

Regular Board Meeting
March 18, 2021 7:00 p.m.
Zoom Meeting

AGENDA*

Remotely via Electronic Means, Zoom Meeting

<https://us02web.zoom.us/j/89554535533>

Meeting ID: 895 5453 5533

Passcode: 575485

+1 312 626 6799 US (Chicago)

1. Call to Order

2. President Statement Regarding Virtual Meeting

“This meeting of the Board of Library Trustees is held without a quorum of Trustees physically present and is authorized by Governor pursuant to “COVID-19 Executive Order No. 5” and the Government Emergency Administration Act. Pursuant to said Act, I have determined that an in-person meeting is neither practical nor prudent because of the COVID-19 disaster. As a result, I have further determined that it is not feasible to require the physical presence of a Trustee, the Library Director, or the Library’s attorney at the regular meeting location. The minutes of this meeting will include the foregoing statement. Please note that a roll call vote is now required for all motions.”

3. Roll Call

4. Resolution of Appreciation – Rosemary Groenwald (Action) (4)

5. Audience to Visitors

6. Consent Agenda

- a. Approve Minutes of Regular Board Meeting of February 18, 2021 **(5-6)**
- b. Approve Minutes of Committee of the Whole Meeting of March 4, 2021 **(7-8)**
- c. Approve February 2021 Bills **(9)** and Financial Reports **(10-23)**

7. Reopening Progress Report and Next Steps

8. Library Reports

- a. Executive Director Report **(3)**
- b. February 2021 Monthly Library Report **(26-33)**
- c. 2021 Goals Progress **(25)**

9. Trustee Reports

10. Calendar items

- a. Committee of the Whole Meeting – April 1 7:00 p.m.
 - i. Recommend holding it for an EDI plan review.
- b. Library Closed – April 4
- c. Regular Board Meeting – April 15
- d. Foundation Board Meeting – April 26 – open

11. Adjournment

Mount Prospect Public Library
Board of Trustees

Library Director Report
March 18, 2021

- 1. Resolution of Appreciation – Rosemary Groenwald.** This is agenda item 4. Rosemary is retiring after 33 years at MPPL and plans to be at the meeting to accept the resolution.
- 2. Consent Agenda.** This is agenda item number 6. Any item on the consent agenda can be removed by request and discussed and voted on separately.

“I move to establish and approve the consent agenda as presented.”

- 3. Reopening Progress Report and Next Steps.** This is agenda item number 7. We opened South Branch for service-by-appointment on March 8, and it has been going well. Patrons are happy to be back in the facility to browse and use the computers.

We’ve taken some small steps forward at Main; we’ve stopped staffing the Welcome Desk, as patrons have been very consistent about wearing masks and understanding the guidelines. In February we averaged about 350 patrons a day; so far in March the average is up to 410. We are consistently below the 100-person capacity limit. Behind the scenes, we’ve reopened a few tables in the staff lounge so that employees can take a break and eat away from their desks.

As we look toward the future, the three big “reopening” issues are open hours, study rooms, and the time limit. We are actively working on plans for reopening study rooms and increasing the time limit. I would like to have a brief initial discussion with the Board at the meeting about open hours at Main.

- 4. 2021 Goals Progress Reporting.** In the packet I have included a summary graphic of progress on the 2021 goals. My plan is to include that graphic every month so we can track high level progress. In the detailed Library Report we have indicated where items have contributed toward the goals.

When necessary, I will give additional progress reports (like the Branding update below). As we make headway on our goals, please feel free to let me know if you’d like to see a different or additional type of reporting.

At times, I will ask the Board to convene to review progress on a more detailed basis or ask for input. My first request is that we meet for the April 1 COW meeting to focus on progress and plans for our EDI goal, as well as review and affirm an initial diversity statement. I feel that it is important to be able to share our plans for our EDI journey with the community, and this is an area where Board input is necessary and appreciated.

- 5. Branding RFP.** We published a branding RFP on March 3 and sent it to over 20 local marketing/branding agencies. To date we have received a response from ten of them that they plan to submit a proposal. Proposals are due by Monday, 3/29 at 5:00 p.m., and staff will score and rate the proposals, and select 2-3 firms as finalists to interview. We will present our recommendation to the Board at the 4/15 regular meeting. You can see the RFP here: <https://mppl.org/about-us/business-opportunities/>

Mount Prospect Public Library
Board of Trustees

**Resolution of Appreciation
Rosemary Groenwald**

WHEREAS, Rosemary Groenwald, an employee of the Mount Prospect Public Library since June 1988, is retiring April 2021; and

WHEREAS, Rosemary has served the library in several capacities starting as a Patron Assistant in Adult Services, then as Readers' Advisor in 1990, and was promoted to librarian in 1998. In 2001 she became the Department Head of Technical Services, and in 2018 she was named Department Head of Collection and Bibliographic Services; and

WHEREAS, Rosemary was a key contributor in implementing the Horizon ILS system at MPPL and her dedicated leadership made our library ILS more suitable for the 21st century; and

WHEREAS, was trained by the Library of Congress on creating Authority Records and made MPPL one of the very few public libraries in the area that had NACO (Name Authority Cooperative Program) status; and

WHEREAS, she was one of 10 members of a subcommittee under the Subject Analysis Committee of the American Library Association, researching and establishing LCGFT (Library of Congress Genre Format Terms). The eventual publishing of the thesaurus resulted in the wide use of the terms worldwide. Rosemary has actively continued work on this committee including her most recent project that involves mapping and implementation of faceted vocabulary; and

WHEREAS, in 2014 Rosemary was the recipient of the Today's Business Solutions (TBS, Inc.) Technical Services Award from ILA; and

WHEREAS, her sincere hard work, commitment, and dedication to the Mount Prospect Public Library's mission and success have been expressed throughout her career; and

WHEREAS, although we will miss her, we wish her well in her new chapter of life and are proud to have had Rosemary as a Mount Prospect Public Library staff member; and

THEREFORE, be it resolved by the Board of Trustees of the Mount Prospect Public Library at their regular meeting, March 18, 2021 that sincere appreciation is given to Rosemary Groenwald for her dedication to the library and residents of Mount Prospect.

Sylvia M. Haas, President
Mount Prospect Public Library
Board of Trustees

**Regular Board Meeting
February 18, 2021
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 7:03 p.m. by Sylvia Haas, President.

2. President Statement Regarding Virtual Meeting

"This meeting of the Board of Library Trustees is held without a quorum of Trustees physically present and is authorized by Governor pursuant to "COVID-19 Executive Order No. 5" (16 March 2020), and the Government Emergency Administration Act (Public Act 100-0640; eff. 6/12/20). Pursuant to said Public Act, which in part amended the Open Meetings Act, I have determined that an in-person meeting is neither practical nor prudent because of the COVID-19 disaster. As a result, I have further determined that it is not feasible to require the physical presence of a Trustee, the Library Director, or the Library's attorney at the regular meeting location. The minutes of this meeting will include the foregoing statement. Please note that a roll call vote is now required for all motions."

3. Roll Call

Present: Marie Bass, Michael Duebner, Sylvia Fulk, Terri Gens, Brian Gilligan, Sylvia Haas, Kristine O'Sullivan
Absent: None
Staff Present: Jo Broszczak, Su Reynders
Visitors: Gail Bajkowski, Board President, Mount Prospect Public Library Foundation
Pat Klawitter, Board President, Friends of the Mount Prospect Public Library
There were approximately 25 visitors and staff on the electronic meeting.

4. Resolution of Appreciation – Mount Prospect Public Library Foundation

President Haas read aloud the Resolution of Appreciation for the Foundation.

Motion was made by Trustee Duebner and seconded by Trustee Bass to approve the Resolution of Appreciation for Mount Prospect Public Library Foundation. Roll Call Vote: AYES: Bass, Duebner, Fulk, Gens, Gilligan, Haas, O'Sullivan. NAYS: None. ABSTAIN: None. Motion carried.

5. Resolution of Appreciation – Friends of the Mount Prospect Public Library

President Haas read aloud the Resolution of Appreciation for the Friends.

Motion was made by Trustee O'Sullivan and seconded by Trustee Fulk to approve the Resolution of Appreciation for Friends of the Mount Prospect Public Library. Roll Call Vote: AYES: Bass, Duebner, Fulk, Gens, Gilligan, Haas, O'Sullivan. NAYS: None. ABSTAIN: None. Motion carried.

6. Audience to Visitors

Foundation President Gail Bajkowski and Friends President Pat Klawitter both spoke on behalf of their respective organizations and thanked the library for the recognition.

7. Consent Agenda

- a. Approve Minutes of Regular Board Meeting of January 21, 2021
- b. Approve Minutes of Committee of the Whole Meeting of February 4, 2021
- c. Approve January 2021 Bills and Financial Reports
- d. Approve 2021 Non-Resident Card Fee of \$460
- e. Approve 2021 Per Capita Grant Application
- f. Approve Revised Policies as discussed February 4, 2021
- g. Approve 2020 Illinois Public Library Annual Report (IPLAR)

Trustee Duebner requested that “personal time” be removed from Personnel Code Section G: ID4.

Motion was made by Trustee Duebner and seconded by Trustee Gilligan to establish and approve the Consent Agenda as amended. Roll Call Vote: AYES: Bass, Duebner, Fulk, Gens, Gilligan, Haas, O’Sullivan. NAYS: None. ABSTAIN: None. Motion carried.

8. Review and Agreement of 2021 Goals

Trustees discussed the “Upgrade Marketing, Communications, and Brand” goal in conjunction with the strategic plan timeline. Trustees and Director Reynders agreed that the library would write a formal RFP and solicit multiple proposals for the brand refresh project.

9. Executive Director Report

Director Reynders reported that the first three weeks of being open to walk-in traffic has been going well. The materials quarantine has been reduced from 72 hours to 24 hours based on research and recommendation from RAILS. Trustees reviewed the library report and asked questions.

10. Trustee Reports

Trustee Gens attended the January Foundation meeting, where they discussed funds for library programs and fundraising events.

11. Calendar Items

- a. Foundation Board Meeting – February 22 – Marie Bass
- b. ~~Committee of the Whole Meeting – March 4 (cancelled)~~
- c. Regular Board Meeting – March 18
- d. No Foundation Board Meeting in March

12. Adjournment

Regular meeting adjourned at 7:47 p.m.

Terri Gens, Secretary

**Committee of the Whole Meeting
March 4, 2021
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 7:03 p.m. by Sylvia Haas, President.

2. President Statement Regarding Virtual Meeting

"This meeting of the Board of Library Trustees is held without a quorum of Trustees physically present and is authorized by Governor pursuant to "COVID-19 Executive Order No. 5" (16 March 2020), and the Government Emergency Administration Act (Public Act 100-0640; eff. 6/12/20). Pursuant to said Public Act, which in part amended the Open Meetings Act, I have determined that an in-person meeting is neither practical nor prudent because of the COVID-19 disaster. As a result, I have further determined that it is not feasible to require the physical presence of a Trustee, the Library Director, or the Library's attorney at the regular meeting location. The minutes of this meeting will include the foregoing statement. Please note that a roll call vote is now required for all motions."

3. Roll Call

Present: Marie Bass, Michael Duebner, Sylvia Fulk, Terri Gens, Brian Gilligan, Sylvia Haas, Kristine O'Sullivan
Absent: None
Staff Present: Jo Broszczak, Su Reynders
Present: There were approximately 31 visitors and staff on the electronic meeting.

