



EVANSTON PUBLIC LIBRARY BOARD OF TRUSTEES

LIBRARY BOARD MEETING

WEDNESDAY, SEPTEMBER 16, 2020

6:30 P.M.

Virtual Meeting via Zoom



EVANSTON PUBLIC LIBRARY BOARD OF TRUSTEES
Wednesday, September 16, 2020
Meeting of the Board
6:30 PM
Virtually, via Zoom

All agenda items will be discussed at the Library Board Meeting. As the result of an executive order issued by Governor J.B. Pritzker suspending in-person attendance requirements for public meetings, Library Board members and Library staff will be participating in this meeting remotely. Due to public health concerns, residents will not be able to provide public comment in-person at the meeting. Those wishing to make public comments at the Library Board meetings may submit written comments in advance or sign up to provide public comment by completing the online form at <https://library-board-public-comment-sign-up>

AGENDA

1. CALL TO ORDER / DECLARATION OF QUORUM

2. CITIZEN COMMENT

Not to exceed 45 minutes

3. CONSENT AGENDA

- A. Approval of Minutes for August 19, 2020 Regular Meeting and September 2, 2020 Meeting
- B. Approval of Bills and Payroll

4. PUBLIC HEARING: Public Hearing on the FY2021 Proposed Budget

5. INFORMATION/COMMUNICATIONS: *Together, We are the Library*

- A. Proclamation
- B. Summer Reading Program (Distributed in Advance)
- C. October All Staff day (Update)

6. EQUITY, DIVERSITY AND INCLUSION

- A. Joint Task Force (Update)

7. LIBRARY DIRECTOR'S REPORT (Distributed in Advance)

8. STAFF REPORTS

- A. Administrative Services Report (Distributed in Advance)

9. BOARD REPORTS

10. BOARD DEVELOPMENT

State Per Capita Grant Requirements

11. UNFINISHED BUSINESS

- A. Strategic Planning Proposal (Discussion and Action)

12. NEW BUSINESS

13. CLOSED SESSION – Personnel (Executive Director Contract)

14. ADJOURNMENT

Next Meeting: October 21, 2020 at 6:30 pm: **Virtually, via Zoom**

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, August 19, 2020
 6:30 P.M.
 Remote Board Meeting

Members Present: Adam Goodman, Rachel Hayman, Ruth Hays, Denia Hester, Shawn Iles, Margaret Lurie, Vaishali Patel, Benjamin Schapiro and Terry Soto

Members Absent: None

Staff Present: Karen Danczak Lyons, Jan Bojda, Teri Campbell, John Devaney, Kim Hegelund, Connie Henegan, Lea Hernandez-Solis, Tim Longo, Heather Norborg, Jill Schacter, Wynn Shawver, and Jill Skwerski

Presiding Member: Shawn Iles, President

Call to order/Declaration of Quorum- President Iles called the meeting to order when a quorum of Trustees was established at 6:38 p.m.

Citizen Comment:

Most community members either spoke in support of or opposition to closing the Central Street and Chicago/Main library branches:

- Marybeth Schroeder Supports (written statement included)
- Diane Kathryn Allen Supports
- Eleanor Revelle Opposes
- Cara Hunwick Supports
- Danielle Geracaris Supports
- Connie Conley Opposes (written statement included)
- Nichole Pinkard Supports (written statement included)
- Paul Hirsch Opposes (written statement included)
- Michele Hays Supports (written statement included)
- Colleen Egan Opposes
- Rolanda S Burris Opposes (written statement included)
- Trisha Connolly Opposes
- Richard M. Kuntz Opposes (written statement included)
- Tracy Fulce Supports (written statement included)
- Alyce Barry Supports
- Mary Rosinski Opposes (written statement included)
- Julie Farley Opposes (written statement included)
- Eric James (written statement included)
- Clare Kelly Opposes
- Juan Campoverde Supports the work of EPL
- Pat O'Conor Supports
- Linda Del Bosque Opposes

Wendy Welsh	Opposes (written statement included)
Meghan Shea	Supports (written statement included)
Theresa A Schreiber	Experienced technical difficulty
Michael Tannen	(written statement included)
Elizabeth Andrews	Supports (written statement included)
William Levine	Opposes (written statement included)
Margaret Weiss	Opposes (written statement included)
Barbara Shwom	Opposes (written statement included)
Steven V Johnson	Supports (written statement included)
Bonnie Varner	Supports (written statement included)
Fiona McCarthy	Opposes (written statement included)
Linnea Latimer	Supports
Tatiana Akamine	Opposes (written statement included)
Jason Perkins	Supports (written statement included)
Rosalie Ziomek	(written statement included)
Thomas J Hughes	Opposes (written statement included)
Trish Stieglitz	Opposes
Darlene Cannon	Opposes
Larry P Lundy	Opposed (written statement included)
Alex Leska	Opposes (written statement included)
Heather McComas	Opposes (written statement included)
Julie Kundert	Opposes (written statement included)
Angela Pisano	Opposes (written statement included)
Jared Dapier	Supports
Ben Gasbarra	Opposes

All statements that were submitted in writing are attached. Speakers who experienced technical difficulty joining the meeting or during Citizen Comment were invited to submit written statements that would be accepted and included in the minutes.

Consent Agenda:

A. Approval of the Bills and Payroll and Minutes of the July 15, 2020 Board Meeting

Upon motion made by Trustee Patel and seconded by Trustee Schapiro, the consent agenda was approved by unanimous roll call vote.

Equity, Diversity and Inclusion: Joint Task Force

A. *A. Evanston Library Services: Defining a new Vision*

What is needed to increase equity of service during the pandemic and beyond?

Reactions/feedback on new virtual and in-person library services?

Aspirations: What is needed for all of Evanston to emerge stronger after Covid?

Resources needed to create and sustain a path toward recovery and renewal for all?

Sustaining the "We are All in this Together" spirit?

The Board of Trustees of the Evanston Public Library and community members of the Racial Equity Task Force publicly discussed the questions reflected in the agenda. Honest observations and personal experiences were shared. The lingering question of Are we really "All in this Together" should continue to be explored.

Library Director's Report:

There was no discussion of the Library Director's report.

Staff Report:

A. Administrative Services Report

There was no discussion of the Administrative Services Report.

Board Report/Development:

Unfinished Business: None.

New Business:

A. Renewal of Lease 900 Chicago Avenue (Action)

A motion made by Trustee Schapiro and seconded by Trustee Hayman, to discontinue the lease of 900 Chicago Avenue. Each Trustee responded to public comment and explained the reasoning behind their vote. The motion was approved by unanimous voice vote with direction to notify the landlord that EPL will vacate the premises on or before December 31, 2020.

B. Returning North Branch to the City of Evanston (Action)

A motion made by Trustee Patel and seconded by Trustee Hays, to permanently close the North branch located at 2026 Central Street and return the operations of the space to the City of Evanston as soon all library materials, furniture and equipment are removed. Each Trustee responded to public comment and explained the reasoning behind their vote. The motion was approved by unanimous voice vote.

Upon motion made by President Iles and seconded by Trustee Patel, the motion to move into the Executive Session was approved by unanimous roll call vote.

Executive Session:

A. Closed Session – Personnel (Library Director Evaluation and Contract)

Upon motion made by Trustee Schapiro and seconded by Trustee Hays, the motion to move out of the Executive Session was approved by roll call vote.

Adjournment:

The motion to adjourn was made by Trustee Schapiro and seconded by Trustee Hayman, and approved by roll call vote. Meeting adjourned at 9:51 p.m.

Submitted by Terry Soto/Teri Campbell



Meeting of the EPL Trustees

August 19, 2020

Written statements submitted for Public Comment

Dear Mr. Iles and Ms. Campbell:

I would like to submit a comment about the potential closure of Evanston's North Branch Library.

I represent three generations of a family who is dependent on the North Branch Library. This branch is an integral part of our community. We depend on it for books, of course, but also for internet access, air conditioning, opportunities for socializing with three generations of peers and community residents, and as a resting place while patronizing local Central Street businesses. We learn about plays, lectures, and community events there, and we run into friends, family, and neighbors there. It is the epitome of a community hub and cultural center. It is also just a few blocks away, whereas the main branch is two miles from our homes, which is impractical for walking. In our family, only one of us drives and during times of physical distancing, buses and trains are not a safe option.

I would like to respectfully add that if the City of Evanston can finance the \$53 million construction of the new Robert Crown Center, which contains a brand new library branch, then surely it can continue to foot the comparably paltry bill to keep an existing branch open.

I hope you will consider these points, which surely represent the opinions of a great many people, and make the decision to keep the charming, wonderful, and useful North Branch Library open for its community. Thank you for your time and consideration.

Very truly yours,
Sarah Hendershot

2728 Woodbine Ave.

Evanston, IL 60201

[Received August 11, 2020]

Closing the North Branch pound foolish

I read with interest your statement supporting the closing of the North Branch library. As a nearby resident who enjoys it and the businesses nearby that also benefit from it, I am puzzled by some mathematics of your comment.

Rather than expand the pie, it seems you would reduce it by allocating the funds from the north branch to what I a priority without a building farther south, which would be more expensive than retaining the existing building that the Library recently invested in remodeling. Your strategy to close it reduces the pie by inciting North library patrons like me to contribute far less to the Library Association when it solicits funds. I favor both south and north sides for the library and its branches, but to close one in the hope of expanding the other seems pound foolish and self-defeating. Has it been costed out? I hope you will reconsider and support the idea of both investing in both more equity as well as keeping what is already much appreciated and in place.

Sincerely,

Paul Hirsch
1610 Lincoln Street
[Received August 13, 2020]

To: Karen Danczak Lyons, Director, Evanston Public Library and the Evanston Public Library Board of Trustees
From: Julie Farley, Evanston, IL
Date: August 18, 2020

Re: Board meeting on August 19, 2020 – to be read publicly at meeting if possible

Dear Dir. Danczak Lyons and Board of Trustees,

My name is Julie Farley, and I am an Evanston resident and Library user.

Several years ago, I was astonished to discover how underfunded our library was when compared with other nearby public libraries and what a tiny percentage of the City's collected tax dollars goes to the Library and everything it does (about 3%). I have always considered the Library to be an Evanston treasure, available for free to our entire

population. So, I immediately decided to make a personal donation and to learn more about both the financial issues the library faced and the various projects and programs it offered, and wished to offer the Evanston community.

I knew the Library was more than just books, DVDs, research sources, great librarians, and occasional book/author discussions or movie screenings. But what I began to discover amazed me, warmed my heart, and made me even more concerned about the funding shortfalls.

EPL has an amazing number of community programs and services: in the Main EPL building, at a branch or other public locations, at family homes, offered in multiple languages, educational & nurturing, related to job searches or digital skills, just for fun, and for every age and interest group. I learned that EPL was one of the few public libraries to employ a full-time social worker, that people could get help with housing information, health insurance, taxes, wills and so much more. I learned that a large number of Evanstonians volunteer at and donate to EPL every year, but that it will never be enough to cover all they want to do.

I am aware that to keep EPL up to date, financially sound and serving our entire community with equity the Board has been facing a number of tough decisions, some involving change that will be controversial and emotional for many of us, myself included. I believe if circumstances make that change necessary, and it's planned with care, purpose, and the wish to serve and involve the whole community, it will be worthwhile in the long run for all of us.

I understand that among other things, the retention of some branch library locations is in question. That's a pretty major change. I'm sure other changes will come. These are challenging times, and even in more normal times challenging decisions must be made. We are fortunate to have the terrific new multi-purpose Robert Crown Center & Library and our still great Main Branch, and most of us are pretty mobile these days.

I love Evanston: its diversity is one of its greatest strengths. I love the Library and want to see it prosper and grow and serve us all equitably. I recognize that in a community like ours, some of us will use or need a bit more or less of that service, and serving Evanston's underserved benefits the community as a whole.

I want to let the EPL Board of Trustees (volunteers by the way), the EPL Administrators and others know that I have attended Board and other meetings, watched, and tried to learn how these folks work, evaluate, care for the total community and make decisions, and I for one respect them enough to trust that they will listen to the community's voices, consider everything thoroughly and do right by us all.

And I want to ask Evanstonians to use and help their Library: join me in making a donation if you can, come to Board meetings and EPL events, volunteer, learn more about what's offered and what's needed, stay engaged as growth and change happens, listen and add your voice. Let's support each other in what's best for our Library. As EPL reminds us – We are the Library. "We" means every person in Evanston. Thanks.

North Branch Library

Mr. Iles and Ms. Campbell,

Like many other Evanstonians, my husband and I, our children and our grandchildren love to read and read daily. We have enjoyed exploring new authors, rereading old treasures, sharing lists of beloved books with friends and family, and for many years, reading bedtime stories to the young ones. We all have memories of our favorites, as well as the excitement of discovering something brand new.

The North Branch Library has been an important part of Evanston's educational and intellectual life. Our librarians have organized book groups, recommended authors and books for us to read, read picture books to our young children and helped them move on to *The Lion, the Witch and the Wardrobe* and *Harry Potter*. The North Branch isn't merely a place with shelves of books, but a place where children learn to love reading. The Main Branch Library is excellent and certainly has many more books for us all to explore. But it doesn't have the cozy and comfortable feel of the smaller North Branch, which is where so many children first became enamored of books, and where older adults (like me), find ourselves walking out of the library with a stack of books in our arms, eager to start one of the books our librarian suggested.

Claire McCarthy Peterson
2745 Woodbine Avenue
Evanston, IL 60201
[Received August 13, 2020]

Library Branches

To Whom It May Concern:

In advance of the upcoming meeting on August 19, I wanted to share my concerns with the library board about the potential closing of both the North Branch and CAMS branch of the Evanston library. Upon hearing this news, I was saddened to think that our beloved branches may not re-open. I am in a unique position in that North Branch library has been our family's go to library for the past 11 years, and I also work at Park School on Main Street near the CAMS branch. My two children, ages 9 and 11 have grown up accessing the North Branch. We visit the library weekly for books, movies, and to spend time participating in the activities provided. My kids adore this library and

have been eagerly awaiting its re-opening since closing due to Covid. I pick up the majority of my books at this branch as well. We actively avoid the main branch of the library not because it isn't a wonderful facility but because the community feel isn't there like it is at the smaller branches, and we don't want to pay for parking. North Branch and CAMS provide me the opportunity to walk to these branches while possibly visiting local businesses along the way. Additionally, Park School has been bringing students to CAMS since it was the Mighty Twig and before that the South Branch of the library. Our students don't have a library in our school, and this IS their library. Not only do they get a chance to be read to at CAMS but they learn how to interact and behave in public, and the community gets a wonderful chance to interact with our fantastic student population.

Please reconsider closing these branches for good. Their presence in the community is one of the main reasons we are proud to call Evanston home. Our family needs North Branch, and my Park School family needs CAMS.

Sincerely,
Katie Spero
2110 Noyes St.
[Received August 13, 2020]

North Branch Library

Dear Mr. Iles and Ms. Campbell:

My daughter, Sarah Hendershot, expressed her chagrin over the possible closing of the North Branch of the Evanston Library in her recent e-mail to you so well that there is hardly anything I can add, or express so well.

The North Branch is such a magnetic, warm, vital part of this community, it would be tragic to lose it. It would leave a gigantic empty spot. We all need that library for so many reasons, just one of which is that there are many people in this area who cannot use the main library because they cannot get there - especially now in the era of Covid.

Evanston is a large city, with a large population and - certainly - sufficient income from the very high property taxes to enable the continued support of an excellent library system designed to serve the many communities over this vast area.

Where there's a will, there's a way. Please find the will and the way to keep *our* Central Street library here ni.

Sincerely,

Judith Hendershot
2622 Prairie Avenue
[Received August 14, 2020)]

My name is Connie Conley and my husband and I are Evanston residents and patrons of the North Branch of the Evanston Library and have been for over twenty years. First we want to say something about Central Street. It is like a little village where everyone cares about each other and greets each other with smiles and "hellos". Everyone is made to feel welcome. There are no empty stores. It is a vital area. We are both in our 80's but there are people of every age mingling from parents with babies, teens, students, and retirees like myself and my husband. Vital to this, besides the variety of businesses, is our wonderful and beloved North Branch Library. As we know you are aware, the use by patrons of all ages of this branch is substantial. The North Branch is the gem of the area. My husband and I depend on the North Branch. We implore you to please reopen our North Branch.. We understand there are areas that don't have what we have but taking away something that is working isn't a solution. Surely there must be other ways to solve this problem and perhaps serve other areas. We know other nearby communities have larger budgets for their libraries so maybe that's one solution. Also, Evanston is known for having a community of people who are willing to step up to the plate when asked to volunteer. Look at what happened in South Evanston with the Mighty Twig and with the money raising campaign ten years ago. Let's dream big and make it happen.

Thank You for your time.

Connie Conley, ward 7
[Submitted August 17 on public comment form]

I have long supported closure of the Evanston Public Library branches which take up a considerable amount of library infrastructure. In order to best serve all of Evanston, including unserved areas like the 8th Ward, I'd like to see the library use a more nimble approach. For instance, regular library pop-ups in existing spaces, wifi hotspots around the City, kiosks with pickup and drop-off capability, and pop-up computer rooms.

The *services* offered by the current branches what are important, and we need to find ways to continue to offer - and expand - those services without the significant infrastructure costs of maintaining a branch.

If we can bring library services where the people are, through a well-advertised regular schedule, we will make better use of the library's limited tax dollars. A more agile library can reach out and serve all the areas currently unserved by the fixed branches.

Screen reader support enabled.

Michele Hays, ward 8

[Submitted August 17 on public comment form]

Dear Alderperson Revelle and Mayor Hegarty,

I have been a Resident of Evanston and live on Central Street for over 15 years. The purpose for this email is to let you know how saddened my heart is due to the City wanting to close the Central Street North Branch Library.

Words cannot express how much the library means to not only myself but the families in the area. It was nice to see both fathers and mothers bring their children to the library and enjoy the children's section.

As a Resident I am already disturbed that we have several manicure places, eye glass places and places that sell wine and spirits. Here we lost business like Subway and our neighborhood cleaners. These two places were a definite part of our community.

We do not need another place that sells beer and wine, an eye glass place or a manicure place on Central Street. By you closing our library, you will be taking away the only positive, enjoyable and cultural resource place for families. We also have enough restaurants, for they barely allow for persons to walk down the sidewalk.

I hope you will take the time to assess the businesses on Central St and see how the majority only cater to adults.

In spite of the COVID virus our library really has a special place in our community. I went to the hearing several years ago regarding the city wanting to close our library and words cannot express how happy we were, in hearing it was not going to close. And now we have to face this trauma all over again.

Please review the budget, look deep in the pockets and find funding for our library. We cannot afford to lose it.

Thank you for your kind consideration in advance,

Rolanda S. Burris

Rolanda S. Burris, Ed.D

[Submitted August 18 on public comment form]

The Board appears to have forgotten that it achieved the power and taxing authority it now has to determine the fate of branches, in response to the community protests that arose against the City Council's plan to close South Branch. So it is with supreme irony that the present Board wants to go beyond what the City Council did, and close both North and CAMU branches, in a misguided application of "equity," which is nowhere defined as taking away resources utilized by the community, in favor of theoretical utilization, without recollection that a West Side branch closed due to underutilized. That can be tried again, but it is more expensive to build a new branch with uncertain usefulness, than to continue the current heavily used ones.

Don't do this under the cover of the current difficulties.

Richard M. Kuntz

[Submitted August 18 on public comment form]

I would like to say that my family and I would be extremely disappointed if the branch library's were closed.

Allison bertsche

[Submitted August 18 on public comment form]

It has only been on my periphery that there has been discussion of permanently closing EPL's north branch as I work full time to try to keep my family afloat during these uncertain times. This is devastating news. America is falling apart and steering frighteningly away from it's core values and strengths because of the influence of a handful of extremely wealthy folk. America CREATED libraries. Libraries are AMERICAN. Why are we closing branches of one of our very best contributions to the civilized world? Books are knowledge and experience. Right now, we need nothing more than promoting opportunities for knowledge and experience outside of social media. Libraries provide the opportunity for EVERYONE to access books regardless of social status. Libraries provide other resources that would otherwise not be available to some. We have got to try to work out social distancing so our librarians can work safely. If funding is the issue, let's reach out to Evanston to see if we want to pitch in to help. I do. I have not yet seen these efforts publicly made. We need our libraries. They are critical institutions for our communities. What can we do to prevent the north branch library from closing?

Stephanie Dufford

[Submitted August 18 on public comment form]

I support closing the CAMS and Central Street branches and assigning those resources to historically underserved neighborhoods.

Margaret Newman

[Submitted August 18 on public comment form]

For the past year I've been a member of the Evanston Public Library Racial Equity Task Force. We were charged to help EPL understand the issues faced by members of our community and to make suggestions as to how resources could be allocated in such a way to meet the needs of those who have been historically left out. While we've been working, a small but organized group focused on maintaining specific branch locations, has been dormant. Now that we have made recommendations to begin to address the Library's problematic history of resource hoarding, this group has begun to reorganize in earnest.

I've heard the Friends of the Evanston Public Library say things like "race is not the only way we address equity" and "our kids and seniors deserve a public library" and "we have to grow the pie." It seems that in their focus to ensure that they continue to enjoy all of the wonderful attributes public libraries offer, they are willing to ignore the needs of the rest of our community. They have challenged the very need for the Library's Racial Equity Task Force and made accusations about the task force, its members and the EPL Board of Trustees that were inaccurate, problematic, and inflammatory. The experience has not been friendly.

I want a public library that meets the needs of its community and I recognize that in order to do the right things for my community, I might have to make a personal sacrifice. I might have to give up resources I've enjoyed to ensure that others in my community have access. I don't want a library that is only for some of us, I want a library for all of us. Together, we are the library.

Tracy Fulce

[Submitted August 18 on public comment form]

Closing libraries is not equity-making sure that libraries are available where they have not been available is. Using the important word equity to justify taking services away diminishes the word, and the action to make the decision to close libraries in the vacuum of a pandemic is not serving the people. The public deserves to know all options and comparative costs of closing or keeping them open. What does the library need? How much does the Robert Crown library take in terms of staff hours and cost-CAMs- North Branch. Can the library, city and schools district could work to make sure that there is city wide basic internet so those who cannot afford it will have access and those who only want internet can pay what we pay not to help defer costs. How much do hotspots cost? The economic benefit of libraries to local business is proven helps keep the local dollar local. Moving services is good but when the library decides where they will be and when-the library loses the important quality and service of being a consistent place where anyone with or without a penny in their pocket can go and be welcome. That's a equity I think the library board can stand behind.

Mary Rosinski

[Submitted August 18 on public comment form]

Testimony re: library branch closings

My name is Marybeth Schroeder. I am a 29 year resident of Evanston at 2734 Asbury. I had the privilege of serving on the Evanston Public Library board from 2002 to 2008, the final two years as board president. During that period, the library did the expansive renovation of the children's room and added the innovative Loft space. I'm very proud of that work. I hold a Masters in Library Science from University of Chicago and worked in libraries and a national library association from 1981 through 1998, including several years as a part-time reader's advisor and reference librarian at Evanston Public Library.

I firmly believe that the north and south branches of the library should be closed. My primary reason is that EPL simply doesn't have the budget to effectively run branches. Since I first became involved in the library in the late 1980's, it's been apparent that EPL is funded at an insufficient level. EPL receives less than half of the per capita tax support that our peer communities provide to their libraries such as Skokie, Arlington Heights, Wilmette, and others, none of which run branches.

When residents suggest more fundraising to keep the branches open, they are not noting that EPL already does significantly more fundraising than any of its peers. And that fundraising doesn't support extras – it supports building the collection and providing basic services.

Even if we could afford branches, they are not the equitable or best way to provide library services. The north branch is less than 2 miles to the main library, in a neighborhood with access to public transportation and which is primarily higher income and white. The south branch is one mile to the main library, also in a neighborhood with good public transportation options. Parts of Evanston much farther from the library, such as southwest Evanston, have never been served by a branch library. These locations are just habits that can only provide limited service.

