



## 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 April 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 Oath of Office** – Administered to Darius White
- 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 Draft FY25 Budget presentation
  
- 8.0 Action Items (Consent Agenda)**

Board Meeting Minutes of March 12, 2024  
Payroll for March 22, 2024; total \$120,662.25  
Payroll for April 5, 2024; total \$120,662.29  
Bills for March 14, 2024; total \$18,740.33  
Bills for March 21, 2024; total \$6,040.78  
Bills for March 28, 2024; total \$21,208.03  
Bills for April 4, 2024; total \$40,703.26
  
- 9.0 Action Items (Individual)**
  - 9.1 Circulation and Interlibrary Loan Policy
  - 9.2 Resolution 2024-05 to Amend the Second Cooperative Agreement Urbana Free Library Expansion Between The City of Urbana, The Board of Trustees of The Urbana Free Library, and The Urbana Free Library Foundation
  - 9.3 List of Scheduled Monthly Board Meetings for FY25
  
- 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**
- 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 May 14, 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](mailto:administration@urbanafree.org).



# Director’s Report

**Date:** April 4, 2024

**To:** The Urbana Free Library Board of Trustees


**From:** Celeste Choate, Executive Director

**Re:** Director’s Report for Board Meeting of April 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.

- Historical fiction author Melanie Benjamin visited the Library for a book talk and signing. She discussed how she researched her newest book *California Golden*, how she stops herself from over-researching her books, how she got published, and the state of the modern publishing industry. Her talk fascinated the 18 attendees, with a number remarking that they appreciated how open and down to earth she was. This program was funded by The Urbana Free Library Foundation.
- Fifty-five young attendees enjoyed it when the City of Urbana’s Art & Culture Coordinator Vivian Krishnan demonstrated how to use contrasting dark and light crayons to create a still life drawing and then layer watercolor paints on top to create a unique painting. Kids particularly enjoyed mixing paints using watercolor squeeze tubes. Young Artist’s Studio is a partnership with the City of Urbana.
- The Library submitted two grant applications this month:
  - Illinois State Historical Records Advisory Board (ISHRAB) for the Archives to process AV materials from the Chanute Air Museum archives.
  - City of Urbana for its Youth Services Grant for Teen and Youth Maker Programming to purchase equipment which will enhance the technology and to purchase snacks in recognition that many attendees experience food insecurity.





## EMBRACE

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

- Archives staff met with members of the Champaign County Genealogical Society this month. During the meeting, staff and Society members discussed the current working relationship between the organizations, potential collaborative opportunities, and other ways to uphold the longstanding connection between the Library and local genealogists.
- Responding to a request from a local teacher, Archives staff recently hosted a group of Heritage High School students. Students got a tour of the Archives, learned about resources available to them, and began researching topics associated with a podcast project they are working on. Students looked into research topics like the Homer Teacher's Strike of 1986-1987, local true crime stories, Homer Park, and much more. Staff are promoting this visit in the hopes of welcoming additional student groups to the Library.



## EMPOWER

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

- A crowd of over 100 gathered for Celebrate Brazilian Art & Music!, a collaboration between the School of Music from the UIUC College of Fine & Applied Arts, the Lemann Center for Brazilian Studies, the Urbana School District 116, and The Library. Led by Professor of Music Lura de Rezende and USD116 Fine Arts Coordinator Cara Maurizi, this program brought student art inspired by Brazil to the Library. Art teacher Sarah Tavis had students watch a video and listen to Brazilian music to develop physical movement for paintbrush strokes. In honor of the exhibition, students and faculty from the UIUC School of Music presented music by Brazilian composer Heitor Villa-Lobos. One young audience member was even inspired to “conduct” the concert from the aisle!
- Author and Urbana Park District Commissioner Roger Digges gave a talk to the 23 attendees and signed copies of his new book, *Meadowbrook Park: A History*. Digges is an avid birder, Meadowbrook walker, and all-around nature fan. His talk traced the origins of the land that would become Meadowbrook, and the decades-long process to develop the land into what it is today. Digges shared stories of animal sightings from many years of visiting Meadowbrook Park.
- The Library's Women's History Month kick-off featured a fantastic performance by the women's chorus the Coneflowers. Members of the chorus included accomplished local bluegrass, folk, choral, and classical musicians. The group gave a shout-out to the Library on social media, saying, "Thank you, Urbana Free Library, for hosting us today. And thanks to our appreciative crowd! We had a blast." So did the 50 attendees.



## Action Item Details & Additional Information

- Staff recommend approval of changes to one policy this month: Proposed changes to the Circulation & Interlibrary Loan Policy will allow non-resident patrons the ability to pay for their library cards in a

three-installment plan. This change will allow more non-residents to utilize the collections of The Urbana Free Library more easily.

- As staff were checking dates for the FY25 Board meeting calendar, they came across three meeting dates that have potential conflicts with holidays:
  - Tish B'Av begins at sunset Monday, August 12, 2024, and ends Tuesday evening, August 13, 2024.
  - Monday, November 11, 2024 is Veteran's Day, and if the City closes on Monday, they usually reschedule the City Council meeting on Tuesday.
  - Tuesday, January 14, 2025, is Orthodox New Year.

As the Board decides on approval of a FY25 Board meeting calendar, please let staff know if any of these dates would cause enough of conflict for you or the public that you recommend a different date for that month's Library Board meeting. Staff are providing advance notice so that the Board has ample time to approve a FY25 calendar by June 30, 2024.

- In 2004, the City, Library, and The Urbana Free Library Foundation entered into the Second Cooperative Agreement (about property) on the Library block as part of the expansion process. The Second Cooperative Agreement lists the responsibilities of the parties, and there is a chart on the last page that lists the cost to the Foundation if it would like to purchase the Marro Building at 212 W. Green Street before it automatically comes to the Library in 2026. After the Bluebird Boutique moved out, the City allowed the Library to use the Marro Building for storage. The City has offered the Library the opportunity to own the Marro building earlier than 2026 and at no cost to the Library or Foundation. A Phase 1 environmental site assessment was done and is included. The City has expressed no immediate plans to develop the site by removing the building or pavement, so it is most likely that whenever the Marro Building comes to the Library, whether now or in 2026, we would be in the same circumstance. That is, there are tanks in the ground which may or may not need to be removed eventually. Staff recommend approving the amendment to the Second Cooperative Agreement.

## Communication

### Library Newsletters

- The TUFL Times, December: <https://uflil.patronpoint.com/email/preview/86>
- The TUFL Times: Youth Edition, December: <https://uflil.patronpoint.com/email/preview/87>
- December Archives Newsletter: <https://uflil.patronpoint.com/email/preview/88>

### Library News

- March 18, 2024, *Smile Politely* – New Maker-in-Residence program needs a creative person to help grow the maker community <https://www.smilepolitely.com/splog/new-maker-in-residence-program-needs-a-creative-person-to-help-grow-the-maker-community/>
- March 20, 2024, *Chambanamoms.com* – Excitement Builds as Solar Eclipse Nears <https://www.chambanamoms.com/2024/03/20/excitement-builds-as-solar-eclipse-nears/>
- March 28, 2024, *WCIA.com* – Urbana Park District announces new date for MLK Peace March <https://www.wcia.com/news/local-news/urbana-park-district-announces-new-date-for-mlk-peace-march/>

- March 29, 2024, *Chambanamoms.com* – The Top Things to Do in April in Champaign-Urbana <https://www.chambanamoms.com/2024/03/29/things-to-do-champaign-urbana-april/>
- April 1, 2024, *Smile Politely* – Poetry month begins with Janie Harrington at the Urbana Free Library <https://www.smilepolitely.com/splog/poetry-month-begins-with-janice-harrington-at-the-urbana-free-library/>

## 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
<b>Illinois Funds account</b>	\$ 216,906.99	\$ 217,911.90	\$ 218,899.07	\$ 219,927.40	\$ 220,925.10	\$ 221,950.01
<b>Busey Bank Cash accounts</b>	\$ 2,943,480.37	\$ 3,147,582.21	\$ 4,212,416.00	\$ 3,925,611.70	\$ 3,784,810.07	\$ 3,380,738.88
<b>Busey Bank Web account</b>	\$ 68,388.69	\$ 73,630.53	\$ 77,357.69	\$ 80,143.02	\$ 82,442.05	\$ 84,910.90
<b>Total</b>	\$ 3,228,776.05	\$ 3,439,124.64	\$ 4,508,672.76	\$ 4,225,682.12	\$ 4,088,177.22	\$ 3,687,599.79
	January	February	March	April	May	June
<b>Illinois Funds account</b>	\$ 222,966.74	\$ 223,923.54				
<b>Busey Bank Cash accounts</b>	\$ 3,387,341.60	\$ 3,026,051.93				
<b>Busey Bank Web account</b>	\$ 87,309.85	\$ 89,834.78				
<b>Total</b>	\$ 3,697,618.19	\$ 3,339,810.25	\$ -	\$ -	\$ -	\$ -

**GENERAL LEDGER DISTRIBUTION JOURNAL: LIBRARY BI-W**

WARRANT L0322

PAY PERIOD 03/03/2024 to 03/16/2024

CHECK DATE 03/22/2024

YEAR 2024 PERIOD 9  
 EXPENDITURE ENTRIES  
 SHORT DESC PAY032224

GL EFF DATE 03/22/2024  
 REFERENCE L0322  
 REFERENCE2 8L0322

ORG	OBJECT	PROJECT	ORGANIZATION TITLE	ACCOUNT DESCRIPTION	EXPENDITURE
YEAR 2024	PERIOD 9				GL EFF DATE 03/22/2024
80280800	50110		LIBRARY ADMINISTRATION	SALARY - REGULAR EMPLOYEE	16,124.59
80280801	50210		LIBRARY CENTRALIZED COSTS	INSURANCE	12,104.39
80280801	50220		LIBRARY CENTRALIZED COSTS	FICA AND MEDICARE	6,959.95
80280801	50251		LIBRARY CENTRALIZED COSTS	IMRF & SURS	5,670.48
80280803	50110		ARCHIVES	SALARY - REGULAR EMPLOYEE	10,893.21
80280805	50110		LIBRARY FACILITIES	SALARY - REGULAR EMPLOYEE	896.07
80280806	50110		LIBRARY ACQUISITIONS	SALARY - REGULAR EMPLOYEE	15,217.50
80280807	50110		LIBRARY CIRCULATION	SALARY - REGULAR EMPLOYEE	39,903.06
80280808	50110		LIBRARY IT	SALARY - REGULAR EMPLOYEE	5,254.66
80280809	50110		LIBRARY COMMUNITY ENGAGEMENT	SALARY - REGULAR EMPLOYEE	7,638.34
<b>FUND TOTALS</b>					<b>120,662.25</b>
<b>GRAND TOTALS</b>					<b>120,662.25</b>

**GENERAL LEDGER DISTRIBUTION JOURNAL: LIBRARY BI-W**

WARRANT L0405

PAY PERIOD 03/17/2024 to 03/30/2024

CHECK DATE 04/05/2024

YEAR 2024 PERIOD 10  
 EXPENDITURE ENTRIES  
 SHORT DESC PAY040524

GL EFF DATE 04/05/2024  
 REFERENCE L0405  
 REFERENCE2 8L0405

ORG	OBJECT	PROJECT
YEAR 2024	PERIOD 10	
80280800	50110	
80280801	50210	
80280801	50220	
80280801	50251	
80280803	50110	
80280805	50110	
80280806	50110	
80280807	50110	
80280808	50110	
80280809	50110	

ORGANIZATION TITLE	ACCOUNT DESCRIPTION	EXPENDITURE
		GL EFF DATE 04/05/2024
LIBRARY ADMINISTRATION	SALARY - REGULAR EMPLOYEE	16,114.52
LIBRARY CENTRALIZED COSTS	INSURANCE	11,703.46
LIBRARY CENTRALIZED COSTS	FICA AND MEDICARE	6,985.56
LIBRARY CENTRALIZED COSTS	IMRF & SURS	5,686.94
ARCHIVES	SALARY - REGULAR EMPLOYEE	10,244.06
LIBRARY FACILITIES	SALARY - REGULAR EMPLOYEE	1,217.30
LIBRARY ACQUISITIONS	SALARY - REGULAR EMPLOYEE	15,652.18
LIBRARY CIRCULATION	SALARY - REGULAR EMPLOYEE	39,975.25
LIBRARY IT	SALARY - REGULAR EMPLOYEE	5,444.69
LIBRARY COMMUNITY ENGAGEMENT	SALARY - REGULAR EMPLOYEE	7,638.33
<b>FUND TOTALS</b>		<b>120,662.29</b>
<b>GRAND TOTALS</b>		<b>120,662.29</b>

# ACCOUNTS PAYABLE CHECK RUN REPORT

## Detail Invoice List

CK RUN ID#: I031424 03/14/2024  
 DUE DATE: 03/14/2024

CASH ACCOUNT: 802		10100		CASH							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK		
1508	DANIEL CRIBBETT	0000		INV	03/14/2024	1308					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280805 52999		LIBR FAC	OTHER SVCS			360.00				
										360.00	
										<b>360.00</b>	
											<b>CHECK TOTAL</b>
3125	ALLIANCE ENTERTAINMEN	0000		INV	03/14/2024	PLS78782577					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280802 51805		A&Y PROG	CD			130.40				
										130.40	
											<b>CHECK TOTAL</b>
3125	ALLIANCE ENTERTAINMEN	0000		INV	03/14/2024	PLS78738141					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280802 51806		A&Y PROG	DVD			35.70				
	2 80280802 51809		A&Y PROG	GAMES			196.96				
										232.66	
										<b>363.06</b>	
											<b>CHECK TOTAL</b>
2943	AMAZON CAPITAL SERVIC	0000		INV	03/14/2024	1CWY-QW9J-3Y4M					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280802 51809		A&Y PROG	GAMES			35.99				
										35.99	
											<b>CHECK TOTAL</b>
2943	AMAZON CAPITAL SERVIC	0000		INV	03/14/2024	1DQ9-KK3L-7G9R					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280809 51812 80103		LIBR COMM	LIBR SUPP			24.99				
										24.99	
											<b>CHECK TOTAL</b>
2943	AMAZON CAPITAL SERVIC	0000		INV	03/14/2024	11TJ-MYYV-7V7J					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 81080831 52801		ADMIN GIFT	AD PROG			30.52				
										30.52	
											<b>CHECK TOTAL</b>
2943	AMAZON CAPITAL SERVIC	0000		INV	03/14/2024	1DQD-KH1Q-GJMG					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280801 51900		LIBR CTRL	OTHER SUPP			30.90				
										30.90	
											<b>CHECK TOTAL</b>
2943	AMAZON CAPITAL SERVIC	0000		INV	03/14/2024	1PPM-DWJX-7XDC					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280802 51801 80103		A&Y PROG	LIBR BOOKS			46.68				
										46.68	
										<b>169.08</b>	
											<b>CHECK TOTAL</b>



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CK RUN ID#: I031424 03/14/2024  
 DUE DATE: 03/14/2024