4. Audience to Visitors

Five Mount Prospect residents spoke in support of Trustee Gens regarding the situation where she used inappropriate language during a recent candidate forum: Rachel Leiner, Liz LaPlante, Sharon Roberts, Carole Martz, and Peggy Pissarreck.

Director Reynders reported that she received over 20 emails and one phone call the day of the Board meeting in support of Trustee Gens. She read two emails that were representative of the majority, from Mount Prospect residents Ronak McFadden and Shar Jaegers.

Director Reynders read the names of people who submitted emails and phone calls the day of the Board meeting:

Carole Martz	Kristen Worst	Noreen McAndrew
Dawn and Bryan Frenzel	Leslie Ponczek	Pam Fehling
Ellen Ritzenthaler	Linda Phillips	Peggy Pissarreck
Joanne Smith	Liz Fischer	Rachel Leiner
Julia Narain	Liz LaPlante	Ronak McFadden
Julie Filipic	Mae Dibenedetto	Shar Jaegers
Keri Graham	Mary Ann Benden	Tamara Brey

5. Discuss Trustee Communication

Trustee Gens made a statement apologizing and explaining the context of the situation and referred to the public apology printed in the *Mount Prospect Journal* newspaper.

Trustees all made statements supporting Trustee Gens. The Board recognized that there have been calls for Trustee Gens to resign her position on the Library Board. After having evaluated the totality of the circumstances, the Board accepts Trustee Gens' sincere apology and affirms that Trustees will continually seek improvement to serve the Mount Prospect community.

The Board affirmed that the library categorically condemns the use of disparaging and offensive language and stands in solidarity in the fight against racial injustice and inequality.

The Board requested that spokesperson Trustee Bass write a statement reflecting the Board's comments and work with library staff to post the statement on the library website.

6. Adjournment

Committee of the Whole meeting adjourned at 7:40 p.m.

Terri Gens, Secretary

Mount Prospect Public Library
Board of Trustees
Treasurer's Report

Fund Balances as of FEBRUARY 28, 2021

Library General Fund	\$	4,541,461
Working Cash Fund	\$	2,211,384
Capital Projects Restricted Fund	\$	3,355,311
Debt Service Fund	\$	872,037
Gift Fund	\$	568,291
Total All Funds	\$	11,548,484

Cash Disbursements February 2021	\$	777,899.64
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Financial Summary

Fund Balances

Combined Balance Library & Working Cash Funds	\$	6,752,845
Annual Operating Budget 2021	\$	9,716,528
Combined Balance - Months in Reserve		8.3
Combined Balance - Percentage in Reserve		69%

YTD February Spending

- * \$112,642.63 below the year-to-date budget
- * YTD Actual is 6.5% below YTD budget

Percent of Full Year Budget Spent to date

- * YTD expected to spend 17.9% of the annual budget
- * Spending to date was actually closer to 16.7% of the annual budget
- * Last year we had expended about 16.4% of the annual budget

Levy Collection

- * To date 9.0% of the 2020 Levy has been collected
- * Last year 10.6% of the 2019 Levy had been collected through February 2020
- * Historically, over the past six years, 10.58% to 16.33% (average of 13.72%) of the current year Levy has been collected YTD

MOUNT PROSPECT PUBLIC LIBRARY
Statement of Revenues, Expenditures & Fund Balances

For the Period Ended 02/28/2021

	Current Month	Year To Date
Library General Fund		
Revenues		
Property Taxes	\$ 1,061,446	\$ 1,065,967
Taxes Allocated to Other Funds	(144,334)	(144,721)
Personal Property Replacement Taxes	9,087	9,087
Interest Income	253	607
Illinois Per Capita Grant	-	-
Misc. Grant Income	-	1,000
Ground Lease Income	-	-
Miscellaneous Fees and Fines	687	687
Friends & Foundation Reimbursements	-	-
Village Reimbursements	-	-
<i>Total Revenues</i>	<u>\$ 927,139</u>	<u>\$ 932,627</u>
Expenditures		
Salaries & Benefits	\$ 563,024	1,179,677
Management Expense	8,310	18,892
Operating Expenses	19,459	118,178
Building Expense	75,210	116,044
Services and Resources	103,714	189,365
Friends & Foundation Reimbursable Expenses	69	69
Misc. Grant Expenses	-	-
Expenses Reimbursable by Village	136	273
<i>Total Expenditures</i>	<u>\$ 769,922</u>	<u>\$ 1,622,498</u>
Transfer to Capital Projects Restricted Fund	-	-
<i>Total Expenditures/Transfers</i>	<u>\$ 769,922</u>	<u>\$ 1,622,498</u>
Excess (Deficiency) of Revenues over Expenditures	\$ 157,217	\$ (689,871)
Fund Balance - Beginning of Period	4,384,245	5,231,333
Fund Balance - End of Period	<u>\$ 4,541,462</u>	<u>\$ 4,541,462</u>
Working Cash Fund		
Fund Balance - Beginning of Period	\$ 2,211,258	\$ 2,211,096
Interest Allocation	125	287
Fund Balance - End of Period	<u>\$ 2,211,383</u>	<u>\$ 2,211,383</u>
Capital Projects Restricted Fund		
Revenues		
Transfer from Library Fund	\$ -	\$ -
Interest Income	199	448
<i>Total Revenues</i>	<u>\$ 199</u>	<u>\$ 448</u>
Expenditures		
Building & Grounds	\$ 1,990	\$ 1,990.00
Library Equipment (Book Drop and Security system)	3,944	8,609
Library Furnishings	-	-
Other Expenditures	-	-
Reimbursement from Gift Fund	-	-
<i>Total Expenditures</i>	<u>\$ 5,934</u>	<u>\$ 10,599</u>
Excess (Deficiency) of Revenues over Expenditures	\$ (5,735)	\$ (10,151)
Fund Balance - Beginning of Period	3,361,045	3,365,461
Fund Balance - End of Period	<u>\$ 3,355,310</u>	<u>\$ 3,355,310</u>
Debt Service Fund		
Revenues		
Property Taxes	\$ 144,334	\$ 144,721
Interest Income	44	98
<i>Total Revenues</i>	<u>\$ 144,378</u>	<u>\$ 144,819</u>
Expenditures		
Interest Expense	\$ 5,108	\$ 10,217
Debt Reduction Payments	-	-
Bond Administration	-	-
<i>Total Expenditures</i>	<u>\$ 5,108</u>	<u>\$ 10,217</u>
Excess (Deficiency) of Revenues over Expenditures	\$ 139,270	\$ 134,602
Fund balance - Beginning of Period	732,767	737,435
Fund balance - End of Period	<u>\$ 872,037</u>	<u>\$ 872,037</u>
Gift Fund		
Revenues	\$ 1,078	\$ 2,210
Expenditures	348	348
Excess (Deficiency) of Revenues over Expenditures	\$ 730	\$ 1,862
Fund Balance - Beginning of Period	567,561	566,429
Fund Balance - End of Period	<u>\$ 568,291</u>	<u>\$ 568,291</u>

**MOUNT PROSPECT PUBLIC LIBRARY
SUMMARY OF CASH DISBURSEMENTS
February 28, 2021**

LIBRARY GENERAL FUND

Salaries & Benefits (4100L - 4150L)	\$ 563,024.00	
Management Expense (4210L - 4290L)	8,310.14	
Operating Expenses (4310L - 4390L)	19,459.46	
Building Expense (4410L - 4460L)	75,209.91	
Services and Resources (4610L - 4690L)	103,713.88	
Friends & Foundation reimbursable expenses (9530L and 9540L)	68.77	
VOMP reimbursable expenses (9560L)	136.68	
Grant Expenses (9570L)	-	
Total February 2021 Library General Fund Expenses	-	\$ 769,922.84

Additions for Library General Fund Cash Disbursements:

Payments to Friends & Foundation & MPHS for income items	\$ 15.00	
Operating Expense Reimbursements received	5,644.93	
January 2021 Accrued Payroll & Benefits	266,188.40	
January 2021 Credit Card Payable	23,709.49	
January 2021 Accounts Payable	27,394.78	
February 2021 Accounts Receivable from RAILS	147.17	
Disbursements for Gift Fund	347.77	
	347.77	323,447.54

Deductions for Library General Fund Cash Disbursements:

February 2021 Accrued Payroll & Benefits	\$ 266,539.67	
February 2021 Credit Card Payable	20,925.26	
February 2021 Accounts Payable	27,779.02	
Miscellaneous	117.64	
Payment of Nayax invoices & merchant fees by income offset	96.02	
Payment of Credit Card Merchant fees by income offset	13.13	
	13.13	(315,470.74)

Total Library General Fund cash disbursed

\$ 777,899.64

CAPITAL PROJECTS RESTRICTED FUND

February 2021 Expenses	\$ 5,933.75	
Plus: January 2021 Accounts Payable	-	
Less: February 2021 Accounts Payable	(5,933.75)	
<i>Total Capital Projects Restricted Fund cash disbursed</i>	-	0.00

DEBT SERVICE FUND

February 2021 Expenses	\$ 5,108.33	
Plus: January 2021 Interest Payable	10,216.66	
Less: February 2021 Interest Payable	(15,324.99)	
<i>Total Debt Service Fund cash disbursed</i>	-	0.00

GIFT FUND

February 2021 Expenses	\$ 347.77	
Plus: January 2021 Accounts Payable	-	
Less: February 2021 Accounts Payable	(347.77)	
<i>Total Gift Fund cash disbursed</i>	-	0.00

TOTAL CASH DISBURSEMENTS, February 2021

\$ 777,899.64

Mount Prospect Public Library
Library Fund Expenses by G/L Account #
For the Period From Feb 1, 2021 to Feb 28, 2021

