RSRCS -MWL			68.70
INVOICE: 2037614299									
156898	07/07/23 213566		216768	P 07/17/23 2015017	954011	LIB RSRCS -MWL			100.21
INVOICE: 2037614300									
156899	07/07/23 213567		216768	P 07/17/23 2015017	954017	LIB RSRCS-ADULT BOOKS NF			29.08
INVOICE: 2037594524									
156900	07/07/23 213568		216768	P 07/17/23 2015017	954017	LIB RSRCS-ADULT BOOKS NF			23.01
INVOICE: 2037594525									
156901	07/07/23 213569		216768	P 07/17/23 2015017	954017	LIB RSRCS-ADULT BOOKS NF			17.46
INVOICE: 2037594526									

CITY OF PARK RIDGE



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VENDOR NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION		
156902 INVOICE: 07/07/23 213570	07/07/23	213570		216768	P	07/17/23	2015017	954017	LIB RSRCS-ADULT BOOKS NF	20.87
156903 INVOICE: 07/07/23 213571	07/07/23	213571		216768	P	07/17/23	2015017	954017	LIB RSRCS-ADULT BOOKS NF	16.89
156904 INVOICE: 07/07/23 213572	07/07/23	213572		216768	P	07/17/23	2015017	954017	LIB RSRCS-ADULT BOOKS NF	18.01
156905 INVOICE: 07/07/23 213573	07/07/23	213573		216768	P	07/17/23	2015017	954017	LIB RSRCS-ADULT BOOKS NF	18.14
156906 INVOICE: 07/07/23 213574	07/07/23	213574		216768	P	07/17/23	2015017	954017	LIB RSRCS-ADULT BOOKS NF	87.33
156907 INVOICE: 07/07/23 213575	07/07/23	213575		216768	P	07/17/23	2015017	954017	LIB RSRCS-ADULT BOOKS NF	106.38
156908 INVOICE: 07/07/23 213576	07/07/23	213576		216768	P	07/17/23	2015017	954017	LIB RSRCS-ADULT BOOKS NF	18.83
156910 INVOICE: 07/07/23 213578	07/07/23	213578		216768	P	07/17/23	2015017	954017	LIB RSRCS-ADULT BOOKS NF	60.01
156911 INVOICE: 07/07/23 213579	07/07/23	213579		216768	P	07/17/23	2015017	954017	LIB RSRCS-ADULT BOOKS NF	36.91
156913 INVOICE: 07/07/23 213581	07/07/23	213581		216768	P	07/17/23	2015017	954017	LIB RSRCS-ADULT BOOKS NF	79.47
156914 INVOICE: 07/07/23 213582	07/07/23	213582		216768	P	07/17/23	2015017	954017	LIB RSRCS-ADULT BOOKS NF	55.92
156915 INVOICE: 07/07/23 213583	07/07/23	213583		216768	P	07/17/23	2015017	954017	LIB RSRCS-ADULT BOOKS NF	89.11
156916 INVOICE: 07/07/23 213584	07/07/23	213584		216768	P	07/17/23	2015017	954017	LIB RSRCS-ADULT BOOKS NF	30.35
156917 INVOICE: 07/07/23 213585	07/07/23	213585		216768	P	07/17/23	2015017	954017	LIB RSRCS-ADULT BOOKS NF	55.65
156918 INVOICE: 07/07/23 213586	07/07/23	213586		216768	P	07/17/23	2015017	954017	LIB RSRCS-ADULT BOOKS NF	31.90
156919 INVOICE: 07/07/23 213587	07/07/23	213587		216768	P	07/17/23	2015017	954001	LIB RSRCS--ADULT BOOKS FI	8.06
156920 INVOICE: 07/07/23 213588	07/07/23	213588		216768	P	07/17/23	2015017	954001	LIB RSRCS--ADULT BOOKS FI	13.45
156921 INVOICE: 07/07/23 213589	07/07/23	213589		216768	P	07/17/23	2015017	954001	LIB RSRCS--ADULT BOOKS FI	894.64
156922 INVOICE: 07/07/23 213590	07/07/23	213590		216768	P	07/17/23	2015017	954001	LIB RSRCS--ADULT BOOKS FI	362.55
156923 INVOICE: 07/07/23 213591	07/07/23	213591		216768	P	07/17/23	2015017	954001	LIB RSRCS--ADULT BOOKS FI	103.57
156924 INVOICE: 07/07/23 213592	07/07/23	213592		216768	P	07/17/23	2015017	954001	LIB RSRCS--ADULT BOOKS FI	37.70
156926 INVOICE: 07/07/23 213594	07/07/23	213594		216768	P	07/17/23	2015017	954001	LIB RSRCS--ADULT BOOKS FI	26.95
156927 INVOICE: 07/07/23 213595	07/07/23	213595		216768	P	07/17/23	2015017	954001	LIB RSRCS--ADULT BOOKS FI	18.02
156928 INVOICE: 07/07/23 213596	07/07/23	213596		216768	P	07/17/23	2015017	954001	LIB RSRCS--ADULT BOOKS FI	16.33
156929 INVOICE: 07/07/23 213597	07/07/23	213597		216768	P	07/17/23	2015017	954001	LIB RSRCS--ADULT BOOKS FI	16.89
156930 INVOICE: 07/07/23 213598	07/07/23	213598		216768	P	07/17/23	2015017	954001	LIB RSRCS--ADULT BOOKS FI	133.95

