

MOUNT PROSPECT PUBLIC LIBRARY
REGULAR BOARD MEETING
MAY 17, 2018
AGENDA
7 p.m. Meeting Room B

1. Call to Order

Introduction of Dan Criscione, Librarian

2. Roll Call
3. Approval of Minutes of Regular Meeting of April 19, 2018;
Approval of Minutes of Committee of the Board Meeting of April 12, 2018

Election of Officers for 2018 – 2019

4. Citizens to be Heard on Matters Not Listed on the Agenda
5. Written Communiques
6. Treasurer's Report
7. Approval April Bills
Staff Report: Frank Corry
8. Report of the Executive Director
Announcements
Database demonstration: PressReader
9. Committee Reports by Board Members
 1. Library Committee Reports
 - a. Advocacy – S. Haas
 - b. Art – D. Draznin
 - c. Building – S. Haas
 - d. Finance – S. Fulk
 - e. Personnel – S. Fulk
 - f. 75th Anniversary – D. Draznin
 - g. Strategic Plan – S. Haas
 - h. Trustee – M. Duebner
 2. Other
10. Unfinished Business
 - 1.
11. New Business
 - 1.
12. Articles

13. Calendar items (PLEASE NOTE)
 1. Library Closed for Staff In-service Day – May 18
 2. Foundation Board Meeting – May 21 – Brian Gilligan
 3. Library Closed for Memorial Day – May 28
 4. Special Meeting – June 7
 5. Regular Board Meeting – June 21 at 7 p.m.
 6. Foundation Board Meeting – June 25 – Terri Gens
 7. Cookies & More With the Board – June – Brian Gilligan
 8. 4th of July Parade at 1 p.m.
 9. Library Closed – July 4
 10. Committee of the Whole Meeting – July 5
 11. Regular Board Meeting – July 19 at 7 p.m.
 12. Friends Book Sale – July 21 and 22
 13. Library closes at 5 p.m. July 27 – Village Block Party
 14. Village Block Party – July 28
 15. Cookies & More With the Board – July – Sylvia Fulk
 16. No Foundation Board Meeting in July
14. Reports by Board Members (not included in Executive Director's report)
 1. Topic Suggestions For Future Meetings
 2. Board Member Reports
15. Closed session: Personnel 5ILCS 120/2 (c) (1) – The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity.
16. Adjournment

MOUNT PROSPECT PUBLIC LIBRARY – BOARD OF LIBRARY TRUSTEES
Regular Meeting May 17, 2018

1. Call to Order:

Notice of the time of the meeting and agenda having been posted on the library bulletin board and one other public place, forty-eight hours prior to the meeting as required by law, the meeting was called to order at 7:04 p.m. by Sylvia Fulk, President.

2. Roll Call:

Present: Dale Draznin, Michael Duebner, Jane Everett, Sylvia Fulk, Terri Gens, Brian Gilligan, Sylvia Haas

Absent: None

Others Present: Marilyn Genter, Executive Director; Anthony Auston, Executive Deputy Director; Frank Corry, Deputy Director; Dale Heath, Wendy Temko

Visitors: Dan Criscione

Introduced Dan Criscione, Librarian

3. Approval of Minutes.

a. Minutes of the Regular Meeting of April 19, 2018;

b. Minutes of the Committee of the Board Meeting of April 12, 2018

Minutes read. Approved as distributed and submitted.

Election of Officers for 2018 – 2019

Office of Board President

Board President opened the nominations for President.

Board President closed the nominations.

Board President called for a vote on Sylvia Fulk for Board President.

Roll Call Vote

AYES: Draznin, Duebner, Everett, Fulk, Gens, Gilligan, Haas NAYS: None

ABSTAIN: None ABSENT: None

MOUNT PROSPECT PUBLIC LIBRARY – BOARD OF LIBRARY TRUSTEES
Regular Meeting May 17, 2018

Office of Board Vice President

Board President opened the nominations for Vice President.

Board President closed the nominations.

Board President called for a vote on Sylvia Haas for Vice President.

Roll Call Vote

AYES: Draznin, Duebner, Everett, Fulk, NAYS: None
Gens, Gilligan, Haas

ABSTAIN: None ABSENT: None

Office of Board Treasurer/Secretary

Board President opened the nominations for Treasurer/Secretary.

Board President closed the nominations.

Board President called for a vote on Michael Duebner for Treasurer/Secretary.

Roll Call Vote

AYES: Draznin, Duebner, Everett, Fulk, NAYS: None
Gens, Gilligan, Haas

ABSTAIN: None ABSENT: None

Office of Board Assistant Treasurer

Board President opened the nominations for Assistant Treasurer.

Board President closed the nominations.

Board President called for a vote on Terri Gens for Assistant Treasurer.

Roll Call Vote

AYES: Draznin, Duebner, Everett, Fulk, NAYS: None
Gens, Gilligan, Haas

ABSTAIN: None ABSENT: None

4. Citizens to be Heard on Matters Not Listed on the Agenda.

None

MOUNT PROSPECT PUBLIC LIBRARY – BOARD OF LIBRARY TRUSTEES
Regular Meeting May 17, 2018

5. Written Communiques.

1. Thank you from Cathy Cushing on receiving Resolution of Appreciation.
2. Thank you from Marsha Diamond for floral arrangement.
3. Thank you from patron who received extensive assistance from Abby Reiter.

6. Treasurer's Report.

Treasurer's Report approved for April 2018 as presented and filed for audit.

7. Approval of April Bills.

MOTION: Motion was made by Michael Duebner and seconded to ratify for payment April bills in the amount of \$799,413.72.

Roll Call Vote

AYES: Draznin, Duebner, Everett, Fulk, NAYS: None
Gens, Gilligan, Haas

ABSTAIN: None ABSENT: None

MOTION CARRIED

Staff Report: Frank Corry

8. Report of the Executive Director.

The Executive Director's report for the month of April 2018 was presented to the Board (copy to be made part of the minutes).

Announcements

Anthony Auston provided updates on the Lobby Project.

Database demonstration: PressReader

Dale Heath demonstrated PressReader. This database provides full formatted newspapers and magazines.

[D. Criscione, D. Heath left at 7:45 p.m.]

MOUNT PROSPECT PUBLIC LIBRARY – BOARD OF LIBRARY TRUSTEES
Regular Meeting May 17, 2018

9. Committee Reports by Board Members

1. Library Committee Reports

a. Advocacy – S. Haas

No report.

b. Art – D. Draznin

No report.

c. Building – S. Haas

No report

d. Finance – S. Fulk

No report.

e. Personnel – S. Fulk

No report.

f. 75th Anniversary – D. Draznin

No report.

g. Strategic Plan – S. Haas

No report.

h. Trustee – M. Duebner

No report.

2. Other

None

10. Unfinished Business.

None

MOUNT PROSPECT PUBLIC LIBRARY – BOARD OF LIBRARY TRUSTEES
Regular Meeting May 17, 2018

11. New Business.

None

12. Articles.

None

13. Calendar items. (PLEASE NOTE)

1. Library Closed for Staff In-service Day – May 18
2. Foundation Board Meeting – May 21 – Brian Gilligan
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MOUNT PROSPECT PUBLIC LIBRARY – BOARD OF LIBRARY TRUSTEES
Regular Meeting May 17, 2018

14. Reports by Board Members (information/news not already included in Executive Director's report).

1. Topic Suggestions For Future Meetings

None

2. Board Member Reports

Dale Draznin hosted Cookies and More With the Board on May 11 at 3 p.m. A lot of parents and children stopped. One gentleman would like more items translated into Spanish.

[A. Auston, F. Corry left at 7:50 p.m.]

15. Closed session

MOTION: Motion was made by Michael Duebner and seconded to adjourn to closed session at 7:51 p.m. Personnel 5ILCS 120/2 (c) (1) – The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity.

Roll Call Vote

AYES: Draznin, Duebner, Everett, Fulk, NAYS: None
Gens, Gilligan, Haas

ABSTAIN: None ABSENT: None

MOTION CARRIED

Regular meeting adjourned to closed meeting at 7:51 p.m.

Regular meeting reconvened at 8:55 p.m.

16. Adjournment.

Regular meeting adjourned at 8:56 p.m.

(signature pending)

Michael Duebner, Secretary

Approved as submitted 06/21/18

**MOUNT PROSPECT PUBLIC LIBRARY
SUMMARY OF CASH DISBURSEMENTS
April 30, 2018**

LIBRARY GENERAL FUND

Salaries & Benefits (4100L - 4150L)	\$ 571,469.25	
Management Expense (4210L - 4290L)	14,285.94	
Operating Expenses (4310L - 4390L)	13,626.27	
Building Expense (4410L - 4460L)	46,907.95	
Services and Resources (4610L - 4690L)	69,974.95	
Friends & Foundation reimbursable expenses (9530L and 9540L)	2,371.65	
VOMP reimbursable expenses (9560L)	391.15	
Grant Expenses (9570L)	-	
Total April 2018 Library General Fund Expenses		\$ 719,027.16

Additions for Library General Fund Cash Disbursements:

Payments to Friends & Foundation for income items	\$ 109.55	
Payments to Mt Prospect Historical Society	-	
Operating Expense Reimbursements received	4,245.78	
March 2018 Accrued Payroll & Benefits	238,397.58	
March 2018 Credit Card Payable	17,515.64	
March 2018 Accounts Payable	18,769.93	
April 2018 Accounts Receivable	1,350.94	
Disbursements for Foundation & Friends	-	
Disbursements for Gift Fund and Building Fund	-	
		280,389.42

Deductions for Library General Fund Cash Disbursements:

April 2018 Accrued Payroll & Benefits	\$ 272,981.29	
April 2018 Credit Card Payable	31,294.62	
April 2018 Accounts Payable	14,899.08	
March 2018 Accounts Receivable	22.90	
Expenses paid with Vendor rebates	-	
Miscellaneous	(0.45)	
Payment of Nayax invoices & merchant fees by income offset	122.60	
Payment of Credit Card Merchant fees by income offset	38.53	
		(319,358.57)
<i>Total Library General Fund cash disbursed</i>		\$ 680,058.01