I don't believe we should build more branches. I believe the best way to deploy the library's resources is through outreach programming and meaningful partnerships with community-based groups, which the library has built effectively. The future of libraries is not bricks and mortar but bringing the resources to the community.

Finally, I would like to point out that all the library directors over the last 20 years have thought the branches should be closed, as have national library experts such as Joey Rodger. It's time for EPL to move into its new era and continue the good work it's done to become a better, more equitable institution.

Marybeth Schroeder

[Submitted September 13 via email]

Losing a library or any space of gathering is detrimental to a community; however, Evanston's tax dollars do not provide EPL the resources to operate a library in every ward. Hence, I support EPL in focusing its precious resources on the expansion of digital resources for all residents while also intentionally hyper-focusing resources on new strategies to engage communities traditionally underserved by EPL by making use of the technology resources already in the hands of D65 and D202 youth and families. EPL's teen staff are already industry leaders in transitioning to virtual library programming, especially their youth department. EPL is a critical partner working with Northwestern's School of Education and Social Policy faculty to close the STEAM engagement and participation gaps that exist in Evanston. Over the past three years, EPL has been a lead partner in the intentional design and implementation of programming to take advantage of the D65's decision to provide every middle school youth an iPad by creating STEAM programming (e.g., the citywide Month of Code, the 5th grade Drone Coding challenge, and the Digital Divas program) that youth can engage, not only in library spaces but also in our schools, community organizations, and at home. These and other countless other program innovations by EPL's teen staff has resulted in new learning opportunities, virtually and face-to-face, for youth in communities, such as the 5th ward, previously underserved by Evanston Public Library.

Nichole D Pinkard (*pronouns: she/her/hers*)
Associate Professor, School of Education and Social Policy ([SESP](#))
Faculty Director, Office of Community Education Partnerships ([OCEP](#))
Northwestern University
nichole.pinkard@northwestern.edu

Founder
Digital Youth Network ([DYN](#))
npinkard@digitalyouthnetwork.org

Dear Evanston Public Library Board,

We face genuine challenges today. It's perhaps understandable to be stuck in the here and now of budget cuts, the realities of the inequity and the impact of the pandemic. Scarcity and zero-sum thinking are evident; even a 'us vs them' mentality has surfaced.

And yet we have an opportunity to think and act on the challenges before us in a different way. We can transcend the binary choice of 'keeping open or forcing shut' branches and services by coming together, finding compromise and thinking creatively.

With this in mind, I developed a new concept that re-envisioned what a branch could be. Building on current thinking on renewing retail space, it takes into account our current realities. More than just different types of programming, it offers a localized solution that incorporates multiple uses while meeting our unique community needs in a way that can be economically sustainable. I put it together to find win-wins and a constructive way forward. I've shared this concept with several people on this call.

It's been said that 'if you want something new, you have to stop doing something old.' So I encourage the board to consider a third way with regard to branch closures. Not re-opening now, but not permanently closing them either. But instead, creating a new path together.

I'll end with this: the EPL staff are a competent and dedicated group. As is the Board. They have taken careful decisions that have been transparent, if one takes time to look. What they need is the community's support, and what we can provide is the assistance and compromise that fits the challenging set of circumstances we face.

Thank you,

Dr. Eric James

[Submitted August 19 on public comment form]

Dear Members of the Library Board,

My name is Juan Campoverde Q, and until recently I was part of the Racial Equity Task Force implemented by the Library.

I have fervently supported the implementation of the RETF and will continue to support the efforts that the Library is eagerly working in this regard. Any effort towards achieving the ideals of equity, diversity, and inclusion will benefit us all.

What I would like to express is my concern that the current constitution of the Task Force, with a vast majority of members from the African-American community of Evanston, unwittingly excludes the effective participation of the other voices that contribute to the cultural and demographic diversity of our Evanston community.

It is my hope that in subsequent implementations of the RETF this circumstance can be considered. In my personal experience, the opinions and suggestion of one minority group do not necessarily resonate with all minority groups. My experience was not entirely congruent with my understanding of the stated goals of the Task Force.

Cordially,

Juan Campoverde Q.

[Submitted August 19 on public comment form]

I can't be with you tonight but I wanted to ask you to please keep the Main Street branch open. Robert Crown is too far away to be able to reach the residents of our part of Evanston. This branch has provided so much community service and community way beyond lending books and DVDs. It is an essential place to gather for book groups, story time, a talk with a librarian about resources for a project, a place to get kids excited about reading, a place to use WiFi for residents who do not have access anywhere else, a place for residences from marginalized groups to find acceptance through displays and books and resources about them. What a beautiful way to celebrate diversity! And last year it was extra special with the addition of Drag Queen Story time. Please don't take away all of these riches from our neighborhood. I'm happy to talk more with you about what a wonderful place this branch library has been for our neighborhood. Thank you for your consideration.

Dr. Mary Beth Napier

[Submitted August 19 on public comment form]

Statement by Wendy Welsh – resident 7th ward

I recently watched a very moving video produced many years ago by the Evanston Public Library Friends interviewing community members of the 5th ward. Boocoo housed a book wall setup by EPLF. What was striking to me were the comments from the 5th ward community. The need for self-education, accessibility for young children whose parents don't feel it is safe for them to travel by foot or bike all the way to the main branch, the need for a

social center. Mr. Bennett Johnson said it best “the library is the glue that holds the community together”. And I totally agree. They all saw the importance of what a branch library could provide for their neighborhood.

Shawn Illes provided me the Equity, Diversity, and Inclusion Needs Assessment conducted by DeEtta Jones which is an assessment on how the library can meet the needs of African American and Latinx in our community. Two main themes were first the need to feel comfortable at the library. I understand that a black child from the 5th ward may feel uncomfortable and out of place entering the North Branch as would a white child from the 6th or 7th ward would entering a library in the 5th ward. Many of us would like to see that change and wish that was not the case but it is and it is something we contend with for now. Second, transportation and mobility are barriers for residents to reach the libraries. This is true Evanston does not have a public transportation system that provides a way to get to the library. When you have multiple kids it is easier to walk or push a stroller than to get them all in car seats and into the car. And our elderly community who may have stopped driving or don't feel comfortable parallel parking or get confused by the pay station prefer to walk to an easily accessible library.

What I see through all this is commonalities within the wards and the Evanston community. According to the Macmillian dictionary for advanced learners states equity is a fair and reasonable way of behaving toward people, so that everyone is treated in the same way. Merriam-Webster and iOS dictionaries have the same definition – fair and impartial. And based on the data DeEtta Jones collected the 5th ward did not ask for the Library Board of Trustees to close all branches so that they could have one. They asked to be treated the same.

The library serves everyone who lives in Evanston. And as I have said we all have similar basic needs that a branch library to fulfill. Evanston should be united in the need for social centers and broadening literacy and education. By doing so it helps our entire community.

Karen Danczak Lyons many of us were so excited and impressed by you when you came into the director position. We really felt like you supported the needs of Evanston. You recently stated in a letter to my mother-in-law that “the Library, as good stewards of the Evanston taxpayer dollar, is morally obligated to seek out and pursue the most efficient and affordable path to serving the community with equity.” Those tax payer dollars are not only accumulated as part of our property taxes but also through fund raising. The wards that are served by the north and south branches have been major contributors to the library fund raising. EPFL raised over \$200,000 for the library and was able to re-establish the south branch when the library shut it down, provided books for the book wall at Boocoo and at the old Robert Crown. The way in which the Library Board of Trustees has gone about quietly not reopening the north and south branch and then claiming it is all in the name of equity has been divisive when we need is understanding. If serving the Evanston community in an equitable manner is your goal, it seems to make sense that a network of branches would have been established and that all branches would have been modest and cost effective. The north and south branches are small and cozy they are by far not lavish, expensive establishments. So why does any ward need a library costing millions of dollars? And why not fund raise for an additional modest branch? The size and opulence of the library is not what makes it successful. In fact, a grand library can be uninviting.

So what is the real reason the library board of trustees who are appointed by the mayor are closing the north branch? Is it so the city can sell it to cover the debt incurred by Robert Crown?

I am asking you to rethink your mission. In the name of equity treat all your tax payers in the same way. Look at the needs of all your tax payers and don't discount the needs you are already meeting. Leverage the generosity of Evanstonians through fund raising to provide an equitable environment. Do not alienate your financial supporters. And please rethink closing the branches especially at a time when the need for our libraries are greater than ever. The North and the South branch libraries are loved vibrant social centers serving many children and elderly who don't drive but get there by walking.

Wendy Welsh

[Submitted August 19 on public comment form]

Members of the board- I am deeply disturbed by the disruptive and divisive actions of the Evanston Public Library Friends. I am a white woman in the 4th ward, with young white kids, and we do use the Main street branch as a local library. Even though this might be convenient for us in terms of location, I do not believe that the highly financially resourced and largely white population that I live in is entitled to this resource. As we know, Evanston, particularly the white population, has a history of upholding white supremacy and opportunity hoarding. I am extremely grateful and fully supportive of the work and recommendations of the Racial Equity Task Force. They are pushing back and rejecting the troublesome white supremacist history and actions in this city, and moving forward towards repairing the harm that our marginalized community has endured for way too long. I implore you as a board to be part of the evolution in Evanston that we so desperately need. Our 5th and 8th wards should be overflowing with the rich resources that already exist in this town if we started thinking about the collective potential we have here. Let us lift up the beauty and value of ALL of the amazing people in this city. Let us start now by reflecting in our actions and choices the city we strive to be instead of the city known for replicating the systems of oppression and ensuring continued marginalization in our community. We are better than that. We are ALL Evanston.

Meghan Shea

[Submitted August 19 on public comment form]

**MICHAEL MURPHY TANNEN 1010
ELMWOOD**

EVANSTON, ILLINOIS 60202
mtannen@tannenlaw.com

August 19, 2020

Via Email Delivery

Evanston Public Library Board of Trustees
1703 Orrington Avenue

Evanston, Illinois 60201

Re: The Imminent Death of the Branch Libraries

To the Members of the EPL Board of Trustees:

By way of introduction, I served on the EPL Board of Trustees (“the Board”) between 2012 and 2017. I was the Board’s Secretary between July 2012 and July 2014 and its President between July 2014 and July 2017. Before I was on the Board, I served on EPL’s *Ad Hoc* Task Force to Explore Sustaining Funding Models for Library Governance. The work and findings of that task force paved the way for EPL’s Board to adopt the Library Fund Model so that the Board—and not the City—could be in exclusive control of EPL’s budget, its Director, and its own facilities, regardless of who owned them.

On July 15, I exhorted the Board to read the Local Library Act and the Memorandum of Understanding so that the Board would recognize that EPL has the statutory duty and contractual right to solely determine the fate of its library facilities. From all that I have been reading, including tonight’s Board packet, the Board appears poised to capitulate rashly and close two library branches that have served Evanston for decades and decades with no real plan in place to remediate the loss of two pillars of EPL’s library system. The Board appears to believe that closing branch libraries somehow achieves equity, diversity and inclusion. I disagree, and I briefly discuss equity, diversity, and inclusion later in this letter.

The Mayor, interim City Manager, and City Council have also distorted or ignored the true legal relationship between the City and EPL. I have heard them say that the City is the owner and landlord of the Main and the North Branch and EPL is a mere tenant. That is wrong as a matter of fact and law. The Local Library Act vests “exclusive control” of the use, custody, and control of library space with the library board. This well-established tenet of library governance is echoed in the Memorandum of Understanding: “The Library will determine how it chooses to use the Library Facilities for the library services it offers.”

More elementally, according to the MOU, **nothing** can happen to any space used by the library without the mutual consent of the City and EPL. What does that mean? It means that the fate of the branch libraries is in your hands. It is your vote, and your vote alone, to close these needed and beloved pillars of two communities. And let me be clear about this. Once you decide to shutter these two institutions, you must own your vote. It is infinitesimally remote that they will ever come back. I know this from experience. It took Herculean efforts of private citizen volunteers to run the Mighty Twig for two years before EPL brought CAMS back into the fold. That won't happen again.

Indeed, the agenda for tonight's meeting highlights the Board's misapprehension of its own powers and duties: "Returning North Branch to the City of Evanston" manifests the Board's disregard of its statutory obligation to be a steadfast steward of library spaces. It appears that EPL is giving away the North Branch for nothing in return. This is particularly galling since the North Branch was a pit when EPL exercised dominion over it in 2013 because, as usual, the City wilfully neglected fundamental principles of deferred maintenance and capital improvements. The Board authorized the overhaul of the North Branch. This included a new roof, HVAC, new lighting, and the removal of tons of asbestos. Under the steady hand of John Devaney, EPL's Director of Facilities, the North Branch and adjoining space which houses Lush were transformed. EPL spent hundreds and hundreds and hundreds of thousands of dollars to achieve this metamorphosis for a building it did not own. Does EPL plan to hand over the keys to the City, allow the City to eventually sell this prime piece of real estate, and then permit the City pocket the sales proceeds?

A word about Equity, Diversity, and Inclusion, the articulated reason for closing the branches. These are fuzzy terms. They mean many things to many people. These terms are hard to define harder to measure, especially in the context of a public library. EPL does not promise outcomes and EPL does not track what its patrons do, what books they read, or what programs they attend. To the contrary, EPL guards its patrons' confidentiality zealously.

But, here is what I do know about Equity, Diversity, and Inclusion :

- Equity, Diversity, and Inclusion should never be weaponized and these concepts should not be politicized as it has been in Evanston over the last three years. When that happens, healthy debate is stifled; equity assessments become slanted; and outcomes are not fact-based.¹

- Equity, Diversity, and Inclusion are not achieved and have rarely if ever been achieved by tearing things down.
- I do not accept the notion that EPL needs to radically alter its *modus operandi* to promote and foster Equity, Diversity and Inclusion. EPL has always been on the cutting edge of equity, diversity, and inclusion since its inception in 1873. A century ago, EPL purchased the first bookmobile in the United States used in an urban setting. Five years ago, EPL was one of the first public libraries in the state to employ a social worker on site. A perusal of EPL's dizzying array of programs and of the partnerships EPL has forged throughout Evanston show that EPL been working on Equity, Diversity, and Inclusion every day and in every way.
- Could EPL do better? Of course. Does closing branch libraries that are within a Frisbee throw of five schools and close to where many elderly people live achieve Equity, Diversity, and Inclusion? I think not. How does closing branch libraries in the middle of a pandemic—when schools are closed and internet access to many of our citizens--do equity? It doesn't.

Before I was President of the EPL Board, I was its Secretary and compiled the minutes of board meetings. Minutes are important. They are the contemporaneous history of a library's actions and of citizen's reactions. I would ask that this letter, every letter you receive tonight, and every video comment you hear tonight to be made a permanent part of EPL's Diary. I hope History proves us wrong, but I fear your vote tonight—and your future vote to permit the City to occupy the third floor of the Main—will be one of the most ominous and adverse votes any EPL Board has ever cast.

Sincerely,

Michael M. Tannen

Hello,

I was told to use this email to provide a written public comment for the library board meeting. Here it is below:

I am an Evanston resident of the 3rd ward. My local library is the Chicago/Main branch, I used it on a fairly regular basis pre-covid. While I will be disappointed and inconvenienced to see this branch close, I support the closure of this branch for the benefit of the Robert Crown library one.

Historically, libraries in Evanston have been in the wealthier areas of town, the Robert crown branch will finally provide access to the library to the west side of town.

It is the equitable thing to do and seems financially driven as well. I appreciate the library board considering making this tough decision.

Maybe the library board can consider additional services like book drops/delivery or other services allowing residents with accessibility issues to still access books.

Thank you, Sam Johnson

[Submitted August 19 via email]

Hello Library Board,

I am a resident of North Evanston, and I am writing to express how important it is to me and my family that the North Branch library remains open. We live in walking distance to the library and visit often. My older son, almost 4, visited the library at least weekly from the time he was born until COVID-19 shut it down. He knows all the librarians, and even now, 5 months into quarantine, asks regularly when he can see them again. It has been difficult for me that my younger son, almost one, hasn't been able to enjoy library activities during his babyhood like his older brother did.

I agree with the argument that resources need to be directed to underserved communities. But we should grow the library services in Evanston, not close down locations to open new ones. I believe there are many Evanstonians out there who would support, monetarily and otherwise, opening new branches in underserved communities. I know I would.

Best,

Erin O'Shea

[Submitted August 19 via email]

August 19, 2020

To the Evanston Public Library Board of Trustees:

As a lifelong library user and an Evanstonian since 1985, I wish to express my support for the closure of the north and south branch libraries.

I love libraries. True democratic institutions, they serve everyone in a community, providing information and resources to help us live, learn, work and govern. Evanston professes to love its libraries, too, but compare us to neighboring communities – Skokie, Wilmette, Northbrook, Arlington Heights, to name a few – and that love and devotion quickly becomes questionable.

All of the above-mentioned municipalities invest significantly more per capita in their libraries than does Evanston. And none of them has branches. To support our main library and branches, our underfunded Evanston library system has to do more with less, which means many library staff work part-time and without benefits, staff is stretched very thin, and more fundraising is necessary to keep the doors open than is true for our peers.

The new Robert Crown center just opened with a lovely new library branch, which is addressing the issue of access for the 2nd and 5th wards. The north and south branches, on the other hand, are each only a mile or so from the north branch. It's time to finally look at these facilities, which have been there for decades, and ask why, and for whom, they still exist.

We can't afford these branches. I urge you to close them, and work to create a world-class library for Evanston. That is something we all deserve, no matter what part of town we live in.

Thank you for your consideration.

Sincerely,

Elizabeth Andrews

711 Wesley Ave.

Evanston, IL 60202

[Submitted August 19 on public comment form]

I strongly support the position of the Evanston Public Library Friends. Neighborhood branches are one of the most distinctive qualities of the Evanston library system. The Friends demonstrated in the aftermath of the wrongheaded closing of the original South Branch that the support is there to maintain and extend these neighborhood services. This proved sufficient to actually restore a facility which it would have been more cost-effective to simply preserve in the first place.

Don't go down this blind alley again! The way to address the needs of the 5th Ward is to add a branch there, not close well-loved existing neighborhood resources.

William Levine

[Submitted August 19 on public comment form]

I am unable to zoom or phone in this evening for the board meeting. Please record my comment: This seems to be the exact wrong time to be closing library branches with the crisis causing increased unemployment and challenging situations for school age children in all neighborhoods. If the central library can effectively physically distance patrons, wouldn't it be possible at the branches? As the COVID-19 crisis evolves we will likely very much need the resources provided at our branches for helping folks regain their footing. The Crown center branch is great but is not walking distance to anyone on the east & north sides of town so a different population will seemingly get cut off. This is a horrible and disheartening evolution of services that seems to compound the growing isolation we are facing from the increasingly video focused culture that existed before and is exacerbated by quarantine .

Margaret A Weiss

[Submitted August 19 on public comment form]

I strongly oppose closing the branch libraries. Access to neighborhood public libraries is one of Evanston's unique strengths as a community. We may be in a time of fiscal challenge, but meeting that challenge by weakening community resources in neighborhoods is the wrong direction to go. Libraries foster reading and literacy, they offer

internet access and instruction, and they provide a safe place to study after school. Branch libraries offer our youngest citizens the opportunity to browse reading material and make choices without having to spend money to buy anything; and they offer our oldest citizens a destination within walking distance to participate in community life and find reading material that doesn't require a device to read. It may have made sense for Evanston to invest huge amounts of money for sports facilities at Robert Crown if we had enough money--but not at the expense of libraries. Many people who supported the Crown development may have felt differently if they knew it came at the cost of eliminating other valuable community resources. We should not be eliminating branches; if anything, we should be making more.

Barbara L Shwom

[Submitted August 19 on public comment form]

As Evanstonian behaviors and the nature of the virus refuse to bring the pandemic to an end, we need to all get comfortable with the new landscape of our community. Health concerns, operational feasibility, crushed budgets are all the guideposts for every city entity. Once that dust has cleared can we then apply the equity measurements the Library has adopted. That means things are going to change. It doesn't mean things are changing because of punitive measures. If this city could equally support four or five or six branches, it would. But there is nothing in the budget or our history of inequity that gets that to make sense, so equity takes center stage. The Crown Branch reaches a part of Evanston that has NEVER has real proximity to a Library facility. The Fifth Ward (which isn't automatically getting a branch in the current scenario) has had real proximity for five years of this city's existence. Everything is changing and everything isn't possible.

Steven V Johnson

[Submitted August 19 on public comment form]

I think it would be of the greatest benefit to the Evanston community to open a branch location in the 5th, 8th, or 9th ward or begin use of the bookmobile.

Bonnie Varner

[Submitted August 19 on public comment form]

Good evening,

I am writing today to request that the North Branch be reopened. As new residents and new parents in Evanston, we chose to live here so that our children could experience all the fullness and diversity that Evanston has to offer. We have been proud that Evanston schools are striving to support under-served students during this crisis. We support the RETF and it's desire to open a branch in the under-served 5th ward. However, we are extremely disappointed to hear that the North Branch could remain permanently closed. Coming from Chicago where we could walk to restaurants, shops, and a library, all of those factors weighed heavily in our decision to move to Evanston where we could have the same experience. We have found support for our new family in the North Branch resources and bulletin board advertising community events. My 80 yr old mother lives with us and cannot drive, but can walk with our daughter to the library. After spending time in the library, we often wander through other shops or stop for lunch; it provides a destination which results in us supporting the local businesses. There is nowhere else in walking distance to meet other families with same aged children for group events such as a story time, art class, or music class, not to mention the opportunity for our family to rent books and other media nearby. Literally in the middle of Central St., it is the community hub.

Due to COVID with lower density requirements, less EPL staff would be needed at the North Branch and therefore could be reallocated to another branch. The infrastructure is already in place and it would cost EPL to relocate the facility materials elsewhere. What is most frustrating is that our neighborhood hasn't been given the chance to raise money and support the continued operation. We ask to be given that chance; that we find a way to serve other populations without taking away sometime so vital to our community.

Thank you,

Fiona and Robert McCarthy

[Submitted August 19 on public comment form]

By removing the Chicago Avenue and the North Branches, you will be removing two places that are easily accessible by public transportation, serving a less privileged public. The presence of the branches also serve to enrich and attract people to two places that are full of local small shops. I can't envision how the Robert Crown one

will replace those two branches in those two ways. People that live around Robert Crown community center were already privileged by being around a community center and now have a big public library while the other two communities will lose small branches of the public library.

Tatiana Akamine

[Submitted August 19 on public comment form]

I am Jason Perkins, an 8th ward resident and a member of the Racial Equity Task Force. I ask that the board members invest in the public good and establish libraries in the 5th and 8th wards.

As always thank you for all that you do! We appreciate it!

Jason Perkins

[Submitted August 19 on public comment form]

Was this discussed at a previous meeting? Why is new business an action item? I'm asking that you consider holding off on a decision to permanently close the branch libraries. Thank you.

I'm asking that you consider holding off on a decision to permanently close the branch libraries. Thank you.

Rosalie Ziomek

[Submitted August 19 on public comment form]

Two questions For the Evanston Public Library Board of Trustees 8/19/2020

Dear Trustees,

1. During the weeks preceding this meeting we were given to understand that the reasons for closing the branches included:

- Floor space limits that that could not meet COVID social distancing requirements.
- Shortage of staff during a city hiring freeze.

Neither of these reasons appear to be the case:

- Multiple suburban libraries have opened their branches. Several are similar in size or smaller than North branch. Two have half the floor space.
- In the packet for this meeting the library states it is hiring.

I am concerned about this because I believe that ... of all our sources of information... the library should be among the most reliable. My question is “Why were we given this information?”

2. Since the untimely and unfortunate death of George Floyd many including residents of Evanston are asking if we should cut funding for our Police Department. This is also a divisive issue. However, the mayor has made every effort to bring forward information about the Police Department its funding and functions. Whatever decisions are made, Evanstonians will have had a chance to consider the facts the issues and the options.