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INVOICE: 2037585375									
156931	07/07/23	213599		216768	P	07/17/23	2015017 954001	LIB RSRCS--ADULT BOOKS FI	191.35
INVOICE: 2037594175									
156932	07/07/23	213600		216768	P	07/17/23	2015017 954001	LIB RSRCS--ADULT BOOKS FI	195.44
INVOICE: 2037585373									
156934	07/07/23	213602		216768	P	07/17/23	2015017 954001	LIB RSRCS--ADULT BOOKS FI	22.10
INVOICE: 2037585372									
156935	07/07/23	213603		216768	P	07/17/23	2015017 954001	LIB RSRCS--ADULT BOOKS FI	16.88
INVOICE: 2037585374									
156936	07/07/23	213604		216768	P	07/17/23	2015017 954001	LIB RSRCS--ADULT BOOKS FI	381.10
INVOICE: 2037609326									
156938	07/07/23	213606		216768	P	07/17/23	2015015 954002	LIB RSRCS-CHILDREN BOOKS	85.00
INVOICE: 2037597812									
156939	07/07/23	213607		216768	P	07/17/23	2015015 954002	LIB RSRCS-CHILDREN BOOKS	127.98
INVOICE: 2037610119									
156940	07/07/23	213608		216768	P	07/17/23	2015015 954002	LIB RSRCS-CHILDREN BOOKS	243.68
INVOICE: 2037601184									
156941	07/07/23	213609		216768	P	07/17/23	2015015 954002	LIB RSRCS-CHILDREN BOOKS	15.06
INVOICE: 2037601183									
156942	07/07/23	213610		216768	P	07/17/23	2015015 954002	LIB RSRCS-CHILDREN BOOKS	33.60
INVOICE: 2037620118									
156943	07/07/23	213611		216768	P	07/17/23	2015015 954019	LIB RSRCS-CHILDRENS BOOKS	30.60
INVOICE: 2037600656									
156944	07/07/23	213612		216768	P	07/17/23	2015015 954019	LIB RSRCS-CHILDRENS BOOKS	278.55
INVOICE: 2037600657									
156945	07/07/23	213613		216768	P	07/17/23	2015015 954019	LIB RSRCS-CHILDRENS BOOKS	97.47
INVOICE: 2037592439									
156947	07/07/23	213615		216768	P	07/17/23	2015015 954002	LIB RSRCS-CHILDREN BOOKS	5.97
INVOICE: 2037626980									
156948	07/07/23	213616		216768	P	07/17/23	2015015 954002	LIB RSRCS-CHILDREN BOOKS	17.07
INVOICE: 2037622760									
156949	07/07/23	213617		216768	P	07/17/23	2015015 954002	LIB RSRCS-CHILDREN BOOKS	20.36
INVOICE: 2037622761									
157079	07/10/23	213747		216768	P	07/17/23	2015017 954001	LIB RSRCS--ADULT BOOKS FI	8.06
INVOICE: 2037615495									
157080	07/10/23	213748		216768	P	07/17/23	2015017 954001	LIB RSRCS--ADULT BOOKS FI	8.06
INVOICE: 2037615496									
157081	07/10/23	213749		216768	P	07/17/23	2015017 954001	LIB RSRCS--ADULT BOOKS FI	17.45
INVOICE: 2037615497									
157082	07/10/23	213750		216768	P	07/17/23	2015017 954001	LIB RSRCS--ADULT BOOKS FI	12.26
INVOICE: 2037615498									
157083	07/10/23	213751		216768	P	07/17/23	2015017 954001	LIB RSRCS--ADULT BOOKS FI	29.12
INVOICE: 2037615499									
157084	07/10/23	213752		216768	P	07/17/23	2015017 954001	LIB RSRCS--ADULT BOOKS FI	51.24
INVOICE: 2037615500									
157085	07/10/23	213753		216768	P	07/17/23	2015017 954001	LIB RSRCS--ADULT BOOKS FI	184.49
INVOICE: 2037615501									
157086	07/10/23	213754		216768	P	07/17/23	2015017 954001	LIB RSRCS--ADULT BOOKS FI	17.02
INVOICE: 2037606781									
157087	07/10/23	213755		216768	P	07/17/23	2015017 954001	LIB RSRCS--ADULT BOOKS FI	17.46
INVOICE: 2037606782									

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157088	INVOICE:	07/10/23	213756		216768	P	07/17/23	2015017	LIB RSRCS--ADULT BOOKS FI	16.88
157089	INVOICE:	07/10/23	213757		216768	P	07/17/23	2015017	LIB RSRCS--ADULT BOOKS FI	18.02
157090	INVOICE:	07/10/23	213758		216768	P	07/17/23	2015017	LIB RSRCS--ADULT BOOKS FI	12.26
157091	INVOICE:	07/10/23	213759		216768	P	07/17/23	2015017	LIB RSRCS--ADULT BOOKS FI	50.52
157092	INVOICE:	07/10/23	213760		216768	P	07/17/23	2015017	LIB RSRCS--ADULT BOOKS FI	70.06
157093	INVOICE:	07/10/23	213761		216768	P	07/17/23	2015017	LIB RSRCS--ADULT BOOKS FI	24.92
157094	INVOICE:	07/10/23	213762		216768	P	07/17/23	2015017	LIB RSRCS--ADULT BOOKS FI	57.74
157095	INVOICE:	07/10/23	213763		216768	P	07/17/23	2015017	LIB RSRCS--ADULT BOOKS FI	21.23
157124	INVOICE:	07/07/23	213792		216768	P	07/17/23	2015017	LIB RSRCS--ADULT BOOKS NF	18.02
	VENDOR TOTALS				90,942.95	YTD INVOICED		94,468.73	YTD PAID	6,756.23
7046	ALYSSA BARRETT									
157009	INVOICE:	07/07/23	213677		216769	P	07/17/23	2015015	GNL CNTRL SVC/PROGRAM	18.00
	INVOICE:		ADM0707233							
	VENDOR TOTALS				18.00	YTD INVOICED		18.00	YTD PAID	18.00
489	BLACKSTONE AUDIO INC									
157010	INVOICE:	07/07/23	213678		216770	P	07/17/23	2015017	LIB RSRCS-RECORDING AUDIO	82.40
157096	INVOICE:	07/10/23	213764		216770	P	07/17/23	2015017	LIB RSRCS-RECORDING AUDIO	435.33
157098	INVOICE:	07/10/23	213766		216770	P	07/17/23	2015017	LIB RSRCS-RECORDING AUDIO	178.28
	INVOICE:		2107929							
	VENDOR TOTALS				4,690.19	YTD INVOICED		4,729.14	YTD PAID	696.01
7072	BRODART CO									
157011	INVOICE:	07/07/23	213679		216771	P	07/17/23	2015013	LIBRARY SUPPLIES	215.75
	INVOICE:		626449							
	VENDOR TOTALS				295.10	YTD INVOICED		407.73	YTD PAID	215.75
300553	CENGAGE LEARNING INC									
157012	INVOICE:	07/07/23	213680		216772	P	07/17/23	2015017	LIB RSRCS--ADULT BOOKS FI	30.39
157013	INVOICE:	07/07/23	213681		216772	P	07/17/23	2015017	LIB RSRCS--ADULT BOOKS FI	51.98
157014	INVOICE:	07/07/23	213682		216772	P	07/17/23	2015017	LIB RSRCS--ADULT BOOKS FI	96.00
157015	INVOICE:	07/07/23	213683		216772	P	07/17/23	2015017	LIB RSRCS--ADULT BOOKS FI	92.76

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INVOICE: 81423971									
VENDOR TOTALS		8,065.86	YTD INVOICED		8,173.82	YTD PAID			271.13
7517 JPH ENTERPRISES INC									
157044	07/07/23 213712		216773 P 07/17/23 2015011	936000					39.00
INVOICE: 72745									
VENDOR TOTALS		2,967.00	YTD INVOICED		3,486.00	YTD PAID			39.00
102908 COMPUTER VIEW INC									
157016	07/07/23 213684		216774 P 07/17/23 2015011	990800					4,550.00
INVOICE: 29695									
157017	07/07/23 213685		216774 P 07/17/23 2015011	990800					4,185.00
INVOICE: 29696									
VENDOR TOTALS		142,598.70	YTD INVOICED		142,598.70	YTD PAID			8,735.00
8870 CONFIDENCE WITH ETIQUETTE									
157018	07/07/23 213686		216775 P 07/17/23 2015017	938506					300.00
INVOICE: ADM0707234									
VENDOR TOTALS		300.00	YTD INVOICED		300.00	YTD PAID			300.00
19972 DEMCO INC									
157019	07/07/23 213687		216776 P 07/17/23 2015015	951100					111.37
INVOICE: 7324031									
157020	07/07/23 213688		216776 P 07/17/23 2015013	951100					253.50
INVOICE: 7326083									
VENDOR TOTALS		4,244.08	YTD INVOICED		4,530.19	YTD PAID			364.87
8909 DEO CONSULTING INC									
157021	07/07/23 213689		216777 P 07/17/23 2015015	938506					475.00
INVOICE: ADM0707235									
VENDOR TOTALS		475.00	YTD INVOICED		475.00	YTD PAID			475.00
7277 FIRST COMMUNICATIONS LLC									
157022	07/07/23 213690		216778 P 07/17/23 2015011	938501					1,181.24
INVOICE: 125562475									
VENDOR TOTALS		6,546.09	YTD INVOICED		6,546.09	YTD PAID			1,181.24
8496 GORDON FLESCH COMPANY INC									
157023	07/07/23 213691		216779 P 07/17/23 2015011	935101					1,474.44
INVOICE: I00836112									
VENDOR TOTALS		11,212.14	YTD INVOICED		11,212.14	YTD PAID			1,474.44
7286 MIDWEST IMPRESSIONS IN STONE INC									