CAPITAL PROJECTS RESERVE FUND

April 2018 Expenses	\$ 11,273.01	
Plus: March 2018 Accounts Payable	15,518.70	
Less: April 2018 Accounts Payable	(26.00)	
<i>Total Capital Projects Reserve Fund cash disbursed</i>		26,765.71

DEBT SERVICE FUND

April 2018 Expenses	\$ 14,679.15	
Plus: March 2018 Interest Payable	58,716.68	
Less: April 2018 Interest Payable	- (14,679.17)	
<i>Total Debt Service Fund cash disbursed</i>		88,075.00

GIFT FUND

April 2018 Expenses	\$ 1,015.00	
Less: Payment of Credit Card Merchant fees by income offset	-	
Plus: March 2018 Accounts Payable	3,500.00	
Less: April 2018 Accounts Payable	-	
<i>Total Gift Fund cash disbursed</i>		4,515.00

TOTAL CASH DISBURSEMENTS, APRIL 2018	\$ 799,413.72
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Mount Prospect Public Library
Library Fund Expenses by G/L Account #
For the Period From Apr 1, 2018 to Apr 30, 2018

Account ID	Account Description	Date	Reference	Transaction Description	Amount
4110L	Salaries	4/1/18	05-03/31/2018	03/31/2018 payroll accrual	\$ (207,056.00)
4110L	Salaries	4/5/18	Payroll04/06/2018	PAYROLL - PAYCOM	207,056.66
4110L	Salaries	4/19/18	PAYROLL04/20/2018	PAYROLL - PAYCOM	203,633.79
4110L	Salaries	4/30/18	2-04/30/2018	04/30/2018 payroll accrual	236,359.00
4120L	IMRF	4/1/18	05-03/31/2018	03/31/2018 payroll accrual	(18,895.00)
4120L	IMRF	4/23/18	46889	VILLAGE OF MT. PROSPECT - IMRF	37,860.73
4120L	IMRF	4/30/18	2-04/30/2018	04/30/2018 payroll accrual	21,837.00
4130L	MC / FICA	4/1/18	05-03/31/2018	03/31/2018 payroll accrual	(14,923.00)
4130L	MC / FICA	4/5/18	Payroll04/06/2018	PAYROLL - PAYCOM	14,922.54
4130L	MC / FICA	4/19/18	PAYROLL04/20/2018	PAYROLL - PAYCOM	14,708.84
4130L	MC / FICA	4/30/18	2-04/30/2018	04/30/2018 payroll accrual	17,041.00
4140L	Insurance	4/12/18	3424	COBRA fee	(15.46)
4140L	Insurance	4/23/18	46890	VILLAGE OF MT. PROSPECT	5,821.57
4140L	Insurance	4/23/18	46894	VILLAGE OF MT. PROSPECT	55,821.57
4140L	Insurance	4/23/18	46890V	VILLAGE OF MT. PROSPECT	(5,821.57)
4140L	Insurance	4/25/18	EFT1524583789005	GUARDIAN	(0.11)
4140L	Insurance	4/23/18	46894	VILLAGE OF MT. PROSPECT	136.50
4150L	Unemployment Tax	4/27/18	46915	LIMRICC UNEMPLOYMENT COMP.	2,981.19
4220L	Legal Fees	4/23/18	639659	VEDDER PRICE P.C.	169.20
4240L	Marketing	4/17/18	46869	CATHY CUSHING	2,696.00
4240L	Marketing	4/4/18	176421	THE JOURNAL AND TOPICS	40.00
4240L	Marketing	4/13/18		MC/VISTAPRINT	53.37
4240L	Marketing	4/6/18		MC/WALGREENS	2.99
4260L	Professional Dues	4/3/18	146254	ILLINOIS LIBRARY ASSOCIATION	75.00
4260L	Professional Dues	4/3/18	146382	ILLINOIS LIBRARY ASSOCIATION	75.00
4260L	Professional Dues	4/3/18	145967	ILLINOIS LIBRARY ASSOCIATION	75.00
4260L	Professional Dues	4/17/18	46884	AMERICAN LIBRARY ASSOCIATION	191.00

Mount Prospect Public Library
Library Fund Expenses by G/L Account #
For the Period From Apr 1, 2018 to Apr 30, 2018

Account ID	Account Description	Date	Reference	Transaction Description	Amount
4260L	Professional Dues	4/17/18	46884	AMERICAN LIBRARY ASSOCIATION	191.00
4280L	Human Resources	4/5/18	Payroll04/06/2018	PAYROLL - PAYCOM	826.48
4280L	Human Resources	4/19/18	PAYROLL04/20/2018	PAYROLL - PAYCOM	821.32
4280L	Human Resources	4/15/18	2163003	EMPLOYEE BENEFITS CORPORATION	112.50
4280L	Human Resources	4/23/18		MC/AMERICAN AIRLINES	461.40
4280L	Human Resources	4/23/18		MC/AMERICAN AIRLINES	45.98
4280L	Human Resources	4/5/18	Payroll04/06/2018	EXPENSE REIMBURSEMENTS TO EMPLOYEES	36.00
4280L	Human Resources	4/19/18	PAYROLL04/20/2018	EXPENSE REIMBURSEMENTS TO EMPLOYEES -	39.19
4280L	Human Resources	4/15/18		MC/SQUARE	45.60
4280L	Human Resources	4/15/18		MC/STARBUCKS	9.53
4280L	Human Resources	4/15/18		MC/STARBUCKS	9.70
4280L	Human Resources	4/15/18		MC/MARRIOT	92.96
4280L	Human Resources	4/15/18		MC/MARRIOT	3.54
4280L	Human Resources	4/15/18		MC/AMERICAN TAXI	38.40
4280L	Human Resources	4/15/18		MC/AMERICAN AIRLINES	25.00
4280L	Human Resources	4/17/18		MC/MARRIOT	5.83
4280L	Human Resources	4/17/18		MC/CUTS STEAKHOUSE	161.43
4280L	Human Resources	4/17/18		MC/SQUARE	73.60
4280L	Human Resources	4/17/18		MC/ATLANTA AIRPORT	79.37
4280L	Human Resources	4/18/18		MC/PACIFIC RIM BISTRO	140.70
4280L	Human Resources	4/19/18		MC/MARRIOT	857.00
4280L	Human Resources	4/19/18		MC/MARRIOT	857.00
4280L	Human Resources	4/19/18		MC/AMERICAN TAXI	38.40
4280L	Human Resources	4/20/18		MC/AMERICAN AIRLINES	25.00
4280L	Human Resources	4/20/18		MC/MARRIOT	857.00
4280L	Human Resources	4/20/18		MC/MARRIOT	67.03
4280L	Human Resources	4/22/18		MC/MARRIOT	15.25
4280L	Human Resources	4/22/18		MC/MARRIOT	857.00
4280L	Human Resources	4/22/18		MC/MARRIOT	21.34
4280L	Human Resources	4/2/18	46858	REACHING FORWARD / ILA	1,050.00
4280L	Human Resources	4/17/18	46861	REACHING FORWARD / ILA	150.00
4280L	Human Resources	4/19/18		MC/PAYPAL	1,495.00
4280L	Human Resources	4/19/18		MC/ALA	49.00

Mount Prospect Public Library
Library Fund Expenses by G/L Account #
For the Period From Apr 1, 2018 to Apr 30, 2018

Account ID	Account Description	Date	Reference	Transaction Description	Amount
4280L	Human Resources	4/6/18		MC/MCCORMICK FOOD SERVICE	18.33
4280L	Human Resources	4/6/18		MC/SELF PARK	23.00
4280L	Human Resources	4/19/18	PAYROLL04/20/2018	EXPENSE REIMBURSEMENTS TO EMPLOYEES	41.71
4280L	Human Resources	4/24/18		MC/ALA	130.00
4280L	Human Resources	4/25/18		MC/EVENTBRITE	15.00
4280L	Human Resources	4/27/18	46917	MT PROSPECT CHAMBER OF COMMERCE	60.00
4280L	Human Resources	4/30/18	46957	MT. PROSPECT FIRE DEPARTMENT	420.00
4280L	Human Resources	4/19/18	PAYROLL04/20/2018	EXPENSE REIMBURSEMENTS TO EMPLOYEES	14.77
4280L	Human Resources	4/26/18	39300	SIGNARAMA	345.80
4280L	Human Resources	4/30/18	PettyCash04/30/2018	PETTY CASH	4.00
4290L	Other Operating	4/6/18	NAYAX04/06/2018	NAYAX LLC	12.98
4290L	Other Operating	4/12/18	ONLINE04/11/2018	PROPAY	12.56
4290L	Other Operating	4/13/18	NAYAX04/13/2018	NAYAX LLC	14.70
4290L	Other Operating	4/18/18	ONLINE04/18/2018	PROPAY	10.37
4290L	Other Operating	4/20/18	NAYAX04/20/2018	NAYAX LLC	17.79
4290L	Other Operating	4/25/18	ONLINE04/25/2018	PROPAY	8.06
4290L	Other Operating	4/27/18	NAYAX04/27/2018	NAYAX LLC	13.53
4290L	Other Operating	4/30/18	ONLINE04/30/2018	PROPAY	7.54
4290L	Other Operating	4/30/18	EFT05/01/2018	HEARTLAND	135.54
4290L	Other Operating	4/2/18	04/02/2018	PURPLE ROSE FLORIST INC.	30.00
4290L	Other Operating	4/19/18		MC/Jewel	2.98
4290L	Other Operating	4/1/18	2722	WILDCAT TROPHY	16.73
4290L	Other Operating	4/3/18	EMP04/03/2018	EMPLOYEE REIMBURSEMENTS	(65.00)
4290L	Other Operating	4/14/18	04/14/2018	DEX MEDIA	22.00
4290L	Other Operating	4/19/18	PAYROLL04/20/2018	EXPENSE REIMBURSEMENTS TO EMPLOYEES	37.44
4310L	Telecommunications	4/13/18	847670548904-2018	AT&T	764.29
4310L	Telecommunications	4/16/18	847R16313104-2018	AT&T	671.58
4310L	Telecommunications	4/16/18	847Z99078804-2018	AT&T - 60%	358.16
4310L	Telecommunications	4/16/18	T1826718	TECHNOLOGY MANAGEMENT REVOLVING FUND	269.76
4310L	Telecommunications	4/28/18	9806209369	VERIZON WIRELESS	385.41
4310L	Telecommunications	4/16/18	847Z99181904-2018	AT&T - 50%	152.37

