



**Park Ridge Public Library**

Regular Board Meeting – **AGENDA** –November 19, 2024 at 7:00 PM

**Meeting Location:**

City Hall – Council Chambers – 505 Butler Place, Park Ridge, IL 60068

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

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

- a. Approval of Minutes of the October 15, 2024 Meeting of the Library Board
- b. Ratify Bills Payable-Warrant Register for:

Period 10, October 16, 2024		Period 10, October 31, 2024	
Library Fund Warrants	\$78,645.11	Library Fund Warrants	\$57,337.54
Payroll 10/4/2024	\$94,043.40	Payroll 10/18/2024	\$90,114.01
Per Capita Grant Fund	\$642.31	Per Capita Grant Fund	\$310.61
North Suburban Digital Consortium	\$9,309.48	North Suburban Digital Consortium	\$5,146.39
<b>Total</b>	<b>\$183,640.30</b>	<b>Total</b>	<b>\$154,908.55</b>

- c. Approve Cash Statement for all accounts for October 2024
- d. Ratify disbursements from the Petty Cash Fund, \$142.82
- e. Ratify disbursements from the Gift Fund, \$250.00
- f. Approve revisions to the Legal, Identity Protection, Freedom of Information Act, and Meeting Attendance via Electronic Means policies.
- g. Approve the 2025 Days Closed calendar
5. Treasurer's Report
  - a. Approve the Consolidated Year to Date Revenue and Expenditures Report for October 2024
6. President's Report
7. Secretary's Report
8. Library Director's Report
  - a. Statistics
  - b. Narrative
  - c. Value Added Report
9. Friends of the Library Report
10. Unfinished Business
11. New Business
  - a. Approve the Public Participation and Comment at Board Meetings policy.
  - b. Approve FY24 Budget transfers
12. CLOSED SESSION pursuant to 5 ILCS 120/2(c)(21), for review of Closed Session minutes of the Park Ridge Public Library Board of Trustees and also pursuant to 5 ILCS 120/2(c)(1), for discussion of a personnel matter.
13. Adjournment

All topics on the Agenda are potential Action Items.

## MINUTES

Return to Agenda

### PARK RIDGE PUBLIC LIBRARY

Regular Meeting of the Board of Trustees  
Held in the First Floor Meeting Room at the Library  
20 S. Prospect Avenue, Park Ridge, IL  
October 15, 2024 at 7:00 p.m.

#### CALL TO ORDER

Secretary De Frank called the meeting to order at 7:02 p.m.

#### ROLL CALL

Trustees Present: Anita De Frank, Secretary; Michael Donahue, Josh Kiem, Danielle Powers, Gregg Rusk, Treasurer; David Somheil; Deepika Thiagarajan (7:15p.m.)  
Trustees Absent: Alexandra Hanba, Theresa Renaldi, Vice President  
Others Present: Joanna Bertucci, Library Director, Angela Berger, Lauren Bochat, Jennifer Healy, Laura Scott, Joan Wrenn, Library Staff  
Louis Kaufman, the Rapisand Family

#### RECOGNITION OF FORMER TRUSTEE LAUREN RAPISAND

Director Bertucci stated that former trustee Lauren Rapisand, along with her family, is in attendance at tonight's meeting and added that the Board has written a resolution to recognize Ms. Rapisand's service to the Library and to the Park Ridge community. Secretary De Frank then read the following resolution aloud:

#### *RESOLUTION OF THE BOARD OF TRUSTEES OF THE PARK RIDGE PUBLIC LIBRARY*

*WHEREAS, Lauren Rapisand faithfully served on the Board of Trustees of the Park Ridge Public Library (the "Board") from July 1, 2018 to August 5, 2024; and*

*WHEREAS, during those years of service, she was an active and fiscally responsible member of every Board Committee, providing thoughtful leadership and keen insight, and served with inquisitiveness and dedication; and*

*WHEREAS, she served as President of the Board for two terms (2020 - 2022); as Vice President of the Board for one term (2019 - 2020); and as Secretary of the Board for one term (2023 - 2024); and*

*WHEREAS, she held one term as Chairperson (2023 - 2024) and four terms as Co-Chairperson (2018 - 2021 and 2022 - 2023) of the Communications & Development Committee; and*

*WHEREAS, she held one term as Chairperson of the Personnel Committee (2022 - 2023); and*

*WHEREAS; she held one term as Co-Chairperson of the Planning & Operations Committee (2021 - 2022); and*

*WHEREAS, she has consistently demonstrated deep commitment, enthusiasm, and dedication to the mission and vision of the Park Ridge Public Library, contributing to many impactful and important initiatives, and the Board wishes to recognize and extend its appreciation for her service; and*

*NOW, THEREFORE BE IT*

*RESOLVED THAT ON THIS DATE, October 15, 2024, the Board expresses special thanks and profound appreciation and esteem to Lauren Rapisand for her dedicated service on behalf of the Park Ridge community and extends its very best wishes for success and happiness in all her future endeavors; and*

**MINUTES**  
**PARK RIDGE PUBLIC LIBRARY**  
Regular Meeting of the Board of Trustees  
Held in the First Floor Meeting Room at the Library  
20 S. Prospect Avenue, Park Ridge, IL  
October 15, 2024 at 7:00 p.m.

*BE IT FURTHER RESOLVED that a copy of this Resolution be presented to Lauren Rapisand and included in the contents of the Minutes.*

*Signed by: Deepika Thiagarajan, Board of Trustees President and Anita De Frank, Board of Trustees Secretary*

Ms. Rapisand was then presented with a framed copy of the signed resolution along with an engraved crystal book commemorating her service on the Library Board. The meeting was then paused until 7:17 for refreshments.

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**PUBLIC COMMENT ON NON-AGENDA ITEMS**

None

**CONSENT AGENDA**

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

The following items are included on the Consent Agenda:

- Approval of Minutes of the September 17, 2024 Regular Meeting of the Library Board
- Ratify Bills Payable Warrant Register Period 9, September 16, 2024 in the amount of \$129,673.51 and Period 9, September 30, 2024 in the amount of \$169,885.75.
- Approve Cash Statement for all accounts for September, 2024
- Ratify disbursements from the Petty Cash Fund, \$176.96 and the Gift Fund, \$750.00
- Approve the Park Ride Public Library FY25 Budget in the amount of \$5,428,700
- Approve Computer View, Inc. Quote 202828 in the total amount of \$27,294 for the purchase of 14 laptops at a cost of \$21,344 with and additional configuration/installation cost of \$5950.

Trustee Powers made a

**MOTION:** To approve the Consent Agenda, as presented

President Thiagarajan seconded the motion

Roll Call Vote: Yes: DeFrank, Donahue, Kiem, Powers, Rusk, Somheil, Thiagarajan

Absent: Hanba, Renaldi

**Motion passed**

**TREASURER'S REPORT**

Treasurer Rusk reviewed the Consolidated YTD Revenue and Expenditures Report for FY24 Period 9 noting that with 75% of the year completed, Revenue is at 71% of budget with an additional \$1 million to be posted in October, Operating Expenses are on track for the year while Capital Expense are only 13% YTD. Also noted was that a capital carryforward of approximately \$600,000 will be carried forward to the next fiscal year for project budgeted in 2024 that will be undertaken in 2025.

President Thiagarajan made a

**MOTION:** To approve the Consolidated Year to Date Revenue and Expenditures Report for September, 2024

## MINUTES

### PARK RIDGE PUBLIC LIBRARY

Regular Meeting of the Board of Trustees  
Held in the First Floor Meeting Room at the Library  
20 S. Prospect Avenue, Park Ridge, IL  
October 15, 2024 at 7:00 p.m.

Treasurer Rusk seconded the motion

Roll Call Vote: Yes: De Frank, Donahue, Kiem, Powers, Rusk, Somheil, Thiagarajan

Absent: Hanba, Renaldi

**Motion passed**

#### PRESIDENT'S REPORT

President Thiagarajan stated that as required for the Per Capita Grant application, trustees must review the Standards for Library Service each year. As a result, she assigned each chapter of the Standards to individual trustees for their review. Discussion of the standards and the trustees' findings will be discussed at the November, 2024 Committee of the Whole meeting on November 12, 2024.

#### SECRETARY'S REPORT

Secretary De Frank reviewed each of the PRPL website, social media and press articles included in the Secretary's report included in the packet on page 25.

#### DIRECTOR'S REPORT

Director Bertucci provided highlights from the Director's Report beginning on page 27 of the packet noting that our catalog and related systems had been down for a few days as CCS worked to bring the Mt. Prospect and Waukegan libraries into the consortium. The consortium will also be voting to add the Vernon Area Library into CCS in 2025. The addition of more libraries to the consortium results in lower costs of membership as costs are allocated among more libraries. These additions also provide each member library and its patrons with access to additional resources.

Director Bertucci noted two new funding requests that were made this month: the first was to the Park Ridge Garden Club for funds in the range of \$1,250 - \$1,750 for gardening related programming and to replenish the Seed Library in spring, 2025. The second request was to the 20<sup>th</sup> Century Club for continuation of their support for the Library's Wits Workout programming. The Club committed to additional funding of \$500 with the consideration for further funding after completion of their spring, 2025 fundraiser.

Director Bertucci updated the Board on work being done with regard to the HVAC project in that an HVAC contractor joined Mr. Priala and Mr. Gibson on a walk-through of the building to consider the most efficient and economical way to bring HVAC equipment into the building.

Finally, Director Bertucci reviewed results of this year's Library Card Sign-up campaign noting a 10% increase over 2023 results. She attributed this increase in part to beginning the campaign in August rather than September, to better align with the start of the school year.

#### FRIENDS OF THE LIBRARY REPORT

No report this month. The Friends are busy sorting materials in preparation for the fall book sale later in October.

#### UNFINISHED BUSINESS

None

#### NEW BUSINESS

Director Bertucci directed the Board's attention to the memo in regard to Strategic Planning on page 32 of the packet. This is an updated memo from that presented at the Planning & Operations COW meeting and contains a summary of the discussion on this topic that occurred at the October 8, 2024 COW meeting.



**MINUTES**  
**PARK RIDGE PUBLIC LIBRARY**  
Regular Meeting of the Board of Trustees  
Held in the First Floor Meeting Room at the Library  
20 S. Prospect Avenue, Park Ridge, IL  
October 15, 2024 at 7:00 p.m.

Director Bertucci reviewed the Board's By-Laws noting that Board President Thiagarajan can convene a sub-committee of the Board at her discretion and with the approval of a majority of the full Board.

President Thiagarajan made a

**MOTION:** To convene a Board sub-committee for the purpose of reviewing vendor proposals received for the Board's Strategic Planning initiative AND to appoint trustees Hanba, Renaldi and Somheil to serve on the sub-committee

Trustee Rusk seconded the motion

Roll Call Vote: Yes: De Frank, Donahue, Kiem, Powers, Rusk, Somheil, Thiagarajan

Absent: Hanba, Renaldi

**Motion passed**

Director Bertucci will send a Doodle pool to use in selecting a date for the sub-committee's first meeting. As there will be three trustees serving on the sub-committee, these meetings are subject to the Illinois Open Meetings Act (IOMA) and will be posted as open Board meetings.

**ADJOURNMENT**

Trustee Powers made a

**MOTION:** To adjourn the meeting

President Thiagarajan seconded the motion

Voice Vote: Yes: All in favor

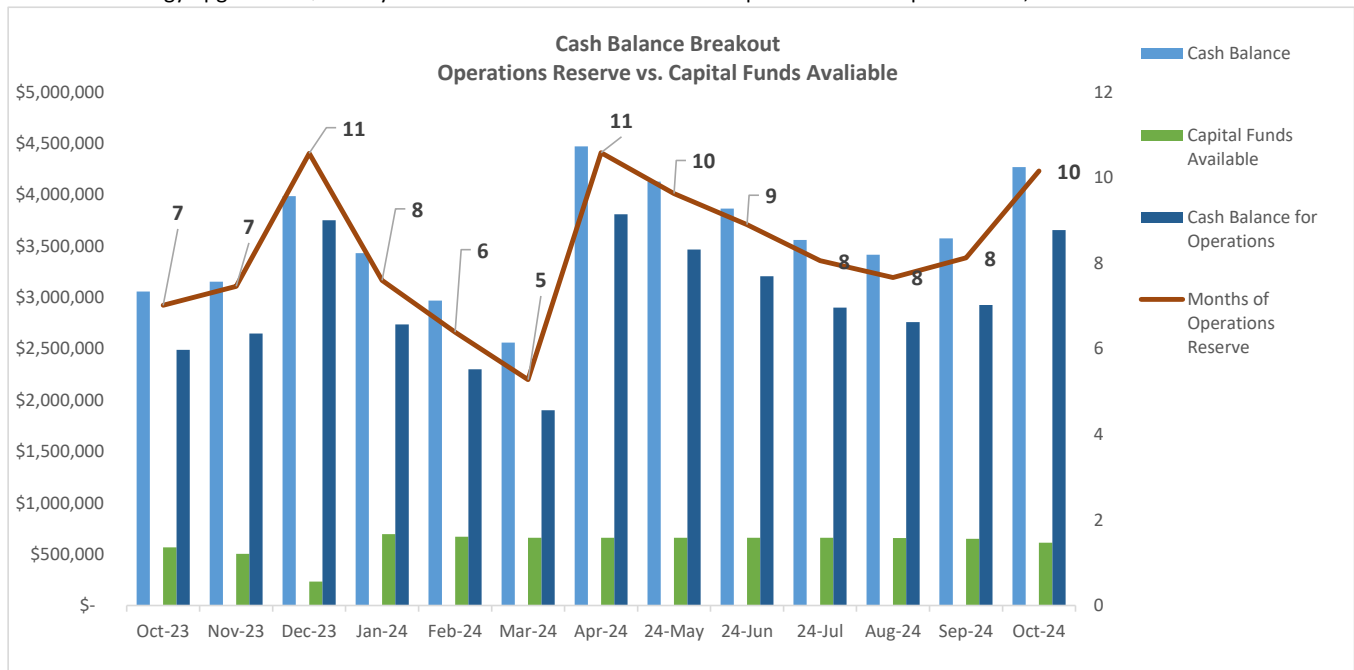
**Motion passed**

The meeting adjourned at 7:38 p.m.

**Cash Statement**  
**Period 10 - October 2024**

<b>CHASE BANK - OPERATING ACCOUNT</b>	
City Administered Library Fund	\$3,574,488
<b>LIBERTY BANK - PETTY CASH ACCOUNT</b>	
Library Administered - Primary use to reimburse lost/paid patron fees	
Signers on account are Library Director, Finance/HR Manager and Adult Services Manager	\$ 69
<b>CASH ON HAND - GENERAL</b>	
Library Administered	\$ 530
<b>BMO HARRIS - CD</b>	
Library Administered - 13 month term with APY 5.25%; Maturity Date: 11/27/24	
Opened as a low interest checking account when Liberty Restricted Gift Account balance reached FDIC insurance limit; rolled into a CD 10/27/23.	
Signers: Library Director and Finance/HR Manager.	\$ 125,503
<b>LIBERTY BANK - RESTRICTED GIFT ACCOUNT</b>	
Library Administered - Both Restricted and Unrestricted Donations -CD Purchased August 27,2024, 7 month Term, 4.60%, Maturity date 3/27/2025 Signers on account are Library Director and Finance/HR Manager	
	\$ 188,957
<b>HUNTINGTON BANK - MALINOWSKI BEQUEST</b>	
Library Administered - 7 month term with an APR of 5.00%; Maturity Date 12/14/2024	
Signers on account are Library Director and Finance/HR Manager	\$130,816
<b>VILLAGE BANK AND TRUST - MALINOWSKI BEQUEST</b>	
Library Administered CD - 12 month term with an APY of 5.00%; Maturity Date 6/08/2025	
Signers on account are Library Director and Finance/HR Manager	\$131,518
<b>PARKWAY BANK - ENDOWMENT FUNDS</b>	
Library Administered CD - 10 month term with an APY of 4.98%; Maturity Date 11/18/2024	
Signers on account are Library Director, Finance/HR Manager and Adult Services Manager	\$ 166,153
<b>*NORTHERN TRUST - BRUCE MICHEL LIBRARY TRUST</b>	
Michel Family Administered	\$221,258

\*The Bruce Michel Library Trust funds are held at Northern Trust and designated for technology upgrades. Quarterly statements are received. Balance reported is as of September 30, 2024.



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

Approval for payment from Gift Fund:

Rainbow Animal Assited Therapy-Marion's Mark  
Center of Concern

\$250.00
<hr style="border: 1px solid black;"/> \$250.00

Ratify Disbursements from Petty Cash Account:

1691 Mark Orszula	\$	14.99
1692 Colette Angarone	\$	16.99
1693 Caitlin Ryan	\$	18.99
1694 VOID	\$	-
1695 Brian Ward	\$	39.90
1696 Carl Basic	\$	21.95
1697 Peter Converse	\$	30.00
	<hr style="border: 1px solid black;"/> \$	<b>142.82</b>

## 9. LEGAL (OVERSIGHT)

### POLICY:

The Park Ridge Public Library maintains relationships with attorneys to advise the Library on matters including, but not limited to, liability, patron~~(s)~~ rights, personnel, contract review, property tax appeals, and disputes.

### RULES:

1. The Library Director recommends a budget amount for legal counsel as part of the annual budget review and approval process. The Library Director is the point of contact with the Library's legal counsel.
2. In the event of a Library Director vacancy, the Board President, or designee, is authorized to solicit legal counsel on behalf of the Library Board during the interim period.
3. A request for the Library Director to seek legal counsel from an individual Trustee must be agreed upon by a majority of Trustees at a regularly scheduled Board meeting.
4. A request from an individual Trustee to directly seek ~~direct~~ legal counsel must be approved by majority vote at a regularly scheduled Board meeting.
  - a. Any request made outside of a regularly scheduled Board meeting must be ~~approved~~ authorized by the Library Board President and Vice President.
    - i. The President or Vice President ~~may, at their discretion, defer~~ may defer the decision to the next regularly scheduled Board meeting.
    - a.ii. If the President or Vice President are subjects of the legal matter, ~~approval must be given by either the President or Vice President and a second Board Officer~~ either the President or Vice President and a second Board Officer must give approval.
  - b. If ~~a request for legal counsel is initiated by the Library Board President, approval must be given by the Vice President and a second Board Officer~~ the Library Board President initiates a request for legal counsel, the Vice President and a second Board Officer must give approval.

### POLICY:

This Policy ~~with Regard to the Collection, Use, Disclosure and Protection of Individuals' Social Security Numbers~~ is intended to comply with Public Act 96-0874 of the State of Illinois, cited as the Identity Protection Act ("Act") with regard to the collection, use, disclosure and protection of individuals' social security numbers.