With this proposed closure the board is electing to sideline approximately 17% of its current operations. The way this is being handled has itself been divisive and there is no apparent plan to go forward. Why is the board choosing to this differently than the issue with the Police Department?

Sincerely,

Thomas J Hughes (Jim)

[Submitted August 19 on public comment form]

I feel this a hasty rush to make a decision that requires far more discussion.

Larry P Lundy

[Submitted August 19 on public comment form]

I support keeping the library branches open. I live near the North Branch and have witnessed how the branch has helped elderly and disabled citizens as well as children with resources and programming. It is an invaluable community resource and closure can be avoided through fundraising and community volunteering if needed.

Alex Leska

[Submitted August 19 on public comment form]

Please keep the North Branch Library on Central Street open! It is a huge service to our neighborhood and ensures that citizens in north Evanston without transportation can access library services. This is particularly important during the pandemic, when people may have great hesitation about taking public transit.

Heather McComas

[Submitted August 20 on public comment form]

Though I have mostly used the main library and have visited and obtained books from the new Crown Branch,(not many there) I think that not having the central street branch would impact the intellectual life of many people. I often would see people reading the newspapers or magazines in there. the older (boomers on up_) like print in a book form Perhaps a branch of the senior center installed here would be a good idea. Willmette's Mallinkroyt has a similar sized area. I've joined there at times. Though the central street library area isn't large- a gathering place up north would be good. It's nasty that you are taking away resources on the night of the democratic convention. I also found it difficult to access this site before when I tried.

I've also noticed children and older people at computers. Where are people to go? the pandemic won't be forever. I guess hockey reigns in Evanston.

Julie kundert

[Submitted August 20 on public comment form]

As a resident of the 3rd ward, living near the CAMS library branch, I was surprised to read about the vote taking place to close the CAMS and North Branches without a conspicuous call for public comment. My family members are regular patrons of the CAMS branch. I also attend a fabulous book group there on a monthly basis. As a large family without access to a car, and as a person with a disability, I fear that the other library branches will be inaccessible, particularly during the winter months. The Robert Crown branch might seem close enough to those with a car, but the branch is inaccessible by bus or train from SE Evanston and is quite a long walk from our home. From my understanding, CAMS provides critical access to a myriad of library services, including, but not limited to, literacy and enrichment programs for children, adult and family programs/activities, book groups, access to books and multimedia materials, access to computers and the services of skilled library professionals.

I understand that the lease for CAMS expires at the end of the year. However, I urge you to consider the needs of the community and ensure the relocation of the “south” branch to an accessible location within our community instead of dissolving the branch entirely. There is a great deal of talk about equity within our community and within our library. I worry, however, that it truly is just “talk”. The closure of library branches will reduce equitable access to quality library services. I also am concerned about the lack of a wide call for public comment on these closures. How indeed is this lack of communication “equitable” in any way?

Thank you for allowing the time to comment.

Angela Pisano

[Submitted August 19 public comment form]



**SPECIAL BUDGET MEETING MINUTES
EVANSTON PUBLIC LIBRARY BOARD OF DIRECTORS**

Wednesday, September 02, 2020

Remote Board Meeting

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

Members Absent: Ruth Hays

Staff Present: Karen Danczak Lyons, Teri Campbell, John Devaney, Lea Hernandez-Solis, and Jill Skwerski

Presiding Member: Shawn Iles, President

Call to order/Declaration of Quorum- President Iles called the meeting to order when a quorum of Trustees was established at 6:36 p.m.

Citizen Comment: none

Proposed Baseline and Adjustment Budget FY2021

Campbell presented a proposed total operating budget containing a 3.89% decrease from \$8,469,741 to \$8,140,072. The personnel budget includes a general wage increase anticipated according to the AFSCME and a reduction of 1 FTE with the consolidation of vacancies. It maintains our commitment to expanding our community engagement model of service, maintains service and program levels (though mostly remote), provides tuition reimbursement for staff and investment in staff development and equity training, and the absorption of our Social Worker whose work is no longer covered by the Good Neighbor Fund. The proposed operating budget is 72.83% personnel costs, and the non-personnel budget was reduced in order to achieve savings that would help absorb components of the adjustment budget and maintain a flat property tax levy.

In response to feedback from community stakeholders, EPL advisory groups and Trustees, Director Lyons outlined an adjustment request that considers the addition of a Book and Technology Mobile, a Pilot program to address Transportation of Patrons and Materials, and a Pilot program to offer Virtual Community Meeting Rooms.

EPL projects a strong property tax revenue and continues to aggressively pursue grant funding and donations successfully.

Proposed Capital Budget FY2021

The capital budget request of \$448,372 provides for the scheduled maintenance and repair of existing facilities covering fire protection systems, HVAC, electrical work, roof maintenance, and entry door replacement.

Comments and questions from the Trustees, staff and attendees were asked, recognized and answered by Director Lyons, Teri Campbell and John Devaney.

President Iles requested a motion to adjourn at 7:52 pm which was made by Schapiro, seconded by Lurie and approved by unanimous roll call vote.

Next Meeting: Wednesday, September 16, 2020 at 6:30 pm via Zoom meeting.



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: September 10, 2020

Recommended Action

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

Payroll

August 3, 2020 through August 16, 2020	\$ 155,812.72
August 17, 2020 through August 30, 2020	\$ 152,189.57

Library Fund Bills List

August 11, 2020	\$ 44,972.70
(includes May 2020 purchasing card expenses of \$ 2,158.24)	
September 15, 2020	\$ 203,502.31
(includes June 2020 purchasing card expenses of \$ 6,220.34)	

Attachments: Bills Lists, Purchasing Card

BILLS LIST

PERIOD ENDING 08.11.2020

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	SUMMER PRIZE BOOKS	07/10/2020	08/11/2020	1,819.15
100474 - BAKER & TAYLOR	ELL SUPPLIES	07/17/2020	08/11/2020	<u>117.05</u>
Account 65100 - LIBRARY SUPPLIES Totals 2				\$1,936.20
Account 65630 - LIBRARY BOOKS				
100474 - BAKER & TAYLOR	JUV PRINT	07/07/2020	08/11/2020	550.09
100474 - BAKER & TAYLOR	JUV PRINT	07/07/2020	08/11/2020	795.30
100474 - BAKER & TAYLOR	JUV PRINT	07/07/2020	08/11/2020	110.58
100474 - BAKER & TAYLOR	JUV PRINT	07/07/2020	08/11/2020	1,226.04
100474 - BAKER & TAYLOR	JUV PRINT	07/06/2020	08/11/2020	<u>1,447.47</u>
Account 65630 - LIBRARY BOOKS Totals 5				\$4,129.48
Account 65641 - AUDIO VISUAL COLLECTIONS				
324163 - FINDAWAY WORLD, LLC	JUV AV	07/09/2020	08/11/2020	351.11
103424 - MIDWEST TAPE	JUV AV	07/08/2020	08/11/2020	132.45
103424 - MIDWEST TAPE	JUV AV	07/08/2020	08/11/2020	190.68
103424 - MIDWEST TAPE	JUV AV	07/08/2020	08/11/2020	105.96
103424 - MIDWEST TAPE	JUV AV	07/08/2020	08/11/2020	90.72
103424 - MIDWEST TAPE	JUV AV	07/08/2020	08/11/2020	191.55
103424 - MIDWEST TAPE	JUV AV	07/08/2020	08/11/2020	94.00
103424 - MIDWEST TAPE	JUV AV	11/19/2020	08/11/2020	<u>45.72</u>
Account 65641 - AUDIO VISUAL COLLECTIONS Totals 8				\$1,202.19
Business Unit 4805 - EARLY LEARNING & LITERACY Totals 15				\$7,267.87
Business Unit 4806 - LIFELONG LEARNING & LITERACY				
Account 62341 - INTERNET SOLUTION PROVIDERS				
103424 - MIDWEST TAPE	LIBRARY ELECTRONIC RESOURCES	03/31/2020	08/11/2020	<u>4,432.74</u>
Account 62341 - INTERNET SOLUTION PROVIDERS Totals 1				\$4,432.74
Account 65630 - LIBRARY BOOKS				
100474 - BAKER & TAYLOR	ADULT PRINT	03/23/2020	08/11/2020	16.50
100474 - BAKER & TAYLOR	ADULT PRINT	07/06/2020	08/11/2020	375.00
100474 - BAKER & TAYLOR	ADULT PRINT	07/07/2020	08/11/2020	527.65
100474 - BAKER & TAYLOR	ADULT PRINT	05/12/2020	08/11/2020	337.64
100474 - BAKER & TAYLOR	ADULT PRINT	07/07/2020	08/11/2020	39.80
100474 - BAKER & TAYLOR	ADULT PRINT	07/07/2020	08/11/2020	84.59
100474 - BAKER & TAYLOR	ADULT PRINT	07/09/2020	08/11/2020	1,521.91
100474 - BAKER & TAYLOR	ADULT PRINT	07/06/2020	08/11/2020	316.19
100474 - BAKER & TAYLOR	ADULT PRINT	07/13/2020	08/11/2020	216.90
100474 - BAKER & TAYLOR	ADULT PRINT	07/09/2020	08/11/2020	85.30
100474 - BAKER & TAYLOR	ADULT BOOKS	07/15/2020	08/11/2020	267.31
100474 - BAKER & TAYLOR	ADULT PRINT	07/13/2020	08/11/2020	112.57
100474 - BAKER & TAYLOR	ADULT PRINT	07/11/2020	08/11/2020	125.18
100474 - BAKER & TAYLOR	ADULT PRINT	07/11/2020	08/11/2020	312.65
100474 - BAKER & TAYLOR	ADULT PRINT	07/16/2020	08/11/2020	59.70
100474 - BAKER & TAYLOR	ADULT PRINT	07/15/2020	08/11/2020	70.75
100474 - BAKER & TAYLOR	ADULT PRINT	07/15/2020	08/11/2020	60.83
100474 - BAKER & TAYLOR	ADULT PRINT	07/14/2020	08/11/2020	342.04
100474 - BAKER & TAYLOR	ADULT PRINT	07/13/2020	08/11/2020	142.71
100474 - BAKER & TAYLOR	ADULT PRINT	07/11/2020	08/11/2020	59.69
100474 - BAKER & TAYLOR	ADULT PRINT	07/11/2020	08/11/2020	81.29
100474 - BAKER & TAYLOR	ADULT PRINT	07/11/2020	08/11/2020	40.37
100474 - BAKER & TAYLOR	ADULT PRINT	07/15/2020	08/11/2020	777.82
100474 - BAKER & TAYLOR	ADULT PRINT	07/11/2020	08/11/2020	61.42
100474 - BAKER & TAYLOR	ADULT PRINT	07/15/2020	08/11/2020	80.68
100474 - BAKER & TAYLOR	ADULT PRINT	07/15/2020	08/11/2020	39.78
100474 - BAKER & TAYLOR	ADULT PRINT	07/15/2020	08/11/2020	39.78
100474 - BAKER & TAYLOR	ADULT PRINT	07/09/2020	08/11/2020	453.83
100474 - BAKER & TAYLOR	ADULT PRINT	07/10/2020	08/11/2020	240.92
100474 - BAKER & TAYLOR	ADULT PRINT	07/09/2020	08/11/2020	1,730.05
120319 - CENGAGE LEARNING INC./GALE RESEARCH	ADULT BOOKS	07/07/2020	08/11/2020	127.45
120319 - CENGAGE LEARNING INC./GALE RESEARCH	ADULT PRINT	07/07/2020	08/11/2020	95.96
276974 - OVER DRIVE, INC.	ADULT EBOOKS	07/09/2020	08/11/2020	<u>222.49</u>
Account 65630 - LIBRARY BOOKS Totals 33				\$9,066.75
Account 65641 - AUDIO VISUAL COLLECTIONS				
103424 - MIDWEST TAPE	ADULT AV	03/19/2020	08/11/2020	44.59
103424 - MIDWEST TAPE	ADULT AV	03/19/2020	08/11/2020	26.49
103424 - MIDWEST TAPE	ADULT AV	03/19/2020	08/11/2020	15.24
103424 - MIDWEST TAPE	ADULT AV	03/19/2020	08/11/2020	22.74
103424 - MIDWEST TAPE	ADULT AV	03/19/2020	08/11/2020	24.24
103424 - MIDWEST TAPE	ADULT AV	07/08/2020	08/11/2020	211.92
103424 - MIDWEST TAPE	ADULT AV	07/08/2020	08/11/2020	327.87
103424 - MIDWEST TAPE	ADULT AV	07/08/2020	08/11/2020	429.19
103424 - MIDWEST TAPE	ADULT AV	07/08/2020	08/11/2020	190.68
103424 - MIDWEST TAPE	ADULT AV	07/08/2020	08/11/2020	340.11
103424 - MIDWEST TAPE	ADULT AV	07/08/2020	08/11/2020	510.52
103424 - MIDWEST TAPE	ADULT AV	07/08/2020	08/11/2020	169.07
103424 - MIDWEST TAPE	ADULT AV	07/08/2020	08/11/2020	456.73
103424 - MIDWEST TAPE	ADULT AV	07/08/2020	08/11/2020	371.89
103424 - MIDWEST TAPE	ADULT AV	07/08/2020	08/11/2020	198.99
103424 - MIDWEST TAPE	ADULT AV	07/08/2020	08/11/2020	105.96
103424 - MIDWEST TAPE	ADULT AV	07/08/2020	08/11/2020	277.85
103424 - MIDWEST TAPE	ADULT AV	07/08/2020	08/11/2020	161.14
103424 - MIDWEST TAPE	ADULT AV	07/08/2020	08/11/2020	27.24
103424 - MIDWEST TAPE	ADULT AV	07/08/2020	08/11/2020	201.89
103424 - MIDWEST TAPE	ADULT AV	07/08/2020	08/11/2020	331.45
103424 - MIDWEST TAPE	ADULT AV	07/08/2020	08/11/2020	66.68
103424 - MIDWEST TAPE	ADULT AV	07/08/2020	08/11/2020	15.24
103424 - MIDWEST TAPE	ADULT AV	07/08/2020	08/11/2020	15.24
103424 - MIDWEST TAPE	ADULT AV	07/08/2020	08/11/2020	96.31
103424 - MIDWEST TAPE	AV ADULT TAPE	07/08/2020	08/11/2020	18.99
103424 - MIDWEST TAPE	ADULT AV	07/08/2020	08/11/2020	97.20
103424 - MIDWEST TAPE	ADULT AV	07/08/2020	08/11/2020	107.61
103424 - MIDWEST TAPE	ADULT AV	07/08/2020	08/11/2020	84.02
103424 - MIDWEST TAPE	ADULT AV	07/10/2020	08/11/2020	80.02
103424 - MIDWEST TAPE	ADULT AV	07/10/2020	08/11/2020	40.09
103424 - MIDWEST TAPE	ADULT AV	07/08/2020	08/11/2020	111.45
103424 - MIDWEST TAPE	ADULT AV	07/08/2020	08/11/2020	174.39

BILLS LIST

PERIOD ENDING 08.11.2020

Vendor	Invoice Description	Invoice Date	Payment Date	Invoice Amount
103424 - MIDWEST TAPE	ADULT AV	07/08/2020	08/11/2020	45.48
103424 - MIDWEST TAPE	ADULT AV	07/08/2020	08/11/2020	15.79
103424 - MIDWEST TAPE	ADULT AV	07/08/2020	08/11/2020	39.48
103424 - MIDWEST TAPE	ADULT AV	07/08/2020	08/11/2020	79.47
103424 - MIDWEST TAPE	ADULT AV	07/08/2020	08/11/2020	26.49
103424 - MIDWEST TAPE	ADULT AV	07/08/2020	08/11/2020	30.48
103424 - MIDWEST TAPE	ADULT AV	07/08/2020	08/11/2020	61.78
103424 - MIDWEST TAPE	ADULT AV	07/10/2020	08/11/2020	18.99
103424 - MIDWEST TAPE	ADULT AV	07/10/2020	08/11/2020	13.74
103424 - MIDWEST TAPE	ADULT AV	07/10/2020	08/11/2020	26.49
103424 - MIDWEST TAPE	ADULT AV	07/10/2020	08/11/2020	22.74
103424 - MIDWEST TAPE	ADULT AV	07/10/2020	08/11/2020	26.59
103424 - MIDWEST TAPE	ADULT AV	07/10/2020	08/11/2020	59.63
103424 - MIDWEST TAPE	ADULT AV	11/19/2020	08/11/2020	466.88
Account 65641 - AUDIO VISUAL COLLECTIONS Totals 47				<u>\$6,287.07</u>
Business Unit 4806 - LIFELONG LEARNING & LITERACY Totals 81				<u>\$19,786.56</u>
Business Unit 4820 - ACCESS SERVICES				
Account 65100 - LIBRARY SUPPLIES				
17642 - TEAM ONE REPAIR, INC.	THERMAL PAPER FOR CIRCULATION	08/03/2020	08/11/2020	1,209.00
206940 - ULINE	COVID - CART COVER	07/14/2020	08/11/2020	112.31
206940 - ULINE	COVID - CIRCULATION CURBSIDE PICK-UP BAGS	07/09/2020	08/11/2020	1,050.01
Account 65100 - LIBRARY SUPPLIES Totals 3				<u>\$2,371.32</u>
Business Unit 4820 - ACCESS SERVICES Totals 3				<u>\$2,371.32</u>
Business Unit 4825 - ENGAGEMENT SERVICES				
Account 62375 - RENTALS				
309006 - ESSKAY DEVELOPMENT LLC	CAMS SEPT 2020 RENT	08/05/2020	08/11/2020	4,900.31
Account 62375 - RENTALS Totals 1				<u>\$4,900.31</u>
Account 65630 - LIBRARY BOOKS				
100474 - BAKER & TAYLOR	ADULT PRINT	07/06/2020	08/11/2020	15.26
100474 - BAKER & TAYLOR	JUV PRINT	07/07/2020	08/11/2020	57.90
100474 - BAKER & TAYLOR	ADULT PRINT	07/07/2020	08/11/2020	36.01
100474 - BAKER & TAYLOR	ADULT PRINT	07/09/2020	08/11/2020	119.14
100474 - BAKER & TAYLOR	JUV PRINT	07/07/2020	08/11/2020	35.15
100474 - BAKER & TAYLOR	JUV PRINT	07/07/2020	08/11/2020	1,116.26
100474 - BAKER & TAYLOR	ADULT BOOKS	07/15/2020	08/11/2020	145.22
100474 - BAKER & TAYLOR	ADULT PRINT	07/11/2020	08/11/2020	16.39
100474 - BAKER & TAYLOR	ADULT PRINT	07/15/2020	08/11/2020	47.46
100474 - BAKER & TAYLOR	ADULT PRINT	07/09/2020	08/11/2020	107.77
100474 - BAKER & TAYLOR	ADULT PRINT	07/13/2020	08/11/2020	345.98
100474 - BAKER & TAYLOR	ADULT PRINT	07/09/2020	08/11/2020	167.48
Account 65630 - LIBRARY BOOKS Totals 12				<u>\$2,210.02</u>
Business Unit 4825 - ENGAGEMENT SERVICES Totals 13				<u>\$7,110.33</u>
Business Unit 4840 - LIBRARY MAINTENANCE				
Account 62225 - BLDG MAINTENANCE SERVICES				
100763 - BRUCKER COMPANY	BUILDING SUPPLIES	07/28/2020	08/11/2020	369.60
100891 - CARRIER CORPORATION	CHILLER SERVICE	07/01/2020	08/11/2020	575.00
151986 - CINTAS CORPORATION #769	CARPET	07/17/2020	08/11/2020	352.05
298493 - CONQUEST PEST SOLUTIONS	PEST CONTROL	08/04/2020	08/11/2020	210.00
102318 - HENRICHSEN FIRE & SAFETY	FIRE SAFETY SERVICE	05/27/2020	08/11/2020	1,114.55
102318 - HENRICHSEN FIRE & SAFETY	NORTH BRANCH FIRE SAFETY SERVICE	05/27/2020	08/11/2020	108.85
Account 62225 - BLDG MAINTENANCE SERVICES Totals 6				<u>\$2,730.05</u>
Account 64015 - NATURAL GAS				
103744 - NICOR	UTILITIES: NICOR	07/09/2020	08/11/2020	333.76
Account 64015 - NATURAL GAS Totals 1				<u>\$333.76</u>
Account 65040 - JANITORIAL SUPPLIES				
10546 - SUPERIOR INDUSTRIAL SUPPLY	JANITORIAL SUPPLIES	07/28/2020	08/11/2020	10.82
10546 - SUPERIOR INDUSTRIAL SUPPLY	JANITORIAL SUPPLIES	07/31/2020	08/11/2020	194.58
10546 - SUPERIOR INDUSTRIAL SUPPLY	JANITORIAL SUPPLIES	07/10/2020	08/11/2020	182.94
Account 65040 - JANITORIAL SUPPLIES Totals 3				<u>\$388.34</u>
Business Unit 4840 - LIBRARY MAINTENANCE Totals 10				<u>\$3,452.15</u>
Business Unit 4845 - LIBRARY ADMINISTRATION				
Account 62185 - CONSULTING SERVICES				
11582 - MARY KLING	EPL VOLUNTEER MANAGEMENT	08/05/2020	08/11/2020	1,861.00
102739 - STEVE JOHNSON CONNECTS	PROFESSIONAL SERVICES	08/05/2020	08/11/2020	500.00
Account 62185 - CONSULTING SERVICES Totals 2				<u>\$2,361.00</u>
Account 62380 - COPY MACHINE CHARGES				
149274 - CHICAGO OFFICE TECHNOLOGY GROUP	COPIER CHARGES	07/27/2020	08/11/2020	70.83
Account 62380 - COPY MACHINE CHARGES Totals 1				<u>\$70.83</u>
Account 65095 - OFFICE SUPPLIES				
103883 - OFFICE DEPOT	OFFICE SUPPLIES	07/09/2020	08/11/2020	333.57
103883 - OFFICE DEPOT	OFFICE SUPPLIES	07/09/2020	08/11/2020	22.18
Account 65095 - OFFICE SUPPLIES Totals 2				<u>\$355.75</u>
Business Unit 4845 - LIBRARY ADMINISTRATION Totals 5				<u>\$2,787.58</u>
Business Unit 4850 - LIBRARY GRANTS				
Account 65630 - LIBRARY BOOKS				
100474 - BAKER & TAYLOR	JUV PRINT	07/07/2020	08/11/2020	38.65
Account 65630 - LIBRARY BOOKS Totals 1				<u>\$38.65</u>
Business Unit 4850 - LIBRARY GRANTS Totals 1				<u>\$38.65</u>
Department 48 - LIBRARY Totals 128				<u>\$42,814.46</u>
Fund 185 - LIBRARY FUND Totals 128				<u>\$42,814.46</u>
128				\$42,814.46