Mount Prospect Public Library
 Library Fund Expenses by G/L Account #
 For the Period From Apr 1, 2018 to Apr 30, 2018

Account ID	Account Description	Date	Reference	Transaction Description	Amount
4320L	Insurance	4/9/18	04/09/2018	THE HARTFORD	1,255.00
4340L	Office Supplies	4/5/18	3856120-0	WAREHOUSE DIRECT	385.40
4340L	Office Supplies	4/14/18	3375072575	STAPLES BUSINESS ADVANTAGE	49.39
4340L	Office Supplies	4/16/18	3868365-0	WAREHOUSE DIRECT	49.19
4340L	Office Supplies	4/27/18	3376156995	STAPLES BUSINESS ADVANTAGE	31.47
4340L	Office Supplies	4/16/18	6355052	DEMCO	3.65
4340L	Office Supplies	4/17/18	2534144	GAYLORD BROTHERS INC.	43.72
4340L	Office Supplies	4/5/18	Payroll04/06/2018	EXPENSE REIMBURSEMENTS TO EMPLOYEES	5.58
4340L	Office Supplies	4/11/18	9260686	BLICK ART MATERIALS	73.79
4340L	Office Supplies	4/16/18	3868366-0	WAREHOUSE DIRECT	206.40
4340L	Office Supplies	4/14/18	3375072577	STAPLES BUSINESS ADVANTAGE	12.87
4340L	Office Supplies	4/16/18	3868367-0	WAREHOUSE DIRECT	10.80
4340L	Office Supplies	4/14/18	3375072554	STAPLES BUSINESS ADVANTAGE	3.79
4340L	Office Supplies	4/18/18	3375362709	STAPLES BUSINESS ADVANTAGE	9.99
4340L	Office Supplies	4/14/18	3375072574	STAPLES BUSINESS ADVANTAGE	130.85
4340L	Office Supplies	4/19/18	3375430784	STAPLES BUSINESS ADVANTAGE	45.20
4340L	Office Supplies	4/27/18	3376156996	STAPLES BUSINESS ADVANTAGE	(45.20)
4340L	Office Supplies	4/5/18	3856120-0	WAREHOUSE DIRECT	179.32
4340L	Office Supplies	4/15/18	113-2566139-7824257	MC/AMAZON	129.54
4340L	Office Supplies	4/24/18	3877080-0	WAREHOUSE DIRECT	228.90
4340L	Office Supplies	4/24/18		MC/ID WHOLESALER	579.00
4340L	Office Supplies	4/14/18	3375072567	STAPLES BUSINESS ADVANTAGE	12.48
4340L	Office Supplies	4/16/18	3868563-0	WAREHOUSE DIRECT	7.89
4340L	Office Supplies	4/14/18	3375072572	STAPLES BUSINESS ADVANTAGE	48.03
4350L	Library Supplies	4/16/18	6355052	DEMCO	196.67
4350L	Library Supplies	4/24/18	3375866219	STAPLES BUSINESS ADVANTAGE	278.39
4350L	Library Supplies	4/1/18	460026	UNIQUE MANAGEMENT SERVICES, INC.	49.75
4350L	Library Supplies	4/6/18	10365	ELM USA, INC.	43.95
4350L	Library Supplies	4/14/18	3375072577	STAPLES BUSINESS ADVANTAGE	24.57
4350L	Library Supplies	4/16/18	3868367-0	WAREHOUSE DIRECT	22.68
4350L	Library Supplies	4/16/18	6355052	DEMCO -	14.42
4350L	Library Supplies	4/27/18	9771938488	W. W. GRAINGER, INC.	60.00

Mount Prospect Public Library
 Library Fund Expenses by G/L Account #
 For the Period From Apr 1, 2018 to Apr 30, 2018

Account ID	Account Description	Date	Reference	Transaction Description	Amount
4350L	Library Supplies	4/27/18	8300129	SMILE MAKERS	90.87
4350L	Library Supplies	4/30/18	257206	AMERICAN OUTFITTERS	858.12
4350L	Library Supplies	4/20/18	580185	ARAMARK	311.96
4360L	Postage	4/17/18	EMP04/17/2018	EMPLOYEE REIMBURSEMENTS	(1.00)
4360L	Postage	4/17/18	46881	POSTMASTER	1,835.00
4360L	Postage	4/12/18		PURCHASE POWER	500.00
4360L	Postage	4/27/18	4-04/30/2018	Reclass of 4/27/18 Tech Service UPS shipment.	(12.79)
4360L	Postage	4/27/18	4-04/30/2018	Reclass of 4/09/18 Tech Service UPS shipment.	(15.10)
4380L	Contract Services	4/23/18	009260	AQUA-SAFARI, INC.	73.00
4390L	IT Services	4/6/18		MC/QUICKBASE	175.86
4390L	IT Services	4/30/18	MPB8493	CDW GOVERNMENT, INC.	2,079.00
4390L	IT Services	4/19/18		MC/NINITE.COM	35.00
4390L	IT Services	4/24/18		MC/SEARCH WP	29.40
4390L	IT Services	4/1/18	32471	BACKSTAGE LIBRARY WORKS	225.00
4390L	IT Services	4/5/18	15907	ILLINOIS HEARTLAND LIBRARY SYSTEM	692.90
4410L	Building Maintenance	4/1/18	MA006034	COMPLETE TEMPERATURE SYSTEMS	1,637.00
4410L	Building Maintenance	4/8/18	5218	CANINE DETECTION & INSPECTION	2,750.00
4410L	Building Maintenance	4/12/18	00008122	AMERICAN DOOR AND DOCK	386.15
4410L	Building Maintenance	4/13/18	95007	BISHOP PLUMBING, INC.	537.20
4410L	Building Maintenance	4/13/18	84718606	SIMPLEX GRINNELL	832.00
4410L	Building Maintenance	4/19/18	41051	FLUORECYCLE, INC.	240.56
4410L	Building Maintenance	4/24/18	SRVCE039839	COMPLETE TEMPERATURE SYSTEMS, INC.	442.00
4410L	Building Maintenance	4/24/18	SRVCE039840	COMPLETE TEMPERATURE SYSTEMS, INC.	667.00
4410L	Building Maintenance	4/2/18	41727	NERADT ACE HARDWARE	14.98
4410L	Building Maintenance	4/3/18	41738	NERADT ACE HARDWARE	39.72
4410L	Building Maintenance	4/6/18	9750074305	W. W. GRAINGER, INC.	401.01
4410L	Building Maintenance	4/9/18	41769	NERADT ACE HARDWARE	27.26
4410L	Building Maintenance	4/17/18	41823	NERADT ACE HARDWARE	48.97
4410L	Building Maintenance	4/19/18	41840	NERADT ACE HARDWARE	7.98
4410L	Building Maintenance	4/23/18	0111461-IN	IMBERT INTERNATIONAL, INC.	438.16

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4410L	Building Maintenance	4/24/18	15115	MENARDS	29.41
4410L	Building Maintenance	4/27/18	9771938488	W. W. GRAINGER, INC.	132.97
4410L	Building Maintenance	4/23/18	46887	RIVER TRAILS EDUCATION	195.00
4410L	Building Maintenance	4/26/18	12770	MIDWEST IRRIGATION	241.80
4410L	Building Maintenance	4/30/18	4/30/2018	AMERICAN LANDSCAPING INC.	1,350.00
4410L	Building Maintenance	4/17/18	46872	THE HUFF COMPANY	4,292.50
4410L	Building Maintenance	4/20/18	0551-014013298	REPUBLIC SERVICES #551	377.75
4420L	Equipment Maintenance	4/4/18	41746	NERADT ACE HARDWARE	59.70
4420L	Equipment Maintenance	4/5/18		SHELL OIL COMPANY	(3.93)
4420L	Equipment Maintenance	4/23/18		SHELL OIL COMPANY	38.00
4420L	Equipment Maintenance	4/10/18	263952	IMAGE SYSTEMS & BUSINESS SOLUTIONS	5,424.93
4420L	Equipment Maintenance	4/12/18	264110	IMAGE SYSTEMS & BUSINESS SOLUTIONS	101.88
4420L	Equipment Maintenance	4/13/18	NAYAX04/13/2018	NAYAX LLC	63.60
4420L	Equipment Maintenance	4/19/18	041618-12	TODAY'S BUSINESS SOLUTIONS, INC.	60.00
4420L	Equipment Maintenance	4/26/18	042318-66	TODAY'S BUSINESS SOLUTIONS, INC.	95.76
4440L	Janitorial	4/1/18	25228	CRYSTAL MANAGEMENT & MAINTENANCE	2,613.33
4440L	Janitorial	4/12/18	022611929	CINTAS #22	73.23
4440L	Janitorial	4/26/18	022617944	CINTAS #22	52.58
4440L	Janitorial	4/12/18	124530	SUPERIOR INDUSTRIAL SUPPLY	200.10
4440L	Janitorial	4/19/18	3872428-0	WAREHOUSE DIRECT	321.02
4450L	Equipment	4/24/18	112-2186592-8079457	MC/AMAZON	14.99
4450L	Equipment	4/13/18	113-1710257-9135461	MC/AMAZON	4,845.00
4450L	Equipment	4/26/18	10238422674	DELL MARKETING L.P.	11,537.00
4450L	Equipment	4/1/18	7830	TODAY'S BUSINESS SOLUTIONS, INC.	1,855.50
4450L	Equipment	4/1/18	112-2643642-2027430	MC/AMAZON	335.99
4450L	Equipment	4/8/18	112-8504037-2435458	MC/AMAZON	509.41
4450L	Equipment	4/20/18	112-4444002-5233028	MC/AMAZON	100.70
4450L	Equipment	4/24/18	112-6653716-1773802	MC/AMAZON	7.99
4450L	Equipment	4/25/18	112-9431911-0040212	MC/AMAZON	17.49
4450L	Equipment	4/29/18	112-0112592-7865003	MC/AMAZON	34.99

