

Board of Trustees
Mount Prospect Public Library
10 S. Emerson Street | Mount Prospect, IL 60056

Regular Board Meeting
April 21, 2022 7:00 p.m.
Meeting Room B (in person)

AGENDA*

- 1. Call to Order**
- 2. Roll Call**
- 3. Public Comment**
- 4. President's Report**
- 5. Consent Agenda (Action)**
 - a. Approve Minutes of Regular Board Meeting of March 17, 2022 **(3-5)**
 - b. Approve March 2022 Bills **(6)** and Financial Reports **(8-24)**
- 6. First Quarter Financial Review – Christine McKinley**
- 7. Trustee Advocacy Elevator Speech**
- 8. Strategic Plan Update**
- 9. Executive Director Report (2)**
- 10. March 2022 Library Activity Report (25-34)**
- 11. Trustee Reports and Comments**
- 12. Upcoming Meetings and Events Calendar**
 - a. Strategic Retreat – April 25
 - b. Foundation Board Meeting – Tuesday, April 26 - Open
 - c. Committee of the Whole Meeting – May 5 – Tentative
 - d. Regular Board Meeting – May 19
 - i. Officer Elections 2022-2023
 - e. Foundation Board Meeting – May 23 – Rosemary Groenwald
 - f. Committee of the Whole Meeting – June 2
 - i. Review Draft Plan
 - g. Regular Board Meeting – June 16
 - i. Approve Final Plan
- 13. Adjournment**

**Library Director Report
April 21, 2022**

1. **Consent Agenda.** This is agenda item number 5. Any item on the consent agenda can be removed by request and discussed and voted on separately. All items on the consent agenda this month are regular business items.
2. **First Quarter Financial Review.** This is agenda item number 6. Finance Manager Christine McKinley will present the first quarter 2022 financial overview. We will also discuss the potential delay in receiving the second installment Cook County tax revenue due to the anticipated delay in sending out property tax bills.
3. **Trustee Advocacy Elevator Speech.** This is agenda item number 7. As discussed in previous meetings, Trustees will work on completing a brief script to be used when talking with the community or potential Trustee candidates. At the April 21 Board meeting, we will ask all Trustees to complete the following sentences and/or identify other prompts.
 - a. I am a Library Trustee because...
 - b. My favorite thing to do at the library is...
4. **Strategic Plan Update.** This is agenda item number 8. Our strategic planning process is on schedule. All the in-person community focus groups have been completed, and our survey closed with a total of 2,022 responses.

Next up is the Findings Presentation on Wednesday, April 20 at 4:00 p.m. via Zoom, followed by the in-person Strategic Retreat on Monday, April 25 from 2:00 – 8:00 p.m. The Strategic Retreat will identify the highest-level Strategies/Initiatives, which the Board will be asked to approve in May. After the initiatives are approved, staff will complete the remainder of the plan, which is to identify the goals and objectives.

Recommended schedule:

- Thursday, May 19 Regular Board: Approve Initiatives
- Thursday, June 2 Committee of the Whole: Review draft plan
- Thursday, June 16 Regular Board: Approve final plan



**Regular Board Meeting
March 17, 2022
Minutes**

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 7:02 p.m. by Michael Duebner, President.

2. Roll Call

Present: Marie Bass, Michael Duebner, Sylvia Fulk, Brian Gilligan [arrived at 7:33 p.m.], Rosemary Groenwald, Sylvia Haas, Kristine O'Sullivan
Absent: None
Staff Present: Anne Belden, Jo Broszczak, Su Reynders
Visitors: Jeff Barmueller with North Shore Sign, Mary Grace Crowley-Koch, Ron Crowley-Koch, Steve Zalusky

3. Public Comment

Ron Crowley-Koch, resident of Mount Prospect, holds a short story Book Club at the Main Library on Tuesdays every other month and asked to be included on the calendar program listing.

4. President's Report

President Duebner asked the entire Board to complete their "elevator speech" to be discussed at the April 21 Regular Board meeting.

5. Consent Agenda

- a. Approve Minutes of Regular Board Meeting of February 17, 2022
- b. Approve February 2022 Bills and Financial Reports

Motion was made by Trustee Haas and seconded by Trustee Fulk to establish the Consent Agenda as presented. Voice vote carried.

Motion was made by Trustee O'Sullivan and seconded by Trustee Fulk to approve the Consent Agenda as presented. Roll Call Vote: AYES: Bass, Duebner, Fulk, Groenwald, Haas, O'Sullivan. NAYS: None. ABSENT: Gilligan. ABSTAIN: None. Motion carried.

6. Presentation and Approval of Bid for Outdoor Electronic Sign

Director Reynders explained the Outdoor Electronic Sign project was originally scheduled for the fall of 2021, but due to a variety of reasons the project was moved to 2022. The public bid opening meeting was held on March 15, and the project was awarded to North Shore Sign.

Jeff Barmueller with North Shore Sign said that he is honored to work with the library and to be awarded the project. He explained the targeted completion date for the project is May and that North Shore will take care of the permits and details for the new outdoor sign.

Trustee Duebner thanked staff for their work on this project.

Motion was made by Trustee Haas and seconded by Trustee Bass to approve the bid for the Outdoor Electronic Sign for \$39,700 to North Shore Sign as presented. Roll Call Vote: AYES: Bass, Duebner, Fulk, Groenwald, Haas, O'Sullivan. NAYS: None. ABSENT: Gilligan. ABSTAIN: None. Motion carried.

7. Strategic Plan Update

Director Reynders reported the Strategic Planning process is going well and explained the various survey distribution methods including postcards to all households, e-newsletter, survey available on the website, and printed surveys at Main Library and South Branch. Additionally, 15% of random households received a printed survey mailing that included a self-addressed stamped envelope. In addition, targeted invitations have been sent out for the various Focus Groups sessions in March.

Trustees Bass, Duebner, Fulk, and O'Sullivan will attend the Strategic Plan Retreat on Monday, April 25 from 2-8 p.m.

8. Executive Director Report

Director Reynders reported that the State of the Village Chamber Annual Meeting will be held on Thursday, April 7 at 7:30 a.m. at the Old Orchard Country Club and asked if any Trustees wanted to attend. Trustee Haas expressed interest in attending this breakfast.

Director Reynders stated that the Statement of Economic Interest form needs to be completed by May 1.

9. February 2022 Library Activity Report

Trustees reviewed the February 2022 Library Activity Report. Trustee O'Sullivan commented on the social media increase by over 200% in February.

10. Trustee Reports and Comments

Trustee Groenwald attended the Foundation Board meeting on February 28. She reported that four baskets for raffle ticket purchase are on display in the lobby. Trustee Fulk shared her enthusiasm on the wonderful raffle baskets on display and encouraged to support the Foundation in their efforts.

11. Upcoming Meetings and Events Calendar

- a. No Foundation Board Meeting held in March
- b. Village Board Meeting, National Library Week proclamation – April 5 – M. Duebner
- c. Committee of the Whole Meeting – April 7 – Canceled
- d. Regular Board Meeting – April 21
- e. Strategic Plan Retreat – Monday, April 25 2:00 – 8:00 p.m.
- f. Foundation Board Meeting – April 25 – open

12. Closed Session

As pursuant to 5 ILCS 120/2 (c) (21), discussion of minutes [and recordings] 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.

Motion was made by Trustee Fulk and seconded by Trustee Gilligan to adjourn to closed session at 7:46 p.m. Roll Call Vote: Bass, Duebner, Fulk, Gilligan, Groenwald, Haas, O'Sullivan. NAYS: None. ABSENT: None. ABSTAIN: None. Motion carried.

13. Reconvene Open Session

Open session was reconvened at 7:49 p.m.

Motion was made by Trustee Fulk and seconded by Trustee Haas to approve and release the closed minutes of January 21, 2021; and approve and not release the closed minutes of June 17, 2021, July 15, 2021, September 2, 2021, and October 7, 2021. Voice vote carried.

Motion was made by Trustee Fulk and seconded by Trustee O'Sullivan to destroy the verbatim recordings from previously closed sessions held no earlier than 18 months after the completion of the meeting and the written minutes have been approved by the Board of Trustees. Voice vote carried.

14. Adjournment

Motion was made by Trustee Fulk and seconded by Trustee Gilligan to adjourn the Regular Board meeting at 7:55 p.m. Voice vote carried.

Marie A. Bass, Secretary

Mount Prospect Public Library
Board of Trustees
Treasurer's Report

Fund Balances as of MARCH 31, 2022

Library General Fund	\$	8,104,605
Working Cash Fund	\$	2,212,206
Capital Projects Restricted Fund	\$	4,108,445
Debt Service Fund	\$	1,367,796
Gift Fund	\$	571,691
Total All Funds	\$	16,364,743

Cash Disbursements March 2022

\$	956,004.75
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Financial Summary

Fund Balances

Combined Balance Library & Working Cash Funds	\$	10,316,811
Annual Operating Budget 2022	\$	9,816,850
Combined Balance - Months in Reserve		12.6
Combined Balance - Percentage in Reserve		105%

YTD March Spending

- * \$41,301.89 above the year-to-date budget
- * YTD Actual is 1.7% above YTD budget

Percent of Full Year Budget Spent to date

- * YTD expected to spend 25% of the annual budget
- * Spending to date was actually closer to 25.4% of the annual budget
- * Last year we had expended about 24.4% of the annual budget

Levy Collection

- * To date 50.9% of the total 2021 Levy has been collected
- * Last year 41.8% of the 2020 Levy had been collected through March 2021
- * Historically, over the past six years, 41.8% to 51.6% (average of 49.4%) of the current year Levy has been collected YTD

