

NOTICE OF MEETING OF THE URBANA FREE LIBRARY BOARD

A meeting of the Board of Trustees of The Urbana Free Library will be held at 7:00 p.m. on July 11, 2023, in the Lewis Auditorium of The Urbana Free Library, 210 West Green Street, Urbana, IL.

AGENDA

- 1.0 Call to Order**
- 2.0 Oath of Office** – Administered to Rob Bennett and Liz Sands
- 3.0 Roll Call/Attendance**
- 4.0 Additions, Corrections, Modifications of the Agenda**
- 5.0 Approve the Agenda**
- 6.0 Public Comment**
- 7.0 Presentations**
 - 7.1 Downtown Public Realm Study Implementation Ideas: Stepheny McMahon, Economic Development Supervisor and Darius White, Economic Development Coordinator
 - 7.2 Building Project and Building Program updates: Dawn Cassady
 - 7.3 Strategic Plan updates: Celeste Choate
- 8.0 Action Items (Consent Agenda)**
 - Board Meeting Minutes of June 13, 2023
 - Payroll for June 16, 2023; total \$105,246.43
 - Payroll for June 30, 2023; total \$98,672.65
 - Bills for June 16, 2023; total \$46,892.28
 - Bills for June 22, 2023; total \$8,912.20
 - Bills for June 30, 2023 A; total \$18,439.29
 - Bills for June 30, 2023 B; total \$1,159.68
 - Bills for July 6, 2023; total \$26,560.46
- 9.0 Action Items (Individual)**
 - 9.1 Election of FY24 Board Officers
 - 9.2 Resolution 2023-13 to Thank Gloria Yen for Her Years of Service
 - 9.3 Appoint FOIA officers: Rebecca Brown and Celeste Choate
 - 9.4 FY24 budget amendment
 - 9.5 General Benefits Policy
 - 9.6 Constellation invoice for \$11,561.70
- 10.0 Discussion Items**
 - 10.1 Media Literacy: Beth Scheid
 - 10.2 Draft Annual Report to City Council per 75 ILCS 5/4-10
- 11.0 Reports of the Liaison Officer**
 - 11.1 Friends of The Urbana Free Library
 - 11.2 The Urbana Free Library Foundation
 - 11.3 Illinois Heartland Library System
- 12.0 Administrative Report**
- 13.0 Board, and Committee Reports**
- 14.0 Board President Report**
 - 14.1 Appoint Liaison Officer for Friends of The Urbana Free
 - 14.2 Appoint Liaison Officer for The Urbana Free Library Foundation
 - 14.3 Appoint Liaison Officer for the Illinois Heartland Library System
- 15.0 Unfinished Business**
- 16.0 New Business**
- 17.0 Adjournment**

The next regularly scheduled meeting of the Board of Trustees of The Urbana Free Library will be August 8, 2023, at 7:00 PM.

Persons with disabilities needing special services or accommodations for this meeting should contact the Library Administration at 217-367-4058 or administration@urbanafree.org.

Date: July 6, 2023

To: The Urbana Free Library Board of Trustees

From: Celeste Choate, Executive Director

Re: Director's Report for Board Meeting of July 11, 2023



VISION

Nurturing growth by sparking curiosity and fostering a sense of belonging.

MISSION

We encourage learning and enrich lives by providing access to diverse resources and programs.



We cultivate equity, mutual respect, and belonging by learning about and responding to our community.

WE WELCOME ALL.

Goal 1: We provide a welcoming and inviting space for dialogue and personal connections.

- After the June 29th storm and subsequent power outages, the Library served as a cooling center for community members. Patrons used computers, charged electronic devices, studied, played family board games, read stories together, and watched movies. Staff did an excellent job supporting patrons, and we are happy the Library served many community members during a difficult time.

Goal 2: We engage the community to understand and respond to unique needs of our community.

- The Library was out in the community throughout the last month. From taking part in Pride celebrations to neighborhood block parties and sharing resources for seniors, staff went to multiple outreach locations and shared information about Library services and resources with several hundred community members.



We connect people with tools and resources for learning and leading fruitful lives.

WE SPARK CURIOSITY.

Goal 1: We connect people to resources and technology for personal growth leading to greater fulfillment.

- Students from Leal and King Elementary visited the Library last month. The students listened to a telling of *Don't Let the Pigeon Drive the Bus* and then searched for pigeons hidden among the shelves during a tour of the children's area. After their visit, more than 200 students joined the summer reading program, and classes counted their reading time so that the students could complete the program.



Goal 2: We expand horizons and facilitate knowledge exchange by offering diverse programs.

- Families gathered to hear award-winning children's book author Alice McGinty as she shared tales about her life as a writer and her picture book *Bathe the Cat*. Laughter and loud MEOWS from 45 community members filled the room as Alice read about the cat who wreaks havoc to avoid a bath. Cat coloring pages were popular afterwards, as Alice signed books for purchase and families chose books for check-out.



- Local musical group The Paw Paws was a hit with all ages at the program Cherry Jam. Their whimsical music created a great rapport between the musicians and the audience, and in addition to listening and dancing to the music, the over 40 community members who attended also drew with chalk and hula-hooped.
- Families turned boxes into incredibly creative rocket ships before watching a movie while sitting in their rockets at the Rocket Ship Drive-In Movie program. Each rocket, created by the 30 community members who attended, had a different design from polka dots to chrome to hand-drawn control panels.



We help our community thrive by creating connections and working with partners.

WE CONTRIBUTE TO A STRONG SOCIAL FABRIC.

Goal 1: We make the community better for all by promoting diversity, equity and inclusion through our collections and programs.

- The Library celebrated Pride month in multiple ways. Our Love Wins Crafting event drew 47 people, including families, grad students, and teens, who socialized and made numerous creative projects - origami, Pride banners, buttons, and more. There was a lot of "library love" at the UP Center's Annual Pride Celebration. The Library brought books for the popular Drag Story Time and a craft for everyone to make. Many appreciative community members stopped by our table to thank the Library for being part of this event. During Reinventing Classic Queer Media, Editor-in-Chief of the Lavender Newsletter, Jada Fulcher, gave a talk on her work and how the original Lavender newsletter held in the Archives inspired her. She also led a Q and A session comparing the old and new Lavenders and facilitated a discussion among the almost 30 attendees on fostering community, connection, and intergenerational bonds. *The talk was co-sponsored by the UP Center.*
- June's East Asian Story Time featured stories and songs in Korean and English. The program started with a bilingual reading of [Where's Halmoni?](#) by Julie Kim. Then everyone learned the original Korean Baby Shark, which is longer with additional verses, and created a fan with a Korean design. The program was attended by over 20 community members comprised of a mix of those who spoke Korean and/or English.
- Archives staff recently completed indexing the Storch collection, with over 82,000 photograph negatives -- more than double the initial estimate! Archives staff will next build the collection's finding aid and promote the collection.



Goal 2: We stimulate connections and partnerships to create a vibrant, engaged community.

- The Library and the Urbana Park District celebrated Juneteenth at Crystal Lake with 200 community members. In addition to activities, a DJ, and fishing, the Champaign County Archives brought several tables worth of artifacts on Black history from across Champaign County. Many people recognized others in the Cotillion images or in other photos/newspapers brought by the Archives.



We are mindful of the wide array of resources needed to serve evolving community needs and are transparent with our operations.

WE ARE A STRONG ORGANIZATION.

Goal 1: We steward our physical and financial resources to allow for growth and sustainability.

- We reviewed with the City which of the parking lot medians are the Library's or the City's responsibility to maintain. We discovered some are the responsibility of the City, which will begin managing them in the coming weeks.

Goal 2: We cultivate continuous improvement among Board and staff members to create increased engagement, satisfaction, and retention.

- Library staff members Kirstin Gebhart, Gretchen Madsen Webb, Anslie Waldrep, and Lauren Chambers visited the ALA Exhibit Hall during this year's ALA conference, which was held in Chicago. They networked with current vendors, expanded their professional networks, and explored new tools and technologies for possible use at TUFL.



Look here for additional information and action item details that are outside of the scope of the strategic plan.

- The Library Board will vote on the proposed FY24 slate officers at the July Board meeting:
 - President: Guadalupe Mejia
 - Vice-President: Beth Scheid
 - Secretary/Treasurer: Daniel Urban
 - Secretary *pro tempore*: Erica Bellina
- Also, the President will be appointing Board members to the following Liaison roles. Please contact Lupe with whichever liaison role(s) interest you, and she will make her appointments on Tuesday:
 - To [The Friends of The Urbana Free Library](#) Board. As a liaison, you will be an ex-officio Friends Board member with voting rights. The Friends meet in person at the Library around eight times a year the first Wednesday of the month from 12 pm – 1 pm. They tend to meet before and after the couple of books sales a year and a couple of other times. The Friends raise \$10,000 - \$15,000 a year to support the Library.
 - To [The Urbana Free Library Foundation](#) Board. As a liaison, you will be an ex-officio Foundation Board member with voting rights. The Foundation has tended to meet via Zoom monthly the third Wednesday of the month from 12 pm – 1 pm. In FY23, the Foundation raised over \$88,000 to support the Library.
 - To the [Illinois Heartland Library System](#) (IHLS). IHLS is one of three library systems in Illinois and the Library is a member of IHLS. IHLS has 521-member libraries across central and southern Illinois. Our materials are delivered to Champaign Public Library and across the state via the delivery service IHLS provides. As a liaison, you will check the IHLS website and report to the Library Board items that are relevant to the Library. You could apply to be a member of the IHLS Board, but it is not a requirement of the liaison role.
- The Urbana Arts & Culture Program is paying the Library \$700 to fund the Young Artist's Studio programs for this fiscal year. Staff request the following budget amendment:
 - Add \$700 to Donations/Contributions/Gifts revenue line 802 46300
 - Add \$700 to Library Program Supplies expense line 80280809 51812 80103
- The draft Annual Report of The Urbana Free Library is included in the Board packet. Pursuant to the Local Library Act (75 ILCS 5/4-10), within 60 days after the close of the fiscal year, the Board of Trustees of The Urbana Free Library is to report in writing on the condition of their trust on the last day of the fiscal year. The fiscal year ends June 30, so the Library Board will discuss the draft Annual Report in July and will approve it in August. Celeste Choate will present it to the City Council in August. The Illinois Public Library Annual Report (IPLAR) is mentioned in the Annual Report. It is one of the mandated statistical reports that libraries submit to the State of Illinois. The Board will receive a copy of the IPLAR as part of the August Board packet.

- The Library's General Benefits Policy is presented this month with updates from staff's standard review of policies every three years. Most updates are to clarify wording or remove outdated wording. Staff recommend approval of the updated policy.

Library Newsletters:

- The TUFL Times, July: <https://uflil.patronpoint.com/email/preview/59>
- The TUFL Times: Youth Edition, July: <https://uflil.patronpoint.com/email/preview/60>
- The TUFL Times: School Edition, July: <https://uflil.patronpoint.com/email/preview/61>
- July Archives Newsletter: <https://uflil.patronpoint.com/email/preview/63>
- Foundation & Friends Update: <https://uflil.patronpoint.com/email/preview/62>

Other Library News:

- May 26, 2023, *Smile Politely* – Learn klezmer music from world-renown instructors during a workshop at Lewis Auditorium <https://www.smilepolitely.com/splog/learn-klezmer-music-from-world-renown-instructors-during-a-workshop-at-lewis-auditorium/>
- May 26, 2023, *WCIA.com* – What's open and closed on Memorial Day? <https://www.wcia.com/news/whats-open-and-closed-on-memorial-day/>
- May 31, 2023, *Smile Politely* – The Overture: May 29 – June 4 <https://www.smilepolitely.com/music/the-overture-may-29-june-4/>
- June 5, 2023, *Chamabanamoms.com* – Celebrating Pride Month in Champaign-Urbana <https://www.chamabanamoms.com/2023/06/04/pride-month-champaign-urbana/>
- June 6, 2023, *Smile Politely* – The Overture: June 5 – June 11 <https://www.smilepolitely.com/music/the-overture-june-5-11/>
- June 8, 2023, *Chamabanamoms.com* – How to Celebrate Juneteenth Around Champaign-Urbana <https://www.chamabanamoms.com/2023/06/07/juneteenth-champaign-urbana/>
- June 8, 2023, *Chamabanamoms.com* – Champaign-Urbana Weekend Planner – Summer in All its Glory <https://www.chamabanamoms.com/2023/06/07/champaign-urbana-summer-in-all-its-glory/>
- June 9, 2023, *Smile Politely* – Weekender: June 9-11 <https://www.smilepolitely.com/culture/weekender-june-9-11/>
- June 11, 2023, *News-Gazette* – Book review: Katherine Majewski | 'Station Eternity' for fans of genre-bending mysteries https://www.news-gazette.com/arts-entertainment/books/katherine-majewski-station-eternity-for-fans-of-genre-bending-mysteries/article_652d971c-2f1a-5549-88cc-e235b3338029.html
- June 13, 2023, *Chamabanamoms.com* – Recycling in Champaign-Urbana <https://www.chamabanamoms.com/2023/06/12/recycling-tips-champaign-urbana/>
- June 14, 2023, *WCIA.com* – Find your voice at Urbana Free Library <https://www.youtube.com/watch?v=gZ0eP4oLj1o>
- June 14, 2023, *Chamabanamoms.com* – Champaign-Urbana Weekend Planner – Much to Celebrate this Weekend <https://www.chamabanamoms.com/2023/06/14/champaign-urbana-much-to-celebrate-this-weekend/>
- June 15, 2023, *Yahoo News* – Jim Dey: Despite hype, new law not exactly ban on banning books https://news.yahoo.com/jim-dey-despite-hype-law-145200610.html?guccounter=1&guce_referrer=aHR0cHM6Ly93d3cuZ29vZ2xlLmNvbS8&guce_referrer_sig=AQA_AAKgElulfWRKi1FnEgrLsYkVmVKwrbluYKktFbH2STsoQ4Sz9R1TUK_GglGA3Xn4TNHPu5hMpARe3sYlndt_y_nk5CvISf0I8_CL67LhgriqN2Y7rs9t6PW5Uf9GaWdb_BgPBxkEzFqTZ08a4W6mRm7qebZEFj2FnJikzvnXqG
- June 15, 2023, *Chamabanamoms.com* – Juneteenth in Champaign-Urbana: What is Open, What is Closed <https://www.chamabanamoms.com/2023/06/15/juneteenth-in-champaign-urbana-what-is-open-what-is-closed/>