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4460L	Utilities	4/6/18	2285923	CONSTELLATION NEWENERGY- GAS DIVISION	2,684.97
4460L	Utilities	4/15/18	04/15/18	VILLAGE OF MT. PROSPECT	774.30
4610L	Adult Print	4/1/18	2033609421	BAKER AND TAYLOR	943.80
4610L	Adult Print	4/1/18	3022120520	BAKER AND TAYLOR	4.75
4610L	Adult Print	4/1/18	2033614432	BAKER AND TAYLOR	887.57
4610L	Adult Print	4/1/18	149029	RUSSIAN PUBLISHING HOUSE LTD.	144.68
4610L	Adult Print	4/1/18	220-18	INDIANA ACADEMY OF SCIENCE PUB	250.00
4610L	Adult Print	4/3/18	2033617220	BAKER AND TAYLOR	418.74
4610L	Adult Print	4/3/18	5014949943	BAKER AND TAYLOR	46.87
4610L	Adult Print	4/4/18	63481853	GALE	155.19
4610L	Adult Print	4/4/18	63482015	GALE	151.44
4610L	Adult Print	4/4/18	2033625700	BAKER AND TAYLOR	800.69
4610L	Adult Print	4/4/18	63482252	GALE	53.98
4610L	Adult Print	4/4/18	63482503	GALE	53.23
4610L	Adult Print	4/5/18	Payroll04/06/2018	EXPENSE REIMBURSEMENTS TO EMPLOYEES	9.81
4610L	Adult Print	4/5/18	63492103	GALE	78.72
4610L	Adult Print	4/5/18	DKBF-1843-17	MC/DK AGENCIES	383.14
4610L	Adult Print	4/6/18	2033628752	BAKER AND TAYLOR	788.67
4610L	Adult Print	4/9/18	3022135845	BAKER AND TAYLOR	22.04
4610L	Adult Print	4/10/18	2033639240	BAKER AND TAYLOR	1,114.10
4610L	Adult Print	4/11/18	2033640112	BAKER AND TAYLOR	656.86
4610L	Adult Print	4/12/18	180401	LAKE COUNTY (IL) GENEAL. SOC.	89.00
4610L	Adult Print	4/13/18	3022145745	BAKER AND TAYLOR	80.60
4610L	Adult Print	4/13/18	2033645220	BAKER AND TAYLOR	782.28
4610L	Adult Print	4/15/18	2018/1084801	D & Z HOUSE OF BOOKS	431.88
4610L	Adult Print	4/16/18	2033648370	BAKER AND TAYLOR	933.11
4610L	Adult Print	4/16/18	3022149102	BAKER AND TAYLOR	14.69
4610L	Adult Print	4/17/18	2033650817	BAKER AND TAYLOR	233.87
4610L	Adult Print	4/17/18	5014970133	BAKER AND TAYLOR	56.30
4610L	Adult Print	4/17/18	63548724	GALE	52.78
4610L	Adult Print	4/19/18	2033658786	BAKER AND TAYLOR	926.33
4610L	Adult Print	4/20/18	3022156930	BAKER AND TAYLOR	112.46
4610L	Adult Print	4/23/18	2033665312	BAKER AND TAYLOR	820.54

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4610L	Adult Print	4/24/18	3022161750	BAKER AND TAYLOR	24.93
4610L	Adult Print	4/25/18	2033670820	BAKER AND TAYLOR	872.38
4610L	Adult Print	4/25/18	63590355	GALE	76.26
4610L	Adult Print	4/26/18	2033678647	BAKER AND TAYLOR	903.54
4610L	Adult Print	4/27/18	EFT1574631944	SYNCHRONY/AMAZON	1,361.98
4610L	Adult Print	4/30/18	3022169729	BAKER AND TAYLOR	10.09
4610L	Adult Print	4/5/18	2033628745	BAKER AND TAYLOR	25.98
4610L	Adult Print	4/11/18	2033639814	BAKER AND TAYLOR	12.47
4610L	Adult Print	4/24/18	2033668706	BAKER AND TAYLOR	16.95
4610L	Adult Print	4/27/18	EFT1574631944	SYNCHRONY/AMAZON	12.43
4610L	Adult Print	4/28/18	2033681521	BAKER AND TAYLOR	10.16
4620L	Adult AV	4/1/18	95961689	MIDWEST TAPE	79.98
4620L	Adult AV	4/1/18	95938337	MIDWEST TAPE	(20.99)
4620L	Adult AV	4/1/18	1087302364	PENGUIN RANDOM HOUSE, LLC	33.75
4620L	Adult AV	4/2/18	B86398640	BAKER & TAYLOR INC.	9.33
4620L	Adult AV	4/3/18	1087426328	PENGUIN RANDOM HOUSE, LLC	63.75
4620L	Adult AV	4/4/18	B86740810	BAKER & TAYLOR INC.	7.35
4620L	Adult AV	4/4/18	B86740811	BAKER & TAYLOR INC.	18.34
4620L	Adult AV	4/4/18	B86791930	BAKER & TAYLOR INC.	20.53
4620L	Adult AV	4/4/18	B86792280	BAKER & TAYLOR INC.	110.05
4620L	Adult AV	4/5/18	B86608170	BAKER & TAYLOR INC.	14.69
4620L	Adult AV	4/5/18	B86608171	BAKER & TAYLOR INC.	114.58
4620L	Adult AV	4/5/18	B86608172	BAKER & TAYLOR INC.	36.74
4620L	Adult AV	4/5/18	B86608173	BAKER & TAYLOR INC.	12.86
4620L	Adult AV	4/9/18	95989175	MIDWEST TAPE	78.98
4620L	Adult AV	4/10/18	B87238300	BAKER & TAYLOR INC.	14.69
4620L	Adult AV	4/12/18	B87462490	BAKER & TAYLOR INC.	12.73
4620L	Adult AV	4/12/18	B87215310	BAKER & TAYLOR INC.	11.03
4620L	Adult AV	4/12/18	B87215311	BAKER & TAYLOR INC.	11.88
4620L	Adult AV	4/12/18	B87215312	BAKER & TAYLOR INC.	22.04
4620L	Adult AV	4/12/18	B87462480	BAKER & TAYLOR INC.	28.63
4620L	Adult AV	4/13/18	B87507690	BAKER & TAYLOR INC.	8.80
4620L	Adult AV	4/13/18	B87543670	BAKER & TAYLOR INC.	68.60

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4620L	Adult AV	4/16/18	96010455	MIDWEST TAPE	21.59
4620L	Adult AV	4/16/18	96010457	MIDWEST TAPE	44.99
4620L	Adult AV	4/16/18	B87622240	BAKER & TAYLOR INC.	4.37
4620L	Adult AV	4/16/18	Q21643380	BAKER & TAYLOR INC.	24.98
4620L	Adult AV	4/16/18	Q21731440	BAKER & TAYLOR INC.	9.82
4620L	Adult AV	4/17/18	1087671270	PENGUIN RANDOM HOUSE, LLC	30.00
4620L	Adult AV	4/18/18	B87930280	BAKER & TAYLOR INC.	29.35
4620L	Adult AV	4/18/18	B87931140	BAKER & TAYLOR INC.	34.04
4620L	Adult AV	4/19/18	B88013510	BAKER & TAYLOR INC.	11.03
4620L	Adult AV	4/19/18	B87815445	BAKER & TAYLOR INC.	22.04
4620L	Adult AV	4/19/18	B88036980	BAKER & TAYLOR INC.	12.73
4620L	Adult AV	4/19/18	B88037220	BAKER & TAYLOR INC.	8.48
4620L	Adult AV	4/19/18	B87815444	BAKER & TAYLOR INC.	20.57
4620L	Adult AV	4/19/18	B87815443	BAKER & TAYLOR INC.	66.65
4620L	Adult AV	4/19/18	B87815442	BAKER & TAYLOR INC.	19.10
4620L	Adult AV	4/19/18	B87815440	BAKER & TAYLOR INC.	14.23
4620L	Adult AV	4/19/18	B87815441	BAKER & TAYLOR INC.	22.91
4620L	Adult AV	4/20/18	B88108550	BAKER & TAYLOR INC.	46.97
4620L	Adult AV	4/23/18	B88232510	BAKER & TAYLOR INC.	14.23
4620L	Adult AV	4/24/18	96035168	MIDWEST TAPE	23.99
4620L	Adult AV	4/24/18	96035169	MIDWEST TAPE	34.99
4620L	Adult AV	4/24/18	96035251	MIDWEST TAPE	20.24
4620L	Adult AV	4/24/18	96035252	MIDWEST TAPE	220.95
4620L	Adult AV	4/26/18	B88422590	BAKER & TAYLOR INC.	10.18
4620L	Adult AV	4/26/18	B88422591	BAKER & TAYLOR INC.	19.10
4620L	Adult AV	4/26/18	B88422592	BAKER & TAYLOR INC.	44.02
4620L	Adult AV	4/27/18	EFT1574631944	SYNCHRONY/AMAZON	(85.78)
4620L	Adult AV	4/27/18	EFT1574631944	SYNCHRONY/AMAZON	2,565.88
4620L	Adult AV	4/27/18	B88724360	BAKER & TAYLOR INC.	45.13
4620L	Adult AV	4/30/18	96049150	MIDWEST TAPE	39.99
4620L	Adult AV	4/30/18	96049152	MIDWEST TAPE	263.93
4620L	Adult AV	4/30/18	96049153	MIDWEST TAPE	44.99
4620L	Adult AV	4/27/18	EFT1574631944	SYNCHRONY/AMAZON	163.50

