



# **BOARD OF TRUSTEES**

LIBRARY BOARD PACKET

Wednesday, March 19, 2025, at 6:30 pm  
Main Library, Community Meeting Room, and via Zoom

Zoom Link: <https://us06web.zoom.us/j/89597905312>



## **BOARD OF TRUSTEES MEETING**

**Wednesday, March 19, 2025 at 6:30 PM**  
**Main Library, Community Meeting Room, and Remote**  
**Zoom Link: <https://us06web.zoom.us/j/89597905312>**

Members of the public are invited to provide comments in person during the Public Comment portion of the meeting or by submitting written comments in advance via the following link: <https://forms.gle/16fGTFeqEFR6tmro8>  
Written comments will be attached to the Board minutes and distributed to Trustees.

### **MEETING AGENDA**

- 1. CALL TO ORDER / DECLARATION OF QUORUM**
- 2. LAND ACKNOWLEDGMENT**
- 3. CITIZEN COMMENT**  
Not to exceed 45 minutes
- 4. CONSENT AGENDA**
  - A. Approval of Management Committee Meeting Minutes February 19, 2025
  - B. Approval of Regular Board Meeting Minutes February 19, 2025
  - C. Approval of Finance Committee Meeting Minutes March 11, 2025
  - D. Approval of Management Committee Meeting Minutes March 12, 2025
  - E. Approval of Bills and Payroll
- 5. LIBRARY DIRECTOR'S REPORT (Distributed in Advance)**
- 6. STAFF REPORTS**
  - A. Administrative Services Report (Distributed in Advance)
  - B. Facilities Report
  - C. Development Report
  - D. Collection Development Report with Betsy Bird
  - E. Final Annual Report by Ellen Riggsbee
- 7. BOARD REPORTS (Board Oral Communications)**
  - A. President's Report
  - B. Finance Committee
  - C. Management Committee
  - D. Facilities Committee
  - E. DEIB Committee
- 8. UNFINISHED BUSINESS**
- 9. NEW BUSINESS**
- 10. EXECUTIVE SESSION**
- 11. ADJOURNMENT**

**Next Meeting: April 16, 2025, at 6:30 pm via Zoom and hybrid**

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 or TDD/TTY number 847-866-5095 at least 48 hours before the meeting to arrange the accommodation if possible.



**Evanston Public Library Board Management Committee  
MEETING MINUTES**

Wednesday, February 19, 2025, at 5:00 PM  
Main Library, Board Room, and remote

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**Members Present**

Arikpo Dada, Tracy Fulce, and Michelle Mills (virtually)

**Members Absent**

None

**Staff Present**

Yolande Wilburn

**Call to order/Declaration of Quorum.**

Trustee Dada called the meeting to order when a quorum of Trustees was established at 5:02 p.m.

**Amended Agenda Item**

Motion: Trustee Fulce moved, seconded by Trustee Mills, to remove Community Outreach, All Staff meeting, and Calendar of Events from the New Business discussion.

**Land Acknowledgement**

Read by Trustee Fulce

**Amended Agenda Item**

Motion: Trustee Dada moved, seconded by Trustee Fulce, to add agenda creation to a new business in the agenda.

**Citizen Comment**

None

**Old Business**

- A. Board Policies

**New Business**

- A. Draft Presentation of the 2024 Annual Report
- B. Agenda Creation

**Executive Session**

Motion: Trustee Dada moved, seconded by Trustee Fulce to go into executive session for personnel matters at 6:02 pm.

Motion: Trustee Mills moved, seconded by Trustee Dada, to adjourn executive session for personnel matters at 6:05 pm.

**Adjournment**

The motion to adjourn was made by Trustee Fulce, seconded by Trustee Mills, and approved by voice vote. The meeting adjourned at 6:05 p.m.

**Submitted by**

Arikpo Dada

Evanston Public Library Board of Trustees





**Evanston Public Library Board of Trustees  
MEETING MINUTES**

Wednesday, February 19, 2025 at 6:30 PM  
Main Library, Community Meeting Room, and remote

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**Members Present**

Samia Amamoo (virtual), Arikpo Dada, Tracy Fulce, Cate Huggins, Michelle Mills (virtual), Meghan Shea, Terry Soto, and Esther Wallen.

**Members Absent**

None

**Staff Present**

Ellen Riggsbee, Heather Norborg, Sameer Notta and Yolande Wilburn

**Presiding Member**

Tracy Fulce, President

**Call to order/Declaration of Quorum.**

President Fulce called the meeting to order when a quorum of Trustees was established at 6:31 p.m.

**Land Acknowledgement**

Read by Trustee Soto

**Citizen Comment**

None

**Consent Agenda**

- A. Approval of Finance Committee Meeting Minutes January 14, 2025, and February 11, 2025.
- B. Approval of Facilities Committee Meeting Minutes February 11, 2025
- C. Approval of Management Committee Meeting Minutes January 15, 2025
- D. Approval of Regular Board Meeting Minutes January 15, 2025
- E. Approval of Bills and Payroll

Motion: Trustee Wallen moved, seconded by Trustee Huggins, to amend the consent agenda—all Nays.

Motion: Trustee Huggins moved, seconded by Trustee Mills, to approve the consent agenda.

Roll call vote taken Trustee Amamoo, Trustee Dada, Trustee Fulce, Trustee Huggins, Trustee Mills, Trustee Shea, Trustee Soto, and Trustee Wallen voted aye. No nays.  
Motion carried.

**Library Director's Report**  
(Distributed in Advance)

**Staff Report**

- A. Administrative Services Report (Distributed in Advance)
- B. Facilities Report
- C. Report on Aurora Public Library Separation
- D. Final 2024 Budget Close-Out Totals by Sameer Notta
- E. Follow-Up to 2024 Year-End Presentation by Wynn Shawver
- F. Weekend Hours Analysis by Heather Norborg

**Board Reports**

- A. President's Report
- B. Finance Committee
- C. Management Committee
- D. Facilities Committee
- E. DEIB Committee

**Unfinished Business**

None

**New Business**

- A. Approval of Illinois Public Library Annual Report (IPLAR) application (Action).  
Motion: Moved by Trustee Shea, seconded by Trustee Soto, to approve Illinois Public Library Annual Report (IPLAR) application.

Roll call vote taken Trustee Amamoo, Trustee Dada, Trustee Fulce, Trustee Huggins, Trustee Mills, Trustee Shea, Trustee Soto, and Trustee Wallen voted aye. No nays. Motion carried.

*Amamoo left the meeting at 8:04 pm.*

- B. Approval of Transfer from the Operating Reserve to the Capital Reserve (Action).  
Motion: Moved by Trustee Soto, seconded by Trustee Mills, to approve the transfer from Operating Reserve to Capital Reserve

Roll call vote taken Trustee Dada, Trustee Fulce, Trustee Huggins, Trustee Mills, Trustee Shea, Trustee Soto, and Trustee Wallen voted aye. No nays. Motion carried.

**Executive Session**

Motion: Moved by Trustee Fulce, seconded by Trustee Wallen, to go into executive session for personnel matters at 8:25 pm.

Roll call vote taken Trustee Dada, Trustee Fulce, Trustee Huggins, Trustee Mills, Trustee Shea, Trustee Soto, and Trustee Wallen voted aye. No nays. Motion carried.

Motion: Moved by Trustee Fulce, seconded by Trustee Soto, to approve the compensation for the Executive Director.



Motion: Trustee Huggins, seconded by Trustee Shea, moved to adjourn the executive meeting at 9:06 pm.

Roll call vote taken Trustee Arikpo, Trustee Dada, Trustee Fulce, Trustee Shea, Trustee Soto, and Trustee Wallen voted aye. No nays. Motion carried.

**Adjournment**

MOTION: Moved by Trustee Huggins and seconded by Trustee Shea to adjourn. A voice vote was taken—all ayes. No nays. Motion carried. The meeting adjourned at 9:06 pm.

Roll call vote taken Trustee Arikpo, Trustee Dada, Trustee Fulce, Trustee Shea, Trustee Soto, and Trustee Wallen voted aye. No nays. Motion carried.

**Submitted by**

Esther Wallen, Secretary  
Evanston Public Library Board of Trustees



**Evanston Public Library Board Finance Committee  
MEETING MINUTES**

Tuesday, March 11, 2025, at 3:00 PM  
Main Library, Board Room, and remote

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**Members Present**

Michelle Mills and Tracy Fulce

**Members Absent**

None

**Staff Present**

Sameer Notta, Wynn Shawver and Yolande Wilburn

**Call to order/Declaration of Quorum.**

Trustee Mills called the meeting to order when a quorum of Trustees was established at 3:00 p.m.

**Land Acknowledgement**

Read by Trustee Mills

**Citizen Comment**

None

**Amended Agenda Item**

Moved by Trustee Mills, seconded by Trustee Fulce, to amend Federal Impact on Library budget.

**New Business**

- A. Review upcoming board packet finance items
- B. Update on budgetary impact of current vacancies and recent hiring
- C. Update on Library MOU with City
- D. Federal Impact on Library Budget

**Amended Agenda Item**

Moved by Trustee Fulce, seconded by Trustee Mills, to remove Executive Session..

**Adjournment**

The motion to adjourn was made by Trustee Mills, seconded by Trustee Fulce, and approved by voice vote. The meeting adjourned at 3:36 p.m.

**Submitted by**

Michelle Mills  
Evanston Public Library Board of Trustees



**Evanston Public Library Board Management Committee  
MEETING MINUTES**

Wednesday, March 12, 2025, at 5:00 PM  
Main Library, Board Room, and remote

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**Members Present**

Samia Amamoo (joined virtually, 5:02 pm), Arikpo Dada, Tracy Fulce, Catie Huggins (virtual), Michelle Mills, Terry Soto (virtual), and Esther Wallen (joined virtually, 5:07 pm)

**Members Absent**

Meghan Shea

**Staff Present**

Yolande Wilburn

**Call to order/Declaration of Quorum.**

Trustee Dada called the meeting to order when a quorum of Trustees was established at 5:00 p.m.

**Land Acknowledgement**

Read by Trustee Fulce

**Citizen Comment**

None

**New Business**

- A. HR Support for the Library

**Executive Session**

Motion: Trustee Dada moved, seconded by Trustee Mills, to go into executive session for personnel matters at 5:28 pm.

Motion: Trustee Huggins moved, seconded by Trustee Mills, to adjourn executive session for personnel matters at 6:17 pm.

**Adjournment**

The motion to adjourn was made by Trustee Dada, seconded by Trustee Huggins and approved by voice vote. The meeting adjourned at 6:17 p.m.

**Submitted by**

Arikpo Dada  
Evanston Public Library Board of Trustees



**MEMORANDUM**

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**To:** Evanston Public Library Board of Trustees  
**From:** Sameer Notta, Finance Manager  
Lea Hernandez-Solis, Office Coordinator  
**Subject:** Library Fund Bills  
**Date:** March 7, 2025

**Recommended Action**

Staff and the Finance Committee respectfully request the Library Board approve the Library Payroll and Fund bills list.

**Payroll**

January 27, 2025, through February 9, 2025,	\$ 215,392.58
February 10, 2025, through February 23, 2025,	\$ 226,284.42

**Library Fund Bills List**

February 11, 2025,	\$ 45,237.73
February 25, 2025,	\$ 37,415.38

**Purchasing**

December 31, 2024	\$ 9,688.49
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Attachment: Bills List; Purchasing Card

# Library Bills List

G/L Date Range 02/11/25 - 02/11/25

Vendor	Invoice Description	Invoice Date	G/L Date	Payment Date	Invoice Amount	
<b>Fund 185 - LIBRARY FUND</b>						
Department <b>48 - LIBRARY</b>						
Business Unit <b>4805 - EARLY LEARNING &amp; LITERACY</b>						
Account <b>65100 - LIBRARY SUPPLIES</b>						
100474 - BAKER & TAYLOR	CHILDREN'S SUPPLIES	01/21/2025	02/11/2025	02/11/2025	13.75	
101406 - DEMCO, INC.	ACTIVITY SUPPLIES	01/27/2025	02/11/2025	02/11/2025	81.18	
Account <b>65100 - LIBRARY SUPPLIES</b> Totals					Invoice Transactions 2	\$94.93
 Account <b>65630 - LIBRARY BOOKS</b>						
100474 - BAKER & TAYLOR	JUV AND CROWN PRINT	01/23/2025	02/11/2025	02/11/2025	1,090.91	
100474 - BAKER & TAYLOR	JUV PRINT	01/27/2025	02/11/2025	02/11/2025	1,686.45	
100474 - BAKER & TAYLOR	ADULT AND JUV PRINT	01/29/2025	02/11/2025	02/11/2025	28.99	
100474 - BAKER & TAYLOR	JUV AND CROWN PRINT	01/29/2025	02/11/2025	02/11/2025	1,043.64	
100474 - BAKER & TAYLOR	JUV AND CROWN PRINT	01/30/2025	02/11/2025	02/11/2025	146.97	
323474 - CAVENDISH SQUARE PUBLISHING, LLC	JUV REF PRINT	01/17/2025	02/11/2025	02/11/2025	186.03	
Account <b>65630 - LIBRARY BOOKS</b> Totals					Invoice Transactions 6	\$4,182.99
 Account <b>65641 - AUDIO VISUAL COLLECTIONS</b>						
103424 - MIDWEST TAPE LLC	JUV AV	01/23/2025	02/11/2025	02/11/2025	184.83	
Account <b>65641 - AUDIO VISUAL COLLECTIONS</b> Totals					Invoice Transactions 1	\$184.83
Business Unit <b>4805 - EARLY LEARNING &amp; LITERACY</b> Totals					Invoice Transactions 9	\$4,462.75
 Business Unit <b>4806 - LIFELONG LEARNING &amp; LITERACY</b>						
Account <b>65100 - LIBRARY SUPPLIES</b>						
19132 - Yeefah Thurman	PROFESSIONAL SERVICES RACIAL HEALING PROGRAM	01/21/2025	02/11/2025	02/11/2025	150.00	
Account <b>65100 - LIBRARY SUPPLIES</b> Totals					Invoice Transactions 1	\$150.00
 Account <b>65630 - LIBRARY BOOKS</b>						
100474 - BAKER & TAYLOR	MAIN SO PRINT	01/15/2025	02/11/2025	02/11/2025	101.72	
100474 - BAKER & TAYLOR	ADULT AND CROWN PRINT	01/17/2025	02/11/2025	02/11/2025	803.81	
100474 - BAKER & TAYLOR	ADULT PRINT	01/17/2025	02/11/2025	02/11/2025	583.04	
100474 - BAKER & TAYLOR	MAIN BOOKS	01/18/2025	02/11/2025	02/11/2025	40.00	
100474 - BAKER & TAYLOR	ADULT AND CROWN PRINT	01/21/2025	02/11/2025	02/11/2025	650.25	
100474 - BAKER & TAYLOR	ADULT PRINT	01/21/2025	02/11/2025	02/11/2025	121.30	
100474 - BAKER & TAYLOR	ADULT SO PRINT	01/22/2025	02/11/2025	02/11/2025	134.61	
100474 - BAKER & TAYLOR	ADULT PRINT	01/22/2025	02/11/2025	02/11/2025	92.80	
100474 - BAKER & TAYLOR	ADULT PRINT	01/24/2025	02/11/2025	02/11/2025	1,962.70	
100474 - BAKER & TAYLOR	ADULT AND CROWN PRINT	01/28/2025	02/11/2025	02/11/2025	432.25	
100474 - BAKER & TAYLOR	ADULT PRINT	01/28/2025	02/11/2025	02/11/2025	2,102.60	
100474 - BAKER & TAYLOR	ADULT AND CROWN PRINT	01/28/2025	02/11/2025	02/11/2025	290.08	
100474 - BAKER & TAYLOR	ADULT PRINT	01/28/2025	02/11/2025	02/11/2025	161.80	
100474 - BAKER & TAYLOR	ADULT AND CROWN PRINT	01/29/2025	02/11/2025	02/11/2025	1,117.44	
100474 - BAKER & TAYLOR	ADULT AND CROWN PRINT	01/29/2025	02/11/2025	02/11/2025	1,142.41	
120319 - CENGAGE LEARNING INC./GALE RESEARCH	ADULT SO	01/22/2025	02/11/2025	02/11/2025	102.71	
120319 - CENGAGE LEARNING INC./GALE RESEARCH	ADULT PRINT	01/22/2025	02/11/2025	02/11/2025	62.97	
120319 - CENGAGE LEARNING INC./GALE RESEARCH	AUDLT PRINT	01/23/2025	02/11/2025	02/11/2025	34.48	
120319 - CENGAGE LEARNING INC./GALE RESEARCH	ADULT PRINT	01/23/2025	02/11/2025	02/11/2025	54.73	
120319 - CENGAGE LEARNING INC./GALE RESEARCH	ADULT PRINT	01/27/2025	02/11/2025	02/11/2025	163.48	
276974 - OVER DRIVE, INC.	MAIN EBOOKS	01/21/2025	02/11/2025	02/11/2025	3,029.23	
276974 - OVER DRIVE, INC.	MAIN EBOOKS	01/17/2025	02/11/2025	02/11/2025	947.23	
276974 - OVER DRIVE, INC.	MAIN EBOOKS	01/17/2025	02/11/2025	02/11/2025	990.86	

