



## **FINANCE COMMITTEE MEETING**

LIBRARY COMMITTEE PACKET

Wednesday, January 14, 2026, at 1:00 pm  
Main Library, 4th Floor Board Room, and via Zoom

Zoom Link: <https://us06web.zoom.us/j/88623929014>



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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. OLD BUSINESS**

A. Intergovernmental Agreement & Lease update

### **5. NEW BUSINESS**

A. Review the upcoming board packet finance items

B. Monthly Development Report

C. Non-union merit increase 2026 budget (Discussion)

D. Parameters for Travel & Training budget for staff and trustees (Discussion)

### **6. EXECUTIVE SESSION**

### **7. ADJOURNMENT**

**Next Meeting: February 12, 2026, at 3:00 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 in advance of the meeting so that arrangements can be made for the accommodation if possible.



**EVANSTON  
PUBLIC  
LIBRARY**

## **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:** January 14, 2026

### **Recommended Action**

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

### **Payroll**

December 1, 2025, through December 14, 2025,	\$ 220,659.96
December 15, 2025, through December 28, 2025,,	\$ 221,364.35

### **Library Fund Bills List**

December 9, 2025	\$ 61,402.78
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Attachment: Bills List

# Library Bills List

G/L Date Range 12/09/25 - 12/09/25

Vendor	Invoice Description	Invoice Date	G/L Date	Payment Date	Invoice Amount
Fund <b>185 - LIBRARY FUND</b>					
Department <b>48 - LIBRARY</b>					
Business Unit <b>4805 - EARLY LEARNING &amp; LITERACY</b>					
Account <b>65100 - LIBRARY SUPPLIES</b>					
206940 - ULINE	HIGH CHAIR FOR ELL	11/13/2025	12/09/2025	12/09/2025	216.52
Account <b>65100 - LIBRARY SUPPLIES</b> Totals					Invoice 1
					Transactions
					<u>\$216.52</u>
Account <b>65630 - LIBRARY BOOKS</b>					
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/26/2025	12/09/2025	12/09/2025	81.08
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/26/2025	12/09/2025	12/09/2025	11.86
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/26/2025	12/09/2025	12/09/2025	155.86
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/26/2025	12/09/2025	12/09/2025	216.80
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/26/2025	12/09/2025	12/09/2025	31.11
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/26/2025	12/09/2025	12/09/2025	10.86
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/26/2025	12/09/2025	12/09/2025	22.56
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/26/2025	12/09/2025	12/09/2025	42.59
102576 - INGRAM LIBRARY SERVICES	YA AND JUV PRINT	11/26/2025	12/09/2025	12/09/2025	22.82
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/28/2025	12/09/2025	12/09/2025	26.97
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/24/2025	12/09/2025	12/09/2025	296.05
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/24/2025	12/09/2025	12/09/2025	268.84
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/24/2025	12/09/2025	12/09/2025	91.41
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/24/2025	12/09/2025	12/09/2025	755.69
102576 - INGRAM LIBRARY SERVICES	YA AND JUV PRINT	11/24/2025	12/09/2025	12/09/2025	1.25
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/24/2025	12/09/2025	12/09/2025	158.34
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/24/2025	12/09/2025	12/09/2025	436.80
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/24/2025	12/09/2025	12/09/2025	24.90
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/24/2025	12/09/2025	12/09/2025	134.07
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/24/2025	12/09/2025	12/09/2025	98.26
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/24/2025	12/09/2025	12/09/2025	40.79
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/24/2025	12/09/2025	12/09/2025	82.67
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/24/2025	12/09/2025	12/09/2025	7.86
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/24/2025	12/09/2025	12/09/2025	26.50
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/24/2025	12/09/2025	12/09/2025	11.31
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/24/2025	12/09/2025	12/09/2025	37.96
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/24/2025	12/09/2025	12/09/2025	11.30
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/24/2025	12/09/2025	12/09/2025	23.75
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/24/2025	12/09/2025	12/09/2025	12.44
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/24/2025	12/09/2025	12/09/2025	21.49
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/24/2025	12/09/2025	12/09/2025	23.73
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/24/2025	12/09/2025	12/09/2025	36.19
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/24/2025	12/09/2025	12/09/2025	11.30
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/24/2025	12/09/2025	12/09/2025	11.90
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/24/2025	12/09/2025	12/09/2025	56.78
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/24/2025	12/09/2025	12/09/2025	11.30
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/24/2025	12/09/2025	12/09/2025	24.94

102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/24/2025	12/09/2025	12/09/2025	24.91
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/24/2025	12/09/2025	12/09/2025	14.93
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/24/2025	12/09/2025	12/09/2025	1,316.03
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/20/2025	12/09/2025	12/09/2025	14.83
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/20/2025	12/09/2025	12/09/2025	19.44
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/20/2025	12/09/2025	12/09/2025	24.92
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/20/2025	12/09/2025	12/09/2025	14.35
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/20/2025	12/09/2025	12/09/2025	9.84
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/20/2025	12/09/2025	12/09/2025	31.32
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/20/2025	12/09/2025	12/09/2025	28.72
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/20/2025	12/09/2025	12/09/2025	11.39
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/20/2025	12/09/2025	12/09/2025	11.94
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/20/2025	12/09/2025	12/09/2025	92.75
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/20/2025	12/09/2025	12/09/2025	56.57
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/20/2025	12/09/2025	12/09/2025	11.88
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/21/2025	12/09/2025	12/09/2025	11.33
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/21/2025	12/09/2025	12/09/2025	15.39
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/21/2025	12/09/2025	12/09/2025	31.09
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/21/2025	12/09/2025	12/09/2025	8.75
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/21/2025	12/09/2025	12/09/2025	7.56
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/21/2025	12/09/2025	12/09/2025	12.08
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/18/2025	12/09/2025	12/09/2025	12.48
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/18/2025	12/09/2025	12/09/2025	38.49
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/18/2025	12/09/2025	12/09/2025	4.84
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/18/2025	12/09/2025	12/09/2025	11.91
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/18/2025	12/09/2025	12/09/2025	11.35
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/18/2025	12/09/2025	12/09/2025	11.84
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/18/2025	12/09/2025	12/09/2025	11.90
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/18/2025	12/09/2025	12/09/2025	46.08
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/18/2025	12/09/2025	12/09/2025	23.78
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/18/2025	12/09/2025	12/09/2025	107.64
102576 - INGRAM LIBRARY SERVICES	JUV AND YA PRINT	11/18/2025	12/09/2025	12/09/2025	10.08
102576 - INGRAM LIBRARY SERVICES	JUV AND CROWN PRINT	11/18/2025	12/09/2025	12/09/2025	1.19
102576 - INGRAM LIBRARY SERVICES	JUV AND CROWN PRINT	11/18/2025	12/09/2025	12/09/2025	2.36
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/18/2025	12/09/2025	12/09/2025	137.74
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/19/2025	12/09/2025	12/09/2025	38.07
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/18/2025	12/09/2025	12/09/2025	11.93
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/14/2025	12/09/2025	12/09/2025	21.45
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/14/2025	12/09/2025	12/09/2025	15.99
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/14/2025	12/09/2025	12/09/2025	28.41
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/14/2025	12/09/2025	12/09/2025	12.57
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/14/2025	12/09/2025	12/09/2025	5.65
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/14/2025	12/09/2025	12/09/2025	33.90
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/14/2025	12/09/2025	12/09/2025	7.62
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/14/2025	12/09/2025	12/09/2025	26.62
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/14/2025	12/09/2025	12/09/2025	10.41
102576 - INGRAM LIBRARY SERVICES	JUV AND AV PRINT	11/14/2025	12/09/2025	12/09/2025	.35
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/14/2025	12/09/2025	12/09/2025	62.13
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/16/2025	12/09/2025	12/09/2025	26.35
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/16/2025	12/09/2025	12/09/2025	8.65

102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/16/2025	12/09/2025	12/09/2025	10.22
102576 - INGRAM LIBRARY SERVICES	JUV AND CROWN PRINT	11/16/2025	12/09/2025	12/09/2025	7.17
102576 - INGRAM LIBRARY SERVICES	JUV AND CROWN PRINT	11/16/2025	12/09/2025	12/09/2025	1.22
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/16/2025	12/09/2025	12/09/2025	222.04
102576 - INGRAM LIBRARY SERVICES	JUV AND YA PRINT	11/16/2025	12/09/2025	12/09/2025	1.20
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/16/2025	12/09/2025	12/09/2025	90.57
102576 - INGRAM LIBRARY SERVICES	JUV AND CROWN PRINT	11/17/2025	12/09/2025	12/09/2025	1.12
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/17/2025	12/09/2025	12/09/2025	21.73
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/17/2025	12/09/2025	12/09/2025	16.37
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/17/2025	12/09/2025	12/09/2025	167.25
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/17/2025	12/09/2025	12/09/2025	98.88
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/17/2025	12/09/2025	12/09/2025	96.60
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/17/2025	12/09/2025	12/09/2025	96.54
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/17/2025	12/09/2025	12/09/2025	1,174.96
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/17/2025	12/09/2025	12/09/2025	23.71
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/17/2025	12/09/2025	12/09/2025	24.21
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/17/2025	12/09/2025	12/09/2025	6.38
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/17/2025	12/09/2025	12/09/2025	26.67
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/17/2025	12/09/2025	12/09/2025	250.56
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/17/2025	12/09/2025	12/09/2025	32.33
102576 - INGRAM LIBRARY SERVICES	JUV PRINT	11/17/2025	12/09/2025	12/09/2025	514.63
105634 - WORLD BOOK, INC.	JUV PRINT	11/14/2025	12/09/2025	12/09/2025	762.45

Account **65630 - LIBRARY BOOKS** Totals

Invoice 109  
Transactions

**\$9,498.94**

Account **65641 - AUDIO VISUAL COLLECTIONS**

101277 - CRIMSON MULTIMEDIA DIST	YA AND JUV AV	10/28/2025	12/09/2025	12/09/2025	9.67
101277 - CRIMSON MULTIMEDIA DIST	YA AND JUV AV	11/09/2025	12/09/2025	12/09/2025	4.43
103424 - MIDWEST TAPE LLC	JUV AV	11/20/2025	12/09/2025	12/09/2025	54.84
19521 - PLAYAWAY PRODUCTS LLC	JUV AV	11/13/2025	12/09/2025	12/09/2025	1,916.70
19521 - PLAYAWAY PRODUCTS LLC	JUV AV	11/17/2025	12/09/2025	12/09/2025	1,730.31
19521 - PLAYAWAY PRODUCTS LLC	JUV AV	11/18/2025	12/09/2025	12/09/2025	69.99

Account **65641 - AUDIO VISUAL COLLECTIONS** Totals

Invoice 6  
Transactions

**\$3,785.94**

Business Unit **4805 - EARLY LEARNING & LITERACY** Totals

Invoice 116  
Transactions

**\$13,501.40**

Business Unit **4806 - LIFELONG LEARNING & LITERACY**

Account **65100 - LIBRARY SUPPLIES**

17262 - KATHERINE JACOB	SPEED PUZZLING EVENT REIMBURSEMENT	11/03/2025	12/09/2025	12/09/2025	50.00
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Account **65100 - LIBRARY SUPPLIES** Totals

Invoice 1  
Transactions

**\$50.00**

Account **65628 - Library Electronic Resources**

16334 - KANOPY	ONLINE RESOURCES	11/30/2025	12/09/2025	12/09/2025	1,960.00
103424 - MIDWEST TAPE LLC	ONLINE RESOURCES	11/30/2025	12/09/2025	12/09/2025	7,499.72
11577 - REACHING ACROSS ILLINOIS LIBRARY SYSTEMS (RAILS)	ONLINE RESOURCES	12/02/2025	12/09/2025	12/09/2025	2,119.16

