

MOUNT PROSPECT PUBLIC LIBRARY
REGULAR BOARD MEETING
JULY 19, 2018
REVISED AGENDA
7 p.m. Youth Program Room B room 119b

1. Call to Order
2. Roll Call
3. Approval of Minutes of Regular Meeting of June 21, 2018;
Approval of Minutes of Committee of the Board Meeting of June 21, 2018
4. Citizens to be Heard on Matters Not Listed on the Agenda
5. Written Communiqués
6. Treasurer's Report
7. Approval June Bills
Staff Report: Frank Corry
Financial Quarterly Review: Frank Corry

Audit review: Carla Peterson
Audit: action
8. Report of the Executive Director
Announcements
Business Outreach update: Joe Collier
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 – S. Fulk
 2. Other
10. Unfinished Business
 - 1.
11. New Business
 - 1.
12. Articles

13. Calendar items (PLEASE NOTE)
 1. Friends Book Sale – July 21 and 22
 2. Library closes at 5 p.m. July 27 – Village Block Party
 3. Cookies & More With the Board – July – Sylvia Fulk
 4. No Foundation Board Meeting in July
 5. Committee of the Whole Meeting – August 2
 6. Regular Board Meeting – August 16 at 7 p.m.
 7. Foundation Board Meeting – August 27 – Sylvia Fulk
 8. No Cookies & More With the Board in August
 9. Library Closed September 3
 10. Committee of the Whole Meeting – September 6
 11. Regular Board Meeting – September 20 at 7 p.m.
 12. 75th Anniversary Open House – September 23
 13. Foundation Board Meeting – September 24
 14. Cookies & More With the Board – September – Sylvia Haas
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: Semi- annual review of closed minutes 5 ILCS 120/2 (c) (21) – Discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06.
16. Adjournment

MOUNT PROSPECT PUBLIC LIBRARY – BOARD OF LIBRARY TRUSTEES
Regular Meeting July 19, 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 7:05 p.m. by Sylvia Fulk, President.

2. Roll Call:

Present: Dale Draznin, Michael Duebner, Sylvia Fulk, Terri Gens, Brian Gilligan [arrived at 7:11 p.m.], Sylvia Haas

Absent: Jane Everett

Others Present: Marilyn Genter, Executive Director; Anthony Auston, Director of Library Operations; Frank Corry, Director of Business Operations; Joe Collier, Carla Peterson

Visitors: Thomas Tezky

3. Approval of Minutes.

a. Minutes of the Regular Meeting of June 21, 2018;

b. Minutes of the Committee of the Board Meeting of June 21, 2018

Minutes read. Approved as distributed and submitted.

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

1. Mr. Tezky donated a world map.

5. Written Communiques.

None

6. Treasurer's Report.

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

[B. Gilligan arrived at 7:11 p.m.]

7. Approval of June Bills.

MOTION: Motion was made by Michael Duebner and seconded to ratify for payment June bills in the amount of \$883,749.26.

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Roll Call Vote

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

ABSTAIN: None ABSENT: Everett

MOTION CARRIED

Staff Report: Frank Corry

Frank Corry gave status of budget.

Financial Quarterly Review: Frank Corry

Frank Corry presented the quarterly financial review. He included one additional chart.

Audit review: Carla Peterson

Carla Peterson, Business Manager, highlighted key pages of the audit for Board members to review.

Michael Duebner complimented Carla for her good work.

Audit

MOTION: Motion was made by Sylvia Haas and seconded to accept audit as presented.

Roll Call Vote

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

ABSTAIN: None ABSENT: Everett

MOTION CARRIED

[C. Peterson left at 7:32 p.m.]

8. Report of the Executive Director.

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

Business Outreach update: Joe Collier

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Joe Collier, Business Outreach Librarian, gave his American Library Association presentation on MPEI (Mount Prospect Entrepreneurs Initiative). He also showed the new Podcasts. Much discussion and conversation about business outreach activities.

[J. Collier left at 8:17 p.m.]

9. Committee Reports by Board Members

1. Library Committee Reports

a. Advocacy – S. Haas

No report.

b. Art – D. Draznin

Showed samples for second floor artwork.

c. Building – S. Haas

Staff met with signage consultants to review initial design.

d. Finance – M. Duebner

No report.

e. Personnel – S. Fulk

No report.

f. 75th Anniversary – D. Draznin

No report.

g. Strategic Plan – S. Haas

Meeting is scheduled.

h. Trustee – S. Fulk

Met and decided on person to be honored with Founders' Award.

MOUNT PROSPECT PUBLIC LIBRARY – BOARD OF LIBRARY TRUSTEES
Regular Meeting July 19, 2018

2. Other

None

10. Unfinished Business.

None

11. New Business.

None

12. Articles.

New 'From Awareness to Funding' report examines voter perceptions and support of public libraries article.

13. Calendar items. (PLEASE NOTE)

1. Friends Book Sale – July 21 and 22
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4. No Foundation Board Meeting in July
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MOUNT PROSPECT PUBLIC LIBRARY – BOARD OF LIBRARY TRUSTEES
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14. Reports by Board Members (information/news not already included in Executive Director's report).

1. Topic Suggestions For Future Meetings

None

[Mr. Tezky left at 8:34 p.m.]

2. Board Member Reports

Brian Gilligan held Cookies & More With the Board. One suggestion was loose change be donated to Foundation if patron wishes by placing in jar on desk. Board thought passive signage is OK, but did not want it to seem "like a tip" jar. Will pass idea to Foundation.

[A. Auston, F. Corry left at 8:35 p.m.]

15. Closed session

MOTION: Motion was made by Michael Duebner and seconded to adjourn to closed session at 8:36 p.m. for semi-annual review of closed minutes 5 ILCS 120/2 (c) (21) – Discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06.

AYES: Draznin, Duebner, Fulk, Gens, Gilligan, Haas

NAYS: None

ABSTAIN: None

ABSENT: Everett

MOTION CARRIED

Regular meeting adjourned to closed meeting at 8:36 p.m.

Regular meeting reconvened at 8:40 p.m.

MOTION: Motion was made by Michael Duebner and seconded to accept Resolution 07-2018, as follows:

Whereas, the Mount Prospect Public Library Board has met to review closed minutes for semi annual review as mandated at their regular meeting, July 19, 2018;

MOUNT PROSPECT PUBLIC LIBRARY – BOARD OF LIBRARY TRUSTEES
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Whereas, the Mount Prospect Public Library Board has determined that the need for confidentiality still exists;

Therefore, the closed minutes are to remain closed.

Roll Call Vote

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

ABSTAIN: None ABSENT: Everett

MOTION CARRIED

Resolution to be made part of the record.

16. Adjournment.

Regular meeting adjourned at 8:43 p.m.

(signature pending)
Michael Duebner, Secretary

Approved as submitted 08/16/18

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

LIBRARY GENERAL FUND

Salaries & Benefits (4100L - 4150L)	\$ 591,752.31	
Management Expense (4210L - 4290L)	18,764.31	
Operating Expenses (4310L - 4390L)	8,281.20	
Building Expense (4410L - 4460L)	26,384.66	
Services and Resources (4610L - 4690L)	91,399.22	
Friends & Foundation reimbursable expenses (9530L and 9540L)	2,541.30	
VOMP reimbursable expenses (9560L)	544.73	
Grant Expenses (9570L)	-	
Total June 2018 Library General Fund Expenses		\$ 739,667.73

Additions for Library General Fund Cash Disbursements:

Payments to Friends & Foundation for income items	\$ 98.00	
Payments to Mt Prospect Historical Society	-	
Operating Expense Reimbursements received	6,061.26	
May 2018 Accrued Payroll & Benefits	125,478.96	
May 2018 Credit Card Payable	20,213.37	
May 2018 Accounts Payable	21,165.11	
June 2018 Accounts Receivable	118.31	
Disbursements for Foundation & Friends	-	
Disbursements for Gift Fund and Building Fund	-	
		173,135.01

Deductions for Library General Fund Cash Disbursements:

June 2018 Accrued Payroll & Benefits	123,465.25	
June 2018 Credit Card Payable	15,104.81	
June 2018 Accounts Payable	20,833.37	
Expenses paid with Vendor rebates	-	
Miscellaneous	(6.69)	
Payment of Nayax invoices & merchant fees by income offset	107.57	
Payment of Credit Card Merchant fees by income offset	56.17	
		(159,560.48)

Total Library General Fund cash disbursed \$ 753,242.26

CAPITAL PROJECTS RESERVE FUND

June 2018 Expenses	\$ 121,736.49	
Plus: May 2018 Accounts Payable	9,700.16	
Less: June 2018 Accounts Payable	(929.65)	
<i>Total Capital Projects Reserve Fund cash disbursed</i>		130,507.00

DEBT SERVICE FUND

June 2018 Expenses	\$ 14,679.17	
Plus: May 2018 Interest Payable	-	
Less: June 2018 Interest Payable	(14,679.17)	
<i>Total Debt Service Fund cash disbursed</i>		0.00

GIFT FUND

June 2018 Expenses	\$ -	
Less: Payment of Credit Card Merchant fees by income offset	-	
Plus: May 2018 Accounts Payable	50.00	
Less: June 2018 Accounts Payable	(50.00)	
<i>Total Gift Fund cash disbursed</i>		-

TOTAL CASH DISBURSEMENTS, June 2018 \$ 883,749.26

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

Account ID	Account Description	Date	Reference	Transaction Description	Amount
4110L	SALARIES	6/1/18	05-05/31/2018	05/31/2018 payroll accrual	\$ (76,066.00)
4110L	SALARIES	6/14/18	PAYROLL06/15/2018	PAYROLL - PAYCOM	210,643.43
4110L	SALARIES	6/28/18	PAYROLL06/29/2018	PAYROLL - PAYCOM	216,535.22
4110L	SALARIES	6/30/18	02-06/30/2018	06/30/2018 payroll accrual	108,268.00
4120L	IMRF	6/1/18	05-05/31/2018	05/31/2018 payroll accrual	(26,471.00)
4120L	IMRF	6/29/18	47122	VILLAGE OF MT. PROSPECT - IMRF	58,958.43
4120L	IMRF	6/30/18	02-06/30/2018	06/30/2018 payroll accrual	9,990.00
4130L	MC / FICA	6/1/18	05-05/31/2018	05/31/2018 payroll accrual	(5,496.00)
4130L	MC / FICA	6/14/18	PAYROLL06/15/2018	PAYROLL - PAYCOM	15,232.58
4130L	MC / FICA	6/28/18	PAYROLL06/29/2018	PAYROLL - PAYCOM	16,470.84
4130L	MC / FICA	6/30/18	02-06/30/2018	06/30/2018 payroll accrual	8,235.00
4140L	Insurance	6/18/18	3440	COBRA fee	(15.46)
4140L	Insurance	6/28/18	EFT1530129186585	GUARDIAN	(0.11)
4140L	Insurance	6/29/18	EFT247689	AFLAC	(0.02)
4140L	Insurance	6/30/18	47124	VILLAGE OF MT. PROSPECT	55,329.15
4140L	Insurance	6/30/18	47124	VILLAGE OF MT. PROSPECT	138.25
4220L	Legal Fees	6/21/18	645524	VEDDER PRICE P.C.	1,092.00
4230L	Printing	6/29/18	0566846	NPN360	3,893.71
4230L	Printing	6/1/18	180717	MOBILE PRINT INC.	576.18
4230L	Printing	6/8/18	0564619	NPN360	273.14
4240L	Marketing	6/22/18	47100	CATHY CUSHING	2,696.00
4240L	Marketing	6/6/18	177038	THE JOURNAL AND TOPICS	40.00
4240L	Marketing	6/1/18	5190	PEERLESS MARKETING IMPRESSIONS	592.88
4240L	Marketing	6/26/18	3137	Reclass of 75th expenses from Marketing to Foundation	(366.29)
4240L	Marketing	6/1/18		MC/WALGREENS	2.99
4240L	Marketing	6/4/18		MC/ALA	(19.00)
4240L	Marketing	6/26/18		MC/WALGREENS	2.99
4240L	Marketing	6/27/18		MC/WALGREENS	2.99