- June 15, 2023, *Chamabanamoms.com* – 8 Free Air-Conditioned Indoor Family Outings in Champaign-Urbana <https://www.chambanamoms.com/2023/06/15/free-air-conditioned-outings-champaign-urbana/>
- June 17, 2023, *News-Gazette* – Jim Dey, Up to the challenge, Opinion https://www.news-gazette.com/opinion/jim-dey-up-to-the-challenge/article_cd35111b-78ad-5f7c-ba74-5afb7ae4ba66.html
- June 18, 2023, *Chamabanamoms.com* – Where to Play Indoors for Free in Champaign-Urbana <https://www.chambanamoms.com/2023/06/18/free-play-indoors-champaign-urbana/>
- June 26, 2023, *News-Gazette* – Opinion: Tom Kacich | Klan's bigotry peaked here 100 years ago https://www.news-gazette.com/opinion/columns/tom-kacich-klans-bigotry-peaked-here-100-years-ago/article_4c85b5dc-daa8-599b-9f6b-d223142f6289.html

Budget and current financial information are here: <http://urbanafreelibrary.org/your-right-know#fin>, with FY24 financial reports here: <https://urbanafreelibrary.org/about-us/your-right-to-know/financial-reports>.

Bank reconciliations for the last day of the month: July 2022 - June 2023						
	July	August	September	October	November	December
Illinois Funds account	\$ 208,227.74	\$ 208,613.96	\$ 209,045.31	\$ 209,588.56	\$ 210,205.87	\$ 210,907.60
Busey Bank Cash accounts	\$ 2,992,977.35	\$ 2,846,035.61	\$ 3,350,546.37	\$ 3,763,233.91	\$ 3,498,315.67	\$ 3,376,497.11
Busey Bank Web account	\$ 35,932.46	\$ 38,854.25	\$ 41,936.98	\$ 45,199.58	\$ 47,474.22	\$ 50,363.16
Total	\$ 3,237,137.55	\$ 3,093,503.82	\$ 3,601,528.66	\$ 4,018,022.05	\$ 3,755,995.76	\$ 3,637,767.87
	January	February	March	April	May	June
Illinois Funds account	\$ 211,663.19	\$ 212,390.74	\$ 213,237.73	\$ 214,091.29	\$ 215,017.02	
Busey Bank Cash accounts	\$ 3,124,285.60	\$ 2,829,200.45	\$ 2,570,373.98	\$ 2,278,216.79	\$ 1,947,002.09	
Busey Bank Web account	\$ 53,023.54	\$ 54,137.89	\$ 57,571.07	\$ 59,391.52	\$ 61,310.79	
Total	\$ 3,388,972.33	\$ 3,095,729.08	\$ 2,841,182.78	\$ 2,551,699.60	\$ 2,223,329.90	\$

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: L061523 06/16/2023
 DUE DATE: 06/16/2023

CASH ACCOUNT: 802		10100		CASH							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK		
3125	ALLIANCE ENTERTAINMEN	0000		INV	06/15/2023	PLS72777344					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51806		A&Y PROG	DVD			61.76				
											61.76
3125	ALLIANCE ENTERTAINMEN	0000		INV	06/15/2023	PLS73269158					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51806		A&Y PROG	DVD			59.97				
	2 80280802 51809		A&Y PROG	GAMES			275.64				
											335.61
3125	ALLIANCE ENTERTAINMEN	0000		INV	06/15/2023	PLS73247765					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51806		A&Y PROG	DVD			350.38				
	2 80280802 51809		A&Y PROG	GAMES			25.49				
											375.87
						CHECK TOTAL					773.24
2943	AMAZON CAPITAL SERVIC	0000		INV	06/15/2023	1QRV-9PNG-61MQ					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280808 51500		LIBR IT	SHARED IT			118.98				
											118.98
2943	AMAZON CAPITAL SERVIC	0000		INV	06/15/2023	1QTK-NJWH-6JFV					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51802 80103		A&Y PROG	NEW COLL			16.99				
											16.99
2943	AMAZON CAPITAL SERVIC	0000		INV	06/15/2023	1GNY-XV6T-1CVP					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51802 80103		A&Y PROG	NEW COLL			154.49				
											154.49
2943	AMAZON CAPITAL SERVIC	0000		INV	06/15/2023	19FG-3YWC-4N7L					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280806 51900		LIBR ACQ	OTHER SUPP			76.20				
											76.20
						CHECK TOTAL					366.66
217	BAKER & TAYLOR LLC	0000		INV	06/15/2023	2037588100					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51801 80103		A&Y PROG	LIBR BOOKS			545.64				
											545.64

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: L061523 06/16/2023
 DUE DATE: 06/16/2023

CASH ACCOUNT: 802		10100		CASH							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK		
217	BAKER & TAYLOR LLC	0000		INV	06/15/2023	5018396044					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51801	80103	A&Y PROG	LIBR BOOKS			68.37				
											68.37
217	BAKER & TAYLOR LLC	0000		INV	06/15/2023	5018387624					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51801	80103	A&Y PROG	LIBR BOOKS			65.50				
											65.50
217	BAKER & TAYLOR LLC	0000		INV	06/15/2023	2037588133					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51801		A&Y PROG	LIBR BOOKS			410.55				
											410.55
217	BAKER & TAYLOR LLC	0000		INV	06/15/2023	2037581083					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51801	80103	A&Y PROG	LIBR BOOKS			304.59				
											304.59
217	BAKER & TAYLOR LLC	0000		INV	06/15/2023	2037585063					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 81080832 51801		ADULT GIFT	LIBR BOOKS			32.11				
	2 81080833 52803		CHILD GIFT	CHILD PROG			13.49				
	3 81080833 51801		CHILD GIFT	LIBR BOOKS			11.44				
	4 802 46290		LGEM FUND	OTHR REIMB			14.24				
											71.28
217	BAKER & TAYLOR LLC	0000		INV	06/15/2023	2037587625					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51801		A&Y PROG	LIBR BOOKS			1,640.78				
											1,640.78
											3,106.71
											CHECK TOTAL
220	BRODART CO	0000		INV	06/15/2023	625467					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280806 51900		LIBR ACQ	OTHER SUPP			392.24				
											392.24
											392.24
											CHECK TOTAL
1062	CONSOLIDATED COMMUNIC	0001		INV	06/15/2023	55955					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280805 52600		LIBR FAC	UTILITIES			412.12				

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: L061523 06/16/2023
 DUE DATE: 06/16/2023

CASH ACCOUNT: 802		10100		CASH							
VENDOR	REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK			
						412.12					
					CHECK TOTAL	412.12					
3344	CONSTELLATION NEWENER	0001	INV	06/15/2023	65408996201Library						
	ACCOUNT DETAIL				LINE AMOUNT						
	1 80280805 52600	LIBR FAC	UTILITIES			9,627.92					
						9,627.92					
					CHECK TOTAL	9,627.92					
230	DP SUPPLY, INC	0000	INV	06/15/2023	823348						
	ACCOUNT DETAIL				LINE AMOUNT						
	1 80280805 51900	LIBR FAC	OTHER SUPP			2.35					
	2 80280805 52201	LIBR FAC	BLDG MAINT			656.05					
						658.40					
230	DP SUPPLY, INC	0000	INV	06/15/2023	823375						
	ACCOUNT DETAIL				LINE AMOUNT						
	1 80280805 52201	LIBR FAC	BLDG MAINT			465.00					
						465.00					
					CHECK TOTAL	1,123.40					
1564	DANVILLE PUBLIC LIBRA	0000	INV	06/15/2023	55962						
	ACCOUNT DETAIL				LINE AMOUNT						
	1 80280801 51900	LIBR CTRL	OTHER SUPP			35.00					
						35.00					
					CHECK TOTAL	35.00					
20	DAVIS HOUK MECHANICAL	0000	INV	06/15/2023	S23JS057						
	ACCOUNT DETAIL				LINE AMOUNT						
	1 80280805 52999	LIBR FAC	OTHER SVCS			1,508.47					
						1,508.47					
20	DAVIS HOUK MECHANICAL	0000	INV	06/15/2023	S23DH117						
	ACCOUNT DETAIL				LINE AMOUNT						
	1 80280805 52201	LIBR FAC	BLDG MAINT			6,344.48					
						6,344.48					
20	DAVIS HOUK MECHANICAL	0000	INV	06/15/2023	S23DH116						
	ACCOUNT DETAIL				LINE AMOUNT						
	1 80280805 52201	LIBR FAC	BLDG MAINT			2,834.18					
						2,834.18					

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: L061523 06/16/2023
 DUE DATE: 06/16/2023

CASH ACCOUNT: 802		10100		CASH							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK		
20	DAVIS HOUK MECHANICAL	0000		INV	06/15/2023	S23DH080					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280805 52201		LIBR FAC	BLDG MAINT			353.25				
										353.25	
20	DAVIS HOUK MECHANICAL	0000		INV	06/15/2023	S23JS165					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280805 52201		LIBR FAC	BLDG MAINT			742.37				
										742.37	
20	DAVIS HOUK MECHANICAL	0000		INV	06/15/2023	S23JS058					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280805 52201		LIBR FAC	BLDG MAINT			1,193.47				
										1,193.47	
						CHECK TOTAL				12,976.22	
779	DEANS GRAPHICS INC	0000		INV	06/15/2023	D0052071					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280809 52909		LIBR COMM	AD/MRK/PE			85.32				
										85.32	
						CHECK TOTAL				85.32	
231	DELL MARKETING LP	0000		INV	06/15/2023	10669785261					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280808 51500		LIBR IT	SHARED IT			443.98				
										443.98	
231	DELL MARKETING LP	0000		INV	06/15/2023	10663367372					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280808 51500		LIBR IT	SHARED IT			1,177.23				
										1,177.23	
231	DELL MARKETING LP	0000		INV	06/15/2023	10670919860					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280808 51500		LIBR IT	SHARED IT			221.99				
										221.99	
						CHECK TOTAL				1,843.20	
3316	ENGBERG ANDERSON, INC	0000		INV	06/15/2023	23359400-2					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280801 52199		LIBR CTRL	OTHER PROF			3,880.00				
										3,880.00	

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: L061523 06/16/2023
 DUE DATE: 06/16/2023

CASH ACCOUNT: 802		10100		CASH							
VENDOR	REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK			
						CHECK TOTAL		3,880.00			
549	FIRST NATIONAL BANK O	0000	INV	06/15/2023	55980						
						ACCOUNT DETAIL		LINE AMOUNT			
1	81080831 51990		ADMIN GIFT	OTH LIBMAT		11.07					
2	80280801 52999		LIBR CTRL	OTHER SVCS		1,815.00					
3	80280800 52320		LIBR ADMIN	TRAVEL		250.00					
4	80280805 52201		LIBR FAC	BLDG MAINT		539.36					
5	80280809 51812	80103	LIBR COMM	LIBR SUPP		18.64					
6	80280809 52909		LIBR COMM	AD/MRK/PE		266.51					
7	80280808 51500		LIBR IT	SHARED IT		578.77					
8	80280801 52902		LIBR CTRL	POST PRINT		29.99					
						CHECK TOTAL		3,509.34			
2260	INGRAM INDUSTRIES INC	0000	INV	06/15/2023	76303411						
						ACCOUNT DETAIL		LINE AMOUNT			
1	80280802 51801	80103	A&Y PROG	LIBR BOOKS		17.47					
						CHECK TOTAL		17.47			
2260	INGRAM INDUSTRIES INC	0000	INV	06/15/2023	76303410						
						ACCOUNT DETAIL		LINE AMOUNT			
1	81080832 51801		ADULT GIFT	LIBR BOOKS		59.25					
2	80280802 51801		A&Y PROG	LIBR BOOKS		152.58					
						CHECK TOTAL		211.83			
2260	INGRAM INDUSTRIES INC	0000	INV	06/15/2023	76315643						
						ACCOUNT DETAIL		LINE AMOUNT			
1	80280802 51801		A&Y PROG	LIBR BOOKS		246.56					
						CHECK TOTAL		246.56			
2945	MICHAEL HANNAN	0000	INV	06/15/2023	55814						
						ACCOUNT DETAIL		LINE AMOUNT			
1	80280805 52201		LIBR FAC	BLDG MAINT		56.17					
						CHECK TOTAL		56.17			
2945	MICHAEL HANNAN	0000	INV	06/15/2023	55815						
						ACCOUNT DETAIL		LINE AMOUNT			
1	80280805 52201		LIBR FAC	BLDG MAINT		144.90					
						CHECK TOTAL		144.90			

