



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 September 12, 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 Glen Layne-Worthey
- 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 Quantum Computing Presentation, Dr. Gina Lorenz, Associate Professor, UIUC Department of Physics
 - 7.2 FY24 Per Capita Grant Requirements. *Serving Our Public 4.0 Standards for Illinois Public Libraries*: Chapter 2 – Governance & Administration: Celeste Choate
 - 7.3 Building Project and Building Program updates: Dawn Cassady
 - 7.4 Strategic Plan: Celeste Choate
 - 7.5 TUFL organizational structure: Celeste Choate
- 8.0 Action Items (Consent Agenda)**

Board Meeting Minutes of August 8, 2023
Payroll for August 11, 2023; total \$112,195.93
Payroll for August 25, 2023; total \$115,562.37
Payroll for September 8, 2023; total \$114,266.42
Bills for August 10, 2023; total \$45,117.17
Bills for August 18, 2023; total \$9,746.29
Bills for August 24, 2023; total \$20,910.15
Bills for August 31, 2023; total \$31,43.37
Bills for September 7, 2023; total \$29,195.48
- 9.0 Action Items (Individual)**
 - 9.1 Public Posting Policy
 - 9.2 Library Collection Development Policy
 - 9.3 Archives Collection Development Policy
 - 9.4 Photography and Recording Policy
 - 9.5 Constellation invoice for \$10,308.30
- 10.0 Discussion Items**
- 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:** Nominating Committee presents slate for President and Secretary/Treasurer
- 14.0 Board President Report**
- 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 October 10, 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: September 7, 2023

To: The Urbana Free Library Board of Trustees

From: Celeste Choate, Executive Director

Re: Director's Report for Board Meeting of September 12, 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.

- Through a cross-departmental collaboration, the Library was able to update all of its end-cap signage on the first and second floors. A patron emailed to say, "I like the new fiction signage: the guide letters are much easier to see from a distance. So thanks...." The new signs are larger and incorporate larger text and color to make collection locations easier to read and recognize. In addition to looking great, the updated signage will also be easier for Library staff to maintain over time.
- The Library released two new library-card designs in August which feature the Library's Green Street entrance and the mural on the Cunningham Township Supervisor's Office paid for by the Library Foundation and the Urbana Arts Grant. Local community members helped artist Langston Allston design and paint the mural in 2022. The Green Street card shows the Library entrance with the iconic Slow & Steady sculpture created by artist Todd Frahm in the background. During Library Card Sign-up Month, patrons who get a new card will also receive a free Library-branded bag and will have the opportunity to take a photo with a novelty-sized card that may be a part of a collage in the building.



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

- The monthly Make and Take Craft has continued to be a hit with families. All of the mermaid crafts prepped for August were used during the first week of the month! To increase opportunities to participate, staff are increasing the number of craft copies prepared each month from 100 to 150.
- The new library card designs have been popular during the short time they have been available. Two new patrons told staff that they had lived in Urbana for three years without visiting the Library, but after seeing the news coverage on the card designs, they were inspired to get cards and explore everything the Library offers.





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.

- Certified genealogist Paula Stuart-Warren shared online and local resources to assist with the historical and genealogical research for railroad employees. She emphasized that not every resource may be available for every railroad line/company, but when the information is found, it can reveal invaluable clues and fill in gaps in the individual's timeline. All attendees were provided with an extensive seven-page handout for personal use. Her presentation had 68 community members in attendance, making it the highest attendance for a Genealogical Society virtual presentation in the past 3 years.
- The Library partnered with Common Ground Food Co-Op to offer a pizza cooking class for teens in the Co-Op kitchen. The Make Pizza from Scratch program allowed seven teens to choose from a variety of fresh ingredients from local farms to create their dream pizza. Most of the teens were new to library teen programs, and after attending the cooking class, several began coming to the Library's Teen Open Lab.

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

- To kick off the Illinois State Fair, Catherine Lambrecht, a state fair pie judge, gave an entertaining talk on the history of American Pies, from apple and pumpkin to more niche cultural varieties. A variety of pie trends throughout history were spotlighted. Fans of pie in attendance were able to chat and ask questions at the end of the talk.



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.

- At the end of Summer Reading, 66 members of the community gathered in Cherry Alley to celebrate a summer filled with books. Participants used chalk and worked with each other to fill the pavement with the colors, patterns, and textures of their favorite things. They also played with hula hoops and a giant Connect Four and ate tasty snacks.
- The Champaign County Historical Archives recently acquired materials related to the Mahomet-Seymour Junior High Pop Tab Holocaust Remembrance Project. The school project, completed in 1996 and 1997, became a national news story and students collected over 11 million pop tabs from all over the United States and the world. Items acquired include local and national newspaper articles documenting the project, scrapbooks of letters and ephemera received along with the pop tab donations, information about Holocaust deniers who attacked the project, and documents relating to the Wings of Witness art project that utilized the collected pop tabs.



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

- Library Staff hosted students from the College of Education who are working on early childhood certification. After observing Crafty Tales, the students participated in a scavenger hunt to discover library resources and then learned about the six pre-reading skills practiced each week in story time.

- With school restarting, the Library was invited to multiple open houses and other outreach events. Staff talked to elementary school parents and U of I students about Library resources and services. Staff also shared different practicum and volunteer opportunities with library school students. In all, staff talked to over 250 community members.



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.

- In the past month, Library staff completed large shifts of collections on the first and second floors. Collections shifted included large print, nonfiction, and books on disc. These shifts allow the Library to more effectively use shelf space, and the resulting space savings will be used to showcase collections in new ways and better serve patrons.
- This month we digitized the 1970's version of the Library building blueprints: one that is an archival-quality copy and one for use by contractors working on the building. All three versions of the Library building blueprints (1918, 1970s, 2005) are now available digitally.

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

- Lauren Chambers has agreed to co-chair Illinois Libraries Presents' (ILP) data/number committee. The committee analyzes trends in registration, attendance and survey results for the online programs created by ILP.



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

- This month, we present four policies for Board review on our regular cycle of reviewing them for changes every three years (or for Collection Development, every two years). The changes presented are minor, and updated wording in the Collection Development Policy is to stay in compliance with the State's new anti-censorship law. Staff recommend passing the policy changes.

Library Newsletters:

- The TUFL Times, September: <https://uflil.patronpoint.com/email/preview/70>
- The TUFL Times: Youth Edition, September: <https://uflil.patronpoint.com/email/preview/71>
- September Archives Newsletter: <https://uflil.patronpoint.com/email/preview/74>
- End of Summer Reading Email: <https://uflil.patronpoint.com/email/preview/73>

Other Library News:

- August 3, 2023, *Smile Politely* – Throwback Thursday: Champaign's 1 East Main Street back in 1865 <https://www.smilepolitely.com/splog/throwback-thursday-champaigns-1-east-main-street-back-in-1865/>
- August 9, 2023, *Chambanamoms.com* – Champaign-Urbana Weekend Planner – Sending Out Summer <https://www.chambanamoms.com/2023/08/09/champaign-urbana-sending-out-summer/>

- August 13, 2023, *The News-Gazette* – Caleb Wilson/review | 'Users' is the book version of 'Black Mirror'
https://www.news-gazette.com/arts-entertainment/books/caleb-wilson-review-users-is-the-book-version-of-black-mirror/article_64fc923d-0772-5ad2-b248-ccc9610cdc8d.html
- August 21, 2023, *WCIA* – Cooling centers open across Central IL amidst triple-digit heat indices
<https://www.wcia.com/news/local-news/cooling-centers-open-across-central-il-amidst-triple-digit-heat-indices/>
- August 27, 2023, *The News-Gazette* – Urbana library issues new cards depicting local landmarks
https://www.news-gazette.com/arts-entertainment/books/urbana-library-issues-new-cards-depicting-local-landmarks/article_54ed8308-b848-57d2-987b-8f9c134574ca.html
- August 29, 2023, *The News-Gazette* – Introducing CUs 10th Immigrant Welcome Award Winners
https://www.news-gazette.com/newsletter/content/daily_headlines/introducing-c-u-s-10th-immigrant-welcome-award-winners/article_08fdc61e-1e96-58d1-bd3b-666f8c20195f.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 2023 - June 2024						
	July	August	September	October	November	December
Illinois Funds account	\$ 216,906.99					
Busey Bank Cash accounts	\$ 2,943,480.37					
Busey Bank Web account	\$ 68,388.69					
Total	\$ 3,228,776.05	\$ -	\$ -	\$ -	\$ -	\$ -
	January	February	March	April	May	June
Illinois Funds account						
Busey Bank Cash accounts						
Busey Bank Web account						
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

GENERAL LEDGER DISTRIBUTION JOURNAL: LIBRARY BI-W

WARRANT L0811

PAY PERIOD 07/23/2023 to 08/05/2023

CHECK DATE 08/11/2023

YEAR 2024 PERIOD 2
 EXPENDITURE ENTRIES
 SHORT DESC PAY081123

GL EFF DATE 08/11/2023
 REFERENCE L0811
 REFERENCE2 8L0811

ORG	OBJECT	PROJECT	ORGANIZATION TITLE	ACCOUNT DESCRIPTION	EXPENDITURE
YEAR 2024	PERIOD 2				GL EFF DATE 08/11/2023
80280800	50110		LIBRARY ADMINISTRATION	SALARY - REGULAR EMPLOYEE	16,066.32
80280801	50210		LIBRARY CENTRALIZED COSTS	INSURANCE	8,778.10
80280801	50220		LIBRARY CENTRALIZED COSTS	FICA AND MEDICARE	6,755.16
80280801	50251		LIBRARY CENTRALIZED COSTS	IMRF & SURS	5,052.76
80280802	50110		ADULT & YOUTH SERVICES	SALARY - REGULAR EMPLOYEE	48.21
80280803	50110		ARCHIVES	SALARY - REGULAR EMPLOYEE	7,855.80
80280805	50110		LIBRARY FACILITIES	SALARY - REGULAR EMPLOYEE	853.80
80280806	50110		LIBRARY ACQUISITIONS	SALARY - REGULAR EMPLOYEE	15,563.07
80280807	50110		LIBRARY CIRCULATION	SALARY - REGULAR EMPLOYEE	37,469.82
80280808	50110		LIBRARY IT	SALARY - REGULAR EMPLOYEE	5,064.63
80280809	50110		LIBRARY COMMUNITY ENGAGEMENT	SALARY - REGULAR EMPLOYEE	8,688.26
FUND TOTALS					112,195.93
GRAND TOTALS					112,195.93

GENERAL LEDGER DISTRIBUTION JOURNAL: LIBRARY BI-W

WARRANT L0825

PAY PERIOD 08/06/2023 to 08/19/2023

CHECK DATE 08/25/2023

YEAR 2024 PERIOD 2
 EXPENDITURE ENTRIES
 SHORT DESC PAY082523

GL EFF DATE 08/25/2023
 REFERENCE L0825
 REFERENCE2 8L0825

ORG	OBJECT	PROJECT	ORGANIZATION TITLE	ACCOUNT DESCRIPTION	EXPENDITURE
YEAR 2024	PERIOD 2				GL EFF DATE 08/25/2023
80280800	50110		LIBRARY ADMINISTRATION	SALARY - REGULAR EMPLOYEE	16,114.53
80280801	50210		LIBRARY CENTRALIZED COSTS	INSURANCE	9,465.46
80280801	50220		LIBRARY CENTRALIZED COSTS	FICA AND MEDICARE	6,931.45
80280801	50251		LIBRARY CENTRALIZED COSTS	IMRF & SURS	5,196.59
80280803	50110		ARCHIVES	SALARY - REGULAR EMPLOYEE	8,196.73
80280805	50110		LIBRARY FACILITIES	SALARY - REGULAR EMPLOYEE	836.89
80280806	50110		LIBRARY ACQUISITIONS	SALARY - REGULAR EMPLOYEE	14,613.21
80280807	50110		LIBRARY CIRCULATION	SALARY - REGULAR EMPLOYEE	40,454.63
80280808	50110		LIBRARY IT	SALARY - REGULAR EMPLOYEE	5,064.64
80280809	50110		LIBRARY COMMUNITY ENGAGEMENT	SALARY - REGULAR EMPLOYEE	8,688.24
FUND TOTALS					115,562.37
GRAND TOTALS					115,562.37