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4630L	Youth Print	4/1/18	2033608626	BAKER AND TAYLOR	338.43
4630L	Youth Print	4/1/18	CAL-309942I	CAVENDISH SQUARE	177.93
4630L	Youth Print	4/2/18	3022125610	BAKER AND TAYLOR	35.03
4630L	Youth Print	4/3/18	DIR2587183	EDC EDUCATIONAL SERVICES	45.92
4630L	Youth Print	4/3/18	0003082088	BAKER AND TAYLOR	(7.49)
4630L	Youth Print	4/6/18	2033630508	BAKER AND TAYLOR	291.41
4630L	Youth Print	4/9/18	3022137327	BAKER AND TAYLOR	39.85
4630L	Youth Print	4/10/18	2033634116	BAKER AND TAYLOR	102.39
4630L	Youth Print	4/10/18	2033636832	BAKER AND TAYLOR	449.82
4630L	Youth Print	4/12/18	3022143529	BAKER AND TAYLOR	20.06
4630L	Youth Print	4/13/18	2033645168	BAKER AND TAYLOR	262.03
4630L	Youth Print	4/15/18	2018/1084800	D & Z HOUSE OF BOOKS	191.85
4630L	Youth Print	4/16/18	3022149052	BAKER AND TAYLOR	9.58
4630L	Youth Print	4/17/18	2033649952	BAKER AND TAYLOR	226.42
4630L	Youth Print	4/18/18	2033656938	BAKER AND TAYLOR	242.24
4630L	Youth Print	4/19/18	2033658795	BAKER AND TAYLOR	409.22
4630L	Youth Print	4/20/18	3022156929	BAKER AND TAYLOR	57.51
4630L	Youth Print	4/23/18	3022160071	BAKER AND TAYLOR	31.27
4630L	Youth Print	4/23/18	2033664855	BAKER AND TAYLOR	468.02
4630L	Youth Print	4/24/18	2033667833	BAKER AND TAYLOR	122.94
4630L	Youth Print	4/26/18	2033673578	BAKER AND TAYLOR	314.41
4630L	Youth Print	4/27/18	EFT1574631944	SYNCHRONY/AMAZON	337.59
4630L	Youth Print	4/27/18	2033678550	BAKER AND TAYLOR	437.14
4630L	Youth Print	4/27/18	2033678330	BAKER AND TAYLOR	396.52
4630L	Youth Print	4/27/18	75780118	RECORDED BOOKS, LLC	17.99
4630L	Youth Print	4/28/18	2033682197	BAKER AND TAYLOR	1,087.21
4630L	Youth Print	4/30/18	3022169240	BAKER AND TAYLOR	165.33
4630L	Youth Print	4/5/18	2033628745	BAKER AND TAYLOR	125.09
4630L	Youth Print	4/9/18	3022136408	BAKER AND TAYLOR	5.64
4630L	Youth Print	4/11/18	2033639814	BAKER AND TAYLOR	21.46
4630L	Youth Print	4/12/18	2033642881	BAKER AND TAYLOR	15.22
4630L	Youth Print	4/24/18	2033668706	BAKER AND TAYLOR	99.29
4630L	Youth Print	4/27/18	EFT1574631944	SYNCHRONY/AMAZON	124.00
4630L	Youth Print	4/27/18	3022168581	BAKER AND TAYLOR	49.74

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4630L	Youth Print	4/28/18	2033681521	BAKER AND TAYLOR	173.62
4640L	Youth AV	4/1/18	115541	LIVE OAK MEDIA	22.95
4640L	Youth AV	4/1/18	75726908	RECORDED BOOKS, LLC	6.95
4640L	Youth AV	4/2/18	B85959930	BAKER & TAYLOR INC.	16.89
4640L	Youth AV	4/6/18	16852178	WESTON WOODS STUDIOS	35.95
4640L	Youth AV	4/9/18	95989862	MIDWEST TAPE	69.98
4640L	Youth AV	4/9/18	95989864	MIDWEST TAPE	30.38
4640L	Youth AV	4/9/18	95989865	MIDWEST TAPE	40.97
4640L	Youth AV	4/9/18	B86608180	BAKER & TAYLOR INC.	34.01
4640L	Youth AV	4/11/18	B603343CM	BAKER & TAYLOR INC.	(5.14)
4640L	Youth AV	4/16/18	96011140	MIDWEST TAPE	45.23
4640L	Youth AV	4/16/18	96011142	MIDWEST TAPE	25.99
4640L	Youth AV	4/16/18	96011143	MIDWEST TAPE	81.57
4640L	Youth AV	4/16/18	96011144	MIDWEST TAPE	20.38
4640L	Youth AV	4/16/18	B87215320	BAKER & TAYLOR INC.	24.96
4640L	Youth AV	4/16/18	B87507770	BAKER & TAYLOR INC.	61.62
4640L	Youth AV	4/23/18	B87815450	BAKER & TAYLOR INC.	36.70
4640L	Youth AV	4/23/18	B87815451	BAKER & TAYLOR INC.	19.84
4640L	Youth AV	4/24/18	96035341	MIDWEST TAPE	11.24
4640L	Youth AV	4/24/18	96035342	MIDWEST TAPE	76.98
4640L	Youth AV	4/24/18	96035344	MIDWEST TAPE	13.49
4640L	Youth AV	4/24/18	96035345	MIDWEST TAPE	11.24
4640L	Youth AV	4/24/18	75778018	RECORDED BOOKS, LLC	28.59
4640L	Youth AV	4/27/18	EFT1574631944	SYNCHRONY/AMAZON	948.02
4640L	Youth AV	4/27/18	2033678330	BAKER AND TAYLOR	16.74
4640L	Youth AV	4/30/18	B88422600	BAKER & TAYLOR INC.	38.92
4640L	Youth AV	4/30/18	B88422601	BAKER & TAYLOR INC.	27.90
4640L	Youth AV	4/30/18	B88422602	BAKER & TAYLOR INC.	19.05
4640L	Youth AV	4/30/18	96046758	MIDWEST TAPE	11.69
4640L	Youth AV	4/30/18	96049160	MIDWEST TAPE	29.24
4640L	Youth AV	4/30/18	96049161	MIDWEST TAPE	31.99
4640L	Youth AV	4/30/18	96049162	MIDWEST TAPE	183.96
4640L	Youth AV	4/30/18	96049163	MIDWEST TAPE	78.38

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4640L	Youth AV	4/30/18	96049164	MIDWEST TAPE	15.99
4640L	Youth AV	4/27/18	EFT1574631944	SYNCHRONY/AMAZON	(2.97)
4640L	Youth AV	4/27/18	EFT1574631944	SYNCHRONY/AMAZON	44.97
4640L	Youth AV	4/30/18	B88422190	BAKER & TAYLOR INC.	22.78
4650L	Subscriptions	4/1/18	18AUTOWK	AUTOWEEK	14.95
4650L	Subscriptions	4/1/18	18CHICGRDN	CHICAGOLAND GARDENING	44.95
4650L	Subscriptions	4/1/18	18SUNTIMES2	CHICAGO SUN TIMES	218.40
4650L	Subscriptions	4/1/18	18LONELY	LONELY PLANET	21.00
4650L	Subscriptions	4/1/18	18MORNINGS	MORNINGSTAR	185.00
4650L	Subscriptions	4/1/18	18SOUND	SOUND VISION	34.97
4650L	Subscriptions	4/1/18	18ALLRECP	ALLRECIPES MAGAZINE	10.00
4650L	Subscriptions	4/1/18	18AUTOR	AUTO RESTORER	30.00
4650L	Subscriptions	4/1/18	18BHG	BETTER HOMES AND GARDENS	11.98
4650L	Subscriptions	4/1/18	18FINEHOME	FINE HOMEBUILDING	37.95
4650L	Subscriptions	4/1/18	18PREVENT	PREVENTION	36.00
4650L	Subscriptions	4/2/18		MC/WALLY'S MARKET	18.85
4650L	Subscriptions	4/19/18	INV8657668	MC/NEW READERS PRESS	19.71
4650L	Subscriptions	4/27/18	EFT1574631944	SYNCHRONY/AMAZON	104.45
4650L	Subscriptions	4/19/18	INV8657668	MC/NEW READERS PRESS	19.71
4660L	Electronic Resources	4/1/18	837963173	WEST PAYMENT CENTER	1,820.00
4660L	Electronic Resources	4/9/18	944449	GREY HOUSE PUBLISHING	4,760.00
4661L	Digital Media	4/1/18	70506492	PROQUEST INFORMATION AND LEARNING	12,540.00
4662L	E-Learning	4/1/18	10110415806	LINKEDIN CORPORATION	13,125.00
4680L	Processing	4/9/18	16615	BUDGET LIBRARY SUPPLIES	3,013.95
4680L	Processing	4/12/18	251145	FINDAWAY WORLD, LLC	119.90
4680L	Processing	4/14/18	3375072567	STAPLES BUSINESS ADVANTAGE	59.02
4680L	Processing	4/16/18	6355052	DEMCO	320.18
4680L	Processing	4/16/18	3868563-0	WAREHOUSE DIRECT	135.87
4680L	Processing	4/27/18	4-04/30/2018	Reclass of 4/27/18 Tech Service UPS shipment	12.79

Mount Prospect Public Library
Library Fund Expenses by G/L Account #
For the Period From Apr 1, 2018 to Apr 30, 2018

