

MOUNT PROSPECT PUBLIC LIBRARY  
REGULAR BOARD MEETING  
JUNE 20, 2019  
AGENDA  
7 p.m. Meeting Room B

1. Call to Order
2. Roll Call
3. Approval of Minutes of Regular Meeting of May 16, 2019;  
Approval of Minutes of Committee of the Board Meeting of May 30, 2019
4. Citizens to be Heard on Matters Not Listed on the Agenda
5. Written Communiques
6. Treasurer's Report
7. Approval May Bills  
Staff Report: Karen Almeleh
8. Report of the Executive Director  
Announcements  
  
Collection Update – Kelly Watson, John McInnes, Dale Heath
9. Committee Reports by Board Members
  1. Library Committee Reports
    - a. Advocacy – S. Haas
    - b. Art – open
    - c. Building – S. Haas
    - d. Finance – M. Duebner
    - e. Personnel – S. Fulk
    - f. Strategic Plan – S. Haas
    - g. Trustee – S. Fulk
  2. Other
10. Unfinished Business
  - 1.
11. New Business
  1. Committee appointments for 2019 – 2020: discussion
  2. Midco proposal: action
  3. Personnel Code revision: action
  4. Collection policy revision: action
  5. Circulation loan periods: information
12. Articles
13. Calendar items (PLEASE NOTE)
  1. Foundation Board Meeting – June 24 – Brian Gilligan
  2. Cookies and More With the Board – June – Jackie Hinaber

3. 4<sup>th</sup> of July Parade – July 4 at 1 p.m.
  4. Library Closed – July 4
  5. Regular Board Meeting – July 18
  6. Friends Book Sale – July 20 and 21
  7. Library closes at 5 p.m. July 26 – Village Block Party
  8. Village Block Party – July 27
  9. Cookies and More With the Board – July – Brian Gilligan
  10. No Foundation Board Meeting in July
  11. Committee of the Whole Meeting – August 1
  12. Regular Board Meeting – August 15
  13. Foundation Board Meeting – August 26 – Sylvia Haas
  14. No Cookies and More With the Board in August
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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 June 20, 2019

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 7:01 p.m. by Sylvia Haas, President.

2. Roll Call:

Present: Marie Bass, Michael Duebner, Sylvia Fulk, Terri Gens, Brian Gilligan, Sylvia Haas, Jackie Hinaber

Absent: None

Others Present: Marilyn Genther, Executive Director; Karen Almeleh, Director of Business Operations; Tim Loga, Director of IT; Dale Heath, Department Head Research; John McInnes, Department Head Fiction/AV/Teen; Kelly Watson, Collection Resource Manager

Visitors: Su Reynders

3. Approval of Minutes.

- a. Minutes of the Regular Meeting of May 16, 2019;
- b. Minutes of the Committee of the Board Meeting of May 30, 2019

Minutes read. Approved as distributed and submitted.

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

None

5. Written Communiques.

1. Thank you from Kathy Wohrstein for anniversary gift.
2. Thank you from Cindy Bork, Mount Prospect Historical Society to Mary Kay Walsdorf for generous donation for the annual Spring Dinner.
3. Thank you from Marilyn Genther to the Library Board for the lovely reception on June 2.

6. Treasurer's Report.

Treasurer's Report approved for May 2019 as presented and filed for audit.

MOUNT PROSPECT PUBLIC LIBRARY – BOARD OF LIBRARY TRUSTEES  
Regular Meeting June 20, 2019

7. Approval of May Bills.

MOTION: Motion was made by Brian Gilligan and seconded to ratify for payment May bills in the amount of \$976,410.89.

Roll Call Vote

AYES: Bass, Duebner, Fulk, Gens, Gilligan, Haas, Hinaber      NAYS: None

ABSTAIN: None      ABSENT: None

MOTION CARRIED

Staff Report: Karen Almeleh

Spending year-to-date May was about \$264,000 below the year-to-date budget.

YTD Actual is almost 7% below YTD budget.

YTD May we expected to spend 42.2% of the full year's budget.

Spending to date was actually closer to 39.4%.

Last year we had expended almost 40% of the annual budget at this point in time, so our spending of the annual budget from year to year is pretty similar.

When looking at variances one can't assume that if YTD spending is over the YTD budget that the remainder of the year will follow suit and the budget will be overspent. Conversely, if YTD spending is below YTD budget, one can't assume that there will be funds left on the table at the end of the year.

Variances are frequently due to timing; we may have budgeted for this month, but will pay the expense next month or later in the year. Also, many library materials are purchased based on the selection and its corresponding availability so it is difficult to predict, and thus budget, when purchases will be made and paid.

I want to point out two line items. Equipment expenses are below YTD budget as the budget reflected purchase of copy machines. Tim anticipates we will purchase the copiers sometime this year as was budgeted.

Equipment maintenance expenses are above YTD budget due to an increase in contract pricing as well as our accepting and paying for a multi-year maintenance contract. Tim anticipates that any overages to-date can be absorbed in the full year budget.

8. Report of the Executive Director.

The Executive Director's report for the month of May 2019 was presented to the Board (copy to be made part of the minutes).

Announcements

Marilyn Genter shared the Initiative documents created by staff.

Collection Update – Kelly Watson, John McInnes, Dale Heath

Kelly Watson provided an overview of collection trends. Dale Heath provided a summary of the electronic resource usage.

9. Committee Reports by Board Members.

1. Library Committee Reports

a. Advocacy – S. Haas

No report.

b. Art – open

No report.

c. Building – S. Haas

Building Committee has met. Will be reviewing under New Business.

d. Finance – M. Duebner

No report.

e. Personnel – S. Fulk

Personnel Committee met to discuss transition to new director.

f. Strategic Plan – S. Haas

No report.

g. Trustee – S. Fulk

No report.

MOUNT PROSPECT PUBLIC LIBRARY – BOARD OF LIBRARY TRUSTEES  
Regular Meeting June 20, 2019

2. Other

No report.

10. Unfinished Business.

None

11. New Business.

1. Committee appointments for 2019 - 2020

Everyone agreed to this committee roster for the coming year.

Advocacy: Bass, Gilligan, Gens

Art: Bass, Hinaber

Finance: Haas, Gilligan, Gens

Personnel: Haas, Gilligan, Fulk

Building: Duebner, Fulk, Haas

Strategic Plan (2019-2023): Gilligan, Bass, Duebner, Haas

Trustee: Hinaber, Fulk, Duebner

2. Midco proposal

MOTION: Motion was made by Sylvia Fulk and seconded to approve \$19,959.86 for nine additional cameras to the existing Video Management system per Midco quote.

Roll Call Vote

AYES: Bass, Duebner, Fulk, Gens,  
Gilligan, Haas, Hinaber

NAYS: None

ABSTAIN: None

ABSENT: None

MOTION CARRIED

3. Personnel Code revision

MOTION: Motion was made by Michael Duebner and seconded to approve mid-year updated salary ranges.

Roll Call Vote

AYES: Bass, Duebner, Fulk, Gens,  
Gilligan, Haas, Hinaber

NAYS: None

ABSTAIN: None

ABSENT: None

MOUNT PROSPECT PUBLIC LIBRARY – BOARD OF LIBRARY TRUSTEES  
Regular Meeting June 20, 2019

MOTION CARRIED

4. Collection policy revision

MOTION: Motion was made by Marie Bass and seconded to approve the insertion of the eMedia policy into the Library's Collection Development Policy.

AYES: Bass, Duebner, Fulk, Gens, Gilligan, Haas, Hinaber  
NAYS: None

ABSTAIN: None  
ABSENT: None

MOTION CARRIED

Copy of update to Collection Policy to be made part of the record.

5. Circulation loan periods

As directed by Board, the staff provided a summary of changes made to the Circulation Policy. The Board decided a few years ago to not have the loan and fee changes brought to the Board for approval; however, it was requested that the Board be made aware of the changes:

1. Increase of fine threshold to \$10 from \$5 in order to give patrons more flexibility.
2. Adjustment to borrower limits for a variety of AV items.
3. Simplification of the Loan Periods and Fines Chart.

Discussion and questions on unlimited items. John McInnes explained reasons.

Loan Periods and Fines Chart, effective July 1, 2019, to be made part of the record.

12. Articles.

None

[D. Heath, J. McInnes, K. Watson left at 8:15 p.m.]

13. Calendar items. (PLEASE NOTE)

1. Foundation Board Meeting – June 24 – Terri Gens
2. Cookies and More With the Board – June – Jackie Hinaber
3. 4th of July Parade – July 4 at 1 p.m.
4. Library Closed – July 4
5. Regular Board Meeting – July 18

MOUNT PROSPECT PUBLIC LIBRARY – BOARD OF LIBRARY TRUSTEES  
Regular Meeting June 20, 2019

6. Friends Book Sale – July 20 and 21
  7. Library closes at 5 p.m. July 26 – Village Block Party
  8. Village Block Party – July 27
  9. Cookies & More With the Board – July – Brian Gilligan
  10. No Foundation Board Meeting in July
  11. Committee of the Whole Meeting – August 1
  12. Regular Board Meeting – August 15
  13. Community Connections Center/South Branch celebration – August 17
  14. Foundation Board Meeting – August 26 – Sylvia Haas
  15. No Cookies and More With the Board in August
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

Marie Bass had board orientation with Marilyn Genter and attended Building and IT board tour orientations.

15. Closed session:

MOTION: Motion was made by Sylvia Fulk and seconded to adjourn to closed session at 8:31 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.

Roll Call Vote

AYES: Bass, Duebner, Fulk, Gens, NAYS: None  
Gilligan, Haas, Hinaber

ABSTAIN: None ABSENT: None

MOTION CARRIED

Regular meeting adjourned to closed session at 8:31 p.m.

[K. Almeleh left at 8:32 p.m.]

Regular meeting reconvened at 8:36 p.m.



MOUNT PROSPECT PUBLIC LIBRARY – BOARD OF LIBRARY TRUSTEES  
Regular Meeting June 20, 2019

MOTION: Motion was made by Michael Duebner and seconded to accept Resolution 06-2019, as follows:

Whereas, the Mount Prospect Public Library Board has determined that the need for confidentiality no longer exists for the following:

- February 21, 2019

Therefore, these minutes are now available for public inspection.

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

Therefore, these closed minutes are to remain closed.

Roll Call Vote

AYES: Bass, Duebner, Fulk, Gens, NAYS: None  
Gilligan, Haas, Hinaber

ABSTAIN: None ABSENT: None

MOTION CARRIED

Resolution to be made part of the record.

16. Adjournment.

Regular meeting adjourned at 8:37 p.m.

(signature pending)

\_\_\_\_\_  
Brian Gilligan, Secretary

Approved as submitted 07/18/19

**MOUNT PROSPECT PUBLIC LIBRARY  
SUMMARY OF CASH DISBURSEMENTS**

**May 31, 2019**

**LIBRARY GENERAL FUND**

Salaries & Benefits (4100L - 4150L)	\$	607,983.73	
Management Expense (4210L - 4290L)		25,321.12	
Operating Expenses (4310L - 4390L)		14,183.06	
Building Expense (4410L - 4460L)		37,627.27	
Services and Resources (4610L - 4690L)		103,226.05	
Friends & Foundation reimbursable expenses (9530L and 9540L)		24,295.48	
VOMP reimbursable expenses (9560L)		4,317.78	
Grant Expenses (9570L)		-	
Total May 2019 Library General Fund Expenses		-	\$ 816,954.49

Additions for Library General Fund Cash Disbursements:

Payments to Friends & Foundation & MPHS for income items	\$	110.07	
Operating Expense Reimbursements received		3,964.61	
April 2019 Accrued Payroll & Benefits		295,123.71	
April 2019 Credit Card Payable		14,249.66	
April 2019 Accounts Payable		34,960.86	
May 2019 Accounts Receivable		-	
Disbursements for Foundation & Friends		-	
Disbursements for Gift Fund and Building Fund		3,750.00	352,158.91

Deductions for Library General Fund Cash Disbursements:

May 2019 Accrued Payroll & Benefits	\$	105,908.18	
May 2019 Credit Card Payable		18,711.77	
May 2019 Accounts Payable		59,084.71	
Prepaid expense write off in May (bollards installed)		10,000.00	
Expenses paid with Vendor rebates (Pitney Bowes)		50.00	
Miscellaneous		(7.95)	
Payment of Nayax invoices & merchant fees by income offset		117.46	
Payment of Credit Card Merchant fees by income offset		115.34	(193,979.51)

*Total Library General Fund cash disbursed* \$ 975,133.89

**CAPITAL PROJECTS RESERVE FUND**

May 2019 Expenses	\$	67,650.05	
Plus: April 2019 Accounts Payable		1,391.84	
Less: May 2019 Accounts Payable		(68,764.89)	277.00
<i>Total Capital Projects Reserve Fund cash disbursed</i>			

**DEBT SERVICE FUND**

May 2019 Expenses	\$	12,345.85	
Plus: April 2019 Interest Payable (deduct prepaid interest)		(12,345.85)	
Less: May 2019 Accounts Payable		-	0.00
<i>Total Debt Service Fund cash disbursed</i>			