### RULES:

#### 1. Prohibited Activities:

##### A. No trustee or employee of the Library shall do any of the following:

- (1) Intentionally communicate or otherwise intentionally make available to the general public, in any manner, an individual's social security number.
- (2) Print an individual's social security number on any card required for the individual to access products or services provided by the Library.
- (3) Require an individual to transmit his or her social security number over the Internet, unless the connection is secure or the social security number is encrypted.
- (4) Print an individual's social security number on any materials that are mailed to the individual, through the U.S. Postal Service, any private mail service, electronic mail or any similar method of delivery, unless State or federal law requires the social security number to be on the document to be mailed. Notwithstanding any provision in this subsection to the contrary, social security numbers may be included in applications and forms sent by mail, including, but not limited to, any material mailed in connection with the administration of the Unemployment Insurance Act, any material mailed in connection with any tax administered by the Illinois Department of Revenue, and documents sent as part of an application or enrollment process or to establish, amend or terminate an account, contract or policy or to confirm the accuracy of the social security number. A social security number that may permissibly be mailed under this subsection may not be printed, in whole or in part, on a postcard or other mailer that does not require an envelope, or be visible on an envelope without the envelope having been opened.

##### B. Except as otherwise provided in this Policy, no trustee or employee of the Library shall do any of the following:

- (1) Collect, use or disclose a social security number from an individual, unless:
  - (i) required to do so under State or federal law, rules or regulations, or the collection, use or disclosure of the social security number is otherwise necessary for the performance of that trustee's or employee's duties and responsibilities;
  - (ii) the need and purpose for the social security number is documented before collection of the social security number; and
  - (iii) the social security number collected is relevant to the documented need and purpose.
- (2) Require an individual to use his or her social security number to access an Internet website.
- (3) Use the social security number of an individual for any purpose other than the purpose for which it was collected.

##### C. The prohibitions in subsection B above do not apply in the following circumstances:

- (1) The disclosure of social security numbers to agents, employees, contractors or subcontractors of the Library, or disclosure to another governmental entity or its agents, employees, contractors or subcontractors, if disclosure is necessary in order for the Library to perform its duties and responsibilities; and, if disclosing to a contractor or subcontractor, prior to such disclosure, the trustee or employee of the Library must first receive from the contractor or subcontractor a copy of the contractor's or subcontractor's policy that sets forth how the requirements imposed under this Policy on the Library, to protect an individual's social security number, will be achieved.
- (2) The disclosure of social security numbers pursuant to a court order, warrant or subpoena.
- (3) The collection, use or disclosure of social security numbers in order to ensure the safety of:
  - (i) Library employees;
  - (ii) persons committed to correctional facilities, local jails and other law-enforcement facilities or retention centers;
  - (iii) wards of the State; and
  - (iv) all persons working in or visiting a Library facility.
- (4) The collection, use or disclosure of social security numbers for internal verification or administrative purposes.
- (5) The collection or use of social security numbers to investigate or prevent fraud, to conduct background checks, to collect a debt, to obtain a credit report from a consumer reporting agency under the federal Fair Credit Reporting Act, to undertake any permissible purpose that is enumerated under the federal Gramm Leach Bliley Act, or to locate a missing person, a lost relative or a person who is due a benefit, such as a pension benefit or an unclaimed property benefit.

D. Any previously adopted standards of the Library, for the collection, use or disclosure of social security numbers, that are stricter than the standards under this Policy with respect to the protection of those social security numbers, shall, in the event of any conflict with the provisions of this Policy, control.

## 2. Public Inspection and Copying of Documents:

Notwithstanding any other provision of this Policy to the contrary, all trustees and employees of the Library must comply with the provisions of any other State law with respect to allowing the public inspection and copying of information or documents containing all or any portion of an individual's social security number. All trustees and employees of the Library must redact social security numbers from the information or documents before allowing the public inspection or copying of the information or documents, as such information is exempt from disclosure under the Freedom of Information Act, pursuant to 5 ILCS 140/7(1)(b) as "private information, "as defined by 5 ILCS 140/2(c-5).

## 3. Applicability:

- A. This Policy does not apply to the collection, use or disclosure of a social security number as required by State or federal law, rule or regulation.
- B. This Policy does not apply to documents that are required to be open to the public under any State or federal law, rule or regulation, applicable case law, Supreme Court Rule or the Constitution of the State of Illinois.

4. Compliance with Federal Law:

If a federal law takes effect requiring any federal agency to establish a national unique patient health identifier program, the Library's compliance with said program shall not be deemed a violation of this Policy or the Act.

5. Embedded Social Security Numbers:

No trustee or employee of the Library may encode or embed a social security number in or on a card or document, including, but not limited to, using a bar code, chip, magnetic strip, RFID technology or other technology, in place of removing the social security number as required by this Policy.

6. Identity-Protection Requirements:

- A. All trustees and employees of the Library, identified as having access to social security numbers in the course of performing their duties, shall receive training in regard to protecting the confidentiality of social security numbers. Said training shall include instructions on the proper handling of information that contains social security numbers from the time of collection through the destruction of the information.
- B. Only trustees and employees of the Library who are required to use or handle information or documents that contain social security numbers shall have access to such information or documents.
- C. Social security numbers requested from an individual shall be provided in a manner that makes the social security number easily redacted if required to be released as part of a public records request.
- D. When collecting a social security number, or upon request by the individual providing the social security number, a statement of the purpose or purposes for which the Library is collecting and using the social security number shall be provided.
- E. A written copy of this Policy, and any amendments thereto, shall be filed with the Library Board within thirty (30) days after approval of this Policy or any amendments thereto.
- F. The Library Director shall make sure that all trustees and employees of the Library are aware of the existence of this Policy, and shall make a copy of this Policy available to each trustee and employee. If the Library amends this Policy, then the Library Director shall advise all trustees and employees of the Library of the existence of the amended Policy, shall make a copy of the amended Policy available to each trustee and employee of the Library, and shall file a copy of the amended Policy with the Library Board.
- G. The Library shall make this Policy available to any member of the public, upon request.

7. Violation:

Any person who intentionally violates the prohibitions in Section 10 of the Act (which are set forth in Sections 1.A. and 1.B. of this Policy) shall, pursuant to the Act, be guilty of a Class B misdemeanor.

If a trustee is found to be in violation of this Policy either as the result of an independent investigation or by an admission of the trustee, the violation will be reported to the Mayor of the City of Park Ridge.

8. This Policy does not supersede any more restrictive law, rule or regulation regarding the collection, use or disclosure of social security numbers.

Revised xxx

Revised November 16, 2021

## 11. FREEDOM OF INFORMATION ACT

### POLICY:

The Park Ridge Public Library complies with the provisions of the Illinois Freedom of Information Act as per [5 ILCS 140](#) ("FOIA"). The Library has established rules to implement the provisions of FOIA.

### RULES:

#### 1. FOIA Officer

The Library Director shall be the FOIA officer. In the absence of the Library Director, the Finance/[HR](#) Manager shall be the FOIA Officer. Staff designated as FOIA Officers must complete annual training mandated within thirty (30) days of appointment to the position.

Library Director/Freedom of Information Officer  
Park Ridge Public Library  
20 S. Prospect Avenue  
Park Ridge, IL 60068  
847-825-3123 - phone  
847-825-0001 - fax  
[librarydirector@parkridgelibrary.org](mailto:librarydirector@parkridgelibrary.org)

#### 2. Requests

FOIA requests must be made in writing and can be submitted in-person, via email or fax. The Library must respond to a request within 5 business days after receipt of the request, or 21 days if the request is for commercial purpose. An extension of 5 days may be permitted under certain circumstances. Failure to respond to a written request within 5 business days, or an extended date agreed to in writing between the parties, may be considered by the requester as a denial of a request.

Categorical requests creating an undue burden upon the Library shall be denied only after extending to the requester an opportunity to reduce the request to manageable proportions in accordance with FOIA.

The FOIA Officer shall make available to the public at no charge the following materials:

- A brief description of the Library, including a short summary of its purposes, operating budget, location, approximate number of full and part-time employees, organization chart and identification of and membership of the Library Board and its committees;
- A brief description of the methods for requesting information and public records, a directory of the Freedom of Information Officers, the address where requests for public records should be sent and any fees allowed by FOIA; and
- A list of types and categories of public records maintained by the Park Ridge Public Library

Fees and costs for supplying records may occur according to the following schedule:

- First 50 pages of black and white, letter, or legal paper are free of charge
- After the first 50 pages, the Library will charge \$0.15 per page
- Color copies and copies sized other than legal or letter size will be charged at the actual cost of reproduction.
- Cost of electronic records, e.g. disks, diskettes, tapes, flash drives, etc., will be charged at the actual cost of the reproduction including the cost of the recording medium.

The Library Director will report all FOIA requests to the Library Board of Trustees at its Regular meetings.



### 3. Denial of a Request

When a request for public records is denied on the grounds that the records are exempt under the Act, the notice of denial shall specify the exemption claimed to authorize the denial. When the Library denies a request for public records, it shall notify the requester in writing of that decision, the reasons for the denial, including a detailed factual basis for the application of any claimed exception in accordance with FOIA, and the names and titles or positions of each person responsible for the denial.

A notice of denial shall also inform the requester of their right to review by the Public Access Counselor ("PAC"), including the PAC's address and phone number. The requester shall also be notified of the right to seek judicial review pursuant to the Act. The Public Access Counselor can be reached at: 1-877-299-3642; Illinois Attorney General's Office, 500 South Second Street, Springfield, Illinois 62706.

Records of FOIA requests, including notices of denial, shall be maintained in the Library's Business Office. Records of requests shall be open to public inspection and copying.

Revised XXX

Revised November 16, 2021

Revised May 17, 2016

Approved May 19, 2015

### 13. MEETING ATTENDANCE VIA ELECTRONIC MEANS

#### POLICY:

Library Trustees are permitted to attend open meetings via electronic means, including audio or video conference in compliance with the rules of [5 ILCS 120/1.02](#).

#### RULES:

1. A Trustee wishing to attend by electronic means shall give notice to the Library Director ~~or~~ and the Board President designee stating the reason for their inability to physically attend the scheduled meeting as soon as is practicable.
2. The approved reasons for attending by electronic means are:
  - a. Personal illness or disability
  - b. Employment purposes or business of the public body
  - c. A family or other emergency
3. A quorum of the Board of Trustees or Committee must be physically present throughout the scheduled meeting.
4. The Trustee presiding at the meeting shall announce the name of the Trustee(s) wishing to attend by electronic means and the qualifying reason before the roll is taken.
5. After the roll of physically present Trustees is taken and the meeting is called to order, a motion must be approved by a majority of the present Trustees to allow the absent Trustee(s) to participate by electronic means.
6. The voice of the Trustee(s) attending electronically will be broadcast to the public and the Trustee(s) attending electronically shall be able to hear the discussions of the other Trustees and the public.
7. Trustees participating by electronic means are afforded all of the same rights as Board members who are physically present as well as being held to the same laws, standards of conduct, Robert's Rules of Order and voting procedures.
8. Trustees participating by electronic means may participate in closed session and should make a reasonable and good faith effort to participate from a location where they cannot be overheard by non-Trustees.
9. The Secretary will record in the meeting minutes the names of those members who are physically present and those attending electronically, in addition to recording the motion and vote of the physically present Trustees that allowed the Trustee(s) to attend the meeting electronically.

#### Revised XXX

Revised December 21, 2021

Revised December 19, 2017

Revised July 19, 2016

Approved October 19, 2011

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**Memo Date:** October 31, 2024  
**From:** Joanna Bertucci  
**Meeting Type:** Planning & Operations Committee of the Whole  
**Meeting Date:** November 12, 2024  
**Action Requested:** For discussion and approval  
**Subject:** 2025 Days Closed Calendar

**Background:**

Included for review and discussion in the November COW packet is the draft 2025 Park Ridge Public Library Days Closed calendar. This calendar has been developed based on how the holidays fall in 2025 and is in alignment with the Library's holiday leave time policy.

I respectfully request that the Board authorize the Library Director to also close the Library building to the public on Friday, January 24, 2025 to host an all staff training day.

**Recommended Motion:**

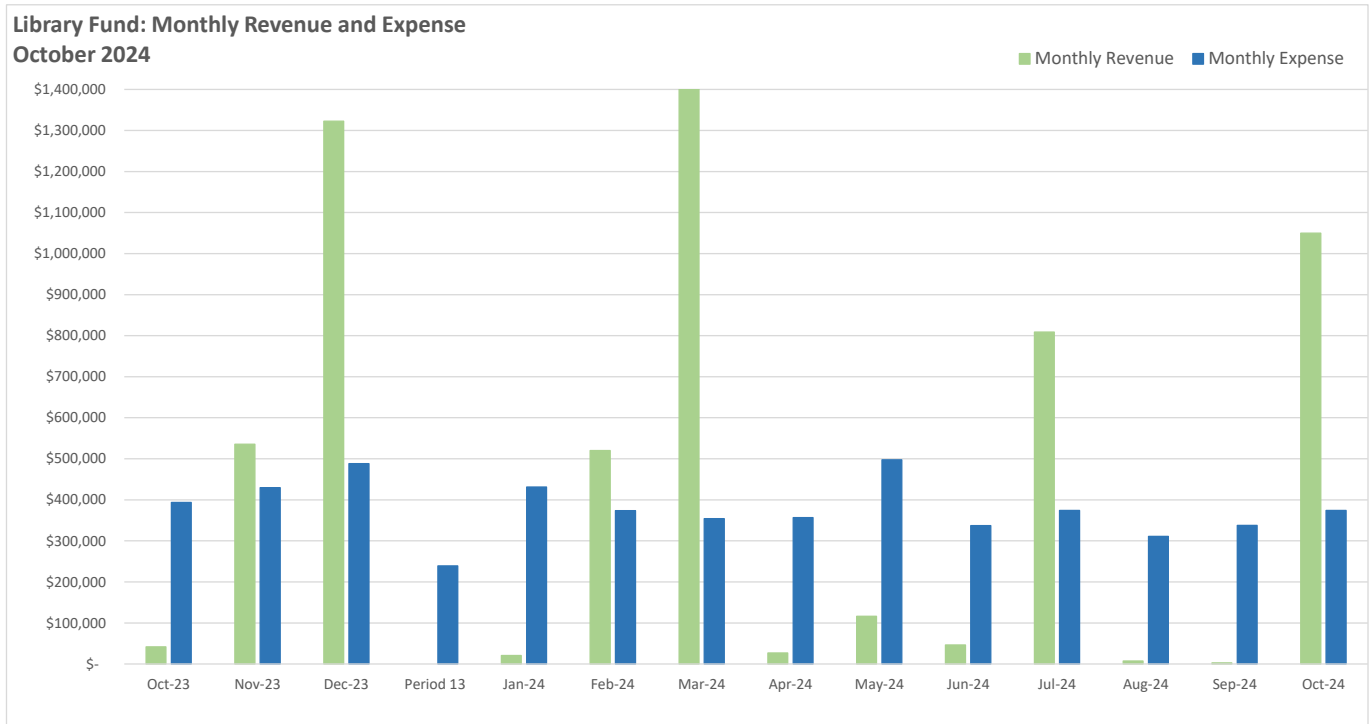
Approve the 2025 Days Closed Calendar



2025 Days Closed Calendar		
Wednesday, January 1	New Year's Day	Library Closed Paid Holiday
Friday, January 24	Staff Training Day	Library Closed to the public Staff who attend are paid
Sunday, April 20	Easter	Library Closed Unpaid Holiday
Sunday, May 25	Day Before Holiday	Library Closed Unpaid Holiday
Monday, May 26	Memorial Day	Library Closed Paid Holiday
Thursday, June 19	Juneteenth	Library Closed Paid Holiday
Thursday, July 3	Day Before Holiday	Library Closes at 6 pm
Friday, July 4	Independence Day	Library Closed Paid Holiday
Sunday, August 31	Day Before Holiday	Library Closed Unpaid Holiday
Monday, September 1	Labor Day	Library Closed Paid Holiday
Wednesday, November 26	Day Before Holiday	Library Closes at 6 pm
Thursday, November 27	Thanksgiving Day	Library Closed Paid Holiday
Wednesday, December 24	Winter Holiday	Library Closed Paid Holiday
Thursday, December 25	Winter Holiday	Library Closed Paid Holiday
Wednesday, December 31	New Year's Eve Day	Library Closed Paid Holiday

10 of 12 months 83%

<b>Park Ridge Public Library</b> <b>Consolidated YTD Revenue and Expenditures</b> <b>Period 10 - OCTOBER 2024</b>							
REVENUE ACCOUNTS	BUDGET	REVISED BUDGET	OCTOBER	ACTUAL	YTD ACTUAL	% RECEIVED	NOTES
Local Government Taxes	\$ 4,302,661	\$ 4,218,161	\$ 17,452	\$ 3,988,531	95%		
State Grants	\$ 108,500	\$ 58,493	\$ -	\$ 58,889	101%		
Other Receipts	\$ 137,000	\$ 199,000	\$ 4,094	\$ 159,695	80%		
<b>Total Revenue</b>	<b>\$ 4,548,161</b>	<b>\$ 4,475,654</b>	<b>\$ 21,546</b>	<b>\$ 4,207,115</b>	<b>94%</b>		
ACCOUNT #	OPERATING ACCOUNTS	BUDGET	REVISED BUDGET	OCTOBER	ACTUAL	YTD EXPENDITURES	% SPENT
9100	Salaries	\$ 2,546,525	\$ 2,546,525	\$ 185,157	\$ 1,939,195	76%	
9210	Employee Benefits	\$ 716,648	\$ 716,648	\$ 49,965	\$ 518,099	72%	
9317	Data Processing	\$ 273,300	\$ 273,300	\$ 17,759	\$ 240,885	88%	
9321	Building Maintenance	\$ 164,500	\$ 164,500	\$ 6,920	\$ 72,747	44%	
9324	Membership, Recruiting, Training	\$ 31,500	\$ 31,500	\$ 397	\$ 19,315	61%	
9351	Equipment Rental	\$ 27,000	\$ 27,000	\$ 1,798	\$ 18,254	68%	
9359	Consulting Services	\$ 20,000	\$ 17,200	\$ -	\$ -	0%	
9360	Public Relations	\$ 45,000	\$ 46,000	\$ 2,571	\$ 40,045	87%	
9385	General Contractural	\$ 114,800	\$ 116,800	\$ 5,567	\$ 56,771	49%	
9385	General Contractural - Programs	\$ 65,000	\$ 85,000	\$ 6,169	\$ 67,207	79%	
9416	Audit	\$ 9,500	\$ 10,300	\$ -	\$ 10,300	100%	
9425	Special Counsel	\$ 25,000	\$ 25,000	\$ 434	\$ 18,086	72%	
9510	Supplies	\$ 120,500	\$ 112,500	\$ 8,892	\$ 84,678	75%	
9511	Staff Appreciation	\$ 2,500	\$ 4,000	\$ 812	\$ 3,308	83%	
9520	Computer Materials	\$ 31,500	\$ 31,500	\$ -	\$ 15,391	49%	
9540	Library Resources	\$ 636,800	\$ 644,800	\$ 36,487	\$ 476,718	74%	
	<b>Total Operating Budget</b>	<b>\$ 4,830,073</b>	<b>\$ 4,852,573</b>	<b>\$ 322,928</b>	<b>\$ 3,580,999</b>	<b>74%</b>	
	<b>Capital Projects Budget</b>						
9908	Computer Equipment	\$ 195,000	\$ 195,000	\$ 13,946	\$ 55,714	29%	
9963	Building Repairs	\$ 500,000	\$ 722,200	\$ 36,961	\$ 109,958	15%	
	<b>Total Capital Projects Budget</b>	<b>\$ 695,000</b>	<b>\$ 917,200</b>	<b>\$ 50,907</b>	<b>\$ 165,672</b>	<b>18%</b>	
	<b>TOTAL BUDGET</b>	<b>\$ 5,525,073</b>	<b>\$ 5,769,773</b>	<b>\$ 373,836</b>	<b>\$ 3,746,671</b>	<b>65%</b>	
	<b>LIBRARY SURPLUS (DEFICIT)</b>	<b>\$ (976,912)</b>	<b>\$ (1,294,119)</b>	<b>\$ (352,289)</b>	<b>\$ 460,443</b>		