276974 - OVER DRIVE, INC.	MAIN EBOOKS	01/17/2025	02/11/2025	02/11/2025	614.42
276974 - OVER DRIVE, INC.	MAIN EBOOKS	01/20/2025	02/11/2025	02/11/2025	119.99
276974 - OVER DRIVE, INC.	EBOOKS	01/24/2025	02/11/2025	02/11/2025	56.00
276974 - OVER DRIVE, INC.	MAIN EBOOKS	01/24/2025	02/11/2025	02/11/2025	186.46
276974 - OVER DRIVE, INC.	EBOOKS	01/28/2025	02/11/2025	02/11/2025	161.99
276974 - OVER DRIVE, INC.	EBOOKS	01/29/2025	02/11/2025	02/11/2025	517.94
19914 - SOLUTIONS FROM EBSCO YANKEE BOOK PEDDLER, INC. DBA GOBI LIBRARY	ADULT PRINT	01/22/2025	02/11/2025	02/11/2025	144.89
19914 - SOLUTIONS FROM EBSCO YANKEE BOOK PEDDLER, INC. DBA GOBI LIBRARY	ADULT PRINT	01/17/2025	02/11/2025	02/11/2025	10.75
19914 - SOLUTIONS FROM EBSCO YANKEE BOOK PEDDLER, INC. DBA GOBI LIBRARY	ADULT PRINT	01/28/2025	02/11/2025	02/11/2025	54.58
Account <b>65630 - LIBRARY BOOKS</b> Totals			Invoice Transactions 32		<u>\$16,989.52</u>
Account <b>65641 - AUDIO VISUAL COLLECTIONS</b>					
103424 - MIDWEST TAPE LLC	ADULT AV	01/23/2025	02/11/2025	02/11/2025	53.36
103424 - MIDWEST TAPE LLC	ADULT AV	01/23/2025	02/11/2025	02/11/2025	114.22
103424 - MIDWEST TAPE LLC	ADULT AV	01/23/2025	02/11/2025	02/11/2025	38.36
103424 - MIDWEST TAPE LLC	ADULT AV	01/23/2025	02/11/2025	02/11/2025	131.90
103424 - MIDWEST TAPE LLC	ADULT AV	01/29/2025	02/11/2025	02/11/2025	257.00
103424 - MIDWEST TAPE LLC	ADULT AV	01/29/2025	02/11/2025	02/11/2025	249.44
103424 - MIDWEST TAPE LLC	ADULT AV	01/29/2025	02/11/2025	02/11/2025	85.72
103424 - MIDWEST TAPE LLC	ADULT AV	01/29/2025	02/11/2025	02/11/2025	15.43
103424 - MIDWEST TAPE LLC	ADULT AV	01/29/2025	02/11/2025	02/11/2025	249.44
103424 - MIDWEST TAPE LLC	ADULT AV	01/29/2025	02/11/2025	02/11/2025	26.68
Account <b>65641 - AUDIO VISUAL COLLECTIONS</b> Totals			Invoice Transactions 10		<u>\$1,221.55</u>
Business Unit <b>4806 - LIFELONG LEARNING &amp; LITERACY</b> Totals			Invoice Transactions 43		<u>\$18,361.07</u>
Business Unit <b>4820 - ACCESS SERVICES</b>					
Account <b>65100 - LIBRARY SUPPLIES</b>					
206940 - ULINE	OFFICE SUPPLIES	01/17/2025	02/11/2025	02/11/2025	65.85
Account <b>65100 - LIBRARY SUPPLIES</b> Totals			Invoice Transactions 1		<u>\$65.85</u>
Business Unit <b>4820 - ACCESS SERVICES</b> Totals			Invoice Transactions 1		<u>\$65.85</u>
Business Unit <b>4825 - ENGAGEMENT SERVICES</b>					
Account <b>65100 - LIBRARY SUPPLIES</b>					
206940 - ULINE	SIGN HOLDER FOR TURNING POINT	01/20/2025	02/11/2025	02/11/2025	131.54
Account <b>65100 - LIBRARY SUPPLIES</b> Totals			Invoice Transactions 1		<u>\$131.54</u>
Business Unit <b>4825 - ENGAGEMENT SERVICES</b> Totals			Invoice Transactions 1		<u>\$131.54</u>
Business Unit <b>4835 - INNOVATION &amp; DIGITAL LEARNING</b>					
Account <b>62340 - IT COMPUTER SOFTWARE</b>					
287918 - TODAY'S BUSINESS SOLUTIONS, INC.	COST PER FAX PROGRAM 4TH QTR	01/23/2025	02/11/2025	02/11/2025	308.96
Account <b>62340 - IT COMPUTER SOFTWARE</b> Totals			Invoice Transactions 1		<u>\$308.96</u>
Account <b>65100 - LIBRARY SUPPLIES</b>					
103883 - ODP BUSINESS SOLUTIONS, LLC	GENERAL OFFICE SUPPLIES	01/11/2025	02/11/2025	02/11/2025	134.89
Account <b>65100 - LIBRARY SUPPLIES</b> Totals			Invoice Transactions 1		<u>\$134.89</u>
Account <b>65630 - LIBRARY BOOKS</b>					
100474 - BAKER & TAYLOR	ADULT AND JUV PRINT	01/29/2025	02/11/2025	02/11/2025	84.68
Account <b>65630 - LIBRARY BOOKS</b> Totals			Invoice Transactions 1		<u>\$84.68</u>
Business Unit <b>4835 - INNOVATION &amp; DIGITAL LEARNING</b> Totals			Invoice Transactions 3		<u>\$528.53</u>
Business Unit <b>4840 - LIBRARY MAINTENANCE</b>					
Account <b>62225 - BLDG MAINTENANCE SERVICES</b>					
151986 - CINTAS CORPORATION #769	MAT SERVICE	01/28/2025	02/11/2025	02/11/2025	435.79
19941 - PLUNKETT'S PEST CONTROL	PEST CONTROL	02/01/2025	02/11/2025	02/11/2025	218.40



13509 - VORIS MECHANICAL INC.	SNOWMELT SYSTEM PUMP SEAL REPLACEMENT	01/27/2025	02/11/2025	02/11/2025	1,444.16
	Account <b>62225 - BLDG MAINTENANCE SERVICES</b> Totals		Invoice Transactions 3		<hr/> \$2,098.35
	Business Unit <b>4840 - LIBRARY MAINTENANCE</b> Totals		Invoice Transactions 3		<hr/> \$2,098.35
<b>Business Unit 4845 - LIBRARY ADMINISTRATION</b>					
Account <b>62185 - CONSULTING SERVICES</b>					
20243 - MGT IMPACT SOLUTIONS, LLC	PROFESSIONAL SERVICES 1/4/2025-1/25/2025	01/30/2025	02/11/2025	02/11/2025	13,050.00
20243 - MGT IMPACT SOLUTIONS, LLC	PROFESSIONAL SERVICES 1/11/2025-1/25/2025	01/30/2025	02/11/2025	02/11/2025	3,280.20
	Account <b>62185 - CONSULTING SERVICES</b> Totals		Invoice Transactions 2		<hr/> \$16,330.20
Account <b>62210 - PRINTING</b>					
18494 - ANCHORFISH PRINTING & EMBROIDERY	NEW LOGO TABLE COVER FOR ENGAGEMENT STAFF	01/27/2025	02/11/2025	02/11/2025	1,200.00
	Account <b>62210 - PRINTING</b> Totals		Invoice Transactions 1		<hr/> \$1,200.00
Account <b>62360 - MEMBERSHIP DUES</b>					
20953 - HR SOURCE	MEMBERSHIP DUES	12/02/2024	02/11/2025	02/11/2025	875.00
	Account <b>62360 - MEMBERSHIP DUES</b> Totals		Invoice Transactions 1		<hr/> \$875.00
Account <b>65095 - OFFICE SUPPLIES</b>					
103883 - ODP BUSINESS SOLUTIONS, LLC	GENERAL OFFICE SUPPLIES	01/23/2025	02/11/2025	02/11/2025	197.19
103883 - ODP BUSINESS SOLUTIONS, LLC	GENERAL OFFICE SUPPLIES	01/23/2025	02/11/2025	02/11/2025	987.25
	Account <b>65095 - OFFICE SUPPLIES</b> Totals		Invoice Transactions 2		<hr/> \$1,184.44
	Business Unit <b>4845 - LIBRARY ADMINISTRATION</b> Totals		Invoice Transactions 6		<hr/> \$19,589.64
	Department <b>48 - LIBRARY</b> Totals		Invoice Transactions 66		<hr/> \$45,237.73
	Fund <b>185 - LIBRARY FUND</b> Totals		Invoice Transactions 66		<hr/> \$45,237.73
	* = Prior Fiscal Year Activity		Invoice Transactions 66		<hr/> <hr/> \$45,237.73

# Library Bills List

G/L Date Range 02/25/25 - 02/25/25

Vendor	Invoice Description	Invoice Date	G/L Date	Payment Date	Invoice Amount	
<b>Fund 185 - LIBRARY FUND</b>						
Department <b>48 - LIBRARY</b>						
Business Unit <b>4805 - EARLY LEARNING &amp; LITERACY</b>						
Account <b>65630 - LIBRARY BOOKS</b>						
100474 - BAKER & TAYLOR	YA AND JUV PRINT	01/31/2025	02/25/2025	02/25/2025	47.37	
100474 - BAKER & TAYLOR	JUV AND CROWN PRINT	02/03/2025	02/25/2025	02/25/2025	1,273.25	
100474 - BAKER & TAYLOR	JUV AND CROWN PRINT	02/03/2025	02/25/2025	02/25/2025	1,223.94	
100474 - BAKER & TAYLOR	JUV AND CROWN JUV PRINT	02/06/2025	02/25/2025	02/25/2025	780.12	
100474 - BAKER & TAYLOR	JUV CROWN PRINT	02/07/2025	02/25/2025	02/25/2025	966.68	
100474 - BAKER & TAYLOR	JUV AND CROWN PRINT	02/07/2025	02/25/2025	02/25/2025	664.37	
10797 - CHILDREN'S PLUS, INC. DBA LIBRARIA	JUV AND CROWN PRINT	02/05/2025	02/25/2025	02/25/2025	28.48	
Account <b>65630 - LIBRARY BOOKS</b> Totals					Invoice Transactions 7	\$4,984.21
<b>Account 65641 - AUDIO VISUAL COLLECTIONS</b>						
19521 - PLAYAWAY PRODUCTS LLC	JUV AV	02/03/2025	02/25/2025	02/25/2025	56.99	
19521 - PLAYAWAY PRODUCTS LLC	JUV AV	02/05/2025	02/25/2025	02/25/2025	56.99	
Account <b>65641 - AUDIO VISUAL COLLECTIONS</b> Totals					Invoice Transactions 2	\$113.98
Business Unit <b>4805 - EARLY LEARNING &amp; LITERACY</b> Totals					Invoice Transactions 9	\$5,098.19
<b>Business Unit 4806 - LIFELONG LEARNING &amp; LITERACY</b>						
Account <b>65628 - Library Electronic Resources</b>						
16334 - KANOPY	ONLINE RESOURCES	01/31/2025	02/25/2025	02/25/2025	1,872.00	
Account <b>65628 - Library Electronic Resources</b> Totals					Invoice Transactions 1	\$1,872.00
<b>Account 65630 - LIBRARY BOOKS</b>						
100474 - BAKER & TAYLOR	ADULT AND CROWN PRINT	01/31/2025	02/25/2025	02/25/2025	777.99	
100474 - BAKER & TAYLOR	ADULT PRINT	01/31/2025	02/25/2025	02/25/2025	216.91	
100474 - BAKER & TAYLOR	ADULT PRINT	02/05/2025	02/25/2025	02/25/2025	334.70	
100474 - BAKER & TAYLOR	ADULT PRINT	02/05/2025	02/25/2025	02/25/2025	170.68	
100474 - BAKER & TAYLOR	ADULT PRINT	02/06/2025	02/25/2025	02/25/2025	160.53	
100474 - BAKER & TAYLOR	ADULT AND CROWN PRINT	02/06/2025	02/25/2025	02/25/2025	322.63	
100474 - BAKER & TAYLOR	ADULT PRINT	02/07/2025	02/25/2025	02/25/2025	716.16	
100474 - BAKER & TAYLOR	ADULT PRINT	02/07/2025	02/25/2025	02/25/2025	604.77	
100474 - BAKER & TAYLOR	ADULT AND CROWN PRINT	02/07/2025	02/25/2025	02/25/2025	375.13	
120319 - CENGAGE LEARNING INC./GALE RESEARCH	ADULT PRINT	01/31/2025	02/25/2025	02/25/2025	68.24	
120319 - CENGAGE LEARNING INC./GALE RESEARCH	ADULT PRINT	02/05/2025	02/25/2025	02/25/2025	30.74	
120319 - CENGAGE LEARNING INC./GALE RESEARCH	ADULT PRINT	02/04/2025	02/25/2025	02/25/2025	113.96	
276974 - OVER DRIVE, INC.	EBOOKS	01/31/2025	02/25/2025	02/25/2025	236.88	
276974 - OVER DRIVE, INC.	EBOOKS	01/31/2025	02/25/2025	02/25/2025	68.30	
276974 - OVER DRIVE, INC.	EBOOKS	01/31/2025	02/25/2025	02/25/2025	1,572.47	
276974 - OVER DRIVE, INC.	EBOOKS	01/31/2025	02/25/2025	02/25/2025	501.91	
276974 - OVER DRIVE, INC.	EBOOKS	01/31/2025	02/25/2025	02/25/2025	524.60	
276974 - OVER DRIVE, INC.	EBOOKS	01/31/2025	02/25/2025	02/25/2025	107.25	
276974 - OVER DRIVE, INC.	EBOOKS	01/31/2025	02/25/2025	02/25/2025	881.91	
276974 - OVER DRIVE, INC.	EBOOKS	01/31/2025	02/25/2025	02/25/2025	536.22	
276974 - OVER DRIVE, INC.	EBOOKS	02/07/2025	02/25/2025	02/25/2025	632.59	
276974 - OVER DRIVE, INC.	EBOOKS	02/07/2025	02/25/2025	02/25/2025	302.28	
276974 - OVER DRIVE, INC.	EBOOKS	02/07/2025	02/25/2025	02/25/2025	861.60	
276974 - OVER DRIVE, INC.	EBOOKS	02/04/2025	02/25/2025	02/25/2025	317.02	
19914 - SOLUTIONS FROM EBSCO YANKEE BOOK PEDDLER, INC. DBA GOBI LIBRARY	ADULT PRINT	02/03/2025	02/25/2025	02/25/2025	17.16	
Account <b>65630 - LIBRARY BOOKS</b> Totals					Invoice Transactions 25	\$10,452.63
<b>Account 65635 - PERIODICALS</b>						
101584 - EBSCO INDUSTRIES, INC. DBA EBSCO	PERIODICALS	02/05/2025	02/25/2025	02/25/2025	3,194.72	
Account <b>65635 - PERIODICALS</b> Totals					Invoice Transactions 1	\$3,194.72

<b>Account 65641 - AUDIO VISUAL COLLECTIONS</b>					
103424 - MIDWEST TAPE LLC	ADULT AV	02/06/2025	02/25/2025	02/25/2025	82.29
103424 - MIDWEST TAPE LLC	ADULT AV	02/06/2025	02/25/2025	02/25/2025	22.93
103424 - MIDWEST TAPE LLC	ADULT AV	02/06/2025	02/25/2025	02/25/2025	49.61
103424 - MIDWEST TAPE LLC	ADULT AV	02/06/2025	02/25/2025	02/25/2025	109.72
Account 65641 - AUDIO VISUAL COLLECTIONS Totals				Invoice Transactions 4	<u>\$264.55</u>
Business Unit 4806 - LIFELONG LEARNING & LITERACY Totals				Invoice Transactions 31	<u>\$15,783.90</u>
<b>Business Unit 4820 - ACCESS SERVICES</b>					
<b>Account 65100 - LIBRARY SUPPLIES</b>					
101406 - DEMCO, INC.	OFFICE SUPPLIES	02/03/2025	02/25/2025	02/25/2025	221.61
17642 - TEAM ONE REPAIR, INC.	ADHESIVE RECEIPT TAPE	02/10/2025	02/25/2025	02/25/2025	975.00
121187 - UNIQUE MANAGEMENT SERVICES	QUOTE 1628689 ACCESS SUPPLIES	02/01/2025	02/25/2025	02/25/2025	98.50
Account 65100 - LIBRARY SUPPLIES Totals				Invoice Transactions 3	<u>\$1,295.11</u>
Business Unit 4820 - ACCESS SERVICES Totals				Invoice Transactions 3	<u>\$1,295.11</u>
<b>Business Unit 4835 - INNOVATION &amp; DIGITAL LEARNING</b>					
<b>Account 65630 - LIBRARY BOOKS</b>					
100474 - BAKER & TAYLOR	YA AND JUV PRINT	01/31/2025	02/25/2025	02/25/2025	93.33
Account 65630 - LIBRARY BOOKS Totals				Invoice Transactions 1	<u>\$93.33</u>
Business Unit 4835 - INNOVATION & DIGITAL LEARNING Totals				Invoice Transactions 1	<u>\$93.33</u>
<b>Business Unit 4840 - LIBRARY MAINTENANCE</b>					
<b>Account 62225 - BLDG MAINTENANCE SERVICES</b>					
151986 - CINTAS CORPORATION #769	MAT SERVICE	02/04/2025	02/25/2025	02/25/2025	435.79
151986 - CINTAS CORPORATION #769	MAT SERVICE	02/11/2025	02/25/2025	02/25/2025	435.79
19941 - PLUNKETT'S PEST CONTROL	PEST CONTROL	02/04/2025	02/25/2025	02/25/2025	150.80
145106 - TOTAL BUILDING SERVICES	2025 SERVICE CONTRACT FOR MAIN AND ROBERT CROWN LIBRARY	02/03/2025	02/25/2025	02/25/2025	12,085.71
Account 62225 - BLDG MAINTENANCE SERVICES Totals				Invoice Transactions 4	<u>\$13,108.09</u>
<b>Account 65040 - JANITORIAL SUPPLIES</b>					
10546 - SUPERIOR INDUSTRIAL SUPPLY	JANITORIAL SUPPLIES	02/06/2025	02/25/2025	02/25/2025	426.62
Account 65040 - JANITORIAL SUPPLIES Totals				Invoice Transactions 1	<u>\$426.62</u>
Business Unit 4840 - LIBRARY MAINTENANCE Totals				Invoice Transactions 5	<u>\$13,534.71</u>
<b>Business Unit 4845 - LIBRARY ADMINISTRATION</b>					
<b>Account 62185 - CONSULTING SERVICES</b>					
20953 - HR SOURCE	PROFESSIONAL SERVICES	01/31/2025	02/25/2025	02/25/2025	1,275.00
20747 - MOODY NOLAN, INC.	PROFESSIONAL SERVICES	02/12/2025	02/25/2025	02/25/2025	30.27
Account 62185 - CONSULTING SERVICES Totals				Invoice Transactions 2	<u>\$1,305.27</u>
<b>Account 65095 - OFFICE SUPPLIES</b>					
103883 - ODP BUSINESS SOLUTIONS, LLC	GENERAL OFFICE SUPPLIES	01/26/2025	02/25/2025	02/25/2025	42.79
103883 - ODP BUSINESS SOLUTIONS, LLC	GENERAL OFFICE SUPPLIES	01/28/2025	02/25/2025	02/25/2025	201.18
103883 - ODP BUSINESS SOLUTIONS, LLC	GENERAL OFFICE SUPPLIES	01/28/2025	02/25/2025	02/25/2025	60.90
Account 65095 - OFFICE SUPPLIES Totals				Invoice Transactions 3	<u>\$304.87</u>
Business Unit 4845 - LIBRARY ADMINISTRATION Totals				Invoice Transactions 5	<u>\$1,610.14</u>
Department 48 - LIBRARY Totals				Invoice Transactions 54	<u>\$37,415.38</u>
Fund 185 - LIBRARY FUND Totals				Invoice Transactions 54	<u>\$37,415.38</u>
* = Prior Fiscal Year Activity				Invoice Transactions 54	<u>\$37,415.38</u>