**GIFT FUND**

May 2019 Expenses	\$	1,000.00	
Less: Payment of Credit Card Merchant fees by income offset		-	
Plus: April 2019 Accounts Payable		94.30	
Less: May 2019 Accounts Payable		(94.30)	1,000.00
<i>Total Gift Fund cash disbursed</i>			

**TOTAL CASH DISBURSEMENTS, May 2019** \$ 976,410.89

Mount Prospect Public Library  
Library Fund Expenses by G/L Account #  
For the Period From May 1, 2019 to May 31, 2019

Account ID	Account Description	Date	Reference	Vendor Name	Amount
4110L	Salaries	5/1/19	06-04/30/2019	4/30/2019 accrued payroll reversal	\$ (256,970.00)
4110L	Salaries	5/2/19	Payroll05/02/2019	PAYROLL - PAYCOM	211,622.58
4110L	Salaries	5/16/19	Payroll05/17/2019	PAYROLL - PAYCOM	211,618.54
4110L	Salaries	5/30/19	Payroll05/31/2019	PAYROLL - PAYCOM	214,682.29
4110L	Salaries	5/31/19	3-05/31/2019	5/31/2019 accrued payroll	92,007.00
4110L	Salaries	5/24/19	48124	TUITION	178.08
4110L	Salaries	5/24/19	48124	TUITION	280.00
4110L	Salaries	5/24/19	48125	TUITION	1,000.00
4110L	Salaries	5/24/19	48125	TUITION	1,000.00
4110L	Salaries	5/24/19	48126	TUITION	220.00
4110L	Salaries	5/24/19	48127	TUITION	666.75
4120L	IMRF	5/1/19	06-04/30/2019	4/30/2019 accrued payroll reversal	(19,351.00)
4120L	IMRF	5/31/19	3-05/31/2019	5/31/2019 accrued payroll	6,848.00
4120L	IMRF	5/31/19	48135	VILLAGE OF MT. PROSPECT - IMRF	47,771.21
4130L	MC / FICA	5/1/19	06-04/30/2019	4/30/2019 accrued payroll reversal	(18,546.00)
4130L	MC / FICA	5/2/19	Payroll05/02/2019	PAYROLL - PAYCOM	15,273.58
4130L	MC / FICA	5/16/19	Payroll05/17/2019	PAYROLL - PAYCOM	15,254.91
4130L	MC / FICA	5/30/19	Payroll05/31/2019	PAYROLL - PAYCOM	16,346.76
4130L	MC / FICA	5/31/19	3-05/31/2019	5/31/2019 accrued payroll	7,006.00
4140L	Insurance	5/7/19	1994	COBRA Fee	(1.88)
4140L	Insurance	5/28/19	EFT1558711893087	GUARDIAN	(0.10)
4140L	Insurance	5/30/19	EFT924248	AFLAC	(0.01)
4140L	Insurance	5/31/19	48133	VILLAGE OF MT. PROSPECT	57,751.95
4140L	Insurance	5/31/19	48133	VILLAGE OF MT. PROSPECT	114.40
4150L	Unemployment Tax	5/3/19	48093	LIMRICC UNEMPLOYMENT COMP.	3,210.67
4220L	Legal Fees	5/31/19	675549	VEDDER PRICE P.C.	3,634.00
4230L	Printing	5/10/19	0600595	NPN360	5,700.04
4230L	Printing	5/31/19	2-05/31/2019	Budget line correction from 4230L to 4360L	(1,830.17)
4230L	Printing	5/28/19	0602143	NPN360	148.75

Mount Prospect Public Library  
Library Fund Expenses by G/L Account #  
For the Period From May 1, 2019 to May 31, 2019

Account ID	Account Description	Date	Reference	Vendor Name	Amount
4230L	Printing	5/20/19	27222	BANNERVILLE USA	85.00
4230L	Printing	5/17/19	190671	MOBILE PRINT INC.	428.74
4240L	Marketing	5/24/19	48110	CATHY CUSHING	2,750.00
4240L	Marketing	5/22/19	180421	THE JOURNAL AND TOPICS	40.00
4240L	Marketing	5/15/19		MC/CUSTOM INK.COM	333.24
4240L	Marketing	5/1/19	1439173	BLICK ART MATERIALS	560.94
4240L	Marketing	5/15/19		MC/STUMPS	136.01
4240L	Marketing	5/15/19		MC/WALGREENS	2.99
4240L	Marketing	5/21/19		MC/WALGREENS	2.99
4240L	Marketing	5/1/19	20940	GRAPHIC 14 INC.	259.42
4250L	Resources	5/22/19	EFT1878883326	SYNCHRONY/AMAZON	35.00
4280L	Human Resources	5/31/19	AUR1125074	CAREERBUILDER EMPLOYMENT SCREENING	328.00
4280L	Human Resources	5/1/19	26861	BANNERVILLE USA	102.00
4280L	Human Resources	5/2/19	Payroll05/02/2019	PAYROLL - PAYCOM	840.56
4280L	Human Resources	5/16/19	Payroll05/17/2019	PAYROLL - PAYCOM	843.23
4280L	Human Resources	5/30/19	Payroll05/31/2019	PAYROLL - PAYCOM	845.89
4280L	Human Resources	5/15/19	2540540	EMPLOYEE BENEFITS CORPORATION	104.50
4280L	Human Resources	5/24/19		MC/UNITED	593.60
4280L	Human Resources	5/30/19		MC/UNITED	460.60
4280L	Human Resources	5/9/19		MC/EVENTBRITE	15.00
4280L	Human Resources	5/2/19		MC/MIAS CANTINA MEXICAN	262.00
4280L	Human Resources	5/16/19	Payroll05/17/2019	EXPENSE REIMBURSEMENTS TO EMPLOYEES	10.00
4280L	Human Resources	5/16/19		MC/MARIANO'S	67.27
4280L	Human Resources	5/16/19		MC/STARBUCKS	143.60
4280L	Human Resources	5/17/19	48098	AMERICAN LIBRARY ASSOCIATION	1,000.00
4280L	Human Resources	5/17/19		MC/MIAS CANTINA MEXICAN	1,179.00
4280L	Human Resources	5/20/19		MC/MARIANO'S	173.50
4280L	Human Resources	5/20/19		MC/KATIE'S KITCHEN	93.00
4280L	Human Resources	5/24/19		MC/MARIANO'S	111.93
4280L	Human Resources	5/30/19	Payroll05/31/2019	EXPENSE REIMBURSEMENTS TO EMPLOYEES	82.34
4280L	Human Resources	5/31/19	PettyCash05/31/2019	PETTY CASH	15.00
4280L	Human Resources	5/9/19		MC/HILTON HOTELS	7.00

Mount Prospect Public Library  
Library Fund Expenses by G/L Account #  
For the Period From May 1, 2019 to May 31, 2019

Account ID	Account Description	Date	Reference	Vendor Name	Amount
4280L	Human Resources	5/10/19		MC/METRA	5.50
4280L	Human Resources	5/20/19		MC/EVENTBRITE	30.00
4280L	Human Resources	5/21/19		MC/EVENTBRITE	60.00
4280L	Human Resources	5/23/19		MC/EVENTBRITE	44.06
4280L	Human Resources	5/2/19	Payroll05/02/2019	EXPENSE REIMBURSEMENTS TO EMPLOYEES	66.64
4280L	Human Resources	5/4/19	FY20-58483	MC/MANAGEMENT ASSOCIATION	1,970.00
4280L	Human Resources	5/16/19		MC/UBER	27.94
4280L	Human Resources	5/16/19		MC/UBER	39.85
4280L	Human Resources	5/21/19		MC/UBER	43.56
4280L	Human Resources	5/30/19	Payroll05/31/2019	EXPENSE REIMBURSEMENTS TO EMPLOYEES	9.97
4280L	Human Resources	5/31/19	INVZ00001519	ENERGAGE, LLC	3,000.00
4290L	Other Operating	5/3/19	NAYAX05/03/2019	NAYAX LLC	11.88
4290L	Other Operating	5/7/19	PROPAY05/07/2019	PROPAY	31.05
4290L	Other Operating	5/10/19	NAYAX05/10/2019	NAYAX LLC	9.02
4290L	Other Operating	5/16/19	PROPAY05/16/2019	PROPAY	36.90
4290L	Other Operating	5/17/19	Credit05/17/2019	HEARTLAND	(125.00)
4290L	Other Operating	5/17/19	NAYAX05/17/2019	NAYAX LLC	8.92
4290L	Other Operating	5/23/19	PROPAY05/23/2019	PROPAY	23.83
4290L	Other Operating	5/24/19	NAYAX05/24/2019	NAYAX LLC	12.35
4290L	Other Operating	5/30/19	PROPAY05/30/2019	PROPAY	23.56
4290L	Other Operating	5/31/19	NAYAX05/31/2019	NAYAX LLC	11.69
4290L	Other Operating	5/31/19	EFT05/31/2019h	HEARTLAND	147.32
4290L	Other Operating	5/2/19		MC/HOOKMARKS	88.00
4290L	Other Operating	5/19/19		MC/SAM'S CLUB	19.66
4290L	Other Operating	5/30/19	April Flowers	PURPLE ROSE FLORIST INC.	70.00
4290L	Other Operating	5/31/19	00007369	BUSSE'S FLOWERS AND GIFTS INC.	45.00
4290L	Other Operating	5/1/19	010	EVANSTON PUBLIC LIBRARY	21.95
4290L	Other Operating	5/14/19	05/14/2019	DEX MEDIA	22.50
4310L	Telecommunications	5/11/19	63-7087402-2019	AT&T	708.08
4310L	Telecommunications	5/13/19	847670548905-2019	AT&T	1,026.03
4310L	Telecommunications	5/1/19	4/23/19	COMCAST CABLE	136.85
4310L	Telecommunications	5/13/19	T1928521	TECHNOLOGY MANAGEMENT REVOLVING FUND	570.60
4310L	Telecommunications	5/16/19	847Z99078805-2019	AT&T - 60%	598.07

Mount Prospect Public Library  
Library Fund Expenses by G/L Account #  
For the Period From May 1, 2019 to May 31, 2019

Account ID	Account Description	Date	Reference	Vendor Name	Amount
4310L	Telecommunications	5/28/19	9831035153	VERIZON WIRELESS	444.73
4310L	Telecommunications	5/16/19	847Z99181905-2019	AT&T - 40%	254.43
4340L	Office Supplies	5/2/19	4278067-0	WAREHOUSE DIRECT	503.28
4340L	Office Supplies	5/17/19	4294691-0	WAREHOUSE DIRECT	335.52
4340L	Office Supplies	5/16/19	7218513588-0-1	STAPLES BUSINESS ADVANTAGE	38.39
4340L	Office Supplies	5/17/19	4294618-0	WAREHOUSE DIRECT	57.50
4340L	Office Supplies	5/1/19	3393832129	STAPLES BUSINESS ADVANTAGE	3.79
4340L	Office Supplies	5/1/19	3393025324	STAPLES BUSINESS ADVANTAGE	229.07
4340L	Office Supplies	5/16/19	7218197147-0-1	STAPLES BUSINESS ADVANTAGE	212.18
4340L	Office Supplies	5/13/19	4253727-0	WAREHOUSE DIRECT	14.31
4340L	Office Supplies	5/17/19	4294617-0	WAREHOUSE DIRECT	162.37
4340L	Office Supplies	5/1/19	4267303-0	WAREHOUSE DIRECT	14.99
4340L	Office Supplies	5/16/19	7218217644-0-1	STAPLES BUSINESS ADVANTAGE	136.29
4340L	Office Supplies	5/16/19	7218217644-0-1	STAPLES BUSINESS ADVANTAGE	9.08
4340L	Office Supplies	5/17/19	4294620-0	WAREHOUSE DIRECT	34.81
4340L	Office Supplies	5/16/19	7218389423-0-2	STAPLES BUSINESS ADVANTAGE	64.81
4340L	Office Supplies	5/16/19	7218389423-0-3	STAPLES BUSINESS ADVANTAGE	29.48
4340L	Office Supplies	5/17/19	7218389423-0-4	STAPLES BUSINESS ADVANTAGE	8.99
4340L	Office Supplies	5/23/19	7219194082-0-1	STAPLES BUSINESS ADVANTAGE	8.90
4340L	Office Supplies	5/24/19	7218389423-0-1	STAPLES BUSINESS ADVANTAGE	19.79
4340L	Office Supplies	5/28/19	7219194082-0-2	STAPLES BUSINESS ADVANTAGE	18.98
4340L	Office Supplies	5/28/19	7219194082-0-3	STAPLES BUSINESS ADVANTAGE	9.49
4340L	Office Supplies	5/2/19	4278067-0	WAREHOUSE DIRECT	418.05
4340L	Office Supplies	5/15/19	113-9279958-1525033	MC/AMAZON	19.99
4340L	Office Supplies	5/17/19	4294691-0	WAREHOUSE DIRECT	236.74
4340L	Office Supplies	5/17/19	4294619-0	WAREHOUSE DIRECT	2.26
4340L	Office Supplies	5/22/19	EFT1878883326	SYNCHRONY/AMAZON	22.98
4340L	Office Supplies	5/16/19	7216291659-0-1	STAPLES BUSINESS ADVANTAGE	47.45
4350L	Library Supplies	5/22/19	EFT1878883326	SYNCHRONY/AMAZON	47.62
4350L	Library Supplies	5/30/19	Payroll05/31/2019	EXPENSE REIMBURSEMENTS TO EMPLOYEES	19.16
4350L	Library Supplies	5/1/19	20212	ELM USA, INC.	120.00
4350L	Library Supplies	5/1/19	552126	UNIQUE MANAGEMENT SERVICES, INC.	69.65
4350L	Library Supplies	5/3/19	9165622581	W. W. GRAINGER, INC.	48.00