MONTHLY EXPENSE SUMMARY

				YEAR TO DATE MARCH 2022							
	Line	Annual Budget	Annual Budget % to Total	YTD Budget	Budget % to Total	YTD Actual	Actual % to Total	% of Budget Expended	YTD Variance - Actual vs Budget		
									\$	%	% of TTL VAR
Salaries & Benefits											
Salaries	4110	5,740,000.00		1,434,999.00		1,400,443.78		24.4%	(34,555.22)	-2.4%	-83.7%
IMRF	4120	425,000.00		106,251.00		97,555.64		23.0%	(8,695.36)	-8.2%	-21.1%
MC / FICA	4130	425,000.00		106,251.00		100,731.21		23.7%	(5,519.79)	-5.2%	-13.4%
Insurance - Medical	4140	801,000.00		200,250.00		182,213.27		22.7%	(18,036.73)	-9.0%	-43.7%
Insurance - Life	4140	1,500.00		375.00		361.62		24.1%	(13.38)	-3.6%	0.0%
Unemployment Compensation Tax	4150	23,000.00		5,751.00		2,098.69		9.1%	(3,652.31)	-63.5%	-8.8%
Subtotal (4110L - 4150L)		7,415,500.00	75.5%	1,853,877.00	75.5%	1,783,404.21	71.5%	24.0%	(70,472.79)	-3.8%	-170.6%
Management Expense											
Audit	4210	5,200.00		1,299.00		0.00		0.0%	(1,299.00)	-100.0%	-3.1%
Legal Fees	4220	10,000.00		2,499.00		0.00		0.0%	(2,499.00)	-100.0%	-6.1%
Printing	4230	81,100.00		20,277.00		9,424.01		11.6%	(10,852.99)	-53.5%	-26.3%
Marketing	4240	35,150.00		8,790.00		1,421.35		4.0%	(7,368.65)	-83.8%	-17.8%
Resources	4250	11,409.00		2,853.00		249.97		2.2%	(2,603.03)	-91.2%	-6.3%
Professional Dues	4260	20,235.00		5,058.00		4,222.00		20.9%	(836.00)	-16.5%	-2.0%
Board Development/Training	4270	2,500.00		624.00		50.00		2.0%	(574.00)	-92.0%	-1.4%
Human Resources	4280	135,325.00		33,828.00		41,779.58		30.9%	7,951.58	23.5%	19.3%
Other Operating	4290	105,325.00		26,334.00		20,429.37		19.4%	(5,904.63)	-22.4%	-14.3%
Subtotal (4210L - 4290L)		406,244.00	4.1%	101,562.00	4.1%	77,576.28	3.1%	19.1%	(23,985.72)	-23.6%	-58.1%
Operating Expenses											
Telecommunications	4310	35,950.00		8,991.00		8,905.41		24.8%	(85.59)	-1.0%	-0.2%
Insurance	4320	119,400.00		29,850.00		95,571.00		80.0%	65,721.00	220.2%	159.1%
Office Supplies	4340	22,574.00		5,643.00		4,489.39		19.9%	(1,153.61)	-20.4%	-2.8%
Library Supplies	4350	20,750.00		5,190.00		2,942.52		14.2%	(2,247.48)	-43.3%	-5.4%
Postage	4360	25,100.00		6,276.00		5,511.28		22.0%	(764.72)	-12.2%	-1.9%
Contract Services	4380	55,244.00		13,812.00		10,033.28		18.2%	(3,778.72)	-27.4%	-9.1%
IT Services	4390	67,257.00		16,812.00		25,294.86		37.6%	8,482.86	50.5%	20.5%
Subtotal (4310L - 4390L)		346,275.00	3.5%	86,574.00	3.5%	152,747.74	6.1%	44.1%	66,173.74	76.4%	160.2%
Building Expense											
Building Maintenance	4410	181,592.00		45,396.00		29,839.06		16.4%	(15,556.94)	-34.3%	-37.7%
Equipment Maintenance	4420	133,757.00		33,441.00		70,479.21		52.7%	37,038.21	110.8%	89.7%
Janitorial	4440	65,800.00		16,449.00		13,824.01		21.0%	(2,624.99)	-16.0%	-6.4%
Equipment	4450	192,350.00		48,090.00		26,957.05		14.0%	(21,132.95)	-43.9%	-51.2%
Utilities	4460	49,500.00		12,375.00		25,818.87		52.2%	13,443.87	108.6%	32.6%
Subtotal (4410L - 4460L)		622,999.00	6.3%	155,751.00	6.3%	166,918.20	6.7%	26.8%	11,167.20	7.2%	27.0%
Library Materials											
Adult Print	4610	208,685.00		52,170.00		44,645.15		21.4%	(7,524.85)	-14.4%	-18.2%
Adult AV	4620	67,400.00		16,848.00		8,495.26		12.6%	(8,352.74)	-49.6%	-20.2%
Youth Print	4630	145,000.00		36,252.00		29,917.63		20.6%	(6,334.37)	-17.5%	-15.3%
Youth AV	4640	32,900.00		8,223.00		5,663.50		17.2%	(2,559.50)	-31.1%	-6.2%
Serials	4650	18,500.00		4,623.00		14,614.58		79.0%	9,991.58	216.1%	24.2%
Electronic Resources	4660	178,475.00		44,619.00		98,372.18		55.1%	53,753.18	120.5%	130.1%
Digital Media	4661	204,620.00		51,156.00		59,844.17		29.2%	8,688.17	17.0%	21.0%
E-Learning	4662	43,437.00		10,860.00		32,864.31		75.7%	22,004.31	202.6%	53.3%
Library of Things	4663	29,250.00		7,314.00		4,073.21		13.9%	(3,240.79)	-44.3%	-7.8%
Microform	4670	900.00		225.00		619.85		68.9%	394.85	175.5%	1.0%
Processing	4680	25,350.00		6,339.00		5,497.93		21.7%	(841.07)	-13.3%	-2.0%
Programs	4690	71,315.00		17,832.00		10,272.69		14.4%	(7,559.31)	-42.4%	-18.3%
Subtotal (4610L - 4680L)		1,025,832.00	10.4%	256,461.00	10.4%	314,880.46	12.6%	30.7%	58,419.46	22.8%	141.4%
Total (4110L - 4680L)		9,816,850.00	100.0%	2,454,225.00	100.0%	2,495,526.89	100.0%	25.4%	41,301.89	1.7%	100.0%
Reimbursable Activity											
Foundation Expenses (9530L)	9530	9,675.00		2,418.00		0.00			(2,418.00)	-100.0%	
Friends Expenses (9540L)	9540	23,500.00		5,877.00		1,396.88			(4,480.12)	-76.2%	
Village Shared Expense (9560L)	9560	3,183.00		795.00		570.82			(224.18)	-28.2%	
Grant Expense (9570L)	9570	0.00		0.00		834.80			834.80	0.0%	
Total Reimbursable Activity		36,358.00		9,090.00		2,802.50			(6,287.50)	-69.2%	
Total Expenses - All Activities		9,853,208.00		2,463,315.00		2,498,329.39			35,014.39	1.4%	

MOUNT PROSPECT PUBLIC LIBRARY
Statement of Revenues, Expenditures & Fund Balances
For the Period Ended 03/31/2022

	Current Month	Year To Date
Library General Fund		
Revenues		
Property Taxes	\$ 4,540,582	\$ 6,142,332
Taxes Allocated to Other Funds	(488,092)	(661,609)
Personal Property Replacement Taxes	(349)	23,259
Interest Income	684	1,427
Illinois Per Capita Grant	-	-
Misc. Grant Income	1,947	4,599
Ground Lease Income	-	-
Miscellaneous Fees and Fines	2,925	6,596
Friends & Foundation Reimbursements	1,125	1,141
Village Reimbursements	920	1,094
<i>Total Revenues</i>	<u>\$ 4,059,742</u>	<u>\$ 5,518,839</u>
Expenditures		
Salaries & Benefits	\$ 600,496	1,783,404
Management Expense	35,758	77,576
Operating Expenses	12,397	152,747
Building Expense	48,572	166,919
Services and Resources	109,632	314,880
Friends & Foundation Reimbursable Expenses	256	1,397
Misc. Grant Expenses	252	835
Expenses Reimbursable by Village	222	570
<i>Total Expenditures</i>	<u>\$ 807,585</u>	<u>\$ 2,498,328</u>
Transfer to Capital Projects Restricted Fund	-	-
<i>Total Expenditures/Transfers</i>	<u>\$ 807,585</u>	<u>\$ 2,498,328</u>
Excess (Deficiency) of Revenues over Expenditures	\$ 3,252,157	\$ 3,020,511
Fund Balance - Beginning of Period	4,852,448	5,084,094
Fund Balance - End of Period	<u>\$ 8,104,605</u>	<u>\$ 8,104,605</u>
Working Cash Fund		
Fund Balance - Beginning of Period	\$ 2,212,206	\$ 2,212,206
Interest Allocation	-	-
Fund Balance - End of Period	<u>\$ 2,212,206</u>	<u>\$ 2,212,206</u>
Capital Projects Restricted Fund		
Revenues		
Transfer from Library Fund	\$ -	\$ -
Interest Income	948	1,502
<i>Total Revenues</i>	<u>\$ 948</u>	<u>\$ 1,502</u>
Expenditures		
Main: Bldg Maintenance	43	10,543
Main: Furnishings/Equipment	7,237	17,766
Supplies	(2)	(1)
South Branch: Bldg Maintenance	(249)	-
South Branch: Furnishings/Equipment	-	-
Reimbursement from Gift Fund	-	-
<i>Total Expenditures</i>	<u>\$ 7,029</u>	<u>\$ 28,308</u>
Excess (Deficiency) of Revenues over Expenditures	\$ (6,081)	\$ (26,806)
Fund Balance - Beginning of Period	4,114,526	4,135,251
Fund Balance - End of Period	<u>\$ 4,108,445</u>	<u>\$ 4,108,445</u>
Debt Service Fund		
Revenues		
Property Taxes	488,092	\$ 661,609
Interest Income	213	323
<i>Total Revenues</i>	<u>\$ 488,305</u>	<u>\$ 661,932</u>
Expenditures		
Interest Expense	2,583	\$ 7,749
Debt Reduction Payments	-	-
Bond Administration	-	450
<i>Total Expenditures</i>	<u>\$ 2,583</u>	<u>\$ 8,199</u>
Excess (Deficiency) of Revenues over Expenditures	\$ 485,722	\$ 653,733
Fund balance - Beginning of Period	882,074	714,063
Fund balance - End of Period	<u>\$ 1,367,796</u>	<u>\$ 1,367,796</u>
Gift Fund		
Revenues	600	\$ 2,517
Expenditures	1,344	1,344
Excess (Deficiency) of Revenues over Expenditures	\$ (744)	\$ 1,173
Fund Balance - Beginning of Period	572,435	570,518
Fund Balance - End of Period	<u>\$ 571,691</u>	<u>\$ 571,691</u>

MOUNT PROSPECT PUBLIC LIBRARY
SUMMARY OF CASH DISBURSEMENTS
March 31, 2022

LIBRARY GENERAL FUND

Salaries & Benefits (4100L - 4150L)	\$ 600,495.89	
Management Expense (4210L - 4290L)	35,758.09	
Operating Expenses (4310L - 4390L)	12,397.40	
Building Expense (4410L - 4460L)	48,571.53	
Services and Resources (4610L - 4690L)	109,631.66	
Friends & Foundation reimbursable expenses (9530L and 9540L)	255.72	
VOMP reimbursable expenses (9560L)	221.92	
Grant Expenses (9570L)	252.00	
Total March 2022 Library General Fund Expenses		\$ 807,584.21

Additions for Library General Fund Cash Disbursements:

Payments to Friends & Foundation & MPHS for income items	\$ 96.50	
Operating Expense Reimbursements received	6,680.43	
February 2022 Accrued Payroll & Benefits	276,814.31	
February 2022 Credit Card Payable	14,630.70	
February 2022 Accounts Payable	113,891.49	
March Accounts Receivable	667.84	
Disbursements for Capital Project Restricted Fund	-	
Disbursements for Gift Fund	-	
		412,781.27

Deductions for Library General Fund Cash Disbursements:

March 2022 Accrued Payroll & Benefits	\$ 124,538.20	
March 2022 Credit Card Payable	14,031.01	
March 2022 Accounts Payable	126,825.52	
February Accounts Receivable	202.15	
Payment of Nayax invoices & merchant fees by income offset	132.36	
Payment of Credit Card Merchant fees by income offset	20.33	
		(265,749.57)

Total Library General Fund cash disbursed \$ 954,615.91

CAPITAL PROJECTS RESTRICTED FUND

March 2022 Expenses	\$ 7,029.97	
Plus: February 2022 Accounts Payable	-	
Less: March 2022 Accounts Payable	(7,237.40)	
Plus: Reimbursed service fees	1.75	
Less: February 2022 Account Receivable	(40.50)	
Plus: March 2022 Accounts Receivable	290.63	
<i>Total Capital Projects Restricted Fund cash disbursed</i>		44.45

DEBT SERVICE FUND

March 2022 Expenses	\$ 2,583.33	
Plus: February 2022 Interest Payable	7,749.99	
Plus: February 2022 Accounts Payable	-	
Less: March 2022 Interest Payable	(10,333.32)	
Less: March 2022 Accounts Payable	-	
<i>Total Debt Service Fund cash disbursed</i>		0.00

GIFT FUND

March 2022 Expenses	\$ 1,344.39	
Plus: Reimbursed service fees	-	
Plus: February 2022 Accounts Payable	-	
Less: March 2022 Accounts Payable	-	
<i>Total Gift Fund cash disbursed</i>		1,344.39

TOTAL CASH DISBURSEMENTS, March 2022 **\$ 956,004.75**

Mount Prospect Public Library
Library Fund Expenses by G/L Account #
For the Period From Mar 1, 2022 to Mar 31, 2022