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157024	07/07/23	213692		216780	P	07/17/23	2015011	OFF SPLS--OTHER SUPPLIES	239.00	239.00
INVOICE: 12487										
VENDOR TOTALS 239.00 YTD PAID 239.00 YTD INVOICED										
7842	INGRAM LIBRARY SERVICES									
157025	07/07/23	213693		216781	P	07/17/23	2015017	LIB RSRCS--ADULT BOOKS FI	200.17	200.17
INVOICE: 67619586										
157026	07/07/23	213694		216781	P	07/17/23	2015017	LIB RSRCS--ADULT BOOKS NF	41.05	41.05
INVOICE: 67619585										
157027	07/07/23	213695		216781	P	07/17/23	2015017	LIB RSRCS--ADULT BOOKS NF	284.79	284.79
INVOICE: 62939456										
157028	07/07/23	213696		216781	P	07/17/23	2015015	LIB RSRCS--CHILDREN BOOKS	185.72	185.72
INVOICE: 67616971										
VENDOR TOTALS 12,999.96 YTD INVOICED 13,791.26 YTD PAID										
8639	JEFFREY WAGNER									
157067	07/07/23	213735		216782	P	07/17/23	2015017	GNL CNTRL SVC/PROGRAM	250.00	250.00
INVOICE: ADM07072312										
VENDOR TOTALS 250.00 YTD INVOICED 250.00 YTD PAID										
8537	KATIE LENZ									
157031	07/07/23	213699		216783	P	07/17/23	2015015	GNL CNTRL SVC/PROGRAM	31.10	31.10
INVOICE: ADM0707237										
VENDOR TOTALS 31.10 YTD INVOICED 31.10 YTD PAID										
5303	KINGS III OF AMERICA INC									
157029	07/07/23	213697		216784	P	07/17/23	2015012	BLDG MNT CNTR-ELEV MAINT	196.47	196.47
INVOICE: 2465184										
VENDOR TOTALS 589.41 YTD INVOICED 589.41 YTD PAID										
8865	LANGUAGE ACADEMY LLC									
157030	07/07/23	213698		216785	P	07/17/23	2015015	GNL CNTRL SVC/PROGRAM	50.00	50.00
INVOICE: ADM0707236										
VENDOR TOTALS 100.00 YTD INVOICED 100.00 YTD PAID										
8580	MADELINE MCGUIRE									
157032	07/07/23	213700		216786	P	07/17/23	2015011	CONFERENCES & TRAINING	21.97	21.97
INVOICE: ADM0707238										
VENDOR TOTALS 528.00 YTD INVOICED 577.89 YTD PAID										
7835	MARK ANDERSON									
157004	07/07/23	213672		216787	P	07/17/23	2015015	GNL CNTRL SVC/PROGRAM	350.00	350.00
INVOICE: ADM070723										
157005	07/07/23	213673		216787	P	07/17/23	2015015	GNL CNTRL SVC/PROGRAM	350.00	350.00

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INVOICE: ADM0707232		700.00	YTD INVOICED	700.00	YTD PAID	700.00		
VENDOR TOTALS								
1061	MARY MASON 157033 INVOICE: ADM0707239 07/07/23 213701 157033 INVOICE: ADM0707239 07/07/23 213701	216788	P	07/17/23	2015015	951100	LIBRARY SUPPLIES	19.06
		216788	P	07/17/23	2015015	938506	GNL CNTRL SVC/PROGRAM	70.62
VENDOR TOTALS		396.96	YTD INVOICED			459.63	YTD PAID	89.68
101892	MIDWEST TAPE 157034 INVOICE: 503993196 07/07/23 213702 157035 INVOICE: 506989488 07/07/23 213703 157036 INVOICE: 503975141 07/07/23 213704 157037 INVOICE: 503962206 07/07/23 213705 157038 INVOICE: 503989641 07/07/23 213706 157039 INVOICE: 503945143 07/07/23 213707 157040 INVOICE: 503945144 07/07/23 213708 157041 INVOICE: 503945145 07/07/23 213709 157042 INVOICE: 503945147 07/07/23 213710 157043 INVOICE: 503962285 07/07/23 213711 157099 INVOICE: 504029564 07/10/23 213767 157100 INVOICE: 504021143 07/10/23 213768 157102 INVOICE: 504021142 07/10/23 213770 157103 INVOICE: 504021140 07/10/23 213771 157104 INVOICE: 504021141 07/10/23 213773 157106 INVOICE: 504019148 07/10/23 213774 157107 INVOICE: 504019147 07/10/23 213775 157109 INVOICE: 504019146 07/10/23 213777 157110 INVOICE: 504019149 07/10/23 213778	216789	P	07/17/23	2015015	954005	LIB RSRCS-AV/DVD/BLURAY	22.93
		216789	P	07/17/23	2015015	954005	LIB RSRCS-AV/DVD/BLURAY	89.29
		216789	P	07/17/23	2015015	954005	LIB RSRCS-AV/DVD/BLURAY	31.48
		216789	P	07/17/23	2015015	954005	LIB RSRCS-AV/DVD/BLURAY	230.26
		216789	P	07/17/23	2015017	954005	LIB RSRCS-AV/DVD/BL	28.29
		216789	P	07/17/23	2015017	954005	LIB RSRCS-AV/DVD/BL	115.48
		216789	P	07/17/23	2015017	954005	LIB RSRCS-AV/DVD/BL	83.96
		216789	P	07/17/23	2015017	954005	LIB RSRCS-AV/DVD/BL	128.48
		216789	P	07/17/23	2015017	954005	LIB RSRCS-AV/DVD/BL	26.24
		216789	P	07/17/23	2015017	954005	LIB RSRCS-AV/DVD/BL	29.79
		216789	P	07/17/23	2015017	954005	LIB RSRCS-AV/DVD/BL	137.64
		216789	P	07/17/23	2015017	954005	LIB RSRCS-AV/DVD/BL	26.24
		216789	P	07/17/23	2015017	954005	LIB RSRCS-AV/DVD/BL	132.68
		216789	P	07/17/23	2015017	954005	LIB RSRCS-AV/DVD/BL	44.98
		216789	P	07/17/23	2015017	954005	LIB RSRCS-AV/DVD/BL	68.21
		216789	P	07/17/23	2015017	954005	LIB RSRCS-AV/DVD/BL	79.45
		216789	P	07/17/23	2015017	954005	LIB RSRCS-AV/DVD/BL	194.93
		216789	P	07/17/23	2015017	954005	LIB RSRCS-AV/DVD/BL	68.97
		216789	P	07/17/23	2015017	954005	LIB RSRCS-AV/DVD/BL	26.24

