



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 January 9, 2024, in the Lewis Auditorium of The Urbana Free Library, 210 West Green Street, Urbana, IL.

AGENDA

- 1.0 Call to Order**
- 2.0 Roll Call/Attendance**
- 3.0 Additions, Corrections, Modifications of the Agenda**
- 4.0 Approve the Agenda**
- 5.0 Public Comment**
- 6.0 Presentations**
 - 6.1 Library Audit Report for FY23: Riley Martin from Lauterbach & Amen, LLP
 - 6.2 Building Program: Joe Huberty from Engberg Anderson
 - 6.3 Introduction of Pat Cain, Manager of the Champaign County Historical Archives
 - 6.4 TUFL Budgeting Process: Celeste Moutos
- 7.0 Action Items (Consent Agenda)**

Board Meeting Minutes of December 12, 2023
Payroll for December 15, 2023; total \$122,304.36
Payroll for December 29, 2023; total \$108,292.91
Bills for December 15, 2023; total \$23,195.26
Bills for December 21, 2023; total \$6,531.44
Bills for January 4, 2024; total \$35,530.82
- 8.0 Action Items (Individual)**
 - 8.1 Accept Library Audit Report
 - 8.2 Adopt Technology Plan
 - 8.3 Resolution 2024-01 to Accept Grants and Gifts
 - 8.4 FY24 Budget Amendment
 - 8.5 Resolution 2024-02 to Thank Mark Pelmore for His Years of Service
 - 8.6 Resolution 2024-03 to Authorize Designated Persons to Secure and Have Access to Safe Deposit Boxes at Busey Bank
 - 8.7 Filling Vacant Officer Positions:
 - a. Erica Bellina for Secretary/Treasurer
 - b. Glen Layne-Worthey for Secretary *pro tempore*
- 9.0 Discussion Items**

Streaming and eBook Services: Rob Bennett
- 10.0 Reports of the Liaison Officer**
 - 10.1 Friends of The Urbana Free Library
 - 10.2 The Urbana Free Library Foundation
 - 10.3 Illinois Heartland Library System
- 11.0 Administrative Report**
- 12.0 Board, and Committee Reports**
- 13.0 Board President Report**
- 14.0 Unfinished Business**
- 15.0 New Business**
- 16.0 Adjournment**

The next regularly scheduled meeting of the Board of Trustees of The Urbana Free Library will be February 13, 2024, 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.



Director’s Report

Date: January 5, 2024

To: The Urbana Free Library Board of Trustees

From: Celeste Choate, Executive Director

Re: Director’s Report for Board Meeting of January 9, 2024

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Strategic Plan Progress



ENHANCE We steward our physical and financial resources to serve evolving community needs that support growth and sustainability.

- December's UFLive! concert featured Carl Johnson and the New Orleans Jazz Machine. This annual Library tradition has been made possible for many years through a donation to The Urbana Free Library Foundation by Bob and Bonnie Switzer. Bob says, "We hope this UFLive! tradition will continue for years to come, and we are happy to support it." This year Carl was awarded 40 North's Lifetime ACE Award for "for countless years dedicated to teaching music and entertaining audiences all over Champaign-Urbana and beyond, for being a one-of-a-kind contributor to our community's music scene through his capacity to engage and inspire people with his musicianship and outstanding character."
- The Library partnered with the CU Community Fab Lab on their application for the University of Illinois' [Building Beyond the Barriers Community Grant](#) to create a maker-in-residence program this spring. It was recently announced that the CU Community Fab Lab was awarded the grant and will receive \$29,293 in grant funding. During the spring months, maker artists will have residencies at local maker facilities that last up to a month, and their residencies will include holding workshops at the Library. The grant will also fund the purchase of several pieces of maker equipment and supplies for the Library, expanding the types of workshops and other maker programs that the Library can host.
- The Library recently welcomed Pat Cain as Champaign County Historical Archives Manager. Pat’s first day with the Archives and the Library was December 11th. Welcome, Pat!

- The Library recently hired Olivia Coleman for the newly-created position of full-time, bilingual Programming Specialist. The Programming Specialist will focus on youth programming and community outreach to provide long-term benefits, especially for youth who have been impacted by the pandemic. Olivia will focus particularly in areas of our community that the City has identified as socially vulnerable and in areas where many residents don't have library cards. At present, this position is being funded primarily by a City of Urbana ARPA grant and partially by the Frampton Fund provided by The Urbana Free Library Foundation.
- Sara Bennett has been accepted into the Digital POWRR Peer Assessment Program for 2024, a project funded by a national Institute of Museum and Library Services (IMLS) grant. This is a year-long training program for librarians and archivists at under-resourced organizations to learn digital preservation best practices and assessment with a mentor and to create a community of practice. In addition to Sara receiving a stipend, TUFL/CCHA will receive an \$870 award that can be provisioned towards helping jump start digital preservation activities.



EMBRACE

We learn about and respond to our community in order to create a welcoming environment that cultivates equity, mutual respect, and belonging.

- The Library continues to make the CD collections more accessible and the space in the Welcome Desk/AV area more welcoming as CDs move from behind the Welcome Desk.



EMPOWER

We connect people with tools and resources for learning, knowledge exchange, and personal growth that leads to greater fulfillment.

- The Library hosted an amazing performance by the University of Illinois' Latin American Music Ensemble. This all-student ensemble performed music highlighting many regions and styles of Latin American and Caribbean music. Several people in the audience mentioned that it was their first time at The Urbana Free Library, so it was wonderful to introduce several UI students to our services and collections.
- At the Annual Show and Tell organized by the Champaign County Genealogical Society, several unique items were shared by 18 community members. They shared a mother's artwork, a children's Singer sewing machine, a family bible, a cast iron memorial stadium ashtray, a horse with an eagle attached to the top, and more. There were also two interesting "tells." The first was the discovery of christening records which led to proving that a relative was born at sea. The second was an amazing tale of how one person who was adopted has connected with several of his half siblings over the past year.
- To celebrate the start of Winter Reading, 75 community members came to the Library to play Life-Size Candy Land. Surrounded by candy decorations, children and their families rolled giant dice to make their way through a colorful path. A number of the children played the game multiple times.
- A new digital exhibit on [The News-Gazette Collection](#) is now live. The exhibit includes a brief history of the newspaper, profiles of the Stevick family and their



leadership of the newspaper, and additional information on materials included within the collection.

- Young community members and their families rang in the New Year with stories, songs, crafts and games at the Library’s annual Noon Year’s Celebration. Children made new year’s glasses and clocks, wrote resolutions, and practiced dropping a new year’s ball into a cup. Several of the almost 100 community members thanked staff for holding a fun event with a variety of activities.



Action Item Details & Additional Information

Staff recommend that the Board approve these January Budget Amendments. The first two are included in Resolution 2024-01, which staff also recommend the Board approve.

- Teen Programming received a \$100.00 donation. Staff request the following FY24 budget amendment to reflect this donation.
 - \$100.00 increase to revenue Donations/Contributions/Gifts (810 46300)
 - \$100.00 increase to expense Teen Programs (81080832-51990)
- The TUFL Foundation approved a gift to the Library of \$6,330 to help fund the landscaping project that is currently in the design phase and due to be implemented during Spring 2024. Staff request the following FY24 budget amendment to reflect this gift.
 - \$6,330.00 increase to revenue Donations/Contributions/Gifts (802 46300)
 - \$6,330.00 increase to expenses for the Other Professional Services line (80280805 52199).
- Following the Finance Policy, Collections has shifted funds to keep up with demand for popular VOX books/audiobooks.
 - \$1,000 increase to Children’s Recordings (80280802 51807 80103)
 - \$1,000 decrease to Downloadables (80280802 51811)

Communication

Library Newsletters

- The TUFL Times, January: <https://uflil.patronpoint.com/email/preview/90>
- The TUFL Times: Youth Edition, January: <https://uflil.patronpoint.com/email/preview/91>
- January Archives Newsletter: <https://uflil.patronpoint.com/email/preview/92>

Library News

- December 4, 2023, *Smilepolitely.com* – The Overture: December 4-10 <https://www.smilepolitely.com/music/the-overture-december-4-10/>
- December 11, 2023, *Smilepolitely.com* – The Overture: December 11-17 <https://www.smilepolitely.com/music/the-overture-december-11-17/>
- December 12, 2023, *Chambanamoms.com* – Must-Do Things During Winter Break in Champaign-Urbana <https://www.chambanamoms.com/2023/12/12/winter-break-activities-champaign-urbana/>
- December 13, 2023, *ipmnewsroom.org* – WILL Call: What’s Happening in Champaign-Urbana Dec. 14-17 <https://ipmnewsroom.org/will-call-whats-happening-in-champaign-urbana-dec-14-dec-17/>
- December 13, 2023, *Chambanamoms.com* – Champaign-Urbana Weekend Planner – Light So Bright <https://www.chambanamoms.com/2023/12/13/champaign-urbana-lights-so-bright/>

- December 16, 2023, *Newschannel20.com* – Urbana Free Library hosts ‘Life-Size Candyland’ to promote Winter Reading Program <https://newschannel20.com/news/local/urbana-free-library-hosts-life-size-candyland-to-promote-winter-reading-program>
- December 18, 2023, *News-gazette.com* – Katherine Majewski | ‘A Haunting’ for those wanting to return to Hill House https://www.news-gazette.com/arts-entertainment/books/katherine-majewski-a-haunting-for-those-wanting-to-return-to-hill-house/article_0e3823f0-386f-59a1-a1f4-4f029edcf841.html

Budget Information

- Budget and FY24 Financial Reports: <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	\$ 217,911.90	\$ 218,899.07	\$ 219,927.40	\$ 220,925.10	
Busey Bank Cash accounts	\$ 2,943,480.37	\$ 3,147,582.21	\$ 4,212,416.00	\$ 3,925,611.70	\$ 3,784,810.07	
Busey Bank Web account	\$ 68,388.69	\$ 73,630.53	\$ 77,357.69	\$ 80,143.02	\$ 82,442.05	
Total	\$ 3,228,776.05	\$ 3,439,124.64	\$ 4,508,672.76	\$ 4,225,682.12	\$ 4,088,177.22	\$ -