Account ID	Account Description	Date	Vendor Name	Trans Amount
4110L	Salaries	3/1/22	02/28/2022 PAYROLL ACCRUAL	-245,809.67
4110L	Salaries	3/5/22	PAYROLL - PAYCOM	215,083.46
4110L	Salaries	3/18/22	PAYROLL - PAYCOM	214,323.99
4110L	Salaries	3/31/22	PAYROLL - PAYCOM	215,222.12
4110L	Salaries	3/31/22	03/31/2022 PAYROLL ACCRUAL	76,865.04
4120L	IMRF	3/1/22	02/28/2022 PAYROLL ACCRUAL	-24,246.29
4120L	IMRF	3/30/22	VILLAGE OF MT. PROSPECT - IMRF	31,552.85
4120L	IMRF	3/31/22	03/31/2022 PAYROLL ACCRUAL	21,383.70
4130L	MC / FICA	3/1/22	02/28/2022 PAYROLL ACCRUAL	-17,660.17
4130L	MC / FICA	3/5/22	PAYROLL - PAYCOM	15,452.65
4130L	MC / FICA	3/18/22	PAYROLL - PAYCOM	15,392.50
4130L	MC / FICA	3/31/22	PAYROLL - PAYCOM	15,453.92
4130L	MC / FICA	3/31/22	03/31/2022 PAYROLL ACCRUAL	5,519.26
4140L	Insurance - Medical & Life	3/17/22	EMPLOYEE REIMBURSEMENT	-16.14
4140L	Insurance - Medical & Life	3/17/22	EMPLOYEE REIMBURSEMENT	-0.84
4140L	Insurance - Medical & Life	3/23/22	VILLAGE OF MT. PROSPECT	61,858.57
4140L	Insurance - Medical & Life	3/23/22	VILLAGE OF MT. PROSPECT	120.94
4230L	Printing	3/11/22	MC/FEDEX	332.04
4240L	Marketing	3/15/22	MC/QUALITY LOGO PRODUCTS	508.78
4240L	Marketing	3/10/22	MC/CUSTOMREALESTATESIGNS.COM	777.59
4240L	Marketing	3/15/22	MC/LOWE'S	-494.45
4240L	Marketing	3/1/22	MC/LOWE'S	494.45
4250	Resources	3/1/22	MC/SPOTIFY	9.99
4260L	Professional Dues	3/1/22	ILLINOIS LIBRARY ASSOCIATION	75.00
4260L	Professional Dues	3/1/22	ILLINOIS LIBRARY ASSOCIATION	75.00
4260L	Professional Dues	3/1/22	ILLINOIS LIBRARY ASSOCIATION	500.00
4260L	Professional Dues	3/24/22	AMERICAN LIBRARY ASSOCIATION	201.00
4260L	Professional Dues	3/24/22	AMERICAN LIBRARY ASSOCIATION	201.00
4260L	Professional Dues	3/24/22	AMERICAN LIBRARY ASSOCIATION	201.00
4260L	Professional Dues	3/24/22	AMERICAN LIBRARY ASSOCIATION	201.00
4260L	Professional Dues	3/24/22	AMERICAN LIBRARY ASSOCIATION	201.00
4260L	Professional Dues	3/5/22	PAYROLL - PAYCOM	228.00
4260L	Professional Dues	3/15/22	MC/ALA	228.00
4260L	Professional Dues	3/15/22	MC/ILA	200.00
4260L	Professional Dues	3/18/22	PAYROLL - PAYCOM	342.00
4270L	Board Development/Training	3/18/22	MC/MOUNT PROSPECT CHAMBER	50.00
4280L	Human Resources	3/8/22	SYNCHRONY/AMAZON	18.90
4280L	Human Resources	3/17/22	EMPLOYEE REIMBURSEMENT	-31.52
4280L	Human Resources	3/5/22	PAYROLL - PAYCOM	1,752.49
4280L	Human Resources	3/18/22	PAYROLL - PAYCOM	1,817.83
4280L	Human Resources	3/31/22	PAYROLL - PAYCOM	1,686.37
4280L	Human Resources	3/15/22	EMPLOYEE BENEFITS CORPORATION	104.50
4280L	Human Resources	3/16/22	MC/HOP FASTPASS	8.00
4280L	Human Resources	3/21/22	MC/CONFERENCE MEALS	31.00
4280L	Human Resources	3/22/22	MC/GROUND TRANSPORT	51.75
4280L	Human Resources	3/22/22	MC/GROUND TRANSPORT	2.50
4280L	Human Resources	3/22/22	MC/CONFERENCE MEALS	35.00
4280L	Human Resources	3/22/22	MC/CONFERENCE MEALS	17.25
4280L	Human Resources	3/22/22	MC/GROUND TRANSPORT	33.74
4280L	Human Resources	3/22/22	MC/GROUND TRANSPORT	42.31
4280L	Human Resources	3/22/22	MC/CONFERENCE MEALS	17.25

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4280L	Human Resources	3/22/22	MC/GROUND TRANSPORT	2.50
4280L	Human Resources	3/22/22	MC/CONFERENCE MEALS	5.88
4280L	Human Resources	3/22/22	MC/CONFERENCE MEALS	20.42
4280L	Human Resources	3/22/22	MC/GROUND TRANSPORT	2.50
4280L	Human Resources	3/22/22	MC/CONFERENCE MEALS	12.50
4280L	Human Resources	3/23/22	MC/CONFERENCE MEALS	12.00
4280L	Human Resources	3/23/22	MC/CONFERENCE MEALS	11.67
4280L	Human Resources	3/23/22	MC/CONFERENCE MEALS	29.50
4280L	Human Resources	3/23/22	MC/CONFERENCE MEALS	26.00
4280L	Human Resources	3/23/22	MC/CONFERENCE MEALS	9.75
4280L	Human Resources	3/23/22	MC/GROUND TRANSPORT	14.77
4280L	Human Resources	3/23/22	MC/CONFERENCE MEALS	27.00
4280L	Human Resources	3/23/22	MC/CONFERENCE MEALS	13.12
4280L	Human Resources	3/23/22	MC/CONFERENCE MEALS	13.45
4280L	Human Resources	3/23/22	MC/CONFERENCE MEALS	33.50
4280L	Human Resources	3/23/22	MC/CONFERENCE MEALS	6.50
4280L	Human Resources	3/23/22	MC/CONFERENCE MEALS	21.60
4280L	Human Resources	3/23/22	MC/GROUND TRANSPORT	28.19
4280L	Human Resources	3/23/22	MC/CONFERENCE MEALS	6.33
4280L	Human Resources	3/23/22	MC/CONFERENCE MEALS	2.50
4280L	Human Resources	3/23/22	MC/CONFERENCE MEALS	26.98
4280L	Human Resources	3/23/22	MC/CONFERENCE MEALS	16.10
4280L	Human Resources	3/24/22	MC/CONFERENCE MEALS	12.98
4280L	Human Resources	3/24/22	MC/CONFERENCE MEALS	17.50
4280L	Human Resources	3/24/22	MC/CONFERENCE MEALS	30.00
4280L	Human Resources	3/24/22	MC/CONFERENCE MEALS	9.60
4280L	Human Resources	3/24/22	MC/CONFERENCE MEALS	46.70
4280L	Human Resources	3/24/22	MC/CONFERENCE MEALS	27.60
4280L	Human Resources	3/24/22	MC/CONFERENCE MEALS	25.94
4280L	Human Resources	3/24/22	MC/GROUND TRANSPORT	16.17
4280L	Human Resources	3/24/22	MC/CONFERENCE MEALS	33.35
4280L	Human Resources	3/24/22	MC/CONFERENCE MEALS	12.65
4280L	Human Resources	3/24/22	MC/CONFERENCE MEALS	13.45
4280L	Human Resources	3/24/22	MC/CONFERENCE MEALS	4.75
4280L	Human Resources	3/24/22	MC/CONFERENCE MEALS	15.60
4280L	Human Resources	3/24/22	MC/CONFERENCE MEALS	12.00
4280L	Human Resources	3/24/22	MC/CONFERENCE MEALS	11.50
4280L	Human Resources	3/25/22	MC/CONFERENCE MEALS	9.17
4280L	Human Resources	3/25/22	MC/CONFERENCE MEALS	47.00
4280L	Human Resources	3/25/22	MC/CONFERENCE MEALS	21.60
4280L	Human Resources	3/25/22	MC/CONFERENCE MEALS	18.24
4280L	Human Resources	3/25/22	MC/CONFERENCE MEALS	28.50
4280L	Human Resources	3/25/22	MC/CONFERENCE MEALS	56.00
4280L	Human Resources	3/25/22	MC/CONFERENCE MEALS	17.00
4280L	Human Resources	3/25/22	MC/CONFERENCE MEALS	12.18
4280L	Human Resources	3/25/22	MC/CONFERENCE MEALS	34.00
4280L	Human Resources	3/25/22	MC/CONFERENCE MEALS	20.00
4280L	Human Resources	3/25/22	MC/CONFERENCE MEALS	17.65
4280L	Human Resources	3/25/22	MC/CONFERENCE MEALS	6.58
4280L	Human Resources	3/25/22	MC/CONFERENCE MEALS	18.90
4280L	Human Resources	3/25/22	MC/CONFERENCE MEALS	18.00
4280L	Human Resources	3/25/22	MC/CONFERENCE MEALS	6.00
4280L	Human Resources	3/26/22	MC/GROUND TRANSPORT	54.05
4280L	Human Resources	3/26/22	MC/LODGING	1,217.20
4280L	Human Resources	3/26/22	MC/LODGING	1,016.20
4280L	Human Resources	3/26/22	MC/CONFERENCE MEALS	19.00
4280L	Human Resources	3/26/22	MC/LODGING	923.40
4280L	Human Resources	3/26/22	MC/GROUND TRANSPORT	41.99
4280L	Human Resources	3/26/22	MC/LODGING	853.76
4280L	Human Resources	3/26/22	MC/GROUND TRANSPORT	47.94

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4280L	Human Resources	3/26/22	MC/CONFERENCE MEALS	12.64
4280L	Human Resources	3/26/22	MC/LODGING	1,016.20
4280L	Human Resources	3/26/22	MC/GROUND TRANSPORT	28.43
4280L	Human Resources	3/27/22	MC/CONFERENCE MEALS	15.60
4280L	Human Resources	3/27/22	MC/LODGING	765.64
4280L	Human Resources	3/21/22	REACHING FORWARD / ILA	1,600.00
4280L	Human Resources	3/1/22	MC/LIBRARYWORKS INC	150.00
4280L	Human Resources	3/18/22	MC/MOUNT PROSPECT CHAMBER	50.00
4280L	Human Resources	3/28/22	MC/MGMT ASSOC: HR SOURCE	895.00
4280L	Human Resources	3/29/22	MC/MOUNT PROSPECT CHAMBER	25.00
4280L	Human Resources	3/1/22	CALM.COM, INC	2,734.34
4280L	Human Resources	3/1/22	CALM.COM, INC	1,099.66
4280L	Human Resources	3/31/22	PAYROLL - PAYCOM	14.74
4280L	Human Resources	3/10/22	MC/POSITIVE PROMOTIONS	94.25
4290L	Other Operating	3/4/22	NAYAX LLC	12.58
4290L	Other Operating	3/11/22	NAYAX LLC	11.53
4290L	Other Operating	3/18/22	NAYAX LLC	11.52
4290L	Other Operating	3/25/22	NAYAX LLC	17.23
4290L	Other Operating	3/31/22	PROPAY	20.33
4290L	Other Operating	3/1/22	MC/4 IMPRINT	786.14
4290L	Other Operating	3/1/22		1,952.32
4290L	Other Operating	3/3/22	POSTMASTER	265.00
4290L	Other Operating	3/8/22	DAVE'S SPECIALTY FOODS, INC.	755.00
4290L	Other Operating	3/10/22	NPN360	2,960.10
4290L	Other Operating	3/18/22	POSTMASTER	658.62
4290L	Other Operating	3/22/22	DAVE'S SPECIALTY FOODS, INC.	40.00
4290L	Other Operating	3/23/22	MC/COSTCO	281.56
4290L	Other Operating	3/24/22	MC/MARIANO'S	119.79
4290L	Other Operating	3/24/22	MC/PARTY CITY	10.50
4290L	Other Operating	3/25/22	POSTMASTER	22.10
4290L	Other Operating	3/28/22	POSTMASTER	34.00
4290L	Other Operating	3/29/22	MC/STARBUCKS	269.25
4290L	Other Operating	3/29/22	POSTMASTER	1.70
4290L	Other Operating	3/29/22	POSTMASTER	11.90
4290L	Other Operating	3/30/22	NPN360	3,693.30
4290L	Other Operating	3/31/22	POSTMASTER	6.80
4290L	Other Operating	3/31/22	MC/STARBUCKS	-53.85
4290L	Other Operating	3/4/22	VARIETY VENDORS	101.00
4290L	Other Operating	3/14/22	THRYV - DEX MEDIA	23.50
4290L	Other Operating	3/23/22	MC/COSTCO	19.99
4290L	Other Operating	3/24/22	VARIETY VENDORS	169.00
4310L	Telecommunications	3/11/22	AT&T	713.02
4310L	Telecommunications	3/13/22	AT&T	312.65
4310L	Telecommunications	3/1/22	TECHNOLOGY MANAGEMENT REVOLVIN	497.00
4310L	Telecommunications	3/19/22	AT&T	582.73
4310L	Telecommunications	3/23/22	COMCAST CABLE	204.85
4310L	Telecommunications	3/23/22	MC/WURTEC	1,080.00
4310L	Telecommunications	3/28/22	VERIZON WIRELESS	436.70
4310L	Telecommunications	3/19/22	AT&T	221.92
4340L	Office Supplies	3/1/22	WAREHOUSE DIRECT	555.40
4340L	Office Supplies	3/1/22	MC/AMAZON	7.96
4340L	Office Supplies	3/1/22	MC/AMAZON	8.49
4340L	Office Supplies	3/3/22	MC/AMAZON	161.10
4340L	Office Supplies	3/7/22	WAREHOUSE DIRECT	313.50
4340L	Office Supplies	3/11/22	MC/AMAZON	-161.10
4340L	Office Supplies	3/14/22	WAREHOUSE DIRECT	45.97
4340L	Office Supplies	3/15/22	WAREHOUSE DIRECT	30.88