GENERAL LEDGER DISTRIBUTION JOURNAL: LIBRARY BI-W

WARRANT L0908

PAY PERIOD 08/20/2023 to 09/02/2023

CHECK DATE 09/08/2023

YEAR 2024 PERIOD 3
 EXPENDITURE ENTRIES
 SHORT DESC PAY090823

GL EFF DATE 09/08/2023
 REFERENCE L0908
 REFERENCE2 8L0908

ORG	OBJECT	PROJECT	ORGANIZATION TITLE	ACCOUNT DESCRIPTION	EXPENDITURE
YEAR 2024	PERIOD 3				GL EFF DATE 09/08/2023
80280800	50110		LIBRARY ADMINISTRATION	SALARY - REGULAR EMPLOYEE	16,114.52
80280801	50210		LIBRARY CENTRALIZED COSTS	INSURANCE	9,117.45
80280801	50220		LIBRARY CENTRALIZED COSTS	FICA AND MEDICARE	6,864.72
80280801	50251		LIBRARY CENTRALIZED COSTS	IMRF & SURS	5,196.48
80280803	50110		ARCHIVES	SALARY - REGULAR EMPLOYEE	8,016.53
80280805	50110		LIBRARY FACILITIES	SALARY - REGULAR EMPLOYEE	583.29
80280806	50110		LIBRARY ACQUISITIONS	SALARY - REGULAR EMPLOYEE	15,451.11
80280807	50110		LIBRARY CIRCULATION	SALARY - REGULAR EMPLOYEE	38,789.40
80280808	50110		LIBRARY IT	SALARY - REGULAR EMPLOYEE	5,444.68
80280809	50110		LIBRARY COMMUNITY ENGAGEMENT	SALARY - REGULAR EMPLOYEE	8,688.24
FUND TOTALS					114,266.42
GRAND TOTALS					114,266.42

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: L081023 08/10/2023
 DUE DATE: 08/10/2023

CASH ACCOUNT: 802 10100		CASH								
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK	
3125	ALLIANCE ENTERTAINMEN	0000		INV	08/10/2023	PLS74263385				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280802 51805		A&Y PROG	CD			12.29			
	2 80280802 51806		A&Y PROG	DVD			38.30			
	3 80280802 51809		A&Y PROG	GAMES			75.48			
										126.07
						CHECK TOTAL	126.07			
2943	AMAZON CAPITAL SERVIC	0000		INV	08/10/2023	1KXR-1FT4-HYDJ				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280801 51900		LIBR CTRL	OTHER SUPP			12.99			12.99
2943	AMAZON CAPITAL SERVIC	0000		INV	08/10/2023	1XTK-JM3P-4QH1				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280802 51802	80103	A&Y PROG	NEW COLL			12.73			12.73
2943	AMAZON CAPITAL SERVIC	0000		INV	08/10/2023	11FC-KXN3-HXQM				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280808 51500		LIBR IT	SHARED IT			37.40			37.40
2943	AMAZON CAPITAL SERVIC	0000		INV	08/10/2023	1VNJ-9QLQ-9Y14				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280802 51806		A&Y PROG	DVD			24.99			24.99
2943	AMAZON CAPITAL SERVIC	0000		INV	08/10/2023	1TW7-T3C3-KNCW				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280802 51802	80103	A&Y PROG	NEW COLL			180.02			180.02
2943	AMAZON CAPITAL SERVIC	0000		INV	08/10/2023	13C9-3316-33X1				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280802 51809		A&Y PROG	GAMES			34.95			34.95
						CHECK TOTAL	303.08			
96	AMEREN ILLINOIS COMPA	0000		INV	08/10/2023	57697				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280805 52600		LIBR FAC	UTILITIES			592.74			592.74

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Detail Invoice List

CK RUN ID#: L081023 08/10/2023
 DUE DATE: 08/10/2023

CASH ACCOUNT: 802		10100		CASH							
VENDOR	REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK			
					CHECK TOTAL	592.74					
96	AMEREN ILLINOIS COMPA	0000	INV	08/10/2023	57698						
	ACCOUNT DETAIL				LINE AMOUNT						
	1 80280805 52600	LIBR FAC	UTILITIES			892.51					
					CHECK TOTAL	892.51					
217	BAKER & TAYLOR LLC	0000	INV	08/10/2023	2037698764						
	ACCOUNT DETAIL				LINE AMOUNT						
	1 80280802 51801	A&Y PROG	LIBR BOOKS			771.94					
							771.94				
217	BAKER & TAYLOR LLC	0000	INV	08/10/2023	2037703941						
	ACCOUNT DETAIL				LINE AMOUNT						
	1 80280802 51801	A&Y PROG	LIBR BOOKS			782.36					
							782.36				
217	BAKER & TAYLOR LLC	0000	INV	08/10/2023	2037704265						
	ACCOUNT DETAIL				LINE AMOUNT						
	1 80280802 51801	A&Y PROG	LIBR BOOKS			61.76					
							61.76				
217	BAKER & TAYLOR LLC	0000	INV	08/10/2023	2037703627						
	ACCOUNT DETAIL				LINE AMOUNT						
	1 80280802 51801 80103	A&Y PROG	LIBR BOOKS			279.19					
							279.19				
217	BAKER & TAYLOR LLC	0000	INV	08/10/2023	2037703833						
	ACCOUNT DETAIL				LINE AMOUNT						
	1 80280802 51801 80103	A&Y PROG	LIBR BOOKS			502.86					
							502.86				
217	BAKER & TAYLOR LLC	0000	INV	08/10/2023	2037703924						
	ACCOUNT DETAIL				LINE AMOUNT						
	1 80280802 51801 80103	A&Y PROG	LIBR BOOKS			41.42					
							41.42				
217	BAKER & TAYLOR LLC	0000	INV	08/10/2023	5018475391						
	ACCOUNT DETAIL				LINE AMOUNT						
	1 80280802 51801 80103	A&Y PROG	LIBR BOOKS			78.49					
							78.49				
					CHECK TOTAL	2,518.02					

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: L081023 08/10/2023
 DUE DATE: 08/10/2023

CASH ACCOUNT: 802		10100		CASH							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK		
2480	BRIAN ROBERTSON	0000		INV	08/10/2023	57700					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 81080831 51990			ADMIN GIFT OTH LIBMAT		23.38					
							23.38				
						CHECK TOTAL	23.38				
3404	CATHERINE LAMBRECHT	0000		INV	08/10/2023	57702					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280809 51812 80104			LIBR COMM LIBR SUPP		250.00					
							250.00				
						CHECK TOTAL	250.00				
426	CDW GOVERNMENT INC	0000		INV	08/10/2023	KW42475					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280808 51500			LIBR IT SHARED IT		341.13					
							341.13				
						CHECK TOTAL	341.13				
2257	CFS - CUSTOM FACILITY	0000		INV	08/10/2023	1971					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280805 51900			LIBR FAC OTHER SUPP		11.98					
							11.98				
						CHECK TOTAL	11.98				
3208	SUNDAY NEWS DELIVERY	0000		INV	08/10/2023	57705					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51803			A&Y PROG LIBR PER		121.86					
							121.86				
						CHECK TOTAL	121.86				
106	CELESTE CHOATE	0000		INV	08/10/2023	57737					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280800 52320			LIBR ADMIN TRAVEL		142.51					
							142.51				
						CHECK TOTAL	142.51				

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: L081023 08/10/2023
 DUE DATE: 08/10/2023

CASH ACCOUNT: 802 10100		CASH								
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK	
139	CINCINNATI INSURANCE	0000		INV	08/10/2023	57707				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280805 52710		LIBR FAC	INS PREM			34,042.00			
										34,042.00
										34,042.00
										CHECK TOTAL
1062	CONSOLIDATED COMMUNIC	0001		INV	08/10/2023	57815				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280805 52600		LIBR FAC	UTILITIES			417.77			
										417.77
										417.77
										CHECK TOTAL
1644	FOUNTAINDALE PUBLIC L	0000		INV	08/10/2023	57708				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280801 51900		LIBR CTRL	OTHER SUPP			9.99			
										9.99
										9.99
										CHECK TOTAL
859	GIBBS TECHNOLOGY COMP	0000		INV	08/10/2023	2607968				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280808 52203		LIBR IT	MAINT AGRM			78.71			
										78.71
										78.71
										CHECK TOTAL
3390	GREAT AMERICA FINANCI	0000		INV	08/10/2023	34583031				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280808 52203		LIBR IT	MAINT AGRM			357.12			
										357.12
										357.12
										CHECK TOTAL
2260	INGRAM INDUSTRIES INC	0000		INV	08/10/2023	77125389				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280802 51801		A&Y PROG	LIBR BOOKS			212.43			
										212.43
										212.43
										CHECK TOTAL

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: L081023 08/10/2023
 DUE DATE: 08/10/2023

CASH ACCOUNT: 802		10100		CASH							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK		
447	KONE INC	0000		INV	08/10/2023	1158577076					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280805 52201		LIBR FAC	BLDG MAINT		2,625.76					
							2,625.76				
						CHECK TOTAL	2,625.76				
2945	MICHAEL HANNAN	0000		INV	08/10/2023	57711					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280805 52201		LIBR FAC	BLDG MAINT		149.99					
							149.99				
						CHECK TOTAL	149.99				
268	MIDWEST TAPE	0000		INV	08/10/2023	504144399					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51804		A&Y PROG	AUDIOBOOKS		87.98					
	2 80280802 51806		A&Y PROG	DVD		344.07					
							432.05				
268	MIDWEST TAPE	0000		INV	08/10/2023	504145577					
	ACCOUNT DETAIL					LINE AMOUNT					
	2 80280802 51806		A&Y PROG	DVD		44.98					
							44.98				
268	MIDWEST TAPE	0000		INV	08/10/2023	504119727					
	ACCOUNT DETAIL					LINE AMOUNT					
	2 80280802 51806	80103	A&Y PROG	DVD		82.45					
	3 80280802 51807	80103	A&Y PROG	RECORDING		45.97					
							128.42				
						CHECK TOTAL	605.45				
1263	THE NEWS GAZETTE	0005		INV	08/10/2023	57713					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51803		A&Y PROG	LIBR PER		216.00					
							216.00				
						CHECK TOTAL	216.00				
280	THE PENWORTHY COMPANY	0000		INV	08/10/2023	0592505-IN					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51802	80103	A&Y PROG	NEW COLL		398.97					
							398.97				

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: L081023 08/10/2023
 DUE DATE: 08/10/2023

CASH ACCOUNT: 802		10100		CASH					
VENDOR	REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK	
					CHECK TOTAL	398.97			
421	PROJECT TE	0000	INV	08/10/2023	INV000016534				
	ACCOUNT DETAIL				LINE AMOUNT				
	1 80280851 51810		MER SALES LIBR SALE			322.00			
					CHECK TOTAL	322.00			
1272	ROGARDS	0000	INV	08/10/2023	046187-00				
	ACCOUNT DETAIL				LINE AMOUNT				
	1 80280806 51900		LIBR ACQ OTHER SUPP			125.80			
					CHECK TOTAL	125.80			
3130	SARA BENNETT	0000	INV	08/10/2023	57716				
	ACCOUNT DETAIL				LINE AMOUNT				
	1 80280809 51812 80104		LIBR COMM LIBR SUPP			16.34			
					CHECK TOTAL	16.34			
301	UNIQUE MANAGEMENT SER	0001	INV	08/10/2023	6115757				
	ACCOUNT DETAIL				LINE AMOUNT				
	1 80280801 51900		LIBR CTRL OTHER SUPP			59.10			
									59.10
301	UNIQUE MANAGEMENT SER	0001	INV	08/10/2023	6115758				
	ACCOUNT DETAIL				LINE AMOUNT				
	1 80280801 52902		LIBR CTRL POST PRINT			156.46			
					CHECK TOTAL	215.56			
40	INVOICES				WARRANT TOTAL	45,117.17			
					CASH ACCOUNT BALANCE	1,913,966.01			