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4350L	Library Supplies	5/13/19	21357	ELM USA, INC.	169.10
4350L	Library Supplies	5/13/19		MC/BAYSCAN TECHNOLOGIES	342.66
4350L	Library Supplies	5/16/19	7218217644-0-1	STAPLES BUSINESS ADVANTAGE	28.74
4350L	Library Supplies	5/17/19	4294620-0	WAREHOUSE DIRECT	24.96
4350L	Library Supplies	5/20/19	6616639	DEMCO	73.05
4350L	Library Supplies	5/21/19	8589174	SMILE MAKERS	57.15
4350L	Library Supplies	5/3/19	9165622581	W. W. GRAINGER, INC.	11.70
4350L	Library Supplies	5/14/19	619481	ARAMARK	100.73
4350L	Library Supplies	5/31/19		MC/MICHAELS	12.99
4360L	Postage	5/1/19		MC/POSTMASTER	110.00
4360L	Postage	5/31/19	2-05/31/2019	Budget line correction from 4230L to 4360L	1,830.17
4360L	Postage	5/6/19	EFT05/06/2019	PITNEY BOWES	500.00
4360L	Postage	5/1/19	3103108219	PITNEY BOWES	255.00
4360L	Postage	5/15/19	EFT25871233	PURCHASE POWER	118.98
4360L	Postage	5/1/19	EMP05/01/2019	EMPLOYEE REIMBURSEMENTS	(6.56)
4360L	Postage	5/7/19	EMP05/07/2019	EMPLOYEE REIMBURSEMENTS	(13.70)
4390L	IT Services	5/7/19		MC/QUICKBASE	175.86
4390L	IT Services	5/15/19	1033737275	MC/ADOBE	359.88
4390L	IT Services	5/22/19	1036264107	MC/ADOBE	359.88
4390L	IT Services	5/4/19	EO20082U8R	MC/MICROSOFT	351.00
4390L	IT Services	5/4/19		MC/CODEKIT APP	34.00
4390L	IT Services	5/15/19	INV00010002	DEMCO SOFTWARE	1,559.26
4390L	IT Services	5/1/19		MC/SEARCH WP	29.40
4390L	IT Services	5/7/19	19005	ALPHA-G CONSULTING, LLC	235.00
4390L	IT Services	5/1/19	36341	BACKSTAGE LIBRARY WORKS	225.00
4390L	IT Services	5/31/19	36614	BACKSTAGE LIBRARY WORKS	536.10
4410L	Building Maintenance	5/24/19	CCN000441-3	ILLINI POWER PRODUCTS	874.00
4410L	Building Maintenance	5/1/19	85823502	JOHNSON CONTROLS FIRE PROTECTION	992.86
4410L	Building Maintenance	5/7/19	SRVCE41763	COMPLETE TEMPERATURE SYSTEMS, INC.	1,109.00
4410L	Building Maintenance	5/19/19	5751	CANINE DETECTION & INSPECTION	2,200.00
4410L	Building Maintenance	5/23/19	TM-15140	BRIGHT LIGHT SIGN COMPANY	340.00
4410L	Building Maintenance	5/24/19	1009989	ANDERSON LOCK CO. LTD	12.10

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4410L	Building Maintenance	5/31/19	0116451-IN	IMBERT INTERNATIONAL, INC.	593.50
4410L	Building Maintenance	5/2/19	44477	NERADT ACE HARDWARE	57.53
4410L	Building Maintenance	5/3/19	9165622581	W. W. GRAINGER, INC.	162.61
4410L	Building Maintenance	5/7/19	INV208507	FILTER SERVICES ILLINOIS	353.12
4410L	Building Maintenance	5/20/19	00053029	MOUNT PROSPECT PAINT, INC.	44.49
4410L	Building Maintenance	5/20/19	00053053	MOUNT PROSPECT PAINT, INC.	9.16
4410L	Building Maintenance	5/21/19	44616	NERADT ACE HARDWARE	26.98
4410L	Building Maintenance	5/21/19	1408216	INPRO	60.37
4410L	Building Maintenance	5/23/19	9185704617	W. W. GRAINGER, INC.	348.76
4410L	Building Maintenance	5/31/19	44683	NERADT ACE HARDWARE	3.99
4410L	Building Maintenance	5/1/19	4/30/2019	AMERICAN LANDSCAPING INC.	265.00
4410L	Building Maintenance	5/7/19	130727	MIDWEST IRRIGATION	202.75
4410L	Building Maintenance	5/10/19		THE HOME DEPOT CRC	99.80
4410L	Building Maintenance	5/31/19	05/31/19	AMERICAN LANDSCAPING INC.	500.00
4410L	Building Maintenance	5/11/19	32510331	JOHNSON CONTROLS	285.00
4410L	Building Maintenance	5/13/19	R161491	SOUND INCORPORATED	40.00
4410L	Building Maintenance	5/20/19	0551-014453790	REPUBLIC SERVICES #551	386.25
4420L	Equipment Maintenance	5/24/19	44635	NERADT ACE HARDWARE	53.73
4420L	Equipment Maintenance	5/2/19		SHELL OIL COMPANY	40.75
4420L	Equipment Maintenance	5/7/19		SHELL OIL COMPANY	(9.15)
4420L	Equipment Maintenance	5/16/19	191361	ESPOSITO PIANO SERVICE	110.00
4420L	Equipment Maintenance	5/17/19	05-17-2019	BRUSKI UPHOLSTERING	460.00
4420L	Equipment Maintenance	5/22/19	EFT1878883326	SYNCHRONY/AMAZON	42.98
4420L	Equipment Maintenance	5/24/19		SHELL OIL COMPANY	42.30
4420L	Equipment Maintenance	5/24/19		SHELL OIL COMPANY	(4.58)
4420L	Equipment Maintenance	5/10/19	NAYAX05/10/2019	NAYAX LLC	63.60
4420L	Equipment Maintenance	5/7/19	113-1694623-5351416	MC/AMAZON	105.73
4420L	Equipment Maintenance	5/14/19	SLZ9958	CDW GOVERNMENT, INC. - 50%	511.50
4440L	Contract	5/1/19	25991	CRYSTAL MANAGEMENT & MAINTENANCE	2,613.33
4440L	Contract	5/9/19	4021444508	CINTAS #22	78.76
4440L	Contract	5/23/19	4022506971	CINTAS #22	108.86
4440L	Contract	5/1/19	4276557-0	WAREHOUSE DIRECT	355.19
4440L	Contract	5/7/19	137811	SUPERIOR INDUSTRIAL SUPPLY	311.60



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4440L	Contract	5/14/19	44575	NERADT ACE HARDWARE	5.28
4440L	Contract	5/23/19	4300236-0	WAREHOUSE DIRECT	660.20
4440L	Contract	5/24/19	138402	SUPERIOR INDUSTRIAL SUPPLY	389.66
4440L	Contract	5/31/19	48196	SUPERIOR INDUSTRIAL SUPPLY	(3.90)
4450L	Equipment	5/20/19	6616639	DEMCO	389.68
4450L	Equipment	5/7/19	113-1694623-5351416	MC/AMAZON	24.75
4450L	Equipment	5/20/19	111-9869988-7909041	MC/AMAZON	247.99
4450L	Equipment	5/2/19	113-2911687-4750651a	MC/AMAZON	41.38
4450L	Equipment	5/14/19	SLG3748	CDW GOVERNMENT, INC. - 50%	3,153.12
4450L	Equipment	5/17/19	111-3423184-2798626	MC/AMAZON	899.00
4450L	Equipment	5/1/19	113-4254542-8929830	MC/AMAZON	19.99
4450L	Equipment	5/2/19	113-2911687-4750651b	MC/AMAZON	32.97
4450L	Equipment	5/15/19	113-9279958-1525033	MC/AMAZON	53.97
4450L	Equipment	5/21/19	113-8809609-2976208	MC/AMAZON	39.00
4450L	Equipment	5/28/19	14050498	KRUEGER INTERNATIONAL , INC.	15,910.00
4460L	Utilities	5/8/19	2593969	CONSTELLATION NEWENERGY- GAS DIV.	1,525.71
4460L	Utilities	5/15/19	05/15/2019	VILLAGE OF MT. PROSPECT	386.60
4610L	Adult Print	5/1/19	29623	GRASS ROOTS PRESS	93.90
4610L	Adult Print	5/1/19	3022761558	BAKER AND TAYLOR	14.92
4610L	Adult Print	5/1/19	2034517982	BAKER AND TAYLOR	940.95
4610L	Adult Print	5/1/19	2034515348	BAKER AND TAYLOR	827.17
4610L	Adult Print	5/1/19	5015496326	BAKER AND TAYLOR	98.25
4610L	Adult Print	5/1/19	2034505379	BAKER AND TAYLOR	158.43
4610L	Adult Print	5/1/19	0003156931	BAKER AND TAYLOR	(10.73)
4610L	Adult Print	5/1/19	0003158835	BAKER AND TAYLOR	(295.00)
4610L	Adult Print	5/1/19	0003159514	BAKER AND TAYLOR	(33.20)
4610L	Adult Print	5/1/19	0003159515	BAKER AND TAYLOR	(10.11)
4610L	Adult Print	5/1/19	0003160633	BAKER AND TAYLOR	(10.70)
4610L	Adult Print	5/1/19	1673002419	MERGENT, INC.	943.00
4610L	Adult Print	5/2/19	3022768279	BAKER AND TAYLOR	43.25
4610L	Adult Print	5/3/19	2034521891	BAKER AND TAYLOR	962.21
4610L	Adult Print	5/3/19	2034524248	BAKER AND TAYLOR	1,095.08

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4610L	Adult Print	5/3/19	2019/1101420	D & Z HOUSE OF BOOKS	720.20
4610L	Adult Print	5/6/19	3022772662	BAKER AND TAYLOR	99.79
4610L	Adult Print	5/7/19	190501	LAKE COUNTY (IL) GENEAL. SOC.	28.00
4610L	Adult Print	5/7/19	190502	GREY HOUSE PUBLISHING	390.00
4610L	Adult Print	5/7/19	190503	GREY HOUSE PUBLISHING	454.50
4610L	Adult Print	5/7/19	2034527182	BAKER AND TAYLOR	637.18
4610L	Adult Print	5/7/19	2034531766	BAKER AND TAYLOR	12.47
4610L	Adult Print	5/7/19	2034532692	BAKER AND TAYLOR	1,006.69
4610L	Adult Print	5/8/19	2034534157	BAKER AND TAYLOR	671.15
4610L	Adult Print	5/8/19	10647163	MATTHEW BENDER	1,600.38
4610L	Adult Print	5/8/19	354616	GREY HOUSE PUBLISHING	188.00
4610L	Adult Print	5/8/19	354617	GREY HOUSE PUBLISHING	307.50
4610L	Adult Print	5/9/19	2034536837	BAKER AND TAYLOR	867.47
4610L	Adult Print	5/9/19	5190068	GENEALOGICAL PUBLISHING CO. INC.	45.45
4610L	Adult Print	5/10/19	190504	MC/POLISH GENEALOGICAL SOCIETY	39.50
4610L	Adult Print	5/10/19	3022781642	BAKER AND TAYLOR	82.92
4610L	Adult Print	5/13/19	2034540919	BAKER AND TAYLOR	667.63
4610L	Adult Print	5/13/19	2034543514	BAKER AND TAYLOR	53.40
4610L	Adult Print	5/14/19	2034544092	BAKER AND TAYLOR	906.91
4610L	Adult Print	5/14/19	5015516341	BAKER AND TAYLOR	92.64
4610L	Adult Print	5/16/19	3022790667	BAKER AND TAYLOR	23.08
4610L	Adult Print	5/16/19	0003165084	BAKER AND TAYLOR	(19.77)
4610L	Adult Print	5/16/19	0003165085	BAKER AND TAYLOR	(18.08)
4610L	Adult Print	5/16/19	0003165086	BAKER AND TAYLOR	(14.87)
4610L	Adult Print	5/16/19	0003165087	BAKER AND TAYLOR	(15.25)
4610L	Adult Print	5/17/19	2034551316	BAKER AND TAYLOR	847.61
4610L	Adult Print	5/17/19	534296A	SUBWAY STAMP SHOP, INC.	111.99
4610L	Adult Print	5/17/19	534311A	SUBWAY STAMP SHOP, INC.	134.39
4610L	Adult Print	5/17/19	10813381	MATTHEW BENDER	374.19
4610L	Adult Print	5/20/19	67100782	GALE	31.19
4610L	Adult Print	5/21/19	2034557072	BAKER AND TAYLOR	1,005.21
4610L	Adult Print	5/21/19	2034561389	BAKER AND TAYLOR	763.80
4610L	Adult Print	5/21/19	0003165688	BAKER AND TAYLOR	(16.63)
4610L	Adult Print	5/22/19	EFT1878883326	SYNCHRONY/AMAZON	2,416.29
4610L	Adult Print	5/22/19	2034564358	BAKER AND TAYLOR	1,224.75