* = Prior Fiscal Year Activity

**CITY OF EVANSTON
LIBRARY BILLS LIST
PERIOD ENDING 08.11.2020**

**SUPPLEMENTAL LIST
ACH AND WIRE TRANSFERS**

<u>ACCOUNT NUMBER</u>	<u>SUPPLIER NAME</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
SUPPLEMENTAL BILLS LIST ATTACHMENT			
	VARIOUS BMO	PURHASING CARD-MAY, 2020	<u>2,158.24</u>
			<u>2,158.24</u>
			<u>2,158.24</u>
		GRAND TOTAL	<u><u>44,972.70</u></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	MERCHANT STATE	MERCHANT ZIP CODE	TRANSACTION AMOUNT	POSTING DATE	COST ALLOCATION - EXPENSE OBJECT	EXPENSE DESCRIPTION
LIBRARY	PAYPAL DROPBOX	CA	94107	\$ 11.99	4/27/2020	62340 IS SUPPORT FEES	ONLINE PHOTO STORAGE
LIBRARY	THE HOME DEPOT #8598	IL	60659	\$ 177.60	4/27/2020	65050 BUILDING MAINTENANCE MATERIAL	2 REELS OF ELECTRICAL WIRE, 2 PACKS OF QUICK CONNECT WIRE CONNECTORS, 2 PACKS OF WIRE NUTS
LIBRARY	THE HOME DEPOT #1902	IL	60202	\$ 36.90	4/30/2020	65050 BUILDING MAINTENANCE MATERIAL	RIGID VAC FLOOR BRUSH, VAC DUST BRUSH, GRIP GLOVES
LIBRARY	FACEBK FHYF2REH42	CA	94025	\$ 56.38	5/1/2020	62205 ADVERTISING	EVENT ADVERTISEMENT AD
LIBRARY	WP ENGINE	TX	78701	\$ 115.00	5/4/2020	62340 IS SUPPORT FEES	WEB HOST
LIBRARY	GOOGLE GSUITE EPL.ORG	CA	94043	\$ 12.00	5/4/2020	62340 IS SUPPORT FEES	GSUITE EPL.ORG MONTHLY SUBSCRIPTION
LIBRARY	CARQUEST 2759	IL	60202	\$ 7.60	5/4/2020	65040 JANITORIAL SUPPLIES	ONE QUART VALVOLINE OIL 5W30
LIBRARY	THE HOME DEPOT #1980	IL	60618	\$ 104.83	5/4/2020	65050 BUILDING MAINTENANCE MATERIAL	PRESSURE WASHING DETERGENT, PRESSURE WASH TURBO NOZZLE
LIBRARY	LEMOI ACE HARDWARE	IL	60201	\$ 59.98	5/6/2020	65040 JANITORIAL SUPPLIES	TWO HOSE FLEXOGEN 5/8" X 100'
LIBRARY	PAYFLOW/PAYPAL	NE	68126	\$ 30.00	5/6/2020	62705 BANK SERVICE CHARGES	ONLINE PAYMENT OPTION FOR PATRONS RESERVING ROOMS (NOW MOSTLY REFUNDS) THRU COMMUNICATION
LIBRARY	COMCAST CHICAGO	IL	60173	\$ 376.07	5/11/2020	62340 IS SUPPORT FEES	PHONE AND INTERNET SERVICE PROVIDER
LIBRARY	SHINE ON WINDOW CLEANI	IL	60647	\$ 300.00	5/11/2020	65050 BUILDING MAINTENANCE MATERIAL	GUTTER SERVICE JOB
LIBRARY	AMZN MKTP US 5D7NY2AX3	WA	98109	\$ 180.00	5/11/2020	65095 OFFICE SUPPLIES	NEW FALCON CAMERA
LIBRARY	BODALA LLC	IL	60201	\$ 788.00	5/11/2020	65050 BUILDING MAINTENANCE MATERIAL	CARPET CLEANING DUE TO COVID
LIBRARY	CHICAGO TRIB SUBSCRIPT	TX	75067	\$ (11.00)	5/12/2020	65635 PERIODICALS	CREDIT - NEWSPAPER SUBSCRIPTION CANCELLATION
LIBRARY	CHICAGO TRIB SUBSCRIPT	TX	75067	\$ (444.74)	5/12/2020	65635 PERIODICALS	CREDIT - NEWSPAPER SUBSCRIPTION CANCELLATION
LIBRARY	CHICAGO TRIB SUBSCRIPT	TX	75067	\$ (488.67)	5/12/2020	65635 PERIODICALS	CREDIT - NEWSPAPER SUBSCRIPTION CANCELLATION
LIBRARY	CRAFTY BEAVER	IL	60077	\$ 16.54	5/13/2020	65050 BUILDING MAINTENANCE MATERIAL	FAN DECK FOR COLOR MATCHING 2007 RED BOX RENOVATION MCR AND LOFT (RENTAL ONLY)
LIBRARY	LEMOI ACE HARDWARE	IL	60201	\$ 17.64	5/13/2020	65050 BUILDING MAINTENANCE MATERIAL	2 5 GALLON BUCKETS WITH LIDS
LIBRARY	PURE ELECTRIC	IL	60645	\$ 95.88	5/14/2020	65050 BUILDING MAINTENANCE MATERIAL	12 LED LIGHTS
LIBRARY	AMERICAN LIBRARY ASSOC	GA	30004	\$ 60.00	5/15/2020	62295 TRAINING & TRAVEL	WEBINAR P SHAPIRO
LIBRARY	THE HOME DEPOT 1902	IL	60202	\$ 227.88	5/18/2020	65050 BUILDING MAINTENANCE MATERIAL	MILWAUKEE CORDLESS SAWZALL, 1 PACK OF SAWZALL BLADES, NITRILE GLOVES, CAULK GUN
LIBRARY	BESTBUYCOM806022959890	MN	55423	\$ 37.35	5/20/2020	65100 LIBRARY SUPPLIES	YA PROGRAM PRIZE
LIBRARY	LEMOI ACE HARDWARE	IL	60201	\$ 19.16	5/20/2020	65050 BUILDING MAINTENANCE MATERIAL	2 GALLONS OF GLASS CLEANER, METAL FUNNEL
LIBRARY	LEMOI ACE HARDWARE	IL	60201	\$ 23.81	5/20/2020	65050 BUILDING MAINTENANCE MATERIAL	SPARKLE GLASS CLEANER
LIBRARY	COMCAST CHICAGO	IL	60173	\$ 243.35	5/21/2020	62340 IS SUPPORT FEES	INTERNET SERVICE PROVIDER
LIBRARY	JC LICHT - 1252 - EVAN	IL	60201	\$ 14.23	5/25/2020	65050 BUILDING MAINTENANCE MATERIAL	WOOD STAIN AND STAINING BRUSHES
LIBRARY	THE HOME DEPOT #1902	IL	60202	\$ 78.47	5/25/2020	65050 BUILDING MAINTENANCE MATERIAL	POLY SPRAY FINISH FOR WOOD, MASKING TAPE, ROLLER TRAY
LIBRARY	PAYPAL DROPBOX	CA	94107	\$ 11.99	5/25/2020	65100 LIBRARY SUPPLIES	LIBRARY PHOTO STORAGE MONTHLY FEE
	LIBRARY MAY 2020 TOTAL			\$ 2,158.24			

Vendor	Invoice Description	G/L 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	SRP PRIZE BOOKS	09/15/2020	09/15/2020	656.37
100474 - BAKER & TAYLOR	SRP PRIZE BOOKS	09/15/2020	09/15/2020	505.41
100474 - BAKER & TAYLOR	ELL SUPPLIES	09/15/2020	09/15/2020	169.32
17641 - SCOTT STEVEN VRABLIK II	MINECRAFT MANIA PROGRAM	09/15/2020	09/15/2020	325.00
Account 65100 - LIBRARY SUPPLIES Totals				1,656.10
Account 65630 - LIBRARY BOOKS				
100474 - BAKER & TAYLOR	JUV PRINT	09/15/2020	09/15/2020	1,110.60
100474 - BAKER & TAYLOR	JUV PRINT	09/15/2020	09/15/2020	1,429.61
100474 - BAKER & TAYLOR	JUV PRINT	09/15/2020	09/15/2020	1,298.85
100474 - BAKER & TAYLOR	JUV PRINT	09/15/2020	09/15/2020	1,156.06
100474 - BAKER & TAYLOR	JUV PRINT	09/15/2020	09/15/2020	1,286.23
100474 - BAKER & TAYLOR	JUV PRINT	09/15/2020	09/15/2020	1,323.06
100474 - BAKER & TAYLOR	JUV PRINT	09/15/2020	09/15/2020	649.92
100474 - BAKER & TAYLOR	JUV PRINT	09/15/2020	09/15/2020	789.65
100474 - BAKER & TAYLOR	JUV PRINT	09/15/2020	09/15/2020	360.42
100474 - BAKER & TAYLOR	JUV PRINT	09/15/2020	09/15/2020	808.52
100474 - BAKER & TAYLOR	JUV PRINT	09/15/2020	09/15/2020	685.35
100474 - BAKER & TAYLOR	JUV PRINT	09/15/2020	09/15/2020	1,466.87
100474 - BAKER & TAYLOR	JUV PRINT	09/15/2020	09/15/2020	235.68
100474 - BAKER & TAYLOR	JUV PRINT	09/15/2020	09/15/2020	111.00
100474 - BAKER & TAYLOR	JUV PRINT	09/15/2020	09/15/2020	1,480.79
100474 - BAKER & TAYLOR	JUV PRINT	09/15/2020	09/15/2020	895.27
100474 - BAKER & TAYLOR	JUV PRINT	09/15/2020	09/15/2020	959.47
100474 - BAKER & TAYLOR	JUV PRINT	09/15/2020	09/15/2020	556.08
100474 - BAKER & TAYLOR	JUV PRINT	09/15/2020	09/15/2020	713.65
100474 - BAKER & TAYLOR	JUV PRINT	09/15/2020	09/15/2020	110.27
100474 - BAKER & TAYLOR	JUV PRINT	09/15/2020	09/15/2020	681.28
100474 - BAKER & TAYLOR	JUV PRINT	09/15/2020	09/15/2020	828.21
100474 - BAKER & TAYLOR	JUV PRINT	09/15/2020	09/15/2020	205.95
100474 - BAKER & TAYLOR	JUV PRINT	09/15/2020	09/15/2020	1,233.00
100474 - BAKER & TAYLOR	YA PRINT	09/15/2020	09/15/2020	356.66
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	548.45
100474 - BAKER & TAYLOR	JUV PRINT	09/15/2020	09/15/2020	823.35
100474 - BAKER & TAYLOR	JUV PRINT	09/15/2020	09/15/2020	1,063.94
100474 - BAKER & TAYLOR	JUV PRINT	09/15/2020	09/15/2020	750.12
100474 - BAKER & TAYLOR	JUV PRINT	09/15/2020	09/15/2020	1,132.47
100474 - BAKER & TAYLOR	JUV PRINT	09/15/2020	09/15/2020	439.73
100474 - BAKER & TAYLOR	JUV PRINT	09/15/2020	09/15/2020	325.22
100474 - BAKER & TAYLOR	JUV PRINT	09/15/2020	09/15/2020	964.87
100474 - BAKER & TAYLOR	JUV PRINT	09/15/2020	09/15/2020	753.16
100474 - BAKER & TAYLOR	JUV PRINT	09/15/2020	09/15/2020	651.91
100474 - BAKER & TAYLOR	JUV PRINT	09/15/2020	09/15/2020	505.78
100474 - BAKER & TAYLOR	JUV PRINT	09/15/2020	09/15/2020	17.62
100474 - BAKER & TAYLOR	JUV PRINT	09/15/2020	09/15/2020	31.18
100474 - BAKER & TAYLOR	JUV PRINT	09/15/2020	09/15/2020	19.18
100474 - BAKER & TAYLOR	JUV PRINT	09/15/2020	09/15/2020	190.24
100474 - BAKER & TAYLOR	JUV PRINT	09/15/2020	09/15/2020	1,061.19
100474 - BAKER & TAYLOR	JUV PRINT	09/15/2020	09/15/2020	639.37
100474 - BAKER & TAYLOR	JUV PRINT	09/15/2020	09/15/2020	539.91
100474 - BAKER & TAYLOR	JUV PRINT	09/15/2020	09/15/2020	76.78
100474 - BAKER & TAYLOR	CREDIT	09/15/2020	09/15/2020	(18.99)
100474 - BAKER & TAYLOR	JUV PRINT	09/15/2020	09/15/2020	16.18
100474 - BAKER & TAYLOR	JUV PRINT	09/15/2020	09/15/2020	1,481.35
100474 - BAKER & TAYLOR	JUV PRINT	09/15/2020	09/15/2020	10.66
100474 - BAKER & TAYLOR	JUV PRINT	09/15/2020	09/15/2020	49.55
100474 - BAKER & TAYLOR	JUV PRINT	09/15/2020	09/15/2020	295.26
120319 - CENGAGE LEARNING INC./GALE RESEARCH	JUV REFERENCE	09/15/2020	09/15/2020	621.72
120319 - CENGAGE LEARNING INC./GALE RESEARCH	JUV REFERENCE	09/15/2020	09/15/2020	621.72
103004 - LECTORUM PUBLICATIONS, INC	ADULT PRINT	09/15/2020	09/15/2020	57.30
103004 - LECTORUM PUBLICATIONS, INC	ADULT PRINT	09/15/2020	09/15/2020	529.45
103004 - LECTORUM PUBLICATIONS, INC	CREDIT	09/15/2020	09/15/2020	(68.57)
Account 65630 - LIBRARY BOOKS Totals				\$34,862.55
Account 65641 - AUDIO VISUAL COLLECTIONS				
100474 - BAKER & TAYLOR	JUV AV	09/15/2020	09/15/2020	.57
100474 - BAKER & TAYLOR	JUV AV	09/15/2020	09/15/2020	.18
324163 - FINDAWAY WORLD, LLC	JUV AV	09/15/2020	09/15/2020	3,164.55
324163 - FINDAWAY WORLD, LLC	JUV AV	09/15/2020	09/15/2020	103.96
103424 - MIDWEST TAPE	JUV AV	09/15/2020	09/15/2020	44.99
103424 - MIDWEST TAPE	JUV AV	09/15/2020	09/15/2020	26.73
103424 - MIDWEST TAPE	JUV AV	09/15/2020	09/15/2020	14.99
103424 - MIDWEST TAPE	JUV AV	09/15/2020	09/15/2020	39.99
Account 65641 - AUDIO VISUAL COLLECTIONS Totals				\$3,395.96
Business Unit 4806 - LIFELONG LEARNING & LITERACY				
Business Unit 4805 - EARLY LEARNING & LITERACY Totals				
Business Unit 4805 - EARLY LEARNING & LITERACY Totals				\$39,914.61
Account 62341 - INTERNET SOLUTION PROVIDERS				
16334 - KANOPY	REFERENCE ONLINE	09/15/2020	09/15/2020	1,679.00
16334 - KANOPY	ADULT ONLINE RESOURCES	09/15/2020	09/15/2020	1,769.00
103424 - MIDWEST TAPE	AD REFONLINE	09/15/2020	09/15/2020	4,214.85
103519 - MORNINGSTAR	ADULT ONLINE RESOURCES	09/15/2020	09/15/2020	2,536.00
Account 62341 - INTERNET SOLUTION PROVIDERS Totals				\$10,198.85
Account 65630 - LIBRARY BOOKS				
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	371.88
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	562.49
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	1,133.10
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	964.90
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	919.29
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	781.48
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	279.52
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	221.62
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	1,526.64
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	35.83
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	14.13
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	504.93
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	287.67

BILLS LIST

PERIOD ENDING 09.15.2020

Payment Date Range 09/15/20 - 09/15/20

Vendor	Invoice Description	G/L Date	Payment Date	Invoice Amount
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	591.96
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	54.72
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	40.73
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	686.50
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	537.54
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	10.00
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	515.71
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	1,197.86
100474 - BAKER & TAYLOR	ADULT BOOKS	09/15/2020	09/15/2020	23.98
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	618.78
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	65.79
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	562.81
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	633.10
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	236.41
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	184.21
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	142.15
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	1,669.66
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	452.32
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	512.22
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	34.71
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	14.67
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	1,355.45
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	161.51
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	493.35
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	224.54
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	756.76
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	1,206.46
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	155.69
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	852.00
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	1,153.96
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	28.15
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	570.63
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	639.04
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	1,284.22
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	159.88
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	1,311.96
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	1,532.52
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	140.33
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	177.95
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	892.20
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	588.21
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	695.15
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	12.34
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	117.49
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	52.58
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	56.70
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	226.68
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	101.08
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	24.17
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	74.08
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	68.81
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	.73
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	1.45
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	.73
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	40.36
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	400.38
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	17.88
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	16.55
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	46.97
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	15.38
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	16.59
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	154.04
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	100.99
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	102.73
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	90.00
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	362.46
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	105.72
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	590.16
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	237.15
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	897.94
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	9.60
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	908.13
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	20.00
100474 - BAKER & TAYLOR	CREDIT	09/15/2020	09/15/2020	(8.00)
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	662.43
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	1,475.67
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	211.45
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	305.99
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	138.28
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	98.88
120319 - CENGAGE LEARNING INC./GALE RESEARCH	ADULT PRINT	09/15/2020	09/15/2020	49.48
120319 - CENGAGE LEARNING INC./GALE RESEARCH	ADULT PRINT	09/15/2020	09/15/2020	50.23
120319 - CENGAGE LEARNING INC./GALE RESEARCH	ADULT PRINT	09/15/2020	09/15/2020	258.65
120319 - CENGAGE LEARNING INC./GALE RESEARCH	CREDIT	09/15/2020	09/15/2020	(47.23)
120319 - CENGAGE LEARNING INC./GALE RESEARCH	ADULT PRINT	09/15/2020	09/15/2020	263.15
120319 - CENGAGE LEARNING INC./GALE RESEARCH	ADULT PRINT	09/15/2020	09/15/2020	71.97
120319 - CENGAGE LEARNING INC./GALE RESEARCH	ADULT PRINT	09/15/2020	09/15/2020	75.72
102572 - INFORMATION TODAY INC	ADULT PRINT	09/15/2020	09/15/2020	689.53
103004 - LECTORUM PUBLICATIONS, INC	ADULT PRINT	09/15/2020	09/15/2020	300.92
103004 - LECTORUM PUBLICATIONS, INC	ADULT AV	09/15/2020	09/15/2020	1,296.28
103004 - LECTORUM PUBLICATIONS, INC	ADULT PRINT	09/15/2020	09/15/2020	254.66
276974 - OVER DRIVE, INC.	EBOOKS	09/15/2020	09/15/2020	895.85
276974 - OVER DRIVE, INC.	EBOOKS	09/15/2020	09/15/2020	851.88
276974 - OVER DRIVE, INC.	EBOOKS	09/15/2020	09/15/2020	137.50
276974 - OVER DRIVE, INC.	EBOOKS	09/15/2020	09/15/2020	347.46
276974 - OVER DRIVE, INC.	E BOOKS	09/15/2020	09/15/2020	2,877.30
276974 - OVER DRIVE, INC.	E BOOKS	09/15/2020	09/15/2020	1,256.88

Account 65630 - LIBRARY BOOKS Totals

Invoice Transactions 110

\$48,154.07

Vendor	Invoice Description	G/L Date	Payment Date	Invoice Amount
Account 65641 - AUDIO VISUAL COLLECTIONS				
100474 - BAKER & TAYLOR	ADULT AV	09/15/2020	09/15/2020	79.62
100474 - BAKER & TAYLOR	ADULT AV	09/15/2020	09/15/2020	185.53
100474 - BAKER & TAYLOR	ADULT AV	09/15/2020	09/15/2020	147.43
100474 - BAKER & TAYLOR	ADULT AV	09/15/2020	09/15/2020	173.20
100474 - BAKER & TAYLOR	ADULT AV	09/15/2020	09/15/2020	85.14
100474 - BAKER & TAYLOR	ADULT AV	09/15/2020	09/15/2020	88.64
100474 - BAKER & TAYLOR	ADULT AV	09/15/2020	09/15/2020	22.86
100474 - BAKER & TAYLOR	ADULT AV	09/15/2020	09/15/2020	71.32
100474 - BAKER & TAYLOR	ADULT AV	09/15/2020	09/15/2020	221.72
100474 - BAKER & TAYLOR	ADULT AV	09/15/2020	09/15/2020	51.24
100655 - BLACKSTONE PUBLISHING	ADULT AV	09/15/2020	09/15/2020	66.90
100655 - BLACKSTONE PUBLISHING	ADULT AV	09/15/2020	09/15/2020	45.00
100655 - BLACKSTONE PUBLISHING	ADULT AV	09/15/2020	09/15/2020	45.00
100655 - BLACKSTONE PUBLISHING	ADULT AV	09/15/2020	09/15/2020	45.00
103424 - MIDWEST TAPE	ADULT AV	09/15/2020	09/15/2020	85.93
103424 - MIDWEST TAPE	ADULT AV	09/15/2020	09/15/2020	26.49
103424 - MIDWEST TAPE	ADULT AV	09/15/2020	09/15/2020	22.74
103424 - MIDWEST TAPE	ADULT AV	09/15/2020	09/15/2020	26.49
103424 - MIDWEST TAPE	ADULT AV	09/15/2020	09/15/2020	23.29
103424 - MIDWEST TAPE	ADULT AV	09/15/2020	09/15/2020	26.49
103424 - MIDWEST TAPE	ADULT AV	09/15/2020	09/15/2020	18.24
103424 - MIDWEST TAPE	ADULT AV	09/15/2020	09/15/2020	201.99
103424 - MIDWEST TAPE	ADULT AV	09/15/2020	09/15/2020	78.96
103424 - MIDWEST TAPE	ADULT AV	09/15/2020	09/15/2020	173.60
103424 - MIDWEST TAPE	ADULT AV	09/15/2020	09/15/2020	80.22
103424 - MIDWEST TAPE	ADULT AV	09/15/2020	09/15/2020	26.49
103424 - MIDWEST TAPE	ADULT AV	09/15/2020	09/15/2020	44.59
103424 - MIDWEST TAPE	ADULT AV	09/15/2020	09/15/2020	37.09
103424 - MIDWEST TAPE	ADULT AV	09/15/2020	09/15/2020	106.51
103424 - MIDWEST TAPE	ADULT AV	09/15/2020	09/15/2020	26.49
103424 - MIDWEST TAPE	ADULT AV	09/15/2020	09/15/2020	80.02
103424 - MIDWEST TAPE	ADULT AV	09/15/2020	09/15/2020	26.49
103424 - MIDWEST TAPE	ADULT AV	09/15/2020	09/15/2020	29.59
103424 - MIDWEST TAPE	ADULT AV	09/15/2020	09/15/2020	127.44
103424 - MIDWEST TAPE	ADULT AV	09/15/2020	09/15/2020	26.49
103424 - MIDWEST TAPE	ADULT AV	09/15/2020	09/15/2020	33.99
103424 - MIDWEST TAPE	ADULT AV	09/15/2020	09/15/2020	30.79
103424 - MIDWEST TAPE	ADULT AV	09/15/2020	09/15/2020	25.84
103424 - MIDWEST TAPE	ADULT AV	09/15/2020	09/15/2020	131.48
103424 - MIDWEST TAPE	ADULT AV	09/15/2020	09/15/2020	121.38
103424 - MIDWEST TAPE	ADULT AV	09/15/2020	09/15/2020	270.40
103424 - MIDWEST TAPE	ADULT AV	09/15/2020	09/15/2020	88.71
103424 - MIDWEST TAPE	ADULT AV	09/15/2020	09/15/2020	26.49
103424 - MIDWEST TAPE	ADULT AV	09/15/2020	09/15/2020	29.59
103424 - MIDWEST TAPE	ADULT AV	09/15/2020	09/15/2020	37.33
103424 - MIDWEST TAPE	ADULT AV	09/15/2020	09/15/2020	123.89
103424 - MIDWEST TAPE	ADULT AV	09/15/2020	09/15/2020	226.44
103424 - MIDWEST TAPE	ADULT AV	09/15/2020	09/15/2020	23.49
103424 - MIDWEST TAPE	ADULT AV	09/15/2020	09/15/2020	121.77
103424 - MIDWEST TAPE	ADULT AV	09/15/2020	09/15/2020	18.99
103424 - MIDWEST TAPE	ADULT AV	09/15/2020	09/15/2020	18.20
103424 - MIDWEST TAPE	ADULT AV	09/15/2020	09/15/2020	101.83
103424 - MIDWEST TAPE	ADULT AV	09/15/2020	09/15/2020	16.74
103424 - MIDWEST TAPE	ADULT AV	09/15/2020	09/15/2020	37.09
104325 - RECORDED BOOKS INC.	ADULT AV	09/15/2020	09/15/2020	40.49
Account 65641 - AUDIO VISUAL COLLECTIONS Totals		Invoice Transactions 55		<u>\$4,149.17</u>
Business Unit 4806 - LIFELONG LEARNING & LITERACY Totals		Invoice Transactions 169		<u>\$62,502.09</u>
Business Unit 4820 - ACCESS SERVICES				
Account 52610 - LIBRARY FINES & FEES				
121187 - UNIQUE MANAGEMENT SERVICES	COLLECTION CHARGES	09/15/2020	09/15/2020	633.63
Account 52610 - LIBRARY FINES & FEES Totals		Invoice Transactions 1		<u>\$633.63</u>
Account 62340 - IT COMPUTER SOFTWARE				
100474 - BAKER & TAYLOR	COMPUTER SOFTWARE	09/15/2020	09/15/2020	2,995.00
100474 - BAKER & TAYLOR	IT COMPUTER SOFTWARE	09/15/2020	09/15/2020	3,500.00
Account 62340 - IT COMPUTER SOFTWARE Totals		Invoice Transactions 2		<u>\$6,495.00</u>
Account 65100 - LIBRARY SUPPLIES				
101406 - DEMCO, INC.	OFFICE SUPPLIES	09/15/2020	09/15/2020	66.14
103883 - OFFICE DEPOT	CIRCULATION OFFICE SUPPLIES	09/15/2020	09/15/2020	56.29
103883 - OFFICE DEPOT	OFFICE SUPPLIES	09/15/2020	09/15/2020	22.35
103883 - OFFICE DEPOT	OFFICE SUPPLIES	09/15/2020	09/15/2020	45.82
206940 - ULINE	COVID SUPPLIES VINYL BASKET AND PAPER BAG	09/15/2020	09/15/2020	1,520.11
Account 65100 - LIBRARY SUPPLIES Totals		Invoice Transactions 5		<u>\$1,710.71</u>
Business Unit 4820 - ACCESS SERVICES Totals		Invoice Transactions 8		<u>\$8,839.34</u>
Business Unit 4825 - ENGAGEMENT SERVICES				
Account 62375 - RENTALS				
309006 - ESSKAY DEVELOPMENT LLC	CAMS OCT 2020 RENT	09/15/2020	09/15/2020	4,900.31
Account 62375 - RENTALS Totals		Invoice Transactions 1		<u>\$4,900.31</u>
Account 64015 - NATURAL GAS				
103744 - NICOR	NATURAL GAS	09/15/2020	09/15/2020	68.12
Account 64015 - NATURAL GAS Totals		Invoice Transactions 1		<u>\$68.12</u>
Account 65100 - LIBRARY SUPPLIES				
103883 - OFFICE DEPOT	CROWN OFFICE SUPPLIES	09/15/2020	09/15/2020	69.98
103883 - OFFICE DEPOT	CROWN OFFICE SUPPLIES	09/15/2020	09/15/2020	26.29
103883 - OFFICE DEPOT	CROWN OFFICE SUPPLIES	09/15/2020	09/15/2020	97.23
103883 - OFFICE DEPOT	CREDIT	09/15/2020	09/15/2020	(331.25)
103883 - OFFICE DEPOT	CROWN OFFICE SUPPLIES	09/15/2020	09/15/2020	69.05
103883 - OFFICE DEPOT	CREDIT	09/15/2020	09/15/2020	(69.05)
103883 - OFFICE DEPOT	CREDIT	09/15/2020	09/15/2020	(50.39)
103883 - OFFICE DEPOT	OFFICE SUPPLIES	09/15/2020	09/15/2020	38.97
Account 65100 - LIBRARY SUPPLIES Totals		Invoice Transactions 8		<u>(\$149.17)</u>
Account 65630 - LIBRARY BOOKS				
100474 - BAKER & TAYLOR	YA PRINT	09/15/2020	09/15/2020	304.82
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	15.26
100474 - BAKER & TAYLOR	JUV PRINT	09/15/2020	09/15/2020	67.64
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	128.84
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	108.46
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	76.53