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

PRPL Web Site and Social Media News Items

- [Overheard at the Friends Fall Book Sale - Park Ridge Public Library](#) October 25, 2024
- [Lauren Rapisand recognized for six years as trustee - Park Ridge Public Library](#) October 17, 2024



Oct. 2024

	Oct-24	Sep-24	YTD	2023 YTD	2022 YTD	2019 YTD	% Change 2023 to 2024	Analysis
CIRCULATION OVERVIEW								
Physical items	48,764	44,142	504,814	543,429	537,168	649,452	-7%	Total Circulation is up 2% over prior year with physical item circulation down 7% and circulation of digital materials up 38%.
Digital items	19,861	19,246	198,417	144,069	100,994	72,675	38%	
TOTAL	68,625	63,388	703,231	687,498	638,162	722,127	2%	
PROGRAMS								
Adult Programs	45	42	415	273	285	210	52%	Attendance at adult programs is uper 8% over 2023. The number of adult programs have increased by 52%, primarily resulting from increased Studio programming. Youth programs and attendance sinificantly exceed all reported years.
Adult Attendees	847	548	6,734	6,221	6,450	3,550	8%	
Youth Programs	60	54	563	475	445	346	19%	
Youth Attendees	1674	1500	16,098	14,595	9,213	11,632	10%	
OUTREACH								
Home Delivery - Patrons served	30	29	285	281	321	174	1%	Home delivery stats include both homebound and other deliveries. Homebound deliveries have increased while demand for other deliveries has declined. Support of local book clubs remains consistently strong
Home Delivery - Materials loaned	113	98	1,113	1,012	1,198	956	10%	
Book clubs served	49	45	450	454	421	422	-1%	
Items loaned to book clubs	436	408	3,930	3,856	3,645	3,813	2%	
TECHNOLOGY								
Wi-Fi Sessions	58,755	48,907	485,516	438,094	456,635	900,960	11%	Use of public computers is up 3% over prior year. Usage continues to grow each year but has not returned to pre-Covid levels, consistent with national trends. 12% more unique clients are Wi-Fi users while overall # of sessions is up 11% over 2023
Wi-Fi - unique clients	2,134	1,832	17,197	15,293	12,420	-	12%	
Public PC Sessions	1,316	1,150	13,493	13,155	10,045	19,874	3%	
WEBSITE								
Visits	21,646	19,761	200,912	179,966	174,542	184,066	12%	Number of visits to the website has increased 12% YTD. The number of unique users is up 6% over prior year.
Unique users	9,676	9,432	92,562	87,629	85,222	90,733	6%	
USERS								
New cards issued	164	155	1,857	1,900	1,970	1,910	-2%	164 new cards were issued in October. YTD cards issued is down 2%
Total PRPL cardholders	19,628	19,599	19,480	18,931	18,730	24,185	3%	Total number of cardholders increased 3% over September, 2023 levels.
Unique users	9,099	9,103	9,043	9,004	8,921	4,029	0%	The number of unique users is consistent with prior year data.
BUILDING USAGE								
Door count	25,871	21,900	248,219	238,081	198,281	208,755	4%	2024 YTD door counts are up 4% over prior year.
Meetings rooms-community use	12	8	92	69	30	19	33%	Meeting room usage by community groups has increased by 33% over prior year.
Study Rooms - hours of use	1,285	1,148	11,548	10,775	9,872	n/a	7%	YTD Study room usage is 7% greater than prior year
The Studio- hours of use	41	32	340	411	136	n/a	-17%	Studio usage is 17%-less than YTD 2023
The Media Lab - hours of use	25	43	346	690	506	n/a	-50%	Media Lab usage is down when compared with prior years.
STRATEGIC PLAN: Provide support to local teachers, students, homeschool families and learners of all ages								
School Loans	13	22	175	179	121	231	-2%	The number of school loans YTD is down 2% when compared with prior year.
Items loaned to Teachers	614	646	4,533	3,691	3,646	4,950	23%	Number of items loaned is up 23% YTD - more items are getting to teachers.
Total Teacher Library cards	191	191	159	154	144	50	3%	Number of teacher cards has increased 3% over prior year levels
Cardholders*	49%	49%	49%	48%	47%	65%		Percentage of cardholders is at 49%, consistent with national averages and that of comparable libraries.
NOTES:								
City of Park Ridge, 2020 Census		39,656						
City of Park Ridge, 2010 Census		37,479						





Park Ridge Public Library

**TO:** Library Board of Trustees  
**FROM:** Joanna Bertucci, Library Director  
**DATE:** November 15, 2024  
**SUBJECT:** Library Director's Report

#### **Administration & Board:**

- The Library received one Freedom of Information Act (FOIA) request in October. The requestor was anonymous.
  - First and last names of all library employees, hire dates, and salaries

#### **Staff Updates and Professional Development:**

- On Tuesday, October 29, 2024, Lauren Bochat, Technical Services Manager, Kellie Green (Cataloging Librarian), Chris Gross (Receiving Clerk) and Dawn Pahlke (Acquisitions Clerk) traveled to Momence, IL to tour the Baker & Taylor Warehouse. Baker & Taylor is the library's primary print material supplier.
- On Friday, November 1, 2024, Staci Greenwald, Youth Services Manager, and I attended Triton College's forum entitled, *Serving the Neurodiverse in Libraries*. I spoke about our work and successes with regard to the low sensory room (Calming Space) and our monthly sensory friendly hour program.
- We welcomed Dan Fisher to our Maintenance department in October. Mr. Fisher is a wonderful addition to our hard working maintenance team. We also welcomed Laurel Shapiro to our Youth Service Team. Ms. Shapiro will be working with our Preschool Coordinator and presenting our monthly Hello, Baby story time.

#### **Finance and HR**

- Finance/HR Manager Joan Wrenn was invited to join the HR Source Advisory Council. HR Source is an employer association, and council members will provide feedback on training programs and services to help HR Source better meet member needs.
- With approximately 6-weeks until the end of the fiscal year, the Technical Services department receiving and acquisitions clerks have been closely monitoring department encumbrances to ensure that budget lines are on track for the end of the year.
- The Library initiated the following budget transfer in October:
  - \$3,000 from Admin Computer Materials to Admin-Library Data Processing.

#### **Strategic Plan Monthly Progress:**

- ***Encourage individual growth and lifelong learning***
  - Members of the Youth Services, Patron Services, and Technical Services teams met with Administration in October to discuss training Patron Services pages on Picture Book labeling procedures, aiming to complete the picture book reclassification project by August 29, 2025. To help achieve this goal, we've enlisted support outside of the Technical Services department, with two shelvers now trained to assist in the relabeling effort.
- ***Build up a strong workforce and local businesses***
  - No activity in October

- **Align with strategy and set the stage for development**
  - The Library received a \$500 gift from the 20<sup>th</sup> Century Club of Park Ridge. These funds will be earmarked for our Wits Workout programming. The Club will consider additional funding after their spring 2025 benefit.
- **Develop Civic Education for an informed and engaged citizenry.**
  - 52 community members were trained in how to “Stop the Bleed” on October 1. This program was hosted in partnership with the Park Ridge Community Health Commission.

#### **Building and IT:**

- In October and November Facility Manager, John Priala, worked with Twin Supplies, Ltd. to secure incentives from ComEd to upgrade the light fixtures in the second floor reference area, tech zone, and Quiet Reading Room to LED. Our improvements will save approximately 12,765 kilowatt-hours/year and reduce electric expenses by \$1,000 per year. Please see the appended assessment report for additional details. This upgrade was completed on November 7, 2024 and now all the Library’s light fixtures are LED.
- In November, NIR-Roof Care performed an inspection of the roof and Fox Valley Fire and Safety performed the fire sprinkler and fire sprinkler pump inspections.

#### **Marketing and Public Relations:**

- Marketing/PR Manager Jen Healy is working with Teen Services Supervisor, Emily Fardoux, to create an opt-in monthly email newsletter for tweens and teens. The content of each monthly issue will be brief, only three to four calls to action or very brief pieces of news from the Teen Loft about new book drops and other collection and program news. Each item will drive readers to a blog page that will live under the Teens page on our website.
- Ms. Healy attending the Annual Library Marketing and Communications Conference in St. Louis, Missouri during the week of November 11. While at the conference, Ms. Healy met with representatives from Savannah/OrangeBoy who assisted her in preparing this data chart below to illustrate the strength of Orange Boy’s performance over our prior marketing tool, Library Aware.

	<b>OrangeBoy</b> <i>Park Ridge Public Library</i>	<b>Library Aware</b> <i>Nationwide Averages</i>
Average open rate for all emails:	54.9%	44.47%
Unique open rate for specific drip campaigns:		n/a
New Cardholders:	67.6%	
Occasional:	53.7%	
Total clicks-to-open	2.6%*	2.38%
Average bounce rate: .06%	0.06%	0.4%
Average unsubscribe rate: .25%	0.25%	0.47%
Average growth rate of email lists	10%	14.21%

*\*From everyone who opened the message, not all messages sent.*

### Outreach and Community Engagement

- I attended a welcome reception for Nicole Coomer, the new Director for the Center of Concern at Harp and Fiddle on October 28.
- This year, Elementary School Coordinator Catherine Dudley, and Middle and High School Coordinator Maddie McGuire have expanded their outreach visits to local schools, focusing on promoting Illinois book awards. This month Ms. Dudley highlighted the Bluestem Book Award winners through book talks and will assist with Bluestem voting at schools in early 2025. Ms. McGuire visited Lincoln and Emerson to promote the Caudill Book Award. Both coordinators collaborate with librarians from the Niles-Maine District Library when visiting schools that serve students in both Park Ridge and Niles.

### Notable Programs, Collections, and Services

- Adult programs sped along this month, with three big successes.
  - 84 guests joined us for *The Ghosts of Edgar Allan Poe* on October 10
  - 81 patrons gathered for *Global Neighbors: Norway* on October 24
  - We hosted a pop up *No Sew Snowman* program for caregivers and children ages 8-13 in The Studio on November 5. 22 caregivers and their children signed up. Kids and adults were equally pleased, and two of the adults have already come in to do an orientation in The Studio.



Respectfully submitted,  
Joanna Bertucci  
November 15, 2024

# Assessment Report

John Priala • Park Ridge Public Library  
20 South Prospect Avenue, Park Ridge, IL 60068-4188

Wednesday, October 2, 2024

## Annual Energy Usage Benefit

The figures below represent your current energy use and where you'll end up after installing the recommended improvements.

### Current Energy Usage

599,000 kWh/yr

### After Installing Your Selected Improvements

586,235 kWh/yr

## Financial Benefit

ComEd provides instant incentives to reduce your upfront project costs. The table below shows your project costs before and after your instant incentives.

<b>Cost of Selected Improvements</b>	\$6,978.20
<b>Total Instant Incentives from ComEd*</b>	- \$2,435.40
<b>Bonuses from ComEd</b>	- \$1,217.70
<b>Project Cost Due to Your Service Provider</b>	<u>\$3,325.10</u>

\*All incentives are subject to change and must be reserved to be guaranteed

## Benefits Overview

### Total Incentives

\$3,653.10

### Estimated Payback Period After Incentives

3.3 years

### Estimated Annual Cost Savings†

\$1,021.23

†Estimated savings based on average retail price of \$0.08 per kWh and \$0.70 per therm for commercial customers.

## Environmental Impact‡

Your project can result in an annual reduction of  
6 metric tons of CO<sub>2</sub>



That's the equivalent of taking **1 cars** off the road annually!

‡Estimated CO<sub>2</sub> reduction assumes 4.872 \* 10<sup>-4</sup> metric tons CO<sub>2</sub>e not emitted per kWh reduced. Estimated car removal assumes 1 vehicle removed from service reduces the same amount of CO<sub>2</sub>e as reducing electricity production by 9444 kWh / year

## Let's Explore



Small Business  
Assistance  
Program



DX  
Tune-Up



Small Business  
and Multi-  
Family Loan  
Program



Networked  
Lighting  
Controls



Distributed  
Generation  
Rebates (Solar)

## Prepared By

**Twin Supplies Ltd.**

Matthew Skokna

331-225-5505

matt.skokna@twinsupplies.net

Operational and Services Value Add Report

Month: November  
Fiscal Year: 2024

[Return to Agenda](#)

Status	Project	Goal	Plan	Progress to date	Cost Savings	New Costs	Results (Was the project successful? If not, why? Do we have data to report success?)	Year
NEW/In Progress	2nd Floor Lobby/Exploration Library Branding and Relaunch	To create and apply a specific PRPL brand to our Exploration Library collection and develop a comprehensive plan for marketing these items to patrons in the library	The Library's Facility Manager, Adult Services Manager, Marketing Manager and Graphic Artist have met to discuss placement of new slatwall fixture which will involve relocating the second floor lobby display case. The Graphic Artist will develop a logo for the collection and checkout tags for the EL items.	The Facility Manager will make a recommendation for slatwall purchase and new display case that the Director will present at the 12/10 COW. The Graphic Artist has designed a logo and check out tags that have been approved by the Adult Services Manager. The ADS manager will be ordering new items for the collection using \$1,000 gift from the Friends of the Library.		Approximately \$25,000 - 2024 Per Capita Funds		2025
In Progress	Picture Book Genre-fiction Project	Reorganizing our picture book collection with a face-out display and introducing distinct, easily recognizable icon-identifiable categories will enhance accessibility for pre-readers and non-native English speakers. This approach empowers these patrons to select materials and will likely increase circulation of our picture book collection.	<b>Youth Services:</b> Development categories, subcategories, and reclassify materials according to new classification scheme. <b>Technical Services:</b> Reclassify and relabel existing collection according to new classification scheme. <b>Patron Services:</b> Shelves will learn new shelving procedures. <b>Marketing:</b> work with YS to develop iconography, labels, and signage. <b>Facility/Administration:</b> Coordinate and oversee shelving install.	The planning team met and set a 90% completion goal for August 2025. We have enlisted two Patron Services staff members to support the relabeling effort.	\$0	\$31,600 - Per Capita Grant Request		2024
In Progress: Onboarding new hires through ADP system in progress to save time and reduce paperwork to make process more efficient	Payroll Migration	City of Park Ridge decided to transfer payroll processing and payroll software costs from the City to the Library budget. This change will provide a clearer depiction of the Library's overhead; Library has full autonomy over system, no reliance on City staff for new hires, changes, issues, etc.			\$0	\$27,000 year one; \$20,000 years two and three		2022-2024
In Progress	Strategic Plan update	Issue RFP for Strategic Plan consultant on September 23. Board vote on consultant recommendation in November		The committee met on 11/6 and has selected three firms to interview. Interviews will take place on 11/20. The sub committee will make a recommendation at the 12/10 COW meeting		\$30,000, approximately in FY25	3-year plan with measurable outcomes	2025
Pending	Database offering analysis	Determine cost per use; benchmark an acceptable cost per use to justify offering. Market collection to drive usage. Goal: Collection is well used and offers what we need to deliver core services as well as popular/trendy services		This will be a goal for our Adult Services Manager for 2025				2025
Pending	Home Delivery service	Streamline our two home materials delivery services into one service to consolidate time for staff and make the home delivery experience easier for patrons.	Laura Scott and Anastasia Rachmaciej will work collaboratively to combine these services.	This project will resume once our Patron Services Manager has returned from leave.	\$0	\$0		2025



## **October 2024 Report**

- Raised \$6,007.62 at the Fall Sale
- Provided \$21,587.99 to Library for 2024

## 12. PUBLIC PARTICIPATION AND COMMENT AT BOARD MEETINGS

### POLICY:

The Board of Library Trustees of the Park Ridge Public Library encourages and welcomes public participation and input, and will hear any interested individual pursuant to the guidelines outlined in this policy. The purpose of this policy is to ensure that interested individuals are allowed time to address the Board while permitting the Board to conduct its meeting in an efficient and effective manner.

Therefore, at the beginning of each scheduled meeting, a period not to exceed 30 minutes will be devoted to concerns presented by the public. Before appearing before the Board, the members of the public are urged to seek solutions to their concerns through administrative channels. If there are no members of the public wishing to address the Board, the Board may continue with its meeting.

This policy and the rules herein apply regardless of the Board Meeting's location.

### RULES:

1. Members of the public wishing to speak are asked to sign in before the Board Meeting and provide their name and address, although it is not required. . If applicable, the individual may provide the organization or association with which they are affiliated.
2. Public participation and comment will be permitted during the "Public Comment" portion of the Agenda.
3. The Board President or Trustee presiding over the meeting will ask if anyone wishes to address the Board and will determine the order in which the speakers are recognized.
4. The maximum time allowed for each person to speak will be three (3) minutes. Speakers are expected to strictly adhere to time allocated and to be brief and to the point. The thirty-minute time limit and/or three (3) minute maximum per speaker may be extended upon a majority vote of the Board.
5. Speakers should identify themselves, their residence address, topic(s) and group affiliation, if any, before speaking.

Speakers may provide written copies of their concern to the Board. Requests to append written statements or correspondence to the meeting minutes will not be favored as meeting minutes are a summary of the Board's discussion and actions. Written materials presented to the Board will be included in the Board's files, but will not be attached to the meeting minutes. Speakers who wish may always provide written materials to the Library Board via email at [libraryboard@parkridgelibrary.org](mailto:libraryboard@parkridgelibrary.org).

6. Groups are asked to designate a single spokesperson.
7. Members of the public will not be allowed to discuss individual personnel issues or confidential patron matters, and the speakers' concerns or comments should be limited to Library business. No public comments shall be heard on behalf of or opposed to a candidate for public office, or on any matter that may be subject to discussion by the

Board of Library Trustees in closed/executive session in accordance with the Open Meetings Act.