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: L061523 06/16/2023
 DUE DATE: 06/16/2023

CASH ACCOUNT: 802 10100		CASH								
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK	
2945	MICHAEL HANNAN	0000		INV	06/15/2023	55960				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280805 52201		LIBR FAC	BLDG MAINT			87.25			
										87.25
2945	MICHAEL HANNAN	0000		INV	06/15/2023	55961				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280805 52201		LIBR FAC	BLDG MAINT			66.22			
	2 80280805 51410		LIBR FAC	SMALL EQ			451.90			
										518.12
						CHECK TOTAL	806.44			
268	MIDWEST TAPE	0000		INV	06/15/2023	503879030				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280802 51806		A&Y PROG	DVD			44.99			
										44.99
268	MIDWEST TAPE	0000		INV	06/15/2023	503869292				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280802 51807 80103		A&Y PROG	RECORDING			14.24			
										14.24
268	MIDWEST TAPE	0000		INV	06/15/2023	503879032				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280802 51804		A&Y PROG	AUDIOBOOKS			117.97			
										117.97
268	MIDWEST TAPE	0000		INV	06/15/2023	503879031				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280802 51806		A&Y PROG	DVD			14.99			
										14.99
268	MIDWEST TAPE	0000		INV	06/15/2023	503878968				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280802 51806		A&Y PROG	DVD			18.74			
										18.74
268	MIDWEST TAPE	0000		INV	06/15/2023	503878969				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280802 51806		A&Y PROG	DVD			23.99			
										23.99
						CHECK TOTAL	234.92			

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: L061523 06/16/2023
 DUE DATE: 06/16/2023

CASH ACCOUNT: 802 10100		CASH							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
54	OVERDRIVE INC	0000		INV	06/15/2023	01018CO23185000			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 80280802 51811		A&Y PROG	DOWNLOAD			4,836.25		
							4,836.25		
						CHECK TOTAL	4,836.25		
283	QUILL CORPORATION	0000		INV	06/15/2023	32739956			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 80280801 51900		LIBR CTRL	OTHER SUPP			43.98		
							43.98		
283	QUILL CORPORATION	0000		INV	06/15/2023	32748062			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 80280801 51900		LIBR CTRL	OTHER SUPP			12.93		
							12.93		
283	QUILL CORPORATION	0000		INV	06/15/2023	32765123			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 80280801 51900		LIBR CTRL	OTHER SUPP			231.90		
							231.90		
283	QUILL CORPORATION	0000		INV	06/15/2023	32780282			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 80280801 51900		LIBR CTRL	OTHER SUPP			5.94		
							5.94		
						CHECK TOTAL	294.75		
2482	T-MOBILE USA INC.	0001		INV	06/15/2023	55951			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 80280802 51802 80103		A&Y PROG	NEW COLL			2,112.69		
							2,112.69		
						CHECK TOTAL	2,112.69		
51	INVOICES					WARRANT TOTAL	46,892.28		46,892.28
						CASH ACCOUNT BALANCE			2,096,844.99

ACCOUNTS PAYABLE CHECK RUN REPORT

Ck Run Id# Summary

CK RUN ID#: L061523 06/16/2023
 DUE DATE: 06/16/2023

FUND	ORG	ACCOUNT	AMOUNT	AVLB BUDGET
802	802	LIBRARY GENERAL FUND 802-00-00-000-000-46290-	OTHER REIMBURSEMENTS 14.24	0.00
802	80280800	LIBRARY ADMINISTRATIO 802-60-80-800-000-52320-	TRAVEL, EDUCATION AND 250.00	-149.07
802	80280801	LIBRARY CENTRALIZED C 802-60-80-801-000-51900-	OTHER SUPPLIES 329.75	10,574.94
802	80280801	LIBRARY CENTRALIZED C 802-60-80-801-000-52199-	OTHER PROFESSIONAL SE 3,880.00	79.00
802	80280801	LIBRARY CENTRALIZED C 802-60-80-801-000-52902-	POSTAGE & PRINTING 29.99	550.66
802	80280801	LIBRARY CENTRALIZED C 802-60-80-801-000-52999-	OTHER CONTRACTUAL SER 1,815.00	2,658.74
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51801-	LIBRARY BOOKS 2,450.47	7,351.81
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51801-80103	LIBRARY BOOKS 1,001.57	4,968.24
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51802-80103	NEW COLLECTIONS 2,284.17	2,535.26
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51804-	AUDIOBOOKS 117.97	401.79
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51806-	DVD'S 574.82	3,995.00
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51807-80103	RECORDINGS 14.24	106.10
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51809-	GAMES 301.13	31.50
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51811-	DOWNLOADABLES 4,836.25	194.94
802	80280805	LIBRARY FACILITIES 802-60-80-805-000-51410-	SMALL TOOLS & EQUIPME 451.90	4,505.82
802	80280805	LIBRARY FACILITIES 802-60-80-805-000-51900-	OTHER SUPPLIES 2.35	0.00
802	80280805	LIBRARY FACILITIES 802-60-80-805-000-52201-	BUILDING REPAIR & MAI 13,482.70	29,077.83
802	80280805	LIBRARY FACILITIES 802-60-80-805-000-52600-	UTILITIES 10,040.04	4,531.47
802	80280805	LIBRARY FACILITIES 802-60-80-805-000-52999-	OTHER CONTRACTUAL SER 1,508.47	162.67
802	80280806	LIBRARY ACQUISITIONS 802-60-80-806-000-51900-	OTHER SUPPLIES 468.44	5,864.97
802	80280808	LIBRARY IT 802-60-80-808-000-51500-	SHARED IT COSTS 2,540.95	35,159.57
802	80280809	LIBRARY COMMUNITY ENG 802-60-80-809-000-51812-80103	LIBRARY PROGRAM SUPPL 18.64	275.64
802	80280809	LIBRARY COMMUNITY ENG 802-60-80-809-000-52909-	ADV/MKTING/PUBLIC EDU 351.83	7,019.67
			FUND TOTAL	46,764.92
CASH ACCOUNT 802 10100		BALANCE 2,096,844.99		
810	81080831	ADMIN GIFTS 810-60-80-831-000-51990-	OTHER LIBRARY MATERIA 11.07	-740.73
810	81080832	ADULT GIFTS 810-60-80-832-000-51801-	LIBRARY BOOKS 91.36	10,514.26
810	81080833	CHILDREN'S GIFTS 810-60-80-833-000-51801-	LIBRARY BOOKS 11.44	4,723.72
810	81080833	CHILDREN'S GIFTS 810-60-80-833-000-52803-	LIBRARY CHILDREN PROG 13.49	11.26
			FUND TOTAL	127.36
CASH ACCOUNT 802 10100		BALANCE 2,096,844.99		
			WARRANT SUMMARY TOTAL	46,892.28
			GRAND TOTAL	46,892.28

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: 1062223 06/22/2023
 DUE DATE: 06/22/2023

CASH ACCOUNT: 802		10100		CASH							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK		
2943	AMAZON CAPITAL SERVIC	0000		INV	06/22/2023	1TV3-WQKM-GKY6					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280808 51500		LIBR IT	SHARED IT			136.60				
											136.60
2943	AMAZON CAPITAL SERVIC	0000		INV	06/22/2023	1Y61-JFVL-9GKJ					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280808 51500		LIBR IT	SHARED IT			79.33				
											79.33
2943	AMAZON CAPITAL SERVIC	0000		INV	06/22/2023	16HR-T7QJ-36XK					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280808 51500		LIBR IT	SHARED IT			143.97				
											143.97
						CHECK TOTAL					359.90
217	BAKER & TAYLOR LLC	0000		INV	06/22/2023	2037603236					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 81080832 51801		ADULT GIFT	LIBR BOOKS			958.23				
	2 802 46290		LGEN FUND	OTHR REIMB			16.62				
											974.85
217	BAKER & TAYLOR LLC	0000		INV	06/22/2023	5018407826					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51801 80103		A&Y PROG	LIBR BOOKS			27.84				
											27.84
217	BAKER & TAYLOR LLC	0000		INV	06/22/2023	2037603280					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51801 80103		A&Y PROG	LIBR BOOKS			478.38				
											478.38
217	BAKER & TAYLOR LLC	0000		INV	06/22/2023	2037603281					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 81080833 51801		CHILD GIFT	LIBR BOOKS			405.17				
											405.17
217	BAKER & TAYLOR LLC	0000		INV	06/22/2023	5018398744					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51801 80103		A&Y PROG	LIBR BOOKS			20.16				
											20.16
217	BAKER & TAYLOR LLC	0000		INV	06/22/2023	2037597851					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51801 80103		A&Y PROG	LIBR BOOKS			156.57				

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: 1062223 06/22/2023
 DUE DATE: 06/22/2023

CASH ACCOUNT: 802		10100		CASH							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK		
217	BAKER & TAYLOR LLC	0000		INV	06/22/2023	2037603226	156.57				
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51801		A&Y PROG	LIBR BOOKS			509.27				
							509.27				
217	BAKER & TAYLOR LLC	0000		INV	06/22/2023	2037599926					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51801		A&Y PROG	LIBR BOOKS			1,145.03				
							1,145.03				
						CHECK TOTAL	3,717.27				
2257	CFS - CUSTOM FACILITY	0000		INV	06/22/2023	1933					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280805 52201		LIBR FAC	BLDG MAINT			702.00				
							702.00				
						CHECK TOTAL	702.00				
133	LAUREN CHAMBERS	0000		INV	06/22/2023	56049					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 52320		A&Y PROG	TRAVEL			300.00				
							300.00				
133	LAUREN CHAMBERS	0000		INV	06/22/2023	56052					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280809 51812		LIBR COMM	LIBR SUPP			97.02				
							97.02				
						CHECK TOTAL	397.02				
1345	CHAMPAIGN COUNTY	0017		INV	12/01/2022	123					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280808 52600		LIBR IT	UTILITIES			200.00				
							200.00				
1345	CHAMPAIGN COUNTY	0017		INV	12/01/2022	125					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280808 52600		LIBR IT	UTILITIES			200.00				
							200.00				
						CHECK TOTAL	400.00				

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: 1062223 06/22/2023
 DUE DATE: 06/22/2023

CASH ACCOUNT: 802		10100		CASH							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK		
953	FEHR GRAHAM & ASSOCIA	0000		INV	06/22/2023	116014					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 81080831 53200		ADMIN GIFT	BUILDING		622.50					
							622.50				
						CHECK TOTAL	622.50				
859	GIBBS TECHNOLOGY COMP	0000		INV	06/22/2023	2573059					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280808 51500		LIBR IT	SHARED IT		151.39					
							151.39				
						CHECK TOTAL	151.39				
1703	RICHARD LUSTFELDT	0000		INV	06/22/2023	25124					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280805 52999		LIBR FAC	OTHER SVCS		115.00					
							115.00				
						CHECK TOTAL	115.00				
2260	INGRAM INDUSTRIES INC	0000		INV	06/22/2023	76372763					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51801		A&Y PROG	LIBR BOOKS		88.11					
							88.11				
2260	INGRAM INDUSTRIES INC	0000		INV	06/22/2023	76420319					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 81080832 51801		ADULT GIFT	LIBR BOOKS		405.38					
							405.38				
						CHECK TOTAL	493.49				
261	LAKESHORE LEARNING MA	0000		INV	06/22/2023	779877060823					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51802 80103		A&Y PROG	NEW COLL		359.96					
							359.96				
						CHECK TOTAL	359.96				
268	MIDWEST TAPE	0000		INV	06/22/2023	503913022					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51806		A&Y PROG	DVD		14.99					
							14.99				

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: 1062223 06/22/2023
 DUE DATE: 06/22/2023

CASH ACCOUNT: 802 10100		CASH								
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK	
268	MIDWEST TAPE	0000		INV	06/22/2023	503913023				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280802 51806		A&Y PROG	DVD			19.49			19.49
268	MIDWEST TAPE	0000		INV	06/22/2023	503913024				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280802 51806		A&Y PROG	DVD			18.74			18.74
268	MIDWEST TAPE	0000		INV	06/22/2023	503913025				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280802 51804		A&Y PROG	AUDIOBOOKS			154.96			154.96
268	MIDWEST TAPE	0000		INV	06/22/2023	503913027				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280802 51806		A&Y PROG	DVD			200.15			200.15
268	MIDWEST TAPE	0000		INV	06/22/2023	503913028				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280802 51806		A&Y PROG	DVD			22.49			22.49
268	MIDWEST TAPE	0000		INV	06/22/2023	503913029				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280802 51806		A&Y PROG	DVD			50.23			50.23
268	MIDWEST TAPE	0000		INV	06/22/2023	503896399				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280802 51806 80103		A&Y PROG	DVD			5.24			5.24
268	MIDWEST TAPE	0000		INV	06/22/2023	503903754				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280802 51806 80103		A&Y PROG	DVD			29.23			29.23
268	MIDWEST TAPE	0000		INV	06/22/2023	503925339				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280802 51806 80103		A&Y PROG	DVD			18.74			18.74

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: 1062223 06/22/2023
 DUE DATE: 06/22/2023