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4610L	Adult Print	5/23/19	2034567104	BAKER AND TAYLOR	697.43
4610L	Adult Print	5/24/19	3022803519	BAKER AND TAYLOR	95.67
4610L	Adult Print	5/28/19	2034569715	BAKER AND TAYLOR	692.27
4610L	Adult Print	5/29/19	2034576194	BAKER AND TAYLOR	568.11
4610L	Adult Print	5/30/19	2019/1101829	D & Z HOUSE OF BOOKS	19.16
4610L	Adult Print	5/30/19	2034578699	BAKER AND TAYLOR	746.30
4610L	Adult Print	5/31/19	3022813670	BAKER AND TAYLOR	31.48
4610L	Adult Print	5/1/19	2034511540	BAKER AND TAYLOR	29.11
4610L	Adult Print	5/3/19	2034522524	BAKER AND TAYLOR	9.52
4610L	Adult Print	5/13/19	2034543514	BAKER AND TAYLOR	33.12
4610L	Adult Print	5/15/19	2034548710	BAKER AND TAYLOR	82.42
4610L	Adult Print	5/22/19	EFT1878883326	SYNCHRONY/AMAZON	28.32
4620L	Adult AV	5/1/19	97326691	MIDWEST TAPE	20.99
4620L	Adult AV	5/1/19	97326692	MIDWEST TAPE	34.99
4620L	Adult AV	5/1/19	97326693	MIDWEST TAPE	55.47
4620L	Adult AV	5/1/19	97326694	MIDWEST TAPE	19.99
4620L	Adult AV	5/1/19	SINV08428890	THE TEACHING COMPANY	449.75
4620L	Adult AV	5/1/19	H33932700	BAKER & TAYLOR INC.	14.23
4620L	Adult AV	5/1/19	H33932701	BAKER & TAYLOR INC.	37.75
4620L	Adult AV	5/1/19	H33932702	BAKER & TAYLOR INC.	26.45
4620L	Adult AV	5/1/19	H33932703	BAKER & TAYLOR INC.	16.89
4620L	Adult AV	5/1/19	H33932704	BAKER & TAYLOR INC.	13.96
4620L	Adult AV	5/1/19	H33932705	BAKER & TAYLOR INC.	18.37
4620L	Adult AV	5/1/19	H34056130	BAKER & TAYLOR INC.	11.03
4620L	Adult AV	5/1/19	H34069640	BAKER & TAYLOR INC.	10.18
4620L	Adult AV	5/1/19	H33962160	BAKER & TAYLOR INC.	11.03
4620L	Adult AV	5/1/19	Q56868460	BAKER & TAYLOR INC.	22.01
4620L	Adult AV	5/1/19	2034515348	BAKER AND TAYLOR	56.48
4620L	Adult AV	5/1/19	97278546	MIDWEST TAPE	9.99
4620L	Adult AV	5/1/19	97278545	MIDWEST TAPE	34.99
4620L	Adult AV	5/2/19	H34150220	BAKER & TAYLOR INC.	11.89
4620L	Adult AV	5/2/19	H34150221	BAKER & TAYLOR INC.	11.88
4620L	Adult AV	5/3/19	H34248770	BAKER & TAYLOR INC.	24.98
4620L	Adult AV	5/3/19	H34249870	BAKER & TAYLOR INC.	76.87

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4620L	Adult AV	5/3/19	H34254750	BAKER & TAYLOR INC.	25.46
4620L	Adult AV	5/7/19	H34490930	BAKER & TAYLOR INC.	14.23
4620L	Adult AV	5/7/19	97359065	MIDWEST TAPE	39.99
4620L	Adult AV	5/7/19	97359067	MIDWEST TAPE	28.49
4620L	Adult AV	5/8/19	H34446680	BAKER & TAYLOR INC.	12.73
4620L	Adult AV	5/8/19	H34446681	BAKER & TAYLOR INC.	10.18
4620L	Adult AV	5/8/19	H34446682	BAKER & TAYLOR INC.	58.78
4620L	Adult AV	5/9/19	Q57108620	BAKER & TAYLOR INC.	27.05
4620L	Adult AV	5/9/19	H34597330	BAKER & TAYLOR INC.	11.88
4620L	Adult AV	5/9/19	H34597331	BAKER & TAYLOR INC.	22.01
4620L	Adult AV	5/9/19	H34597332	BAKER & TAYLOR INC.	16.89
4620L	Adult AV	5/10/19	H34663570	BAKER & TAYLOR INC.	18.37
4620L	Adult AV	5/10/19	H34663571	BAKER & TAYLOR INC.	22.04
4620L	Adult AV	5/13/19	H34748720	BAKER & TAYLOR INC.	8.48
4620L	Adult AV	5/13/19	H34748721	BAKER & TAYLOR INC.	12.74
4620L	Adult AV	5/13/19	H34748722	BAKER & TAYLOR INC.	10.97
4620L	Adult AV	5/13/19	H34832700	BAKER & TAYLOR INC.	22.01
4620L	Adult AV	5/14/19	97390025	MIDWEST TAPE	44.99
4620L	Adult AV	5/15/19	H34863380	BAKER & TAYLOR INC.	50.67
4620L	Adult AV	5/15/19	H34863381	BAKER & TAYLOR INC.	22.01
4620L	Adult AV	5/15/19	H34863382	BAKER & TAYLOR INC.	20.57
4620L	Adult AV	5/15/19	H34938770	BAKER & TAYLOR INC.	10.18
4620L	Adult AV	5/15/19	H34938771	BAKER & TAYLOR INC.	14.23
4620L	Adult AV	5/15/19	H34952530	BAKER & TAYLOR INC.	16.89
4620L	Adult AV	5/15/19	H34952550	BAKER & TAYLOR INC.	10.18
4620L	Adult AV	5/16/19	H35010520	BAKER & TAYLOR INC.	24.98
4620L	Adult AV	5/17/19	H35068260	BAKER & TAYLOR INC.	25.71
4620L	Adult AV	5/17/19	H35068261	BAKER & TAYLOR INC.	18.34
4620L	Adult AV	5/17/19	H35068262	BAKER & TAYLOR INC.	18.36
4620L	Adult AV	5/20/19	H35154210	BAKER & TAYLOR INC.	11.89
4620L	Adult AV	5/20/19	H35213740	BAKER & TAYLOR INC.	7.34
4620L	Adult AV	5/20/19	SINV08481493	THE TEACHING COMPANY	394.65
4620L	Adult AV	5/21/19	97419811	MIDWEST TAPE	279.95
4620L	Adult AV	5/21/19	97419812	MIDWEST TAPE	20.24
4620L	Adult AV	5/21/19	97419813	MIDWEST TAPE	44.99

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4620L	Adult AV	5/21/19	H35294150	BAKER & TAYLOR INC.	36.70
4620L	Adult AV	5/21/19	H35294370	BAKER & TAYLOR INC.	11.89
4620L	Adult AV	5/22/19	EFT1878883326	SYNCHRONY/AMAZON	(20.10)
4620L	Adult AV	5/22/19	EFT1878883326	SYNCHRONY/AMAZON	1,384.30
4620L	Adult AV	5/22/19	H35352030	BAKER & TAYLOR INC.	11.98
4620L	Adult AV	5/23/19	H35283620	BAKER & TAYLOR INC.	10.18
4620L	Adult AV	5/23/19	H35283621	BAKER & TAYLOR INC.	33.78
4620L	Adult AV	5/24/19	H35462210	BAKER & TAYLOR INC.	22.01
4620L	Adult AV	5/24/19	H35462211	BAKER & TAYLOR INC.	7.34
4620L	Adult AV	5/24/19	H35462212	BAKER & TAYLOR INC.	22.01
4620L	Adult AV	5/28/19	Q58320850	BAKER & TAYLOR INC.	23.86
4620L	Adult AV	5/29/19	97449482	MIDWEST TAPE	84.98
4620L	Adult AV	5/29/19	2034576194	BAKER AND TAYLOR	43.98
4620L	Adult AV	5/30/19	H35637770	BAKER & TAYLOR INC.	124.10
4620L	Adult AV	5/30/19	H35637771	BAKER & TAYLOR INC.	10.97
4620L	Adult AV	5/30/19	H35637772	BAKER & TAYLOR INC.	16.90
4620L	Adult AV	5/30/19	H35733930	BAKER & TAYLOR INC.	14.23
4620L	Adult AV	5/31/19	H35801260	BAKER & TAYLOR INC.	14.98
4620L	Adult AV	5/6/19	H34249860	BAKER & TAYLOR INC.	16.89
4620L	Adult AV	5/20/19	H34862940	BAKER & TAYLOR INC.	21.28
4620L	Adult AV	5/22/19	EFT1878883326	SYNCHRONY/AMAZON	75.07
4630L	Youth Print	5/1/19	169916	CHILDREN'S PLUS INC.	361.05
4630L	Youth Print	5/1/19	169923	CHILDREN'S PLUS INC.	642.72
4630L	Youth Print	5/1/19	169934	CHILDREN'S PLUS INC.	485.25
4630L	Youth Print	5/1/19	19235949	SCHOLASTIC LIBRARY PUBLISHING	31.17
4630L	Youth Print	5/1/19	CAO310461I	CAVENDISH SQUARE	177.93
4630L	Youth Print	5/1/19	0003156934	BAKER AND TAYLOR	(10.16)
4630L	Youth Print	5/2/19	2034521304	BAKER AND TAYLOR	965.45
4630L	Youth Print	5/3/19	2034521891	BAKER AND TAYLOR	13.49
4630L	Youth Print	5/3/19	2019/I101421	D & Z HOUSE OF BOOKS	216.24
4630L	Youth Print	5/6/19	2034527232	BAKER AND TAYLOR	197.32
4630L	Youth Print	5/6/19	3022772704	BAKER AND TAYLOR	34.01
4630L	Youth Print	5/6/19	246300	OLLIS BOOK CORPORATION	48.78
4630L	Youth Print	5/6/19	246324	OLLIS BOOK CORPORATION	25.89

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4630L	Youth Print	5/8/19	2034527194	BAKER AND TAYLOR	181.37
4630L	Youth Print	5/8/19	2034534179	BAKER AND TAYLOR	308.62
4630L	Youth Print	5/9/19	3022779891	BAKER AND TAYLOR	15.14
4630L	Youth Print	5/10/19	2034534170	BAKER AND TAYLOR	621.39
4630L	Youth Print	5/14/19	2034545877	BAKER AND TAYLOR	358.86
4630L	Youth Print	5/16/19	0003165088	BAKER AND TAYLOR	(11.99)
4630L	Youth Print	5/16/19	0003165089	BAKER AND TAYLOR	(14.12)
4630L	Youth Print	5/16/19	0003165090	BAKER AND TAYLOR	(37.95)
4630L	Youth Print	5/20/19	2034554019	BAKER AND TAYLOR	332.24
4630L	Youth Print	5/20/19	3022794711	BAKER AND TAYLOR	34.04
4630L	Youth Print	5/20/19	246364	OLLIS BOOK CORPORATION	14.95
4630L	Youth Print	5/20/19	246365	OLLIS BOOK CORPORATION	44.85
4630L	Youth Print	5/21/19	2034557683	BAKER AND TAYLOR	164.94
4630L	Youth Print	5/22/19	EFT1878883326	SYNCHRONY/AMAZON	140.58
4630L	Youth Print	5/22/19	2034564259	BAKER AND TAYLOR	340.20
4630L	Youth Print	5/22/19	2034561883	BAKER AND TAYLOR	1,067.25
4630L	Youth Print	5/24/19	3022803517	BAKER AND TAYLOR	185.33
4630L	Youth Print	5/28/19	2034568195	BAKER AND TAYLOR	150.27
4630L	Youth Print	5/28/19	2034571224	BAKER AND TAYLOR	235.39
4630L	Youth Print	5/28/19	171526	RAINBOW BOOK COMPANY	1,359.15
4630L	Youth Print	5/30/19	PINV122024	GUMDROP BOOKS	404.52
4630L	Youth Print	5/30/19	PINV122025	GUMDROP BOOKS	177.64
4630L	Youth Print	5/30/19	PINV122026	GUMDROP BOOKS	383.05
4630L	Youth Print	5/30/19	PINV122027	GUMDROP BOOKS	404.22
4630L	Youth Print	5/30/19	PINV122028	GUMDROP BOOKS	151.92
4630L	Youth Print	5/30/19	PINV122029	GUMDROP BOOKS	55.35
4630L	Youth Print	5/30/19	171723	RAINBOW BOOK COMPANY	353.34
4630L	Youth Print	5/30/19	171717	RAINBOW BOOK COMPANY	63.80
4630L	Youth Print	5/30/19	171721	RAINBOW BOOK COMPANY	127.60
4630L	Youth Print	5/31/19	2034581451	BAKER AND TAYLOR	1,302.09
4630L	Youth Print	5/31/19	PINV122049	GUMDROP BOOKS	253.35
4630L	Youth Print	5/1/19	2034511540	BAKER AND TAYLOR	48.52
4630L	Youth Print	5/1/19	3022734896Correction	BAKER AND TAYLOR	9.01
4630L	Youth Print	5/3/19	2034522524	BAKER AND TAYLOR	9.60
4630L	Youth Print	5/7/19	3022777314	BAKER AND TAYLOR	25.35