8. Board members will generally not respond to comments from speakers. The Board President or other Trustee presiding may respond as appropriate and, for example, direct speakers to the appropriate staff member for assistance. Issues requiring possible action by the Board may be added to a future agenda. Issues that may need to be addressed by the administration will be noted.
9. Abusive, profane, frivolous, harassing and/or repetitive comments and/or personal attacks will not be permitted and shall promptly be ruled out of order by the President or other Trustee presiding at the meeting.
10. All public comment shall be addressed to the Board as a whole and no comments shall be addressed to individual members of the Board, Library staff or other members of the public.
11. No final action may be taken on any public comment or concern, which requires a resolution, or written contract, or which has the effect of approving any expenditure of funds. The Board may direct that any matter raised on these subjects be set for a future agenda, including the preparation of resolutions or other documents for consideration at such time.
12. Individuals addressing the Board must adhere to the Library policies and the Conduct in the Library policy (policy number C10) as may be necessary for the efficient and orderly conduct of the meeting.
13. The Board vests in the Board President or Trustee presiding, the authority to terminate the remarks of speakers who fail to adhere to the above rules or the aforementioned conduct policy.

Revised XXX  
Revised December 21, 2021  
Approved April 19, 2011



## 12. PUBLIC PARTICIPATION AND COMMENT AT BOARD MEETINGS

### POLICY:

The Board of Library Trustees of the Park Ridge Public Library encourages and welcomes public participation and input, and will hear any interested individual pursuant to the guidelines outlined in this policy. The purpose of this policy is to ensure that interested individuals are allowed time to address the Board while permitting the Board to conduct its meeting in an efficient and effective manner.

Therefore, at the beginning of each scheduled meeting, a ~~period of time~~period not to exceed 30 minutes will be devoted to concerns presented by the public. Before appearing before the Board, the members of the public are urged to seek solutions to their concerns through administrative channels. If there are no members of the public wishing to address the Board, the Board may continue with its meeting.

This policy and the rules herein apply regardless of the Board Meeting's location.

### RULES:

1. ~~4.~~—Members of the public wishing to speak are asked to sign in before the Board Meeting and provide their name and, address, although it is not required. ~~and topic on which they wish to speak.~~ If applicable, the individual ~~will provide~~may provide the organization or association with which they are affiliated.
2. ~~2.~~—Public participation and comment will be permitted during the “Public Comment” portion of the Agenda.
3. ~~3.~~—The Board President or Trustee presiding over the meeting will ask if anyone wishes to address the Board and will determine the order in which the speakers are recognized.
4. ~~4.~~—The maximum time allowed for each person to speak will be three five ~~(5)~~(3) minutes. Speakers are expected to strictly adhere to time allocated and to be brief and to the point. The thirty-minute time limit and/or three five(3) minute maximum per speaker may be extended upon a majority vote of the Board.
5. ~~5.~~—Speakers ~~must identify~~should identify themselves, their residence address, topic(s) and group affiliation, if any, before speaking.
- ~~6.~~—Speakers may provide written copies of their concern to the Board. Requests to append written statements or correspondence to the meeting minutes will not be favored as meeting minutes are a summary of the Board's discussion and actions. Written materials presented to the Board will be included in the Board's files, but will not be attached to the meeting minutes. Speakers who wish may always provide written materials to the Library Board via email at [libraryboard@parkridgelibrary.org](mailto:libraryboard@parkridgelibrary.org).
8. ~~7.~~—Groups are asked to designate a single spokesperson.
- 6.

~~9-7.~~ Members of the public will not be allowed to discuss individual personnel issues or confidential patron matters, and the speakers' concerns or comments should be limited to Library business. No public comments shall be heard on behalf of or opposed to a candidate for public office, or on any matter that may be subject to discussion by the Board of Library Trustees in closed/executive session in accordance with the Open Meetings Act.

~~8. 9.~~ Board members will generally not respond to comments from speakers. The Board President or other Trustee presiding may respond as appropriate and, for example, direct speakers to the appropriate staff member for assistance. Issues requiring possible action by the Board may be added to a future agenda. Issues that may need to be addressed by the administration will ~~be duly~~ noted.

~~10.~~

~~11.9.~~ Abusive, profane, frivolous, harassing and/or repetitive comments and/or personal attacks will not be permitted and shall promptly be ruled out of order by the President or other Trustee presiding at the meeting.

~~12. Individuals addressing the Board must at all times adhere to the Library policies and other rules as may be necessary for the efficient and orderly conduct of the meeting.~~

~~13. The Board vests in the Board President or Trustee presiding, the authority to terminate the remarks of speakers who fail to adhere to the above rules.~~

~~14.10.~~ All public comment shall be addressed to the Board as a whole and no comments shall be addressed to individual members of the Board, Library staff or other members of the public.

~~11.~~ No final action may be taken on any public comment or ~~concern which~~ concern, which requires a resolution, or written contract, or which has the effect of approving any expenditure of funds. The Board may ~~\_, however,~~ direct that any matter raised on these subjects be set for a future agenda, including the preparation of resolutions or other documents for consideration at such time.

~~12. Individuals addressing the Board must at all times adhere to the Library policies and the Conduct in the Library policy other rules (policy number C10) as may be necessary for the efficient and orderly conduct of the meeting.~~

~~13. The Board vests in the Board President or Trustee presiding, the authority to terminate the remarks of speakers who fail to adhere to the above rules or the aforementioned conduct policy.~~

~~15.~~

# Memorandum

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**Memo Date:** November 13, 2024  
**From:** Joanna Bertucci, Library Director  
 Joan Wrenn, Finance/HR Manager  
**Meeting Date:** November 19, 2024  
**Subject:** Budget Transfer  
**Requested:** Approval

**Request:**

Transfer funds in Adult Services budget to accommodate purchase of additional eBooks through the end of the year.

**TRANSFER DETAILS:**

**Transfer From:**

Budget Line	Budget Line Description	Amount
201-5017-954017	Adult Books/Nonfiction	(\$10,000)
201-5017-954005	Adult DVDs	(\$7,500)
<b>Total</b>		<b>(\$17,500)</b>

**Transfer To:**

Budget Line	Budget Line Description	Amount
201-5017-954012	Adult eBooks	\$17,500
<b>Total</b>		<b>\$17,500</b>

ORG	OBJ	ACCOUNT DESCRIPTION	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	AVAILABLE BUDGET	% USED
2015017	954005	AV DVD BLU	31,500	24,500	19,148.10	5,352	78.16
2015017	954012	LIB E-BOOK	107,000	124,500	97,000.00	27,500	77.91
2015017	954017	ADULT NF	74,000	64,000	53,021.60	10,978	82.85

**Recommended Motion:**

Approve the FY24 Operating Budget to Transfer from Adult Books/Nonfiction and DVDs, \$10,000 and \$7,500 respectfully, to Adults eBooks in order to fulfill the End of Year expenses of an additional \$17,500.

**City of Park Ridge, IL  
Warrant List Fund Totals  
10/16/2024**

<b>Fund</b>	<b>Description</b>	<b>Amount</b>
201	Library Fund	\$78,645.11
201	Grant Fund	\$642.31
201	North Suburban	\$9,309.48
<hr/> Report Total		\$88,596.90

## CITY OF PARK RIDGE



## PAID INVOICES REPORT

WARRANT: L101624

TO FISCAL 2025/10 01/01/2024 TO 12/31/2024

VENDOR NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
6095 ABC COMMERCIAL 172319 10/09/24 229176 INVOICE: 20240997				220964	P	10/14/24	2015012 932103	BLDG MNT CNTR-GENL MAINT	2,541.00
VENDOR TOTALS				22,869.00	YTD INVOICED		25,410.00	YTD PAID	2,541.00
8960 AIRESPRING INC 172321 10/09/24 229178 INVOICE: 189096078 172322 10/09/24 229179 INVOICE: 189096079				220965	P	10/14/24	2015011 938501	GNL CNTRL SVC/TELEPHONE	475.06
VENDOR TOTALS				8,359.16	YTD INVOICED		8,359.16	YTD PAID	836.10
48 ALLIANCE ENTERTAINMENT 172320 10/09/24 229177 INVOICE: PLS82131107				220966	P	10/14/24	2015017 954015	LIB RSRCS-RECORDINGS MUSI	162.44
VENDOR TOTALS				2,998.16	YTD INVOICED		2,998.16	YTD PAID	162.44
302670 AMAZON CAPITAL SERVICES 172323 10/09/24 229180 INVOICE: 1LKGTLD9JK4 172324 10/09/24 229181 INVOICE: 1GPVRGMYTG 172325 10/09/24 229182 INVOICE: 1KGC3GLYFQKL 172326 10/09/24 229183 INVOICE: 177TNMX4H4N 172327 10/09/24 229184 INVOICE: 14J44H6DTQY 172328 10/09/24 229185 INVOICE: 134V1MHGK1JX 172329 10/09/24 229186 INVOICE: 1NQYRV13JYD7 172330 10/09/24 229187 INVOICE: 149XFLVJXNN1 172331 10/09/24 229188 INVOICE: 1Y6CW9PMTGHR 172332 10/09/24 229189 INVOICE: 1P1DVN163M6P 172333 10/09/24 229190 INVOICE: 13QY64C1TNP4 172334 10/09/24 229191 INVOICE: 1KDQW3DL9YCG 172335 10/09/24 229192 INVOICE: 19LQVJLVVC3T 172336 10/09/24 229193 INVOICE: 1JR97ND9HDQJ 172337 10/09/24 229194 INVOICE: 1V7MDHWWXXNK				220967	P	10/14/24	2015015 954002	LIB RSRCS-CHILDREN BOOKS	23.45
				220967	P	10/14/24	2015015 954002	LIB RSRCS-CHILDREN BOOKS	97.52
				220967	P	10/14/24	2015017 954011	LIB RSRCS -MWL	39.25
				220967	P	10/14/24	2015017 954011	LIB RSRCS -MWL	46.02
				220967	P	10/14/24	2015015 954019	LIB RSRCS-CHILDRENS BOOKS	73.80
				220967	P	10/14/24	2015017 954017	LIB RSRCS-ADULT BOOKS NF	71.97
				220967	P	10/14/24	2015017 954017	LIB RSRCS-ADULT BOOKS NF	17.29
				220967	P	10/14/24	2015017 954005	LIB RSRCS-AV/DVD/BL	29.98
				220967	P	10/14/24	2015015 954002	LIB RSRCS-CHILDREN BOOKS	64.22
				220967	P	10/14/24	2015015 954002	LIB RSRCS-CHILDREN BOOKS	50.52
				220967	P	10/14/24	2015015 954002	LIB RSRCS-CHILDREN BOOKS	11.47
				220967	P	10/14/24	2015017 954001	LIB RSRCS--ADULT BOOKS FI	83.39
				220967	P	10/14/24	2015017 951102	LIBRARY SUPPLIES - MAKERS	101.89
				220967	P	10/14/24	2015015 954019	LIB RSRCS-CHILDRENS BOOKS	103.14
				220967	P	10/14/24	2015013 951100	LIBRARY SUPPLIES	18.80



# 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	
172338 INVOICE:	10/09/24	229195		220967	P	10/14/24	2015015	LIB RSRCS-CHILDRNS BOOKS	49.53
172339 INVOICE:	10/09/24	229196		220967	P	10/14/24	2015015	LIB RSRCS-CHILDRN BOOKS	-39.24
172340 INVOICE:	10/09/24	229197		220967	P	10/14/24	2015015	LIB RSRCS-CHILDRN BOOKS	13.99
172341 INVOICE:	10/09/24	229198		220967	P	10/14/24	2015012	BLDG MNT CNTR-GENL MAINT	95.80
172342 INVOICE:	10/09/24	229199		220967	P	10/14/24	2015012	BLDG MNT CNTR-GENL MAINT	22.90
172343 INVOICE:	10/09/24	229200		220967	P	10/14/24	2015012	BUILDING SUPPLIES	88.37
172344 INVOICE:	10/09/24	229201		220967	P	10/14/24	2015011	PUBLIC RELATIONS	20.52
172345 INVOICE:	10/09/24	229202		220967	P	10/14/24	2015015	LIBRARY SUPPLIES	26.44
172346 INVOICE:	10/09/24	229203		220967	P	10/14/24	2015015	GNL CNTRL SVC/PROGRAM	82.26
172347 INVOICE:	10/09/24	229204		220967	P	10/14/24	2015017	LIBRARY SUPPLIES - MAKERS	19.19
172348 INVOICE:	10/09/24	229205		220967	P	10/14/24	2015017	LIBRARY SUPPLIES - MAKERS	-17.65
172349 INVOICE:	10/09/24	229206		220967	P	10/14/24	2015017	LIBRARY SUPPLIES - MAKERS	104.23
172350 INVOICE:	10/09/24	229207		220967	P	10/14/24	2015012	BUILDING SUPPLIES	33.04
172351 INVOICE:	10/09/24	229208		220967	P	10/14/24	2015012	BLDG MNT CNTR-GENL MAINT	56.95
172352 INVOICE:	10/09/24	229209		220967	P	10/14/24	2015015	LIB RSRCS-CHILDRN BOOKS	11.74
172442 INVOICE:	10/10/24	229299		220967	P	10/14/24	2015017	LIB RSRCS-AV/DVD/BL	81.99
172443 INVOICE:	10/10/24	229300		220967	P	10/14/24	2015015	LIB RSRCS-CHILDRNS BOOKS	49.04
172444 INVOICE:	10/10/24	229301		220967	P	10/14/24	2015015	LIB RSRCS-CHILDRNS BOOKS	12.59
172445 INVOICE:	10/10/24	229302		220967	P	10/14/24	2015015	LIB RSRCS-CHILDRN BOOKS	25.98
172447 INVOICE:	10/10/24	229304		220967	P	10/14/24	2015015	LIB RSRCS-CHILDRN BOOKS	87.13
172448 INVOICE:	10/10/24	229305		220967	P	10/14/24	2015015	LIB RSRCS-CHILDRN BOOKS	-9.90
172450 INVOICE:	10/10/24	229307		220967	P	10/14/24	2015017	LIB RSRCS--ADULT BOOKS FI	-22.00
172451 INVOICE:	10/10/24	229308		220967	P	10/14/24	2015015	LIB RSRCS-CHILDRN BOOKS	50.22
172452 INVOICE:	10/10/24	229309		220967	P	10/14/24	2015015	LIB RSRCS-CHILDRN BOOKS	13.11
172453 INVOICE:	10/10/24	229310		220967	P	10/14/24	2015017	LIB RSRCS--ADULT BOOKS FI	24.01
172454 INVOICE:	10/10/24	229311		220967	P	10/14/24	2015017	LIB RSRCS--ADULT BOOKS FI	9.65

# CITY OF PARK RIDGE



## PAID INVOICES REPORT

WARRANT: L101624 TO FISCAL 2025/10 01/01/2024 TO 12/31/2024

VENDOR NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO.	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
INVOICE: 1YRHPKXKFH4Y 172455 10/10/24 229312 INVOICE: 1V7PJH1YT6NV	220967	P	10/14/24	2015017	954017	LIB RSRCS-ADULT BOOKS NF	43.47		
VENDOR TOTALS	57,332.48	YTD INVOICED		43,720.10	YTD PAID		1,766.07		
3596 ANGELA BERGER 172355 10/09/24 229212 INVOICE: ADM100924	220968	P	10/14/24	2015011	951103	STAFF APPRECIATION	251.82		
VENDOR TOTALS	346.94	YTD INVOICED		346.94	YTD PAID		251.82		
8568 RADIATE HOLDINGS LP 172353 10/09/24 229210 INVOICE: 4436589010017123	220969	P	10/14/24	2015011	938503	GNL CNTRL SVC-INTERNET	910.00		
VENDOR TOTALS	19,019.73	YTD INVOICED		18,976.88	YTD PAID		910.00		
101020 BAKER AND TAYLOR LLC 172212 10/08/24 229067 INVOICE: 2038563589 172213 10/08/24 229069 INVOICE: 2038563590 172215 10/08/24 229071 INVOICE: 2038563591 172216 10/08/24 229072 INVOICE: 2038572848 172217 10/08/24 229074 INVOICE: 2038572849 172219 10/08/24 229075 INVOICE: 2038572850 172221 10/08/24 229077 INVOICE: 2038567327 172222 10/08/24 229078 INVOICE: 2038567328 172223 10/08/24 229079 INVOICE: 2038567329 172225 10/08/24 229081 INVOICE: 2038567330 172226 10/08/24 229082 INVOICE: 2038567331 172227 10/08/24 229083 INVOICE: 2038567332 172228 10/08/24 229084 INVOICE: 2038567333 172229 10/08/24 229085 INVOICE: 2038567334 172230 10/08/24 229086 INVOICE: 2038553612 172231 10/08/24 229087 INVOICE: 2038553613	220970	P	10/14/24	2015015	954019	LIB RSRCS-CHILDRENS BOOKS	12.71		
	220970	P	10/14/24	2015015	954019	LIB RSRCS-CHILDRENS BOOKS	121.55		
	220970	P	10/14/24	2015015	954019	LIB RSRCS-CHILDRENS BOOKS	44.94		
	220970	P	10/14/24	2015015	954019	LIB RSRCS-CHILDRENS BOOKS	16.48		
	220970	P	10/14/24	2015015	954019	LIB RSRCS-CHILDRENS BOOKS	18.40		
	220970	P	10/14/24	2015015	954019	LIB RSRCS-CHILDRENS BOOKS	30.35		
	220970	P	10/14/24	2015017	954017	LIB RSRCS-ADULT BOOKS NF	20.78		
	220970	P	10/14/24	2015017	954017	LIB RSRCS-ADULT BOOKS NF	17.90		
	220970	P	10/14/24	2015017	954017	LIB RSRCS-ADULT BOOKS NF	19.05		
	220970	P	10/14/24	2015017	954017	LIB RSRCS-ADULT BOOKS NF	17.32		
	220970	P	10/14/24	2015017	954017	LIB RSRCS-ADULT BOOKS NF	31.69		
	220970	P	10/14/24	2015017	954017	LIB RSRCS-ADULT BOOKS NF	25.42		
	220970	P	10/14/24	2015017	954017	LIB RSRCS-ADULT BOOKS NF	20.18		
	220970	P	10/14/24	2015017	954017	LIB RSRCS-ADULT BOOKS NF	228.03		
	220970	P	10/14/24	2015017	954017	LIB RSRCS-ADULT BOOKS NF	18.48		
	220970	P	10/14/24	2015017	954017	LIB RSRCS-ADULT BOOKS NF	17.90		