GENERAL LEDGER DISTRIBUTION JOURNAL: LIBRARY BI-W

WARRANT L12151

PAY PERIOD 11/26/2023 to 12/09/2023

CHECK DATE 12/15/2023

YEAR 2024 PERIOD 6
 EXPENDITURE ENTRIES
 SHORT DESC PAY121523

GL EFF DATE 12/15/2023
 REFERENCE L1215
 REFERENCE2 8L12151

ORG	OBJECT	PROJECT	ORGANIZATION TITLE	ACCOUNT DESCRIPTION	EXPENDITURE
YEAR 2024	PERIOD 6				GL EFF DATE 12/15/2023
80280800	50110		LIBRARY ADMINISTRATION	SALARY - REGULAR EMPLOYEE	16,119.55
80280801	50210		LIBRARY CENTRALIZED COSTS	INSURANCE	9,117.41
80280801	50220		LIBRARY CENTRALIZED COSTS	FICA AND MEDICARE	7,406.75
80280801	50251		LIBRARY CENTRALIZED COSTS	IMRF & SURS	5,607.94
80280803	50110		ARCHIVES	SALARY - REGULAR EMPLOYEE	8,038.23
80280805	50110		LIBRARY FACILITIES	SALARY - REGULAR EMPLOYEE	1,039.77
80280806	50110		LIBRARY ACQUISITIONS	SALARY - REGULAR EMPLOYEE	22,044.31
80280807	50110		LIBRARY CIRCULATION	SALARY - REGULAR EMPLOYEE	38,721.47
80280808	50110		LIBRARY IT	SALARY - REGULAR EMPLOYEE	5,520.69
80280809	50110		LIBRARY COMMUNITY ENGAGEMENT	SALARY - REGULAR EMPLOYEE	8,688.24
FUND TOTALS					122,304.36
GRAND TOTALS					122,304.36

GENERAL LEDGER DISTRIBUTION JOURNAL: LIBRARY BI-W

WARRANT L12291

PAY PERIOD 12/10/2023 to 12/23/2023

CHECK DATE 12/29/2023

YEAR 2024 PERIOD 6
 EXPENDITURE ENTRIES
 SHORT DESC PAY122923

GL EFF DATE 12/29/2023
 REFERENCE L1229
 REFERENCE2 8L12291

ORG	OBJECT	PROJECT	ORGANIZATION TITLE	ACCOUNT DESCRIPTION	EXPENDITURE
YEAR 2024	PERIOD 6				GL EFF DATE 12/29/2023
80280800	50110		LIBRARY ADMINISTRATION	SALARY - REGULAR EMPLOYEE	16,114.53
80280801	50210		LIBRARY CENTRALIZED COSTS	INSURANCE	347.23
80280801	50220		LIBRARY CENTRALIZED COSTS	FICA AND MEDICARE	7,291.02
80280801	50251		LIBRARY CENTRALIZED COSTS	IMRF & SURS	5,035.18
80280803	50110		ARCHIVES	SALARY - REGULAR EMPLOYEE	10,563.33
80280805	50110		LIBRARY FACILITIES	SALARY - REGULAR EMPLOYEE	1,208.84
80280806	50110		LIBRARY ACQUISITIONS	SALARY - REGULAR EMPLOYEE	13,008.61
80280807	50110		LIBRARY CIRCULATION	SALARY - REGULAR EMPLOYEE	39,576.28
80280808	50110		LIBRARY IT	SALARY - REGULAR EMPLOYEE	5,387.68
80280809	50110		LIBRARY COMMUNITY ENGAGEMENT	SALARY - REGULAR EMPLOYEE	9,760.21
FUND TOTALS					108,292.91
GRAND TOTALS					108,292.91

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: 1121423 12/15/2023
 DUE DATE: 12/15/2023

CASH ACCOUNT: 802		10100		CASH								
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK			
3125	ALLIANCE ENTERTAINMEN	0000		INV	12/14/2023	PLS76669537						
	ACCOUNT DETAIL					LINE AMOUNT						
	1 80280802 51805		A&Y PROG	CD			127.49					
	2 80280802 51806		A&Y PROG	DVD			57.13					
	3 80280802 51809		A&Y PROG	GAMES			95.48					
											280.10	
3125	ALLIANCE ENTERTAINMEN	0000		INV	12/14/2023	PLS76782809						
	ACCOUNT DETAIL					LINE AMOUNT						
	1 80280802 51809		A&Y PROG	GAMES			256.93					
	2 80280802 51802 80103		A&Y PROG	NEW COLL			4.99					
											261.92	
											542.02	
						CHECK TOTAL						
2943	AMAZON CAPITAL SERVIC	0000		INV	12/14/2023	134R-T6DT-FN99						
	ACCOUNT DETAIL					LINE AMOUNT						
	1 80280802 51802 80103		A&Y PROG	NEW COLL			34.16					
											34.16	
											34.16	
						CHECK TOTAL						
1325	ARAMARK UNIFORM SERVI	0000		INV	12/14/2023	6130320955						
	ACCOUNT DETAIL					LINE AMOUNT						
	1 80280805 52999		LIBR FAC	OTHER SVCS			118.13					
											118.13	
											118.13	
						CHECK TOTAL						
217	BAKER & TAYLOR LLC	0000		INV	12/14/2023	2037974135						
	ACCOUNT DETAIL					LINE AMOUNT						
	1 80280802 51801		A&Y PROG	LIBR BOOKS			551.77					
											551.77	
217	BAKER & TAYLOR LLC	0000		INV	12/14/2023	2037982555						
	ACCOUNT DETAIL					LINE AMOUNT						
	1 80280802 51801		A&Y PROG	LIBR BOOKS			1,163.21					
											1,163.21	
217	BAKER & TAYLOR LLC	0000		INV	12/14/2023	2037970205						
	ACCOUNT DETAIL					LINE AMOUNT						
	1 80280802 51801 80103		A&Y PROG	LIBR BOOKS			573.33					
											573.33	

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VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK		
217	BAKER & TAYLOR LLC	0000		INV	12/14/2023	2037982366					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51801	80103	A&Y PROG	LIBR BOOKS			366.60				
											366.60
217	BAKER & TAYLOR LLC	0000		INV	12/14/2023	2037982160					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 81080832 51801		ADULT GIFT	LIBR BOOKS			14.66				
											14.66
											CHECK TOTAL
											2,669.57
2257	CFS - CUSTOM FACILITY	0000		INV	12/14/2023	2063					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280805 52201		LIBR FAC	BLDG MAINT			621.00				
											621.00
											CHECK TOTAL
											621.00
1345	CHAMPAIGN COUNTY	0017		INV	12/14/2023	149					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280808 52600		LIBR IT	UTILITIES			200.00				
											200.00
											CHECK TOTAL
											200.00
3208	SUNDAY NEWS DELIVERY	0000		INV	12/14/2023	61426					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51803		A&Y PROG	LIBR PER			112.86				
											112.86
											CHECK TOTAL
											112.86
1062	CONSOLIDATED COMMUNIC	0001		INV	12/14/2023	61446					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280805 52600		LIBR FAC	UTILITIES			418.99				
											418.99
											CHECK TOTAL
											418.99
230	DP SUPPLY, INC	0000		INV	12/14/2023	832689					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280805 52201		LIBR FAC	BLDG MAINT			326.58				
											326.58

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CASH ACCOUNT: 802		10100		CASH							
VENDOR	REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK			
						CHECK TOTAL		326.58			
779	DEANS GRAPHICS INC	0000		INV	12/14/2023	D0054681					
						ACCOUNT DETAIL		LINE AMOUNT			
1	80280809 52909		LIBR COMM	AD/MRK/PE				117.00			
						CHECK TOTAL		117.00			
549	FIRST NATIONAL BANK O	0000		INV	12/14/2023	61443					
						ACCOUNT DETAIL		LINE AMOUNT			
1	80280803 51801		ARCHIVES	LIBR BOOKS				928.49			
2	80280803 52910		ARCHIVES	DTB CHARGE				71.99			
3	80280802 51802	80103	A&Y PROG	NEW COLL				309.20			
4	80280808 51500		LIBR IT	SHARED IT				46.08			
5	80280801 52902		LIBR CTRL	POST PRINT				129.99			
6	80280801 51900		LIBR CTRL	OTHER SUPP				62.98			
7	80280805 52201		LIBR FAC	BLDG MAINT				84.64			
						CHECK TOTAL		1,633.37			
2237	GAYLORD BROS INC	0001		INV	12/14/2023	2843540					
						ACCOUNT DETAIL		LINE AMOUNT			
1	80280806 51900		LIBR ACQ	OTHER SUPP				57.50			
						CHECK TOTAL		57.50			
2237	GAYLORD BROS INC	0001		INV	12/14/2023	2843356					
						ACCOUNT DETAIL		LINE AMOUNT			
1	80280806 51900		LIBR ACQ	OTHER SUPP				487.47			
						CHECK TOTAL		487.47			
3390	GREAT AMERICA FINANCI	0000		INV	12/14/2023	35403865					
						ACCOUNT DETAIL		LINE AMOUNT			
1	80280808 52203		LIBR IT	MAINT AGRM				368.88			
						CHECK TOTAL		368.88			

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VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK		
890	HEYL ROYSTER VOELKER	0000		INV	12/07/2023	1626837					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280801 52199		LIBR CTRL	OTHER PROF		400.00					
							400.00				
						CHECK TOTAL	400.00				
247	ILLINOIS LIBRARY ASSO	0000		INV	12/14/2023	272260					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280800 52320		LIBR ADMIN	TRAVEL		80.00					
							80.00				
						CHECK TOTAL	80.00				
2260	INGRAM INDUSTRIES INC	0000		INV	12/14/2023	79113294					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51801		A&Y PROG	LIBR BOOKS		260.07					
							260.07				
2260	INGRAM INDUSTRIES INC	0000		INV	12/14/2023	79223365					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51801		A&Y PROG	LIBR BOOKS		458.71					
							458.71				
2260	INGRAM INDUSTRIES INC	0000		INV	12/14/2023	79223366					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51801 80103		A&Y PROG	LIBR BOOKS		188.29					
							188.29				
						CHECK TOTAL	907.07				
254	CAROL INSKEEP	0000		INV	12/14/2023	61416					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280809 51812		LIBR COMM	LIBR SUPP		75.39					
							75.39				
						CHECK TOTAL	75.39				
38	CARL JOHNSON	0000		INV	12/14/2023	61418					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280809 51812		LIBR COMM	LIBR SUPP		200.00					
							200.00				
						CHECK TOTAL	200.00				

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CASH ACCOUNT: 802		10100		CASH							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK		
318	LAZERS EDGE OFFICE AU	0000		INV	12/14/2023	37631					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280808 51500		LIBR IT	SHARED IT			869.00				
										869.00	
										869.00	
3461	LIBRARY SUPPLY SOLUTI	0000		INV	12/14/2023	21945-23					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280806 51900		LIBR ACQ	OTHER SUPP			409.00				
										409.00	
										409.00	
2945	MICHAEL HANNAN	0000		INV	12/14/2023	61414					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280805 52201		LIBR FAC	BLDG MAINT			93.15				
										93.15	
										93.15	
268	MIDWEST TAPE	0000		INV	12/14/2023	504735910					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51806		A&Y PROG	DVD			242.87				
										242.87	
268	MIDWEST TAPE	0000		INV	12/14/2023	504735919					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51806 80103		A&Y PROG	DVD			140.92				
										140.92	
										383.79	
574	MINUTEMAN PRESS	0000		INV	12/14/2023	77531					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280801 51900		LIBR CTRL	OTHER SUPP			24.99				
										24.99	
										24.99	
9999	Piatt County Genealog	0000		INV	12/07/2023	61204					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280803 51803		ARCHIVES	LIBR PER			20.00				
										20.00	