REPORTS TO INTERMEDIATE	MERCHANT NAME	MERCHANT STATE	MERCHANT ZIP CODE	TRANSACTION AMOUNT	POSTING DATE	COST ALLOCATION - EXPENSE OBJECT	EXPENSE DESCRIPTION	BUSINESS UNIT	PROJECT NUMBER	CARDHOLDER LAST NAME	CARDHOLDER First Name
LIBRARY	SAMSCULB.COM	AR	72712	\$ 78.02	12/10/2024	65095 OFFICE SUPPLIES	ADMIN BREAK ROOM SUPPLIES	185.48.4845	-	Hernandez-Solis	Lea
LIBRARY	AMAZON MARK ZR0AA6N00	WA	98109	\$ 23.46	12/9/2024	65095 OFFICE SUPPLIES	ADMIN SUPPLIES	185.48.4845	-	Hernandez-Solis	Lea
LIBRARY	OTC BRANDS OTC BRAND	NE	68137	\$ 49.95	12/9/2024	65095 OFFICE SUPPLIES	ADMIN SUPPLIES	185.48.4845	-	Hernandez-Solis	Lea
LIBRARY	ETSY.COM FANUSHOME	NY	11201	\$ 86.00	12/10/2024	65095 OFFICE SUPPLIES	ADMIN SUPPLIES HOLIDAY APRTY	185.48.4845	-	Hernandez-Solis	Lea
LIBRARY	AMAZON MARK ZR05C7Y1	WA	98109	\$ 111.84	12/12/2024	65095 OFFICE SUPPLIES	ADMIN SUPPLIES HOLIDAY PARTY	185.48.4845	-	Hernandez-Solis	Lea
LIBRARY	ETSY.COM MERLINDESIGNC	NY	11201	\$ 51.60	12/10/2024	65095 OFFICE SUPPLIES	ADMIN SUPPLIES HOLIDAY PARTY	185.48.4845	-	Hernandez-Solis	Lea
LIBRARY	OTC BRANDS OTC BRAND	NE	68137	\$ 47.70	12/16/2024	65095 OFFICE SUPPLIES	ADMIN SUPPLIES HOLIDAY PARTY	185.48.4845	-	Hernandez-Solis	Lea
LIBRARY	AMAZON MARK ZL48M5922	WA	98109	\$ 42.59	12/4/2024	65630 LIBRARY BOOKS	ADULT PRINT	185.48.4806	-	Hernandez-Solis	Lea
LIBRARY	SAMSCULB.COM	AR	72712	\$ 52.94	12/23/2024	65001 FEDERAL GRANT EXPENSE	AGE OPTIONS SUPPLIES	185.48.4825	-	Hernandez-Solis	Lea
LIBRARY	AMERICAN LIBRARY ASSOC	IL	60601-7616	\$ 129.00	12/19/2024	62295 TRAINING & TRAVEL	ALA WEBINAR B PETRITES	185.48.4845	-	Hernandez-Solis	Lea
LIBRARY	WORLD MARKET #147	IL	60201	\$ 19.95	11/28/2024	65100 LIBRARY SUPPLIES	ANIME CLUB PROGRAM SUPPLIES.	185.48.4835	-	Madson	Elaesha
LIBRARY	AMAZON RETA Z308H9901	WA	98109	\$ 17.59	12/2/2024	65641 AUDIO VISUAL COLLECTIONS	AV MATERIAL	185.48.4806	-	Hernandez-Solis	Lea
LIBRARY	JEWEL OSCO 3428	IL	60202	\$ 66.72	12/17/2024	65025 FOOD	BEVERAGES FOR THE HOLIDAY PARTY	185.48.4845	-	Hernandez-Solis	Lea
LIBRARY	VARIDESK 1800 207 25	TX	75019	\$ (17.46)	12/12/2024	65095 OFFICE SUPPLIES	CREDIT SALES TAX	185.48.4845	-	Hernandez-Solis	Lea
LIBRARY	CHICAGO MAIN NEWSSTAND	IL	60202	\$ 3.45	12/24/2024	65635 PERIODICALS	DAILY NEWSPAPER	185.48.4806	-	Wade	Ray
LIBRARY	PAYPAL MARI	CA	95131	\$ 1,000.00	12/23/2024	65100 LIBRARY SUPPLIES	DONATION JUNETEENTH PARADE	185.48.4825	-	Hernandez-Solis	Lea
LIBRARY	DBC CLICK ART MATERIAL	IL	61401	\$ 115.98	12/6/2024	65100 LIBRARY SUPPLIES	ELL PROGRAM SUPPLIES SACC	185.48.4805	-	Hernandez-Solis	Lea
LIBRARY	GOOGLE GSUITE EPL.ORG	CA	94043	\$ 64.80	12/2/2024	62340 IT COMPUTER SOFTWARE	EPL HOST MONTHLY FEE	185.48.4835	-	Hernandez-Solis	Lea
LIBRARY	BOOKENDS & BEGINNINGS	IL	60201-3775	\$ 45.00	12/16/2024	65095 OFFICE SUPPLIES	GIFT CARDS FOR HOLIDAY PARTY	185.48.4845	-	Hernandez-Solis	Lea
LIBRARY	WHOLEFDS EVN 10076	IL	60201	\$ 45.00	12/16/2024	65095 OFFICE SUPPLIES	GIFT CARDS FOR THE HOLIDAY PARTY	185.48.4845	-	Hernandez-Solis	Lea
LIBRARY	AMAZON.COM Z990Q4L12	WA	98109	\$ 92.00	12/18/2024	65025 FOOD	HOLIDAY PARTY FOOD	185.48.4845	-	Hernandez-Solis	Lea
LIBRARY	TRADER JOE S #702	IL	60202	\$ 53.89	12/16/2024	65025 FOOD	HOLIDAY PARTY FOOD	185.48.4845	-	Hernandez-Solis	Lea
LIBRARY	WHOLEFDS EVN 10076	IL	60201	\$ 27.33	12/17/2024	65025 FOOD	HOLIDAY PARTY FOOD	185.48.4845	-	Hernandez-Solis	Lea
LIBRARY	BLICK ART 800 447 1892	IL	60201	\$ 94.58	12/17/2024	65095 OFFICE SUPPLIES	HOLIDAY PARTY SUPPLIES	185.48.4845	-	Hernandez-Solis	Lea
LIBRARY	WORLD MARKET #147	IL	60201	\$ 114.09	12/16/2024	65095 OFFICE SUPPLIES	HOLIDAY PARTY SUPPLIES	185.48.4845	-	Hernandez-Solis	Lea
LIBRARY	TARGET 00009274	IL	60202	\$ 55.78	12/17/2024	65095 OFFICE SUPPLIES	HOLIDAY PARTY SUPPLIES AND CRAFT	185.48.4845	-	Hernandez-Solis	Lea
LIBRARY	AMAZON MARK Z36X73AW2	WA	98109	\$ 59.88	11/28/2024	65630 LIBRARY BOOKS	IDL BOOKS AN D SUPPLIES	185.48.4835	-	Hernandez-Solis	Lea
LIBRARY	AMAZON MARK Z100S2B22	WA	98109	\$ 29.99	12/16/2024	65100 LIBRARY SUPPLIES	IDL GENERAL OFFICE SUPPLIES	185.48.4835	-	Hernandez-Solis	Lea
LIBRARY	SP GLOWFORGE STORE	WA	98134	\$ 1,141.76	12/13/2024	65100 LIBRARY SUPPLIES	IDL GENERAL OFFICE SUPPLIES	185.48.4835	-	Hernandez-Solis	Lea
LIBRARY	AMAZON MARK Z12H1J92	WA	98109	\$ 64.76	12/13/2024	65100 LIBRARY SUPPLIES	IDL GENERAL SUPPLIES	185.48.4835	-	Hernandez-Solis	Lea
LIBRARY	AMAZON MARK Z16EO4CK0	WA	98109	\$ 380.25	12/16/2024	65100 LIBRARY SUPPLIES	IDL GENERAL SUPPLIES	185.48.4835	-	Hernandez-Solis	Lea
LIBRARY	ETSY.COM PERMALONG	NY	11201	\$ 33.04	12/13/2024	65100 LIBRARY SUPPLIES	IDL GENERAL SUPPLIES	185.48.4835	-	Hernandez-Solis	Lea
LIBRARY	LAKESHORE LEARNING MAT	CA	90895	\$ 1,190.24	12/6/2024	65100 LIBRARY SUPPLIES	IDL GENERAL SUPPLIES	185.48.4835	-	Hernandez-Solis	Lea
LIBRARY	AMAZON MKTPL Z37PJ6EP0	WA	98109	\$ 350.91	11/27/2024	65630 LIBRARY BOOKS	IDL PRINT AND SUPPLIES	185.48.4835	-	Hernandez-Solis	Lea
LIBRARY	ILLINOIS LIBRARY ASSOC	IL	60654	\$ 136.00	12/5/2024	62295 TRAINING & TRAVEL	ILLINOIS YOUTH ASSOCIATION CONFEREN	185.48.4845	-	Hernandez-Solis	Lea
LIBRARY	VALLI PRODUCE	IL	60202	\$ 9.57	12/11/2024	65100 LIBRARY SUPPLIES	INNOVATION STATION PROGRAM SUPPLIES	185.48.4835	-	Madison	Elaesha
LIBRARY	JEWEL OSCO 3428	IL	60202	\$ 18.55	12/11/2024	65100 LIBRARY SUPPLIES	INNOVATION STATION PROGRAM SUPPLIES	185.48.4835	-	Madison	Elaesha
LIBRARY	TRADER JOE S #702	IL	60202	\$ 17.95	12/10/2024	65100 LIBRARY SUPPLIES	INNOVATION STATION PROGRAM SUPPLIES	185.48.4835	-	Madison	Elaesha
LIBRARY	ILLINOIS LIBRARY ASSOC	IL	60654	\$ 208.00	12/12/2024	65100 LIBRARY SUPPLIES	IYSI CONFERENCE REGISTRATION	185.48.4805	-	Antolin	Laura
LIBRARY	LEMOI ACE HARDWARE	IL	60201	\$ 25.49	11/27/2024	65100 LIBRARY SUPPLIES	JANITORIAL SUPPLIES	185.48.4840	-	Wade	Ray
LIBRARY	SP BROWN DOG GADGETS	WI	53005	\$ 265.43	11/28/2024	65001 FEDERAL GRANT EXPENSE	LED CRICUT SUPPLIES FOR MAKERS ON TH	185.48.4835	-	Madison	Elaesha
LIBRARY	WP ENGINE	TX	78701	\$ 290.00	12/3/2024	65100 LIBRARY SUPPLIES	LIBRARY MONTHLY WEBSITE BANDWIDTH	185.48.4835	-	Madison	Elaesha
LIBRARY	THE HOME DEPOT #1902	IL	602020000	\$ 583.01	12/11/2024	65002 STATE GRANT EXPENSE	LOFT FURNITURE REPAIR SUPPLIES AND C	185.48.4835	-	Madison	Elaesha
LIBRARY	DOLLARTREE	IL	60202	\$ 66.25	12/10/2024	65100 LIBRARY SUPPLIES	LOFT PROGRAM SUPPLIES AND EPL STAFF	185.48.4835	-	Madison	Elaesha
LIBRARY	MICHAELS STORES 3849	IL	60077	\$ 193.93	12/9/2024	65002 STATE GRANT EXPENSE	LOFT PROGRAM SUPPLIES AND SCHOOL V	185.48.4835	-	Madison	Elaesha
LIBRARY	JEWEL OSCO 3428	IL	60202	\$ 19.81	12/4/2024	65001 FEDERAL GRANT EXPENSE	MAKERS ON THE MOVE PROGRAM SUPPLI	185.48.4835	-	Madison	Elaesha
LIBRARY	THE HOME DEPOT #1902	IL	602020000	\$ 188.96	12/13/2024	65050 BUILDING MAINTENANCE MATERIAL	MASKING TAPEPAINT SUPPLIES CARPET R	185.48.4840	-	Parker	Eric
LIBRARY	CRICUT	UT	84095	\$ 9.99	12/17/2024	65001 FEDERAL GRANT EXPENSE	MONTHLY CRICUT MEMBERSHIP. FUNDING	185.48.4835	-	Madison	Elaesha
LIBRARY	D J BARRONS	NJ	08852	\$ 29.99	12/13/2024	65635 PERIODICALS	MONTHLY NEWSPAPER SUBSCRIPTION	185.48.4806	-	Hernandez-Solis	Lea
LIBRARY	PAYFLOW/PAYPAL	NE	68128	\$ 30.00	12/3/2024	62340 IT COMPUTER SOFTWARE	MONTHLY SUBSCRIPTION PAYMENT	185.48.4835	-	Hernandez-Solis	Lea
LIBRARY	CHICAGO SUN-TIMES CIRC	IL	60654	\$ 26.00	11/27/2024	65635 PERIODICALS	NEWSPAPER SUBSCRIPTION	185.48.4806	-	Hernandez-Solis	Lea
LIBRARY	D J WSJ	NJ	08852	\$ 64.99	12/9/2024	65635 PERIODICALS	NEWSPAPER SUBSCRIPTION	185.48.4806	-	Hernandez-Solis	Lea
LIBRARY	GAN USATODAYCIRC	IN	46038	\$ 27.67	12/3/2024	65635 PERIODICALS	NEWSPAPER SUBSCRIPTION	185.48.4806	-	Hernandez-Solis	Lea
LIBRARY	WALMART.COM	AR	72716	\$ 34.97	12/23/2024	65100 LIBRARY SUPPLIES	RC OFFICE SUPPLIES	185.48.4825	-	Hernandez-Solis	Lea
LIBRARY	TARGET.COM	MN	55125	\$ 5.00	12/9/2024	65100 LIBRARY SUPPLIES	RC PROGRAM SUPPLIES	185.48.4825	-	Pemell	Marche
LIBRARY	TARGET.COM	MN	55125	\$ 5.00	12/9/2024	65100 LIBRARY SUPPLIES	RC PROGRAM SUPPLIES	185.48.4825	-	Pemell	Marche
LIBRARY	TARGET.COM	MN	60202	\$ 141.58	12/9/2024	65100 LIBRARY SUPPLIES	RC SUPPLIES	185.48.4825	-	Pemell	Marche
LIBRARY	SWEET TEMPTATIONS BAKE	IL	60202	\$ 82.50	12/23/2024	65100 LIBRARY SUPPLIES	ROSCA FOR MHFA SPANISH TRAINING TO C	185.48.4825	-	Bojorquez	Mariana P
LIBRARY	USPS.COM CLICKNSHIP	DC	20260	\$ 10.45	12/5/2024	62315 POSTAGE	SHIPPING	185.48.4845	-	Hernandez-Solis	Lea
LIBRARY	TST SOUL & SMOKE KITCH	IL	60201	\$ 833.76	12/12/2024	65025 FOOD	STAFF HOLIDAY PARTY FOOD	185.48.4845	-	Hernandez-Solis	Lea
LIBRARY	VARIDESK 1800 207 25	TX	75019	\$ 296.76	12/4/2024	65095 OFFICE SUPPLIES	STANDING DESK E RIGGSBEE	185.48.4845	-	Hernandez-Solis	Lea
LIBRARY	WEB ENVY	TX	75043	\$ 344.25	12/6/2024	62340 IT COMPUTER SOFTWARE	YEARLY SUBSCRIPTION	185.48.4835	-	Hernandez-Solis	Lea
	LIBRARY DECEMBER 2024 TOTAL			\$ 9,688.49							

## Library Director's Report March 2025

### Programming:

In February 2025, EPL hosted or participated in 142 events with 2,250 attendees:

Location	Number of Programs	Percent of Programs
Main Library	73	51.4%
Robert Crown	32	22.5%
Offsite	14	9.9%
Virtual	23	16.2%
<b>TOTAL</b>	<b>142</b>	<b>100.0%</b>

Primary Audience	Number of Programs	% of Programs	Number of Attendees	% of Attendees
Families	9	6.3%	216	9.6%
Babies & Toddlers	16	11.3%	419	18.6%
Preschoolers	12	8.5%	144	6.4%
Kids	1	0.7%	5	0.2%
Teens	11	7.7%	123	5.5%
Adults	70	49.3%	1037	46.1%
Older Adults	23	16.2%	306	13.6%
<b>TOTAL</b>	<b>142</b>	<b>100.0%</b>	<b>2250</b>	<b>100.0%</b>

### Upcoming Programs of Note:

In addition to the many storytimes, STEM & Maker programs, discussions, swaps, lectures, and workshops that EPL hosts every month, here are a few upcoming highlights or new initiatives:



## Agenda Item 5

March 20, 6:30 pm, Main Library: **Blueberry Awards Announcement Party!** Come meet the Blueberry Committee members, take a look at the books, watch videos of the winning authors, and more!