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4630L	Youth Print	5/7/19	2034531766	BAKER AND TAYLOR	151.25
4630L	Youth Print	5/13/19	2034543514	BAKER AND TAYLOR	96.27
4630L	Youth Print	5/21/19	2034561485	BAKER AND TAYLOR	67.50
4630L	Youth Print	5/22/19	EFT1878883326	SYNCHRONY/AMAZON	6.21
4630L	Youth Print	5/24/19	3022803605	BAKER AND TAYLOR	5.94
4640L	Youth AV	5/1/19	Correction-April	SYNCHRONY/AMAZON	(106.67)
4640L	Youth AV	5/1/19	Correction-April	SYNCHRONY/AMAZON	13.21
4640L	Youth AV	5/1/19	76212990	RECORDED BOOKS, LLC	14.93
4640L	Youth AV	5/1/19	283998	FINDAWAY WORLD, LLC	53.69
4640L	Youth AV	5/1/19	284976	FINDAWAY WORLD, LLC	39.98
4640L	Youth AV	5/1/19	284154	FINDAWAY WORLD, LLC	304.95
4640L	Youth AV	5/1/19	76212350	RECORDED BOOKS, LLC	34.80
4640L	Youth AV	5/1/19	76221129	RECORDED BOOKS, LLC	13.34
4640L	Youth AV	5/1/19	97326439	MIDWEST TAPE	11.24
4640L	Youth AV	5/2/19		MC/PITSCO EDUCATION	53.55
4640L	Youth AV	5/6/19	H33932711	BAKER & TAYLOR INC.	11.02
4640L	Youth AV	5/6/19	H33932710	BAKER & TAYLOR INC.	16.89
4640L	Youth AV	5/6/19	H33932712	BAKER & TAYLOR INC.	51.42
4640L	Youth AV	5/7/19	97359206	MIDWEST TAPE	19.18
4640L	Youth AV	5/7/19	97359208	MIDWEST TAPE	33.74
4640L	Youth AV	5/8/19	H34521920	BAKER & TAYLOR INC.	36.74
4640L	Youth AV	5/8/19	2034534179	BAKER AND TAYLOR	24.74
4640L	Youth AV	5/13/19	76228208	RECORDED BOOKS, LLC	38.71
4640L	Youth AV	5/13/19	H34446690	BAKER & TAYLOR INC.	8.08
4640L	Youth AV	5/13/19	H34446691	BAKER & TAYLOR INC.	9.55
4640L	Youth AV	5/16/19	76229664	RECORDED BOOKS, LLC	14.93
4640L	Youth AV	5/17/19	H35068270	BAKER & TAYLOR INC.	36.68
4640L	Youth AV	5/20/19	H34863390	BAKER & TAYLOR INC.	58.78
4640L	Youth AV	5/20/19	H34863391	BAKER & TAYLOR INC.	113.86
4640L	Youth AV	5/20/19	H34863392	BAKER & TAYLOR INC.	10.28
4640L	Youth AV	5/20/19	H34863393	BAKER & TAYLOR INC.	5.14
4640L	Youth AV	5/21/19	97419815	MIDWEST TAPE	47.98
4640L	Youth AV	5/22/19	EFT1878883326	SYNCHRONY/AMAZON	502.15
4640L	Youth AV	5/22/19	76232268	RECORDED BOOKS, LLC	34.80

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4640L	Youth AV	5/23/19	76232694	RECORDED BOOKS, LLC	38.71
4640L	Youth AV	5/28/19	2034571224	BAKER AND TAYLOR	119.48
4640L	Youth AV	5/28/19	97448671	MIDWEST TAPE	29.24
4640L	Youth AV	5/29/19	287391	FINDAWAY WORLD, LLC	267.70
4640L	Youth AV	5/29/19		MC/TARGET	29.99
4640L	Youth AV	5/29/19		MC/TARGET	8.29
4640L	Youth AV	5/30/19	0005122754	KAPLAN EARLY LEARNING COMPANY	10.95
4640L	Youth AV	5/30/19	3815492	LEARNING RESOURCES-EDUCATIONAL	14.99
4640L	Youth AV	5/1/19	3022734896Correction	BAKER AND TAYLOR	(9.01)
4640L	Youth AV	5/1/19	Correction-April	SYNCHRONY/AMAZON	106.67
4640L	Youth AV	5/1/19	Correction-April	SYNCHRONY/AMAZON	(13.21)
4650L	Subscriptions	5/1/19		MC/KD MARKET	16.90
4650L	Subscriptions	5/1/19	19SUNTIMES1	CHICAGO SUN TIMES	369.20
4650L	Subscriptions	5/1/19	19CRHEALTH	CONSUMER REPORTS ON HEALTH	42.00
4650L	Subscriptions	5/1/19	SBQ1R06	BUSINESS MANAGEMENT DAILY	139.00
4650L	Subscriptions	5/1/19	19EASYNEWS	EASY ENGLISH NEWS	35.00
4650L	Subscriptions	5/1/19	19IAVI	INDEPENDENT ADVISOR for VANGUA	254.00
4650L	Subscriptions	5/1/19	19SUNTIMES2	CHICAGO SUN TIMES	218.40
4650L	Subscriptions	5/1/19	19AUDIO	AUDIO FILE	34.95
4650L	Subscriptions	5/1/19	19DH-C1	PADDOCK PUBLICATIONS	192.40
4650L	Subscriptions	5/1/19	19DH-C2	PADDOCK PUBLICATIONS	192.40
4650L	Subscriptions	5/1/19	19CARCRAFT	CAR CRAFT	17.97
4650L	Subscriptions	5/1/19	19DH-C3	PADDOCK PUBLICATIONS	192.40
4650L	Subscriptions	5/3/19	9012619	NEW READERS PRESS	31.89
4650L	Subscriptions	5/9/19	19ALLURE	MC/CONDE NAST PUBLICATIONS	8.00
4650L	Subscriptions	5/10/19	19DOGSTER	MC/MAGAZINE-SERVICES.NET	34.95
4650L	Subscriptions	5/20/19	18WSJ2-M6	MC/WALL STREET JOURNAL	30.09
4650L	Subscriptions	5/22/19	EFT1878883326	SYNCHRONY/AMAZON	131.44
4650L	Subscriptions	5/23/19	19HIGHLIGHTS	MC/HIGHLIGHTS FOR CHILDREN	39.96
4650L	Subscriptions	5/23/19	19AARP	MC/AARP	43.00
4650L	Subscriptions	5/23/19	19MCCALLS	McCALL'S QUILTING	21.98
4650L	Subscriptions	5/23/19	19POPSCI	POPULAR SCIENCE	24.97
4650L	Subscriptions	5/25/19	S41524	BOOK PAGE	576.00
4650L	Subscriptions	5/31/19	19DIABLIV	MC/MAGAZINE.STORE	9.99



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4650L	Subscriptions	5/31/19	19GAMEINFORMER	MC/GAMESTOP	24.98
4650L	Subscriptions	5/1/19	19EASYNEWS	EASY ENGLISH NEWS	35.00
4650L	Subscriptions	5/19/19		MC/CARNICERIAS JIMENEZ	3.95
4660L	Electronic Resources	5/1/19	10003521448	INFOGROUP	9,971.00
4660L	Electronic Resources	5/1/19	840202988	WEST PAYMENT CENTER	1,874.60
4660L	Electronic Resources	5/3/19	1000100934-1	EBSCO SUBSCRIPTION SERVICE	4,850.00
4660L	Electronic Resources	5/7/19	1673003101	MERGENT, INC.	8,000.00
4660L	Electronic Resources	5/1/19	01018CO19074153	OVERDRIVE, INC.	86.95
4660L	Electronic Resources	5/1/19	01018CO19074154	OVERDRIVE, INC.	352.66
4660L	Electronic Resources	5/1/19	01018CO19074155	OVERDRIVE, INC.	406.01
4660L	Electronic Resources	5/1/19	01018CO19074156	OVERDRIVE, INC.	937.50
4660L	Electronic Resources	5/24/19	01018CO19098841	OVERDRIVE, INC.	997.94
4660L	Electronic Resources	5/24/19	01018CO19098842	OVERDRIVE, INC.	804.95
4660L	Electronic Resources	5/24/19	01018CO19098843	OVERDRIVE, INC.	565.50
4660L	Electronic Resources	5/24/19	01018CO19098844	OVERDRIVE, INC.	21.98
4660L	Electronic Resources	5/31/19	97465202	MIDWEST TAPE	2,248.63
4660L	Electronic Resources	5/24/19	01018CO19099184	OVERDRIVE, INC.	2,155.26
4660L	Electronic Resources	5/24/19	01018CO19099185	OVERDRIVE, INC.	1,069.91
4660L	Electronic Resources	5/26/19	01018CO19099337	OVERDRIVE, INC.	2,029.81
4660L	Electronic Resources	5/26/19	01018CO19099338	OVERDRIVE, INC.	540.41
4660L	Electronic Resources	5/26/19	01018CO19099339	OVERDRIVE, INC.	897.72
4660L	Electronic Resources	5/26/19	01018CO19099341	OVERDRIVE, INC.	699.47
4660L	Electronic Resources	5/26/19	01018CO19099342	OVERDRIVE, INC.	528.21
4660L	Electronic Resources	5/26/19	01018CO19099343	OVERDRIVE, INC.	186.30
4660L	Electronic Resources	5/13/19	76227851	RECORDED BOOKS, LLC	2,000.00
4660L	Electronic Resources	5/13/19	76228067	RECORDED BOOKS, LLC	5,534.34
4660L	Electronic Resources	5/17/19	76230173	RECORDED BOOKS, LLC	383.94
4660L	Electronic Resources	5/7/19	01018CO19086687	OVERDRIVE, INC.	47.98
4660L	Electronic Resources	5/14/19	01018CO19091813	OVERDRIVE, INC.	51.98
4660L	Electronic Resources	5/15/19	01018CO19093345	OVERDRIVE, INC.	23.99
4660L	Electronic Resources	5/31/19	01018MA19103924	OVERDRIVE, INC.	99.99
4680L	Processing	5/20/19	6616639	DEMCO	18.61
4680L	Processing	5/31/19	PettyCash05/31/2019	PETTY CASH	26.05

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4680L	Processing	5/1/19	SI0050956-US	BIBLIOTHECA, LLC	5,338.67
4680L	Processing	5/1/19	0124410-IN	ID LABEL, INC.	470.25
4680L	Processing	5/1/19	2034505380	BAKER AND TAYLOR	8.45
4680L	Processing	5/8/19	2034527195	BAKER AND TAYLOR	7.80
4680L	Processing	5/10/19	2034534171	BAKER AND TAYLOR	29.25
4680L	Processing	5/16/19	7218307923-0-1	STAPLES BUSINESS ADVANTAGE	460.59
4680L	Processing	5/17/19	4294619-0	WAREHOUSE DIRECT	26.44
4680L	Processing	5/20/19	6616639	DEMCO	386.84
4680L	Processing	5/21/19	2034557684	BAKER AND TAYLOR	7.80
4680L	Processing	5/28/19	2034568196	BAKER AND TAYLOR	7.80
4690L	Programs	5/2/19	Payroll05/02/2019	EXPENSE REIMBURSEMENTS TO EMPLOYEES	33.49
4690L	Programs	5/3/19		MC/MARRIOT	77.00
4690L	Programs	5/16/19	Payroll05/17/2019	EXPENSE REIMBURSEMENTS TO EMPLOYEES	223.26
4690L	Programs	5/16/19		MC/WALLY'S MARKET	41.95
4690L	Programs	5/22/19	EFT1878883326	SYNCHRONY/AMAZON	18.99
4690L	Programs	5/23/19	19-6819	RIVERSHORE READING STORE	123.00
4690L	Programs	5/23/19	696487505-01	FUN EXPRESS	170.27
4690L	Programs	5/24/19	48109	CHARLIE CRANE	300.00
4690L	Programs	5/28/19	19459066	SCHOLASTIC, INC.	1,000.00
4690L	Programs	5/30/19	Payroll05/31/2019	EXPENSE REIMBURSEMENTS TO EMPLOYEES	463.15
4690L	Programs	5/31/19	PettyCash05/31/2019	PETTY CASH	133.17
4690L	Programs	5/17/19	48100	GLENN ADELSON	250.00
4690L	Programs	5/23/19	3223	THE GARDEN CLUB OF MOUNT PROSPECT	(125.00)
4690L	Programs	5/30/19	48131	SUSAN BENJAMIN	250.00
4690L	Programs	5/31/19	48132	MELISSA MAYBERRY	180.00
4690L	Programs	5/16/19	Payroll05/17/2019	EXPENSE REIMBURSEMENTS TO EMPLOYEES	21.16
4690L	Programs	5/24/19		MC/WALMART	53.02
4690L	Programs	5/3/19		MC/WALMART	9.46
4690L	Programs	5/13/19		MC/AMAZON	49.99
4690L	Programs	5/29/19	48130	RAINBOW ANIMAL ASSISTED THERAPY	75.00
4690L	Programs	5/2/19	Payroll05/02/2019	EXPENSE REIMBURSEMENTS TO EMPLOYEES	40.96
4690L	Programs	5/16/19	Payroll05/17/2019	EXPENSE REIMBURSEMENTS TO EMPLOYEES	70.25
4690L	Programs	5/30/19	Payroll05/31/2019	EXPENSE REIMBURSEMENTS TO EMPLOYEES	76.88
					\$ 788,341.23