CASH ACCOUNT: 802		10100		CASH					
VENDOR	REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK	
217	BAKER & TAYLOR LLC	0000		INV	03/14/2024	2038143065			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 80280802 51801		A&Y PROG	LIBR BOOKS		649.53			649.53
217	BAKER & TAYLOR LLC	0000		INV	03/14/2024	2038148877			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 80280802 51801		A&Y PROG	LIBR BOOKS		1,150.35			1,150.35
217	BAKER & TAYLOR LLC	0000		INV	03/14/2024	2038139318			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 80280802 51801 80103		A&Y PROG	LIBR BOOKS		283.36			283.36
217	BAKER & TAYLOR LLC	0000		INV	03/14/2024	2038148779			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 80280802 51801 80103		A&Y PROG	LIBR BOOKS		421.15			421.15
217	BAKER & TAYLOR LLC	0000		INV	03/14/2024	2038147384			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 802 46290		LGEN FUND	OTHR REIMB		18.35			18.35
						CHECK TOTAL			2,522.74
218	ELAINE BEARDEN	0000		INV	03/14/2024	63916			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 80280809 51812 80103		LIBR COMM	LIBR SUPP		176.62			176.62
						CHECK TOTAL			176.62
426	CDW GOVERNMENT INC	0000		INV	03/14/2024	PV59812			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 80280808 51500		LIBR IT	SHARED IT		197.98			197.98
						CHECK TOTAL			197.98
1062	CONSOLIDATED COMMUNIC	0001		INV	03/14/2024	63891			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 80280805 52600		LIBR FAC	UTILITIES		419.02			

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CK RUN ID#: I031424 03/14/2024  
 DUE DATE: 03/14/2024

CASH ACCOUNT: 802		10100		CASH							
VENDOR	REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK			
						419.02					
					<b>CHECK TOTAL</b>	<b>419.02</b>					
20	DAVIS HOUK MECHANICAL	0000		INV	03/14/2024	420682					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280805 52201		LIBR FAC	BLDG MAINT		588.29					
										588.29	
20	DAVIS HOUK MECHANICAL	0000		INV	03/14/2024	420683					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280805 52201		LIBR FAC	BLDG MAINT		135.50					
										135.50	
										<b>CHECK TOTAL</b>	<b>723.79</b>
549	FIRST NATIONAL BANK O	0000		INV	03/14/2024	63969					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 81080831 52801		ADMIN GIFT	AD PROG		831.83					
	2 80280801 52904		LIBR CTRL	RECRUIT EX		324.00					
	3 80280800 52320		LIBR ADMIN	TRAVEL		898.84					
	4 80280809 51812		LIBR COMM	LIBR SUPP		1,000.00					
	5 80280803 51801		ARCHIVES	LIBR BOOKS		250.18					
	6 80280805 52201		LIBR FAC	BLDG MAINT		190.28					
	7 80280807 52320		LIBR CIRC	TRAVEL		315.00					
	8 80280809 51812	80103	LIBR COMM	LIBR SUPP		19.67					
	9 80280808 51500		LIBR IT	SHARED IT		72.08					
	10 80280801 52902		LIBR CTRL	POST PRINT		29.99					
	11 80280806 51900		LIBR ACQ	OTHER SUPP		987.99					
										4,919.86	
										<b>CHECK TOTAL</b>	<b>4,919.86</b>
192	RACHEL FULLER	0000		INV	03/14/2024	63925					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280800 52320		LIBR ADMIN	TRAVEL		1,339.65					
										1,339.65	
										<b>CHECK TOTAL</b>	<b>1,339.65</b>
2260	INGRAM INDUSTRIES INC	0000		INV	03/14/2024	80781389					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280802 51801	80103	A&Y PROG	LIBR BOOKS		237.13					

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 DUE DATE: 03/14/2024

CASH ACCOUNT: 802		10100		CASH							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK		
2260	INGRAM INDUSTRIES INC	0000		INV	03/14/2024	80839745	237.13				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280802 51801		A&Y PROG	LIBR BOOKS			473.20				
						<b>CHECK TOTAL</b>	473.20				
							<b>710.33</b>				
254	CAROL INSKEEP	0000		INV	03/14/2024	63887					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280809 51812		LIBR COMM	LIBR SUPP			26.63				
						<b>CHECK TOTAL</b>	26.63				
							<b>26.63</b>				
268	MIDWEST TAPE	0000		INV	03/14/2024	505148075					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280802 51806		A&Y PROG	DVD			407.80				
											407.80
268	MIDWEST TAPE	0000		INV	03/14/2024	505148077					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280802 51806 80103		A&Y PROG	DVD			74.22				
						<b>CHECK TOTAL</b>	74.22				
							<b>482.02</b>				
574	MINUTEMAN PRESS	0000		INV	03/14/2024	78630					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280801 51900		LIBR CTRL	OTHER SUPP			24.99				
						<b>CHECK TOTAL</b>	24.99				
							<b>24.99</b>				
9999	Angela Perez	0000		INV	03/14/2024	63983					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 802 44800		LGEN FUND	LIBR FEES			25.00				
						<b>CHECK TOTAL</b>	25.00				
							<b>25.00</b>				
54	OVERDRIVE INC	0000		INV	03/14/2024	01018CO24071084					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280802 51811		A&Y PROG	DOWNLOAD			1,174.70				

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CK RUN ID#: I031424 03/14/2024  
 DUE DATE: 03/14/2024

CASH ACCOUNT: 802		10100		CASH					
VENDOR	REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK	
54	OVERDRIVE INC	0000	INV	03/14/2024	01018CO24075881	1,174.70			
	ACCOUNT DETAIL				LINE AMOUNT				
	1	80280802 51811	A&Y PROG	DOWNLOAD		965.75			
						965.75			
					CHECK TOTAL	2,140.45			
1272	ROGARDS	0000	INV	03/14/2024	049832-00				
	ACCOUNT DETAIL				LINE AMOUNT				
	1	80280806 51900	LIBR ACQ	OTHER SUPP		115.02			
	2	80280801 51900	LIBR CTRL	OTHER SUPP		51.93			
						166.95			
					CHECK TOTAL	166.95			
2482	T-MOBILE USA INC.	0001	INV	03/14/2024	63897				
	ACCOUNT DETAIL				LINE AMOUNT				
	1	80280802 51802 80103	A&Y PROG	NEW COLL		1,336.53			
						1,336.53			
					CHECK TOTAL	1,336.53			
1839	THE NEW YORK TIMES	0001	INV	03/14/2024	364A34E0249				
	ACCOUNT DETAIL				LINE AMOUNT				
	1	80280802 52910	A&Y PROG	DTB CHARGE		2,100.80			
						2,100.80			
					CHECK TOTAL	2,100.80			
301	UNIQUE MANAGEMENT SER	0001	INV	03/14/2024	6123600				
	ACCOUNT DETAIL				LINE AMOUNT				
	1	80280801 51900	LIBR CTRL	OTHER SUPP		88.65			
						88.65			
301	UNIQUE MANAGEMENT SER	0001	INV	03/14/2024	6123601				
	ACCOUNT DETAIL				LINE AMOUNT				
	1	80280801 52902	LIBR CTRL	POST PRINT		119.60			
						119.60			
					CHECK TOTAL	208.25			



# ACCOUNTS PAYABLE CHECK RUN REPORT

## Ck Run Id# Summary

CK RUN ID#: I031424 03/14/2024  
 DUE DATE: 03/14/2024

FUND	ORG	ACCOUNT	AMOUNT	AVLB BUDGET
802	802	LIBRARY GENERAL FUND 802-00-00-000-000-44800-	LIBRARY FEES 25.00	0.00
802	802	LIBRARY GENERAL FUND 802-00-00-000-000-46290-	OTHER REIMBURSEMENTS 18.35	0.00
802	80280800	LIBRARY ADMINISTRATIO 802-60-80-800-000-52320-	TRAVEL, EDUCATION AND 2,238.49	7,850.32
802	80280801	LIBRARY CENTRALIZED C 802-60-80-801-000-51900-	OTHER SUPPLIES 196.47	14,457.60
802	80280801	LIBRARY CENTRALIZED C 802-60-80-801-000-52902-	POSTAGE & PRINTING 149.59	2,021.72
802	80280801	LIBRARY CENTRALIZED C 802-60-80-801-000-52904-	RECRUITING EXPENSES 324.00	-13.00
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51801-	LIBRARY BOOKS 2,273.08	43,265.31
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51801-80103	LIBRARY BOOKS 988.32	15,170.30
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51802-80103	NEW COLLECTIONS 1,336.53	9,102.43
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51805-	CD'S 130.40	484.42
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51806-	DVD'S 443.50	6,784.99
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51806-80103	DVD'S 74.22	1,537.13
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51809-	GAMES 232.95	885.19
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51811-	DOWNLOADABLES 2,140.45	39,189.71
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-52910-	DATABASE CHARGES 2,100.80	11,417.38
802	80280803	ARCHIVES 802-60-80-803-000-51801-	LIBRARY BOOKS 250.18	992.27
802	80280805	LIBRARY FACILITIES 802-60-80-805-000-52201-	BUILDING REPAIR & MAI 914.07	92,354.68
802	80280805	LIBRARY FACILITIES 802-60-80-805-000-52600-	UTILITIES 419.02	47,022.92
802	80280805	LIBRARY FACILITIES 802-60-80-805-000-52999-	OTHER CONTRACTUAL SER 360.00	13,796.73
802	80280806	LIBRARY ACQUISITIONS 802-60-80-806-000-51900-	OTHER SUPPLIES 1,103.01	13,216.01
802	80280807	LIBRARY CIRCULATION 802-60-80-807-000-52320-	TRAVEL, EDUCATION AND 315.00	2,885.45
802	80280808	LIBRARY IT 802-60-80-808-000-51500-	SHARED IT COSTS 270.06	79,427.46
802	80280809	LIBRARY COMMUNITY ENG 802-60-80-809-000-51812-	LIBRARY PROGRAM SUPPL 1,103.21	10,200.38
802	80280809	LIBRARY COMMUNITY ENG 802-60-80-809-000-51812-80103	LIBRARY PROGRAM SUPPL 471.28	3,007.21
			<b>FUND TOTAL</b>	<b>17,877.98</b>
<b>CASH ACCOUNT 802 10100</b>			<b>BALANCE 2,435,953.00</b>	
810	81080831	ADMIN GIFTS 810-60-80-831-000-52801-	LIBRARY PROGRAMS 862.35	-902.79
			<b>FUND TOTAL</b>	<b>862.35</b>
<b>CASH ACCOUNT 802 10100</b>			<b>BALANCE 2,435,953.00</b>	
			<b>WARRANT SUMMARY TOTAL</b>	<b>18,740.33</b>
			<b>GRAND TOTAL</b>	<b>18,740.33</b>

# ACCOUNTS PAYABLE CHECK RUN REPORT

## Detail Invoice List

CK RUN ID#: I032124 03/21/2024  
 DUE DATE: 03/21/2024

CASH ACCOUNT: 802 10100		CASH							
VENDOR	REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK	
3125 ALLIANCE ENTERTAINMEN	0000		INV	03/21/2024	PLS78916559				
<b>ACCOUNT DETAIL</b>						<b>LINE AMOUNT</b>			
1 80280802 51805		A&Y PROG	CD			11.49			
2 80280802 51806		A&Y PROG	DVD			99.00			
						<b>CHECK TOTAL</b>	<b>110.49</b>		
217 BAKER & TAYLOR LLC	0000		INV	03/21/2024	2038163270				
<b>ACCOUNT DETAIL</b>						<b>LINE AMOUNT</b>			
1 80280802 51801		A&Y PROG	LIBR BOOKS			775.01			
							775.01		
217 BAKER & TAYLOR LLC	0000		INV	03/21/2024	2038159803				
<b>ACCOUNT DETAIL</b>						<b>LINE AMOUNT</b>			
1 80280802 51801		A&Y PROG	LIBR BOOKS			1,053.49			
							1,053.49		
217 BAKER & TAYLOR LLC	0000		INV	03/21/2024	2038161052				
<b>ACCOUNT DETAIL</b>						<b>LINE AMOUNT</b>			
1 80280802 51801 80103		A&Y PROG	LIBR BOOKS			290.49			
							290.49		
217 BAKER & TAYLOR LLC	0000		INV	03/21/2024	2038151329				
<b>ACCOUNT DETAIL</b>						<b>LINE AMOUNT</b>			
1 80280802 51801 80103		A&Y PROG	LIBR BOOKS			222.15			
							222.15		
217 BAKER & TAYLOR LLC	0000		INV	03/21/2024	5018804342				
<b>ACCOUNT DETAIL</b>						<b>LINE AMOUNT</b>			
1 80280802 51801 80103		A&Y PROG	LIBR BOOKS			36.68			
							36.68		
217 BAKER & TAYLOR LLC	0000		INV	03/21/2024	2038163753				
<b>ACCOUNT DETAIL</b>						<b>LINE AMOUNT</b>			
1 80280802 51801 80103		A&Y PROG	LIBR BOOKS			195.20			
							195.20		
217 BAKER & TAYLOR LLC	0000		INV	03/21/2024	2038163281				
<b>ACCOUNT DETAIL</b>						<b>LINE AMOUNT</b>			
1 80280802 51801		A&Y PROG	LIBR BOOKS			142.39			
							142.39		
217 BAKER & TAYLOR LLC	0000		INV	03/21/2024	2038166550				
<b>ACCOUNT DETAIL</b>						<b>LINE AMOUNT</b>			
1 80280802 51801 80103		A&Y PROG	LIBR BOOKS			633.92			

# ACCOUNTS PAYABLE CHECK RUN REPORT

## Detail Invoice List

CK RUN ID#: 1032124 03/21/2024  
 DUE DATE: 03/21/2024

CASH ACCOUNT: 802		10100		CASH					
VENDOR	REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK	
						633.92			
					<b>CHECK TOTAL</b>	<b>3,349.33</b>			
2257	CFS - CUSTOM FACILITY	0000	INV	03/21/2024	2117				
	<b>ACCOUNT DETAIL</b>				<b>LINE AMOUNT</b>				
	1 80280805 52201	LIBR FAC	BLDG MAINT			756.00			
						756.00			
					<b>CHECK TOTAL</b>	<b>756.00</b>			
3208	SUNDAY NEWS DELIVERY	0000	INV	03/21/2024	64043				
	<b>ACCOUNT DETAIL</b>				<b>LINE AMOUNT</b>				
	1 80280802 51803	A&Y PROG	LIBR PER			112.86			
						112.86			
					<b>CHECK TOTAL</b>	<b>112.86</b>			
20	DAVIS HOUK MECHANICAL	0000	INV	03/21/2024	420181				
	<b>ACCOUNT DETAIL</b>				<b>LINE AMOUNT</b>				
	1 80280805 52999	LIBR FAC	OTHER SVCS			327.50			
						327.50			
					<b>CHECK TOTAL</b>	<b>327.50</b>			
859	GIBBS TECHNOLOGY COMP	0000	INV	03/21/2024	2806579				
	<b>ACCOUNT DETAIL</b>				<b>LINE AMOUNT</b>				
	1 80280808 52203	LIBR IT	MAINT AGRM			166.53			
						166.53			
					<b>CHECK TOTAL</b>	<b>166.53</b>			
243	GREAT RIVER GENEALOGI	0000	INV	03/21/2024	64103				
	<b>ACCOUNT DETAIL</b>				<b>LINE AMOUNT</b>				
	1 80280803 51803	ARCHIVES	LIBR PER			18.00			
						18.00			
					<b>CHECK TOTAL</b>	<b>18.00</b>			
2260	INGRAM INDUSTRIES INC	0000	INV	03/21/2024	80905579				
	<b>ACCOUNT DETAIL</b>				<b>LINE AMOUNT</b>				
	1 80280802 51801	A&Y PROG	LIBR BOOKS			270.66			
						270.66			