Account ID	Account Description	Date	Vendor Name	Amount
4110L	Salaries	2/1/21	01/31/2021 accrued payroll reversal	\$ (227,655.00)
4110L	Salaries	2/4/21	PAYROLL - PAYCOM	212,477.81
4110L	Salaries	2/18/21	PAYROLL - PAYCOM	213,131.23
4110L	Salaries	2/28/21	02/28/2021 accrued payroll	229,062.00
4120L	IMRF	2/1/21	01/31/2021 accrued payroll reversal	(22,204.00)
4120L	IMRF	2/23/21	VILLAGE OF MT. PROSPECT - IMRF	41,736.00
4120L	IMRF	2/28/21	02/28/2021 accrued payroll	22,340.00
4130L	MC / FICA	2/1/21	01/31/2021 accrued payroll reversal	(16,440.00)
4130L	MC / FICA	2/4/21	PAYROLL - PAYCOM	15,343.72
4130L	MC / FICA	2/18/21	PAYROLL - PAYCOM	15,408.90
4130L	MC / FICA	2/28/21	02/28/2021 accrued payroll	16,394.00
4140L	Insurance - Medical	2/3/21	COBRA FEE	(16.01)
4140L	Insurance - Medical	2/26/21	VILLAGE OF MT. PROSPECT	62,873.23
4150L	Unemployment Tax	2/5/21	LIMRICC UNEMPLOYMENT COMP.	572.12
4230L	Printing: Banners	2/1/21	BANNERVILLE USA	55.00
4240L	Marketing	2/1/21	THE JOURNAL AND TOPICS	400.00
4240L	Marketing	2/2/21	MOBILE PRINT INC.	62.08
4260L	Professional Dues	2/1/21	ILLINOIS LIBRARY ASSOCIATION	75.00
4260L	Professional Dues	2/1/21	ILLINOIS LIBRARY ASSOCIATION	75.00
4260L	Professional Dues	2/18/21	MC/GOV FINANCE OFFICERS ASSOC	160.00
4260L	Professional Dues	2/2/21	MC/COSUGI SIRSIDYNIX	100.00
4280L	Human Resources	2/4/21	PAYROLL - PAYCOM	2,179.57
4280L	Human Resources	2/18/21	PAYROLL - PAYCOM	1,580.05
4280L	Human Resources	2/15/21	EMPLOYEE BENEFITS CORPORATION	118.75
4280L	Human Resources	2/8/21	COSUGI (CUSTOMERS OF SirsiDynix)	100.00
4280L	Human Resources	2/1/21	MC/MGMT ASSOC: HR SOURCE	199.00
4280L	Human Resources	2/2/21	MC/MGMT ASSOC: HR SOURCE	25.00
4280L	Human Resources	2/18/21	EXPENSE REIMBURSEMENTS TO EMPLOYEES	12.54
4290L	Other Operating	2/15/21	NAYAX LLC	3.73
4290L	Other Operating	2/22/21	NAYAX LLC	5.94
4290L	Other Operating	2/26/21	PROPAY	13.13
4290L	Other Operating	2/26/21	NAYAX LLC	6.85
4290L	Other Operating	2/1/21	HR SOURCE (MANAGEMENT ASSOC)	350.00
4290L	Other Operating	2/1/21	HR SOURCE (MANAGEMENT ASSOC)	240.00
4290L	Other Operating	2/27/21	ARRANGING TIME	262.50
4290L	Other Operating	2/1/21	NORTHWEST COMMUNITY HOSP.	68.00
4290L	Other Operating	2/14/21	DEX MEDIA	23.00
4290L	Other Operating	2/18/21	EXPENSE REIMBURSEMENTS TO EMPLOYEES	2,195.00
4310L	Telecommunications	2/11/21	AT&T	728.82
4310L	Telecommunications	2/13/21	AT&T	1,676.96
4310L	Telecommunications	2/13/21	AT&T	297.56
4310L	Telecommunications	2/16/21	TECHNOLOGY MANAGEMENT REVOLVING FUND	497.00
4310L	Telecommunications	2/23/21	COMCAST CABLE	203.35

Mount Prospect Public Library
 Library Fund Expenses by G/L Account #
 For the Period From Feb 1, 2021 to Feb 28, 2021

Account ID	Account Description	Date	Vendor Name	Amount
4310L	Telecommunications	2/28/21	VERIZON WIRELESS	369.74
4310L	Telecommunications	2/13/21	AT&T - 50%	136.68
4340L	Office Supplies	2/12/21	STAPLES BUSINESS ADVANTAGE	105.23
4340L	Office Supplies	2/1/21	STAPLES BUSINESS ADVANTAGE	51.10
4340L	Office Supplies	2/12/21	STAPLES BUSINESS ADVANTAGE	112.58
4340L	Office Supplies	2/4/21	EXPENSE REIMBURSEMENTS TO EMPLOYEES	2.50
4340L	Office Supplies	2/17/21	WAREHOUSE DIRECT	138.95
4340L	Office Supplies	2/1/21	STAPLES BUSINESS ADVANTAGE	4.45
4340L	Office Supplies	2/17/21	WAREHOUSE DIRECT	57.83
4340L	Office Supplies	2/26/21	STAPLES BUSINESS ADVANTAGE	48.85
4340L	Office Supplies	2/1/21	STAPLES BUSINESS ADVANTAGE	39.44
4340L	Office Supplies	2/12/21	STAPLES BUSINESS ADVANTAGE	31.45
4340L	Office Supplies	2/12/21	STAPLES BUSINESS ADVANTAGE	49.27
4340L	Office Supplies	2/24/21	SYNCHRONY/AMAZON	23.99
4340L	Office Supplies	2/1/21	WAREHOUSE DIRECT	74.47
4340L	Office Supplies	2/1/21	WAREHOUSE DIRECT	808.56
4340L	Office Supplies	2/24/21	SYNCHRONY/AMAZON	14.95
4340L	Office Supplies	2/12/21	STAPLES BUSINESS ADVANTAGE	43.47
4340L	Office Supplies	2/24/21	SYNCHRONY/AMAZON	7.29
4340L	Office Supplies	2/25/21	WAREHOUSE DIRECT	98.98
4340L	Office Supplies	2/1/21	STAPLES BUSINESS ADVANTAGE	20.70
4340L	Office Supplies	2/1/21	STAPLES BUSINESS ADVANTAGE	9.73
4340L	Office Supplies	2/12/21	STAPLES BUSINESS ADVANTAGE	73.26
4340L	Office Supplies	2/12/21	STAPLES BUSINESS ADVANTAGE	4.84
4340L	Office Supplies	2/17/21	WAREHOUSE DIRECT	33.48
4350L	Library Supplies	2/1/21	STAPLES BUSINESS ADVANTAGE	37.30
4350L	Library Supplies	2/16/21	DEMCO	15.72
4350L	Library Supplies	2/17/21	WAREHOUSE DIRECT	27.70
4350L	Library Supplies	2/18/21	EXPENSE REIMBURSEMENTS TO EMPLOYEES	36.92
4350L	Library Supplies	2/24/21	SYNCHRONY/AMAZON	23.99
4350L	Library Supplies	2/22/21	GARVEY'S OFFICE PRODUCTS	35.96
4350L	Library Supplies	2/23/21	WAREHOUSE DIRECT	34.29
4350L	Library Supplies	2/16/21	DEMCO	12.71
4350L	Library Supplies	2/17/21	WAREHOUSE DIRECT	68.38
4350L	Library Supplies	2/26/21	WAREHOUSE DIRECT	(68.38)
4360L	Postage	2/26/21	POSTMASTER	1,813.74
4360L	Postage	2/3/21	MC/POSTMASTER	7.95
4360L	Postage	2/8/21	MC/POSTMASTER	16.30
4360L	Postage	2/12/21	MC/POSTMASTER	7.95
4360L	Postage	2/19/21	MC/POSTMASTER	48.90
4360L	Postage	2/23/21	MC/POSTMASTER	281.25
4360L	Postage	2/19/21	EMPLOYEE REIMBURSEMENTS	(7.20)
4380L	Contract Services	2/1/21	AQUA-SAFARI, INC.	2,145.00
4390L	IT Services	2/6/21	MC/QUICKBASE	183.19
4390L	IT Services	2/7/21	MC/GODADDY.COM, INC.	314.96
4390L	IT Services	2/19/21	CDW GOVERNMENT, INC.	475.17
4390L	IT Services	2/23/21	MC/CONSTANT CONTACT	2,397.50
4390L	IT Services	2/23/21	CDW GOVERNMENT, INC.	4,825.72

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4390L	IT Services	2/23/21	MC/GODADDY.COM, INC.	21.17
4390L	IT Services	2/24/21	MC/ADOBE	382.37
4390L	IT Services	2/22/21	MC/PADLET SOFTWARE	24.00
4390L	IT Services	2/23/21	BACKSTAGE LIBRARY WORKS	225.00
4390L	IT Services	2/28/21	BACKSTAGE LIBRARY WORKS	306.42
4410L	Building Maintenance	2/1/21	INTERIOR TROPICAL GARDENS	120.00
4410L	Building Maintenance	2/17/21	COMPLETE TEMPERATURE SYSTEMS	969.00
4410L	Building Maintenance	2/17/21	AUTOMATIC DOORS, INC.	1,977.50
4410L	Building Maintenance	2/23/21	AUTOMATIC DOORS, INC.	585.00
4410L	Building Maintenance	2/23/21	AUTOMATIC DOORS, INC.	427.50
4410L	Building Maintenance	2/1/21	W. W. GRAINGER, INC.	27.78
4410L	Building Maintenance	2/1/21	W. W. GRAINGER, INC.	169.73
4410L	Building Maintenance	2/5/21	W. W. GRAINGER, INC.	45.35
4410L	Building Maintenance	2/8/21	NERADT ACE HARDWARE	19.32
4410L	Building Maintenance	2/10/21	MOUNT PROSPECT PAINT, INC.	44.49
4410L	Building Maintenance	2/11/21	NORTHWEST ELECTRICAL	37.91
4410L	Building Maintenance	2/23/21	MOUNT PROSPECT PAINT, INC.	44.49
4410L	Building Maintenance	2/23/21	FILTER SERVICES ILLINOIS	760.72
4410L	Building Maintenance	2/24/21	FILTER SERVICES ILLINOIS	102.72
4410L	Building Maintenance	2/1/21	AMERICAN LANDSCAPING INC.	150.00
4410L	Building Maintenance	2/1/21	AMERICAN LANDSCAPING INC.	750.00
4410L	Building Maintenance	2/6/21	JOHNSON CONTROLS	285.00
4410L	Building Maintenance	2/9/21	SOUND INCORPORATED	40.00
4410L	Building Maintenance	2/17/21	HUFCOR INC.	2,552.00
4420L	Equipment Maintenance	2/1/21	SHELL OIL COMPANY	24.50
4420L	Equipment Maintenance	2/1/21	SHELL OIL COMPANY	(2.83)
4420L	Equipment Maintenance	2/2/21	ULINE	62.73
4420L	Equipment Maintenance	2/3/21	SHELL OIL COMPANY	2.10
4420L	Equipment Maintenance	2/3/21	SHELL OIL COMPANY	(0.24)
4420L	Equipment Maintenance	2/6/21	SHELL OIL COMPANY	(3.29)
4420L	Equipment Maintenance	2/12/21	SHELL OIL COMPANY	33.25
4420L	Equipment Maintenance	2/12/21	SHELL OIL COMPANY	(3.93)
4420L	Equipment Maintenance	2/10/21	MC/AMAZON	91.96
4420L	Equipment Maintenance	2/3/21	IMAGE SYSTEMS & BUSINESS SOLUTIONS	136.00
4420L	Equipment Maintenance	2/2/21	SIRSIDYNIX	55,642.56
4420L	Equipment Maintenance	2/24/21	MC/ DRI Vmware	1,228.25
4440L	Janitorial	2/1/21	CRYSTAL MANAGEMENT & MAINTENANCE	2,980.00
4440L	Janitorial	2/20/21	REPUBLIC SERVICES #551	403.83
4440L	Janitorial	2/12/21	STAPLES BUSINESS ADVANTAGE	24.29
4440L	Janitorial	2/17/21	WAREHOUSE DIRECT	174.11
4440L	Janitorial	2/22/21	SUPERIOR INDUSTRIAL SUPPLY	57.56
4450L	Equipment	2/5/21	W. W. GRAINGER, INC.	206.66
4450L	Equipment	2/3/21	MC/AMAZON	152.36
4450L	Equipment	2/3/21	MC/AMAZON	65.32
4450L	Equipment	2/10/21	MC/AMAZON	59.99
4450L	Equipment	2/3/21	MC/AMAZON	67.57
4450L	Equipment	2/3/21	MC/AMAZON	156.96
4450L	Equipment	2/3/21	MC/AMAZON	20.88
4450L	Equipment	2/8/21	MC/AMAZON	25.81