Account **65628 - Library Electronic Resources** Totals

Invoice 3  
Transactions

**\$11,578.88**

Account **65630 - LIBRARY BOOKS**

120319 - CENGAGE LEARNING INC./GALE RESEARCH	ADULT PRINT	11/10/2025	12/09/2025	12/09/2025	140.95
120319 - CENGAGE LEARNING INC./GALE RESEARCH	ADULT PRINT	11/13/2025	12/09/2025	12/09/2025	144.70

120319 - CENGAGE LEARNING INC./GALE RESEARCH	ADULT PRINT	11/13/2025	12/09/2025	12/09/2025	104.95
120319 - CENGAGE LEARNING INC./GALE RESEARCH	ADULT PRINT	11/13/2025	12/09/2025	12/09/2025	77.22
120319 - CENGAGE LEARNING INC./GALE RESEARCH	ADULT PRINT	11/14/2025	12/09/2025	12/09/2025	27.75
120319 - CENGAGE LEARNING INC./GALE RESEARCH	ADULT PRINT	11/17/2025	12/09/2025	12/09/2025	176.19
102576 - INGRAM LIBRARY SERVICES	ADULT PRINT	11/25/2025	12/09/2025	12/09/2025	38.17
102576 - INGRAM LIBRARY SERVICES	ADULT PRINT	11/24/2025	12/09/2025	12/09/2025	19.91
102576 - INGRAM LIBRARY SERVICES	ADULT PRINT	11/24/2025	12/09/2025	12/09/2025	11.96
102576 - INGRAM LIBRARY SERVICES	ADULT PRINT	11/24/2025	12/09/2025	12/09/2025	12.01
102576 - INGRAM LIBRARY SERVICES	ADULT PRINT	11/24/2025	12/09/2025	12/09/2025	19.38
102576 - INGRAM LIBRARY SERVICES	ADULT PRINT	11/24/2025	12/09/2025	12/09/2025	11.98
102576 - INGRAM LIBRARY SERVICES	ADULT PRINT	11/24/2025	12/09/2025	12/09/2025	18.19
102576 - INGRAM LIBRARY SERVICES	ADULT PRINT	11/24/2025	12/09/2025	12/09/2025	35.27
102576 - INGRAM LIBRARY SERVICES	ADULT PRINT	11/24/2025	12/09/2025	12/09/2025	12.57
102576 - INGRAM LIBRARY SERVICES	ADULT PRINT	11/24/2025	12/09/2025	12/09/2025	162.24
102576 - INGRAM LIBRARY SERVICES	ADULT PRINT	11/24/2025	12/09/2025	12/09/2025	18.19
102576 - INGRAM LIBRARY SERVICES	ADULT PRINT	11/20/2025	12/09/2025	12/09/2025	19.78
102576 - INGRAM LIBRARY SERVICES	ADULT PRINT	11/20/2025	12/09/2025	12/09/2025	11.33
102576 - INGRAM LIBRARY SERVICES	ADULT PRINT	11/20/2025	12/09/2025	12/09/2025	12.52
102576 - INGRAM LIBRARY SERVICES	ADULT PRINT	11/20/2025	12/09/2025	12/09/2025	8.60
102576 - INGRAM LIBRARY SERVICES	ADULT PRINT	11/20/2025	12/09/2025	12/09/2025	63.40
102576 - INGRAM LIBRARY SERVICES	ADULT PRINT	11/20/2025	12/09/2025	12/09/2025	136.53
102576 - INGRAM LIBRARY SERVICES	ADULT AND CROWN PRINT	11/20/2025	12/09/2025	12/09/2025	1.15
102576 - INGRAM LIBRARY SERVICES	ADULT PRINT	11/20/2025	12/09/2025	12/09/2025	30.61
102576 - INGRAM LIBRARY SERVICES	ADULT PRINT	11/20/2025	12/09/2025	12/09/2025	20.93
102576 - INGRAM LIBRARY SERVICES	ADULT PRINT	11/20/2025	12/09/2025	12/09/2025	19.15
102576 - INGRAM LIBRARY SERVICES	ADULT PRINT	11/20/2025	12/09/2025	12/09/2025	17.53
102576 - INGRAM LIBRARY SERVICES	ADULT PRINT	11/20/2025	12/09/2025	12/09/2025	123.65
102576 - INGRAM LIBRARY SERVICES	ADULT PRINT	11/20/2025	12/09/2025	12/09/2025	112.63
102576 - INGRAM LIBRARY SERVICES	ADULT PRINT	11/20/2025	12/09/2025	12/09/2025	37.70
102576 - INGRAM LIBRARY SERVICES	ADULT PRINT	11/20/2025	12/09/2025	12/09/2025	48.92
102576 - INGRAM LIBRARY SERVICES	ADULT PRINT	11/20/2025	12/09/2025	12/09/2025	315.24
102576 - INGRAM LIBRARY SERVICES	ADULT PRINT	11/21/2025	12/09/2025	12/09/2025	51.35
102576 - INGRAM LIBRARY SERVICES	ADULT PRINT	11/21/2025	12/09/2025	12/09/2025	54.05
102576 - INGRAM LIBRARY SERVICES	ADULT PRINT	11/21/2025	12/09/2025	12/09/2025	35.77
102576 - INGRAM LIBRARY SERVICES	ADULT PRINT	11/21/2025	12/09/2025	12/09/2025	17.04
102576 - INGRAM LIBRARY SERVICES	ADULT PRINT	11/21/2025	12/09/2025	12/09/2025	34.06
102576 - INGRAM LIBRARY SERVICES	ADULT PRINT	11/21/2025	12/09/2025	12/09/2025	148.43
102576 - INGRAM LIBRARY SERVICES	ADULT PRINT	11/21/2025	12/09/2025	12/09/2025	17.62
102576 - INGRAM LIBRARY SERVICES	ADULT PRINT	11/21/2025	12/09/2025	12/09/2025	18.35
102576 - INGRAM LIBRARY SERVICES	ADULT PRINT	11/21/2025	12/09/2025	12/09/2025	15.89
102576 - INGRAM LIBRARY SERVICES	ADULT PRINT	11/21/2025	12/09/2025	12/09/2025	16.84
102576 - INGRAM LIBRARY SERVICES	ADULT PRINT	11/21/2025	12/09/2025	12/09/2025	48.94
102576 - INGRAM LIBRARY SERVICES	ADULT PRINT	11/21/2025	12/09/2025	12/09/2025	61.40
102576 - INGRAM LIBRARY SERVICES	ADULT PRINT	11/21/2025	12/09/2025	12/09/2025	27.07
102576 - INGRAM LIBRARY SERVICES	ADULT PRINT	11/21/2025	12/09/2025	12/09/2025	13.16
102576 - INGRAM LIBRARY SERVICES	ADULT PRINT	11/21/2025	12/09/2025	12/09/2025	44.31
102576 - INGRAM LIBRARY SERVICES	ADULT PRINT	11/21/2025	12/09/2025	12/09/2025	12.57
102576 - INGRAM LIBRARY SERVICES	ADULT PRINT	11/21/2025	12/09/2025	12/09/2025	67.03

102576 - INGRAM LIBRARY SERVICES	ADULT PRINT	11/21/2025	12/09/2025	12/09/2025	143.17
102576 - INGRAM LIBRARY SERVICES	ADULT PRINT	11/21/2025	12/09/2025	12/09/2025	15.32
102576 - INGRAM LIBRARY SERVICES	ADULT PRINT	11/21/2025	12/09/2025	12/09/2025	18.30
102576 - INGRAM LIBRARY SERVICES	ADULT PRINT	11/21/2025	12/09/2025	12/09/2025	11.97
102576 - INGRAM LIBRARY SERVICES	ADULT PRINT	11/18/2025	12/09/2025	12/09/2025	18.71
102576 - INGRAM LIBRARY SERVICES	ADULT PRINT	11/18/2025	12/09/2025	12/09/2025	151.88
102576 - INGRAM LIBRARY SERVICES	ADULT PRINT	11/18/2025	12/09/2025	12/09/2025	650.43
102576 - INGRAM LIBRARY SERVICES	ADULT PRINT	11/18/2025	12/09/2025	12/09/2025	87.25
102576 - INGRAM LIBRARY SERVICES	ADULT PRINT	11/18/2025	12/09/2025	12/09/2025	11.88
102576 - INGRAM LIBRARY SERVICES	ADULT PRINT	11/18/2025	12/09/2025	12/09/2025	20.92
102576 - INGRAM LIBRARY SERVICES	ADULT PRINT	11/18/2025	12/09/2025	12/09/2025	64.46
102576 - INGRAM LIBRARY SERVICES	ADULT PRINT	11/18/2025	12/09/2025	12/09/2025	159.40
102576 - INGRAM LIBRARY SERVICES	ADULT PRINT	11/18/2025	12/09/2025	12/09/2025	66.11
102576 - INGRAM LIBRARY SERVICES	ADULT PRINT	11/18/2025	12/09/2025	12/09/2025	13.09
102576 - INGRAM LIBRARY SERVICES	ADULT PRINT	11/18/2025	12/09/2025	12/09/2025	76.42
102576 - INGRAM LIBRARY SERVICES	ADULT AND CROWN PRINT	11/18/2025	12/09/2025	12/09/2025	50.30
102576 - INGRAM LIBRARY SERVICES	ADULT PRINT	11/18/2025	12/09/2025	12/09/2025	76.76
102576 - INGRAM LIBRARY SERVICES	ADULT PRINT	11/18/2025	12/09/2025	12/09/2025	49.92
102576 - INGRAM LIBRARY SERVICES	ADULT AND CROWN PRINT	11/18/2025	12/09/2025	12/09/2025	1.53
102576 - INGRAM LIBRARY SERVICES	ADULT PRINT	11/19/2025	12/09/2025	12/09/2025	161.91
102576 - INGRAM LIBRARY SERVICES	ADULT PRINT	11/19/2025	12/09/2025	12/09/2025	36.94
102576 - INGRAM LIBRARY SERVICES	ADULT PRINT	11/19/2025	12/09/2025	12/09/2025	35.17
102576 - INGRAM LIBRARY SERVICES	ADULT AND CROWN PRINT	11/19/2025	12/09/2025	12/09/2025	3.82
102576 - INGRAM LIBRARY SERVICES	ADULT PRINT	11/19/2025	12/09/2025	12/09/2025	18.14
102576 - INGRAM LIBRARY SERVICES	ADULT PRINT	11/19/2025	12/09/2025	12/09/2025	11.35
102576 - INGRAM LIBRARY SERVICES	ADULT PRINT	11/19/2025	12/09/2025	12/09/2025	11.96
102576 - INGRAM LIBRARY SERVICES	ADULT PRINT	11/19/2025	12/09/2025	12/09/2025	31.73
102576 - INGRAM LIBRARY SERVICES	ADULT PRINT	11/13/2025	12/09/2025	12/09/2025	13.29
102576 - INGRAM LIBRARY SERVICES	ADULT AND CROWN PRINT	11/17/2025	12/09/2025	12/09/2025	1.16
102576 - INGRAM LIBRARY SERVICES	ADULT PRINT	11/17/2025	12/09/2025	12/09/2025	154.31
102576 - INGRAM LIBRARY SERVICES	ADULT PRINT	11/17/2025	12/09/2025	12/09/2025	36.13
102576 - INGRAM LIBRARY SERVICES	ADULT AND CROWN PRINT	11/17/2025	12/09/2025	12/09/2025	1.12
102576 - INGRAM LIBRARY SERVICES	ADULT PRINT	11/17/2025	12/09/2025	12/09/2025	44.10
102576 - INGRAM LIBRARY SERVICES	ADULT AND CROWN PRINT	11/17/2025	12/09/2025	12/09/2025	4.54
102576 - INGRAM LIBRARY SERVICES	ADULT AND CROWN PRINT	11/17/2025	12/09/2025	12/09/2025	11.28
102576 - INGRAM LIBRARY SERVICES	ADULT AND CROWN PRINT	11/17/2025	12/09/2025	12/09/2025	12.49
102576 - INGRAM LIBRARY SERVICES	ADULT AND CROWN PRINT	11/17/2025	12/09/2025	12/09/2025	1.54
102576 - INGRAM LIBRARY SERVICES	ADULT PRINT	11/17/2025	12/09/2025	12/09/2025	50.87
102576 - INGRAM LIBRARY SERVICES	ADULT PRINT	11/17/2025	12/09/2025	12/09/2025	108.43
102576 - INGRAM LIBRARY SERVICES	ADULT PRINT	11/17/2025	12/09/2025	12/09/2025	31.72
102576 - INGRAM LIBRARY SERVICES	ADULT PRINT	11/17/2025	12/09/2025	12/09/2025	879.03
102576 - INGRAM LIBRARY SERVICES	ADULT PRINT	11/17/2025	12/09/2025	12/09/2025	15.69
102576 - INGRAM LIBRARY SERVICES	ADULT PRINT	11/17/2025	12/09/2025	12/09/2025	30.57
102576 - INGRAM LIBRARY SERVICES	ADULT AND CROWN PRINT	11/17/2025	12/09/2025	12/09/2025	2.03
102576 - INGRAM LIBRARY SERVICES	ADULT PRINT	11/17/2025	12/09/2025	12/09/2025	16.95
102576 - INGRAM LIBRARY SERVICES	ADULT PRINT	11/17/2025	12/09/2025	12/09/2025	38.21