# ACCOUNTS PAYABLE CHECK RUN REPORT

## Detail Invoice List

CK RUN ID#: I032124 03/21/2024  
 DUE DATE: 03/21/2024

CASH ACCOUNT: 802 10100		CASH								
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK	
2260	INGRAM INDUSTRIES INC	0000		INV	03/21/2024	80977200				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280802 51801	80103	A&Y PROG	LIBR BOOKS			208.62			
									208.62	
									<b>CHECK TOTAL</b>	<b>479.28</b>
268	MIDWEST TAPE	0000		INV	03/21/2024	505175305				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280802 51806		A&Y PROG	DVD			319.33			
									319.33	
									<b>CHECK TOTAL</b>	<b>319.33</b>
91	MINNESOTA GENEALOGICA	0000		INV	03/21/2024	64104				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280803 51803		ARCHIVES	LIBR PER			25.00			
									25.00	
									<b>CHECK TOTAL</b>	<b>25.00</b>
9999	Milwaukee County Gene	0000		INV	03/21/2024	64106				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280803 51803		ARCHIVES	LIBR PER			17.00			
									17.00	
									<b>CHECK TOTAL</b>	<b>17.00</b>
54	OVERDRIVE INC	0000		INV	03/21/2024	01018CO24082827				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280802 51811		A&Y PROG	DOWNLOAD			359.46			
									359.46	
									<b>CHECK TOTAL</b>	<b>359.46</b>
20	INVOICES						6,040.78		6,040.78	
									<b>CASH ACCOUNT BALANCE</b>	<b>2,334,097.06</b>

## ACCOUNTS PAYABLE CHECK RUN REPORT

### Ck Run Id# Summary

CK RUN ID#: I032124 03/21/2024  
 DUE DATE: 03/21/2024

FUND	ORG	ACCOUNT	AMOUNT	AVLB BUDGET	
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51801-	LIBRARY BOOKS	2,241.55	41,023.76
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51801-80103	LIBRARY BOOKS	1,587.06	13,583.24
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51803-	LIBRARY PERIODICALS	112.86	1,392.03
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51805-	CD'S	11.49	472.93
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51806-	DVD'S	418.33	6,366.66
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51811-	DOWNLOADABLES	359.46	38,830.25
802	80280803	ARCHIVES 802-60-80-803-000-51803-	LIBRARY PERIODICALS	60.00	1,341.25
802	80280805	LIBRARY FACILITIES 802-60-80-805-000-52201-	BUILDING REPAIR & MAI	756.00	91,775.65
802	80280805	LIBRARY FACILITIES 802-60-80-805-000-52999-	OTHER CONTRACTUAL SER	327.50	13,469.23
802	80280808	LIBRARY IT 802-60-80-808-000-52203-	MAINTENANCE AGREEMENT	166.53	1,192.77
			<b>FUND TOTAL</b>	<b>6,040.78</b>	
<b>CASH ACCOUNT 802 10100</b>		<b>BALANCE 2,334,097.06</b>			
				<b>WARRANT SUMMARY TOTAL</b>	<b>6,040.78</b>
				<b>GRAND TOTAL</b>	<b>6,040.78</b>

# ACCOUNTS PAYABLE CHECK RUN REPORT

## Detail Invoice List

CK RUN ID#: I032824 03/28/2024  
 DUE DATE: 03/28/2024

CASH ACCOUNT: 802		10100		CASH							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK		
2943	AMAZON CAPITAL SERVIC	0000		INV	03/28/2024	1L99-JL77-TXFP					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280802 51806	80103	A&Y PROG	DVD			9.99				9.99
2943	AMAZON CAPITAL SERVIC	0000		INV	03/28/2024	1HHC-NYC7-X3YQ					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280802 51801	80103	A&Y PROG	LIBR BOOKS			48.59				48.59
2943	AMAZON CAPITAL SERVIC	0000		INV	03/28/2024	164H-6WND-3QPH					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280806 51900		LIBR ACQ	OTHER SUPP			24.00				24.00
2943	AMAZON CAPITAL SERVIC	0000		INV	03/28/2024	1L99-JL77-3N17					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280806 51900		LIBR ACQ	OTHER SUPP			22.74				22.74
2943	AMAZON CAPITAL SERVIC	0000		INV	03/28/2024	1XDX-WRJX-3F9G					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280809 51812	80103	LIBR COMM	LIBR SUPP			47.40				47.40
2943	AMAZON CAPITAL SERVIC	0000		INV	03/28/2024	1NX6-KPYR-3LGM					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280809 51812	80102	LIBR COMM	LIBR SUPP			199.95				199.95
2943	AMAZON CAPITAL SERVIC	0000		INV	03/28/2024	1JG4-MLTV-LCXC					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 81080831 52801		ADMIN GIFT	AD PROG			9.89				9.89
2943	AMAZON CAPITAL SERVIC	0000		INV	03/28/2024	1Y9T-6JKV-VLTG					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 81080831 52801		ADMIN GIFT	AD PROG			77.96				77.96
2943	AMAZON CAPITAL SERVIC	0000		INV	03/28/2024	1J3K-KN1L-JLM4					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 81080831 52801		ADMIN GIFT	AD PROG			18.57				18.57
						<b>CHECK TOTAL</b>	<b>459.09</b>				

# ACCOUNTS PAYABLE CHECK RUN REPORT

## Detail Invoice List

CK RUN ID#: I032824 03/28/2024  
 DUE DATE: 03/28/2024

CASH ACCOUNT: 802 10100		CASH								
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK	
3456	UNBOUND EVENTS INC	0000		INV	03/28/2024	5414				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280809 51812		LIBR COMM	LIBR SUPP			140.00			
										140.00
										<b>CHECK TOTAL</b>
										<b>140.00</b>
217	BAKER & TAYLOR LLC	0000		INV	03/21/2024	2038168137				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 81080833 51801		CHILD GIFT	LIBR BOOKS			2,555.31			
										2,555.31
217	BAKER & TAYLOR LLC	0000		INV	03/28/2024	2038178550				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280802 51801		A&Y PROG	LIBR BOOKS			1,204.54			
										1,204.54
217	BAKER & TAYLOR LLC	0000		INV	03/28/2024	2038179119				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280802 51801		A&Y PROG	LIBR BOOKS			843.38			
										843.38
217	BAKER & TAYLOR LLC	0000		INV	03/28/2024	5018818008				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280802 51801 80103		A&Y PROG	LIBR BOOKS			25.04			
										25.04
217	BAKER & TAYLOR LLC	0000		INV	03/28/2024	2038173407				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280802 51801 80103		A&Y PROG	LIBR BOOKS			445.60			
										445.60
217	BAKER & TAYLOR LLC	0000		INV	03/28/2024	2038178861				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280802 51801 80103		A&Y PROG	LIBR BOOKS			908.66			
										908.66
217	BAKER & TAYLOR LLC	0000		INV	03/28/2024	2038172584				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 81080833 51801		CHILD GIFT	LIBR BOOKS			15.87			
										15.87
217	BAKER & TAYLOR LLC	0000		INV	03/28/2024	2038174908				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 81080833 51801		CHILD GIFT	LIBR BOOKS			5.28			
										5.28

# ACCOUNTS PAYABLE CHECK RUN REPORT

## Detail Invoice List

CK RUN ID#: I032824 03/28/2024  
 DUE DATE: 03/28/2024

CASH ACCOUNT: 802		10100		CASH							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK		
217	BAKER & TAYLOR LLC	0000		INV	03/28/2024	5018825341					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280802 51801	80103	A&Y PROG	LIBR BOOKS			96.42				
											96.42
217	BAKER & TAYLOR LLC	0000		INV	03/28/2024	2038178237					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 81080833 51801		CHILD GIFT	LIBR BOOKS			17.47				
											17.47
217	BAKER & TAYLOR LLC	0000		INV	03/28/2024	2038171778					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280802 51801		A&Y PROG	LIBR BOOKS			178.19				
											178.19
											<b>CHECK TOTAL</b>
											<b>6,295.76</b>
2257	CFS - CUSTOM FACILITY	0000		INV	03/28/2024	2122					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280805 52999		LIBR FAC	OTHER SVCS			5,633.33				
											5,633.33
											<b>CHECK TOTAL</b>
											<b>5,633.33</b>
133	LAUREN CHAMBERS	0000		INV	03/28/2024	64267					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280809 51812		LIBR COMM	LIBR SUPP			180.79				
											180.79
											<b>CHECK TOTAL</b>
											<b>180.79</b>
1345	CHAMPAIGN COUNTY	0017		INV	03/28/2024	157					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280808 52600		LIBR IT	UTILITIES			200.00				
											200.00
											<b>CHECK TOTAL</b>
											<b>200.00</b>
231	DELL MARKETING LP	0000		INV	03/28/2024	10735815296					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280808 51500		LIBR IT	SHARED IT			273.59				
											273.59
											<b>CHECK TOTAL</b>
											<b>273.59</b>

# ACCOUNTS PAYABLE CHECK RUN REPORT

## Detail Invoice List

CK RUN ID#: 1032824 03/28/2024  
 DUE DATE: 03/28/2024

CASH ACCOUNT: 802		10100		CASH							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK		
232	DEMCO INC	0002		INV	03/28/2024	7459622					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280806 51900		LIBR ACQ	OTHER SUPP		109.16					
							109.16				
							<b>CHECK TOTAL</b>				<b>109.16</b>
2260	INGRAM INDUSTRIES INC	0000		INV	03/28/2024	81090383					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280802 51801		A&Y PROG	LIBR BOOKS		391.45					
							391.45				
							<b>CHECK TOTAL</b>				<b>391.45</b>
2500	JORDAN KAHLE	0000		INV	03/28/2024	64236					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280802 51802 80103	A&Y PROG	NEW COLL			97.43					
							97.43				
							<b>CHECK TOTAL</b>				<b>97.43</b>
2500	JORDAN KAHLE	0000		INV	03/28/2024	64237					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280802 51802 80103	A&Y PROG	NEW COLL			553.41					
							553.41				
							<b>CHECK TOTAL</b>				<b>553.41</b>
3283	LEON WILSON	0000		INV	03/28/2024	64238					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280808 52320	LIBR IT	TRAVEL			125.00					
							125.00				
							<b>CHECK TOTAL</b>				<b>125.00</b>
3553	LOGAN PEAL	0000		INV	03/28/2024	64282					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280808 52320	LIBR IT	TRAVEL			100.00					
							100.00				
							<b>CHECK TOTAL</b>				<b>100.00</b>
268	MIDWEST TAPE	0000		INV	03/28/2024	505208824					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280802 51804	A&Y PROG	AUDIOBOOKS			39.99					
	2 80280802 51806	A&Y PROG	DVD			248.14					

# ACCOUNTS PAYABLE CHECK RUN REPORT

## Detail Invoice List

CK RUN ID#: I032824 03/28/2024  
 DUE DATE: 03/28/2024

CASH ACCOUNT: 802		10100		CASH							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK		
268	MIDWEST TAPE	0000		INV	03/28/2024	505208860	288.13				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280802 51807	80103	A&Y PROG	RECORDING			87.71				
	2 80280802 51806	80103	A&Y PROG	DVD			95.21				
						<b>CHECK TOTAL</b>	182.92				
							<b>471.05</b>				
2516	THE NEW LINCOLN SQUAR	0000		INV	03/28/2024	64239					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280803 52912		ARCHIVES	FACILTYREN			725.00				
						<b>CHECK TOTAL</b>	725.00				
							<b>725.00</b>				
2952	PAVLOV MEDIA INC	0000		INV	03/28/2024	INV141845					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280808 52999		LIBR IT	OTHER SVCS			800.00				
						<b>CHECK TOTAL</b>	800.00				
							<b>800.00</b>				
42	PRESTO X LLC	0000		INV	03/28/2024	58268733					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280805 52999		LIBR FAC	OTHER SVCS			77.07				
							77.07				
42	PRESTO X LLC	0000		INV	03/28/2024	58268734					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280805 52999		LIBR FAC	OTHER SVCS			77.07				
						<b>CHECK TOTAL</b>	77.07				
							<b>154.14</b>				
283	QUILL CORPORATION	0000		INV	03/28/2024	37551621					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280801 51900		LIBR CTRL	OTHER SUPP			158.33				
						<b>CHECK TOTAL</b>	158.33				
							<b>158.33</b>				

# ACCOUNTS PAYABLE CHECK RUN REPORT

## Detail Invoice List

CK RUN ID#: 1032824 03/28/2024  
 DUE DATE: 03/28/2024

CASH ACCOUNT: 802 10100		CASH								
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK	
1622	REPUBLIC SERVICES, IN	0001		INV	03/28/2024	0729-000682774				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280805 52999		LIBR FAC	OTHER SVCS		926.08				
							926.08			
						<b>CHECK TOTAL</b>	<b>926.08</b>			
1272	ROGARDS	0000		INV	03/28/2024	050068-00				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280806 51900		LIBR ACQ	OTHER SUPP		53.88				
	2 80280801 51900		LIBR CTRL	OTHER SUPP		43.74				
							97.62			
						<b>CHECK TOTAL</b>	<b>97.62</b>			
1272	ROGARDS	0000		INV	03/28/2024	050068-01				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280801 51900		LIBR CTRL	OTHER SUPP		53.66				
							53.66			
						<b>CHECK TOTAL</b>	<b>151.28</b>			
46	ROSE DREW INC	0000		INV	03/28/2024	328330				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280806 51900		LIBR ACQ	OTHER SUPP		54.00				
							54.00			
						<b>CHECK TOTAL</b>	<b>54.00</b>			
3409	STAPLES, INC.	0000		INV	03/28/2024	7000167165				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280808 51900		LIBR IT	OTHER SUPP		458.39				
							458.39			
						<b>CHECK TOTAL</b>	<b>458.39</b>			
3030	THRYV INC	0000		INV	03/28/2024	610060174992				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280801 51900		LIBR CTRL	OTHER SUPP		197.45				
							197.45			
						<b>CHECK TOTAL</b>	<b>197.45</b>			
2835	VIRGINIA M LOZAR	0000		INV	03/28/2024	64284				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 81080831 52801		ADMIN GIFT	AD PROG		300.00				



## ACCOUNTS PAYABLE CHECK RUN REPORT

### Detail Invoice List

CK RUN ID#: 1032824 03/28/2024  
 DUE DATE: 03/28/2024

CASH ACCOUNT: 802		10100	CASH							
VENDOR	REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK		
						300.00				
					<b>CHECK TOTAL</b>	<b>300.00</b>				
312	WORLD BOOK INC	0000	INV	03/28/2024	0001660421					
	<b>ACCOUNT DETAIL</b>				<b>LINE AMOUNT</b>					
	1 80280802 52910		A&Y PROG DTB CHARGE			2,253.30				
						2,253.30				
					<b>CHECK TOTAL</b>	<b>2,253.30</b>				
46	INVOICES				WARRANT TOTAL	21,208.03			21,208.03	
					CASH ACCOUNT BALANCE				2,344,580.70	