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4240L	Marketing	6/6/18		MC/CAN STOCK PHOTO INC	924.00
4240L	Marketing	6/19/18	16517	GRAPHIC 14 INC.	221.78
4250L	Resources	6/19/18		MC/PAYPAL	200.00
4280L	Human Resources	6/30/18	AUR1076015	CAREERBUILDER EMPLOYMENT SCREENING	96.00
4280L	Human Resources	6/6/18	INV6461541	HRDIRECT	78.99
4280L	Human Resources	6/14/18	PAYROLL06/15/2018	PAYROLL - PAYCOM	818.74
4280L	Human Resources	6/28/18	PAYROLL06/29/2018	PAYROLL - PAYCOM	863.79
4280L	Human Resources	6/15/18	2224345	EMPLOYEE BENEFITS CORPORATION	112.50
4280L	Human Resources	6/6/18		MC/ALA	145.00
4280L	Human Resources	6/13/18		MC/ALA	269.00
4280L	Human Resources	6/20/18		MC/UNITED	25.00
4280L	Human Resources	6/21/18		MC/BAYONA RESTAURANT	32.75
4280L	Human Resources	6/22/18		MC/NEW ORLEANS CONVENTION CENTER	12.50
4280L	Human Resources	6/22/18		MC/TAXI CAB SERVICE	41.40
4280L	Human Resources	6/22/18		MC/AMERICAN AIRLINES	25.00
4280L	Human Resources	6/22/18		MC/OHARE TAXI	52.90
4280L	Human Resources	6/22/18		MC/CREOLE HOUSE RESTAURANT	57.73
4280L	Human Resources	6/22/18		MC/BAYONA RESTAURANT	49.35
4280L	Human Resources	6/23/18		MC/MARRIOT	21.72
4280L	Human Resources	6/23/18		MC/FOGO DO CHOA CHURRASCARIA	80.15
4280L	Human Resources	6/23/18		MC/MARRIOT	9.99
4280L	Human Resources	6/23/18		MC/POSTMASTER	18.90
4280L	Human Resources	6/23/18		MC/POSTMASTER	13.65
4280L	Human Resources	6/23/18		MC/FOGO DO CHOA CHURRASCARIA	80.19
4280L	Human Resources	6/24/18		MC/TAXI CAB SERVICE	6.30
4280L	Human Resources	6/24/18		MC/PALACE CAFÉ	30.00
4280L	Human Resources	6/24/18		MC/CAFE BEIGNET	20.95
4280L	Human Resources	6/25/18		MC/CAFE BEIGNET	14.41
4280L	Human Resources	6/25/18		MC/TAXI CAB SERVICE	12.00
4280L	Human Resources	6/25/18		MC/PALACE CAFE	27.00
4280L	Human Resources	6/25/18		MC/UNITED	25.00
4280L	Human Resources	6/26/18		MC/AMERICAN AIRLINES	25.00

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4280L	Human Resources	6/26/18		MC/TAXI CAB SERVICE	43.20
4280L	Human Resources	6/26/18		MC/PALACE CAFE	24.00
4280L	Human Resources	6/26/18		MC/SQUARE	45.00
4280L	Human Resources	6/27/18		MC/SHERATON	1,155.15
4280L	Human Resources	6/27/18		MC/SHERATON	36.91
4280L	Human Resources	6/27/18		MC/MARRIOT	979.68
4280L	Human Resources	6/27/18		MC/MARRIOT	14.71
4280L	Human Resources	6/27/18		MC/SHERATON	1,155.15
4280L	Human Resources	6/30/18	47125	JOE COLLIER	1,490.26
4280L	Human Resources	6/18/18	06/18/2018	MT. PROSPECT FIRE DEPARTMENT	175.00
4280L	Human Resources	6/25/18		MC/PREMIER SHOWCASE	15.00
4280L	Human Resources	6/14/18	PAYROLL06/15/2018	EXPENSE REIMBURSEMENTS TO EMPLOYEES	48.77
4280L	Human Resources	6/30/18	01-06/30/2018	Reclass of May 18th School outreach Staff mileage	14.55
4280L	Human Resources	6/29/18	PettyCash06/29/2018	PETTY CASH	13.10
4290L	Other Operating	6/6/18	ONLINE06/06/2018	PROPAY	8.15
4290L	Other Operating	6/8/18	NAYAX06/08/2018	NAYAX LLC	12.39
4290L	Other Operating	6/13/18	ONLINE06/13/2018	PROPAY	16.39
4290L	Other Operating	6/15/18	NAYAX06/15/2018	NAYAX LLC	11.49
4290L	Other Operating	6/20/18	ONLINE06/20/2018	PROPAY	7.86
4290L	Other Operating	6/22/18	NAYAX06/22/2018	NAYAX LLC	14.14
4290L	Other Operating	6/27/18	ONLINE06/27/2018	PROPAY	13.03
4290L	Other Operating	6/29/18	NAYAX06/29/2018	NAYAX LLC	5.95
4290L	Other Operating	6/29/18	ONLINE06/29/2018	PROPAY	10.74
4290L	Other Operating	6/30/18	EFT07/02/2018	HEARTLAND	171.28
4290L	Other Operating	6/1/18		MC/WALGREENS	4.99
4290L	Other Operating	6/13/18		MC/TARGET	30.59
4290L	Other Operating	6/20/18		MC/DOLLAR STORE	3.00
4290L	Other Operating	6/29/18	PettyCash06/29/2018	PETTY CASH	8.58
4290L	Other Operating	6/13/18		MC/TARGET	8.59
4290L	Other Operating	6/14/18	06/14/2018	DEX MEDIA	22.00
4290L	Other Operating	6/18/18		TARGET	5.38
4310L	Telecommunications	6/13/18	847670548906-2018	AT&T	766.80

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Account ID	Account Description	Date	Reference	Transaction Description	Amount
4310L	Telecommunications	6/16/18	847R16313106-2018	AT&T	693.64
4310L	Telecommunications	6/12/18	T1833265	TECHNOLOGY MANAGEMENT REVOLVING FUND	269.76
4310L	Telecommunications	6/16/18	847Z99078806-2018	AT&T - 60%	498.80
4310L	Telecommunications	6/27/18	6-27-18	COMCAST CABLE	333.85
4310L	Telecommunications	6/28/18	9809911841	VERIZON WIRELESS	504.99
4310L	Telecommunications	6/16/18	847Z99181906-2018	AT&T - 50%	212.19
4320L	Insurance	6/12/18	0038687338	THE HARTFORD	(1,886.00)
4340L	Office Supplies	6/27/18	3946343-0	WAREHOUSE DIRECT	320.96
4340L	Office Supplies	6/13/18	2543859	GAYLORD BROTHERS INC.	57.86
4340L	Office Supplies	6/14/18	3380994634	STAPLES BUSINESS ADVANTAGE E90	137.42
4340L	Office Supplies	6/14/18	3933086-0	WAREHOUSE DIRECT	111.78
4340L	Office Supplies	6/14/18	3933087-0	WAREHOUSE DIRECT	34.67
4340L	Office Supplies	6/14/18	3380994632	STAPLES BUSINESS ADVANTAGE	105.31
4340L	Office Supplies	6/14/18	3380994633	STAPLES BUSINESS ADVANTAGE	14.95
4340L	Office Supplies	6/19/18	3937914-0	WAREHOUSE DIRECT	18.54
4340L	Office Supplies	6/20/18	C3933087-0	WAREHOUSE DIRECT	(18.54)
4340L	Office Supplies	6/14/18	3933085-0	WAREHOUSE DIRECT	33.42
4340L	Office Supplies	6/14/18	3380994630	STAPLES BUSINESS ADVANTAGE	58.40
4340L	Office Supplies	6/14/18	3933084-0	WAREHOUSE DIRECT	58.30
4340L	Office Supplies	6/26/18	113-5222705-0264259	MC/AMAZON	65.83
4340L	Office Supplies	6/27/18	3946343-0	WAREHOUSE DIRECT	344.87
4340L	Office Supplies	6/14/18	3933085-0	WAREHOUSE DIRECT	14.04
4340L	Office Supplies	6/19/18		MC/ID WHOLESALER	72.42
4340L	Office Supplies	6/14/18	6396858	DEMCO	71.32
4340L	Office Supplies	6/14/18	3380994631	STAPLES BUSINESS ADVANTAGE	92.22
4350L	Library Supplies	6/15/18	112-7729079-3344218	MC/AMAZON	91.88
4350L	Library Supplies	6/1/18	462823	UNIQUE MANAGEMENT SERVICES, INC	69.65
4350L	Library Supplies	6/11/18	12194	ELM USA, INC.	466.30
4350L	Library Supplies	6/12/18	9816666219	W. W. GRAINGER, INC.	48.00
4350L	Library Supplies	6/14/18	3933087-0	WAREHOUSE DIRECT	80.98
4350L	Library Supplies	6/14/18	3380994632	STAPLES BUSINESS ADVANTAGE	63.71

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 For the Period From Jun 1, 2018 to Jun 30, 2018

Account ID	Account Description	Date	Reference	Transaction Description	Amount
4350L	Library Supplies	6/15/18	3933087-1	WAREHOUSE DIRECT	34.02
4350L	Library Supplies	6/19/18	3937914-0	WAREHOUSE DIRECT	64.51
4350L	Library Supplies	6/20/18	C3933087-0	WAREHOUSE DIRECT	(64.51)
4350L	Library Supplies	6/26/18	111-7635547-0896262	MC/AMAZON	28.49
4350L	Library Supplies	6/29/18	PettyCash06/29/2018	PETTY CASH	23.92
4350L	Library Supplies	6/28/18	EFT1621079032	SYNCHRONY/AMAZON - Label tape	18.98
4350L-100	Libry Supplies - Collection			Current Period Change	
4350L	Library Supplies	6/12/18	9816666219	W. W. GRAINGER, INC.	229.70
4350L	Library Supplies	6/13/18	589114	ARAMARK	143.92
4350L	Library Supplies	6/20/18		MC/DOLLAR STORE	7.00
4360L	Postage	6/19/18	47094	POSTMASTER	1,840.00
4360L	Postage	6/12/18	EFT18027051	PURCHASE POWER	500.00
4360L	Postage	6/12/18	EFT18027051	PURCHASE POWER	218.97
4360L	Postage	6/1/18	EMP06/01/2018	EMPLOYEE REIMBURSEMENTS	(19.80)
4360L	Postage	6/4/18	61098	JOHNSON MEMORIAL HEALTH SERVIC	(9.39)
4360L	Postage	6/9/18	00000911W1238	UNITED PARCEL SERVICE	300.00
4360L	Postage	6/18/18	EMP06/18/2018	EMPLOYEE REIMBURSEMENTS	(8.44)
4360L	Postage	6/26/18	EMP06/26/2018	EMPLOYEE REIMBURSEMENTS	(10.85)
4390L	IT Services	6/12/18		MC/QUICKBASE	175.86
4390L	IT Services	6/25/18		MC/CONSTANT CONTACT	775.50
4390L	IT Services	6/1/18	33033	BACKSTAGE LIBRARY WORKS	225.00
4410L	Building Maintenance	6/14/18	0F94540612	CINTAS FIRE PROTECTION	156.83
4410L	Building Maintenance	6/14/18	39097259	TRANE	854.00
4410L	Building Maintenance	6/20/18	0551-014072134	REPUBLIC SERVICES #551	377.75
4410L	Building Maintenance	6/29/18	47120	VILLAGE OF MT. PROSPECT	50.00
4410L	Building Maintenance	6/29/18	47121	STATE FIRE MARSHALL	210.00
4410L	Building Maintenance	6/5/18	9808660006	W. W. GRAINGER, INC.	114.64
4410L	Building Maintenance	6/8/18	42243	NERADT ACE HARDWARE	6.48
4410L	Building Maintenance	6/12/18	9816666219	W. W. GRAINGER, INC.	132.96
4410L	Building Maintenance	6/15/18	42297	NERADT ACE HARDWARE	4.47
4410L	Building Maintenance	6/22/18	00035372	MOUNT PROSPECT PAINT, INC.	83.98