CASH ACCOUNT: 802 10100		CASH								
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK	
268	MIDWEST TAPE	0000		INV	06/22/2023	503925710				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280802 51806	80103	A&Y PROG	DVD			50.98			
										50.98
										CHECK TOTAL
										585.24
54	OVERDRIVE INC	0000		INV	06/22/2023	01018DA23189467				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280802 51811		A&Y PROG	DOWNLOAD			177.50			
										177.50
										CHECK TOTAL
										177.50
313	URBANA & CHAMPAIGN SA	0000		INV	06/22/2023	6297739				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280805 52600		LIBR FAC	UTILITIES			12.20			
										12.20
313	URBANA & CHAMPAIGN SA	0000		INV	06/22/2023	6297738				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280805 52600		LIBR FAC	UTILITIES			7.60			
										7.60
313	URBANA & CHAMPAIGN SA	0000		INV	06/22/2023	6296467				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280805 52600		LIBR FAC	UTILITIES			163.24			
										163.24
313	URBANA & CHAMPAIGN SA	0000		INV	06/22/2023	6296629				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280805 52600		LIBR FAC	UTILITIES			338.25			
										338.25
313	URBANA & CHAMPAIGN SA	0000		INV	06/22/2023	6298268				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280805 52600		LIBR FAC	UTILITIES			15.44			
										15.44
										CHECK TOTAL
										536.73
1299	WEST PUBLISHING CORP	0000		INV	06/22/2023	848477205				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280802 51801		A&Y PROG	LIBR BOOKS			294.20			
										294.20

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: 1062223 06/22/2023
 DUE DATE: 06/22/2023

CASH ACCOUNT: 802		10100	CASH							
VENDOR	REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK		
					CHECK TOTAL	294.20				
40	INVOICES				WARRANT TOTAL	8,912.20				
					CASH ACCOUNT BALANCE	2,050,462.71				

ACCOUNTS PAYABLE CHECK RUN REPORT

Ck Run Id# Summary

CK RUN ID#: 1062223 06/22/2023
 DUE DATE: 06/22/2023

FUND	ORG	ACCOUNT	AMOUNT	AVLB BUDGET		
802	802	LIBRARY GENERAL FUND	802-00-00-000-000-46290-	OTHER REIMBURSEMENTS	16.62	0.00
802	80280802	ADULT & YOUTH SERVICE	802-60-80-802-000-51801-	LIBRARY BOOKS	2,036.61	5,315.20
802	80280802	ADULT & YOUTH SERVICE	802-60-80-802-000-51801-80103	LIBRARY BOOKS	682.95	4,285.29
802	80280802	ADULT & YOUTH SERVICE	802-60-80-802-000-51802-80103	NEW COLLECTIONS	359.96	2,175.30
802	80280802	ADULT & YOUTH SERVICE	802-60-80-802-000-51804-	AUDIOBOOKS	154.96	246.83
802	80280802	ADULT & YOUTH SERVICE	802-60-80-802-000-51806-	DVD'S	326.09	3,668.91
802	80280802	ADULT & YOUTH SERVICE	802-60-80-802-000-51806-80103	DVD'S	104.19	209.04
802	80280802	ADULT & YOUTH SERVICE	802-60-80-802-000-51811-	DOWNLOADABLES	177.50	17.44
802	80280802	ADULT & YOUTH SERVICE	802-60-80-802-000-52320-	TRAVEL, EDUCATION AND	300.00	251.88
802	80280805	LIBRARY FACILITIES	802-60-80-805-000-52201-	BUILDING REPAIR & MAI	702.00	28,375.83
802	80280805	LIBRARY FACILITIES	802-60-80-805-000-52600-	UTILITIES	536.73	3,994.74
802	80280805	LIBRARY FACILITIES	802-60-80-805-000-52999-	OTHER CONTRACTUAL SER	115.00	47.67
802	80280808	LIBRARY IT	802-60-80-808-000-51500-	SHARED IT COSTS	511.29	34,648.28
802	80280808	LIBRARY IT	802-60-80-808-000-52600-	UTILITIES	400.00	380.00
802	80280809	LIBRARY COMMUNITY ENG	802-60-80-809-000-51812-	LIBRARY PROGRAM SUPPL	97.02	2,761.02
				FUND TOTAL	6,520.92	
CASH ACCOUNT 802 10100		BALANCE 2,050,462.71				
810	81080831	ADMIN GIFTS	810-60-80-831-000-53200-	BUILDING	622.50	269,963.65
810	81080832	ADULT GIFTS	810-60-80-832-000-51801-	LIBRARY BOOKS	1,363.61	9,150.65
810	81080833	CHILDREN'S GIFTS	810-60-80-833-000-51801-	LIBRARY BOOKS	405.17	4,318.55
				FUND TOTAL	2,391.28	
CASH ACCOUNT 802 10100		BALANCE 2,050,462.71				
				WARRANT SUMMARY TOTAL	8,912.20	
				GRAND TOTAL	8,912.20	

A/P CASH DISBURSEMENTS JOURNAL

CASH ACCOUNT: 802 10100 CASH
 CHECK NO CHK DATE TYPE VENDOR NAME

CHECK NO	CHK DATE	TYPE	VENDOR NAME	INVOICE	INV DATE	PO	CK RUN ID#	NET
5831	06/30/2023	PRTD	217 BAKER & TAYLOR LLC	2037607730	06/26/2023		L062923	216.13
				Invoice: 2037607730				
				216.13 80280802 51801	C021378 3			
					LIBRARY BOOKS			
			BAKER & TAYLOR LLC	2037614640	06/26/2023		L062923	261.99
				Invoice: 2037614640				
				261.99 80280802 51801 80103	L511881 2			
					LIBRARY BOOKS			
			BAKER & TAYLOR LLC	2037614636	06/26/2023		L062923	878.79
				Invoice: 2037614636				
				878.79 80280802 51801	L022905 2			
					LIBRARY BOOKS			
			BAKER & TAYLOR LLC	2037618372	06/26/2023		L062923	378.66
				Invoice: 2037618372				
				378.66 80280802 51801	L022905 2			
					LIBRARY BOOKS			
			BAKER & TAYLOR LLC	2037618261	06/26/2023		L062923	51.02
				Invoice: 2037618261				
				51.02 80280802 51801 80103	L511881 2			
					LIBRARY BOOKS			
			BAKER & TAYLOR LLC	2037618273	06/26/2023		L062923	102.93
				Invoice: 2037618273				
				38.64	L541300 2			
					E 82305-BOOK			
				81080833 51801	-			
					LIBRARY BOOKS			
				64.29 80280809 51812 80103	LIBRARY PROGRAM SUPPLIES			
					CHECK		5831 TOTAL:	1,889.52
5832	06/30/2023	PRTD	426 CDW GOVERNMENT INC	KG12738	06/26/2023		L062923	1,417.86
				Invoice: KG12738				
				1,417.86 80280808 51500	CUSTOMER NUMBER 1388626			
					SHARED IT COSTS			
			CDW GOVERNMENT INC	KK51329	06/26/2023		L062923	4,411.52
				Invoice: KK51329				
				4,411.52 80280808 51500	CUSTOMER #1388626			
					SHARED IT COSTS			
					CHECK		5832 TOTAL:	5,829.38
5833	06/30/2023	PRTD	2257 CFS - CUSTOM FACILITY SERVICES IN 1935		06/26/2023		L062923	783.00
				Invoice: 1935				
				783.00 80280805 52201	SERVICES 6/16/23 - 6/30/23			
					BUILDING REPAIR & MAINT			
					CHECK		5833 TOTAL:	783.00
5834	06/30/2023	PRTD	133 LAUREN CHAMBERS	56362	06/26/2023		L062923	46.70
				Invoice: 56362				
				46.70 80280802 52320	ALA 2023 MEALS			
					TRAVEL, EDUCATION AND TRAINING			

A/P CASH DISBURSEMENTS JOURNAL

CASH ACCOUNT: 802 10100 CASH
 CHECK NO CHK DATE TYPE VENDOR NAME

CHECK NO	CHK DATE	TYPE	VENDOR NAME	INVOICE	INV DATE	PO	CK RUN ID#	NET
							INVOICE DTL DESC	
							CHECK 5834 TOTAL:	46.70
5835	06/30/2023	PRTD	230 DP SUPPLY, INC	823828	06/26/2023		L062923	1,678.30
			Invoice: 823828	1,678.30 80280805 52201			CUST ACCT 222100 BUILDING REPAIR & MAINT	
							CHECK 5835 TOTAL:	1,678.30
5836	06/30/2023	PRTD	3196 KIRSTIN GEBHART	56330	06/26/2023		L062923	59.25
			Invoice: 56330	59.25 80280802 52320			ALA 2023 REIMBURSEMENT TRAVEL, EDUCATION AND TRAINING	
							CHECK 5836 TOTAL:	59.25
5837	06/30/2023	PRTD	859 GIBBS TECHNOLOGY COMPANY	2577247	06/26/2023		L062923	35.64
			Invoice: 2577247	35.64 80280808 51500			ACCOUNT NUMBER: 624900 SHARED IT COSTS	
			Invoice: 2576657	425.67 80280808 51500			06/26/2023 ACCOUNT NO: 624900 SHARED IT COSTS	425.67
							CHECK 5837 TOTAL:	461.31
5838	06/30/2023	PRTD	347 GLESCO ELECTRIC INC	24304	06/26/2023		L062923	760.00
			Invoice: 24304	760.00 80280805 52201			CUSTOMER CODE: URBLIB BUILDING REPAIR & MAINT	
							CHECK 5838 TOTAL:	760.00
5839	06/30/2023	PRTD	3122 GRETCHEN MADSEN WEBB	56398	06/26/2023		L062923	264.48
			Invoice: 56398	145.93 80280802 52320 118.55 80280807 52320			ALA- EXHIBITS TRAVEL, EDUCATION AND TRAINING TRAVEL, EDUCATION AND TRAINING	
							CHECK 5839 TOTAL:	264.48
5840	06/30/2023	PRTD	1703 RICHARD LUSTFELDT	25191	06/26/2023		L062923	175.00
			Invoice: 25191	175.00 80280805 52201			06/21/2023 STEP 3, SMR FERT, SPT TREAT WDS & GRUBS BUILDING REPAIR & MAINT	
							CHECK 5840 TOTAL:	175.00

A/P CASH DISBURSEMENTS JOURNAL

CASH ACCOUNT: 802 10100 CASH
 CHECK NO CHK DATE TYPE VENDOR NAME

CHECK NO	CHK DATE	TYPE	VENDOR NAME	INVOICE	INV DATE	PO	CK RUN ID#	NET
5841	06/30/2023	PRTD	244 HOLLINGER METAL EDGE INC	H129241	06/26/2023		L062923	342.45
			Invoice: H129241	342.45 80280806 51900	CUSTOMER ID UR023 OTHER SUPPLIES			
					CHECK		5841 TOTAL:	342.45
5842	06/30/2023	PRTD	1264 ILLINOIS AMERICAN WATER COMPANY	56285	06/26/2023		L062923	73.11
			Invoice: 56285	73.11 80280805 52600	ACCOUNT NO.1025-210001737 UTILITIES	409		
					CHECK		5842 TOTAL:	73.11
5843	06/30/2023	PRTD	1264 ILLINOIS AMERICAN WATER COMPANY	56286	06/26/2023		L062923	297.96
			Invoice: 56286	297.96 80280805 52600	ACCOUNT NO. 1025-210000505586 UTILITIES			
					CHECK		5843 TOTAL:	297.96
5844	06/30/2023	PRTD	1264 ILLINOIS AMERICAN WATER COMPANY	56287	06/26/2023		L062923	64.25
			Invoice: 56287	64.25 80280805 52600	ACCOUNT NO. 1025-210000163388 UTILITIES			
					CHECK		5844 TOTAL:	64.25
5845	06/30/2023	PRTD	2260 INGRAM INDUSTRIES INC.	76465086	06/26/2023		L062923	249.96
			Invoice: 76465086	249.96 80280802 51801 80103	20W0739 LIBRARY BOOKS			
			Invoice: cm76453630	-30.35 80280802 51801 80103	cm76453630 20W0739 LIBRARY BOOKS			
					CHECK		5845 TOTAL:	219.61
5846	06/30/2023	PRTD	261 LAKESHORE LEARNING MATERIALS	791876061423	06/26/2023		L062923	65.83
			Invoice: 791876061423	65.83 80280802 51802 80103	7843 NEW COLLECTIONS			
					CHECK		5846 TOTAL:	65.83
5847	06/30/2023	PRTD	2945 MICHAEL HANNAN	56232	06/26/2023		L062923	257.50
			Invoice: 56232	257.50 80280805 51410	HARBOR FREIGHT COMPRESSOR SMALL TOOLS & EQUIPMENT			
			MICHAEL HANNAN	56233	06/26/2023		L062923	1,271.68