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CASH ACCOUNT: 802		10100		CASH					
VENDOR	REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK	
					CHECK TOTAL	20.00			
54	OVERDRIVE INC	0000	INV	12/14/2023	01018CO23443344				
	ACCOUNT DETAIL				LINE AMOUNT				
	1 80280802 51811	A&Y PROG	DOWNLOAD			2,206.68			
					CHECK TOTAL	2,206.68			
123	RAILS	0000	INV	12/14/2023	11830				
	ACCOUNT DETAIL				LINE AMOUNT				
	1 80280809 52199	LIBR COMM	OTHER PROF			8,250.00			
					CHECK TOTAL	8,250.00			
284	RANDOLPH COUNTY GENEALOGY	0000	INV	12/07/2023	61205				
	ACCOUNT DETAIL				LINE AMOUNT				
	1 80280803 51803	ARCHIVES	LIBR PER			25.00			
					CHECK TOTAL	25.00			
1272	ROGARDS	0000	INV	12/14/2023	048369-00				
	ACCOUNT DETAIL				LINE AMOUNT				
	1 80280806 51900	LIBR ACQ	OTHER SUPP			53.94			
	2 80280801 51900	LIBR CTRL	OTHER SUPP			71.40			
									125.34
1272	ROGARDS	0000	INV	12/14/2023	048427-00				
	ACCOUNT DETAIL				LINE AMOUNT				
	1 80280801 51900	LIBR CTRL	OTHER SUPP			30.69			
					CHECK TOTAL	156.03			
3231	SHELBY COUNTY HISTORICAL SOCIETY	0000	INV	12/07/2023	61206				
	ACCOUNT DETAIL				LINE AMOUNT				
	1 80280803 51803	ARCHIVES	LIBR PER			20.00			
					CHECK TOTAL	20.00			

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: 1121423 12/15/2023
 DUE DATE: 12/15/2023

CASH ACCOUNT: 802		10100		CASH						
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK	
3409	STAPLES, INC.	0000		INV	12/14/2023	8072308334				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280808 51900		LIBR IT	OTHER SUPP		539.90				539.90
3409	STAPLES, INC.	0000		INV	12/14/2023	8072372998				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280808 51900		LIBR IT	OTHER SUPP		83.71				83.71
										CHECK TOTAL
										623.61
131	SWEETWATER SOUND INC	0000		INV	12/14/2023	38277603				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280806 51900		LIBR ACQ	OTHER SUPP		48.79				48.79
										CHECK TOTAL
										48.79
2989	TAZEWELL COUNTY GENEALOGICAL SOC	0000		INV	12/07/2023	61208				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280803 51803		ARCHIVES	LIBR PER		25.00				25.00
										CHECK TOTAL
										25.00
298	TEE JAY CENTRAL INC	0000		INV	12/14/2023	84029				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280805 52999		LIBR FAC	OTHER SVCS		344.00				344.00
										CHECK TOTAL
										344.00
300	TOLONO HISTORICAL SOC	0000		INV	12/07/2023	61209				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280803 51803		ARCHIVES	LIBR PER		25.00				25.00
										CHECK TOTAL
										25.00
301	UNIQUE MANAGEMENT SERVICES	0001		INV	12/14/2023	6120167				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280801 51900		LIBR CTRL	OTHER SUPP		78.80				78.80

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: 1121423 12/15/2023
 DUE DATE: 12/15/2023

CASH ACCOUNT: 802 10100		CASH									
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK		
301	UNIQUE MANAGEMENT SER	0001		INV	12/14/2023	6120168					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280801 52902		LIBR CTRL	POST PRINT			177.43				
										177.43	
										CHECK TOTAL	256.23
3171	WARREN COUNTY ILLINOI	0000		INV	12/07/2023	61211					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280803 51803		ARCHIVES	LIBR PER			15.00				
										15.00	
										CHECK TOTAL	15.00
3128	WISCONSIN STATE GENE	0000		INV	12/07/2023	61212					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280803 51803		ARCHIVES	LIBR PER			30.00				
										30.00	
										CHECK TOTAL	30.00
49	INVOICES										
										WARRANT TOTAL	23,195.26
										CASH ACCOUNT BALANCE	3,089,495.42

ACCOUNTS PAYABLE CHECK RUN REPORT

Ck Run Id# Summary

CK RUN ID#: 1121423 12/15/2023
 DUE DATE: 12/15/2023

FUND	ORG	ACCOUNT	AMOUNT	AVLB BUDGET
802	80280800	LIBRARY ADMINISTRATIO	802-60-80-800-000-52320-	TRAVEL, EDUCATION AND 80.00 11,152.81
802	80280801	LIBRARY CENTRALIZED C	802-60-80-801-000-51900-	OTHER SUPPLIES 268.86 18,714.04
802	80280801	LIBRARY CENTRALIZED C	802-60-80-801-000-52199-	OTHER PROFESSIONAL SE 400.00 5,865.50
802	80280801	LIBRARY CENTRALIZED C	802-60-80-801-000-52902-	POSTAGE & PRINTING 307.42 3,007.74
802	80280802	ADULT & YOUTH SERVICE	802-60-80-802-000-51801-	LIBRARY BOOKS 2,433.76 75,148.43
802	80280802	ADULT & YOUTH SERVICE	802-60-80-802-000-51801-80103	LIBRARY BOOKS 1,128.22 28,032.38
802	80280802	ADULT & YOUTH SERVICE	802-60-80-802-000-51802-80103	NEW COLLECTIONS 348.35 15,173.38
802	80280802	ADULT & YOUTH SERVICE	802-60-80-802-000-51803-	LIBRARY PERIODICALS 112.86 1,774.47
802	80280802	ADULT & YOUTH SERVICE	802-60-80-802-000-51805-	CD'S 127.49 941.08
802	80280802	ADULT & YOUTH SERVICE	802-60-80-802-000-51806-	DVD'S 300.00 10,834.00
802	80280802	ADULT & YOUTH SERVICE	802-60-80-802-000-51806-80103	DVD'S 140.92 2,102.31
802	80280802	ADULT & YOUTH SERVICE	802-60-80-802-000-51809-	GAMES 352.41 1,879.91
802	80280802	ADULT & YOUTH SERVICE	802-60-80-802-000-51811-	DOWNLOADABLES 2,206.68 67,541.85
802	80280803	ARCHIVES	802-60-80-803-000-51801-	LIBRARY BOOKS 928.49 3,096.51
802	80280803	ARCHIVES	802-60-80-803-000-51803-	LIBRARY PERIODICALS 160.00 1,784.00
802	80280803	ARCHIVES	802-60-80-803-000-52910-	DATABASE CHARGES 71.99 10,509.17
802	80280805	LIBRARY FACILITIES	802-60-80-805-000-52201-	BUILDING REPAIR & MAI 1,125.37 102,317.55
802	80280805	LIBRARY FACILITIES	802-60-80-805-000-52600-	UTILITIES 418.99 85,577.79
802	80280805	LIBRARY FACILITIES	802-60-80-805-000-52999-	OTHER CONTRACTUAL SER 462.13 41,377.99
802	80280806	LIBRARY ACQUISITIONS	802-60-80-806-000-51900-	OTHER SUPPLIES 1,056.70 20,661.95
802	80280808	LIBRARY IT	802-60-80-808-000-51500-	SHARED IT COSTS 915.08 104,331.59
802	80280808	LIBRARY IT	802-60-80-808-000-51900-	OTHER SUPPLIES 623.61 6,048.96
802	80280808	LIBRARY IT	802-60-80-808-000-52203-	MAINTENANCE AGREEMENT 368.88 2,798.84
802	80280808	LIBRARY IT	802-60-80-808-000-52600-	UTILITIES 200.00 1,284.00
802	80280809	LIBRARY COMMUNITY ENG	802-60-80-809-000-51812-	LIBRARY PROGRAM SUPPL 275.39 13,771.23
802	80280809	LIBRARY COMMUNITY ENG	802-60-80-809-000-52199-	OTHER PROFESSIONAL SE 8,250.00 4,791.70
802	80280809	LIBRARY COMMUNITY ENG	802-60-80-809-000-52909-	ADV/MKTING/PUBLIC EDU 117.00 11,340.96
			FUND TOTAL	23,180.60
CASH ACCOUNT 802 10100		BALANCE 3,089,495.42		
810	81080832	ADULT GIFTS	810-60-80-832-000-51801-	LIBRARY BOOKS 14.66 17,907.06
			FUND TOTAL	14.66
CASH ACCOUNT 802 10100		BALANCE 3,089,495.42		
			WARRANT SUMMARY TOTAL	23,195.26
			GRAND TOTAL	23,195.26

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: 1122123 12/21/2023
 DUE DATE: 12/21/2023

CASH ACCOUNT: 802		10100		CASH							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK		
3484	SERVICE LIGHTING AND	0000		INV	12/21/2023	W03889915					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280805 52201		LIBR FAC	BLDG MAINT			273.14				
										273.14	
										273.14	
											CHECK TOTAL
2943	AMAZON CAPITAL SERVIC	0000		INV	12/21/2023	1WW6-XDNDV-T1QV					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51801		A&Y PROG	LIBR BOOKS			228.31				
										228.31	
										228.31	
											CHECK TOTAL
217	BAKER & TAYLOR LLC	0000		INV	12/21/2023	2037989899					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51801		A&Y PROG	LIBR BOOKS			443.68				
										443.68	
217	BAKER & TAYLOR LLC	0000		INV	12/21/2023	2037994573					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51801		A&Y PROG	LIBR BOOKS			704.39				
										704.39	
217	BAKER & TAYLOR LLC	0000		INV	12/21/2023	2037994734					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51801		A&Y PROG	LIBR BOOKS			68.05				
										68.05	
217	BAKER & TAYLOR LLC	0000		INV	12/21/2023	5018671035					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51801 80103		A&Y PROG	LIBR BOOKS			29.05				
										29.05	
217	BAKER & TAYLOR LLC	0000		INV	12/21/2023	2037992656					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51801 80103		A&Y PROG	LIBR BOOKS			188.80				
										188.80	
217	BAKER & TAYLOR LLC	0000		INV	12/21/2023	2037994463					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51801 80103		A&Y PROG	LIBR BOOKS			450.26				
										450.26	
										1,884.23	
											CHECK TOTAL

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: 1122123 12/21/2023
 DUE DATE: 12/21/2023