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4410L	Building Maintenance	6/25/18	42372	NERADT ACE HARDWARE	19.99
4410L	Building Maintenance	6/26/18	42379	NERADT ACE HARDWARE	17.97
4410L	Building Maintenance	6/28/18	42404	NERADT ACE HARDWARE	12.99
4410L	Building Maintenance	6/29/18	9834203607	W. W. GRAINGER, INC.	173.43
4410L	Building Maintenance	6/30/18	3-06/30/2018	Reclass of 5/29 Home Depot payment.	(91.80)
4410L	Building Maintenance	6/1/18	R154956	SOUND INCORPORATED	40.00
4410L	Building Maintenance	6/14/18	R155950	SOUND INCORPORATED	40.00
4410L	Building Maintenance	6/13/18	3560TM	THE HUFF COMPANY	4,292.50
4420L	Equipment Maintenance	6/5/18		SHELL OIL COMPANY	32.25
4420L	Equipment Maintenance	6/5/18		SHELL OIL COMPANY	(2.51)
4420L	Equipment Maintenance	6/27/18		SHELL OIL COMPANY	40.00
4420L	Equipment Maintenance	6/15/18	NAYAX06/15/2018	NAYAX LLC	63.60
4420L	Equipment Maintenance	6/1/18	325702	MIDCO, INC.	672.75
4420L	Equipment Maintenance	6/1/18	325703	MIDCO, INC.	6,473.44
4420L	Equipment Maintenance	6/1/18	325722	MIDCO, INC.	1,066.32
4420L	Equipment Maintenance	6/27/18	326446	MIDCO, INC.	1,407.87
4420L	Equipment Maintenance	6/22/18	113-7624897-2275424	MC/AMAZON	45.84
4440L	Janitorial	6/1/18	25357	CRYSTAL MANAGEMENT & MAINTENANCE	2,613.33
4440L	Janitorial	6/6/18	3923679-0	WAREHOUSE DIRECT	342.43
4440L	Janitorial	6/7/18	42234	NERADT ACE HARDWARE	5.99
4440L	Janitorial	6/7/18	126687	SUPERIOR INDUSTRIAL SUPPLY	329.70
4440L	Janitorial	6/20/18	127172	SUPERIOR INDUSTRIAL SUPPLY	300.20
4440L	Janitorial	6/29/18	3949407-0	WAREHOUSE DIRECT	698.27
4440L	Janitorial	6/29/18	127590	SUPERIOR INDUSTRIAL SUPPLY	118.00
4440L	Janitorial	6/30/18	47154	SUPERIOR INDUSTRIAL SUPPLY - Invoice: 127172	(3.00)
4450L	Equipment	6/8/18	2006831502625	MC/DELL BUSINESS ONLINE	827.99
4450L	Equipment	6/9/18	2006831521245	MC/DELL BUSINESS ONLINE	1,065.00
4450L	Equipment	6/25/18	114-4125228-9813011	MC/AMAZON	309.99
4450L	Equipment	6/12/18	112-098477-8465869	MC/AMAZON	774.99
4450L	Equipment	6/12/18	112-6260594-7536223b	MC/AMAZON	24.96
4450L	Equipment	6/12/18	112-6260594-7536223	MC/AMAZON	69.51

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4450L	Equipment	6/15/18	114-7523168-4961031	MC/AMAZON	24.89
4450L	Equipment	6/22/18	113-0398542-7309858	MC/AMAZON	73.63
4450L	Equipment	6/26/18	113-5222705-0264259	MC/AMAZON	15.90
4450L	Equipment	6/26/18	114-3509550-3216228	MC/AMAZON	10.99
4460L	Utilities	6/6/18	2333810	CONSTELLATION NEWENERGY- GAS DIVISION	1,041.94
4460L	Utilities	6/15/18	06/15/18	VILLAGE OF MT. PROSPECT	1,444.20
4610L	Adult Books	6/1/18	63799074	GALE	26.99
4610L	Adult Books	6/1/18	2033757866	BAKER AND TAYLOR	917.10
4610L	Adult Books	6/1/18	0239278X	MATTHEW BENDER	336.61
4610L	Adult Books	6/1/18	02392798	MATTHEW BENDER	1,516.92
4610L	Adult Books	6/1/18	444339	HAINES AND COMPANY, INC.	463.50
4610L	Adult Books	6/1/18	1660131-B1	INFORMATION TODAY	404.53
4610L	Adult Books	6/1/18	60638	EDUCATIONAL DIRECTORIES, INC.	110.00
4610L	Adult Books	6/1/18	60637	EDUCATIONAL DIRECTORIES, INC.	110.00
4610L	Adult Books	6/4/18	3022222675	BAKER AND TAYLOR	59.59
4610L	Adult Books	6/4/18	838381238	WEST PAYMENT CENTER	258.49
4610L	Adult Books	6/5/18	63828337	GALE	266.15
4610L	Adult Books	6/5/18	63828548	GALE	138.70
4610L	Adult Books	6/5/18	2033764076	BAKER AND TAYLOR	764.55
4610L	Adult Books	6/6/18	2033771624	BAKER AND TAYLOR	733.48
4610L	Adult Books	6/7/18	63848554	GALE	77.22
4610L	Adult Books	6/7/18	63848982	GALE	25.49
4610L	Adult Books	6/8/18	2018/1085713	D & Z HOUSE OF BOOKS	1,121.80
4610L	Adult Books	6/8/18	2033774585	BAKER AND TAYLOR	1,164.98
4610L	Adult Books	6/11/18	63870612	GALE	245.16
4610L	Adult Books	6/11/18	63871670	GALE	26.24
4610L	Adult Books	6/11/18	2033779601	BAKER AND TAYLOR	376.16
4610L	Adult Books	6/11/18	3022233020	BAKER AND TAYLOR	553.33
4610L	Adult Books	6/12/18	5015050869	BAKER AND TAYLOR	13.77
4610L	Adult Books	6/13/18	180602	NRP DIRECT	721.00
4610L	Adult Books	6/13/18	180601	NRP DIRECT	391.00
4610L	Adult Books	6/13/18	180603	NRP DIRECT	325.00

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4610L	Adult Books	6/13/18	0003102838	BAKER AND TAYLOR	(15.25)
4610L	Adult Books	6/14/18	2033787631	BAKER AND TAYLOR	1,251.94
4610L	Adult Books	6/14/18	3022240051	BAKER AND TAYLOR	10.71
4610L	Adult Books	6/14/18	945074	GREY HOUSE PUBLISHING	165.00
4610L	Adult Books	6/15/18	119889	AMERICAN CHAMBER OF COMMERCE RESOURCES	260.00
4610L	Adult Books	6/18/18	2033793721	BAKER AND TAYLOR	681.75
4610L	Adult Books	6/18/18	3022245035	BAKER AND TAYLOR	98.72
4610L	Adult Books	6/20/18	2033800864	BAKER AND TAYLOR	810.48
4610L	Adult Books	6/20/18	63937006	GALE	79.17
4610L	Adult Books	6/20/18	0003102839	BAKER AND TAYLOR	(19.78)
4610L	Adult Books	6/22/18	2033806379	BAKER AND TAYLOR	1,113.13
4610L	Adult Books	6/22/18	2033808646	BAKER AND TAYLOR	21.98
4610L	Adult Books	6/22/18	3022252343	BAKER AND TAYLOR	64.29
4610L	Adult Books	6/26/18	180606	NRP DIRECT	395.00
4610L	Adult Books	6/26/18	2033809874	BAKER AND TAYLOR	1,143.47
4610L	Adult Books	6/26/18	5015068375	BAKER AND TAYLOR	40.67
4610L	Adult Books	6/27/18	3022257022	BAKER AND TAYLOR	114.26
4610L	Adult Books	6/28/18	EFT1621079032	SYNCHRONY/AMAZON	(33.46)
4610L	Adult Books	6/28/18	EFT1621079032	SYNCHRONY/AMAZON	1,643.91
4610L	Adult Books	6/28/18	99060517	OXFORD UNIVERSITY PRESS INC.	122.74
4610L	Adult Books	6/29/18	2033818582	BAKER AND TAYLOR	957.94
4610L	Adult Books	6/16/18	2033793096	BAKER AND TAYLOR	53.99
4610L	Adult Books	6/18/18	3022245043	BAKER AND TAYLOR	12.47
4610L	Adult Books	6/21/18	2033803431	BAKER AND TAYLOR	17.82
4610L	Adult Books	6/22/18	2033808646	BAKER AND TAYLOR	8.90
4610L	Adult Books	6/28/18	EFT1621079032	SYNCHRONY/AMAZON	15.55
4620L	Adult AV	6/1/18	B91486360	BAKER & TAYLOR INC.	22.78
4620L	Adult AV	6/1/18	B91497700	BAKER & TAYLOR INC.	17.98
4620L	Adult AV	6/4/18	96157660	MIDWEST TAPE	39.99
4620L	Adult AV	6/6/18	Q25600430	BAKER & TAYLOR INC.	11.03
4620L	Adult AV	6/7/18	B91738800	BAKER & TAYLOR INC.	10.18
4620L	Adult AV	6/7/18	B91738801	BAKER & TAYLOR INC.	73.41
4620L	Adult AV	6/7/18	B91738802	BAKER & TAYLOR INC.	22.04

