

evanston public library
community | events | ideas | resources



EVANSTON PUBLIC LIBRARY BOARD OF TRUSTEES

LIBRARY BOARD MEETING

WEDNESDAY, AUGUST 21, 2019

6:30 P.M.

COMMUNITY MEETING ROOM

MAIN LIBRARY, 1703 ORRINGTON AVENUE



EVANSTON PUBLIC LIBRARY BOARD OF TRUSTEES
Wednesday, August 21, 2019

Chat with a Trustee
6:00 P.M. – 6:30 P.M.

Meeting of the Board
6:30 PM

Main Library Community Meeting Room

AGENDA

- 1. CALL TO ORDER / DECLARATION OF QUORUM**
- 2. CITIZEN COMMENT**
Not to exceed 45 minutes
- 3. CONSENT AGENDA**
 - A. Approval of Minutes July 17, 2019 Regular Meeting
 - B. Approval of Bills and Payroll
- 4. INFORMATION/COMMUNICATIONS: *Together, We are the Library***
 - A. Access Services (Tim Longo and Jose Maldonado)
 - B. Re-imagining library service in Evanston (Discussion)
- 5. EQUITY, DIVERSITY AND INCLUSION**
 - A. Joint Task Force (Update)
- 6. LIBRARY DIRECTOR'S REPORT** (Distributed in Advance)
- 7. STAFF REPORTS**
 - A. Administrative Services Report (Teri Campbell)
- 8. BOARD REPORTS**
- 9. BOARD DEVELOPMENT**
- 10. UNFINISHED BUSINESS**
 - A. Appointment of Committee members (Discussion and Action)
- 11. NEW BUSINESS**
- 12. ADJOURNMENT**

Next Meeting: September 18, 2019 at 6:30 pm: Main Library - Community Room

The City of Evanston and the Evanston Public Library are committed to ensuring accessibility for all citizens. If an accommodation is needed to participate in this meeting, please contact the Library at 847-448-8650 48 hours in advance of the meeting so that arrangements can be made for the accommodation if possible



MEETING MINUTES
EVANSTON PUBLIC LIBRARY BOARD OF TRUSTEES
Wednesday, July 17, 2019
6:00 P.M.
Fleetwood-Jourdain Community Center

Members Present: Adam Goodman, Rachel Hayman, Denia Hester, Shawn Iles, Margaret Laurie, Benjamin Schapiro and Terry Soto

Members Absent: Ruth Hays and Vaishali Patel

Staff: Karen Danczak Lyons, Teri Campbell, Jan Bojda, Carmen Francellno, Laura Antolin, Jill Schacter, Jill Skwerski, Wynn Shawver, Connie Heneghan, John Devaney, Stan Azeem, Donny Westphal and Kim Hegelund

Presiding Member: Shawn Iles, President

Call to order/Declaration of Quorum- President Iles called the meeting to order when a quorum of Trustees was achieved at 6:34 pm.

Citizen Comment: J. Hughes spoke in support of the EDI Assessment, by DeEtta Jones and Associates, and the recommendation for a presence in the 5th ward. L. Keenan talked about how branches build community and reminded the board of the lasting importance of the EPL Friends' many contributions to Evanston residents..

Consent Agenda:

- A. Approval of the Bills and Payroll and Minutes of the June 19, 2019 Board Meeting-** Trustee Schapiro made the motion, Trustee Lurie seconded, and it was approved by voice vote.

Information/Communications: Together, We are the Library

- A. Oath of Office:** Trustee Terry Soto was sworn in as a first term Trustee. A brief introduction to Trustee Soto can be found [here](#)
- B. Asset-Based Community Development Presentation (ABCD) and Workshop (Ron Dwyer-Voss)** The ABCD approach consists of building and strengthening communities by utilizing current and potential assets of that community, rather than focusing on the needs and deficits. Utilizing an asset map for the workshop participants identified Evanston individuals, associations, institutions, physical spaces, exchanges and culture to recognizing connections and unrecognized assets. The asset map is used to untap the power of the community and catalyze the progress and growth of focused/specific needs you are looking to harness.

Equity, Diversity and Inclusion:

- A. Joint Committee (Update):** EPL received 40 applications for the Racial Equity Task Force to which the internal EDI committee and Trustees recommend 15 for consideration. The task force was one of the recommendations put forth in the Equity Assessment presented by DeEtta Jones Consulting, and will be named prior to the next board meeting. The two board

representatives will also be finalized by then. Staff members will include Teri Campbell, Carmen Francellno, Jose Maldonado and Lorena Neal.

Library Director's Report (Distributed in Advanced): Director Danczak Lyons shared with the Board that 3,194 people have currently signed up for the Summer Learning Program and that the ballot boxes distributed around town have been successful in finding those that have not connected with EPL before. June held events with the Loft staff including the Teen PRIDE Part and STEM Camp. The Lifelong and Literacy Department held events surrounding Black Women's Health Awareness Day with 60 attendees, Fatherhood, a MENA discussion and 110 people attended the Jens Jensen event. Community Engagement staff were at ETHS offering technology classes for Spanish speakers with 17 attendees graduating the program. The Dementia Resource Center funded in part through a grant from RAILS can be found on the 3rd floor of the Main Branch.

Staff Reports:

A. Administrative Services: Assistant Director Campbell shared with the Board that hiring continues across departments. Operating costs are on budget, as is revenue collection and that progress on regular maintenance and capital improvements is on schedule.

Board Report: None

Board Development: RAILS will be providing training on August 3rd "RAILS 101 Trustee Training". Also, at the October 24th ILA Annual Conference there will be a "Trustee Day"

Unfinished Business:

A. Appointment of Committee members: Discussion continues on appointment of Committee members and will be voted upon at the next board meeting.

New Business: None

Adjournment:

Motion to adjourn was made by Benjamin Schapiro and seconded by Margaret Lurie. Meeting adjourned at 8:50 pm.

Respectfully submitted by Kim Hegelund

Asset-Based Community Development

The Fundamentals

Asset-Based Community Development (ABCD) is an approach to sustainable community-driven change. It insists that building and strengthening communities requires utilizing the current and potential assets of that community, rather than focusing on the needs and deficits. ABCD challenges traditional thought that assumes communities need to be fixed by outsiders. Instead, the approach considers local assets to be the primary building blocks for developing strong, sustainable communities. Residents often have the abilities and power to drive change themselves.

ABCD emphasizes linking micro-assets to the macro-environment. Using these connections, communities have the ability to drive change themselves by identifying and mobilizing existing, but often unrecognized assets. This approach requires intentional, collaborative identification of local resident skills, local association power, and local institutions support functions.

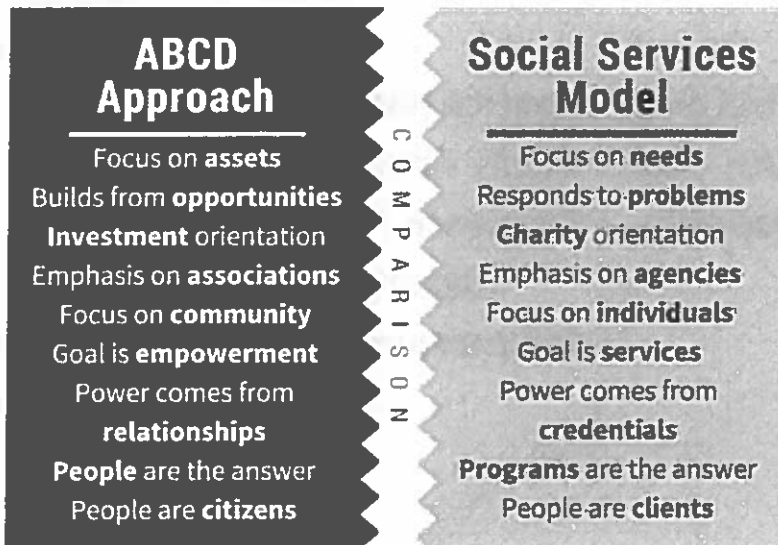
Developing, cultivating, and exploring relationships are imperative to the approach, and ABCD seeks participation and empowerment of residents throughout all stages of change. Asset-based strategies bring together and mobilize the local community through asset mapping, learning conversations, and capacity inventory processes. With localized assets driving the co-creation process sustainable change takes hold.

Where ABCD Began

In 1988 the Asset-Based Community Development Institute was established by John McKnight and Jody Kretzmann, two colleagues at the Center for Urban Affairs at Northwestern University. The Center was an urban policy research group dedicated to social justice and urban change; the common view of neighborhoods at that time was that they were full of problems and victimized people. Like nearly all other universities, their work focused on policies that would alleviate poverty and discrimination, through government, health and social welfare agencies, and other large institutions.

McKnight and Kretzmann recognized that this academic and policy framework rarely included neighbors—fixing neighborhoods was considered a job for outsiders. McKnight and Kretzmann undertook research to make visible the multiple resources and capacities in neighborhoods. Over four years they gathered resident stories in several hundred neighborhoods answering, "What have residents in this neighborhood done together that made things better?" The answers were bountiful and pointed to the possibilities of a new, resident-centered, approach to community change.

Internationally recognized and implemented all over the world, ABCD brings together local community members to make change. Learn more about the ABCD Institute and find additional resources at www.abcdinstitute.org



Training Highlights

ABCD trainings offer participants an interactive learning environment and practical tools to take back to their communities that include:

- Explore how ABCD approaches can enhance your work within the community.
- Strategically identify assets within your community and learn how to mobilize those assets.
- Discover how community members can be producers of the future.
- Learn practical tools that you can integrate within your projects or initiatives.