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4340L	Office Supplies	3/18/22	WAREHOUSE DIRECT	-30.88
4340L	Office Supplies	3/14/22	WAREHOUSE DIRECT	17.92
4340L	Office Supplies	3/14/22	WAREHOUSE DIRECT	166.94
4340L	Office Supplies	3/15/22	DEMCO	92.56
4340L	Office Supplies	3/11/22	STAPLES BUSINESS ADVANTAGE	108.87
4340L	Office Supplies	3/14/22	WAREHOUSE DIRECT	23.18
4340L	Office Supplies	3/7/22	WAREHOUSE DIRECT	645.00
4340L	Office Supplies	3/11/22	STAPLES BUSINESS ADVANTAGE	48.47
4340L	Office Supplies	3/11/22	STAPLES BUSINESS ADVANTAGE	2.31
4340L	Office Supplies	3/15/22	WAREHOUSE DIRECT	380.97
4340L	Office Supplies	3/29/22	MC/AMAZON	21.39
4340L	Office Supplies	3/1/22	STAPLES BUSINESS ADVANTAGE	25.98
4340L	Office Supplies	3/8/22	SYNCHRONY/AMAZON	24.39
4340L	Office Supplies	3/11/22	STAPLES BUSINESS ADVANTAGE	35.25
4350L	Library Supplies	3/11/22	STAPLES BUSINESS ADVANTAGE	4.95
4350L	Library Supplies	3/11/22	STAPLES BUSINESS ADVANTAGE	33.38
4350L	Library Supplies	3/1/22		-23.69
4350L	Library Supplies	3/8/22	SYNCHRONY/AMAZON	68.99
4350L	Library Supplies	3/29/22	W. W. GRAINGER, INC.	43.92
4350L	Library Supplies	3/31/22	PAYROLL - PAYCOM	7.92
4350L	Library Supplies	3/8/22	SYNCHRONY/AMAZON	79.68
4350L	Library Supplies	3/31/22	MC/BONAFIDEMASKS.COM	170.00
4350L	Library Supplies	3/8/22	SYNCHRONY/AMAZON	36.89
4360L	Postage	3/3/22	MC/POSTMASTER	8.95
4360L	Postage	3/4/22	MC/POSTMASTER	8.95
4360L	Postage	3/9/22	MC/POSTMASTER	8.95
4360L	Postage	3/10/22	MC/POSTMASTER	8.95
4360L	Postage	3/15/22	MC/POSTMASTER	8.95
4360L	Postage	3/16/22	MC/POSTMASTER	8.95
4360L	Postage	3/19/22	MC/POSTMASTER	8.95
4360L	Postage	3/23/22	MC/POSTMASTER	19.30
4360L	Postage	3/26/22	MC/POSTMASTER	524.00
4360L	Postage	3/28/22	MC/POSTMASTER	8.95
4360L	Postage	3/31/22	MC/POSTMASTER	8.95
4360L	Postage	3/3/22	POSTMASTER	2,217.32
4360L	Postage	3/1/22		-1,952.32
4380L	Contract Services	3/10/22	BACKSTAGE LIBRARY WORKS	250.00
4380L	Contract Services	3/10/22	ILLINOIS HEARTLAND LIBRARY SYS	760.87
4390L	IT Services	3/1/22	MC/ZOOM	180.00
4390L	IT Services	3/10/22	MC/AMAZON	624.95
4390L	IT Services	3/30/22	EBSCO INFORMATION SERVICES	1,972.00
4390L	IT Services	3/30/22	MC/ZOOM	180.00
4390L	IT Services	3/4/22	MC/MICROSOFT	6.60
4390L	IT Services	3/6/22	MC/QUICKBASE	205.17
4390L	IT Services	3/11/22	MC/AJ TEK CORPORATION	60.00
4390L	IT Services	3/22/22	MC/PADLET SOFTWARE	24.00
4390L	IT Services	3/8/22	SYNCHRONY/AMAZON	249.50
4410L	Building Maintenance	3/11/22	PROSPECT ELECTRIC COMPANY	168.00
4410L	Building Maintenance	3/11/22	PROSPECT ELECTRIC COMPANY	2,400.00
4410L	Building Maintenance	3/23/22	COMPLETE TEMPERATURE SYSTEMS,	708.00
4410L	Building Maintenance	3/31/22	OTIS ELEVATOR COMPANY	2,535.00
4410L	Building Maintenance	3/4/22	MENARDS	25.58
4410L	Building Maintenance	3/4/22	MENARDS	-11.38
4410L	Building Maintenance	3/4/22	MENARDS	15.18
4410L	Building Maintenance	3/8/22	W. W. GRAINGER, INC.	4.98

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4410L	Building Maintenance	3/8/22	W. W. GRAINGER, INC.	11.34
4410L	Building Maintenance	3/8/22	W. W. GRAINGER, INC.	304.54
4410L	Building Maintenance	3/8/22	W. W. GRAINGER, INC.	2.64
4410L	Building Maintenance	3/15/22	W. W. GRAINGER, INC.	448.47
4410L	Building Maintenance	3/15/22	LIGHTING SUPPLY COMPANY	36.15
4410L	Building Maintenance	3/15/22	LIGHTING SUPPLY COMPANY	62.49
4410L	Building Maintenance	3/29/22	W. W. GRAINGER, INC.	32.64
4410L	Building Maintenance	3/29/22	W. W. GRAINGER, INC.	462.13
4410L	Building Maintenance	3/15/22	THE DAVEY TREE EXPERT COMPANY	135.00
4410L	Building Maintenance	3/1/22	SOUND INCORPORATED	40.00
4410L	Building Maintenance	3/11/22	SOUND INCORPORATED	40.00
4410L	Building Maintenance	3/30/22	SOUND DISTRIBUTING, INC.	-40.00
4410L	Building Maintenance	3/31/22	AMERICAN OUTFITTERS	43.11
4420L	Equipment Maintenance	3/7/22	SHELL OIL COMPANY	-3.39
4420L	Equipment Maintenance	3/8/22	SHELL OIL COMPANY	43.69
4420L	Equipment Maintenance	3/8/22	SHELL OIL COMPANY	-3.97
4420L	Equipment Maintenance	3/30/22	MC/AMAZON	49.86
4420L	Equipment Maintenance	3/2/22	MC/AMAZON	98.59
4420L	Equipment Maintenance	3/3/22	CDW GOVERNMENT, INC.	54.93
4420L	Equipment Maintenance	3/11/22	NAYAX LLC	79.50
4420L	Equipment Maintenance	3/15/22	TODAY'S BUSINESS SOLUTIONS, IN	3,655.00
4420L	Equipment Maintenance	3/1/22	UNIQUE MANAGEMENT SERVICES, IN	558.40
4440L	Janitorial	3/1/22	CRYSTAL MANAGEMENT & MAINTENAN	2,980.00
4440L	Janitorial	3/3/22	CINTAS #22	71.91
4440L	Janitorial	3/17/22	CINTAS #22	71.91
4440L	Janitorial	3/20/22	REPUBLIC SERVICES #551	296.81
4440L	Janitorial	3/29/22	A.N.S., INC.	828.00
4440L	Janitorial	3/31/22	CINTAS #22	71.91
4440L	Janitorial	3/4/22	SUPERIOR INDUSTRIAL SUPPLY	316.00
4440L	Janitorial	3/16/22	WAREHOUSE DIRECT	172.36
4440L	Janitorial	3/17/22	SUPERIOR INDUSTRIAL SUPPLY	94.40
4450L	Equipment	3/29/22	SCHOOL OUTFITTERS	1,823.80
4450L	Equipment	3/31/22	LAKE SHORE LEARNING MATERIALS	3,125.85
4450L	Equipment	3/1/22		248.88
4450L	Equipment	3/11/22	MC/AMAZON	246.99
4450L	Equipment	3/23/22	MC/AMAZON	2,031.92
4450L	Equipment	3/28/22	DELL MARKETING L.P.	13,811.84
4450L	Equipment	3/15/22	CDW GOVERNMENT, INC.	65.34
4450L	Equipment	3/1/22		47.98
4450L	Equipment	3/8/22	MC/AMAZON	210.00
4450L	Equipment	3/9/22	MC/AMAZON	77.97
4450L	Equipment	3/15/22	MC/AMAZON	326.27
4450L	Equipment	3/29/22	MC/AMAZON	100.00
4450L	Equipment	3/30/22	MC/AMAZON	19.99
4460L	Utilities	3/8/22	CONSTELLATION NEWENERGY- GAS D	8,733.42
4460L	Utilities	3/15/22	VILLAGE OF MT. PROSPECT	841.50
4610L	Adult Books	3/1/22	INGRAM	15.82
4610L	Adult Books	3/1/22	BAKER AND TAYLOR	778.69
4610L	Adult Books	3/1/22	INGRAM	32.00
4610L	Adult Books	3/1/22	WEST PAYMENT CENTER	47.97
4610L	Adult Books	3/2/22	INGRAM	66.08
4610L	Adult Books	3/2/22	BAKER AND TAYLOR	513.19
4610L	Adult Books	3/3/22	BAKER AND TAYLOR	808.87
4610L	Adult Books	3/3/22	BAKER AND TAYLOR	336.97
4610L	Adult Books	3/3/22	INGRAM	27.24

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4610L	Adult Books	3/3/22	GREY HOUSE PUBLISHING	375.25
4610L	Adult Books	3/3/22	SALEM PRESS, INC.	213.75
4610L	Adult Books	3/4/22	WEST PAYMENT CENTER	47.97
4610L	Adult Books	3/4/22	INGRAM	22.59
4610L	Adult Books	3/4/22	INGRAM	10.19
4610L	Adult Books	3/6/22	INGRAM	387.36
4610L	Adult Books	3/6/22	INGRAM	29.99
4610L	Adult Books	3/7/22	BAKER AND TAYLOR	943.55
4610L	Adult Books	3/7/22	BAKER AND TAYLOR	31.96
4610L	Adult Books	3/7/22	SALEM PRESS, INC.	612.75
4610L	Adult Books	3/8/22	BAKER AND TAYLOR	680.80
4610L	Adult Books	3/8/22	BAKER AND TAYLOR	18.78
4610L	Adult Books	3/8/22	INGRAM	28.24
4610L	Adult Books	3/8/22	INGRAM	24.85
4610L	Adult Books	3/8/22	BAKER AND TAYLOR	-15.82
4610L	Adult Books	3/8/22	BAKER AND TAYLOR	-13.56
4610L	Adult Books	3/8/22	BAKER AND TAYLOR	-15.26
4610L	Adult Books	3/8/22	BAKER AND TAYLOR	-15.26
4610L	Adult Books	3/8/22	SYNCHRONY/AMAZON	1,583.41
4610L	Adult Books	3/8/22	SYNCHRONY/AMAZON	-52.67
4610L	Adult Books	3/9/22	INGRAM	38.78
4610L	Adult Books	3/10/22	BAKER AND TAYLOR	521.87
4610L	Adult Books	3/11/22	INGRAM	96.88
4610L	Adult Books	3/11/22	INGRAM	36.90
4610L	Adult Books	3/11/22	INGRAM	17.97
4610L	Adult Books	3/11/22	INGRAM	26.00
4610L	Adult Books	3/11/22	INGRAM	-70.82
4610L	Adult Books	3/13/22	INGRAM	25.39
4610L	Adult Books	3/14/22	BAKER AND TAYLOR	883.66
4610L	Adult Books	3/14/22	BAKER AND TAYLOR	95.45
4610L	Adult Books	3/14/22	INGRAM	34.38
4610L	Adult Books	3/15/22	BAKER AND TAYLOR	819.86
4610L	Adult Books	3/15/22	INGRAM	43.60
4610L	Adult Books	3/16/22	INGRAM	15.81
4610L	Adult Books	3/17/22	INGRAM	44.99
4610L	Adult Books	3/17/22	BAKER AND TAYLOR	770.57
4610L	Adult Books	3/17/22	MC/BOOK CELLAR	40.62
4610L	Adult Books	3/18/22	INGRAM	18.36
4610L	Adult Books	3/18/22	INGRAM	17.99
4610L	Adult Books	3/18/22	MC/BOOK CELLAR	-2.97
4610L	Adult Books	3/19/22	BAKER AND TAYLOR	1,288.13
4610L	Adult Books	3/21/22	BAKER AND TAYLOR	88.72
4610L	Adult Books	3/22/22	INGRAM	9.60
4610L	Adult Books	3/22/22	INGRAM	25.03
4610L	Adult Books	3/22/22	BAKER AND TAYLOR	665.11
4610L	Adult Books	3/22/22	BAKER AND TAYLOR	38.33
4610L	Adult Books	3/22/22	GREY HOUSE PUBLISHING	156.75
4610L	Adult Books	3/23/22	BAKER AND TAYLOR	325.76
4610L	Adult Books	3/24/22	INGRAM	17.39
4610L	Adult Books	3/24/22	BAKER AND TAYLOR	122.25
4610L	Adult Books	3/25/22	INGRAM	16.95
4610L	Adult Books	3/25/22	INGRAM	10.79
4610L	Adult Books	3/26/22	BAKER AND TAYLOR	888.87
4610L	Adult Books	3/28/22	BAKER AND TAYLOR	516.10
4610L	Adult Books	3/28/22	BAKER AND TAYLOR	148.98
4610L	Adult Books	3/29/22	INGRAM	76.11
4610L	Adult Books	3/29/22	INGRAM	43.90
4610L	Adult Books	3/29/22	BAKER AND TAYLOR	515.21
4610L	Adult Books	3/30/22	INGRAM	148.72
4610L	Adult Books	3/30/22	BAKER AND TAYLOR	718.97