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9530L	Foundation Sponsored Expense	5/17/19	48099	BAREFOOT HAWAIIAN, INC.	275.00
9530L	Foundation Sponsored Expense	5/1/19	19183670	SCHOLASTIC, INC.	296.50
9530L	Foundation Sponsored Expense	5/30/19	Payroll05/31/2019	EXPENSE REIMBURSEMENTS TO EMPLOYEES	20.00
9530L	Foundation Sponsored Expense	5/10/19	48096	SHAKESPEARE PROJECT OF CHICAGO	850.00
9530L	Foundation Sponsored Expense	5/28/19	48129	STEVE JUSTMAN	200.00
9540L	Friends Sponsored Expense	5/10/19	48097	JEANNEANE PALCZEWSKI	200.00
9540L	Friends Sponsored Expense	5/15/19	696360993-01	FUN EXPRESS	297.62
9540L	Friends Sponsored Expense	5/1/19	5270	PEERLESS MARKETING IMPRESSIONS	263.19
9540L	Friends Sponsored Expense	5/22/19	48102	LAJKONIK SONG & DANCE ENSEMBLE	500.00
9540L	Friends Sponsored Expense	5/15/19		MC/MARIANO'S	20.00
9540L	Friends Sponsored Expense	5/15/19		MC/Jewel	29.97
9540L	Friends Sponsored Expense	5/15/19		MC/PARTY CITY	104.30
9540L	Friends Sponsored Expense	5/19/19		MC/SAM'S CLUB	7.64
9540L	Friends Sponsored Expense	5/21/19		MC/WALGREENS	2.99
9540L	Friends Sponsored Expense	5/23/19		MC/PARTY CITY	(46.09)
9540L	Friends Sponsored Expense	5/24/19		MC/CENTRAL CONTINENTAL BAKERY	400.00
9540L	Friends Sponsored Expense	5/24/19		MC/NOTHING BUNDT CAKES	164.00
9540L	Friends Sponsored Expense	5/29/19		MC/STARBUCKS	161.00
9540L	Friends Sponsored Expense	5/31/19	PettyCash05/31/2019	PETTY CASH	15.00
9540L	Friends Sponsored Expense	5/15/19		MC/CUSTOM INK.COM	1,000.00
9540L	Friends Sponsored Expense	5/29/19	2034576194	BAKER AND TAYLOR	141.26
9540L	Friends Sponsored Expense	5/7/19	2034532692	BAKER AND TAYLOR	61.98
9540L	Friends Sponsored Expense	5/10/19	3022781642	BAKER AND TAYLOR	13.08
9540L	Friends Sponsored Expense	5/30/19	Payroll05/31/2019	EXPENSE REIMBURSEMENTS TO EMPLOYEES	28.71
9540L	Friends Sponsored Expense	5/31/19	PettyCash05/31/2019	PETTY CASH	99.18
9540L	Friends Sponsored Expense	5/6/19		MC/TARGET	13.10
9540L	Friends Sponsored Expense	5/6/19		MC/PARTY CITY	67.85
9540L	Friends Sponsored Expense	5/15/19		MC/MARIANO'S	12.62
9540L	Friends Sponsored Expense	5/2/19	Payroll05/02/2019	EXPENSE REIMBURSEMENTS TO EMPLOYEES	10.00
9540L	Friends Sponsored Expense	5/16/19	Payroll05/17/2019	EXPENSE REIMBURSEMENTS TO EMPLOYEES	19.45
9540L	Friends Sponsored Expense	5/30/19	Payroll05/31/2019	EXPENSE REIMBURSEMENTS TO EMPLOYEES	11.09
9540L	Friends Sponsored Expense	5/3/19	112-8612139-4949802	MC/AMAZON	47.94
9540L	Friends Sponsored Expense	5/10/19		MC/STARBUCKS	62.55

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9540L	Friends Sponsored Expense	5/20/19		MC/WALMART	31.98
9540L	Friends Sponsored Expense	5/31/19	PettyCash05/31/2019	PETTY CASH	194.09
9540L	Friends Sponsored Expense	5/10/19		MC/STARBUCKS	10.00
9540L	Friends Sponsored Expense	5/9/19	114-0575959-0674653	MC/AMAZON	79.99
9540L	Friends Sponsored Expense	5/15/19	112-8100562-8031412	MC/AMAZON	16.99
9540L	Friends Sponsored Expense	5/15/19	112-3299084-6729010	MC/AMAZON	16.94
9540L	Friends Sponsored Expense	5/20/19	112-0533232-8591408	MC/AMAZON	285.61
9540L	Friends Sponsored Expense	5/20/19	112-2960086-1279459	MC/AMAZON	22.98
9540L	Friends Sponsored Expense	5/30/19	Payroll05/31/2019	EXPENSE REIMBURSEMENTS TO EMPLOYEES	166.97
9540L	Friends Sponsored Expense	5/1/19	72163	INTERIOR TROPICAL GARDENS	120.00
9540L	Friends Sponsored Expense	5/1/19	04241911	TYLER CONCRETE CONSTRUCTION	3,850.00
9540L	Friends Sponsored Expense	5/20/19	1-05/31/2019	RECLASSIFICATTON OF PREPAID BOLLARDS	10,000.00
9540L	Friends Sponsored Expense	5/22/19	360010082	PROSPECT ELECTRIC COMPANY	4,150.00
9560L	Village Hall Shared Expense	5/14/19	SLG3748	CDW GOVERNMENT, INC. - 50%	3,153.12
9560L	Village Hall Shared Expense	5/14/19	SLZ9958	CDW GOVERNMENT, INC. - 50%	511.50
9560L	Village Hall Shared Expense	5/16/19	847Z99078805-2019	AT&T - 40%	398.72
9560L	Village Hall Shared Expense	5/16/19	847Z99181905-2019	AT&T - 50%	254.44
Total Library Fund Expenses for May, 2019					<u><u>\$ 816,954.49</u></u>

Mount Prospect Public Library  
 Capital Project Expenses by G/L Acct #  
 For the Period From May 1, 2019 to May 31, 2019

<u>Account ID</u>	<u>Account Description</u>	<u>Date</u>	<u>Reference</u>	<u>Description</u>	<u>Amount</u>
7750B-004	Bldg Fd: Concrete Repair	5/1/19	042419I1	TYLER CONCRETE CONSTRUCTION	\$ 3,750.00
7750B-011-002	Bldg Fd: Reconfigure Lobby	5/1/19	00037	MEYER SCHERER & ROCKCASTLE	207.75
7750B-011-002	Bldg Fd: Reconfigure Lobby	5/3/19	6	SHALES McNUTT CONSTRUCTION	58,478.50
7750B-011-002	Bldg Fd: Reconfigure Lobby	5/31/19	7	SHALES McNUTT CONSTRUCTION	5,213.80
Total Capital Project Reserve Fund Expenses for May, 2019					\$ 67,650.05

Debt Service Fund  
 Debt Service Fund Expenses by G/L Acct  
 For the Period From June 1, 2019 to June 30, 2019

Account ID	Account Description	Date	Reference	Description	Amount
3701D	Interest Expense	6/30/19	1-06/30/2019	To record 06/2019 Interest Expense accrual (\$148,150 x 1/12).	\$ 12,345.85
Total Debt Service Fund Expenses for June, 2019					<u>\$ 12,345.85</u>

Mount Prospect Public Library  
 Gift Fund Expenses by G/L Acct #  
 For the Period From May 1, 2019 to May 31, 2019

Account ID	Account Description	Date	Reference	Description	Amount
8760G	Gift Fund: Miscellaneous Exp	5/24/19	9000	DR. CHARLES SMITH	\$ 250.00
8760G	Gift Fund: Miscellaneous Exp	5/31/19	1416	JOHN KATTKE	750.00
8770G	Gift Fund - Art	5/31/19	12849	CORPORATE ARTWORKS, LTD.	6,840.00
8770G	Gift Fund - Art	5/31/19	12850	CORPORATE ARTWORKS, LTD.	4,955.00
Total Gift Fund Expenses for May, 2019					\$ 12,795.00

## EXECUTIVE DIRECTOR'S MAY 2019 MONTHLY REPORT

### HIGHLIGHTS

This year's Staff In-service program, Cultural Competence and Implicit Bias, served as a kickoff to the Cultural Competency Initiative for the staff. Most of the day was facilitated by Jody Gray and Kristin Lahurd from ALA's Office for Diversity, Literacy and Outreach Services. They focused on presenting a broad overview of cultural competencies using a variety of techniques to engage our staff. The evaluations completed by staff were positive and also reflected the spectrum of experience that they personally have with Equity, Diversity, and Inclusion (EDI). Jody and Kristin also collected feedback from staff and we expect to have a summary of those responses this summer. We look to building on the foundation that was set on this day and to carry the momentum forward. *(Library Board and Staff will respect and value diversity, creating an inclusive, equitable, and open environment. Cultural Competencies – identify and implement ongoing opportunities to increase respect, knowledge, and understanding.)*



Artwork installation in the Lobby was completed this month. It is beautiful! Staff had overwhelmingly positive reactions towards the bright, colorful, wonderfully designed pieces that now surround the Patron Services Desk. Patron comments over the last few weeks have been complimentary. In addition, some of the signage in the Lobby was updated, which will hopefully help patrons with wayfinding and queuing, especially as we start to see increased summer traffic. The cork flooring behind the desk was replaced with carpeting, which the staff love. They also feel that the carpeting has helped absorb some of the sound in the Lobby, which is another positive change. *(Library will*

*provide inviting, convenient, well-maintained, comfortable... facilities)*

Beginning in January 2019, the catalogers began keeping statistics regarding how many OCLC records they correct and/or enhance. Whether they make one correction, or several, only one statistic is recorded. The same holds true for records they enhance. Although tracking exactly how many corrections or enhancements they make would be a truer reflection of their efforts, the idea is not to engage in a burdensome exercise. But rather, to show how many OCLC records require our cataloging attention. In the first quarter this year (January through March), 1,195 records were corrected in some fashion and 3,479 records were enhanced in some way.

While the annual Free Comic Book Day had its inception in comics retailing, public libraries are also a hub of participation. Fiction/AV/Teen Services observed the event under the facilitation of Teen Services Librarian Abby Weaver, providing patrons with free comics supplied by neighborhood store Comix Revolution. Once those supplies were depleted, comics remaining from FanFest were distributed. Patrons were also given the opportunity to create a pin using the button maker and images from comics. A



drawing for gift cards to Comix Revolution was also held to much patron enjoyment; one winner was so excited that she arrived to collect her gift card just ten minutes after she received the phone call.



Free Comic Book Day continues to be popular in Youth Services as well. Patrons can pick up one free comic book, supplied by Comix Revolution, either at the Youth Desk or the Fiction/AV/Teen Desk. There was Star Wars coloring and activity sheets available to go along with it being “May the 4<sup>th</sup> Be With You” day. Patrons could also enter drawings at each desk for a gift card to Comix Revolution. [\(Explore the “fast casual” model of programming to create and provide more drop-in or pop-up programs for all ages.\)](#)

On May 24, the Family Place was fairly busy in the morning, so two staff members opened up the storytime rooms with some toys. About 15 people played for approximately two hours. Families were grateful to have the extra space and more variety of toys, including musical instruments, DUPLO® blocks, cardboard bricks, gardening toys, and a bean bag toss. Holding pop-up play events allows us to provide impromptu programming options during breaks from storytime. [\(Explore the “fast casual” model of programming to create and provide more drop-in or pop-up programs for all ages.\)](#)



Exam Cram Study Lounge was offered to high schoolers May 28-30. One particularly popular de-stressing activity for Exam Cram was the visit from Rainbow Assisted Animal Therapy with two teams of therapy dogs. Teen patrons were quite enthusiastic about the dogs; one told staff that the encounter with the therapy dogs “just made my entire existence,” and another declared that “I’m going to get an A+ on all of them (exams) now.”

Unlike past sessions where the Teen Space was employed as a quiet study area, this year the room was deployed as a de-stressing space dubbed the “Zen Puppy Lounge.” With a lengthy playlist of cute animal YouTube videos playing on the television and animal-themed motivational posters created by Teen Advisory Board members, studiers found a relaxed area to take study breaks.

Joe Collier, Business Reference Librarian, hosted the Performers Showcase at the 30<sup>th</sup> Annual Reaching Forward Conference on May 3. This was Joe's fifth and final year of putting on the alphabet suit, cracking jokes, and stage managing 16 potential library performers who do everything from music to magic to historical reenactments. Joe has helped put together the performers showcase as a member of the Reaching Forward Performers Showcase Subcommittee.

Amy Merda, Youth Services Library Assistant, and Claire Bartlett, Youth Services Outreach Librarian, worked with the Teen Librarians Abby Weaver and Andrea Johnson to prepare a four hour drop-in program called Speed Volunteering for Teens to give teens service hours. The program combined projects for the Library and for the wider community. Twenty-three teens attended, with the majority staying all four hours.