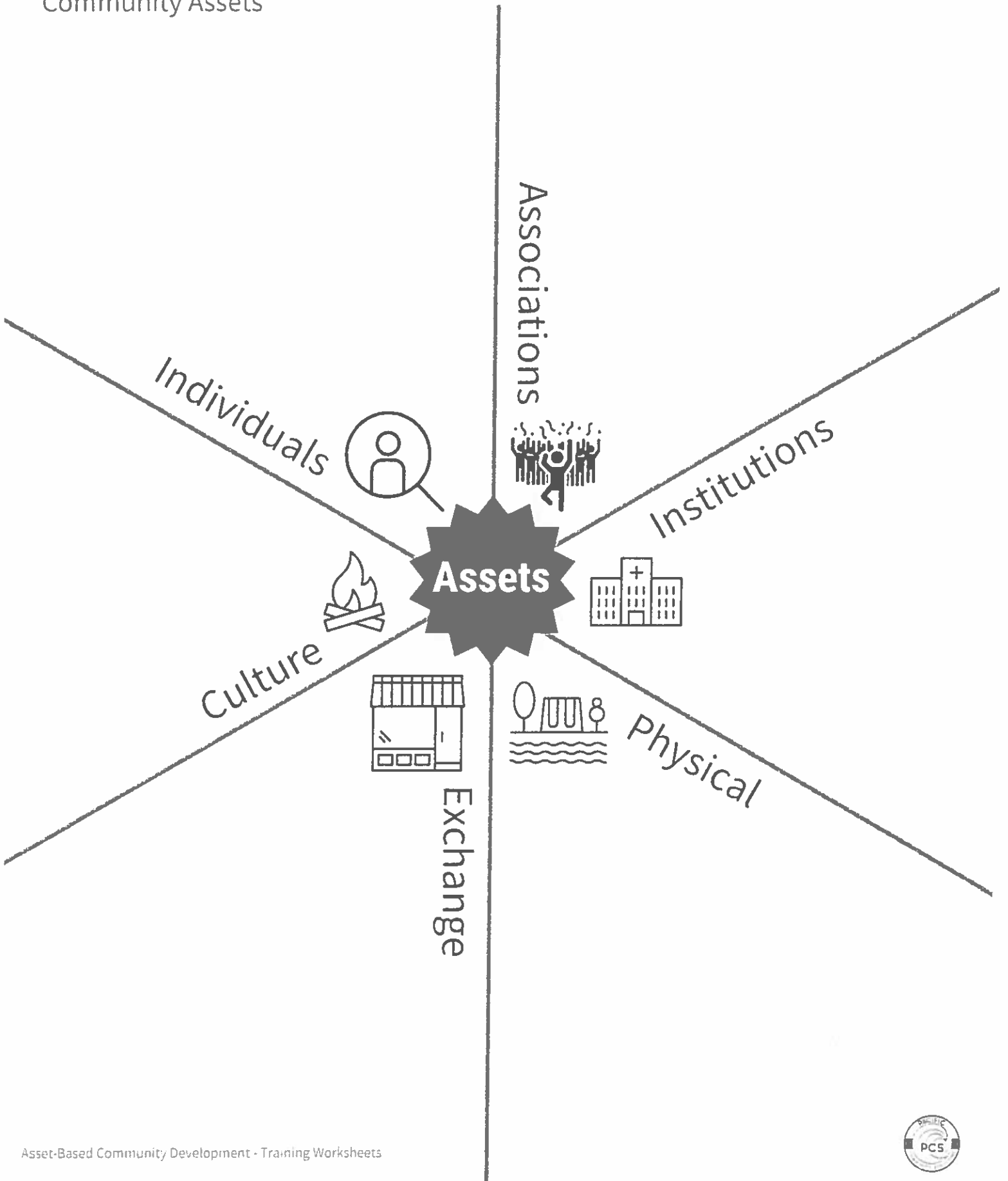
Sample Asset Map

Community Assets



Asset Map

Community Assets





Memorandum

To: Evanston Public Library Board of Trustees
Karen Danczak Lyons, Library Director

From: Lea Hernandez-Solis, Office Coordinator
Tera Davis, Accounts Payable Coordinator

Subject: Library Fund Bills

Date: August 9, 2019

Recommended Action

Staff and the Finance Committee recommend Library Board approval of the Library Payroll and Fund bills list.

Payroll

July 22, 2019 through August 4, 2019 \$ 154,398.30

Library Fund Bills List

August 13, 2019 \$ 88,925.75
(includes June 2019 purchasing card expenses of \$13,176.11)

Attachments: Bills List, Purchasing Card List

BILLS LIST

Report

PERIOD ENDING 08.13.2019

Payment Date Range 08/13/19 - 08/13/19

Vendor	Invoice Description	Invoice Date	Payment Date	Invoice Amount
Fund 185 - LIBRARY FUND				
Department 48 - LIBRARY				
Business Unit 4805 - EARLY LEARNING & LITERACY				
Account 65100 - LIBRARY SUPPLIES				
100474 - BAKER & TAYLOR	JUV PROGRAM	07/15/2019	08/13/2019	30.10
100474 - BAKER & TAYLOR	SUMMER READING PRIZE BOOKS	07/23/2019	08/13/2019	816.72
100474 - BAKER & TAYLOR	SUMMER READING PRIZE	07/23/2019	08/13/2019	107.75
14818 - FISHEYE GRAPHIC SERVICES, INC.	SUMMER LEARNING SUPPLIES	07/12/2019	08/13/2019	32.00
206940 - ULINE	OFFICE SUPPLIES	07/30/2019	08/13/2019	48.47
			Account 65100 - LIBRARY SUPPLIES Totals	5
				\$1,035.04
Account 65630 - LIBRARY BOOKS				
100474 - BAKER & TAYLOR	JUV PRINT	07/15/2019	08/13/2019	435.55
100474 - BAKER & TAYLOR	JUV PRINT	07/10/2019	08/13/2019	24.22
100474 - BAKER & TAYLOR	JUV PRINT	07/11/2019	08/13/2019	1,611.96
100474 - BAKER & TAYLOR	JUV PRINT	07/18/2019	08/13/2019	16.34
100474 - BAKER & TAYLOR	JUV PRINT	07/17/2019	08/13/2019	942.84
100474 - BAKER & TAYLOR	JUV PRINT	07/16/2019	08/13/2019	211.68
100474 - BAKER & TAYLOR	JUV PRINT	07/16/2019	08/13/2019	10.73
100474 - BAKER & TAYLOR	JUV PRINT	07/26/2019	08/13/2019	140.49
100474 - BAKER & TAYLOR	JUV PRINT	07/25/2019	08/13/2019	926.08
100474 - BAKER & TAYLOR	YA AND JUV PRINT	08/02/2019	08/13/2019	101.03
100474 - BAKER & TAYLOR	YA AND JUV PRINT	07/26/2019	08/13/2019	154.18
100474 - BAKER & TAYLOR	JUV PRINT	08/02/2019	08/13/2019	764.69
100474 - BAKER & TAYLOR	JUV PRINT	08/01/2019	08/13/2019	1,032.58
100474 - BAKER & TAYLOR	JUV PRINT	07/26/2019	08/13/2019	8.17
100474 - BAKER & TAYLOR	JUV PRINT	07/31/2019	08/13/2019	1,038.75
323474 - CAVENDISH SQUARE PUBLISHING, LLC	JUV PRINT	07/22/2019	08/13/2019	177.93
			Account 65630 - LIBRARY BOOKS Totals	16
				\$7,597.22
Account 65641 - AUDIO VISUAL COLLECTIONS				
100474 - BAKER & TAYLOR	YA AND JUV AV	07/30/2019	08/13/2019	.10
103424 - MIDWEST TAPE	JUV AV	07/15/2019	08/13/2019	132.45
103424 - MIDWEST TAPE	JUV PRINT	07/15/2019	08/13/2019	18.48
103424 - MIDWEST TAPE	JUV AV	07/24/2019	08/13/2019	79.47
103424 - MIDWEST TAPE	JUV AV	07/24/2019	08/13/2019	180.18
103424 - MIDWEST TAPE	JUV AV	07/25/2019	08/13/2019	238.41
103424 - MIDWEST TAPE	AUDIO VISUAL	07/31/2019	08/13/2019	79.47
11375 - PENGUIN RANDOM HOUSE LLC	JUV AV	08/01/2019	08/13/2019	33.75
			Account 65641 - AUDIO VISUAL COLLECTIONS Totals	8
				\$762.31
Business Unit 4806 - LIFELONG LEARNING & LITERACY				
Account 62341 - INTERNET SOLUTION PROVIDERS				
16334 - KANOPY	ONLINE RESOURCES	07/31/2019	08/13/2019	1,402.00
103424 - MIDWEST TAPE	ADULT ONLINE RESOURCES	07/31/2019	08/13/2019	4,089.17
103519 - MORNINGSTAR	ADULT ELECTRONIC RESOURCES	06/24/2019	08/13/2019	2,462.00
			Account 62341 - INTERNET SOLUTION PROVIDERS Totals	3
				\$7,953.17
Account 65100 - LIBRARY SUPPLIES				
14818 - FISHEYE GRAPHIC SERVICES, INC.	PERIODICALS REQUEST SLIP	07/19/2019	08/13/2019	145.00
16852 - LPC CONSULTING	PROFESSIONAL FEE - HEALTH AWARENESS DAY	04/25/2019	08/13/2019	1,000.00
103617 - NATIONAL AWARDS & FINE GIFTS	MISSION IMPOSSIBLE PARTICIPANTS PRIZE	07/19/2019	08/13/2019	554.00
			Account 65100 - LIBRARY SUPPLIES Totals	3
				\$1,699.00
Account 65630 - LIBRARY BOOKS				
100474 - BAKER & TAYLOR	ADULT PRINT	07/15/2019	08/13/2019	1,378.51
100474 - BAKER & TAYLOR	ADULT PRINT	07/12/2019	08/13/2019	339.70
100474 - BAKER & TAYLOR	ADULT PRINT	07/12/2019	08/13/2019	226.15
100474 - BAKER & TAYLOR	ADULT PRINT	07/11/2019	08/13/2019	27.05
100474 - BAKER & TAYLOR	ADULT PRINT	07/09/2019	08/13/2019	529.33
100474 - BAKER & TAYLOR	ADULT PRINT	07/09/2019	08/13/2019	540.10
100474 - BAKER & TAYLOR	ADULT PRINT	07/09/2019	08/13/2019	172.74
100474 - BAKER & TAYLOR	ADULT PRINT	07/08/2019	08/13/2019	1,575.63
100474 - BAKER & TAYLOR	ADULT PRINT	07/09/2019	08/13/2019	367.84
100474 - BAKER & TAYLOR	ADULT PRINT	07/17/2019	08/13/2019	539.23
100474 - BAKER & TAYLOR	ADULT PRINT	07/11/2019	08/13/2019	1,222.10
100474 - BAKER & TAYLOR	ADULT PRINT	07/16/2019	08/13/2019	20.38
100474 - BAKER & TAYLOR	ADULT PRINT	07/18/2019	08/13/2019	97.77
100474 - BAKER & TAYLOR	ADULT PRINT	07/16/2019	08/13/2019	359.55
100474 - BAKER & TAYLOR	ADULT PRINT	07/29/2019	08/13/2019	498.21
100474 - BAKER & TAYLOR	ADULT PRINT	07/23/2019	08/13/2019	59.98
100474 - BAKER & TAYLOR	ADULT PRINT	07/25/2019	08/13/2019	161.33
100474 - BAKER & TAYLOR	AD PROCESSING	07/26/2019	08/13/2019	10.00
100474 - BAKER & TAYLOR	ADULT PRINT	07/25/2019	08/13/2019	57.43
100474 - BAKER & TAYLOR	ADULT PRINT	07/25/2019	08/13/2019	1,719.16
100474 - BAKER & TAYLOR	ADULT PRINT	07/22/2019	08/13/2019	160.26
100474 - BAKER & TAYLOR	ADULT PRINT	07/22/2019	08/13/2019	321.45
100474 - BAKER & TAYLOR	ADULT PRINT	07/23/2019	08/13/2019	1,755.04
100474 - BAKER & TAYLOR	ADULT PRINT	08/02/2019	08/13/2019	511.41
100474 - BAKER & TAYLOR	ADULT PRINT	08/02/2019	08/13/2019	388.51
100474 - BAKER & TAYLOR	ADULT PRINT	07/31/2019	08/13/2019	1,538.68
100474 - BAKER & TAYLOR	ADULT PRINT	07/25/2019	08/13/2019	18.76
100474 - BAKER & TAYLOR	ADULT PRINT	07/29/2019	08/13/2019	27.64
100474 - BAKER & TAYLOR	ADULT PRINT	07/26/2019	08/13/2019	75.88
100474 - BAKER & TAYLOR	ADULT PRINT	07/26/2019	08/13/2019	68.84
100932 - CENTER POINT INC	ADULT PRINT	07/01/2019	08/13/2019	136.62
100932 - CENTER POINT INC	ADULT PRINT	07/03/2019	08/13/2019	29.21
100932 - CENTER POINT INC	ADULT PRINT	08/01/2019	08/13/2019	26.25
120319 - GALE RESEARCH INC.	ADULT PRINT	07/19/2019	08/13/2019	26.39
120319 - GALE RESEARCH INC.	ADULT PRINT	07/17/2019	08/13/2019	71.97
120319 - GALE RESEARCH INC.	ADULT PRINT	07/17/2019	08/13/2019	47.23
120319 - GALE RESEARCH INC.	ADULT PRINT	07/18/2019	08/13/2019	101.21
120319 - GALE RESEARCH INC.	ADULT PRINT	07/10/2019	08/13/2019	260.90
120319 - GALE RESEARCH INC.	ADULT PRINT	07/11/2019	08/13/2019	75.72
120319 - GALE RESEARCH INC.	ADULT PRINT	07/11/2019	08/13/2019	183.68
120319 - GALE RESEARCH INC.	ADULT PRINT	07/02/2019	08/13/2019	34.39
120319 - GALE RESEARCH INC.	ADULT PRINT	07/23/2019	08/13/2019	48.97
120319 - GALE RESEARCH INC.	JUV PRINT	07/19/2019	08/13/2019	592.18
276974 - OVER DRIVE, INC.	EBOOKS	07/16/2019	08/13/2019	36.98