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4450L	Equipment	2/8/21	MC/AMAZON	36.97
4450L	Equipment	2/8/21	MC/AMAZON	(107.97)
4450L	Equipment	2/20/21	MC/AMAZON	57.98
4450L	Equipment	2/26/21	NAYAX LLC	79.50
4460L	Utilities	2/24/21	CONSTELLATION NEWENERGY- GAS D	3,906.87
4460L	Utilities	2/15/21	VILLAGE OF MT. PROSPECT	521.65
4610L	Adult Books	2/1/21	BAKER AND TAYLOR	45.21
4610L	Adult Books	2/1/21	BAKER AND TAYLOR	102.65
4610L	Adult Books	2/1/21	INGRAM	14.69
4610L	Adult Books	2/1/21	BAKER AND TAYLOR	48.59
4610L	Adult Books	2/1/21	INGRAM	158.50
4610L	Adult Books	2/1/21	BAKER AND TAYLOR	485.18
4610L	Adult Books	2/1/21	INGRAM	160.11
4610L	Adult Books	2/1/21	SALEM PRESS, INC.	355.50
4610L	Adult Books	2/2/21	INGRAM	22.57
4610L	Adult Books	2/3/21	INGRAM	(24.81)
4610L	Adult Books	2/3/21	BAKER AND TAYLOR	430.76
4610L	Adult Books	2/3/21	INGRAM	28.17
4610L	Adult Books	2/3/21	INGRAM	5.39
4610L	Adult Books	2/4/21	INGRAM	37.74
4610L	Adult Books	2/4/21	BAKER AND TAYLOR	639.50
4610L	Adult Books	2/5/21	BAKER AND TAYLOR	209.36
4610L	Adult Books	2/5/21	GALE	46.78
4610L	Adult Books	2/8/21	BAKER AND TAYLOR	32.20
4610L	Adult Books	2/8/21	INGRAM	10.20
4610L	Adult Books	2/8/21	INGRAM	46.53
4610L	Adult Books	2/8/21	INGRAM	60.88
4610L	Adult Books	2/8/21	GALE	955.70
4610L	Adult Books	2/9/21	BAKER AND TAYLOR	383.18
4610L	Adult Books	2/9/21	INGRAM	16.92
4610L	Adult Books	2/9/21	INGRAM	26.96
4610L	Adult Books	2/9/21	BAKER AND TAYLOR	753.72
4610L	Adult Books	2/10/21	INGRAM	38.36
4610L	Adult Books	2/10/21	INGRAM	44.07
4610L	Adult Books	2/10/21	BAKER AND TAYLOR	15.64
4610L	Adult Books	2/11/21	J.D. POWER	175.00
4610L	Adult Books	2/11/21	BAKER AND TAYLOR	71.53
4610L	Adult Books	2/11/21	INGRAM	15.82
4610L	Adult Books	2/11/21	INGRAM	54.50
4610L	Adult Books	2/11/21	GALE	610.85
4610L	Adult Books	2/11/21	MC/POLISH BOOKSTORE	332.30
4610L	Adult Books	2/12/21	INGRAM	79.24
4610L	Adult Books	2/12/21	BAKER AND TAYLOR	659.47
4610L	Adult Books	2/15/21	INGRAM	15.58
4610L	Adult Books	2/15/21	BAKER AND TAYLOR	379.56
4610L	Adult Books	2/15/21	BAKER AND TAYLOR	70.94
4610L	Adult Books	2/18/21	INGRAM	57.17
4610L	Adult Books	2/18/21	BAKER AND TAYLOR	699.19
4610L	Adult Books	2/18/21	INGRAM	172.94
4610L	Adult Books	2/19/21	INGRAM	7.79
4610L	Adult Books	2/22/21	BAKER AND TAYLOR	695.29

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4610L	Adult Books	2/24/21	SYNCHRONY/AMAZON	1,414.37
4610L	Adult Books	2/24/21	BAKER AND TAYLOR	1,405.11
4610L	Adult Books	2/26/21	BAKER AND TAYLOR	549.76
4610L	Adult Books	2/26/21	INGRAM	44.24
4610L	Adult Books	2/26/21	INGRAM	14.97
4610L	Adult Books	2/28/21	INGRAM	16.95
4610L	Adult Books	2/1/21	BAKER AND TAYLOR	36.72
4610L	Adult Books	2/15/21	BAKER AND TAYLOR	11.28
4610L	Adult Books	2/18/21	BAKER AND TAYLOR	31.32
4620L	Adult AV	2/1/21	BAKER & TAYLOR INC.	22.04
4620L	Adult AV	2/1/21	MIDWEST TAPE	69.98
4620L	Adult AV	2/1/21	MIDWEST TAPE	25.99
4620L	Adult AV	2/1/21	MIDWEST TAPE	759.81
4620L	Adult AV	2/1/21	BAKER & TAYLOR INC.	22.04
4620L	Adult AV	2/3/21	BAKER & TAYLOR INC.	102.84
4620L	Adult AV	2/3/21	BAKER & TAYLOR INC.	51.42
4620L	Adult AV	2/3/21	BAKER & TAYLOR INC.	14.66
4620L	Adult AV	2/3/21	BAKER & TAYLOR INC.	14.69
4620L	Adult AV	2/4/21	BAKER & TAYLOR INC.	14.68
4620L	Adult AV	2/4/21	BAKER & TAYLOR INC.	18.37
4620L	Adult AV	2/4/21	BAKER & TAYLOR INC.	24.61
4620L	Adult AV	2/4/21	BAKER & TAYLOR INC.	66.10
4620L	Adult AV	2/5/21	BAKER & TAYLOR INC.	11.02
4620L	Adult AV	2/5/21	BAKER & TAYLOR INC.	66.00
4620L	Adult AV	2/8/21	MIDWEST TAPE	82.98
4620L	Adult AV	2/8/21	MIDWEST TAPE	10.99
4620L	Adult AV	2/8/21	MIDWEST TAPE	194.95
4620L	Adult AV	2/8/21	MIDWEST TAPE	39.99
4620L	Adult AV	2/8/21	MIDWEST TAPE	79.98
4620L	Adult AV	2/8/21	BAKER & TAYLOR INC.	29.36
4620L	Adult AV	2/8/21	BAKER & TAYLOR INC.	40.40
4620L	Adult AV	2/8/21	BAKER & TAYLOR INC.	4.39
4620L	Adult AV	2/9/21	BAKER & TAYLOR INC.	33.79
4620L	Adult AV	2/10/21	BAKER & TAYLOR INC.	36.74
4620L	Adult AV	2/10/21	BAKER & TAYLOR INC.	22.04
4620L	Adult AV	2/10/21	BAKER & TAYLOR INC.	22.01
4620L	Adult AV	2/10/21	BAKER & TAYLOR INC.	22.01
4620L	Adult AV	2/10/21	BAKER & TAYLOR INC.	18.37
4620L	Adult AV	2/10/21	BAKER & TAYLOR INC.	113.86
4620L	Adult AV	2/10/21	BAKER & TAYLOR INC.	18.37
4620L	Adult AV	2/11/21	BAKER & TAYLOR INC.	8.48
4620L	Adult AV	2/11/21	BAKER & TAYLOR INC.	50.42
4620L	Adult AV	2/12/21	BAKER & TAYLOR INC.	20.57
4620L	Adult AV	2/12/21	THE TEACHING COMPANY	299.85
4620L	Adult AV	2/12/21	BAKER & TAYLOR INC.	19.08
4620L	Adult AV	2/12/21	BAKER & TAYLOR INC.	22.91
4620L	Adult AV	2/14/21	INGRAM	107.12
4620L	Adult AV	2/15/21	MIDWEST TAPE	79.98
4620L	Adult AV	2/15/21	MIDWEST TAPE	53.98
4620L	Adult AV	2/15/21	MIDWEST TAPE	45.99
4620L	Adult AV	2/15/21	MIDWEST TAPE	39.99
4620L	Adult AV	2/15/21	MIDWEST TAPE	34.99

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4620L	Adult AV	2/15/21	INGRAM	7.19
4620L	Adult AV	2/17/21	BAKER & TAYLOR INC.	38.20
4620L	Adult AV	2/17/21	BAKER & TAYLOR INC.	22.01
4620L	Adult AV	2/17/21	BAKER & TAYLOR INC.	18.37
4620L	Adult AV	2/17/21	INGRAM	11.85
4620L	Adult AV	2/18/21	BAKER & TAYLOR INC.	21.69
4620L	Adult AV	2/18/21	BAKER & TAYLOR INC.	19.83
4620L	Adult AV	2/19/21	BAKER & TAYLOR INC.	11.88
4620L	Adult AV	2/19/21	BAKER & TAYLOR INC.	11.88
4620L	Adult AV	2/22/21	MIDWEST TAPE	52.99
4620L	Adult AV	2/22/21	MIDWEST TAPE	69.98
4620L	Adult AV	2/22/21	MIDWEST TAPE	49.99
4620L	Adult AV	2/24/21	SYNCHRONY/AMAZON	(9.99)
4620L	Adult AV	2/24/21	SYNCHRONY/AMAZON	1,021.02
4620L	Adult AV	2/1/21	BAKER & TAYLOR INC.	16.89
4620L	Adult AV	2/8/21	BAKER & TAYLOR INC.	95.50
4620L	Adult AV	2/16/21	BAKER & TAYLOR INC.	25.71
4620L	Adult AV	2/24/21	SYNCHRONY/AMAZON	50.19
4630L	Youth Print	2/1/21	BAKER AND TAYLOR	182.10
4630L	Youth Print	2/1/21	BAKER AND TAYLOR	388.51
4630L	Youth Print	2/1/21	INGRAM	10.16
4630L	Youth Print	2/1/21	INGRAM	200.87
4630L	Youth Print	2/1/21	INGRAM	47.36
4630L	Youth Print	2/1/21	BAKER AND TAYLOR	50.10
4630L	Youth Print	2/1/21	BAKER AND TAYLOR	36.94
4630L	Youth Print	2/1/21	BAKER AND TAYLOR	110.39
4630L	Youth Print	2/1/21	CHILDREN'S PLUS INC.	67.96
4630L	Youth Print	2/1/21	INGRAM	29.90
4630L	Youth Print	2/1/21	INGRAM	56.74
4630L	Youth Print	2/1/21	MULTI-CULTURAL BOOKS & VIDEOS	17.49
4630L	Youth Print	2/1/21	INGRAM	10.16
4630L	Youth Print	2/1/21	CAVENDISH SQUARE	177.93
4630L	Youth Print	2/2/21	BAKER AND TAYLOR	24.26
4630L	Youth Print	2/2/21	BAKER AND TAYLOR	384.16
4630L	Youth Print	2/2/21	BAKER AND TAYLOR	214.63
4630L	Youth Print	2/4/21	INGRAM	9.03
4630L	Youth Print	2/5/21	BAKER AND TAYLOR	9.60
4630L	Youth Print	2/8/21	BAKER AND TAYLOR	12.74
4630L	Youth Print	2/8/21	INGRAM	5.08
4630L	Youth Print	2/9/21	INGRAM	22.58
4630L	Youth Print	2/9/21	INGRAM	10.16
4630L	Youth Print	2/9/21	BAKER AND TAYLOR	168.16
4630L	Youth Print	2/10/21	BAKER AND TAYLOR	454.17
4630L	Youth Print	2/10/21	INGRAM	174.33
4630L	Youth Print	2/11/21	INGRAM	14.66
4630L	Youth Print	2/11/21	INGRAM	77.93
4630L	Youth Print	2/11/21	GALE	18.39
4630L	Youth Print	2/11/21	BAKER AND TAYLOR	94.37
4630L	Youth Print	2/11/21	MC/PAYPAL	10.95
4630L	Youth Print	2/12/21	BAKER AND TAYLOR	12.79
4630L	Youth Print	2/12/21	BAKER AND TAYLOR	903.56
4630L	Youth Print	2/12/21	INGRAM	70.27