CASH ACCOUNT: 802		10100		CASH							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK		
20	DAVIS HOUK MECHANICAL	0000		INV	12/21/2023	S23DH155					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280805 52201		LIBR FAC	BLDG MAINT			460.29				
										460.29	
										460.29	
859	GIBBS TECHNOLOGY COMP	0000		INV	12/21/2023	2729323					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280808 52203		LIBR IT	MAINT AGRM			168.30				
										168.30	
										168.30	
3263	HANNAH EMERY	0000		INV	12/21/2023	61601					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280809 51812		LIBR COMM	LIBR SUPP			17.98				
										17.98	
										17.98	
244	HOLLINGER METAL EDGE	0000		INV	12/21/2023	H133341					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280806 51900		LIBR ACQ	OTHER SUPP			78.68				
										78.68	
										78.68	
2260	INGRAM INDUSTRIES INC	0000		INV	12/21/2023	79371523					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51801		A&Y PROG	LIBR BOOKS			399.06				
										399.06	
2260	INGRAM INDUSTRIES INC	0000		INV	12/21/2023	79381037					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51801		A&Y PROG	LIBR BOOKS			233.97				
										233.97	
										633.03	
268	MIDWEST TAPE	0000		INV	12/21/2023	504758683					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51804		A&Y PROG	AUDIOBOOKS			39.99				
	2 80280802 51806		A&Y PROG	DVD			503.73				

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: 1122123 12/21/2023
 DUE DATE: 12/21/2023

CASH ACCOUNT: 802		10100		CASH							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK		
268	MIDWEST TAPE	0000		INV	12/21/2023	504758689	543.72				
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51807 80103		A&Y PROG	RECORDING			39.99				
	2 80280802 51806 80103		A&Y PROG	DVD			28.48				
						CHECK TOTAL	68.47				
							612.19				
270	NATIONAL GENEALOGICAL	0000		INV	12/21/2023	666790					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280803 51803		ARCHIVES	LIBR PER			185.00				
						CHECK TOTAL	185.00				
							185.00				
1272	ROGARDS	0000		INV	12/21/2023	048515-00					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280801 51900		LIBR CTRL	OTHER SUPP			150.86				
						CHECK TOTAL	150.86				
							150.86				
313	URBANA & CHAMPAIGN SA	0000		INV	12/21/2023	6413698					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280805 52600		LIBR FAC	UTILITIES			15.44				
											15.44
313	URBANA & CHAMPAIGN SA	0000		INV	12/21/2023	6412133					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280805 52600		LIBR FAC	UTILITIES			380.85				
											380.85
313	URBANA & CHAMPAIGN SA	0000		INV	12/21/2023	6413195					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280805 52600		LIBR FAC	UTILITIES			7.60				
											7.60
313	URBANA & CHAMPAIGN SA	0000		INV	12/21/2023	6413196					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280805 52600		LIBR FAC	UTILITIES			12.20				
						CHECK TOTAL	12.20				
							416.09				

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: 1122123 12/21/2023
 DUE DATE: 12/21/2023

CASH ACCOUNT: 802		10100		CASH							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK		
547	SECRETARY OF STATE IN	0000		INV	12/21/2023	61674					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280807 52320		LIBR CIRC	TRAVEL		15.00					
							15.00				
						CHECK TOTAL	15.00				
2482	T-MOBILE USA INC.	0001		INV	12/21/2023	61605					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51802 80103	A&Y PROG	NEW COLL			1,273.70					
							1,273.70				
						CHECK TOTAL	1,273.70				
1618	TODAY'S BUSINESS SOLU	0000		INV	12/21/2023	112723-203					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280808 51500	LIBR IT	SHARED IT			84.64					
							84.64				
						CHECK TOTAL	84.64				
564	UNIVERSITY OF ILLINOI	0000		INV	12/21/2023	10717					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280809 51812	LIBR COMM	LIBR SUPP			25.00					
	2 80280809 51812 80104	LIBR COMM	LIBR SUPP			25.00					
							50.00				
						CHECK TOTAL	50.00				
26	INVOICES										
						WARRANT TOTAL	6,531.44				
						CASH ACCOUNT BALANCE	3,066,361.72				

ACCOUNTS PAYABLE CHECK RUN REPORT

Ck Run Id# Summary

CK RUN ID#: 1122123 12/21/2023
 DUE DATE: 12/21/2023

FUND	ORG	ACCOUNT	AMOUNT	AVLB BUDGET
802	80280801	LIBRARY CENTRALIZED C 802-60-80-801-000-51900-	OTHER SUPPLIES	150.86 18,563.18
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51801-	LIBRARY BOOKS	2,077.46 73,070.97
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51801-80103	LIBRARY BOOKS	668.11 27,364.27
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51802-80103	NEW COLLECTIONS	1,273.70 13,899.68
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51804-	AUDIOBOOKS	39.99 1,342.23
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51806-	DVD'S	503.73 10,330.27
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51806-80103	DVD'S	28.48 2,073.83
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51807-80103	RECORDINGS	39.99 2,936.85
802	80280803	ARCHIVES 802-60-80-803-000-51803-	LIBRARY PERIODICALS	185.00 1,599.00
802	80280805	LIBRARY FACILITIES 802-60-80-805-000-52201-	BUILDING REPAIR & MAI	733.43 101,584.12
802	80280805	LIBRARY FACILITIES 802-60-80-805-000-52600-	UTILITIES	416.09 85,161.70
802	80280806	LIBRARY ACQUISITIONS 802-60-80-806-000-51900-	OTHER SUPPLIES	78.68 20,583.27
802	80280807	LIBRARY CIRCULATION 802-60-80-807-000-52320-	TRAVEL, EDUCATION AND	15.00 3,238.50
802	80280808	LIBRARY IT 802-60-80-808-000-51500-	SHARED IT COSTS	84.64 104,246.95
802	80280808	LIBRARY IT 802-60-80-808-000-52203-	MAINTENANCE AGREEMENT	168.30 2,630.54
802	80280809	LIBRARY COMMUNITY ENG 802-60-80-809-000-51812-	LIBRARY PROGRAM SUPPL	42.98 13,728.25
802	80280809	LIBRARY COMMUNITY ENG 802-60-80-809-000-51812-80104	LIBRARY PROGRAM SUPPL	25.00 253.99

FUND TOTAL 6,531.44

CASH ACCOUNT 802 10100 BALANCE 3,066,361.72

WARRANT SUMMARY TOTAL 6,531.44
GRAND TOTAL 6,531.44

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: I010424 01/05/2024
 DUE DATE: 01/05/2024

CASH ACCOUNT: 802 10100		CASH							
VENDOR	REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK	
3125	ALLIANCE ENTERTAINMEN	0000	INV	01/04/2024	PLS77199490				
	ACCOUNT DETAIL				LINE AMOUNT				
	1 81080832 51801		ADULT GIFT LIBR BOOKS			59.98			
	2 80280802 51805		A&Y PROG CD			17.75			
	3 80280802 51806		A&Y PROG DVD			62.50			
	4 80280802 51802 80103		A&Y PROG NEW COLL			4.99			
								145.22	
3125	ALLIANCE ENTERTAINMEN	0000	INV	01/04/2024	PLS77371353				
	ACCOUNT DETAIL				LINE AMOUNT				
	1 80280802 51802 80103		A&Y PROG NEW COLL			4.99			
								4.99	
3125	ALLIANCE ENTERTAINMEN	0000	CRM	01/04/2024	cmPLS76856704				
	ACCOUNT DETAIL				LINE AMOUNT				
	2 80280802 51802 80103		A&Y PROG NEW COLL			-4.99			
								-4.99	
					CHECK TOTAL			145.22	
2943	AMAZON CAPITAL SERVIC	0000	INV	01/04/2024	1F6N-W1X9-6F64				
	ACCOUNT DETAIL				LINE AMOUNT				
	1 80280802 51809		A&Y PROG GAMES			97.49			
								97.49	
2943	AMAZON CAPITAL SERVIC	0000	INV	01/04/2024	1FCN-RQWK-JWCQ				
	ACCOUNT DETAIL				LINE AMOUNT				
	1 80280802 51802 80103		A&Y PROG NEW COLL			7.99			
								7.99	
2943	AMAZON CAPITAL SERVIC	0000	INV	01/04/2024	1CLR-HQHX-R36R				
	ACCOUNT DETAIL				LINE AMOUNT				
	1 80280802 51801 80103		A&Y PROG LIBR BOOKS			48.72			
								48.72	
2943	AMAZON CAPITAL SERVIC	0000	INV	01/04/2024	1KPT-6FC9-97WP				
	ACCOUNT DETAIL				LINE AMOUNT				
	1 80280801 51900		LIBR CTRL OTHER SUPP			19.98			
								19.98	
					CHECK TOTAL			174.18	
96	AMEREN ILLINOIS COMPA	0000	INV	01/04/2024	61858				
	ACCOUNT DETAIL				LINE AMOUNT				
	1 80280805 52600		LIBR FAC UTILITIES			339.18			

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: I010424 01/05/2024
 DUE DATE: 01/05/2024

CASH ACCOUNT: 802		10100		CASH							
VENDOR	REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK			
					CHECK TOTAL	339.18					
						339.18					
96	AMEREN ILLINOIS COMPA	0000	INV	01/04/2024	61859						
	ACCOUNT DETAIL				LINE AMOUNT						
	1 80280805 52600	LIBR FAC	UTILITIES			2,125.55					
					CHECK TOTAL	2,125.55					
						2,125.55					
217	BAKER & TAYLOR LLC	0000	INV	01/04/2024	2038004335						
	ACCOUNT DETAIL				LINE AMOUNT						
	1 81080832 51801	ADULT GIFT	LIBR BOOKS			11.68					
							11.68				
217	BAKER & TAYLOR LLC	0000	INV	01/04/2024	2038001997						
	ACCOUNT DETAIL				LINE AMOUNT						
	1 80280802 51801	A&Y PROG	LIBR BOOKS			755.48					
							755.48				
217	BAKER & TAYLOR LLC	0000	INV	01/04/2024	2038001055						
	ACCOUNT DETAIL				LINE AMOUNT						
	1 80280802 51801 80103	A&Y PROG	LIBR BOOKS			329.26					
							329.26				
217	BAKER & TAYLOR LLC	0000	INV	01/04/2024	5018688437						
	ACCOUNT DETAIL				LINE AMOUNT						
	1 80280802 51801 80103	A&Y PROG	LIBR BOOKS			61.51					
							61.51				
217	BAKER & TAYLOR LLC	0000	INV	01/04/2024	5018680971						
	ACCOUNT DETAIL				LINE AMOUNT						
	1 80280802 51801 80103	A&Y PROG	LIBR BOOKS			40.40					
							40.40				
217	BAKER & TAYLOR LLC	0000	INV	01/04/2024	2038006711						
	ACCOUNT DETAIL				LINE AMOUNT						
	1 81080832 51801	ADULT GIFT	LIBR BOOKS			474.31					
							474.31				
217	BAKER & TAYLOR LLC	0000	INV	01/04/2024	2038006747						
	ACCOUNT DETAIL				LINE AMOUNT						
	1 80280802 51801	A&Y PROG	LIBR BOOKS			504.26					
							504.26				