BILLS LIST

Report

PERIOD ENDING 08.13.2019

Payment Date Range 08/13/19 - 08/13/19

Vendor	Invoice Description	Invoice Date	Payment Date	Invoice Amount
276974 - OVER DRIVE, INC.	EBOOKS	07/17/2019	08/13/2019	1,755.92
276974 - OVER DRIVE, INC.	EBOOKS	07/31/2019	08/13/2019	2,242.80
276974 - OVER DRIVE, INC.	EBOOKS	07/31/2019	08/13/2019	2,131.52
276974 - OVER DRIVE, INC.	EBOOKS	07/31/2019	08/13/2019	873.93
276974 - OVER DRIVE, INC.	EBOOKS	07/31/2019	08/13/2019	445.94
Account 65630 - LIBRARY BOOKS Totals			49	\$23,890.47
Account 65635 - PERIODICALS				
101584 - EBSCO INDUSTRIES, INC. DBA EBSCO	ADULT PERIODICALS	07/13/2019	08/13/2019	19.32
Account 65635 - PERIODICALS Totals			1	\$19.32
Account 65641 - AUDIO VISUAL COLLECTIONS				
100655 - BLACKSTONE PUBLISHING	ADULT AV	07/23/2019	08/13/2019	3.98
100655 - BLACKSTONE PUBLISHING	ADULT AV	07/19/2019	08/13/2019	135.00
100655 - BLACKSTONE PUBLISHING	ADULT AV	07/25/2019	08/13/2019	45.00
103424 - MIDWEST TAPE	ADULT AV	07/18/2019	08/13/2019	81.72
103424 - MIDWEST TAPE	ADULT AV	07/18/2019	08/13/2019	49.03
103424 - MIDWEST TAPE	ADULT AV	07/18/2019	08/13/2019	26.49
103424 - MIDWEST TAPE	ADULT AV	07/18/2019	08/13/2019	26.49
103424 - MIDWEST TAPE	ADULT AV	07/18/2019	08/13/2019	37.98
103424 - MIDWEST TAPE	ADULT AV	07/15/2019	08/13/2019	79.47
103424 - MIDWEST TAPE	ADULT AV	07/15/2019	08/13/2019	54.08
103424 - MIDWEST TAPE	ADULT AV	07/15/2019	08/13/2019	24.24
103424 - MIDWEST TAPE	ADULT AV	07/15/2019	08/13/2019	52.98
103424 - MIDWEST TAPE	ADULT AV	07/15/2019	08/13/2019	37.98
103424 - MIDWEST TAPE	ADULT AV	07/15/2019	08/13/2019	26.49
103424 - MIDWEST TAPE	ADULT AV	07/15/2019	08/13/2019	37.98
103424 - MIDWEST TAPE	ADULT AV	07/10/2019	08/13/2019	26.49
103424 - MIDWEST TAPE	ADULT AV	07/12/2019	08/13/2019	34.54
103424 - MIDWEST TAPE	ADULT AV	07/12/2019	08/13/2019	26.49
103424 - MIDWEST TAPE	ADULT AV	07/12/2019	08/13/2019	26.49
103424 - MIDWEST TAPE	ADULT AV	07/12/2019	08/13/2019	38.73
103424 - MIDWEST TAPE	ADULT AV	07/12/2019	08/13/2019	18.99
103424 - MIDWEST TAPE	ADULT AV	07/12/2019	08/13/2019	44.59
103424 - MIDWEST TAPE	ADULT AV	07/12/2019	08/13/2019	81.29
103424 - MIDWEST TAPE	ADULT AV	07/12/2019	08/13/2019	16.74
103424 - MIDWEST TAPE	ADULT AV	07/12/2019	08/13/2019	20.49
103424 - MIDWEST TAPE	ADULT AV	07/10/2019	08/13/2019	37.98
103424 - MIDWEST TAPE	ADULT AV	07/10/2019	08/13/2019	21.24
103424 - MIDWEST TAPE	ADULT AV	07/10/2019	08/13/2019	26.49
103424 - MIDWEST TAPE	ADULT AV	07/10/2019	08/13/2019	24.24
103424 - MIDWEST TAPE	ADULT AV	07/10/2019	08/13/2019	68.22
103424 - MIDWEST TAPE	ADULT AV	07/10/2019	08/13/2019	22.74
103424 - MIDWEST TAPE	ADULT AV	07/23/2019	08/13/2019	56.23
103424 - MIDWEST TAPE	ADULT AV	07/24/2019	08/13/2019	18.99
103424 - MIDWEST TAPE	ADULT AV	07/24/2019	08/13/2019	22.74
103424 - MIDWEST TAPE	ADULT AV	07/24/2019	08/13/2019	27.04
103424 - MIDWEST TAPE	ADULT AV	07/24/2019	08/13/2019	33.34
103424 - MIDWEST TAPE	ADULT AV	07/24/2019	08/13/2019	41.59
103424 - MIDWEST TAPE	ADULT AV	07/25/2019	08/13/2019	15.24
103424 - MIDWEST TAPE	ADULT AV	07/25/2019	08/13/2019	15.24
103424 - MIDWEST TAPE	ADULT AV	07/24/2019	08/13/2019	34.54
103424 - MIDWEST TAPE	ADULT AV	07/24/2019	08/13/2019	16.74
103424 - MIDWEST TAPE	ADULT AV	07/24/2019	08/13/2019	39.08
103424 - MIDWEST TAPE	ADULT AV	07/24/2019	08/13/2019	127.20
103424 - MIDWEST TAPE	ADULT AV	07/24/2019	08/13/2019	77.22
103424 - MIDWEST TAPE	ADULT AV	07/24/2019	08/13/2019	106.02
103424 - MIDWEST TAPE	ADULT AV	07/24/2019	08/13/2019	39.48
103424 - MIDWEST TAPE	ADULT AV	07/24/2019	08/13/2019	15.24
103424 - MIDWEST TAPE	ADULT AV	07/24/2019	08/13/2019	22.74
103424 - MIDWEST TAPE	AUDIO VISUAL	07/31/2019	08/13/2019	33.04
103424 - MIDWEST TAPE	AUDIO VISUAL	07/31/2019	08/13/2019	53.22
103424 - MIDWEST TAPE	AUDIO VISUAL	07/30/2019	08/13/2019	26.24
103424 - MIDWEST TAPE	AUDIO VISUAL	07/31/2019	08/13/2019	26.49
103424 - MIDWEST TAPE	AUDIO VISUAL	07/31/2019	08/13/2019	45.48
103424 - MIDWEST TAPE	AUDIO VISUAL	07/01/2019	08/13/2019	49.23
103424 - MIDWEST TAPE	AUDIO VISUAL	07/31/2019	08/13/2019	37.98
103424 - MIDWEST TAPE	AUDIO VISUAL	07/31/2019	08/13/2019	35.59
103424 - MIDWEST TAPE	AUDIO VISUAL	07/31/2019	08/13/2019	22.74
103424 - MIDWEST TAPE	AUDIO VISUAL	07/30/2019	08/13/2019	22.74
103424 - MIDWEST TAPE	AUDIO VISUAL	07/30/2019	08/13/2019	47.73
103424 - MIDWEST TAPE	AUDIO VISUAL	07/30/2019	08/13/2019	18.99
103424 - MIDWEST TAPE	AUDIO VISUAL	07/30/2019	08/13/2019	48.48
103424 - MIDWEST TAPE	AUDIO VISUAL	07/30/2019	08/13/2019	58.47
103424 - MIDWEST TAPE	AUDIO VISUAL	07/30/2019	08/13/2019	82.17
103424 - MIDWEST TAPE	AUDIO VISUAL	07/30/2019	08/13/2019	42.48
103424 - MIDWEST TAPE	AUDIO VISUAL	07/30/2019	08/13/2019	80.46
103424 - MIDWEST TAPE	AUDIO VISUAL	07/30/2019	08/13/2019	104.18
103424 - MIDWEST TAPE	AUDIO VISUAL	07/30/2019	08/13/2019	21.24
103424 - MIDWEST TAPE	AUDIO VISUAL	07/30/2019	08/13/2019	18.99
103424 - MIDWEST TAPE	AUDIO VISUAL	07/30/2019	08/13/2019	18.99
103424 - MIDWEST TAPE	AUDIO VISUAL	07/30/2019	08/13/2019	46.58
103424 - MIDWEST TAPE	AUDIO VISUAL	07/30/2019	08/13/2019	26.49
11375 - PENGUIN RANDOM HOUSE LLC	ADULT AV	07/11/2019	08/13/2019	26.25
11375 - PENGUIN RANDOM HOUSE LLC	ADULT AV	08/01/2019	08/13/2019	30.00
11375 - PENGUIN RANDOM HOUSE LLC	ADULT AV	07/15/2019	08/13/2019	30.00
104325 - RECORDED BOOKS INC.	ADULT AV	07/10/2019	08/13/2019	35.99
104325 - RECORDED BOOKS INC.	ADULT AV	07/11/2019	08/13/2019	31.50
104325 - RECORDED BOOKS INC.	ADULT AV	07/11/2019	08/13/2019	82.20
104325 - RECORDED BOOKS INC.	ADULT AV	07/09/2019	08/13/2019	35.99
104325 - RECORDED BOOKS INC.	ADULT AV	07/22/2019	08/13/2019	35.99
104325 - RECORDED BOOKS INC.	ADULT AV	07/22/2019	08/13/2019	35.99
104325 - RECORDED BOOKS INC.	ADULT AV	07/18/2019	08/13/2019	62.98
104325 - RECORDED BOOKS INC.	ADULT AV	07/23/2019	08/13/2019	35.99
104325 - RECORDED BOOKS INC.	ADULT AV	07/31/2019	08/13/2019	44.98
104325 - RECORDED BOOKS INC.	ADULT AV	08/01/2019	08/13/2019	31.50
104325 - RECORDED BOOKS INC.	ADULT AV	07/31/2019	08/13/2019	7.95