# CITY OF PARK RIDGE

## PAID INVOICES REPORT

WARRANT: L101624

TO FISCAL 2025/10 01/01/2024 TO 12/31/2024

VENDOR NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
172232 INVOICE:	10/08/24	229088		220970	P	10/14/24	2015017	LIB RSRCS-ADULT BOOKS NF	14.40
172234 INVOICE:	10/08/24	229090		220970	P	10/14/24	2015017	LIB RSRCS-ADULT BOOKS NF	25.40
172235 INVOICE:	10/08/24	229091		220970	P	10/14/24	2015017	LIB RSRCS-ADULT BOOKS NF	17.32
172236 INVOICE:	10/08/24	229092		220970	P	10/14/24	2015017	LIB RSRCS-ADULT BOOKS NF	17.88
172237 INVOICE:	10/08/24	229093		220970	P	10/14/24	2015017	LIB RSRCS-ADULT BOOKS NF	13.66
172238 INVOICE:	10/08/24	229094		220970	P	10/14/24	2015017	LIB RSRCS-ADULT BOOKS NF	18.47
172240 INVOICE:	10/08/24	229096		220970	P	10/14/24	2015017	LIB RSRCS-ADULT BOOKS NF	23.60
172241 INVOICE:	10/08/24	229097		220970	P	10/14/24	2015017	LIB RSRCS-ADULT BOOKS NF	21.79
172242 INVOICE:	10/08/24	229098		220970	P	10/14/24	2015017	LIB RSRCS-ADULT BOOKS NF	37.63
172243 INVOICE:	10/08/24	229099		220970	P	10/14/24	2015017	LIB RSRCS-ADULT BOOKS NF	221.88
172244 INVOICE:	10/08/24	229100		220970	P	10/14/24	2015017	LIB RSRCS-ADULT BOOKS NF	139.61
172245 INVOICE:	10/08/24	229101		220970	P	10/14/24	2015017	LIB RSRCS-ADULT BOOKS NF	53.30
172246 INVOICE:	10/08/24	229102		220970	P	10/14/24	2015017	LIB RSRCS-ADULT BOOKS NF	14.52
172247 INVOICE:	10/08/24	229103		220970	P	10/14/24	2015017	LIB RSRCS-ADULT BOOKS NF	18.48
172248 INVOICE:	10/08/24	229104		220970	P	10/14/24	2015017	LIB RSRCS-ADULT BOOKS NF	30.25
172250 INVOICE:	10/08/24	229106		220970	P	10/14/24	2015017	LIB RSRCS-ADULT BOOKS NF	18.45
172251 INVOICE:	10/08/24	229107		220970	P	10/14/24	2015017	LIB RSRCS-ADULT BOOKS NF	218.94
172252 INVOICE:	10/08/24	229108		220970	P	10/14/24	2015017	LIB RSRCS-ADULT BOOKS NF	18.48
172253 INVOICE:	10/08/24	229109		220970	P	10/14/24	2015017	LIB RSRCS-ADULT BOOKS NF	18.48
172254 INVOICE:	10/08/24	229110		220970	P	10/14/24	2015017	LIB RSRCS-ADULT BOOKS NF	16.46
172255 INVOICE:	10/08/24	229111		220970	P	10/14/24	2015017	LIB RSRCS-ADULT BOOKS NF	66.73
172256 INVOICE:	10/08/24	229112		220970	P	10/14/24	2015015	LIB RSRCS-CHILDREN BOOKS	96.76
172257 INVOICE:	10/08/24	229113		220970	P	10/14/24	2015015	LIB RSRCS-CHILDREN BOOKS	-18.28
172258 INVOICE:	10/08/24	229114		220970	P	10/14/24	2015015	LIB RSRCS-CHILDREN BOOKS	-230.85
172259 INVOICE:	10/08/24	229115		220970	P	10/14/24	2015015	LIB RSRCS-CHILDREN BOOKS	15.71
172260 INVOICE:	10/08/24	229116		220970	P	10/14/24	2015015	LIB RSRCS-CHILDREN BOOKS	30.69



# CITY OF PARK RIDGE

## PAID INVOICES REPORT

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TO FISCAL 2025/10 01/01/2024 TO 12/31/2024

VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
INVOICE:	2038570961									
172261	10/08/24 229117				220970	P	10/14/24	2015015	954002	LIB RSRCS-CHILDREN BOOKS 66.53
INVOICE:	38570962									
172262	10/08/24 229118				220970	P	10/14/24	2015015	954002	LIB RSRCS-CHILDREN BOOKS 229.08
INVOICE:	2038570963									
172263	10/08/24 229119				220970	P	10/14/24	2015015	954002	LIB RSRCS-CHILDREN BOOKS 166.86
INVOICE:	2038590073									
172264	10/08/24 229120				220970	P	10/14/24	2015015	954002	LIB RSRCS-CHILDREN BOOKS 18.35
INVOICE:	2038590074									
172265	10/08/24 229122				220970	P	10/14/24	2015017	954011	LIB RSRCS -MWL 35.82
INVOICE:	2038577447									
172267	10/08/24 229124				220970	P	10/14/24	2015017	954011	LIB RSRCS -MWL 78.53
INVOICE:	2038577448									
172268	10/08/24 229125				220970	P	10/14/24	2015017	954011	LIB RSRCS -MWL 270.65
INVOICE:	2038577449									
172269	10/08/24 229126				220970	P	10/14/24	2015017	954011	LIB RSRCS -MWL 39.26
INVOICE:	2038563305									
172270	10/08/24 229127				220970	P	10/14/24	2015017	954011	LIB RSRCS -MWL 18.47
INVOICE:	2038563306									
172271	10/08/24 229128				220970	P	10/14/24	2015015	954019	LIB RSRCS-CHILDRENS BOOKS 36.55
INVOICE:	2038561274									
172272	10/08/24 229129				220970	P	10/14/24	2015015	954019	LIB RSRCS-CHILDRENS BOOKS 29.58
INVOICE:	2038586981									
172273	10/08/24 229130				220970	P	10/14/24	2015015	954019	LIB RSRCS-CHILDRENS BOOKS 9.17
INVOICE:	2038586982									
172274	10/08/24 229131				220970	P	10/14/24	2015017	954001	LIB RSRCS--ADULT BOOKS FI 918.24
INVOICE:	2038575263									
172276	10/08/24 229133				220970	P	10/14/24	2015017	954001	LIB RSRCS--ADULT BOOKS FI 12.71
INVOICE:	2038563400									
172278	10/08/24 229135				220970	P	10/14/24	2015017	954001	LIB RSRCS--ADULT BOOKS FI 19.59
INVOICE:	2038563481									
172279	10/08/24 229137				220970	P	10/14/24	2015017	954001	LIB RSRCS--ADULT BOOKS FI 25.40
INVOICE:	2038563482									
172282	10/08/24 229139				220970	P	10/14/24	2015017	954001	LIB RSRCS--ADULT BOOKS FI 71.17
INVOICE:	2038563403									
172283	10/08/24 229140				220970	P	10/14/24	2015017	954001	LIB RSRCS--ADULT BOOKS FI 49.07
INVOICE:	2038563404									
172284	10/08/24 229141				220970	P	10/14/24	2015017	954001	LIB RSRCS--ADULT BOOKS FI 124.28
INVOICE:	2038576413									
172285	10/08/24 229143				220970	P	10/14/24	2015017	954001	LIB RSRCS--ADULT BOOKS FI 19.42
INVOICE:	2038511392									
172287	10/08/24 229144				220970	P	10/14/24	2015017	954001	LIB RSRCS--ADULT BOOKS FI 75.07
INVOICE:	2038562468									
172288	10/08/24 229145				220970	P	10/14/24	2015017	954001	LIB RSRCS--ADULT BOOKS FI 243.60
INVOICE:	2038574879									
172289	10/08/24 229146				220970	P	10/14/24	2015017	954001	LIB RSRCS--ADULT BOOKS FI 53.14
INVOICE:	2038575260									
172290	10/08/24 229147				220970	P	10/14/24	2015017	954001	LIB RSRCS--ADULT BOOKS FI 27.46
INVOICE:	2038575261									
172291	10/08/24 229148				220970	P	10/14/24	2015017	954001	LIB RSRCS--ADULT BOOKS FI 58.30
INVOICE:	2038575262									

# 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	
172293 INVOICE:	10/08/24	229150		220970	P	10/14/24	2015015 954002	LIB RSRCS-CHILDREN BOOKS	7.27
172294 INVOICE:	2038592605								
172294 INVOICE:	10/08/24	229151		220970	P	10/14/24	2015015 954002	LIB RSRCS-CHILDREN BOOKS	417.65
172295 INVOICE:	2038572952								
172295 INVOICE:	10/08/24	229152		220970	P	10/14/24	2015015 954002	LIB RSRCS-CHILDREN BOOKS	191.75
172296 INVOICE:	2038556262								
172296 INVOICE:	10/08/24	229153		220970	P	10/14/24	2015015 954002	LIB RSRCS-CHILDREN BOOKS	10.98
172297 INVOICE:	2038547857								
172297 INVOICE:	10/08/24	229154		220970	P	10/14/24	2015015 954002	LIB RSRCS-CHILDREN BOOKS	13.29
172298 INVOICE:	2038547858								
172298 INVOICE:	10/08/24	229155		220970	P	10/14/24	2015015 954002	LIB RSRCS-CHILDREN BOOKS	14.41
172354 INVOICE:	2038563822								
172354 INVOICE:	10/09/24	229211		220970	P	10/14/24	2015017 954001	LIB RSRCS--ADULT BOOKS FI	16.72
172456 INVOICE:	2038575259								
172456 INVOICE:	10/10/24	229313		220970	P	10/14/24	2015017 954017	LIB RSRCS-ADULT BOOKS NF	18.48
172457 INVOICE:	2038600912								
172457 INVOICE:	10/10/24	229314		220970	P	10/14/24	2015017 954017	LIB RSRCS-ADULT BOOKS NF	21.37
172458 INVOICE:	2038600913								
172458 INVOICE:	10/10/24	229315		220970	P	10/14/24	2015017 954017	LIB RSRCS-ADULT BOOKS NF	43.61
172459 INVOICE:	2038600914								
172459 INVOICE:	10/10/24	229316		220970	P	10/14/24	2015017 954017	LIB RSRCS-ADULT BOOKS NF	18.48
172460 INVOICE:	2038600915								
172460 INVOICE:	10/10/24	229317		220970	P	10/14/24	2015017 954017	LIB RSRCS-ADULT BOOKS NF	18.48
172461 INVOICE:	2038600916								
172461 INVOICE:	10/10/24	229318		220970	P	10/14/24	2015017 954017	LIB RSRCS-ADULT BOOKS NF	21.37
172462 INVOICE:	2038600917								
172462 INVOICE:	10/10/24	229319		220970	P	10/14/24	2015017 954017	LIB RSRCS-ADULT BOOKS NF	17.90
172463 INVOICE:	2038600918								
172463 INVOICE:	10/10/24	229320		220970	P	10/14/24	2015017 954017	LIB RSRCS-ADULT BOOKS NF	495.60
172466 INVOICE:	2038600919								
172466 INVOICE:	10/10/24	229323		220970	P	10/14/24	2015017 954017	LIB RSRCS-ADULT BOOKS NF	11.23
172467 INVOICE:	2038596338								
172467 INVOICE:	10/10/24	229324		220970	P	10/14/24	2015017 954017	LIB RSRCS-ADULT BOOKS NF	78.54
172468 INVOICE:	38596339								
172468 INVOICE:	10/10/24	229326		220970	P	10/14/24	2015017 954017	LIB RSRCS-ADULT BOOKS NF	32.73
172470 INVOICE:	2038596340								
172470 INVOICE:	10/10/24	229327		220970	P	10/14/24	2015017 954017	LIB RSRCS-ADULT BOOKS NF	17.91
172471 INVOICE:	2038596341								
172471 INVOICE:	10/10/24	229328		220970	P	10/14/24	2015017 954017	LIB RSRCS-ADULT BOOKS NF	18.47
172472 INVOICE:	2038596342								
172472 INVOICE:	10/10/24	229329		220970	P	10/14/24	2015017 954017	LIB RSRCS-ADULT BOOKS NF	43.85
172474 INVOICE:	2038596343								
172474 INVOICE:	10/10/24	229331		220970	P	10/14/24	2015017 954017	LIB RSRCS-ADULT BOOKS NF	54.99
172475 INVOICE:	2038596344								
172475 INVOICE:	10/10/24	229333		220970	P	10/14/24	2015017 954017	LIB RSRCS-ADULT BOOKS NF	57.16
172476 INVOICE:	2038596345								
172476 INVOICE:	10/10/24	229334		220970	P	10/14/24	2015017 954017	LIB RSRCS-ADULT BOOKS NF	169.80
172477 INVOICE:	2038596346								
172477 INVOICE:	10/10/24	229335		220970	P	10/14/24	2015017 954017	LIB RSRCS-ADULT BOOKS NF	55.12
172478 INVOICE:	2038596347								
172478 INVOICE:	10/10/24	229336		220970	P	10/14/24	2015017 954017	LIB RSRCS-ADULT BOOKS NF	11.99



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VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO.	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
INVOICE:	2038596348				220970	P	10/14/24	2015017	LIB RSRCS-ADULT BOOKS NF	24.24
172480	10/10/24 229338									
INVOICE:	2038596349				220970	P	10/14/24	2015017	LIB RSRCS-ADULT BOOKS NF	40.32
172482	10/10/24 229339									
INVOICE:	2038596350				220970	P	10/14/24	2015017	LIB RSRCS-ADULT BOOKS NF	32.89
172483	10/10/24 229340									
INVOICE:	2038596351				220970	P	10/14/24	2015017	LIB RSRCS-ADULT BOOKS FI	14.98
172484	10/10/24 229341									
INVOICE:	2038600561				220970	P	10/14/24	2015017	LIB RSRCS-ADULT BOOKS FI	35.82
172486	10/10/24 229343									
INVOICE:	2038600562				220970	P	10/14/24	2015017	LIB RSRCS-ADULT BOOKS FI	56.00
172488	10/10/24 229345									
INVOICE:	2038600563				220970	P	10/14/24	2015017	LIB RSRCS-ADULT BOOKS FI	160.53
172490	10/10/24 229347									
INVOICE:	2038600564				220970	P	10/14/24	2015017	LIB RSRCS-ADULT BOOKS FI	103.73
172491	10/10/24 229349									
INVOICE:	2038600545				220970	P	10/14/24	2015017	LIB RSRCS-ADULT BOOKS FI	406.35
172493	10/10/24 229350									
INVOICE:	2038600566				220970	P	10/14/24	2015017	LIB RSRCS-ADULT BOOKS FI	212.79
172494	10/10/24 229351									
INVOICE:	2038595699				220970	P	10/14/24	2015017	LIB RSRCS-ADULT BOOKS FI	-17.58
172495	10/10/24 229352									
INVOICE:	0003301948				220970	P	10/14/24	2015017	LIB RSRCS-ADULT BOOKS FI	-11.17
172496	10/10/24 229353									
INVOICE:	0003303774				220970	P	10/14/24	2015017	LIB RSRCS-ADULT BOOKS FI	-21.46
172498	10/10/24 229355									
INVOICE:	0003303942				220970	P	10/14/24	2015017	LIB RSRCS -MWL	45.02
172499	10/10/24 229356									
INVOICE:	2038600715				220970	P	10/14/24	2015017	LIB RSRCS -MWL	210.12
172500	10/10/24 229357									
INVOICE:	2038600716				220970	P	10/14/24	2015017	LIB RSRCS -MWL	122.38
172501	10/10/24 229358									
INVOICE:	2038500717				220970	P	10/14/24	2015017	LIB RSRCS -MWL	36.94
172502	10/10/24 229359									
INVOICE:	2038600718				220970	P	10/14/24	2015015	LIB RSRCS-CHILDREN BOOKS	25.41
172503	10/10/24 229360									
INVOICE:	2038597206				220970	P	10/14/24	2015015	LIB RSRCS-CHILDREN BOOKS	315.40
172504	10/10/24 229361									
INVOICE:	2038600730				220970	P	10/14/24	2015015	LIB RSRCS-CHILDREN BOOKS	15.71
172505	10/10/24 229362									
INVOICE:	2038596733				220970	P	10/14/24	2015015	LIB RSRCS-CHILDREN BOOKS	24.24
172507	10/10/24 229365									
INVOICE:	2038596734				220970	P	10/14/24	2015015	LIB RSRCS-CHILDREN BOOKS	15.59
172509	10/10/24 229366									
INVOICE:	2038596735				220970	P	10/14/24	2015015	LIB RSRCS-CHILDREN BOOKS	58.04
172510	10/10/24 229367									
INVOICE:	2038596736				220970	P	10/14/24	2015015	LIB RSRCS-CHILDREN BOOKS	88.56
172511	10/10/24 229368									
INVOICE:	2038596737				220970	P	10/14/24	2015015	LIB RSRCS-CHILDRENS BOOKS	12.13
172512	10/10/24 229369									
INVOICE:	2038596882				220970	P	10/14/24	2015015		

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172513 INVOICE: 2038596883	10/10/24	229370		220970	P	10/14/24	2015015 954019	LIB RSRCS-CHILDRENS BOOKS	74.00
172514 INVOICE: 2038596884	10/10/24	229371		220970	P	10/14/24	2015015 954019	LIB RSRCS-CHILDRENS BOOKS	44.72
172515 INVOICE: 2038600683	10/10/24	229372		220970	P	10/14/24	2015015 954002	LIB RSRCS-CHILDREN BOOKS	616.33
VENDOR TOTALS		136,317.91		YTD INVOICED			137,535.99	YTD PAID	8,898.42
6910 BIBLIOTHECA LLC 172516 INVOICE: INVUS7709	10/10/24	229373		220971	P	10/14/24	2015013 951100	LIBRARY SUPPLIES	3,066.76
VENDOR TOTALS		3,066.76		YTD INVOICED			3,066.76	YTD PAID	3,066.76
489 BLACKSTONE AUDIO INC 172356 INVOICE: 2171024	10/09/24	229213		220972	P	10/14/24	2015017 954004	LIB RSRCS-RECORDING AUDIO	164.79
172517 INVOICE: 2172216	10/10/24	229374		220972	P	10/14/24	2015017 954004	LIB RSRCS-RECORDING AUDIO	47.91
172518 INVOICE: 2171687	10/10/24	229375		220972	P	10/14/24	2015017 954004	LIB RSRCS-RECORDING AUDIO	487.69
VENDOR TOTALS		7,232.47		YTD INVOICED			7,431.67	YTD PAID	700.39
8516 CATHERINE DUDLEY 172370 INVOICE: ADM1009243	10/09/24	229227		220973	P	10/14/24	2015011 933800	CONFERENCES & TRAINING	25.07
VENDOR TOTALS		378.67		YTD INVOICED			389.94	YTD PAID	25.07
300553 CENGAGE LEARNING INC 172357 INVOICE: 85691768	10/09/24	229214		220974	P	10/14/24	2015017 954001	LIB RSRCS--ADULT BOOKS FI	95.97
172358 INVOICE: 85716003	10/09/24	229215		220974	P	10/14/24	2015017 954001	LIB RSRCS--ADULT BOOKS FI	164.79
172359 INVOICE: 85705178	10/09/24	229216		220974	P	10/14/24	2015017 954001	LIB RSRCS--ADULT BOOKS FI	22.39
172360 INVOICE: 85613949	10/09/24	229217		220974	P	10/14/24	2015017 954001	LIB RSRCS--ADULT BOOKS FI	72.77
172362 INVOICE: 85631143	10/09/24	229219		220974	P	10/14/24	2015017 954001	LIB RSRCS--ADULT BOOKS FI	27.19
172363 INVOICE: 85631540	10/09/24	229220		220974	P	10/14/24	2015015 954002	LIB RSRCS-CHILDREN BOOKS	268.64
172364 INVOICE: 85631517	10/09/24	229221		220974	P	10/14/24	2015015 954002	LIB RSRCS-CHILDREN BOOKS	87.16
172519 INVOICE: 85749383	10/10/24	229376		220974	P	10/14/24	2015017 954001	LIB RSRCS--ADULT BOOKS FI	24.80
172520 INVOICE: 85756140	10/10/24	229377		220974	P	10/14/24	2015015 954002	LIB RSRCS-CHILDREN BOOKS	802.81