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: I010424 01/05/2024
 DUE DATE: 01/05/2024

CASH ACCOUNT: 802		10100		CASH							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK		
217	BAKER & TAYLOR LLC	0000		INV	01/04/2024	2038006645					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51801	80103	A&Y PROG	LIBR BOOKS			627.88				
										627.88	
217	BAKER & TAYLOR LLC	0000		INV	01/04/2024	2038012819					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51801		A&Y PROG	LIBR BOOKS			579.73				
										579.73	
217	BAKER & TAYLOR LLC	0000		INV	01/04/2024	2038014165					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51801	80103	A&Y PROG	LIBR BOOKS			109.71				
										109.71	
217	BAKER & TAYLOR LLC	0000		INV	01/04/2024	2038006846					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51801		A&Y PROG	LIBR BOOKS			89.37				
										89.37	
										CHECK TOTAL	3,583.59
2257	CFS - CUSTOM FACILITY	0000		INV	01/04/2024	2066					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280805 52201		LIBR FAC	BLDG MAINT			648.00				
										648.00	
										CHECK TOTAL	648.00
2257	CFS - CUSTOM FACILITY	0000		INV	01/04/2024	2067					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280805 52999		LIBR FAC	OTHER SVCS			5,633.33				
										5,633.33	
										CHECK TOTAL	5,633.33
3344	CONSTELLATION NEWENER	0001		INV	01/04/2024	67239493101					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280805 52600		LIBR FAC	UTILITIES			6,982.65				
										6,982.65	
										CHECK TOTAL	6,982.65

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: I010424 01/05/2024
 DUE DATE: 01/05/2024

CASH ACCOUNT: 802		10100	CASH							
VENDOR	REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK		
232	DEMCO INC	0002	INV	01/04/2024	7416829					
	ACCOUNT DETAIL				LINE AMOUNT					
	1	80280806 51900	LIBR ACQ	OTHER SUPP		247.37				
									247.37	
									CHECK TOTAL	247.37
2237	GAYLORD BROS INC	0001	INV	01/04/2024	2846069					
	ACCOUNT DETAIL				LINE AMOUNT					
	1	80280806 51900	LIBR ACQ	OTHER SUPP		39.24				
									39.24	
									CHECK TOTAL	39.24
67	GETTY IMAGES (US) INC	0000	INV	01/04/2024	19030432					
	ACCOUNT DETAIL				LINE AMOUNT					
	1	80280809 52909	LIBR COMM	AD/MRK/PE		2,100.00				
									2,100.00	
									CHECK TOTAL	2,100.00
1264	ILLINOIS AMERICAN WAT	0001	INV	01/04/2024	61861					
	ACCOUNT DETAIL				LINE AMOUNT					
	1	80280805 52600	LIBR FAC	UTILITIES		63.58				
									63.58	
									CHECK TOTAL	63.58
1264	ILLINOIS AMERICAN WAT	0001	INV	01/04/2024	61862					
	ACCOUNT DETAIL				LINE AMOUNT					
	1	80280805 52600	LIBR FAC	UTILITIES		28.39				
									28.39	
									CHECK TOTAL	28.39
1264	ILLINOIS AMERICAN WAT	0001	INV	01/04/2024	61863					
	ACCOUNT DETAIL				LINE AMOUNT					
	1	80280805 52600	LIBR FAC	UTILITIES		305.47				
									305.47	
									CHECK TOTAL	305.47

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: I010424 01/05/2024
 DUE DATE: 01/05/2024

CASH ACCOUNT: 802		10100		CASH							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK		
2260	INGRAM INDUSTRIES INC	0000		INV	01/04/2024	79501764					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 81080832 51801			ADULT GIFT LIBR BOOKS			465.63				
										465.63	
2260	INGRAM INDUSTRIES INC	0000		INV	01/04/2024	79514656					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51801			A&Y PROG LIBR BOOKS			257.80				
										257.80	
2260	INGRAM INDUSTRIES INC	0000		INV	01/04/2024	79594823					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 81080832 51801			ADULT GIFT LIBR BOOKS			44.36				
	2 80280802 51801			A&Y PROG LIBR BOOKS			163.04				
										207.40	
						CHECK TOTAL				930.83	
254	CAROL INSKEEP	0000		INV	01/04/2024	61864					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280809 51812			LIBR COMM LIBR SUPP			13.07				
										13.07	
						CHECK TOTAL				13.07	
1990	KANOPY INC.	0000		INV	01/04/2024	380984 – PPU					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51811			A&Y PROG DOWNLOAD			1,277.00				
										1,277.00	
						CHECK TOTAL				1,277.00	
2763	LIBRARY IDEAS, LLC	0000		INV	01/04/2024	105426					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51807 80103			A&Y PROG RECORDING			43.69				
										43.69	
2763	LIBRARY IDEAS, LLC	0000		INV	01/04/2024	104031					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51807 80103			A&Y PROG RECORDING			643.34				
										643.34	
						CHECK TOTAL				687.03	

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: I010424 01/05/2024
 DUE DATE: 01/05/2024

CASH ACCOUNT: 802 10100		CASH								
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK	
268	MIDWEST TAPE	0000		INV	01/04/2024	504786784				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280802 51804		A&Y PROG	AUDIOBOOKS			58.99			
	2 80280802 51806		A&Y PROG	DVD			263.86			
										322.85
268	MIDWEST TAPE	0000		INV	01/04/2024	504859618 hoopla				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280802 51811		A&Y PROG	DOWNLOAD			5,499.83			
										5,499.83
268	MIDWEST TAPE	0000		INV	01/04/2024	504818565				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280802 51804		A&Y PROG	AUDIOBOOKS			119.97			
	2 80280802 51806		A&Y PROG	DVD			154.42			
										274.39
268	MIDWEST TAPE	0000		INV	01/04/2024	504818887				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280802 51807 80103		A&Y PROG	RECORDING			174.93			
										174.93
										CHECK TOTAL
										6,272.00
106	CELESTE MOUTOS	0000		INV	01/04/2024	61705				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280800 52320		LIBR ADMIN	TRAVEL			347.00			
										347.00
										CHECK TOTAL
										347.00
871	NATIONAL PEN HOLDINGS	0000		INV	01/04/2024	113524853				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280851 51810		MER SALES	LIBR SALE			154.94			
										154.94
										CHECK TOTAL
										154.94
9999	Jack Keefe	0000		INV	01/04/2024	61710				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280803 51801		ARCHIVES	LIBR BOOKS			20.00			
										20.00
										CHECK TOTAL
										20.00

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: I010424 01/05/2024
 DUE DATE: 01/05/2024

CASH ACCOUNT: 802		10100		CASH							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK		
42	PRESTO X LLC	0000		INV	01/04/2024	55247170					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280805 52999		LIBR FAC	OTHER SVCS			77.07				
											77.07
42	PRESTO X LLC	0000		INV	01/04/2024	55247169					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280805 52999		LIBR FAC	OTHER SVCS			77.07				
											77.07
											CHECK TOTAL
											154.14
283	QUILL CORPORATION	0000		INV	01/04/2024	36044587					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280801 51900		LIBR CTRL	OTHER SUPP			282.85				
											282.85
											CHECK TOTAL
											326.43
283	QUILL CORPORATION	0000		INV	01/04/2024	36187890					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280801 51900		LIBR CTRL	OTHER SUPP			43.58				
											43.58
											CHECK TOTAL
											326.43
1622	REPUBLIC SERVICES, IN	0001		INV	01/04/2024	0729-000673742					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280805 52999		LIBR FAC	OTHER SVCS			837.82				
											837.82
											CHECK TOTAL
											837.82
2777	SECURITAS ELECTRONIC	0001		INV	01/04/2024	7001382040					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280805 52999		LIBR FAC	OTHER SVCS			1,077.36				
											1,077.36
											CHECK TOTAL
											1,077.36
2952	PAVLOV MEDIA INC	0000		INV	01/04/2024	INV33650					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280808 51500		LIBR IT	SHARED IT			800.00				
											800.00
											CHECK TOTAL
											800.00

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: I010424 01/05/2024
 DUE DATE: 01/05/2024

CASH ACCOUNT: 802		10100	CASH							
VENDOR	REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK		
3030 THRYV INC	0000		INV	01/04/2024	610059454214					
ACCOUNT DETAIL					LINE AMOUNT					
1	80280801	51900	LIBR CTRL	OTHER SUPP		197.45				
						197.45				
						CHECK TOTAL		197.45		
397 TRAVELERS	0000		INV	01/04/2024	61878					
ACCOUNT DETAIL					LINE AMOUNT					
1	80280807	52320	LIBR CIRC	TRAVEL		20.00				
						20.00				
						CHECK TOTAL		20.00		
52	INVOICES									
					WARRANT TOTAL	35,530.82		35,530.82		
					CASH ACCOUNT BALANCE			2,983,254.03		