# ACCOUNTS PAYABLE CHECK RUN REPORT

## Ck Run Id# Summary

CK RUN ID#: 1032824 03/28/2024  
 DUE DATE: 03/28/2024

FUND	ORG	ACCOUNT	AMOUNT	AVLB BUDGET
802	80280801	LIBRARY CENTRALIZED C	802-60-80-801-000-51900-	OTHER SUPPLIES 453.18 14,004.42
802	80280802	ADULT & YOUTH SERVICE	802-60-80-802-000-51801-	LIBRARY BOOKS 2,617.56 38,406.20
802	80280802	ADULT & YOUTH SERVICE	802-60-80-802-000-51801-80103	LIBRARY BOOKS 1,524.31 12,058.93
802	80280802	ADULT & YOUTH SERVICE	802-60-80-802-000-51802-80103	NEW COLLECTIONS 650.84 8,451.59
802	80280802	ADULT & YOUTH SERVICE	802-60-80-802-000-51804-	AUDIOBOOKS 39.99 850.34
802	80280802	ADULT & YOUTH SERVICE	802-60-80-802-000-51806-	DVD'S 248.14 6,118.52
802	80280802	ADULT & YOUTH SERVICE	802-60-80-802-000-51806-80103	DVD'S 105.20 1,431.93
802	80280802	ADULT & YOUTH SERVICE	802-60-80-802-000-51807-80103	RECORDINGS 87.71 1,138.35
802	80280802	ADULT & YOUTH SERVICE	802-60-80-802-000-52910-	DATABASE CHARGES 2,253.30 9,164.08
802	80280803	ARCHIVES	802-60-80-803-000-52912-	FACILITY RENTAL 725.00 1,705.00
802	80280805	LIBRARY FACILITIES	802-60-80-805-000-52999-	OTHER CONTRACTUAL SER 6,713.55 6,755.68
802	80280806	LIBRARY ACQUISITIONS	802-60-80-806-000-51900-	OTHER SUPPLIES 263.78 12,952.23
802	80280808	LIBRARY IT	802-60-80-808-000-51500-	SHARED IT COSTS 273.59 79,153.87
802	80280808	LIBRARY IT	802-60-80-808-000-51900-	OTHER SUPPLIES 458.39 4,479.38
802	80280808	LIBRARY IT	802-60-80-808-000-52320-	TRAVEL, EDUCATION AND 225.00 1,275.00
802	80280808	LIBRARY IT	802-60-80-808-000-52600-	UTILITIES 200.00 484.00
802	80280808	LIBRARY IT	802-60-80-808-000-52999-	OTHER CONTRACTUAL SER 800.00 8,900.00
802	80280809	LIBRARY COMMUNITY ENG	802-60-80-809-000-51812-	LIBRARY PROGRAM SUPPL 320.79 9,879.59
802	80280809	LIBRARY COMMUNITY ENG	802-60-80-809-000-51812-80102	LIBRARY PROGRAM SUPPL 199.95 1,922.14
802	80280809	LIBRARY COMMUNITY ENG	802-60-80-809-000-51812-80103	LIBRARY PROGRAM SUPPL 47.40 2,959.81
			<b>FUND TOTAL</b>	<b>18,207.68</b>
<b>CASH ACCOUNT 802 10100</b>		<b>BALANCE 2,344,580.70</b>		
810	81080831	ADMIN GIFTS	810-60-80-831-000-52801-	LIBRARY PROGRAMS 406.42 -1,309.21
810	81080833	CHILDREN'S GIFTS	810-60-80-833-000-51801-	LIBRARY BOOKS 2,593.93 7,815.75
			<b>FUND TOTAL</b>	<b>3,000.35</b>
<b>CASH ACCOUNT 802 10100</b>		<b>BALANCE 2,344,580.70</b>		
			<b>WARRANT SUMMARY TOTAL</b>	<b>21,208.03</b>
			<b>GRAND TOTAL</b>	<b>21,208.03</b>

# ACCOUNTS PAYABLE CHECK RUN REPORT

## Detail Invoice List

CK RUN ID#: I040424 04/04/2024  
 DUE DATE: 04/04/2024

CASH ACCOUNT: 802 10100		CASH									
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK		
3125	ALLIANCE ENTERTAINMEN	0000		INV	04/04/2024	PLS79062316					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280802 51805		A&Y PROG	CD			184.08				
										184.08	
										<b>CHECK TOTAL</b>	<b>184.08</b>
2943	AMAZON CAPITAL SERVIC	0000		INV	04/04/2024	1L99-JL77-QQJT					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280809 51812		LIBR COMM	LIBR SUPP			134.90				
										134.90	
2943	AMAZON CAPITAL SERVIC	0000		INV	04/04/2024	1696-17X1-77W1					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 81080831 51990		ADMIN GIFT	OTH LIBMAT			69.99				
										69.99	
2943	AMAZON CAPITAL SERVIC	0000		INV	04/04/2024	1V3G-C14P-V9CY					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280802 51802 80103		A&Y PROG	NEW COLL			189.05				
										189.05	
2943	AMAZON CAPITAL SERVIC	0000		INV	04/04/2024	196Q-X3DQ-1PCJ					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280802 51809		A&Y PROG	GAMES			39.99				
										39.99	
2943	AMAZON CAPITAL SERVIC	0000		INV	04/04/2024	1PN9-CCYD-7LY1					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280809 51812 80103		LIBR COMM	LIBR SUPP			51.20				
										51.20	
2943	AMAZON CAPITAL SERVIC	0000		INV	04/04/2024	1GPC-LG3P-JYX1					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280809 51812 80102		LIBR COMM	LIBR SUPP			199.95				
										199.95	
										<b>CHECK TOTAL</b>	<b>685.08</b>
96	AMEREN ILLINOIS COMPA	0000		INV	04/04/2024	64475					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280805 52600		LIBR FAC	UTILITIES			2,373.09				
										2,373.09	
										<b>CHECK TOTAL</b>	<b>2,373.09</b>

## ACCOUNTS PAYABLE CHECK RUN REPORT

### Detail Invoice List

CK RUN ID#: I040424 04/04/2024  
 DUE DATE: 04/04/2024

CASH ACCOUNT: 802		10100		CASH							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK		
1325	ARAMARK UNIFORM SERVI	0000		INV	04/04/2024	6130382255					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280805 52999		LIBR FAC	OTHER SVCS			138.12				
										138.12	
										<b>CHECK TOTAL</b>	<b>138.12</b>
217	BAKER & TAYLOR LLC	0000		INV	04/04/2024	2038187762					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280802 51801		A&Y PROG	LIBR BOOKS			937.64				
										937.64	
217	BAKER & TAYLOR LLC	0000		INV	04/04/2024	2038193699					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280802 51801		A&Y PROG	LIBR BOOKS			239.64				
										239.64	
217	BAKER & TAYLOR LLC	0000		INV	04/04/2024	2038186819					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280802 51801 80103		A&Y PROG	LIBR BOOKS			435.21				
										435.21	
217	BAKER & TAYLOR LLC	0000		INV	04/04/2024	2038193607					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280802 51801 80103		A&Y PROG	LIBR BOOKS			494.50				
										494.50	
217	BAKER & TAYLOR LLC	0000		INV	04/04/2024	2038183310					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 81080833 51801		CHILD GIFT	LIBR BOOKS			17.97				
										17.97	
217	BAKER & TAYLOR LLC	0000		INV	04/04/2024	2038187868					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 81080833 51801		CHILD GIFT	LIBR BOOKS			89.92				
										89.92	
217	BAKER & TAYLOR LLC	0000		INV	04/04/2024	2038189851					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 81080833 51801		CHILD GIFT	LIBR BOOKS			7.93				
										7.93	
										<b>CHECK TOTAL</b>	<b>2,222.81</b>

## ACCOUNTS PAYABLE CHECK RUN REPORT

### Detail Invoice List

CK RUN ID#: I040424 04/04/2024  
 DUE DATE: 04/04/2024

CASH ACCOUNT: 802 10100		CASH								
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK	
3344	CONSTELLATION NEWENER	0001		INV	04/04/2024	67960000401				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280805 52600		LIBR FAC	UTILITIES		7,172.47				
							7,172.47			
						<b>CHECK TOTAL</b>	<b>7,172.47</b>			
20	DAVIS HOUK MECHANICAL	0000		INV	04/04/2024	C23328-3				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280805 53200		LIBR FAC	BUILDING		13,050.72				
							13,050.72			
						<b>CHECK TOTAL</b>	<b>13,050.72</b>			
5	ENVISIONWARE INC	0000		INV	04/04/2024	INV-US-70367				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280808 51500		LIBR IT	SHARED IT		1,732.49				
							1,732.49			
						<b>CHECK TOTAL</b>	<b>1,732.49</b>			
1264	ILLINOIS AMERICAN WAT	0001		INV	04/04/2024	64373				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280805 52600		LIBR FAC	UTILITIES		277.85				
							277.85			
						<b>CHECK TOTAL</b>	<b>277.85</b>			
1264	ILLINOIS AMERICAN WAT	0001		INV	04/04/2024	64374				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280805 52600		LIBR FAC	UTILITIES		61.97				
							61.97			
						<b>CHECK TOTAL</b>	<b>61.97</b>			
2260	INGRAM INDUSTRIES INC	0000		INV	04/04/2024	81177325				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280802 51801 80103	A&Y PROG	LIBR BOOKS			301.07				
							301.07			
2260	INGRAM INDUSTRIES INC	0000		INV	04/04/2024	81198105				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280802 51801	A&Y PROG	LIBR BOOKS			470.45				
							470.45			

# ACCOUNTS PAYABLE CHECK RUN REPORT

## Detail Invoice List

CK RUN ID#: I040424 04/04/2024  
 DUE DATE: 04/04/2024

CASH ACCOUNT: 802		10100		CASH							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK		
2260	INGRAM INDUSTRIES INC	0000		INV	04/04/2024	81127970					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 81080832 51801			ADULT GIFT LIBR BOOKS			168.30				
	2 80280802 51801			A&Y PROG LIBR BOOKS			158.11				
										326.41	
										<b>CHECK TOTAL</b>	<b>1,097.93</b>
1481	JOE REICHLIN	0000		INV	04/04/2024	64474					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 81080831 52801			ADMIN GIFT AD PROG			150.00				
										150.00	
										<b>CHECK TOTAL</b>	<b>150.00</b>
1990	KANOPY INC.	0000		INV	04/04/2024	394629 – PPU					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280802 51811			A&Y PROG DOWNLOAD			1,311.00				
										1,311.00	
										<b>CHECK TOTAL</b>	<b>1,311.00</b>
2763	LIBRARY IDEAS, LLC	0000		INV	04/04/2024	111821					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280802 51807 80103			A&Y PROG RECORDING			45.73				
										45.73	
										<b>CHECK TOTAL</b>	<b>45.73</b>
268	MIDWEST TAPE	0000		INV	04/04/2024	505271810 hoopla					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280802 51811			A&Y PROG DOWNLOAD			5,500.00				
										5,500.00	
268	MIDWEST TAPE	0000		INV	04/04/2024	505237124					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280802 51804			A&Y PROG AUDIOBOOKS			34.99				
	2 80280802 51806			A&Y PROG DVD			142.43				
										177.42	
268	MIDWEST TAPE	0000		INV	04/04/2024	505237160					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280802 51807 80103			A&Y PROG RECORDING			55.98				
										55.98	

# ACCOUNTS PAYABLE CHECK RUN REPORT

## Detail Invoice List

CK RUN ID#: I040424 04/04/2024  
 DUE DATE: 04/04/2024

CASH ACCOUNT: 802		10100		CASH					
VENDOR	REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK	
					<b>CHECK TOTAL</b>	<b>5,733.40</b>			
33	PROQUEST LLC	0000	INV	04/04/2024	70833462				
	<b>ACCOUNT DETAIL</b>				<b>LINE AMOUNT</b>				
	1 80280803 52910	ARCHIVES	DTB CHARGE			2,291.32			
							2,291.32		
					<b>CHECK TOTAL</b>		<b>2,291.32</b>		
283	QUILL CORPORATION	0000	INV	04/04/2024	37829964				
	<b>ACCOUNT DETAIL</b>				<b>LINE AMOUNT</b>				
	1 81080831 52801	ADMIN GIFT	AD PROG			49.38			
	2 80280801 51900	LIBR CTRL	OTHER SUPP			264.27			
							313.65		
					<b>CHECK TOTAL</b>		<b>313.65</b>		
3409	STAPLES, INC.	0000	INV	04/04/2024	7000218334				
	<b>ACCOUNT DETAIL</b>				<b>LINE AMOUNT</b>				
	1 80280808 51900	LIBR IT	OTHER SUPP			1,162.55			
							1,162.55		
					<b>CHECK TOTAL</b>		<b>1,162.55</b>		
73	TUMBLEWEED PRESS INC	0000	INV	04/04/2024	116547				
	<b>ACCOUNT DETAIL</b>				<b>LINE AMOUNT</b>				
	1 80280802 52910	A&Y PROG	DTB CHARGE			699.00			
							699.00		
					<b>CHECK TOTAL</b>		<b>699.00</b>		
34	INVOICES				<b>WARRANT TOTAL</b>	<b>40,703.26</b>	<b>40,703.26</b>		
					<b>CASH ACCOUNT BALANCE</b>		<b>2,240,715.14</b>		

# ACCOUNTS PAYABLE CHECK RUN REPORT

## Ck Run Id# Summary

CK RUN ID#: I040424 04/04/2024  
 DUE DATE: 04/04/2024

FUND	ORG	ACCOUNT	AMOUNT	AVLB BUDGET
802	80280801	LIBRARY CENTRALIZED C 802-60-80-801-000-51900-	OTHER SUPPLIES	264.27 13,740.15
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51801-	LIBRARY BOOKS	1,805.84 36,600.36
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51801-80103	LIBRARY BOOKS	1,230.78 10,828.15
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51802-80103	NEW COLLECTIONS	189.05 8,262.54
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51804-	AUDIOBOOKS	34.99 815.35
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51805-	CD'S	184.08 288.85
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51806-	DVD'S	142.43 5,976.09
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51807-80103	RECORDINGS	101.71 1,036.64
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51809-	GAMES	39.99 845.20
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51811-	DOWNLOADABLES	6,811.00 32,019.25
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-52910-	DATABASE CHARGES	699.00 8,465.08
802	80280803	ARCHIVES 802-60-80-803-000-52910-	DATABASE CHARGES	2,291.32 1,118.05
802	80280805	LIBRARY FACILITIES 802-60-80-805-000-52600-	UTILITIES	9,885.38 37,137.54
802	80280805	LIBRARY FACILITIES 802-60-80-805-000-52999-	OTHER CONTRACTUAL SER	138.12 6,617.56
802	80280805	LIBRARY FACILITIES 802-60-80-805-000-53200-	BUILDING	13,050.72 1,908,583.31
802	80280808	LIBRARY IT 802-60-80-808-000-51500-	SHARED IT COSTS	1,732.49 77,421.38
802	80280808	LIBRARY IT 802-60-80-808-000-51900-	OTHER SUPPLIES	1,162.55 3,316.83
802	80280809	LIBRARY COMMUNITY ENG 802-60-80-809-000-51812-	LIBRARY PROGRAM SUPPL	134.90 9,744.69
802	80280809	LIBRARY COMMUNITY ENG 802-60-80-809-000-51812-80102	LIBRARY PROGRAM SUPPL	199.95 1,722.19
802	80280809	LIBRARY COMMUNITY ENG 802-60-80-809-000-51812-80103	LIBRARY PROGRAM SUPPL	51.20 2,908.61

**FUND TOTAL 40,149.77**

**CASH ACCOUNT 802 10100 BALANCE 2,240,715.14**

810	81080831	ADMIN GIFTS 810-60-80-831-000-51990-	OTHER LIBRARY MATERIA	69.99 -351.22
810	81080831	ADMIN GIFTS 810-60-80-831-000-52801-	LIBRARY PROGRAMS	199.38 -1,508.59
810	81080832	ADULT GIFTS 810-60-80-832-000-51801-	LIBRARY BOOKS	168.30 15,016.70
810	81080833	CHILDREN'S GIFTS 810-60-80-833-000-51801-	LIBRARY BOOKS	115.82 7,699.93

**FUND TOTAL 553.49**

**CASH ACCOUNT 802 10100 BALANCE 2,240,715.14**

<b>WARRANT SUMMARY TOTAL</b>			<b>40,703.26</b>	
<b>GRAND TOTAL</b>			<b>40,703.26</b>	



## CIRCULATION AND INTERLIBRARY LOAN

The Urbana Free Library promotes the heaviest possible use of its circulating collections by people who are authorized to borrow materials from the Library.