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Vendor	Invoice Description	Invoice Date	Payment Date	Invoice Amount
104325 - RECORDED BOOKS INC.	ADULT AV	07/24/2019	08/13/2019	99.00
104325 - RECORDED BOOKS INC.	ADULT AV	07/26/2019	08/13/2019	35.99
104325 - RECORDED BOOKS INC.	ADULT AV	07/24/2019	08/13/2019	36.00
	Account 65641 - AUDIO VISUAL COLLECTIONS Totals		88	\$3,629.63
	Business Unit 4806 - LIFELONG LEARNING & LITERACY Totals		144	\$37,191.59
Business Unit 4820 - ACCESS SERVICES				
Account 52610 - LIBRARY FINES & FEES				
121187 - UNIQUE MANAGEMENT SERVICES	COLLECTION CHARGES	08/01/2019	08/13/2019	286.40
	Account 52610 - LIBRARY FINES & FEES Totals		1	\$286.40
Account 57515 - LIBRARY MATERIAL REPLACEMENT CHARGES				
12736 - ILLINOIS HEARTLAND LIBRARY SYSTEM	REPLACEMENT CHARGES	03/06/2019	08/13/2019	15.25
12736 - ILLINOIS HEARTLAND LIBRARY SYSTEM	REPLACEMENT CHARGES	07/11/2019	08/13/2019	10.25
	Account 57515 - LIBRARY MATERIAL REPLACEMENT CHARGES Totals		2	\$25.50
Account 65100 - LIBRARY SUPPLIES				
101406 - DEMCO, INC.	TECH SERVICES SUPPLIES	07/19/2019	08/13/2019	42.55
324163 - FINDAWAY WORLD, LLC	ACCESS SERVICES SUPPLIES	07/15/2019	08/13/2019	61.27
103883 - OFFICE DEPOT	CIRCULATION SUPPLIES	07/10/2019	08/13/2019	49.99
104719 - SHOWCASES	TECH SERVICES SUPPLIES	08/06/2019	08/13/2019	421.74
	Account 65100 - LIBRARY SUPPLIES Totals		4	\$575.55
	Business Unit 4820 - ACCESS SERVICES Totals		7	\$887.45
Business Unit 4825 - ENGAGEMENT SERVICES				
Account 62375 - RENTALS				
309006 - ESSKAY DEVELOPMENT LLC	SEPTEMBER 2019 CAMS RENT	08/06/2019	08/13/2019	2,076.00
	Account 62375 - RENTALS Totals		1	\$2,076.00
Account 65630 - LIBRARY BOOKS				
100474 - BAKER & TAYLOR	JUV PRINT	07/15/2019	08/13/2019	926.23
100474 - BAKER & TAYLOR	ADULT PRINT	07/15/2019	08/13/2019	393.16
100474 - BAKER & TAYLOR	ADULT PRINT	07/09/2019	08/13/2019	31.63
100474 - BAKER & TAYLOR	YA AND JUV PRINT	07/09/2019	08/13/2019	21.46
100474 - BAKER & TAYLOR	ADULT PRINT	07/09/2019	08/13/2019	14.10
100474 - BAKER & TAYLOR	ADULT PRINT	07/08/2019	08/13/2019	14.69
100474 - BAKER & TAYLOR	ADULT PRINT	07/09/2019	08/13/2019	14.12
100474 - BAKER & TAYLOR	JUV PRINT	07/16/2019	08/13/2019	802.64
100474 - BAKER & TAYLOR	JUV PRINT	07/16/2019	08/13/2019	146.93
100474 - BAKER & TAYLOR	JUV PRINT	07/16/2019	08/13/2019	32.20
100474 - BAKER & TAYLOR	ADULT PRINT	07/25/2019	08/13/2019	29.94
100474 - BAKER & TAYLOR	JUV PRINT	07/25/2019	08/13/2019	39.70
100474 - BAKER & TAYLOR	YA PRINT	07/23/2019	08/13/2019	80.50
100474 - BAKER & TAYLOR	ADULT PRINT	07/23/2019	08/13/2019	59.34
100474 - BAKER & TAYLOR	YA AND JUV PRINT	07/26/2019	08/13/2019	59.48
100474 - BAKER & TAYLOR	ADULT PRINT	08/02/2019	08/13/2019	29.38
100474 - BAKER & TAYLOR	JUV PRINT	07/31/2019	08/13/2019	9.60
	Account 65630 - LIBRARY BOOKS Totals		17	\$2,705.10
Account 65641 - AUDIO VISUAL COLLECTIONS				
103424 - MIDWEST TAPE	NS ADULT AV	07/16/2019	08/13/2019	44.99
103424 - MIDWEST TAPE	NS ADULT AV	07/16/2019	08/13/2019	119.98
127266 - WESTON WOODS STUDIOS	JUV AV	07/24/2019	08/13/2019	512.00
	Account 65641 - AUDIO VISUAL COLLECTIONS Totals		3	\$676.97
	Business Unit 4825 - ENGAGEMENT SERVICES Totals		21	\$5,458.07
Business Unit 4835 - INNOVATION & DIGITAL LEARNING				
Account 62341 - INTERNET SOLUTION PROVIDERS				
14768 - SPRINT COM. INC.	MOBILE HOTSPOTS	08/02/2019	08/13/2019	3,698.50
	Account 62341 - INTERNET SOLUTION PROVIDERS Totals		1	\$3,698.50
Account 65100 - LIBRARY SUPPLIES				
100474 - BAKER & TAYLOR	YA PROGRAM	07/30/2019	08/13/2019	178.92
	Account 65100 - LIBRARY SUPPLIES Totals		1	\$178.92
Account 65630 - LIBRARY BOOKS				
100474 - BAKER & TAYLOR	YA AND JUV PRINT	07/09/2019	08/13/2019	496.19
100474 - BAKER & TAYLOR	JUV PRINT	07/16/2019	08/13/2019	238.08
100474 - BAKER & TAYLOR	YA PRINT	07/23/2019	08/13/2019	20.74
100474 - BAKER & TAYLOR	YA PRINT	07/23/2019	08/13/2019	809.74
100474 - BAKER & TAYLOR	YA AND JUV PRINT	08/02/2019	08/13/2019	205.60
100474 - BAKER & TAYLOR	YA AND JUV PRINT	08/02/2019	08/13/2019	430.43
100474 - BAKER & TAYLOR	YA AND JUV PRINT	07/26/2019	08/13/2019	375.64
	Account 65630 - LIBRARY BOOKS Totals		7	\$2,576.42
Account 65641 - AUDIO VISUAL COLLECTIONS				
100474 - BAKER & TAYLOR	YA AND JUV AV	07/30/2019	08/13/2019	19.22
100474 - BAKER & TAYLOR	YA AV	07/22/2019	08/13/2019	33.15
	Account 65641 - AUDIO VISUAL COLLECTIONS Totals		2	\$52.37
	Business Unit 4835 - INNOVATION & DIGITAL LEARNING Totals		11	\$6,506.21
Business Unit 4840 - LIBRARY MAINTENANCE				
Account 62225 - BLDG MAINTENANCE SERVICES				
151986 - CINTAS CORPORATION #769	CARPET CLEANING	07/29/2019	08/13/2019	287.32
151986 - CINTAS CORPORATION #769	CARPET CLEANING	07/22/2019	08/13/2019	332.38
151986 - CINTAS CORPORATION #769	CARPET CLEANING	08/05/2019	08/13/2019	287.32
101063 - CINTAS FIRST AID & SUPPLY	FIRST AID KIT SUPPLIES	07/22/2019	08/13/2019	71.11
298493 - CONQUEST PEST SOLUTIONS	BUILDING MAINTENANCE	08/06/2019	08/13/2019	210.00
145106 - TOTAL BUILDING SERVICES	JANITORIAL SERVICES	08/05/2019	08/13/2019	7,375.00
	Account 62225 - BLDG MAINTENANCE SERVICES Totals		6	\$8,563.13
Account 65040 - JANITORIAL SUPPLIES				
10546 - SUPERIOR INDUSTRIAL SUPPLY	JANITORIAL SUPPLIES	08/02/2019	08/13/2019	949.68
	Account 65040 - JANITORIAL SUPPLIES Totals		1	\$949.68
	Business Unit 4840 - LIBRARY MAINTENANCE Totals		7	\$9,512.81
Business Unit 4845 - LIBRARY ADMINISTRATION				
Account 56140 - FEES AND MERCHANDISE SALE				
102499 - ILLINOIS DEPT OF REVENUE	*SALES TAX	07/17/2019	08/13/2019	68.00
	Account 56140 - FEES AND MERCHANDISE SALE Totals		1	\$68.00
Account 62185 - CONSULTING SERVICES				
11582 - MARY KLING	EPL VOLUNTEER MANAGEMENT PROFESSIONAL FEE	08/07/2019	08/13/2019	1,833.00
102739 - STEVE JOHNSON CONNECTS	PROFESSIONAL SERVICES	08/05/2019	08/13/2019	500.00
	Account 62185 - CONSULTING SERVICES Totals		2	\$2,333.00
Account 62205 - ADVERTISING				
10771 - LYNN TRAUTMANN	PHOTOGRAPHY SERVICES	07/19/2019	08/13/2019	200.00
	Account 62205 - ADVERTISING Totals		1	\$200.00