BILLS LIST

PERIOD ENDING 09.15.2020

Payment Date Range 09/15/20 - 09/15/20

Vendor	Invoice Description	G/L Date	Payment Date	Invoice Amount
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	115.24
100474 - BAKER & TAYLOR	JUV PRINT	09/15/2020	09/15/2020	69.06
100474 - BAKER & TAYLOR	JUV PRINT	09/15/2020	09/15/2020	199.55
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	116.86
100474 - BAKER & TAYLOR	JUV PRINT	09/15/2020	09/15/2020	36.48
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	29.53
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	15.25
100474 - BAKER & TAYLOR	JUV PRINT	09/15/2020	09/15/2020	142.67
100474 - BAKER & TAYLOR	YA PRINT	09/15/2020	09/15/2020	31.34
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	56.96
100474 - BAKER & TAYLOR	JUV PRINT	09/15/2020	09/15/2020	28.20
100474 - BAKER & TAYLOR	YA PRINT	09/15/2020	09/15/2020	35.59
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	120.80
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	39.55
100474 - BAKER & TAYLOR	YA PRINT	09/15/2020	09/15/2020	41.74
100474 - BAKER & TAYLOR	YA PRINT	09/15/2020	09/15/2020	20.89
100474 - BAKER & TAYLOR	YA PRINT	09/15/2020	09/15/2020	110.07
100474 - BAKER & TAYLOR	YA PRINT	09/15/2020	09/15/2020	67.77
100474 - BAKER & TAYLOR	YA PRINT	09/15/2020	09/15/2020	54.28
100474 - BAKER & TAYLOR	YA PRINT	09/15/2020	09/15/2020	10.73
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	46.89
100474 - BAKER & TAYLOR	ADULT BOOKS	09/15/2020	09/15/2020	15.82
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	32.19
100474 - BAKER & TAYLOR	JUV PRINT	09/15/2020	09/15/2020	241.58
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	95.20
100474 - BAKER & TAYLOR	JUV PRINT	09/15/2020	09/15/2020	26.98
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	126.57
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	94.90
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	237.86
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	147.12
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	109.59
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	268.80
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	16.38
100474 - BAKER & TAYLOR	JUV PRINT	09/15/2020	09/15/2020	206.92
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	16.38
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	44.60
100474 - BAKER & TAYLOR	YA PRINT	09/15/2020	09/15/2020	62.68
100474 - BAKER & TAYLOR	JUV PRINT	09/15/2020	09/15/2020	76.74
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	46.72
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	60.41
100474 - BAKER & TAYLOR	YA PRINT	09/15/2020	09/15/2020	48.24
100474 - BAKER & TAYLOR	JUV PRINT	09/15/2020	09/15/2020	103.62
100474 - BAKER & TAYLOR	JUV PRINT	09/15/2020	09/15/2020	10.70
100474 - BAKER & TAYLOR	YA PRINT	09/15/2020	09/15/2020	41.72
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	15.79
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	14.69
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	15.81
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	67.68
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	13.56
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	62.70
100474 - BAKER & TAYLOR	YA PRINT	09/15/2020	09/15/2020	74.17
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	46.33
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	150.20
100474 - BAKER & TAYLOR	JUV PRINT	09/15/2020	09/15/2020	77.15
100474 - BAKER & TAYLOR	JUV PRINT	09/15/2020	09/15/2020	49.18
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	121.91
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	80.78
100474 - BAKER & TAYLOR	JUV PRINT	09/15/2020	09/15/2020	168.70
100474 - BAKER & TAYLOR	JUV PRINT	09/15/2020	09/15/2020	71.49
100474 - BAKER & TAYLOR	JUV PRINT	09/15/2020	09/15/2020	113.76
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	15.26
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	15.26
100474 - BAKER & TAYLOR	JUV PRINT	09/15/2020	09/15/2020	382.52
100474 - BAKER & TAYLOR	JUV PRINT	09/15/2020	09/15/2020	119.90
100474 - BAKER & TAYLOR	JUV PRINT	09/15/2020	09/15/2020	124.46
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	15.82
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	65.54
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	31.64
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	64.37
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	30.52
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	15.82
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	30.52
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	16.39
100474 - BAKER & TAYLOR	JUV PRINT	09/15/2020	09/15/2020	52.50
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	48.60
100474 - BAKER & TAYLOR	CROWN JUV	09/15/2020	09/15/2020	119.06
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	16.39
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	48.04
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	76.23
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	48.02
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	41.78
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	77.12
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	14.68
100474 - BAKER & TAYLOR	JUV PRINT	09/15/2020	09/15/2020	51.73
100474 - BAKER & TAYLOR	JUV PRINT	09/15/2020	09/15/2020	100.76
100474 - BAKER & TAYLOR	JUV PRINT	09/15/2020	09/15/2020	22.58
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	229.21
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	32.76
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	40.57
100474 - BAKER & TAYLOR	JUV PRINT	09/15/2020	09/15/2020	51.14
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	939.45
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	415.40
	Account 65630 - LIBRARY BOOKS Totals		Invoice Transactions 98	\$8,720.66
	Business Unit 4825 - ENGAGEMENT SERVICES Totals		Invoice Transactions 108	\$13,539.92
Business Unit 4835 - INNOVATION & DIGITAL LEARNING				
Account 62340 - IT COMPUTER SOFTWARE				
287918 - TODAY'S BUSINESS SOLUTIONS, INC.	MYPC, PCUT, EPRINTIT, KIOSKS	09/15/2020	09/15/2020	7,215.00
	Account 62340 - IT COMPUTER SOFTWARE Totals		Invoice Transactions 1	\$7,215.00

Vendor	Invoice Description	G/L Date	Payment Date	Invoice Amount
Account 62341 - INTERNET SOLUTION PROVIDERS				
103876 - OCLC ONLINE COMPUTER LIBRARY CENTER, INC	EXPROXY SERVICE	09/15/2020	09/15/2020	3,198.15
104897 - SPRINT	MOBILE HOTSPOTS	09/15/2020	09/15/2020	2,822.00
Account 62341 - INTERNET SOLUTION PROVIDERS Totals				\$6,020.15
Account 65630 - LIBRARY BOOKS				
100474 - BAKER & TAYLOR	YA PRINT	09/15/2020	09/15/2020	369.50
100474 - BAKER & TAYLOR	YA PRINT	09/15/2020	09/15/2020	106.90
100474 - BAKER & TAYLOR	YA PRINT	09/15/2020	09/15/2020	148.51
100474 - BAKER & TAYLOR	YA PRINT	09/15/2020	09/15/2020	118.53
100474 - BAKER & TAYLOR	YA PRINT	09/15/2020	09/15/2020	65.52
100474 - BAKER & TAYLOR	YA PRINT	09/15/2020	09/15/2020	374.25
100474 - BAKER & TAYLOR	YA PRINT	09/15/2020	09/15/2020	299.51
100474 - BAKER & TAYLOR	YA PRINT	09/15/2020	09/15/2020	514.13
100474 - BAKER & TAYLOR	YA PRINT	09/15/2020	09/15/2020	451.52
100474 - BAKER & TAYLOR	YA PRINT	09/15/2020	09/15/2020	650.72
100474 - BAKER & TAYLOR	YA PRINT	09/15/2020	09/15/2020	58.37
100474 - BAKER & TAYLOR	YA PRINT	09/15/2020	09/15/2020	99.28
100474 - BAKER & TAYLOR	YA PRINT	09/15/2020	09/15/2020	170.01
100474 - BAKER & TAYLOR	JUV PRINT	09/15/2020	09/15/2020	174.84
100474 - BAKER & TAYLOR	YA PRINT	09/15/2020	09/15/2020	490.20
100474 - BAKER & TAYLOR	JUV PRINT	09/15/2020	09/15/2020	155.74
100474 - BAKER & TAYLOR	CREDIT	09/15/2020	09/15/2020	(12.50)
103004 - LECTORUM PUBLICATIONS, INC	ADULT PRINT	09/15/2020	09/15/2020	30.09
103004 - LECTORUM PUBLICATIONS, INC	ADULT PRINT	09/15/2020	09/15/2020	469.54
Account 65630 - LIBRARY BOOKS Totals				\$4,734.66
Account 65641 - AUDIO VISUAL COLLECTIONS				
100474 - BAKER & TAYLOR	JUV AV	09/15/2020	09/15/2020	114.00
100474 - BAKER & TAYLOR	JUV AV	09/15/2020	09/15/2020	35.74
100474 - BAKER & TAYLOR	YA AV	09/15/2020	09/15/2020	22.10
Account 65641 - AUDIO VISUAL COLLECTIONS Totals				\$171.84
Business Unit 4835 - INNOVATION & DIGITAL LEARNING Totals				
Business Unit 4840 - LIBRARY MAINTENANCE				\$18,141.65
Account 62225 - BLDG MAINTENANCE SERVICES				
100162 - ALARM DETECTION SYSTEMS, INC.	ALARM SYSTEM	09/15/2020	09/15/2020	525.69
123524 - CHICAGO SPRINKLER COMPANY	SPRINKLER SYSTEM	09/15/2020	09/15/2020	319.50
151986 - CINTAS CORPORATION #769	MAT CLEANING	09/15/2020	09/15/2020	352.05
151986 - CINTAS CORPORATION #769	MAT CLEANING	09/15/2020	09/15/2020	352.05
151986 - CINTAS CORPORATION #769	MAT CLEANING	09/15/2020	09/15/2020	352.05
151986 - CINTAS CORPORATION #769	MAT CLEANING	09/15/2020	09/15/2020	108.05
151986 - CINTAS CORPORATION #769	MAT SERVICE	09/15/2020	09/15/2020	352.05
151986 - CINTAS CORPORATION #769	MAT SERVICE	09/15/2020	09/15/2020	115.59
151986 - CINTAS CORPORATION #769	MAT SERVICE	09/15/2020	09/15/2020	352.05
298493 - CONQUEST PEST SOLUTIONS	PEST CONTROL	09/15/2020	09/15/2020	210.00
145106 - TOTAL BUILDING SERVICES	JANITORIAL SERVICES 2020	09/15/2020	09/15/2020	9,390.00
145106 - TOTAL BUILDING SERVICES	JANITORIAL SERVICES 2020	09/15/2020	09/15/2020	9,390.00
Account 62225 - BLDG MAINTENANCE SERVICES Totals				\$21,819.08
Account 62250 - COMPUTER EQUIPMENT MAINT				
151986 - CINTAS CORPORATION #769	MAT CLEANING	09/15/2020	09/15/2020	352.05
Account 62250 - COMPUTER EQUIPMENT MAINT Totals				\$352.05
Account 65040 - JANITORIAL SUPPLIES				
10546 - SUPERIOR INDUSTRIAL SUPPLY	JANITORIAL SUPPLIES	09/15/2020	09/15/2020	(33.60)
10546 - SUPERIOR INDUSTRIAL SUPPLY	JANITORIAL SUPPLIES	09/15/2020	09/15/2020	446.90
10546 - SUPERIOR INDUSTRIAL SUPPLY	COVID BUILDING SAFETY CONE	09/15/2020	09/15/2020	440.00
10546 - SUPERIOR INDUSTRIAL SUPPLY	COVID SUPPLIES	09/15/2020	09/15/2020	958.23
10546 - SUPERIOR INDUSTRIAL SUPPLY	COVID SUPPLY	09/15/2020	09/15/2020	16.50
Account 65040 - JANITORIAL SUPPLIES Totals				\$1,828.03
Business Unit 4840 - LIBRARY MAINTENANCE Totals				
Business Unit 4845 - LIBRARY ADMINISTRATION				\$23,999.16
Account 62185 - CONSULTING SERVICES				
17682 - FREEMAN PICTURES, INC.	PHOTOGRAPHY SERVICE	09/15/2020	09/15/2020	340.00
12401 - MARY KLING	EPL VOLUNTEER MANAGEMENT PROFESSIONAL FEE	09/15/2020	09/15/2020	1,861.00
12401 - LOGAN CONSULTING SERVICES, LLC	CONSULTING SERVICES	09/15/2020	09/15/2020	500.00
102739 - STEVE JOHNSON CONNECTS	PROFESSIONAL SERVICE	09/15/2020	09/15/2020	475.00
102739 - STEVE JOHNSON CONNECTS	CONSULTING SERVICE	09/15/2020	09/15/2020	500.00
Account 62185 - CONSULTING SERVICES Totals				\$3,676.00
Account 62295 - TRAINING & TRAVEL				
297948 - Karen Danczak Lyons	PLA CONFERENCE REIMBURSEMENT FOR	09/15/2020	09/15/2020	1,814.22
Account 62295 - TRAINING & TRAVEL Totals				\$1,814.22
Account 62380 - COPY MACHINE CHARGES				
149274 - CHICAGO OFFICE TECHNOLOGY GROUP	COPIER CHARGES	09/15/2020	09/15/2020	47.22
149274 - CHICAGO OFFICE TECHNOLOGY GROUP	COPIER CHARGES	09/15/2020	09/15/2020	70.83
105654 - XEROX CORP.	COPYING SERVICE	09/15/2020	09/15/2020	832.50
105654 - XEROX CORP.	COPYING SERVICE	09/15/2020	09/15/2020	100.80
105654 - XEROX CORP.	COPYING SERVICE	09/15/2020	09/15/2020	100.80
105654 - XEROX CORP.	COPYING SERVICE	09/15/2020	09/15/2020	100.80
105654 - XEROX CORP.	COPYING SERVICE	09/15/2020	09/15/2020	100.80
105654 - XEROX CORP.	COPYING SERVICE	09/15/2020	09/15/2020	100.80
105654 - XEROX CORP.	CREDIT	09/15/2020	09/15/2020	(168.00)
105654 - XEROX CORP.	CREDIT	09/15/2020	09/15/2020	(168.00)
105654 - XEROX CORP.	CREDIT	09/15/2020	09/15/2020	(168.00)
105654 - XEROX CORP.	COPYING SERVICE	09/15/2020	09/15/2020	(168.00)
Account 62380 - COPY MACHINE CHARGES Totals				\$782.55
Account 65095 - OFFICE SUPPLIES				
313938 - Jose A Maldonado	SHIPPING REIMBURSEMENT	09/15/2020	09/15/2020	34.34
103883 - OFFICE DEPOT	ADMIN OFFICE SUPPLIES	09/15/2020	09/15/2020	42.39
103883 - OFFICE DEPOT	ADMIN OFFICE SUPPLIES	09/15/2020	09/15/2020	88.77
103883 - OFFICE DEPOT	CREDIT	09/15/2020	09/15/2020	(1.72)
103883 - OFFICE DEPOT	CIRCULATION SUPPLIES	09/15/2020	09/15/2020	22.35
103883 - OFFICE DEPOT	OFFICE SUPPLIES	09/15/2020	09/15/2020	20.46
103883 - OFFICE DEPOT	CROWN OFFICE SUPPLIES	09/15/2020	09/15/2020	70.78
103883 - OFFICE DEPOT	ADMIN OFFICE SUPPLIES	09/15/2020	09/15/2020	81.02
103883 - OFFICE DEPOT	CROWN OFFICE SUPPLIES	09/15/2020	09/15/2020	36.57
103883 - OFFICE DEPOT	CROWN OFFICE SUPPLIES	09/15/2020	09/15/2020	(22.18)
103883 - OFFICE DEPOT	CROWN OFFICE SUPPLIES	09/15/2020	09/15/2020	355.75
103883 - OFFICE DEPOT	CROWN OFFICE SUPPLIES	09/15/2020	09/15/2020	50.39
103883 - OFFICE DEPOT	CROWN OFFICE SUPPLIES	09/15/2020	09/15/2020	51.13

Vendor	Invoice Description	G/L Date	Payment Date	Invoice Amount
103883 - OFFICE DEPOT	OFFICE SUPPLIES	09/15/2020	09/15/2020	275.97
17715 - RICHARD STEELE	MEETING ROOM REIMBURSEMENT APRIL-JULY 2020	09/15/2020	09/15/2020	300.00
	Account 65095 - OFFICE SUPPLIES Totals		Invoice Transactions 15	\$1,406.02
	Business Unit 4845 - LIBRARY ADMINISTRATION Totals		Invoice Transactions 33	\$7,678.79
Business Unit 4850 - LIBRARY GRANTS				
Account 65100 - LIBRARY SUPPLIES				
10172 - LEA FARAH HERNANDEZ-SOLIS	REIMBURSEMENT: TEEN SERVICES	09/15/2020	09/15/2020	399.99
	Account 65100 - LIBRARY SUPPLIES Totals		Invoice Transactions 1	\$399.99
Account 65630 - LIBRARY BOOKS				
100474 - BAKER & TAYLOR	CROWN ODC	09/15/2020	09/15/2020	22.87
100474 - BAKER & TAYLOR	CROWN ODC	09/15/2020	09/15/2020	14.12
100474 - BAKER & TAYLOR	CROWN ODC	09/15/2020	09/15/2020	14.73
100474 - BAKER & TAYLOR	CROWN ODC	09/15/2020	09/15/2020	41.66
100474 - BAKER & TAYLOR	JUV PRINT	09/15/2020	09/15/2020	5.35
100474 - BAKER & TAYLOR	YA PRINT	09/15/2020	09/15/2020	14.12
100474 - BAKER & TAYLOR	ADULT PRINT	09/15/2020	09/15/2020	26.53
100474 - BAKER & TAYLOR	CROWN ODC	09/15/2020	09/15/2020	13.51
100474 - BAKER & TAYLOR	CROWN ODC	09/15/2020	09/15/2020	15.28
100474 - BAKER & TAYLOR	CROWN ODC	09/15/2020	09/15/2020	56.38
100474 - BAKER & TAYLOR	CROWN ODC	09/15/2020	09/15/2020	222.90
100474 - BAKER & TAYLOR	CROWN ODC	09/15/2020	09/15/2020	491.74
100474 - BAKER & TAYLOR	CROWN ODC	09/15/2020	09/15/2020	197.89
100474 - BAKER & TAYLOR	CROWN ODC	09/15/2020	09/15/2020	74.26
100474 - BAKER & TAYLOR	CROWN ODC	09/15/2020	09/15/2020	37.05
100474 - BAKER & TAYLOR	CROWN ODC	09/15/2020	09/15/2020	24.84
100474 - BAKER & TAYLOR	CROWN ODC	09/15/2020	09/15/2020	17.49
100474 - BAKER & TAYLOR	CROWN ODC	09/15/2020	09/15/2020	47.40
100474 - BAKER & TAYLOR	CROWN ODC	09/15/2020	09/15/2020	29.65
100474 - BAKER & TAYLOR	CROWN ODC	09/15/2020	09/15/2020	37.40
100474 - BAKER & TAYLOR	CROWN ODC	09/15/2020	09/15/2020	14.54
100474 - BAKER & TAYLOR	CROWN ODC	09/15/2020	09/15/2020	58.91
100474 - BAKER & TAYLOR	CROWN ODC	09/15/2020	09/15/2020	45.38
100474 - BAKER & TAYLOR	CROWN ODC	09/15/2020	09/15/2020	22.95
100474 - BAKER & TAYLOR	CROWN ODC	09/15/2020	09/15/2020	13.49
100474 - BAKER & TAYLOR	CROWN ODC	09/15/2020	09/15/2020	15.87
100474 - BAKER & TAYLOR	CROWN ODC	09/15/2020	09/15/2020	13.60
100474 - BAKER & TAYLOR	CROWN ODC	09/15/2020	09/15/2020	13.51
100474 - BAKER & TAYLOR	CROWN ODC	09/15/2020	09/15/2020	40.13
100474 - BAKER & TAYLOR	CROWN ODC	09/15/2020	09/15/2020	28.23
100474 - BAKER & TAYLOR	CROWN ODC	09/15/2020	09/15/2020	29.24
100474 - BAKER & TAYLOR	CROWN ODC	09/15/2020	09/15/2020	36.22
100474 - BAKER & TAYLOR	CROWN ODC	09/15/2020	09/15/2020	24.85
100474 - BAKER & TAYLOR	CROWN ODC	09/15/2020	09/15/2020	12.45
100474 - BAKER & TAYLOR	CROWN ODC	09/15/2020	09/15/2020	18.24
100474 - BAKER & TAYLOR	CROWN ODC	09/15/2020	09/15/2020	19.92
100474 - BAKER & TAYLOR	CROWN ODC	09/15/2020	09/15/2020	25.66
100474 - BAKER & TAYLOR	CROWN ODC	09/15/2020	09/15/2020	14.14
100474 - BAKER & TAYLOR	CROWN ODC	09/15/2020	09/15/2020	18.12
100474 - BAKER & TAYLOR	CROWN ODC	09/15/2020	09/15/2020	23.00
100474 - BAKER & TAYLOR	CROWN ODC	09/15/2020	09/15/2020	11.90
100474 - BAKER & TAYLOR	CROWN ODC	09/15/2020	09/15/2020	14.11
100474 - BAKER & TAYLOR	CROWN ODC	09/15/2020	09/15/2020	20.49
100474 - BAKER & TAYLOR	CROWN ODC	09/15/2020	09/15/2020	11.55
100474 - BAKER & TAYLOR	CROWN ODC	09/15/2020	09/15/2020	15.87
100474 - BAKER & TAYLOR	CROWN ODC	09/15/2020	09/15/2020	44.16
100474 - BAKER & TAYLOR	CROWN ODC	09/15/2020	09/15/2020	12.47
100474 - BAKER & TAYLOR	CROWN ODC	09/15/2020	09/15/2020	24.06
100474 - BAKER & TAYLOR	CROWN ODC	09/15/2020	09/15/2020	12.92
100474 - BAKER & TAYLOR	CROWN ODC	09/15/2020	09/15/2020	20.94
100474 - BAKER & TAYLOR	CROWN ODC	09/15/2020	09/15/2020	13.49
100474 - BAKER & TAYLOR	CROWN ODC	09/15/2020	09/15/2020	154.39
100474 - BAKER & TAYLOR	CROWN ODC	09/15/2020	09/15/2020	24.94
100474 - BAKER & TAYLOR	CROWN ODC	09/15/2020	09/15/2020	33.29
100474 - BAKER & TAYLOR	CROWN ODC	09/15/2020	09/15/2020	15.87
100474 - BAKER & TAYLOR	CROWN ODC	09/15/2020	09/15/2020	11.32
103004 - LECTORUM PUBLICATIONS, INC	ADULT PRINT	09/15/2020	09/15/2020	366.01
103004 - LECTORUM PUBLICATIONS, INC	ADULT PRINT	09/15/2020	09/15/2020	1,828.02
	Account 65630 - LIBRARY BOOKS Totals		Invoice Transactions 58	\$4,529.42
	Business Unit 4850 - LIBRARY GRANTS Totals		Invoice Transactions 59	\$4,929.41
	Department 48 - LIBRARY Totals		Invoice Transactions 487	\$179,544.97
Fund 185 - LIBRARY FUND Totals				Invoice Transactions 487
Fund 185 - LIBRARY FUND Totals				\$179,544.97
Fund 187 - LIBRARY CAPITAL IMPROVEMENT FD				
Department 48 - LIBRARY				
Business Unit 4862 - LIBRARY CAPITAL IMPROVEMENT				
Account 65515 - OTHER IMPROVEMENTS				
103357 - METROPOLITAN INDUSTRIES INC.	SUMP/STORM PUMP AND CONTROLS REPLACEMENT	09/15/2020	09/15/2020	17,737.00
	Account 65515 - OTHER IMPROVEMENTS Totals		Invoice Transactions 1	\$17,737.00
	Business Unit 4862 - LIBRARY CAPITAL IMPROVEMENT Totals		Invoice Transactions 1	\$17,737.00
	Department 48 - LIBRARY Totals		Invoice Transactions 1	\$17,737.00
Fund 187 - LIBRARY CAPITAL IMPROVEMENT FD Totals				Invoice Transactions 1
Fund 187 - LIBRARY CAPITAL IMPROVEMENT FD Totals				\$17,737.00
* = Prior Fiscal Year Activity				Invoice Transactions 488
* = Prior Fiscal Year Activity				\$197,281.97