A/P CASH DISBURSEMENTS JOURNAL

CASH ACCOUNT: 802 10100 CASH
 CHECK NO CHK DATE TYPE VENDOR NAME

CHECK NO	CHK DATE	TYPE	VENDOR NAME	INVOICE	INV DATE	PO	CK RUN ID#	NET
				INVOICE DTL DESC				
Invoice: 56233				54.08 80280805 52201				
				1,217.60 80280805 51410				
					LOWES & HOME DEPOT YARD TOOLS SHAMPOOER			
					BUILDING REPAIR & MAINT			
					SMALL TOOLS & EQUIPMENT			
Invoice: 56289			MICHAEL HANNAN	56289	06/26/2023		L062923	363.22
				363.22 80280805 51410				
					HARBOR FREIGHT MISC TOOLS			
					SMALL TOOLS & EQUIPMENT			
Invoice: 56290			MICHAEL HANNAN	56290	06/26/2023		L062923	398.00
				398.00 80280805 51410				
					HOME DEPOT TOOL CART			
					SMALL TOOLS & EQUIPMENT			
Invoice: 56291			MICHAEL HANNAN	56291	06/26/2023		L062923	421.38
				37.42 80280805 52201				
				383.96 80280805 51410				
					LOWES CHAINSAW & MISC			
					BUILDING REPAIR & MAINT			
					SMALL TOOLS & EQUIPMENT			
							CHECK 5847 TOTAL:	2,711.78
5848	06/30/2023	PRTD	268 MIDWEST TAPE	503941329	06/26/2023		L062923	119.97
				119.97 80280802 51804				
					2000007494			
					AUDIOBOOKS			
Invoice: 503944931			MIDWEST TAPE	503944931	06/26/2023		L062923	27.73
				27.73 80280802 51806				
					2000007494			
					DVD'S			
Invoice: 503944932			MIDWEST TAPE	503944932	06/26/2023		L062923	95.20
				95.20 80280802 51806				
					2000007494			
					DVD'S			
Invoice: 503944933			MIDWEST TAPE	503944933	06/26/2023		L062923	11.24
				11.24 80280802 51806				
					2000007494			
					DVD'S			
Invoice: 503944519			MIDWEST TAPE	503944519	06/26/2023		L062923	22.49
				22.49 80280802 51806				
					2000007495			
					80103 DVD'S			
Invoice: 503987488			MIDWEST TAPE	503987488	06/26/2023		L062923	14.99
				14.99 80280802 51806				
					2000007494			
					DVD'S			
Invoice: 503988230			MIDWEST TAPE	503988230	06/26/2023		L062923	26.24
				26.24 80280802 51806				
					2000007494			
					DVD'S			
Invoice: 503988231			MIDWEST TAPE	503988231	06/26/2023		L062923	17.99
				17.99 80280802 51806				
					2000007494			
					DVD'S			

A/P CASH DISBURSEMENTS JOURNAL

CASH ACCOUNT: 802 10100 CASH
 CHECK NO CHK DATE TYPE VENDOR NAME

CHECK NO	CHK DATE	TYPE	VENDOR NAME	INVOICE	INV DATE	PO	CK RUN ID#	NET	
				INVOICE DTL DESC					
Invoice: 503976158			MIDWEST TAPE	503976158	06/26/2023		L062923	15.74	
				15.74 80280802 51806 80103	2000007495 DVD'S				
							CHECK	5848 TOTAL:	351.59
5849	06/30/2023	PRTD	9980 PETTY CASH VENDOR	56237	06/26/2023		L062923	23.06	
			Invoice: 56237	19.28 80280801 52904	TUFL PETTY CASH 2023-6-23				
				3.78 80280801 52902	RECRUITING EXPENSES POSTAGE & PRINTING				
							CHECK	5849 TOTAL:	23.06
5850	06/30/2023	PRTD	42 PRESTO X LLC	47671672	06/26/2023		L062923	77.07	
			Invoice: 47671672	77.07 80280805 52201	1493952 BUILDING REPAIR & MAINT				
			PRESTO X LLC	47671673	06/26/2023		L062923	77.07	
			Invoice: 47671673	77.07 80280805 52201	1493952 BUILDING REPAIR & MAINT				
							CHECK	5850 TOTAL:	154.14
5851	06/30/2023	PRTD	1622 REPUBLIC SERVICES, INC.	0729-000654242	06/26/2023		L062923	510.15	
			Invoice: 0729-000654242	510.15 80280805 52201	ACCOUNT NUMBER 3-0729-0002111 BUILDING REPAIR & MAINT				
							CHECK	5851 TOTAL:	510.15
5852	06/30/2023	PRTD	3030 THRYV INC	56410	06/26/2023		L062923	197.45	
			Invoice: 56410	197.45 80280801 51900	ACCOUNT NUMBER 500215768 OTHER SUPPLIES				
							CHECK	5852 TOTAL:	197.45
NUMBER OF CHECKS 25 *** CASH ACCOUNT TOTAL ***								18,439.29	
					COUNT	AMOUNT			
TOTAL PRINTED CHECKS					25	18,439.29			
*** GRAND TOTAL ***								18,439.29	

A/P CASH DISBURSEMENTS JOURNAL
JOURNAL ENTRIES TO BE CREATED

FUND	ACCOUNT	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
802	LIBRARY GENERAL FUND	2023 12	498	06/30/2023			
	802-10100				CASH		18,439.29
	802-12810				DUE FROM LIBRARY TRUST FUND	38.64	
	802-20100				ACCOUNTS PAYABLE	18,400.65	
					FUND TOTAL	18,439.29	18,439.29
810	LIBRARY TRUST FUND	2023 12	498	06/30/2023			
	810-20100				ACCOUNTS PAYABLE	38.64	
	810-22802				DUE TO LIBRARY GENERAL FUND		38.64
					FUND TOTAL	38.64	38.64

A/P CASH DISBURSEMENTS JOURNAL
JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FR
802	LIBRARY GENERAL FUND	38.64	
810	LIBRARY TRUST FUND		38.64
	TOTAL	38.64	38.64

** END OF REPORT - Generated by Becky Brown **

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: 1063023 06/30/2023
 DUE DATE: 06/30/2023

CASH ACCOUNT: 802		10100		CASH							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK		
2943	AMAZON CAPITAL SERVIC	0000		INV	06/30/2023	14PT-NFW9-91V1					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280806 51900		LIBR ACQ	OTHER SUPP		21.99					
							21.99				
2943	AMAZON CAPITAL SERVIC	0000		INV	06/30/2023	1QV6-C9MV-1VMP					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51802 80103	A&Y PROG	NEW COLL			6.69					
							6.69				
						CHECK TOTAL	28.68				
217	BAKER & TAYLOR LLC	0000		INV	06/30/2023	2037627126					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51801	A&Y PROG	LIBR BOOKS			1,090.48					
							1,090.48				
217	BAKER & TAYLOR LLC	0000		INV	06/30/2023	5018427420					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51801 80103	A&Y PROG	LIBR BOOKS			40.52					
							40.52				
						CHECK TOTAL	1,131.00				
4 INVOICES		WARRANT TOTAL				1,159.68	1,159.68				
		CASH ACCOUNT BALANCE					1,962,274.83				

ACCOUNTS PAYABLE CHECK RUN REPORT

Ck Run Id# Summary

CK RUN ID#: 1063023 06/30/2023
 DUE DATE: 06/30/2023

FUND	ORG	ACCOUNT	AMOUNT	AVLB BUDGET
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51801-	LIBRARY BOOKS 1,090.48	2,751.14
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51801-80103	LIBRARY BOOKS 40.52	3,664.07
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51802-80103	NEW COLLECTIONS 6.69	2,053.71
802	80280806	LIBRARY ACQUISITIONS 802-60-80-806-000-51900-	OTHER SUPPLIES 21.99	5,341.63
			FUND TOTAL	1,159.68
CASH ACCOUNT 802 10100		BALANCE 1,962,274.83		
			WARRANT SUMMARY TOTAL	1,159.68
			GRAND TOTAL	1,159.68

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: I070623 07/06/2023
 DUE DATE: 07/06/2023

CASH ACCOUNT: 802 10100		CASH								
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK	
2257	CFS - CUSTOM FACILITY	0000		INV	07/06/2023	1937				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280805 52999		LIBR FAC	OTHER SVCS		5,833.33				
							5,833.33			
							5,833.33			
3365	MOCAMO INC	0000		INV	07/06/2023	SI-000314				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280803 52910		ARCHIVES	DTB CHARGE		1,400.00				
							1,400.00			
							1,400.00			
35	GALE CENGAGE LEARNING	0001		INV	07/06/2023	80943983				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280802 52910		A&Y PROG	DTB CHARGE		3,333.06				
							3,333.06			
							3,333.06			
185	MANAGEMENT ASSOCIATIO	0000		INV	07/06/2023	FY24-93159				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280801 52199		LIBR CTRL	OTHER PROF		1,195.00				
							1,195.00			
							1,195.00			
2445	HUMANITY.COM INC	0000		INV	07/06/2023	INV00268493				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280801 52999		LIBR CTRL	OTHER SVCS		3,276.00				
							3,276.00			
							3,276.00			
945	KNOWBE4, INC	0000		INV	07/06/2023	INV250195				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280800 52320		LIBR ADMIN	TRAVEL		1,522.07				
							1,522.07			
							1,522.07			

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: 1070623 07/06/2023
 DUE DATE: 07/06/2023

CASH ACCOUNT: 802 10100		CASH								
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK	
2516	THE NEW LINCOLN SQUAR	0000		INV	07/06/2023	56581				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280803 52912		ARCHIVES	FACILTYREN		725.00				
							725.00			
						CHECK TOTAL	725.00			
3033	PATRON POINT, INC	0000		INV	07/06/2023	2077				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280809 52199		LIBR COMM	OTHER PROF		8,250.00				
							8,250.00			
						CHECK TOTAL	8,250.00			
2777	SECURITAS ELECTRONIC	0000		INV	07/06/2023	7001280964				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280805 52999		LIBR FAC	OTHER SVCS		1,026.00				
							1,026.00			
						CHECK TOTAL	1,026.00			
9	INVOICES					WARRANT TOTAL	26,560.46			
						CASH ACCOUNT BALANCE	26,560.46			1,961,115.15

ACCOUNTS PAYABLE CHECK RUN REPORT

Ck Run Id# Summary

CK RUN ID#: 1070623 07/06/2023
 DUE DATE: 07/06/2023

FUND	ORG	ACCOUNT	AMOUNT	AVLB BUDGET		
802	80280800	LIBRARY ADMINISTRATIO	802-60-80-800-000-52320-	TRAVEL, EDUCATION AND	1,522.07	-149.07
802	80280801	LIBRARY CENTRALIZED C	802-60-80-801-000-52199-	OTHER PROFESSIONAL SE	1,195.00	79.00
802	80280801	LIBRARY CENTRALIZED C	802-60-80-801-000-52999-	OTHER CONTRACTUAL SER	3,276.00	2,658.74
802	80280802	ADULT & YOUTH SERVICE	802-60-80-802-000-52910-	DATABASE CHARGES	3,333.06	2,701.86
802	80280803	ARCHIVES	802-60-80-803-000-52910-	DATABASE CHARGES	1,400.00	3,987.89
802	80280803	ARCHIVES	802-60-80-803-000-52912-	FACILITY RENTAL	725.00	0.00
802	80280805	LIBRARY FACILITIES	802-60-80-805-000-52999-	OTHER CONTRACTUAL SER	6,859.33	47.67
802	80280809	LIBRARY COMMUNITY ENG	802-60-80-809-000-52199-	OTHER PROFESSIONAL SE	8,250.00	3,921.52
				FUND TOTAL	26,560.46	
CASH ACCOUNT 802 10100		BALANCE 1,961,115.15				
				WARRANT SUMMARY TOTAL	26,560.46	
				GRAND TOTAL	26,560.46	

GENERAL LEDGER DISTRIBUTION JOURNAL: LIBRARY BI-W

WARRANT L0616

PAY PERIOD 05/28/2023 to 06/10/2023

CHECK DATE 06/16/2023

YEAR 2023 PERIOD 12
 EXPENDITURE ENTRIES
 SHORT DESC PAY061623

GL EFF DATE 06/16/2023
 REFERENCE L0616
 REFERENCE2 8L0616

ORG	OBJECT	PROJECT	ORGANIZATION TITLE	ACCOUNT DESCRIPTION	EXPENDITURE
YEAR 2023	PERIOD 12				GL EFF DATE 06/16/2023
80280800	50110		LIBRARY ADMINISTRATION	SALARY - REGULAR EMPLOYEE	14,991.97
80280801	50210		LIBRARY CENTRALIZED COSTS	INSURANCE	7,615.54
80280801	50220		LIBRARY CENTRALIZED COSTS	FICA AND MEDICARE	6,363.33
80280801	50251		LIBRARY CENTRALIZED COSTS	IMRF & SURS	4,759.26
80280803	50110		ARCHIVES	SALARY - REGULAR EMPLOYEE	7,191.65
80280805	50110		LIBRARY FACILITIES	SALARY - REGULAR EMPLOYEE	1,657.86
80280806	50110		LIBRARY ACQUISITIONS	SALARY - REGULAR EMPLOYEE	14,391.53
80280807	50110		LIBRARY CIRCULATION	SALARY - REGULAR EMPLOYEE	35,796.52
80280808	50110		LIBRARY IT	SALARY - REGULAR EMPLOYEE	4,794.81
80280809	50110		LIBRARY COMMUNITY ENGAGEMENT	SALARY - REGULAR EMPLOYEE	7,683.96
FUND TOTALS					105,246.43
GRAND TOTALS					105,246.43

GENERAL LEDGER DISTRIBUTION JOURNAL: LIBRARY BI-W

WARRANT L06301

PAY PERIOD 06/11/2023 to 06/24/2023

CHECK DATE 06/30/2023

YEAR 2023 PERIOD 12
 EXPENDITURE ENTRIES
 SHORT DESC PAY063023

GL EFF DATE 06/30/2023
 REFERENCE L0630
 REFERENCE2 8L06301

ORG	OBJECT	PROJECT
YEAR 2023	PERIOD 12	
80280800	50110	
80280801	50220	
80280801	50251	
80280803	50110	
80280805	50110	
80280806	50110	
80280807	50110	
80280808	50110	
80280809	50110	