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4610L	Adult Books	3/31/22	BAKER AND TAYLOR	866.27
4610L	Adult Books	3/31/22	INGRAM	15.79
4610L	Adult Books	3/31/22	INGRAM	29.99
4610L	Adult Books	3/31/22	BAKER AND TAYLOR	60.67
4610L	Adult Books	3/1/22	BAKER AND TAYLOR	8.99
4610L	Adult Books	3/1/22	BAKER AND TAYLOR	41.56
4610L	Adult Books	3/8/22	BAKER AND TAYLOR	61.02
4610L	Adult Books	3/18/22	BAKER AND TAYLOR	75.37
4610L	Adult Books	3/23/22	BAKER AND TAYLOR	15.97
4610L	Adult Books	3/28/22	BAKER AND TAYLOR	38.30
4610L	Adult Books	3/28/22	BAKER AND TAYLOR	6.00
4620L	Adult AV	3/1/22	MC/MEDICATING NORMAL	22.99
4620L	Adult AV	3/1/22	BAKER & TAYLOR INC.	12.73
4620L	Adult AV	3/1/22	MIDWEST TAPE	93.97
4620L	Adult AV	3/1/22	MIDWEST TAPE	32.99
4620L	Adult AV	3/1/22	BLACKSTONE PUBLISHING	109.98
4620L	Adult AV	3/1/22	BAKER & TAYLOR INC.	14.69
4620L	Adult AV	3/2/22	BAKER & TAYLOR INC.	11.98
4620L	Adult AV	3/2/22	BAKER & TAYLOR INC.	11.03
4620L	Adult AV	3/2/22	BAKER & TAYLOR INC.	22.01
4620L	Adult AV	3/2/22	BAKER & TAYLOR INC.	159.38
4620L	Adult AV	3/2/22	BAKER & TAYLOR INC.	18.37
4620L	Adult AV	3/2/22	MIDWEST TAPE	39.99
4620L	Adult AV	3/3/22	BAKER & TAYLOR INC.	22.01
4620L	Adult AV	3/3/22	BAKER & TAYLOR INC.	14.69
4620L	Adult AV	3/3/22	BAKER & TAYLOR INC.	26.96
4620L	Adult AV	3/5/22	MIDWEST TAPE	39.99
4620L	Adult AV	3/5/22	MIDWEST TAPE	13.59
4620L	Adult AV	3/8/22	BAKER & TAYLOR INC.	12.73
4620L	Adult AV	3/8/22	BAKER & TAYLOR INC.	10.18
4620L	Adult AV	3/8/22	SYNCHRONY/AMAZON	970.37
4620L	Adult AV	3/8/22	SYNCHRONY/AMAZON	-9.00
4620L	Adult AV	3/9/22	BAKER & TAYLOR INC.	11.98
4620L	Adult AV	3/9/22	BAKER & TAYLOR INC.	12.73
4620L	Adult AV	3/10/22	BAKER & TAYLOR INC.	18.36
4620L	Adult AV	3/11/22	BAKER & TAYLOR INC.	82.26
4620L	Adult AV	3/11/22	BAKER & TAYLOR INC.	257.16
4620L	Adult AV	3/11/22	BAKER & TAYLOR INC.	18.37
4620L	Adult AV	3/11/22	BAKER & TAYLOR INC.	18.73
4620L	Adult AV	3/11/22	BAKER & TAYLOR INC.	11.88
4620L	Adult AV	3/11/22	BAKER & TAYLOR INC.	11.00
4620L	Adult AV	3/15/22	MIDWEST TAPE	39.99
4620L	Adult AV	3/15/22	MIDWEST TAPE	29.97
4620L	Adult AV	3/17/22	BAKER & TAYLOR INC.	13.48
4620L	Adult AV	3/17/22	BAKER & TAYLOR INC.	22.06
4620L	Adult AV	3/17/22	BAKER & TAYLOR INC.	8.48
4620L	Adult AV	3/17/22	BAKER & TAYLOR INC.	209.40
4620L	Adult AV	3/17/22	BAKER & TAYLOR INC.	54.37
4620L	Adult AV	3/17/22	BAKER & TAYLOR INC.	24.98
4620L	Adult AV	3/17/22	BAKER AND TAYLOR	16.49
4620L	Adult AV	3/18/22	MIDWEST TAPE	79.96
4620L	Adult AV	3/18/22	CRIMSON MULTIMEDIA DIST., INC.	366.47
4620L	Adult AV	3/19/22	MIDWEST TAPE	192.95
4620L	Adult AV	3/23/22	BAKER & TAYLOR INC.	24.41
4620L	Adult AV	3/23/22	BAKER & TAYLOR INC.	12.73
4620L	Adult AV	3/23/22	BAKER & TAYLOR INC.	10.18
4620L	Adult AV	3/23/22	BAKER & TAYLOR INC.	47.76
4620L	Adult AV	3/23/22	BAKER & TAYLOR INC.	19.83
4620L	Adult AV	3/24/22	BAKER & TAYLOR INC.	14.66

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4620L	Adult AV	3/24/22	BAKER & TAYLOR INC.	22.04
4620L	Adult AV	3/25/22	BAKER & TAYLOR INC.	16.90
4620L	Adult AV	3/28/22	BAKER & TAYLOR INC.	12.73
4620L	Adult AV	3/28/22	BAKER & TAYLOR INC.	14.66
4620L	Adult AV	3/28/22	MIDWEST TAPE	18.74
4620L	Adult AV	3/28/22	MIDWEST TAPE	14.99
4620L	Adult AV	3/28/22	MIDWEST TAPE	29.99
4620L	Adult AV	3/31/22	BAKER & TAYLOR INC.	17.63
4620L	Adult AV	3/31/22	BAKER & TAYLOR INC.	19.10
4620L	Adult AV	3/31/22	BAKER & TAYLOR INC.	10.18
4620L	Adult AV	3/31/22	BAKER & TAYLOR INC.	15.43
4620L	Adult AV	3/31/22	BAKER & TAYLOR INC.	8.48
4620L	Adult AV	3/31/22	BAKER & TAYLOR INC.	60.98
4620L	Adult AV	3/31/22	BAKER & TAYLOR INC.	187.36
4620L	Adult AV	3/31/22	BAKER & TAYLOR INC.	11.01
4620L	Adult AV	3/31/22	BAKER & TAYLOR INC.	58.77
4620L	Adult AV	3/31/22	BAKER & TAYLOR INC.	40.41
4620L	Adult AV	3/8/22	BAKER & TAYLOR INC.	16.89
4620L	Adult AV	3/8/22	SYNCHRONY/AMAZON	64.20
4620L	Adult AV	3/14/22	BAKER & TAYLOR INC.	22.04
4620L	Adult AV	3/15/22	MIDWEST TAPE	22.49
4620L	Adult AV	3/19/22	MIDWEST TAPE	33.73
4620L	Adult AV	3/22/22	BAKER & TAYLOR INC.	22.04
4620L	Adult AV	3/28/22	MIDWEST TAPE	38.23
4630L	Youth Print	3/1/22	BAKER AND TAYLOR	381.09
4630L	Youth Print	3/2/22	BAKER AND TAYLOR	642.14
4630L	Youth Print	3/4/22	BAKER AND TAYLOR	350.61
4630L	Youth Print	3/4/22	GALE	16.09
4630L	Youth Print	3/7/22	BAKER AND TAYLOR	372.44
4630L	Youth Print	3/8/22	BAKER AND TAYLOR	508.68
4630L	Youth Print	3/8/22	INGRAM	31.05
4630L	Youth Print	3/8/22	BAKER AND TAYLOR	-15.99
4630L	Youth Print	3/8/22	SYNCHRONY/AMAZON	115.89
4630L	Youth Print	3/8/22	SYNCHRONY/AMAZON	-33.78
4630L	Youth Print	3/9/22	BAKER AND TAYLOR	272.81
4630L	Youth Print	3/9/22	BAKER AND TAYLOR	577.37
4630L	Youth Print	3/10/22	BAKER AND TAYLOR	157.07
4630L	Youth Print	3/11/22	BAKER AND TAYLOR	202.53
4630L	Youth Print	3/11/22	INGRAM	242.28
4630L	Youth Print	3/14/22	BAKER AND TAYLOR	299.74
4630L	Youth Print	3/15/22	INGRAM	120.98
4630L	Youth Print	3/15/22	BAKER AND TAYLOR	290.17
4630L	Youth Print	3/15/22	BAKER AND TAYLOR	631.60
4630L	Youth Print	3/16/22	BAKER AND TAYLOR	674.93
4630L	Youth Print	3/16/22	BAKER AND TAYLOR	519.61
4630L	Youth Print	3/17/22	INGRAM	19.48
4630L	Youth Print	3/17/22	INGRAM	62.75
4630L	Youth Print	3/17/22	BAKER AND TAYLOR	369.93
4630L	Youth Print	3/17/22	BAKER AND TAYLOR	157.27
4630L	Youth Print	3/18/22	BAKER AND TAYLOR	345.95
4630L	Youth Print	3/18/22	INGRAM	19.48
4630L	Youth Print	3/21/22	BAKER AND TAYLOR	320.53
4630L	Youth Print	3/21/22	BAKER AND TAYLOR	39.77
4630L	Youth Print	3/22/22	BAKER AND TAYLOR	568.26
4630L	Youth Print	3/25/22	BAKER AND TAYLOR	554.12
4630L	Youth Print	3/28/22	BAKER AND TAYLOR	337.63
4630L	Youth Print	3/29/22	BAKER AND TAYLOR	373.22
4630L	Youth Print	3/29/22	INGRAM	9.03
4630L	Youth Print	3/29/22	BAKER AND TAYLOR	862.44

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4630L	Youth Print	3/30/22	BAKER AND TAYLOR	348.62
4630L	Youth Print	3/1/22	BAKER AND TAYLOR	64.01
4630L	Youth Print	3/1/22	BAKER AND TAYLOR	27.14
4630L	Youth Print	3/7/22	THE PENWORTHY COMPANY	165.80
4630L	Youth Print	3/8/22	BAKER AND TAYLOR	122.37
4630L	Youth Print	3/8/22	SYNCHRONY/AMAZON	11.39
4630L	Youth Print	3/10/22	BAKER AND TAYLOR	9.70
4630L	Youth Print	3/18/22	BAKER AND TAYLOR	70.30
4630L	Youth Print	3/23/22	BAKER AND TAYLOR	90.28
4630L	Youth Print	3/28/22	BAKER AND TAYLOR	42.49
4640L	Youth AV	3/1/22	CRIMSON MULTIMEDIA DIST., INC.	347.12
4640L	Youth AV	3/4/22	FINDAWAY WORLD, LLC	69.99
4640L	Youth AV	3/4/22	FINDAWAY WORLD, LLC	89.98
4640L	Youth AV	3/4/22	FINDAWAY WORLD, LLC	54.99
4640L	Youth AV	3/4/22	FINDAWAY WORLD, LLC	293.95
4640L	Youth AV	3/7/22	BAKER & TAYLOR INC.	105.05
4640L	Youth AV	3/7/22	FINDAWAY WORLD, LLC	50.99
4640L	Youth AV	3/8/22	SYNCHRONY/AMAZON	-31.33
4640L	Youth AV	3/8/22	SYNCHRONY/AMAZON	124.92
4640L	Youth AV	3/12/22	BAKER & TAYLOR INC.	33.07
4640L	Youth AV	3/14/22	LIBRARY IDEAS, LLC	79.15
4640L	Youth AV	3/15/22	MIDWEST TAPE	18.73
4640L	Youth AV	3/17/22	BAKER & TAYLOR INC.	7.34
4640L	Youth AV	3/17/22	BAKER & TAYLOR INC.	28.65
4640L	Youth AV	3/18/22	MIDWEST TAPE	19.99
4640L	Youth AV	3/18/22	CRIMSON MULTIMEDIA DIST., INC.	222.22
4640L	Youth AV	3/18/22	CRIMSON MULTIMEDIA DIST., INC.	101.01
4640L	Youth AV	3/19/22	MIDWEST TAPE	11.24
4640L	Youth AV	3/19/22	MIDWEST TAPE	23.98
4640L	Youth AV	3/19/22	MIDWEST TAPE	23.98
4640L	Youth AV	3/21/22	LIBRARY IDEAS, LLC	253.20
4640L	Youth AV	3/28/22	BAKER & TAYLOR INC.	161.62
4640L	Youth AV	3/28/22	MIDWEST TAPE	11.24
4640L	Youth AV	3/28/22	MIDWEST TAPE	10.39
4640L	Youth AV	3/8/22	BAKER & TAYLOR INC.	11.01
4640L	Youth AV	3/8/22	SYNCHRONY/AMAZON	28.48
4640L	Youth AV	3/12/22	BAKER & TAYLOR INC.	33.07
4650L	Print Serials	3/1/22	MC/OWL AND CHICKADEE	29.95
4650L	Print Serials	3/1/22	THE WRITER MAGAZINE	18.95
4650L	Print Serials	3/1/22	MC/VICTORIA	29.98
4650L	Print Serials	3/7/22	MC/ASK	33.95
4650L	Print Serials	3/7/22	MC/RANGER RICK	10.00
4650L	Print Serials	3/7/22	MC/DAILY HERALD	34.60
4650L	Print Serials	3/8/22	MC/PREVENTION	36.00
4650L	Print Serials	3/8/22	MC/AMAZON	26.99
4650L	Print Serials	3/9/22	MC/AMAZON	30.00
4650L	Print Serials	3/13/22	MC/THE ECONOMIST	179.00
4650L	Print Serials	3/15/22	MC/CHICAGO TRIBUNE	159.92
4650L	Print Serials	3/16/22	MC/ELLE DECOR	10.00
4650L	Print Serials	3/16/22	MC/BUY SUBSCRIPTIONS	44.95
4650L	Print Serials	3/17/22	MC/MAGAZINES.COM	9.98
4650L	Print Serials	3/22/22	WSGS MEMBERSHIP	30.00
4650L	Print Serials	3/22/22	MC/CHICAGO TRIBUNE	114.00
4650L	Print Serials	3/24/22	ISGS	40.00
4650L	Print Serials	3/24/22	MC/KD MARKET	22.40
4650L	Print Serials	3/29/22	RIVISTAS LLC	8,210.06
4650L	Print Serials	3/29/22	RIVISTAS LLC	178.45