102576 - INGRAM LIBRARY SERVICES	ADULT PRINT	11/17/2025	12/09/2025	12/09/2025	26.20
102576 - INGRAM LIBRARY SERVICES	ADULT PRINT	11/17/2025	12/09/2025	12/09/2025	1,225.92
102576 - INGRAM LIBRARY SERVICES	ADULT PRINT	11/17/2025	12/09/2025	12/09/2025	407.91
102576 - INGRAM LIBRARY SERVICES	ADULT PRINT	11/17/2025	12/09/2025	12/09/2025	49.26
276974 - OVER DRIVE, INC.	EBOOKS	11/19/2025	12/09/2025	12/09/2025	797.66
276974 - OVER DRIVE, INC.	EBOOKS	11/15/2025	12/09/2025	12/09/2025	405.49
276974 - OVER DRIVE, INC.	EBOOKS	11/21/2025	12/09/2025	12/09/2025	1,063.46
276974 - OVER DRIVE, INC.	EBOOKS	11/24/2025	12/09/2025	12/09/2025	260.50
276974 - OVER DRIVE, INC.	EBOOKS	11/21/2025	12/09/2025	12/09/2025	681.21
276974 - OVER DRIVE, INC.	EBOOKS	11/22/2025	12/09/2025	12/09/2025	29.99
Account <b>65630 - LIBRARY BOOKS</b> Totals				Invoice 106	\$11,095.08
				Transactions	

Account **65641 - AUDIO VISUAL COLLECTIONS**

101277 - CRIMSON MULTIMEDIA DIST	YA AND JUV AV	10/28/2025	12/09/2025	12/09/2025	1,160.00
101277 - CRIMSON MULTIMEDIA DIST	YA AND JUV AV	11/09/2025	12/09/2025	12/09/2025	80.00
103424 - MIDWEST TAPE LLC	ADULT AV	11/26/2025	12/09/2025	12/09/2025	86.76
103424 - MIDWEST TAPE LLC	ADULT AV	11/26/2025	12/09/2025	12/09/2025	64.26
103424 - MIDWEST TAPE LLC	ADULT AV	11/26/2025	12/09/2025	12/09/2025	250.49
103424 - MIDWEST TAPE LLC	ADULT AV	11/26/2025	12/09/2025	12/09/2025	204.33
103424 - MIDWEST TAPE LLC	ADULT AV	11/26/2025	12/09/2025	12/09/2025	22.92
103424 - MIDWEST TAPE LLC	ADULT AV	11/26/2025	12/09/2025	12/09/2025	26.67
103424 - MIDWEST TAPE LLC	ADULT AV	11/26/2025	12/09/2025	12/09/2025	66.51
103424 - MIDWEST TAPE LLC	ADULT AV	11/20/2025	12/09/2025	12/09/2025	14.72
103424 - MIDWEST TAPE LLC	ADULT AV	11/20/2025	12/09/2025	12/09/2025	97.36
103424 - MIDWEST TAPE LLC	ADULT AV	11/20/2025	12/09/2025	12/09/2025	79.59
103424 - MIDWEST TAPE LLC	ADULT AV	11/20/2025	12/09/2025	12/09/2025	82.26
103424 - MIDWEST TAPE LLC	ADULT AV	11/20/2025	12/09/2025	12/09/2025	53.34
Account <b>65641 - AUDIO VISUAL COLLECTIONS</b> Totals				Invoice 14	\$2,289.21
				Transactions	

Business Unit <b>4806 - LIFELONG LEARNING &amp; LITERACY</b> Totals	Invoice 124	\$25,013.17
	Transactions	

Business Unit **4820 - ACCESS SERVICES**

Account **62340 - IT COMPUTER SOFTWARE**

13544 - BIBLIOTHECA + 3M	RFID WORKSTATION AND SELF CHECK DESKTOP KIORK QUOTE#QUO- US25633	11/18/2025	12/09/2025	12/09/2025	4,404.68
Account <b>62340 - IT COMPUTER SOFTWARE</b> Totals				Invoice 1	\$4,404.68
				Transactions	

Account **65100 - LIBRARY SUPPLIES**

101406 - DEMCO, INC.	OFFICE SUPPLIES	11/21/2025	12/09/2025	12/09/2025	136.49
101406 - DEMCO, INC.	OFFICE SUPPLIES	11/20/2025	12/09/2025	12/09/2025	236.64
101406 - DEMCO, INC.	OFFICE SUPPLIES	11/24/2025	12/09/2025	12/09/2025	49.11
206940 - ULINE	OFFICE SUPPLIES	11/24/2025	12/09/2025	12/09/2025	109.00
Account <b>65100 - LIBRARY SUPPLIES</b> Totals				Invoice 4	\$531.24
				Transactions	

Business Unit <b>4820 - ACCESS SERVICES</b> Totals	Invoice 5	\$4,935.92
	Transactions	

Business Unit **4825 - ENGAGEMENT SERVICES**

Account **65001 - FEDERAL GRANT EXPENSE**

20811 - KDM ENTERTAINMENT	OASIS FACILITATOR 12/20/2025	11/25/2025	12/09/2025	12/09/2025	300.00
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20029 - ROLINDA STEVENSON	Account	65001 - FEDERAL GRANT EXPENSE	Totals	Invoice 2	Transactions	\$400.00
	Business Unit	4825 - ENGAGEMENT SERVICES	Totals	Invoice 2	Transactions	\$400.00
Business Unit 4826 - ROBERT CROWN OPERATIONS						
Account 65100 - LIBRARY SUPPLIES						
21576 - PERNELL, MARCHE	FALL SPA DAY	11/24/2025	12/09/2025	12/09/2025		130.62
	REIMBURSEMENT					
270049 - Tracy Olasimbo	FALL BREAK SPA DAY	11/25/2025	12/09/2025	12/09/2025		141.75
	REIMBURSEMENT					
	Account	65100 - LIBRARY SUPPLIES	Totals	Invoice 2	Transactions	\$272.37
Account 65630 - LIBRARY BOOKS						
102576 - INGRAM LIBRARY SERVICES	CROWN PRINT	11/25/2025	12/09/2025	12/09/2025		18.98
102576 - INGRAM LIBRARY SERVICES	CROWN PRINT	11/24/2025	12/09/2025	12/09/2025		21.20
102576 - INGRAM LIBRARY SERVICES	CROWN PRINT	11/24/2025	12/09/2025	12/09/2025		12.45
102576 - INGRAM LIBRARY SERVICES	CROWN PRINT	11/20/2025	12/09/2025	12/09/2025		38.43
102576 - INGRAM LIBRARY SERVICES	CROWN PRINT	11/20/2025	12/09/2025	12/09/2025		17.51
102576 - INGRAM LIBRARY SERVICES	CROWN PRINT	11/20/2025	12/09/2025	12/09/2025		29.51
102576 - INGRAM LIBRARY SERVICES	ADULT AND CROWN PRINT	11/20/2025	12/09/2025	12/09/2025		16.38
102576 - INGRAM LIBRARY SERVICES	CROWN PRINT	11/20/2025	12/09/2025	12/09/2025		16.95
102576 - INGRAM LIBRARY SERVICES	CROWN PRINT	11/20/2025	12/09/2025	12/09/2025		18.85
102576 - INGRAM LIBRARY SERVICES	CROWN PRINT	11/20/2025	12/09/2025	12/09/2025		12.46
102576 - INGRAM LIBRARY SERVICES	CROWN PRINT	11/21/2025	12/09/2025	12/09/2025		18.34
102576 - INGRAM LIBRARY SERVICES	CROWN PRINT	11/21/2025	12/09/2025	12/09/2025		28.74
102576 - INGRAM LIBRARY SERVICES	CROWN PRINT	11/21/2025	12/09/2025	12/09/2025		42.19
102576 - INGRAM LIBRARY SERVICES	CROWN PRINT	11/18/2025	12/09/2025	12/09/2025		19.20
102576 - INGRAM LIBRARY SERVICES	JUV AND CROWN PRINT	11/18/2025	12/09/2025	12/09/2025		10.16
102576 - INGRAM LIBRARY SERVICES	JUV AND CROWN PRINT	11/18/2025	12/09/2025	12/09/2025		21.97
102576 - INGRAM LIBRARY SERVICES	ADULT AND CROWN PRINT	11/18/2025	12/09/2025	12/09/2025		660.88
102576 - INGRAM LIBRARY SERVICES	CROWN PRINT	11/18/2025	12/09/2025	12/09/2025		18.06
102576 - INGRAM LIBRARY SERVICES	CROWN PRINT	11/18/2025	12/09/2025	12/09/2025		18.64
102576 - INGRAM LIBRARY SERVICES	CROWN PRINT	11/18/2025	12/09/2025	12/09/2025		30.46
102576 - INGRAM LIBRARY SERVICES	ADULT AND CROWN PRINT	11/18/2025	12/09/2025	12/09/2025		16.95
102576 - INGRAM LIBRARY SERVICES	ADULT AND CROWN PRINT	11/19/2025	12/09/2025	12/09/2025		63.22
102576 - INGRAM LIBRARY SERVICES	JUV AND CROWN PRINT	11/16/2025	12/09/2025	12/09/2025		58.11
102576 - INGRAM LIBRARY SERVICES	JUV AND CROWN PRINT	11/16/2025	12/09/2025	12/09/2025		8.44
102576 - INGRAM LIBRARY SERVICES	ADULT AND CROWN PRINT	11/17/2025	12/09/2025	12/09/2025		22.60
102576 - INGRAM LIBRARY SERVICES	ADULT AND CROWN PRINT	11/17/2025	12/09/2025	12/09/2025		16.95
102576 - INGRAM LIBRARY SERVICES	ADULT AND CROWN PRINT	11/17/2025	12/09/2025	12/09/2025		73.44
102576 - INGRAM LIBRARY SERVICES	ADULT AND CROWN PRINT	11/17/2025	12/09/2025	12/09/2025		170.76
102576 - INGRAM LIBRARY SERVICES	ADULT AND CROWN PRINT	11/17/2025	12/09/2025	12/09/2025		207.98
102576 - INGRAM LIBRARY SERVICES	ADULT AND CROWN PRINT	11/17/2025	12/09/2025	12/09/2025		15.82
102576 - INGRAM LIBRARY SERVICES	JUV AND CROWN PRINT	11/17/2025	12/09/2025	12/09/2025		15.25
102576 - INGRAM LIBRARY SERVICES	ADULT AND CROWN PRINT	11/17/2025	12/09/2025	12/09/2025		15.82
276974 - OVER DRIVE, INC.	EBOOKS	11/21/2025	12/09/2025	12/09/2025		461.91