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VENDOR TOTALS									
303044 CENTER POINT INC	10/09/24	229222		220975	P	10/14/24	2015017	954001 LIB RSRCS--ADULT BOOKS FI	116.78
INVOICE: 2120873									
VENDOR TOTALS									
302631 CHILDRENS PLUS INC	10/10/24	229379		220976	P	10/14/24	2015015	954019 LIB RSRCS-CHILDRENS BOOKS	482.55
INVOICE: 251644									
VENDOR TOTALS									
61212 CITY OF PARK RIDGE	10/09/24	229223		220977	P	10/14/24	2015012	932104 BLDG MNT CNTR-ELEV MAINT	60.00
INVOICE: 18712									
VENDOR TOTALS									
103002 GRIMSON MULTIMEDIA DISTRIBUTION INC	10/09/24	229225		220978	P	10/14/24	2015015	954010 LIB RSRCS-VIDEOGAMES	185.62
INVOICE: 016503									
172369	10/09/24	229226		220978	P	10/14/24	2015015	954010 LIB RSRCS-VIDEOGAMES	40.00
INVOICE: 016504									
172522	10/10/24	229380		220978	P	10/14/24	2015015	954010 LIB RSRCS-VIDEOGAMES	397.02
INVOICE: 016734									
172523	10/10/24	229381		220978	P	10/14/24	2015015	954010 LIB RSRCS-VIDEOGAMES	60.00
INVOICE: 016735									
VENDOR TOTALS									
9078 DANIELLE ALICE RYAN CHASE	10/09/24	229224		220979	P	10/14/24	2015015	938506 GNL CNTRL SVC/PROGRAM	300.00
INVOICE: ADM1009242									
VENDOR TOTALS									
7543 LAN ENG	10/09/24	229228		220980	P	10/14/24	2015011	933800 CONFERENCES & TRAINING	7.91
INVOICE: ADM1009244									
172371	10/09/24	229228		220980	P	10/14/24	2015015	938506 GNL CNTRL SVC/PROGRAM	20.00
INVOICE: ADM1009244									
VENDOR TOTALS									
9009 FAMBRO MANAGEMENT LLC	10/09/24	229229		220981	P	10/14/24	2015015	938506 GNL CNTRL SVC/PROGRAM	190.00
INVOICE: ADM1009245									

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VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
VENDOR TOTALS					1,140.00	YTD	INVOICED	1,140.00	YTD PAID	190.00
8484 FIREFLY FAMILY THEATRE LLC	172373	10/09/24	229230		220982	P	10/14/24	2015015	938506	500.00
INVOICE:	ADM1009246									
VENDOR TOTALS					1,000.00	YTD	INVOICED	1,000.00	YTD PAID	500.00
5535 FOREST SECURITY	172374	10/09/24	229231		220983	P	10/14/24	2015012	932103	176.85
INVOICE:	174597									
VENDOR TOTALS					530.55	YTD	INVOICED	530.55	YTD PAID	176.85
301264 FOX VALLEY FIRE AND SAFETY	172375	10/09/24	229232		220984	P	10/14/24	2015012	932103	115.00
INVOICE:	IN00714372									
VENDOR TOTALS					5,786.69	YTD	INVOICED	7,347.68	YTD PAID	115.00
8496 GORDON FLESCH COMPANY INC	172376	10/09/24	229233		220985	P	10/14/24	2015011	935101	1,502.44
INVOICE:	I00958306									
VENDOR TOTALS					17,258.81	YTD	INVOICED	17,258.81	YTD PAID	1,502.44
32118 GRAINGER INC	172377	10/09/24	229234		220986	P	10/14/24	2015012	932103	73.98
INVOICE:	9240920703									
VENDOR TOTALS					4,845.42	YTD	INVOICED	5,677.58	YTD PAID	73.98
5018 ANASTASIA GREENWALD	172378	10/09/24	229235		220987	P	10/14/24	2015015	938506	45.00
INVOICE:	ADM1009247									
VENDOR TOTALS					548.93	YTD	INVOICED	548.93	YTD PAID	45.00
5041 TIFFANY ANN GATES ETCHELL	172379	10/09/24	229236		220988	P	10/14/24	2015015	938506	125.00
INVOICE:	ADM1009248									
VENDOR TOTALS					1,200.00	YTD	INVOICED	1,200.00	YTD PAID	125.00
7842 INGRAM LIBRARY SERVICES	172380	10/09/24	229237		220989	P	10/14/24	2015015	954019	-15.68
INVOICE:	83822661									
172381	10/09/24	229238		220989	P	10/14/24	2015015	954019		195.00
INVOICE:	63109866									
172382	10/09/24	229239		220989	P	10/14/24	2015015	954002		153.96



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INVOICE:	63109867									
172383	10/09/24	229240			220989	P	10/14/24	2015015	954002	LIB RSRCS-CHILDREN BOOKS 235.76
INVOICE:	63109865									
172384	10/09/24	229241			220989	P	10/14/24	2015015	954002	LIB RSRCS-CHILDREN BOOKS 177.12
INVOICE:	67747890									
172385	10/09/24	229242			220989	P	10/14/24	2015017	954001	LIB RSRCS--ADULT BOOKS FI 20.66
INVOICE:	63110534									
172386	10/09/24	229243			220989	P	10/14/24	2015017	954001	LIB RSRCS--ADULT BOOKS FI 500.03
INVOICE:	63110535									
172387	10/09/24	229244			220989	P	10/14/24	2015017	954001	LIB RSRCS--ADULT BOOKS FI 26.31
INVOICE:	67748649									
172388	10/09/24	229245			220989	P	10/14/24	2015017	954017	LIB RSRCS-ADULT BOOKS NF 146.95
INVOICE:	63110533									
172389	10/09/24	229246			220989	P	10/14/24	2015017	954017	LIB RSRCS-ADULT BOOKS NF 55.47
INVOICE:	67748645									
172390	10/09/24	229247			220989	P	10/14/24	2015017	954017	LIB RSRCS-ADULT BOOKS NF 12.86
INVOICE:	67748646									
172391	10/09/24	229248			220989	P	10/14/24	2015017	954017	LIB RSRCS-ADULT BOOKS NF 65.43
INVOICE:	67748647									
172392	10/09/24	229249			220989	P	10/14/24	2015017	954017	LIB RSRCS-ADULT BOOKS NF 122.05
INVOICE:	67748648									
172393	10/09/24	229250			220989	P	10/14/24	2015017	954017	LIB RSRCS-ADULT BOOKS NF 22.07
INVOICE:	63110531									
172394	10/09/24	229251			220989	P	10/14/24	2015017	954017	LIB RSRCS-ADULT BOOKS NF 38.14
INVOICE:	63110532									
172395	10/09/24	229252			220989	P	10/14/24	2015015	954002	LIB RSRCS-CHILDREN BOOKS -12.28
INVOICE:	83822660									
172396	10/09/24	229253			220989	P	10/14/24	2015015	954002	LIB RSRCS-CHILDREN BOOKS 471.18
INVOICE:	63107592									
172397	10/09/24	229254			220989	P	10/14/24	2015015	954002	LIB RSRCS-CHILDREN BOOKS 19.96
INVOICE:	67746723									
172398	10/09/24	229255			220989	P	10/14/24	2015015	954002	LIB RSRCS-CHILDREN BOOKS 85.29
INVOICE:	67746724									
172399	10/09/24	229256			220989	P	10/14/24	2015015	954002	LIB RSRCS-CHILDREN BOOKS 14.15
INVOICE:	67746722									
172400	10/09/24	229257			220989	P	10/14/24	2015017	954001	LIB RSRCS--ADULT BOOKS FI 67.80
INVOICE:	631066532									
172401	10/09/24	229258			220989	P	10/14/24	2015017	954017	LIB RSRCS-ADULT BOOKS NF 289.87
INVOICE:	63106631									
172402	10/09/24	229259			220989	P	10/14/24	2015017	954017	LIB RSRCS-ADULT BOOKS NF 45.76
INVOICE:	63106630									
172524	10/10/24	229382			220989	P	10/14/24	2015017	954001	LIB RSRCS--ADULT BOOKS FI 16.42
INVOICE:	63111846									
172525	10/10/24	229383			220989	P	10/14/24	2015017	954017	LIB RSRCS-ADULT BOOKS NF -20.74
INVOICE:	83890074									
172526	10/10/24	229384			220989	P	10/14/24	2015017	954017	LIB RSRCS-ADULT BOOKS NF -17.94
INVOICE:	83890075									
VENDOR TOTALS					30,492.85	YTD INVOICED		30,492.85	YTD PAID	2,715.60
9063	JOAN WRENN									

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172579 INVOICE: ADM1010247	10/10/24	229437		220990	P	10/14/24	2015011	951103 STAFF APPRECIATION	211.30
VENDOR TOTALS			3,404.88 YTD INVOICED					3,404.88 YTD PAID	211.30
9265 NORWEGIAN NATIONAL LEAGUE OF CHICAGO 172549 INVOICE: ADM101024	10/10/24	229407		220991	P	10/14/24	2015017	938506 GNL CNTRL SVC/PROGRAM	400.00
VENDOR TOTALS			400.00 YTD INVOICED					400.00 YTD PAID	400.00
7667 MAGNOLIA AUDIO & VIDEO 172408 INVOICE: ADM1009249	10/09/24	229265		220992	P	10/14/24	2015017	954003 LIB RSRCS--PERIODICALS	15.00
VENDOR TOTALS			15.00 YTD INVOICED					15.00 YTD PAID	15.00
9049 MDC INTERIOR SOLUTIONS 172410 INVOICE: 40298511	10/09/24	229267		220993	P	10/14/24	2015011	951003 OFF SPLS FURNISHINGS	2,453.99
VENDOR TOTALS			9,610.92 YTD INVOICED					9,610.92 YTD PAID	2,453.99
101892 MIDWEST TAPE 172411 INVOICE: 506109*611	10/09/24	229269		220994	P	10/14/24	2015017	954005 LIB RSRCS-AV/DVD/BL	174.68
172413 INVOICE: 506109612	10/09/24	229270		220994	P	10/14/24	2015017	954005 LIB RSRCS-AV/DVD/BL	139.45
172414 INVOICE: 506109613	10/09/24	229271		220994	P	10/14/24	2015017	954005 LIB RSRCS-AV/DVD/BL	24.74
172416 INVOICE: 506109614	10/09/24	229273		220994	P	10/14/24	2015017	954005 LIB RSRCS-AV/DVD/BL	50.98
172417 INVOICE: 506109615	10/09/24	229274		220994	P	10/14/24	2015017	954005 LIB RSRCS-AV/DVD/BL	62.98
172418 INVOICE: 506072023	10/09/24	229275		220994	P	10/14/24	2015017	954005 LIB RSRCS-AV/DVD/BL	339.61
172420 INVOICE: 506072024	10/09/24	229277		220994	P	10/14/24	2015017	954005 LIB RSRCS-AV/DVD/BL	38.23
172421 INVOICE: 506109609	10/09/24	229278		220994	P	10/14/24	2015015	954005 LIB RSRCS-AV/DVD/BLURAY	32.24
172422 INVOICE: 506093621	10/09/24	229279		220994	P	10/14/24	2015015	954005 LIB RSRCS-AV/DVD/BLURAY	45.05
172423 INVOICE: 506093622	10/09/24	229280		220994	P	10/14/24	2015015	954005 LIB RSRCS-AV/DVD/BLURAY	26.26
172424 INVOICE: 506072025	10/09/24	229281		220994	P	10/14/24	2015015	954005 LIB RSRCS-AV/DVD/BLURAY	35.98
172425 INVOICE: 506065282	10/09/24	229282		220994	P	10/14/24	2015015	954005 LIB RSRCS-AV/DVD/BLURAY	78.42
172426 INVOICE: 506065284	10/09/24	229283		220994	P	10/14/24	2015015	954005 LIB RSRCS-AV/DVD/BLURAY	115.52
172427 INVOICE: 506065284	10/09/24	229284		220994	P	10/14/24	2015015	954005 LIB RSRCS-AV/DVD/BLURAY	115.52



## CITY OF PARK RIDGE



## PAID INVOICES REPORT

WARRANT: L101624

TO FISCAL 2025/10 01/01/2024 TO 12/31/2024

VENDOR NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
INVOICE: 506065285									
172428 10/09/24 229285				220994	P	10/14/24	2015015	LIB RSRCS-AV/DVD/BLURAY	67.48
INVOICE: 506072021									
172550 10/10/24 229408				220994	P	10/14/24	2015017	LIB RSRCS-AV/DVD/BL	33.03
INVOICE: 506133537									
172551 10/10/24 229409				220994	P	10/14/24	2015015	LIB RSRCS-AV/DVD/BLURAY	165.04
INVOICE: 506133533									
172552 10/10/24 229410				220994	P	10/14/24	2015015	LIB RSRCS-AV/DVD/BLURAY	57.76
INVOICE: 506133535									
172553 10/10/24 229411				220994	P	10/14/24	2015015	LIB RSRCS-AV/DVD/BLURAY	96.39
INVOICE: 506133536									
VENDOR TOTALS			52,283.01	YTD INVOICED			52,834.68	YTD PAID	1,699.36
8557 NICK MARKOS									
172409 10/09/24 229266				220995	P	10/14/24	2015011	STAFF APPRECIATION	200.00
INVOICE: ADM10092410									
VENDOR TOTALS			200.00	YTD INVOICED			200.00	YTD PAID	200.00
57766 NICOR GAS									
172554 10/10/24 229412				220996	P	10/14/24	2015012	NATURAL GAS	368.06
INVOICE: ADM1010242									
VENDOR TOTALS			29,183.60	YTD INVOICED			38,300.31	YTD PAID	368.06
60311 OTIS ELEVATOR CORPORATION									
172555 10/10/24 229413				220997	P	10/14/24	2015012	BLDG MNT CNTR-ELEV MAINT	95.00
INVOICE: F10000175499									
VENDOR TOTALS			6,243.72	YTD INVOICED			6,698.72	YTD PAID	95.00
924 OVERDRIVE INC									
172556 10/10/24 229414				220998	P	10/14/24	201	NO. SUB. DIGITAL CONSORTI	420.49
INVOICE: 00751DA24281554									
172557 10/10/24 229415				220998	P	10/14/24	201	NO. SUB. DIGITAL CONSORTI	464.33
INVOICE: 00751DA24294535									
172558 10/10/24 229416				220998	P	10/14/24	201	NO. SUB. DIGITAL CONSORTI	286.99
INVOICE: 00751DA24301365									
172559 10/10/24 229417				220998	P	10/14/24	201	NO. SUB. DIGITAL CONSORTI	2,997.34
INVOICE: 00751CO24300890									
172560 10/10/24 229418				220998	P	10/14/24	201	NO. SUB. DIGITAL CONSORTI	1,000.00
INVOICE: H0108512									
172561 10/10/24 229419				220998	P	10/14/24	201	NO. SUB. DIGITAL CONSORTI	1,200.29
INVOICE: 00751CO24283000									
172562 10/10/24 229420				220998	P	10/14/24	201	NO. SUB. DIGITAL CONSORTI	2,940.04
INVOICE: 00751CO24280901									
172563 10/10/24 229421				220998	P	10/14/24	2015017	LTB RSRCS-E-BOOKS	8,000.00
INVOICE: CD0075124284357									

# CITY OF PARK RIDGE



## PAID INVOICES REPORT

WARRANT: L101624

TO FISCAL 2025/10 01/01/2024 TO 12/31/2024

VENDOR NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
<b>VENDOR TOTALS</b>									
		176,104.08	YTD	INVOICED			181,567.82	YTD PAID	17,309.48
8790 PLAYAWAY PRODUCTS LLC	10/10/24	229422		220999	P	10/14/24	2015017	954004	
172564 INVOICE: 475705									LIB RSRCS-RECORDING AUDIO
172565 10/10/24 229423				220999	P	10/14/24	2015017	954004	216.72
172566 INVOICE: 476.381									LIB RSRCS-RECORDING AUDIO
172566 10/10/24 229424				220999	P	10/14/24	2015015	954004	525.93
INVOICE: 474856									LIB RSRCS-RECORDING AUDIO
									37.99
<b>VENDOR TOTALS</b>									
		13,627.33	YTD	INVOICED			13,652.32	YTD PAID	780.64
101774 POLONIA BOOKSTORE	10/10/24	229425		221000	P	10/14/24	2015017	954017	
172567 INVOICE: 77902									LIB RSRCS-ADULT BOOKS NF
									203.15
<b>VENDOR TOTALS</b>									
		1,875.55	YTD	INVOICED			2,078.70	YTD PAID	203.15
6880 ROBBINS SCHWARTZ	10/10/24	229426		221001	P	10/14/24	2015011	942500	
172568 INVOICE: 991998									GENERAL COUNSEL
									434.00
<b>VENDOR TOTALS</b>									
		15,274.50	YTD	INVOICED			15,671.50	YTD PAID	434.00
102551 CACINI INC	10/10/24	229427		221002	P	10/14/24	2015011	936000	
172569 INVOICE: 44825									PUBLIC RELATIONS
									1,923.50
<b>VENDOR TOTALS</b>									
		9,709.45	YTD	INVOICED			10,149.45	YTD PAID	1,923.50
8996 STUCKEY CONSTRUCTION	10/10/24	229428		221003	P	10/14/24	2015012	996300	
172570 INVOICE: ADM1010243									BUILDING/BUILDING IMPROVE
172571 10/10/24 229429				221003	P	10/14/24	2015012	996300	17,192.14
INVOICE: ADM1010244									BUILDING/BUILDING IMPROVE
									16,294.04
<b>VENDOR TOTALS</b>									
		94,508.00	YTD	INVOICED			284,493.50	YTD PAID	33,486.18
6493 SUN AND MOON YOGA	10/10/24	229430		221004	P	10/14/24	2015017	938506	
172572 INVOICE: ADM1010245									GNL CNTRL SVC/PROGRAM
									750.00
<b>VENDOR TOTALS</b>									
		6,450.00	YTD	INVOICED			6,450.00	YTD PAID	750.00
3247 EDWARD A TIDD	10/10/24	229431		221005	P	10/14/24	2015011	951103	
172573 INVOICE: ADM1010246									STAFF APPRECIATION
									148.73
<b>VENDOR TOTALS</b>									
		238.74	YTD	INVOICED			238.74	YTD PAID	148.73