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4660L	Electronic Resources	3/1/22	WEST PAYMENT CENTER	1,541.85
4660L	Electronic Resources	3/1/22	PROQUEST INFORMATION AND LEARN	-80.48
4660L	Electronic Resources	3/1/22	GALE	4,187.76
4660L	Electronic Resources	3/28/22	GALE	1,696.84
4660L	Electronic Resources	3/15/22	ENCYCLOPAEDIA BRITANNICA, INC.	750.00
4660L	Electronic Resources	3/24/22	CAPSTONE	1,799.00
4660L	Electronic Resources	3/28/22	GALE	640.58
4661L	Digital Media	3/16/22	GALE	5,839.98
4661L	Digital Media	3/31/22	MIDWEST TAPE	3,448.01
4661L	Digital Media	3/31/22	KANOPY, INC.	659.00
4661L	Digital Media	3/1/22	OVERDRIVE, INC.	110.99
4661L	Digital Media	3/1/22	OVERDRIVE, INC.	114.99
4661L	Digital Media	3/1/22	OVERDRIVE, INC.	118.79
4661L	Digital Media	3/1/22	OVERDRIVE, INC.	1,484.67
4661L	Digital Media	3/1/22	OVERDRIVE, INC.	1,915.30
4661L	Digital Media	3/1/22	OVERDRIVE, INC.	75.00
4661L	Digital Media	3/1/22	OVERDRIVE, INC.	912.17
4661L	Digital Media	3/1/22	OVERDRIVE, INC.	1,037.73
4661L	Digital Media	3/1/22	OVERDRIVE, INC.	890.94
4661L	Digital Media	3/1/22	OVERDRIVE, INC.	175.00
4661L	Digital Media	3/1/22	OVERDRIVE, INC.	44.99
4661L	Digital Media	3/1/22	OVERDRIVE, INC.	469.34
4661L	Digital Media	3/1/22	OVERDRIVE, INC.	342.98
4661L	Digital Media	3/1/22	OVERDRIVE, INC.	65.00
4661L	Digital Media	3/16/22	OVERDRIVE, INC.	63.99
4661L	Digital Media	3/16/22	OVERDRIVE, INC.	322.76
4661L	Digital Media	3/16/22	OVERDRIVE, INC.	1,885.84
4661L	Digital Media	3/16/22	OVERDRIVE, INC.	2,558.24
4661L	Digital Media	3/28/22	OVERDRIVE, INC.	79.99
4661L	Digital Media	3/28/22	OVERDRIVE, INC.	258.30
4661L	Digital Media	3/28/22	OVERDRIVE, INC.	768.63
4661L	Digital Media	3/28/22	OVERDRIVE, INC.	684.61
4661L	Digital Media	3/28/22	OVERDRIVE, INC.	737.20
4661L	Digital Media	3/31/22	OVERDRIVE, INC.	59.99
4661L	Digital Media	3/31/22	OVERDRIVE, INC.	119.99
4661L	Digital Media	3/31/22	OVERDRIVE, INC.	110.00
4661L	Digital Media	3/31/22	OVERDRIVE, INC.	174.38
4661L	Digital Media	3/31/22	OVERDRIVE, INC.	142.50
4661L	Digital Media	3/31/22	OVERDRIVE, INC.	32.19
4661L	Digital Media	3/31/22	OVERDRIVE, INC.	250.00
4661L	Digital Media	3/31/22	OVERDRIVE, INC.	77.22
4661L	Digital Media	3/1/22	OVERDRIVE, INC.	332.49
4661L	Digital Media	3/15/22	OVERDRIVE, INC.	283.47
4661L	Digital Media	3/22/22	OVERDRIVE, INC.	260.52
4661L	Digital Media	3/30/22	OVERDRIVE, INC.	283.51
4662L	E-Learning	3/23/22	LINKEDIN CORPORATION	13,125.00
4662L	E-Learning	3/28/22	NICHE ACADEMY	2,040.00
4662L	E-Learning	3/30/22	GALE	4,725.00
4663L	Library of Things	3/16/22	MC/STAPLES	39.97
4663L	Library of Things	3/3/22	MC/NETFLIX	17.99
4663L	Library of Things	3/3/22	MC/DISNEY	13.99
4663L	Library of Things	3/3/22	MC/DISNEY	13.99
4663L	Library of Things	3/3/22	MC/NETFLIX	17.99
4663L	Library of Things	3/3/22	MC/NETFLIX	19.99
4663L	Library of Things	3/3/22	MC/NETFLIX	19.99
4663L	Library of Things	3/3/22	MC/DISNEY	13.99
4663L	Library of Things	3/3/22	MC/DISNEY	13.99

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4663L	Library of Things	3/3/22	MC/DISNEY	13.99
4663L	Library of Things	3/3/22	MC/DISNEY	13.99
4663L	Library of Things	3/3/22	MC/DISNEY	13.99
4663L	Library of Things	3/3/22	MC/AMAZON DIGITAL	8.99
4663L	Library of Things	3/3/22	MC/DISNEY	13.99
4663L	Library of Things	3/3/22	MC/DISNEY	13.99
4663L	Library of Things	3/3/22	MC/AMAZON DIGITAL	8.99
4663L	Library of Things	3/3/22	MC/AMAZON DIGITAL	8.99
4663L	Library of Things	3/3/22	MC/AMAZON DIGITAL	8.99
4663L	Library of Things	3/3/22	MC/DISNEY	13.99
4663L	Library of Things	3/3/22	MC/NETFLIX	19.99
4663L	Library of Things	3/4/22	MC/AMAZON DIGITAL	8.99
4663L	Library of Things	3/4/22	MC/AMAZON DIGITAL	8.99
4663L	Library of Things	3/4/22	MC/AMAZON DIGITAL	8.99
4663L	Library of Things	3/6/22	MC/NETFLIX	17.99
4663L	Library of Things	3/6/22	MC/NETFLIX	17.99
4663L	Library of Things	3/12/22	MC/NETFLIX	19.99
4663L	Library of Things	3/12/22	MC/NETFLIX	17.99
4663L	Library of Things	3/12/22	MC/NETFLIX	19.99
4663L	Library of Things	3/22/22	MC/AMAZON DIGITAL	8.99
4663L	Library of Things	3/21/22	MC/T-MOBILE	499.38
4670L	Microform	3/29/22	MICROSYSTEMS, INC	619.85
4680L	Processing Supplies	3/1/22	BAKER AND TAYLOR	8.97
4680L	Processing Supplies	3/1/22	BAKER AND TAYLOR	20.70
4680L	Processing Supplies	3/7/22	BAKER AND TAYLOR	15.87
4680L	Processing Supplies	3/9/22	BAKER AND TAYLOR	24.15
4680L	Processing Supplies	3/11/22	STAPLES BUSINESS ADVANTAGE	137.41
4680L	Processing Supplies	3/11/22	BAKER AND TAYLOR	4.83
4680L	Processing Supplies	3/14/22	WAREHOUSE DIRECT	10.88
4680L	Processing Supplies	3/14/22	MC/STAMPXpress.com	104.89
4680L	Processing Supplies	3/16/22	BAKER AND TAYLOR	27.60
4680L	Processing Supplies	3/22/22	BAKER AND TAYLOR	23.46
4680L	Processing Supplies	3/29/22	BAKER AND TAYLOR	17.25
4690L	Programs	3/9/22	KELLI MARSHALL	150.00
4690L	Programs	3/22/22	ROSA M ZILINSKAS	100.00
4690L	Programs	3/23/22	KIRSTEN ANN VELASCO	150.00
4690L	Programs	3/25/22	ELDERWERKS EDUCATIONAL SERVICE	100.00
4690L	Programs	3/1/22		23.69
4690L	Programs	3/1/22	FUN EXPRESS	17.94
4690L	Programs	3/1/22	SCHOLASTIC, INC.	1,336.13
4690L	Programs	3/1/22	FUN EXPRESS	117.96
4690L	Programs	3/3/22	ULINE	87.22
4690L	Programs	3/5/22	PAYROLL - PAYCOM	47.32
4690L	Programs	3/8/22	SYNCHRONY/AMAZON	43.90
4690L	Programs	3/9/22	MC/WALMART	5.86
4690L	Programs	3/16/22	MC/IREAD	15.00
4690L	Programs	3/18/22	PAYROLL - PAYCOM	50.99
4690L	Programs	3/23/22	MC/ELLISON EDUCATIONAL EQUIPME	28.99
4690L	Programs	3/30/22	BAKER AND TAYLOR	91.96
4690L	Programs	3/22/22	JOHN F. LORENS	150.00
4690L	Programs	3/1/22	MC/ETSY	384.99
4690L	Programs	3/1/22	MC/ETSY	-35.00
4690L	Programs	3/2/22	MC/Jewel	50.00
4690L	Programs	3/4/22	MC/AMAZON	36.61
4690L	Programs	3/5/22	MC/STAPLES	19.47
4690L	Programs	3/21/22	MC/JOANN STORES	28.75

Mount Prospect Public Library
Library Fund Expenses by G/L Account #
For the Period From Mar 1, 2022 to Mar 31, 2022

Account ID	Account Description	Date	Vendor Name	Trans Amount
4690L	Programs	3/21/22	MC/JOANN STORES	-20.97
4690L	Programs	3/23/22	MC/PARTY CITY	23.00
4690L	Programs	3/25/22	MC/ORIENTAL TRADING	129.01
4690L	Programs	3/29/22	ZOOBEAN INC	1,795.00
4690L	Programs	3/5/22	PAYROLL - PAYCOM	30.00
4690L	Programs	3/8/22	SYNCHRONY/AMAZON	73.05
4690L	Programs	3/21/22	NOEMI RAMOS	75.00
4690L	Programs	3/31/22	PAYROLL - PAYCOM	66.25
				<u>\$ 806,854.57</u>
9540L-110-03	Morale Committee	3/2/22	MC/MARIANO'S	24.74
9540L-110-03	Morale Committee	3/8/22	SYNCHRONY/AMAZON	205.04
9540L-110-03	Morale Committee	3/18/22	MC/AMAZON	25.94
9560L-090-South	South Branch Fiber	3/19/22	AT&T	221.92
9570L-010-02	Grant Expenses - Digital Media	3/1/22		-47.98
9570L-010-02	Grant Expenses - Digital Media	3/16/22	MC/AMAZON	299.98
Total Library Fund Expenses for March, 2022				<u><u>\$ 807,584.21</u></u>

Mount Prospect Public Library
Capital Project Expenses by G/L Acct #
 For the Period From Mar 1, 2022 to Mar 31, 2022

Account ID	Account Description	Date	Vendor Name	Amount
7740B	Bldg Fd: Supplies	3/31/2022	service fee reversal	-1.75
7750B-016	Bldg Fd: Building Maintenance	3/1/22	PADDOCK PUBLICATIONS, INC	43.2
7750B-017	Bldg Fd: Equipment & Furniture	3/14/22	AVI SYSTEMS, INC	7237.4
7750B-South-06	Bldg Fd: SB Equipt & Furniture	3/1/22	Reclass Uline Invoice coded to wrong account	-248.88
Total Capital Project Restricted Fund Expenses for March, 2022				<u>\$ 7,029.97</u>