Account <b>65630 - LIBRARY BOOKS</b> Totals				Invoice 33 Transactions	\$2,218.61
Business Unit <b>4826 - ROBERT CROWN OPERATIONS</b> Totals				Invoice 35 Transactions	\$2,490.98
Business Unit <b>4835 - INNOVATION &amp; DIGITAL LEARNING</b>					
Account <b>65630 - LIBRARY BOOKS</b>					
102576 - INGRAM LIBRARY SERVICES	YA AND JUV PRINT	11/26/2025	12/09/2025	12/09/2025	228.34
102576 - INGRAM LIBRARY SERVICES	YA AND JUV PRINT	11/24/2025	12/09/2025	12/09/2025	10.79
102576 - INGRAM LIBRARY SERVICES	JUV AND YA PRINT	11/18/2025	12/09/2025	12/09/2025	114.90
102576 - INGRAM LIBRARY SERVICES	JUV AND AV PRINT	11/14/2025	12/09/2025	12/09/2025	20.98
102576 - INGRAM LIBRARY SERVICES	JUV AND YA PRINT	11/16/2025	12/09/2025	12/09/2025	12.99
Account <b>65630 - LIBRARY BOOKS</b> Totals				Invoice 5 Transactions	\$388.00
Business Unit <b>4835 - INNOVATION &amp; DIGITAL LEARNING</b> Totals				Invoice 5 Transactions	\$388.00
Business Unit <b>4840 - LIBRARY MAINTENANCE</b>					
Account <b>62225 - BLDG MAINTENANCE SERVICES</b>					
151986 - CINTAS CORPORATION #769	MAT SERVICE	11/25/2025	12/09/2025	12/09/2025	248.31
151986 - CINTAS CORPORATION #769	MAT SERVICE	11/19/2025	12/09/2025	12/09/2025	248.31
101063 - CINTAS FIRST AID & SUPPLY	FIRST AID KIT NEW	11/26/2025	12/09/2025	12/09/2025	1,495.64
315451 - METRO DOOR AND DOCK, INC.	CABINETS INSTALLED PARKING GARAGE REPAIR	11/28/2025	12/09/2025	12/09/2025	566.18
19941 - PLUNKETT'S PEST CONTROL	PEST CONTROL	12/01/2025	12/09/2025	12/09/2025	227.14
Account <b>62225 - BLDG MAINTENANCE SERVICES</b> Totals				Invoice 5 Transactions	\$2,785.58
Account <b>65050 - BLDG MAINTENANCE MATERIAL</b>					
102137 - GRAINGER, INC., W.W.	ADDITIONAL WALKIE TALKIE FOR SAFETY	11/19/2025	12/09/2025	12/09/2025	677.12
Account <b>65050 - BLDG MAINTENANCE MATERIAL</b> Totals				Invoice 1 Transactions	\$677.12
Business Unit <b>4840 - LIBRARY MAINTENANCE</b> Totals				Invoice 6 Transactions	\$3,462.70
Business Unit <b>4845 - LIBRARY ADMINISTRATION</b>					
Account <b>62210 - PRINTING</b>					
14818 - FISHEYE GRAPHIC SERVICES, INC.	101 GREAT BOOKS 2025	11/19/2025	12/09/2025	12/09/2025	645.00
14818 - FISHEYE GRAPHIC SERVICES, INC.	BOOKLET BUSINESS CARD M MEYER	11/19/2025	12/09/2025	12/09/2025	36.00
14818 - FISHEYE GRAPHIC SERVICES, INC.	2025 EPL YEAR END	11/14/2025	12/09/2025	12/09/2025	2,434.61
14818 - FISHEYE GRAPHIC SERVICES, INC.	CAMPAIGN MAILING AND PRINTING	11/14/2025	12/09/2025	12/09/2025	210.00
14818 - FISHEYE GRAPHIC SERVICES, INC.	EPL YEAR END CAMPAIGN	11/14/2025	12/09/2025	12/09/2025	420.00
14818 - FISHEYE GRAPHIC SERVICES, INC.	2025 CARDS EPL YEAR END CAMPAIGN	11/14/2025	12/09/2025	12/09/2025	420.00
14818 - FISHEYE GRAPHIC SERVICES, INC.	2025 POSTCARDS				
14818 - FISHEYE GRAPHIC SERVICES, INC.	2025 EPL YEAR END	11/14/2025	12/09/2025	12/09/2025	5,965.00
20988 - MADDEN CREATIVE SERVICES, LLC	CAMPAIGN MAILING AND PRINTING				
	EPL GENERAL PURPOSE	11/25/2025	12/09/2025	12/09/2025	1,500.00
	TRIFOLD BROCHURE				
Account <b>62210 - PRINTING</b> Totals				Invoice 7 Transactions	\$11,210.61
Business Unit <b>4845 - LIBRARY ADMINISTRATION</b> Totals				Invoice 7 Transactions	\$11,210.61
Department <b>48 - LIBRARY</b> Totals				Invoice 300 Transactions	\$61,402.78

Invoice 300  
Transactions

\$61,402.78

\* = Prior Fiscal Year Activity

Invoice 300  
Transactions

\$61,402.78



## MEMORANDUM

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**To:** Evanston Public Library Finance Committee

**From:** Sameer Notta, Finance Manager  
Nicole Collier, Administrative Lead

**Subject:** Administrative Services Update

**Date:** January 14, 2026

This memo provides an update on significant administrative activities.

### **Human Resources**

Administration	Development Manager	Recruitment Pending
Innovation & Digital Learning	Library Assistant	Reposting with new job description
Maintenance/Safety	Facilities Manager	Recruitment In Process

Intern began with Robert Crown Library Branch on 01/12/2026.

Library Clerk began with Robert Crown Library Branch on 01/14/2026.

### **Financial Resources**

As of December 2025, Operating Fund revenue collections are at 58% of the projected budget, while expenditures are at 93%. These percentages are subject to change, as the accounts have not yet been closed and County tax revenues have not yet been received. In the Capital Fund, expenditures remain at 0% of the approved budget.

Note that County tax revenues are not expected to be received until January 2026.



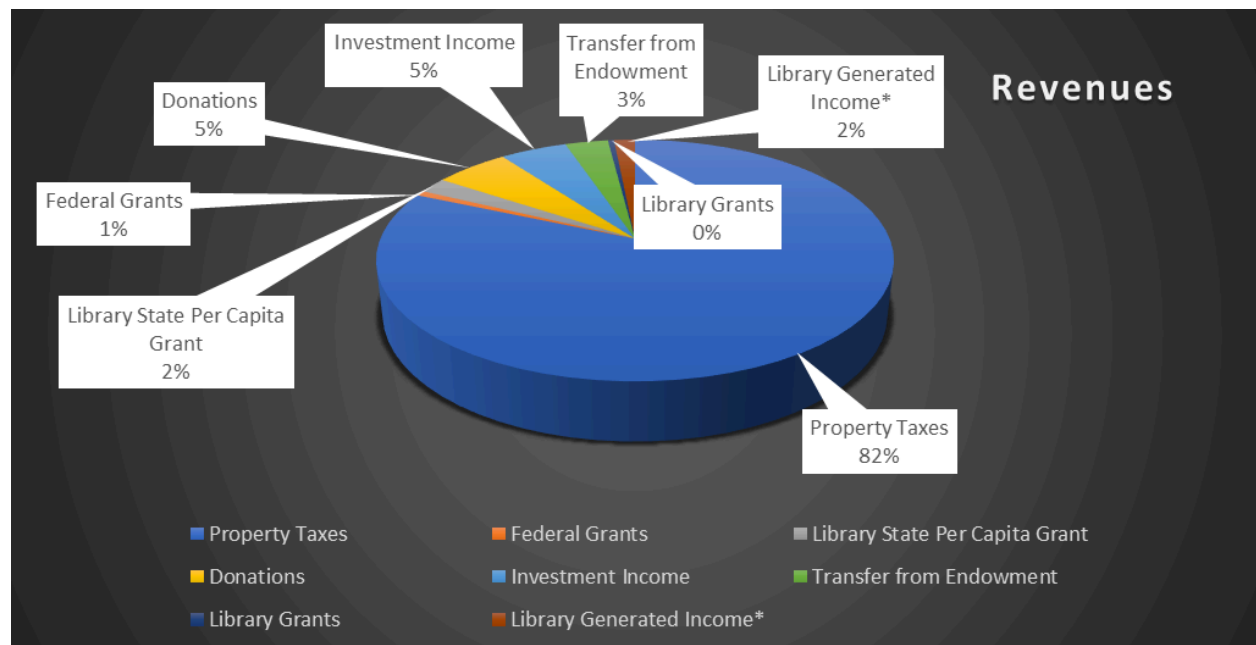
# Library Financial Report

## December 2025

### Revenues

	YTD	2025 Budget	Deviation	Budget Utilized
Property Taxes	\$4,444,135	\$8,624,347	4,180,212	52%
Federal Grants	\$37,683	\$40,000	2,317	94%
Library State Per Capita Grant	\$115,212	\$115,000	(212)	100%
Donations	\$300,269	\$400,000	99,731	75%
Investment Income	\$270,548	\$25,000	(245,548)	1082%
Transfer from Endowment	\$173,570	\$173,750	180	100%
Library Grants	\$24,836	\$40,000	15,164	62%
Library Generated Income*	\$84,667	\$45,000	(39,667)	188%
<b>Total</b>	<b>\$5,450,919</b>	<b>\$9,463,097</b>	<b>4,012,178</b>	<b>58%</b>

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

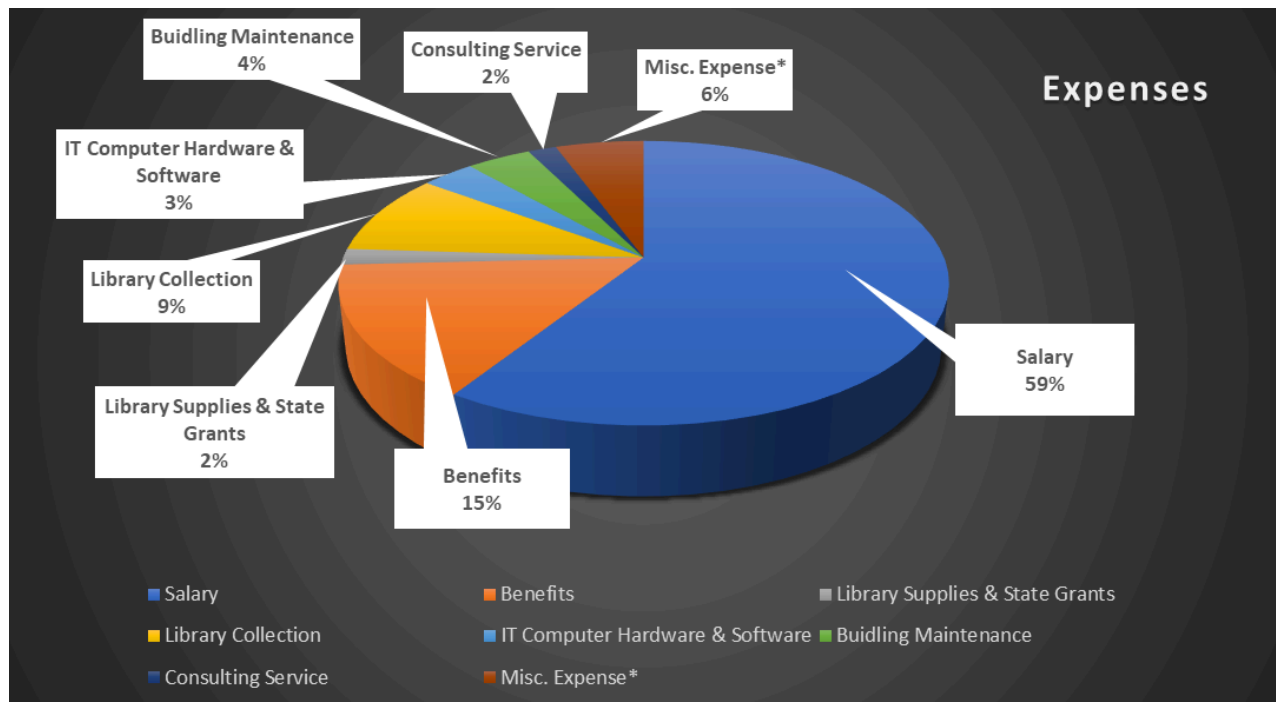




## Expenses

	YTD	2025 Budget	Deviation	Budget Utilized
Salary	\$5,629,338	\$6,127,893	498,556	92%
Benefits	\$1,450,099	\$1,628,212	178,113	89%
Library Supplies & State Grants	\$174,374	\$182,542	8,168	96%
Library Collection	\$879,376	\$911,537	32,161	96%
IT Computer Hardware & Software	\$320,003	\$317,800	(2,203)	101%
Buidling Maintenance	\$387,983	\$473,602	85,619	82%
Consulting Service	\$171,005	\$100,000	(71,005)	171%
Misc. Expense*	\$530,199	\$497,500	(32,699)	107%
<b>Total</b>	<b>\$9,542,377</b>	<b>\$10,239,087</b>	<b>696,710</b>	<b>93%</b>