ORGANIZATION TITLE	ACCOUNT DESCRIPTION	EXPENDITURE
		GL EFF DATE 06/30/2023
LIBRARY ADMINISTRATION	SALARY - REGULAR EMPLOYEE	15,334.73
LIBRARY CENTRALIZED COSTS	FICA AND MEDICARE	6,667.72
LIBRARY CENTRALIZED COSTS	IMRF & SURS	4,844.24
ARCHIVES	SALARY - REGULAR EMPLOYEE	7,532.12
LIBRARY FACILITIES	SALARY - REGULAR EMPLOYEE	1,214.67
LIBRARY ACQUISITIONS	SALARY - REGULAR EMPLOYEE	14,832.08
LIBRARY CIRCULATION	SALARY - REGULAR EMPLOYEE	35,857.70
LIBRARY IT	SALARY - REGULAR EMPLOYEE	4,794.81
LIBRARY COMMUNITY ENGAGEMENT	SALARY - REGULAR EMPLOYEE	7,594.58
FUND TOTALS		98,672.65
GRAND TOTALS		98,672.65

**BOARD OF TRUSTEES OF
THE URBANA FREE LIBRARY
RESOLUTION NO. 2023-13**

RESOLUTION TO THANK GLORIA YEN FOR HER YEARS OF SERVICE

WHEREAS, Gloria Yen has been a Trustee of the Library Board of The Urbana Free Library since November 2020, has been Secretary *pro tempore* since June 2022, and has been the Foundation liaison since September 2022; and

WHEREAS, during her tenure, The Urbana Free Library

- ❖ incorporated Equity, Diversity and Inclusion language into Library policies and procedures;
- ❖ implemented the automatic renewal of materials;
- ❖ started the Friends of the Library book sale carts;
- ❖ created the News-Gazette Clippings Omeka site;
- ❖ restructured the Library to a “front of the house, back of the house” model
- ❖ began a building program process; and

WHEREAS, The Library supported its community and staff during the COVID-19 pandemic by:

- ❖ providing new patron services, like curbside pickup, e-library cards, book bundles, and take and make craft kits;
- ❖ holding a virtual Fairy Tale Ball;
- ❖ increasing staff benefits, including paid COVID-19 leave, and paid sick leave for hourly employees;
- ❖ providing on-site COVID testing for staff; and

WHEREAS, the Library has deepened relationships with other community organizations to serve Urbana residents by

- ❖ amending the IGA with the Urbana School District #116 to allow students to use their school ID’s to check out Library materials;
- ❖ partnering with the Cunningham Township Supervisor’s Office to offer library cards to people Township has vetted as being without a home while residing in Urbana;
- ❖ partnering with the University of Illinois’ School of Art and Design to create a Crochet Coral Reef exhibit at the Siebel Center;
- ❖ partnering with the City of Urbana Arts Grant and Cunningham Township to create murals on the sides of the Township building.

NOW THEREFORE, BE IT RESOLVED BY THE URBANA FREE LIBRARY BOARD OF TRUSTEES, URBANA, ILLINOIS, AS FOLLOWS:

Section 1. RECOGNITION AND THANKS

The Board of Trustees hereby recognizes and sincerely thanks Gloria Yen for her years of service to The Urbana Free Library and its residents as a Board of Trustees member.

Section 2. NOTIFICATION OF RESOLUTION

The Board hereby directs that a signed copy of this resolution be presented to Gloria by its Chair.

ADOPTED by the Board of Trustees at a regular meeting thereof, held this 11th day of July, 2023.

Ayes: _____ Nays: _____ Abstains: _____ Absent: _____

RESOLUTION DECLARED ADOPTED.

President

Secretary

GENERAL BENEFITS (EXCLUDING VACATION AND LEAVE)**1. EMPLOYEE CATEGORIES**

For the purpose of determining wages and benefits, the Library defines three categories of employees:

- a. Full-time employees work 39 hours a week.
- b. Part-time employees work a minimum of 20 hours per week in a single job on a regular basis.
- c. Hourly employees are regularly scheduled to work fewer than 20 hours per week/1,000 hours a year.

2. HEALTH BENEFIT PLAN**a. General Health Benefit Plan**

The Library makes group health coverage available from the plans offered by the City of Urbana to full-time and part-time employees. The Library will set a ceiling on the amount it will pay per employee. In this case, an employee who wishes to be covered by a more expensive health plan will be required to pay the difference between the Library's ceiling amount and the health plan's monthly premium.

b. Full-Time Employees

The Library pays the full individual health coverage premium for each full-time employee.

c. Part-Time Employees

The Library pays a percentage of the employee's health coverage premium in accordance with the percentage of full time worked by the employee during each pay period. Percentage of full time is determined by combining work done at the employee's "base" number of hours with all additional hourly work at any job at their normal pay grade or above in the Library. The remainder of the premium is deducted from the employee's pay.

d. Hourly Employees

The Library does not pay any portion of the health coverage premium for Hourly employees.

e. Additional Family Coverage

Additional family health coverage may be obtained by any employee with payment of an additional premium. Such family coverage is available only to employees who also have personal coverage.

GENERAL BENEFITS (EXCLUDING VACATION AND LEAVE)

f. Flexible Benefit for Health Coverage

The gross earnings of an employee who purchases individual and/or family health benefit coverage at their own expense through the Library's group plans will be reduced by the amount of this additional payment, unless the employee elects to pay the premium after taxes. The effect of this change is the reduction of the employee's taxable income by the amount of the premium not covered at Library expense.

g. Family and Medical Leave Act Coverage

It is the policy of The Urbana Free Library to maintain strict compliance with the Family and Medical Leave Act (FMLA) and all applicable regulations. FMLA provides eligible employees with up to 12 weeks of unpaid family/medical leave within a 12-month period.

The Library's procedures for implementation of this policy are provided in The Urbana Free Library Staff Handbook.

All full- and part-time employees will be oriented to this policy upon hire.

3. RETIREMENT PLAN

Rules pertaining to the Illinois Municipal Retirement Fund (IMRF) are set by the State of Illinois and implemented accordingly by the City of Urbana and The Urbana Free Library. Specific information regarding eligibility, amounts withheld, and the voluntary additional contribution program is maintained by the Library's Office Manager.

4. WORKERS' COMPENSATION

All employees are covered by the Library's workers' compensation insurance.

5. PERSONAL LIBRARY MATERIALS ORDERS

Library employees and Board members may place personal orders through the Library. If the Library receives a discount, it is passed on to the employee or Board member, who will pay appropriate sales tax. Procedures will be set by Library Administration.

6. STAFF USE OF PHOTOCOPIES, READER/PRINTERS, COMPUTERS, AND FAX EQUIPMENT

Employees may use various Library equipment for personal purposes and pay in accordance with the cost of this work to the Library and in accordance with procedures set by Library Administration.

7. RETIREMENT HEALTH SAVINGS (RHS) PLAN

When full-time staff accrue 300 hours of sick leave by the end of the fiscal year, pro-rated for part-time employees based on their "base" pay, they are enrolled in the RHS plan at the beginning of the

GENERAL BENEFITS (EXCLUDING VACATION AND LEAVE)

next fiscal year. The Library contributes money to the RHS plan based on income and the number of sick leave hours accrued at the end of each fiscal year. When an employee separates from employment, they receive a final payment in the RHS plan. The money in the RHS plan is available once an employee separates from employment, and it must be used for medical purposes. Plan specifics are available from the Library's Office Manager.

This policy is subject to change at any time and in accordance with applicable law, or at the discretion of the Library Board.

Adopted April 12, 1976

Revised March 8, 1994; November 11, 2014; June 9, 2015 to go into effect June 26, 2015;
April 9, 2019; April 14, 2020; July 11, 2023

DRAFT

GENERAL BENEFITS (EXCLUDING VACATION AND LEAVE)

~~The Library provides a comprehensive benefits package for all full-time or part-time employees who work 20 hours a week or more. Specific information about benefits is maintained by the Office Manager.~~

~~1.~~ EMPLOYEE CATEGORIES

~~2.1.~~

For the purpose of determining wages and benefits, the Library defines three categories of employees:

a. Full-time employees work 39 hours a week, ~~and are eligible for all benefits.~~

~~b.~~ Part-time employees work a minimum of 20 hours per week in a single job on a regular basis. ~~They are eligible for all benefits but these benefits are pro-rated on the basis of the percentage of full-time work.~~

~~e.b.~~

Hourly employees are regularly scheduled to work fewer than 20 hours per week /-1,000 hours a year. ~~The Library does not contribute to the health coverage of hourly employees.~~

~~c.~~

~~2.~~ HEALTH BENEFIT PLAN

~~Benefits are prorated for number of "base" hours worked.~~

~~a.~~ ~~a.~~ General Health Benefit Plan

~~b.a.~~

The Library makes group health coverage available from the plans offered by the City of Urbana to full-time and part-time employees, each benefits eligible Library employee who wishes the coverage. ~~Employees may choose coverage from the plans offered by the City of Urbana. Coverage is provided through the employee's choice of those health insurance plans, for which the City of Urbana has negotiated rates.~~

The Library ~~Board may~~ will set a ceiling on the amount it will pay per employee. In this case, an employee who wishes to be covered by a more expensive health plan will be required to pay the difference between the Library's ceiling amount and the health plan's monthly premium.

~~This situation governs all discussion below about paying "full coverage."~~

GENERAL BENEFITS (EXCLUDING VACATION AND LEAVE)

~~e.b.~~ ~~————~~ **b. Full-Time Employees**

The Library pays the full individual health coverage premium for each full-time employee.

~~————~~ **c. Part-Time Employees**

~~Part time employees may participate in the Library's health coverage plan. For such an employee, T~~the Library pays a percentage of the employee's health coverage premium in accordance with the percentage of full time worked by the employee during each pay period. Percentage of full time is determined by combining work done at the employee's "base" number of hours with all additional hourly work at any job at their normal pay grade or above in the Library, ~~with the exception of work done at the Shelver/Barista.~~ The remainder of the premium is deducted from the employee's pay.

~~————~~ **d. Hourly Employees**

The Library does not pay any portion of the health coverage premium for Hourly employees.

~~————~~ **e. Additional Family Coverage**

Additional family health coverage may be obtained by any employee with payment of an additional premium. Such family coverage is available only to employees who also have personal coverage.

~~————~~ **f. Flexible Benefit for Health Coverage**

The gross earnings of an employee who purchases individual and/or family health benefit coverage at ~~his or her~~their own expense through the Library's group plans will be reduced by the amount of this additional payment, unless the employee elects to pay the premium after taxes. ~~The effect of this change is the reduction of the employee's taxable income by the amount of the premium not covered at Library expense.~~

GENERAL BENEFITS (EXCLUDING VACATION AND LEAVE)

~~g.~~ ~~Limitations on Enrollment Times~~

~~Limitations on enrollment times for health coverage are negotiated by the City with individual carriers.~~

~~hg.~~ **Family and Medical Leave Act Coverage**

It is the policy of The Urbana Free Library to maintain strict compliance with the Family and Medical Leave Act (FMLA) and all applicable regulations. FMLA provides eligible employees with up to 12 weeks of unpaid family/medical leave within a 12-month period.

The Library's procedures for implementation of this policy are provided in The Urbana Free Library Staff Handbook.

All full- and part-time employees will be oriented to this policy upon hire.

3. RETIREMENT PLAN

Rules pertaining to [the Illinois Municipal Retirement Fund \(IMRF\)](#) are set by the State of Illinois and implemented accordingly by the City of Urbana and The Urbana Free Library. Specific information regarding eligibility, ~~and~~ amounts withheld, ~~and the voluntary additional contribution program~~ is maintained by the Library's Office Manager.

~~4. SOCIAL SECURITY, MEDICARE, AND FEDERAL AND STATE INCOME TAXES~~

~~In accordance with state and federal law, FICA (Social Security and Medicare) taxes, as well as state and federal income taxes, are withheld from all employees' paychecks. These items are listed on check stubs for employees' records.~~

54. WORKERS' COMPENSATION

~~All employees are covered by the Library's workers' compensation insurance.~~

GENERAL BENEFITS (EXCLUDING VACATION AND LEAVE)

65. PERSONAL LIBRARY MATERIALS ORDERS

—Library employees and Board members may place personal orders through the Library. If the Library receives a discount, it is passed on to the employee or Board member, who will pay appropriate sales tax. Procedures will be set by Library Administration.

76. STAFF USE OF PHOTOCOPIES, READER/PRINTERS, COMPUTERS, AND FAX EQUIPMENT

—Employees may use various Library equipment for personal purposes and pay in accordance with the cost of this work to the Library and in accordance with procedures set by Library Administration.