ACCOUNTS PAYABLE CHECK RUN REPORT

Ck Run Id# Summary

CK RUN ID#: L081023 08/10/2023
 DUE DATE: 08/10/2023

FUND	ORG	ACCOUNT	AMOUNT	AVLB BUDGET
802	80280800	LIBRARY ADMINISTRATIO	802-60-80-800-000-52320-	TRAVEL, EDUCATION AND 142.51 -149.07
802	80280801	LIBRARY CENTRALIZED C	802-60-80-801-000-51900-	OTHER SUPPLIES 82.08 10,294.72
802	80280801	LIBRARY CENTRALIZED C	802-60-80-801-000-52902-	POSTAGE & PRINTING 156.46 546.88
802	80280802	ADULT & YOUTH SERVICE	802-60-80-802-000-51801-	LIBRARY BOOKS 1,828.49 2,751.14
802	80280802	ADULT & YOUTH SERVICE	802-60-80-802-000-51801-80103	LIBRARY BOOKS 901.96 3,664.07
802	80280802	ADULT & YOUTH SERVICE	802-60-80-802-000-51802-80103	NEW COLLECTIONS 591.72 2,053.71
802	80280802	ADULT & YOUTH SERVICE	802-60-80-802-000-51803-	LIBRARY PERIODICALS 337.86 334.12
802	80280802	ADULT & YOUTH SERVICE	802-60-80-802-000-51804-	AUDIOBOOKS 87.98 126.86
802	80280802	ADULT & YOUTH SERVICE	802-60-80-802-000-51805-	CD'S 12.29 305.15
802	80280802	ADULT & YOUTH SERVICE	802-60-80-802-000-51806-	DVD'S 452.34 3,132.60
802	80280802	ADULT & YOUTH SERVICE	802-60-80-802-000-51806-80103	DVD'S 82.45 170.81
802	80280802	ADULT & YOUTH SERVICE	802-60-80-802-000-51807-80103	RECORDINGS 45.97 106.10
802	80280802	ADULT & YOUTH SERVICE	802-60-80-802-000-51809-	GAMES 110.43 31.50
802	80280805	LIBRARY FACILITIES	802-60-80-805-000-51900-	OTHER SUPPLIES 11.98 0.00
802	80280805	LIBRARY FACILITIES	802-60-80-805-000-52201-	BUILDING REPAIR & MAI 2,775.75 24,212.81
802	80280805	LIBRARY FACILITIES	802-60-80-805-000-52600-	UTILITIES 1,903.02 3,559.42
802	80280805	LIBRARY FACILITIES	802-60-80-805-000-52710-	INSURANCE PREMIUM 34,042.00 809.00
802	80280806	LIBRARY ACQUISITIONS	802-60-80-806-000-51900-	OTHER SUPPLIES 125.80 5,341.63
802	80280808	LIBRARY IT	802-60-80-808-000-51500-	SHARED IT COSTS 378.53 28,323.60
802	80280808	LIBRARY IT	802-60-80-808-000-52203-	MAINTENANCE AGREEMENT 435.83 0.00
802	80280809	LIBRARY COMMUNITY ENG	802-60-80-809-000-51812-80104	LIBRARY PROGRAM SUPPL 266.34 506.44
802	80280851	MERCHANDISE SALES	802-60-80-851-000-51810-	LIBRARY RESALE PURCHA 322.00 3,087.00
			FUND TOTAL	45,093.79
CASH ACCOUNT 802 10100			BALANCE 1,913,966.01	
810	81080831	ADMIN GIFTS	810-60-80-831-000-51990-	OTHER LIBRARY MATERIA 23.38 -740.73
			FUND TOTAL	23.38
CASH ACCOUNT 802 10100			BALANCE 1,913,966.01	
			WARRANT SUMMARY TOTAL	45,117.17
			GRAND TOTAL	45,117.17

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: I081723 08/18/2023
 DUE DATE: 08/18/2023

CASH ACCOUNT: 802 10100		CASH								
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK	
3125	ALLIANCE ENTERTAINMEN	0000		INV	08/17/2023	PLS74340978				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280802 51805		A&Y PROG	CD			88.75			
										88.75
										CHECK TOTAL
										88.75
2943	AMAZON CAPITAL SERVIC	0000		INV	08/17/2023	1F76-QRPR-V3HD				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280805 52201		LIBR FAC	BLDG MAINT			104.56			
										104.56
2943	AMAZON CAPITAL SERVIC	0000		INV	08/17/2023	1JQV-MYHR-LXVR				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280802 51809		A&Y PROG	GAMES			69.95			
										69.95
2943	AMAZON CAPITAL SERVIC	0000		INV	08/17/2023	1JKW-FJ9H-DG4L				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280805 52201		LIBR FAC	BLDG MAINT			57.80			
										57.80
2943	AMAZON CAPITAL SERVIC	0000		INV	08/17/2023	1WJX-1XFT-9Y4G				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280802 51802 80103		A&Y PROG	NEW COLL			14.19			
										14.19
2943	AMAZON CAPITAL SERVIC	0000		INV	08/17/2023	1NVT-K1V4-DQ7H				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280802 51801 80103		A&Y PROG	LIBR BOOKS			23.19			
										23.19
2943	AMAZON CAPITAL SERVIC	0000		INV	08/17/2023	1WNL-7XK1-TMD9				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280809 51812 80103		LIBR COMM	LIBR SUPP			224.96			
										224.96
2943	AMAZON CAPITAL SERVIC	0000		INV	08/17/2023	1MDH-QTDF-RLRN				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280809 52909		LIBR COMM	AD/MRK/PE			192.64			
										192.64
2943	AMAZON CAPITAL SERVIC	0000		INV	08/17/2023	141V-33VW-VVCF				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280809 51812 80102		LIBR COMM	LIBR SUPP			15.73			
										15.73

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: I081723 08/18/2023
 DUE DATE: 08/18/2023

CASH ACCOUNT: 802		10100		CASH							
VENDOR	REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK			
					CHECK TOTAL	703.02					
217	BAKER & TAYLOR LLC	0000	INV	08/17/2023	2037717476						
	ACCOUNT DETAIL				LINE AMOUNT						
1	80280802 51801	A&Y PROG	LIBR BOOKS			1,017.83					
									1,017.83		
217	BAKER & TAYLOR LLC	0000	INV	08/17/2023	2037717490						
	ACCOUNT DETAIL				LINE AMOUNT						
1	80280802 51801	A&Y PROG	LIBR BOOKS			151.52					
									151.52		
217	BAKER & TAYLOR LLC	0000	INV	08/17/2023	2037717402						
	ACCOUNT DETAIL				LINE AMOUNT						
1	80280802 51801	80103 A&Y PROG	LIBR BOOKS			582.38					
									582.38		
					CHECK TOTAL	1,751.73					
2257	CFS - CUSTOM FACILITY	0000	INV	08/17/2023	1974						
	ACCOUNT DETAIL				LINE AMOUNT						
1	80280805 52201	LIBR FAC	BLDG MAINT			864.00					
									864.00		
					CHECK TOTAL	864.00					
549	FIRST NATIONAL BANK O	0000	INV	08/17/2023	57920						
	ACCOUNT DETAIL				LINE AMOUNT						
1	80280805 52201	LIBR FAC	BLDG MAINT			493.65					
2	80280802 51801	80103 A&Y PROG	LIBR BOOKS			500.55					
3	80280808 51500	LIBR IT	SHARED IT			164.59					
4	80280801 52902	LIBR CTRL	POST PRINT			229.99					
5	80280806 51900	LIBR ACQ	OTHER SUPP			362.69					
6	80280801 51900	LIBR CTRL	OTHER SUPP			102.55					
									1,854.02		
					CHECK TOTAL	1,854.02					
3122	GRETCHEN MADSEN WEBB	0000	INV	08/17/2023	58044						
	ACCOUNT DETAIL				LINE AMOUNT						
1	81080831 51990	ADMIN GIFT	OTH LIBMAT			36.90					
									36.90		

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: I081723 08/18/2023
 DUE DATE: 08/18/2023

CASH ACCOUNT: 802 10100		CASH									
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK		
3122	GRETCHEN MADSEN WEBB	0000		INV	08/17/2023	58045					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 81080831 51990		ADMIN GIFT	OTH LIBMAT		84.86					
							84.86				
						CHECK TOTAL	121.76				
268	MIDWEST TAPE	0000		INV	08/17/2023	504177052					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51806		A&Y PROG	DVD		237.65					
							237.65				
268	MIDWEST TAPE	0000		INV	08/17/2023	504177054					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51806		A&Y PROG	DVD		16.49					
							16.49				
268	MIDWEST TAPE	0000		INV	08/17/2023	504177055					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51806		A&Y PROG	DVD		16.49					
							16.49				
268	MIDWEST TAPE	0000		INV	08/17/2023	504177056					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51806 80103		A&Y PROG	DVD		43.48					
							43.48				
						CHECK TOTAL	314.11				
54	OVERDRIVE INC	0000		INV	08/17/2023	01018CO23285137					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51811		A&Y PROG	DOWNLOAD		1,439.94					
							1,439.94				
						CHECK TOTAL	1,439.94				
3409	STAPLES, INC.	0000		INV	08/17/2023	3544795156					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280808 51900		LIBR IT	OTHER SUPP		1,235.90					
							1,235.90				
						CHECK TOTAL	1,235.90				

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: 1081723 08/18/2023
 DUE DATE: 08/18/2023

CASH ACCOUNT: 802 10100		CASH									
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE		AMOUNT	VOUCHER	CHECK	
2482	T-MOBILE USA INC.	0001		INV	08/17/2023	57971					
ACCOUNT DETAIL						LINE AMOUNT					
1	80280802 51802 80103	A&Y PROG	NEW COLL					1,373.06			
								1,373.06			
						CHECK TOTAL		1,373.06			
23 INVOICES		WARRANT TOTAL						9,746.29			
		CASH ACCOUNT BALANCE								1,913,966.01	

ACCOUNTS PAYABLE CHECK RUN REPORT

Ck Run Id# Summary

CK RUN ID#: 1081723 08/18/2023
 DUE DATE: 08/18/2023

FUND	ORG	ACCOUNT	AMOUNT	AVLB BUDGET
802	80280801	LIBRARY CENTRALIZED C 802-60-80-801-000-51900-	OTHER SUPPLIES	102.55 10,294.72
802	80280801	LIBRARY CENTRALIZED C 802-60-80-801-000-52902-	POSTAGE & PRINTING	229.99 546.88
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51801-	LIBRARY BOOKS	1,169.35 2,751.14
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51801-80103	LIBRARY BOOKS	1,106.12 3,664.07
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51802-80103	NEW COLLECTIONS	1,387.25 2,053.71
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51805-	CD'S	88.75 305.15
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51806-	DVD'S	270.63 3,132.60
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51806-80103	DVD'S	43.48 170.81
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51809-	GAMES	69.95 31.50
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51811-	DOWNLOADABLES	1,439.94 17.44
802	80280805	LIBRARY FACILITIES 802-60-80-805-000-52201-	BUILDING REPAIR & MAI	1,520.01 24,212.81
802	80280806	LIBRARY ACQUISITIONS 802-60-80-806-000-51900-	OTHER SUPPLIES	362.69 5,341.63
802	80280808	LIBRARY IT 802-60-80-808-000-51500-	SHARED IT COSTS	164.59 28,323.60
802	80280808	LIBRARY IT 802-60-80-808-000-51900-	OTHER SUPPLIES	1,235.90 204.10
802	80280809	LIBRARY COMMUNITY ENG 802-60-80-809-000-51812-80102	LIBRARY PROGRAM SUPPL	15.73 865.16
802	80280809	LIBRARY COMMUNITY ENG 802-60-80-809-000-51812-80103	LIBRARY PROGRAM SUPPL	224.96 311.35
802	80280809	LIBRARY COMMUNITY ENG 802-60-80-809-000-52909-	ADV/MKTING/PUBLIC EDU	192.64 7,012.17
			FUND TOTAL	9,624.53
CASH ACCOUNT 802 10100 BALANCE 1,913,966.01				
810	81080831	ADMIN GIFTS 810-60-80-831-000-51990-	OTHER LIBRARY MATERIA	121.76 -740.73
			FUND TOTAL	121.76
CASH ACCOUNT 802 10100 BALANCE 1,913,966.01				
			WARRANT SUMMARY TOTAL	9,746.29
			GRAND TOTAL	9,746.29

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: I082423 08/24/2023
 DUE DATE: 08/24/2023