*\*Advertising, Printing, Postage, Bank Fee, Credit Card Fees, Utilities & Office Supplies*



# Budget Performance Report

Date Range 01/01/25 - 12/31/25

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
Fund 185 - LIBRARY FUND									
REVENUE									
Department 48 - LIBRARY									
Business Unit 4845 - LIBRARY ADMINISTRATION									
51015	PROPERTY TAXES	8,624,347.00	.00	8,624,347.00	.00	.00	4,444,135.47	4,180,211.53	52
53200	BEV SNACK VENDING MACHINE	1,000.00	.00	1,000.00	.00	.00	319.55	680.45	32
55201	Federal Grants	40,000.00	.00	40,000.00	.00	.00	37,682.71	2,317.29	94
55245	LIBRARY STATE PER CAPITA GRANT	115,000.00	.00	115,000.00	.00	.00	115,212.25	(212.25)	100
56011	DONATIONS	400,000.00	.00	400,000.00	.00	.00	300,268.66	99,731.34	75
56045	MISCELLANEOUS REVENUE	2,000.00	.00	2,000.00	3,500.00	.00	14,874.80	(12,874.80)	744
56140	FEES AND MERCHANDISE SALE	.00	.00	.00	(50.00)	.00	(50.00)	50.00	+++
56501	INVESTMENT INCOME	25,000.00	.00	25,000.00	10,729.55	.00	270,547.75	(245,547.75)	1082
57002	TRANSFER FROM ENDOWMENT	173,750.00	.00	173,750.00	.00	.00	173,570.00	180.00	100
57515	LIBRARY MATERIAL REPLACEMENT CHARGES	20,000.00	.00	20,000.00	.00	.00	25,185.50	(5,185.50)	126
57526	LIBRARY BOOK SALE	3,000.00	.00	3,000.00	.00	.00	4,086.53	(1,086.53)	136
57535	LIBRARY COPY MACH. CHG	5,000.00	.00	5,000.00	.00	.00	14,991.43	(9,991.43)	300
57540	LIBRARY MEETING RM RENTAL	4,000.00	.00	4,000.00	.00	.00	6,362.84	(2,362.84)	159
57545	RENTAL INCOME	10,000.00	.00	10,000.00	.00	.00	18,896.00	(8,896.00)	189
57551	LIBRARY GRANTS	40,000.00	.00	40,000.00	.00	.00	24,835.57	15,164.43	62
Business Unit 4845 - LIBRARY ADMINISTRATION Totals		\$9,463,097.00	\$0.00	\$9,463,097.00	\$14,179.55	\$0.00	\$5,450,919.06	\$4,012,177.94	58%
Department 48 - LIBRARY Totals		\$9,463,097.00	\$0.00	\$9,463,097.00	\$14,179.55	\$0.00	\$5,450,919.06	\$4,012,177.94	58%
REVENUE TOTALS		\$9,463,097.00	\$0.00	\$9,463,097.00	\$14,179.55	\$0.00	\$5,450,919.06	\$4,012,177.94	58%
EXPENSE									
Department 48 - LIBRARY									
Business Unit 4805 - EARLY LEARNING & LITERACY									
61010	REGULAR PAY	524,909.90	.00	524,909.90	53,280.81	.00	399,690.38	125,219.52	76
61050	PERMANENT PART-TIME	204,826.09	.00	204,826.09	27,944.35	.00	236,033.74	(31,207.65)	115
61060	SEASONAL EMPLOYEES	5,000.00	.00	5,000.00	510.09	.00	2,385.09	2,614.91	48
61415	TERMINATION PAYOUTS	.00	.00	.00	.00	.00	19,802.98	(19,802.98)	+++
61420	ANNUAL SICK LEAVE PAYOUT	.00	.00	.00	.00	.00	651.79	(651.79)	+++
61510	HEALTH INSURANCE	96,024.78	.00	96,024.78	12,350.90	.00	90,751.01	5,273.77	95
61513	VISION INSURANCE	72.12	.00	72.12	6.01	.00	72.12	.00	100
61615	LIFE INSURANCE	193.32	.00	193.32	14.22	.00	118.35	74.97	61
61710	IMRF	31,287.22	.00	31,287.22	3,477.77	.00	28,218.02	3,069.20	90
61725	SOCIAL SECURITY	45,243.63	.00	45,243.63	5,002.01	.00	39,754.74	5,488.89	88
61730	MEDICARE	10,581.16	.00	10,581.16	1,169.82	.00	9,297.46	1,283.70	88
62506	WORK- STUDY	900.00	.00	900.00	.00	.00	.00	900.00	0
65100	LIBRARY SUPPLIES	28,000.00	.00	28,000.00	216.52	.00	30,857.90	(2,857.90)	110
65141	FITNESS INCENTIVE	.00	.00	.00	1,000.00	.00	1,000.00	(1,000.00)	+++
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	9,498.94	.00	107,278.51	42,721.49	72
65635	PERIODICALS	.00	.00	.00	.00	.00	29.99	(29.99)	+++
65641	AUDIO VISUAL COLLECTIONS	10,000.00	.00	10,000.00	3,785.94	.00	10,889.95	(889.95)	109
Business Unit 4805 - EARLY LEARNING & LITERACY Totals		\$1,115,338.22	\$0.00	\$1,115,338.22	\$118,257.38	\$0.00	\$976,832.03	\$138,506.19	88%
Business Unit 4806 - LIFELONG LEARNING & LITERACY									
61010	REGULAR PAY	440,275.00	.00	440,275.00	60,109.59	.00	494,211.74	(53,936.74)	112
61050	PERMANENT PART-TIME	320,646.00	.00	320,646.00	25,300.22	.00	217,510.54	103,135.46	68
61060	SEASONAL EMPLOYEES	5,000.00	.00	5,000.00	340.00	.00	3,425.00	1,575.00	68
61510	HEALTH INSURANCE	82,079.00	.00	82,079.00	11,119.20	.00	79,289.10	2,789.90	97
61513	VISION INSURANCE	.00	.00	.00	3.16	.00	37.92	(37.92)	+++
61615	LIFE INSURANCE	36.00	.00	36.00	10.59	.00	125.59	(89.59)	349
61710	IMRF	32,617.00	.00	32,617.00	3,800.73	.00	31,868.23	748.77	98
61725	SOCIAL SECURITY	47,178.00	.00	47,178.00	5,230.36	.00	43,113.11	4,064.89	91
61730	MEDICARE	11,031.00	.00	11,031.00	1,223.22	.00	10,082.88	948.12	91
62130	LEGAL SERVICES-GENERAL	.00	.00	.00	31,766.24	.00	31,766.24	(31,766.24)	+++
65001	FEDERAL GRANT EXPENSE	2,500.00	.00	2,500.00	.00	.00	4,083.29	(1,583.29)	163
65100	LIBRARY SUPPLIES	10,000.00	.00	10,000.00	50.00	.00	9,668.55	331.45	97
65141	FITNESS INCENTIVE	.00	.00	.00	1,000.00	.00	1,000.00	(1,000.00)	+++