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4630L	Youth Print	2/17/21	BAKER AND TAYLOR	211.77
4630L	Youth Print	2/17/21	BAKER AND TAYLOR	1,275.80
4630L	Youth Print	2/18/21	INGRAM	15.22
4630L	Youth Print	2/19/21	BAKER AND TAYLOR	780.23
4630L	Youth Print	2/19/21	BAKER AND TAYLOR	399.31
4630L	Youth Print	2/19/21	INGRAM	4.51
4630L	Youth Print	2/19/21	BAKER AND TAYLOR	343.95
4630L	Youth Print	2/22/21	BAKER AND TAYLOR	147.48
4630L	Youth Print	2/22/21	BAKER AND TAYLOR	10.16
4630L	Youth Print	2/24/21	SYNCHRONY/AMAZON	102.94
4630L	Youth Print	2/24/21	BAKER AND TAYLOR	287.43
4630L	Youth Print	2/24/21	BAKER AND TAYLOR	46.90
4630L	Youth Print	2/24/21	INGRAM	25.44
4630L	Youth Print	2/25/21	BAKER AND TAYLOR	289.54
4630L	Youth Print	2/25/21	BAKER AND TAYLOR	517.92
4630L	Youth Print	2/25/21	BAKER AND TAYLOR	376.64
4630L	Youth Print	2/25/21	BAKER AND TAYLOR	36.04
4640L	Youth AV	2/1/21	BAKER & TAYLOR INC.	87.38
4640L	Youth AV	2/1/21	BAKER & TAYLOR INC.	11.02
4640L	Youth AV	2/1/21	BAKER & TAYLOR INC.	4.59
4640L	Youth AV	2/1/21	BAKER AND TAYLOR	14.24
4640L	Youth AV	2/1/21	BAKER AND TAYLOR	14.84
4640L	Youth AV	2/1/21	BAKER & TAYLOR INC.	(18.36)
4640L	Youth AV	2/1/21	FINDAWAY WORLD, LLC	335.68
4640L	Youth AV	2/9/21	BAKER & TAYLOR INC.	14.69
4640L	Youth AV	2/10/21	BAKER & TAYLOR INC.	7.34
4640L	Youth AV	2/16/21	BAKER & TAYLOR INC.	33.00
4640L	Youth AV	2/18/21	FINDAWAY WORLD, LLC	242.20
4640L	Youth AV	2/18/21	FINDAWAY WORLD, LLC	50.99
4640L	Youth AV	2/22/21	BAKER & TAYLOR INC.	88.16
4640L	Youth AV	2/24/21	SYNCHRONY/AMAZON	372.11
4640L	Youth AV	2/25/21	FINDAWAY WORLD, LLC	127.48
4640L	Youth AV	2/2/21	BAKER & TAYLOR INC.	37.45
4640L	Youth AV	2/24/21	SYNCHRONY/AMAZON	53.83
4650L	Subscriptions	2/1/21	MC/OWLKIDS	29.95
4650L	Subscriptions	2/1/21	AIR & SPACE	49.00
4650L	Subscriptions	2/1/21	BOOKLIST	339.00
4650L	Subscriptions	2/1/21	FAMILY HANDYMAN	20.00
4650L	Subscriptions	2/1/21	ISGS	40.00
4650L	Subscriptions	2/1/21	NATIONAL GEOGRAPHIC KIDS	40.00
4650L	Subscriptions	2/1/21	WSGS MEMBERSHIP	30.00
4650L	Subscriptions	2/1/21	ILLINOIS HERITAGE ASSOCIATION	45.00
4650L	Subscriptions	2/1/21	BUSINESS MANAGEMENT DAILY	299.00
4650L	Subscriptions	2/1/21	MC/WOODCRAFT	19.99
4650L	Subscriptions	2/1/21	MC/THE WEEK	149.00
4650L	Subscriptions	2/1/21	MC/IN-FISHERMAN	27.00
4650L	Subscriptions	2/1/21	MC/PARENTS MAGAZINE	15.00
4650L	Subscriptions	2/2/21	MC/PUBLISHERS WEEKLY	239.49
4650L	Subscriptions	2/3/21	MC/PEOPLE MAGAZINE	96.66
4650L	Subscriptions	2/3/21	MC/HARPER'S BAZAAR	15.00
4650L	Subscriptions	2/3/21	MC/GENTLEMEN QUARTERLY	28.00

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4650L	Subscriptions	2/4/21	MC/PARENTS MAGAZINE	5.99
4650L	Subscriptions	2/4/21	MC/THE ECONOMIST	119.00
4650L	Subscriptions	2/4/21	MC/COOKS ILLUSTRATED	(24.95)
4650L	Subscriptions	2/19/21	MC/HOT ROD	24.00
4650L	Subscriptions	2/19/21	MC/SOUND & VISION	34.97
4650L	Subscriptions	2/19/21	MC/HIGHLIGHTS FOR CHILDREN	39.99
4650L	Subscriptions	2/22/21	MC/HARVARD BUSINESS REVIEW	120.00
4650L	Subscriptions	2/22/21	MC/BARRONS	200.00
4650L	Subscriptions	2/24/21	SYNCHRONY/AMAZON	89.98
4650L	Subscriptions	2/24/21	MC/OXYGEN MAGAZINE	41.00
4650L	Subscriptions	2/25/21	PARENTS MAGAZINE	(5.99)
4650L	Subscriptions	2/27/21	EBSCO RECEPTION ROOM SERVICE	20.00
4650L	Subscriptions	2/3/21	MC/PEOPLE MAGAZINE	96.66
4650L	Subscriptions	2/24/21	MC/WALL STREET JOURNAL	42.99
4660L	Electronic Resources	2/1/21	EBSCO SUBSCRIPTION SERVICE	24,721.00
4660L	Electronic Resources	2/1/21	WEST PAYMENT CENTER	2,163.48
4660L	Electronic Resources	2/1/21	WORLD ARCHIVES	1,136.00
4660L	Electronic Resources	2/4/21	GALE	2,509.32
4660L	Electronic Resources	2/4/21	GALE	3,727.90
4660L	Electronic Resources	2/1/21	EBSCO SUBSCRIPTION SERVICE	515.00
4660L	Electronic Resources	2/9/21	COUGHLAN COMPANIES LLC	1,799.00
4661L	Digital Media	2/1/21	PROQUEST INFORMATION AND LEARNING	13,120.00
4661L	Digital Media	2/28/21	MIDWEST TAPE	2,768.04
4661L	Digital Media	2/28/21	KANOPY, INC.	649.00
4661L	Digital Media	2/9/21	OVERDRIVE, INC.	1,605.71
4661L	Digital Media	2/9/21	OVERDRIVE, INC.	1,523.85
4661L	Digital Media	2/9/21	OVERDRIVE, INC.	124.72
4661L	Digital Media	2/9/21	OVERDRIVE, INC.	83.45
4661L	Digital Media	2/1/21	RAILS	2,441.83
4661L	Digital Media	2/2/21	OVERDRIVE, INC.	284.99
4661L	Digital Media	2/9/21	OVERDRIVE, INC.	265.98
4661L	Digital Media	2/16/21	OVERDRIVE, INC.	215.00
4661L	Digital Media	2/23/21	OVERDRIVE, INC.	246.48
4661L	Digital Media	2/23/21	OVERDRIVE, INC.	99.98
4661L	Digital Media	2/1/21	PROQUEST INFORMATION AND LEARNING	8,709.04
4663L	Library of Things	2/2/21	MC/AMAZON	119.00
4663L	Library of Things	2/2/21	MC/AMAZON	119.00
4663L	Library of Things	2/2/21	MC/AMAZON	119.00
4663L	Library of Things	2/2/21	MC/AMAZON	119.00
4663L	Library of Things	2/3/21	MC/DISNEY	12.99
4663L	Library of Things	2/3/21	MC/DISNEY	12.99
4663L	Library of Things	2/3/21	MC/DISNEY	12.99
4663L	Library of Things	2/3/21	MC/DISNEY	12.99
4663L	Library of Things	2/3/21	MC/DISNEY	12.99
4663L	Library of Things	2/3/21	MC/DISNEY	12.99
4663L	Library of Things	2/3/21	MC/NETFLIX	17.99
4663L	Library of Things	2/3/21	MC/NETFLIX	17.99
4663L	Library of Things	2/3/21	MC/NETFLIX	17.99
4663L	Library of Things	2/3/21	MC/NETFLIX	17.99
4663L	Library of Things	2/3/21	MC/NETFLIX	17.99
4663L	Library of Things	2/21/21	MC/T-MOBILE	547.21

Mount Prospect Public Library
 Library Fund Expenses by G/L Account #
 For the Period From Feb 1, 2021 to Feb 28, 2021

Account ID	Account Description	Date	Vendor Name	Amount
4680L	Processing	2/1/21	STAPLES BUSINESS ADVANTAGE	81.64
4680L	Processing	2/1/21	FINDAWAY WORLD, LLC	105.32
4680L	Processing	2/2/21	BAKER AND TAYLOR	0.69
4680L	Processing	2/4/21	DEMCO	200.16
4680L	Processing	2/11/21	BAKER AND TAYLOR	1.38
4680L	Processing	2/12/21	BAKER AND TAYLOR	37.95
4680L	Processing	2/12/21	STAPLES BUSINESS ADVANTAGE	247.88
4680L	Processing	2/15/21	ID LABEL, INC.	474.25
4680L	Processing	2/15/21	DEMCO	150.12
4680L	Processing	2/16/21	DEMCO	904.12
4680L	Processing	2/16/21	DEMCO	150.12
4680L	Processing	2/17/21	DEMCO	166.80
4680L	Processing	2/19/21	BAKER AND TAYLOR	37.95
4680L	Processing	2/25/21	BAKER AND TAYLOR	4.83
4680L	Processing	2/25/21	BAKER AND TAYLOR	7.59
4690L	Programs	2/17/21	DAVE CLARK	200.00
4690L	Programs	2/26/21	FLY PELICAN FLY	100.00
4690L	Programs	2/26/21	ESTEVAN MONTANO	125.00
4690L	Programs	2/1/21	MC/SPOTIFY	9.99
4690L	Programs	2/1/21	MC/FOLDASCOPE	46.50
4690L	Programs	2/4/21	EXPENSE REIMBURSEMENTS TO EMPLOYEES	16.56
4690L	Programs	2/17/21	AMY ALZNAUER	50.00
4690L	Programs	2/18/21	EXPENSE REIMBURSEMENTS TO EMPLOYEES	2.68
4690L	Programs	2/26/21	OLD TOWN SCHOOL OF FOLK MUSIC	75.00
4690L	Programs	2/26/21	LAUREN ERICKSON	350.00
4690L	Programs	2/5/21	YVONNE WOLF	175.00
4690L	Programs	2/26/21	JOHN MOSMAN	150.00
4690L	Programs	2/1/21	MC/AMAZON	25.17
4690L	Programs	2/16/21	MC/Jewel	14.29
4690L	Programs	2/4/21	EXPENSE REIMBURSEMENTS TO EMPLOYEES	48.18
4690L	Programs	2/18/21	EXPENSE REIMBURSEMENTS TO EMPLOYEES	9.59
				\$ 769,717.39
9540L	Friends Sponsored Expense	2/24/21	SYNCHRONY/AMAZON	68.77
9560L	Village Hall Shared Expense	2/13/21	AT&T	136.68
			Total Library Fund Expenses for February, 2021	\$ 769,922.84