CASH ACCOUNT: 802 10100		CASH							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
3125	ALLIANCE ENTERTAINMEN	0000		INV	08/24/2023	PLS74488389			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 80280802 51805		A&Y PROG	CD			9.99		
	2 80280802 51806		A&Y PROG	DVD			46.58		
								56.57	
						CHECK TOTAL		56.57	
2943	AMAZON CAPITAL SERVIC	0000		INV	08/17/2023	1JWL-GVRN-GYQD			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 80280801 51900		LIBR CTRL	OTHER SUPP			58.89		
								58.89	
2943	AMAZON CAPITAL SERVIC	0000		INV	08/24/2023	1R79-NNFK-FXRK			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 80280809 51812	80104	LIBR COMM	LIBR SUPP			17.67		
	2 80280809 51812	80103	LIBR COMM	LIBR SUPP			17.66		
	3 80280809 51812		LIBR COMM	LIBR SUPP			17.66		
								52.99	
2943	AMAZON CAPITAL SERVIC	0000		INV	08/24/2023	1X7K-FL3K-JG6X			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 80280802 51801	80103	A&Y PROG	LIBR BOOKS			57.36		
								57.36	
2943	AMAZON CAPITAL SERVIC	0000		INV	08/24/2023	1JFM-D1TT-LWCT			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 80280808 51500		LIBR IT	SHARED IT			192.80		
								192.80	
						CHECK TOTAL		362.04	
1325	ARAMARK UNIFORM SERVI	0000		INV	08/24/2023	6130257635			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 80280805 52999		LIBR FAC	OTHER SVCS			82.27		
								82.27	
						CHECK TOTAL		82.27	
136	ARTHUR J GALLAGHER &	0000		INV	08/24/2023	4806185			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 80280805 52710		LIBR FAC	INS PREM			2,837.00		
								2,837.00	
						CHECK TOTAL		2,837.00	

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: 1082423 08/24/2023
 DUE DATE: 08/24/2023

CASH ACCOUNT: 802		10100		CASH							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK		
217	BAKER & TAYLOR LLC	0000		INV	08/17/2023	2037714482					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51801		A&Y PROG	LIBR BOOKS			893.85				
											893.85
217	BAKER & TAYLOR LLC	0000		INV	08/24/2023	2037726442					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51801		A&Y PROG	LIBR BOOKS			990.69				
											990.69
217	BAKER & TAYLOR LLC	0000		INV	08/24/2023	2037732108					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51801		A&Y PROG	LIBR BOOKS			899.64				
											899.64
217	BAKER & TAYLOR LLC	0000		INV	08/24/2023	5018487791					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51801 80103		A&Y PROG	LIBR BOOKS			29.87				
											29.87
217	BAKER & TAYLOR LLC	0000		INV	08/24/2023	2037725233					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51801 80103		A&Y PROG	LIBR BOOKS			323.18				
											323.18
217	BAKER & TAYLOR LLC	0000		INV	08/24/2023	2037732821					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51801 80103		A&Y PROG	LIBR BOOKS			375.79				
											375.79
217	BAKER & TAYLOR LLC	0000		INV	08/24/2023	2037731903					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 81080833 51801		CHILD GIFT	LIBR BOOKS			518.72				
											518.72
											CHECK TOTAL
											4,031.74
862	CITY OF URBANA	0000		INV	08/24/2023	1298					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280801 52199		LIBR CTRL	OTHER PROF			1,872.00				
											1,872.00
862	CITY OF URBANA	0000		INV	08/24/2023	1300					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280801 50240		LIBR CTRL	RHS CONTRB			175.00				

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: I082423 08/24/2023
 DUE DATE: 08/24/2023

CASH ACCOUNT: 802		10100		CASH							
VENDOR	REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK			
						175.00					
					CHECK TOTAL	2,047.00					
20	DAVIS HOUK MECHANICAL	0000	INV	08/24/2023	S23JS182						
	ACCOUNT DETAIL				LINE AMOUNT						
	1 80280805 52201	LIBR FAC	BLDG MAINT			303.00					
										303.00	
20	DAVIS HOUK MECHANICAL	0000	INV	08/24/2023	S23JS167						
	ACCOUNT DETAIL				LINE AMOUNT						
	1 80280805 52201	LIBR FAC	BLDG MAINT			333.00					
										333.00	
					CHECK TOTAL	636.00					
859	GIBBS TECHNOLOGY COMP	0000	INV	08/24/2023	2623683						
	ACCOUNT DETAIL				LINE AMOUNT						
	1 80280808 52203	LIBR IT	MAINT AGRM			151.39					
										151.39	
					CHECK TOTAL	151.39					
3355	IMEG CONSULTANTS CORP	0000	INV	08/24/2023	23001763.01 - 2						
	ACCOUNT DETAIL				LINE AMOUNT						
	1 80280805 53200	LIBR FAC	BUILDING			7,650.00					
										7,650.00	
					CHECK TOTAL	7,650.00					
2260	INGRAM INDUSTRIES INC	0000	INV	08/24/2023	77357061						
	ACCOUNT DETAIL				LINE AMOUNT						
	1 80280802 51801	A&Y PROG	LIBR BOOKS			299.18					
										299.18	
2260	INGRAM INDUSTRIES INC	0000	INV	08/24/2023	77357062						
	ACCOUNT DETAIL				LINE AMOUNT						
	1 80280802 51801 80103	A&Y PROG	LIBR BOOKS			273.75					
										273.75	
					CHECK TOTAL	572.93					
268	MIDWEST TAPE	0000	INV	08/24/2023	504209026						
	ACCOUNT DETAIL				LINE AMOUNT						
	1 80280802 51806	A&Y PROG	DVD			221.15					

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: 1082423 08/24/2023
 DUE DATE: 08/24/2023

CASH ACCOUNT: 802		10100		CASH							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK		
268	MIDWEST TAPE	0000		INV	08/24/2023	504207879	221.15				
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51806	80103	A&Y PROG	DVD			12.74				
											12.74
268	MIDWEST TAPE	0000		INV	08/24/2023	504209220					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51807	80103	A&Y PROG	RECORDING			39.99				
	2 80280802 51806	80103	A&Y PROG	DVD			14.99				
											54.98
											288.87
	CHECK TOTAL										
54	OVERDRIVE INC	0000		INV	08/24/2023	01018CO23291653					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51811		A&Y PROG	DOWNLOAD			844.91				
											844.91
											844.91
	CHECK TOTAL										
9980	PETTY CASH VENDOR	0000		INV	08/17/2023	57944					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280801 51900		LIBR CTRL	OTHER SUPP			1.36				
											1.36
											1.36
	CHECK TOTAL										
42	PRESTO X LLC	0000		INV	08/24/2023	49885223					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280805 52999		LIBR FAC	OTHER SVCS			77.07				
											77.07
											77.07
	CHECK TOTAL										
42	PRESTO X LLC	0000		INV	08/24/2023	49885222					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280805 52999		LIBR FAC	OTHER SVCS			77.07				
											77.07
											77.07
	CHECK TOTAL										154.14
	CHECK TOTAL										
283	QUILL CORPORATION	0000		INV	08/17/2023	33845712					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280801 51900		LIBR CTRL	OTHER SUPP			366.41				
											366.41
											366.41
	CHECK TOTAL										

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: 1082423 08/24/2023
 DUE DATE: 08/24/2023

CASH ACCOUNT: 802		10100		CASH					
VENDOR	REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK	
					CHECK TOTAL	366.41			
1622	REPUBLIC SERVICES, IN	0001	INV	08/24/2023	0729-000659730				
	ACCOUNT DETAIL				LINE AMOUNT				
	1 80280805 52999	LIBR FAC	OTHER SVCS		672.30				
					CHECK TOTAL	672.30			
3416	TERESA ASH	0000	INV	08/24/2023	23-7047				
	ACCOUNT DETAIL				LINE AMOUNT				
	1 80280801 51900	LIBR CTRL	OTHER SUPP		68.50				
					CHECK TOTAL	68.50			
1618	TODAY'S BUSINESS SOLU	0000	INV	08/24/2023	081423-52				
	ACCOUNT DETAIL				LINE AMOUNT				
	1 80280808 51500	LIBR IT	SHARED IT		86.72				
					CHECK TOTAL	86.72			
33	INVOICES				WARRANT TOTAL	20,910.15			
					CASH ACCOUNT BALANCE	1,913,966.01			

ACCOUNTS PAYABLE CHECK RUN REPORT

Ck Run Id# Summary

CK RUN ID#: 1082423 08/24/2023
 DUE DATE: 08/24/2023

FUND	ORG	ACCOUNT	AMOUNT	AVLB BUDGET
802	80280801	LIBRARY CENTRALIZED C 802-60-80-801-000-50240-	RHS CONTRIBUTION	175.00 25,426.36
802	80280801	LIBRARY CENTRALIZED C 802-60-80-801-000-51900-	OTHER SUPPLIES	495.16 10,294.72
802	80280801	LIBRARY CENTRALIZED C 802-60-80-801-000-52199-	OTHER PROFESSIONAL SE	1,872.00 79.00
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51801-	LIBRARY BOOKS	3,083.36 2,751.14
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51801-80103	LIBRARY BOOKS	1,059.95 3,664.07
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51805-	CD'S	9.99 305.15
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51806-	DVD'S	267.73 3,132.60
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51806-80103	DVD'S	27.73 170.81
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51807-80103	RECORDINGS	39.99 106.10
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51811-	DOWNLOADABLES	844.91 17.44
802	80280805	LIBRARY FACILITIES 802-60-80-805-000-52201-	BUILDING REPAIR & MAI	636.00 24,212.81
802	80280805	LIBRARY FACILITIES 802-60-80-805-000-52710-	INSURANCE PREMIUM	2,837.00 809.00
802	80280805	LIBRARY FACILITIES 802-60-80-805-000-52999-	OTHER CONTRACTUAL SER	908.71 47.67
802	80280805	LIBRARY FACILITIES 802-60-80-805-000-53200-	BUILDING	7,650.00 77,158.95
802	80280808	LIBRARY IT 802-60-80-808-000-51500-	SHARED IT COSTS	279.52 28,323.60
802	80280808	LIBRARY IT 802-60-80-808-000-52203-	MAINTENANCE AGREEMENT	151.39 0.00
802	80280809	LIBRARY COMMUNITY ENG 802-60-80-809-000-51812-	LIBRARY PROGRAM SUPPL	17.66 2,761.02
802	80280809	LIBRARY COMMUNITY ENG 802-60-80-809-000-51812-80103	LIBRARY PROGRAM SUPPL	17.66 311.35
802	80280809	LIBRARY COMMUNITY ENG 802-60-80-809-000-51812-80104	LIBRARY PROGRAM SUPPL	17.67 506.44
			FUND TOTAL	20,391.43
CASH ACCOUNT 802 10100		BALANCE 1,913,966.01		
810	81080833	CHILDREN'S GIFTS 810-60-80-833-000-51801-	LIBRARY BOOKS	518.72 4,279.91
			FUND TOTAL	518.72
CASH ACCOUNT 802 10100		BALANCE 1,913,966.01		
			WARRANT SUMMARY TOTAL	20,910.15
			GRAND TOTAL	20,910.15

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: I083123 08/31/2023
 DUE DATE: 08/31/2023

CASH ACCOUNT: 802		10100		CASH							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK		
2943	AMAZON CAPITAL SERVIC	0000		INV	08/31/2023	1N4P-P3JL-4H31					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280808 51500		LIBR IT	SHARED IT		16.99					
							16.99				
2943	AMAZON CAPITAL SERVIC	0000		INV	08/31/2023	13NF-6Q4G-CWJL					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280801 51900		LIBR CTRL	OTHER SUPP		21.04					
							21.04				
2943	AMAZON CAPITAL SERVIC	0000		INV	08/31/2023	1KLK-VYQV-4R9M					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280801 51900		LIBR CTRL	OTHER SUPP		46.82					
							46.82				
2943	AMAZON CAPITAL SERVIC	0000		INV	08/31/2023	1VRF-VLVD-MHHM					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51802 80103	A&Y PROG	NEW COLL			46.98					
							46.98				
						CHECK TOTAL	131.83				
217	BAKER & TAYLOR LLC	0000		INV	08/31/2023	2037745370					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51801	A&Y PROG	LIBR BOOKS			1,317.15					
							1,317.15				
217	BAKER & TAYLOR LLC	0000		INV	08/31/2023	2037748774					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51801	A&Y PROG	LIBR BOOKS			649.63					
							649.63				
217	BAKER & TAYLOR LLC	0000		INV	08/31/2023	5018499503					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51801 80103	A&Y PROG	LIBR BOOKS			30.13					
							30.13				
217	BAKER & TAYLOR LLC	0000		INV	08/31/2023	2037738994					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51801 80103	A&Y PROG	LIBR BOOKS			248.96					
							248.96				
217	BAKER & TAYLOR LLC	0000		INV	08/31/2023	2037743771					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51801 80103	A&Y PROG	LIBR BOOKS			237.21					
							237.21				