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102063 NEWSBANK	157111	07/10/23	213779		216789	P	07/17/23	2015017	954005 LIB RSRCS-AV/DVD/BL	29.99
	INVOICE:	504007060								
	157112	07/10/23	213780		216789	P	07/17/23	2015017	954005 LIB RSRCS-AV/DVD/BL	46.48
	INVOICE:	504006499								
	157113	07/10/23	213781		216789	P	07/17/23	2015015	954005 LIB RSRCS-AV/DVD/BLURAY	65.71
	INVOICE:	504026026								
	157114	07/10/23	213782		216789	P	07/17/23	2015015	954005 LIB RSRCS-AV/DVD/BLURAY	82.52
	INVOICE:	504026024								
VENDOR TOTALS	157116	07/10/23	213784		216789	P	07/17/23	2015015	954005 LIB RSRCS-AV/DVD/BLURAY	26.13
	INVOICE:	504025891								
	157118	07/10/23	213786		216789	P	07/17/23	2015015	954005 LIB RSRCS-AV/DVD/BLURAY	23.99
	INVOICE:	504019144								
VENDOR TOTALS				35,174.89	YTD INVOICED		39,848.96	YTD PAID	1,840.36	
924 OVERDRIVE INC	157047	07/07/23	213715		216790	P	07/17/23	2015017	954018 LIB RSRCS-ONLINE DATABASE	2,268.00
	INVOICE:	00751C02316058								
	157048	07/07/23	213716		216790	P	07/17/23	2015017	954018 LIB RSRCS-ONLINE DATABASE	5,654.00
	INVOICE:	00751C023199229								
	157049	07/07/23	213717		216790	P	07/17/23	2015017	954018 LIB RSRCS-ONLINE DATABASE	7,922.00
	INVOICE:	00751DA23201307								
	157050	07/07/23	213718		216791	P	07/17/23	201	NO. SUB. DIGITAL CONSORTI	3,134.23
	INVOICE:	00751CP23206917								
229 PITNEY BOWES INC	157051	07/07/23	213719		216791	P	07/17/23	201	NO. SUB. DIGITAL CONSORTI	924.31
	INVOICE:	CD0075123204586								
	157119	07/10/23	213787		216791	P	07/17/23	201	NO. SUB. DIGITAL CONSORTI	422.67
	INVOICE:	H0096372								
	157120	07/10/23	213788		216791	P	07/17/23	201	NO. SUB. DIGITAL CONSORTI	121.78
	INVOICE:	00751DA23210304								
	157121	07/10/23	213789		216791	P	07/17/23	201	LIB RSRCS-E-BOOKS	6,000.00
	INVOICE:	00751C023212477								
VENDOR TOTALS				124,894.60	YTD INVOICED		128,913.17	YTD PAID	1,000.00	
VENDOR TOTALS	157052	07/07/23	213720		216792	P	07/17/23	2015011	938502 GNL CNTRL SVC/POSTAGE	40.22
	INVOICE:	ADM07072310								
	157123	07/10/23	213791		216792	P	07/17/23	2015011	938502 GNL CNTRL SVC/POSTAGE	2,552.51
	INVOICE:	ADM0710232								
VENDOR TOTALS				4,383.03	YTD INVOICED		4,383.03	YTD PAID	14,195.72	
VENDOR TOTALS				35,174.89	YTD INVOICED		39,848.96	YTD PAID	2,000.00	
VENDOR TOTALS				124,894.60	YTD INVOICED		128,913.17	YTD PAID	400.00	
VENDOR TOTALS				4,383.03	YTD INVOICED		4,383.03	YTD PAID	2,400.00	



CITY OF PARK RIDGE

PAID INVOICES REPORT

WARRANT: L071623

TO FISCAL 2024/07 01/01/2023 TO 12/31/2023

VENDOR NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
8790 PLAYAWAY PRODUCTS LLC 157053 INVOICE: 433011	07/07/23	213721		216793	P	07/17/23	2015015 954004	LIB RSRCS-RECORDING AUDIO	123.23
157054 INVOICE: 432859	07/07/23	213722		216793	P	07/17/23	2015015 954004	LIB RSRCS-RECORDING AUDIO	63.74
157055 INVOICE: 433635	07/07/23	213723		216793	P	07/17/23	2015015 954004	LIB RSRCS-RECORDING AUDIO	59.49
157056 INVOICE: 433941	07/07/23	213724		216793	P	07/17/23	2015015 954004	LIB RSRCS-RECORDING AUDIO	111.98
157057 INVOICE: 433553	07/07/23	213725		216793	P	07/17/23	2015015 954004	LIB RSRCS-RECORDING AUDIO	76.49
157058 INVOICE: 434067	07/07/23	213726		216793	P	07/17/23	2015017 954004	LIB RSRCS-RECORDING AUDIO	76.49
157059 INVOICE: 433275	07/07/23	213727		216793	P	07/17/23	2015015 954004	LIB RSRCS-RECORDING AUDIO	49.99
VENDOR TOTALS							11,111.38 YTD INVOICED	11,111.38 YTD PAID	561.41
92 LORI L PRESTON 157122 INVOICE: ADM071023	07/10/23	213790		216794	P	07/17/23	2015011 932400	LIB MEMBER DUES	155.00
VENDOR TOTALS							159.00 YTD INVOICED	159.00 YTD PAID	155.00
6517 JOHN PRIALA 157179 INVOICE: ADM071223	07/12/23	213848		216795	P	07/17/23	2015011 933800	CONFERENCES & TRAINING	29.41
VENDOR TOTALS							29.41 YTD INVOICED	29.41 YTD PAID	29.41
6880 ROBBINS SCHWARTZ 157060 INVOICE: 951327,328,329	07/07/23	213728		216796	P	07/17/23	2015011 942500	GENERAL COUNSEL	1,154.00
VENDOR TOTALS							3,544.00 YTD INVOICED	5,260.00 YTD PAID	1,154.00
303227 SCHOLASTIC 157061 INVOICE: 50563592	07/07/23	213729		216797	P	07/17/23	2015015 938506	GNL CNTRL SVC/PROGRAM	815.21
VENDOR TOTALS							2,025.21 YTD INVOICED	2,025.21 YTD PAID	815.21
8908 SENTRUM MARKETING LLC 157062 INVOICE: 9070623B0352U1	07/07/23	213730		216798	P	07/17/23	2015017 954017	LIB RSRCS-ADULT BOOKS NF	764.50
VENDOR TOTALS							764.50 YTD INVOICED	764.50 YTD PAID	764.50
102551 CACINI INC 157174 INVOICE: 43962	07/12/23	213843		216799	P	07/17/23	2015011 936000	PUBLIC RELATIONS	32.50

CITY OF PARK RIDGE



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TO FISCAL 2024/07 01/01/2023 TO 12/31/2023

VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION
157175	INVOICE: 43946	07/12/23	213844		216799	P	07/17/23	2015011 936000	PUBLIC RELATIONS
VENDOR TOTALS									
									3,830.50 YTD PAID
6493	SUN AND MOON YOGA	07/07/23	213731		216800	P	07/17/23	2015017 938506	GNL CNTRL SVC/PROGRAM
157063	INVOICE: ADM07072311								
VENDOR TOTALS									
									4,500.00 YTD PAID
5003	UNIQUE MANAGEMENT SERVICES INC	07/12/23	213845		216801	P	07/17/23	2015011 937800	LIB BNK SERV CHG
157176	INVOICE: 6114319								
VENDOR TOTALS									
									472.80 YTD PAID
4402	VERIFY	07/07/23	213732		216802	P	07/17/23	2015011 933100	LIB RECRUIT & TESTING
157064	INVOICE: 1538500IN								
VENDOR TOTALS									
									1,385.95 YTD PAID
2193	VERIZON WIRELESS	07/12/23	213846		216803	P	07/17/23	2015011 938501	GNL CNTRL SVC/TELEPHONE
157177	INVOICE: 9938549370								
VENDOR TOTALS									
									32,247.42 YTD PAID
565	VERNON LIBRARY SUPPLIES INC	07/07/23	213733		216804	P	07/17/23	2015013 951100	LIBRARY SUPPLIES
157065	INVOICE: 637312								
VENDOR TOTALS									
									768.31 YTD PAID
6235	SARAH VESSALO	07/07/23	213734		216805	P	07/17/23	2015011 933800	CONFERENCES & TRAINING
157066	INVOICE: ADM07072312								
VENDOR TOTALS									
									141.37 YTD PAID
300800	WAREHOUSE DIRECT INC	07/12/23	213847		216806	P	07/17/23	2015011 951001	OFF SPLS--PHOTOCOPY
157178	INVOICE: 55282190								
157178	INVOICE: 55282190								
VENDOR TOTALS									
									2,673.36 YTD PAID
									REPORT TOTALS
									69,575.01

CITY OF PARK RIDGE

PAID INVOICES REPORT

WARRANT: L071623

VENDOR NAME
DOCUMENT

INV DATE VOUCHER PO

CHECK NO T CHK DATE GL ACCOUNT

GL ACCOUNT DESCRIPTION

TO FISCAL 2024/07 01/01/2023 TO 12/31/2023

TOTAL PRINTED CHECKS COUNT AMOUNT
 49 69,575.01

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



**City of Park Ridge, IL
Warrant List Fund Totals
07/31/2023**

Fund	Description	Amount
201	Library Fund	\$41,360.20
201	Grant Fund	\$0.00
201	North Suburban	\$1,399.83
<hr/>		
	Report Total	\$ 42,760.03

CITY OF PARK RIDGE



PAID INVOICES REPORT

WARRANT: L073123

TO FISCAL 2024/07 01/01/2023 TO 12/31/2023

VENDOR NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
5132 ADP, INC. 157241 INVOICE: 637820309	07/19/23	213910		216892	P	07/28/23	2015011	GNL CNTRL SVC/PAYROLL	439.30
VENDOR TOTALS		82,428.25	YTD INVOICED				93,481.78	YTD PAID	439.30
48 ALLIANCE ENTERTAINMENT 157242 INVOICE: PLS73876507	07/19/23	213911		216893	P	07/28/23	2015017	LIB RSRCS-RECORDINGS MUSI	108.85
VENDOR TOTALS		2,611.61	YTD INVOICED				2,764.60	YTD PAID	108.85
302670 AMAZON CAPITAL SERVICES 157244 INVOICE: INGHGWTG/KY	07/19/23	213913		216894	P	07/28/23	2015017	LIB RSRCS--ADULT BOOKS FI	11.10
157245 INVOICE: 1YD37N1M3JD	07/19/23	213914		216894	P	07/28/23	2015017	LIB RSRCS-ADULT BOOKS NF	88.96
157246 INVOICE: 1QID39CGXK76	07/19/23	213915		216894	P	07/28/23	2015017	LIB RSRCS-VIDEOGAMES	133.99
157247 INVOICE: 1PKGV9RWJ17	07/19/23	213916		216894	P	07/28/23	2015012	BUILDING SUPPLIES	148.76
157248 INVOICE: 1JDR4HGYNR16	07/19/23	213917		216894	P	07/28/23	2015017	LIBRARY SUPPLIES - MAKERS	184.42
157249 INVOICE: 1HYGR6TCKX1V	07/19/23	213918		216894	P	07/28/23	2015015	LIB RSRCS-VIDEOGAMES	36.43
157251 INVOICE: 16JX4DV7TKP9	07/19/23	213920		216894	P	07/28/23	2015015	LIB RSRCS-VIDEOGAMES	34.99
157252 INVOICE: 1GN6TWCXDGL	07/19/23	213921		216894	P	07/28/23	2015015	LIB RSRCS-VIDEOGAMES	179.79
157253 INVOICE: 13W71633XG	07/19/23	213922		216894	P	07/28/23	2015015	LIB RSRCS-VIDEOGAMES	59.98
157254 INVOICE: 1NLF91PP9HVX	07/19/23	213923		216894	P	07/28/23	2015013	LIBRARY SUPPLIES	47.06
157255 INVOICE: 1CJN9C6M14PY	07/19/23	213924		216894	P	07/28/23	2015017	LIB RSRCS-ADULT BOOKS NF	17.95
157435 INVOICE: 1TLKH9JXPVDX	07/25/23	214105		216894	P	07/28/23	2015015	GNL CNTRL SVC/PROGRAM	79.80
157437 INVOICE: 1D6P41L1TRDD	07/25/23	214107		216894	P	07/28/23	2015015	GNL CNTRL SVC/PROGRAM	6.78
157440 INVOICE: 16MWHC64XWG	07/25/23	214110		216894	P	07/28/23	2015011	OFF SPLS--OTHER SUPPLIES	16.63
157441 INVOICE: 14MFR1YFW4D4	07/25/23	214111		216894	P	07/28/23	2015016	LIBRARY SUPPLIES	12.45
157442 INVOICE: 11F4G309RX3C	07/25/23	214113		216894	P	07/28/23	2015015	GNL CNTRL SVC/PROGRAM	226.26
157444 INVOICE: 1HXTP47MJXR7	07/25/23	214114		216894	P	07/28/23	2015016	LIBRARY SUPPLIES	47.98
157446 INVOICE: 163MP14D7D46	07/25/23	214116		216894	P	07/28/23	2015016	LIBRARY SUPPLIES	51.17
157448 INVOICE: 16RW6LPH1YPC	07/25/23	214118		216894	P	07/28/23	2015017	LIB RSRCS - EXP LIB	27.89