# Budget Performance Report

Date Range 01/01/25 - 12/31/25

Include Rollup Account and Rollup to Object Account

65628	Library Electronic Resources	320,000.00	.00	320,000.00	11,578.88	.00	278,903.17	41,096.83	87
65630	LIBRARY BOOKS	335,000.00	.00	335,000.00	11,095.08	.00	410,891.89	(75,891.89)	123
65635	PERIODICALS	6,500.00	.00	6,500.00	.00	.00	13,280.11	(6,780.11)	204
65641	AUDIO VISUAL COLLECTIONS	31,000.00	.00	31,000.00	2,289.21	.00	18,557.89	12,442.11	60
Business Unit 4806 - LIFE LONG LEARNING & LITERACY Totals		\$1,643,862.00	\$0.00	\$1,643,862.00	\$164,916.48	\$0.00	\$1,647,815.25	(\$3,953.25)	100%
Business Unit 4820 - ACCESS SERVICES									
61010	REGULAR PAY	841,198.35	.00	841,198.35	92,445.77	.00	797,450.95	43,747.40	95
61050	PERMANENT PART-TIME	339,329.34	.00	339,329.34	31,612.92	.00	256,915.78	82,413.56	76
61060	SEASONAL EMPLOYEES	5,000.00	.00	5,000.00	225.00	.00	4,820.00	180.00	96
61110	OVERTIME PAY	.00	.00	.00	.00	.00	36.07	(36.07)	+++
61415	TERMINATION PAYOUTS	.00	.00	.00	.00	.00	2,157.37	(2,157.37)	+++
61420	ANNUAL SICK LEAVE PAYOUT	.00	.00	.00	.00	.00	816.42	(816.42)	+++
61510	HEALTH INSURANCE	200,266.56	.00	200,266.56	23,277.26	.00	182,061.52	18,205.04	91
61513	VISION INSURANCE	75.84	.00	75.84	9.17	.00	110.04	(34.20)	145
61615	LIFE INSURANCE	345.41	.00	345.41	29.18	.00	314.13	31.28	91
61710	IMRF	45,924.92	.00	45,924.92	5,177.82	.00	44,408.59	1,516.33	97
61725	SOCIAL SECURITY	73,192.68	.00	73,192.68	7,562.51	.00	63,501.83	9,690.85	87
61730	MEDICARE	17,117.64	.00	17,117.64	1,768.65	.00	14,851.19	2,266.45	87
62340	IT COMPUTER SOFTWARE	140,000.00	.00	140,000.00	4,404.68	.00	130,978.13	9,021.87	94
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	531.24	595.37	41,038.70	(26,634.07)	278
65141	FITNESS INCENTIVE	.00	.00	.00	2,000.00	.00	2,000.00	(2,000.00)	+++
65555	IT COMPUTER HARDWARE	.00	.00	.00	.00	.00	40,000.00	(40,000.00)	+++
Business Unit 4820 - ACCESS SERVICES Totals		\$1,680,450.74	\$0.00	\$1,680,450.74	\$169,044.20	\$595.37	\$1,581,460.72	\$98,394.65	94%
Business Unit 4825 - ENGAGEMENT SERVICES									
61010	REGULAR PAY	370,046.00	.00	370,046.00	32,638.53	.00	292,304.63	77,741.37	79
61050	PERMANENT PART-TIME	48,323.00	.00	48,323.00	7,685.61	.00	50,675.05	(2,352.05)	105
61060	SEASONAL EMPLOYEES	5,000.00	.00	5,000.00	.00	.00	1,430.00	3,570.00	29
61110	OVERTIME PAY	.00	.00	.00	.00	.00	44.30	(44.30)	+++
61510	HEALTH INSURANCE	68,803.00	.00	68,803.00	5,479.98	.00	42,795.72	26,007.28	62
61513	VISION INSURANCE	39.00	.00	39.00	3.16	.00	37.92	1.08	97
61615	LIFE INSURANCE	131.00	.00	131.00	11.80	.00	139.15	(8.15)	106
61710	IMRF	18,433.00	.00	18,433.00	1,794.40	.00	15,344.99	3,088.01	83
61725	SOCIAL SECURITY	25,940.00	.00	25,940.00	2,448.55	.00	20,604.66	5,335.34	79
61730	MEDICARE	6,063.00	.00	6,063.00	572.64	.00	4,818.82	1,244.18	79
65001	FEDERAL GRANT EXPENSE	5,000.00	.00	5,000.00	400.00	.00	2,790.07	2,209.93	56
65002	STATE GRANT EXPENSE	5,500.00	.00	5,500.00	.00	.00	5,400.00	100.00	98
65100	LIBRARY SUPPLIES	24,000.00	.00	24,000.00	.00	699.37	21,576.84	1,723.79	93
65141	FITNESS INCENTIVE	.00	.00	.00	500.00	.00	500.00	(500.00)	+++
65630	LIBRARY BOOKS	.00	.00	.00	.00	.00	290.20	(290.20)	+++
Business Unit 4825 - ENGAGEMENT SERVICES Totals		\$577,278.00	\$0.00	\$577,278.00	\$51,534.67	\$699.37	\$458,752.35	\$117,826.28	80%
Business Unit 4826 - ROBERT CROWN OPERATIONS									
61010	REGULAR PAY	300,993.00	.00	300,993.00	53,112.07	.00	434,582.76	(133,589.76)	144
61050	PERMANENT PART-TIME	163,856.00	.00	163,856.00	8,697.41	.00	89,360.15	74,495.85	55
61060	SEASONAL EMPLOYEES	.00	.00	.00	.00	.00	6,944.00	(6,944.00)	+++
61415	TERMINATION PAYOUTS	.00	.00	.00	.00	.00	1,984.22	(1,984.22)	+++
61510	HEALTH INSURANCE	71,558.00	.00	71,558.00	10,323.73	.00	81,604.24	(10,046.24)	114
61513	VISION INSURANCE	76.00	.00	76.00	6.33	.00	75.96	.04	100
61615	LIFE INSURANCE	117.00	.00	117.00	16.50	.00	151.86	(34.86)	130
61710	IMRF	19,948.00	.00	19,948.00	2,750.51	.00	24,937.03	(4,989.03)	125
61725	SOCIAL SECURITY	28,821.00	.00	28,821.00	3,804.85	.00	34,016.03	(5,195.03)	118
61730	MEDICARE	6,737.00	.00	6,737.00	889.85	.00	7,955.40	(1,218.40)	118
62130	LEGAL SERVICES-GENERAL	.00	.00	.00	(31,766.24)	.00	.00	.00	+++
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	272.37	345.53	14,262.60	(608.13)	104
65141	FITNESS INCENTIVE	.00	.00	.00	1,500.00	.00	1,500.00	(1,500.00)	+++
65503	FURNITURE / FIXTURES / EQUIPMENT	2,000.00	.00	2,000.00	.00	.00	879.80	1,120.20	44
65630	LIBRARY BOOKS	35,000.00	.00	35,000.00	2,218.61	.00	29,968.86	5,031.14	86
65641	AUDIO VISUAL COLLECTIONS	1,500.00	.00	1,500.00	.00	.00	635.89	864.11	42
Business Unit 4826 - ROBERT CROWN OPERATIONS Totals		\$647,206.00	\$0.00	\$647,206.00	\$51,825.99	\$345.53	\$728,858.80	(\$81,998.33)	113%

# Budget Performance Report

Date Range 01/01/25 - 12/31/25

Include Rollup Account and Rollup to Object Account

Business Unit 4835 - INNOVATION & DIGITAL LEARNING									
61010	REGULAR PAY	443,796.00	.00	443,796.00	59,254.79	.00	449,348.39	(5,552.39)	101
61050	PERMANENT PART-TIME	283,361.00	.00	283,361.00	18,050.63	.00	173,523.77	109,837.23	61
61060	SEASONAL EMPLOYEES	5,000.00	.00	5,000.00	1,163.00	.00	12,239.00	(7,239.00)	245
61415	TERMINATION PAYOUTS	.00	.00	.00	.00	.00	8,348.40	(8,348.40)	+++
61510	HEALTH INSURANCE	100,910.00	.00	100,910.00	11,769.53	.00	86,671.64	14,238.36	86
61513	VISION INSURANCE	38.00	.00	38.00	15.62	.00	159.00	(121.00)	418
61615	LIFE INSURANCE	114.00	.00	114.00	10.14	.00	120.73	(6.73)	106
61710	IMRF	31,618.00	.00	31,618.00	3,440.10	.00	28,285.51	3,332.49	89
61725	SOCIAL SECURITY	45,084.00	.00	45,084.00	4,988.21	.00	38,862.65	6,221.35	86
61730	MEDICARE	10,540.00	.00	10,540.00	1,166.54	.00	9,088.82	1,451.18	86
62340	IT COMPUTER SOFTWARE	40,000.00	.00	40,000.00	.00	.00	37,447.98	2,552.02	94
65001	FEDERAL GRANT EXPENSE	30,642.00	.00	30,642.00	.00	.00	17,798.68	12,843.32	58
65002	STATE GRANT EXPENSE	29,000.00	.00	29,000.00	.00	.00	4,738.19	24,261.81	16
65050	BLDG MAINTENANCE MATERIAL	.00	.00	.00	.00	.00	224.99	(224.99)	+++
65100	LIBRARY SUPPLIES	13,000.00	.00	13,000.00	.00	.00	20,598.45	(7,598.45)	158
65141	FITNESS INCENTIVE	.00	.00	.00	4,500.00	.00	4,500.00	(4,500.00)	+++
65555	IT COMPUTER HARDWARE	44,000.00	.00	44,000.00	.00	59.00	30,730.16	13,210.84	70
65630	LIBRARY BOOKS	20,000.00	.00	20,000.00	388.00	.00	8,649.47	11,350.53	43
65641	AUDIO VISUAL COLLECTIONS	2,500.00	.00	2,500.00	.00	.00	.00	2,500.00	0
Business Unit 4835 - INNOVATION & DIGITAL LEARNING Totals		\$1,099,603.00	\$0.00	\$1,099,603.00	\$104,746.56	\$59.00	\$931,335.83	\$168,208.17	85%
Business Unit 4840 - LIBRARY MAINTENANCE									
61010	REGULAR PAY	748,596.80	.00	748,596.80	57,437.39	.00	528,054.76	220,542.04	71
61050	PERMANENT PART-TIME	.00	.00	.00	.00	.00	2,432.70	(2,432.70)	+++
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	385.02	4,614.98	8
61415	TERMINATION PAYOUTS	.00	.00	.00	.00	.00	7,089.40	(7,089.40)	+++
61510	HEALTH INSURANCE	162,876.80	.00	162,876.80	9,405.74	.00	95,240.43	67,636.37	58
61513	VISION INSURANCE	150.00	.00	150.00	9.30	.00	165.32	(15.32)	110
61615	LIFE INSURANCE	3.40	.00	3.40	9.09	.00	102.21	(98.81)	3006
61626	CELL PHONE ALLOWANCE	.00	.00	.00	56.00	.00	336.00	(336.00)	+++
61630	SHOE ALLOWANCE	690.00	.00	690.00	.00	.00	1,610.00	(920.00)	233
61710	IMRF	33,086.91	.00	33,086.91	2,555.96	.00	24,090.24	8,996.67	73
61725	SOCIAL SECURITY	46,456.60	.00	46,456.60	3,517.74	.00	32,411.35	14,045.25	70
61730	MEDICARE	10,865.38	.00	10,865.38	822.69	.00	7,580.08	3,285.30	70
62225	BLDG MAINTENANCE SERVICES	295,000.00	.00	295,000.00	7,685.58	57,328.00	268,084.83	(30,412.83)	110
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	5,436.00	4.00	100
62309	RENTAL OF AUTO REPLACEMENT	4,885.00	.00	4,885.00	407.00	.00	4,884.00	1.00	100
64005	ELECTRICITY	100,000.00	.00	100,000.00	.00	.00	63,456.96	36,543.04	63
64015	NATURAL GAS	30,000.00	.00	30,000.00	1,908.19	.00	15,894.05	14,105.95	53
65040	JANITORIAL SUPPLIES	15,000.00	.00	15,000.00	.00	.00	14,607.65	392.35	97
65050	BLDG MAINTENANCE MATERIAL	20,000.00	.00	20,000.00	677.12	.00	15,142.38	4,857.62	76
65095	OFFICE SUPPLIES	.00	.00	.00	.00	.00	891.15	(891.15)	+++
65100	LIBRARY SUPPLIES	.00	.00	.00	.00	.00	343.93	(343.93)	+++
65141	FITNESS INCENTIVE	.00	.00	.00	500.00	.00	500.00	(500.00)	+++
Business Unit 4840 - LIBRARY MAINTENANCE Totals		\$1,483,327.89	\$0.00	\$1,483,327.89	\$85,444.80	\$57,328.00	\$1,088,738.46	\$337,261.43	77%
Business Unit 4845 - LIBRARY ADMINISTRATION									
61010	REGULAR PAY	957,928.00	.00	957,928.00	120,754.76	.00	1,001,364.08	(43,436.08)	105
61050	PERMANENT PART-TIME	107,809.00	.00	107,809.00	12,544.52	.00	101,461.21	6,347.79	94
61510	HEALTH INSURANCE	119,994.00	.00	119,994.00	12,954.53	.00	109,893.15	10,100.85	92
61513	VISION INSURANCE	114.00	.00	114.00	9.30	.00	111.60	2.40	98
61615	LIFE INSURANCE	579.00	.00	579.00	56.92	.00	669.46	(90.46)	116
61625	AUTO ALLOWANCE	3,600.00	.00	3,600.00	300.00	.00	3,600.00	.00	100
61626	CELL PHONE ALLOWANCE	1,908.00	.00	1,908.00	117.00	.00	1,404.00	504.00	74
61710	IMRF	38,105.00	.00	38,105.00	5,294.63	.00	46,540.19	(8,435.19)	122
61725	SOCIAL SECURITY	66,013.00	.00	66,013.00	7,130.67	.00	65,015.99	997.01	98
61730	MEDICARE	15,534.00	.00	15,534.00	1,754.32	.00	15,292.03	241.97	98
62101	TRANSFER TO LIBRARY CAPITAL IMPROVEMENT	.00	.00	.00	.00	.00	693,564.00	(693,564.00)	+++