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Vendor	Invoice Description	Invoice Date	Payment Date	Invoice Amount
Account 62295 - TRAINING & TRAVEL				
108473 - EVANSTON COMMUNITY FOUNDATION	LEADERSHIP EVANSTON TUITION FOR M BOJORQUEZ	07/18/2019	08/13/2019	1,500.00
14126 - RENEE NEUMEIER	REGISTRATION FOR SOUTH BY SOUTHWEST EDU	08/08/2019	08/13/2019	375.00
	Account 62295 - TRAINING & TRAVEL Totals		2	\$1,875.00
Account 62380 - COPY MACHINE CHARGES				
105654 - XEROX CORP.	COPYING SERVICE	07/20/2019	08/13/2019	16.80
105654 - XEROX CORP.	COPYING SERVICE	08/01/2019	08/13/2019	230.18
	Account 62380 - COPY MACHINE CHARGES Totals		2	\$246.98
Account 64540 - TELECOMMUNICATIONS - WIRELESS				
14093 - VERIZON NETWORKFLEET, INC.	AVL TRACKERS	07/01/2019	08/13/2019	18.95
	Account 64540 - TELECOMMUNICATIONS - WIRELESS Totals		1	\$18.95
Account 65095 - OFFICE SUPPLIES				
103883 - OFFICE DEPOT	OFFICE SUPPLIES	07/10/2019	08/13/2019	86.70
103883 - OFFICE DEPOT	OFFICE SUPPLIES	07/09/2019	08/13/2019	71.78
103883 - OFFICE DEPOT	OFFICE SUPPLIES	07/15/2019	08/13/2019	(628.60)
103883 - OFFICE DEPOT	OFFICE SUPPLIES	07/24/2019	08/13/2019	68.12
103883 - OFFICE DEPOT	OFFICE SUPPLIES	07/22/2019	08/13/2019	111.78
103883 - OFFICE DEPOT	OFFICE SUPPLIES	07/23/2019	08/13/2019	52.28
105654 - XEROX CORP.	COPYING SERVICE	07/20/2019	08/13/2019	16.80
105654 - XEROX CORP.	COPYING SERVICE	07/20/2019	08/13/2019	16.80
105654 - XEROX CORP.	COPYING SERVICE	07/20/2019	08/13/2019	16.80
105654 - XEROX CORP.	COPYING SERVICE	07/20/2019	08/13/2019	16.80
	Account 65095 - OFFICE SUPPLIES Totals		10	(\$170.74)
	Business Unit 4845 - LIBRARY ADMINISTRATION Totals		19	\$4,571.19
Business Unit 4850 - LIBRARY GRANTS				
Account 65100 - LIBRARY SUPPLIES				
103883 - OFFICE DEPOT	ABC BOOSTERS	07/10/2019	08/13/2019	156.50
103883 - OFFICE DEPOT	OFFICE SUPPLIES	07/10/2019	08/13/2019	464.50
16654 - SANDY NOWARITA	MEMORY CAFE AGE OPTIONS GRANT	07/23/2019	08/13/2019	150.00
107741 - SCHOLASTIC INC.	ABC BOOSTERS BOOKS	07/02/2019	08/13/2019	122.31
206940 - ULINE	MEMORY CAFE PROGRAM SUPPLIES	07/17/2019	08/13/2019	89.55
206940 - ULINE	MEMORY CAFE PROGRAM SUPPLIES	07/18/2019	08/13/2019	195.13
	Account 65100 - LIBRARY SUPPLIES Totals		6	\$1,177.99
	Business Unit 4850 - LIBRARY GRANTS Totals		6	\$1,177.99
	Department 48 - LIBRARY Totals		244	\$74,699.88
	Fund 185 - LIBRARY FUND Totals		244	\$74,699.88

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Vendor	Invoice Description	Invoice Date	Payment Date	Invoice Amount
Fund 187 - LIBRARY CAPITAL IMPROVEMENT FD				
Department 48 - LIBRARY				
Business Unit 4862 - LIBRARY CAPITAL IMPROVEMENT				
Account 62716 - BOND ISSUANCE COSTS				
15931 - IPREO LLC	GO BONDS SERIES 2019 A&B	08/07/2019	08/13/2019	76.56
	Account 62716 - BOND ISSUANCE COSTS Totals		1	\$76.56
	Business Unit 4862 - LIBRARY CAPITAL IMPROVEMENT Totals		1	\$76.56
	Department 48 - LIBRARY Totals		1	\$76.56
	Fund 187 - LIBRARY CAPITAL IMPROVEMENT FD Totals		1	\$76.56
* = Prior Fiscal Year Activity			245	\$74,776.44

**CITY OF EVANSTON
LIBRARY BILLS LIST
PERIOD ENDING 08.13.2019**

**SUPPLEMENTAL LIST
ACH AND WIRE**

<u>ACCOUNT NUMBER</u>	<u>SUPPLIER NAME</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
SUPPLEMENTAL BILLS LIST ATTACHMENT			
VARIOUS	BMO	PURHASING CARD-JUNE, 2019	13,176.11
VARIOUS	TWIN EAGLE	NATURAL GAS-JUNE, 2019	<u>973.20</u>
			14,149.31
			<u>14,149.31</u>
		GRAND TOTAL	<u>88,925.75</u>