Account ID	Account Description	Date	Reference	Transaction Description	Amount
4680L	Processing	4/27/18	4-04/30/2018	Reclass of 4/09/18 Tech Service UPS shipment	15.10
4690L	Programs	4/2/18	9208910	BLICK ART MATERIALS	30.59
4690L	Programs	4/5/18	Payroll04/06/2018	EXPENSE REIMBURSEMENTS TO EMPLOYEES	49.17
4690L	Programs	4/10/18	689430049-01	FUN EXPRESS	126.13
4690L	Programs	4/11/18	10177285	S & S WORLDWIDE	30.93
4690L	Programs	4/12/18		MC/CROWN TROPHY	25.21
4690L	Programs	4/13/18	46860	MAGIC BY RANDY, INC.	450.00
4690L	Programs	4/19/18	PAYROLL04/20/2018	EXPENSE REIMBURSEMENTS TO EMPLOYEES	70.01
4690L	Programs	4/19/18	689606569-01	FUN EXPRESS	208.49
4690L	Programs	4/19/18		MC/4 IMPRINT	1,342.00
4690L	Programs	4/23/18	112-0375898-2991403	MC/AMAZON	45.81
4690L	Programs	4/24/18		MC/TARGET	40.00
4690L	Programs	4/24/18		MC/STARBUCKS	80.00
4690L	Programs	4/27/18	46914	CINEMA ACADEMY/GREAT WORKS	97.50
4690L	Programs	4/27/18	46916	GABRIELA CHICHIZOLA	500.00
4690L	Programs	4/27/18	8300129	SMILE MAKERS	27.96
4690L	Programs	4/30/18		MC/KD MARKET	38.55
4690L	Programs	4/12/18	46859	ANETTE ISAACS	275.00
4690L	Programs	4/23/18	46891	DANIELLE SCHULTZ	150.00
4690L	Programs	4/23/18	46893	LIZ KIRCHHOFF	150.00
4690L	Programs	4/20/18	46886	JOHN MOSMAN	270.00
4690L	Programs	4/23/18	46892	MELISSA MAYBERRY	270.00
4690L	Programs	4/2/18		MC/MARIANO'S -	5.38
4690L	Programs	4/8/18		MC/AMC THEATRES	75.00
4690L	Programs	4/8/18		MC/TARGET	9.49
4690L	Programs	4/11/18		MC/TARGET	8.98
4690L	Programs	4/14/18		MC/MEETUP	89.94
4690L	Programs	4/19/18	113-6984320-2903422	MC/AMAZON	28.24
4690L	Programs	4/19/18	112-8059907-8930602	MC/AMAZON	79.07
4690L	Programs	4/19/18		MC/ORIENTAL TRADING	95.84
4690L	Programs	4/19/18	113-6984320-2903422	MC/AMAZON	28.24
4690L	Programs	4/12/18	111-6946610-5413862	MC/AMAZON	12.83
4690L	Programs	4/14/18	111-1192048-4104234	MC/AMAZON	14.94

Mount Prospect Public Library
Library Fund Expenses by G/L Account #
For the Period From Apr 1, 2018 to Apr 30, 2018

Account ID	Account Description	Date	Reference	Transaction Description	Amount
4690L	Programs	4/16/18	111-6020885-8105062	MC/AMAZON	4.99
					\$ 716,264.36
9530L	Foundation Sponsored Expense	4/1/18	112-3220114-8025066	MC/AMAZON	930.39
9540L	Friends Sponsored Expense	4/18/18	2033656938	BAKER AND TAYLOR	19.00
9540L	Friends Sponsored Expense	4/23/18	EMP04/23/2018	EMPLOYEE REIMBURSEMENTS	-53.00
9540L	Friends Sponsored Expense	4/24/18		MC/STARBUCKS	227.22
9540L	Friends Sponsored Expense	4/30/18	PettyCash04/30/2018	PETTY CASH	5.00
9540L	Friends Sponsored Expense	4/30/18	PettyCash04/30/2018	PETTY CASH	51.90
9540L	Friends Sponsored Expense	4/19/18		MC/Jewel	7.48
9540L	Friends Sponsored Expense	4/24/18		MC/CANTA NAPOLI	35.70
9540L	Friends Sponsored Expense	4/5/18	Payroll04/06/2018	EXPENSE REIMBURSEMENTS TO EMPLOYEES	15.98
9540L	Friends Sponsored Expense	4/13/18		MC/STARBUCKS	11.25
9540L	Friends Sponsored Expense	4/13/18		MC/STARBUCKS	16.70
9540L	Friends Sponsored Expense	4/19/18		MC/TORTORICE'S	42.85
9540L	Friends Sponsored Expense	4/19/18	113-2090480-8251457	MC/AMAZON	309.28
9540L	Friends Sponsored Expense	4/6/18		MC/AMAZON	270.00
9540L	Friends Sponsored Expense	4/24/18	114-2258775-0838611	MC/AMAZON	117.92
9540L	Friends Sponsored Expense	4/8/18		VISA/COSTCO	23.58
9540L	Friends Sponsored Expense	4/19/18	PAYROLL04/20/2018	EXPENSE REIMBURSEMENTS TO EMPLOYEES	48.40
9540L	Friends Sponsored Expense	4/30/18	PettyCash04/30/2018	PETTY CASH	200.00
9540L	Friends Sponsored Expense	4/1/18	69291	INTERIOR TROPICAL GARDENS	92.00
9560L	Village Shared Expense	4/16/18	847Z99078804-2018	AT&T - 40%	238.77
9560L	Village Shared Expense	4/16/18	847Z99181904-2018	AT&T - 50%	152.38
Total Library Fund Expenses for April, 2018					<u>\$ 719,027.16</u>

Mount Prospect Public Library
 Capital Project Expenses by G/L Acct #
 For the Period From Apr 1, 2018 to Apr 30, 2018

Account ID	Account Description	Date	Reference	Transaction Description	Amount
7750B-011	Bldg Fd: Reconfiguration	4/1/18	00019-2018	MEYER SCHERER & ROCKCASTLE - Phase V (Lobby)	\$ 6,240.27
7750B-011	Bldg Fd: Reconfiguration	4/27/18	1063	MEYER SCHERER & ROCKCASTLE - Posting adj. for 2/2018 Phase V	7,610.85
7750B-014	Bldg Fd: Furnishng Strtgc Plan	4/1/18	00020-2018	MEYER SCHERER & ROCKCASTLE - Phase IV	5,032.74
7750B-014	Bldg Fd: Furnishng Strtgc Plan	4/27/18	1063	MEYER SCHERER & ROCKCASTLE - Posting adj. for 2/2018 Phase V	(7,610.85)
Total Capital Project Reserve Expenses for April, 2018					\$ 11,273.01

Debt Service Fund
 Debt Service Fund Expenses by G/L Acct
 For the Period From Apr 1, 2018 to Apr 30, 2018

Account ID	Account Description	Date	Reference	Transaction Description	Amount
3701D	Interest Expense	4/30/18	1-04/30/2018	To record 4/2018 Interest Expense accrual (\$176,150 x 1/12).	\$ 14,679.17
Total Debt Service Fund Expenses for April, 2018					\$ 14,679.17

Mount Prospect Public Library
Gift Fund Expenses by G/L Account #
 For the Period From Apr 1, 2018 to Apr 30, 2018

<u>Account ID</u>	<u>Account Description</u>	<u>Date</u>	<u>Reference</u>	<u>Transaction Description</u>	<u>Amount</u>
8760G	Gift Fund: Miscellaneous Exp	4/23/18	EFT04/23/2018	MB FINANCIAL BANK	\$ 15.00
8770G	Gift Fund - Art	4/27/18	EPay04/27/2018	CORPORATE ARTWORKS, LTD.	1,000.00
Total Gift Fund Expenses for April, 2018					\$ 1,015.00

EXECUTIVE DIRECTOR'S APRIL 2018 MONTHLY REPORT

HIGHLIGHTS

The Library Card Design contest brought in almost 50 entries from all age groups. The 75th Core and Celebration committees got together and vetted all the entries and chose four finalists in each category: youth, teen, and adult. Jennifer Amling, Department Head Community Services, put together posters of the finalists and created voting ballots so patrons could choose which designs they would like to see on our new library cards. Jennifer made a lot of ballots, but that was a good thing since we ended up having 489 people vote in person at the Library. Combine that with 542 votes on Instagram for a total of 1,031 votes! The winners were contacted and the new cards will be available late spring/early summer. (*Celebrate Library's 75th Anniversary in 2018.*)



The National Library Week Trivia contest was well attended (40 patrons); with several 75th anniversary questions sprinkled into the mix. Teams put their heads together and listened carefully as M.C. Joe Collier read each question aloud while wearing his fabulous alphabet suit. The entire week was very successful. There were over 700 entries for the prize drawing. A total of 1,115 patrons visited the lobby table and spun the prize wheel! We collected 363 food donations as part of the Food for Fines program. Twenty-five coupons for \$1.00 off fines were cashed in. There were 28 programs this week with 747 total attendees. Overall, it was one of our best ever National Library Week celebrations! Big thanks to the hardworking committee that planned and worked the various events.



Pat on the Back Winner: Rebeca Ferriera, Collection & Bibliographic Services

Employee of the Moment: Anique Aburaad, South Branch

TRENDS

Ready Player One is a popular fiction novel that is set in the dystopian 2040s, and follows protagonist Wade Watts on his search for a hidden treasure in a worldwide virtual reality game, the discovery of which will lead him to inherit the game creator's fortune. On March 29, the Steven Spielberg movie of the same name was released. To capitalize on the popularity of both the novel and the new movie, the Library created a fun online and in-house scavenger hunt, and hosted a Virtual Reality program to introduce patrons to the wonders of VR. For the scavenger hunt, patrons were encouraged to create an account online and play games on the Library's Web site that included a library history quiz, space invaders, and trying to identify famous author quotes which encouraged patrons to utilize several different sections of the mopl.org Web site. Clues were hidden in the *Preview* newsletter, in the *Mount Prospect Journal* newspaper, and an in person clue found at the Extravaganza. The in-person hunt included a search for three 3-D printed keys hidden in the physical library for which patrons had to solve a series of 15 clues to find each key. The physical hunt took our hunters throughout several sections of the Library including Youth, Fiction, Nonfiction, DVDs, and Music, as well as bringing patrons to the South Branch to search for clues. The Virtual Reality Extravaganza on April 2 scored a 9.9 out of 10 on evaluations and allowed us to create a fun video of patrons and staff experimenting with our VR systems which garnered over 278 views on Facebook. An unexpected component was the cross-generational appeal, which is something the Mount Prospect community has asked us to expand. Some of the older participants shared that they were working with their kids (which ranged from six-year-olds to thirty-year-olds) to help them complete the scavenger hunt, particularly the online games. (*Explore opportunities for additional experiential activities. Library will offer responsive and diverse programming for patrons to gain knowledge, to learn new skills, to be entertained, to gather, to create, to experience, to collaborate, to socialize and to develop relationships.*)

Carol Morency, PR/Marketing Director, attended the Chicago Comics and Entertainment Expo on April 6. The Library is planning a small con-type program next year. Carol's report offers insight on the reinforcement that kids today are the most visual generation ever; telling stories with visuals will be essential for them, and that is what comics have done for generations. She also attended a session on strong female characters in fantasy fiction. The panel made a strong case for the role of "hand-sellers" in the book world. Here at the Library, we call them Readers' Advisors. The writers noted that there have been women writing great women characters in science fiction and fantasy for many years, but they often go unheralded. It is up to people like librarians and booksellers to get these writers into readers' hands. (*Develop and implement more extensive and targeted services for the Millennial Generation (Ages 18 – 34).*)

A tweet that elicited public engagement on the due date for federal income taxes shared the conceit of book club discussion questions created for the 1040 tax form:



Several staff attended in a WebEx meeting with SirsiDynix to discuss the possibility of adding authority searching to Enterprise. We would be the first Horizon library to implement this enhancement. Adding authority searching to the Enterprise catalog would give patrons more options for finding material and refining searches.