# Budget Performance Report

Date Range 01/01/25 - 12/31/25

Include Rollup Account and Rollup to Object Account

62185	CONSULTING SERVICES	100,000.00	.00	100,000.00	.00	17,307.80	167,481.65	(84,789.45)	185
62205	ADVERTISING	2,000.00	.00	2,000.00	.00	.00	126.00	1,874.00	6
62210	PRINTING	40,000.00	.00	40,000.00	11,210.61	755.39	44,166.17	(4,921.56)	112
62225	BLDG MAINTENANCE SERVICES	.00	.00	.00	.00	.00	3,523.57	(3,523.57)	+++
62290	TUITION	15,000.00	.00	15,000.00	.00	.00	3,584.00	11,416.00	24
62295	TRAINING & TRAVEL	30,000.00	.00	30,000.00	.00	.00	88,275.09	(58,275.09)	294
62315	POSTAGE	3,000.00	.00	3,000.00	.00	.00	720.20	2,279.80	24
62340	IT COMPUTER SOFTWARE	82,900.00	.00	82,900.00	.00	63,966.31	80,846.71	(61,913.02)	175
62360	MEMBERSHIP DUES	3,000.00	.00	3,000.00	.00	.00	3,904.79	(904.79)	130
62506	WORK- STUDY	2,500.00	.00	2,500.00	.00	.00	999.42	1,500.58	40
62703	BANK FEES	.00	.00	.00	25.22	.00	238.35	(238.35)	+++
62705	CREDIT CARD FEES	5,000.00	.00	5,000.00	.00	.00	2,452.55	2,547.45	49
64009	UTILITIES - COE WATER	10,000.00	.00	10,000.00	1,872.31	.00	11,787.59	(1,787.59)	118
65025	FOOD	7,000.00	.00	7,000.00	.00	.00	6,798.33	201.67	97
65095	OFFICE SUPPLIES	30,000.00	.00	30,000.00	632.56	654.41	17,142.59	12,203.00	59
65100	LIBRARY SUPPLIES	.00	.00	.00	.00	.00	680.60	(680.60)	+++
65141	FITNESS INCENTIVE	.00	.00	.00	500.00	.00	500.00	(500.00)	+++
66131	TRANSFER TO GENERAL FUND	350,000.00	.00	350,000.00	29,167.00	.00	350,004.00	(4.00)	100
Business Unit 4845 - LIBRARY ADMINISTRATION Totals		\$1,991,984.00	\$0.00	\$1,991,984.00	\$204,324.35	\$82,683.91	\$2,822,147.32	(\$912,847.23)	146%
Department 48 - LIBRARY Totals		\$10,239,049.85	\$0.00	\$10,239,049.85	\$950,094.43	\$141,711.18	\$10,235,940.76	(\$138,602.09)	101%
EXPENSE TOTALS		\$10,239,049.85	\$0.00	\$10,239,049.85	\$950,094.43	\$141,711.18	\$10,235,940.76	(\$138,602.09)	101%
Fund 185 - LIBRARY FUND Totals									
REVENUE TOTALS		9,463,097.00	.00	9,463,097.00	14,179.55	.00	5,450,919.06	4,012,177.94	58%
EXPENSE TOTALS		10,239,049.85	.00	10,239,049.85	950,094.43	141,711.18	10,235,940.76	(138,602.09)	101%
Fund 185 - LIBRARY FUND Totals		(\$775,952.85)	\$0.00	(\$775,952.85)	(\$935,914.88)	(\$141,711.18)	(\$4,785,021.70)	\$4,150,780.03	
Fund 186 - LIBRARY DEBT SERVICE FUND									
REVENUE									
Department 48 - LIBRARY									
Business Unit 4861 - LIBRARY DEBT SERVICE ADMIN									
51015	PROPERTY TAXES	576,946.00	.00	576,946.00	.00	.00	288,473.00	288,473.00	50
Business Unit 4861 - LIBRARY DEBT SERVICE ADMIN Totals		\$576,946.00	\$0.00	\$576,946.00	\$0.00	\$0.00	\$288,473.00	\$288,473.00	50%
Department 48 - LIBRARY Totals		\$576,946.00	\$0.00	\$576,946.00	\$0.00	\$0.00	\$288,473.00	\$288,473.00	50%
REVENUE TOTALS		\$576,946.00	\$0.00	\$576,946.00	\$0.00	\$0.00	\$288,473.00	\$288,473.00	50%
EXPENSE									
Department 48 - LIBRARY									
Business Unit 4861 - LIBRARY DEBT SERVICE ADMIN									
68305	DEBT SERVICE- PRINCIPAL	370,083.00	.00	370,083.00	370,083.00	.00	370,083.00	.00	100
68315	DEBT SERVICE- INTEREST	206,863.00	.00	206,863.00	103,432.61	.00	206,865.22	(2.22)	100
Business Unit 4861 - LIBRARY DEBT SERVICE ADMIN Totals		\$576,946.00	\$0.00	\$576,946.00	\$473,515.61	\$0.00	\$576,948.22	(\$2.22)	100%
Department 48 - LIBRARY Totals		\$576,946.00	\$0.00	\$576,946.00	\$473,515.61	\$0.00	\$576,948.22	(\$2.22)	100%
EXPENSE TOTALS		\$576,946.00	\$0.00	\$576,946.00	\$473,515.61	\$0.00	\$576,948.22	(\$2.22)	100%
Fund 186 - LIBRARY DEBT SERVICE FUND Totals									
REVENUE TOTALS		576,946.00	.00	576,946.00	.00	.00	288,473.00	288,473.00	50%
EXPENSE TOTALS		576,946.00	.00	576,946.00	473,515.61	.00	576,948.22	(2.22)	100%
Fund 186 - LIBRARY DEBT SERVICE FUND Totals		\$0.00	\$0.00	\$0.00	(\$473,515.61)	\$0.00	(\$288,475.22)	\$288,475.22	
Fund 187 - LIBRARY CAPITAL IMPROVEMENT FD									
REVENUE									
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
57057	TRANSFER FROM OTHER FUNDS	.00	.00	.00	.00	.00	693,564.00	(693,564.00)	+++
Business Unit 4862 - LIBRARY CAPITAL IMPROVEMENT Totals		\$1,900,000.00	\$0.00	\$1,900,000.00	\$0.00	\$0.00	\$693,564.00	\$1,206,436.00	37%
Department 48 - LIBRARY Totals		\$1,900,000.00	\$0.00	\$1,900,000.00	\$0.00	\$0.00	\$693,564.00	\$1,206,436.00	37%
REVENUE TOTALS		\$1,900,000.00	\$0.00	\$1,900,000.00	\$0.00	\$0.00	\$693,564.00	\$1,206,436.00	37%
EXPENSE									
Department 48 - LIBRARY									
Business Unit 4862 - LIBRARY CAPITAL IMPROVEMENT									
65515	OTHER IMPROVEMENTS	1,900,000.00	.00	1,900,000.00	.00	(86,570.57)	.00	1,986,570.57	-5

# Budget Performance Report

Date Range 01/01/25 - 12/31/25

Include Rollup Account and Rollup to Object Account

Business Unit	4862 - LIBRARY CAPITAL IMPROVEMENT	Totals	\$1,900,000.00	\$0.00	\$1,900,000.00	\$0.00	(\$86,570.57)	\$0.00	\$1,986,570.57	-5%
Department	48 - LIBRARY	Totals	\$1,900,000.00	\$0.00	\$1,900,000.00	\$0.00	(\$86,570.57)	\$0.00	\$1,986,570.57	-5%
	EXPENSE TOTALS		\$1,900,000.00	\$0.00	\$1,900,000.00	\$0.00	(\$86,570.57)	\$0.00	\$1,986,570.57	-5%
Fund	187 - LIBRARY CAPITAL IMPROVEMENT FD	Totals								
	REVENUE TOTALS		1,900,000.00	.00	1,900,000.00	.00	.00	693,564.00	1,206,436.00	37%
	EXPENSE TOTALS		1,900,000.00	.00	1,900,000.00	.00	(86,570.57)	.00	1,986,570.57	-5%
Fund	187 - LIBRARY CAPITAL IMPROVEMENT FD	Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$86,570.57	\$693,564.00	(\$780,134.57)	
	Grand Totals									
	REVENUE TOTALS		11,940,043.00	.00	11,940,043.00	14,179.55	.00	6,432,956.06	5,507,086.94	54%
	EXPENSE TOTALS		12,715,995.85	.00	12,715,995.85	1,423,610.04	55,140.61	10,812,888.98	1,847,966.26	85%
	Grand Totals		(\$775,952.85)	\$0.00	(\$775,952.85)	(\$1,409,430.49)	(\$55,140.61)	(\$4,379,932.92)	\$3,659,120.68	



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

November 01, 2025 through November 30, 2025

**Beginning Balance    \$4,715,701.41**

**Revenue**

Investment results	61,594.55
<b>Total Revenues:</b>	<b>\$61,594.55</b>

**Distributions/Grants and Expenses**

Foundation support charge	-2,649.38
<b>Total Distributions:</b>	<b>\$-2,649.38</b>

**Ending Balance    \$4,774,646.58**

*Questions about your statement?*

Please contact Cynthia Dominguez [dominguez@evanstonforever.org](mailto:dominguez@evanstonforever.org) or Andrea Schroering [schroering@evanstonforever.org](mailto:schroering@evanstonforever.org)



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December 31, 2025, year-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.**

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

\$321,201.06

Total value of all accounts as of December 31, 2025

Accounts	Value on 12/31/2024	Value on 12/31/2025
Evanston Public Library		
Organization account	\$308,195.71	\$321,201.00
Organization brokerage account	\$16,169.63	\$0.06
Total	\$324,365.34	\$321,201.06

Brokerage assets are held by Vanguard Brokerage (VBS), a division of Vanguard Marketing Corporation (VMC). Any bank sweep balances are held by program banks and are not cash balances held by VBS. Vanguard funds not held through your VBS Account are held by The Vanguard Group, Inc. (VGI). 529 assets are held by Ascensus Broker Dealer Services LLC.

Asset mix



	Value on 12/31/2025
0.0% Stocks	\$0.00
0.0% Fixed Income	0.00
100.0% Short-term reserves	321,201.06
0.0% Other	0.00
	\$321,201.06

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

Organization account  
Evanston Public Library

Vanguard Personal Investor  
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Account overview

**\$321,201.00**  
Total account value as of December 31, 2025

Year-to-date income

Taxable income	\$13,005.29
Nontaxable income	0.00
<b>Total</b>	<b>\$13,005.29</b>

Balances and holdings for Vanguard funds

Symbol	Name	Fund and account	Balance on 12/31/2024	Balance on 12/31/2025
VMFXX	Federal Money Mkt Fund	0033-XXXXXXX9620	\$308,195.71	\$321,201.00
			<b>\$308,195.71</b>	<b>\$321,201.00</b>

Account activity for Vanguard funds

Federal Money Mkt Fund 0033-XXXXXXX9620

Purchases	Withdrawals	Dividends
\$0.00	\$0.00	\$13,005.29
7-day SEC yield as of 12/31/2025*		3.71%

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

Date	Transaction	Amount	Share price	Shares transacted	Total shares owned	Value
	Beginning balance on 12/31/2024		\$1.00		308,195.710	\$308,195.71
01/31	Income dividend	\$1,121.17	1.00	1,121.170	309,316.880	



Organization account  
Evanston Public Library

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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	
03/31	Income dividend	1,114.88	1.00	1,114.880	311,442.220	
04/30	Income dividend	1,081.69	1.00	1,081.690	312,523.910	
05/30	Income dividend	1,118.55	1.00	1,118.550	313,642.460	
06/30	Income dividend	1,085.18	1.00	1,085.180	314,727.640	
07/31	Income dividend	1,128.48	1.00	1,128.480	315,856.120	
08/29	Income dividend	1,130.07	1.00	1,130.070	316,986.190	
09/30	Income dividend	1,080.26	1.00	1,080.260	318,066.450	
10/31	Income dividend	1,091.75	1.00	1,091.750	319,158.200	
11/28	Income dividend	1,022.19	1.00	1,022.190	320,180.390	
12/31	Income dividend	1,020.61	1.00	1,020.610	321,201.000	
Ending balance on 12/31/2025			\$1.00		321,201.000	\$321,201.00

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

\$0.06

Total account value as of December 31, 2025

Year-to-date income

Taxable income	\$158.99
Nontaxable income	0.00
<b>Total</b>	<b>\$158.99</b>

Balances and holdings for Vanguard Brokerage Account—XXXX0437

To get the latest cost basis information, log in online and navigate to Portfolio > Cost Basis. For advised clients, click 'All Accounts' to navigate to Portfolio > Cost Basis. Alternatively, you can call Vanguard.

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 12/31/2025	Balance on 12/31/2024	Balance on 12/31/2025
VANGUARD FEDERAL MONEY MARKET FUND 7-day SEC Yield: 3.70%	0.0600	\$1.00	\$15,788.75	\$0.06
<b>Total Sweep Balance</b>			<b>\$15,788.75</b>	<b>\$0.06</b>

Organization brokerage account—XXXX0437

Evanston Public Library

**Vanguard Personal Investor**

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### Account activity for Vanguard Brokerage Account — XXXX0437

This section shows transactions that have settled by December 31, 2025.