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4620L	Adult AV	6/7/18	B91738803	BAKER & TAYLOR INC.	14.66
4620L	Adult AV	6/7/18	B91935800	BAKER & TAYLOR INC.	11.88
4620L	Adult AV	6/11/18	96177414	MIDWEST TAPE	149.96
4620L	Adult AV	6/11/18	3022233020	BAKER AND TAYLOR	33.89
4620L	Adult AV	6/11/18	B92097160	BAKER & TAYLOR INC.	22.01
4620L	Adult AV	6/13/18	B92272600	BAKER & TAYLOR INC.	30.62
4620L	Adult AV	6/13/18	B92272601	BAKER & TAYLOR INC.	34.70
4620L	Adult AV	6/13/18	B92272602	BAKER & TAYLOR INC.	19.10
4620L	Adult AV	6/13/18	B92272603	BAKER & TAYLOR INC.	22.01
4620L	Adult AV	6/13/18	B92272604	BAKER & TAYLOR INC.	13.22
4620L	Adult AV	6/13/18	B92272605	BAKER & TAYLOR INC.	18.37
4620L	Adult AV	6/13/18	B92388470	BAKER & TAYLOR INC.	47.76
4620L	Adult AV	6/13/18	B92388760	BAKER & TAYLOR INC.	10.18
4620L	Adult AV	6/14/18	B92388730	BAKER & TAYLOR INC.	76.57
4620L	Adult AV	6/14/18	B92441750	BAKER & TAYLOR INC.	9.38
4620L	Adult AV	6/15/18	B92521330	BAKER & TAYLOR INC.	18.37
4620L	Adult AV	6/18/18	96196273	MIDWEST TAPE	34.99
4620L	Adult AV	6/18/18	96196274	MIDWEST TAPE	404.89
4620L	Adult AV	6/18/18	B92634430	BAKER & TAYLOR INC.	11.98
4620L	Adult AV	6/18/18	2033793721	BAKER AND TAYLOR	21.99
4620L	Adult AV	6/20/18	B92877930	BAKER & TAYLOR INC.	18.74
4620L	Adult AV	6/20/18	B92877931	BAKER & TAYLOR INC.	47.76
4620L	Adult AV	6/21/18	B92789221	BAKER & TAYLOR INC.	14.98
4620L	Adult AV	6/21/18	B92789226	BAKER & TAYLOR INC.	18.37
4620L	Adult AV	6/21/18	B92789222	BAKER & TAYLOR INC.	11.88
4620L	Adult AV	6/21/18	B92789223	BAKER & TAYLOR INC.	14.23
4620L	Adult AV	6/21/18	B92789224	BAKER & TAYLOR INC.	97.63
4620L	Adult AV	6/21/18	B92789225	BAKER & TAYLOR INC.	25.72
4620L	Adult AV	6/21/18	B92972250	BAKER & TAYLOR INC.	18.98
4620L	Adult AV	6/21/18	B92973240	BAKER & TAYLOR INC.	55.97
4620L	Adult AV	6/22/18	2033806379	BAKER AND TAYLOR	19.25
4620L	Adult AV	6/22/18	B93037630	BAKER & TAYLOR INC.	40.29
4620L	Adult AV	6/22/18	B93038060	BAKER & TAYLOR INC.	12.47
4620L	Adult AV	6/25/18	96214800	MIDWEST TAPE	29.99

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4620L	Adult AV	6/25/18	96214801	MIDWEST TAPE	29.99
4620L	Adult AV	6/25/18	96214802	MIDWEST TAPE	49.99
4620L	Adult AV	6/25/18	B93107840	BAKER & TAYLOR INC.	11.03
4620L	Adult AV	6/25/18	B93138740	BAKER & TAYLOR INC.	10.18
4620L	Adult AV	6/27/18	Q27253690	BAKER & TAYLOR INC.	18.34
4620L	Adult AV	6/28/18	EFT1621079032	SYNCHRONY/AMAZON	1,557.67
4620L	Adult AV	6/28/18	EFT1621079032	SYNCHRONY/AMAZON	(82.75)
4620L	Adult AV	6/28/18	B93290901	BAKER & TAYLOR INC.	66.12
4620L	Adult AV	6/28/18	B93290902	BAKER & TAYLOR INC.	11.02
4620L	Adult AV	6/28/18	B93290903	BAKER & TAYLOR INC.	36.71
4620L	Adult AV	6/28/18	B93290904	BAKER & TAYLOR INC.	19.83
4620L	Adult AV	6/28/18	B93474640	BAKER & TAYLOR INC.	10.18
4620L	Adult AV	6/29/18	B93526040	BAKER & TAYLOR INC.	18.37
4620L	Adult AV	6/29/18	B93573680	BAKER & TAYLOR INC.	26.98
4620L	Adult AV	6/28/18	EFT1621079032	SYNCHRONY/AMAZON	22.45
4630L	Youth Books	6/1/18	155111	RAINBOW BOOK COMPANY	411.17
4630L	Youth Books	6/1/18	155150	RAINBOW BOOK COMPANY	333.10
4630L	Youth Books	6/1/18	155153	RAINBOW BOOK COMPANY	303.62
4630L	Youth Books	6/1/18	155156	RAINBOW BOOK COMPANY	79.96
4630L	Youth Books	6/1/18	155157	RAINBOW BOOK COMPANY	81.96
4630L	Youth Books	6/1/18	155161	RAINBOW BOOK COMPANY	22.99
4630L	Youth Books	6/1/18	155162	RAINBOW BOOK COMPANY	130.73
4630L	Youth Books	6/1/18	155163	RAINBOW BOOK COMPANY	96.42
4630L	Youth Books	6/1/18	155189	RAINBOW BOOK COMPANY	261.35
4630L	Youth Books	6/1/18	155196	RAINBOW BOOK COMPANY	602.10
4630L	Youth Books	6/1/18	155197	RAINBOW BOOK COMPANY	343.94
4630L	Youth Books	6/1/18	155201	RAINBOW BOOK COMPANY	102.64
4630L	Youth Books	6/1/18	155206	RAINBOW BOOK COMPANY	318.20
4630L	Youth Books	6/1/18	2033756002	BAKER AND TAYLOR	294.10
4630L	Youth Books	6/1/18	3022220243	BAKER AND TAYLOR	43.18
4630L	Youth Books	6/1/18	155205	RAINBOW BOOK COMPANY	220.49
4630L	Youth Books	6/4/18	2033761473	BAKER AND TAYLOR	296.57
4630L	Youth Books	6/4/18	0003099316	BAKER AND TAYLOR	(9.45)

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4630L	Youth Books	6/5/18	155381	RAINBOW BOOK COMPANY	187.45
4630L	Youth Books	6/5/18	155382	RAINBOW BOOK COMPANY	138.93
4630L	Youth Books	6/5/18	155383	RAINBOW BOOK COMPANY	245.35
4630L	Youth Books	6/5/18	155385	RAINBOW BOOK COMPANY	915.87
4630L	Youth Books	6/5/18	155387	RAINBOW BOOK COMPANY	221.57
4630L	Youth Books	6/5/18	155384	RAINBOW BOOK COMPANY	412.90
4630L	Youth Books	6/5/18	155464	RAINBOW BOOK COMPANY	1,350.65
4630L	Youth Books	6/6/18	2033768203	BAKER AND TAYLOR	309.47
4630L	Youth Books	6/8/18	2018/085714	D & Z HOUSE OF BOOKS	99.76
4630L	Youth Books	6/8/18	2033774061	BAKER AND TAYLOR	468.36
4630L	Youth Books	6/9/18	2033777008	BAKER AND TAYLOR	402.04
4630L	Youth Books	6/11/18	3022234422	BAKER AND TAYLOR	4.49
4630L	Youth Books	6/11/18	116293	CHERRY LAKE PUBLISHING	16.99
4630L	Youth Books	6/11/18	116294	CHERRY LAKE PUBLISHING	159.60
4630L	Youth Books	6/11/18	116295	CHERRY LAKE PUBLISHING	39.90
4630L	Youth Books	6/11/18	116296	CHERRY LAKE PUBLISHING	19.95
4630L	Youth Books	6/11/18	116297	CHERRY LAKE PUBLISHING	20.95
4630L	Youth Books	6/11/18	116298	CHERRY LAKE PUBLISHING	41.90
4630L	Youth Books	6/11/18	IN528264	CRABTREE PUBLISHING COMPANY	82.80
4630L	Youth Books	6/11/18	IN528270	CRABTREE PUBLISHING COMPANY	342.36
4630L	Youth Books	6/11/18	IN528273	CRABTREE PUBLISHING COMPANY	124.20
4630L	Youth Books	6/11/18	IN528274	CRABTREE PUBLISHING COMPANY	41.40
4630L	Youth Books	6/11/18	IN528277	CRABTREE PUBLISHING COMPANY	124.20
4630L	Youth Books	6/11/18	IN528279	CRABTREE PUBLISHING COMPANY	83.34
4630L	Youth Books	6/11/18	IN528283	CRABTREE PUBLISHING COMPANY	20.70
4630L	Youth Books	6/11/18	IN528285	CRABTREE PUBLISHING COMPANY	93.96
4630L	Youth Books	6/11/18	IN528286	CRABTREE PUBLISHING COMPANY	41.40
4630L	Youth Books	6/11/18	1289805	LERNER PUBLISHING GROUP	279.86
4630L	Youth Books	6/12/18	1289807	LERNER PUBLISHING GROUP	159.92
4630L	Youth Books	6/12/18	1289808	LERNER PUBLISHING GROUP	75.96
4630L	Youth Books	6/12/18	1289809	LERNER PUBLISHING GROUP	196.91
4630L	Youth Books	6/12/18	1289810	LERNER PUBLISHING GROUP	143.93
4630L	Youth Books	6/12/18	1289811	LERNER PUBLISHING GROUP	119.94
4630L	Youth Books	6/12/18	1289812	LERNER PUBLISHING GROUP	205.91

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4630L	Youth Books	6/12/18	1289813	LEARNER PUBLISHING GROUP	193.19
4630L	Youth Books	6/12/18	1289814	LEARNER PUBLISHING GROUP	239.92
4630L	Youth Books	6/12/18	1289815	LEARNER PUBLISHING GROUP	229.89
4630L	Youth Books	6/12/18	1289816	LEARNER PUBLISHING GROUP	106.95
4630L	Youth Books	6/12/18	1289817	LEARNER PUBLISHING GROUP	19.99
4630L	Youth Books	6/12/18	1289818	LEARNER PUBLISHING GROUP	84.23
4630L	Youth Books	6/12/18	1289819	LEARNER PUBLISHING GROUP	38.22
4630L	Youth Books	6/12/18	1289821	LEARNER PUBLISHING GROUP	69.24
4630L	Youth Books	6/12/18	1289823	LEARNER PUBLISHING GROUP	94.95
4630L	Youth Books	6/13/18	116426	CHERRY LAKE PUBLISHING	251.40
4630L	Youth Books	6/13/18	24769	PEGASUS PRESS, INC.	79.80
4630L	Youth Books	6/13/18	24770	PEGASUS PRESS, INC.	101.70
4630L	Youth Books	6/13/18	IN528356	CRABTREE PUBLISHING COMPANY	46.98
4630L	Youth Books	6/13/18	GSL203439I	GARETH STEVENS PUBLISHING	16.95
4630L	Youth Books	6/13/18	GSL203447I	GARETH STEVENS PUBLISHING	20.95
4630L	Youth Books	6/14/18	220880	ABDO-SPOTLIGHT-MAGIC WAGON	56.85
4630L	Youth Books	6/14/18	220881	ABDO-SPOTLIGHT-MAGIC WAGON	79.80
4630L	Youth Books	6/14/18	220882	ABDO-SPOTLIGHT-MAGIC WAGON	18.95
4630L	Youth Books	6/14/18	220883	ABDO-SPOTLIGHT-MAGIC WAGON	79.80
4630L	Youth Books	6/14/18	220884	ABDO-SPOTLIGHT-MAGIC WAGON	137.70
4630L	Youth Books	6/14/18	220885	ABDO-SPOTLIGHT-MAGIC WAGON	137.70
4630L	Youth Books	6/14/18	220886	ABDO-SPOTLIGHT-MAGIC WAGON	137.70
4630L	Youth Books	6/14/18	220888	ABDO-SPOTLIGHT-MAGIC WAGON	213.50
4630L	Youth Books	6/14/18	220889	ABDO-SPOTLIGHT-MAGIC WAGON	197.50
4630L	Youth Books	6/14/18	220890	ABDO-SPOTLIGHT-MAGIC WAGON	75.80
4630L	Youth Books	6/14/18	220891	ABDO-SPOTLIGHT-MAGIC WAGON	208.45
4630L	Youth Books	6/14/18	220892	ABDO-SPOTLIGHT-MAGIC WAGON	114.75
4630L	Youth Books	6/14/18	220893	ABDO-SPOTLIGHT-MAGIC WAGON	113.70
4630L	Youth Books	6/14/18	24784	PEGASUS PRESS, INC.	17.95
4630L	Youth Books	6/14/18	2033787635	BAKER AND TAYLOR	437.99
4630L	Youth Books	6/14/18	220879	ABDO-SPOTLIGHT-MAGIC WAGON	60.85
4630L	Youth Books	6/14/18	1290267	LEARNER PUBLISHING GROUP	18.99
4630L	Youth Books	6/14/18	24785	PEGASUS PRESS, INC.	39.90
4630L	Youth Books	6/14/18	24786	PEGASUS PRESS, INC.	17.95