# CITY OF PARK RIDGE

## PAID INVOICES REPORT

WARRANT: L101624

TO FISCAL 2025/10 01/01/2024 TO 12/31/2024

VENDOR NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
5003 UNIQUE MANAGEMENT SERVICES INC 172574 INVOICE: 6132092	10/10/24	229432		221006	P	10/14/24	2015011 937800	LIB BNK SERV CHG	29.55
VENDOR TOTALS			1,735.59 YTD INVOICED				2,173.49 YTD PAID		29.55
4402 VERIFY 172575 INVOICE: 1623100	10/10/24	229433		221007	P	10/14/24	2015011 933100	LIB RECRUIT & TESTING	36.00
VENDOR TOTALS			396.00 YTD INVOICED				417.00 YTD PAID		36.00
2193 VERIZON WIRELESS 172576 INVOICE: 9975207609	10/10/24	229434		221008	P	10/14/24	2015011 938501	GNL CNTRL SVC/TELEPHONE	136.40
VENDOR TOTALS			37,140.97 YTD INVOICED				42,098.57 YTD PAID		136.40
300800 WAREHOUSE DIRECT INC 172577 INVOICE: 57992270 172578 INVOICE: 58041500	10/10/24	229435		221009	P	10/14/24	2015011 951002	OFF SPLS--OTHER SUPPLIES	37.36
VENDOR TOTALS			3,058.29 YTD INVOICED				3,464.99 YTD PAID	LIBRARY SUPPLIES	40.86
								REPORT TOTALS	78.22
									88,596.90
TOTAL PRINTED CHECKS									COUNT
									46
									AMOUNT
									88,596.90

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

**City of Park Ridge, IL  
Warrant List Fund Totals  
10/31/2024**

<b>Fund</b>	<b>Description</b>	<b>Amount</b>
201	Library Fund	\$57,337.54
201	Grant Fund	\$310.61
201	North Suburban	\$5,146.39
<hr/> Report Total		\$62,794.54



## CITY OF PARK RIDGE



## PAID INVOICES REPORT

WARRANT: L103124

TO FISCAL 2025/10 01/01/2024 TO 12/31/2024

VENDOR NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION		
1119 ACE HARDWARE #152 CORP 172775 10/21/24 229636 INVOICE: 025355				221227	P	10/31/24	2015012	932103	BLDG MNT CNTR-GENL MAINT	1,599.00
VENDOR TOTALS			5,623.74	YTD INVOICED				5,600.72	YTD PAID	1,599.00
1136 ADVOCATE HEALTH AND HOSPITALS CORPORATION 172776 10/21/24 229637 INVOICE: 862377				221228	P	10/31/24	2015011	933100	LIB RECRUIT & TESTING	54.00
VENDOR TOTALS			3,028.00	YTD INVOICED				3,854.00	YTD PAID	54.00
48 ALLIANCE ENTERTAINMENT 172777 10/21/24 229638 INVOICE: PLS82469251				221229	P	10/31/24	2015017	954015	LIB RSRCS-RECORDINGS MUSI	51.99
172778 10/21/24 229639 INVOICE: PLS82448842				221229	P	10/31/24	2015017	954015	LIB RSRCS-RECORDINGS MUSI	222.71
173000 10/25/24 229863 INVOICE: PLS82708137				221230	P	10/31/24	2015017	954015	LIB RSRCS-RECORDINGS MUSI	246.50
VENDOR TOTALS			3,519.36	YTD INVOICED				3,519.36	YTD PAID	521.20
302670 AMAZON CAPITAL SERVICES 172779 10/21/24 229640 INVOICE: INQFFD4YCLYK				221231	P	10/31/24	2015012	952100	BUILDING SUPPLIES	339.90
172780 10/21/24 229641 INVOICE: 171F9M9N4K4N				221231	P	10/31/24	2015012	932103	BLDG MNT CNTR-GENL MAINT	57.53
172781 10/21/24 229642 INVOICE: 1R44RJ93LLPK				221231	P	10/31/24	2015011	951002	OFF SPLS--OTHER SUPPLIES	29.25
172782 10/21/24 229643 INVOICE: 14GXVXHYLCVK				221231	P	10/31/24	2015015	951100	LIBRARY SUPPLIES	10.14
172783 10/21/24 229644 INVOICE: 1GQWCTY93TDG				221231	P	10/31/24	2015012	952100	BUILDING SUPPLIES	163.91
172784 10/21/24 229645 INVOICE: 1HC7CD99VJ1F				221231	P	10/31/24	2015011	951002	OFF SPLS--OTHER SUPPLIES	14.50
172785 10/21/24 229646 INVOICE: 171QYQQVQMP				221231	P	10/31/24	2015017	951102	LIBRARY SUPPLIES - MAKERS	42.97
172786 10/21/24 229647 INVOICE: 1PRHP3MNTCCR				221231	P	10/31/24	2015011	951002	OFF SPLS--OTHER SUPPLIES	22.98
172787 10/21/24 229648 INVOICE: 11H36FMV64K				221231	P	10/31/24	2015011	951002	OFF SPLS--OTHER SUPPLIES	22.49
172788 10/21/24 229649 INVOICE: 1MWFGPRFF9PR				221231	P	10/31/24	2015017	951100	LIBRARY SUPPLIES	63.60
172789 10/21/24 229650 INVOICE: 1YR7C3PHG434				221231	P	10/31/24	2015015	938506	GNL CNTRL SVC/PROGRAM	189.61
172790 10/21/24 229651 INVOICE: 14CLCF3VG6JF				221231	P	10/31/24	2015015	938506	GNL CNTRL SVC/PROGRAM	94.08
172791 10/21/24 229652 INVOICE: 1MTRI1LCFRON				221231	P	10/31/24	2015017	954001	LIB RSRCS--ADULT BOOKS FI	17.89
172792 10/21/24 229654 INVOICE: 1GPL6MXGJJGK				221231	P	10/31/24	2015017	954001	LIB RSRCS--ADULT BOOKS FI	72.58

## CITY OF PARK RIDGE



## PAID INVOICES REPORT

WARRANT: L103124

TO FISCAL 2025/10 01/01/2024 TO 12/31/2024

VENDOR NAME DOCUMENT		INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION		
172793 INVOICE: 172796 INVOICE: 172798 INVOICE: 172799 INVOICE: 172802 INVOICE: 172804 INVOICE: 173001 INVOICE: 173002 INVOICE: 173004 INVOICE: 173006 INVOICE: 173007 INVOICE: 173008 INVOICE: 173009 INVOICE: 173010 INVOICE: 173011 INVOICE: 173012 INVOICE:	10/21/24	229655			221231	P	10/31/24	2015017	954017	LIB RSRCS-ADULT BOOKS NF	49.05
	10/21/24	229657			221231	P	10/31/24	2015017	954001	LIB RSRCS--ADULT BOOKS FI	-23.01
	10/21/24	229658			221231	P	10/31/24	2015015	954002	LIB RSRCS-CHILDREN BOOKS	20.35
	10/21/24	229661			221231	P	10/31/24	2015012	932103	BLDG MNT CNTR-GENL MAINT	41.00
	10/21/24	229663			221231	P	10/31/24	2015017	954010	LIB RSRCS-VIDEOGAMES	69.00
	10/21/24	229666			221231	P	10/31/24	2015015	954005	LIB RSRCS-AV/DVD/BLURAY	14.99
	10/25/24	229864			221231	P	10/31/24	2015017	954010	LIB RSRCS-VIDEOGAMES	69.00
	10/25/24	229865			221231	P	10/31/24	2015012	932103	BLDG MNT CNTR-GENL MAINT	79.99
	10/25/24	229867			221231	P	10/31/24	2015012	932103	BLDG MNT CNTR-GENL MAINT	499.00
	10/25/24	229869			221231	P	10/31/24	2015017	954017	LIB RSRCS-ADULT BOOKS NF	19.60
	10/25/24	229871			221231	P	10/31/24	2015015	938506	GNL CNTRL SVC/PROGRAM	-7.49
	10/25/24	229872			221231	P	10/31/24	2015015	938506	GNL CNTRL SVC/PROGRAM	7.49
	10/25/24	229873			221231	P	10/31/24	2015016	951100	LIBRARY SUPPLIES	27.64
	10/25/24	229874			221231	P	10/31/24	2015015	938506	GNL CNTRL SVC/PROGRAM	47.73
	10/25/24	229875			221231	P	10/31/24	2015017	951102	LIBRARY SUPPLIES - MAKERS	49.98
	10/25/24	229876			221231	P	10/31/24	2015015	938506	GNL CNTRL SVC/PROGRAM	128.94
	VENDOR TOTALS			61,852.37	YTD INVOICED				45,954.79	YTD PAID	2,234.69
9147 ASSENTIAL THERAPIES INC 172807 INVOICE:	10/21/24	229668			221232	P	10/31/24	2015015	938506	GNL CNTRL SVC/PROGRAM	75.00
	VENDOR TOTALS			375.00	YTD INVOICED				375.00	YTD PAID	75.00
9181 BACKYARD PATCH HERBS 172900 INVOICE:	10/21/24	229761			221233	P	10/31/24	2015017	938506	GNL CNTRL SVC/PROGRAM	175.00
	VENDOR TOTALS			175.00	YTD INVOICED				175.00	YTD PAID	175.00
101020 BAKER AND TAYLOR LLC 173041 INVOICE: 173042	10/25/24	229904			221234	P	10/31/24	2015017	954001	LIB RSRCS--ADULT BOOKS FI	68.16
	10/25/24	229905			221234	P	10/31/24	2015017	954001	LIB RSRCS--ADULT BOOKS FI	15.78
	VENDOR TOTALS										



## CITY OF PARK RIDGE



## PAID INVOICES REPORT

WARRANT: L103124

TO FISCAL 2025/10 01/01/2024 TO 12/31/2024

VENDOR NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
INVOICE: 2038613379	10/25/24	229906		221234	P	10/31/24	2015017	954001	LIB RSRCS--ADULT BOOKS FI 34.38
INVOICE: 2038632332	10/25/24	229907		221234	P	10/31/24	2015017	954001	LIB RSRCS--ADULT BOOKS FI 60.63
INVOICE: 2038632333	10/25/24	229908		221234	P	10/31/24	2015017	954001	LIB RSRCS--ADULT BOOKS FI 75.06
INVOICE: 2038632334	10/25/24	229909		221234	P	10/31/24	2015017	954001	LIB RSRCS--ADULT BOOKS FI 130.48
INVOICE: 2038632335	10/25/24	229910		221234	P	10/31/24	2015017	954001	LIB RSRCS--ADULT BOOKS FI 270.18
INVOICE: 2038629301	10/25/24	229911		221234	P	10/31/24	2015017	954001	LIB RSRCS--ADULT BOOKS FI 38.84
INVOICE: 2038629303	10/25/24	229912		221234	P	10/31/24	2015017	954011	LIB RSRCS -MWL 36.96
INVOICE: 2038632755	10/25/24	229913		221234	P	10/31/24	2015017	954011	LIB RSRCS -MWL 75.06
INVOICE: 2038632756	10/25/24	229914		221234	P	10/31/24	2015017	954011	LIB RSRCS -MWL 40.41
INVOICE: 2038632757	10/25/24	229915		221234	P	10/31/24	2015015	954002	LIB RSRCS-CHILDREN BOOKS 291.97
INVOICE: 2038606838	10/25/24	229916		221234	P	10/31/24	2015015	954002	LIB RSRCS-CHILDREN BOOKS 10.31
INVOICE: 2038633263	10/25/24	229917		221234	P	10/31/24	2015015	954019	LIB RSRCS-CHILDRENS BOOKS 84.13
INVOICE: 2038606841	10/25/24	229918		221234	P	10/31/24	2015015	954002	LIB RSRCS-CHILDREN BOOKS 166.66
INVOICE: 2038610764	10/25/24	229919		221234	P	10/31/24	2015015	954002	LIB RSRCS-CHILDREN BOOKS 24.46
INVOICE: 2038628172	10/25/24	229920		221234	P	10/31/24	2015015	954002	LIB RSRCS-CHILDREN BOOKS 14.95
INVOICE: 2038637443	10/25/24	229921		221234	P	10/31/24	2015015	954002	LIB RSRCS-CHILDREN BOOKS 144.06
INVOICE: 2038637444	10/25/24	229922		221234	P	10/31/24	2015015	954002	LIB RSRCS-CHILDREN BOOKS 30.66
INVOICE: 2038628173	10/25/24	229923		221234	P	10/31/24	2015015	954002	LIB RSRCS-CHILDREN BOOKS 30.90
INVOICE: 2038628174	10/25/24	229924		221234	P	10/31/24	2015015	954002	LIB RSRCS-CHILDREN BOOKS 11.50
INVOICE: 2038628175	10/25/24	229925		221234	P	10/31/24	2015015	954002	LIB RSRCS-CHILDREN BOOKS 56.82
INVOICE: 2038625209	10/25/24	229926		221234	P	10/31/24	2015015	954002	LIB RSRCS-CHILDREN BOOKS 12.99
INVOICE: 2038610762	10/25/24	229927		221234	P	10/31/24	2015015	954002	LIB RSRCS-CHILDREN BOOKS 22.43
INVOICE: 2038610763	10/25/24	229928		221234	P	10/31/24	2015015	954019	LIB RSRCS-CHILDRENS BOOKS 168.50
INVOICE: 2038606685	10/25/24	229929		221234	P	10/31/24	2015015	954019	LIB RSRCS-CHILDRENS BOOKS 39.89
INVOICE: 2038606684	10/25/24	229930		221234	P	10/31/24	2015015	954019	LIB RSRCS-CHILDRENS BOOKS 12.23
INVOICE: 2038606683									

## CITY OF PARK RIDGE



## PAID INVOICES REPORT

WARRANT: L103124

TO FISCAL 2025/10 01/01/2024 TO 12/31/2024

VENDOR NAME DOCUMENT		INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION		
173068 INVOICE: 173069 INVOICE: 173070 INVOICE: 173071 INVOICE: 173072 INVOICE: 173073 INVOICE: 173074 INVOICE: 173075 INVOICE: 173076 INVOICE: 173077 INVOICE: 173078 INVOICE: 173079 INVOICE: 173080 INVOICE: 173081 INVOICE: 173082 INVOICE: 173083 INVOICE: 173084 INVOICE: 173085 INVOICE: 173086 INVOICE: 173087 INVOICE: 173088 INVOICE: 173089 INVOICE: 173090 INVOICE:	10/25/24	229931		221234	P	10/31/24	2015015	954019	LIB RSRCS-CHILDRENS BOOKS	27.73	
	2038632702										
	10/25/24	229932		221234	P	10/31/24	2015017	954017	LIB RSRCS-ADULT BOOKS NF	116.22	
	2038596809										
	10/25/24	229933		221234	P	10/31/24	2015017	954017	LIB RSRCS-ADULT BOOKS NF	39.95	
	2038607322										
	10/25/24	229934		221234	P	10/31/24	2015017	954017	LIB RSRCS-ADULT BOOKS NF	17.91	
	2038607323										
	10/25/24	229935		221234	P	10/31/24	2015017	954017	LIB RSRCS-ADULT BOOKS NF	19.63	
	2038607324										
	10/25/24	229936		221234	P	10/31/24	2015017	954017	LIB RSRCS-ADULT BOOKS NF	18.73	
	2038607325										
	10/25/24	229937		221234	P	10/31/24	2015017	954017	LIB RSRCS-ADULT BOOKS NF	19.63	
	2038607326										
	10/25/24	229938		221234	P	10/31/24	2015017	954017	LIB RSRCS-ADULT BOOKS NF	20.18	
	2038607327										
	10/25/24	229939		221234	P	10/31/24	2015017	954017	LIB RSRCS-ADULT BOOKS NF	335.80	
	2038607328										
	10/25/24	229940		221234	P	10/31/24	2015017	954017	LIB RSRCS-ADULT BOOKS NF	212.25	
	2038643348										
10/25/24	229941		221234	P	10/31/24	2015017	954017	LIB RSRCS-ADULT BOOKS NF	-1,100.00		
COA203852089901											
10/25/24	229942		221234	P	10/31/24	2015017	954017	LIB RSRCS-ADULT BOOKS NF	19.63		
2038625018											
10/25/24	229943		221234	P	10/31/24	2015017	954017	LIB RSRCS-ADULT BOOKS NF	133.85		
2038625019											
10/25/24	229944		221234	P	10/31/24	2015017	954017	LIB RSRCS-ADULT BOOKS NF	25.94		
2038625020											
10/25/24	229945		221234	P	10/31/24	2015017	954017	LIB RSRCS-ADULT BOOKS NF	16.17		
2038625021											
10/25/24	229946		221234	P	10/31/24	2015017	954017	LIB RSRCS-ADULT BOOKS NF	17.32		
2038625022											
10/25/24	229947		221234	P	10/31/24	2015017	954017	LIB RSRCS-ADULT BOOKS NF	50.64		
2038625023											
10/25/24	229948		221234	P	10/31/24	2015017	954017	LIB RSRCS-ADULT BOOKS NF	58.27		
2038625024											
10/25/24	229949		221234	P	10/31/24	2015017	954017	LIB RSRCS-ADULT BOOKS NF	18.67		
25038625025											
10/25/24	229950		221234	P	10/31/24	2015017	954017	LIB RSRCS-ADULT BOOKS NF	20.18		
2038625026											
10/25/24	229951		221234	P	10/31/24	2015017	954017	LIB RSRCS-ADULT BOOKS NF	40.35		
2038625027											
10/25/24	229952		221234	P	10/31/24	2015017	954017	LIB RSRCS-ADULT BOOKS NF	40.35		
2038625028											
10/25/24	229953		221234	P	10/31/24	2015017	954017	LIB RSRCS-ADULT BOOKS NF	37.77		
2038625029											
VENDOR TOTALS										2,175.57	
138,493.48 YTD INVOICED										139,711.56 YTD PAID	
489 BLACKSTONE AUDIO INC											
172810	INVOICE:	10/21/24	229671		221235	P	10/31/24	2015017	954004	LIB RSRCS-RECORDING AUDIO	47.94