### 1. TYPES OF LIBRARY CARDS

#### a. Resident

Library cards are available to all persons residing within the city limits of the City of Urbana (Cunningham Township). Resident cards are valid for three years from the date of issue. If a person holding a resident card moves outside the Urbana city limits, that card immediately becomes invalid.

#### b. Non-resident property owner

Library cards are available without charge to persons who pay Urbana city property taxes but do not reside within the city limits. Non-resident property owners must provide a current, receipted tax bill on which the individual's name appears as an owner of property located within the city limits of Urbana or a copy of a commercial lease of that taxable property. Such cards are issued to those who qualify for cards under the provisions of 75 Illinois Compiled Statutes 5/4-7(12). Non-resident property owner cards are valid for three years from the date of issue. If a non-resident property owner holding a card sells their property within the Urbana city limits, that card immediately becomes invalid.

#### c. Institution/Business

An institution or business that occupies a property located within the city limits of Urbana may obtain a card at The Urbana Free Library. Only one card is issued per Urbana location and that card shall be issued in the name of the owner, administrator, or other principal or officer of that entity. The card must be presented at checkout unless the borrower is the person whose name appears on the card and presents photo ID. The cardholder personally is responsible for all materials checked out on the card, no matter who the actual borrower is. Cards issued to Urbana businesses and institutions are valid for three years from the date of issue. If a business or agency moves outside the Urbana city limits or permanently ceases business operations, the card immediately becomes invalid. If the person whose name appears on the card ceases their affiliation with the business, the card shall become immediately invalid. Institutional residents are not issued personal cards unless the institution in which they reside agrees to take responsibility for materials borrowed by the residents.

#### d. Reciprocal borrower

The Urbana Free Library honors valid cards issued by Illinois public libraries that participate in reciprocal borrowing. Such borrowers must show a valid card from an Illinois public library that is in good standing and that meets all of the registration requirements

## CIRCULATION AND INTERLIBRARY LOAN

listed below. Cards issued to reciprocal borrowers are valid until the expiration date of the home library card.

### **e. Short term/Limited use**

Qualified homeless Urbana residents, that is, people who have been screened by Cunningham Township as residing within the City of Urbana but who do not have a stable or reliable address, may obtain a card at The Urbana Free Library by providing verification of identity and a letter from Cunningham Township affirming their Urbana residency status. These cards are valid for six months from the date of issue, and may be renewed by presenting verification of identity and a current residency letter provided by Cunningham Township. These cards are limited to checkout of 10 physical items at a time. If a person holding a short term/limited use card moves outside the Urbana city limits, that card immediately becomes invalid.

### **f. Paid non-resident**

All borrowers who do not pay Urbana city property taxes but whose property is located within Urbana School District 116 must pay an annual tax-substitute fee to obtain library cards. The fee covers all household members living at the same address. The tax-substitute fee will be based on the entire tax bill that includes the parcel on which the owner's residence is located. Non-resident renters must provide a lease or other document executed by the non-resident and that person's landlord that lists the rent amount for the entire rental unit (not just the portion of rent due from one occupant of a shared unit).

Businesses may purchase non-resident cards in the name of the owner, administrator, or other principal or officer, as long as only one such non-resident card is issued for the property. The business must supply a tax bill or rent evidence for the business property. If the person whose name appears on the card ceases their affiliation with the business, the card shall become immediately invalid.

The Urbana Free Library will not honor paid non-resident cards sold by other libraries to residents of Urbana School District 116.

All paid non-resident cards are valid for one year.

The annual card may be paid for in three installments. The fee for a four-month installment is one-third of the annual fee for the property, rounded up to an even dollar amount.

### **1. Calculation of tax-substitute fees**

## CIRCULATION AND INTERLIBRARY LOAN

The annual fee for non-resident property owners is based upon the current library tax rate and the property's current taxing value, rounded up to the next \$5.00 increment. The annual fee for renters is calculated at 15% of the monthly rent, rounded up to the next \$5.00 increment. The fee for subsidized housing is based on the original rent, not the amount reduced by the subsidy. For people living rent-free, the Library will attempt to reasonably establish the value of the property or rent in order to calculate the appropriate non-resident fee.

### **2. Refunds on tax-substitute fees**

Refunds on tax-substitute fees are issued to purchasers of non-resident cards whose residence is annexed by the City of Urbana or who move within the city limits of Urbana (Cunningham Township) before the card expires. Refunds will equal the remaining value of the card.

Non-resident borrowers who leave Urbana before their cards expire do not receive refunds, nor may unexpired cards be transferred to other non-resident borrowers. However, the Library will honor the non-resident cards until expiration.

## **2. CHILDREN'S CARDS**

### **a. Children under age 14**

#### **i. Issuing cards**

Children's cards are issued to parents, guardians, or other responsible adults at their request for their children under age 14. Children's cards must be signed by parents, guardians, or other responsible adults. Adults signing library cards for children must provide verification of their identities, verification of Urbana residential addresses, and complete birth dates.

A non-custodial parent is entitled to cards for their children under age 14 even if the children do not reside permanently with the parent, provided that the parent is an Urbana resident.

#### **ii. Responsibility for children's cards**

The parent, guardian, or other responsible adult who applies for and who signs for a card in their child's name is responsible for all materials borrowed on that card and any fees and charges assessed on that card. As such, the person who has applied for and who has signed for responsibility on the card in their child's name is entitled to have the notices sent to their attention.

## CIRCULATION AND INTERLIBRARY LOAN

If the parent, guardian, or other responsible adult has a suspended library card, no other cards may be issued until the responsible adult clears the suspended card.

When a card issued in a child's name is suspended for fees and referred to a collection agency, the library card of the parent, guardian, or other responsible adult also is deemed suspended until the child's fees have been cleared unless participating in a payment plan.

### iii. Requested revocation of children's borrowing privileges

Parents, guardians, or other responsible adults who have signed responsibility for a child's card may revoke those borrowing privileges by notifying the Library in writing. Privileges are not revoked for specific classes of materials only.

## 3. VISITORS

"Visitors" are defined as persons who have not established residential addresses within the boundaries of the Urbana or Champaign school districts, including persons staying at local motels and hotels, guests of local families, or persons with no permanent addresses. Materials are loaned to visitors upon receipt of a cash deposit equivalent to the value of the items borrowed as determined by the Library. The cash deposit will be refunded when all parts of borrowed items have been returned and determined to be in good condition.

## 4. REGISTRATION REQUIREMENTS

Cards may be issued in person, via registration through the website, or over the phone for library cards issued to those receiving home delivery and retirement center service. Library users must meet all of the following requirements:

### a. Verification of identity

Verification of identity may be provided by a non-expired photo ID such as a driver's license, state ID card, school or university ID card, employer's ID card, consulate card or other officially issued, printed photo ID card, or verification by a third-party service.

### b. Verification of address

If the photo ID used to verify identity does not include a current address, the Library will accept an apartment lease or rent receipt, a mortgage statement, mail (preferably a bill) with a postmark within the last 30 days, a telephone book or online telephone database listing, a pay stub from within the last 30 days, or verification from a third-party service. An Urbana Free Library card or other address verification in the name of another family member can be accepted as long as the Library staff can reasonably

## CIRCULATION AND INTERLIBRARY LOAN

connect the card applicant with that family member. Library cards mailed to establish proof of address cannot be used until presented at the Library for the first time.

**c. Birth date, including year**

The applicant must provide full birth date.

**d. Parent or guardian contact information for persons under age 14**

The Library requires the name, current address, and full birth date of a parent or guardian for persons under age 14.

**e. Statement of Responsibility**

By agreeing to the Statement of Responsibility or signing their library card, the cardholder certifies that the information provided at the time of application is correct and accepts responsibility for all items borrowed and for using the card in accordance with Library policies.

## 5. RENEWAL OF CARDS

Expired cards are renewed if the cardholder's borrowing privileges have not been suspended, they present current documents verifying identity and proof of address, and pay any outstanding fees and/or charges to put the card in good standing (unless participating in a payment plan).

For adult cards, cardholders must be present to renew. Exceptions:

- Elderly or disabled cardholders if a family member or caregiver brings the person's existing library card, current photo ID, and proof of address.
- Participants in the Library's home delivery service or in the retirement center courtesy delivery service.
- Verification through a third-party vendor.

For children's cards, the following options are available:

- Parents or guardians may renew the cards of children for whom they have previously applied and signed, whether or not the children are present.
- If an adult other than the original parent or guardian renews the card for the child, then that person becomes the responsible person for the account in that child's name. In this situation, the child must be present to renew the card.
- If the name or address of the parent, guardian, or child has changed, staff must verify the current address as required for applications for new cards.

## CIRCULATION AND INTERLIBRARY LOAN

Reciprocal borrower cards are renewed only after verifying the card is current and in good standing at the home library.

### 6. CARDHOLDERS' RESPONSIBILITIES

- Failure to receive courtesy pre-overdue, overdue, and billing notices does not excuse charges incurred for the non-return of materials. Reciprocal borrowers must supply contact information for email or text messaging to receive courtesy notices.
- Borrowers must present their library cards or officially printed photo ID to borrow materials at the circulation desk. Holders of children's cards must present personal identification or be able to provide the key data in their library accounts.
- Borrowers are financially responsible for any materials that have been checked out on a lost or stolen card prior to reporting the loss or theft to the Library.
- The cardholder is responsible for all fees and charges assessed against the cardholder's account if the cardholder allowed another person to use the cardholder's card.
- Borrowers are financially responsible for any fees accrued if an item's specific return requirements are not followed.

### 7. DAMAGED AND LOST MATERIALS

- Borrowers must pay for damaged items and lost items. Library staff determine whether damaged items should be replaced. The Library does not accept replacement copies supplied by the borrower.
- Fees and/or charges paid for items which were deemed lost-and-paid-for will be refunded only if the items have not already been withdrawn from the collection.

### 8. LONG-OVERDUE MATERIALS

Borrowers with long-overdue Urbana Free Library items (28 days overdue) may not borrow additional materials until all long-overdue materials have been returned. Urbana Free Library items that are 42 days overdue will be billed to the borrower.

### 9. FEES AND COLLECTIONS

The Library does not charge overdue fees for overdue materials. The Library makes a conscientious effort to notify each borrower of overdue materials, but the responsibility for returning materials is the borrower's alone. Borrowers with account charges of \$100 and above will be referred to a collection agency and assessed an additional, non-refundable collection fee. Failure to return library books and other materials after a reasonable length of time violates City ordinance and may result in legal action.

### 10. HOLD REQUESTS

## CIRCULATION AND INTERLIBRARY LOAN

Hold requests are accepted for all circulating materials and are normally held for no longer than seven (7) days. The Library does not accept “standing holds” for multiple items, such as requests for all new issues of specific magazines. Urbana cardholders receive priority for hold requests on items in the Urbana collection. For collections with high demand, the Library may limit hold requests to Urbana cardholders or Urbana pickup.

### 11. INTERLIBRARY LOAN FOR CARDHOLDERS

Interlibrary loan (ILL) of items outside of CU Catalog is limited to cardholders of The Urbana Free Library. The Archives places ILL requests for non-Urbana cardholders to support local history and genealogy research only.

#### a. Limitations on use of items borrowed

The Urbana Free Library enforces any limitations imposed by the owning library on the duration or locations of use for ILL items.

#### b. Charges for ILL services

The Library charges for ILL items supplied by all out-of-state libraries and by in-state libraries known to charge the Library for ILLs. The borrower must agree to and pay the charge at the time of the request.

The Library charges for ILL items that are not returned or that are returned with damage.

### 12. INTERLIBRARY LOAN OF URBANA FREE LIBRARY MATERIALS

The Library is committed to lending its materials to other libraries promptly and in accordance with the ILLINET Interlibrary Loan Code, but limited by the needs of Urbana cardholders. Local demand and local holds take precedence over ILL requests.

The Library limits or does not supply ILL of the following:

- Non-circulating materials.
- Magazines.
- Items from limited collections.
- Items with heavy local demand.
- Items for which staff cost may outweigh cost of the item.

In accordance with the ILLINET Interlibrary Loan Code and the Library’s Photocopy, Print, Fax, and Research Policy, the Library does supply photocopies. The Urbana Free Library’s charges for ILL are intended to comply with the ILLINET Interlibrary Loan Code.

## CIRCULATION AND INTERLIBRARY LOAN

### 13. RECIPROCAL LOANS TO URBANA FREE LIBRARY CARDHOLDERS

The Urbana Free Library does not accept responsibility for reciprocal loans to its cardholders by libraries that do not first consult the Library to determine whether these cardholders are in good standing at Urbana.

### 14. LIMITATIONS ON BORROWING

As the situation demands, the Library administrative staff establish limits on quantities of and types of materials that may be borrowed.

### 15. NON-CIRCULATING MATERIALS

The Library administrative staff determine which categories of materials are not available for circulation, including reference materials, newspapers, and microforms. Archives materials are not available for loan.

### 16. SUSPENSION OF PRIVILEGES

The following acts or omissions will cause the suspension of borrowing privileges until corrected by the borrower:

- An expired card.
- Accumulated charges in excess of \$25.00 unless participating in a payment plan.
- Any item overdue more than 28 days.
- Return to the Library by the Post Office of mail addressed to the borrower, if the borrower's forwarding information specifies a non-resident address, or if the Library has no valid forwarding address within the City of Urbana.
- Request by a reciprocal borrower's home library to suspend borrowing privileges until outstanding fees have been paid to the home library.
- Suspension of the card applied for in the name of their child and for which the borrower has signed unless participating in a payment plan.
- Incomplete or false information on a registration form.
- A check returned for non-sufficient funds (NSF). The full amount of accumulated charges and the Library's NSF fee must be paid by cash, cashier's check, or credit/debit card to restore borrowing privileges.
- Violations of the Library's Rules of Behavior that result in the suspension of Library privileges and access to the Library and Library resources.