**CITY OF EVANSTON
LIBRARY BILLS LIST
PERIOD ENDING 09.15.2020**

**SUPPLEMENTAL LIST
ACH AND WIRE TRANSFERS**

<u>ACCOUNT NUMBER</u>	<u>SUPPLIER NAME</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
SUPPLEMENTAL BILLS LIST ATTACHMENT			
VARIOUS	BMO	PURHASING CARD-JUNE, 2020	6,220.34
VARIOUS	TWIN EAGLE	NATURAL GAS-JULY 2020	527.73
			<u>6,220.34</u>
			<u>6,220.34</u>
		GRAND TOTAL	<u>203,502.31</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	MERCHANT STATE	MERCHANT ZIP CODE	TRANSACTION AMOUNT	POSTING DATE	COST ALLOCATION - EXPENSE OBJECT	EXPENSE DESCRIPTION
LIBRARY	THE HOME DEPOT #8598	IL	60659	\$ 71.39	6/1/2020	65050 BUILDING MAINTENANCE MATERIAL	1 GALLON OF POLYURETHANE WOOD SEALER,
LIBRARY	THE HOME DEPOT #1902	IL	60202	\$ 42.92	6/1/2020	65050 BUILDING MAINTENANCE MATERIAL	BUILDING MATERIAL SUPPLIES
LIBRARY	GOOGLE GSUITE_EPL.ORG	CA	94043	\$ 12.00	6/2/2020	62341 INTERNET SOLUTION PROVIDERS	GOOGLE ESUITE MONTHLY FEE
LIBRARY	WP ENGINE	TX	78701	\$ 115.00	6/3/2020	62341 INTERNET SOLUTION PROVIDERS	WEB HOST MONTHLY FEE
LIBRARY	LEMOI ACE HARDWARE	IL	60201	\$ 27.78	6/3/2020	65050 BUILDING MAINTENANCE MATERIAL	3 ROLLS OF CARPET TAPE
LIBRARY	PAYFLOW/PAYPAL	NE	68126	\$ 30.00	6/4/2020	62705 BANK SERVICE CHARGES	PAYMENT OPTION FOR PATRONS RESERVING
LIBRARY	PAYPAL WHEELSPROCK WH	WI	54914	\$ 154.58	6/4/2020	65100 LIBRARY SUPPLIES	ROOMS/REQUESTING REFUNDS THRU COMMUNICO.
LIBRARY	BODALA LLC	IL	60201	\$ 1,050.00	6/8/2020	62225 BLDG MAINT SVCS	GIRLS STEM PROGRAM SUPPLIES
LIBRARY	BODALA LLC	IL	60201	\$ 1,050.00	6/8/2020	62225 BLDG MAINT SVCS	CARPET CLEANING
LIBRARY	COMCAST CHICAGO	IL	60173	\$ 376.21	6/9/2020	62341 INTERNET SOLUTION PROVIDERS	CARPET CLEANING
LIBRARY	DISPLAYS2GO	MA	02720	\$ 1,074.76	6/11/2020	62225 BLDG MAINT SVCS	CAMS INTERNET SOLUTION PROVIDER
LIBRARY	THE HOME DEPOT #1902	IL	60202	\$ 2.94	6/12/2020	65050 BUILDING MAINTENANCE MATERIAL	PLASTIC COUNTER SHIELD
LIBRARY	JC LICHT - 1252 - EVAN	IL	60201	\$ 35.59	6/15/2020	65050 BUILDING MAINTENANCE MATERIAL	PAINT STICKS FOR SIGN MAKING
LIBRARY	THE HOME DEPOT #1902	IL	60202	\$ 51.38	6/15/2020	65050 BUILDING MAINTENANCE MATERIAL	2 QUARTS OF STAIN
LIBRARY	AMZN MKTP US MS84N1NF1	WA	98109	\$ 208.95	6/16/2020	65100 LIBRARY SUPPLIES	SHOP VAC FILTERS , PAINT STICKS FOR SIGN
LIBRARY	AMZN MKTP US MS6907F72	WA	98109	\$ 115.96	6/17/2020	65100 LIBRARY SUPPLIES	TENT FOR THE CURBSIDE PICK UP
LIBRARY	HAROLDS TRUE VALUE HD	IL	60201	\$ 6.49	6/19/2020	65040 JANITORIAL SUPPLIES	CIRCULATION SUPPLIES
LIBRARY	AMZN MKTP US MS3GE7AX0	WA	98109	\$ 43.98	6/19/2020	65630 LIBRARY BOOKS	67.60 OZ WINDEX REFILL
LIBRARY	AMZN MKTP US MS91Y5E60	WA	98109	\$ 17.95	6/19/2020	65630 LIBRARY BOOKS	ADULT PRINT
LIBRARY	COMCAST CHICAGO	IL	60173	\$ 243.35	6/22/2020	62341 INTERNET SOLUTION PROVIDERS	ADULT PRINT
LIBRARY	LANDS END BUS OUTFITTE	WI	53595	\$ 583.95	6/22/2020	65020 CLOTHING	NORTH BRANCH INTERNET SOLUTION PROVIDER
LIBRARY	FASTSIGNS OF	IL	60076	\$ 92.12	6/22/2020	65050 BUILDING MAINTENANCE MATERIAL	UNIFORMS FOR MAINTENANCE AND SECURITY
LIBRARY	AMZN MKTP US MS2ID0TP2	WA	98109	\$ 309.49	6/22/2020	65100 LIBRARY SUPPLIES	3 NO TRESPASSING SIGNS AND POSTS
LIBRARY	BOOKSENSE 8004055629	NY	10604	\$ 359.76	6/23/2020	65630 LIBRARY BOOKS	CIRCULATION SCREEN PROTECTOR
LIBRARY	LEMOI ACE HARDWARE	IL	60201	\$ 14.38	6/24/2020	65040 JANITORIAL SUPPLIES	VAMOS X24 BOOKS FOR ENGAGEMENT
LIBRARY	FASTSIGNS OF	IL	60076	\$ 92.12	6/24/2020	65050 BUILDING MAINTENANCE MATERIAL	MOISTURE METER FOR PLANTS
LIBRARY	LEMOI ACE HARDWARE	IL	60201	\$ 25.30	6/25/2020	65050 BUILDING MAINTENANCE MATERIAL	3 NO TRESPASSING SIGNS AND POSTS
LIBRARY	PAYPAL DROPBOX	CA	94107	\$ 11.99	6/25/2020	65050 BUILDING MAINTENANCE MATERIAL	EPOXY, 2 PACKS OF SUPER GLUE
							FILES STORAGE ONLINE
	LIBRARY JUNE 2020 TOTAL			\$ 6,220.34			

Summer Reading 2020: Dig Deeper - Read, Explore, Discover

A major goal of the Summer Reading Program is to help children and teens build a habit of reading and, especially, reading for fun. Adults are encouraged to participate to make reading a lifelong habit and to model reading for fun to the children in our community.

In a typical year, Summer Reading at the Evanston Public Library includes three main elements:

1. The incentive program through which participants earn prizes for days spent reading
2. Thematic programs offered by library staff
3. Community activities and outreach events

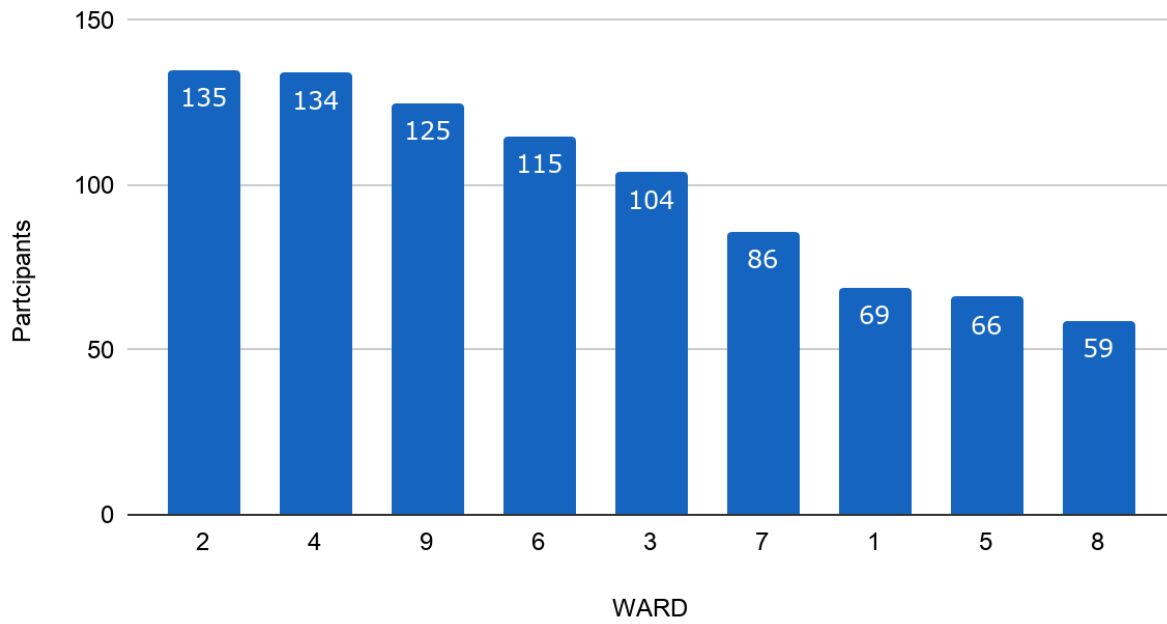
Unfortunately, 2020 has been anything but typical and the restrictions necessary to stop the spread of covid-19 in our community meant that Summer Reading looked very different this year.

Incentive Program

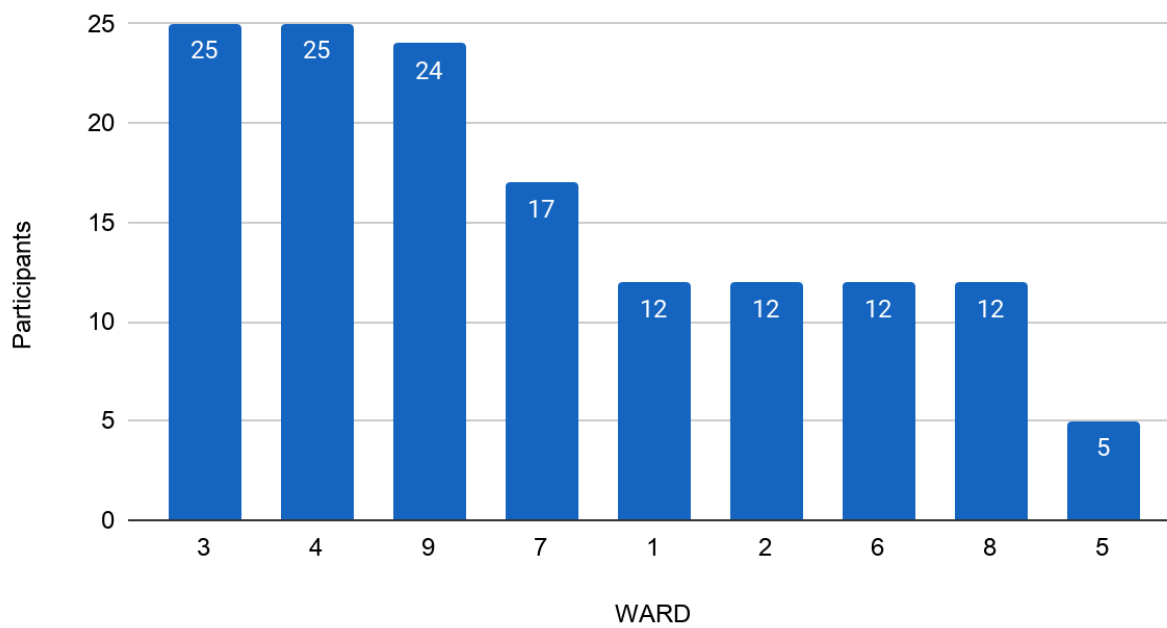
The incentive program was 100% virtual. In years past, library staff have seen the greatest success when they can “hand sell” this program to our patrons. Talking it up to children and families in the library and embedding the program into day camps, with regular visits by EPL staff, are the most effective ways to encourage participation. Neither of these was possible this year. This dramatically impacted the numbers of participants this year. For example, in 2019 nearly one-third of the incentive game participants were from the program being embedded in 20 day camps and 75% of those participants “completed” (at least 30 days of reading).

	Child	Teen	Adult	Total
Registered	490	111	378	979
Completed	104	22	43	169
% completed	25%	20%	11%	17%

Registrations by Ward



Completions by Ward



	2020	2019	% change
Registered	979	3564	-72%
Completed	169	1701	-90%

Thematic Programming

Library programs were also 100% virtual this summer. Children’s staff produced 185 online events this summer with 1933 participants. This is about a quarter of the number we would normally do. Two very popular programs that we were unable to have this year were Maker Kids in the Parks and in-library drop-in programs. In years past, these drew large numbers of children and families.

This year, we were able to create a variety of new programs for kids: passive events like our Speedy Snail activities that families were encouraged to participate in on their own time, YouTube storytimes and rhymetimes for our youngest patrons, and virtual STEM challenges for elementary school-aged students. We also had a “virtual” return of our STEM program, Little Explorers, for preschoolers and their grownups. We had hoped to have a return visit from StarLab that could not happen, but we did have another NASA@my library event - a live chat with the crew of NASA’s Artemis team. We also had our first Minecraft program for kids as well as our first microwave cooking class. It was a summer of experimentation!

Teen Services also transitioned all of their programming to virtual for the summer. They led 144 programs which had 1333 attendees. The events included game nights, anime club, Minecraft Club and Dungeon & Dragons, which were open to any teen. Teen Services also offered three STEM camps, girls cycling club, and digital music workshops that were intentionally focused on Black and Latino youth and girls - demographics that are underrepresented in STEM fields. Supplies for these programs were put into kits and then distribution sites were coordinated with the youth and their families. Teen Services also collaborated with MetaMedia and EvanSTEM and provided a series of city-wide cardboard challenges for the summer for teens and their families. The challenges focused on getting youth outside and used materials that are commonly found around the house. Staff time and some pieces of the kits were funded by Northwestern’s Office of Community Education Partnership and the Digital Youth Network’s grants from the National Science Foundation.

Families and youth who took part in in our programs shared this feedback:

"Together as a family we have enjoyed crafting over the summer, each week we were looking forward to the next project. This has been so great, I wish more places offered programs like these for the kids and I couldn't believe that it was totally free, way to go EPL"
 -parent of Get Craftin' youth

“Please let me take this opportunity to thank you for all your hard work giving (name redacted) and the other kids these experiences this summer. She has really loved your programs and it has made this time much easier for her.”

-parent of summer STEM camp participant

“Thank you for caring in children's development and I hope you create another project.”

-parent of Putt Putt project participant

“I just wanted to say thank you for hosting this Bike Camp. I learned so much and had so much fun and can't wait to use my new biking skills! Thank you again!”

-Bike Camp participant

“I just want to let you know that the bike club was a game changer for (name redacted). Prior to that club she only had the stamina to ride a few blocks. She would then complain about leg pain or that some hills were too hard. It was a challenge to get her to ride. Something about your club and having the experience to ride through downtown with friends (and without me) gave her a whole new perspective on herself. We now take 4-5 mile rides around Evanston and she does great! It's been especially wonderful during the Stay at Home because it's given her the freedom to be safely outside and active. We even scheduled distanced bike rides with friends.”

-parent of Bike Camp participant

Community Engagement and Outreach

Community activities and outreach events were also reduced due to covid-19 restrictions. Rather than visiting numerous parks and beaches every week, library staff focused our outreach efforts to 6 weekly visits to Mason Park and Kamen Park, coinciding with the summer food distribution at each park, as well as regular visits to Robert Crown and Fleetwood Jourdain/Family Focus. These visits included handing out bags of books with a small craft or coloring activity as well as talking to patrons about new library offerings, reopening plans and procedures.

Patron feedback:

"In a summer of chaos being able to get free books and crafts has been our sunlight"

-park outreach patron

"This is so cool to see you all out here, we have missed EPL during quarantine, it felt like we were losing our family."

-park outreach patron

Library Director's Report September 16, 2020

Updates:

- Trustee Schapiro and I participated in the 8th Ward Meeting on August 26th. Community members expressed their appreciation of the library's services and the decision to close two branches. Alderman Rainey is an enthusiastic supporter of the addition of a bookmobile to our services. I shared that the modern mobile library is much more than a way to transport books. It can be a mobile classroom, a computer lab and a way to bring programs throughout the City.
- My video message on Library closings received more than 450 clicks in the September 3 general newsletter. The press release on closing of the branches received a very high 39% open rate. My thanks to Steve Johnson for the creation of the video.

Assessments, Metrics and Initiative results:

Computer/Internet Use													
	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	FYTD
Main	4,489	4,234	2,030	-	-	-	-	485					11,238
North Branch	293	140	70	-	-	-	-	-					503
CAMS	432	498	186	-	-	-	-	-					1,116
Robert Crown	-	56	282	-	-	-	-	150					488
Computer Lab	100	100	40	-	-	-	-	-					240
Overall Computer/Internet Use	5,314	5,028	2,608	-	-	-	-	635	-	-	-	-	13,585
Website Visits													
All Location	47,442	40,570	34,553	33,233	37,219	59,133	33,529	38,689					324,368
Wifi Users													
All Location	15,000	15,215											30,215
Library Visits													
Main	37,542	36,426	15,761	-	-	-	-	4,651					94,380
North Branch	3,373	3,476	1,528	-	-	-	-	-					8,377
Robert Crown	-	1,311	5,595	-	-	-	-	2,339					
CAMS	3,402	3,581	1,490	-	-	-	-	-					8,473
Overall Library Visits	44,317	44,794	24,374	-	-	-	-	6,990	-	-	-	-	111,230

National Able Network Statistics

August 4,2020 – September 10,2020

	Total Registrations	Number of attendees
WIOA Orientation	341	127
Training Guidance Workshop		22
Job Search Work Team		86

Upcoming events of Note:

Robert Crown Branch will continue partnership with Evanston Latinos on COVID-19 Resilient Household Grant, providing educational and resiliency classes, in Spanish, for a total of 40 participants. The series will run until the end of September.

Latino Engagement Librarian will host a Census calling event with community volunteers at Robert Crown Branch, in Spanish, to reach out to community members in order to encourage census completion.

Rosie Camargo will host *Fancy Nancy* author Robin Preiss Glasser, for a Zoom author Q&A event for her upcoming book, on September 30th. This is the author's first time doing a virtual event and the first event after the release of her new book.

Versiti mobile blood unit will be at Robert Crown parking lot on 9/30, 1-5pm for a community blood drive.

LLL staff and staff from the Thomas Memorial Library in Cape Elizabeth, Maine host a cross-country morning event, Fika, every Wednesday, Thursday and Friday - participants can take a morning coffee break and meet new people across the country. (Olivia Mo)

LLL staff are now hosting a virtual Memory Cafe every Thursday at 11:00am, in partnership with the Levy Center and the City of Evanston. (Halka, Bridget Petrities, Paula Shapiro)

Health and Wellness Librarian Susan McClelland begins two new monthly wellness series this month - including one on Black Women's Health Awareness Topics, beginning with Black Maternal & Reproductive Health on Thursday, September 24.

The Good Trouble Sewing Circle with Dr. Melissa Blount continues every Wednesday this month. (Halka)

The first EPL / NU Center for International and Area Studies (of which MENA is a member) lecture will be on October 12: Empire of Dune - Indigeneity, U.S. Power, and a Science Fiction Classic with NU historian Daniel Immerwahr (Lorena Neal)

Polarization, Party Conflict, and the 2020 Elections - A Talk by NU Political Scientist Laurel Harbridge-Yong is October 13 (Jeff Garrett)

Mission Impossible 11: Virginia Woolf begins in October with *Mrs. Dalloway* (Heather Ross & Jeff Balch)

Excerpts from Patron feedback:

Spanish: "This library is great; we thought it was limited to community center members and Washington School students. We'll definitely come visit!"

-COVID-19 Resilient Household Participant

Communications:

Published original content, republished to The Evanston Roundtable and RAILS (Reaching Across Illinois Library Systems) on our work keeping people connected digitally since the pandemic:

<https://www.epl.org/technology-opens-windows-to-your-library-and-the-pandemic-world/>

Published essay by Karen Danczak Lyons on "Public Safety and Equity are the Lenses Driving Library Decisions", original content to our website, republished by The Evanston Roundtable.