Read-along audio options can be tricky for children since they often require something children do not have access to such as a CD player, the ability to download, or knowledge of their library card number and PIN. To provide a more child-friendly option, the Youth Department purchased 20 titles from Vox. These books contain built-in audio that reads the story aloud to the child without the need for CDs or downloads. As of May 2, more than half were checked out.

STRATEGIC PLAN

A robust Community Conversation was held at the Mount Prospect Horizon, an independent senior living facility. Fourteen women who reside at Horizon responded to our questions and provided valuable feedback with regard to community aspirations, challenges and actions that might help to overcome those challenges. Abby Reiter, Research Services Program Librarian, was the note taker while Beth Corrigan-Buchen, Director of Community Engagement, facilitated the discussion. Sam Chiappone, Assistant Department Head Fiction/AV/Teen Services, was also in attendance. A narrative based on those responses will be drafted and a follow-up meeting to present the narrative to the residents will be on May 29th. (*Library will nurture existing partnerships, develop new relationships, build coalitions and participate in joint ventures.*)

Two Mathnasium staff facilitated the Full STEAM Ahead program entitled Marvelous Math Games. A total of 17 children and parents engaged in math games involving cards

and dice. Mathnasium staff were great at interacting with kids of various ages. They gave each child a drawstring bag with some cards, dice, and instructions for the games. This event was a successful community partnership that provided a quality program for our patrons and helped a local business get some exposure. *(The Library will nurture existing partnerships, develop new relationships, build coalitions and participate in joint ventures.)*

In collaboration with the Arlington Heights Memorial Library, we were invited to attend a STEM program at Juliette Low Elementary School in Arlington Heights. Anique Aburaad, South Branch Youth Programmer, participated in this exciting event. We also attended a Family Literacy Night with AHML at Forest View Elementary School in Mount Prospect. This event had Amy Slagter, Youth Programming/Outreach Assistant, reading to a group of around 35 people. Three library cards were issued by Maria Romero, South Branch Patron Assistant. This is our District 59 collaboration in action! *(The Library will nurture existing partnerships, develop new relationships, build coalitions and participate in joint ventures.)*

A tweet from Euclid Elementary School with a photo from our visit was a welcome surprise. We responded with a tweet of our own.

Our Mt. Prospect library conducting focus group surveys at our adult ESL class tonight. We are fortunate for their engagement of our families in the area of increasing library services.
[@rtsd26](#) [@MPPLib](#)



6:14pm - 24 Apr 2018 - Twitter for iPhone
© Euclid School, United States

4 LIKES



As a way to make it easier for staff to log the qualitative data that can be elusive but integral to effectively assess what we are doing, staff created an e-form called “Capturing Stories.” The form was adapted from a version that the Fayetteville Free Library in New York created to enable staff to more easily report advocacy stories that either they themselves are directly involved in or that they witness or overhear. Key staff

will have access to the e-form via an email address to collect and use it for any number of reasons: elevator speeches, as sound bites for promotions, and potential partnerships/grants, for example. The process will be presented to the Leadership Team and then to all staff in May. (*Promote and demonstrate Library's value for the community by fostering advocates among staff, Board of Trustees, volunteer boards and patrons.*)

LIBRARY BUSINESS

April Circulation

2014:	80,209
2015:	76,394
2016:	80,922
2017:	77,417
2018:	76,336

Included in the above total

Electronic Media:	4,615
Express Checkout:	10,611
First time checkouts:	53,399
Interlibrary Loan Borrowed:	242
Interlibrary Loan Loaned:	398
Reciprocal Borrowing:	6,438
Renewals:	18,332
South Branch:	3,199

Library cards issued:

Business:	0
Non Resident:	0
Reciprocal Borrowers:	98
Resident:	145

Total Active Cards:	5,538
Total Registered Cards:	45,176

Collection (all collections): 489,513 items

AV items (included above): 72,071 items

E collection (included above): 12,187 e-audiobooks, 26,566 e-books, 86 e-journals, 528 e-videos, and 220 e-music records.

Volumes (included above): 358,717 items

Donations: 56 items, AV and books, donated by groups and individuals, were added to the collection this month.

April 2018 Total Questions: 11,799 April 2017 Total Questions: 14,769

Fiction/AV/Teen	2,030
Research	3,999
Registration	2,802
South Branch	1,149
Youth Department	1,819

Voters Registered:

Main:	0
South Branch:	0

IT SERVICES – T. Loga

BLUECloud Mobile

We continue to work on final configuring and details of our new catalog app (which will replace BookMyne). We plan a soft roll-out to staff in May and a public roll-out timed with the support of BC Commerce in the app.

Decoupling HIP from Enterprise and Horizon

We are now able to run Horizon and Enterprise without being reliant on a connection to the HIP catalog system (referred to as classic catalog). While staff still use the classic catalog in the initial step of creating web-enabled book lists, we are now able to move towards phasing out the HIP catalog from a public presence.

Adult Service migrated to Win10

As part of the Adult Services workroom reconfiguration, when moving to their temporary locations, the Research and Fiction department staff were migrated to the Win10 operating system. Their public desk computers were also migrated.

Lenel OnGuard

Our access control system was upgraded to the newest version – timed with the server replacement.

BUILDING – T. Garvin

EXTERIOR – April weather was much cooler and drier than normal. This past month was the second coldest April on record with the average temperature nearly 8° below normal. Our lowest reading for the month was 20° on the 7th and the warmest was 80° on the 30th. We had a total of just over 3” of snow for the month, with the heaviest on

the 9th when we got 2". Our final snow came on the 18th with just under an inch. The average precipitation for April was about 2.5" which was 1.3" below normal.

Even though we had cool weather we started our warmer weather preparations. We had our plant beds around the building all re-mulched. This helps with keeping the plantings healthy during the warmer summer months ahead. We have once again submitted our annual order to the River Trails Education Foundation for the annuals we plant every year. We will be picking these up in early May and will plant them in the flower beds. Tru-Green has been out and applied the spring fertilizer and weed preventer for our lawn. Our grounds maintenance contractor American Landscaping, Inc. started lawn mowing the final week of April. We also had our lawn irrigation system started up for the season. A number of leaks were found during the initial testing and these have been repaired. Since we have not needed to water yet, we have not turned on the timer system. This is expected to be done mid-May.

As mentioned in the March report, we have contracted with our roofing contractor, Combined Roofing Inc., for semi-annual roof inspections. The spring inspection was done on April 11th. Several minor damaged areas were found and repaired. They have also recommended some additional work which we will be following up on. One area noted was a need for doorway replacement pads. These areas are starting to show wear from times service was done on our roof top equipment. Overall they found that our EPDM roof system is performing in fair to good condition.

We had a safety evaluation done of the facility by FGM Architects in 2017 and one of the improvements recommended was installation of protective bollards at the front entrance. We received a suggested product to use for this from MSR, the building's designers. The product that was suggested was an impact bollard with a lighted top. We have contracted with our electrical contractor, Prospect Electric, to have these installed. This is expected to be done in May.

INTERIOR – Our elevators received the semiannual inspection by the Village's contracted inspection service this past month. All was fine and no problems were noted. We had an issue with one of the cars later on in the month, our staff elevator, car C, stopped working on a Sunday afternoon. We had our service company Otis, out on the following Monday and they replaced a fuse in the controls which had failed. We also need to have the annual hydraulic pressure testing done. This inspection requires that the elevator technician run the equipment with the inspector observing. We will be scheduling this work in May.

We have contracted with a firm, Canine Detection & Inspection Services from Chicago Ridge, to perform inspections of the Library for possible infestation of bed bugs on a semiannual basis. Specially trained dogs are used to sniff out possible infected areas. The inspection is done when no one is in the building. A team of two handlers and dogs were out on Sunday, April 8th to perform this inspection. They arrived shortly after 6 a.m. and proceeded to inspect the second floor public areas, the first floor public areas, Circulation, Technical Services, Collection Management, the receiving area, the Friends room, and the loading dock for any signs of infestation. No problems were detected and

the inspection was completed prior to any staff arriving. We will have this service done again in September.

As we near the end of the heating season we shut down our humidification system and prepare to clean the tanks. We found several problems while doing our shut down procedures. The gasket between the water tank and the burner developed a leak on one of the humidifiers. The replacement of this gasket requires the entire burner to be removed. We also found that we were having a problem with the ignition system on another unit. We replace the electronic ignitor but still had some problems. Upon further investigation we found that one of the electronic circuit boards which control this had failed. We have placed a service call with the company we use to service these units, Imbert International, to have these units repaired in May.

PROJECTS – The reconfiguration of the second floor workroom has been progressing. The major part of this project is contracted out to KI for installation. Staff packed up their office areas and at the end of April we moved them into several temporary locations. One area we are handling ourselves is the conversion of the area that was used for sorting materials prior to being re-shelved. This area was no longer needed for this purpose because the bulk of the sorting is done in the Circulation workroom and on the carts. This area was converted to a storage area for the second floor staff. We removed the existing shelving and installed several large storage units. We also installed some wall shelving and relocated some file cabinets. We are on schedule for having the work done in the workroom the first two weeks of May and moving staff back into their new workspace by Memorial Day.

Our lobby project is moving ahead. The final details on the finishes are being selected. We are anticipating having the final drawings and documents completed in early May in order to go out to public bid for the project mid-May.