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

Account ID	Account Description	Date	Reference	Transaction Description	Amount
4630L	Youth Books	6/14/18	24787	PEGASUS PRESS, INC.	49.47
4630L	Youth Books	6/14/18	24788	PEGASUS PRESS, INC.	50.97
4630L	Youth Books	6/14/18	24789	PEGASUS PRESS, INC.	55.47
4630L	Youth Books	6/14/18	24790	PEGASUS PRESS, INC.	59.85
4630L	Youth Books	6/15/18	GSL203435I	GARETH STEVENS PUBLISHING	101.70
4630L	Youth Books	6/15/18	GSL203436I	GARETH STEVENS PUBLISHING	321.15
4630L	Youth Books	6/15/18	GSL203437I	GARETH STEVENS PUBLISHING	181.50
4630L	Youth Books	6/15/18	GSL203438I	GARETH STEVENS PUBLISHING	37.90
4630L	Youth Books	6/15/18	GSL203440I	GARETH STEVENS PUBLISHING	101.70
4630L	Youth Books	6/15/18	GSL203441I	GARETH STEVENS PUBLISHING	164.55
4630L	Youth Books	6/15/18	GSL203442I	GARETH STEVENS PUBLISHING	67.80
4630L	Youth Books	6/15/18	GSL203443I	GARETH STEVENS PUBLISHING	101.70
4630L	Youth Books	6/15/18	GSL203444I	GARETH STEVENS PUBLISHING	39.90
4630L	Youth Books	6/15/18	GSL203445I	GARETH STEVENS PUBLISHING	101.70
4630L	Youth Books	6/15/18	GSL203446I	GARETH STEVENS PUBLISHING	119.70
4630L	Youth Books	6/18/18	3022244147	BAKER AND TAYLOR	12.34
4630L	Youth Books	6/19/18	2033794975	BAKER AND TAYLOR	296.32
4630L	Youth Books	6/21/18	2033803111	BAKER AND TAYLOR	335.04
4630L	Youth Books	6/22/18	1291264	LEARNER PUBLISHING GROUP	24.25
4630L	Youth Books	6/25/18	2033808572	BAKER AND TAYLOR	312.18
4630L	Youth Books	6/25/18	3022254423	BAKER AND TAYLOR	43.65
4630L	Youth Books	6/25/18	060541	ROURKE EDUCATIONAL MEDIA	114.75
4630L	Youth Books	6/25/18	060542	ROURKE EDUCATIONAL MEDIA	49.90
4630L	Youth Books	6/25/18	060543	ROURKE EDUCATIONAL MEDIA	68.85
4630L	Youth Books	6/25/18	060544	ROURKE EDUCATIONAL MEDIA	91.80
4630L	Youth Books	6/25/18	060545	ROURKE EDUCATIONAL MEDIA	167.60
4630L	Youth Books	6/25/18	060546	ROURKE EDUCATIONAL MEDIA	223.40
4630L	Youth Books	6/25/18	060547	ROURKE EDUCATIONAL MEDIA	83.80
4630L	Youth Books	6/25/18	060598	ROURKE EDUCATIONAL MEDIA	1,801.70
4630L	Youth Books	6/25/18	060865	ROURKE EDUCATIONAL MEDIA	104.75
4630L	Youth Books	6/26/18	2033811392	BAKER AND TAYLOR	400.08
4630L	Youth Books	6/28/18	EFT1621079032	SYNCHRONY/AMAZON	624.05
4630L	Youth Books	6/28/18	2033818644	BAKER AND TAYLOR	370.60
4630L	Youth Books	6/29/18	2033821066	BAKER AND TAYLOR	504.84

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

Account ID	Account Description	Date	Reference	Transaction Description	Amount
4630L	Youth Books	6/29/18	2033823208	BAKER AND TAYLOR	395.96
4630L	Youth Books	6/7/18	2033772279	BAKER AND TAYLOR	42.63
4630L	Youth Books	6/16/18	2033793096	BAKER AND TAYLOR	162.51
4630L	Youth Books	6/21/18	2033803431	BAKER AND TAYLOR	82.23
4630L	Youth Books	6/25/18	3022253837	BAKER AND TAYLOR	8.89
4640L	Youth AV	6/1/18	3022220243	BAKER AND TAYLOR	6.74
4640L	Youth AV	6/4/18	96156645	MIDWEST TAPE	37.99
4640L	Youth AV	6/4/18	96156647	MIDWEST TAPE	30.68
4640L	Youth AV	6/4/18	B91240370	BAKER & TAYLOR INC.	75.66
4640L	Youth AV	6/4/18	B91240371	BAKER & TAYLOR INC.	71.98
4640L	Youth AV	6/4/18	B91240372	BAKER & TAYLOR INC.	35.23
4640L	Youth AV	6/7/18	B606919CM	BAKER & TAYLOR INC.	(29.36)
4640L	Youth AV	6/11/18	96177650	MIDWEST TAPE	29.99
4640L	Youth AV	6/11/18	96177651	MIDWEST TAPE	29.24
4640L	Youth AV	6/11/18	96177652	MIDWEST TAPE	25.99
4640L	Youth AV	6/11/18	96177653	MIDWEST TAPE	28.78
4640L	Youth AV	6/11/18	96177654	MIDWEST TAPE	54.99
4640L	Youth AV	6/11/18	96177227	MIDWEST TAPE	9.74
4640L	Youth AV	6/11/18	96177229	MIDWEST TAPE	29.99
4640L	Youth AV	6/11/18	B91738810	BAKER & TAYLOR INC.	23.51
4640L	Youth AV	6/11/18	B91738811	BAKER & TAYLOR INC.	47.74
4640L	Youth AV	6/11/18	B91738812	BAKER & TAYLOR INC.	9.55
4640L	Youth AV	6/11/18	B91738813	BAKER & TAYLOR INC.	5.14
4640L	Youth AV	6/14/18	B92459590	BAKER & TAYLOR INC.	7.34
4640L	Youth AV	6/18/18	96195644	MIDWEST TAPE	44.99
4640L	Youth AV	6/18/18	96195645	MIDWEST TAPE	44.99
4640L	Youth AV	6/18/18	96195646	MIDWEST TAPE	29.24
4640L	Youth AV	6/18/18	96195647	MIDWEST TAPE	78.38
4640L	Youth AV	6/18/18	96195648	MIDWEST TAPE	49.99
4640L	Youth AV	6/18/18	96195649	MIDWEST TAPE	53.07
4640L	Youth AV	6/18/18	96196471	MIDWEST TAPE	381.90
4640L	Youth AV	6/18/18	B92272610	BAKER & TAYLOR INC.	18.36
4640L	Youth AV	6/18/18	B92272611	BAKER & TAYLOR INC.	29.35

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

Account ID	Account Description	Date	Reference	Transaction Description	Amount
4640L	Youth AV	6/21/18	B92973520	BAKER & TAYLOR INC.	33.07
4640L	Youth AV	6/25/18	96214662	MIDWEST TAPE	11.69
4640L	Youth AV	6/25/18	96214664	MIDWEST TAPE	29.24
4640L	Youth AV	6/25/18	96214665	MIDWEST TAPE	47.96
4640L	Youth AV	6/25/18	96214666	MIDWEST TAPE	74.98
4640L	Youth AV	6/25/18	96214667	MIDWEST TAPE	55.99
4640L	Youth AV	6/25/18	96214668	MIDWEST TAPE	15.99
4640L	Youth AV	6/25/18	B92789230	BAKER & TAYLOR INC.	11.01
4640L	Youth AV	6/26/18	B93290910	BAKER & TAYLOR INC.	12.47
4640L	Youth AV	6/28/18	EFT1621079032	SYNCHRONY/AMAZON	593.17
4640L	Youth AV	6/28/18	EFT1621079032	SYNCHRONY/AMAZON	78.80
4650L	Subscriptions	6/1/18	18CHIGENESOC	CHICAGO GENEALOGICAL SOC.	25.00
4650L	Subscriptions	6/1/18	18SLJ1	SCHOOL LIBRARY JOURNAL	136.99
4650L	Subscriptions	6/1/18	18TROPICAL	TROPICAL FISH HOBBYIST	49.00
4650L	Subscriptions	6/1/18	18USATODAY	U S A TODAY	340.38
4650L	Subscriptions	6/1/18	18HBR	HARVARD BUSINESS REVIEW	249.00
4650L	Subscriptions	6/1/18	18GUIDE	GUIDEPOSTS	17.94
4650L	Subscriptions	6/1/18	18MAKE	MAKE	34.99
4650L	Subscriptions	6/14/18	#18BD0618	MC/BEST DEAL MAGAZINES	20.95
4650L	Subscriptions	6/28/18	EFT1621079032	SYNCHRONY/AMAZON	36.29
4650L	Subscriptions	6/28/18		MC/BEST DEAL MAGAZINES	29.33
4650L	Subscriptions	6/28/18	18MENJ	MEN'S JOURNAL	14.95
4650L	Subscriptions	6/29/18	69SHB60C1D	MC/BEST DEAL MAGAZINES	11.95
4650L	Subscriptions	6/1/18	18MUY	MUY INTERESANTE	35.50
4650L	Subscriptions	6/28/18	4695678	EBSCO RECEPTION ROOM SERVICE	29.95
4660L	Electronic Resources	6/1/18	1000079387-1	EBSCO SUBSCRIPTION SERVICE	1,655.00
4660L	Electronic Resources	6/1/18	1000079387-1	EBSCO SUBSCRIPTION SERVICE	4,709.00
4660L	Electronic Resources	6/1/18	838297650	WEST PAYMENT CENTER	1,820.00
4660L	Electronic Resources	6/1/18	99019321	OXFORD UNIVERSITY PRESS INC.	1,455.00
4660L	Electronic Resources	6/1/18	213244	MERGENT, INC.	8,000.00
4661L	Digital Media	6/13/18	6973	LIBRARIES FIRST	13,589.00