ACCOUNTS PAYABLE CHECK RUN REPORT

Ck Run Id# Summary

CK RUN ID#: I010424 01/05/2024
 DUE DATE: 01/05/2024

FUND	ORG	ACCOUNT	AMOUNT	AVLB BUDGET		
802	80280800	LIBRARY ADMINISTRATIO	802-60-80-800-000-52320-	TRAVEL, EDUCATION AND	347.00	10,805.81
802	80280801	LIBRARY CENTRALIZED C	802-60-80-801-000-51900-	OTHER SUPPLIES	543.86	18,019.32
802	80280802	ADULT & YOUTH SERVICE	802-60-80-802-000-51801-	LIBRARY BOOKS	2,349.68	70,721.29
802	80280802	ADULT & YOUTH SERVICE	802-60-80-802-000-51801-80103	LIBRARY BOOKS	1,217.48	26,146.79
802	80280802	ADULT & YOUTH SERVICE	802-60-80-802-000-51802-80103	NEW COLLECTIONS	12.98	13,808.78
802	80280802	ADULT & YOUTH SERVICE	802-60-80-802-000-51804-	AUDIOBOOKS	178.96	1,163.27
802	80280802	ADULT & YOUTH SERVICE	802-60-80-802-000-51805-	CD'S	17.75	923.33
802	80280802	ADULT & YOUTH SERVICE	802-60-80-802-000-51806-	DVD'S	480.78	9,849.49
802	80280802	ADULT & YOUTH SERVICE	802-60-80-802-000-51807-80103	RECORDINGS	861.96	2,074.89
802	80280802	ADULT & YOUTH SERVICE	802-60-80-802-000-51809-	GAMES	97.49	1,782.42
802	80280802	ADULT & YOUTH SERVICE	802-60-80-802-000-51811-	DOWNLOADABLES	6,776.83	59,765.02
802	80280803	ARCHIVES	802-60-80-803-000-51801-	LIBRARY BOOKS	20.00	3,076.51
802	80280805	LIBRARY FACILITIES	802-60-80-805-000-52201-	BUILDING REPAIR & MAI	648.00	100,936.12
802	80280805	LIBRARY FACILITIES	802-60-80-805-000-52600-	UTILITIES	9,844.82	75,316.88
802	80280805	LIBRARY FACILITIES	802-60-80-805-000-52999-	OTHER CONTRACTUAL SER	7,702.65	33,675.34
802	80280806	LIBRARY ACQUISITIONS	802-60-80-806-000-51900-	OTHER SUPPLIES	286.61	20,296.66
802	80280807	LIBRARY CIRCULATION	802-60-80-807-000-52320-	TRAVEL, EDUCATION AND	20.00	3,218.50
802	80280808	LIBRARY IT	802-60-80-808-000-51500-	SHARED IT COSTS	800.00	103,446.95
802	80280809	LIBRARY COMMUNITY ENG	802-60-80-809-000-51812-	LIBRARY PROGRAM SUPPL	13.07	13,715.18
802	80280809	LIBRARY COMMUNITY ENG	802-60-80-809-000-52909-	ADV/MKTING/PUBLIC EDU	2,100.00	9,240.96
802	80280851	MERCHANDISE SALES	802-60-80-851-000-51810-	LIBRARY RESALE PURCHA	154.94	2,718.06
				FUND TOTAL	34,474.86	
CASH ACCOUNT 802 10100		BALANCE	2,983,254.03			
810	81080832	ADULT GIFTS	810-60-80-832-000-51801-	LIBRARY BOOKS	1,055.96	16,851.10
				FUND TOTAL	1,055.96	
CASH ACCOUNT 802 10100		BALANCE	2,983,254.03			
WARRANT SUMMARY TOTAL					35,530.82	
GRAND TOTAL					35,530.82	



The Urbana Free Library Technology Plan

January 2024 – January 2025

Acknowledgments

The following *Technology Plan* has been aligned with The Urbana Free Library *Strategic Plan* adopted as of November 2023.

Many individuals participated in and contributed directly to the development of this *Technology Plan* document.

Stakeholders participated in group Tech Committee meetings and led departmental discussions to gather information for this year's *Technology Plan*.

Key contributors include:

Rebecca Brown – Office Manager

Kirstin Gebhart – Communications & Development Manager

Jordan Kahle – Patron Services Librarian

Katherine Majewski – Library Assistant 2-Patron Services

Ann Panthen – Library Assistant 2-Archives

Matthew Wetherbee – Library Assistant 1-Cataloging

Leon Wilson – Information Technology Manager

Esther Yi – Programming Librarian

A. Library Mission Statement

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

B. Technology Vision Statement

The Urbana Free Library (TUFL) is committed to using technology to improve the quality, scope, and efficiency of Library services. The Library will continually review and adopt new technology to improve the Library experience of its patrons, increase access to information, and enhance employees' ability to perform their duties.

C. Timeline of Routine Responsibilities

Tech Committee:

An appointed group of staff members who represent the viewpoints and ideas of Library employees.

- Review unmet technology needs of staff and Library patrons.
- Review tech competencies for all staff and individual departments.

- Review software/hardware configurations of all public computers.
- Review equipment requests for public checkout, in-house public use, and programming.
- Review technology needs in light of developments at partnering agencies.
- Review Technology Plan progress and emerging technologies.
- Review and revise Technology Plan to forward to Administration and the Library Board in December.
- Post the Board-approved Technology Plan in January.

D. Budget

The Library will commit to a sufficient budget to acquire and maintain hardware, software, and professional development necessary for improved technology services to Library patrons and staff.

E. Progress on the 2023-2024 Technology Plan



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

WE WELCOME ALL.

- Used OPACs for patrons to sign themselves up for library cards leveraging Patron Point software.
- Partnered with UIUC Physics Department to provide the public with the first publicly available quantum computing network node.
- We were not able to allocate time to investigate the gaming cafe for youth, a tablet solution for Children’s Services, or a stand-alone kiosk for collecting patron feedback.



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

WE SPARK CURIOSITY.

- Increased our software offerings to include the entire Adobe CC Suite, 3D modeling, and rendering programs.
- Expanded our advertising capabilities by installing a high-resolution monitor on the second floor to showcase our promotions.
- We moved investigation of technology to enhance meeting rooms to next year’s plan.



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

WE CONTRIBUTE TO A STRONG SOCIAL FABRIC.

- Enhanced our staff laptops to facilitate remote checkout and access to Polaris.
- Continued periodic staff cybersecurity testing and follow-up training to ensure staff can recognize emerging types of threats. Training programs are modified regularly to address any vulnerabilities identified by the testing and training.
- Purchased a new portable speaker and microphone for programming.
- We were not able to allocate time to Foundation Board training on reference databases.



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.

- Rolled out Teams, SharePoint, and other cloud-based resources to facilitate staff collaboration, enhance security, and increase flexibility.
- Reorganized Active Directory to follow best practices for our organization, which has increased security and allowed more efficient management of resources.
- We are still investigating the best way to enhance staff access in various parts of the building.
- We moved conversion to Voice-Over Internet Protocol (VOIP) phones to next year's plan.

F. Future Projects Being Explored

The following pages highlight starting points and exciting ideas for technology advancements under each of the strategic pillars over the next year. Decisions about whether to or how to execute them will be informed and shaped by the Strategic Plan and departmental activity plans.



We steward our physical and financial resources to serve evolving community needs that support growth and sustainability.

WE ARE A STRONG ORGANIZATION.

Activity 1: Developing a new inventory database.

- Investigate an inventory database for better inventory management.

Activity 2: Developing new WIKI.

- Investigate a new WIKI platform to meet the needs of the Library.

Activity 3: Enhancing Multi-Factor Authentication (MFA) for staff.

- Investigate new vendors for better MFA protections across the Library's tools.

Activity 4: Converting to Voice-Over Internet Protocol (VOIP) phones.

- Investigate vendors that can provide the service and meet the Library's specific needs.

Activity 5: Enhancing digital preservation.

- Investigate new software to improve the Archive's digital preservation management and automation, such as Preservica and ArchiveSpace.

Activity 6: Migrating to a new Incident Report Database.

- Update the Incident Report Database tool for better incident reporting management.



We learn about and respond to our community in order to create a welcoming environment that cultivates equity, mutual respect, and belonging.

WE WELCOME ALL.

Activity 1: Improving hotspot and Chromebook offerings.

- Investigate options to improve and replace our current hotspot and Chromebook offerings to patrons.

Activity 2: Implementing docking stations for the Adult Computer Lab.

- Attend software demos and evaluate capabilities in relation to Library needs.
- Investigate any concerns about this solution and also security configurations that would allow this solution to be possible.

Activity 3: Adding technology for study rooms.

- Investigate technology that would enhance the study rooms on the second floor.

Activity 4: Implementing improved streaming capabilities for online events.

- Investigate methods to improve programming staff's ability to host and stream events online.



We connect people with tools and resources for learning, knowledge exchange, and personal growth that leads to greater fulfillment.

WE CONTRIBUTE TO A STRONG SOCIAL FABRIC.

Activity 1: Increasing Internet speeds.

- Work with Volo to investigate the possibility of increased bandwidth to the Library.

Activity 2: Improving usability for the public in accessing the public quantum computing network.

- Work with the UIUC Physics Department to help improve patrons' use of the access terminal.

Activity 3: Adding technology to the auditorium.

- Work with vendors to investigate technology that would enhance the auditorium, such as a way to project wirelessly.

E. Conclusion

Since technology is constantly evolving, this plan will be considered a framework that will guide, but not limit, the Library's use of technology. The Tech Committee will review the progress of these goals annually. This plan will be in place from January 2024 until January 2025, when it will be updated.

**BOARD OF TRUSTEES OF
THE URBANA FREE LIBRARY
RESOLUTION NO. 2024-01**

RESOLUTION TO ACCEPT GRANTS AND GIFTS

WHEREAS, the City of Urbana (hereafter, the “City”) is a municipal corporation, a body politic, and a home rule unit of government pursuant to Article VII, Section 6 of the Illinois Constitution of 1970; and

WHEREAS, the City organized and formed The Urbana Free Library (hereinafter, the “Library”) as a local library pursuant to the Local Library Act (75 ILCS 5/1-1); and

WHEREAS, The Board of Library Trustees of the Library has the power and authority to accept and reject gifts and bequests whether or not such gifts and bequests are deemed restricted as provided by the donor or decedent; and

WHEREAS, the following persons and entities have offered to donate or bequeath to the Library the following cash sums:

<u>Name of Donor</u>	<u>Amount</u>	<u>Restricted Use of Contribution or Grant</u>
The Urbana Free Library Foundation	\$6,330	grant for Library campus landscaping project
Dublin Street Church of Christ	\$100	gift for teen programming

WHEREAS, the Board of Library Trustees desires to accept the aforesaid gifts and bequests on the terms and conditions provided by the donor and decedent, as the case may be.

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

Section 1.

The Board of Library Trustees shall and hereby does accept the above-stated gift and donation and shall be bound by the conditions and restrictions, if any, pursuant to which such gift and donation have been made.

Section 2.

The Board of Library Trustees, on behalf of itself and the Library shall and hereby expresses its true appreciation and gratitude for the aforesaid gifts and donations.

ADOPTED by the Board of Trustees at a regular meeting thereof, held this 9th day of January, 2024.

Ayes: _____

Nays: _____

Abstains: _____

Absent: _____

RESOLUTION DECLARED ADOPTED.

President

Secretary

**BOARD OF TRUSTEES OF
THE URBANA FREE LIBRARY
RESOLUTION NO. 2024-02**

RESOLUTION TO THANK MARK PELMORE FOR HIS YEARS OF SERVICE

WHEREAS, Mark Pelmore has been a Trustee of the Library Board of The Urbana Free Library since November 2020, has been Secretary since September 2023, and

WHEREAS, during his tenure, The Urbana Free Library

- ❖ incorporated Equity, Diversity and Inclusion language into Library policies and procedures;
- ❖ implemented the automatic renewal of materials;
- ❖ created the News-Gazette Clippings Omeka site;
- ❖ restructured the Library to a “front of the house, back of the house” model;
- ❖ approved a 2023-2026 Strategic Plan;
- ❖ began a building program process; and

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

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

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

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

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

Section 1. RECOGNITION AND THANKS

The Board of Trustees hereby recognizes and sincerely thanks Mark Pelmore for his years of service to The Urbana Free Library and its residents as a Board of Trustees member.

Section 2. NOTIFICATION OF RESOLUTION

The Board hereby directs that a signed copy of this resolution be presented to Mark.

ADOPTED by the Board of Trustees at a regular meeting thereof, held this 9th day of January, 2024.

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

RESOLUTION DECLARED ADOPTED.