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: I083123 08/31/2023
 DUE DATE: 08/31/2023

CASH ACCOUNT: 802		10100		CASH							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK		
217	BAKER & TAYLOR LLC	0000		INV	08/31/2023	5018508402					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51801	80103	A&Y PROG	LIBR BOOKS			53.30				
											53.30
217	BAKER & TAYLOR LLC	0000		INV	08/31/2023	2037748659					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51801	80103	A&Y PROG	LIBR BOOKS			684.82				
											684.82
											CHECK TOTAL
											3,221.20
220	BRODART CO	0000		INV	08/31/2023	629665					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280806 51900		LIBR ACQ	OTHER SUPP			503.87				
											503.87
											CHECK TOTAL
											503.87
1261	FIRST BUSEY CORPORATI	0000		INV	08/31/2023	58398					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280803 52912		ARCHIVES	FACILTYREN			380.00				
											380.00
1261	FIRST BUSEY CORPORATI	0000		INV	08/31/2023	58399					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280803 52912		ARCHIVES	FACILTYREN			380.00				
											380.00
											CHECK TOTAL
											760.00
2257	CFS - CUSTOM FACILITY	0000		INV	08/31/2023	1977					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280805 52201		LIBR FAC	BLDG MAINT			540.00				
											540.00
											CHECK TOTAL
											540.00
3344	CONSTELLATION NEWENER	0001		INV	08/31/2023	66186004601					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280805 52600		LIBR FAC	UTILITIES			10,308.30				
											10,308.30
											CHECK TOTAL
											10,308.30

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: 1083123 08/31/2023
 DUE DATE: 08/31/2023

CASH ACCOUNT: 802 10100		CASH								
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK	
779	DEANS GRAPHICS INC	0000		INV	08/31/2023	D0052976				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280809 52909			LIBR COMM AD/MRK/PE		90.00				
							90.00			
						CHECK TOTAL	90.00			
231	DELL MARKETING LP	0000		INV	08/31/2023	10693850934				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280808 51500			LIBR IT SHARED IT		3,395.55				
							3,395.55			
						CHECK TOTAL	3,395.55			
3420	EASTERN ENGINEERING S	0000		INV	08/31/2023	1098628				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280805 53200			LIBR FAC BUILDING		79.39				
	2 80280803 51801			ARCHIVES LIBR BOOKS		79.39				
							158.78			
						CHECK TOTAL	158.78			
3261	FAST FORWARD LIBRARIE	0000		INV	08/31/2023	082423				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280801 52199			LIBR CTRL OTHER PROF		3,375.00				
							3,375.00			
						CHECK TOTAL	3,375.00			
192	RACHEL FULLER	0000		INV	08/31/2023	58333				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280801 51900			LIBR CTRL OTHER SUPP		43.46				
							43.46			
						CHECK TOTAL	43.46			
2237	GAYLORD BROS INC	0001		INV	08/31/2023	2829447				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280806 51900			LIBR ACQ OTHER SUPP		124.52				
							124.52			
						CHECK TOTAL	124.52			

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: 1083123 08/31/2023
 DUE DATE: 08/31/2023

CASH ACCOUNT: 802		10100		CASH							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK		
1264	ILLINOIS AMERICAN WAT	0001		INV	08/31/2023	58329					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280805 52600		LIBR FAC	UTILITIES			63.58				
										63.58	
										CHECK TOTAL	63.58
1264	ILLINOIS AMERICAN WAT	0001		INV	08/31/2023	58330					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280805 52600		LIBR FAC	UTILITIES			294.95				
										294.95	
										CHECK TOTAL	294.95
1264	ILLINOIS AMERICAN WAT	0001		INV	08/31/2023	58402					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280805 52600		LIBR FAC	UTILITIES			563.92				
										563.92	
										CHECK TOTAL	563.92
2260	INGRAM INDUSTRIES INC	0000		INV	08/31/2023	77425354					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51801	80103	A&Y PROG	LIBR BOOKS			277.92				
										277.92	
										CHECK TOTAL	277.92
2260	INGRAM INDUSTRIES INC	0000		INV	08/31/2023	77472816					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51801		A&Y PROG	LIBR BOOKS			225.64				
										225.64	
										CHECK TOTAL	503.56
261	LAKESHORE LEARNING MA	0000		INV	08/31/2023	186564081723					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51802	80103	A&Y PROG	NEW COLL			253.96				
										253.96	
										CHECK TOTAL	253.96
3421	LENA MAKDAH	0000		INV	08/31/2023	58426					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280809 51812		LIBR COMM	LIBR SUPP			104.95				
										104.95	

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: I083123 08/31/2023
 DUE DATE: 08/31/2023

CASH ACCOUNT: 802		10100		CASH							
VENDOR	REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK			
					CHECK TOTAL	104.95					
268	MIDWEST TAPE	0000		INV	08/31/2023	504236696					
	ACCOUNT DETAIL					LINE AMOUNT					
	1	80280802 51806	A&Y PROG	DVD		52.48					
								52.48			
268	MIDWEST TAPE	0000		INV	08/31/2023	504240553					
	ACCOUNT DETAIL					LINE AMOUNT					
	1	80280802 51806	A&Y PROG	DVD		22.49					
								22.49			
268	MIDWEST TAPE	0000		INV	08/31/2023	504240554					
	ACCOUNT DETAIL					LINE AMOUNT					
	1	80280802 51806	A&Y PROG	DVD		254.89					
								254.89			
268	MIDWEST TAPE	0000		INV	08/31/2023	504240555					
	ACCOUNT DETAIL					LINE AMOUNT					
	1	80280802 51806	A&Y PROG	DVD		110.20					
								110.20			
268	MIDWEST TAPE	0000		INV	08/31/2023	504240556					
	ACCOUNT DETAIL					LINE AMOUNT					
	1	80280802 51804	A&Y PROG	AUDIOBOOKS		82.98					
								82.98			
268	MIDWEST TAPE	0000		INV	08/31/2023	504240558					
	ACCOUNT DETAIL					LINE AMOUNT					
	1	80280802 51806	A&Y PROG	DVD		48.73					
								48.73			
268	MIDWEST TAPE	0000		INV	08/31/2023	504240559					
	ACCOUNT DETAIL					LINE AMOUNT					
	1	80280802 51806	A&Y PROG	DVD		20.24					
								20.24			
268	MIDWEST TAPE	0000		INV	08/31/2023	504241594					
	ACCOUNT DETAIL					LINE AMOUNT					
	1	80280802 51806	A&Y PROG	DVD		11.24					
								11.24			
268	MIDWEST TAPE	0000		INV	08/31/2023	504241680					
	ACCOUNT DETAIL					LINE AMOUNT					
	1	80280802 51807	80103	A&Y PROG	RECORDING	11.99					
	2	80280802 51806	80103	A&Y PROG	DVD	43.46					

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: I083123 08/31/2023
 DUE DATE: 08/31/2023

CASH ACCOUNT: 802		10100		CASH							
VENDOR	REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK			
					CHECK TOTAL	55.45					
					CHECK TOTAL	658.70					
574	MINUTEMAN PRESS	0000	INV	08/31/2023	75846						
	ACCOUNT DETAIL				LINE AMOUNT						
	1 80280801 51900	LIBR CTRL	OTHER SUPP			176.45					
					CHECK TOTAL	176.45					
					CHECK TOTAL	176.45					
54	OVERDRIVE INC	0000	INV	08/31/2023	01018CO23298255						
	ACCOUNT DETAIL				LINE AMOUNT						
	1 80280802 51811	A&Y PROG	DOWNLOAD			387.78					
					CHECK TOTAL	387.78					
					CHECK TOTAL	387.78					
1272	ROGARDS	0000	INV	08/31/2023	046621-00						
	ACCOUNT DETAIL				LINE AMOUNT						
	1 80280801 51900	LIBR CTRL	OTHER SUPP			47.67					
					CHECK TOTAL	47.67					
					CHECK TOTAL	47.67					
3311	ROTARY CHARITIES FOUN	0000	INV	08/31/2023	58492						
	ACCOUNT DETAIL				LINE AMOUNT						
	1 80280809 52909	LIBR COMM	AD/MRK/PE			233.00					
					CHECK TOTAL	233.00					
					CHECK TOTAL	233.00					
313	URBANA & CHAMPAIGN SA	0000	INV	08/31/2023	6336210						
	ACCOUNT DETAIL				LINE AMOUNT						
	1 80280805 52600	LIBR FAC	UTILITIES			7.60					
					CHECK TOTAL	7.60					
					CHECK TOTAL	7.60					
313	URBANA & CHAMPAIGN SA	0000	INV	08/31/2023	6336211						
	ACCOUNT DETAIL				LINE AMOUNT						
	1 80280805 52600	LIBR FAC	UTILITIES			12.20					
					CHECK TOTAL	12.20					
					CHECK TOTAL	12.20					
313	URBANA & CHAMPAIGN SA	0000	INV	08/31/2023	6334964						
	ACCOUNT DETAIL				LINE AMOUNT						
	1 80280805 52600	LIBR FAC	UTILITIES			141.94					

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: I083123 08/31/2023
 DUE DATE: 08/31/2023

CASH ACCOUNT: 802		10100		CASH							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK		
313	URBANA & CHAMPAIGN SA	0000		INV	08/31/2023	6336725	141.94				
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280805 52600		LIBR FAC	UTILITIES			15.44				
							15.44				
313	URBANA & CHAMPAIGN SA	0000		INV	08/31/2023	6335124					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280805 52600		LIBR FAC	UTILITIES			336.80				
							336.80				
						CHECK TOTAL	513.98				
2777	SECURITAS ELECTRONIC	0001		INV	08/31/2023	3124783					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280805 52999		LIBR FAC	OTHER SVCS			5,090.91				
							5,090.91				
						CHECK TOTAL	5,090.91				
3030	THRYV INC	0000		INV	08/31/2023	610058016750					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280801 51900		LIBR CTRL	OTHER SUPP			197.45				
							197.45				
						CHECK TOTAL	197.45				
49	INVOICES						31,743.37				
						WARRANT TOTAL	31,743.37				
						CASH ACCOUNT BALANCE	1,913,966.01				

ACCOUNTS PAYABLE CHECK RUN REPORT

Ck Run Id# Summary

CK RUN ID#: 1083123 08/31/2023
 DUE DATE: 08/31/2023

FUND	ORG	ACCOUNT	AMOUNT	AVLB BUDGET
802	80280801	LIBRARY CENTRALIZED C 802-60-80-801-000-51900-	OTHER SUPPLIES	532.89 10,294.72
802	80280801	LIBRARY CENTRALIZED C 802-60-80-801-000-52199-	OTHER PROFESSIONAL SE	3,375.00 79.00
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51801-	LIBRARY BOOKS	2,192.42 2,751.14
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51801-80103	LIBRARY BOOKS	1,532.34 3,664.07
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51802-80103	NEW COLLECTIONS	300.94 2,053.71
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51804-	AUDIOBOOKS	82.98 126.86
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51806-	DVD'S	520.27 3,132.60
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51806-80103	DVD'S	43.46 170.81
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51807-80103	RECORDINGS	11.99 106.10
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51811-	DOWNLOADABLES	387.78 17.44
802	80280803	ARCHIVES 802-60-80-803-000-51801-	LIBRARY BOOKS	79.39 495.71
802	80280803	ARCHIVES 802-60-80-803-000-52912-	FACILITY RENTAL	760.00 0.00
802	80280805	LIBRARY FACILITIES 802-60-80-805-000-52201-	BUILDING REPAIR & MAI	540.00 24,212.81
802	80280805	LIBRARY FACILITIES 802-60-80-805-000-52600-	UTILITIES	11,744.73 3,559.42
802	80280805	LIBRARY FACILITIES 802-60-80-805-000-52999-	OTHER CONTRACTUAL SER	5,090.91 47.67
802	80280805	LIBRARY FACILITIES 802-60-80-805-000-53200-	BUILDING	79.39 77,158.95
802	80280806	LIBRARY ACQUISITIONS 802-60-80-806-000-51900-	OTHER SUPPLIES	628.39 5,341.63
802	80280808	LIBRARY IT 802-60-80-808-000-51500-	SHARED IT COSTS	3,412.54 28,323.60
802	80280809	LIBRARY COMMUNITY ENG 802-60-80-809-000-51812-	LIBRARY PROGRAM SUPPL	104.95 2,761.02
802	80280809	LIBRARY COMMUNITY ENG 802-60-80-809-000-52909-	ADV/MKTING/PUBLIC EDU	323.00 7,012.17
			FUND TOTAL	31,743.37
CASH ACCOUNT 802 10100		BALANCE 1,913,966.01		
			WARRANT SUMMARY TOTAL	31,743.37
			GRAND TOTAL	31,743.37