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

Account ID	Account Description	Date	Reference	Transaction Description	Amount
4661L	Digital Media	6/30/18	96235100	MIDWEST TAPE	1,915.89
4661L	Digital Media	6/26/18	01018CO18116183	OVERDRIVE, INC.	377.97
4661L	Digital Media	6/26/18	01018CO18116187	OVERDRIVE, INC.	594.00
4661L	Digital Media	6/26/18	01018CO18116188	OVERDRIVE, INC.	376.92
4661L	Digital Media	6/26/18	01018CO18116182	OVERDRIVE, INC.	89.99
4661L	Digital Media	6/26/18	01018CO18116184	OVERDRIVE, INC.	151.38
4661L	Digital Media	6/26/18	01018CO18116186	OVERDRIVE, INC.	44.98
4661L	Digital Media	6/15/18		MC/LIBRARY JOURNAL	157.99
4680L	Processing	6/28/18	PAYROLL06/29/2018	EXPENSE REIMBURSEMENTS TO EMPLOYEES	30.88
4680L	Processing	6/13/18	503130	BRODART CO.	106.59
4680L	Processing	6/14/18	16848	BUDGET LIBRARY SUPPLIES	1,144.00
4680L	Processing	6/14/18	6396858	DEMCO	812.14
4680L	Processing	6/14/18	3933089-0	WAREHOUSE DIRECT	39.45
4680L	Processing	6/20/18	129672	JAN WAY COMPANY	27.48
4690L	Programs	6/12/18	47075	GARY E. MIDKIFF & COMPANY	270.00
4690L	Programs	6/1/18		MC/MONARCH WATCH	124.00
4690L	Programs	6/14/18	PAYROLL06/15/2018	EXPENSE REIMBURSEMENTS TO EMPLOYEES	170.15
4690L	Programs	6/15/18	5193	PEERLESS MARKETING IMPRESSIONS	364.60
4690L	Programs	6/22/18	47102	DAVE DiNASO	375.00
4690L	Programs	6/28/18	PAYROLL06/29/2018	EXPENSE REIMBURSEMENTS TO EMPLOYEES	184.53
4690L	Programs	6/28/18	EFT1621079032	SYNCHRONY/AMAZON	11.18
4690L	Programs	6/29/18	47119	NORTHWEST SPECIAL RECREATION ASSOC.	75.00
4690L	Programs	6/29/18	PettyCash06/29/2018	PETTY CASH - Fruit snacks	89.01
4690L	Programs	6/30/18	01-06/30/2018	Reclass of May 18th School outreach Staff mileage	(14.55)
4690L	Programs	6/5/18	47065	KARL GATES	300.00
4690L	Programs	6/12/18	47076	LESLIE GODDARD	300.00
4690L	Programs	6/22/18	47105	ANETTE ISAACS	275.00
4690L	Programs	6/28/18	47118	SUSAN BENJAMIN	250.00
4690L	Programs	6/15/18	47092	CRYSTAL CLEAR PRODUCTIONS	850.00
4690L	Programs	6/22/18	47109	MELISSA MAYBERRY	270.00
4690L	Programs	6/6/18		MC/Jewel	20.97
4690L	Programs	6/25/18		MC/WALMART	75.02

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

Account ID	Account Description	Date	Reference	Transaction Description	Amount
4690L	Programs	6/5/18	111-5206282-1971430	MC/AMAZON	54.99
4690L	Programs	6/6/18	111-0161208-1017849	MC/AMAZON	240.10
4690L	Programs	6/7/18		MC/JOANN STORES	41.34
4690L	Programs	6/29/18		MC/OFFICE DEPOT	76.19
4690L	Programs	6/5/18		MC/STARBUCKS	25.00
4690L	Programs	6/6/18		MC/KD MARKET	10.90
4690L	Programs	6/14/18	PAYROLL06/15/2018	EXPENSE REIMBURSEMENTS TO EMPLOYEES	27.54
4690L	Programs	6/20/18	114-5004069	MC/AMAZON	43.44
4690L	Programs	6/25/18		MC/Jewel	20.98
4690L	Programs	6/26/18	112-0774197-9392249	MC/AMAZON	8.26
4690L	Programs	6/26/18		MC/OLD TOWN SCHOOL OF FOLK MUSIC	54.30
4690L	Programs	6/28/18	112-6338546-2589044	MC/AMAZON	49.19
4690L	Programs	6/30/18		MC/SPARK FUN	38.81
					<u>\$ 736,581.70</u>
9530L	Foundation Sponsored Expense	6/8/18	47067	DANCING WITH CLASS	200.00
9530L	Foundation Sponsored Expense	6/26/18		MC/OLD TOWN SCHOOL OF FOLK MUSIC	145.70
9530L	Foundation Sponsored Expense	6/15/18	47093	OLD TOWN SCHOOL OF FOLK MUSIC	175.00
9530L	Foundation Sponsored Expense	6/26/18	3137	Reclass of 75th expenses from Marketing to Foundation	366.29
9540L	Friends Sponsored Expense	6/8/18	2033774585	BAKER AND TAYLOR	19.02
9540L	Friends Sponsored Expense	6/20/18	0003102840	BAKER AND TAYLOR	-19.02
9540L	Friends Sponsored Expense	6/28/18	EFT1621079032	SYNCHRONY/AMAZON	22.36
9540L	Friends Sponsored Expense	6/20/18		MC/DOLLAR STORE	9.00
9540L	Friends Sponsored Expense	6/14/18	PAYROLL06/15/2018	EXPENSE REIMBURSEMENTS TO EMPLOYEES	25.48
9540L	Friends Sponsored Expense	6/12/18		MC/Jewel	11.01
9540L	Friends Sponsored Expense	6/14/18		MC/DOLLAR STORE	22.00
9540L	Friends Sponsored Expense	6/14/18		MC/DOLLAR STORE	2.00
9540L	Friends Sponsored Expense	6/14/18		MC/DOLLAR STORE	1.10
9540L	Friends Sponsored Expense	6/13/18		MC/TARGET	42.16
9540L	Friends Sponsored Expense	6/15/18		EGG HARBOR	30.48
9540L	Friends Sponsored Expense	6/18/18		TARGET	6.00
9540L	Friends Sponsored Expense	6/20/18		JEWEL OSCO	3.99
9540L	Friends Sponsored Expense	6/29/18	PettyCash06/29/2018	PETTY CASH	33.04

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

Account ID	Account Description	Date	Reference	Transaction Description	Amount
9540L	Friends Sponsored Expense	6/1/18		MC/SHINDIGZ	62.81
9540L	Friends Sponsored Expense	6/1/18	113-8145975-3603411	MC/AMAZON	97.86
9540L	Friends Sponsored Expense	6/1/18		MC/MICHAELS	116.15
9540L	Friends Sponsored Expense	6/1/18		MC/MICHAELS	-25.60
9540L	Friends Sponsored Expense	6/14/18		MC/DOLLAR STORE	22.02
9540L	Friends Sponsored Expense	6/25/18		MC/MICHAELS	10.19
9540L	Friends Sponsored Expense	6/28/18	PAYROLL06/29/2018	EXPENSE REIMBURSEMENTS TO EMPLOYEES	183.89
9540L	Friends Sponsored Expense	6/14/18	PAYROLL06/15/2018	EXPENSE REIMBURSEMENTS TO EMPLOYEES	16.59
9540L	Friends Sponsored Expense	6/29/18		MC/TARGET	9.39
9540L	Friends Sponsored Expense	6/7/18		MC/TORTORICE'S	117.70
9540L	Friends Sponsored Expense	6/13/18		MC/CAPANARIS ICE CREAM	104.65
9540L	Friends Sponsored Expense	6/14/18	PAYROLL06/15/2018	EXPENSE REIMBURSEMENTS TO EMPLOYEES	14.86
9540L	Friends Sponsored Expense	6/26/18		MC/TORTORICE'S	106.38
9540L	Friends Sponsored Expense	6/1/18	2033757866	BAKER AND TAYLOR	30.92
9540L	Friends Sponsored Expense	6/6/18	2033771624	BAKER AND TAYLOR	30.90
9540L	Friends Sponsored Expense	6/14/18	2033787631	BAKER AND TAYLOR	5.94
9540L	Friends Sponsored Expense	6/14/18	3022240051	BAKER AND TAYLOR	7.73
9540L	Friends Sponsored Expense	6/18/18	2033793721	BAKER AND TAYLOR	26.16
9540L	Friends Sponsored Expense	6/7/18	2033772279	BAKER AND TAYLOR	40.79
9540L	Friends Sponsored Expense	6/13/18	111-8004055-1830652	MC/AMAZON	87.80
9540L	Friends Sponsored Expense	6/1/18	69732	INTERIOR TROPICAL GARDENS	92.00
9540L	Friends Sponsored Expense	6/1/18	69811	INTERIOR TROPICAL GARDENS	28.00
9540L	Friends Sponsored Expense	6/1/18	69810	INTERIOR TROPICAL GARDENS	28.00
9540L	Friends Sponsored Expense	6/20/18		MC/CUSTOM INK.COM	-11.00
9540L	Friends Sponsored Expense	6/29/18		MC/CUSTOM INK.COM	241.56
9560L	Village Shared Expense	6/16/18	847Z99078806-2018	AT&T - 40%	332.53
9560L	Village Shared Expense	6/16/18	847Z99181906-2018	AT&T - 50%	212.20
Total Library Fund Expenses for June, 2018					<u><u>\$ 739,667.73</u></u>

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

Account ID	Account Description	Date	Reference	Transaction Description	Amount
7730B	Bldg Fd: Equipment	6/1/18	SI0040506-US	BIBLIOTHECA, LLC - 5/31/18	\$ 5,196.00
7750B-011-002	Bldg Fd: Reconfigure Lobby	6/1/18	T4501565	PADDOCK PUBLICATIONS, INC.	267.30
7750B-011-002	Bldg Fd: Reconfigure Lobby	6/1/18	00024-2018	MEYER SCHERER & ROCKCASTLE	10,581.15
7750B-011-003	Bldg Fd: Reconf 2nd Fl Workrm	6/1/18	13900179	KRUEGER INTERNATIONAL , INC.	48,119.28
7750B-011-003	Bldg Fd: Reconf 2nd Fl Workrm	6/1/18	13901310	KRUEGER INTERNATIONAL , INC.	19,527.56
7750B-011-003	Bldg Fd: Reconf 2nd Fl Workrm	6/1/18	13901429	KRUEGER INTERNATIONAL , INC.	20,155.20
7750B-011-003	Bldg Fd: Reconf 2nd Fl Workrm	6/8/18	36000328	PROSPECT ELECTRIC COMPANY	17,500.00
7750B-014	Bldg Fd: Furnishng Strtgc Plan	6/1/18	00023-2018	MEYER SCHERER & ROCKCASTLE	390.00
Total Capital Project Reserve Fund Expenses for June, 2018					<u>\$ 121,736.49</u>

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

Account ID	Account Description	Date	Reference	Transaction Description	Amount
3701D	Interest Expense	6/30/18	1-06/30/2018	To record 6/2018 Interest Expense accrual (\$176,150 x 1/12).	\$ 14,679.17
Total Debt Service Fund Expenses for June, 2018					\$ 14,679.17

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

Account ID	Account Description	Date	Reference	Transaction Description	Amount
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There were no Gift Fund expenses for June, 2018.

EXECUTIVE DIRECTOR'S **JUNE 2018 MONTHLY REPORT**

HIGHLIGHTS

Summer Reading had an enthusiastic beginning in early June. The adult and teen Summer Reading Programs (SRP) were both off to a strong start. Signups for the adult program in June alone surpassed the total participation for 2017, and teen participation showed every sign of equaling the high levels of engagement of the previous year's program. Desk traffic increased sharply as a result. The teen SRP once again was designed with a strong programming component, and a robust slate of programs was offered to present participants with a plethora of options. Eleven teen programs were held in June, and all of them were extremely well attended.

Youth Summer Reading was off to a very busy start with 327 kids coming in to register on the first day. The previous record was 300. School District 57 had sent the Web page link a little early, so there were also 14 people who registered online in May. Despite the initial rush, by the end of June the total kids registered was about the same as previous years. It was likely busier at the beginning of the month due to school getting out earlier. South Branch also had a great turn out for summer reading. Programming was well attended.