The Daily Northwestern features EPL in "The Best Hidden Gems on and Around Northwestern's Campus".

Memory Cafe featured on WBBM radio.

Six newsletters sent in August: Two general, two focused on children's events/resources, two in Spanish. Much content devoted to reopening two libraries, safety procedures, book returns, and fine free policy, in addition to programming.

The Check Out podcast has been streamed 2284 times since it's inception January 2020, an average of 209 listens per each episode. Listenership increases faster with each subsequent episode as listeners go on to hear earlier episodes.

Captured professional photography images of reopening at Main Library and Robert Crown Library Branch for use in library promotions, social media, fund raising, etc.



Memorandum

To: Evanston Public Library Board of Trustees
From: Teri Campbell, Assistant Director
Subject: Administrative Services Update
Date: September 11, 2020

This memo provides an update on significant administrative activities.

Human Resources

It is with both gratitude and a sense of loss that we announce the retirement of Connie Henghan effective September 11, 2020. Connie has been a creative and devoted member of the Evanston Public Library family since she began working part time at the Reference and Reader's Advisory desks of the old main library in 1987. Two years later, Connie transitioned to working at our North branch as the halftime Manager. She has remained in Neighborhood Services ever since.

In later years, Connie became a full time employee and added the old South Branch to her responsibilities. She was promoted to Neighborhood Services Manager where her leadership and insight guided our work. Under her leadership, the branches experimented with new services and welcomed new partners. She was responsible for opening the Summer Reading Stop at the Dempster Dodge mall, overseeing the closing of the South Branch and later the opening of CAMS. Most recently with Miguel Ruiz, she supported the opening of the Robert Crown branch library.

In the last 8 plus years, the Evanston Public Library has intentionally and strategically turned outward, bringing our services and programs outside the walls of our libraries. Connie embraced this effort and was a leader in our outreach and engagement work. She took an active role in the Central Street Neighbors Association, the Central Street Business Association and Main Dempster Mile.

Connie's personal touch, genuine interest in our patrons and their needs, careful listening and warmth all leave a lasting legacy. In Connie's own words: *"But as I have always said, the thing I have done best was to hire great staff and encourage them to be creative and provide excellent customer service. This will be particularly evident as they perform work in other locations now."*

Hiring activity is again underway to fill priority vacancies that are necessary to implement our phased reopening plan and fulfill our strategic plan.

Financial Resources

The Library Fund financial report for the period ending August 31st is included for your review. For the operating fund, revenue has reached 82% of budget projection and expenditures 56%. Capital fund encumbrances total 25% of budget.

Facilities Update

The Facilities team continues to support public operations at the Main Library and Robert Crown for the limited entry that is part of our phased reopening plan, prioritizing safety with PPE supplies for staff and patrons and necessary building alterations. Along with regular maintenance activity, the maintenance team is busy gearing up for the Branch closure moves and facilitating staff requests to accomplish this undertaking.

Maintenance is developing several documents for the City Purchasing and Legal departments in order to advertise the remainder of the 2020 CIP.



Budget Performance Report

Fiscal Year to Date 08/31/20

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	7,252,000.00	.00	7,252,000.00	1,727,045.20	.00	6,473,670.69	778,329.31	89	6,739,361.91
52610	LIBRARY FINES & FEES	60,000.00	.00	60,000.00	.00	.00	16,771.20	43,228.80	28	84,204.02
53200	BEV SNACK VENDING MACHINE	.00	.00	.00	.00	.00	64.78	(64.78)	+++	445.19
55201	Federal Grants	15,000.00	.00	15,000.00	.00	.00	31,459.67	(16,459.67)	210	57,222.43
55245	LIBRARY STATE PER CAPITA GRANT	93,000.00	.00	93,000.00	.00	.00	.00	93,000.00	0	93,107.50
56011	DONATIONS	390,000.00	.00	390,000.00	.00	.00	133,135.39	256,864.61	34	383,085.36
56045	MISCELLANEOUS REVENUE	10,000.00	.00	10,000.00	.00	.00	19,725.71	(9,725.71)	197	19,260.69
56140	FEES AND MERCHANDISE SALE	.00	.00	.00	.00	.00	220.36	(220.36)	+++	3,080.84
56501	INVESTMENT INCOME	15,000.00	.00	15,000.00	691.04	.00	44,477.48	(29,477.48)	297	108,898.11
57002	TRANSFER FROM ENDOWMENT	205,948.00	.00	205,948.00	.00	.00	148.25	205,799.75	0	195,000.00
57058	TRANSFER FROM GOOD NEIGHBOR FUND	70,000.00	.00	70,000.00	5,833.33	.00	46,666.68	23,333.32	67	.00
57515	LIBRARY MATERIAL REPLACEMENT CHARGES	35,000.00	.00	35,000.00	.00	.00	5,704.20	29,295.80	16	953.42
57526	LIBRARY BOOK SALE	5,000.00	.00	5,000.00	.00	.00	3,018.39	1,981.61	60	8,536.36
57535	LIBRARY COPY MACH. CHG	18,000.00	.00	18,000.00	.00	.00	3,595.62	14,404.38	20	18,161.78
57540	LIBRARY MEETING RM RENTAL	15,000.00	.00	15,000.00	.00	.00	4,423.42	10,576.58	29	12,685.20
57545	NORTH BRANCH RENTAL INCOME	28,000.00	.00	28,000.00	.00	.00	14,713.98	13,286.02	53	27,541.01
57551	LIBRARY GRANTS	106,000.00	.00	106,000.00	.00	.00	7,599.12	98,400.88	7	54,439.00
REVENUE TOTALS		\$8,317,948.00	\$0.00	\$8,317,948.00	\$1,733,569.57	\$0.00	\$6,805,394.94	\$1,512,553.06	82%	\$7,805,982.82
EXPENSE										
61010	REGULAR PAY	3,043,810.43	.00	3,043,810.43	213,259.46	.00	1,904,101.60	1,139,708.83	63	2,656,265.80
61050	PERMANENT PART-TIME	1,457,284.10	.00	1,457,284.10	88,428.09	.00	719,678.98	737,605.12	49	1,273,692.45
61060	SEASONAL EMPLOYEES	54,000.00	.00	54,000.00	1,904.00	.00	29,149.30	24,850.70	54	100,766.56
61110	OVERTIME PAY	20,250.00	.00	20,250.00	46.17	.00	9,867.32	10,382.68	49	17,030.75
61415	TERMINATION PAYOUTS	.00	.00	.00	.00	.00	24,604.07	(24,604.07)	+++	24,295.50
61420	ANNUAL SICK LEAVE PAYOUT	.00	.00	.00	.00	.00	2,689.94	(2,689.94)	+++	911.79
61430	VACATION PAYOUTS (PREVIOUSLY OTHER PAYOUTS)	.00	.00	.00	.00	.00	.00	.00	+++	4,671.58
61510	HEALTH INSURANCE	593,815.52	.00	593,815.52	47,810.74	.00	368,761.21	225,054.31	62	515,775.02
61610	DENTAL INSURANCE	.00	.00	.00	.00	.00	.00	.00	+++	546.17
61615	LIFE INSURANCE	2,118.84	.00	2,118.84	194.68	.00	1,535.07	583.77	72	2,113.65
61625	AUTO ALLOWANCE	4,800.00	.00	4,800.00	400.00	.00	3,200.00	1,600.00	67	6,900.00
61626	CELL PHONE ALLOWANCE	2,100.00	.00	2,100.00	175.00	.00	1,400.00	700.00	67	3,688.20
61630	SHOE ALLOWANCE	540.00	.00	540.00	.00	.00	540.00	.00	100	540.00
61710	IMRF	366,000.91	.00	366,000.91	25,531.72	.00	222,292.66	143,708.25	61	234,394.22
61725	SOCIAL SECURITY	275,338.28	.00	275,338.28	18,202.43	.00	161,515.36	113,822.92	59	241,198.19
61730	MEDICARE	64,955.16	.00	64,955.16	4,256.94	.00	37,773.79	27,181.37	58	56,890.03
62185	CONSULTING SERVICES	153,000.00	.00	153,000.00	2,598.50	.00	72,837.28	80,162.72	48	62,952.29
62205	ADVERTISING	8,000.00	.00	8,000.00	.00	.00	363.23	7,636.77	5	1,318.07
62210	PRINTING	8,000.00	.00	8,000.00	.00	.00	599.11	7,400.89	7	2,162.83
62225	BLDG MAINTENANCE SERVICES	194,000.00	.00	194,000.00	2,730.05	56,340.00	113,327.03	24,332.97	87	253,941.48



Budget Performance Report

Fiscal Year to Date 08/31/20

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										
EXPENSE										
62235	OFFICE EQUIPMENT MAINT	10,000.00	.00	10,000.00	.00	.00	.00	10,000.00	0	.00
62245	OTHER EQMT MAINTENANCE	1,300.00	.00	1,300.00	.00	.00	.00	1,300.00	0	.00
62275	POSTAGE CHARGEBACKS	2,600.00	.00	2,600.00	.00	.00	890.85	1,709.15	34	5,073.84
62290	TUITION	15,000.00	.00	15,000.00	.00	.00	1,758.00	13,242.00	12	15,324.00
62295	TRAINING & TRAVEL	42,000.00	.00	42,000.00	279.02	.00	13,208.84	28,791.16	31	31,030.15
62305	RENTAL OF AUTO-FLEET MAINTENANCE	5,440.00	.00	5,440.00	453.33	.00	3,626.68	1,813.32	67	5,439.96
62309	RENTAL OF AUTO REPLACEMENT	4,885.00	.00	4,885.00	407.08	.00	3,256.68	1,628.32	67	4,884.94
62315	POSTAGE	1,000.00	.00	1,000.00	.00	.00	333.60	666.40	33	1,815.57
62340	IT COMPUTER SOFTWARE	228,600.00	.00	228,600.00	.00	1,149.50	69,716.28	157,734.22	31	160,193.92
62341	INTERNET SOLUTION PROVIDERS	235,000.00	.00	235,000.00	4,432.74	19,177.20	153,259.90	62,562.90	73	218,463.01
62360	MEMBERSHIP DUES	2,100.00	.00	2,100.00	.00	.00	849.00	1,251.00	40	2,139.00
62375	RENTALS	59,740.00	.00	59,740.00	4,900.31	.00	34,302.17	25,437.83	57	59,623.26
62380	COPY MACHINE CHARGES	12,900.00	.00	12,900.00	70.83	.00	3,985.77	8,914.23	31	6,706.11
62506	WORK- STUDY	9,700.00	.00	9,700.00	.00	.00	2,597.19	7,102.81	27	9,435.83
62705	BANK SERVICE CHARGES	5,700.00	.00	5,700.00	335.13	.00	4,226.98	1,473.02	74	6,923.34
64015	NATURAL GAS	29,900.00	.00	29,900.00	333.76	.00	12,138.76	17,761.24	41	23,896.51
64505	TELECOMMUNICATIONS	3,500.00	.00	3,500.00	.00	.00	27,118.82	(23,618.82)	775	17,905.35
64540	TELECOMMUNICATIONS - WIRELESS	2,000.00	.00	2,000.00	.00	.00	856.91	1,143.09	43	2,568.58
65025	FOOD	20,000.00	.00	20,000.00	.00	.00	2,507.14	17,492.86	13	15,407.35
65040	JANITORIAL SUPPLIES	12,000.00	.00	12,000.00	388.34	.00	5,229.99	6,770.01	44	10,285.36
65050	BLDG MAINTENANCE MATERIAL	30,000.00	.00	30,000.00	20.91	.00	17,484.53	12,515.47	58	25,319.64
65095	OFFICE SUPPLIES	70,000.00	.00	70,000.00	355.75	660.48	22,989.35	46,350.17	34	77,172.92
65100	LIBRARY SUPPLIES	237,750.00	.00	237,750.00	4,922.52	15,964.92	49,157.72	172,627.36	27	116,931.29
65125	OTHER COMMODITIES	25,000.00	.00	25,000.00	.00	.00	.00	25,000.00	0	.00
65503	FURNITURE / FIXTURES / EQUIPMENT	5,500.00	.00	5,500.00	.00	.00	.00	5,500.00	0	2,348.36
65550	AUTOMOTIVE EQUIPMENT	7,000.00	.00	7,000.00	.00	.00	.00	7,000.00	0	4.95
65555	IT COMPUTER HARDWARE	45,000.00	.00	45,000.00	.00	.00	9,088.26	35,911.74	20	36,111.67
65628	Library Electronic Resources	.00	.00	.00	.00	.00	.00	.00	+++	26,838.59
65630	LIBRARY BOOKS	591,300.00	.00	591,300.00	15,444.90	.00	283,312.33	307,987.67	48	503,426.63
65635	PERIODICALS	18,700.00	.00	18,700.00	.00	.00	4,706.77	13,993.23	25	18,692.45
65641	AUDIO VISUAL COLLECTIONS	120,700.00	.00	120,700.00	7,489.26	.00	52,306.78	68,393.22	43	95,516.77
65650	VISUAL MEDIA COLLECTION	.00	.00	.00	.00	.00	.00	.00	+++	999.00
66019	COMPONENT UNIT DISBURSEMENT	.00	.00	.00	.00	.00	.00	.00	+++	427,462.00
66131	TRANSFER TO GENERAL FUND	274,050.00	.00	274,050.00	22,837.50	.00	182,700.00	91,350.00	67	.00
EXPENSE TOTALS		\$8,376,378.24	\$0.00	\$8,376,378.24	\$468,209.16	\$93,292.10	\$4,635,845.25	\$3,647,240.89	56%	\$7,387,994.93
Fund 185 - LIBRARY FUND Totals										
REVENUE TOTALS		8,317,948.00	.00	8,317,948.00	1,733,569.57	.00	6,805,394.94	1,512,553.06	82%	7,805,982.82
EXPENSE TOTALS		8,376,378.24	.00	8,376,378.24	468,209.16	93,292.10	4,635,845.25	3,647,240.89	56%	7,387,994.93



Budget Performance Report

Fiscal Year to Date 08/31/20

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 Totals		(\$58,430.24)	\$0.00	(\$58,430.24)	\$1,265,360.41	(\$93,292.10)	\$2,169,549.69	(\$2,134,687.83)		\$417,987.89
Fund 186 - LIBRARY DEBT SERVICE FUND										
REVENUE										
51015	PROPERTY TAXES	480,144.00	.00	480,144.00	.00	.00	240,000.00	240,144.00	50	350,000.00
REVENUE TOTALS		\$480,144.00	\$0.00	\$480,144.00	\$0.00	\$0.00	\$240,000.00	\$240,144.00	50%	\$350,000.00
EXPENSE										
68305	DEBT SERVICE- PRINCIPAL	222,648.00	.00	222,648.00	.00	.00	.00	222,648.00	0	182,561.00
68315	DEBT SERVICE- INTEREST	257,496.00	.00	257,496.00	.00	.00	128,747.84	128,748.16	50	86,778.70
EXPENSE TOTALS		\$480,144.00	\$0.00	\$480,144.00	\$0.00	\$0.00	\$128,747.84	\$351,396.16	27%	\$269,339.70
Fund 186 - LIBRARY DEBT SERVICE FUND Totals										
REVENUE TOTALS		480,144.00	.00	480,144.00	.00	.00	240,000.00	240,144.00	50%	350,000.00
EXPENSE TOTALS		480,144.00	.00	480,144.00	.00	.00	128,747.84	351,396.16	27%	269,339.70
Fund 186 - LIBRARY DEBT SERVICE FUND Totals		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$111,252.16	(\$111,252.16)		\$80,660.30
Fund 187 - LIBRARY CAPITAL IMPROVEMENT FD										
REVENUE										
56060	BOND PROCEEDS	543,000.00	.00	543,000.00	.00	.00	.00	543,000.00	0	1,835,000.00
56061	BOND PREMIUM	.00	.00	.00	.00	.00	.00	.00	+++	386,273.73
REVENUE TOTALS		\$543,000.00	\$0.00	\$543,000.00	\$0.00	\$0.00	\$0.00	\$543,000.00	0%	\$2,221,273.73
EXPENSE										
62716	BOND ISSUANCE COSTS	.00	.00	.00	.00	.00	.00	.00	+++	22,462.21
65515	OTHER IMPROVEMENTS	543,000.00	.00	543,000.00	.00	66,952.59	70,488.25	405,559.16	25	538,877.13
66019	COMPONENT UNIT DISBURSEMENT	.00	.00	.00	.00	.00	.00	.00	+++	1,250,000.00
EXPENSE TOTALS		\$543,000.00	\$0.00	\$543,000.00	\$0.00	\$66,952.59	\$70,488.25	\$405,559.16	25%	\$1,811,339.34
Fund 187 - LIBRARY CAPITAL IMPROVEMENT FD Totals										
REVENUE TOTALS		543,000.00	.00	543,000.00	.00	.00	.00	543,000.00	0%	2,221,273.73
EXPENSE TOTALS		543,000.00	.00	543,000.00	.00	66,952.59	70,488.25	405,559.16	25%	1,811,339.34
Fund 187 - LIBRARY CAPITAL IMPROVEMENT FD Totals		\$0.00	\$0.00	\$0.00	\$0.00	(\$66,952.59)	(\$70,488.25)	\$137,440.84		\$409,934.39
Grand Totals										
REVENUE TOTALS		9,341,092.00	.00	9,341,092.00	1,733,569.57	.00	7,045,394.94	2,295,697.06	75%	10,377,256.55
EXPENSE TOTALS		9,399,522.24	.00	9,399,522.24	468,209.16	160,244.69	4,835,081.34	4,404,196.21	53%	9,468,673.97
Grand Totals		(\$58,430.24)	\$0.00	(\$58,430.24)	\$1,265,360.41	(\$160,244.69)	\$2,210,313.60	(\$2,108,499.15)		\$908,582.58

Endowment for the Evanston Public Library
 Holdings as of August 2020

	Symbol	Shares/Quantity	Price	Value as of August 31, 2020	% of portfolio	% of portfolio by asset class
Vanguard S&P 500 Index Fund	VFIAX	6462.704	\$323.93	\$2,093,463.71	44.3%	
Vanguard Small-Cap Index Fund	VSMAX	3873.949	\$76.02	\$294,497.60	6.2%	
Vanguard REIT Index Fund	VGSLX	1217.156	\$115.88	\$141,044.04	3.0%	
Vanguard Total International Stock Index Fund	VTIAX	15049.382	\$28.77	\$432,970.72	9.2%	
Vanguard Emerging Markets Stock Index Fund	VEMAX	7062.272	\$36.83	\$260,103.48	5.5%	68.1%
Vanguard Federal Money Market Fund	VMFXX	1.000	\$455,062.03	\$455,062.03	9.6%	
iShares Silver Trust	SLV	4788.000	\$26.23	\$125,589.24	2.7%	
SPDR Gold Trust	GLD	625.000	\$184.83	\$115,518.75	2.4%	14.7%
US Treasury TIPS Notes, maturing 1/25, 2.375%		100000.000	\$117.359	\$160,477.87	3.4%	
US Treasury TIPS Notes, maturing 1/26, 2.0%		100000.000	\$119.014	\$154,557.53	3.3%	
US Treasury TIPS Notes, maturing 2/40, 2.125%		100000.000	\$152.690	\$182,085.87	3.8%	10.5%
Vanguard Short-Term Investment Grade Bond Fund	VFSUX	11.000	28,573.86	\$314,312.45	6.6%	6.6%
				\$4,729,683.28		100.0%

Cash Equivalents	14.7%
US Treasury Inflation Protected Securities	10.5%
Corporate Bonds	6.6%
Domestic Equities	53.5%
International Equities	14.7%
	100.0%



Memorandum

To: Evanston Public Library Board of Trustees

From: Karen Danczak Lyons, Executive Director

Subject: Revised Strategic Planning Proposal

Date: September 11, 2020

Recommended Action: Staff recommends approval of the sole source contract with Library Strategies after final terms are negotiated with a “not to exceed” total of \$30,750 to be paid in 2020 and 2021 as this engagement will be initiated this year and concluded in 2021. Funding Source:

Funding for the Strategic Plan will be included in the consulting services line in both the 2020 and 2021 operating budgets. Funding included in the 2020 budget is \$18,750 and proposed in the 2021 operating budget at \$9,000/\$12,000.

Summary:

In March, 2020 a proposal for Strategic Planning Consulting Services from Library Strategies was shared with the Board of Trustees for consideration. Discussion and decisions on next steps was deferred as the COVID19 public health crisis was unfolding.

A revised proposal (copy attached) is presented for consideration and action by the Board at this time. Recognizing the changes imposed by social distancing and safety precautions, the current proposal has been adjusted in the following manner:

- Process will be facilitated remotely rather than in person unless safe to do so in specific instances
- Consultants will NOT visit the libraries in person
- Staff SWOC Analysis has been removed
- Phase III Community Retreat has been removed. Community Focus Groups will be facilitated remotely instead.
- Hours and costs associated with Phase II: Stakeholder Input; Phase III: Community Focus Group and Phase IV: Strategic Plan with Dashboard have been reduced.
- Estimated expenses have been removed
- Creation of Staff Implementation Plan (\$3,000) has been removed from the revised proposal. **I recommend that this deliverable be restored***. The Staff Implementation Plan creates a work plan with deliverables that provide a roadmap for library staff and the operations needed to successfully implement the plan.

Agenda Item 11A

Total cost for the proposal has been reduced from \$44,890 to \$30,750.

*If the Staff Implementation Plan is NOT included in the Strategic Planning Proposal, the cost will be \$27,750.



Proposal for:

Evanston Public Library

Strategic Planning Consulting Services

August 5, 2020



INTRODUCTION

The Evanston Public Library, as with many public libraries today, is facing numerous challenges and crossroads, ranging from the evolving nature of the library profession, to funding and operational efficiencies, to serving a rapidly changing community. To address these challenges and provide direction for board, leadership, staff, and most importantly the community, the Library is requesting proposals to help facilitate a process leading to a new strategic plan.

Library Strategies believes we can provide the clarity and focus Evanston wants and needs. Our firm's veteran team and stakeholder-centric methods give us the unique perspective needed to assist Evanston through this far-reaching and important endeavor. We have successfully used our library-specific Rapid Results Planning™ strategic planning model in dozens of communities across the country, including several in Illinois and the greater Chicago region.



ABOUT US

Library Strategies is a consulting group of The Friends of the Saint Paul Public Library – the foundation of the Saint Paul (Minnesota) Public Library system. We are the *only* consulting group in the country based *inside of* a library support organization. Moreover, our consultants are leaders in the national library community, and outstanding professionals in allied fields, who each offer decades of expertise and a wide range of practical skills.

We offer a unique set of services designed specifically to strengthen libraries and their communities. These services include:

- Strategic Planning (using our Rapid Results Planning model)
- Facilities and Space Planning
- Feasibility Studies + Capital Campaign Counsel
- Staff Planning
- Friends and Foundation Assessments/Plans
- Library Operations Audits
- Fundraising and Advocacy Training
- Board and Staff Leadership Training



The Friends of the Saint Paul Public Library formally established Library Strategies in 2006, to

provide insights and hands-on assistance *solely* to libraries and library support institutions. Our teams have partnered with organizations in 34 states, Eastern Europe, and the Middle East. Clients range from small libraries in rural Tennessee and Wisconsin, to national bodies like the American Library Association (ALA) and Council of State Library Agencies (COSLA), to public libraries in places as far afield as Romania and Saudi Arabia.

We pride ourselves on innovation. In recent years, Library Strategies has developed a comprehensive “capacity building” training program for small and rural libraries in Wisconsin, Minnesota and North Dakota. We’ve also designed a replicable, scalable “train-the-trainer” program built upon our Rapid Results Planning process, which has been rolled out to library directors throughout Georgia, South Carolina and southeast Florida. Our team also proudly designed, structured, and implemented an exciting and first-of-its-kind children’s “One Read” program for the State of Minnesota. In 2013, Library Strategies published, *Beyond Book Sales: A Comprehensive Guide to Library Fundraising* (American Library Association Press).