March 24, 1:30-4:30 pm, Main Library: **Landlord/Tenant Walk-In Hours** Staff from Metropolitan Tenants Association are on hand to provide 1:1 support and answer any housing-related questions from tenants or landlords.

### **Spring Break Special Events:**

March 25, 2:00 pm, Robert Crown: **Spa Day** for kids and teens

March 25, 4:00 pm, Robert Crown: **Tween Anime** for tweens

March 26, 1:00 pm, Teen Loft: **UV Resin Hair Clips** for teens

March 27, 1:00 pm, Teen Loft: **How to Make a Comic** for teens

March 28, 1:00 pm, Teen Loft: **Escape Room** for teens

March 28, 1:00 pm, Main Library: **STEM Afternoon Coding and Play** for 1st & 2nd graders

March 28, 3:00 pm, Robert Crown: **Murder Mystery** for teens

April 3, 6:00 pm, Main Library: Join us for a film viewing of **When Wajcha Meets Pachamama** and a talk-back with the playwright, Cláudio Carvalhaes. Part of the Proclaiming Ethics conference and the Evanston Environmental Justice Conversations Series. Presented by Stead Center for Ethics and Values, in partnership with Evanston Public Library.

### **Patron Feedback of Note:**

Hi Jill and Carmen,

We just wanted to take a moment to thank you both for your support and guidance in helping us develop the library at FirstRepair's National Resource Center.

When we started this project a few months ago, we had little understanding of what it would take, and it's been so amazing to see it all come together! We're excited to see how the library will serve both the Evanston community and the broader reparations movement. There's so much more to look forward to – programming, expanding resources, etc!



### Agenda Item 5

I'm especially grateful for your guidance, connections, and hands-on assistance – including your quick response in helping us get things ready for the Symposium 😊! I've learned so much throughout this process!

We truly appreciate you both and the entire Evanston Public Library team for all that you do!!

All the best,

Bailee Rue  
Program Manager

Joanne met Jill Skewerski, Engagement Services Manager at the Reparations Town Hall. She sent this to one of our community partners.



### Marketing Note:

In February, Heather Ross, Literary Programming Librarian, had planned a Big Read event titled: **Joy, Justice, Creativity & Hope: A Panel Discussion** scheduled for March 6. As of the week of February 16th, registration was low. A press release detailing the event was sent Feb. 18th, and overnight, attendance jumped to almost 100 participants. We were able to stop marketing the event, proving that this event-specific email marketing was effective.



**Press Mentions:**

[So this is a library!](#)

[Reading to Cats](#)

[Police arrest man with loaded handgun near Evanston Public Library](#)

[Power outage hits main library](#)

[Local artists and educators explore creativity and social justice in Evanston Public Library event](#)

[Library officials explore potential cost of separating from the city](#)

**Day and Hour Heat Map**

**Main Library Average Door Count for February**

Day	9a	10a	11a	12p	1p	2p	3p	4p	5p	6p	7p	Total
Su				157	143	141	110	90	49			688
Mo		114	84	81	91	97	97	98	71	44	25	801
Tu		151	81	86	90	76	90	101	96	53	33	856
We		87	69	97	91	82	82	156	81	49	31	825
Th		116	84	94	99	94	107	114	80	63	39	888
Fr	84	120	95	82	102	97	89	99	63			830
Sa	96	141	129	126	137	131	106	102	55			1021

**Robert Crown Library Average Door Count for February**

Day	9a	10a	11a	12p	1p	2p	3p	4p	5p	6p	7p	Total
Su				43	59	62	65	47	27			303
Mo		53	49	34	34	33	30	50	46	47	20	396
Tu		26	33	34	32	23	52	61	61	36	14	372
We		19	28	45	37	28	44	55	50	39	29	373
Th		21	38	44	34	23	38	80	71	32	24	404
Fr	19	29	34	42	28	21	40	71	49			332
Sa	32	68	60	70	72	60	49	40	29			479





## Agenda Item 5

### Legislative Update – February 2025

Executive Director Wilburn attended the RAILS Advocacy Committee meeting on March 13, 2025. EveryLibrary Campaign Strategist Ashley Stewart presented on speaking with legislators. Ashley stressed the importance of Trustees and staff building relationships with legislators by attending legislative town halls and inviting legislators to the library before the need for support to strengthen ties during the times you do need support.

### Key Illinois Bills to Watch – Library Director’s Report

- **HB1065** – *IEMA Emergency Management Grants*: Amends the Illinois Emergency Management Agency Act to define "public library" and authorizes the Agency to make grants to public libraries and not-for-profit organizations, enhancing emergency preparedness and potentially benefiting library disaster readiness initiatives.
- **HB2914** – *Digital Public Notice Option*: Allows local government units, community colleges, and school districts in counties with populations under 3 million to publish required notices on their official websites instead of newspapers.
  - TIT NOTE: The Truth in Taxation deadlines hinge on the “corporate authorities” (the city, village, or town board) timing and not the library’s timing. The TIT calculations also use all city, village, or town funds taken as a whole (and not just the library’s funds). Coordination with the “corporate authorities” is key for the library.
- **HB1589** – *Library Trustee Library Card Requirement*: Amends the Trustees Article of the Illinois Local Library Act to require that a candidate for the position of library trustee must have a valid library card for the library district they wish to serve.
- **SR104** – *Library Trustee Training Requirement*: Urges all public library trustees to participate in ongoing training programs provided by the Illinois Secretary of State to strengthen their ability to effectively oversee library operations and services. Encourages the Illinois Secretary of State to expand and enhance library trustee training opportunities, ensuring that all library board members have access to comprehensive education on governance, ethics, and policy matters.



## MEMORANDUM

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**To:** Evanston Public Library Board of Trustees  
**From:** Yolande Wilburn, Executive Director and Sameer Notta, Finance Manager  
**Subject:** Administrative Services Update  
**Date:** March 19, 2025

This memo provides an update on significant administrative activities.

### Human Resources

Access Services	PT Shelver	Pending HR
Early Learning & Literacy	FT Manager	Interviewing
Innovation & Digital Learning	FT Librarian I	Posting Soon
Maintenance & Safety	FT Facilities Manager	Pending HR
Lifelong Learning & Literacy	PT Library Assistant	Pending HR

Library Assistant in Innovation & Digital Learning begins Monday, March 24th, 2025. The full-time Library Clerk position was filled by an internal candidate, with the start date to be determined.

### Financial Resources

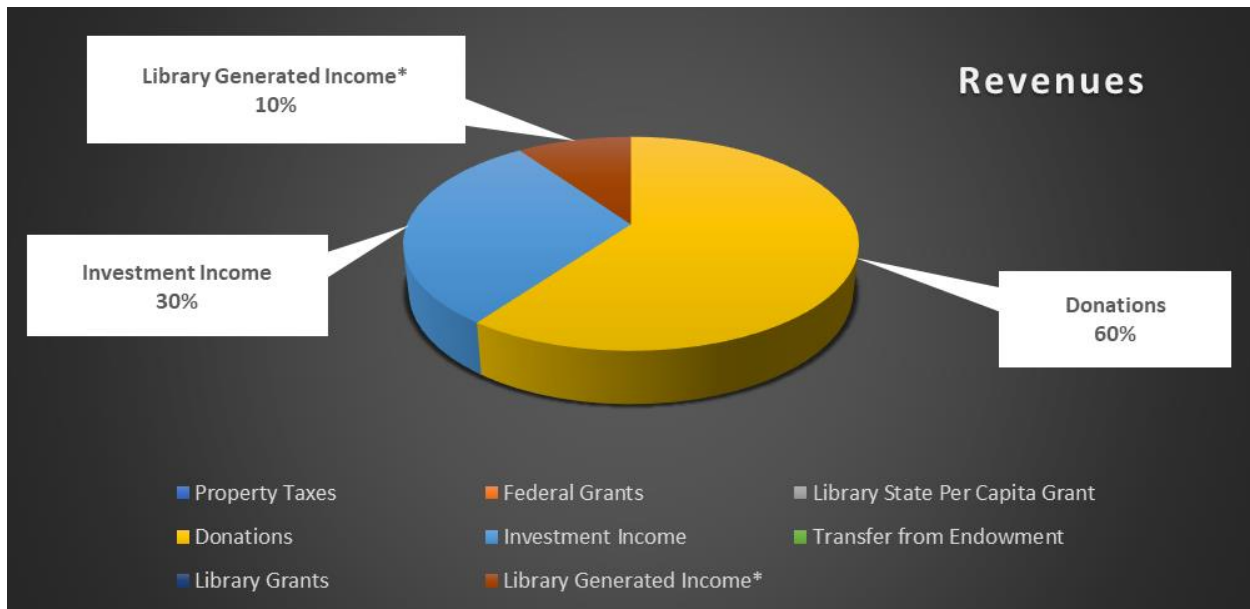
As of February 28, 2025, the Operating Fund's revenue collections are 1% of the projected budget, while expenditures are at 12%. In the Capital Fund, expenditures are at 0% of the budget.

# Financial Report February 2025

## Revenues

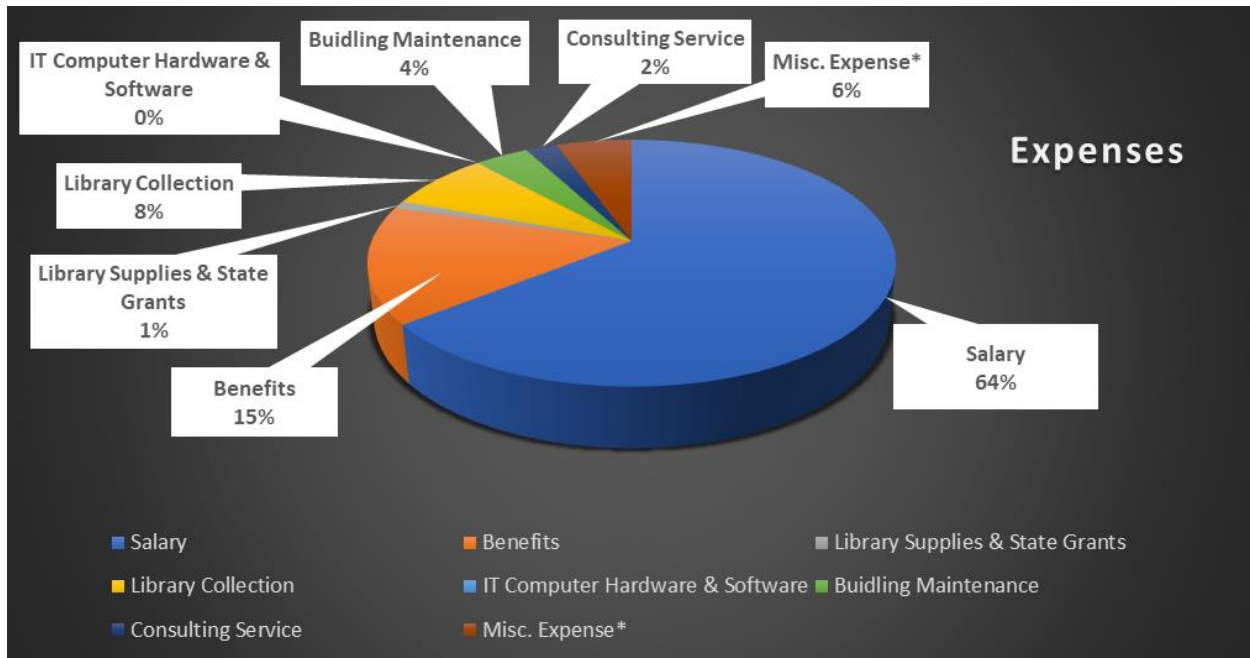
	YTD	2025 Budget	Deviation	Budget Utilized
Property Taxes	\$0	\$8,624,347	8,624,347	0%
Federal Grants	\$0	\$40,000	40,000	0%
Library State Per Capita Grant	\$0	\$115,000	115,000	0%
Donations	\$50,609	\$400,000	349,391	13%
Investment Income	\$25,604	\$25,000	(604)	102%
Transfer from Endowment	\$0	\$173,750	173,750	0%
Library Grants	\$0	\$40,000	40,000	0%
Library Generated Income*	\$8,164	\$45,000	36,836	18%
<b>Total</b>	<b>\$84,377</b>	<b>\$9,463,097</b>	<b>9,378,720</b>	<b>1%</b>

\*Includes Vending Machine, Misc Revenue, Fees & Merchandise Sale, Library Material Replacement Charges, Library Book Sale, Copy Charges & Rental Income



# Expenses

	YTD	2025 Budget	Deviation	Budget Utilized
Salary	\$817,504	\$6,127,893	5,310,389	13%
Benefits	\$196,303	\$1,628,212	1,431,909	12%
Library Supplies & State Grants	\$12,669	\$182,542	169,873	7%
Library Collection	\$96,114	\$911,500	815,386	11%
IT Computer Hardware & Software	\$299	\$317,800	317,501	0%
Buidling Maintenance	\$50,041	\$473,602	423,561	11%
Consulting Service	\$29,142	\$100,000	70,858	29%
Misc. Expense*	\$69,932	\$497,500	427,568	14%
<b>Total</b>	<b>\$1,272,003</b>	<b>\$10,239,050</b>	<b>8,967,046</b>	<b>12%</b>
*Advertising, Printing, Postage, Bank Fee, Credit Card Fees, Utilities & Office Supplies				



# Budget Performance Report

Date Range 01/01/25 - 02/28/25

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
<b>Fund 185 - LIBRARY FUND</b>									
<b>REVENUE</b>									
Department 48 - LIBRARY									
Business Unit 4845 - LIBRARY ADMINISTRATION									
51015	PROPERTY TAXES	8,624,347.00	.00	8,624,347.00	.00	.00	.00	8,624,347.00	0
53200	BEV SNACK VENDING MACHINE	1,000.00	.00	1,000.00	.00	.00	26.69	973.31	3
55201	Federal Grants	40,000.00	.00	40,000.00	.00	.00	.00	40,000.00	0
55245	LIBRARY STATE PER CAPITA GRANT	115,000.00	.00	115,000.00	.00	.00	.00	115,000.00	0
56011	DONATIONS	400,000.00	.00	400,000.00	.00	.00	50,609.46	349,390.54	13
56045	MISCELLANEOUS REVENUE	2,000.00	.00	2,000.00	.00	.00	261.98	1,738.02	13
56501	INVESTMENT INCOME	25,000.00	.00	25,000.00	.00	.00	25,603.85	(603.85)	102
57002	TRANSFER FROM ENDOWMENT	173,750.00	.00	173,750.00	.00	.00	.00	173,750.00	0
57515	LIBRARY MATERIAL REPLACEMENT CHARGES	20,000.00	.00	20,000.00	.00	.00	2,327.79	17,672.21	12
57526	LIBRARY BOOK SALE	3,000.00	.00	3,000.00	.00	.00	.00	3,000.00	0
57535	LIBRARY COPY MACH. CHG	5,000.00	.00	5,000.00	.00	.00	1,253.87	3,746.13	25
57540	LIBRARY MEETING RM RENTAL	4,000.00	.00	4,000.00	.00	.00	722.34	3,277.66	18
57545	RENTAL INCOME	10,000.00	.00	10,000.00	.00	.00	3,571.00	6,429.00	36
57551	LIBRARY GRANTS	40,000.00	.00	40,000.00	.00	.00	.00	40,000.00	0
Business Unit 4845 - LIBRARY ADMINISTRATION Totals		\$9,463,097.00	\$0.00	\$9,463,097.00	\$0.00	\$0.00	\$84,376.98	\$9,378,720.02	1%
Department 48 - LIBRARY Totals		\$9,463,097.00	\$0.00	\$9,463,097.00	\$0.00	\$0.00	\$84,376.98	\$9,378,720.02	1%
<b>REVENUE TOTALS</b>		<b>\$9,463,097.00</b>	<b>\$0.00</b>	<b>\$9,463,097.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$84,376.98</b>	<b>\$9,378,720.02</b>	<b>1%</b>
<b>EXPENSE</b>									
Department 48 - LIBRARY									
Business Unit 4805 - EARLY LEARNING & LITERACY									
61010	REGULAR PAY	524,909.90	.00	524,909.90	27,952.57	.00	53,560.51	471,349.39	10
61050	PERMANENT PART-TIME	204,826.09	.00	204,826.09	17,463.57	.00	33,339.30	171,486.79	16
61060	SEASONAL EMPLOYEES	5,000.00	.00	5,000.00	205.00	.00	205.00	4,795.00	4
61415	TERMINATION PAYOUTS	.00	.00	.00	19,802.98	.00	19,802.98	(19,802.98)	+++
61420	ANNUAL SICK LEAVE PAYOUT	.00	.00	.00	651.79	.00	651.79	(651.79)	+++
61510	HEALTH INSURANCE	96,024.78	.00	96,024.78	7,209.46	.00	11,929.69	84,095.09	12
61513	VISION INSURANCE	72.12	.00	72.12	6.01	.00	12.02	60.10	17
61615	LIFE INSURANCE	193.32	.00	193.32	7.36	.00	23.75	169.57	12
61710	IMRF	31,287.22	.00	31,287.22	1,959.15	.00	4,832.47	26,454.75	15
61725	SOCIAL SECURITY	45,243.63	.00	45,243.63	4,000.21	.00	6,558.29	38,685.34	14
61730	MEDICARE	10,581.16	.00	10,581.16	935.53	.00	1,533.79	9,047.37	14
62506	WORK- STUDY	900.00	.00	900.00	.00	.00	.00	900.00	0
65100	LIBRARY SUPPLIES	28,000.00	.00	28,000.00	94.93	.00	681.10	27,318.90	2
65555	IT COMPUTER HARDWARE	8,300.00	.00	8,300.00	.00	.00	.00	8,300.00	0
65630	LIBRARY BOOKS	150,000.00	.00	150,000.00	9,167.20	.00	10,101.99	139,898.01	7
65641	AUDIO VISUAL COLLECTIONS	10,000.00	.00	10,000.00	298.81	.00	298.81	9,701.19	3
Business Unit 4805 - EARLY LEARNING & LITERACY Totals		\$1,115,338.22	\$0.00	\$1,115,338.22	\$89,754.57	\$0.00	\$143,531.49	\$971,806.73	13%
Business Unit 4806 - LIFELONG LEARNING & LITERACY									
61010	REGULAR PAY	440,275.00	.00	440,275.00	34,133.83	.00	64,740.41	375,534.59	15
61050	PERMANENT PART-TIME	320,646.00	.00	320,646.00	16,653.56	.00	31,152.25	289,493.75	10
61060	SEASONAL EMPLOYEES	5,000.00	.00	5,000.00	240.00	.00	660.00	4,340.00	13
61510	HEALTH INSURANCE	82,079.00	.00	82,079.00	5,303.44	.00	7,955.16	74,123.84	10
61513	VISION INSURANCE	.00	.00	.00	3.16	.00	6.32	(6.32)	+++
61615	LIFE INSURANCE	36.00	.00	36.00	10.27	.00	20.54	15.46	57
61710	IMRF	32,617.00	.00	32,617.00	2,260.04	.00	4,469.68	28,147.32	14
61725	SOCIAL SECURITY	47,178.00	.00	47,178.00	3,074.33	.00	5,875.92	41,302.08	12
61730	MEDICARE	11,031.00	.00	11,031.00	719.01	.00	1,374.19	9,656.81	12
65001	FEDERAL GRANT EXPENSE	2,500.00	.00	2,500.00	.00	.00	2,500.00	.00	100
65100	LIBRARY SUPPLIES	10,000.00	.00	10,000.00	150.00	.00	1,492.00	8,508.00	15
65628	Library Electronic Resources	320,000.00	.00	320,000.00	1,872.00	.00	9,253.00	310,747.00	3
65630	LIBRARY BOOKS	335,000.00	.00	335,000.00	27,442.15	.00	35,753.73	299,246.27	11
65635	PERIODICALS	6,500.00	.00	6,500.00	3,194.72	.00	3,346.82	3,153.18	51
65641	AUDIO VISUAL COLLECTIONS	31,000.00	.00	31,000.00	1,486.10	.00	1,640.88	29,359.12	5
Business Unit 4806 - LIFELONG LEARNING & LITERACY Totals		\$1,643,862.00	\$0.00	\$1,643,862.00	\$96,542.61	\$0.00	\$170,240.90	\$1,473,621.10	10%