Mount Prospect Public Library
 Capital Project Restricted Fund Expenses by G/L Acct #
 For the Period From Feb 1, 2021 to Feb 28, 2021

Account ID	Account Description	Date	Vendor Name	Amount
7715B	Bldg Fd: Building Maint.	2/27/21	D.E.S. PAINTING INC	\$ 1,990.00
7750B-010	Bldg Fd: Security System	2/1/21	MIDCO SYSTEMS	560.00
7750B-010	Bldg Fd: Security System	2/22/21	MIDCO SYSTEMS	1,348.66
7750B-010	Bldg Fd: Security System	2/25/21	MIDCO SYSTEMS	2,035.09
Total Capital Project Restricted Fund Expenses for February, 2021				<u>\$ 5,933.75</u>

Debt Service Fund
 Debt Service Fund Expenses by G/L Acct
 For the Period From Feb 1, 2021 to Feb 28, 2021

Account ID	Account Description	Date	Transaction Description	Amount
3701D	Interest Expense	2/28/21	February, 2021, interest expense accrual \$61,300 x 1/12	\$ 5,108.33
Total Debt Service Fund Expenses for February, 2021				\$ 5,108.33

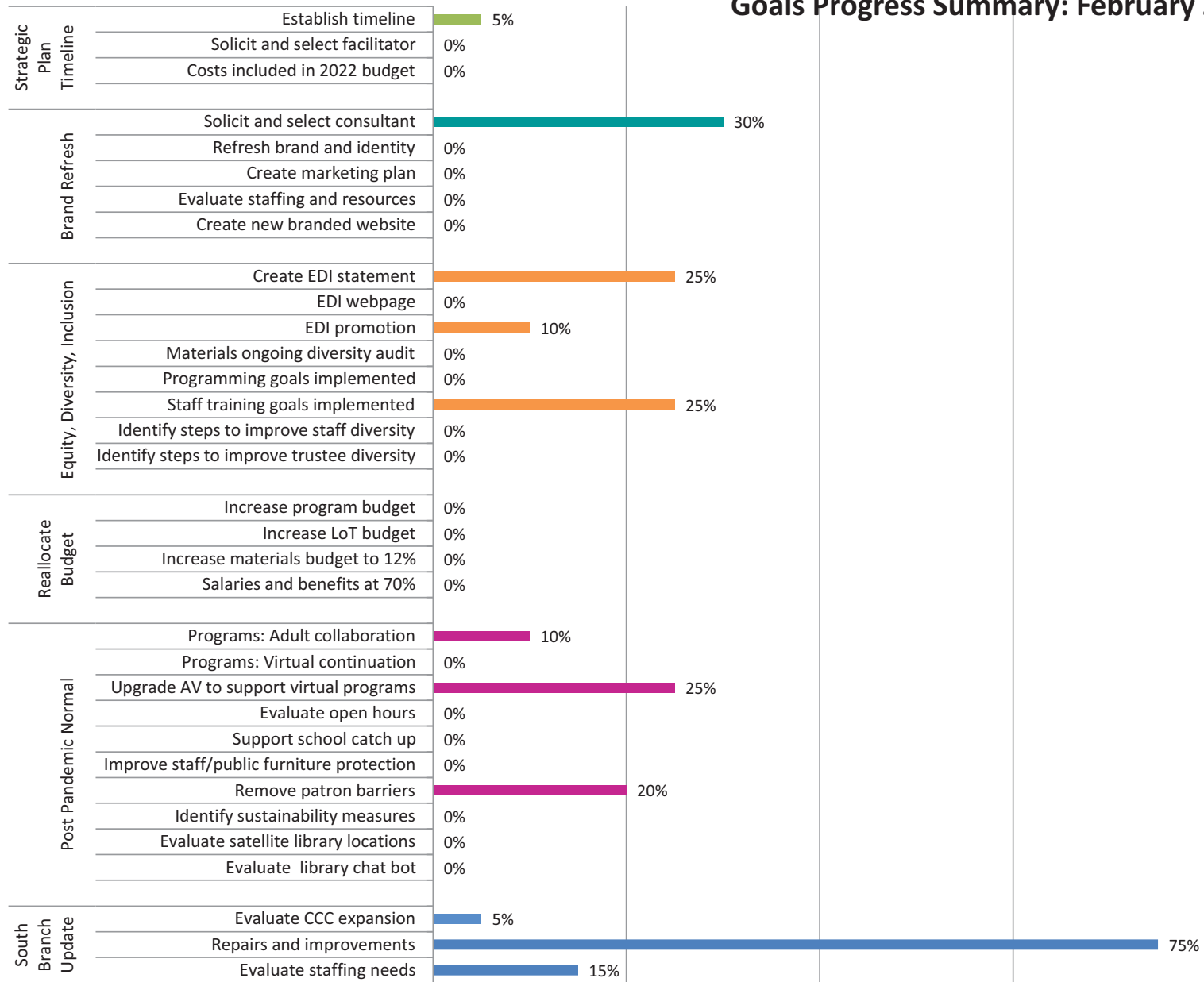
Mount Prospect Public Library
 Gift Fund Expenses by G/L Account #
 For the Period From Feb 1, 2021 to Feb 28, 2021

Account ID	Account Description	Date	Vendor Name	Amount
8760G	Gift Fund: Miscellaneous Exp	2/1/21	STAPLES BUSINESS ADVANTAGE (for South Branch)	\$ 45.18
8760G	Gift Fund: Miscellaneous Exp	2/1/21	STAPLES BUSINESS ADVANTAGE (for South Branch)	36.79
8760G	Gift Fund: Miscellaneous Exp	2/24/21	SYNCHRONY/AMAZON (for South Branch)	265.80
Total Gift Fund Expenses for February, 2021				<u>\$ 347.77</u>

MONTHLY EXPENSE SUMMARY

Line	Annual Budget 2021	Annual Budget % to Total	FEBRUARY YTD			Actual % to Total	YTD Variance - Actual vs Budget		
			YTD Budget	Budget % to Total	Actual 2021		\$	%	% of TTL VAR
Salaries & Benefits									
Salaries	4110	5,817,200.00	938,978.00		903,164.26		(35,813.74)	-3.8%	31.8%
IMRF	4120	552,800.00	89,151.00		88,428.79		(722.21)	-0.8%	0.6%
MC / FICA	4130	444,600.00	71,832.00		64,385.69		(7,446.31)	-10.4%	6.6%
Medical Insurance	4140	745,000.00	122,018.00		123,126.54		1,108.54	0.9%	-1.0%
Life Insurance	4140	1,500.00	236.00		0.00		(236.00)	-	0.2%
Unemployment Compensation Tax	4150	7,200.00	700.00		572.12		(127.88)	-18.3%	0.1%
Subtotal (4110L - 4150L)		7,568,300.00	1,222,915.00	70.5%	1,179,677.40	72.7%	(43,237.60)	-3.5%	38.4%
Management Expense									
Audit	4210	7,000.00	0.00		0.00		0.00	-	0.0%
Legal Fees	4220	10,000.00	1,666.00		1,237.50		(428.50)	-25.7%	0.4%
Printing	4230	44,000.00	6,334.00		55.00		(6,279.00)	-99.1%	5.6%
Marketing	4240	18,375.00	639.00		696.22		57.22	9.0%	-0.1%
Resources	4250	965.00	220.00		220.00		0.00	0.0%	0.0%
Professional Dues	4260	7,215.00	1,760.00		705.00		(1,055.00)	-59.9%	0.9%
Board Development/Training	4270	2,500.00	416.00		0.00		(416.00)	-	0.4%
Human Resources	4280	126,835.00	13,896.00		10,195.74		(3,700.26)	-26.6%	3.3%
Other Operating	4290	49,015.00	6,500.00		5,783.15		(716.85)	-11.0%	0.6%
Subtotal (4210L - 4290L)		265,905.00	31,431.00	1.8%	18,892.61	1.2%	(12,538.39)	-39.9%	11.1%
Operating Expenses									
Telecommunications	4310	47,224.00	7,793.96		7,801.00		7.04	0.1%	0.0%
Insurance	4320	95,160.00	89,157.00		87,739.00		(1,418.00)	-1.6%	1.3%
Office Supplies	4340	25,000.00	4,140.00		2,339.40		(1,800.60)	-43.5%	1.6%
Library Supplies	4350	26,600.00	3,748.00		355.80		(3,392.20)	-90.5%	3.0%
Postage	4360	20,300.00	3,420.00		2,558.15		(861.85)	-25.2%	0.8%
Contract Services	4380	31,780.00	6,260.58		2,241.00		(4,019.58)	-64.2%	3.6%
IT Services	4390	64,920.00	13,363.00		15,144.53		1,781.53	13.3%	-1.6%
Subtotal (4310L - 4390L)		310,984.00	127,882.54	7.4%	118,178.88	7.3%	(9,703.66)	-7.6%	8.6%
Building Expense									
Building Maintenance	4410	205,002.00	28,615.31		23,724.86		(4,890.45)	-17.1%	4.3%
Equipment Maintenance	4420	124,100.00	62,447.00		66,040.92		3,593.92	5.8%	-3.2%
Janitorial	4440	90,810.00	13,531.00		6,278.23		(7,252.77)	-53.6%	6.4%
Equipment	4450	165,400.00	29,416.00		11,298.66		(18,117.34)	-61.6%	16.1%
Utilities	4460	45,238.00	11,031.00		8,701.05		(2,329.95)	-21.1%	2.1%
Subtotal (4410L - 4460L)		630,550.00	145,040.31	8.4%	116,043.72	7.2%	(28,996.59)	-20.0%	25.7%
Library Materials									
Adult Print	4610	196,700.00	32,784.00		27,613.27		(5,170.73)	-15.8%	4.6%
Adult AV	4620	63,800.00	10,632.00		6,487.48		(4,144.52)	-39.0%	3.7%
Youth Print	4630	134,900.00	22,482.00		14,610.76		(7,871.24)	-35.0%	7.0%
Youth AV	4640	25,500.00	4,250.00		2,127.56		(2,122.44)	-49.9%	1.9%
Subscriptions	4650	18,400.00	3,066.00		5,215.13		2,149.13	70.1%	-1.9%
Electronic Resources	4660	181,297.00	69,598.00		77,819.22		8,221.22	11.8%	-7.3%
Electronic Media	4661	178,914.00	33,142.00		42,766.39		9,624.39	29.0%	-8.5%
E-Learning	4662	48,708.00	16,121.00		5,435.24		(10,685.76)	-66.3%	9.5%
Library of Things	4663	20,700.00	3,634.00		2,020.01		(1,613.99)	-44.4%	1.4%
Microform	4670	900.00	0.00		0.00		0.00	-	0.0%
Processing Supplies	4680	26,000.00	4,332.00		2,581.15		(1,750.85)	-40.4%	1.6%
Programs	4690	44,970.00	7,490.00		2,688.40		(4,801.60)	-64.1%	4.3%
Subtotal (4610L - 4680L)		940,789.00	207,531.00	12.0%	189,364.61	11.7%	(18,166.39)	-8.8%	16.1%
Total (4110L - 4680L)		9,716,528.00	1,734,799.85	100.0%	1,622,157.22	100.0%	(112,642.63)	-6.5%	100.0%
Reimbursable Activity									
Foundation Expenses (9530L)	9530	5,990.00	0.00		0.00		0.00	-	
Friends Expenses (9540L)	6540	14,000.00	2,332.00		68.77		(2,263.23)	-97.1%	
Village Shared Expense (9560L)	9560	2,800.00	294.68		273.36		(21.32)	-7.2%	
Grant Expense (9570L)	9570	0.00	0.00		0.00		0.00	-	
Total Reimbursable Activity		22,790.00	2,626.68		342.13		(2,284.55)	-87.0%	
Total Expenses - All Activities		9,739,318.00	1,737,426.53		1,622,499.35		(114,927.18)	-6.6%	