OUR MISSION AND VALUES

Libraries are vital centers for community connection, collaboration, and inspiration. But libraries must continually hone their skills and adapt to a changing society to thrive. Library Strategies exists to cultivate your potential – so that you can better serve and strengthen your community over the long haul.

We strengthen communities, one library at a time.

- **We believe in libraries. We get libraries.** We’re a nonprofit housed within a library foundation. We understand library missions because they are *our* mission. We also understand the challenges libraries and library organizations face. We bring this passion and library-focused knowledge and experience, and tailor it to achieve your goals.
- **We help you serve your community by *engaging your community*.** We enlist individuals representing a wide swathe of your community, to get to know their aspirations and help them understand (and you to articulate) how libraries can help people achieve those goals.
- **We bring a “comprehensive perspective” to your project.** Whether you’re looking for fundraising, marketing, strategic planning, advocacy, or other guidance, we approach

your project in the whole context of you: your current capacity, your future goals, and your desired influence on your community.

- **We turn big ideas into practical insights that help you create meaningful change.** We lead national conversations about the future of libraries, but more importantly, we've developed unique tools and action plans that equip your organization for tomorrow.
- **We are your ally.** We connect with your key stakeholders to engage them in the process, help them adapt to change, and empower them to be advocates for your plan, so that the results are meaningful and sustainable after we leave.

In short, we are passionate about helping clients deliver on their missions and achieve their visions for increased community impact. You will find our team smart, experienced, creative, passionate, and dedicated to libraries.

PROPOSED PROCESS

If selected by the Evanston Public Library, the Library Strategies team will employ a four-phase process that builds upon itself – moving from data gathering and organizational assessment, to staff and board input, to community engagement and planning. Rapid Results Planning is tailored to yield maximum community input yet focused results, all on an aggressive timetable, typically 4-6 months from initiation to completion.

Given the current challenges presented by the COVID pandemic, the processes outlined below are expected to be conducted remotely, or if in-person proves feasible, within safe and secure guidelines for all participants.

Phase I: Preparation, Data Analysis & Benchmarking

Strategic Planning Committee Meeting

Library Strategies recommends forming a Strategic Planning Steering Committee at the outset, if one has not already been organized. This committee will oversee the process; provide local context and insights; identify key leaders and influencers; and help ensure the final plan is inclusive and comprehensive. We recommend the Planning Committee be comprised of 8-12 members from the following individuals:

- Library Director, and one or two other lead staff
- One or two Board of Trustees members
- Foundation/Friends leadership
- City government representatives as deemed appropriate
- Community leaders representing at least two of the following:
 - Business
 - Philanthropy
 - Education (i.e., District 65 and/or District 202)
 - Arts & Culture

In brief, the role of the Strategic Planning Committee is to:

- Provide critical information on the Library and Evanston service area;
- Identify key stakeholders to engage in the process;
- Assist with invitations/logistics for community engagement activities;
- Approve and oversee the work plan and timeline
- Review drafts of the strategic plan.

The initial meeting of the Planning Committee with Library Strategies will address the following agenda items:

- Clarify roles/responsibilities for data gathering, reporting, logistics, etc. Agree on the process and steps of the planning process, including expectations for timing of deliverables.
- Identify critical documents and data to inform the planning process (library usage data, demographic projections, relevant local government documents, etc.).
- Establish initial focus areas for community input. These could include staffing models, specific communities, technology infrastructure, operational considerations (such as hours of operation), alternative models for library service delivery, etc.
- Identify individuals who will be invited to participate in the community processes, with careful attention given to including a broad representation of residents – both library users and non-users.

Community and Library Assessment

Library Strategies will conduct a data audit and assessment of the current Evanston service area demographics, library services and resources. This audit will review:

- Census data + trends for Evanston, including:
 - ✓ Age distribution / Household status
 - ✓ Race and Ethnic background / Special populations
 - ✓ Income / Education
 - ✓ Population/ Geographic distribution
 - ✓ Economic development projections

- Library data (including branch by branch breakdowns, if applicable/available):
 - ✓ Circulation numbers and trends for the past 3-5 years
 - ✓ Library visits / programming attendance
 - ✓ Technology access and usage
 - ✓ Community outreach efforts
 - ✓ Budget and financial sources
 - ✓ Staffing patterns
 - ✓ Board of Trustees structure and governance
 - ✓ Friends/Foundation fundraising model/patterns
 - ✓ Public relations and marketing

Phase II: Stakeholder Input

Community Survey

Library Strategies consultants will design and administer a community survey. This tool will probe the interests and needs of the Evanston Public Library's service area. Issues to be explored, both quantitatively and qualitatively, may include (but are not limited to):

- Awareness and perception of the Library;
- Satisfaction with Library services;
- Barriers to using the Library and its services;
- Facilities and diversity concerns;
- Opportunities for outreach;
- Future directions for the Library to best meet needs and expectations.

Our consultants will present a draft survey to Library leadership and make final revisions as necessary. The survey will be posted online using SurveyMonkey. If desired, Library Strategies will also format the questionnaire for print (distribution by the Library). Library Strategies will

assist in identifying the best outlets and a promotion strategy to encourage broad-based participation in the survey (outlets such as local media, churches, schools, businesses, municipalities, neighborhood organizations, partnership organizations, etc.).

Access, Equity and Inclusion Focus

Access, equity, and inclusion (AEI) is a major concern of the Library, especially through the lens of facilities, but engaging broader community issues as well. AEI concerns will be addressed throughout our process, but given the focus of the Library, we are recommending an additional AEI process to further inform and shape the overall planning process. Our AEI process consists of the following three phases:

- *Phase I-Preliminary Assessments & Meetings:* We design and conduct preliminary assessment surveys for select both select community members and staff who will be engaged in listening sessions. Additional interviews may also be needed as part of this step. All of this helps to inform the design in Phase II and report in Phase III.
- *Phase II-Staff and Community Listening:* We always seek to engage both the community members and the staff that would help to lead this work through a number of community listening sessions. These 1-hour listening sessions help to identify barriers, opportunities and potential action steps.
- *Phase III-Report & Recommendations:* Recommendations on AEI will be based on findings, including action steps, staff capacity, and suggested implementation timelines. The report and recommendations may be incorporated into the overall planning reports and plan or presented as a stand-alone report.

All Staff Survey

An online staff survey will be designed to elicit information from *all* staff concerning library operations, programs, services, communication, aspirations and overall morale. The responses to this survey will also be collected via SurveyMonkey. A summary of the responses, as well as the raw data, will be made available to Library leadership. However, respondents will be ensured anonymity to encourage candor and a high response rate.

One-on-One Interviews

In preparation for Phase III, Library Strategies consultants will conduct 6-8 confidential phone interviews with key informants: long-serving Library trustees, Council members, lead government officials, key community leaders, and similar stakeholders.

The list of interviewees will be developed in consultation with the Library Director and Steering Committee. Ordinarily, questions focus on interviewees' perceptions of their community's most salient needs; what the Library can do (and is not already doing) to address them; and key challenges the Library is facing in its mission to enhance residents' quality of life.

Phase III: Community Focus Groups

Community Focus Groups

A day-long Community Retreat with 40-60 community members is typically the cornerstone of Library Strategies' unique Rapid Results Planning process. However, this process is not possible in the COVID environment. In working with other libraries, Library Strategies has alternatively conducted a series of remote Zoom focus groups with community members fitting the profile of community retreat participants. For Evanston, Library Strategies proposes conducting 6 focus group sessions, with 6-8 participants per group. The focus groups are more targeted in content than the retreat, and thus are generally 60-90 minutes in length.

This process gathers final input from a cross-section of users, non-users, diverse populations and key stakeholders. By including many participants from all walks of life, the Library gains valuable insights. The groups also help to hone the final goals and strategies before the resulting plan is finalized.

The Steering Committee should be prepared to help develop the invitation list for the focus groups. See Appendix A for a profile of attendee recommendations.

Phase 4: Crafting the Strategic Plan and Optional Implementation Plans

Strategic Plan & Dashboard Tool

Following the Phase 3, Library Strategies consultants will draft a short, concrete Strategic Plan (typically 4 pages) for review by the Steering Committee. Depending on the Library's needs, the Plan may also include new or revised mission, vision or values statements.

The Steering Committee will determine whether the goals and strategies in the draft Plan are realistic (given finite resources, timetables, and their own evolving understanding of the community's needs). Our consultants will then make any necessary revisions, typically through a number of drafts until final approval.

Ultimately, Evanston Public Library’s planning document will be translated into an easy-to-interpret graphic. This illustrative accompaniment can be presented to the full board of trustees, other governing bodies as applicable, and the community at large.

Library Strategies has found that long-range planning only *truly* works if it becomes a part of regular, daily culture. Therefore, Library Strategies will also provide an easy-to-use dashboard measurement tool to track the progress of the Strategic Plan over time. We recommend that the board review progress on the Strategic Plan at every regularly scheduled meeting.

OPTIONAL: Implementation Plan

The Implementation Plan, or staff workplan, is usually an internal working document and *not* approved by the Board. In that way, it remains flexible and most useful to Library administration and staff. The Implementation Plan should become a regular discussion item at staff meetings and updated by the Library staff at least annually if not more often.

Hallmarks of an Implementation Plan include:

- Action steps for reaching the strategic goals
- Resources needed (funding, staffing, strategic partners, etc.)
- Responsibility delegation
- Deadlines for task completion
- Outcomes or measures for each strategy

In this optional step (with additional fees), Library Strategies would draft an implementation plan, and then facilitate a remote session with staff leadership to refine and finalize the plan. The implementation plan particularly focuses on tasks for year one of the strategic plan but covers all years of the plan. Some final aspects of the implementation, such as designating champions for each task, are finalized by Library leadership, but the deliverable from Library Strategies provides a strong framework for staff to move forward quickly on the goals and strategies in the strategic plan.

DELIVERABLES

Library Strategies will provide the following deliverables from the project activities:

- Community Survey Summary Report (*and raw data*)
- Staff Survey Summary Report (*and raw data*)
- Access, Equity and Inclusion Report/Recommendations
- Community Focus Group Notes
- Draft and Final Strategic Plan (*including mission and vision statements, if needed*)
- Strategic Plan Tracking Dashboard
- Implementation Plan (optional)

CONSULTING TEAM

The following consultants are expected to work on the project as of the date of this proposal, but depending on the date of project initiation, one or more consultants may also be substituted (with Library approval) due to availability.

See appendices for consultant vitas.



STU WILSON is a Principal with Library Strategies and has served as a consultant with Library Strategies since 2007. Previously, he served as Director of the Friends and Foundation of the Hennepin County Library (Minneapolis) and Vice President of The Friends of the Saint Paul Public Library. Wilson brings years of experience in library fundraising, including capital projects and development plans; he has developed more than 40 strategic, development, and marketing plans for libraries; and has trained numerous library and foundation boards. Stu will co-lead the project.

TONI GARVEY is a Library Strategies Consultant and the former Director of the Phoenix Public Library for 15 years. Garvey has more than 25 years of experience as a public library administrator and has led strategic planning efforts for public libraries in addition to participating in more than a dozen library programming/design/construction projects. She was the 2004 *Library Journal* Librarian of the Year and President of PLA in 2002. Toni will co-lead the project.



TISIDRA JONES has been working at the intersections of community engagement, policy change, access, equity and inclusion (AEI) for over 10 years. As the CEO of Strong & Starlike Consulting, Inc., Tisdra consults with government entities, foundations and nonprofits around AEI infrastructure planning; community engagement; convening cross-sector partners; program design; and policy and procedure drafting. She has worked with school districts, county governments, libraries, nonprofits and foundations, to name a few. As the Manager of Business Inclusion & Business Compliance for the City of Saint Paul, Tisdra managed and led teams charged with compliance and programming pertaining to economic inclusion. Tisdra will participate throughout the process, and spearhead AEI engagement processes.



DAVID KATZ is programs and services manager with Library Strategies. In that capacity, he manages the firm’s special and ongoing projects, as well as its day-to-day administration. He holds an MLIS from the University of Wisconsin – Madison. Katz will contribute remotely to the survey research, drafting of reports, and other data synthesis, as well as assist with overall project management.

The project team will be assisted by a strong “back room” of staff at the Friends of the Saint Paul Public Library, including two additional consulting staff, and two marketing and design professionals.

BUDGET

Library Strategies proposes to provide the above stated services for the following fees, plus expenses reimbursed at actual cost. Fees are based on a daily rate of \$1,500 (\$187.50 per hour). No expenses are projected for the project, but if the situation changes, any expenses would be pre-approved by the Library.

Consulting Fees:

Consultant Days

PHASE I: Preparation and Data Review

- Planning Committee meeting and facilities tours 1.0
- Data collection and review 1.0

PHASE I FEES: 2.0 days x \$1,500 = **\$3,000**

PHASE II: Stakeholder Input

- Create, post and manage online surveys 1.5
- Analyze and draft survey summary reports 2.0
- Access, equity and inclusion - three-phase process 6.0
- Conduct stakeholder interviews 1.0

PHASE II FEES: 10.5 days x \$1,500 = **\$15,750**

PHASE III: Community Focus Groups

- Launch invitation process and group preparation 0.5
- Facilitate focus groups 2.5

PHASE III FEES: 3.0 days x \$1,500 = **\$4,500**

PHASE IV: Strategic Plan: with Dashboard and Implementation

- Draft and finalize Strategic Plan 2.5
- Create Dashboard measurement tool 0.5

PHASE IV FEES: 3.0 days x \$1,500 = **\$4,500**

TOTAL CONSULTING FEES: \$27,750

Optional Step/Additional Fees: Implementation Plan

- Draft and finalize implementation plan 1.5
- Facilitate staff leadership session on implementation draft 0.5

PHASE IV FEES: 2.0 days x \$1,500 = **\$3,000**

The above outline of services and budget are flexible, and the budget would be adjusted based on the actual services needed by the Library. For instance, if the Library recently has conducted its own community or staff survey, those services would be an extraneous and the budget could be modified accordingly.

REFERENCES

Library Strategies has worked with hundreds of libraries across the country, offering our unique approach to planning designed *specifically* for public libraries. Here are highlights of other planning processes Library Strategies has conducted in recent years:

Champaign Public Library (IL)

In 2018, Library Strategies conducted Rapid Results Planning for the Champaign (IL) Public Library. This single-location library serves a college town of 85,000 – and parallels Evanston in a number of ways. Our partnership yielded an actionable, five-pronged strategic plan focused on increasing community collaborations; boosting on-site tech services; budgeting for an increase in open hours; refreshing the Library’s online presence and doubling down on “e- offerings”; and mitigating or altogether eliminating access barriers for sporadic and non-users.



Contact: Donna Pittman, Director - dpittman@champaign.org, 217-403-2040

Central Arkansas Library System (Little Rock)



Library Strategies recently completed an extensive strategic planning process for the Central Arkansas Library System. The library system, serving Little Rock and surrounding suburban areas with 12 branches, a main library and multiple special facilities, had not conducted a planning process since the 1980s. The planning process included a review of all facilities, budget review, community survey, staff survey and in-person meetings, and extensive meetings with Library leadership and the planning committee, and resulted in a major change in the Library’s community engagement and outreach. Additional consultation on the future of the library’s archives and fundraising development was also provided.

Contact: Nate Coulter, Executive Director, ncoulter@cals.org, 501-918-3033

St. Charles City-County Library District (MO)

Located in suburban St. Louis, St. Charles City-County Library District (SCCCLD) is a 12-branch system serving a population of 380,000. It boasts \$19m in annual operating funds, and a staff of 300. Library Strategies partnered with SCCCLD throughout 2018 on a comprehensive strategic planning process. Highlights included a



thorough and illustrative benchmark analysis, a successful Visioning Retreat, and both community and staff surveys with high participation rates.

Contact: Jason Kuhl, CEO, jkuhl@stchlibrary.org

CONCLUSION

Library Strategies would be pleased to partner with the Evanston Public Library on its upcoming strategic planning process. We believe that our consultants' knowledge and experience with libraries nationwide, and in the region, positions us well to be an asset throughout this key period for the Library.

Thank you for considering this proposal.

CONTACT INFO

Library Strategies Consulting Group
The Friends of the Saint Paul Public Library
1080 Montreal Avenue, Ste. 2
Saint Paul, MN, 55116



Stu Wilson, Principal
stu@thefriends.org
651-253-3231

librarystrategiesconsulting.org

APPENDIX A: COMMUNITY FOCUS GROUP PARTICIPANTS

While the exact composition of the focus groups are determined in the process, Library Strategies recommends that the groups include representatives from the following:

- Lead library staff/staff representatives
- Library board/trustees
- Municipal/County, or other, public officials
- Library Friends leaders
- Head or staff from an affiliated regional or system library
- Local school leaders and one or two teachers
- Business leaders – from varied businesses or Chamber of Commerce
- Representatives from other cultural or arts organizations
- Representatives from social service agencies
- Other governmental department heads
- Religious leaders
- Representatives from civic groups, such as Rotary or Kiwanis
- Local philanthropic community, such as a community foundation, etc.
- College or university leadership
- Local labor leaders
- Homeschool community (if significant users of the Library)
- Include representatives from certain demographics important in the community and to the library (it is likely that there is some duplication from above stakeholders):
 - people from diverse groups in the community with notable populations
 - seniors
 - parents with small children (very good to have attend)
 - teenagers (Youth Council, etc.)
 - 20- and 30-somethings
 - people who are disabled
 - special library user groups
 - GLBTQ community
- Other groups that the planning team identifies as locally important

APPENDIX B: CONSULTANT VITAS

STU WILSON

Areas of Expertise

- Strategic Planning
- Fundraising and Development
- Board Training and Development
- Library Friends and Foundations
- Marketing and Public Awareness

Experience

- 2018-present Director/Principal, Library Strategies Consulting Group, Saint Paul, MN
2007-2017 Principal, Library Strategies Consulting Group, Saint Paul, MN
2008-2012 Executive Director, Friends/Foundation of the Hennepin County Library, Minneapolis, MN
1997-2008 Vice President, The Friends of the Saint Paul Public Library, Saint Paul, MN
1992-1996 Assistant Director, Silas Wright Museum/St. Lawrence County Historical Association, Canton, NY
1987-1989 Assistant Director, Michigan Literacy (based in Library of Michigan), Lansing, MI

Education

- University of Oregon, M.A., Art and Architectural History, 1982
University of Wisconsin - Madison, B.S., History and Art History, 1979

Affiliations and Honors

- Recent Board Service: Fitzgerald in Saint Paul, Minnesota Book Awards, Minnesota Library Foundation
Honors (personal or staff leader): National Award for Library Outreach, Institute of Museum and Library Services; Best Friends Award, Friends of Libraries USA; John Cotton Dana Award, American Library Association; John Sessions Memorial Award, American Library Association; Marshall Cavendish Award, American Library Association; Hispanic Community Service Award, Instituto de Arte y Cultura, Minneapolis

TONI GARVEY

Experience

LIBRARY STRATEGIES CONSULTING GROUP, St. Paul, MN **2013 – present**

- Staff planning and development
- Strategic planning
- Feasibility and facility studies
- Development and implementation of advocacy plans

PROVIDENCE ASSOCIATES LLC, Cottonwood, AZ **2005 – 2017**

- Library strategic planning
- Collection analysis
- Service plan development
- Facilities master planning

PHOENIX PUBLIC LIBRARY, Phoenix, AZ **1996 – 2011**
City Librarian

LOUDOUN COUNTY PUBLIC LIBRARY, Leesburg, VA **1987-1996**
Director (1992-1996); Assistant Director (1987-1992)

Education

Western Michigan University, BA and MSL

Professional Affiliations

American Library Association; Public Library Association (President 2002); Arizona Library Association; Urban Libraries Council

Honors

Library Journal Librarian of the Year, 2004

TISIDRA JONES, J.D.

Professional skills

- AEI Infrastructure Planning
- Strategic Planning / Thought Partner
- Taking a Holistic Approach to Program Design
- Drafting Policies and Procedures to Support Programs
- Implementing Programs

Experience

Founder & CEO– Strong & Starlike Consulting, Inc. – Saint Paul - 2017- Present

Leading community engagement; access, equity and inclusion (AEI) planning; research; program design; workshop design and policy creation for clients in government entities; school districts; nonprofits and small businesses. Steward AEI and infrastructure planning processes. Coach clients on strategic thinking during times of organizational change. In 2018, we engaged hundreds of people through scans, assessments and community engagement efforts.

Director, Creative Leadership Operations & Policy – Intermedia Arts – Minneapolis - 2016-17

Manager, Business Inclusion & Business Compliance – City of Saint Paul – 2013-16

Education

University of St. Thomas School of Law, Juris Doctorate, 2012

George Mason University, B.A. in Music, 2008

DAVID KATZ

Areas of Expertise

- Strategic Planning
- Building and Facilities Plans
- Library Management
- Research and Project Management

Experience

2012-present	Programs and Services Manager, Library Strategies, St. Paul, MN <i>Responsibilities include serving as manager of the Minnesota Association of Library Friends, coordinating the metro-wide Club Book author series, co-coordinating the Minnesota Book Awards, and research and project management support for Library Strategies Consulting Group</i>
2011-2017	Research Consultant, Minnesota Historical Society, St. Paul, MN
2012-present	Office Manager, Minnesota Assoc. of Library Friends, St. Paul, MN
2008-2011	Communications Assistant, Schreiber Inc., Green Bay, WI

Education

B.A. (Journalism) – University of Minnesota
B.A. (History) – University of Minnesota
MLIS – University of Wisconsin, Madison

APPENDIX C: RECENT AND CURRENT CLIENT LIST

Strategic Planning:

Anoka County Library (MN)
Arlington Heights Public Library (IL)
Bayport Public Library (MN)
Bozeman Public Library (MT)
Brentwood Library (TN) – 2 rounds
Bridgman Public Library (MI)
Central Arkansas Library System (Little Rock, AR)
Champaign Public Library (IL)
Chattahoochee Valley Libraries (GA)
Clarksville-Montgomery County Public Library (TN) – 2 rounds
Commerce Township Public Library (MI)
Council of State Library Agencies (KY)
Cromaine District Library (MI)
Crystal Lake Public Library (IL)
Davenport Public Library (IA)
Decatur Public Library (IL)
Duluth Public Library (MN)
Friends of the Bozeman Library (MT)
Friends of the Maple Lake Library (MN)
Glencoe Public Library (IL)
Gwinnett County Library (GA)
Hudson Area Joint Library (WI)
King Abdul Aziz Library (Riyadh, Saudi Arabia)
Kingsport Public Library (TN)
Lewis & Clark Public Library (Helena, MT)
Loudoun County Public Library (VA)
Menomonie Public Library (WI)
Meridian Library District (ID)
Minnesota Genealogical Society (MN)
Muskegon Area District Library (MI)
Newark Public Library (NJ)
Normal Public Library (IL)
Palm Springs Public Library (CA)
SAMMIE regional system (MN)

Schlow Centre Region Library (State College, PA)
SELCO/SELS regional system (MN)
SENYLRC regional system (NY)
St. Charles City-County Library District (MO)
Stillwater Public Library (MN)
Traverse des Sioux Library System (MN)
Washington County Library System (MN)
Washington County Library System (PA)
White Plains Public Library (NY) – 2 rounds
Wilsonville Public Library (OR)
Wisconsin Dept. of Public Instruction
Woburn Public Library (MA)

Facilities Planning/Assessments:

Big Horn County Public Library (WY)
Brentwood Library (TN)
City of Byron (MN)
Clarksville-Montgomery County Library (TN)
Duluth Public Library (MN)
Franklin County Library System (PA)
Gardiner Community Library (MT)
Kingsport Public Library (TN)
Marathon County Library (WI)
Marathon Public Library (TX)
Park Rapids Public Library (MN)
Racine Public Library (WI)
Shawano Public Library (WI)
Swarthmore Public Library (PA)

In addition to the above planning related clients, Library Strategies has worked with numerous libraries across the country and internationally, providing such services as feasibility studies, capital campaigns, development plans, staff plans, advocacy training, board training, marketing, and program evaluation.