Two MPPL staff presented at the ALA annual conference. Rosemary Groenwald, Head of Collections and Bibliographic Services, gave a presentation at the OLAC (Online Audiovisual Catalogers) meeting on the new and soon to be available OLAC video game genre vocabulary. The video game genre vocabulary and its associated authority records were originally developed by the ALCTS CAMMS SAC GFIS Video Game Working Group, which is chaired by Rosemary, in hope that the Library of Congress would fold it into the lcgft genre vocabularies. Because the Library of Congress hasn't been able to take this on as a project and is still not able to give a timeline as to when they might be able to do so, OLAC has taken ownership of the video game genre vocabulary and is in the process of publishing and registering the vocabulary as an OLAC one. Since OLAC's AV cataloging standards and guidelines are considered authoritative by audiovisual catalogers across the country, the OLAC video game genre vocabulary will certainly be adopted by AV catalogers and the appropriate genre terms applied to bibliographic records for video games. This will improve catalog searching by patrons for video games. Joe Collier, Business Librarian, presented to a large crowd, the program "Getting Down to Business: Developing Business Services from the Ground Up" with Shannon Distel, Director of Customer Services at Arlington Heights Memorial Library.

After fifteen years of a computer based phone system, we switched our phones to a telephone based phone system. On June 26, our large attendant screen was replaced with a compact 80-button telephone system. Incoming calls now ring to any of the five phones in the department workroom, improving workflow tremendously. Calls are also able to be answered at the front desk, if that is more convenient. Registration staff has adapted easily to this new process and are adjusting well to a new workflow. This will

make the transition to the new desk set up of the lobby project much easier. *(Library will provide and support responsive technologies for patrons and staff to meet evolving and emerging needs and to increase ease of use.)*

Employee of the Moment: Beth Hill, Collection and Bibliographic Services; Hedy Otte, Human Resources; Pam Fehling, Registration Services; Dan Peyer, Building Services; Kathy Wohrstein, Collection and Bibliographic Services; Megan Callaghan, Registration Services; Mary Ann Longpre, Collection and Bibliographic Services

TRENDS

Patrons seemed to enjoy using the new self-checkout stations that appeared at the start of the month. Self-checkouts were up significantly in June as well; 27% of all checkouts were done at self-check stations in the Library this month. That compares to about 20% of checkouts in May 2018, and about 16% of all checkouts in June of 2017. Clearly, patrons took advantage of the sleek new express checkouts and the greater number of them available to check out their materials in June. The Youth self-checkout stations accounted for just over 50% of all items checked out at the self-checkout stations, while the second floor unit accounted for about 20% of all self-checked items. In total, patrons checked out 17,048 items at self-checkout during the month. *(Library will provide and support responsive technologies for patrons and staff to meet evolving and emerging needs and to increase ease of use.)*

Dan Criscione, Technology Librarian, and Abby Reiter, Program Librarian, held a Pop-up: Virtual Reality program on the second floor between the service desks. Thirty-one people dropped by over a span of three hours to try out the Oculus Rift and explore different parts of the world. There was frequently a line of people waiting for a turn. The program will be repeated in July. *(Explore opportunities for additional experiential activities.)*

Youth Services received 75 survey responses from Mount Prospect elementary school teachers and librarians. Bookbags, STEAM Kits, Science-to-Go Kits, booktalks, and Full STEAM Ahead programs continue to be hugely popular among teachers. Some new programs and services we plan to add based on survey responses include adding three new author studies on Steve Jenkins, Kate DiCamillo, and Andrew Clements, and new Kids Books-to-Go genre bags containing five copies of four books at designated grade levels.

STRATEGIC PLAN

SirsiDynix staff completed the custom work we contracted with them to add authority control functionality to Enterprise, our online catalog. This added functionality allows catalog users to retrieve additional pertinent materials by searching the entire authority

file. The reason for adding this data is to help patrons expand, narrow, or redirect their search when they don't retrieve the desired results. The following search example illustrates the increased effectiveness that the added authority control feature offers our users.

An everything search for "buried treasure" in Enterprise retrieves 211 titles. However, when the user clicks on the "See related search terms" link which is prominently displayed at the top of the list of search results, the authority record for "Treasure troves" displays and indicates that this is the authorized search term for a "buried treasure" search. Following the link for "Treasure troves" yields 850 titles which is a significant improvement over the original 211 results.

Users have never before had the ability to see authority records when using our online catalogs and there is an abundance of rich data in many authority records. Now, users can perform a redirected search by linking on certain fields in authority records for personal names and series names. This allows them to search on data that they have never had access to before. As the cataloging community continues to add more information to authority records for personal names and series names, our users will be able to discover all types of information that might be valuable to them. But in the meantime, there is still quite a bit of data available that can be quite useful to a user. *(Library will provide and support responsive technologies for patrons and staff to meet evolving and emerging needs and to increase ease of use.)*

The Family Place in Youth Services was decorated to match the Summer Reading theme of "Reading Takes You Everywhere." Darice Castino, Youth Assistant, created window decorations featuring Monty the Duck flying an airplane, a shark driving a car, and a boat filled with jungle animals. Vacation-themed toys such as mini suitcases, binoculars, and marshmallows on a stick encouraged imaginative play. The Road Trip Scavenger Hunt challenged kids to find pictures of things they might see on a road trip. A total of 355 kids completed the hunt (compared to 20 in May and 358 last June). Families spend a lot of time at the Library in the summer and the scavenger hunt gives them something fun to do and it is also part of the Summer Reading program. *(Library will provide spaces for collaboration, gathering, enjoyment and learning.)*



The Library made progress on affiliations/partnerships with three separate information providers noted last month: *(Library will nurture existing partnerships, develop new relationships, build coalitions and participate in joint ventures.)*

1. We received confirmation from Family Search that our Library is now a Family Search Affiliate Library. As a result, patrons and staff can access additional records through Family Search that are not available to the general public. These resources are only available inside the Library.
2. We completed the application to join the Foundation Information Network (FIN). In addition to a lengthy online application, we gathered letters of support from the Mount Prospect Historical Society and Township High School District 214. Once the Library's application is received, we will be able to offer access to the Foundation Center Online database as well as use a variety of training materials to create our own classes.
3. A trainer from Illinois Legal Aid Online came to the Library on June 20 and presented an overview of their Web site to the Research Services Librarians. We will be receiving further information from her on how to proceed as a partner library in July.

LIBRARY BUSINESS

June Circulation

2014:	94,220
2015:	90,488
2016:	91,466
2017:	86,739
2018:	90,143

Included in the above total

Electronic Media:	4,919
Express Checkout:	17,048
First time checkouts:	67,616
Interlibrary Loan Borrowed:	271
Interlibrary Loan Loaned:	192
Reciprocal Borrowing:	6,420
Renewals:	17,565
South Branch:	4,064

Library cards issued:

Business:	2
Non Resident:	0
Reciprocal Borrowers:	101
Resident:	337

Total Active Cards: 6,591
Total Registered Cards: 45,055

Collection (all collections): 489,782 items

AV items (included above): 71.375 items

E collection (included above): 12,393 e-audiobooks, 27,138 e-books, 85 e-journals, 484 e-videos, and 219 e-music records.

Volumes (included above): 358,435 items

Donations: 4 items. AV and books, donated by groups and individuals, were added to the collection this month.

June 2018 Total Questions: 18,784 June 2017 Total Questions: 21,944

Fiction/AV/Teen	4,100
Research	3,685
Registration	3,054
South Branch	1,830
Youth Department	6,115

Voters Registered:

Main:	0
South Branch:	0

IT SERVICES – T. Loga

Redundant Internet Connection and Additional Bandwidth

In May the internal computer network was migrated to a new IP scheme – which allowed us to more easily connect to a second Internet service provider for a backup Internet connection and additional bandwidth. In June we worked with Comcast for Business to bring in a second Internet connection – and configured and tested an automatic fail-over. If either of the Internet connections fail, all Internet traffic will be routed to the working connection. *(Maintain a secure environment that protects the integrity of library data and infrastructure and facilitates effective management of IT, ILS (Integrated Library System) and Web Services.)*

Telephone Console Change

In order to simplify phone console operations, the functions of the PC-based consoles were moved to an 80-button phone console in the Registration Workroom. This was

partly done to make it easier to answer all/most incoming calls in the workroom, instead of the Registration public desk. *(Library will provide and support responsive technologies for patrons and staff to meet evolving and emerging needs and to increase ease of use.)*

BUILDING – T. Garvin

EXTERIOR – June weather was fairly typical with the temperatures, however the above normal amounts of rain continued. We saw the end of spring temperatures at the beginning of the month when we had our lowest reading of 48° on the 6th, and then the beginning of summer highs when we had our warmest reading of 96° on the 29th. Rainfall was higher than normal with a total of 9.75” for the month. There was one very heavy storm on the 9th when we got 3.72” of rain. A normal average of rain for the month of June is just over 4” so we more than doubled the average.

With the heavy rains we experienced several minor roof leaks. We had our roofing contractor out towards the end of the month for repairs. We have had several storms since they were out and all leaks appear to have been taken care of.

We have planters located on the hills around the building which are made out of landscaping bricks. These are held in place with adhesive. We found that a number of the top caps had become loose. We had our landscape contractor check and repair all planters.

INTERIOR – The State Fire Marshall’s office conducts a safety inspection on our boilers. This is done every two years and is required by both the state and our insurance carrier. We had this inspection done on the 12th and our equipment was found to be in good working condition.

Several building systems received periodic preventive maintenance work this month. The building automation system which controls our HVAC system had its semi-annual preventive maintenance work done and a few minor adjustments were made. The fire extinguishers throughout the building are required to have an annual inspection and be recertified by a State Fire Marshall approved vendor; this work was done in June.

In May we had the compressors on chiller # 1 replaced as part of our preventive maintenance renewal project. We had some issues with one of the two compressors on chiller #2 which we have not yet replaced. The problem was electrical and not mechanical so with the replacement of a relay and a contactor the problem was taken care of and we were able to keep the building comfortable during the recent hot spell.

PROJECTS – Our lobby remodeling project timeline was altered last month. We shifted the project from August to October. This was due to the lack of bids for the Carpentry & General Trades portion of the project bid package. We went out to bid for just that portion of the project a second time in June. We held a pre-bid meeting on June 6th and the public bid opening was held on June 14th. We received a total of six (6) bids for this

portion of the project. The successful bidders for the other portions of the project all were contacted and informed of the change in the timeline. Their submissions for the other portions of the bid package were still good as we have a 60 day window built into the documentation so this did not affect their bids. All contracts were approved by the Board at the June 21 Regular meeting.

SECURITY – With the beginning of the Summer Reading programs we have had quite an increase in daytime traffic. This has not caused any security issues though. We did have one incident early in the month with a patron leaving the Library late. This patron was upstairs and reading and was missed on the initial walk-around done at closing. Security staff came upon the patron as he was attempting to exit but could not because the doors had been locked. The patron was not attempting to stay in the building but rather was just slow in exiting. Staff opened the door for the patron to leave. We have reviewed our closing walk-around procedures with In-charge and closing staff to ensure that this does not occur again.