Agenda Item 6.A

# Budget Performance Report

Date Range 01/01/25 - 02/28/25

Include Rollup Account and Rollup to Object Account

Business Unit **4820 - ACCESS SERVICES**

61010	REGULAR PAY	841,198.35	.00	841,198.35	65,101.60	.00	128,509.01	712,689.34	15
61050	PERMANENT PART-TIME	339,329.34	.00	339,329.34	19,999.23	.00	39,799.05	299,530.29	12
61060	SEASONAL EMPLOYEES	5,000.00	.00	5,000.00	690.00	.00	1,425.00	3,575.00	28
61415	TERMINATION PAYOUTS	.00	.00	.00	857.20	.00	857.20	(857.20)	+++
61420	ANNUAL SICK LEAVE PAYOUT	.00	.00	.00	816.42	.00	816.42	(816.42)	+++
61510	HEALTH INSURANCE	200,266.56	.00	200,266.56	16,004.57	.00	24,551.78	175,714.78	12
61513	VISION INSURANCE	75.84	.00	75.84	9.17	.00	18.34	57.50	24
61615	LIFE INSURANCE	345.41	.00	345.41	22.71	.00	52.73	292.68	15
61710	IMRF	45,924.92	.00	45,924.92	3,581.06	.00	7,351.25	38,573.67	16
61725	SOCIAL SECURITY	73,192.68	.00	73,192.68	5,182.87	.00	10,368.70	62,823.98	14
61730	MEDICARE	17,117.64	.00	17,117.64	1,212.16	.00	2,424.96	14,692.68	14
62340	IT COMPUTER SOFTWARE	140,000.00	.00	140,000.00	.00	.00	26,863.91	113,136.09	19
62506	WORK- STUDY	3,000.00	.00	3,000.00	.00	.00	.00	3,000.00	0
65100	LIBRARY SUPPLIES	15,000.00	.00	15,000.00	1,360.96	1,748.37	1,696.50	11,555.13	23
Business Unit <b>4820 - ACCESS SERVICES</b> Totals		\$1,680,450.74	\$0.00	\$1,680,450.74	\$114,837.95	\$1,748.37	\$244,734.85	\$1,433,967.52	15%

Business Unit **4825 - ENGAGEMENT SERVICES**

61010	REGULAR PAY	370,046.00	.00	370,046.00	22,301.82	.00	42,376.15	327,669.85	11
61050	PERMANENT PART-TIME	48,323.00	.00	48,323.00	3,650.55	.00	7,623.52	40,699.48	16
61060	SEASONAL EMPLOYEES	5,000.00	.00	5,000.00	.00	.00	.00	5,000.00	0
61110	OVERTIME PAY	.00	.00	.00	.00	.00	44.30	(44.30)	+++
61510	HEALTH INSURANCE	68,803.00	.00	68,803.00	3,553.88	.00	5,330.82	63,472.18	8
61513	VISION INSURANCE	39.00	.00	39.00	3.16	.00	6.32	32.68	16
61615	LIFE INSURANCE	131.00	.00	131.00	11.38	.00	22.76	108.24	17
61710	IMRF	18,433.00	.00	18,433.00	1,154.88	.00	2,310.76	16,122.24	13
61725	SOCIAL SECURITY	25,940.00	.00	25,940.00	1,542.10	.00	3,016.00	22,924.00	12
61730	MEDICARE	6,063.00	.00	6,063.00	360.65	.00	705.35	5,357.65	12
65001	FEDERAL GRANT EXPENSE	5,000.00	.00	5,000.00	.00	.00	52.94	4,947.06	1
65002	STATE GRANT EXPENSE	5,500.00	.00	5,500.00	.00	.00	.00	5,500.00	0
65100	LIBRARY SUPPLIES	24,000.00	.00	24,000.00	131.54	.00	1,531.99	22,468.01	6
Business Unit <b>4825 - ENGAGEMENT SERVICES</b> Totals		\$577,278.00	\$0.00	\$577,278.00	\$32,709.96	\$0.00	\$63,020.91	\$514,257.09	11%

Business Unit **4826 - ROBERT CROWN OPERATIONS**

61010	REGULAR PAY	300,993.00	.00	300,993.00	30,396.48	.00	57,810.20	243,182.80	19
61050	PERMANENT PART-TIME	163,856.00	.00	163,856.00	7,282.11	.00	13,354.62	150,501.38	8
61060	SEASONAL EMPLOYEES	.00	.00	.00	640.00	.00	640.00	(640.00)	+++
61510	HEALTH INSURANCE	71,558.00	.00	71,558.00	6,788.62	.00	10,182.93	61,375.07	14
61513	VISION INSURANCE	76.00	.00	76.00	6.33	.00	12.66	63.34	17
61615	LIFE INSURANCE	117.00	.00	117.00	9.92	.00	19.84	97.16	17
61710	IMRF	19,948.00	.00	19,948.00	1,648.24	.00	3,279.09	16,668.91	16
61725	SOCIAL SECURITY	28,821.00	.00	28,821.00	2,279.88	.00	4,345.58	24,475.42	15
61730	MEDICARE	6,737.00	.00	6,737.00	533.17	.00	1,016.32	5,720.68	15
62340	IT COMPUTER SOFTWARE	2,600.00	.00	2,600.00	.00	.00	.00	2,600.00	0
65100	LIBRARY SUPPLIES	14,000.00	.00	14,000.00	245.40	.00	245.40	13,754.60	2
65503	FURNITURE / FIXTURES / EQUIPMENT	2,000.00	.00	2,000.00	.00	.00	.00	2,000.00	0
65630	LIBRARY BOOKS	35,000.00	.00	35,000.00	980.02	.00	1,329.43	33,670.57	4
65641	AUDIO VISUAL COLLECTIONS	1,500.00	.00	1,500.00	.00	.00	.00	1,500.00	0
Business Unit <b>4826 - ROBERT CROWN OPERATIONS</b> Totals		\$647,206.00	\$0.00	\$647,206.00	\$50,810.17	\$0.00	\$92,236.07	\$554,969.93	14%

Business Unit **4835 - INNOVATION & DIGITAL LEARNING**

61010	REGULAR PAY	443,796.00	.00	443,796.00	31,701.27	.00	63,330.69	380,465.31	14
61050	PERMANENT PART-TIME	283,361.00	.00	283,361.00	12,110.89	.00	22,455.83	260,905.17	8
61060	SEASONAL EMPLOYEES	5,000.00	.00	5,000.00	1,450.00	.00	2,830.00	2,170.00	57
61415	TERMINATION PAYOUTS	.00	.00	.00	7,237.85	.00	7,237.85	(7,237.85)	+++
61510	HEALTH INSURANCE	100,910.00	.00	100,910.00	6,985.02	.00	10,873.85	90,036.15	11
61513	VISION INSURANCE	38.00	.00	38.00	12.46	.00	24.92	13.08	66
61615	LIFE INSURANCE	114.00	.00	114.00	9.89	.00	19.82	94.18	17
61710	IMRF	31,618.00	.00	31,618.00	2,271.72	.00	4,335.74	27,282.26	14
61725	SOCIAL SECURITY	45,084.00	.00	45,084.00	3,143.31	.00	5,821.18	39,262.82	13
61730	MEDICARE	10,540.00	.00	10,540.00	735.13	.00	1,361.42	9,178.58	13
62340	IT COMPUTER SOFTWARE	40,000.00	.00	40,000.00	308.96	.00	7,061.75	32,938.25	18
65001	FEDERAL GRANT EXPENSE	30,642.00	.00	30,642.00	.00	.00	295.23	30,346.77	1

# Budget Performance Report

Date Range 01/01/25 - 02/28/25

Include Rollup Account and Rollup to Object Account

65002	STATE GRANT EXPENSE	29,000.00	.00	29,000.00	.00	.00	776.94	28,223.06	3
65100	LIBRARY SUPPLIES	13,000.00	.00	13,000.00	134.89	.00	3,397.20	9,602.80	26
65555	IT COMPUTER HARDWARE	44,000.00	.00	44,000.00	.00	.00	.00	44,000.00	0
65630	LIBRARY BOOKS	20,000.00	.00	20,000.00	178.01	.00	762.02	19,237.98	4
65641	AUDIO VISUAL COLLECTIONS	2,500.00	.00	2,500.00	.00	.00	.00	2,500.00	0
Business Unit 4835 - INNOVATION & DIGITAL LEARNING		\$1,099,603.00	\$0.00	\$1,099,603.00	\$66,279.40	\$0.00	\$130,584.44	\$969,018.56	12%
Business Unit 4840 - LIBRARY MAINTENANCE									
61010	REGULAR PAY	748,596.80	.00	748,596.80	40,975.35	.00	78,359.33	670,237.47	10
61060	SEASONAL EMPLOYEES	2,000.00	.00	2,000.00	.00	.00	.00	2,000.00	0
61110	OVERTIME PAY	5,000.00	.00	5,000.00	.00	.00	27.15	4,972.85	1
61510	HEALTH INSURANCE	162,876.80	.00	162,876.80	9,266.52	.00	13,899.78	148,977.02	9
61513	VISION INSURANCE	150.00	.00	150.00	15.62	.00	31.24	118.76	21
61615	LIFE INSURANCE	3.40	.00	3.40	7.24	.00	14.48	(11.08)	426
61630	SHOE ALLOWANCE	690.00	.00	690.00	.00	.00	.00	690.00	0
61710	IMRF	33,086.91	.00	33,086.91	1,823.40	.00	3,639.15	29,447.76	11
61725	SOCIAL SECURITY	46,456.60	.00	46,456.60	2,421.15	.00	4,739.40	41,717.20	10
61730	MEDICARE	10,865.38	.00	10,865.38	566.21	.00	1,108.40	9,756.98	10
62225	BLDG MAINTENANCE SERVICES	295,000.00	.00	295,000.00	15,206.44	163,491.39	45,111.17	86,397.44	71
62235	OFFICE EQUIPMENT MAINT	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0
62245	OTHER EQMT MAINTENANCE	2,277.00	.00	2,277.00	.00	.00	.00	2,277.00	0
62305	RENTAL OF AUTO-FLEET MAINTENANCE	5,440.00	.00	5,440.00	453.00	.00	906.00	4,534.00	17
62309	RENTAL OF AUTO REPLACEMENT	4,885.00	.00	4,885.00	407.00	.00	814.00	4,071.00	17
64005	ELECTRICITY	100,000.00	.00	100,000.00	.00	.00	.00	100,000.00	0
64015	NATURAL GAS	30,000.00	.00	30,000.00	1,098.64	.00	1,098.64	28,901.36	4
65040	JANITORIAL SUPPLIES	15,000.00	.00	15,000.00	426.62	.00	1,896.37	13,103.63	13
65050	BLDG MAINTENANCE MATERIAL	20,000.00	.00	20,000.00	.00	.00	188.96	19,811.04	1
65100	LIBRARY SUPPLIES	.00	.00	.00	.00	.00	25.49	(25.49)	+++
Business Unit 4840 - LIBRARY MAINTENANCE Totals		\$1,483,327.89	\$0.00	\$1,483,327.89	\$72,667.19	\$163,491.39	\$151,859.56	\$1,167,976.94	21%
Business Unit 4845 - LIBRARY ADMINISTRATION									
61010	REGULAR PAY	957,928.00	.00	957,928.00	70,799.60	.00	130,654.19	827,273.81	14
61050	PERMANENT PART-TIME	107,809.00	.00	107,809.00	7,916.70	.00	15,241.26	92,567.74	14
61510	HEALTH INSURANCE	119,994.00	.00	119,994.00	8,349.99	.00	11,980.06	108,013.94	10
61513	VISION INSURANCE	114.00	.00	114.00	9.30	.00	18.60	95.40	16
61615	LIFE INSURANCE	579.00	.00	579.00	55.66	.00	103.97	475.03	18
61625	AUTO ALLOWANCE	3,600.00	.00	3,600.00	300.00	.00	600.00	3,000.00	17
61626	CELL PHONE ALLOWANCE	1,908.00	.00	1,908.00	117.00	.00	234.00	1,674.00	12
61710	IMRF	38,105.00	.00	38,105.00	3,502.88	.00	6,815.72	31,289.28	18
61725	SOCIAL SECURITY	66,013.00	.00	66,013.00	4,788.44	.00	8,974.73	57,038.27	14
61730	MEDICARE	15,534.00	.00	15,534.00	1,119.86	.00	2,098.92	13,435.08	14
62185	CONSULTING SERVICES	100,000.00	.00	100,000.00	17,635.47	7,050.00	29,141.72	63,808.28	36
62205	ADVERTISING	2,000.00	.00	2,000.00	.00	.00	.00	2,000.00	0
62210	PRINTING	40,000.00	.00	40,000.00	1,200.00	.00	4,725.00	35,275.00	12
62290	TUITION	15,000.00	.00	15,000.00	.00	.00	.00	15,000.00	0
62295	TRAINING & TRAVEL	30,000.00	.00	30,000.00	.00	.00	265.00	29,735.00	1
62315	POSTAGE	3,000.00	.00	3,000.00	.00	.00	10.45	2,989.55	0
62340	IT COMPUTER SOFTWARE	82,900.00	.00	82,900.00	.00	.00	.00	82,900.00	0
62360	MEMBERSHIP DUES	3,000.00	.00	3,000.00	875.00	.00	875.00	2,125.00	29
62506	WORK- STUDY	2,500.00	.00	2,500.00	.00	.00	.00	2,500.00	0
62703	BANK FEES	.00	.00	.00	.00	.00	38.86	(38.86)	+++
62705	CREDIT CARD FEES	5,000.00	.00	5,000.00	.00	.00	252.28	4,747.72	5
64009	UTILITIES - COE WATER	10,000.00	.00	10,000.00	.00	.00	1,521.14	8,478.86	15
65025	FOOD	7,000.00	.00	7,000.00	.00	.00	1,073.70	5,926.30	15
65095	OFFICE SUPPLIES	30,000.00	.00	30,000.00	1,489.31	6,010.69	2,836.59	21,152.72	29
66131	TRANSFER TO GENERAL FUND	350,000.00	.00	350,000.00	29,167.00	.00	58,334.00	291,666.00	17
Business Unit 4845 - LIBRARY ADMINISTRATION Totals		\$1,991,984.00	\$0.00	\$1,991,984.00	\$147,326.21	\$13,060.69	\$275,795.19	\$1,703,128.12	15%
Department 48 - LIBRARY Totals		\$10,239,049.85	\$0.00	\$10,239,049.85	\$670,928.06	\$178,300.45	\$1,272,003.41	\$8,788,745.99	14%
EXPENSE TOTALS		\$10,239,049.85	\$0.00	\$10,239,049.85	\$670,928.06	\$178,300.45	\$1,272,003.41	\$8,788,745.99	14%
Fund 185 - LIBRARY FUND Totals									
REVENUE TOTALS		9,463,097.00	.00	9,463,097.00	.00	.00	84,376.98	9,378,720.02	1%