8. ~~PROFESSIONAL ACTIVITIES~~

~~—The Library encourages attendance at professional meetings, as provided in Section VI H (Travel and Training) of this Policy Manual.~~

~~—The Library encourages professional publication by staff members. It provides a reasonable amount of free use of Library equipment (photocopiers, FAX equipment, and computers) for this purpose, but it expects staff to do all research and writing not specifically assigned by the Administrative Staff on their personal time. The Executive Director is authorized to determine what constitutes a reasonable amount of free use of Library equipment.~~

10987. RETIREMENT HEALTH SAVINGS (RHS) PLAN

When full-time staff accrue 300 hours of sick leave by the end of the fiscal year, pro-rated for part-time employees based on their “base” pay, they are enrolled in the RHS plan at the beginning of the next fiscal year. Based on the plan design, TThe Library contributes money to the RHS plan based on income and the number of sick leave hours accrued at the end of each fiscal year. -When an employee separates from employment, their current hourly rate will be multiplied by 20% of the accrued sick leave for they receive a final payment in the RHS plan. -The money in the RHS plan is available once an employee separates from employment, and it must be used for medical purposes

GENERAL BENEFITS (EXCLUDING VACATION AND LEAVE)

~~as determined by the RHS plan design.~~ Plan specifics are available from the Library's Office Manager.

This policy is subject to change at any time and in accordance with applicable law, or at the discretion of the Library Board.

~~This policy is subject to change at any time and at the discretion of the Library Board.~~

~~ADOPTED APRIL~~ Adopted April 12, 1976

~~AMENDED Revised~~ MARCH arch 8, 1994; ~~November 11, 2014; June 9, 2015 to go into effect June 26, 2015;~~

~~April 9, 2019;~~ April 14, 2020; July 11, 2023

DRAFT



Monthly Invoice

Statement Date: 06/22/2023

Customer Number: 876594-47

City of Urbana - 5158373000
210 W GREEN ST UNIT ELE
URBANA, IL 61801-3953

Total Amount Due by 07/13/2023 \$21,224.75

Rate Plan: Fixed Price Solutions
Account ID: 13992008
Utility Number: 5158373000
Service Period: 5/19/2023 to 6/20/2023
Statement Number: 65659582001

Previous Balance: \$18,568.28
Payments Since Last Invoice: -\$8,905.23
Unpaid Balance: \$9,663.05 *
Late/Finance Charges: \$0.00
Credit/Adjustments: \$0.00
Total New Charges: **\$11,561.70**

HOW WE CALCULATED YOUR BILL

See reverse side for detailed description of charges

UDC Charges

\$3,910.64



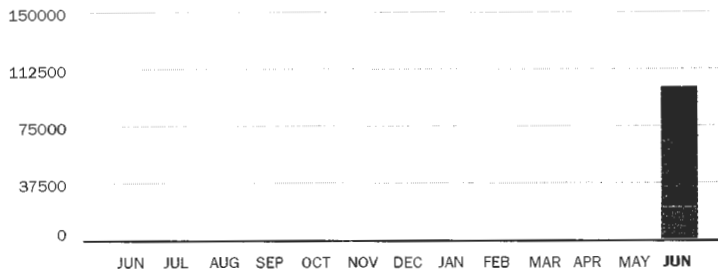
Contract Charges

\$7,651.06

Other Charges

\$0.00

CONSUMPTION HISTORY



Current month's reading is **Actual**.

MONTHLY USAGE

Current Month **100,421** kWh

Last Month
81,549
kWh

Last Year
0
kWh

You can also pay your bill online - go to Energy Manager at <https://energymanager.constellation.com> to get started. It's fast, simple and secure.

Detach stub and enclose with your payment in return envelope. Please write your statement number on your check. Thank you for your payment!

Statement Number: 65659582001

Customer Number: 876594-47



PO Box 4911
Houston, TX 77210-4911

Total Amount Due by 07/13/2023 \$21,224.75

AMOUNT ENCLOSED



0104304 01 MB 0.531 **AUTO T9 0 4173 61801-395310 -C03-P04308-I1



URBANA FREE LIBRARY
CITY OF URBANA
ATTN: ACCOUNTS PAYABLE
210 W GREEN ST
URBANA IL 61801-3953



MAKE CHECKS PAYABLE TO:
CONSTELLATION NEWENERGY, INC.
PO BOX 4640
CAROL STREAM IL 60197-4640

181065659582001000000004700008765940021224754

0104304-0009099-0000001 of 0000006-C03-p1-4173--P04308

**HAVE A QUESTION OR EMERGENCY?**

To Contact Your Local Utility
Ameren IP
800-755-5000

Total Amount Due by 07/13/2023 **\$21,224.75**

For Customer Care Contact Constellation

Website <https://energymanager.constellation.com>
Email customercare@constellation.com
Phone 844-6ENERGY (844-636-3749)

Meter Number:	SERVICE PERIOD START	SERVICE PERIOD END	USAGE
25900955	05/19/2023	06/20/2023	100,420.760

DETAILED CHARGES

Contract Charges	Quantity	Rate	Amount
Energy-Fixed Price	100,420.76 kWh	\$0.0761900/kWh	\$7,651.06
Subtotal Contract Charges			\$7,651.06
Market Charges			
Reliability Must Run	100,420.80 kWh	\$0.0000000/kWh	\$0.00
Renewable Portfolio Standards	100,420.80 kWh	\$0.0000000/kWh	\$0.00
Subtotal Market Charges			\$0.00
UDC Charges			
Subtotal UDC Charges			\$3,910.64
Total New Charges			\$11,561.70

Message Center

Thank you for your prompt payment. A finance charge of 1.5% per month may be assessed on all past due invoices.

Thank you for choosing Constellation as your electric supplier.

To ensure timely application of your payment, please include your Statement Number on your payment remittance. Thank you for being a valued Constellation Customer!

Other Ways to Pay Your Bill**Energy Manager**

Manage your account at:
<https://energymanager.constellation.com>

**Phone**

Call 844-6ENERGY
(844-636-3749)
for our 24/7
phone payment option

**ACH/WIRE**

CONSTELLATION NEWENERGY, INC.
ACH/WIRE: WELLS FARGO, ABA 121000248 /
ACCOUNT 4879656445
ACH/WIRE NOTIFICATION:
PAYMENTS@CONSTELLATION.COM

Total Amount Due by 07/13/2023 \$21,224.75

Adjustments: Any adjustments that were made to your account within the invoice period. Adjustments may be made for a variety of reasons, including special contract calculations, corrections to prior bills, or settlement of disputed charges.

Administration Fee or Service Charge: The fee or charge set forth for each account per billing cycle.

Ancillary Service Charges: Charges regarding ancillary services as set forth in the applicable Independent Service Operator (ISO) Open Access Transmission Tariff (OATT) and for other ISO costs not included in the definition of Capacity Costs, Energy Costs, and Transmission Costs. Generally, these costs are associated with ensuring the reliability of the electrical grid.

Capacity Charge: Charge for fulfilling the capacity requirements for the Account(s) imposed by the ISO or otherwise. Generally, these costs are associated with ensuring there is enough generating capacity available now and in the future to meet customer requirements.

Energy Charge - Non-Time of Use (TOU): Charge per kWh for electricity supplied for all hours of each day.

Kilowatt Hour (kWh): A measure of the quantity of electricity (energy) that you use.

Late Fees or Finance Charges: Additional charges assessed to accounts for late payment of invoices. Payment terms and charge calculations are specified in your contract.

Line Loss Charges: The cost associated with the loss of electricity as it travels over the transmission and distribution wires.

Reliability Must Run (RMR): Ancillary service administered by the ISO. Generation resources scheduled to operate out-of-merit order and identified by the ISO as necessary to preserve regional system reliability.

Renewable Portfolio Standards Cost (RPS): NewEnergy's cost of procuring renewable energy to comply with Renewable Portfolio Standards (RPS) requirements, usually established by individual states. Generally, these costs are associated with requirements to support generating units that produce power using renewable fuels such as water (hydro-electric) and solar.

Retail Service Charge: A contracted charge for supplying electricity to an account, based upon total kWh consumption per billing cycle.

Retail Trade Transaction (RTT): The fixed unit Price and Quantity for a specific commodity for a specific delivery point and pattern.

Transmission Service Charge: The charge for Network Transmission Service as identified in the applicable OATT Tariff for the provision of transmission service by the ISO within the Utility's service territory. Generally, these costs are associated with building and maintaining the electric transmission lines.

You may access the Environmental Disclosure information on our website - <http://www.constellation.com/disclosures>

Disputed Invoices: Should you question any portion of your Constellation NewEnergy invoice, please call 844-6ENERGY (844-636-3749) Monday to Friday 8AM-6PM Eastern Time, email , or write to: Constellation NewEnergy, c/o Customer Care, PO Box 4911 Houston, TX 77210-4911. If you have a billing dispute that you are not able to resolve with Constellation NewEnergy you may file a complaint with the Illinois Commerce Commission (ICC). The ICC can be reached by phone at 217-782-7434, or you may visit their website at www.icc.illinois.gov.

In the event of a service interruption or electric emergency, please contact your utility directly at:

Ameren IP 800-755-5000

DISCLAIMER: General Understanding - This glossary is for informational purposes only. Please refer to your agreement with us for the defined terms that govern the contractual obligations applicable to us supplying you. Not all defined terms set forth above may be applicable to your agreement with Constellation NewEnergy.

Statement Number: 65659582001

Customer Number: 876594-47

Invoice Number: 65659582001

UTILITY DISTRIBUTION CHARGES

BillingGroup Name City of Urbana
Service Location 210 W GREEN ST UNIT ELE

Ameren IP Account ID: 5158373000
Amount Due \$3,910.64

METER READINGS

READ DATE	METER NO.	LOAD TYPE	READING TYPE	METER READING		MULTIPLY X	USAGE
				PREVIOUS	PRESENT		
06/21/2023	25900955	General Service	Pk kW	Actual	Actual		220.480
06/21/2023	25900955	General Service	Total kWh	Actual	Actual		100,420.760

INVOICE DETAILS

Rate Class - General Delivery Service (SECOND)

Service : 05/19/2023 To 06/20/2023 - 32 Days

CHARGE TYPE	QUANTITY	UOM	RATE	AMOUNT
Clean Energy Assistance Charge	100421.00	KH	0.00175	\$175.74
Customer Charge	0.00		0	\$44.61
Customer Generation Charge	0.00		0	\$67.36
Distribution Delivery kW Charge	220.50	K1	8.35	\$1,841.18
EDT Cost Recovery	0.00		0	\$134.31
Electric Deferred Income Tax Adjustment	0.00		0	-\$15.40
Electric Environmental Adjustment	100421.00	KH	0.0007257	\$72.88
Energy Efficiency Programs Charge	100421.00	KH	0.00222	\$222.93
Energy Transition Assistance Charge	100421.00	KH	0.00072	\$72.30
Illinois State Electricity Excise Tax	0.00		0	\$312.47
Meter Charge	0.00		0	\$12.26
Municipal Tax	0.00		0	\$368.38

0104304-0009101-0000005 of 0000006-C03-p1-4173--P04308



Statement Number: 65659582001

Customer Number: 876594-47

Invoice Number: 65659582001

UTILITY DISTRIBUTION CHARGES

BillingGroup Name City of Urbana
Service Location 210 W GREEN ST UNIT ELE

Ameren IP Account ID: 5158373000
Amount Due \$3,910.64

INVOICE DETAILS (Con't)

CHARGE TYPE	QUANTITY	UOM	RATE	AMOUNT
Renewable Energy Adjustment	100421.00	KH	0.00458	\$459.93
Single Bill Option Credit	0.00		0	-\$0.21
Transformation Charge	240.50	K1	0.59	\$141.90
Total New Charges				\$3,910.64

THIS IS NOT AN INVOICE - DO NOT PAY

We are required by your utility to include these charges for informational purpose only.
Constellation NewEnergy, Inc. is responsible for payment of the Total Current Charges.
For Questions about Utility Charges? Call 800-755-5000

0104304-0009101-00000006 of 00000006-C03-p1-4173--P04308

Date: July 7, 2023

To: The Urbana Free Library Board of Trustees

From: Celeste Choate, Executive Director

Re: The DRAFT Annual Report of The Urbana Free Library Pursuant to 75 ILCS 5/4-10

Pursuant to the Local Library Act, the Board of Trustees of The Urbana Free Library, within 60 days after the close of the fiscal year, is to report in writing on the condition of their trust on the last day of the fiscal year. The report is to be verified under oath by the Secretary or other officer of the Board.

The financial information contains pre-audit information.

- **Itemized Statement of the Various Sums of Money Received from the Library Fund and from Other Sources:** See sections 8 & 12 of the Illinois Public Library Annual Report (IPLAR).
- **Itemized Statement of Expenditures:** See sections 9-12 of the IPLAR.
- **Number of Books and Periodicals Available and Number Circulated:** See sections 17-18 of the IPLAR.
- **Statement of any Personal Property Acquired by Legacy, Gift, Purchase, or Otherwise:** None
- **Statement of Any Extension of Library Service Undertaken:** None
- **Statement of Fund Requirements of the Ensuing Year for Inclusion in the Appropriation of the Corporate Authorities and Amount of Money Necessary to Levy:**

Director Choate incorporated the Library's budget in the financial system shared with the City of Urbana. She presented TUFL's FY24 budget at the June 5, 2023 City Council's Committee of the Whole meeting. On June 27, 2022, the City Council adopted Ordinance No. 2023-06-019 adopting the fiscal year 2023-2024 annual budget which included \$4,009,959 in local property taxes for TUFL.