## CITY OF PARK RIDGE



## PAID INVOICES REPORT

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VENDOR NAME DOCUMENT		INV DATE	VOUCHER	PO	CHECK NO.	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
INVOICE: 2172952 173014 10/25/24 229878 INVOICE: 2173970					221235	P	10/31/24	2015017	954004 LIB RSRCS-RECORDING AUDIO	160.26
VENDOR TOTALS			7,440.67	YTD INVOICED				7,639.87	YTD PAID	208.20
7072 BRODART CO 172812 10/21/24 229674 INVOICE: 647096					221236	P	10/31/24	2015013	951100 LIBRARY SUPPLIES	73.95
VENDOR TOTALS			252.73	YTD INVOICED				252.73	YTD PAID	73.95
9193 CHRISTOPHER A GREENE 172814 10/21/24 229675 INVOICE: ADM1021242					221237	P	10/31/24	2015017	938506 GNL CNTRL SVC/PROGRAM	700.00
VENDOR TOTALS			700.00	YTD INVOICED				700.00	YTD PAID	700.00
300553 CENGAGE LEARNING INC 172818 10/21/24 229680 INVOICE: 85794965 172820 10/21/24 229681 INVOICE: 85779742 172821 10/21/24 229682 INVOICE: 85779880 172822 10/21/24 229683 INVOICE: 85773392 172823 10/21/24 229684 INVOICE: 85787344 172826 10/21/24 229687 INVOICE: 85786864 172827 10/21/24 229688 INVOICE: 85794354 172830 10/21/24 229691 INVOICE: 85794591 173015 10/25/24 229879 INVOICE: 85832853 173016 10/25/24 229880 INVOICE: 85828460					221238	P	10/31/24	2015015	954002 LIB RSRCS-CHILDREN BOOKS	28.78
					221238	P	10/31/24	2015017	954001 LIB RSRCS--ADULT BOOKS FI	152.76
					221238	P	10/31/24	2015017	954001 LIB RSRCS--ADULT BOOKS FI	27.99
					221238	P	10/31/24	2015017	954001 LIB RSRCS--ADULT BOOKS FI	29.59
					221238	P	10/31/24	2015017	954001 LIB RSRCS--ADULT BOOKS FI	187.94
					221238	P	10/31/24	2015017	954001 LIB RSRCS--ADULT BOOKS FI	29.59
					221238	P	10/31/24	2015017	954001 LIB RSRCS--ADULT BOOKS FI	27.99
					221238	P	10/31/24	2015017	954001 LIB RSRCS--ADULT BOOKS FI	60.78
					221238	P	10/31/24	2015015	954002 LIB RSRCS-CHILDREN BOOKS	21.59
					221238	P	10/31/24	2015017	954001 LIB RSRCS--ADULT BOOKS FI	27.99
VENDOR TOTALS			13,573.68	YTD INVOICED				13,711.23	YTD PAID	595.00
13239 CENTER OF CONCERN 172831 10/21/24 229692 INVOICE: ADM1021243					221239	P	10/31/24	2015017	938506 GNL CNTRL SVC/PROGRAM	200.00
VENDOR TOTALS			1,800.00	YTD INVOICED				1,800.00	YTD PAID	200.00
303044 CENTER POINT INC 172834 10/21/24 229695 INVOICE: 2125101					221240	P	10/31/24	2015017	954001 LIB RSRCS--ADULT BOOKS FI	56.64

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VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
172835	INVOICE: 2124473	10/21/24	229696		221240	P	10/31/24	2015017	954001	LIB RSRCS--ADULT BOOKS FI 58.74
VENDOR TOTALS			1,306.09	YTD INVOICED					1,306.09	YTD PAID 115.38
5814 CHASE										
172837	INVOICE: ADM1021244	10/21/24	229698		221241	P	10/31/24	2015011	931700	LIB DATA PROC SV 50.60
172837	INVOICE: ADM1021244	10/21/24	229698		221241	P	10/31/24	2015011	932400	LIB MEMBER DUES 15.00
172837	INVOICE: ADM1021244	10/21/24	229698		221241	P	10/31/24	2015011	933800	CONFERENCES & TRAINING 200.00
172837	INVOICE: ADM1021244	10/21/24	229698		221241	P	10/31/24	2015011	936000	PUBLIC RELATIONS 566.93
172837	INVOICE: ADM1021244	10/21/24	229698		221241	P	10/31/24	2015013	951100	LIBRARY SUPPLIES 730.60
172837	INVOICE: ADM1021244	10/21/24	229698		221241	P	10/31/24	2015015	938506	GNL CNTRL SVC/PROGRAM 598.06
172837	INVOICE: ADM1021244	10/21/24	229698		221241	P	10/31/24	2015016	951100	LIBRARY SUPPLIES 547.34
172837	INVOICE: ADM1021244	10/21/24	229698		221241	P	10/31/24	2015017	951102	LIBRARY SUPPLIES - MAKERS 254.03
VENDOR TOTALS			38,359.09	YTD INVOICED					40,065.28	YTD PAID 2,962.56
5403 CHASE PAYMENTECH										
173091	INVOICE: ADM1025245	10/25/24	229954		17041	W	10/31/24	2015011	937800	LIB BNK SERV CHG 13.57
173091	INVOICE: ADM1025245	10/25/24	229954		17041	W	10/31/24	2015011	990800	COMPUTER EQUIPMENT 299.00
VENDOR TOTALS			26,310.67	YTD INVOICED					28,864.32	YTD PAID 312.57
302631 CHILDRENS PLUS INC										
172838	INVOICE: 251817	10/21/24	229699		221242	P	10/31/24	2015015	954019	LIB RSRCS-CHILDRENS BOOKS 660.13
VENDOR TOTALS			10,880.84	YTD INVOICED					10,880.84	YTD PAID 660.13
7517 JPH ENTERPRISES INC										
172840	INVOICE: 74780	10/21/24	229701		221243	P	10/31/24	2015011	936000	PUBLIC RELATIONS 60.00
VENDOR TOTALS			5,918.00	YTD INVOICED					6,635.00	YTD PAID 60.00
102908 COMPUTER VIEW INC										
173018	INVOICE: 30118	10/25/24	229881		221244	P	10/31/24	2015011	990800	COMPUTER EQUIPMENT 13,647.00
VENDOR TOTALS			219,534.20	YTD INVOICED					219,534.20	YTD PAID 13,647.00



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VENDOR NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
55134 COOPERATIVE COMPUTER SERVICES 172842 10/21/24 229703 INVOICE: 2347 172842 10/21/24 229703 INVOICE: 2347				221245	P	10/31/24	2015016 931701	DATA PROCESSING/CLSI	14,118.63
VENDOR TOTALS				73,425.82	YTD INVOICED		73,425.82	YTD PAID	17,708.88
19972 DEMCO INC 172844 10/21/24 229706 INVOICE: 7549145				221246	P	10/31/24	2015013 951100	LIBRARY SUPPLIES	309.29
VENDOR TOTALS				9,233.25	YTD INVOICED		9,233.25	YTD PAID	309.29
9233 ELARA ENERGY SERVICES INC 172846 10/21/24 229707 INVOICE: 240634				221247	P	10/31/24	2015012 996300	BUILDING/BUILDING IMPROVE	3,475.00
VENDOR TOTALS				13,900.00	YTD INVOICED		13,900.00	YTD PAID	3,475.00
8496 GORDON FLESCH COMPANY INC 173019 10/25/24 229882 INVOICE: IN4891757				221248	P	10/31/24	2015011 935100	EQPT RNTL-MAINTENANCE	295.29
VENDOR TOTALS				17,554.10	YTD INVOICED		17,554.10	YTD PAID	295.29
8835 GRACE WECHMAN 172914 10/21/24 229775 INVOICE: ADM10212416				221249	P	10/31/24	2015017 951102	LIBRARY SUPPLIES - MAKERS	10.34
VENDOR TOTALS				27.34	YTD INVOICED		27.34	YTD PAID	10.34
7842 INGRAM LIBRARY SERVICES 172849 10/21/24 229710 INVOICE: 67753515 172851 10/21/24 229713 INVOICE: 63114696 172853 10/21/24 229714 INVOICE: 67753514 172854 10/21/24 229715 INVOICE: 63115235 172856 10/21/24 229717 INVOICE: 67753513 172858 10/21/24 229719 INVOICE: 63115234 172859 10/21/24 229720 INVOICE: 67753516 172860 10/21/24 229722 INVOICE: 63114443 172863 10/21/24 229724 INVOICE: 63114442				221250	P	10/31/24	2015015 954002	LIB RSRCS-CHILDREN BOOKS	45.61
				221250	P	10/31/24	2015015 954002	LIB RSRCS-CHILDREN BOOKS	265.00
				221250	P	10/31/24	2015015 954019	LIB RSRCS-CHILDRENS BOOKS	37.93
				221250	P	10/31/24	2015015 954019	LIB RSRCS-CHILDRENS BOOKS	188.43
				221250	P	10/31/24	2015015 954002	LIB RSRCS-CHILDREN BOOKS	49.17
				221250	P	10/31/24	2015015 954002	LIB RSRCS-CHILDREN BOOKS	189.69
				221250	P	10/31/24	2015015 954002	LIB RSRCS-CHILDREN BOOKS	34.75
				221250	P	10/31/24	2015017 954001	LIB RSRCS--ADULT BOOKS FI	370.18
				221250	P	10/31/24	2015017 954001	LIB RSRCS--ADULT BOOKS FI	16.24

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VENDOR NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
172864 INVOICE: 631215556	10/21/24	229725		221250	P	10/31/24	2015017	LIB RSRCS-ADULT BOOKS NF	229.71
172865 INVOICE: 63115555	10/21/24	229726		221250	P	10/31/24	2015017	LIB RSRCS-ADULT BOOKS NF	35.07
172867 INVOICE: 63114441	10/21/24	229728		221250	P	10/31/24	2015017	LIB RSRCS-ADULT BOOKS NF	408.58
173021 INVOICE: 84309412	10/25/24	229884		221250	P	10/31/24	2015017	LIB RSRCS--ADULT BOOKS FI	-17.94
173023 INVOICE: 84309411	10/25/24	229886		221250	P	10/31/24	2015017	LIB RSRCS--ADULT BOOKS FI	-16.25
173024 INVOICE: 63117010	10/25/24	229887		221250	P	10/31/24	2015017	LIB RSRCS-ADULT BOOKS NF	405.37
VENDOR TOTALS		32,734.39	YTD INVOICED				32,734.39	YTD PAID	2,241.54
9121 JOHN LING 172873 INVOICE: ADM1021248	10/21/24	229734		221251	P	10/31/24	2015017	GNL CNTRL SVC/PROGRAM	180.00
VENDOR TOTALS		305.00	YTD INVOICED				305.00	YTD PAID	180.00
8850 KONSTANT CHANGE 172869 INVOICE: ADM1021245	10/21/24	229730		221252	P	10/31/24	2015017	GNL CNTRL SVC/PROGRAM	225.00
VENDOR TOTALS		225.00	YTD INVOICED				225.00	YTD PAID	225.00
8865 LANGUAGE ACADEMY LLC 172870 INVOICE: ADM1021246	10/21/24	229732		221253	P	10/31/24	2015015	GNL CNTRL SVC/PROGRAM	50.00
VENDOR TOTALS		450.00	YTD INVOICED				450.00	YTD PAID	50.00
101221 ANTHONY P LETRICH 172871 INVOICE: ADM1021247	10/21/24	229733		221254	P	10/31/24	2015011	CONFERENCES & TRAINING	20.96
VENDOR TOTALS		63.60	YTD INVOICED				63.60	YTD PAID	20.96
101892 MIDWEST TAPE 172875 INVOICE: 506140045	10/21/24	229736		221255	P	10/31/24	2015017	LIB RSRCS-AV/DVD/BL	47.98
172876 INVOICE: 506140046	10/21/24	229737		221255	P	10/31/24	2015017	LIB RSRCS-AV/DVD/BL	37.49
172877 INVOICE: 506187913	10/21/24	229738		221255	P	10/31/24	2015017	LIB RSRCS-AV/DVD/BL	98.96
172879 INVOICE: 506187911	10/21/24	229740		221255	P	10/31/24	2015017	LIB RSRCS-AV/DVD/BL	198.68
172880 INVOICE: 506187910	10/21/24	229741		221255	P	10/31/24	2015017	LIB RSRCS-AV/DVD/BL	53.98
172881 INVOICE: 506187910	10/21/24	229742		221255	P	10/31/24	2015017	LIB RSRCS-AV/DVD/BL	53.98



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INVOICE: 506187909	10/21/24	229743		221255	P	10/31/24	2015017	954005	LIB RSRCS-AV/DVD/BL
172882	10/21/24	229743							22.49
INVOICE: 506187908	10/21/24	229744		221255	P	10/31/24	2015017	954005	LIB RSRCS-AV/DVD/BL
172883	10/21/24	229744							22.49
INVOICE: 506187907	10/21/24	229745		221255	P	10/31/24	2015017	954005	LIB RSRCS-AV/DVD/BL
172884	10/21/24	229745							26.24
INVOICE: 506187906	10/21/24	229746		221255	P	10/31/24	2015017	954005	LIB RSRCS-AV/DVD/BL
172885	10/21/24	229746							126.71
INVOICE: 506187905	10/21/24	229748		221255	P	10/31/24	2015013	951100	LIBRARY SUPPLIES
172887	10/21/24	229748							107.99
INVOICE: 506161905	10/25/24	229890		221255	P	10/31/24	2015015	954005	LIB RSRCS-AV/DVD/BLURAY
173026	10/25/24	229890							7.13
INVOICE: 506165792	10/25/24	229891		221255	P	10/31/24	2015017	954005	LIB RSRCS-AV/DVD/BL
173028	10/25/24	229891							26.24
INVOICE: 506210363	10/25/24	229892		221255	P	10/31/24	2015017	954005	LIB RSRCS-AV/DVD/BL
173029	10/25/24	229892							85.48
INVOICE: 506210361									915.84
VENDOR TOTALS			53,198.85	YTD INVOICED				53,750.52	YTD PAID
2614 MOTION PICTURE LICENSING CORPORATION									
173031	10/25/24	229895		221256	P	10/31/24	2015017	938506	GNL CNTRL SVC/PROGRAM
INVOICE: 504447507									299.01
VENDOR TOTALS			299.01	YTD INVOICED				299.01	YTD PAID
57766 NICOR GAS									
172888	10/21/24	229749		221257	P	10/31/24	2015012	955000	NATURAL GAS
INVOICE: ADM1021249									412.30
VENDOR TOTALS			31,323.68	YTD INVOICED				40,440.39	YTD PAID
924 OVERDRIVE INC									
172892	10/21/24	229753		221258	P	10/31/24	201	430819	NO. SUB. DIGITAL CONSORTI
INVOICE: 00751DA24304140									3.92
172894	10/21/24	229755		221258	P	10/31/24	201	430819	NO. SUB. DIGITAL CONSORTI
INVOICE: 00751DA24314443									244.99
172896	10/21/24	229757		221258	P	10/31/24	201	430819	NO. SUB. DIGITAL CONSORTI
INVOICE: 007561C024313090									1,209.74
173025	10/25/24	229889		221258	P	10/31/24	201	430819	NO. SUB. DIGITAL CONSORTI
INVOICE: 00751DA24327206									396.73
173033	10/25/24	229896		221258	P	10/31/24	201	430819	NO. SUB. DIGITAL CONSORTI
INVOICE: 00751C024326330									3,291.01
VENDOR TOTALS			181,250.47	YTD INVOICED				186,714.21	YTD PAID
61248 PARK RIDGE PUBLIC LIBRARY									
172898	10/21/24	229759		221259	P	10/31/24	2015016	951100	LIBRARY SUPPLIES
INVOICE: ADM10212410									350.00
172898	10/21/24	229759		221259	P	10/31/24	2015011	938502	GNL CNTRL SVC/POSTAGE
INVOICE: ADM10212410									350.00

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172898 INVOICE: ADM10212410	10/21/24	229759		221259	P	10/31/24	2015015 938506	GNL CNTRL SVC/PROGRAM	50.00
VENDOR TOTALS		22,500.00	YTD INVOICED				22,500.00	YTD PAID	750.00
229 PITNEY BOWES BANK INC 172655 INVOICE: ADM101624	10/16/24	229515		221021	M	10/16/24	2015011 938502	GNL CNTRL SVC/POSTAGE	1,000.00
VENDOR TOTALS		24,493.88	YTD INVOICED				24,228.30	YTD PAID	1,000.00
8790 PLAYAWAY PRODUCTS LLC 173035 INVOICE: 478490	10/25/24	229898		221260	P	10/31/24	2015015 954004	LIB RSRCS-RECORDING AUDIO	1,102.81
173036 INVOICE: 478088	10/25/24	229900		221260	P	10/31/24	2015015 954004	LIB RSRCS-RECORDING AUDIO	503.16
VENDOR TOTALS		15,233.30	YTD INVOICED				15,258.29	YTD PAID	1,605.97
9232 SKOKIE QAHWAH LLC 173038 INVOICE: ADM1025242	10/25/24	229901		221261	P	10/31/24	2015017 938506	GNL CNTRL SVC/PROGRAM	200.00
VENDOR TOTALS		400.00	YTD INVOICED				400.00	YTD PAID	200.00
302528 THE ROWMAN & LITTLEFIELD PUB CORP 172902 INVOICE: 12535505	10/21/24	229764		221262	P	10/31/24	2015017 954017	LIB RSRCS-ADULT BOOKS NF	109.66
VENDOR TOTALS		109.66	YTD INVOICED				109.66	YTD PAID	109.66
3887 LAURA SCOTT 172905 INVOICE: ADM10212412	10/21/24	229766		221263	P	10/31/24	2015017 938506	GNL CNTRL SVC/PROGRAM	386.73
VENDOR TOTALS		1,289.15	YTD INVOICED				1,377.11	YTD PAID	386.73
9127 SOAPY ROADS OF LOMBARD 172907 INVOICE: ADM10212413	10/21/24	229768		221264	P	10/31/24	2015015 938506	GNL CNTRL SVC/PROGRAM	415.00
VENDOR TOTALS		850.00	YTD INVOICED				850.00	YTD PAID	415.00
8952 TWISTED TREE YOGA CORPORATION 172908 INVOICE: ADM10212414	10/21/24	229769		221265	P	10/31/24	2015015 938506	GNL CNTRL SVC/PROGRAM	120.00
172909 INVOICE: ADM10212415	10/21/24	229770		221266	P	10/31/24	2015015 938506	GNL CNTRL SVC/PROGRAM	75.00
VENDOR TOTALS		1,560.00	YTD INVOICED				1,560.00	YTD PAID	195.00

# CITY OF PARK RIDGE



## PAID INVOICES REPORT

WARRANT: L103124

TO FISCAL 2025/10 01/01/2024 TO 12/31/2024

VENDOR NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
1522 ULINE INC 172910 INVOICE: 184211131	10/21/24	229772		221267	P	10/31/24	2015015 951100	LIBRARY SUPPLIES	58.37
VENDOR TOTALS			3,673.89	YTD INVOICED			3,673.89	YTD PAID	58.37
303348 THE UPS STORE 1573 173039 INVOICE: ADM1025243	10/25/24	229902		221268	P	10/31/24	2015011 938502	GNL CNTRL SVC/POSTAGE	61.36
VENDOR TOTALS			294.36	YTD INVOICED			280.90	YTD PAID	61.36
565 VERNON LIBRARY SUPPLIES INC 172912 INVOICE: 710629	10/21/24	229773		221269	P	10/31/24	2015013 951100	LIBRARY SUPPLIES	296.85
VENDOR TOTALS			1,160.90	YTD INVOICED			1,160.90	YTD PAID	296.85
6235 SARAH VESSALO 173040 INVOICE: ADM1025244	10/25/24	229903		221270	P	10/31/24	2015011 933800	CONFERENCES & TRAINING	38.37
VENDOR TOTALS			988.60	YTD INVOICED			988.60	YTD PAID	38.37
300800 WAREHOUSE DIRECT INC 172913 INVOICE: 58121670	10/21/24	229774		221271	P	10/31/24	2015011 951002	OFF SPLS--OTHER SUPPLIES	18.14
VENDOR TOTALS			3,076.43	YTD INVOICED			3,483.13	YTD PAID	18.14
								REPORT TOTALS	62,794.54

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	45	61,481.97
TOTAL MANUAL CHECKS	1	1,000.00
TOTAL WIRE TRANSFERS	1	312.57

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