# Budget Performance Report

Date Range 01/01/25 - 02/28/25

Include Rollup Account and Rollup to Object Account

	<b>EXPENSE TOTALS</b>	10,239,049.85	.00	10,239,049.85	670,928.06	178,300.45	1,272,003.41	8,788,745.99	14%
Fund 185 - LIBRARY FUND	Totals	(\$775,952.85)	\$0.00	(\$775,952.85)	(\$670,928.06)	(\$178,300.45)	(\$1,187,626.43)	\$589,974.03	
<b>Fund 186 - LIBRARY DEBT SERVICE FUND</b>									
<b>REVENUE</b>									
Department 48 - LIBRARY									
Business Unit 4861 - LIBRARY DEBT SERVICE ADMIN									
51015	PROPERTY TAXES	576,946.00	.00	576,946.00	.00	.00	.00	576,946.00	0
	Business Unit 4861 - LIBRARY DEBT SERVICE ADMIN Totals	\$576,946.00	\$0.00	\$576,946.00	\$0.00	\$0.00	\$0.00	\$576,946.00	0%
	Department 48 - LIBRARY Totals	\$576,946.00	\$0.00	\$576,946.00	\$0.00	\$0.00	\$0.00	\$576,946.00	0%
	<b>REVENUE TOTALS</b>	\$576,946.00	\$0.00	\$576,946.00	\$0.00	\$0.00	\$0.00	\$576,946.00	0%
<b>EXPENSE</b>									
Department 48 - LIBRARY									
Business Unit 4861 - LIBRARY DEBT SERVICE ADMIN									
68305	DEBT SERVICE- PRINCIPAL	370,083.00	.00	370,083.00	.00	.00	.00	370,083.00	0
68315	DEBT SERVICE- INTEREST	206,863.00	.00	206,863.00	.00	.00	.00	206,863.00	0
	Business Unit 4861 - LIBRARY DEBT SERVICE ADMIN Totals	\$576,946.00	\$0.00	\$576,946.00	\$0.00	\$0.00	\$0.00	\$576,946.00	0%
	Department 48 - LIBRARY Totals	\$576,946.00	\$0.00	\$576,946.00	\$0.00	\$0.00	\$0.00	\$576,946.00	0%
	<b>EXPENSE TOTALS</b>	\$576,946.00	\$0.00	\$576,946.00	\$0.00	\$0.00	\$0.00	\$576,946.00	0%
Fund 186 - LIBRARY DEBT SERVICE FUND Totals									
	<b>REVENUE TOTALS</b>	576,946.00	.00	576,946.00	.00	.00	.00	576,946.00	0%
	<b>EXPENSE TOTALS</b>	576,946.00	.00	576,946.00	.00	.00	.00	576,946.00	0%
	Fund 186 - LIBRARY DEBT SERVICE FUND Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
<b>Fund 187 - LIBRARY CAPITAL IMPROVEMENT FD</b>									
<b>REVENUE</b>									
Department 48 - LIBRARY									
Business Unit 4862 - LIBRARY CAPITAL IMPROVEMENT									
56060	BOND PROCEEDS	1,900,000.00	.00	1,900,000.00	.00	.00	.00	1,900,000.00	0
	Business Unit 4862 - LIBRARY CAPITAL IMPROVEMENT Totals	\$1,900,000.00	\$0.00	\$1,900,000.00	\$0.00	\$0.00	\$0.00	\$1,900,000.00	0%
	Department 48 - LIBRARY Totals	\$1,900,000.00	\$0.00	\$1,900,000.00	\$0.00	\$0.00	\$0.00	\$1,900,000.00	0%
	<b>REVENUE TOTALS</b>	\$1,900,000.00	\$0.00	\$1,900,000.00	\$0.00	\$0.00	\$0.00	\$1,900,000.00	0%
<b>EXPENSE</b>									
Department 48 - LIBRARY									
Business Unit 4862 - LIBRARY CAPITAL IMPROVEMENT									
65515	OTHER IMPROVEMENTS	1,900,000.00	.00	1,900,000.00	.00	.00	.00	1,900,000.00	0
	Business Unit 4862 - LIBRARY CAPITAL IMPROVEMENT Totals	\$1,900,000.00	\$0.00	\$1,900,000.00	\$0.00	\$0.00	\$0.00	\$1,900,000.00	0%
	Department 48 - LIBRARY Totals	\$1,900,000.00	\$0.00	\$1,900,000.00	\$0.00	\$0.00	\$0.00	\$1,900,000.00	0%
	<b>EXPENSE TOTALS</b>	\$1,900,000.00	\$0.00	\$1,900,000.00	\$0.00	\$0.00	\$0.00	\$1,900,000.00	0%
Fund 187 - LIBRARY CAPITAL IMPROVEMENT FD Totals									
	<b>REVENUE TOTALS</b>	1,900,000.00	.00	1,900,000.00	.00	.00	.00	1,900,000.00	0%
	<b>EXPENSE TOTALS</b>	1,900,000.00	.00	1,900,000.00	.00	.00	.00	1,900,000.00	0%
	Fund 187 - LIBRARY CAPITAL IMPROVEMENT FD Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Grand Totals									
	<b>REVENUE TOTALS</b>	11,940,043.00	.00	11,940,043.00	.00	.00	84,376.98	11,855,666.02	1%
	<b>EXPENSE TOTALS</b>	12,715,995.85	.00	12,715,995.85	670,928.06	178,300.45	1,272,003.41	11,265,691.99	11%
	Grand Totals	(\$775,952.85)	\$0.00	(\$775,952.85)	(\$670,928.06)	(\$178,300.45)	(\$1,187,626.43)	\$589,974.03	





**Evanston Public Library Consolidated Endowment Fund  
Statement of Activity**

January 01, 2025 through January 31, 2025

**Beginning Balance    \$4,426,777.68**

**Revenue**

Investment results	143,866.85
<b>Total Revenues:</b>	<b>\$143,866.85</b>

**Distributions/Grants and Expenses**

Foundation support charge	-2,400.37
<b>Total Distributions:</b>	<b>\$-2,400.37</b>

**Ending Balance    \$4,568,244.16**

February 28, 2025, month-to-date statement

View your statements online at [vanguard.com](https://vanguard.com).

**Vanguard Personal Investor**

877-662-7447

**We've recently made changes to our statements. You may notice that some information previously included no longer appears on your statement. For the most up-to-date information and status of your account, visit [Vanguard.com](https://Vanguard.com) or download our mobile app.**



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This statement reflects activity at and/or assets held by separate entities. Brokerage assets are held by Vanguard Brokerage Services® (VBS), a division of Vanguard Marketing Corporation (VMC), member FINRA and SIPC. VMC is a wholly owned subsidiary of The Vanguard Group, Inc. (VGI). Vanguard funds not held through your VBS account are held by VGI and are not protected by SIPC. Summary data are provided solely as a service and are for informational purposes only. If applicable, portfolio allocation consists of Vanguard funds and brokerage assets. For a complete listing of your brokerage assets, refer to the section titled "Balances and holdings."

Statement overview

**\$326,609.84**

Total value of all accounts as of February 28, 2025

Accounts	Value on 01/31/2025	Value on 02/28/2025
Evanston Public Library		
<b>Organization account</b>	<b>\$309,316.88</b>	<b>\$310,327.34</b>
<b>Organization brokerage account</b>	<b>\$16,229.48</b>	<b>\$16,282.50</b>
<b>Total</b>	<b>\$325,546.36</b>	<b>\$326,609.84</b>

Asset mix



	Value on 02/28/2025
0.0% Stocks	\$0.00
0.0% Fixed Income	0.00
100.0% Short-term reserves	326,609.84
0.0% Other	0.00
<b>Total</b>	<b>\$326,609.84</b>

Your asset mix percentages are based on your holdings as of the prior month-end.

Organization account  
Evanston Public Library

**Vanguard Personal Investor**  
877-662-7447

Account overview

**\$310,327.34**  
Total account value as of February 28, 2025

**Year-to-date income**

Taxable income	\$2,131.63
Nontaxable income	0.00
<b>Total</b>	<b>\$2,131.63</b>

**Balances and holdings for Vanguard funds**

Symbol	Name	Fund and account	Balance on 01/31/2025	Balance on 02/28/2025
VMFXX	Federal Money Mkt Fund	0033-XXXXXXX9620	\$309,316.88	\$310,327.34
			<b>\$309,316.88</b>	<b>\$310,327.34</b>

**Account activity for Vanguard funds**

Federal Money Mkt Fund 0033-XXXXXXX9620

Purchases	Withdrawals	Dividends
\$0.00	\$0.00	\$1,010.46
7-day SEC yield as of 02/28/2025*		4.26%

\*Average annualized income dividend over the past 7 days. For updated information, visit [vanguard.com](http://vanguard.com).

Date	Transaction	Amount	Share price	Shares transacted	Total shares owned	Value
	Beginning balance on 1/31/2025		\$1.00		309,316.880	\$309,316.88

Organization account  
Evanston Public Library

Vanguard Personal Investor  
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**Account activity for Vanguard funds** continued

Federal Money Mkt Fund 0033-XXXXXXX9620 continued

Date	Transaction	Amount	Share price	Shares transacted	Total shares owned	Value
02/28	Income dividend	\$1,010.46	1.00	1,010.460	310,327.340	
<b>Ending balance on 2/28/2025</b>			<b>\$1.00</b>		<b>310,327.340</b>	<b>\$310,327.34</b>

Per your request, a copy of this statement has been sent to:

KAREN DANCZAK-LYONS  
LEA HERNANDEZ SOLIS  
1703 ORRINGTON AVENUE  
EVANSTON IL 60201

Organization brokerage account—XXXX0437  
 Evanston Public Library

**Vanguard Personal Investor**  
 877-662-7447

Account overview

**\$16,282.50**  
 Total account value as of February 28, 2025

**Year-to-date income**

Taxable income	\$111.76
Nontaxable income	0.00
<b>Total</b>	<b>\$111.76</b>

**Balances and holdings for Vanguard Brokerage Account—XXXX0437**

Your securities are held in your cash account, unless otherwise noted. This section only shows securities that were held in the account at the end of the time period indicated.

**Sweep program**

Name	Quantity	Price on 02/28/2025	Balance on 01/31/2025	Balance on 02/28/2025
VANGUARD FEDERAL MONEY MARKET FUND 7-day SEC Yield: 4.26%	16,282.5000	\$1.00	\$16,229.48	\$16,282.50
<b>Total Sweep Balance</b>			<b>\$16,229.48</b>	<b>\$16,282.50</b>

Organization brokerage account—XXXX0437

Evanston Public Library

Vanguard Personal Investor

877-662-7447

**Account activity for Vanguard Brokerage Account – XXXX0437**

This section shows transactions that have settled by February 28, 2025.

**Income summary**

	Dividends	Interest	Tax-exempt interest	Short-term capital gains	Long-term capital gains	Other income
February	\$53.02	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Year-to-date	111.76	0.00	0.00	0.00	0.00	0.00

**Completed transactions**

Settlement date	Trade date	Symbol	Name	Transaction type	Account type	Quantity	Price	Commissions & fees	Amount
02/28	02/28	-	VANGUARD FEDERAL MONEY MARKET FUND	Dividend	-	-	-	-	\$53.02
02/28	02/28	-	VANGUARD FEDERAL MONEY MARKET FUND	Reinvestment	-	-	-	-	-53.02

If you had an adjustment to a dividend or interest payment from a previous month, the monthly amount shown under the Income Summary section of your brokerage statement may be overstated.

Per your request, a copy of this statement has been sent to:

KAREN DANCZAK-LYONS  
 LEA HERNANDEZ SOLIS  
 1703 ORRINGTON AVENUE  
 EVANSTON IL 60201

## Disclosures

### For our brokerage clients

Your brokerage cash and/or securities are held in custody by Vanguard Brokerage Services, a division of Vanguard Marketing Corporation, member FINRA and SIPC. Vanguard funds not held through your Vanguard Brokerage Services (VBS) account are held by The Vanguard Group, Inc., and are not protected by SIPC.

#### I. General information and key terms

**Advice.** Vanguard Brokerage Services provides point-in-time recommendations for certain brokerage products, accounts and services, and relating to account transfers and rollovers. However, unless Vanguard Brokerage Services affirmatively states that it is making a recommendation, it is not providing a recommendation. Vanguard Brokerage Services doesn't provide tax or legal advisory services and no one associated with Vanguard Brokerage Services is authorized to render such advice.

**Direct Participation Program (DPP) and Real Estate Investment Trust (REIT).** DPP and REIT securities are generally illiquid. The value of the security will be different than its purchase price. Any estimated value on your statement may not be realized when you seek to liquidate the security.

**Financial statement.** A Vanguard Brokerage financial statement is available for your inspection at any time upon request to Vanguard Brokerage Services.

**Free credit balance.** Any free credit balance carried for your account represents funds payable on demand, which, although properly accounted for on Vanguard Brokerage's books of record, aren't segregated and may be used in the conduct of its business to the extent permitted by law. Your settlement fund may be liquidated upon your request and the proceeds remitted to you.

**Dividend reinvestment.** When reinvesting dividends of eligible stocks, ETFs, and closed-end funds, Vanguard Brokerage Services combines cash distributions from the accounts of all clients who have requested reinvestment in the same security, and then uses that combined total to purchase additional shares of the security in the open market. The new shares are divided proportionately among the clients' accounts, in whole and fractional shares rounded to three decimal places. If the total purchase can't be completed in one trade, clients will receive shares purchased at the weighted average price paid by Vanguard Brokerage Services. Participants in our free dividend reinvestment program should refer to the "Completed transactions" area of the "Account activity for Vanguard Brokerage Account" section of their Vanguard statements for details of transaction history and dates.

For dividend reinvestment of mutual funds held in your brokerage account, the instructions are provided to the fund and the "settlement date" and "trade date" on your statement will generally represent the day the transaction is entered in your account record. Call Vanguard Brokerage Services with any questions.

**Reporting brokerage account discrepancies.** Promptly report in writing any inaccuracies or discrepancies in your Vanguard Brokerage account (including unauthorized trading) to Vanguard Brokerage Services. Any oral communication must be confirmed in writing to further protect your rights, including your rights under the Securities Investor Protection Act.

**Margin accounts.** If you maintain a margin account, this is a combined statement of your general account and a special memorandum account maintained for you under Regulation T issued by the Board of Governors of the Federal Reserve System. The permanent record of the separate account as required by Regulation T is available for your inspection upon request to Vanguard Brokerage Services. All securities must be held in your margin account. Note that purchases of open-end mutual funds and Vanguard ETFs® will settle in your cash account and after 30 days be moved into your margin account.

**Money market fund transactions.** Vanguard Brokerage Services may elect to send a monthly statement, in lieu of an immediate confirmation, for transactions executed pursuant to a periodic plan or an investment company plan, or executed in shares of any open-end registered money market mutual fund.

**Orphaned fractional share transactions.** Vanguard Brokerage Services may elect to send a monthly statement, in lieu of an immediate confirmation, for transactions executed to liquidate orphaned fractional share positions. Orphaned fractional share positions are fractional share positions held without a corresponding whole share position. Liquidations of these positions are executed by Vanguard Brokerage Services on a principal basis at the previous day's closing price, and the proceeds are credited to your account. No transaction fee is charged.

**Open orders.** A good-till-canceled (GTC) order will remain in effect for 60 calendar days after the business day on which the order was placed. If the 60th day falls during a weekend or on a holiday, the order will be canceled on the next business day before the markets open. GTC orders are automatically entered on a "do not reduce" (DNR) basis. The limit price won't be adjusted when a stock goes "ex-dividend." Orders for securities undergoing corporate actions such as, but not limited to, stock splits, stock dividends, special cash dividends, and spin-offs may be canceled before the market opening on the ex-dividend date of the corporate action. You must maintain records of all open orders. Be sure to review your open GTC orders periodically.



**Option accounts.** Information regarding commissions and charges related to the execution of an options transaction is provided in the transaction confirmation sent to you at the time of the transaction. These are also available upon request. You should advise us promptly of any changes in your investment objectives or financial situation.

**Tax information.** After year-end, Vanguard Brokerage Services is required to provide tax information to the IRS and other governmental authorities. At that time, you'll receive necessary information on the annual tax information statement; use that statement to prepare your tax filings. Note that certain types of assets typically need corrected tax forms.

**Trade execution.** Vanguard Brokerage Services may have acted as principal, agent, or both in the placement of trades for your account. Details are provided upon request to Vanguard Brokerage Services.

**Average pricing.** If average price transaction is indicated on this statement, details regarding the actual execution prices are available upon request to Vanguard Brokerage Services.

**When issued.** A short form of "when, as, and if issued." The term indicates a conditional transaction in a security authorized for issuance but not as yet actually issued. All "when issued" transactions are on an "if" basis, to be settled if and when the actual security is issued.

## II. Portfolio holdings

The net market value of the securities in your account, including short positions, is reflected in this statement on a trade-date basis at the close of the statement period. The market prices have been obtained from quotation services that we believe to be reliable; however, we can't guarantee their accuracy. Securities for which a price isn't available are marked "—" and are omitted from the total. Prices listed reflect quotations on the statement date. Current prices are listed to help you track your account and aren't suitable for tax purposes. Account balances provided on the statement are displayed in short-form using only two decimal places.

Please logon to your account at Vanguard.com to review your account balances. Accrued interest represents interest earned but not yet received. Fund data on vanguard.com is generally updated mid-month. Depending on when you log on, there may be a difference between the asset mix shown on your statement and the data shown online. There also may be a difference between your fund's actual asset allocation and its target allocation. For more information about your fund's target allocation, go to vanguard.com.

**Estimated values on statements.** Vanguard Brokerage Services relies on external vendors to provide estimated, periodic valuation and market-price information for securities listed in your account statement. From time to time, this information isn't available or isn't received in time for posting to your account statement. In this case, the valuation or market price on your statement is marked "-" and the security hasn't been valued for purposes of calculating account totals. For owners of auction-rate securities: If an estimated valuation is provided on your account statement for auction-rate securities, please note that due to market illiquidity, you may not be able to sell the security at or near the estimated valuation listed on your account statement.

**Asset mix for some funds recalculated by Vanguard.** If the "Asset mix" section of your "Statement overview" page has a footnote that reads "Recalculated values are included," the asset allocation breakdown of particular funds within your portfolio among stocks, bonds, and short-term reserves has been calculated using long positions, margin credit or debit balances; short positions have been excluded. Certain funds employ trading strategies, such as risk hedging, short selling, and use of leverage and derivatives, that could result in significant short positions that can't be displayed using a standard asset allocation pie chart. Exclusion of these short positions may have a significant impact on the "Asset mix" pie chart. For more information about the strategies or holdings of a particular fund, see the fund's prospectus.

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## MEMORANDUM

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**To:** Evanston Public Library Facilities Committee  
**From:** Yolande Wilburn, Executive Director  
**Subject:** Facilities Update  
**Date:** March 19, 2025

This memo provides an update on significant maintenance and safety activities.