Prepared by _____ Date _____
Accounts Payable Coordinator

Approved by _____ Date _____
Library Administrative Services Manager

Approved by _____ Date _____
Library Director

Approved by _____ Date _____
Library Board Treasurer

REPORTS TO INTERMEDIATE	MERCHANT NAME	SUPPLIER STATE	SUPPLIER POSTAL CODE	TRANSACTION AMOUNT	POSTING DATE	COST ALLOCATION - EXPENSE OBJECT	EXPENSE DESCRIPTION
ADMIN SVCS/INFO SYS	B&H PHOTO 800-606-696	NY	10001	\$ 414.00	6/19/2019	65050 BUILDING MAINTENANCE MATERIAL	3RD FLOOR CAMERA
LIBRARY	PIONEER VALLEY BOOKS	MA	01060	\$ 33.00	5/27/2019	65100 LIBRARY SUPPLIES	ABC BOOSTERS
LIBRARY	PAYPAL *R G STUFF	CT	06484	\$ 69.03	5/27/2019	65100 LIBRARY SUPPLIES	ABC BOOSTERS
LIBRARY	SSI SCHOOL SPECIALTY	NH	03063	\$ 22.49	5/28/2019	65100 LIBRARY SUPPLIES	ABC BOOSTERS
LIBRARY	CASES BY SOURCE	NJ	07430	\$ 201.12	5/29/2019	65100 LIBRARY SUPPLIES	LIBRARY SUPPLIES
LIBRARY	BARRREL MAKER PRINTING	IL	60089	\$ 662.92	5/29/2019	65095 OFFICE SUPPLIES	FALCON T-SHIRTS
LIBRARY	DOLLARTREE	IL	60202	\$ 50.00	5/29/2019	65100 LIBRARY SUPPLIES	SRP SUPPLIES
LIBRARY	LEMOI ACE HARDWARE	IL	60201	\$ 21.30	5/30/2019	65040 JANITORIAL SUPPLIES	SPRAYER,VINEGAR AND EPSOM SALT FOR ENVIRONMENTAL WEED KILLING
LIBRARY	YWCA EVANSTON/NORTH SH	IL	60210	\$ (500.00)	5/30/2019	62295 TRAINING & TRAVEL	CREDIT
LIBRARY	PAYPAL *WAYFAIR	MA	02116	\$ 82.81	5/31/2019	65100 LIBRARY SUPPLIES	ABC BOOSTERS
LIBRARY	SPACESAVERS.COM	IA	52345	\$ 33.19	5/31/2019	65100 LIBRARY SUPPLIES	LIBRARY SUPPLIES
LIBRARY	PAYPAL *TARGETCORPO	MN	55403	\$ 10.00	5/31/2019	65095 OFFICE SUPPLIES	ADMIN OFFICE SUPPLIES
LIBRARY	PAYPAL *TARGETCORPO	MN	55403	\$ 83.76	5/31/2019	65100 LIBRARY SUPPLIES	ABC BOOSTERS SUPPLIES
LIBRARY	ITECH AUTOMATION INC	IL	60060	\$ 621.08	5/31/2019	65100 LIBRARY SUPPLIES	LIBRARY SUPPLIES - LABELS
LIBRARY	THE HOME DEPOT 1902	IL	60202	\$ 536.01	5/31/2019	65050 BUILDING MAINTENANCE MATERIAL	EGO BATTERY POWERED WEED WACKER, EGO BATTERY POWERED HEDGE TRIMMER,EGO BATTERY AND CHARGER
LIBRARY	GOTPRINT.COM	CA	91505	\$ 151.33	5/31/2019	62210 PRINTING	EPL ENVELOPES
LIBRARY	FACEBK 9TXZQKWH42	CA	94025	\$ 10.00	5/31/2019	62205 ADVERTISING	LIBRARY PROGRAMMING ADS
LIBRARY	PAYPAL *OZDEMIRBURH	CA	95131	\$ 27.60	5/31/2019	65100 LIBRARY SUPPLIES	COMMUNITY ENGAGEMENT SUPPLIES
LIBRARY	PAYPAL *USCUTTER	WA	98052	\$ 59.98	5/31/2019	65100 LIBRARY SUPPLIES	YA LIBRARY SUPPLIES
LIBRARY	NINTENDO *AMERICAUS	WA	98052	\$ 9.55	5/31/2019	65100 LIBRARY SUPPLIES	GAME FOR TEEN SERVICES NINTENDO SWITCH FOR DROP IN GAMING
LIBRARY	NINTENDO *AMERICAUS	WA	98052	\$ 21.24	5/31/2019	65100 LIBRARY SUPPLIES	GAME FOR NINTENDO SWITCH TEEN SERVICES DROP IN GAMING
LIBRARY	AMZN MKTP US*M63F26401	WA	98109	\$ 10.60	5/31/2019	65630 LIBRARY BOOKS	CHILDREN'S BOOK
LIBRARY	PAYPAL *TARGETCORPO	MN	55403	\$ 16.49	6/3/2019	65100 LIBRARY SUPPLIES	ABC BOOSTERS
LIBRARY	PAYPAL *TARGETCORPO	MN	55403	\$ 49.47	6/3/2019	65100 LIBRARY SUPPLIES	ABC BOOSTERS
LIBRARY	SAMSCULB.COM	AR	72712	\$ 82.46	6/3/2019	65100 LIBRARY SUPPLIES	OUTREACH SUPPLIES
LIBRARY	WPF ENGINE	TX	78710	\$ 115.00	6/3/2019	62341 INTERNET SOLUTION PROVIDERS	WEB HOST
LIBRARY	GOOGLE *GSUITE_EPL.ORG	CA	94043	\$ 12.00	6/3/2019	62341 INTERNET SOLUTION PROVIDERS	GOOGLE MONTHLY MAINTENANCE FEE - EPL.ORG
LIBRARY	WALMART.COM	AR	72712	\$ 269.00	6/4/2019	65100 LIBRARY SUPPLIES	ABC BOOSTERS
LIBRARY	FEDEX 480388464	TN	38116	\$ 240.28	6/5/2019	65100 LIBRARY SUPPLIES	EXHIBIT SHIPPING
LIBRARY	LEMOI ACE HARDWARE	IL	60201	\$ 16.99	6/5/2019	65040 JANITORIAL SUPPLIES	AAA BATTERIES FOR CMR MICROPHONES
LIBRARY	LEMOI ACE HARDWARE	IL	60201	\$ 15.99	6/5/2019	65040 JANITORIAL SUPPLIES	GLAD TK TRASH BAGS 13 GAL WHITE 90 COUNT
LIBRARY	PAYFLOW/PAYPAL	NE	68126	\$ 30.00	6/5/2019	62705 BANK SERVICE CHARGES	PAYMENT OPTION FOR PATRONS RESERVING MEETING SPACE THROUGH COMMUNICO
LIBRARY	AMAZON.COM*M68NP5ZK2 A	WA	98109	\$ 155.50	6/5/2019	65630 LIBRARY BOOKS	ADULT PRINT
LIBRARY	PAYPAL *WEBSTAIRANT	PA	17601	\$ 58.99	6/6/2019	65100 LIBRARY SUPPLIES	CAMS CHALK STREET BOARD
LIBRARY	JOHNSON LOCKSMITH INC	IL	60201	\$ 66.00	6/6/2019	65040 JANITORIAL SUPPLIES	TWO SETS OF TRANSPONDER AND SPARE KEYS FOR MOBIL LIBRARY UNIT
LIBRARY	HAROLD S TRUE VALUE HD	IL	60201	\$ 13.28	6/6/2019	65050 BUILDING MAINTENANCE MATERIAL	BOLT THREAD LOCKER, STUBBY SCREWDRIVER FOR NB DOOR CLOSER
LIBRARY	GUITAR WORKS	IL	60202	\$ 21.99	6/6/2019	65100 LIBRARY SUPPLIES	STRINGS AND BRIDGE PINS FOR LOFT GUITAR REPAIR
LIBRARY	WALMART.COM	AR	72716	\$ 28.28	6/6/2019	62341 INTERNET SOLUTION PROVIDERS	TEEN SERVICES SUPPLIES
LIBRARY	MOTION PICTURE ECOMMER	CA	90066	\$ 256.36	6/6/2019	65100 LIBRARY SUPPLIES	MOVIE SCREENING LICENSE
LIBRARY	PAYPAL *WILIUG	CA	95131	\$ 40.00	6/6/2019	62295 TRAINING & TRAVEL	WEB CONFERENCE FOR T LONGO
LIBRARY	PAYPAL *BLICKARTMAT	OH	43081	\$ 43.65	6/7/2019	65100 LIBRARY SUPPLIES	YA PROGRAM SUPPLIES
LIBRARY	MICHAELS STORES 3849	IL	60077	\$ 34.96	6/7/2019	65100 LIBRARY SUPPLIES	PROGRAM SUPPLIES
LIBRARY	TARGET 00032839	IL	60201	\$ 45.00	6/7/2019	65100 LIBRARY SUPPLIES	GIFTCARDS FOR TEEN GAMING TOURNAMENTS
LIBRARY	COST PLUS WLD #147	IL	60201	\$ 50.89	6/7/2019	65100 LIBRARY SUPPLIES	SNACKS FOR TEEN ANIME CLUB
LIBRARY	TARGET 00032839	IL	60201	\$ 53.92	6/7/2019	65100 LIBRARY SUPPLIES	ELL SUPPLIES
LIBRARY	SO *SQ *FRIO GELAT	IL	60201	\$ 25.00	6/7/2019	65100 LIBRARY SUPPLIES	SUMMER LEARNING PRIZE
LIBRARY	THE HOME DEPOT #1902	IL	60202	\$ 4.36	6/7/2019	65040 JANITORIAL SUPPLIES	PEA GRAVEL FOR FALCON'S NEST, JOINT TAPE FOR REFERENCE WALL
LIBRARY	GFS STORE #1915	IL	60202	\$ 3.78	6/7/2019	65100 LIBRARY SUPPLIES	PROGRAM SUPPLIES
LIBRARY	GFS STORE #1915	IL	60202	\$ 15.96	6/7/2019	65100 LIBRARY SUPPLIES	PROGRAM SUPPLIES
LIBRARY	YO FRESH	IL	60202	\$ 25.00	6/7/2019	65100 LIBRARY SUPPLIES	SUMMER LEARNING PRIZE
LIBRARY	TRATTORIA DOC INC	IL	60202	\$ 25.00	6/7/2019	65100 LIBRARY SUPPLIES	SUMMER LEARNING PRIZE
LIBRARY	AMERICAN LIBRARY ASSN	IL	60611	\$ 65.00	6/7/2019	62295 TRAINING & TRAVEL	WEBINAR R NEUMEIER
LIBRARY	VARIDESK* 1800 207 25	TX	75019	\$ 626.88	6/7/2019	65095 OFFICE SUPPLIES	STANDING DESK C HENEGAN AND H NORBORG
LIBRARY	AMAZON.COM AMZN.COM/BI	WA	98109	\$ (25.25)	6/7/2019	65100 LIBRARY SUPPLIES	CREDIT
LIBRARY	COMCAST CHICAGO	IL	60173	\$ 318.68	6/10/2019	62341 INTERNET SOLUTION PROVIDERS	INTERNET SOLUTION PROVIDER
LIBRARY	LEMOI ACE HARDWARE	IL	60201	\$ 97.59	6/10/2019	65050 BUILDING MAINTENANCE MATERIAL	PEST ERADICATOR, BUNGEE CORDS, LASHING STRAP, SURFACE MOUNT RINGS, EYE BOLTS
LIBRARY	THE OLIVE MOUNTAIN	IL	60201	\$ 25.00	6/10/2019	65100 LIBRARY SUPPLIES	SUMMER LEARNING PRIZE
LIBRARY	ANDY'S FROZEN CUSTARD -	IL	60201	\$ 25.00	6/10/2019	65100 LIBRARY SUPPLIES	SUMMER LEARNING PRIZE
LIBRARY	FIREHOUSE GRILL INC.	IL	60202	\$ 25.00	6/10/2019	65100 LIBRARY SUPPLIES	SUMMER LEARNING PRIZE
LIBRARY	CKE*PECKISH PIG 6	IL	60202	\$ 25.00	6/10/2019	65100 LIBRARY SUPPLIES	SUMMER LEARNING PRIZE
LIBRARY	SQU*SQ *BENNISON S BAK	IL	60201	\$ 25.00	6/11/2019	65100 LIBRARY SUPPLIES	SUMMER LEARNING PRIZE
LIBRARY	PATISSERIE CORALIE	IL	60201	\$ 25.00	6/11/2019	65100 LIBRARY SUPPLIES	SUMMER LEARNING PRIZE
LIBRARY	SQU*SQ *LA COCCINITA RE	IL	60201	\$ 25.00	6/11/2019	65100 LIBRARY SUPPLIES	SUMMER LEARNING PRIZE
LIBRARY	TARGET 00032839	IL	60201	\$ 25.00	6/11/2019	65100 LIBRARY SUPPLIES	SUMMER LEARNING PRIZE
LIBRARY	MCMMASTER-CARR	IL	60126	\$ 59.22	6/12/2019	65050 BUILDING MAINTENANCE MATERIAL	RUST NEUTRALIZER FOR EXTERIOR GAS LINES AND DOOR FRAMES
LIBRARY	CELTIC KNOT PUBHOUSE	IL	60201	\$ 25.00	6/12/2019	65100 LIBRARY SUPPLIES	SUMMER LEARNING PRIZE
LIBRARY	LA MACCHINA CAFE	IL	60201	\$ 25.00	6/12/2019	65100 LIBRARY SUPPLIES	SUMMER LEARNING PRIZE
LIBRARY	21119 COLDSTONE	IL	60201	\$ 25.00	6/12/2019	65100 LIBRARY SUPPLIES	SUMMER LEARNING PRIZE
LIBRARY	MT EVEREST RESTAURANT	IL	60201	\$ 25.00	6/12/2019	65100 LIBRARY SUPPLIES	SUMMER LEARNING PRIZE
LIBRARY	PAYPAL *CUSTOMINKRE	VA	22031	\$ 1,000.91	6/14/2019	65100 LIBRARY SUPPLIES	ABC BOOSTERS SUPPLIES
LIBRARY	PAYPAL *HOME DEPOT	GA	30339	\$ 39.09	6/14/2019	65100 LIBRARY SUPPLIES	IMLS STEMEX
LIBRARY	TARGET 00032839	IL	60201	\$ 25.00	6/14/2019	65100 LIBRARY SUPPLIES	SUMMER LEARNING PRIZE
LIBRARY	OVO FRITO CAFE	IL	60201	\$ 25.00	6/14/2019	65100 LIBRARY SUPPLIES	SUMMER LEARNING PRIZE
LIBRARY	SQU*SQ *HECKY S BARBEC	IL	60201	\$ 25.00	6/14/2019	65100 LIBRARY SUPPLIES	SUMMER LEARNING PRIZE
LIBRARY	TOMATE FRESH KITCHEN	IL	60201	\$ 25.00	6/14/2019	65100 LIBRARY SUPPLIES	SUMMER LEARNING PRIZE
LIBRARY	WALMART.COM	AR	72716	\$ 198.18	6/14/2019	65100 LIBRARY SUPPLIES	CHILDREN'S MAKERS IN THE PARKS
LIBRARY	KODO KIDS	CO	80020	\$ 783.55	6/14/2019	62341 INTERNET SOLUTION PROVIDERS	TEEN SERVICES SUPPLIES
LIBRARY	PAYPAL *NINOMA.COM	CA	95131	\$ 92.99	6/14/2019	65100 LIBRARY SUPPLIES	IMLS STEMEX

REPORTS TO INTERMEDIATE	MERCHANT NAME	SUPPLIER STATE	SUPPLIER POSTAL CODE	TRANSACTION AMOUNT	POSTING DATE	COST ALLOCATION - EXPENSE OBJECT	EXPENSE DESCRIPTION
LIBRARY	PAYPAL *ABM BUTTON	CA	95131	\$ 177.82	6/14/2019	65100 LIBRARY SUPPLIES	CHILDREN'S PROGRAM SUPPLIES
LIBRARY	PAYPAL *CUSTOMINKRE	VA	22031	\$ (34.87)	6/17/2019	65100 LIBRARY SUPPLIES	CREDIT
LIBRARY	HARTIGANS ICE CREAM SH	IL	60201	\$ 25.00	6/17/2019	65100 LIBRARY SUPPLIES	SUMMER LEARNING PRIZE
LIBRARY	TARGET 00032839	IL	60201	\$ 31.96	6/17/2019	65100 LIBRARY SUPPLIES	SNACKS FOR TEEN PROGRAMMING
LIBRARY	NOR*NORTHERN TOOL	MN	55337	\$ 158.98	6/18/2019	65050 BUILDING MAINTENANCE MATERIAL	PRESSURE WASHER HOSE REEL
LIBRARY	TARGET.COM *	MN	55445	\$ 28.00	6/18/2019	65100 LIBRARY SUPPLIES	TEEN SERVICES PROGRAM SUPPLIES
LIBRARY	JC LICHT - 1252 - EVAN	IL	60201	\$ 53.82	6/18/2019	65050 BUILDING MAINTENANCE MATERIAL	JOINT COMPOUND AND PAINT FOR NEW WALL CONSTRUCTION
LIBRARY	WALGREENS #2619	IL	60201	\$ 235.95	6/19/2019	65100 LIBRARY SUPPLIES	GIFTCARDS FOR TEEN SUMMER READING WEEKLY RAFFLE
LIBRARY	WALMART.COM	AR	72716	\$ 22.97	6/19/2019	65100 LIBRARY SUPPLIES	OFFICE SUPPLIES
LIBRARY	AMZN MKTP US*M69BE9I91	WA	98109	\$ 31.95	6/20/2019	65630 LIBRARY BOOKS	JUV PRINT
LIBRARY	TARGET.COM *	MN	55445	\$ 202.25	6/21/2019	65100 LIBRARY SUPPLIES	ABC BOOSTERS PROGRAM SUPPLIES
LIBRARY	COMCAST CHICAGO	IL	60173	\$ 231.85	6/21/2019	62341 INTERNET SOLUTION PROVIDERS	NORTH BRANCH INTERNET SOLUTION PROVIDER
LIBRARY	BLICK ART 800 447 1892	IL	60201	\$ 111.81	6/21/2019	65100 LIBRARY SUPPLIES	SUPPLIES FOR TEEN PRINT MAKING AND PAPERMAKING PROGRAMS
LIBRARY	BOOKENDS & BEGINNINGS	IL	60201	\$ 25.00	6/21/2019	65100 LIBRARY SUPPLIES	SUMMER LEARNING PRIZE
LIBRARY	TARGET 00032839	IL	60201	\$ 50.00	6/21/2019	65100 LIBRARY SUPPLIES	SUMMER READING PRIZES
LIBRARY	INT*IN *JET BLUE PRINT	IL	60202	\$ 135.00	6/21/2019	65050 BUILDING MAINTENANCE MATERIAL	PRINT FOR FIRE SYSTEM
LIBRARY	GFS STORE #1915	IL	60202	\$ 5.67	6/21/2019	65100 LIBRARY SUPPLIES	PROGRAM SUPPLIES
LIBRARY	AMAZON.COM*M657D3S30 A	WA	98109	\$ 97.89	6/21/2019	65100 LIBRARY SUPPLIES	ADULT PRINT
LIBRARY	AMZN MKTP US*M690V8W61	WA	98109	\$ 24.76	6/21/2019	65630 LIBRARY BOOKS	JUV PRINT
LIBRARY	AMZN MKTP US*M608V8WG1	WA	98109	\$ 29.98	6/21/2019	65630 LIBRARY BOOKS	JUV PRINT
LIBRARY	AMZN MKTP US*M64ME1W01	WA	98109	\$ 40.04	6/21/2019	65630 LIBRARY BOOKS	JUV PRINT
LIBRARY	AMZN MKTP US*M65702F0	WA	98109	\$ 57.29	6/21/2019	65630 LIBRARY BOOKS	JUV PRINT
LIBRARY	TARGET 00032839	IL	60201	\$ 33.08	6/24/2019	65100 LIBRARY SUPPLIES	SNACKS FOR TEEN STEM CAMPS
LIBRARY	CHIPOTLE 0087	IL	60201	\$ 50.00	6/24/2019	65100 LIBRARY SUPPLIES	GIFTCARDS FOR TEEN SUMMER READING PROGRAM
LIBRARY	THE HOME DEPOT #1902	IL	60202	\$ 179.00	6/24/2019	65050 BUILDING MAINTENANCE MATERIAL	BUILDING SUPPLY MATERIAL
LIBRARY	PAYPAL *CENTURYNOVE	MI	48185	\$ 34.33	6/25/2019	65100 LIBRARY SUPPLIES	TEEN SERVICES PROGRAM SUPPLIES
LIBRARY	KOI FINE ASIAN CUISINE	IL	60201	\$ 25.00	6/25/2019	65100 LIBRARY SUPPLIES	SUMMER LEARNING PRIZE
LIBRARY	BLICK ART 800 447 1892	IL	60201	\$ 36.43	6/25/2019	65100 LIBRARY SUPPLIES	SUPPLIES FOR TEEN PRINT MAKING AND PAPER MAKING
LIBRARY	TARGET 00032839	IL	60201	\$ 67.98	6/25/2019	65100 LIBRARY SUPPLIES	SNACKS FOR TEEN PRIDE PARTY
LIBRARY	AMZN MKTP US*M680H6UF2	WA	98109	\$ 121.20	6/25/2019	65100 LIBRARY SUPPLIES	ABC BOOSTERS PROGRAM SUPPLIES
LIBRARY	AMAZON.COM*M67S117J0	WA	98109	\$ 866.00	6/25/2019	65100 LIBRARY SUPPLIES	ABC BOOSTERS SUPPLIES
LIBRARY	PAYPAL *S3 STORES	ON	N7L3G4	\$ 1,916.52	6/25/2019	65100 LIBRARY SUPPLIES	ABC BOOSTERS
	LIBRARY JUNE 2019 TOTAL			\$ 13,176.11			