In keeping with the success of the Youth Summer Reading Program videos in past years, this year's video was created through a group effort of numerous MPPL staff along with clip submissions from the elementary schools. Children were thrilled to see their school featured! Some schools showed the video during their LRC time, one school combined it with a "TV" spot promotional filming, and numerous schools had us attend an assembly where the video was shown on a large screen during an assembly. South Branch even took it on the road to Juliette Low in Arlington Heights which has numerous Mount Prospect residents who frequent that branch.

The Board held a community reception on June 2 for retiring Executive Director, Marilyn Genter.

Pat on the Back Winner: Patty Griffin, Administration

Employee of the Moment: Rachel Leiner, South Branch; Carol Capra, Youth Services; Pam Fehling, Registration Services

## **TRENDS**

The Library was asked to host a geocache by a local resident. We were one of the remaining libraries without one. Our geocache (Library Peace Keeper) became live on May 18 and we had our first visitor on the 19<sup>th</sup>. The resident worked with Tom Garvin, Director of Facilities and Security, to find an appropriate spot. She was very happy that our Library was willing to participate with this Treasure Hunt activity. There are many geocache locations throughout the Village. The Village supports this popular activity as well and Village staff helped them locate spots for the "finds."

A new trend in middle grade fiction is the publication of journal/workbook style books. This is a multi-format book including text, pictures, and sections for writing, answering questions, and brainstorming. Three popular series published a companion book and all of them have been popular with patrons. They are *Share your Smile* by Raina Telgemeier, *Diary of an Awesome Friendly Friend* by Jeff Kinney, and *Last Kids on Earth Survival Guide* by Max Brallier.

The trend toward Library of Things continues. After many months of planning, ten mobile hotspots became available for checkout in May. Curious staff and a few lucky patrons quickly snatched hotspots up. An announcement about the hotspots will likely be in the next Preview newsletter. In the meantime, Hotspots are discoverable in the library catalog. The Library also added bike locks as items that can be checked out in time for the warm weather and biking to the Library. The locks will be kept at the Patron Services Desk, with a sign posted on or near the outside front bike racks to let people know they are available.

## **STRATEGIC PLAN**

The steering groups for the five initiatives have crafted their initial planning documents outlining strategic objectives and communication plan. During the last several months each group conducted needs assessments and data collection as appropriate to the intent of the initiative in order to guide the planning process. Each initiative has a “living document” that will continually be evaluated and updated as strategic objectives are accomplished. The document will serve as a pathway for the initiative’s steering group to follow and direct library efforts as part of the 2019-2023 strategic plan with the vision to become an integral part of the Library’s organizational fabric. *(...committed to initiatives that build upon and enhance the Library’s mission and culture.)*

This month’s Youth Services learning goal was to read about computational thinking, which is the thought process used to develop and implement solutions to complex problems. Staff brainstormed ways to incorporate computational thinking into programming and library services. Becca Rutkowski, Youth Collection Librarian, was mindful of this concept when purchasing new educational toys for the Discovery Zone. The newly acquired Color Cube builds logic and problem solving skills using decomposition and algorithm design skills. Mental Blox, a 16-piece puzzle, challenges critical thinking skills using math and sequencing. *(Provide opportunities that foster computational thinking and hands-on/experiential learning.)*

MPPD officer Mike Angarola held a community beat meeting at the Library on May 6. When setting up the meeting, he mentioned that the people of Mount Prospect love our meeting room A, and it was the perfect spot to hold their meeting. *(The Library will provide a welcoming and friendly environment.)*

Jack Lockhart, representative from Illinois State Senator Ann Gillespie’s office, worked with Alison Horton, Head of Registration, to set up a Town Hall meeting here at the Library on June 24. May also marked the second month that representatives from Senator Gillespie’s office have come into the Library on alternating Tuesdays. *(Library will nurture partnerships, and develop new relationships...)*

Research Staff finished inputting database information into the Electronic Resource Manager (BLUEcloud eRM). The next step is to upload contracts and other important documents. This product is already making it easier to track products through the renewal process to ensure service is uninterrupted. Sixty-one databases have been entered to date. *(Library will provide and support responsive technologies for patrons and staff to meet needs and to increase ease of use.)*

Abby Reiter, Research Services Program Librarian, attended Next Chapter Book Club Affiliate Training (3 hours) on April 9 alongside representatives from Youth, Fiction/AV/Teen, and Search, Inc. Next Chapter Book Club is a recurring book club for individuals with special needs. Staff members from Search, Inc. (a local facility that serves adults and young adults with special needs) along with three staff members from the Library will be trained for and facilitate the book club via Next Chapter Book Club, a national organization. The target audience will be eight individuals from Search, Inc. who have special needs. In the future, if the program is a success, we hope to expand the club to include individuals in the community outside of Search, Inc. who have special needs. *(Expand special needs, cultural competencies, and multicultural programming.)*

Carol Capra, Youth Elementary School Liaison, had a last-minute request to display some 3-D artwork from Lions Park students made from recyclable materials. Of course we found some space and it was exciting to see so many people, including many non-Lions Park families, interested in this idea and even snapping photos to replicate the theme at their home/school. *(Library will nurture partnerships, develop new relationships, and build and encourage coalitions and joint ventures.)*



John Jay had a fabulous bulletin board display. It was perfect timing as our John Jay ESL families had a visit to the Library in the evening and were excited to see it as one of the tour stops. *(Library will nurture partnerships, develop new relationships, and build and encourage coalitions and joint ventures.)*

## **LIBRARY BUSINESS**

### **May Circulation**

2015:	73,836
2016:	73,915
2017:	74,073
2018:	70,665
2019:	71,067

### **Included in the above total**

Electronic Media:	5,731
Express Checkout:	22,809
First time Checkouts:	49,973
Interlibrary Loan Borrowed:	308
Interlibrary Loan Loaned:	369
Reciprocal Borrowing:	6,094
Renewals:	14,875
South Branch:	2,437

**Library cards issued:**

Business:	0
Non Resident:	0
Reciprocal Borrowers:	70
Resident:	160
Total Active Cards:	43,801
Total Registered Cards:	5,247

**Collection (all collections): 481,549 items**

AV items (included above): 72,024 items

E collection (included above): 13,284 e-audiobooks, 29,923 e-books, 83 e-journals, 232 e-music, and 493 e-videos

Volumes (included above): 347,335 items

Donations: 65 items. AV and books, donated by groups and individuals, were added to the collection this month.

**May 2019 Total Questions: 10,730**

**May 2018 Total Questions: 11,819**

Fiction/AV/Teen	1,914
Research	3,980
Registration	2,868
South Branch	487
Youth Department	1,481

**Voters Registered:**

Main:	0
South Branch:	0

**IT SERVICES – T. Loga****ATT Circuit**

ATT will be changing our shared (with Village) fiber circuit type that is used for both data and voice to switched-ethernet. This is mostly an internal ATT change; we will continue to use the same fiber. This change will increase the capacity of the circuit from 250M to 500M. The cut-over date is planned for June 2019. In order to accommodate the increased capacity, we'll be upgrading the router – and plan to use the old one at the South Branch location since that is at end-of-life. (*Remain current with best industry practices.*)

**Enterprise Catalog Changes**

In May we did a small update on the main screen of the catalog (<https://catalog.mpppl.org>) – the content was left the same (Staff Suggestions and Recent Additions) but the graphics and icons were refreshed. In addition, we are

moving forward with a subscription to Syndetics Unbound in order to increase the number of cover art images for audiovisual, foreign language, and video game material. The way enriched content is displayed in the catalog will be changing from separate tabs for Summary, Excerpts, etc., to all in one tab. We will be uploading our holdings to Syndetics, which will give us the option to display some new enrichments as well. *(Library will provide and support responsive technologies for patrons and staff to meet needs and to increase ease of use.)*

### **Timeclock Upgrade**

After thorough testing we enabled a timeclock feature that allows staff to punch in/out using the timeclock mobile app on their smartphones. The system uses a geofencing and IP detection to determine if the punch is taking place inside the building – and does not allow off-site punches. This is just an option for staff – the wall-mounted timeclock and computer timeclock are still also available. *(Library will provide and support responsive technologies for patrons and staff to meet needs and to increase ease of use.)*

### **BUILDING – T. Garvin**

EXTERIOR – May weather was very wet; a new record was set for monthly precipitation with a total for the month of 8.25” which is about 4.5” more than normal. Coincidentally the record that was broken was just set last year when we were at 8.2” of rain. Our heaviest storm occurred on the 27<sup>th</sup> when we got just less than 2” of rain.

We have done the planting of annual flowers around the building. We planted 13 flats of annuals in our garden areas. We purchase these through the River Trails Education Foundation Annual Spring Flower Sale every year. We also purchased some additional ornamental annuals for the two memorial planters at our main entrance.

We contract with Midwest Irrigation for maintenance on our lawn irrigation system. They come out in the late fall to shut down and drain the lines to prevent freeze damage, and then in the spring they fill the system and check operations for the season. They also come out once midseason to check the system and repair any leaks or replace sprinkler heads that might have failed. The startup was done in May and is following the preprogrammed schedule.

Areas at the lower level of our masonry at the garage level were in need of some repair. The concrete at the base of the brickwork was cracking and needed repairs. We have done this type of work in the past. The primary areas that need repair are at the corners. We contracted with Garfield Building Maintenance for this work. We have used this firm for tuck-pointing and masonry and have received good service. This work was started on the 23<sup>rd</sup> and was expected to take several days. They were able to work for three days but then the heavy rains delayed the remainder of the project which is expected to be completed in June. *(Promptly respond to building issues.)*

On the corner of Central Road and Elmhurst Road is our electronic message board sign. This is used to advertise upcoming programs and Library news. This stopped working on the 15<sup>th</sup> and we had our contractor, Bright Light Signs, out to investigate the

problem. After several hours it was determined that a number of the electrical data boards had failed and we may also have a problem with the data cable which is used for communicating with the sign. We received a proposal for the needed repairs which was accepted. The parts were ordered and we expect to have it operational in June once the parts are received. We also have been researching upgrading the message board with higher resolution colored LED lighting because of the age of our unit and the advanced technology now available. Bright Light is working on providing us with more detailed information and pricing. *(Upgrade facility systems in a timely fashion, such as lighting, security, HVAC, etc.)*

INTERIOR – Library materials when checked out can be taken anywhere and thereby get exposed to various problems. One of the possible problems libraries have experienced is books getting infested with bed bugs. For this reason we contract with a firm, Canine Detection & Inspection Services from Chicago Ridge, to perform semiannual inspections of the Library for possible infestation of bed bugs. 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, May 19<sup>th</sup> to perform this inspection. They arrived at 6:30 a.m. and proceeded to inspect the second floor public areas, the first floor public areas, Circulation, Collection & Bibliographic Services, 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 did have several items that our staff had suspicions about which were bagged up, these items were inspected as well and were also cleared.

Some of our HVAC equipment was worked on this past month. The automatic drain valve on one of the humidifiers was failing to close so water was constantly flowing out. We found this problem while doing a maintenance check on the units toward the end of the heating season when the call for humidity was lessening so we shut that unit down. We contacted our humidifier vendor and scheduled the replacement which was done in May.

Seasonal maintenance work was done on our air handlers by in-house staff. We changed filters, grease motor bearings, adjust drive belt tensions, and changed belts as needed to insure our systems operate at design levels. As part of our maintenance contract with Trane for our air conditioning equipment we have a preseason preventive maintenance checkup done in May. The compressors were all replaced last year with our renewal maintenance agreement. The units were all in good working order although we did find that one of the condenser fan motors had failed. We had Trane order the necessary parts and it will be replaced in early June.

We have a maintenance contract with Otis Elevator to maintain our elevators. We have a quarterly preventive maintenance checkup schedule. Otis performed this work. No issues were found and all is working well.

PROJECTS – The last of the work for our Lobby project was completed in May. The cork flooring behind the Patron Services Desk was sanded down and refinished as part of the project. There was a problem with white spots showing afterwards. The contractor was out and tried to redo the problem areas but was not successful. The consensus was that the original adhesive may have leached into the tile and when the sanding was

done it was exposed. The two options we had were to either replace the damaged cork tiles or to carpet the area. We opted to carpet the space. The cost for this was split equally between the flooring contractor, our general contractor, Shales McNutt, and the Library. The flooring contractor was out on the 29<sup>th</sup> and started work at 5:00 a.m. The work was done and we opened at our normal time at 9:00 a.m. Staff find the carpet to be beneficial in helping to reduce the reverberation noise as well.

We added additional signage in the Lobby area. Queuing for the Patron Services Desk was needed. We had one of our old hanging signs re-lettered to read “CHECK OUT” with an arrow and hung that where the line would start. We had the sign that we once had at the bottom of the main staircase re-lettered with “LINE STARTS HERE” which is placed at the end of the service desk. We are also going to be incorporating a floor mat with arrows and a line to help identify this as well.

We work with the firm Corporate Artworks for selection and design for the artwork throughout the Library. For the new Lobby design we contracted with them to develop and help select new pieces as well as to incorporate some existing art in the Lobby. The new pieces were installed in May. A nature theme is carried throughout all of the artwork. Three large natural landscape setting prints were installed along the wall just to the east of the service desk, four multicolored tree crosscut prints were installed above the holds shelving, a large collage of multicolored wood cross cuts and our existing tree sculpture was installed in the niche across from the main staircase, and our existing floral watercolor painting was installed directly in back of the service desk. In addition, the Water Tower watercolor painting donated to the Library by the artist which had been on the north wall of the Lobby was moved to the west wall.