VOLUNTEERS

Adult Volunteers:	21 Volunteers	141.5 Hours Worked
Volunteens:	14 Teens	74.25 Hours Worked

PROGRAMS (see attached list for specific programs)

Event Type	Number of Programs	Attendance Total
Discussions	5	69
Adult Programs	11	582
Special Programs (Adult and Youth)	4	86
Community Outreach Programs	36	1482
Technology Programs	15	120
South Branch Programs	10	211
Young Adult Programs	11	214
Youth Programs	13	545
Youth Storytimes	19	631
Total Programs	124	Total Attendance 3,940

Highlights

A total of 32 people dropped in to create their own “robot” using an electric toothbrush, broken electronic bits, and a pool noodle during the Full STEAM Ahead program. *(Continue to develop and promote services and programming for all ages that support the Maker Movement.)*

Many of June's teen programs fell under two recurring umbrellas. The Teen Summer Film Fest offered screenings of recent popular movies voted on by Teen Advisory Board members. This weekly program was superseded one week by an interactive presentation of *The Princess Bride*, designed by Teen Services Librarian Evan Mather and TAB members for audience participation in the mode of popular cult movies.

The other popular recurring program has been Friday Funday, offering a different activity every week to an at-capacity crowd of teen participants. The wide variety of highly engaging projects has invited collaboration from a number of department staff: Teen Services Librarians Evan Mather and Andrea Johnson, Fiction/AV/Teen Librarian Donna Culhane, and Fiction/AV/Teen Assistants Mariel Fechik and Chelsea Lord.

Anne Shaughnessy, Genealogy Librarian, coordinated a session of Mount Prospect Stories. Thirty-six people came to hear Mount Prospect Historical Society Director Lindsay Rice present the program *The Growth of Mount Prospect 1960-1980*. The attendees were very engaged in the program and shared personal stories from their own years in Mount Prospect.

At South Branch, on Wednesday, June 6, kids and their parents joined us for BuilderFest: Make a Scribble Bot. Allison Smith-Hahn, Teen/Adult Programmer, led kids and parents on a creative journey to figure out how to make a dancing robot with just a few supplies (cup, markers, tape, motor, and batteries). Our followers on social media enjoyed the video that we posted of the result, with over 2,000 viewers seeing how much fun South Branch visitors have while learning.



South Branch Make Kindness Rocks – All ages enjoyed this June 15 Fantastic Friday program featuring the painting of small river rocks with colorful images or inspiring messages. Emoji designs were very popular! Several kids had seen other Kindness Rocks in our community and looked forward to hiding their creation for someone else to find.

The last Play and Learn class with Laura Crotte was held at South Branch on June 26.



Upcoming Adult Education Programs

- August 7 An Evening of Elegant Illusions With Jeanette Andrews
- August 12 Green Farmers' Market
- August 14 Planning for Long-term Care
- August 15 *Westlaw* Overview
- August 21 The Beatles: A Magical History Tour, Part 1
- August 23 The Beatles: A Magical History Tour, Part 2
- August 25 Volunteer Expo
- August 28 Mount Prospect Public Library Foundation Concert: Kaleidoscope Eyes

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

- 6 Chamber Business Breakfast at Emersons – J. Collier
- 11 LACONI-OPP Board Meeting – J. Amling
- 18 Mount Prospect Historical Society Executive Committee – F. Corry, M. Genther
Mount Prospect Historical Society Board meeting – F. Corry, M. Genther, P. Nelson
- 19 Presentation to Mount Prospect Professional Women's Group – C. Blair
- 21 Chamber Board of Directors – B. Corrigan-Buchen
- 23 MPHS Central Schoolhouse Open House – F. Corry
- 22-26 ALA Annual Conference in New Orleans – J. Collier, A. Johnson, R. Groenwald, M. Genther
- 25 Journeys the Road Home – B. Corrigan-Buchen, A. Reiter
- 28 Electronic Subscription Managers (ELSUM) at the Fremont Public Library – S. Browne

Total Webinars and Online Training Sessions: 17

Highlights:

June 27 – B. Corrigan-Buchen – Creating More Effective Library Programs; presented by Mike Wood, Harwood Institute. Mike reiterated the fundamental premise of the community engagement approach for libraries which is to use the community as a reference point for developing or facilitating programs and services so that library is seen as essential and not just “nice to have.” It is possible to have programming that meets all of the metrics of a successful program but still does not have maximum impact because it did not come as a result of engaging community members. Conversations with community are essential, and it requires that library staff go to where the people gather, as people are more likely to open up where they feel comfortable. He suggested building a reputation for “showing up” and that even though people might be suspicious at first, they will come to trust that there is no hidden agenda.

June 12 – M. Vonderhaar – Transitioning to Agile? Training Saves the Day; presented by Lou Russell (www.russellmartin.com). Russell spoke about Agile vs. Addie in terms of plan development and how a learning specialist plays a vital role as facilitator in project development when organizations begin using a more flat structure for projects. She also spoke about how Addie is actually a cross-section of the Agile project development process, and how the team can take part of big projects and apply the Agile method to produce a workable solution quickly. It was a very thought provoking webinar, with information that is immediately applicable to my Learning Initiative.

June 13 – J. Collins – Neighborhood By the Numbers. Ana Maria Garcia, Data Dissemination Specialist at the U.S. Census Bureau, demonstrated how to access key demographic, socioeconomic, and housing indicators for non-traditional geographies such as census tracts and block groups, as well as learn how to access data profiles for said geography.

SELECTED MEETINGS, WORKSHOPS, ETC. ATTENDED BY BOARD

Jane Everett – 4 Art Committee; 21 75th Anniversary Committee

Terri Gens – 21 75th Anniversary Committee; 25 Foundation Board Meeting

Brian Gilligan – 26 Cookies and More With the Board

FRIENDS OF THE MOUNT PROSPECT PUBLIC LIBRARY

Friends are preparing for summer sale. They are hoping to participate this year with the Block Party. One of the board members also plans to ride the of July 4th float and have a sign advertising the book sale.

MOUNT PROSPECT PUBLIC LIBRARY FOUNDATION

The Foundation Board elected officers: Amy Romanelli as President; Bill Walters as Vice President; and Eileen Mantych as Treasurer/Secretary. The Board approved to sponsor additional funding for 75th Anniversary projects. Spring appeals letters were sent to over 400 community households.

STAFF ANNIVERSARIES

Rosemary Groenwald, Technical Services, 30 years

Valerie Lorens, Research Services, 15 years

Please note: Executive Director's report is also available on the Internet via mppl.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.

June 2018 Programming Statistics

Monthly Summary by Event Type		
Event Type	Number of Programs	Attendance Total
Discussions	5	69
Adult Programs	11	582
Special Programs (Adult and Youth)	4	86
Community Outreach Programs	36	1482
Technology Programs	15	120
South Branch Programs	10	211
Young Adult Programs	11	214
Youth Programs	13	545
Youth Storytimes	19	631
Grand Total	124	3940
Event Type/Program	AttendanceTotals	
Adult NF Programming		
Adult NF Programming	363	
Appraisals for Antiques and Collectibles Appraisals	50	
Levi Strauss, the Gold Rush, and the World's Most Famous Pair of Pants	60	
Mount Prospect Stories: The Growth of Mount Prospect from 1960-1980	36	
Observing Antique and Collectibles Appraisals	16	
Ten People From Illinois Who Changed History (Other Than Abraham Lincoln)	66	
The Best of Broadway and the Fabulous Forties	135	
Afternoon Encore		
Afternoon Encore	58	
Afternoon Encore: Julie Andrews: Dauntless Diva	58	
Business		
Business	4	
Power Employment Workshop	4	
Community Outreach Programs		
	1482	
Discussion		
Discussion	69	
Book Chat Book Discussion	17	
Coffee Books and More	19	
Food for Thought-Session 1	8	
Food for Thought-Session 2	5	
Friends Book Discussion	20	
Green Zone		
Green Zone	16	
Utility Bill Clinic	16	
Movie Screening		
Movie Screening	118	
Movies @MPPL: The Greatest Showman	118	
Open Storytime		
Open Storytime	631	
From Bibs to Books	120	
Open Storytime	511	
Patron Program		
Patron Program	70	
A Good Yarn Knitting and Crocheting Guild	18	
Night Off? Game On!	24	
Staying Safe From Scams On and Offline	28	
Research Services		
Research Services	70	
Illinois' Ten Defining Moments	39	
Pop-Up: Virtual Reality	31	
South Branch Family Program		
South Branch Family Program	86	
Birds of Prey /Aves de Presa With River Trail Nature Center	30	
Fantastic Friday! Family Board Game Night / Juegos de Mesa Para la Familia	30	
Fantastic Friday: Family Movie Night / Noche de Cine Para la Familia	26	
South Branch STEAM Program		
South Branch STEAM Program	27	
BuilderFest: Make a Scribble Bot / Haz un Garabato-bot	27	

June 2018 Programming Statistics

Event Type/Program	AttendanceTotals
South Branch YA Program	
South Branch YA Program	6
Fantastic Friday! Make Kindness Rocks / Haz Piedras de Bondad	6
South Branch Youth Program	
South Branch Youth Program	92
Fantastic Friday: LEGOMania	22
Play and Learn With Laura Crotte/ Jugar y Aprender con Laura Crotte	25
Play and Learn/ Jugar y Aprender	45
Technology Program	
Technology Program	89
Excel: Formulas and Functions	7
Excel® Basics	9
Getting More From Your Gmail	9
Getting the Most From Google Calendar	2
Mac Basics	0
Microsoft Publisher® Basics	4
Open Tech Lab	29
PowerPoint®: Beyond the Basics	6
Using Google Drive	8
Using PowerPoint®	3
Using Rosetta Stone	6
Windows 10 Clinic	6
Young Adult	
Young Adult	214
Filmmaker Boot Camp: Scribble a Script	10
Friday Funday: Little Bits Invent-a-thon	24
Friday Funday: Mystery Art Wall	23
Friday Funday: Perler Bead Creation Lab	26
Friday Funday: Robot Playground	20
Friday Funday: Tabletop Gaming Fest	16
Teen Book Cafe @ Capannari's	26
Teen Interactive Movie: The Princess Bride	28
Teen Summer Film: Black Panther	23
Teen Summer Film: Jumanji: Welcome to the Jungle	16
Teen Summer Film: Lord of the Rings: The Fellowship of the Ring	2
Youth Book Discussion	
Youth Book Discussion	52
Books and Bites Family Book Club: Around the World With Alvin Ho	28
Chat & Chew: Fantasy Fest	24
Youth Craft Program	
Youth Craft Program	138
Create-a-Craft: Doodads for Dad	138
Youth Program	
Youth Program	217
Introduction to 3-D Printing for Kids	11
Introduction to 3-D Printing: Family Edition	6
Let's Be Friends Volunteer Orientation	14
Let's Be Friends: Block Party	22
Reading Clubhouse: Incredible Journeys	20
Super Saturday: Dave DiNaso's Traveling World of Reptiles	144
Youth STEAM Program	
Youth STEAM Program	138
Full STEAM Ahead	119
Mad Scientists Club: Animal Habitats	19
Grand Total	3940

Closed Minute Resolution 07-2018

Whereas, the Mount Prospect Public Library Board has met to review closed minutes for semi annual review as mandated at their regular meeting, July 19, 2018;

Whereas, the Mount Prospect Public Library Board has determined that the need for confidentiality still exists;

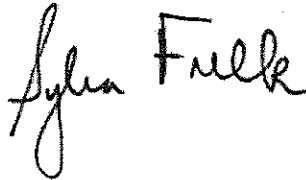
Therefore, the closed minutes are to remain closed.

Ayes: Dale Draznin, Michael Duebner, Sylvia Fulk, Terri Gens, Brian Gilligan,
Sylvia Haas

Nays: None

Absent: Jane Everett

Passed this 19th day of July, 2018.

A handwritten signature in cursive script that reads "Sylvia Fulk". The signature is written in black ink and is positioned above the printed name.

Sylvia Fulk, Board President