### 17. SPECIAL CIRCUMSTANCES

Due to a pandemic or similar, lengthy emergency, the Executive Director may use their discretion to make adjustments to implementation of this Policy.



CIRCULATION AND INTERLIBRARY LOAN

Adopted June 14, 1982

Amended October 8, 2013; May 13, 2014; June 10, 2014 effective July 1, 2014  
May 12, 2015; August 11, 2015 effective August 28, 2015; July 12, 2016; January 10, 2017; May 9,  
2017; August 8, 2017; February 13, 2018; March 13, 2018; September 11, 2018; February 12, 2019;  
May 12, 2020; September 15, 2020; January 12, 2021; August 10, 2021; May 10, 2022; February 14,  
2023; [April 9, 2024](#)

DRAFT

BOARD OF TRUSTEES OF  
THE URBANA FREE LIBRARY  
RESOLUTION NO. 2024-05

RESOLUTION TO AMEND THE SECOND COOPERATIVE AGREEMENT URBANA FREE LIBRARY EXPANSION BETWEEN THE CITY OF URBANA, THE BOARD OF TRUSTEES OF THE URBANA FREE LIBRARY, AND THE URBANA FREE LIBRARY FOUNDATION

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 (hereinafter, the "Board") has the power and authority to enter intergovernmental agreements; and

WHEREAS, the Board wishes to amend the Second Cooperative Agreement Urbana Free Library Expansion with the City of Urbana and The Urbana Free Library Foundation.

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 approve amendments to the Second Cooperative Agreement Urbana Free Library Expansion between the City of Urbana, The Urbana Free Library, and The Urbana Free Library Foundation in substantially the form appended hereto and made a part hereof.

Section 2.

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 April, 2024.

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

Abstains: \_\_\_\_\_

Absent: \_\_\_\_\_

RESOLUTION DECLARED ADOPTED.

\_\_\_\_\_  
President

\_\_\_\_\_  
Secretary/Secretary *pro tem*

**AMENDMENT TO**  
**SECOND COOPERATIVE AGREEMENT URBANA FREE LIBRARY EXPANSION**

**This Amendment** is entered into between the **City of Urbana, Champaign County, Illinois**, an Illinois municipal corporation (the “**City**”) and **The Board of Trustees of the Urbana Free Library**, an administrative agency of the City of Urbana (“**Library**”), and **The Urbana Free Library Foundation**, an Illinois Not-for-Profit Corporation (“**Foundation**”) (collectively “**the Parties**”). This Amendment shall become effective upon its execution by the Parties.

**RECITALS**

**WHEREAS**, the Parties entered into a Second Cooperative Agreement Urbana Free Library Expansion (“**Agreement**”) on December 6, 2004; and

**WHEREAS**, the Agreement contained provisions concerning a building located at 212 W. Green known as the Marro Building; and

**WHEREAS**, the Agreement required the City to acquire the Marro Building and subsequently transfer the building to the Library under certain conditions; and

**WHEREAS**, the Parties desire to waive those certain conditions in order to facilitate the transfer of the Marro Building to the Library.

**AMENDMENTS**

NOW, THEREFORE, in consideration of the mutual covenants and agreements contained herein and other good and valuable considerations, the receipt, adequacy and sufficiency of which is hereby acknowledged, the Parties hereby amend the Agreement in the following respects only:

- A. Paragraph C.6.b of the Agreement shall be amended by deleting such sub-paragraph in its entirety. The remaining sub-paragraphs shall be re-lettered accordingly.
- B. Exhibit C attached to the Agreement shall be removed from the Agreement.
- C. Paragraph 5b of Exhibit B attached to the Agreement shall be amended to read as follows: “Until 2017, this site will be available for use by the City in ways specified in the Second Cooperative Agreement and which are complimentary to the appearance or use by the UFL. In 2026, or earlier as may be requested by the Foundation, title shall vest in the library.”

Except as herein provided, all terms and provisions of the Agreement remain in full force and effect.

[signature page to follow]

**IN WITNESS WHEREOF**, the City, Library and Foundation have caused this Amendment to be executed by their duly authorized officer(s) as of the date set forth below.

**CITY OF URBANA, ILLINOIS**

By: \_\_\_\_\_  
Mayor

ATTEST:

By: \_\_\_\_\_  
City Clerk

Date: \_\_\_\_\_

**BOARD OF TRUSTEES, URBANA FREE LIBRARY**

By: \_\_\_\_\_  
President

Date: \_\_\_\_\_

**URBANA FREE LIBRARY FOUNDATION**

By: \_\_\_\_\_  
President

Date: \_\_\_\_\_

**AN ORDINANCE APPROVING AND AUTHORIZING THE EXECUTION  
OF A SECOND COOPERATIVE AGREEMENT**

(Urbana Free Library Expansion)

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF  
URBANA, ILLINOIS, as follows:

Section 1. That a Second Cooperative Agreement regarding the Urbana  
Free Library Expansion between the City of Urbana, the Board of Trustees of  
the Urbana Free Library, and the Urbana Free Library Foundation, in  
substantially the form of the copy of said Agreement attached hereto and  
hereby incorporated by reference, be and the same is hereby authorized and  
approved.

Section 2. That the Mayor of the City of Urbana, Illinois, be and the  
same is hereby authorized to execute and deliver and the City Clerk of the  
City of Urbana, Illinois, be and the same is authorized to attest to said  
execution of said Agreement as so authorized and approved for and on behalf  
of the City of Urbana, Illinois.

PASSED by the City Council this 6th day of December,  
2004.

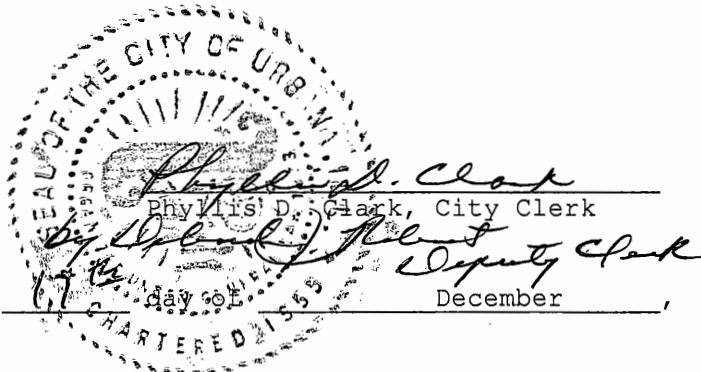
AYES: Chynoweth, Hayes, Patt, Whelan, Wyman

NAYS:

ABSTAINS:

APPROVED by the Mayor this 6th day of December,

2004.



Tod Satterthwaite  
Tod Satterthwaite, Mayor

**SECOND COOPERATIVE AGREEMENT  
URBANA FREE LIBRARY EXPANSION**

This Second Cooperative Agreement Urbana Free Library Expansion ("Second Agreement") is made this 6th day of December, 2004 by and between the City Council of the City of Urbana, Illinois ("City"), a Municipal Corporation, the Board of Trustees of the Urbana Free Library ("Board") an administrative agency of the City of Urbana, and the Urbana Free Library Foundation ("Foundation"), an Illinois Not-For-Profit Corporation.

**WITNESSETH**

WHEREAS, the parties entered into an agreement entitled "Cooperative Agreement, Urbana Free Library Expansion" on the 19<sup>th</sup> day of July, 1999 ("First Agreement");

WHEREAS, the parties hereto desire to continue to cooperate and assist each other in financing, designing, engineering, constructing, furnishing and equipping an improved central public library building ("Improved Library") and its site in Urbana, Illinois;

WHEREAS, the parties have continued to pursue the purposes of the First Agreement;

WHEREAS, the parties desire to further improve the Library by providing adequate parking, improving the usability and visibility of the Improved Library, and gaining control of additional portions of the block upon which the Improved Library is situated;

WHEREAS, the parties desire to integrate future Library development with overall visions for downtown including the Downtown Strategic Plan, The Comprehensive Plan, and the Annual Action Plan for the Downtown;

WHEREAS, the parties desire to provide goods and services to library patrons within convenient walking distance from the Library, as well as harness the economic development opportunities our highly popular Library provides, while fostering library-compatible uses on the block;

WHEREAS, The parties desire to preserve properties of historical significance, including the Fejes building and the Library, and enhance public areas of the Library Block;

WHEREAS, the parties desire to document in this Agreement, their rights, duties, responsibilities and obligations ("Roles") in this continuing project;

WHEREAS the parties have agreed that there will be a long-term Master Plan for the use of the Library Block bounded by Green, Cedar, Elm, and Race Streets in Urbana, Illinois;

NOW THEREFORE in consideration of the mutual covenants and agreements herein set forth, the parties agree as follows:

A. Purpose. The purpose of this Second Agreement is to set forth the continuing and additional roles of the parties in financing, designing, engineering, constructing, furnishing and equipping an Improved Library in Urbana, Illinois.

B. Intent of the Parties.

1. Incorporation. The provisions under the section entitled "Intent of Parties" in the First Agreement are incorporated herein, except as they may be amended by this Second Agreement.

2. Cooperation. The parties intend to cooperate in allowing further improvements to the Improved Library and the block upon which the Improved Library is located.

3. Intention. As a result of this Agreement, the parties intend that:

a. The "Winkelmann Building" (205 South Race Street) will be demolished and the space upon which the Winkelmann Building is currently located shall be converted into a Plaza, metered parking, bus stop and a park-like setting.

b. The "Tepper Building" (209 West Elm Street) shall be separated from the parking supporting the Tepper Building (to the extent allowed by existing zoning) so that the City may lease and/or place meters on the parking area, and thereby receive income from that use. The Library shall make use of the Tepper Building, initially for purposes of archives and archives storage.

c. The parties shall purchase the "Marro Building" (212 West Green Street), for uses as set forth below.

4. Ownership. Ownership of the land and buildings actually used by the library, from time to time, shall be in the form and title currently in use for the library itself. In the case that the Board holds title to the Library, and therefore will hold title to the Tepper Building and eventually the Marro Building then the City will assure that good and marketable title is transferred to the Board in a reasonable manner, consistent with the usual transfer of real estate within Champaign County.

5. To accomplish the goals outlined above, the firm of Isaksen-Glerum has outlined the expected costs to be incurred, which summary is attached hereto as Exhibit "A". It indicates a total project cost for such items to be \$238,528.00.

C. 1. Exhibit "A" includes a Change Order to the original contract relating to the Improved Library; the City has executed (or will execute) the Change Order to accomplish those portions of the project described as:

a. Demolish the Winkelmann Building and surface the area for parking and landscaping as described in the Change Order.

b. Make improvements to the Tepper Building so that the Tepper Building may be used initially as archival storage and as an archives reference area.

2. Foundation Assistance for Matters Described in Exhibit "A". On the date designated as the Closing Date, the Foundation shall pay to the City the sum of \$120,000.00, less credit for any payments already made by the Foundation for those items set forth on Exhibit "A". These funds shall be kept by the City and paid in accordance with the Change Order or upon completion of the other work described in Exhibit "A." The City shall have the responsibility of continuing to provide a facilities manager for the project, who will function as Project Manager and will assure that the Change Order is properly completed by the Contractor. No amendment may be made to the Change Order without the express *written* approval of the City, if the amendment to the Change Order or if an additional Change Order involves additional funding. All Change Orders or additional Change Orders shall be approved by the Board. Within five (5) working days after the facility managers for the project (Pat Pioletti or his successor) and the Director of the Urbana Free Library (Fred Schlipf or his successor) jointly confirm in writing that all matters set forth on Exhibit "A" have been completed and in a satisfactor manner, the Foundation shall pay to the City the remainder of the \$238,528.00 referred to in paragraph B5 above, or the actual costs thereof, whichever is less.

3. Foundation Assistance on Marro Building. The Marro Building shall be purchased by the City from its current owners for \$75,000. In order to facilitate that purchase, the Foundation on the Closing Date, will provide \$75,000 as a contribution on behalf of the Foundation for that purchase. The City will then have the right to operate, lease, or use the Marro Building in any manner that is not incompatible with the fact that the main Library is nearby and a general "Library environment" shall be preserved. If the Marro Building is razed, any new building shall be single story only and not greater than 3800 square feet.

4. Consideration The parties agree that there is sufficient consideration to bind the three parties to this Second Agreement. The City represents that under the Home Rule power and other power available to it, it has the power to enter into this Second Agreement, to enforce this Second Agreement against the other parties and to have the Second Agreement enforced against it. The parties understand and agree that without the funding contributed by the Foundation, a private not for profit Illinois Corporation, the improvements and work referenced in this Second Agreement would not be possible.

5. Tepper Building.

a. The City represents that it currently has marketable title to the Tepper building and parcel subject to an existing mortgage to the former owner which shall be paid by the City according to its terms.



b. The City shall assure that the Tepper Building is deleted from the tax records, and shall pay any real estate tax which is due, accrued but not yet due, or may be due in the future until such time as the property is deemed to be exempt.

c. The parties agree that the attached Change Order sets forth the repairs and modifications to the Tepper Building to be funded by the Foundation, and the City will convey and transfer possession of the Tepper Building to the Library "as is" with no further obligation to maintain or repair anything there with respect to the Tepper Building.

6. Marro Building. The City will purchase the Marro Building. The purchase is being facilitated by the contribution of \$75,000 from the Foundation, which shall be paid to the City prior to closing when requested by the City. If the City does not receive good and sufficient title to the Marro tract, the Foundation will be promptly reimbursed the \$75,000 paid to the City.

a. The City shall have the rights, obligations and responsibilities of ownership of the Marro Building until the Foundation gives notice to the City that the use of (and ownership of, if appropriate) the Marro Building is to be transferred to the Library.

b. The City agrees that, provided the City receives written notice at least two years prior to January 1<sup>st</sup> of the year that the Foundation wants possession of the Marro Building tract to be transferred to the Library, the City will yield possession of the subject tract. Provided further, however, no such notice shall be given to the City prior to January 1, 2015. Any lease or option to renew providing for tenancy beyond December 31, 2015 shall not exceed five years.

If pursuant to procedure outlined above, the City must yield possession of the Marro Building tract, effective between January 1, 2017 and January 1, 2018, the Foundation shall pay to the City an "an early yield sum" of \$25,000.00. The early yield sum shall be reduced by the amount of \$3,000.00 per year for each of the subsequent years thereafter as set forth in Schedule C.

c. There is currently in force a master plan for the block upon which the Improved Library is located. This master plan was adopted on April 10, 2001 by the Library Board and states that the property upon which the Marro Building is situated should be used for library parking. This master plan is in force until adoption of the Second Cooperative Agreement, when it will be replaced by the Master Plan shown in its Exhibit B. Upon the Library taking possession of (and ownership of, if appropriate at the time) the Marro Building, its use shall be in accordance with the then effective master plan for the Improved Library block. Changes of the master plan from that attached hereto as Exhibit B shall only be made if approved by all three entities who are the parties to this Agreement.

d. Nothing in this description of the Marro Building purchase shall require the Library to demolish the Marro Building upon its taking possession of the building or site.