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: I090723 09/07/2023
 DUE DATE: 09/07/2023

CASH ACCOUNT: 802		10100		CASH								
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK			
3125	ALLIANCE ENTERTAINMEN	0000		INV	09/07/2023	PLS74695465						
	ACCOUNT DETAIL					LINE AMOUNT						
	1 80280802 51805		A&Y PROG	CD			31.99					
	2 80280802 51806		A&Y PROG	DVD			65.99					
	3 80280802 51809		A&Y PROG	GAMES			25.49					
											123.47	
3125	ALLIANCE ENTERTAINMEN	0000		INV	09/07/2023	PLS74596194						
	ACCOUNT DETAIL					LINE AMOUNT						
	1 80280802 51809		A&Y PROG	GAMES			152.16					
											152.16	
						CHECK TOTAL					275.63	
2943	AMAZON CAPITAL SERVIC	0000		INV	09/07/2023	13R4-4QGK-MNTR						
	ACCOUNT DETAIL					LINE AMOUNT						
	1 80280809 51812	80103	LIBR COMM	LIBR SUPP			18.98					
											18.98	
2943	AMAZON CAPITAL SERVIC	0000		INV	09/07/2023	14MR-FH7D-YPR4						
	ACCOUNT DETAIL					LINE AMOUNT						
	1 80280808 51500		LIBR IT	SHARED IT			116.94					
											116.94	
2943	AMAZON CAPITAL SERVIC	0000		INV	09/07/2023	1VQF-V7X4-TJ1J						
	ACCOUNT DETAIL					LINE AMOUNT						
	1 80280809 51812	80102	LIBR COMM	LIBR SUPP			89.99					
											89.99	
2943	AMAZON CAPITAL SERVIC	0000		INV	09/07/2023	1GJ7-TQXV-R7JW						
	ACCOUNT DETAIL					LINE AMOUNT						
	1 80280809 51812	80102	LIBR COMM	LIBR SUPP			420.11					
											420.11	
2943	AMAZON CAPITAL SERVIC	0000		INV	09/07/2023	1V49-KJVJ-P4JR						
	ACCOUNT DETAIL					LINE AMOUNT						
	1 80280802 51802	80103	A&Y PROG	NEW COLL			104.81					
											104.81	
2943	AMAZON CAPITAL SERVIC	0000		INV	09/07/2023	1XN4-WNX3-MFPJ						
	ACCOUNT DETAIL					LINE AMOUNT						
	1 80280802 51802	80103	A&Y PROG	NEW COLL			16.97					
											16.97	
						CHECK TOTAL					767.80	

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: 1090723 09/07/2023
 DUE DATE: 09/07/2023

CASH ACCOUNT: 802		10100		CASH							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK		
96	AMEREN ILLINOIS COMPA	0000		INV	09/07/2023	58647					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280805 52600		LIBR FAC	UTILITIES			514.56				
										514.56	
										CHECK TOTAL	514.56
96	AMEREN ILLINOIS COMPA	0000		INV	09/07/2023	58648					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280805 52600		LIBR FAC	UTILITIES			818.88				
										818.88	
										CHECK TOTAL	818.88
217	BAKER & TAYLOR LLC	0000		INV	09/07/2023	2037761725					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51801		A&Y PROG	LIBR BOOKS			1,530.01				
										1,530.01	
217	BAKER & TAYLOR LLC	0000		INV	09/07/2023	2037765436					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51801		A&Y PROG	LIBR BOOKS			748.93				
										748.93	
217	BAKER & TAYLOR LLC	0000		INV	09/07/2023	2037757763					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51801 80103		A&Y PROG	LIBR BOOKS			397.33				
										397.33	
217	BAKER & TAYLOR LLC	0000		INV	09/07/2023	2037762784					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51801 80103		A&Y PROG	LIBR BOOKS			320.07				
										320.07	
217	BAKER & TAYLOR LLC	0000		INV	09/07/2023	2037765532					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51801 80103		A&Y PROG	LIBR BOOKS			1,026.45				
										1,026.45	
217	BAKER & TAYLOR LLC	0000		INV	09/07/2023	2037753089					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 81080832 51801		ADULT GIFT	LIBR BOOKS			38.19				
										38.19	

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: 1090723 09/07/2023
 DUE DATE: 09/07/2023

CASH ACCOUNT: 802 10100		CASH								
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK	
217	BAKER & TAYLOR LLC	0000		INV	09/07/2023	2037757985				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280802 51801		A&Y PROG	LIBR BOOKS			180.64			
							180.64			
						CHECK TOTAL	4,241.62			
2257	CFS - CUSTOM FACILITY	0000		INV	09/07/2023	1981				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280805 52999		LIBR FAC	OTHER SVCS			5,833.33			
							5,833.33			
						CHECK TOTAL	5,833.33			
2674	COMMON GROUND FOOD CO	0000		INV	09/07/2023	58595				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280809 51812 80102		LIBR COMM	LIBR SUPP			167.42			
							167.42			
						CHECK TOTAL	167.42			
3403	DANIEL SOTO JR	0000		INV	09/07/2023	58596				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280809 51812		LIBR COMM	LIBR SUPP			350.00			
							350.00			
						CHECK TOTAL	350.00			
1873	DAWN CASSADY	0000		INV	09/07/2023	58597				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280800 52320		LIBR ADMIN	TRAVEL			204.76			
							204.76			
						CHECK TOTAL	204.76			
3390	GREAT AMERICA FINANCI	0000		INV	09/07/2023	34775993				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280808 52203		LIBR IT	MAINT AGRM			357.12			
							357.12			
						CHECK TOTAL	357.12			

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: I090723 09/07/2023
 DUE DATE: 09/07/2023

CASH ACCOUNT: 802 10100		CASH								
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK	
2260	INGRAM INDUSTRIES INC	0000		INV	09/07/2023	77618070				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280802 51801		A&Y PROG	LIBR BOOKS		264.27				
							264.27			
							264.27			
254	CAROL INSKEEP	0000		INV	09/07/2023	58593				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280809 51812		LIBR COMM	LIBR SUPP		11.29				
							11.29			
							11.29			
1990	KANOPY INC.	0000		INV	09/07/2023	363683-PPU				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280802 51811		A&Y PROG	DOWNLOAD		1,081.00				
							1,081.00			
							1,081.00			
447	KONE INC	0000		INV	09/07/2023	871138638				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280805 52999		LIBR FAC	OTHER SVCS		2,023.68				
							2,023.68			
							2,023.68			
268	MIDWEST TAPE	0000		INV	09/07/2023	504294502				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280802 51811		A&Y PROG	DOWNLOAD		5,499.86				
							5,499.86			
268	MIDWEST TAPE	0000		INV	09/07/2023	504274711				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280802 51804		A&Y PROG	AUDIOBOOKS		79.98				
							79.98			
268	MIDWEST TAPE	0000		INV	09/07/2023	504274713				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280802 51806		A&Y PROG	DVD		123.69				
							123.69			

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: 1090723 09/07/2023
 DUE DATE: 09/07/2023

CASH ACCOUNT: 802		10100		CASH							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK		
268	MIDWEST TAPE	0000		INV	09/07/2023	504274714					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51806		A&Y PROG	DVD			41.23				
										41.23	
268	MIDWEST TAPE	0000		INV	09/07/2023	504274715					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51806		A&Y PROG	DVD			15.74				
										15.74	
268	MIDWEST TAPE	0000		INV	09/07/2023	504274716					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51806		A&Y PROG	DVD			18.74				
										18.74	
268	MIDWEST TAPE	0000		INV	09/07/2023	504274717					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51806		A&Y PROG	DVD			74.96				
										74.96	
268	MIDWEST TAPE	0000		INV	09/07/2023	504274718					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51806		A&Y PROG	DVD			50.23				
										50.23	
268	MIDWEST TAPE	0000		INV	09/07/2023	504270057					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51807 80103		A&Y PROG	RECORDING			53.98				
										53.98	
268	MIDWEST TAPE	0000		INV	09/07/2023	504270059					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51806 80103		A&Y PROG	DVD			11.24				
										11.24	
268	MIDWEST TAPE	0000		INV	09/07/2023	504275290					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51806 80103		A&Y PROG	DVD			78.72				
										78.72	
										CHECK TOTAL	6,048.37
2516	THE NEW LINCOLN SQUAR	0000		INV	09/07/2023	58598					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280803 52912		ARCHIVES	FACILTYREN			725.00				
										725.00	

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: 1090723 09/07/2023
 DUE DATE: 09/07/2023

CASH ACCOUNT: 802		10100		CASH							
VENDOR	REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK			
					CHECK TOTAL	725.00					
1263	THE NEWS GAZETTE	0005	INV	09/07/2023	58604						
	ACCOUNT DETAIL				LINE AMOUNT						
1	80280802 51803	A&Y PROG	LIBR PER			24.00			24.00		
					CHECK TOTAL	24.00					
2639	NICHE ACADEMY LLC	0001	INV	09/07/2023	8764						
	ACCOUNT DETAIL				LINE AMOUNT						
1	80280802 52910	A&Y PROG	DTB CHARGE			2,100.00			2,100.00		
					CHECK TOTAL	2,100.00					
9999	Jerry Hunt	0000	INV	09/07/2023	58646						
	ACCOUNT DETAIL				LINE AMOUNT						
1	802 44800	LGEN FUND	LIBR FEES			18.00			18.00		
					CHECK TOTAL	18.00					
283	QUILL CORPORATION	0000	INV	09/07/2023	34262190						
	ACCOUNT DETAIL				LINE AMOUNT						
1	80280801 51900	LIBR CTRL	OTHER SUPP			59.99			59.99		
283	QUILL CORPORATION	0000	INV	09/07/2023	34251632						
	ACCOUNT DETAIL				LINE AMOUNT						
1	80280801 51900	LIBR CTRL	OTHER SUPP			108.76			108.76		
					CHECK TOTAL	168.75					
2952	PAVLOV MEDIA INC	0000	INV	09/07/2023	INV30375						
	ACCOUNT DETAIL				LINE AMOUNT						
1	80280808 52999	LIBR IT	OTHER SVCS			800.00			800.00		
2952	PAVLOV MEDIA INC	0000	INV	09/07/2023	INV30792						
	ACCOUNT DETAIL				LINE AMOUNT						
1	80280808 52999	LIBR IT	OTHER SVCS			800.00			800.00		

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: 1090723 09/07/2023
 DUE DATE: 09/07/2023

CASH ACCOUNT: 802 10100		CASH									
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE		AMOUNT	VOUCHER	CHECK	
2952	PAVLOV MEDIA INC	0000		INV	09/07/2023	INV31247					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280808 52999		LIBR IT	OTHER SVCS		800.00		800.00			
2952	PAVLOV MEDIA INC	0000		INV	09/07/2023	INV31739					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280808 52999		LIBR IT	OTHER SVCS		800.00		800.00			
						CHECK TOTAL		3,200.00			
47	INVOICES										
						WARRANT TOTAL		29,195.48			
						CASH ACCOUNT BALANCE					1,913,966.01