Memorandum

To: Evanston Public Library Board of Trustees
From: Teri Campbell, Assistant Director
Subject: Administrative Services Update
Date: August 16, 2019

This memo provides an update on significant administrative activities.

Human Resources

Jason Orr (internal promotion) and A. Chijioke Williams accepted Technology Associate positions in the Innovation and Digital Learning department, and Kathia Muniz-Rios joined the team as a Library Clerk in Access Services. Amy Tripp accepted a promotion to part-time Librarian in Early Learning and Literacy, as did Katy Jacob to a part-time Librarian in Lifelong Learning and Literacy.

An offer has been extended to a candidate for the Youth Music Technology Library Assistant in Innovation and Digital Learning. Interviews are under way for a part-time Library Assistant in Engagement Services, and multiple clerk positions in Access Services.

Financial Resources

The Library Fund financial report for the period ending July 31st is included in this meeting packet for your review. Revenue is on track, and expenses fall within budget.

A summary of the Endowment portfolio as of July 31st is also attached.

Facilities Update

Library maintenance is getting ahead of the landscaping renovation project schedule with some heavy vegetation clean out along the Orrington side of the library.

The custom-made demountable wall system that was approved at the July Board meeting is currently being fabricated and will be installed during the third week of September. The new space will be located on the east side of the 3rd floor study areas, just outside of the quiet study room.

Budget Performance Report

Fiscal Year to Date 07/31/19

Include Rollup Account and Rollup to Object Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 185 - LIBRARY FUND										
REVENUE										
51015	PROPERTY TAXES	6,750,000.00	.00	6,750,000.00	1,296,480.90	.00	4,962,431.34	1,787,568.66	74	6,649,933.45
51025	PRIOR YEAR'S TAXES	60,000.00	.00	60,000.00	.00	.00	.00	60,000.00	0	(52,461.49)
52610	LIBRARY FINES & FEES	85,000.00	.00	85,000.00	(617.55)	.00	44,615.62	40,384.38	52	110,720.55
53200	BEV SNACK VENDING MACHINE	.00	.00	.00	45.80	.00	253.83	(253.83)	+++	331.95
55146	STATE, COUNTY AND OTHER GRANTS	.00	.00	.00	.00	.00	.00	.00	+++	9,100.00
55201	Federal Grants	30,000.00	.00	30,000.00	.00	.00	25,421.63	4,578.37	85	61,117.49
55245	LIBRARY STATE PER CAPITA GRANT	93,000.00	.00	93,000.00	.00	.00	.00	93,000.00	0	93,107.00
56011	DONATIONS	383,500.00	.00	383,500.00	.00	.00	166,264.74	217,235.26	43	221,468.46
56045	MISCELLANEOUS REVENUE	.00	.00	.00	.00	.00	7,635.95	(7,635.95)	+++	5,861.24
56140	FEES AND MERCHANDISE SALE	.00	.00	.00	(34.00)	.00	1,415.26	(1,415.26)	+++	3,003.66
56501	INVESTMENT INCOME	10,000.00	.00	10,000.00	10,873.75	.00	64,052.88	(54,052.88)	641	48,821.00
57002	TRANSFER FROM ENDOWMENT	195,771.00	.00	195,771.00	.00	.00	.00	195,771.00	0	210,380.00
57058	TRANSFER FROM GOOD NEIGHBOR FUND	150,000.00	.00	150,000.00	12,500.00	.00	87,500.00	62,500.00	58	70,000.00
57515	LIBRARY MATERIAL REPLACEMENT CHARGES	12,000.00	.00	12,000.00	(33.00)	.00	(254.30)	12,254.30	-2	5,037.76
57526	LIBRARY BOOK SALE	10,000.00	.00	10,000.00	.00	.00	3,414.81	6,585.19	34	5,730.85
57527	LIBRARY FUND FOR EXCELLENCE	.00	.00	.00	.00	.00	.00	.00	+++	69,280.61
57535	LIBRARY COPY MACH. CHG	18,000.00	.00	18,000.00	.00	.00	8,991.09	9,008.91	50	17,287.07
57540	LIBRARY MEETING RM RENTAL	13,000.00	.00	13,000.00	.00	.00	6,729.92	6,270.08	52	9,261.09
57545	NORTH BRANCH RENTAL INCOME	35,000.00	.00	35,000.00	.00	.00	13,469.03	21,530.97	38	25,708.96
57551	LIBRARY GRANTS	100,000.00	.00	100,000.00	.00	.00	9,000.00	91,000.00	9	88,675.00
REVENUE TOTALS		\$7,945,271.00	\$0.00	\$7,945,271.00	\$1,319,215.90	\$0.00	\$5,400,941.80	\$2,544,329.20	68%	\$7,652,364.65
EXPENSE										
61010	REGULAR PAY	2,694,412.00	.00	2,694,412.00	207,426.61	.00	1,520,187.70	1,174,224.30	56	2,461,824.65
61050	PERMANENT PART-TIME	1,366,132.00	.00	1,366,132.00	93,121.66	.00	749,800.48	616,331.52	55	1,333,272.63
61060	SEASONAL EMPLOYEES	45,000.00	.00	45,000.00	13,753.01	.00	48,293.31	(3,293.31)	107	55,957.81
61110	OVERTIME PAY	10,000.00	.00	10,000.00	388.40	.00	11,460.28	(1,460.28)	115	13,697.81
61415	TERMINATION PAYOUTS	.00	.00	.00	663.82	.00	8,367.12	(8,367.12)	+++	31,834.18
61420	ANNUAL SICK LEAVE PAYOUT	.00	.00	.00	.00	.00	911.79	(911.79)	+++	4,262.52
61430	VACATION PAYOUTS (PREVIOUSLY OTHER PAYOUTS)	.00	.00	.00	.00	.00	9,698.81	(9,698.81)	+++	6,062.42
61510	HEALTH INSURANCE	531,560.00	.00	531,560.00	43,429.46	.00	292,182.74	239,377.26	55	499,953.64
61610	DENTAL INSURANCE	.00	.00	.00	.00	.00	.00	.00	+++	320.72