8. Closing. The transfer of use and transfer of title of the Tepper Building shall be on the date of execution of the Second Cooperative Agreement, which date shall be referred to as the Closing Date for the purpose of this agreement.

D. Miscellaneous.

1. Law and Forum. This Agreement shall be construed, interpreted and enforced in accordance with the laws of the State of Illinois. The Illinois state courts and federal courts located in Champaign County, Illinois shall have exclusive jurisdiction over any dispute hereunder.

2. Legal Fees. In the event of any litigation of any dispute hereunder, the prevailing party shall be entitled to recover reasonable attorney's fees and costs from the non-prevailing party. The definition of "Prevailing Party" is the party who, after considering the award of the court under Claims and Counterclaims has a net amount due to be paid from the opposing party.

3. Brokers. Each party hereto represents, warrants and covenants to the other that it has not dealt with any broker, agent, finder or other similar party in connection with the sale and purchase and that no commissions or similar compensation is due to any such broker, agent, finder or similar party as a result of any such dealings.

4. Successors and Assigns. This Agreement shall be binding upon and inure to the benefit of, the parties hereto and their heirs, personal representatives, successors, and assigns.

5. Counterparts. This document may be executed in any number of counterparts, each of which, when so executed and delivered, and combined with its counterpart shall be an original, and shall together constitute one and the same document.

6. Waiver; Enforcement. No waiver of any breach of this Agreement shall be held to be a waiver of any other or subsequent breach. All remedies afforded in this Agreement shall be taken and construed as cumulative; this is, in addition to every other remedy provided therein or by law, unless otherwise limited herein. The failure of either party to enforce at any time any of the provisions of this Agreement, or to exercise any option which is herein provided, or to require at any time performance by the other party of any of the provisions hereof, shall in no way be construed to be a waiver or create an estoppel from enforcement of such provisions, or in any way affect the validity of this Agreement or any part thereof, or the right of either party to thereafter enforce each and every such provision, or to seek relief as a result of the prior breach. If any term of this Agreement shall be held to be invalid, illegal or unenforceable, the validity of the other terms of this Agreement shall in no way be affected thereby (unless one party is substantially and adversely affected thereby)

7. Survival. The covenants, warranties, indemnities and representations herein contained shall survive the closing of the transaction contemplated hereby.

8. Entire Agreement. This Agreement contains the entire understanding of the parties and supersedes all previous verbal and written agreements concerning the subject matter hereof. There are no other agreements, representations or warranties not set forth herein. Any prior written agreements or letters of intent among the parties shall, upon execution of this Agreement, be null and void. Headings shall not expand or limit the meaning or applications of any section of this Agreement.

9. Assignment. This Agreement may not be assigned by any party without the prior written consent of the other parties.

10. Notices. All notices, requests, consents and other communications required or permitted under this Agreement shall be in writing (including telex and telegraphic communication) and shall be (as elected by the person giving such notice) hand delivered by messenger or courier service, telecommunicated, or mailed (airmail if international) by registered or certified mail (postage prepaid), return receipt requested, addressed to:

City of Urbana:

With an information copy to: Library Foundation:

With an information copy to: Library Board:

With an information copy to: Librarian

or to such other address as any party may designate by notice complying with the terms of this paragraph. Each such notice shall be deemed delivered (a) on the date delivered if by personal delivery; (b) on the date of transmission with confirmed answer back if by telex, telefax or other telegraphic method; and (c) on the date upon which the return receipt is signed or delivery is refused, as the case may be, if mailed.

11. Exhibits. All exhibits referred to in this Second Agreement are attached hereto and made a part hereof as if fully set forth within the Agreement itself.

12. Recitals. All Recitals at the beginning of this Second Agreement are binding on the parties and are considered to be part of this Second Agreement

13. Enforcement. This Second Agreement shall be enforceable among the parties hereto and shall also run with the land relating to the Winkelmann Building, Tepper Building and Marro Building parcels.

14. Terms. These provisions and restrictions listed in this Second Agreement shall continue so long as may be allowed by Illinois statute. If any statute requires the parties to confirm or continue the terms of this Second Agreement past certain periods, then the parties hereby agree to

do so for at least a period of 50 years from the date that the Library receives possession of the Marro Building.

15. The terms of the First Agreement in accordance with Section H are to expire as stated therein. By this reference, those terms of the First Agreement that apply to this Second Agreement shall continue as may be appropriate.

CITY OF URBANA, ILLINOIS

By Tod Satterthwaite  
Tod Satterthwaite, Mayor  
Date: 12/6/04

ATTEST:

Debra Roberts  
DEPUTY CITY CLERK

BOARD OF TRUSTEES OF THE  
URBANA FREE LIBRARY FOUNDATION

By Kermit Harden  
Kermit Harden, President

URBANA FREE LIBRARY FOUNDATION

By Rupert Evans  
Rupert Evans, President

## EXHIBIT A

### Isaksen-Glerum Revised Summary Costs for the Demolition of the Winkelmann Building, Expansion of the Site Development/Parking and Necessary improvements to the Tepper Building

Remodeling and duct cleaning of Tepper Building, demolition of Winkelmann Building and associated paving (Change Order 50)	110,813
ACM Abatement -Winkelmann and Tepper building	19,385
Compact and Regular Shelving for Tepper building	66,030
ACM Design Fees	10,500 (estimate)
Allowance for Architect-Engineering fees	27,800 (hourly charge)
Allowance for Other Project Expenses	4,000 (estimate)
Total Project Estimated Cost as of 8/8/2004	\$238,528

The original estimate was \$241,206, and the Foundation agreed to pay the actual cost, not to exceed that amount.

## **Master Plan for the Urbana Free Library Block, Urbana, Illinois**

Adopted July 13, 2004 by the Trustees of the Urbana Free Library and the Urbana Free Library Foundation. Revised version adopted November 9, 2004 by the UFL and the Foundation on November 16, 2004.

### **Master Plan Goal**

The goal of this revised UFL Master Plan is to provide for orderly development of the Urbana Free Library block (bounded by Race, Elm, Cedar, and Green Streets) and nearby areas for the benefit of the UFL and the citizens of Urbana. It is designed to complement the Annual Action Plan for Downtown Urbana.

This master plan is designed to guide the Library for the next twenty years. However, it should be reviewed and updated at approximately five-year periods.

### **Background**

For many years the Urbana Free Library (UFL) Board, in cooperation with the City of Urbana, has planned to acquire the entire Library block for Library purposes. Demonstrating this intent, in 1989 they sent a letter to all property owners on the block, seeking the right of first refusal in the event that the property was available for purchase. On April 10, 2001 they adopted "Expansion Priorities and Necessary Fundraising for the UFL", which called for action to purchase and move the Fejes House, to purchase and demolish the Marro Building, and for eventual development of the whole block except for the Auler property.

Similarly, the UFL Foundation has recognized the value of acquiring properties to gain long-term control of the Library block, reiterating since its inception in 1997 that the Foundation's mission is to raise the funds necessary to expand the library and purchase additional properties on the block as they become available.

The Library Board, the Library Foundation, and the City of Urbana, in the first Cooperative Agreement for UFL Expansion (July, 1999), stated: "Intent of Parties, B1. For the purposes of this Agreement, the Improved Library shall be located in Urbana on the property bounded by Race Street, Elm Street, Cedar Street, and Green Street (site) ..."

While there has been agreement between the UFL Board and the Foundation on acquisition of additional property for Library purposes, the City has agreed only on the purchase of the Tepper Building, the demolition of the Winkelmann Building, and city control of parking. The only formal agreement between the three parties has been on the boundaries of the UFL block.

## Implementation Strategies

### 1. Library Property

- a. The current library building, on completion of current expansion and remodeling, provides a basic library plan with a single visual theme and critically needed space. The building consists of three parts:
  - i. The original building was constructed in 1918 and has historic significance.
  - ii. The first addition was constructed in 1972-75.
  - iii. The addition of 2002-2004 is built with a knockout west wall for future expansion.
- b. The UFL is one of the busiest libraries in Illinois, and usage is expected to continue to grow. When it is agreed that the UFL should be expanded, it will expand toward the west, perhaps as far as Cedar Street.
- c. The UFL appears to be downtown's most visited site, and the view of the south facade of the Library as visitors enter from Green Street is an attractive vista which along with the east facing entrance should be maintained and enhanced.

### 2. Winkelmann Property and the Alley to its North

- a. The Winkelmann Building has been demolished and much of its function transferred to the Tepper Building
- b. Demolition of the Winkelmann Building:
  - i. Improves the view of the new south façade of the Library
  - ii. Prevents crowding of the new entrance
  - iii. Provides space that may serve as a Plaza which will be the site for a variety of outdoor activities. It will be suitable for amenities such as public art, seating, tables with umbrellas, wireless access, and landscaping and plantings; Library activities such as reading, book sales and children's programs; and community activities such as herb sales, and mime performances.
- c. Provides an attractive and protected way to pick up and drop off users
- d. Provides some parking lot improvements, but retains the downhill slope from Green Street to the south façade of the library.
- e. The MTD will install a heated bus stop on the east side of the Library Plaza

### 3. Tepper Property

- a. The UFL has remodeled this building for ancillary purposes, including archival storage.
- b. The parking spaces west of the Tepper Building as administered by the Urbana Municipal Parking System will provide important long term parking
- c. Demolition would provide essential long-term expansion space from the west end of the existing building to Cedar Street.

#### 4. Fejes Property

- a. The Fejes house is a historic 1872 building that originally faced Green Street, but was rotated ninety degrees and moved north to its present site. As of this writing, it is occupied by its owner, who does not wish to be disturbed. Purchase of the property, however, would be part of a long term plan for the library.
- b. The Library recognizes the historic value of the Fejes House. It should be preserved and not moved unless the three signatory bodies agree that the need to do so is compelling.

#### 5. Marro Property

- a. The Marro Building was originally a filling station but has been modified and expanded to include additional space. There are possible EPA implications if the past removal of buried fuel tanks was not done to current standards. Title by the library should be acquired only upon proof of environmental compliance.
- b. Until 2017, this site will be available for use by the City in ways specified in the Second Cooperative Agreement and which are complementary to the appearance or use by the UFL. In 2026, (or earlier, if the Foundation pays the City a scheduled amount of money), title shall vest in the library.

#### 6. Auler Property

- a. Control of this property is not prerequisite to the expansion of the library as the site is small and the parking lot can be successfully reconfigured without this building. Purchase of the property, however, would be part of a long term plan for the library.
- b. Efforts should be made to work with the owners of the building to integrate library landscaping and traffic patterns with those of the Auler Building including the possibility of working on shared parking arrangements.

#### 7. Adjoining Areas

- a. In accordance with the downtown master plan and the Green Street MOR district, the portions of the south side of Green Street and the west side of Cedar Street which face the Library Block should be reserved for appropriate development or redevelopment to take advantage of the tree-lined Library vista, extending the mixed use concept across these two streets.
- b. Parking needs for the library and adjoining uses will be reevaluated as the Master Plan is revised. Creative methods for addressing adjacent parking needs should be explored with owners of surrounding properties.



EXHIBIT C

Schedule of Payments of Early Yield Sums

January 1, 2018	January 1, 2019	\$22,000
January 1, 2019	January 1, 2020	\$19,000
January 1, 2020	January 1, 2021	\$16,000
January 1, 2021	January 1, 2022	\$13,000
January 1, 2022	January 1, 2023	\$10,000
January 1, 2023	January 1, 2024	\$ 7,000
January 1, 2024	January 1, 2025	\$ 4,000
January 1, 2025	January 1, 2026	\$ 0

February 16, 2024

Mr. Tim Cowan, PE  
City of Urbana  
706 South Glover Avenue  
Urbana, Illinois 61802

**RE: 212 West Green Street – Phase I Environmental Site Assessment Findings Summary**

Dear Mr. Cowan:

At the request of the City of Urbana (“City”), Fehr Graham & Associates (“Fehr Graham”) has prepared this letter summary of findings to be paired with the Phase I Environmental Site Assessment (ESA) completed by Fehr Graham for 212 West Green Street (herein referred to as the “Subject Property”).

**BACKGROUND**

The Phase I ESA, completed on November 10, 2023, was completed on behalf of the City of Urbana. Based on the information provided from results of record searches, site investigation, environmental database search, survey of physical features, historical data, and interview, the Phase I ESA revealed the following Recognized Environmental Conditions (RECs) in connection with the Subject Property:

Subject Property

- » Likely historical releases of petroleum products to have occurred from the historical filling operations and the three (3) abandoned in place USTs present on the Subject Property.
- » Likely historical releases of hazardous substances and/or petroleum products to have occurred from the historical automotive service operations at the Subject Property.

Adjoining and Surrounding Sites

- » No RECs were found at the Subject Property in connection with any adjoining or surrounding sites.

**DISCUSSION & RECOMMENDATIONS**

While Recognized Environmental Conditions (RECs) are present, as identified in the Phase I ESA, it is Fehr Graham’s opinion that immediately enforceable environmental compliance issues are not present on the Subject Property, as identified through the Phase I ESA process and ASTM E1527-21. Rather, future development of the Subject Property will require considerations for the identified RECs. The rationale for this opinion is provided in the following points:

- » Underground storage tanks (USTs) documented on the Subject Property are exempt from State Leaking UST regulations due to the date the USTs were registered (January 1966). According to the Office of the State Fire Marshal (OSFM) Registered UST Database, the USTs were abandoned in place due to the proximity of the building to the tanks. There is not a current order for removal of the abandoned USTs. The presence of contaminants has not been confirmed through intrusive site investigation.

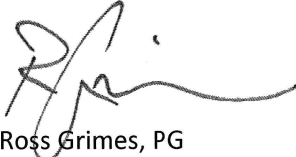
Recommendation #1: If future site development includes building and pavement removal, it is recommended that the USTs be removed as well, under supervision of an OSFM inspector. Since surrounding soil and groundwater have not been tested for indicator contaminants, confirmation samples will be necessary as part of the OSFM-required Site Assessment Report process.

- » There is evidence of historical automotive servicing and repair, including the potential use of an in-ground hydraulic vehicle lift. Similar to the exempt USTs, there are no current regulatory orders for evaluation or remediation of contamination from past automotive repair operations and the presence of contaminants has not been confirmed through intrusive site investigation.

Recommendation #2: If future site development includes building and pavement removal, it is recommended that care be taken in removing and draining any in-ground hydraulic lift components. In addition, any materials (soil, groundwater, fill materials) planned to be exported from the Subject Property be pre-evaluated for indicator contaminants for handling and disposal considerations.

Should you have any questions regarding the discussion and recommendations for 212 West Green Street, please feel free to contact me at (815) 394-4700 or by email.