ACCOUNTS PAYABLE CHECK RUN REPORT

Ck Run Id# Summary

CK RUN ID#: 1090723 09/07/2023
 DUE DATE: 09/07/2023

FUND	ORG	ACCOUNT	AMOUNT	AVLB BUDGET
802	802	LIBRARY GENERAL FUND 802-00-00-000-000-44800-	LIBRARY FEES 18.00	0.00
802	80280800	LIBRARY ADMINISTRATIO 802-60-80-800-000-52320-	TRAVEL, EDUCATION AND 204.76	-149.07
802	80280801	LIBRARY CENTRALIZED C 802-60-80-801-000-51900-	OTHER SUPPLIES 168.75	10,294.72
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51801-	LIBRARY BOOKS 2,723.85	2,751.14
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51801-80103	LIBRARY BOOKS 1,743.85	3,664.07
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51802-80103	NEW COLLECTIONS 121.78	2,053.71
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51803-	LIBRARY PERIODICALS 24.00	334.12
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51804-	AUDIOBOOKS 79.98	126.86
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51805-	CD'S 31.99	305.15
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51806-	DVD'S 390.58	3,132.60
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51806-80103	DVD'S 89.96	170.81
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51807-80103	RECORDINGS 53.98	106.10
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51809-	GAMES 177.65	31.50
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51811-	DOWNLOADABLES 6,580.86	17.44
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-52910-	DATABASE CHARGES 2,100.00	2,701.86
802	80280803	ARCHIVES 802-60-80-803-000-52912-	FACILITY RENTAL 725.00	0.00
802	80280805	LIBRARY FACILITIES 802-60-80-805-000-52600-	UTILITIES 1,333.44	3,559.42
802	80280805	LIBRARY FACILITIES 802-60-80-805-000-52999-	OTHER CONTRACTUAL SER 7,857.01	47.67
802	80280808	LIBRARY IT 802-60-80-808-000-51500-	SHARED IT COSTS 116.94	28,323.60
802	80280808	LIBRARY IT 802-60-80-808-000-52203-	MAINTENANCE AGREEMENT 357.12	0.00
802	80280808	LIBRARY IT 802-60-80-808-000-52999-	OTHER CONTRACTUAL SER 3,200.00	8,900.00
802	80280809	LIBRARY COMMUNITY ENG 802-60-80-809-000-51812-	LIBRARY PROGRAM SUPPL 361.29	2,761.02
802	80280809	LIBRARY COMMUNITY ENG 802-60-80-809-000-51812-80102	LIBRARY PROGRAM SUPPL 677.52	865.16
802	80280809	LIBRARY COMMUNITY ENG 802-60-80-809-000-51812-80103	LIBRARY PROGRAM SUPPL 18.98	311.35
			FUND TOTAL	29,157.29
CASH ACCOUNT 802 10100		BALANCE 1,913,966.01		
810	81080832	ADULT GIFTS 810-60-80-832-000-51801-	LIBRARY BOOKS 38.19	9,150.65
			FUND TOTAL	38.19
CASH ACCOUNT 802 10100		BALANCE 1,913,966.01		
			WARRANT SUMMARY TOTAL	29,195.48
			GRAND TOTAL	29,195.48

PUBLIC POSTING

1. PUBLIC POSTING SPACE

The Urbana Free Library maintains ~~a bulletin board, pamphlet rack, and display cases~~[space s throughout the Library](#) for use by individuals, nonprofit organizations, or community groups engaged in nonprofit educational, cultural, intellectual, or charitable activities.

In no case should the presence of any public notice, flyer, pamphlet, or display be interpreted as representing the views or opinions of the Library Board or staff, or of the government of the City of Urbana.

The Library uses the [American Library Association's Library Bill of Rights](#) to ensure equitable public access to display spaces.

- Materials will not be excluded because of the origin, background, or views of those contributing to their creation.
- Materials will not be proscribed or removed because of partisan or doctrinal disapproval.
- Display space is made available on an equitable basis, regardless of the beliefs or affiliations of individuals or groups requesting their use.

The Library may establish procedures regarding the time, place, and manner of use of the ~~bulletin board, pamphlet rack, and display cases~~[public posting spaces](#). Criteria for the use of these spaces may include (but are not limited to) the size of materials to be displayed, the length of time materials may remain on display, the frequency with which materials may be displayed or posted for the same group, the availability of the space requested, and the geographic area relevant to the Urbana community.

2. REQUESTS FOR RECONSIDERATION

In case any person disagrees with ~~a decision of the Library's decision not to to refuse to provide space in any of its display cases, bulletin board, or pamphlet rack~~[post-post material in its public posting spaces](#), the decision of the Library's Executive Director on the matter shall be final.

Adopted May 11, 1981

Revised September 12, 1988; February 9, 2021; [September 12, 2023](#)

[08/10/202109/12/2023](#)

LIBRARY COLLECTION MANAGEMENT

1. GENERAL INTENT

This Library Collection Management Policy is intended to provide guidance for the evaluation and selection of materials collected for the benefit of the Library users.

Within the limits of budget and defined scope, the Library's intent is an active collection that balances viewpoints across a broad spectrum of opinion and subject matter in formats suitable to a variety of learning styles, educational levels, and recreational interests.

2. CLIENTELE

The Library seeks to anticipate and meet the needs of its primary clientele, the residents of the City of Urbana. The Library also considers the needs of area students, faculty, and staff from Urbana School District #116, University of Illinois, Parkland College, and homeschoolers, although it does not provide direct curriculum support.

3. COLLECTION MANAGEMENT RESPONSIBILITY

The Executive Director has overall responsibility for collection management, which is delegated to staff under the general supervision of the respective department head(s). In all aspects of collection management, Library staff are expected to exercise professional judgment and to set aside personal agenda and bias.

4. COLLECTION MANAGEMENT PRIORITIES

The Library collection is intended to reflect community interests and to support educational, civic, and cultural activities within the community. Library staff welcome suggestions and requests for purchase from Library users.

The Library purchases current materials in a timely manner and sufficient copies of individual popular titles to reasonably meet the demands of Library users. Library staff monitor circulation and requests for holds as an indication of user demand.

A number of factors are considered before materials are withdrawn from the collection. Except in areas where dated materials are subject to inaccuracies, Library staff do not withdraw materials from the collection solely on the basis of age of the materials; rather, withdrawal of materials from the general collection is conducted primarily on the basis of the relevance of materials to the Library Collection Management Policy.

The Library gives special consideration to works of local authors and local recording artists, as well as works with local settings, provided such works are created for a popular audience.

The Library supports a variety of audiovisual and digital formats, although actual formats may change over time. The Library withdraws formats when use substantially declines. Additional

[08/10/202109/12/2023](#)

LIBRARY COLLECTION MANAGEMENT

media that are appropriate and cost effective will be considered if the funds are available to sustain a collection.

Materials in languages other than English are selected on the basis of community demographics and interests.

5. GIFTS AND DONATIONS

Gifts of books or other materials are accepted by the Library with the understanding that they will be judged on the same basis as materials considered for purchase. Generally, gift materials that are not added to the Library collection are included in the Friends of The Urbana Free Library book sales or passed on to other appropriate agencies.

The Library reserves the right to determine the placement and conditions of use concerning any gift that it accepts. Proffered gifts that include restrictions or limitations must be specifically approved by the department ~~Director~~manager and the Executive Director.

The Library accepts monetary gifts intended for the purchase of Library materials when the donors' intentions and the Library's collection objectives are consistent.

6. RELATIONSHIPS WITH OTHER LIBRARIES

The Urbana Free Library is a member of a regional library system and has access to the collections of other libraries through state and national interlibrary loan networks. The Library uses interlibrary loan to supplement its own collection and to extend its ability to meet the requests of Library users.

7. POLICY REVIEW

The Library Collection Management Policy will be reviewed biennially and revised as necessary to meet new and differing areas of community interest as well as new formats.

8. AMERICAN LIBRARY ASSOCIATION POLICY STATEMENTS

The ~~Library's selection of materials sustains the principles~~Library adheres to, insofar as they apply to selection, embodied in the American Library Association's Library Bill of Rights, Statement on Labeling and Rating Systems, Freedom to Read Statement, and Freedom to View Statement ~~current as of the revision of this policy~~. Copies of these documents are available at <http://www.ala.org>.

9. REQUESTS FOR RECONSIDERATION

Materials are not withdrawn from the Library collection due to their controversial nature; the objections of individuals or groups; or their unpopular portrayal of events, institutions, or

[08/10/202109/12/2023](#)

LIBRARY COLLECTION MANAGEMENT

citizens. No item is considered for removal from the collection until a written request on the Library's Request for Reconsideration form has been submitted.

The Urbana Free Library's cardholders or those who reside in the Library's taxing district may object to selected Library materials by completing a Request for Reconsideration form. To submit a reconsideration form, the person must have read, viewed, listened to, or used the material. Once a completed form is received by the Library's Executive Director, a thoughtful, deliberative process for reconsideration of the Library materials identified by the Library patron will begin. The person will be informed of the objectives of the process, the timeline, the review structure, and the opportunity for appeal in accordance with the Request for Reconsideration procedure.

Adopted May 11, 1981

Revised November 12, 2013; November 10, 2015;
November 14, 2017; August 13, 2019; August 10, 2021;
[September 12, 2023](#)

ARCHIVES COLLECTION MANAGEMENT

The Archives Collection Management Policy is supplemental to the general Library Collection Management policy, section II-A.

1. INTENT OF THE COLLECTION

The Champaign County Historical Archives at The Urbana Free Library maintains a research-level collection of the history and genealogy of Champaign County. The intent of the collection is to serve the research needs of the local community, general public, and anyone interested in Champaign County history or genealogy. To support this collection and extend its usefulness, the Archives also collects secondary materials on the history of East Central Illinois and on the genealogy of those states that document significant migration routes of the communities that comprise Champaign County.

Archives collections are non-circulating.

2. GENERAL SCOPE OF THE COLLECTION

a. Local History

The Archives collects both primary and secondary materials on Champaign County. (For the purpose of this policy *primary* and *secondary* are defined in sections II-D-4-b, c below.) These materials on Champaign County form the core of the Archives collection, and materials in this area are collected in the greatest depth possible.

The Archives also collects secondary historical materials on Illinois as specified in section II-D-3 below.

b. Genealogy

The Archives collects primary and secondary materials on the genealogy of Champaign County in the greatest practical depth.

The Archives collects secondary genealogical materials that document the migration routes of the communities that comprise Champaign County. Two of the primary routes covered are those who migrated north from the Southern United States, and those who migrated west from the Eastern United States.

The Archives collects secondary genealogical materials on other states and countries as specified in section II-D-3 below.

3. SPECIFIC SCOPE OF THE COLLECTION

a. Personal Papers

The Archives collects physical and digital personal and family papers, including correspondence, diaries, photographs, scrapbooks, ephemera, and other materials that document the history and represent the diversity of Champaign County.

ARCHIVES COLLECTION MANAGEMENT

b. Organizational Records

The Archives collects physical and digital organizational records, including correspondence, minutes, reports, photographs, publications, ephemera, and other documents that represent the diversity of Champaign County.

c. Records of the Circuit Court of Champaign County

In accordance with an Intergovernmental Agreement between the Champaign County Clerk of the Circuit Court and The Urbana Free Library, certain non-current records that are the property of the Circuit Clerk may be housed in the Library's Champaign County Historical Archives. (on file)

d. Directories

The Archives collects directories for the cities of Urbana and Champaign through gift, transfer, or purchase. It solicits donations of directories for all other communities in Champaign, Douglas, Ford, Piatt, and Vermilion counties.

e. Telephone Books

The Archives collects telephone directories for all communities in Champaign, Douglas, Ford, Piatt, and Vermilion counties. It collects telephone books for Champaign County through gift, purchase, or transfer. It solicits donations of telephone books for all other communities in the remaining four counties.

f. School Yearbooks

The Archives collects school yearbooks for all primary schools, secondary schools, and institutions of higher education in Champaign County through gift or purchase.

g. Artifacts and Artwork

The Archives does not collect artifacts or artwork, local or otherwise. Exception is made on rare occasions for pieces with teaching or exhibit potential. All other items are referred to other appropriate local institutions.

h. General Histories

The Archives does not collect general national histories. It collects regional histories to the extent that they clarify the historical past of Champaign County. It collects state and local histories only if they provide substantial assistance in research on East Central Illinois, or in genealogical research listed in II-D-2-b above.

i. Military History

The Archives collects military publications related to Champaign County and East Central Illinois when they hold specific genealogical value.

ARCHIVES COLLECTION MANAGEMENT

j. Biographies and Biographical Materials

The Archives collects both primary and secondary source materials on the citizens of Champaign County.

k. Genealogy

The Archives collects current and relevant general manuals, handbooks, guides, and indexes to national and international genealogical research. The Archives collects Champaign County family histories through gift or purchase.

l. Local Authors

The Archives collects the works of local authors only when they make reference to East Central Illinois, or when the authors are widely identified with Champaign County, or when their works exemplify interesting aspects of Champaign County.

m. Cookbooks

The Archives collects cookbooks authored or compiled by Champaign County residents and organizations.

n. The University of Illinois

The Archives does not collect primary source materials on the University of Illinois, except for those items relating to general community life in Champaign County. All other University of Illinois materials are referred to the University of Illinois Archives.

o. Abraham Lincoln

The University of Illinois owns an extensive collection of materials on Abraham Lincoln, and the Archives does not attempt to duplicate this collection. The Archives collects materials on only those aspects of Lincoln's life and career that relate directly to Champaign County.

p. Genealogical Society Newsletters and Quarterly Publications

The Archives acquires genealogical society newsletters and quarterly publications from Illinois and from areas listed in section II-D-2-b above.