### Staffing & Personnel Updates

Interviews were completed, and a candidate was selected to move forward with hiring. We anticipate that the new person can be onboarded in mid to late April.

Training on the Turning Point Mobile Living Room took place on Thursday, March 13, 2025, for safety and facilities team staff.

Restorative Justice training for the two teams began on March 18, with the safety team, and the facilities team will begin in April, and joint training will continue through the end of May/mid-June.

### Repairs & Maintenance Overview

- **Main Library:**
  - **Library Power Outage:** On March 6th, the Main Library experienced a power outage from approximately 5:25 PM to 9:30 PM. The cause of the outage is unknown. The library reopened as usual the following day. Thank you to the staff who assisted with clearing the building and updating the website and to Brian Henderson and Ray Wade for remaining on-site to ensure access. Thank you also to the City team for their troubleshooting support and to Sean Ciolek, Chris Woppel, and Mark Wegner for their work in restoring power.
- **Robert Crown:**
  - **Carpet Replacement:** The Robert Crown carpet replacement and Meeting Room repair work are proceeding. The installation date is not yet set, but COE has agreed to lay the carpet tile. The carpet tile replacement source and pricing are pending.
  - **Study Rooms:** The patching and painting of the study rooms are nearing completion, and new chairs are being installed. The estimated completion date is 3/11/25.

### Contracts & Vendor Management

## MEMORANDUM

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- **MOU with the City:** The Director met with the City Manager, Assistant City Manager, and the Division manager of Fleet and Facilities Services. The City has not yet had the opportunity to review the MOU in full. We continue to discuss possible updates.

### Strategic Projects

- **The Staff Door Card Key Project:** The rekey project is set to begin in March 2025. The scope of work is complete. The vendor needs to recertify the bid, which expired on January 31, 2025, and commit to a start date in March.
- **Shared Space Feasibility:** Lara Biggs, City of Evanston Capital Planning and Engineering Bureau Chief, presented the attached slide presentation to the City Council on March 10, 2025. The City noted that if the Library and City consolidate into the Main Library, an expansion of the 4th floor would be required over the atrium and a portion of the low roof. The Library space needs are met under the plan. However, the City space would fall approximately 10,000 square feet short of needs.
- **Roof Replacement:** Approved for this year but not yet started. The project will be assessed in conjunction with the larger renovation project before proceeding.
- **Master Facilities Plan:** The work on the Master Facilities Plan is set to begin once the Facilities Manager comes on board. Completion is expected by Q4 2025.

### Safety & Security Update

Training for Managers and Persons-in-Charge took place on the incident tracking system on March 3, 2025. Safety Team staff took additional training on March 5, 2025. Go live is anticipated to begin the week of March 17, 2025 to give the safety team the ability to input live reports before making the system available to all staff in April.

The Informcast emergency alert notification service training took place on March 13 during the monthly All Staff update. The system went live for use on March 13, 2025. The system allows staff to get alerts of building closures and emergency events on their desktop or cell phone.

### Monthly Safety Summary

- **Incidents and Suspensions:** In February of 2025, 18 incidents were reported, and 10 suspensions were made due to violations of library policies.
- **Turning Point:** The Mobile Living Room (van) staff noted they had twenty-seven (27) interactions with patrons during the entire month of February 2025. The crisis response team inside the library reported twenty-nine (29) interactions. Safety staff completed traffic control training for the turning point mobile living room van on March 14th 2025.

### Upcoming Approvals & Budget Considerations

There are no facility or safety items up for approval at this time.

# 2100 Ridge Avenue Discussion



**Lara Biggs**  
City Engineer

March 10, 2025

# Library Renovation Cost - Alternate 1

Library and City consolidate into Main Library.  
Includes expansion of 4th floor over atrium and low roof.  
Library space needs met. Approximately 10,000 sf short of City needs.

<b>Alternate</b>	<b>Occupancy</b>	<b>Renovation Cost</b>	<b>Area</b>
1	Library Area	\$21.6M	44,799
1	City Area	\$21.1M	43,411
1	Core/Shared Area	\$21.8M	72,634
Alternate 1 Sub-Total		\$64.5M	160,844

# Library Renovation Cost - Alternate 2

Library renovation only.

Maintain most existing walls and finishes as feasible.

<b>Alternate</b>	<b>Occupancy</b>	<b>Renovation Cost</b>	<b>Area</b>
2	Library Area	\$21.0M	

# Library Cost Estimates - Summary

Library and City would likely both issue bonds for project of this size, which would be paid by the same taxpayers. Therefore, calculating the difference in cost to taxpayers.

Alternate 1 Sub-total	\$64.5M
Alternate 2 Sub-total	\$21.0M
<b>Difference to Taxpayer</b>	<b>\$43.5M</b>



# 900 Clark - City Hall

Includes 55,592 sq ft - slightly larger than 909 Davis  
Would include portion of ground floor plus four entire additional floors.

Estimated City Capital Cost = \$43.1M

Annual O&M Cost = \$0.61M (assumes property tax-exempt)



# Civic Center Potential Options - 20 Yr Costs

City Hall Options - 20 Year Total Cost (2026 - 2045)				
	Description	Estimated Capital Cost / Rent	O&M Costs	Total
1	Renovate 2100 Ridge Avenue as City Hall	\$94.7M	\$21.1M	\$115.8M
2	Lease 909 Davis as City Hall	\$28.8M	\$34.2M	\$63.0M
3	Renovate Main Library as a joint Library/City Hall	\$43.5M (Note 1)	\$24.3M (Note 2)	\$67.8M
4	Include Multi-Floor City Hall as part of 900 Clark Street Planned Unit Development	\$43.1M	\$16.3M (Note 3)	\$59.4M

- Notes:
1. Additional cost for City consolidation. Total cost estimated at \$64.5M.
  2. Additional cost for City consolidation. Total cost estimated at \$37.9M.
  3. Assumes property tax-exempt.

# 2100 Ridge Avenue - Maintenance Cost of Unoccupied Building

Item	Monthly Cost (Estimated)	Notes
Staff	\$9,000	Assumes 0.25 FTE for daily check-ins and 0.5 FTE for building systems maintenance
Materials/ Supplies	\$5,000	Materials for building systems maintenance
Energy	\$13,000	Electricity and natural gas
Operations Contracts	\$2,000	Maintenance contracts (elevator, fire panel, building automation system, etc.)
<b>Total</b>	<b>\$29,000</b>	

Notes: Minor repairs only. Does not include emergency repairs, such as roof leaks, HVAC system failure, etc.



**Agenda Item 6.C**

MEMORANDUM

To: Evanston Public Library Board of Trustees  
 From: Wynn Shawver, Development Manager  
 Subject: February Development Activity  
 Date: March 13, 2025

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**February Fundraising Performance Overview**

Type	February	YTD Total	FY25 Goal	% to Goal
Individual Donations	\$12,085	\$27,679	\$400,000	6.92%
Federal Grants	\$13,480	\$13,480	\$40,000	33.70%
Non-Federal Grants	\$0	\$0	\$40,000	0.00%
Per Capita Grant	\$0	\$0	\$115,000	0.00%
Misc Revenue	\$0	\$942	\$2,000	47.10%
<b>Total Revenue</b>	<b>\$25,565</b>	<b>\$42,101</b>	<b>\$597,000</b>	<b>7.05%</b>

This performance is typical to years past and in line with projected activity.

**Individual Fundraising Summary**

- Individual Funds Raised in February:** \$12,085 (-23.96% decrease from last month)
- New Major Commitments Secured:** 1 new pledge totaling \$30,000
- Leadership Donors Performance:** 2 leadership donors, \$8,000 raised
- Upcoming Campaigns:** Annual Report Campaign launches in April: \$20,000 goal



**Individual Donor Engagement & Stewardship**

**Year-to-Date Acquisition:** 7 donors (\$7,485 revenue acquired)

**Year-to-Date Donor Retention Rate:** 108 donors retained, \$19,403.04

**Stewardship Actions Taken:**

- Timely thank-you letters/emails delivered acknowledging contributions weekly.
- Sharing Our Love email sent on 2/14/25 to 3,049 emails, 62% open rate.
- Leadership Donor Engagement: 12 conversations in February, 30% of the leadership donor pool has been engaged in 2025.

**Campaigns & Appeals**

Campaign	FY 25 Goal	February Revenue Received	FY 25 Actual	% to Goal
24 Year End Campaign	\$20,000.00	\$3,000.00	\$11,990.91	60%
25 Annual Giving	\$20,000.00	\$2,153.94	\$2,153.94	11%
25 Grateful Patron	\$5,000.00	\$5,100.00	\$5,100.00	102%
25 Recurring	\$30,000.00	\$1,748.27	\$3,949.47	13%
25 Tribute	\$10,000.00	\$71.40	\$4,173.52	42%
25 Grateful Volunteer	\$50,000.00	\$10.67	\$10.67	0%

- The Grateful Patron Campaign received \$5K in support of collection management and display.
- The Annual Report Campaign is scheduled for distribution by mail and email no later than April 15th. 1,800 copies will be printed at an estimated cost of \$6,075, which includes postage to 1,700 donors, volunteers, and partners. The campaign goal is to raise \$20,000.



**Grants & Corporate Sponsorships**

**New Grant Requests**

Submitted	Request	Notification Date
2/18/25 - Library of Congress - Literacy Awards	\$10,000	10/15/25
2/1/25 - McGraw Foundation	\$5,000	8/1/25

**Pending Grant Requests**

Submitted	Request	Notification Date
1/8/25 - National Science Foundation	\$100,000	10/1/25
1/29/25 - Better World Books	\$3,000	6/30/25
1/30/25 - National Endowment for the Arts	\$10,712	5/30/25
1/30/25 - Illinois State Library (Per Capita)	\$115,000	7/1/25

**Corporate Sponsorships:** 1 new corporate sponsor engaged during the month of February.

**Federal Funding Pipeline (January-March 2025)**

Status/Notes	Federal Funder	Request	Proposal Deadline
<b>Planned Proposal</b>	Institute of Museum and Library Services	\$86,000	3/10/2025
<b>Planned Proposal</b>	NTIA (Illinois Dept. of Commerce)	\$550,000	3/20/2025
<b>On Hold</b>	Institute of Museum and Library Services (Illinois State Library)	\$40,000	3/30/2025
<b>Submitted</b>	National Science Foundation	\$100,000	1/8/2025
<b>Submitted</b>	National Endowment for the Arts	\$10,712	1/30/2025

**Next Steps & Strategic Priorities**

- Two federal funding opportunities totalling \$636,000 are planned to be submitted in March.
- Leverage the Annual Report Campaign to raise \$20,000 and enhance donor engagement.
- Strengthen corporate sponsorship and multi-year commitment opportunities.
- Attempt to engage with 100% of the 2024 Leadership Donors by March 31st.



## **MEMORANDUM**

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**To:** Evanston Public Library Finance Committee  
**From:** Ellen Riggsbee, Marketing and Communication Manager  
**Subject:** Final Annual Report  
**Date:** March 14, 2025

Included in this packet, you will find a draft of the Evanston Public Library 2024 Annual Report.

This report tells the “story” of our library. We wanted to show the connection between the Mission, Vision and Core Values of EPL and our programs and spaces. Throughout these pages are snapshots of our programs and our services and show how we strive to engage with all of the residents we serve. We want our story to tell our patrons, local residents and supporters what we do and why. We will continue helping our community reach their aspirations and full potential, while we continue to grow, make lasting connections and positively impact our community.

This report is in draft format. Once approved by the EPL Board of Trustees, this report will be available in print and digital form.



EVANSTON PUBLIC LIBRARY

Agenda Item 6.E



**EVANSTON  
PUBLIC  
LIBRARY**

**BELONG, LEARN,  
CONNECT**

**YOUR LIBRARY. OUR STORY.**

**2024 ANNUAL REPORT**



## OUR MISSION

Evanston Public Library connects our diverse community through learning, discovery, and shared experiences, providing equitable access to resources, fostering personal growth, and creating inclusive spaces where everyone can belong, learn and connect.



## BOARD MEMBERS

**Yolande Wilburn**  
Executive Director

**Tracy Fulce**  
President

**Arikpo Dada**  
Vice President

**Michelle Mills**  
Treasurer

**Esther Wallen**  
Secretary

**Samia Amamoo**  
**Catie Huggins**  
**Meghan Shea**  
**Terry Soto**

## THE EPL CONTINUES TO PROVIDE SPACE FOR LEARNING, CREATIVITY, AND COMMUNITY.

Dear Friends and Supporters of the Evanston Public Library,

As we look back on 2024, we are filled with immense pride and gratitude for all that our library has accomplished. This past year was one of growth, connection, and impact, and it would not have been possible without the dedication of our staff, volunteers, partners, and the unwavering support of our patrons and donors.

From welcoming nearly 440,000 visitors to hosting over 1,800 programs, the Evanston Public Library continued to provide a space where learning, creativity, and community come together.

With new initiatives like the Innovation Station and the Mobile Living Room, we expanded our reach and ensured that everyone, regardless of age or background, had access to the resources and programs they needed to thrive.

As we move into 2025, we are excited to continue our work guided by the principles of Belong, Learn, Connect from our new strategic plan. Our mission remains to create spaces where everyone in Evanston feels a sense of belonging, where creativity is nurtured, and where learning happens for people of all ages. This year, we will expand our programs and collections, enhance access to technology, and strengthen our community partnerships to ensure that the library remains a place where everyone can thrive.

We invite you to stay connected with us—by visiting our branches, participating in programs, and sharing your ideas for how we can best serve Evanston. Your involvement helps us grow and evolve as a community resource. If you are inspired to support our efforts, your generosity will ensure that we continue building inclusive spaces that bring people together and provide the resources that empower learning and creativity.

Thank you for being a vital part of our story. Together, we will continue to build a stronger, more connected Evanston throughout 2025 & beyond.

Warm regards,

**Yolande Wilburn** | Executive Director  
Evanston Public Library

**Tracy Fulce** | President  
Library Board of Trustees





## TURNING THE PAGES OF CHILDHOOD

**Equitable Access for Children:** We give young readers the chance to explore and learn—no matter their background or ability—so they can grow and thrive.

### HOW DOES IT FEEL TO WIN THIS AWARD?

The co-winner of the top Blueberry Award, Rasha Hamid, author of *How to Bird*, writes: "I'm so excited to be one of the recipients of the 2023 Blueberry Awards. As a parent and educator, I have spent decades looking for books that reflect the extraordinary diversity of our earth and also that center Black and brown children in urban communities."



## THE BLUEBERRY AWARDS

The Blueberry Awards honor children's literature that strengthens kids' connections with nature and fosters action for the planet. In 2021, Evanston Public Library established the Blueberry Awards to address a shortage of awards recognizing the best nature and climate books published each year.



### STORY QUEST SUPPORT CONTINUES

Thank you to Mudlark Theater and the Evanston Arts Council for their support of black-identified youth through Story Quest, a hybrid book and theater club.



## ABC BOOSTERS

Since 2012 the ABC Boosters program, an early literacy initiative funded partly by a grant from local partner Evanston/Skokie School District 65, has connected Evanston teens with rising kindergartners to work on literacy skill-building over the summer.



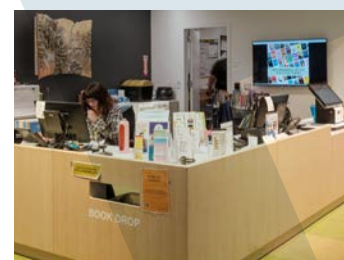
## 101 GREAT BOOKS FOR KIDS

Each year, our staff reads hundreds of books to determine which 101 books are representative of a diverse array of people and experiences. The list confronts issues of immigration, LGBTQ issues, Black Lives Matter, struggles with poverty, and being differently-abled.



## SCHOOL VISITS

In 2024 EPL staff transported crates of books to local schools to bring programming and resources to children as a way to foster a love for reading, enhance critical thinking skills, and provide students with valuable resources to support their academic and personal growth.



## BOOK BUDDIES

Every week, high school volunteers read to preschoolers through our Book Buddies Program at the Robert Crown Library Branch, fostering intergenerational connections and inspiring young children to develop strong literacy skills.



## READING TO CATS

Reading to Cats, a partnership with Paws and Claws Cat Shelter, lets kids practice literacy by reading to rescue cats. Due to its popularity, it's now a regular event where kids can read with furry friends, using books provided or their own.



## EMPOWERING THE NEXT GENERATION

**Equitable Access for Teens:** EPL helps teens thrive by providing them a safe space with built-in support to learn new skills and engage with peers, regardless of background or abilities.

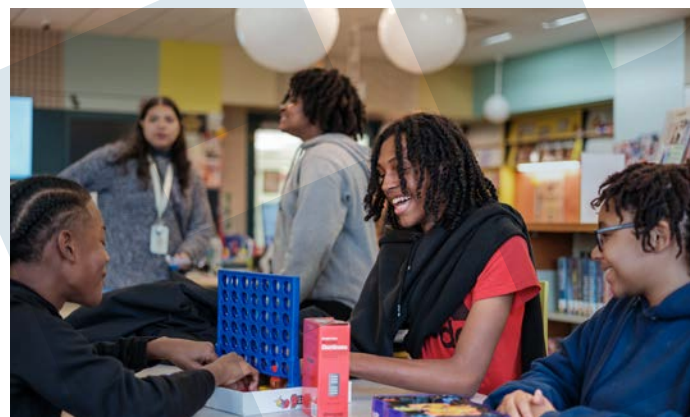


### STEM FOR TEENS

In 2024, Evanston Public Library was awarded over \$39,000 by the Office of the Illinois Secretary of State to fund the Library's STEM programming for middle school students including the Sew It, Code It, and Film It Challenges, as well as other STEM programming which was offered free to students across the city.

### THE TEEN LOFT

Space means different things to different people, and for teens, having their own space offers freedom to express themselves. In 2024, the Teen Loft provided a place for teens to connect, share ideas and communicate. With over 9,000 books, audio books, graphic novels, and an extensive e-materials collection, it caters to both leisure and learning, with materials selected to suit diverse interests and reading levels.