Debt Service Fund
Debt Service Fund Expenses by G/L Acct
For the Period From Mar 1, 2022 to Mar 31, 2022

Account ID	Account Description	Date	Trans Description	Amount
3701D	Interest Expense	3/31/22	March 2022, interest expense accrual \$31,000 x 1/12	2,583.33

Total Debt Service Fund Expenses for March, 2022 \$ 2,583.33

Mount Prospect Public Library
Gift Fund Expenses by G/L Account #
For the Period From Mar 1, 2022 to Mar 31, 2022

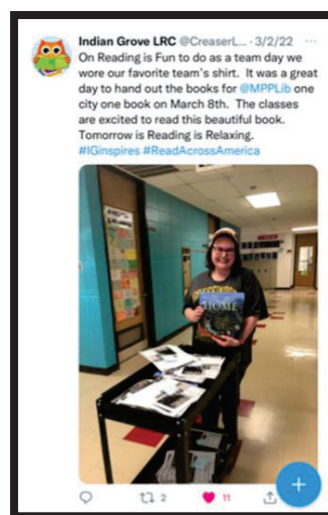
Account ID	Account Description	Date	Vendor Name	Amount
8740G	Gift Fund: Operating Expenses	3/16/22	DESIGN GROUP SIGNAGE	448.13
8740G	Gift Fund: Operating Expenses	3/16/22	DESIGN GROUP SIGNAGE	896.26
Total Gift Fund Expenses for March, 2022				<u>\$ 1,344.39</u>

Mount Prospect Public Library
Monthly Library Report for Board of Trustees

March 2022

Youth Services

- 1) With funding from the Friends, we hosted our second “Woven Together: One Town, One Read, One Day” program featuring the beautiful picture book, *You Are Home* written and illustrated by Evan Turk. Each childcare center, preschool, and elementary school received free copies of the book and a curriculum guide. On March 8, the schools were invited to read the book, and we gave a school-wide presentation to Robert Frost (D59) in the morning. The day culminated with a virtual visit with the author.



- 2) In a partnership with the French Club at Prospect High School, we offered a French-themed storytime. Leading up to the program, we visited the high school and shared the books and songs. Library staff led the English portion of the program and the French Club read books and sang songs in French. Comments from program attendees were very positive, with one caregiver mentioning that she knew French when she was younger but had forgotten much of it. Seeing the students enjoy it so much inspired her to refresh her French and teach her grandchildren some.
- 3) We had 114 calls to the Dial-a-Story service in March, which is a monthly record. Content during March included stories in English and Spanish from Librivox.org as well as stories read by staff, jokes, and more.
- 4) St. Patrick's Day was celebrated in a big way with leprechaun traps and a “Pot of Gold” scavenger hunt. Two hundred leprechaun kits were distributed with 50 being returned as traps. Twelve children captured a plastic leprechaun in their trap and received a free book as a prize. Kids completing the scavenger hunt won a stick-on green mustache (big hit!).



Mount Prospect Public Library
Monthly Library Report for Board of Trustees

South Branch & Community Engagement

- 1) We added several new toys and games for in-house use, and they have been quite popular with our younger patrons. In fact, the only way a father convinced his little boy to leave was to promise him a trip to the store to buy the toys he was playing with.



- 2) We visited the Parent University at District 59's Early Learning Center and shared tips with parents for building early literacy skills. This was followed by a storytime presentation to families which featured the book, *Mother Goose Goes to India*. The group made egg shakers and had a dance party.
- 3) South Branch brought back in-person programs in March. Patrons expressed how nice it was to be back in person. Families especially enjoyed two sessions of "Minute to Win It," competing in a variety of fun challenges together.
- 4) We attended a very busy family literacy event at Robert Frost School in District 59 where they promoted library resources and registered families for library cards.



Research

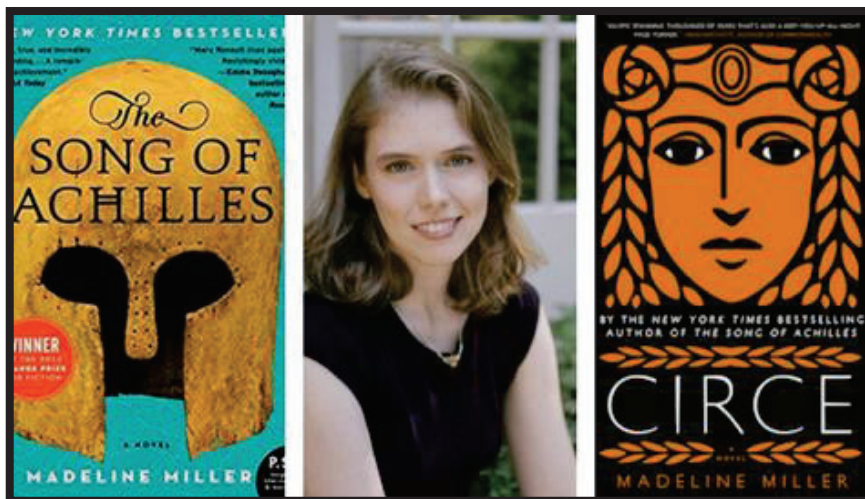
- 1) "Picturing Women Inventors," a poster exhibition from the Smithsonian was on display at the Main Library in March.
- 2) We coordinated a total of 16 programs in March with 299 total attendees. A new program series, "Career Coach at the Library," featured multiple half-hour one-on-one sessions with a career coach online and will continue to be offered periodically in April and May.
- 3) We have been writing and posting a series focusing on information literacy skills to the "News from the Research Desk" blog. The March post, Sources for Statistics, followed previous posts on Health Information and Government Sources.



Mount Prospect Public Library
Monthly Library Report for Board of Trustees

Fiction/AV/Teen

- 1) March was a strong month for teen programming. The highlight was an escape room program inspired by Teen Think Tank attendees, which ran for 10 sessions across three days.
- 2) Teen outreach was also active; in addition to collaborating with Youth Services and the Prospect High School French Club for a French-themed storytime, we held a well-attended Tinker Day of activities at Rolling Meadows High School.
- 3) A very popular virtual author visit with Madeline Miller was held, with options to participate either virtually or in-person.



Registration

- 1) Data from over 22,000 Mount Prospect patron cards was sent to Unique, an address service that works with the USPS to verify addresses of residents. Verifying residency this way will cut down on patrons having to manually update their library cards and help keep Horizon more accurate. We've dubbed this "auto-renewal for patrons."
- 2) We began taking reservations for public meeting room use in March (meetings to begin in May), and the community is very happy to have this service restored.

Circulation

- 1) Circulation numbers have been strong in 2022, and March was a particularly strong month for overall circulation. Total circulation for the month was 87,435 – the highest March since 2017. Automatic renewals and a continued increase in media downloads are significant factors in our higher circulation numbers, though physical checkouts are strong as well.
- 2) We have put together some guidelines and resources to aid in the coordination and smooth operation of outreach events that involve library card registration and/or onsite checkouts. The new process is close to being ready to put in action, and we are excited to start attending outreach events again.

Building & Security

- 1) After the approval of the bid for the new outdoor electronic sign, we finalized the drawings, pulled permits, and placed the order. We expect installation in late May.
- 2) Last year we went out to bid for our garage ceiling to be painted. We had expected to have the work done in October 2021, but due to weather conditions it was delayed until March 2022. The contractor, D.E.S. Painting, started on March 23 and has completed the project.
- 3) We converted telephone landlines for the emergency phones in the elevators and the security system to cellular lines. The elevator lines were completed in March, and the security lines will be completed in April.

Mount Prospect Public Library
Monthly Library Report for Board of Trustees

Collection & Bibliographic Services

- 1) We initiated a service from a new vendor, Rivistas, to consolidate magazine renewals for about 125 magazine titles, which saves a significant amount of staff time required to manage individual subscriptions. Not all of our titles will be managed by Rivistas, though, because we try to only have them manage subscriptions where there is a good price advantage to add the service (taking overall value into account – time-savings vs. price paid). When each title comes up for renewal, we simply click “Renew” or “Cancel” on our customer portal dashboard, and Rivistas takes care of the rest. We pay a single annual fee for a year’s worth of subscription management, so the MPPL business office will see well over 100 fewer renewal invoices to process on an annual basis. These time savings will increase over time as we add more titles to the service.

Communications & Creative Services

- 1) March was the big push for promoting the strategic planning survey, which included the website, postcard, app, e-newsletter, print, and social media. We achieved our survey collection goal within the first 10 days and our stretch goal a few days after that. By the close of the survey, we fittingly received 2,022 responses.
- 2) We worked with Youth Services to order new signage for and rebrand the backgrounds for our “You are Home” StoryWalk. The new signage is heavy, durable, made for the outdoors, and will be able to be reused for future StoryWalks.



Human Resources & Learning

- 1) Number of terminations and new hires: None
- 2) Staff anniversaries: Shang Liu (CBS) – 20 years
- 3) We went over seven weeks without any active job openings, which provided us with additional time to configure and implement the Applicant Tracking System. A significant amount of time was spent on training HR staff in preparation of the new system going “live” and automating our recruitment process.
- 4) To meet the mental health needs of the staff as we come out of the pandemic, we are providing access to Calm Premium content to all staff. In the first month that it was available, over 40% of the staff took advantage of the subscription to Calm. Over 75% of these staff are using the content provided regularly.
- 5) Four staff attended the three-session workshop, *How to Build and Antiracist Library Culture* as part of our DEI staff training focus. These DEI Committee members listened to speakers who presented information on examining programs and policies with an antiracist lens, and they participated in an equity-focused group project that could benefit the library.
- 6) Eight staff attended the Public Library Association Annual Conference, seven in-person in Portland, OR and one virtually. All who attended are preparing to share the information and ideas they took away from the conference to all staff in May.

Mount Prospect Public Library
Monthly Library Report for Board of Trustees

7) Above and Beyond Award:

- a. Dan Criscione, Technology Librarian, Research Services
- b. Janet Frye, Registration Assistant, Registration Services
- c. Stephanie Johanson, Mail & Periodicals Clerk, CBS
- d. Tom Garvin, Director of Facilities & Security, Building Services
- e. Debbie Evers, Circulation Assistant, Circulation
- f. Mary Siarkiewicz, Registration Assistant, Registration Services
- g. Megan Callaghan, Registration Assistant, Registration Services
- h. Anne Belden, Deputy Director of Public Service
- i. Jaime Lopez, Computer Services Supervisor, IT Services
- j. Elizabeth Morrissey, Teen Librarian, Fiction/AV/Teen Services
- k. Kelda Giavaras, Fiction/AV Assistant, Fiction/AV/Teen Services

Information Technology

- 1) Three new camera locations were added to our security camera system – outside of study rooms C/D/E; outside of study rooms H/I; and SW corner of the second floor. These new cameras give us better visibility of hidden areas, which helps us stay aware of patron activity and provide assistance when needed.
- 2) We upgraded our “MyPC” reservation system, which support lending laptops to patrons for in-house use.

Friends of the Mount Prospect Public Library

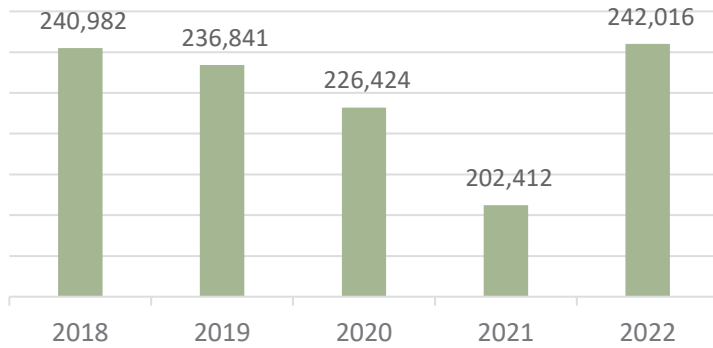
- 1) The Friends next book sale is scheduled for May 14 and 15, and it will take place in Meeting Room A, the lower-level Friends space, and in the parking garage.