Sincerely,



Ross Grimes, PG  
Project Manager



# The Urbana Free Library

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210 West Green Street, Urbana, Illinois 61801-5326 • 217-367-4057 • FAX: 217-367-4061 • [urbanafreelibrary.org](http://urbanafreelibrary.org)

## List of scheduled monthly meetings for the Board of Trustees of The Urbana Free Library for the fiscal year 2025.

July 9, 2024

August 13, 2024

September 10, 2024

October 8, 2024

November 12, 2024

December 10, 2024

January 14, 2025

February 11, 2025

March 11, 2025

April 8, 2025

May 13, 2025

June 10, 2025

Meetings start at 7:00 p.m. and are held in the Lewis Auditorium of The Urbana Free Library, unless otherwise posted.

YEAR-TO-DATE BUDGET REPORT

FOR 2024 10

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	-2,949,773.64	0.00	-1,060,185.36	73.6%
802 40302	-204,990.00	PPRT	0.00	-204,990.00	-150,956.88	0.00	-54,033.12	73.6%
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	-3,760.00	0.00	-36,520.00	9.3%
802 41700	-157,900.00	CITY OTHER CONTRIBUTION	0.00	-157,900.00	-103,572.16	0.00	-54,327.84	65.6%
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	-1,024.38	0.00	24.38	102.4%
802 44800	-50,300.00	LIBRARY FEES	0.00	-50,300.00	-39,610.51	0.00	-10,689.49	78.7%
802 45000	-700.00	INVESTMENT INCOME	0.00	-700.00	-18,691.03	0.00	17,991.03	2670.1%
802 46290	-82,735.00	OTHER REIMBURSEMENTS	0.00	-82,735.00	-77,568.00	0.00	-5,167.00	93.8%
802 46300	-68,600.00	DONATIONS/CONTRIBUTIONS/GIFTS	-7,030.00	-75,630.00	-61,430.00	0.00	-14,200.00	81.2%
802 46900	-111,530.00	OTHER MISCELLANEOUS REVENUES	0.00	-111,530.00	-2,152.10	0.00	-109,377.90	1.9%
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	-7,864.00	0.00	0.00	100.0%
TOTAL LIBRARY GENERAL FUND	-4,902,562.00		-7,030.00	-4,909,592.00	-3,539,648.30	0.00	-1,369,943.70	72.1%

80280800 LIBRARY ADMINISTRATION

80280800 50110	419,591.00	SALARY - REGULAR EMPLOYEES	0.00	419,591.00	314,369.18	0.00	105,221.82	74.9%
80280800 52320	16,522.00	TRAVEL, EDUCATION AND TRAINING	0.00	16,522.00	8,671.68	0.00	7,850.32	52.5%

YEAR-TO-DATE BUDGET REPORT

FOR 2024 10							
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	323,040.86	0.00	113,072.14	74.1%
<b>80280801 LIBRARY CENTRALIZED COSTS</b>							
80280801 50210	279,060.00	0.00	279,060.00	188,545.67	0.00	90,514.33	67.6%
80280801 50220	197,234.00	0.00	197,234.00	135,004.51	0.00	62,229.49	68.4%
80280801 50240	41,621.00	0.00	41,621.00	13,132.46	0.00	28,488.54	31.6%
80280801 50251	157,900.00	0.00	157,900.00	103,572.16	0.00	54,327.84	65.6%
80280801 51900	43,462.00	0.00	43,462.00	29,721.85	0.00	13,740.15	68.4%
80280801 52101	5,500.00	0.00	5,500.00	1,510.00	0.00	3,990.00	27.5%
80280801 52199	28,472.00	0.00	28,472.00	22,775.25	0.00	5,696.75	80.0%
80280801 52721	16,000.00	0.00	16,000.00	10,598.88	0.00	5,401.12	66.2%
80280801 52902	6,400.00	0.00	6,400.00	4,378.28	0.00	2,021.72	68.4%
80280801 52904	500.00	0.00	500.00	513.00	0.00	-13.00	102.6%
80280801 52907	300.00	0.00	300.00	198.50	0.00	101.50	66.2%
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	513,958.34	0.00	310,060.66	62.4%
<b>80280802 ADULT &amp; YOUTH SERVICES</b>							
80280802 51801	138,000.00	0.00	138,000.00	101,399.64	0.00	36,600.36	73.5%
80280802 51801 80103	56,750.00	0.00	56,750.00	45,921.85	0.00	10,828.15	80.9%

YEAR-TO-DATE BUDGET REPORT

FOR 2024 10

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

80280802	51802	80103	NEW COLLECTIONS						
			25,200.00	0.00	25,200.00	16,937.46	0.00	8,262.54	67.2%
80280802	51803		LIBRARY PERIODICALS						
			10,500.00	0.00	10,500.00	9,107.97	0.00	1,392.03	86.7%
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	1,484.65	0.00	815.35	64.6%
80280802	51805		CD'S						
			2,000.00	0.00	2,000.00	1,711.15	0.00	288.85	85.6%
80280802	51806		DVD'S						
			20,000.00	0.00	20,000.00	14,023.91	0.00	5,976.09	70.1%
80280802	51806	80103	DVD'S						
			3,800.00	0.00	3,800.00	2,368.07	0.00	1,431.93	62.3%
80280802	51807	80103	RECORDINGS						
			3,300.00	1,000.00	4,300.00	3,263.36	0.00	1,036.64	75.9%
80280802	51809		GAMES						
			4,000.00	0.00	4,000.00	3,154.80	0.00	845.20	78.9%
80280802	51811		DOWNLOADABLES						
			121,000.00	-1,000.00	120,000.00	87,980.75	0.00	32,019.25	73.3%
80280802	52910		DATABASE CHARGES						
			43,730.00	0.00	43,730.00	35,264.92	0.00	8,465.08	80.6%
TOTAL ADULT & YOUTH SERVICES									
			431,080.00	0.00	431,080.00	323,071.63	0.00	108,008.37	74.9%

80280803 ARCHIVES

80280803	50110		SALARY - REGULAR EMPLOYEES						
			287,839.00	0.00	287,839.00	176,424.34	0.00	111,414.66	61.3%
80280803	51801		LIBRARY BOOKS						
			4,100.00	0.00	4,100.00	3,107.73	0.00	992.27	75.8%
80280803	51803		LIBRARY PERIODICALS						
			3,070.00	0.00	3,070.00	1,728.75	0.00	1,341.25	56.3%
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	105.00	0.00	1,695.00	5.8%
80280803	52910		DATABASE CHARGES						
			20,000.00	0.00	20,000.00	18,881.95	0.00	1,118.05	94.4%
80280803	52912		FACILITY RENTAL						
			9,925.00	0.00	9,925.00	8,220.00	0.00	1,705.00	82.8%

YEAR-TO-DATE BUDGET REPORT

FOR 2024 10							
ACCOUNTS FOR:	802 LIBRARY GENERAL FUND						
	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
TOTAL ARCHIVES	343,265.00	0.00	343,265.00	208,467.77	0.00	134,797.23	60.7%
<b>80280805 LIBRARY FACILITIES</b>							
80280805 50110	43,405.00	0.00	43,405.00	23,458.32	0.00	19,946.68	54.0%
80280805 51410	2,000.00	0.00	2,000.00	382.16	0.00	1,617.84	19.1%
80280805 51420	60,000.00	0.00	60,000.00	399.98	0.00	59,600.02	.7%
80280805 51900	3,900.00	0.00	3,900.00	252.68	0.00	3,647.32	6.5%
80280805 52199	0.00	6,330.00	6,330.00	0.00	0.00	6,330.00	.0%
80280805 52201	131,541.00	0.00	131,541.00	39,765.35	0.00	91,775.65	30.2%
80280805 52202	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00	.0%
80280805 52600	174,050.00	0.00	174,050.00	136,912.46	0.00	37,137.54	78.7%
80280805 52710	47,109.00	0.00	47,109.00	42,726.00	0.00	4,383.00	90.7%
80280805 52999	107,660.00	0.00	107,660.00	101,042.44	0.00	6,617.56	93.9%
80280805 53200	1,986,753.00	0.00	1,986,753.00	78,169.69	0.00	1,908,583.31	3.9%
TOTAL LIBRARY FACILITIES	2,557,418.00	6,330.00	2,563,748.00	423,109.08	0.00	2,140,638.92	16.5%
<b>80280806 LIBRARY ACQUISITIONS</b>							
80280806 50110	390,622.00	0.00	390,622.00	289,880.60	0.00	100,741.40	74.2%
80280806 51900	28,000.00	0.00	28,000.00	15,047.77	0.00	12,952.23	53.7%
80280806 52320	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00	.0%



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FOR 2024 10							
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	304,928.37	0.00	114,693.63	72.7%
<b>80280807 LIBRARY CIRCULATION</b>							
80280807 50110	1,169,489.00	0.00	1,169,489.00	769,397.12	0.00	400,091.88	65.8%
80280807 52320	3,642.00	0.00	3,642.00	756.55	0.00	2,885.45	20.8%
TOTAL LIBRARY CIRCULATION	1,173,131.00	0.00	1,173,131.00	770,153.67	0.00	402,977.33	65.6%
<b>80280808 LIBRARY IT</b>							
80280808 50110	142,382.00	0.00	142,382.00	105,382.86	0.00	36,999.14	74.0%
80280808 51500	133,490.00	0.00	133,490.00	56,068.62	0.00	77,421.38	42.0%
80280808 51900	12,650.00	0.00	12,650.00	9,333.17	0.00	3,316.83	73.8%
80280808 52203	6,434.00	0.00	6,434.00	5,241.23	0.00	1,192.77	81.5%
80280808 52320	1,500.00	0.00	1,500.00	225.00	0.00	1,275.00	15.0%
80280808 52600	2,484.00	0.00	2,484.00	2,000.00	0.00	484.00	80.5%
80280808 52999	17,700.00	0.00	17,700.00	8,800.00	0.00	8,900.00	49.7%
TOTAL LIBRARY IT	316,640.00	0.00	316,640.00	187,050.88	0.00	129,589.12	59.1%
<b>80280809 LIBRARY COMMUNITY ENGAGEMENT</b>							
80280809 50110	283,231.00	0.00	283,231.00	158,609.44	0.00	124,621.56	56.0%

YEAR-TO-DATE BUDGET REPORT

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ACCOUNTS FOR: 802 LIBRARY GENERAL FUND	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
80280809 51812		LIBRARY PROGRAM SUPPLIES					
	19,350.00	0.00	19,350.00	9,605.31	0.00	9,744.69	49.6%
80280809 51812 80102	4,400.00	LIBRARY PROGRAM SUPPLIES	4,400.00	2,677.81	0.00	1,722.19	60.9%
		0.00					
80280809 51812 80103	5,400.00	LIBRARY PROGRAM SUPPLIES	6,100.00	3,191.39	0.00	2,908.61	52.3%
		700.00					
80280809 51812 80104	800.00	LIBRARY PROGRAM SUPPLIES	800.00	846.01	0.00	-46.01	105.8%
		0.00					
80280809 52199	21,700.00	OTHER PROFESSIONAL SERVICES	21,700.00	17,012.10	0.00	4,687.90	78.4%
		0.00					
80280809 52320	500.00	TRAVEL, EDUCATION AND TRAINING	500.00	500.00	0.00	0.00	100.0%
		0.00					
80280809 52909	14,440.00	ADV/MKTING/PUBLIC EDUCATION	14,440.00	5,484.99	0.00	8,955.01	38.0%
		0.00					
TOTAL LIBRARY COMMUNITY ENGAGEMENT	349,821.00	700.00	350,521.00	197,927.05	0.00	152,593.95	56.5%
<b>80280851 MERCHANDISE SALES</b>							
80280851 51810	3,195.00	LIBRARY RESALE PURCHASES	3,195.00	476.94	0.00	2,718.06	14.9%
		0.00					
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	-287,463.71	0.00	2,239,205.71	-14.7%
TOTAL REVENUES	-4,902,562.00	-7,030.00	-4,909,592.00	-3,539,648.30	0.00	-1,369,943.70	
TOTAL EXPENSES	6,854,304.00	7,030.00	6,861,334.00	3,252,184.59	0.00	3,609,149.41	

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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

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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		-100.00	-23,950.00	-18,731.92	0.00	-5,218.08	78.2%
TOTAL LIBRARY TRUST FUND	-23,850.00	-100.00	-23,950.00	-18,731.92	0.00	-5,218.08	78.2%	

81080831 ADMIN GIFTS

81080831 51420	60,000.00	OFFICE FURNITURE	0.00	60,000.00	0.00	0.00	60,000.00	.0%
81080831 51900	600.00	OTHER SUPPLIES	0.00	600.00	0.00	0.00	600.00	.0%
81080831 51990	500.00	OTHER LIBRARY MATERIALS	0.00	500.00	851.22	0.00	-351.22	170.2%
81080831 52801	0.00	LIBRARY PROGRAMS	0.00	0.00	1,508.59	0.00	-1,508.59	100.0%
81080831 53200	300,500.00	BUILDING	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	121,288.56	0.00	240,311.44	33.5%

81080832 ADULT GIFTS

81080832 51801	19,500.00	LIBRARY BOOKS	0.00	19,500.00	4,483.30	0.00	15,016.70	23.0%
81080832 51990	0.00	OTHER LIBRARY MATERIALS	100.00	100.00	0.00	0.00	100.00	.0%
TOTAL ADULT GIFTS	19,500.00		100.00	19,600.00	4,483.30	0.00	15,116.70	22.9%

81080833 CHILDREN'S GIFTS

81080833 51801	12,150.00	LIBRARY BOOKS	0.00	12,150.00	4,450.07	0.00	7,699.93	36.6%
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YEAR-TO-DATE BUDGET REPORT

FOR 2024 10								
ACCOUNTS FOR: 810 LIBRARY TRUST FUND								
	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED	
81080833 52801	3,000.00	0.00	3,000.00	0.00	0.00	3,000.00	.0%	
81080833 52803	9,100.00	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	4,450.07	0.00	19,799.93	18.4%	
<b>81080834 ARCHIVES GIFTS</b>								
81080834 51801	3,150.00	0.00	3,150.00	0.00	0.00	3,150.00	.0%	
81080834 51990	250.00	0.00	250.00	0.00	0.00	250.00	.0%	
81080834 52804	4,000.00	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	111,490.01	0.00	277,409.99	28.7%	
TOTAL REVENUES	-23,850.00	-100.00	-23,950.00	-18,731.92	0.00	-5,218.08		
TOTAL EXPENSES	412,750.00	100.00	412,850.00	130,221.93	0.00	282,628.07		

YEAR-TO-DATE BUDGET REPORT

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ACCOUNTS FOR: 820 LIBRARY BUILDING FUND								
	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED	
<b>82080852 BUILDING COSTS</b>								
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	7,864.00	0.00	0.00	100.0%	
<b>TOTAL BUILDING COSTS</b>								
	9,364.00	0.00	9,364.00	8,592.46	0.00	771.54	91.8%	
<b>TOTAL LIBRARY BUILDING FUND</b>								
	9,364.00	0.00	9,364.00	8,592.46	0.00	771.54	91.8%	
<b>TOTAL EXPENSES</b>								
	9,364.00	0.00	9,364.00	8,592.46	0.00	771.54		

YEAR-TO-DATE BUDGET REPORT

FOR 2024 10							
ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED	
	GRAND TOTAL						
2,427,006.00	0.00	2,427,006.00	-167,381.24	0.00	2,594,387.24	-6.9%	

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