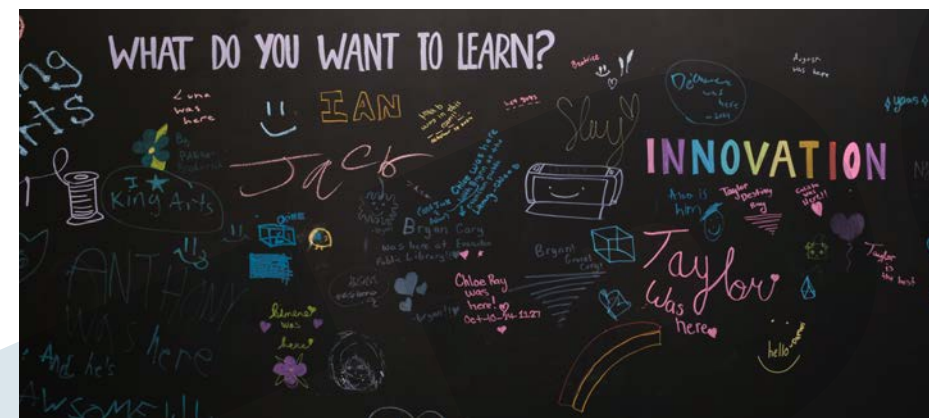


### TEEN SCENE AT ROBERT CROWN

The Robert Crown Center Branch library hosts a teen drop-in time where teens can come and hang out, relax, or work on projects in a comfortable space. It's a casual opportunity for teens to connect with friends, access library resources, or just unwind after school.

## CREATING TOGETHER: INNOVATION STATION

In 2024, we opened the Innovation Station, a creative DIY space that offers tools and resources for makers to bring their community projects to life. This space is where makers can get creative, design and build crafts, art and other items. Patrons can work on personal projects or collaborate with the community. We provide the space and technology—visitors bring the ideas and supplies! From crafting to coding, designing to building, this is the place to imagine, create, and innovate.



### INNOVATING ACCESSIBILITY FOR ALL

"I've always enjoyed sewing, but due to limited mobility in my legs, using a foot pedal can be difficult. After speaking with the Maker staff about this, I was amazed to find that they had set up accessible sewing machines for me the next time I visited. The staff is not only incredibly supportive but also takes the time to listen and ensure the space is truly accessible, so everyone has the chance to create."

—EPL Patron



## A LIFETIME OF KNOWLEDGE

**Nurturing Curiosity:** We spark interest and support lifelong growth through a wide range of programs and innovative services providing people with ideas, knowledge and skills to last a lifetime.

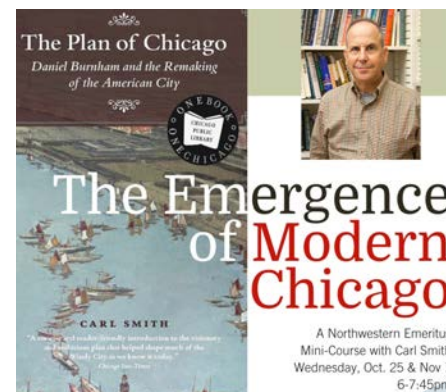


### NEA BIG READ: A CATALOG OF UNABASHED GRATITUDE

Evanston Public Library was awarded a grant from the National Endowment for the Arts to provide our community with free copies of Ross Gay's book of poetry *Catalog of Unabashed Gratitude*, to be given away at a variety of events from September 2024 through May 2025. The National Endowment for the Arts Big Read is designed to broaden our understanding of our world, our communities, and ourselves through the joy of sharing a good book. NEA Big Read is a program of the National Endowment for the Arts in partnership with Arts Midwest.

#### NEA BIG READ EVENTS IN 2024

Some of our Big Read Events included a Kick-off Event, Art & Poetry Workshops, Death Cafe, Paper Making Classes, Art-Making in the Time of Crisis Events and Children's Storytimes.



### EXPERT LED MINI-COURSES

Throughout the year we hosted expert-led programming at the library offering unique opportunities for the community to learn from professionals in various fields. Events included lectures, NEO mini-courses, a MENA lecture series, legal courses and more.

### LANGUAGE CAFES

In addition to hosting Oakton College ESL classes two times per week, EPL provided Language Cafes for participants to engage in casual conversation to help build comfort and understanding in a variety of languages including Spanish, English, French, Russian, Mandarin Chinese, Japanese and Italian. The Language Cafe is open to both fluent speakers and new learners and adapts each session to the preferences and language needs of the attendees.

### WELLNESS SERIES

The library hosted a series of wellness workshops designed specifically to connect with Black/African community members. Each workshop series focuses on different aspects of wellness, offering valuable tools, support, and resources to attendees. Topics include strategies for stretching budgets while making healthy food choices, making informed financial decisions, and improving emotional well-being. Led by expert presenters, these workshops provide essential, life-changing support to our patrons.



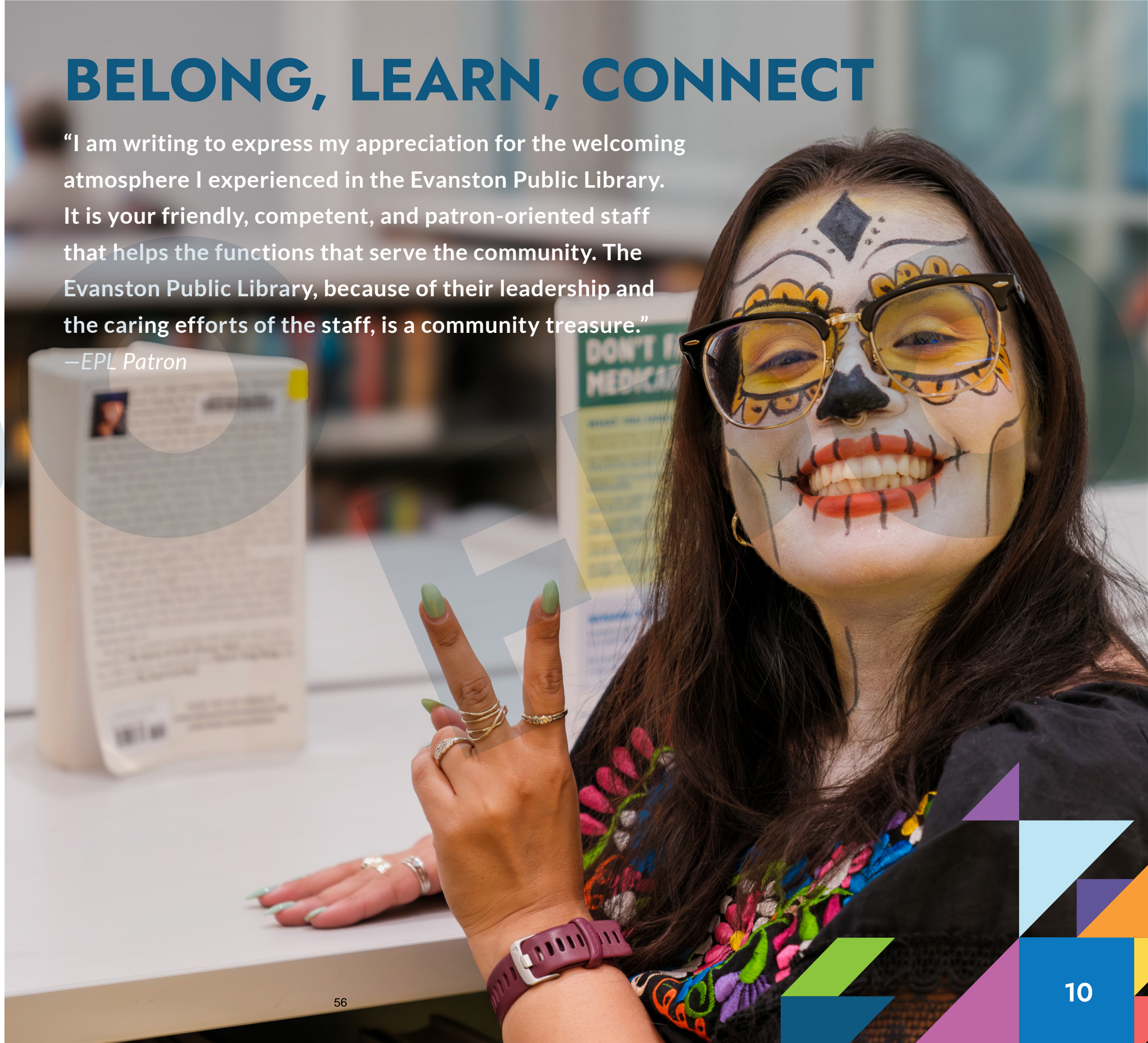
## OUR VISION

To ignite limitless possibilities, inspire bold ideas, and empower every person to build a connected, inclusive community.

# BELONG, LEARN, CONNECT

“I am writing to express my appreciation for the welcoming atmosphere I experienced in the Evanston Public Library. It is your friendly, competent, and patron-oriented staff that helps the functions that serve the community. The Evanston Public Library, because of their leadership and the caring efforts of the staff, is a community treasure.”

—EPL Patron





## PROGRAMS FOR OLDER ADULTS

**Establishing Connections:** EPL provides a feeling of inclusivity and belonging by creating spaces where every person feels welcomed, valued, and empowered to share their stories and experiences.



### AGELESS GRACE

In 2024, our Older Adult offerings expanded at the Main Library to include Ageless Grace, a brain and body health program. Kate Jordan, Engagement Services Coordinator for Older Adults, became a Certified Educator of the program, allowing us to offer it on a weekly basis.



### WITS WORKOUT

This brain health program developed by University of Illinois Extension challenges participants with word play, recall, trivia, numbers, and creative exercises; along with brain health training. EPL staff facilitated Wits Workout monthly and developed a devoted following. In addition to completing the worksheets, participants interacted with each other and reveled sharing in their brain health journey.

**AGELESS GRACE, WITS  
WORKOUT AND AHA! WERE  
FUNDED IN PART BY A GRANT  
FROM AGEOPTIONS.**



### BOOKS ON WHEELS

Books on Wheels helped to provide 132 Evanston-based residents with access to a large selection of books, audio books, and DVDs. In 2024 there were nine volunteers who helped make deliveries throughout Evanston. The program moves over 3,720 pieces in circulation for our patrons in need.



### MONTHLY ART WORKSHOPS

With a grant from AgeOptions and a community partnership with The Mather Initiative, EPL hosted monthly art workshops at both library locations. Offerings included Valentine & Halloween pop-up cards creation, paper bead making, wood carving, paint by numbers, paper making, mosaic making and flower arranging (for individuals 55 & up).



### AHA! ACTIVE HEALTHY AGING

Active Healthy Aging (Aha!) was a fitness class for older adults led by fitness professionals and was held at the Robert Crown Center throughout the year. Activities varied and provided participants with just the right amount of exercise to keep them active and stay healthy.



## COMMUNITY WELLBEING

Last year, Evanston Public Library established itself as a leader in community engagement by offering equitable access to information, resources, and programs. We focused on supporting historically marginalized communities, promoting belonging, and worked to empower all residents to connect, learn, and thrive. We did this through offering innovative and engaging activities, programs and outreach initiatives that took EPL programs to places beyond the walls of the library.

Library staff visited many locations and spaces, connecting directly with community members throughout Evanston in parks, at community events and celebrations. Staff member Kate Jordan facilitated a monthly senior resident program where she visited participants to provide them library resources and cards, bringing the library directly to their living space. Kate also called over 100 of her patrons to ensure they felt cared for and connected.

Staff also brought their expertise and kindness to celebrations and events throughout Evanston

including the Umbrella Arts Festival and First Fridays Community Picnic. They participated in Connections (for the homeless), Walk/Roll the Redline, Bethel AME Health Fair and Back-to-School Jam.

Staffers additionally represented EPL at important community meetings such as the Reparations Town Hall and at the National Reparations Research Center and Library. They also proudly displayed their EPL affiliation at celebrations like the Pride Picnic, the Juneteenth Parade, the Evanston Powwow and local Kwanzaa Celebration.

In 2024, EPL staff worked tirelessly to positively impact our community by providing free access to resources, education, and technology, bridging gaps for those who may lack other opportunities. We also served as a gathering space where people connected, shared ideas, and engaged in activities that fostered a sense of belonging and civic engagement.

## ENGAGING IN OUR COMMUNITY





## CREATING POSITIVE CHANGE

**Inclusivity & Belonging:** We enhance the well-being of our patrons by providing space to connect and support each other and by creating opportunities for social interaction and personal growth.



### SPANISH SPEAKER PROGRAMS

The library hosted impactful programs for the Latino community, including a Spanish-language Mental Health First Aid training and an entrepreneurship workshop series. To celebrate Hispanic Heritage Month, the library organized Noche de Juegos, a family-friendly game night made possible in part by support from Oakton College.



### 1619: THE JOURNEY OF A PEOPLE

In 2024, the EPL received a \$25,000 grant from the National Endowment for the Arts (NEA) to bring 1619: The Journey of a People to Evanston. The funding allowed the library to continue its collaboration with Fleetwood-Jourdain Theater and start a new partnership with Northwestern University's Office of Neighborhood and Community Services.



### THE CROWN BRANCH

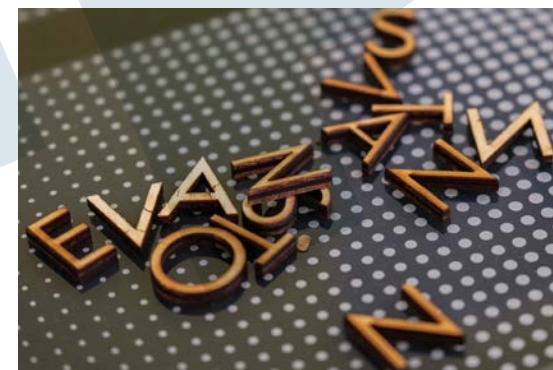
EPL's second Evanston location hosted community-driven programs that promoted connection and learning including the Repair Cafe, which encourages sustainability and community-building through volunteer-led efforts. The library also celebrated traditions like the Day of the Dead with crafts, story-time, and an ofrenda, while the monthly Death Cafe offered a supportive space for grief and death discussions.

## A SUSTAINABLE FUTURE

The future of Evanston Public Library revolves around creating modern, inclusive spaces that evolve with the needs of the community. As part of our strategic plan, EPL aims to modernize our facilities, embracing sustainability and ensuring accessibility for all. By prioritizing inclusivity and promoting a sense of belonging, EPL intends to establish a library environment that not only serves as a hub for learning and connection but also embodies the values of community collaboration.

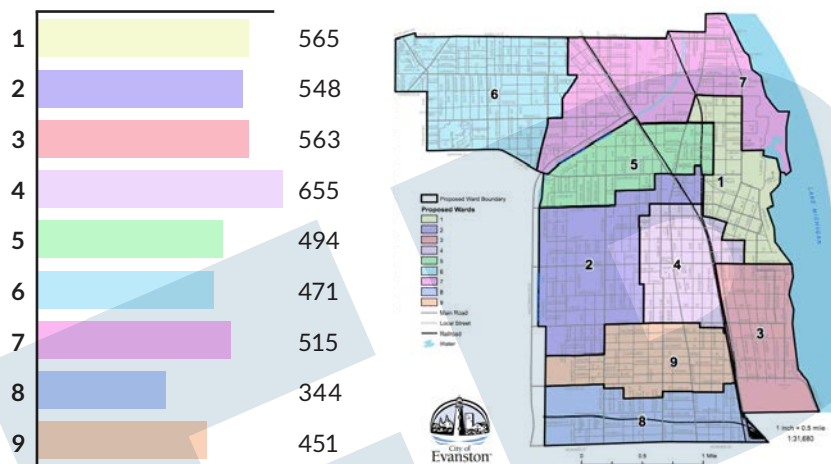
EPL is committed to expanding services that promote lifelong learning, foster community engagement, and empower individuals to explore emerging technologies. New initiatives will include workshops on Artificial Intelligence (AI), Virtual Reality (VR), coding, and digital media creation, with a focus on inclusion and representation from historically marginalized groups. We will also introduce sustainability-themed programs to raise environmental awareness, further solidifying its role as a vital, forward-thinking community resource.

In the years to come, we pledge to continue to promote sustainable practices that protect our environment and contribute to a more resilient community.





**NEW LIBRARY CARD REGISTRATIONS IN 2024**



**2024 REVENUE & EXPENSES**

Revenue Type	2024 Budget
Gifts, Donations & Endowments	\$616,999
Tax Levy	\$8,213,664
Intergovernmental & Grants	\$250,213
Other Revenue	\$89,794
<b>TOTAL</b>	<b>\$9,170,670</b>

Expense Type	2024 Budget
Salary & Benefits	\$7,303,028
Library Collection	\$911,500
General Operating	\$1,502,977
<b>TOTAL</b>	<b>\$9,170,670</b>

**1,114,188**  
Items Checked Out in 2024

**440,017**  
Total Library Visits

**267,519**  
Print Materials Available

**9,822**  
Adults Who Attended Programs

**6,933**  
Children Ages 0-11 Who Attended Programs

**3,829**  
Tweens and Teens Who Attended Programs

**43,442**  
Public Internet Sessions at EPL

**29,420**  
Total Number of Card Holders

**7,605**  
Total Volunteer Hours

**277**  
Total Volunteers

**2024:  
A LOOK  
AT THE  
NUMBERS**





# INDIVIDUAL GIVING AND FAMILY FOUNDATION SUPPORT

## \$50,000 +

Julianne Farley  
**\$25,000 +**  
 Anonymous  
**\$10,000 +**  
 Anonymous  
 Monica Gormley  
 Margaret and Paul Lurie  
 Revada Foundation

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 Gweneith G. Jessen  
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 Edna Termolen  
 Naeema Torres  
 Betsy Tolstedt and Patrick Walsh  
 Bex Way  
 Barbara Goodman and Seth Weinberger

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20  
24

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Gary and Terri Michaels	Linda Relyea	Jean Butzen and Jim Strickler	Diane Lotko-Baker and Don Baker	Ellen and Marc Fogelberg	Nikki Kopelson	Beth Reiman	

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