CITY OF PARK RIDGE



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VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	YTD PAID
157449	INVOICE: 07/25/23 214119	07/25/23	214119		216894	P	07/28/23	2015015	LIBRARY SUPPLIES	177.46
157450	INVOICE: 07/25/23 214120	07/25/23	214120		216894	P	07/28/23	2015015	GNL CNTRL SVC/PROGRAM	101.70
157451	INVOICE: 07/25/23 214121	07/25/23	214121		216894	P	07/28/23	2015015	GNL CNTRL SVC/PROGRAM	67.40
	VENDOR TOTALS		42,972.82					33,391.53	YTD PAID	1,758.95
303186	AMERICAN LIBRARY ASSOCIATION									
157452	INVOICE: 07/25/23 214122	07/25/23	214122		216895	P	07/28/23	2015011	LIB MEMBER DUES	236.00
	VENDOR TOTALS		568.00					568.00	YTD PAID	236.00
5008	ANCEL GLINK PC									
157256	INVOICE: 07/19/23 213925	07/19/23	213925		216896	P	07/28/23	2015011	GENERAL COUNSEL	168.75
	VENDOR TOTALS		93,870.92					107,280.09	YTD PAID	168.75
101020	BAKER AND TAYLOR BOOKS									
157181	INVOICE: 07/18/23 213850	07/18/23	213850		216897	P	07/28/23	2015017	LIB RSRCS-ADULT BOOKS NF	18.02
157183	INVOICE: 07/18/23 213852	07/18/23	213852		216897	P	07/28/23	2015017	LIB RSRCS-ADULT BOOKS NF	49.62
157184	INVOICE: 07/18/23 213853	07/18/23	213853		216897	P	07/28/23	2015017	LIB RSRCS-ADULT BOOKS NF	65.19
157185	INVOICE: 07/18/23 213854	07/18/23	213854		216897	P	07/28/23	2015017	LIB RSRCS-ADULT BOOKS NF	49.54
157186	INVOICE: 07/18/23 213855	07/18/23	213855		216897	P	07/28/23	2015017	LIB RSRCS-ADULT BOOKS NF	34.34
157187	INVOICE: 07/18/23 213856	07/18/23	213856		216897	P	07/28/23	2015017	LIB RSRCS-ADULT BOOKS NF	102.52
157188	INVOICE: 07/18/23 213857	07/18/23	213857		216897	P	07/28/23	2015017	LIB RSRCS-ADULT BOOKS NF	75.49
157189	INVOICE: 07/18/23 213858	07/18/23	213858		216897	P	07/28/23	2015017	LIB RSRCS-ADULT BOOKS NF	20.87
157190	INVOICE: 07/18/23 213859	07/18/23	213859		216897	P	07/28/23	2015017	LIB RSRCS-ADULT BOOKS NF	37.16
157191	INVOICE: 07/18/23 213860	07/18/23	213860		216897	P	07/28/23	2015017	LIB RSRCS-ADULT BOOKS NF	17.45
157192	INVOICE: 07/18/23 213861	07/18/23	213861		216897	P	07/28/23	2015017	LIB RSRCS-ADULT BOOKS NF	19.44
157193	INVOICE: 07/18/23 213862	07/18/23	213862		216897	P	07/28/23	2015017	LIB RSRCS-ADULT BOOKS NF	14.19
157194	INVOICE: 07/18/23 213863	07/18/23	213863		216897	P	07/28/23	2015017	LIB RSRCS-ADULT BOOKS NF	18.02
157195	INVOICE: 07/18/23 213864	07/18/23	213864		216897	P	07/28/23	2015017	LIB RSRCS-ADULT BOOKS NF	51.80
157196	INVOICE: 07/18/23 213865	07/18/23	213865		216897	P	07/28/23	2015017	LIB RSRCS-ADULT BOOKS NF	18.02

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VENDOR NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
INVOICE: 2037615521									
157197	07/18/23	213866		216897	P	07/28/23	2015017	LIB RSRCS-ADULT BOOKS NF	14.05
INVOICE: 2037615522									
157198	07/18/23	213867		216897	P	07/28/23	2015017	LIB RSRCS-ADULT BOOKS NF	62.75
INVOICE: 2037615523									
157199	07/18/23	213868		216897	P	07/28/23	2015017	LIB RSRCS-ADULT BOOKS NF	18.02
INVOICE: 2037615524									
157200	07/18/23	213869		216897	P	07/28/23	2015017	LIB RSRCS-ADULT BOOKS NF	41.02
INVOICE: 2037615525									
157201	07/18/23	213870		216897	P	07/28/23	2015017	LIB RSRCS-ADULT BOOKS NF	290.32
INVOICE: 2037615526									
157202	07/18/23	213871		216897	P	07/28/23	2015017	LIB RSRCS-ADULT BOOKS NF	19.15
INVOICE: 2037605594									
157203	07/18/23	213872		216897	P	07/28/23	2015017	LIB RSRCS-ADULT BOOKS NF	16.89
INVOICE: 2037605595									
157204	07/18/23	213873		216897	P	07/28/23	2015017	LIB RSRCS-ADULT BOOKS NF	20.02
INVOICE: 2037605596									
157205	07/18/23	213874		216897	P	07/28/23	2015017	LIB RSRCS-ADULT BOOKS NF	103.39
INVOICE: 2037605597									
157206	07/18/23	213875		216897	P	07/28/23	2015017	LIB RSRCS-ADULT BOOKS NF	12.85
INVOICE: 2037605598									
157207	07/18/23	213876		216897	P	07/28/23	2015017	LIB RSRCS-ADULT BOOKS NF	17.46
INVOICE: 2037605599									
157208	07/18/23	213877		216897	P	07/28/23	2015017	LIB RSRCS-ADULT BOOKS NF	23.69
INVOICE: 2037605600									
157209	07/18/23	213878		216897	P	07/28/23	2015017	LIB RSRCS-ADULT BOOKS NF	36.16
INVOICE: 2037605601									
157210	07/18/23	213879		216897	P	07/28/23	2015017	LIB RSRCS-ADULT BOOKS NF	36.05
INVOICE: 2037605602									
157211	07/18/23	213880		216897	P	07/28/23	2015017	LIB RSRCS-ADULT BOOKS NF	23.58
INVOICE: 2037605603									
157212	07/18/23	213881		216897	P	07/28/23	2015017	LIB RSRCS-ADULT BOOKS NF	93.16
INVOICE: 2037605604									
157213	07/18/23	213882		216897	P	07/28/23	2015017	LIB RSRCS-ADULT BOOKS NF	110.12
INVOICE: 2037651098									
157214	07/18/23	213883		216897	P	07/28/23	2015017	LIB RSRCS--ADULT BOOKS FI	9.86
INVOICE: 2037625530									
157215	07/18/23	213884		216897	P	07/28/23	2015017	LIB RSRCS--ADULT BOOKS FI	12.25
INVOICE: 2037625531									
157216	07/18/23	213885		216897	P	07/28/23	2015017	LIB RSRCS--ADULT BOOKS FI	13.05
INVOICE: 2037625532									
157217	07/18/23	213886		216897	P	07/28/23	2015017	LIB RSRCS--ADULT BOOKS FI	24.48
INVOICE: 2037625533									
157218	07/18/23	213887		216897	P	07/28/23	2015017	LIB RSRCS--ADULT BOOKS FI	13.45
INVOICE: 2037625534									
157219	07/18/23	213888		216897	P	07/28/23	2015017	LIB RSRCS--ADULT BOOKS FI	33.78
INVOICE: 2037625535									
157220	07/18/23	213889		216897	P	07/28/23	2015017	LIB RSRCS--ADULT BOOKS FI	120.69
INVOICE: 2037625536									
157221	07/18/23	213890		216897	P	07/28/23	2015017	LIB RSRCS--ADULT BOOKS FI	288.62
INVOICE: 037639899									