4. ACQUISITION OF MATERIALS

a. Selection Authority

Authority for selection of materials rests with the Director of the Champaign County Historical Archives, who consults with Archives staff and with the Library's Executive Director as appropriate. Requests from library users are carefully considered, to the extent that they fit the Archives Collection Management Policy.

ARCHIVES COLLECTION MANAGEMENT

b. Primary Source Materials

For the purpose of this policy, primary source materials are defined as including government or organizational records, personal and family papers (See II-D-3-a, m), photographs, cemetery records, obituary notices, scrapbooks, correspondence, oral histories, newspapers, land records, school yearbooks, and books of original entry such as ledgers and journals.

c. Secondary Source Materials

For the purposes of this policy, secondary source materials are defined as published materials, including books, magazines, atlases, maps, and compilations of records, but excluding newspapers and school yearbooks.

d. Long-term Collection Management

The Archives collection is intended to serve a long-term purpose. Materials are therefore selected on the basis of future, as well as current, interest and research potential.

e. Viewpoint

The Archives collects materials on appropriate topics, regardless of viewpoint.

f. Ownership of Records

Materials donated to or otherwise acquired by the Archives remain the permanent property of the Library.

g. Multiple Copies

Multiple copies of materials are acquired on the basis of current and anticipated long-term demand. For the most part, acquisition of multiple copies is limited to materials of local significance to Champaign County, such as city directories, atlases, maps, school yearbooks, and local histories, which can be expected to wear out in normal use and to be very difficult to replace at a later date.

h. Gifts

Gifts and bequests of materials are accepted by the Archives staff with the understanding that they are judged on the basis of the Archives Collection Management Policy. Materials that fall outside the scope of this policy are not added to the collection. The Archives accepts gifts accompanied by restrictions on their use or eventual disposal only with the formal approval of the Director of the Champaign County Historical Archives.

i. Reformatting

The Archives may reformat its existing collection to microform or digital form for preservation and access where suitable. The decision to reformat is based on the fragility

ARCHIVES COLLECTION MANAGEMENT

and bulk of the material, the degree to which it can be reproduced clearly, the level of use, and the historical importance of retaining the material in its original physical form. In some cases, fragile but heavily-used materials are reformatted to microform or digital form in order to preserve the originals. In such cases, users are expected to limit their use to the microform or digital copies. Retention of originals after reformatting is based on their historical significance and on their physical condition.

j. Electronic Records

The Archives accepts digital materials provided these records match the scope of the collection. As technology and preservation formats evolve, the Archives will monitor trends and migrate records to more stable formats for future accessibility.

k. Endangered Materials

The Archives may accept records in imminent danger of loss or destruction for temporary storage, pending a decision on ultimate accession or disposal.

l. Copies

The Archives rejects gifts of copied materials if it is determined that they were made in violation of copyright laws.

m. Online Resources

The Archives is committed to providing access to current online resources and subscription services to meet the research needs of its users.

n. Reappraisal and Deaccessioning of Materials

Reappraisal of materials in the Archives collection is conducted primarily on the basis of the relevance of materials to the Archives Collection Management Policy. The Director of the Champaign County Historical Archives makes final decisions over material to be deaccessioned.

o. Materials Processing

The Champaign County Historical Archives cannot and will not make promises regarding the processing, exhibition, digitization, publication, or other use of donated materials.

Adopted June 14, 1982

Revised November 12, 2013; November 10, 2015; November 14, 2017; September 10, 2019; October 8, 2019; August 10, 2021

Reaffirmed September 12, 2023

PHOTOGRAPHY AND RECORDING POLICY

1. GENERAL POLICY GOVERNING PHOTOGRAPHY AND RECORDING

The Urbana Free Library (the Library), The Friends of The Urbana Free Library (Friends), and The Urbana Free Library Foundation (Foundation) services, programs, and events may be recorded through photographs, video, and/or audio recordings. These photographs and recordings may be used for the promotion of the Library, Friends, or Foundation. ~~The Library, the Friends, and the Foundation frequently use photos/recordings of people enjoying all that the Library has to offer (on or off Library property) in publications and display spaces to promote the value, and use of, Library products, services, collections, and spaces to support and advance the mission of the Library and to raise awareness of everything the Library, Friends, and Foundation have to offer.~~

The Library will post ~~information about~~ the Photography and Recording Policy ~~in various locations throughout the Library and~~ on the Library's website.

Individuals or their family members who do not want to be photographed should notify Library staff prior to or immediately after the program/event or interaction. Individuals whose images may be used will not be identified unless the Library has a signed release form from the individual or, in the case of a person under 18 years of age, that person's parent or lawful guardian. Individuals who find an image of themselves or a minor family member that they would like removed from Library, Friends, or Foundation materials are encouraged to contact the Library's Director of Development & Promotion ~~Administrative Community Engagement staff or designee~~ as soon as reasonably possible.

2. PHOTOGRAPHY AND RECORDING BY VISITORS

Visitors may take ~~casual~~ photographs or recordings in the Library, ~~provided they~~. ~~Visitors who seek to photograph or record within the Library must observe the following:~~

- Are ~~Be~~ respectful and refrain from disturbing Library users (e.g., use tripods, flash photography, close-up photography ~~ing or recording~~).
- Refrain from ~~T~~taking photos/recordings of specific, copyrighted (or otherwise protected) materials for the purpose of redistribution or sale ~~is prohibited~~.
- Refrain from ~~T~~taking photos/recordings in non-public areas ~~is prohibited unless consent is given by staff~~.

The ~~uses~~ of additional equipment, such as tripods or lighting, ~~is~~ are not permitted ~~because of safety, liability, and other issues~~, unless previously authorized ~~in writing~~ by the Library's Executive Director or their ~~designee~~. Library staff may stop any photography or recording that ~~appears to~~ interferes with the Library's ability to conduct business, that compromises

PHOTOGRAPHY AND RECORDING POLICY

public safety or security, or that clearly and directly interferes with a Library patron's use of Library services, facilities, or materials.

Members of the media are expected to check in with the Library's [Community Engagement staff](#) or ~~other~~ [Director of Development & Promotion](#) or other Administrative staff prior to or upon entering the Library to alert staff of the intent to photograph or record inside the Library.

~~Visitors who seek to photograph or record within the Library must observe the following:~~

- ~~• Be respectful and refrain from disturbing Library users (e.g., tripods, flash photography, close-up photographing or recording).~~
- ~~• Taking photos/recordings of specific, copyrighted (or otherwise protected) materials for the purpose of redistribution or sale is prohibited.~~
- ~~• Taking photos/recordings in non-public areas is prohibited unless consent is given by staff.~~

Adopted September 10, 2019

[Revised September 12, 2023](#)



80280805-52600

Monthly Invoice

Statement Date: 08/22/2023

Customer Number: 876594-47

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

Total Amount Due by 09/12/2023 \$21,986.90

Rate Plan: Fixed Price Solutions
Account ID: 13992008
Utility Number: 5158373000
Service Period: 7/20/2023 to 8/18/2023
Statement Number: 66186004601

Previous Balance: \$11,696.48
Payments Since Last Invoice: \$0.00
Unpaid Balance: \$11,696.48
Late/Finance Charges: -\$17.88
Credit/Adjustments: \$0.00
Total New Charges: \$10,308.30

HOW WE CALCULATED YOUR BILL

See reverse side for detailed description of charges ↩

UDC Charges

\$3,686.38

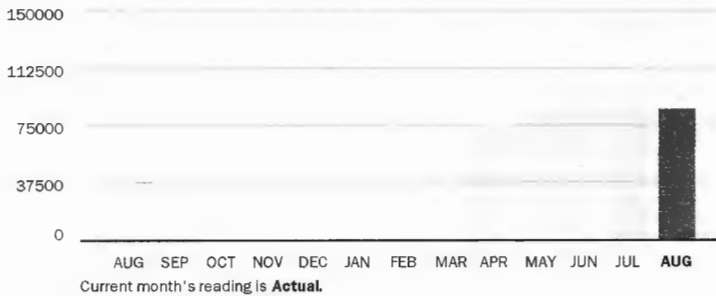


pd \$11,661.35 ck#5943
2023-8-9

Contract Charges
\$6,628.32

-\$6.40

CONSUMPTION HISTORY



MONTHLY USAGE

Current Month 86,997 kWh

Last Month
101,833
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: 66186004601

Customer Number: 876594-47



PO Box 4911
Houston, TX 77210-4911

Total Amount Due by 09/12/2023 \$21,986.90

AMOUNT ENCLOSED



0104898 01 MB 0.561 **AUTO T2 0 4234 61801-395310 -C03-P04902-11



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

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**HAVE A QUESTION OR EMERGENCY?**

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

Total Amount Due by 09/12/2023 \$21,986.90

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	07/20/2023	08/18/2023	86,997.280

DETAILED CHARGES

	Quantity	Rate	Amount
Contract Charges			
Energy-Fixed Price	86,997.28 kWh	\$0.0761900/kWh	\$6,628.32
Subtotal Contract Charges			\$6,628.32
Market Charges			
Reliability Must Run	86,997.30 kWh	-\$0.0000736/kWh	-\$6.40
Renewable Portfolio Standards	86,997.30 kWh	\$0.0000000/kWh	\$0.00
Subtotal Market Charges			-\$6.40
UDC Charges			
Subtotal UDC Charges			\$3,686.38
Total New Charges			\$10,308.30

DETAILED FEES/ADJUSTMENTS

Late/Finance Charge	Invoice Number	Utility Number	Service Period	Amount
Late Fee Charge	659259427	5158373000	06/20/2023 - 07/20/2023	\$17.25
Waive Late Payment Charge	661860046	5158373000	04/20/2023 - 05/19/2023	-\$35.13
Total Late/Finance Charges				-\$17.88

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 09/12/2023 \$21,986.90

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!

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: 66186004601

Customer Number: 876594-47

Invoice Number: 66186004601

UTILITY DISTRIBUTION CHARGES

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

Ameren IP Account ID: 5158373000
Amount Due \$3,686.38

METER READINGS

METER READING

READ DATE	METER NO.	LOAD TYPE	READING TYPE	PREVIOUS	PRESENT	MULTIPLY X	USAGE
08/19/2023	25900955	General Service	Pk kW	Actual	Actual		223.200
08/19/2023	25900955	General Service	Total kWh	Actual	Actual		86,997.280

INVOICE DETAILS

Rate Class - General Delivery Service (SECOND

Service : 07/20/2023 To 08/18/2023 - 29 Days

CHARGE TYPE	QUANTITY	UOM	RATE	AMOUNT
Clean Energy Assistance Charge	86997.00	KH	0.00175	\$152.24
Customer Charge	0.00		0	\$44.61
Customer Generation Charge	0.00		0	\$67.36
Distribution Delivery kW Charge	223.20	K1	8.35	\$1,863.72
EDT Cost Recovery	0.00		0	\$116.36
Electric Deferred Income Tax Adjustment	0.00		0	-\$15.36
Electric Environmental Adjustment	86997.00	KH	0.0007516	\$65.39
Energy Efficiency Programs Charge	86997.00	KH	0.00222	\$193.13
Energy Transition Assistance Charge	86997.00	KH	0.00072	\$62.64
Illinois State Electricity Excise Tax	0.00		0	\$271.82
Meter Charge	0.00		0	\$12.26
Municipal Tax	0.00		0	\$322.28

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Statement Number: 66186004601

Customer Number: 876594-47

Invoice Number: 66186004601

UTILITY DISTRIBUTION CHARGES

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

Ameren IP Account ID: 5158373000
Amount Due \$3,686.38

INVOICE DETAILS (Con't)

CHARGE TYPE	QUANTITY	UOM	RATE	AMOUNT
Renewable Energy Adjustment	86997.00	KH	0.00458	\$398.45
Single Bill Option Credit	0.00		0	-\$0.21
Transformation Charge	223.20	K1	0.59	\$131.69
Total New Charges				\$3,686.38

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

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