President

Secretary

**BOARD OF TRUSTEES OF
THE URBANA FREE LIBRARY
RESOLUTION NO. 2024-03**

**TO AUTHORIZE DESIGNATED PERSONS TO SECURE
AND HAVE ACCESS TO SAFE DEPOSIT BOXES AT BUSEY BANK**

WHEREAS, the City of Urbana, Illinois (hereafter, the “City”) is a municipal corporation, a body politic, and a home rule unit of government pursuant to Article VII, Section 6 of the Illinois Constitution of 1970; and

WHEREAS, the City organized and formed The Urbana Free Library (hereinafter, the “Library”) as a local library pursuant to the Local Library Act (75 ILCS 5/1-1); and

Whereas, The Urbana Free Library has at Busey Bank the following safe deposit accounts, boxes and lockers:

1. Account #11001730, Box #1730
2. Account #11002045, Box #2045
3. Account #11002634, Box #2634
4. Account #11002729, Box #2729
5. Account #11003054, Box #3054
6. Account #11004057, Box #4057
7. Account #11004058, Box #4058
8. Account #11010014, Locker #14
9. Account #11010036, Locker #36; and

Whereas, there have been changes in Library staffing;

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

Section 1. That Celeste Moutos, Executive Director, Rachel Fuller, Associate Director, and Patrick Cain, Champaign County Historical Archives Manager, have been authorized by the Board to have access to the safe deposit accounts, boxes and lockers listed above.

Section 2. That the authority of any person previously named before this date has been revoked unless listed in Section 1 above.

Section 3. All resolutions and parts of resolutions that conflict with the provisions of this resolution are rescinded.

Adopted by the Board of Trustees at a regular meeting thereof, held this 9th day of January, 2024.

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

RESOLUTION DECLARED ADOPTED.

President

Secretary

YEAR-TO-DATE BUDGET REPORT

FOR 2024 07

ACCOUNTS FOR: 802 LIBRARY GENERAL FUND
 ORIGINAL APPROP TRANS/ADJSMTS REVISED BUDGET YTD ACTUAL ENCUMBRANCES AVAILABLE BUDGET % USED

802 LIBRARY GENERAL FUND

802 40100	-4,009,959.00	PROPERTY TAXES	0.00	-4,009,959.00	-2,783,300.87	0.00	-1,226,658.13	69.4%
802 40302	-204,990.00	PPRT	0.00	-204,990.00	-95,322.30	0.00	-109,667.70	46.5%
802 40309	-56,354.00	STATE PER CAPITA FOR LIBRARY	0.00	-56,354.00	-56,545.60	0.00	191.60	100.3%
802 41500	-40,280.00	GRANTS FROM LOCAL GOVERNMENTS	0.00	-40,280.00	0.00	0.00	-40,280.00	.0%
802 41700	-157,900.00	CITY OTHER CONTRIBUTION	0.00	-157,900.00	-65,005.40	0.00	-92,894.60	41.2%
802 44220	-33,350.00	FRANCHISE FEE	0.00	-33,350.00	-66,700.00	0.00	33,350.00	200.0%
802 44599	-1,000.00	OTHER SALES	0.00	-1,000.00	-667.70	0.00	-332.30	66.8%
802 44800	-50,300.00	LIBRARY FEES	0.00	-50,300.00	-26,741.88	0.00	-23,558.12	53.2%
802 45000	-700.00	INVESTMENT INCOME	0.00	-700.00	-5,283.58	0.00	4,583.58	754.8%
802 46290	-82,735.00	OTHER REIMBURSEMENTS	0.00	-82,735.00	0.00	0.00	-82,735.00	.0%
802 46300	-68,600.00	DONATIONS/CONTRIBUTIONS/GIFTS	-700.00	-69,300.00	-55,100.00	0.00	-14,200.00	79.5%
802 46900	-111,530.00	OTHER MISCELLANEOUS REVENUES	0.00	-111,530.00	-1,983.05	0.00	-109,546.95	1.8%
802 49803	-77,000.00	TRF FROM LIB RESERVE FUND	0.00	-77,000.00	0.00	0.00	-77,000.00	.0%
802 49820	-7,864.00	TRANSFER FROM LIBRARY BLDG FUN	0.00	-7,864.00	0.00	0.00	-7,864.00	.0%
TOTAL LIBRARY GENERAL FUND	-4,902,562.00		-700.00	-4,903,262.00	-3,156,650.38	0.00	-1,746,611.62	64.4%

80280800 LIBRARY ADMINISTRATION

80280800 50110	419,591.00	SALARY - REGULAR EMPLOYEES	0.00	419,591.00	201,398.51	0.00	218,192.49	48.0%
80280800 52320	16,522.00	TRAVEL, EDUCATION AND TRAINING	0.00	16,522.00	5,716.19	0.00	10,805.81	34.6%

YEAR-TO-DATE BUDGET REPORT

FOR 2024 07							
ACCOUNTS FOR: 802 LIBRARY GENERAL FUND	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
TOTAL LIBRARY ADMINISTRATION	436,113.00	0.00	436,113.00	207,114.70	0.00	228,998.30	47.5%
80280801 LIBRARY CENTRALIZED COSTS							
80280801 50210	279,060.00	0.00	279,060.00	109,494.91	0.00	169,565.09	39.2%
80280801 50220	197,234.00	0.00	197,234.00	87,108.64	0.00	110,125.36	44.2%
80280801 50240	41,621.00	0.00	41,621.00	12,963.71	0.00	28,657.29	31.1%
80280801 50251	157,900.00	0.00	157,900.00	65,005.40	0.00	92,894.60	41.2%
80280801 51900	43,462.00	0.00	43,462.00	25,442.68	0.00	18,019.32	58.5%
80280801 52101	5,500.00	0.00	5,500.00	1,110.00	0.00	4,390.00	20.2%
80280801 52199	28,472.00	0.00	28,472.00	22,606.50	0.00	5,865.50	79.4%
80280801 52721	16,000.00	0.00	16,000.00	9,742.78	0.00	6,257.22	60.9%
80280801 52902	6,400.00	0.00	6,400.00	3,392.26	0.00	3,007.74	53.0%
80280801 52904	500.00	0.00	500.00	189.00	0.00	311.00	37.8%
80280801 52907	300.00	0.00	300.00	100.00	0.00	200.00	33.3%
80280801 52999	47,570.00	0.00	47,570.00	4,007.78	0.00	43,562.22	8.4%
TOTAL LIBRARY CENTRALIZED COSTS	824,019.00	0.00	824,019.00	341,163.66	0.00	482,855.34	41.4%
80280802 ADULT & YOUTH SERVICES							
80280802 50110	0.00	0.00	0.00	48.21	0.00	-48.21	100.0%
80280802 51801	138,000.00	0.00	138,000.00	67,278.71	0.00	70,721.29	48.8%

YEAR-TO-DATE BUDGET REPORT

FOR 2024 07

ACCOUNTS FOR:	802 LIBRARY GENERAL FUND	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
80280802 51801 80103	LIBRARY BOOKS	56,750.00	0.00	56,750.00	30,603.21	0.00	26,146.79	53.9%
80280802 51802 80103	NEW COLLECTIONS	25,200.00	0.00	25,200.00	11,313.30	0.00	13,886.70	44.9%
80280802 51803	LIBRARY PERIODICALS	10,500.00	0.00	10,500.00	8,725.53	0.00	1,774.47	83.1%
80280802 51803 80103	LIBRARY PERIODICALS	500.00	0.00	500.00	453.10	0.00	46.90	90.6%
80280802 51804	AUDIOBOOKS	2,300.00	0.00	2,300.00	1,136.73	0.00	1,163.27	49.4%
80280802 51805	CD'S	2,000.00	0.00	2,000.00	1,076.67	0.00	923.33	53.8%
80280802 51806	DVD'S	20,000.00	0.00	20,000.00	10,150.51	0.00	9,849.49	50.8%
80280802 51806 80103	DVD'S	3,800.00	0.00	3,800.00	1,726.17	0.00	2,073.83	45.4%
80280802 51807 80103	RECORDINGS	3,300.00	1,000.00	4,300.00	2,225.11	0.00	2,074.89	51.7%
80280802 51809	GAMES	4,000.00	0.00	4,000.00	2,217.58	0.00	1,782.42	55.4%
80280802 51811	DOWNLOADABLES	121,000.00	-1,000.00	120,000.00	60,234.98	0.00	59,765.02	50.2%
80280802 52910	DATABASE CHARGES	43,730.00	0.00	43,730.00	27,181.36	0.00	16,548.64	62.2%
TOTAL ADULT & YOUTH SERVICES			0.00	431,080.00	224,371.17	0.00	206,708.83	52.0%

80280803 ARCHIVES

80280803 50110	SALARY - REGULAR EMPLOYEES	287,839.00	0.00	287,839.00	102,348.99	0.00	185,490.01	35.6%
80280803 51801	LIBRARY BOOKS	4,100.00	0.00	4,100.00	1,023.49	0.00	3,076.51	25.0%
80280803 51803	LIBRARY PERIODICALS	3,070.00	0.00	3,070.00	1,471.00	0.00	1,599.00	47.9%
80280803 51808	MICROFORM	16,531.00	0.00	16,531.00	0.00	0.00	16,531.00	.0%
80280803 52320	TRAVEL, EDUCATION AND TRAINING	1,800.00	0.00	1,800.00	30.00	0.00	1,770.00	1.7%
80280803 52910	DATABASE CHARGES	20,000.00	0.00	20,000.00	9,490.83	0.00	10,509.17	47.5%

YEAR-TO-DATE BUDGET REPORT

FOR 2024 07

ACCOUNTS FOR: 802 LIBRARY GENERAL FUND
 ORIGINAL APPROP TRANS/ADJSMTS REVISED BUDGET YTD ACTUAL ENCUMBRANCES AVAILABLE BUDGET % USED

80280803 52912	9,925.00	FACILITY RENTAL 0.00	9,925.00	4,455.00	0.00	5,470.00	44.9%
TOTAL ARCHIVES	343,265.00	0.00	343,265.00	118,819.31	0.00	224,445.69	34.6%

80280805 LIBRARY FACILITIES

80280805 50110	43,405.00	SALARY - REGULAR EMPLOYEES 0.00	43,405.00	14,362.41	0.00	29,042.59	33.1%
80280805 51410	2,000.00	SMALL TOOLS & EQUIPMENT 0.00	2,000.00	232.71	0.00	1,767.29	11.6%
80280805 51420	60,000.00	OFFICE FURNITURE 0.00	60,000.00	399.98	0.00	59,600.02	.7%
80280805 51900	3,900.00	OTHER SUPPLIES 0.00	3,900.00	105.98	0.00	3,794.02	2.7%
80280805 52201	131,541.00	BUILDING REPAIR & MAINT 0.00	131,541.00	30,604.88	0.00	100,936.12	23.3%
80280805 52202	1,000.00	EQUIPMENT REPAIR & MAINT 0.00	1,000.00	0.00	0.00	1,000.00	.0%
80280805 52600	174,050.00	UTILITIES 0.00	174,050.00	98,733.12	0.00	75,316.88	56.7%
80280805 52710	47,109.00	INSURANCE PREMIUM 0.00	47,109.00	42,726.00	0.00	4,383.00	90.7%
80280805 52999	107,660.00	OTHER CONTRACTUAL SERVICES 0.00	107,660.00	73,984.66	0.00	33,675.34	68.7%
80280805 53200	1,986,753.00	BUILDING 0.00	1,986,753.00	33,130.83	0.00	1,953,622.17	1.7%
TOTAL LIBRARY FACILITIES	2,557,418.00	0.00	2,557,418.00	294,280.57	0.00	2,263,137.43	11.5%