SECURITY – We only had several minor incidents this past month. A bicycle was left in our garage and we retrieved it and held it for several days to see if the owner came looking for it. No one came by so we contacted the Mount Prospect Police who came by and took it. Other interactions with patrons had to do with minor rule advisement issues. We have purchased new uniform shirts for our security staff. We had two types for staff to choose between, a more formal security shirt or a polo shirt. Both types had the same security patches which identified staff as library security personnel. We have opted to go with just the polo shirt at this time. The new shirts are not going to have patches; they will be embroidered with our tagline “explore the opportunities.”

VOLUNTEERS

Adult Volunteers:	19 Volunteers	154 Hours Worked
Volunteens:	12 Teens	73.25 Hours Worked

PROGRAMS (see attached list for specific programs)

Event Type	Number of Programs	Attendance Total	
Discussions	5	70	
Adult Programs	10	426	
Special Programs (Adult and Youth)	4	96	
Community Outreach Programs	31	840	
Technology Programs	15	114	
South Branch Programs	8	129	
Young Adult Programs	3	24	
Youth Programs	8	442	
Youth Storytimes	53	976	
Total Programs	137	Total Attendance	3,117

Highlights

Día de los Niños at South Branch – Anique Aburaad and Allison Smith Hahn, South Branch programmers, led South Branch’s Día de los Niños program which had a pleasant turnout of 27 patrons. The program focused on kindness, empathy, and diversity in children’s literature, and the room featured two tables of diverse books available for checkout. Families and kids read along about being kind and accepting to their peers and participated in a flower-sharing activity. Every child left with a portrait they made and a free book!

Maria Garstecki, South Branch Manager/Outreach Librarian, presented a Polish Program for children at the Main Library where 29 people participated in the storytime, sing-along, and spring craft.

Upcoming Adult Education Programs

- June 4 Utility Bill Clinic
- June 5 Antiques and Collectibles Appraisals
- June 6 Using Rosetta Stone
- June 12 Illinois’ Ten Defining Moments
- June 12 Ten People from Illinois Who Changed History (Other Than Abraham Lincoln)
- June 13 Mount Prospect Stories: The Growth of Mount Prospect from 1960-1980
- June 19 Staying Safe From Scams On and Offline
- June 19 The Best of Broadway and the Fabulous Forties
- June 26 Levi Strauss, the Gold Rush, and the World’s Most Famous Pair of Pants
- June 28 Afternoon Encore: Julie Andrews: Dauntless Diva

SELECTED MEETINGS AND WORKSHOPS OFF SITE ATTENDED BY STAFF (not webinars)

- 04 Chamber Business Breakfast at Emerson's – J. Collier
06 RAILS program 'The Civic Lab and Beyond: Civic Engagement through Resources & Programming' – B. Corrigan-Buchen
06 Chicago Comics and Entertainment Expo – C. Morency
09-12 SirsiDynix User's Group Conference (COSUGI) – R. Groenwald, T. Loga, L. Lareau, L. Gorodetska
16 Mount Prospect Historical Society Executive Committee Meeting – F. Corry, M. Genther
MPHS Board Meeting – F. Corry, M. Genther, P. Nelson
18 North Suburban Genealogy Librarians group meeting at the Wilmette Public Library – A. Shaughnessy
Northside service meeting with Higher Up Ministries – C. Bartlett
19 PULSE Programmers meeting at Fremont Public Library – A. Reiter
20 ILA Marketing Forum – C. Morency
21 MPHS "History in the Headlines" Benefit Dinner – J. Amling, B. Corrigan-Buchen, F. Corry, M. Genther, K. Kelly, T. Loga, P. Nelson, J. Robinson, G. Schlachter, P. Zoern-Loga
25 Elk Grove Township Action Coalition – B. Corrigan-Buchen, M. Garstecki
26 Soon to be Famous Illinois Author announcement at Fountaindale Library – C. Morency

Total Webinars and Online Training Sessions: 12

Highlights:

April 5 – B. Corrigan-Buchen, A. Reiter, A. Shaughnessy – ALA's Office for Diversity, Literacy & Outreach Services hosted a webinar called, Grab-n-Go: Expanding and Strengthening Senior Programming. The presenters were from the St. Charles Public Library where they provide extensive programming and services to this demographic, too numerous to list. They have developed solid partnerships with other groups who service the senior population including the Alzheimer's Association who send representatives once-a-year to provide staff training. Though a source of inspiration, our Library is in a different place with regard to programming and services for seniors. We are in the process of looking at our existing offerings and determining what the needs of this population are as put forth in the Strategic Plan. (*Determine if need exists for more extensive and targeted services to support seniors and respond accordingly.*)

SELECTED MEETINGS, WORKSHOPS, ETC. ATTENDED BY BOARD

Dale Draznin – 12 Art Committee

Michael Duebner – 24 Cookies and More With the Board

Jane Everett – 12 Art Committee; 23 Foundation Board Meeting

Sylvia Fulk – 27 Cookies & More With the Board

FRIENDS OF THE MOUNT PROSPECT PUBLIC LIBRARY

April Book Sale raised \$10,000! Friends Board participated in the NLW trivia night.

MOUNT PROSPECT PUBLIC LIBRARY FOUNDATION

Amy Romanelli presented the 2017 Review during the April board meeting, and the Board members worked together to develop goals for 2018. Board development and outreach will be a high priority for this year. Foundation is developing appeals letter content which will be sent out June 1.

STAFF ANNIVERSARIES

Jaime Lopez, IT, 5 years

Please note: Executive Director's report is also available on the Internet via mopl.org/about-us/board-of-trustees under Current Board Minutes, Financial Reports, Executive Director's Report or Past Board Minutes, Financial Reports, Executive Director's Reports. Each link includes the corresponding Executive Director's report.

April 2018 Programming Statistics

Monthly Summary by Event Type		
Event Type	Number of Programs	Attendance Total
Discussions	5	70
Adult Programs	10	426
Special Programs (Adult and Youth)	4	96
Community Outreach Programs	31	840
Technology Programs	15	114
South Branch Programs	8	129
Young Adult Programs	3	24
Youth Programs	8	442
Youth Storytimes	53	976
Grand Total	137	3117
Event Type/Program	Attendance Totals	
Adult NF Programming	179	
Money Smart Week: Hack-proof Your Financial Life	65	
Return to College and Complete Your Bachelor's Degree	5	
The Heroic Story of Nazi Hunter Fritz Bauer	39	
Wills, Trusts, and Estate Planning	70	
Afternoon Encore	35	
Money Smart Week: Frugal Travel Planning Online	35	
Business	61	
Money Smart Week: Financial Planning	31	
Money Smart Week: Retirement Planning	20	
MPEI's Resource Review Half-Day Workshop	10	
Community Outreach Special Events (P)	38	
Family Literacy Night at D59 Forest View	38	
Discussion	70	
Book Chat Book Discussion	18	
Coffee Books and More	23	
Food for Thought-Session 1	9	
Food for Thought-Session 2	7	
Friends Book Discussion	13	
Elementary School Visit - In (P)	107	
St. Paul 2nd grade fiction	19	
St. Raymond Kindergarten Be a Buddy Not a Bully	88	
Elementary School Visit - Out (P)	435	
D59 Robert Frost 3rd Grade Realistic Fiction Booktalks	40	
Euclid Kindergarten Eric Carle Author Study	82	
Fairview 4th Grade Booktalks	150	
Forest View Kindergarten Full STEAM Ahead	75	
Indian Grove 3rd Grade Full STEAM Ahead	88	
Middle School Visits - Out (P)	6	
Lincoln Middle School Professional Development Library Resource Presentation	6	
Movie Screening	151	
Movies @MPPL: The Shape of Water	151	
National Library Week	40	
National Library Week: 75th Anniversary Trivia Night	40	
Open Storytime	251	
Open Storytime	251	
Patron Program	56	
A Good Yarn Knitting and Crocheting Guild	11	
Night Off? Game On!	21	
Ready Player One Extravaganza	24	
Preschool Outreach - Out (P)	126	
RTSD 26 STEAM Storytime	63	
St. Emily PreK Storytime	63	
Reference Program	10	
The Path to Your Family Story With Ancestry® Library Edition	10	
Registered Storytime	725	
From Bibs to Books	337	
On My Own	106	
Story Tots	282	
South Branch Family Program	61	
Día de los Niños, Día de los Libros/ Children's Day, Book Day	28	
Family Movie Night / Noche de Cine Para la Familia	33	
South Branch YA Program	3	
Crafternoon: DIY Book Making / Diseña un Libro	3	
South Branch Youth Program	65	
LEGOmania	19	
Play and Learn/ Jugar y Aprender	46	

April 2018 Programming Statistics

Event Type/Program	Attendance Totals
Special Storytime	18
Sensory Stories & Play	18
Technology Program	104
Become a Chrome Expert	14
Excel: Formulas and Functions	11
Excel® Basics	9
Excel®: Pivot Tables and Charts	6
Excel®: Tables, Charts, and Formulas	5
Getting More From Your Gmail	2
Getting the Most From Google Calendar	8
iCloud Basics	9
Microsoft Publisher® Basics	3
Open Tech Lab	21
Using Google Drive	11
Using PowerPoint®	5
YA Outreach (P)	6
Dist 214 Hopeful Beginnings	6
Young Adult	24
Teen Advisory Board Meeting	9
Teen Book Café @ Starbucks	7
Teen Tabletop Game Night	8
Youth Community Outreach - In (P)	17
St. Raymonds Girl Scout Visit	17
Youth Community Outreach - Out (P)	105
District 26 ELC Spanish Storytime	25
STEM Night at Juliette Low	80
Youth Craft Program	43
Create-a-Craft: Springtime Art!	43
Youth Outreach Program	152
Día de los Niños, Día de los Libros: Pocket Circus	126
Polish Storytime/Polskie Bajki	26
Youth Program	200
Reading Clubhouse: Camp Read-A-Lot	18
Super Saturday: Magic by Randy	182
Youth STEAM Program	29
Click & Create Family: Stop-motion Animation	12
Full STEAM Ahead	17
Grand Total	3117