#### Income summary

	Dividends	Interest	Tax-exempt interest	Short-term capital gains	Long-term capital gains	Other income
December	\$0.06	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Year-to-date	158.99	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
12/22	12/22	GOOG	ALPHABET INC CL C	Transfer (in)	Cash	1.0000	-	-	\$0.00
12/24	12/23	GOOG	ALPHABET INC CL C	Sell	Cash	-1.0000	\$315.1400	\$0.00	315.14
12/24	12/24	-	VANGUARD FEDERAL MONEY MARKET FUND	Sweep in	-	-	-	-	-315.14
12/26	12/26	-	ACH DIRECT DEPOSIT BYLINE BANK ***7238	Withdrawal	-	-	-	-	-315.14
12/26	12/26	-	VANGUARD FEDERAL MONEY MARKET FUND	Sweep out	-	-	-	-	315.08
12/29	12/29	-	VANGUARD FEDERAL MONEY MARKET FUND	Sweep out	-	-	-	-	0.06
12/29	12/29	-	VANGUARD FEDERAL MONEY MARKET FUND	Dividend	-	-	-	0.00	0.06



Organization brokerage account—XXXX0437  
Evanston Public Library

Vanguard Personal Investor  
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Account activity for Vanguard Brokerage Account — XXXX0437 continued

Completed transactions continued

Settlement date	Trade date	Symbol	Name	Transaction type	Account type	Quantity	Price	Commissions & fees	Amount
12/30	12/30	-	VANGUARD FEDERAL MONEY MARKET FUND	Sweep in	-	-	-	-	-0.06

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

Brokerage assets are held by Vanguard Brokerage Services (VBS), a division of Vanguard Marketing Corporation, member FINRA and SIPC. Any bank sweep balances are held by program banks and are not cash balances held by VBS. Vanguard funds not held through your 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 Finance Committee

**From:** Jennifer Shreve, EPL Development

**Subject:** December 2025 Development Report for the Finance Committee

**Date:** January 9, 2026

This memo provides an update on non-tax revenue activity for the month of December 2025. Please note that this does not constitute total income in 2025, as we are still receiving donations postmarked on or before December 31, 2025, and there will be a reconciliation with the Finance department. Therefore, these numbers will be finalized for the February or, maximum by March 2026 board report.

Fund	December Cash	December Pledges	YTD Cash & Pledges	2025 Goal	Percent to Goal
Library Donations	\$167,184	\$0	\$452,582	\$572,000	79%
Federal Grants	\$0	\$0	\$41,541	\$40,000	104%
Non-Federal Grants	\$0	\$6,170	\$41,005	\$40,000	103%
Per Capita Grant	\$0	\$0	\$115,212	\$115,212	100%
Total Revenue	\$167,184	\$6,170	\$650,340	\$767,212	85%

### Individual Donor Activity:

In December, we received \$167,184 in donations from 554 donors, in comparison to December 2024, when we received \$253,406 from 607 donors. Year-to-date fundraising totals have reached \$452,582, which is 113% of the budgeted goal and 79% of the stretch goal. Again, we anticipate additional donations to be reflected in the final 2025 report, given in February or March.

Once the final numbers are available, we will be able to do an analysis of the campaigns and appeals. A few initial observations include:

- If you look at the number of donors in December 2025 compared to December 2024 (554 vs. 607), there appear to be fewer donors. However, if you compare all donors in 2025 (1,091) vs. all donors





in 2024 (1,072), there were actually more donors overall in 2025. We will review the donors count throughout the months, but this may show some shift toward more gifts earlier in the year, such as with the successful summer campaign.

- Total donations in 2025 (as of January 8th review) is below total donations in 2024 are roughly \$42,000, and we will want to analyze this more. However, one reason may include the differences in the timing and amount of a few large donations. For example, a change in three major donors' giving resulted in a \$65,000 difference between December 2024 and December 2025:

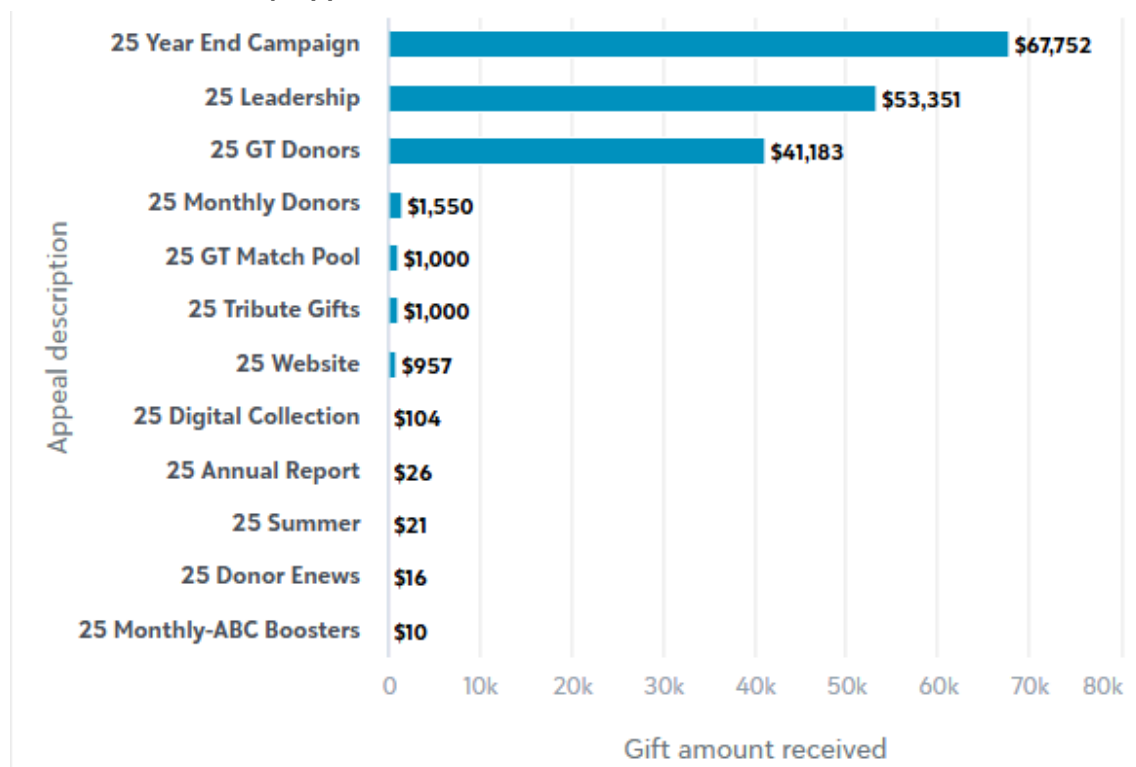
	December 2024	December 2025	Notes
Donor 1	\$30,000.00	\$15,000.00	Reduced donation in 2025
Donor 2	\$40,000.00	\$0.00	received \$35,000 in July instead of Dec
Donor 3	\$10,000.00	\$0.00	illness/deceased, no donation in 2025
	\$80,000.00	\$15,000.00	Difference of \$65,000.00

#### Revenue Received by Campaigns in December 2025:

Campaign	2025 Goal	Dec Revenue	Dec # of Gifts	Dec # of Donors	Total for 2025
2020 Library Donations	\$1,000	\$112	5	5	\$1,384
2021 Library Donations	\$3,000	\$160	9	9	\$2,750
2022 Library Donations	\$5,000	\$355	16	16	\$4,983
2023 Library Donations	\$5,000	\$765	28	28	\$8,705
2024 Library Donations	\$1,000	\$260	13	13	\$3,081
2024 Year-End Camp.	\$10,000	\$167	3	3	\$14,396
2025 Annual Report	\$7,000	\$26	1	1	\$7,576
2025 Library Donations	\$207,000	\$3,219	36	36	\$112,052
2025 Summer Campaign	\$50,000	\$31	3	3	\$36,504
2025 Year-End Campaign	\$283,000	\$162,088	476	440	\$261,152
<b>Total Revenue</b>	<b>\$572,000</b>	<b>\$167,183</b>	<b>590</b>	<b>554</b>	<b>452,583</b>



#### Revenue Received by Appeals in December 2025:



**Donor Engagement and Appeals:** The Next Chapter Campaign continued in December, with weekly emails to donors and special outreach, including to donors who had given in December last year but not yet given this year, and personal phone calls. We also had a \$50,000 challenge for Giving Tuesday, which we surpassed, with a total of \$56,913 in Giving Tuesday-designated gifts. Because we started the Giving Tuesday match on 11/26/25, some of these donations were recorded in November.

**Grant Activity:** December is typically not an active time for grant applications. We submitted one application to Evanston Cradle to Career (EC2C). We are preparing several grant applications for January.

Due to the Federal funding situation, we have two grants that we anticipated receiving income in 2025 but did not. We anticipate receiving the award and/or income in 2026. These were the AgeOptions Library Partnership grant to support older adults and the Illinois State Library Project Next Generation (PNG) grant to support middle school STEM programming.

- For AgeOptions, we were notified of the award of \$4,358.00 on October 21, 2025. The grant period covers October 1, 2025 - September 30, 2026. We have been informed by AgeOptions that



payments were sent the week of January 6th, and so this income should be reflected in the January 2026 income numbers.

- For the PNG grant, the grant period is September 1, 2025 - August 30, 2026, and we requested \$40,000. The awards have not yet been announced. We have been told that announcements will be made in January.

**Grants Submitted, Awarded, and Declined in December 2025:**

Status	Grant Opportunity	Request Amount	Proposal Deadline	Date Response Anticipated	EPL Program Support
Submitted	Evanston Cradle to Career	\$19,170	12/15/25	12/31/2025	support for Latinx community
Received	Evanston Cradle to Career	\$6,170			support for Latinx community
Declined	Illinois Department of Human Services	\$14,490	11/7/25		Staff Development



## MEMORANDUM

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**To:** Evanston Public Library Finance Committee

**From:** Sameer Notta, Finance Manager  
Heather Norborg, Interim Executive Director

**Subject:** Non Union Merit Increase 2026 Budget

**Date:** January 14, 2026

This memo provides an update on a budgetary issue related to personnel.

In a December 15, 2025 email to all City staff, City Manager Luke Stowe wrote "The City Council unanimously approved the FY2026 budget on November 24, 2025. The proposed budget includes a 3.0% cost-of-living adjustment (COLA) for non-union employees, effective January 1, 2026. This increase matches the COLA that AFSCME employees will receive on the same date. COLA increases will appear on the January 16, 2026, paycheck...Due to financial challenges and our commitment to avoiding layoffs, we did not include budget provisions for non-union merit increases for FY2026. As a result, there will be no non-union merit increases in 2026. However, we will reassess the possibility of reinstating merit increases for FY2027."

The Library's FY2026 budget included twenty-two (22) non-union positions, including the IT and HR positions, which are on hold during the negotiations with the City for an intergovernmental agreement and lease. These also include the currently vacant Development Manager and Facilities Manager positions and the recently filled Assistant Facilities Manager position.

The cost of giving a merit increase to eligible non-union Library employees is outlined in the chart below.

Budget 2026	Increase 0% FY2026	Increase 1% FY2026	Increase 2% FY2026	Increase 2.5% FY2026	Increase 3% FY2026
\$3,159,455	\$3,143,887	\$3,163,446	\$3,183,005	\$3,192,785	\$3,202,564

Budget VS 0% Change	\$15,568
Budget VS 1% Change	(\$3,991)
Budget VS 2% Change	(\$23,550)
Budget VS 2.5% Change	(\$33,330)
Budget VS 3% Change	(\$43,109)

The cost of the two positions currently on hold during negotiations (IT and HR) totals \$323,542 of the approved budget.