In addition, the City passed financial policies, which included the following regarding the Library ([page 14 of the document, page 2 of the Financial Policies](#) <http://urbanaillinois.us/sites/default/files/attachments/ordinances-2016-06-045-046-resolution-2016-06-033r.pdf>):

B. Library General Fund: The City levies property taxes for the Library to support operations, which are funded from the Library's General Fund. The City Council approves the Library's budget, including estimated property tax revenues necessary to support the expenditure budget. When the City Council approves the property tax levy, it will include a levy sufficient to support the approved Library General Fund budget.

The City also allocates a portion of the Ameren franchise fee it receives to the Library, based on the Library's proportionate benefit from free gas therms provided by Ameren prior to the franchise agreement approved in 2015. This allocation will continue in the same proportion.

The Library will coordinate with the City Finance Director as the City works through its levy request process.

- **Statement as to the Amount of Accumulations and the Reasons Therefor:** These are some assigned funds in the Library's fund balances (pre-audit).
 - \$77,243 in the Special Reserve Fund. BECKY
 - \$59,034 for RHS health savings plan separation payout.

- The Library has just over \$139,165 in vacation and personal time on the books.
- **Statement of Outstanding Liabilities:** See section 7 of the IPLAR.

Any Other Statistics, Information, and Suggestions That May Be of Interest:

Library Resources & Facilities:

- In support of the Strategic Plan, the Library continued to work on a building program process, which is engaging the Board, the community, and Library staff.
- In alignment with our Strategic Plan goals, staff participated in a Staff Day training session on privilege in order to advance the Library's EDI initiative. Four staff members have joined three managers on the EDI team to plan the next phases of the Library's initiatives.
- In April 2023, the Library began an exciting organizational restructuring to follow a "front of house, back of house" model that will allow staff to achieve greater focus in serving our community. Changes to job titles and job duties/job descriptions and the creation of some new positions allowed the Library to increase wages for many staff and to stay ahead of minimum wage increases that will continue into 2025.
- The Library contracted with engineering firm IMEG to design a replacement for the aging East Air Handler unit and to manage the bid and construction process. Due to supply chain issues, we anticipate this project continuing into FY25.
- The Library also contracted with architectural firm Engberg Anderson to plan remodeling projects for Megan's Room and for the Circ-A/V Area of the Library. We anticipate getting traction on both projects during FY24.
- Through a gift from the Friends of the Library, the Library was able to purchase new tables for both the auditorium and the conference room. These new tables are easier for staff to use, making program set-up more efficient and safer. They also brighten the spaces.
- The Library began to utilize a new software to allow patrons to apply for full access library cards on our website without having to visit the Library. This change allows Urbana residents to easily sign-up and immediately use digital and physical library materials.
- Between December 2021 and May 2023, Home Delivery has doubled the number of patrons that it serves. The program grew from 49 patrons in December 2021 to 95 patrons in July 2022 to 121 patrons in May 2023. This important service allows us to provide library resources to those who cannot physically come to the Library.
- Interest in and support of the Library's Seed Exchange continues to grow! Having debuted in late spring 2021, the Seed Exchange has distributed 3,885 seed packets to community members this season and 8,860 since its inception. Much positive feedback has been received from community members and organizations alike, with seed donations coming from both on a regular basis.
- The [News-Gazette Archives Collection](#) webpage now includes an in-process [people clippings index](#) that is 290 pages, as well as a completed [subject clippings index](#) and a [digitized newspaper clippings](#) Omeka site. Champaign County Historical Archives (CCHA) staff update these resources regularly.
- CCHA accepted 68 separate acquisitions, including records from the Champaign County League of Women Voters and the Chinese American Association of Central Illinois. The Archives also received letters and church records documenting the early German settlers' experience from the Ostfriesian Heritage Society of East Central Illinois and materials related to the Mahomet-Seymour Junior High Pop Tab Holocaust Remembrance Project, which became a national news story in the late 1990s.

- The Tepper Building mold remediation project was completed, and the building is again opened for Archival storage.
- The Employee Parking Lot Improvement project was recently completed with a newly poured concrete parking surface.
- Staff are working towards OCLC holdings being updated monthly to ensure libraries and individuals throughout the world continue to see the current collection and place interlibrary loan (ILL) requests.

COVID-19-specific Initiatives:

- Following the lead of the CDC and the State of Illinois, the Library officially ended COVID-specific safety measures on May 11, 2023. However, the Library continues to offer COVID Leave to staff members who test positive.

Programs & Exhibits:

- Teen Open Lab celebrated its 10th anniversary in March. Teen Open Lab has had over 28,000 visitors during these years, and teens have enjoyed sewing, 3D printing, gardening, painting, learning to play instruments, and more. At the celebration event, teens tried Virtual Reality sets, helped paint panels of a mural that will be displayed in an Urbana school, and ate pizza.
- For the first time since 2019, the Library was able to hold the full Fairy Tale Ball. There were over ten different activities that families could enjoy at the ball, and many of the almost 900 community members who attended tried them all. Some of the favorites included dancing with the English Country Dancers, petting Chiron the miniature unicorn, having a sensory Mad Hatter Tea Party, and getting announced by the Library's royal heralds. Some people wanted to be announced multiple times! Families also took a break and sat down to read fairy tale books that were displayed throughout the ball. *The Fifteenth Annual Fairy Tale Ball was generously sponsored by Fred Schlipf and Diane Hillard.*
- Brookdale Senior Living and the Library started a new monthly programming partnership in August called Senior Treats and Topics, where a member of Brookdale staff leads discussions on topics of interest to seniors. Topics covered this year have included memory care, myths of aging and ageism, avoiding scams, and personal finance.
- Winter Reading lasted from December 11-February 28. This year saw the largest number of registered participants in each age group since we started using Beanstack to allow community members to track their reading progress online.
- Potawatomi scholar and historian, George Godfrey, spoke to over a hundred people about the forced removal of Native people through our own region. He brought a painting of his great-great grandmother, a Potawatomi woman from Illinois for whom Watseka, Illinois, is named. Dr Charlotte Davidson of UIUC Native House introduced him and the Native House also cosponsored the event.
- The Library hosted a number of authors for readings throughout FY23 across a variety of genres. Authors (and topics) included Elizabeth Majerus (poems based on Joni Mitchell's Blue album), Bruce Adams (Chicago music scene in the 90s), and Janice Harrington (father/daughter picture book).
- In November, the Archives hosted the student chapter of the Society of American Archivists from the iSchool for a LocalWiki Edit-A-Thon. LocalWiki is a grassroots and crowd-sourced platform for sharing knowledge. Students spent the morning in the Archives researching and writing LocalWiki entries for local historical

figures and topics that are underrepresented online. Created entries included Claire Szoke and the Sanctuary Movement. Expanded entries included Joseph Royer and Frances Nelson.

- This year Read Across America was able to completely return. The event was organized by the Urbana Park District and multiple other organizations including the Library. In addition to offering children who attended a free book and multilingual story reading, community members enjoyed literacy themed activities at over 30 tables run by different community groups. At the Library's table, kids could practice spelling words or their name using letters on a giant Connect Four board.
- In celebration of Black History Month, the Artist of the Corridor exhibit featured artwork about Black history and also by local Black artists Harvest Baker and Urbana Poet Laureate Ja-Nelle Davenport-Pleasure. Davenport-Pleasure also collected what Black history means from Library patrons for a project to be displayed at the City building later.
- The Champaign County Historical Archives hosted almost 30 programs and outreach events including "How to Research Your Historic House with Brian Adams," "The Traction Railroad in Champaign-Urbana with Dale Jenkins," "Reinventing Classic Queer Media," and the annual Archives Bazaar.

Grants & Partners:

- The City of Urbana awarded an ARPA grant to the Library to fund the bilingual Youth Programming Specialist position. The Library will receive \$173,596 to cover the wages and benefits of the position. Staff are excited to be able to increase outreach to youth and better connect with multilingual and non-English speakers in our community.
- The Library continued its membership with Illinois Libraries Present (ILP) to offer high-quality virtual programs featuring "bestselling fiction and nonfiction authors, well-known presenters who speak on equity, diversity, and inclusion, and diverse speakers on topics of broad interest for a range of ages." Speakers this year included Robin Wall Kimmerer, Caitlin Doughty, and Mary Roach, and the combined events were attended by over 200 Urbana residents.
- The Library's 2022 Urbana Arts Grant Poems Across Urbana displayed poems submitted by 20 community members throughout the City, including one bilingual poem printed in Chinese and English. The poems covered a variety of topics ranging from wellness, to education, to nature. Each submitted poem was printed on three yard signs for a total of 60 signs. The signs were made available for the poets and the public to display across the community. All of the signs found homes, and the Urbana Park District displayed eight signs in Urbana parks. Additionally, five of the poets recorded their poem, and the Library shared the recorded readings on its Facebook page. In the recordings, some of the poets mentioned how much they enjoyed being part of the project and talked about the inspiration for their poem.
- The Urbana Free Library was awarded a 2023 Urbana Arts Grant to bring back and expand the Teen Art in the Library project. Teens will be able to paint or create art using a variety of mediums. The Library is partnering with the Urbana High School Art Club, CU Community Fab Lab, and Urbana Neighborhood Connections to reach more teens. After teens create their art over several months, the Library will hold an exhibit of their art in September. Pieces from the 2019 Teen Art in the Library project, also made possible through an Urbana Arts Grant, are now on display on the ground floor.
- The Library partnered with two festivals in October. The Library hosted an amazing variety of musical performances and storytellers for the CU Folk & Roots Festival. Musician and folklorist Dom Flemons (formerly of the Carolina Chocolate Drops) gave an amazing workshop that included banjo, harmonica, and

the quill (or panpipes). Cherry Alley featured four different musical groups that drew over 170 people. Between the musical performances and storytelling, over 340 people visited the Library during CU Folk & Roots Festival. The following Sunday the Library hosted another well-attended (65 attendees) performance by Space Port, a seven-piece jazz group, as part of the CU JazzFest.

- As part of Pygmalion 2022, the Library hosted a reading and book signing with mystery author Mia P. Manansala. Manansala read the first chapter from her book *Arsenic and Adobo*. She also discussed why cozy mysteries are rom-coms with dead bodies, how her Filipino-American identity impacts her works, and how she constructs her books. After the discussion, many of the attendees met the author and had a book signed. This event was generously funded by The Urbana Free Library Foundation.
- In addition to housing a mail-in voting drop box outside, the Library was an early voting location for the 2022 General Election. From October 31- November 7, voters could visit the MacFarlane-Hood Reading Room to cast their ballots.
- To help combat a nationwide shortage of donated blood, the Library partnered with Impact Life to hold a blood drive on June 29. The blood drive was a success, with enough units of blood collected to save 30 lives.
- The Library's partnership with Project READ continued to help adults with English and mathematics tutoring with an annual attendance for tutoring sessions of over 500. In addition to the weekly sessions, the Library also partnered to host a couple of social events for mentees and their families and anyone interested in learning more about Project READ. The events were successful enough that more are being planned for FY24.
- For the past three years, the Library has partnered with Cunningham Township to provide copies, faxing, and notary services for people that Cunningham Township sends to the Library. During FY23, the Library and Township provided 1,685 copies, 72 faxes, and 41 notary stamps.
- The School of Information Sciences | The iSchool at Illinois and the Library continue their partnership in offering an apprenticeship program. The apprenticeship allows two students to link a practicum experience with an independent study for a year-long experience at the Library. The iSchool provides each student a \$5,000 stipend and full fee waiver each semester. This successful program will be offered again in FY24.
- CCHA supports the processing of local history collections and promotes the education of future library professionals by hosting practicum students throughout the year from The School of Information Sciences | The iSchool at Illinois and other regional library science programs. This year, CCHA hosted four practicum students. They used archival standards to arrange and describe archival materials, preserved digitized and born-digital materials, and answered reference questions related to local history and genealogy.
- In addition to the practicum students supported by the Archives, the Library hosted an additional six practicum students in the Adult & Youth Services department. Practicum students received professional experience planning programs and providing information services under the guidance of Library staff.
- The Library launched new designs for its suite of email newsletters in March 2023 as part of the transition to Patron Point, a marketing automation platform for libraries. This redesign was also an opportunity to showcase more aspects of the Library and point patrons to the wide array of collections, programs, services, and resources that the Library provides. On a monthly basis, over 27,000 people receive one of the Library's four newsletters. Open rates vary for each list, but overall average about 30%, which is over the industry average for government and nonprofit entities.
- Along with the transition to Patron Point, the Library implemented a new 90-day promotional email campaign to point new cardholders to the array of Library benefits over 90 days after they create a new

Library account. Each email focuses on a specific Library resource. These emails have been exceptionally popular with an average open rate of 64% and a click rate of 19.5% (industry average is 2.62%).

- The Archives received an [ISHRAB grant](#) in FY23, which has been used to index the Storch photography collection. The collection, which contains over 82,000 photograph negatives, includes Storch's photographs from local celebrations like weddings, graduations, and the [Champaign-Urbana Gamma Upsilon Psi Society's Cotillion Balls](#), some of which have been digitized. Archives staff will next build the collection's finding aid and share news of the collection.

Professional Contributions:

- Celeste Choate served again on the committee and as a mentor for Director's University. Celeste is an Advisory Board member on the National Leadership Grant that Masooda Bashir (The School of Information Sciences | The iSchool at Illinois) received to focus on developing a national forum on public libraries and privacy protections. Celeste presented at the Illinois Library Association's annual conference in October 2022 on Placing Patron Privacy Protections at the Heart of the Library with Dr. Bashir.

DRAFT