CITY OF PARK RIDGE

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TO FISCAL 2024/07 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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157222	INVOICE:	07/18/23	213891		216897	P	07/28/23	2015017	954001	LIB RSRCS--ADULT BOOKS FI	17.94
157223	INVOICE:	07/18/23	213892		216897	P	07/28/23	2015017	954011	LIB RSRCS -MWL	34.92
157224	INVOICE:	07/18/23	213893		216897	P	07/28/23	2015017	954011	LIB RSRCS -MWL	68.68
157225	INVOICE:	07/18/23	213894		216897	P	07/28/23	2015017	954011	LIB RSRCS -MWL	66.43
157226	INVOICE:	07/18/23	213895		216897	P	07/28/23	2015017	954011	LIB RSRCS -MWL	200.63
157227	INVOICE:	07/18/23	213896		216897	P	07/28/23	2015015	954002	LIB RSRCS-CHILDREN BOOKS	11.77
157228	INVOICE:	07/18/23	213897		216897	P	07/28/23	2015015	954002	LIB RSRCS-CHILDREN BOOKS	7.77
157229	INVOICE:	07/18/23	213898		216897	P	07/28/23	2015015	954002	LIB RSRCS-CHILDREN BOOKS	27.12
157230	INVOICE:	07/18/23	213899		216897	P	07/28/23	2015015	954002	LIB RSRCS-CHILDREN BOOKS	519.05
157231	INVOICE:	07/18/23	213900		216897	P	07/28/23	2015015	954002	LIB RSRCS-CHILDREN BOOKS	280.38
157232	INVOICE:	07/18/23	213901		216897	P	07/28/23	2015015	954002	LIB RSRCS-CHILDREN BOOKS	4.77
157233	INVOICE:	07/18/23	213902		216897	P	07/28/23	2015015	954002	LIB RSRCS-CHILDREN BOOKS	26.88
157234	INVOICE:	07/18/23	213903		216897	P	07/28/23	2015015	954002	LIB RSRCS-CHILDREN BOOKS	-77.95
157235	INVOICE:	07/18/23	213904		216897	P	07/28/23	2015015	954002	LIB RSRCS-CHILDREN BOOKS	44.16
157236	INVOICE:	07/18/23	213905		216897	P	07/28/23	2015015	954002	LIB RSRCS-CHILDREN BOOKS	40.44
157237	INVOICE:	07/18/23	213906		216897	P	07/28/23	2015015	954002	LIB RSRCS-CHILDREN BOOKS	4.18
157238	INVOICE:	07/18/23	213907		216897	P	07/28/23	2015015	954019	LIB RSRCS-CHILDRENS BOOKS	391.59
157239	INVOICE:	07/18/23	213908		216897	P	07/28/23	2015015	954019	LIB RSRCS-CHILDRENS BOOKS	100.00
157240	INVOICE:	07/18/23	213909		216897	P	07/28/23	2015015	954019	LIB RSRCS-CHILDRENS BOOKS	14.31
VENDOR TOTALS										3,829.60	
7696	BARBARA L KALNES	07/19/23	213948		216898	P	07/28/23	2015017	938506	GNL CNTRL SVC/PROGRAM	450.00
157279	INVOICE:	ADM07192310									
VENDOR TOTALS										450.00	
489	BLACKSTONE AUDIO, INC	07/19/23	213926		216899	P	07/28/23	2015017	954004	LIB RSRCS-RECORDING AUDIO	43.45
157257	INVOICE:	2108459			216899	P	07/28/23	2015017	954004	LIB RSRCS-RECORDING AUDIO	38.95
157258	INVOICE:	07/19/23	213927								
VENDOR TOTALS										82.40	

VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	YTD INVOICED	YTD PAID
VENDOR TOTALS										94,772.55	98,298.33
7696	BARBARA L KALNES	07/19/23	213948		216898	P	07/28/23	2015017	938506	GNL CNTRL SVC/PROGRAM	450.00
157279	INVOICE:	ADM07192310									
VENDOR TOTALS										450.00	450.00
489	BLACKSTONE AUDIO, INC	07/19/23	213926		216899	P	07/28/23	2015017	954004	LIB RSRCS-RECORDING AUDIO	43.45
157257	INVOICE:	2108459			216899	P	07/28/23	2015017	954004	LIB RSRCS-RECORDING AUDIO	38.95
157258	INVOICE:	07/19/23	213927								
VENDOR TOTALS										82.40	82.40

CITY OF PARK RIDGE



PAID INVOICES REPORT

WARRANT: L073123

TO FISCAL 2024/07 01/01/2023 TO 12/31/2023

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

302631	CHILDRENS PLUS INC 157266 INVOICE: 232038	07/19/23 213935	216905 P 07/28/23 2015015 954019	18,072.27 YTD PAID	27.10
102908	COMPUTER VIEW INC 157454 INVOICE: 29716	07/25/23 214124	216906 P 07/28/23 2015011 952000	5,131.50 YTD PAID	3,816.31
2272	DE FRANCO PLUMBING INC 157456 INVOICE: 33687	07/25/23 214126	216907 P 07/28/23 2015012 932103	143,048.70 YTD PAID	450.00
8193	DIANA COLLERAN 157267 INVOICE: ADM0719232	07/19/23 213936	216908 P 07/28/23 2015011 936000	1,636.75 YTD PAID	442.75
25165	EBSCO SUBSCRIPTION SERV 157268 INVOICE: 10002096541	07/19/23 213937	216909 P 07/28/23 2015017 954018	450.00 YTD PAID	450.00
7543	LAN ENG 157269 INVOICE: ADM0719233	07/19/23 213938	216910 P 07/28/23 2015011 933800	8,241.07 YTD PAID	5,052.07
302023	ELIZABETH FICHTER 157270 INVOICE: ADM0719234	07/19/23 213939	216911 P 07/28/23 2015011 933800	216.73 YTD PAID	153.86
8193	COMPUTER VIEW INC 157271 INVOICE: ADM0719235	07/19/23 213940	216911 P 07/28/23 2015011 933800	5,131.50 YTD PAID	82.64
157271	COMPUTER VIEW INC 157271 INVOICE: ADM0719235	07/19/23 213940	216911 P 07/28/23 2015011 933800	5,131.50 YTD PAID	47.25
157271	COMPUTER VIEW INC 157271 INVOICE: ADM0719235	07/19/23 213940	216911 P 07/28/23 2015011 933800	5,131.50 YTD PAID	10.08
157272	COMPUTER VIEW INC 157272 INVOICE: ADM0719235	07/19/23 213941	216911 P 07/28/23 2015011 933800	5,131.50 YTD PAID	162.22
					113.30