SECURITY – In early May there was an assault incident in the Village parking garage. The vehicle was left in our lot for several days until the police had it towed out. While this incident was not directly connected to the Library we kept all staff informed of details as they became available and our security staff provided escort service if staff felt the need.

**VOLUNTEERS**

Adult Volunteers:	13 Volunteers	116.5 Hours Worked
Volunteens:	6 Teens	36.5 Hours Worked

**PROGRAMS** (see attached list for specific programs)

<b>Event Type</b>	<b>Number of Programs</b>	<b>Attendance Total</b>
Discussions	5	68
Adult Programs	10	424
Special Programs (Adult and Youth)	2	36
Community Outreach Programs	55	4175
Technology Programs	14	118



South Branch Programs	14	138
Young Adult Programs	6	67
Youth Programs	8	229
<b>Totals</b>	<b>114</b>	<b>5,255</b>

### Highlights

Julie Collins, Assistant Head of Research Services, once again hosted WDCB Jazz Presents Jammin' in the Stacks with the Brother John Kattke Trio, on Friday, May 31 (100 attendees). This year the performers were oriented towards blues rather than jazz as in previous years. This series has been hosted at the Library since 2016, and this may have been the best performer so far. The band consisted of John Kattke who alternated between playing guitar, electric piano, and the Library's grand piano, a drummer, and a bass player who alternated between acoustic and electric. The set list was a mix of classic blues, jazz, and pop. They played two sets, starting at 7 p.m. and ended just after 9 p.m. Many of those in attendance asked if we could have John back annually as well as another jazz performance during the year.

Allison Smith Hahn, South Branch Program Coordinator, taught kids how to create a card that lit up with a LED with conductive tape and simple circuits during BuilderFest: Paper Circuit. Maria Romero, South Branch Patron Assistant, helped participants troubleshoot their designs and keep the electricity flowing!



For the second event in the Sewing Lab series, Allison Smith Hahn and Maria Romero guided patrons through the process of making their own zippered pencil case. *(Create and promote active learning opportunities for children, teens, and adults. Provide opportunities that foster computational thinking and hands-on/experiential learning.)*



Joe Collier, Business Reference Librarian, hosted Mount Prospect Entrepreneurs Initiative (MPEI) Be Business Ready! Multi-session Small Business Resource Workshop on May 7. This program, along with the following night's Spotlight on Success Film Series: *Generation Startup* (May 8), were presented as part of national Small Business Week. Speakers included: a representative from the Small Business Association who discussed the SBA funding and application/qualification process for SBA-backed loans, a local lawyer who spoke on legal issues concerning small businesses, a local Edward Jones advisor who discussed financial benefits planning for small businesses, and a representative from the State of Illinois who discussed the importance of compliance with workers compensation insurance. Attendance was better than expected and several good connections with local small business owners and entrepreneurs were made.

### **Upcoming Adult Education Programs**

- July 8            13<sup>th</sup> Annual Sister Cities Family French Festival
- July 9            Powerful Personal Storytelling Workshop: Session 1
- July 16           Drop In Genealogy
- July 16           Powerful Personal Storytelling Workshop: Session 2
- July 17           How to Hire the Sun: Solar Energy 101
- July 23           Édouard Manet: Painter of Modern Life
- July 25           Coin Collecting Appraisals
- July 30           Mount Prospect Public Library Foundation Concert: 50<sup>th</sup> Anniversary of Woodstock
- July 31           Lawyers at the Library: Your Legal Help Desk

### **SELECTED MEETINGS, AND WORKSHOPS OFF SITE ATTENDED BY STAFF**

- May
- 01            Chamber Business Breakfast at Emerson's – J. Collier
- CommUnity Breakfast at Bristol Court – B. Corrigan-Buchen, M. Genther

- 07 SirsiDynix Library Users of Illinois Annual Meeting at Downers Grove Public Library – L. Lareau
- 9 Audio-Visual Information & Discussion (AVID) meeting – C. Lord
- 10 Northern Illinois Documents Librarians (NIDL) meeting at Harold Washington Library – J. Collins
- 12 Volunteered at MPHS for Second Sunday House Tours, 2 hours – P. Nelson
- 15 World Language Networking Group meeting at Niles-Maine District Library – M. Garstecki
- 15 Interfaith Dialogue at Arlington Heights Memorial Library – B. Corrigan-Buchen
- 16 LACONI Takes on Teen Programming program – A. Weaver
- 19 CCB Tech Showcase in Milwaukee – T. Loga, P. Balingit, J. Lopez, A. Kaiser
- 31 LACONI Meeting at Fountaindale Public Library – Minimum Wage Compliance – J. Slayton, E. Whitmore

**Webinars and Online Training Sessions:**            1 session            1.5 hours  
**Additional Learning Sessions:**                    11 sessions    1,121.5 hours

**Highlights:**

May 14 – M. Vonderhaar, Learning Specialist – Open-Source Learning: What You Need to Know. Sam Crumley, VP of Employee Experience, Panopto, presented this webinar on how to create, market, and use an open source learning library. The concept is one that I’ve been thinking about quite a bit this year. The learning content platform takes a backseat to content creation and sharing; and if all staff can access learning content on demand, it doesn’t need to be in a paid Learning Management System (LMS). The other piece that is important is allowing all staff to create and upload learning content to the Library. The benefits are: staff buy-in to learning program, content accessible by all staff, content available on demand, and the amount of content increases more rapidly. This is a model I am going to slightly modify and launch with the redesign of the intranet training pages.

May 21 – S. Liu, Assistant Head Collection & Bibliographic Services and M. Genther, Executive Director – Micro-aggressions: skills for effectively navigating the complexities. Excellent overview of micro-aggressions – what they are and how they affect the workplace.

May 22 – S. Browne, Research Services Electronic Resources Librarian – Crash Course in Fantasy with NovelList and LibraryReads. Steve learned about the fantasy genre and all the subgenres with recommended classic and new titles.

**SELECTED MEETINGS, WORKSHOPS, ETC. ATTENDED BY BOARD**

Marie Bass – 28 Orientation

Michael Duebner – 30 Personnel Committee

Sylvia Fulk – 30 Personnel Committee

Brian Gilligan – 30 Personnel Committee

Sylvia Haas – 8 Pat on the Back Luncheon; 30 Personnel Committee

### **FRIENDS OF THE MOUNT PROSPECT PUBLIC LIBRARY**

Friends agreed to underwrite Marilyn Genther's community reception and pledged \$10,000 toward the upgrading of the outside electronic sign when that project happens later this year. The original outside electronic sign was purchased by the Friends over 20 years ago so there is a special affinity for the sign.

Pat Klawitter was elected as President and Judy Roraff elected as Treasurer.

### **MOUNT PROSPECT PUBLIC LIBRARY FOUNDATION**

The Foundation Board appointed new board member Suzanne Townsend at the May meeting and chose Gail Bajkowski to fill the vacancy of Vice President left by Bill Walters. The Foundation also approved to host the Barbara Rinella fundraiser program the evening of October 7. This will be the 14<sup>th</sup> consecutive year for the program.

### **STAFF ANNIVERSARIES**

Katharine Wohrstein, Collection and Bibliographic Services, 15 years

Please note: Executive Director's report is also available on the Internet via [mtpl.org/about-us/board-of-trustees](http://mtpl.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.

## May 2019 Programming Statistics

Monthly Summary by Event Type			
Event Type	Number of Programs	Attendance Total	
Discussions	5	68	
Adult Programs	10	424	
Special Programs (Adult and Youth)	2	36	
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Technology Programs	14	118	
South Branch Programs	14	138	
Young Adult Programs	6	67	
Youth Programs	8	229	
<b>Grand Total</b>	<b>114</b>	<b>5255</b>	
Event Type/Program	Attendance Totals		
<b>Adult NF Programming</b>	<b>263</b>		
<b>Adult NF Programming</b>	<b>263</b>		
Lawyers at the Library: Your Legal Help Desk	4		
Midwest Exotica: The Wonderful Wildflowers of the Great Lakes	62		
Mount Prospect Public Library Foundation Concert: The History of Country Music With Steve Justman	57		
The Mount Prospect Public Library Foundation Presents The Shakespeare Project of Chicago: <i>The Roaring Girl</i>	40		
WDCB's Jammin' in the Stacks	100		
<b>Afternoon Encore</b>	<b>62</b>		
<b>Afternoon Encore</b>	<b>62</b>		
Afternoon Encore: Dick Van Dyke: A Jolly Holiday	62		
<b>Business</b>	<b>21</b>		
<b>Business</b>	<b>21</b>		
Be Business Ready! Multi-Session Small Business Workshop	15		
Spotlight on Success Film Series: Generation Startup	6		
<b>Community Outreach Programs</b>	<b>4175</b>		
<b>Discussion</b>	<b>68</b>		
<b>Discussion</b>	<b>68</b>		
Book Chat Book Discussion	20		
Coffee, Books, & More	18		
Food for Thought-Session 1	11		
Food for Thought-Session 2	7		
Friends of the Library Book Discussion	12		
<b>Movie Screening</b>	<b>78</b>		
<b>Movie Screening</b>	<b>78</b>		
Movies @MPPL: A Dog's Way Home	78		
<b>Patron Program</b>	<b>36</b>		
<b>Patron Program</b>	<b>36</b>		
A Good Yarn Knitting and Crocheting Guild	8		
Medical Benefits of Acupuncture	28		
<b>South Branch Adult Program</b>	<b>0</b>		
<b>South Branch Adult Program</b>	<b>0</b>		
Mango Language Lab @ South Branch	0		
<b>South Branch Family Program</b>	<b>27</b>		
<b>South Branch Family Program</b>	<b>27</b>		
Family Genealogy/ Genealogía para la familia @ South Branch	7		
Family Lotería @ South Branch	11		
Family Movie Night / Noche de cine para la familia @ South Branch	9		
<b>South Branch STEAM Program</b>	<b>12</b>		
<b>South Branch STEAM Program</b>	<b>12</b>		
BuilderFest: Paper Circuit / Circuito de papel @ South Branch	12		
<b>South Branch YA Program</b>	<b>9</b>		
<b>South Branch YA Program</b>	<b>9</b>		
Crafternoon: Sewing Lab / Taller de Costura @ South Branch	9		
<b>South Branch Youth Program</b>	<b>90</b>		
<b>South Branch Youth Program</b>	<b>90</b>		
LEGO® Mania @ South Branch	14		
Make and Take Craft/ Hazlo y Llévatelo @ South Branch	9		
Play and Learn/ Jugar y Aprender	58		
Wii Night / Noche de Wii @ South Branch	9		
<b>Special Storytime</b>	<b>7</b>		
<b>Special Storytime</b>	<b>7</b>		
Sensory Stories & Play	7		

## May 2019 Programming Statistics

Event Type/Program	Attendance Totals
<b>Technology Program</b>	<b>118</b>
<b>Technology Program</b>	<b>118</b>
Cutting the Cord: How to Stream Everything	62
Getting More From Your Gmail	2
Getting the Most From Google Calendar™	2
Getting to Know Your Android™ Smartphone or Tablet	3
Introduction to CAD Software	9
Microsoft Publisher® Basics	4
Open Tech Lab	11
PowerPoint®: Beyond the Basics	4
Taking Photos With Your Android™ Device	6
Tinkercad® Open Lab	1
Using Google Drive™	6
Using PowerPoint®	8
<b>Young Adult</b>	<b>67</b>
<b>Young Adult</b>	<b>67</b>
Friday Funday: Tabletop Games	10
Introduction to Robotics: Spheros	11
Teen Advisory Board Meeting	8
Teen Book Café @ Starbucks	16
Volunteer Orientation	22
<b>Youth Program</b>	<b>219</b>
<b>Youth Program</b>	<b>219</b>
Family Gaming	8
Family Science Clubhouse: Fun With Food	25
Musical Storytime	23
Speed Volunteering for Teens	23
Super Saturday: Barefoot Hawaiian Family Show	140
<b>Youth STEAM Program</b>	<b>3</b>
<b>Youth STEAM Program</b>	<b>3</b>
Intermediate 3-D Printing for Kids	3
<b>Grand Total</b>	<b>5255</b>

Closed Minute Resolution 06-2019

Whereas, the Mount Prospect Public Library Board has met to review closed minutes for semi annual review as mandated at their regular meeting, June 20, 2019;

Whereas, the Mount Prospect Public Library Board has determined that the need for confidentiality no longer exists for the following:

- February 21, 2019

Therefore, these minutes are now available for public inspection.

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

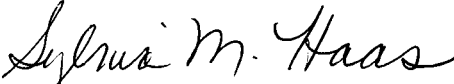
Therefore, these closed minutes are to remain closed.

Ayes: Marie Bass, Michael Duebner, Sylvia Fulk, Terri Gens, Brian Gilligan, Sylvia Haas, Jackie Hinaber

Nays: None

Absent: None

Passed this 20<sup>th</sup> day of June, 2019.

  
Sylvia M. Haas, Board President