Goals Progress Summary: February 2021



February 2021

Circulation

- 1) The Library's reopening on February 1 changed things significantly for the Circulation Department. PLP dropped off significantly after that first week, with many patrons eager to be able to browse the shelves and pick up their holds in person. It felt good to be open again and see some familiar faces (or at least some familiar eyes).
- 2) Fine Free was publicized in print and e-newsletters, and staff continued to prepare for the official start date of April 1. Along with fine free, new loan periods and limits were approved by the Board and announced to staff, which will accompany the Fine Free launch in April. [Remove patron barriers]

Community Engagement

- 1) A member of the Village's Community Engagement Committee is working with library staff to cross-promote cultural celebrations and special days of recognition. This month, staff across departments shared programming information as well as links to bibliographies and blogs prepared in recognition of Black History Month. The library will also share activities and resources for Women's History Month in March. [EDI promotion]
- 2) We met with two members of RAIN (Racial Awareness in the North Shore) to discuss EDI collaborations. This organization focuses on promoting racial awareness through programs, film showings (this month's Q & A with the directors of *The Long Shadow* is one example), and book discussions. The library is assessing potential partners with experience in social justice and race relations to assist us in our EDI work. [EDI programs]
- 3) The Village's Human Services Department hosted the first Community Issues Committee meeting of the year. Committee members representing a wide range of non-profit organizations including social service agencies, schools, and the Village gather several times a year for agency updates, networking and resource consolidation. [Support school catch up]

Fiction/AV/Teen

- 1) This year's Winter Reading Challenge employed the Beanstack app for the first time to track patron participation. The results were a resounding success, with a 126% increase in books read by adults over 2020's program and a 380% increase for teens. As with previous programs, challenges included a spotlight on titles from an EDI perspective. [EDI programs]
- 2) We completed a project nearly two years in the making by launching a color-coded system to help patrons better browse our movie collections for high-interest types of material. [Remove patron barriers]
- 3) The Books, Movies, & Music section of the website was revamped with a more streamlined design to better help patrons find the most used information, and renamed "Books, Movies, & More." [Remove patron barriers]
- 4) Black History Month advisory initiatives (Black Stories, Black Voices) were successful both in advisory conversations and in items claimed from displays. [EDI promotion]



Mount Prospect Public Library
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Reference

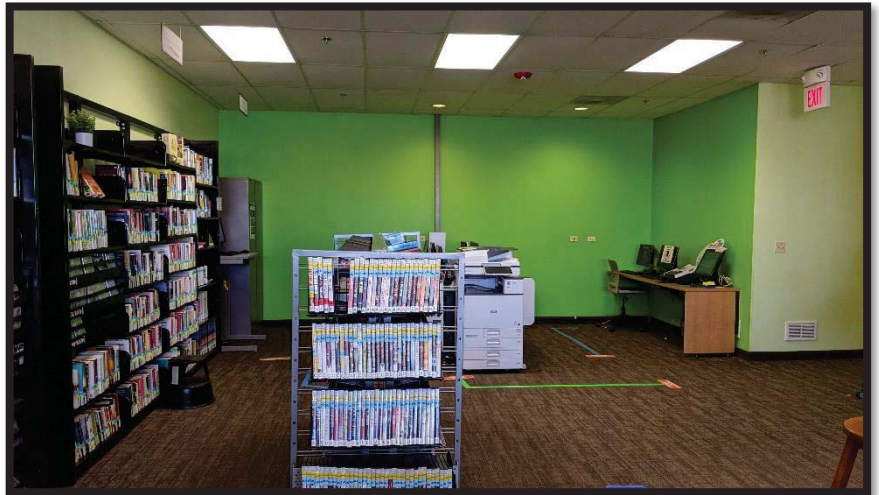
- 1) Research programmers focused primarily on topics of equity, diversity, and inclusion in February. Programs included Celebration for the Chinese New Year (72), Our Road to Equity and Resilience (20), *The Long Shadow* (film discussion) (20), and The Not So Free State: Servitude and Slavery in Illinois (59). [EDI programs]
- 2) Thirty-nine patrons attended Making the Most of Social Security with presenter Michael Heatwole. The presentation was recorded and posted on the library's YouTube channel, and as of early March this recording has been viewed 147 times. (<https://www.youtube.com/user/MPPLTV/>)
- 3) Anne Shaughnessy posted to the Research Desk blog on the topic of COVID-19 vaccinations, with links to resources. The post received 79 page views, which is much higher than our usual posts. Staff answered many questions about signing up for vaccines and helped several people register online for appointments.

Registration

- 1) Registration staff welcomed 10,720 patrons into the library during the month of February. Our community was thrilled to be able to come back into the building and said such lovely things to us; how glad they were that we were here, that they missed us, that they hoped we were healthy, and that we did such a good job with services while we were closed.
- 2) We launched the "Cards for Kids" program, designed for students who live in unincorporated areas of Mount Prospect and qualify for free or reduced lunch to get a free library card. <https://mpl.org/services/library-card/> [Remove patron barriers]

South Branch

- 1) South Branch got a refresh with some new, vibrant paint! Over the next few months, we will continue with other upgrades, including a modified third workstation, artwork for the walls, and decluttering and reorganizing our space, supplies, and collections. This project aims to improve staff workflow and offer a more welcoming space for patrons. [SB repairs and improvements]
- 2) A total of 159 patrons participated in the South Branch Winter Reading program (118 Youth, 41 Teen/Adult). These patrons read a total of 2,265 books and completed 513 activities.



Youth Services

- 1) A total of 507 kids participated in the Winter Reading Program. They logged 12,275 activities, read for 9,958 days, submitted 142 art projects, and wrote 64 book reviews. A short survey was sent to the 345 account creators for the youth participants in Beanstack. As of March 4, we had received 56 responses. 91% said they found Beanstack easy to navigate, and 70% had also participated in the Summer Reading Challenge. The average rating was 4.45 out of 5 stars.

Mount Prospect Public Library
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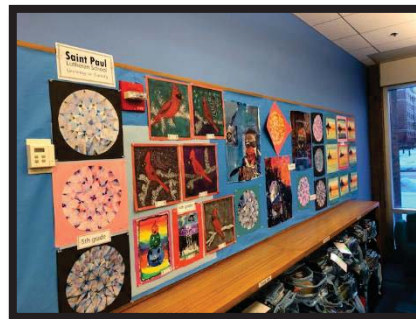
One patron commented:

"I think you always do an excellent job. This is a great motivator for my kids to read and to try new activities. I don't even know how many times they said they were bored, and I suggested they look for a library activity to do. This year, one such day involved a good hour of them performing scenes and puppet shows from stories and books. If I suggested this on my own, I'm sure they would have rolled their eyes. But because it was "for the library!" they had so much fun. Thank you."

- 2) Youth staff answered several interesting, time-consuming reference/readers' advisory questions this month. Erin Emerick had a patron looking for a recipe for Firehouse Chicken from a Lions Park textbook from 10 years ago. Carol Capra reached out to the school librarian, who remembered the recipe. The school librarian purchased the textbook from Amazon and donated it to the library to give to the patron. The patron was thrilled: *"You all are so AMAZING! I can't believe it was found. I've been looking for so long that I'm still in shock!"*

Amy Slagter spent hours in email conversation with a mom looking for reading recommendations, book level suggestions, and online resources. *"We picked up all of our goodies on Friday, and Sabrina is well on her way into exploring all of the books you picked! I'm truly grateful for your help! Thanks also for pointing out the different resources (Scholastic site, Little Pim, the list of recommendations)."*

- 3) St. Paul Lutheran School in Mount Prospect had an amazing art display up for the entire month of February.



Administration

- 1) Deputy Director Anne Belden secured a \$5,000 grant for coronavirus relief funds from Cook County. The grant money is meant to defray costs related to the pandemic (desk shields, masks, sanitizer, etc.).

Building & Security

- 1) As part of trying to maximize the floor space at South Branch, we removed an unused folding partition wall. The wall was originally used to create a separate program room, but when the Village expanded the facility, they added a large meeting room, and the wall was no longer needed. After this was completed the entire space was painted, and several other pieces of unused furniture were removed. [\[SB repairs and improvements\]](#)

Mount Prospect Public Library
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Collection & Bibliographic Services

- 1) During our recent closure (mid-November-January), an incredible number of materials were put into patrons' hands that included on-shelf requests (OSRs) as well as newly cataloged and processed holds. Over 33,000 OSRs were handled by the page staff, and over 2,100 holds were completed during this time frame. These materials were either pulled or cataloged/processed and made available to the patrons requesting the materials within 24-48 hours.
- 2) Collection Resource Manager Kelly Watson attended a networking meeting where they discussed the promotion of BIPOC (Black, Indigenous and People of Color) titles in library catalogs. One interesting offshoot of that discussion was whether or not libraries should be tagging certain items as "problematic" (such as *The Adventures of Huckleberry Finn*) in addition to "diverse/own voices" titles (no libraries are doing this; it was just a theoretical discussion).

Communications and Creative Services

- 1) We launched an email marketing campaign to cardholders: "Library Reopening February 1", which had a 41% open rate (industry average is 16%). The imported list of existing cardholders (25,000) was merged into the list that receives our weekly e-newsletter. As expected, there was a slight increase in "unsubscribed" contacts in the first three emails. The top two reasons selected were, "The Content is No Longer Relevant to Me" and "Moved."
- 2) A new direct mail resource guide/newsletter hit mailboxes in late February. We received this response from a patron: [\[EDI promotion\]](#)

"Hi! My name is Maysa and I didn't know who to contact to express my gratitude regarding the library resource guide we got in the mail. My 8-year-old son got the mail from our mailbox and ran with so much joy to me and his sister and screamed "Mama look what we got in the mail from the library! They have pictures of people that look like us on it!" My 11-year-old daughter was so excited too to see it and asked me if we can hang it on the wall and we did. We loved the programs in it and will be signing up for some of them. Thank you!!"

- 3) We distilled 23 pages of narratives received from staff to create the annual report. The common themes were coming together and working quickly to help patrons access whatever they needed. Satisfaction in helping people during extraordinary times came through from each staff member. We expect to send to press in March.