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157283	07/19/23	213952		216918	P	07/28/23	2015017	954005	LIB RSRCS-AV/DVD/BL	44.98
INVOICE: 504048187										
157284	07/19/23	213953		216918	P	07/28/23	2015017	954005	LIB RSRCS-AV/DVD/BL	153.68
INVOICE: 504048186										
157285	07/19/23	213954		216918	P	07/28/23	2015017	954005	LIB RSRCS-AV/DVD/BL	37.49
INVOICE: 504048184										
157286	07/19/23	213955		216918	P	07/28/23	2015017	954005	LIB RSRCS-AV/DVD/BL	62.97
INVOICE: 504048182										
157287	07/19/23	213956		216918	P	07/28/23	2015017	954005	LIB RSRCS-AV/DVD/BL	36.72
INVOICE: 504048183										
157288	07/19/23	213957		216918	P	07/28/23	2015015	954005	LIB RSRCS-AV/DVD/BLURAY	39.82
INVOICE: 504048124										
157289	07/19/23	213958		216918	P	07/28/23	2015015	954005	LIB RSRCS-AV/DVD/BLURAY	40.17
INVOICE: 504057640										
157290	07/19/23	213959		216918	P	07/28/23	2015015	954004	LIB RSRCS-RECORDING AUDIO	12.74
INVOICE: 504048123										
157291	07/19/23	213960		216918	P	07/28/23	2015015	954004	LIB RSRCS-RECORDING AUDIO	31.99
INVOICE: 504048125										
VENDOR TOTALS								40,361.99	YTD PAID	513.03
57766 NICOR GAS	07/19/23	213961		216919	P	07/28/23	2015012	955000	NATURAL GAS	356.07
INVOICE: ADM07192312										
VENDOR TOTALS								52,303.08	YTD PAID	356.07
924 OVERDRIVE INC	07/19/23	213962		216920	P	07/28/23	201	430819	NO. SUB. DIGITAL CONSORTI	75.00
INVOICE: 00751DA23215323										
157294	07/19/23	213963		216920	P	07/28/23	201	430819	NO. SUB. DIGITAL CONSORTI	858.99
INVOICE: 00751C023214706										
157295	07/19/23	213964		216920	P	07/28/23	201	430819	NO. SUB. DIGITAL CONSORTI	465.84
INVOICE: 00751DA23216617										
VENDOR TOTALS								130,313.00	YTD PAID	1,399.83
4141 PADDOCK PUBLICATIONS INC	07/19/23	213965		216921	P	07/28/23	2015011	951002	OFF SPLS--OTHER SUPPLIES	737.10
INVOICE: 257377										
157458	07/25/23	214128		216921	P	07/28/23	2015011	951002	OFF SPLS--OTHER SUPPLIES	704.70
INVOICE: 257468										
VENDOR TOTALS								2,332.00	YTD PAID	1,441.80
3949 PARK RIDGE LIONS CLUB	07/19/23	213966		216922	P	07/28/23	2015011	932400	LIB MEMBER DUES	175.00
INVOICE: ADM07192313										
157298	07/19/23	213967		216922	P	07/28/23	2015011	932400	LIB MEMBER DUES	175.00
INVOICE: ADM07192314										

CITY OF PARK RIDGE



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TO FISCAL 2024/07 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	525.00 YTD INVOICED	700.00 YTD PAID	350.00
8790 PLAYAWAY PRODUCTS LLC 157299 07/19/23 213968 INVOICE: 434709 157300 07/19/23 213969 INVOICE: 434175 157301 07/19/23 213970 INVOICE: 434241 157302 07/19/23 213971 INVOICE: 434693	216923 P 07/28/23 2015017 954004 216923 P 07/28/23 2015017 954004 216923 P 07/28/23 2015017 954004 216923 P 07/28/23 2015015 954004	LIB RSRCS-RECORDING AUDIO LIB RSRCS-RECORDING AUDIO LIB RSRCS-RECORDING AUDIO LIB RSRCS-RECORDING AUDIO	305.96 947.61 72.24 54.99
VENDOR TOTALS	12,492.18 YTD INVOICED	12,492.18 YTD PAID	1,380.80
301981 PROGRAM PROFESSIONAL SERVICES INC 157460 07/25/23 214130 INVOICE: 171305	216924 P 07/28/23 2015012 932103	BLDG MNT CNTR-GENL MAINT	438.00
VENDOR TOTALS	438.00 YTD INVOICED	438.00 YTD PAID	438.00
5530 REACHING ACROSS ILLINOIS LIBRARY SYSTEMS 157461 07/25/23 214131 INVOICE: 11045	216925 P 07/28/23 2015017 954012	LIB RSRCS-E-BOOKS	3,500.00
VENDOR TOTALS	4,022.00 YTD INVOICED	4,022.00 YTD PAID	3,500.00
4023 RAINBOW ANIMAL ASSISTED THERAPY 157303 07/19/23 213972 INVOICE: ADM07192315	216926 P 07/28/23 2015015 938506	GNL CNTRL SVC/PROGRAM	50.00
VENDOR TOTALS	700.00 YTD INVOICED	700.00 YTD PAID	50.00
6880 ROBBINS SCHWARTZ 157463 07/25/23 214133 INVOICE: 953791,792	216927 P 07/28/23 2015011 942500	GENERAL COUNSEL	1,132.00
VENDOR TOTALS	4,676.00 YTD INVOICED	6,392.00 YTD PAID	1,132.00
102805 STATE CHEMICAL MANUFACTURING CO 157466 07/25/23 214136 INVOICE: 902988543	216928 P 07/28/23 2015012 952100	BUILDING SUPPLIES	226.60
VENDOR TOTALS	453.20 YTD INVOICED	453.20 YTD PAID	226.60
8893 THE SCRIBBLEBOOKS COMPANY 157304 07/19/23 213973 INVOICE: ADM07192316	216929 P 07/28/23 2015015 938506	GNL CNTRL SVC/PROGRAM	475.00
VENDOR TOTALS	475.00 YTD INVOICED	475.00 YTD PAID	475.00

CITY OF PARK RIDGE



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TO FISCAL 2024/07 01/01/2023 TO 12/31/2023

VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	AMOUNT	
300800 WAREHOUSE DIRECT INC	157306	07/19/23	213975		216930	P	07/28/23	2015011 951002	OFF SPLS--OTHER SUPPLIES	5.72	
INVOICE:	55286001	07/19/23	213976		216930	P	07/28/23	2015011 951002	OFF SPLS--OTHER SUPPLIES	122.16	
INVOICE:	55286000	07/19/23	213977		216930	P	07/28/23	2015016 951100	LIBRARY SUPPLIES	269.16	
INVOICE:	55300410	07/25/23	214138		216930	P	07/28/23	2015011 951001	OFF SPLS--PHOTOCOPY	50.86	
INVOICE:	55341320	07/25/23	214138		216930	P	07/28/23	2015011 951002	OFF SPLS--OTHER SUPPLIES	56.97	
INVOICE:	55341320	07/25/23	214140		216930	P	07/28/23	2015011 951002	OFF SPLS--OTHER SUPPLIES	48.10	
INVOICE:	55361850	07/25/23	214142		216930	P	07/28/23	2015016 951100	LIBRARY SUPPLIES	467.22	
INVOICE:	55366260	07/25/23	214142								
VENDOR TOTALS					3,427.27	YTD	INVOICED	3,693.55	YTD	PAID	1,020.19
8773 WEBLIX INC	157476	07/25/23	214146		216931	P	07/28/23	2015011 931700	LIB DATA PROC SV	6,750.00	
INVOICE:	32874										
VENDOR TOTALS					20,250.00	YTD	INVOICED	20,250.00	YTD	PAID	6,750.00
8325 WILLIAMS ASSOCIATES ARCHITECTS LTD	157479	07/25/23	214149		216932	P	07/28/23	2015012 996300	BUILDING/BUILDING IMPROVE	2,309.00	
INVOICE:	0021867										
VENDOR TOTALS					5,911.21	YTD	INVOICED	6,518.09	YTD	PAID	2,309.00
REPORT TOTALS										42,760.03	

TOTAL PRINTED CHECKS	COUNT	AMOUNT
TOTAL WIRE TRANSFERS	41	42,732.93
	1	27.10

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