80280806 LIBRARY ACQUISITIONS

80280806 50110	390,622.00	SALARY - REGULAR EMPLOYEES 0.00	390,622.00	195,046.65	0.00	195,575.35	49.9%
80280806 51900	28,000.00	OTHER SUPPLIES 0.00	28,000.00	7,703.34	0.00	20,296.66	27.5%
80280806 52320	1,000.00	TRAVEL, EDUCATION AND TRAINING 0.00	1,000.00	0.00	0.00	1,000.00	.0%

YEAR-TO-DATE BUDGET REPORT

FOR 2024 07							
ACCOUNTS FOR: 802 LIBRARY GENERAL FUND	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
TOTAL LIBRARY ACQUISITIONS	419,622.00	0.00	419,622.00	202,749.99	0.00	216,872.01	48.3%
80280807 LIBRARY CIRCULATION							
80280807 50110 SALARY - REGULAR EMPLOYEES	1,169,489.00	0.00	1,169,489.00	489,816.35	0.00	679,672.65	41.9%
80280807 52320 TRAVEL, EDUCATION AND TRAINING	3,642.00	0.00	3,642.00	423.50	0.00	3,218.50	11.6%
TOTAL LIBRARY CIRCULATION	1,173,131.00	0.00	1,173,131.00	490,239.85	0.00	682,891.15	41.8%
80280808 LIBRARY IT							
80280808 50110 SALARY - REGULAR EMPLOYEES	142,382.00	0.00	142,382.00	67,317.54	0.00	75,064.46	47.3%
80280808 51500 SHARED IT COSTS	133,490.00	0.00	133,490.00	30,043.05	0.00	103,446.95	22.5%
80280808 51900 OTHER SUPPLIES	12,650.00	0.00	12,650.00	6,601.04	0.00	6,048.96	52.2%
80280808 52203 MAINTENANCE AGREEMENTS	6,434.00	0.00	6,434.00	3,803.46	0.00	2,630.54	59.1%
80280808 52320 TRAVEL, EDUCATION AND TRAINING	1,500.00	0.00	1,500.00	0.00	0.00	1,500.00	.0%
80280808 52600 UTILITIES	2,484.00	0.00	2,484.00	1,200.00	0.00	1,284.00	48.3%
80280808 52999 OTHER CONTRACTUAL SERVICES	17,700.00	0.00	17,700.00	5,600.00	0.00	12,100.00	31.6%
TOTAL LIBRARY IT	316,640.00	0.00	316,640.00	114,565.09	0.00	202,074.91	36.2%
80280809 LIBRARY COMMUNITY ENGAGEMENT							
80280809 50110 SALARY - REGULAR EMPLOYEES	283,231.00	0.00	283,231.00	108,805.32	0.00	174,425.68	38.4%

YEAR-TO-DATE BUDGET REPORT

FOR 2024 07

ACCOUNTS FOR: 802 LIBRARY GENERAL FUND		TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
ORIGINAL APPROP							
80280809 51812	LIBRARY PROGRAM SUPPLIES						
19,350.00		0.00	19,350.00	5,634.82	0.00	13,715.18	29.1%
80280809 51812 80102	LIBRARY PROGRAM SUPPLIES						
4,400.00		0.00	4,400.00	1,354.92	0.00	3,045.08	30.8%
80280809 51812 80103	LIBRARY PROGRAM SUPPLIES						
5,400.00		700.00	6,100.00	1,381.14	0.00	4,718.86	22.6%
80280809 51812 80104	LIBRARY PROGRAM SUPPLIES						
800.00		0.00	800.00	546.01	0.00	253.99	68.3%
80280809 52199	OTHER PROFESSIONAL SERVICES						
21,700.00		0.00	21,700.00	16,908.30	0.00	4,791.70	77.9%
80280809 52320	TRAVEL, EDUCATION AND TRAINING						
500.00		0.00	500.00	500.00	0.00	0.00	100.0%
80280809 52909	ADV/MKTING/PUBLIC EDUCATION						
14,440.00		0.00	14,440.00	5,199.04	0.00	9,240.96	36.0%
TOTAL LIBRARY COMMUNITY ENGAGEMENT							
349,821.00		700.00	350,521.00	140,329.55	0.00	210,191.45	40.0%
80280851 MERCHANDISE SALES							
80280851 51810	LIBRARY RESALE PURCHASES						
3,195.00		0.00	3,195.00	476.94	0.00	2,718.06	14.9%
TOTAL MERCHANDISE SALES							
3,195.00		0.00	3,195.00	476.94	0.00	2,718.06	14.9%
TOTAL LIBRARY GENERAL FUND							
1,951,742.00		0.00	1,951,742.00	-1,022,539.55	0.00	2,974,281.55	-52.4%
TOTAL REVENUES							
-4,902,562.00		-700.00	-4,903,262.00	-3,156,650.38	0.00	-1,746,611.62	
TOTAL EXPENSES							
6,854,304.00		700.00	6,855,004.00	2,134,110.83	0.00	4,720,893.17	

YEAR-TO-DATE BUDGET REPORT

FOR 2024 07

ACCOUNTS FOR: 803 LIBRARY SPECIAL RESERVE FUND	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
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80380860 RESERVED FUNDS

80380860 59802	77,000.00	TFR TO LIBRARY OPERATING FUND 0.00	77,000.00	0.00	0.00	77,000.00	.0%
TOTAL RESERVED FUNDS	77,000.00	0.00	77,000.00	0.00	0.00	77,000.00	.0%
TOTAL LIBRARY SPECIAL RESERVE FUND	77,000.00	0.00	77,000.00	0.00	0.00	77,000.00	.0%
TOTAL EXPENSES	77,000.00	0.00	77,000.00	0.00	0.00	77,000.00	.0%

YEAR-TO-DATE BUDGET REPORT

FOR 2024 07							
ACCOUNTS FOR: 810 LIBRARY TRUST FUND							
	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
810 LIBRARY TRUST FUND							
810 46300		DONATIONS/CONTRIBUTIONS/GIFTS					
	-23,850.00	0.00	-23,850.00	-14,700.31	0.00	-9,149.69	61.6%
TOTAL LIBRARY TRUST FUND	-23,850.00	0.00	-23,850.00	-14,700.31	0.00	-9,149.69	61.6%
81080831 ADMIN GIFTS							
81080831 51420		OFFICE FURNITURE					
	60,000.00	0.00	60,000.00	0.00	0.00	60,000.00	.0%
81080831 51900		OTHER SUPPLIES					
	600.00	0.00	600.00	0.00	0.00	600.00	.0%
81080831 51990		OTHER LIBRARY MATERIALS					
	500.00	0.00	500.00	168.42	0.00	331.58	33.7%
81080831 53200		BUILDING					
	300,500.00	0.00	300,500.00	118,928.75	0.00	181,571.25	39.6%
TOTAL ADMIN GIFTS	361,600.00	0.00	361,600.00	119,097.17	0.00	242,502.83	32.9%
81080832 ADULT GIFTS							
81080832 51801		LIBRARY BOOKS					
	19,500.00	0.00	19,500.00	2,648.90	0.00	16,851.10	13.6%
TOTAL ADULT GIFTS	19,500.00	0.00	19,500.00	2,648.90	0.00	16,851.10	13.6%
81080833 CHILDREN'S GIFTS							
81080833 51801		LIBRARY BOOKS					
	12,150.00	0.00	12,150.00	781.39	0.00	11,368.61	6.4%
81080833 52801		LIBRARY CHILDREN PROGRAMS					
	3,000.00	0.00	3,000.00	0.00	0.00	3,000.00	.0%

YEAR-TO-DATE BUDGET REPORT

FOR 2024 07								
ACCOUNTS FOR: 810 LIBRARY TRUST FUND	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED	
81080833 52803	9,100.00	LIBRARY CHILDREN PROGRAMS 0.00	9,100.00	0.00	0.00	9,100.00	.0%	
TOTAL CHILDREN'S GIFTS	24,250.00	0.00	24,250.00	781.39	0.00	23,468.61	3.2%	
81080834 ARCHIVES GIFTS								
81080834 51801	3,150.00	LIBRARY BOOKS 0.00	3,150.00	0.00	0.00	3,150.00	.0%	
81080834 51990	250.00	OTHER LIBRARY MATERIALS 0.00	250.00	0.00	0.00	250.00	.0%	
81080834 52804	4,000.00	LIBRARY ARCHIVES PROGRAMS 0.00	4,000.00	0.00	0.00	4,000.00	.0%	
TOTAL ARCHIVES GIFTS	7,400.00	0.00	7,400.00	0.00	0.00	7,400.00	.0%	
TOTAL LIBRARY TRUST FUND	388,900.00	0.00	388,900.00	107,827.15	0.00	281,072.85	27.7%	
TOTAL REVENUES	-23,850.00	0.00	-23,850.00	-14,700.31	0.00	-9,149.69		
TOTAL EXPENSES	412,750.00	0.00	412,750.00	122,527.46	0.00	290,222.54		

YEAR-TO-DATE BUDGET REPORT

FOR 2024 07								
ACCOUNTS FOR: 820 LIBRARY BUILDING FUND								
	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED	
82080852 BUILDING COSTS								
82080852 52999		OTHER CONTRACTUAL SERVICES						
	1,500.00	0.00	1,500.00	728.46	0.00	771.54	48.6%	
82080852 59802		TFR TO LIBRARY GENERAL FUND						
	7,864.00	0.00	7,864.00	0.00	0.00	7,864.00	.0%	
TOTAL BUILDING COSTS								
	9,364.00	0.00	9,364.00	728.46	0.00	8,635.54	7.8%	
TOTAL LIBRARY BUILDING FUND								
	9,364.00	0.00	9,364.00	728.46	0.00	8,635.54	7.8%	
TOTAL EXPENSES								
	9,364.00	0.00	9,364.00	728.46	0.00	8,635.54		

YEAR-TO-DATE BUDGET REPORT

FOR 2024 07							
ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED	
	GRAND TOTAL						
2,427,006.00	0.00	2,427,006.00	-913,983.94	0.00	3,340,989.94	-37.7%	

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