Human Resources

- 1) Number of terminations: 3
- 2) Number of new hires: 2. Business Librarian (internal promotion); Cataloging Librarian (internal promotion)
- 3) Open positions: Janitor (PT-15 hrs); CBS Department Head (offer accepted with March start date); ILS Administrator; Mail & Periodical Clerk (PT-23 hrs); Copy Cataloger (PT-25 hrs)
- 4) Staff anniversaries: 20 years: Phyllis Cigrang
- 5) Employee of the Moment: Olga Smirnow; Carla Peterson
- 6) As part of "America Saves" week, we sent daily financial tips to all staff. Topics included taking advantage of direct deposit, building an emergency fund, and reducing debt.
- 7) We posted the required OSHA Form 300-A (Summary of Work-Related Injuries and Illnesses) and are happy to report that we had no injuries or accidents that resulted in lost time and/or medical expenses for the calendar year 2020.

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- 8) We distributed approximately 170 Form 1095-C's related to the Affordable Care Act (ACA) compliance. This year they were system-generated by Paycom and saved over 50 staff work hours (a result of implementing the Benefits module).

Learning

- 1) Three facilitated staff discussions have been scheduled next month, and our EDI consultant, Dr. Destiny Peery, will lead them. We are focusing on how to begin crafting organizational and personal definitions of Equity, Diversity, and Inclusion. Participants will also discuss “what EDI looks like” at MPPL. [\[EDI staff training\]](#)
- 2) We worked through using Paycom checklists to include learning courses in Paycom Learning for new hire onboarding, streamlining a lengthy process.

Friends of the Mount Prospect Public Library

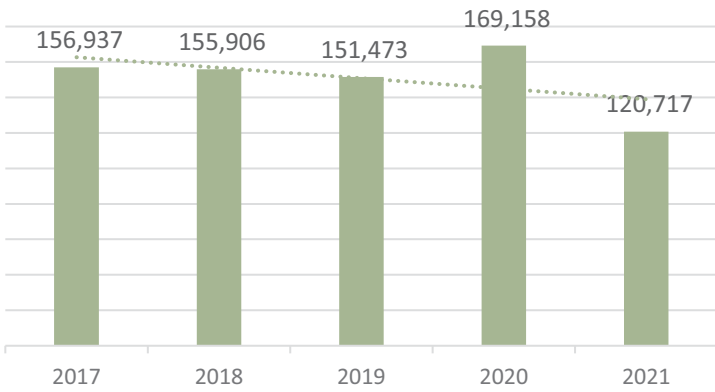
The Friends accepted the Resolution of Appreciation presented at the February 18 Library Board meeting and thanked the Board.

Mount Prospect Public Library Foundation

The Foundation accepted the Resolution of Appreciation presented at the February 18 Library Board meeting and thanked the Board.

Mount Prospect Public Library
 Monthly Library Report for Board of Trustees

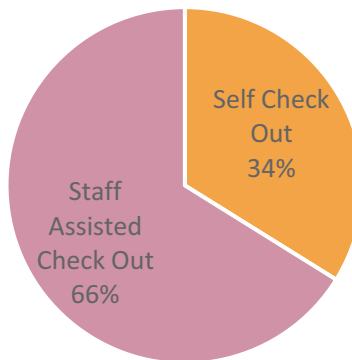
Overall Circulation YTD



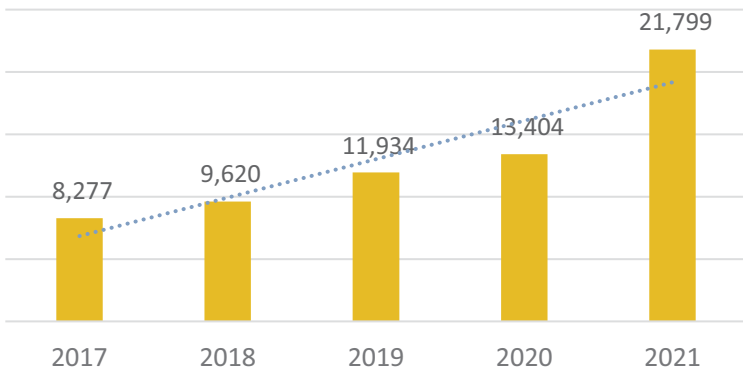
Overall Circulation 2021 by Month



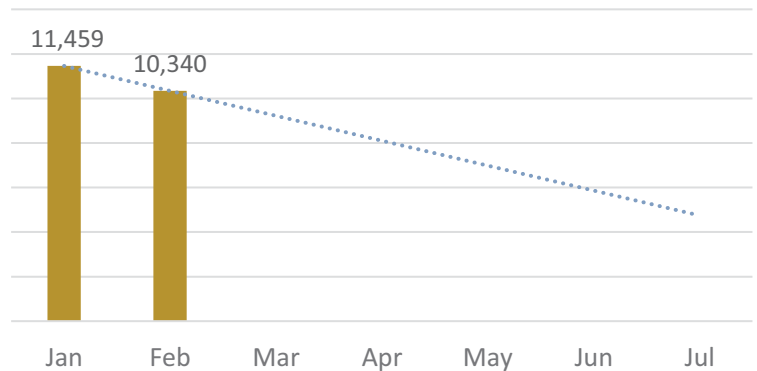
Check Out Method
 (Main)



eMedia Circulation YTD

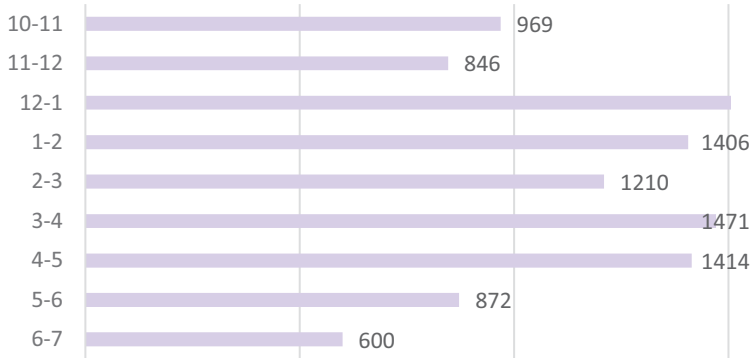


eMedia Circulation 2021 by Month

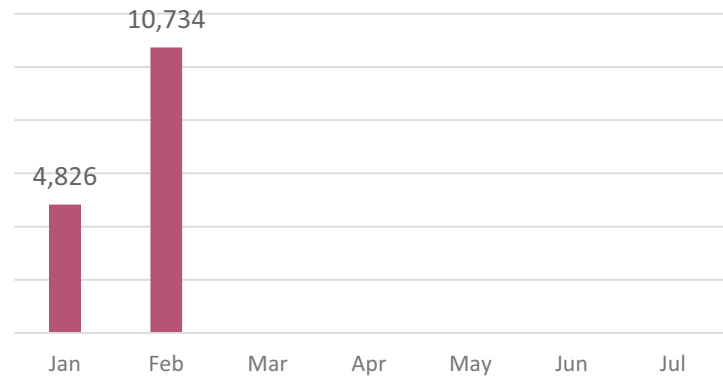


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Main Door Count by Hour - February 2021



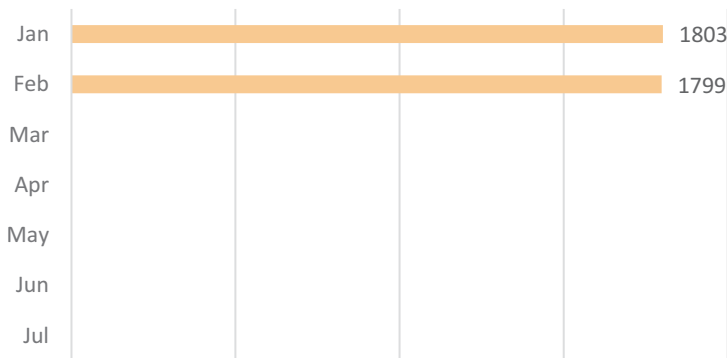
Door Count 2021 by Month - Main



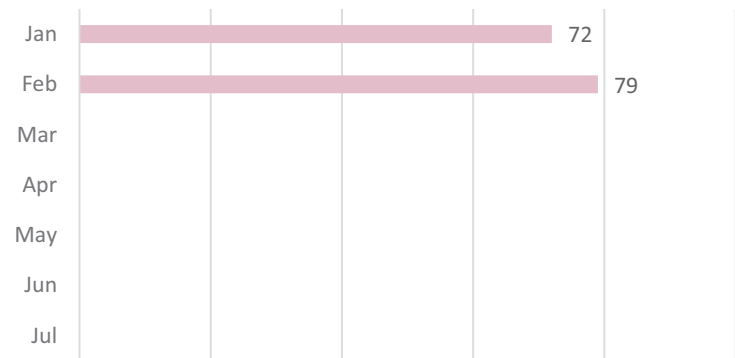
Notable February 2021 Programs:

- 16 Virtual School Visits (Euclid; Indian Grove, D59), 267
- 5 Family Storytimes, 202
- Making the Most of Social Security, 140
- Celebrations for the Chinese New Year, 72
- Paper Management: Take Control of Your Paper, 66
- Animal Boogie Party, 60
- West African Dance Adventures, 58
- Lotería Para la Familia, 39
- Atrapasueños en miniature, 30

Program Attendance 2021 by Month

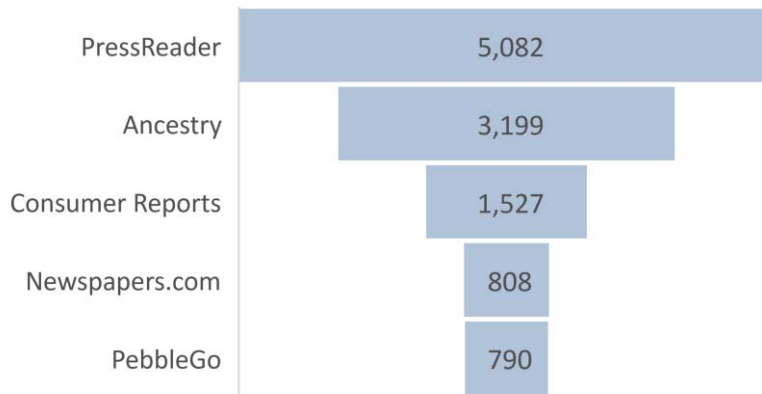


Number of Programs 2021 by Month



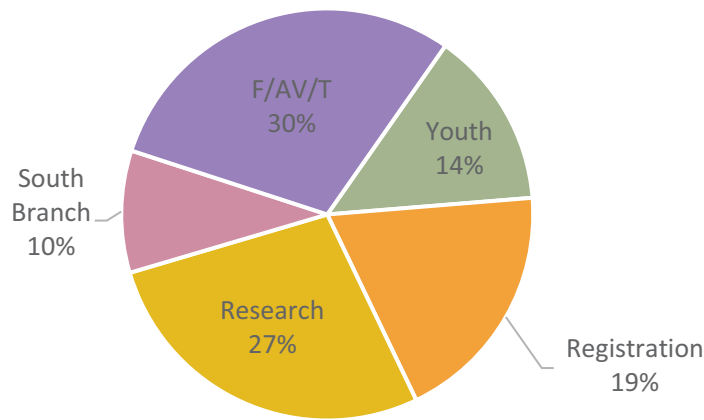
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Top Databases February 2021



PebbleGo is a curriculum-connected research tool specifically for elementary school educators and students. We subscribed to it in Spring 2020, and we are now seeing it in the top 5 databases. It's unusual for a youth database to see so many hits, and we expect that it is being used as a support tool for remote learning. [\[Support school catch up\]](#)

Questions by Location YTD



Wireless Access Users Monthly 2021