Mount Prospect Public Library Foundation

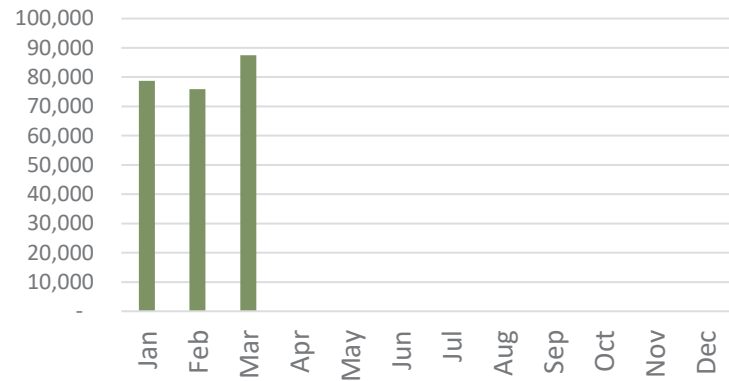
- 1) Spring Chocolate Raffle: Foundation presented four baskets and sold tickets inside the library and online through RallyUp, March 4-20. The summary will be provided at the next board meeting.
- 2) The PayPal donations received from appeals mailing were processed.
- 3) Worked with Fundraising Committee to develop Library Giving Day email campaign. Emails will be sent on April 1 and April 6.

Mount Prospect Public Library
Monthly Library Report for Board of Trustees

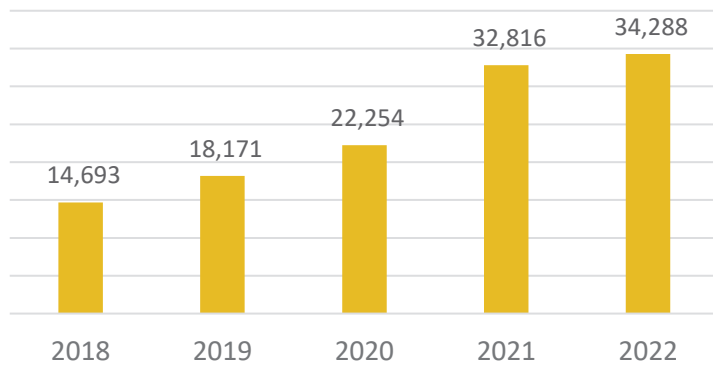
Overall Circulation YTD



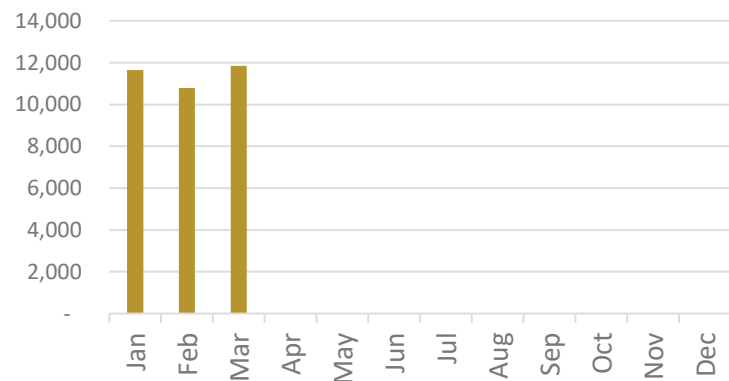
Overall Circulation 2022 by Month



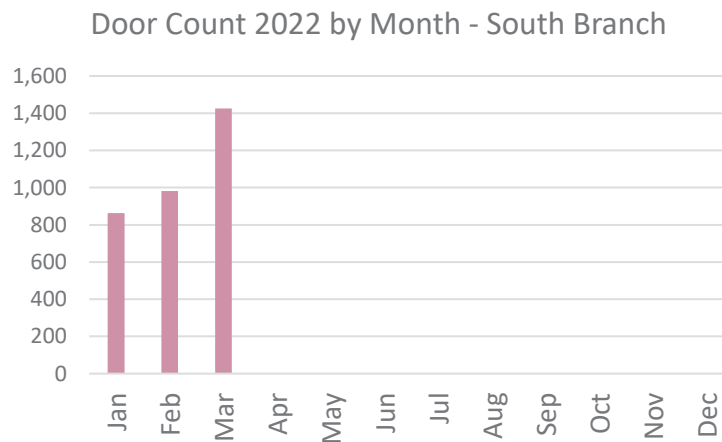
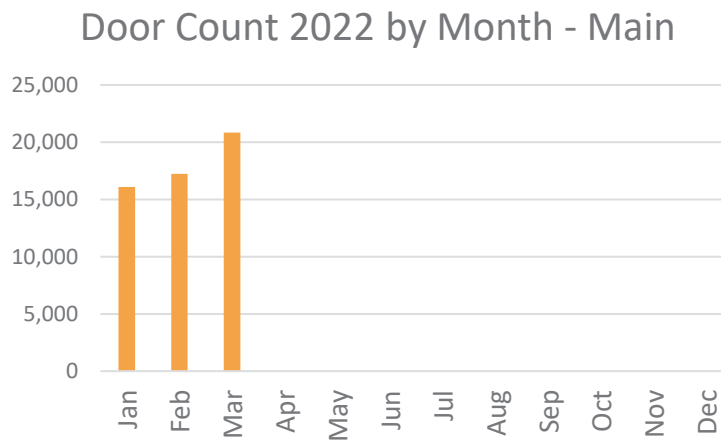
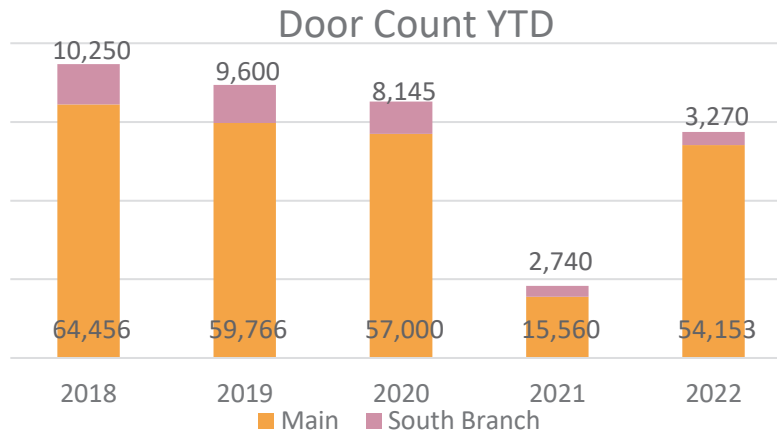
eMedia Circulation YTD



eMedia Circulation 2022 by Month

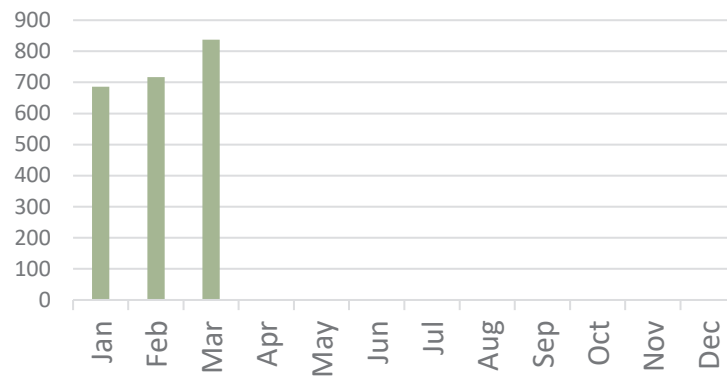


Mount Prospect Public Library
Monthly Library Report for Board of Trustees

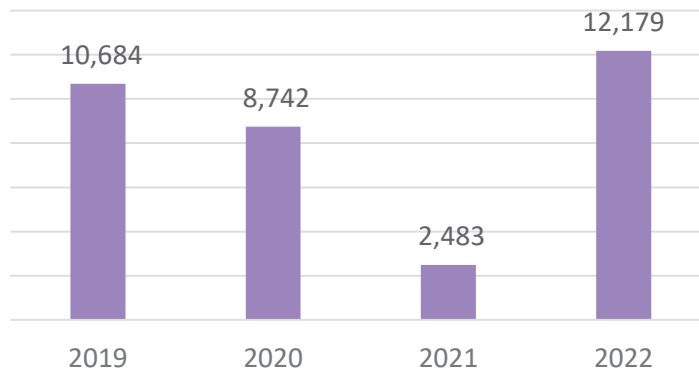


Mount Prospect Public Library
Monthly Library Report for Board of Trustees

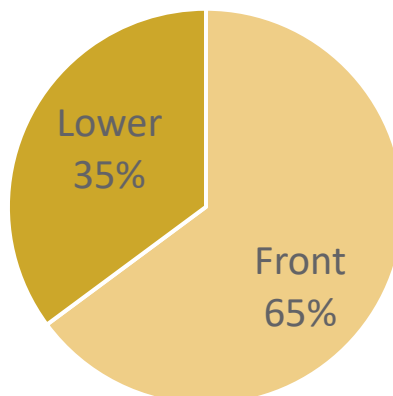
Main Study Room 2022 by Month



Wireless Unique Users

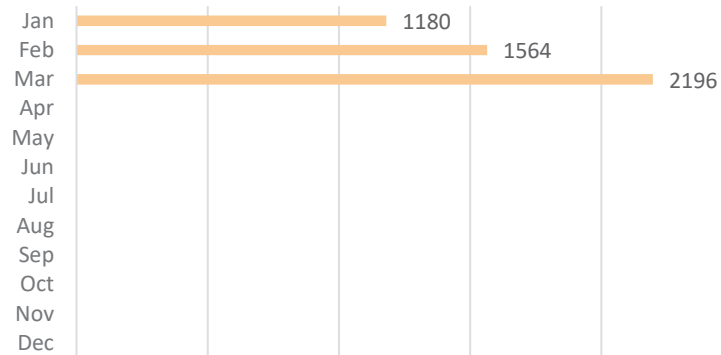


Entrance Used at Main



Mount Prospect Public Library
Monthly Library Report for Board of Trustees

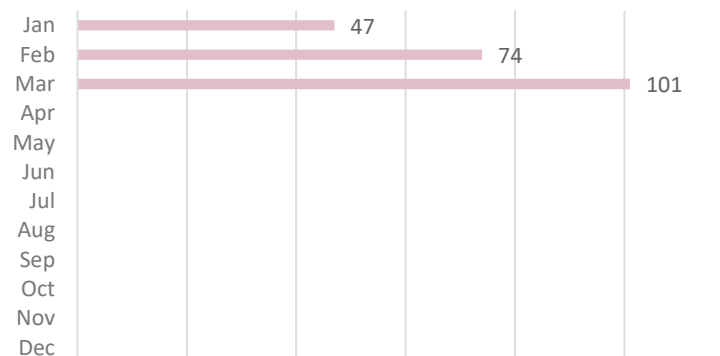
Program Attendance 2022 by Month



Notable March 2022 Programs

- 30 in-person storytimes, 626 attendees
- 3 virtual storytimes, 97 attendees
- 7 in-person Teen Escape Rooms, 29 attendees
- In-person teen volunteering, 8 attendees South Branch, 11 attendees Main
- South Branch virtual bingo, 44 attendees
- 5 in-person jugar y aprender, 45 attendees
- Understanding Small Business Financial Reporting, virtual, 44 attendees
- Happy Inventions: The History of Picture Postcards, recording, 42 views

Number of Programs 2022 by Month



Mount Prospect Public Library
Monthly Library Report for Board of Trustees

Spotlight on Community Outreach – March 2022

Date	Event Type	Event Title	Attend
3/8/2022	Business Outreach	MP Downtown Merchants Association	13
3/17/2022	Elementary School Visit	Euclid Author Study	19
3/2/2022	Elementary School Visit	Euclid STEAM Stations - 3rd Grade	20
3/16/2022	Elementary School Visit	Euclid Author Study	20
3/17/2022	Elementary School Visit	Euclid Author Study	20
3/2/2022	Elementary School Visit	Euclid 3rd grade STEAM Stations	20
3/2/2022	Elementary School Visit	Euclid 3rd Grade STEAM Stations	21
3/16/2022	Elementary School Visit	Euclid Author Study	22
3/2/2022	Elementary School Visit	Euclid 3rd grade STEAM Stations	22
3/29/2022	Elementary School Visit	Robert Frost 3rd Grade Book Talk	42
3/15/2022	Elementary School Visit	St. Raymond 3rd Grade Book Talk	45
3/4/2022	Elementary School Visit	VIRTUAL - Forest View 5th Grade Book Talk	48
3/3/2022	Elementary School Visit	Robert Frost Literacy Night	110
3/11/2022	Elementary School Visit	Lions Park 3rd Grade Book Talk	140
3/8/2022	Elementary School Visit	VIRTUAL- Robert Frost School Woven Together Read Aloud	250
3/17/2022	Preschool Outreach	Grace Lutheran PreK Storytime	10
3/1/2022	Teen Outreach	Prospect HS French Club	13
3/9/2022	Teen Outreach	Rolling Meadows High School Tinker Day	37
3/23/2022	Youth Community Outreach	NW Special Recreation Association Visit	24
3/11/2022	Youth Community Outreach	D26 Prairie Trails Spanish Storytime	12
3/17/2022	Youth Community Outreach	D59 Parent University Presentation	22
Total		21	930