Budget Performance Report

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61615	LIFE INSURANCE	2,060.00	.00	2,060.00	176.45	.00	1,229.51	830.49	60	2,041.65
61625	AUTO ALLOWANCE	13,200.00	.00	13,200.00	.00	.00	5,900.00	7,300.00	45	13,200.00
61626	CELL PHONE ALLOWANCE	2,550.00	.00	2,550.00	296.02	.00	2,072.26	477.74	81	3,948.76
61630	SHOE ALLOWANCE	465.00	.00	465.00	.00	.00	540.00	(75.00)	116	465.00
61710	IMRF	237,070.00	.00	237,070.00	17,780.97	.00	133,035.48	104,034.52	56	335,610.91
61725	SOCIAL SECURITY	245,312.00	.00	245,312.00	18,925.54	.00	139,812.42	105,499.58	57	232,547.84
61730	MEDICARE	58,415.00	.00	58,415.00	4,426.14	.00	32,698.13	25,716.87	56	55,014.27
62185	CONSULTING SERVICES	176,700.00	.00	176,700.00	4,016.00	.00	20,031.50	156,668.50	11	189,393.08
62205	ADVERTISING	8,000.00	.00	8,000.00	.00	.00	144.64	7,855.36	2	3,972.32
62210	PRINTING	8,000.00	.00	8,000.00	.00	.00	607.80	7,392.20	8	1,723.07
62225	BLDG MAINTENANCE SERVICES	212,700.00	.00	212,700.00	53,205.29	4,748.58	136,632.99	71,318.43	66	157,653.18
62235	OFFICE EQUIPMENT MAINT	12,000.00	.00	12,000.00	.00	.00	.00	12,000.00	0	.00
62240	AUTOMOTIVE EQMP MAINT	.00	.00	.00	.00	.00	.00	.00	+++	14.85
62245	OTHER EQMT MAINTENANCE	1,300.00	.00	1,300.00	.00	.00	.00	1,300.00	0	7.52
62275	POSTAGE CHARGEBACKS	2,600.00	.00	2,600.00	.00	.00	1,443.70	1,156.30	56	1,658.89
62290	TUITION	10,000.00	.00	10,000.00	.00	.00	11,646.00	(1,646.00)	116	10,067.00
62295	TRAINING & TRAVEL	42,000.00	.00	42,000.00	5,154.95	.00	17,527.24	24,472.76	42	27,168.47
62305	RENTAL OF AUTO-FLEET MAINTENANCE	5,440.00	.00	5,440.00	453.33	.00	3,173.31	2,266.69	58	5,439.96
62309	RENTAL OF AUTO REPLACEMENT	4,885.00	.00	4,885.00	407.08	.00	2,849.56	2,035.44	58	4,885.04
62315	POSTAGE	4,500.00	.00	4,500.00	.00	.00	452.77	4,047.23	10	2,079.84
62340	COMPTER LICENSE & SUPP	212,600.00	.00	212,600.00	33,937.03	9,082.00	100,357.03	103,160.97	51	69,744.17
62341	INTERNET SOLUTION PROVIDERS	200,000.00	.00	200,000.00	28,632.71	13,925.02	129,430.39	56,644.59	72	289,516.61
62360	MEMBERSHIP DUES	2,100.00	.00	2,100.00	.00	.00	945.00	1,155.00	45	1,911.40
62375	RENTALS	46,238.00	.00	46,238.00	9,616.00	.00	38,464.00	7,774.00	83	62,504.00
62380	COPY MACHINE CHARGES	12,900.00	.00	12,900.00	1,054.70	.00	3,573.41	9,326.59	28	23,001.16
62506	WORK- STUDY	8,700.00	.00	8,700.00	1,890.87	.00	4,324.23	4,375.77	50	9,782.17
62705	BANK SERVICE CHARGES	5,700.00	.00	5,700.00	463.53	.00	4,177.81	1,522.19	73	5,473.89
64015	NATURAL GAS	29,900.00	.00	29,900.00	1,644.64	.00	14,175.63	15,724.37	47	25,563.01
64505	TELECOMMUNICATIONS	.00	.00	.00	291.57	.00	1,845.87	(1,845.87)	+++	3,059.48
64540	TELECOMMUNICATIONS - WIRELESS	2,000.00	.00	2,000.00	197.23	.00	1,364.46	635.54	68	2,170.15
65040	JANITORIAL SUPPLIES	12,000.00	.00	12,000.00	1,099.09	.00	5,536.17	6,463.83	46	16,251.95
65050	BLDG MAINTENANCE MATERIAL	30,000.00	.00	30,000.00	398.04	.00	9,791.32	20,208.68	33	18,427.48
65095	OFFICE SUPPLIES	90,000.00	.00	90,000.00	14,455.99	11,419.76	49,653.32	28,926.92	68	85,120.54
65100	LIBRARY SUPPLIES	193,850.00	.00	193,850.00	8,695.99	.00	62,472.01	131,377.99	32	91,454.67
65125	OTHER COMMODITIES	50,000.00	.00	50,000.00	.00	.00	.00	50,000.00	0	949.47

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Include Rollup Account and Rollup to Object Account

65503	FURNITURE / FIXTURES / EQUIPMENT	5,500.00	.00	5,500.00	.00	.00	.00	5,500.00	0	1,179.38
65550	AUTOMOTIVE EQUIPMENT	7,000.00	.00	7,000.00	.00	.00	4.95	6,995.05	0	.00
65555	PERSONAL COMPUTER EQUIPMENT	49,000.00	.00	49,000.00	.00	2,600.53	28,246.14	18,153.33	63	12,674.98
65628	Library Electronic Resources	.00	.00	.00	.00	.00	26,838.59	(26,838.59)	+++	38,243.64
65630	LIBRARY BOOKS	598,200.00	.00	598,200.00	54,618.81	.00	270,151.08	328,048.92	45	496,246.58
65635	PERIODICALS	22,700.00	.00	22,700.00	(226.80)	.00	3,311.16	19,388.84	15	21,507.18
65641	AUDIO VISUAL COLLECTIONS	141,800.00	.00	141,800.00	8,208.02	.00	36,911.60	104,888.40	26	104,588.81
66025	TRANSFER TO DEBT SERVICE - ERI	87,456.00	.00	87,456.00	7,288.00	.00	51,016.00	36,440.00	58	86,623.86
66131	TRANSFER TO GENERAL FUND	270,000.00	.00	270,000.00	22,500.00	.00	157,500.00	112,500.00	58	270,000.00
	EXPENSE TOTALS	\$7,771,945.00	\$0.00	\$7,771,945.00	\$658,390.15	\$41,775.89	\$4,150,789.71	\$3,579,379.40	54%	\$7,190,072.61
Fund 185 - LIBRARY FUND Totals										
	REVENUE TOTALS	7,945,271.00	.00	7,945,271.00	1,319,215.90	.00	5,400,941.80	2,544,329.20	68%	7,652,364.65
	EXPENSE TOTALS	7,771,945.00	.00	7,771,945.00	658,390.15	41,775.89	4,150,789.71	3,579,379.40	54%	7,190,072.61
	Fund 185 - LIBRARY FUND Totals	\$173,326.00	\$0.00	\$173,326.00	\$660,825.75	(\$41,775.89)	\$1,250,152.09	(\$1,035,050.20)		\$462,292.04
Fund 186 - LIBRARY DEBT SERVICE FUND										
REVENUE										
51015	PROPERTY TAXES	353,437.00	.00	353,437.00	.00	.00	175,000.00	178,437.00	50	333,896.13
	REVENUE TOTALS	\$353,437.00	\$0.00	\$353,437.00	\$0.00	\$0.00	\$175,000.00	\$178,437.00	50%	\$333,896.13
EXPENSE										
68305	DEBT SERVICE- PRINCIPAL	182,561.00	.00	182,561.00	.00	.00	.00	182,561.00	0	231,831.00
68315	DEBT SERVICE- INTEREST	170,876.00	.00	170,876.00	.00	.00	43,389.35	127,486.65	25	101,573.11
	EXPENSE TOTALS	\$353,437.00	\$0.00	\$353,437.00	\$0.00	\$0.00	\$43,389.35	\$310,047.65	12%	\$333,404.11
Fund 186 - LIBRARY DEBT SERVICE FUND Totals										
	REVENUE TOTALS	353,437.00	.00	353,437.00	.00	.00	175,000.00	178,437.00	50%	333,896.13
	EXPENSE TOTALS	353,437.00	.00	353,437.00	.00	.00	43,389.35	310,047.65	12%	333,404.11
	Fund 186 - LIBRARY DEBT SERVICE FUND Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$131,610.65	(\$131,610.65)		\$492.02
Fund 187 - LIBRARY CAPITAL IMPROVEMENT FD										
REVENUE										
56060	BOND PROCEEDS	1,835,000.00	.00	1,835,000.00	.00	.00	1,564,031.67	270,968.33	85	2,031,842.00
56061	BOND PREMIUM	.00	.00	.00	.00	.00	329,233.98	(329,233.98)	+++	125,885.91
	REVENUE TOTALS	\$1,835,000.00	\$0.00	\$1,835,000.00	\$0.00	\$0.00	\$1,893,265.65	(\$58,265.65)	103%	\$2,157,727.91
EXPENSE										
62716	BOND ISSUANCE COSTS	.00	.00	.00	3,950.66	.00	19,575.93	(19,575.93)	+++	30,699.56

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Include Rollup Account and Rollup to Object Account

65515	OTHER IMPROVEMENTS	585,000.00	.00	585,000.00	30,879.00	111,973.15	235,356.68	237,670.17	59	190,246.92
66020	TRANSFERS TO OTHER FUNDS	1,250,000.00	.00	1,250,000.00	.00	.00	1,250,000.00	.00	100	1,250,000.00
68315	DEBT SERVICE- INTEREST	.00	.00	.00	.00	.00	.00	.00	+++	26,631.00
	EXPENSE TOTALS	\$1,835,000.00	\$0.00	\$1,835,000.00	\$34,829.66	\$111,973.15	\$1,504,932.61	\$218,094.24	88%	\$1,497,577.48
Fund 187 - LIBRARY CAPITAL IMPROVEMENT FD Totals										
	REVENUE TOTALS	1,835,000.00	.00	1,835,000.00	.00	.00	1,893,265.65	(58,265.65)	103%	2,157,727.91
	EXPENSE TOTALS	1,835,000.00	.00	1,835,000.00	34,829.66	111,973.15	1,504,932.61	218,094.24	88%	1,497,577.48
Fund 187 - LIBRARY CAPITAL IMPROVEMENT FD Totals		\$0.00	\$0.00	\$0.00	(\$34,829.66)	(\$111,973.15)	\$388,333.04	(\$276,359.89)		\$660,150.43
Grand Totals										
	REVENUE TOTALS	10,133,708.00	.00	10,133,708.00	1,319,215.90	.00	7,469,207.45	2,664,500.55	74%	10,143,988.69
	EXPENSE TOTALS	9,960,382.00	.00	9,960,382.00	693,219.81	153,749.04	5,699,111.67	4,107,521.29	59%	9,021,054.20
	Grand Totals	\$173,326.00	\$0.00	\$173,326.00	\$625,996.09	(\$153,749.04)	\$1,770,095.78	(\$1,443,020.74)		\$1,122,934.49

Endowment for the Evanston Public Library
 Holdings as of July 2019

	Symbol	Shares/Quantity	Price	Value as of 07/31/2019	% of portfolio	% of portfolio by asset class
Vanguard S&P 500 Index Fund	VFIAX	7272.281	\$275.28	\$2,001,913.51	46.2%	
Vanguard Small-Cap Index Fund	VSMAX	3820.026	\$76.04	\$290,474.78	6.7%	
Vanguard REIT Index Fund	VGSLX	1928.638	\$126.03	\$243,066.25	5.6%	
Vanguard Total International Stock Index Fund	VTIAX	14683.487	\$27.78	\$407,907.27	9.4%	
Vanguard Emerging Markets Stock Index Fund	VEMAX	6848.396	\$34.90	\$239,009.02	5.5%	73.4%
Vanguard Federal Money Market Fund	VMFXX	1.000	\$252,738.48	\$252,738.48	5.8%	
iShares Silver Trust	SLV	4788.000	\$15.21	\$72,825.48	1.7%	
SPDR Gold Trust	GLD	625.000	\$133.21	\$83,256.25	1.9%	9.4%
US Treasury TIPS Notes, maturing 1/25, 2.375%		100000.000	\$111.279	\$151,173.63	3.5%	
US Treasury TIPS Notes, maturing 1/26, 2.0%		100000.000	\$111.061	\$143,289.79	3.3%	
US Treasury TIPS Notes, maturing 2/40, 2.125%		100000.000	\$129.094	\$152,945.40	3.5%	10.3%
Vanguard Short-Term Investment Grade Bond Fund	VFSUX	10.700	\$27,770.15	\$297,140.62	6.9%	6.9%
				\$4,335,740.47		100.0%
						Cash Equivalents 9.4%
						US Treasury Inflation Protected Securities 10.3%
						Corporate Bonds 6.9%
						Domestic Equities 58.5%
						International Equities 14.9%
						100.0%