

**Winnetka-Northfield Public Library District
Regular Meeting of The Board of Trustees**

**THE MEETING WILL BEGIN AT 7:00 PM AND WILL BE HELD AT THE WINNETKA LIBRARY.
INSTRUCTIONS TO JOIN VIRTUALLY POSTED AT WWW.WINNETKALIBRARY.ORG**

AGENDA

Monday, May 15, 2023

- I. Call to Order**
- II. Roll Call**
- III. Public Comments**
- IV. Vote to Approve Minutes**
 - Approve Minutes of the April 17, 2023 Regular Meeting* (1 minute)
 - Approve Minutes of the May 1, 2021 Special Meeting* (1 minute)
- V. Financial Report**
 - April 2023 Financial Statements* (5 minutes)
- VI. Library Reports**
 - Director's Report* (10 minutes)
 - Board President's Comments (5 minutes)
- VII. Liaisons to Other Organizations – Reports**
 - Winnetka Village (5 minutes)
 - Northfield Village (5 minutes)
- VIII. Unfinished Business**
- IX. New Business**
 - Approval of FY23-24 Library Budget* (5 minutes)
 - Organizational meeting of the Library Board (10 minutes)
 - Oaths of Office for Incoming Trustees
 - Election of Officers to two-year terms
 - Community Liaison appointments
 - Director Annual Review Process (5 minutes)
- X. Communications**
 - The Library will be closed on Sunday, May 28th, and Monday, May 29th in observance of Memorial Day.
 - The next regular meeting will be held on Monday, June 19th at 7 p.m. at the Northfield Library.

*Attachments

**Winnetka-Northfield Public Library District
Regular Meeting of The Board of Trustees**

**THE MEETING WILL BEGIN AT 7:00 PM AND WILL BE HELD AT THE WINNETKA LIBRARY.
INSTRUCTIONS TO JOIN VIRTUALLY POSTED AT WWW.WINNETKALIBRARY.ORG**

XI. Public Comments

XII. Adjourn to Closed Session

- **Closed Session**

5 ILCS 120/2(c)(5): To consider the purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired.

XIII. Return to Open Session

XIV. Adjournment

**WINNETKA-NORTHFIELD PUBLIC LIBRARY DISTRICT
MINUTES OF A REGULAR MEETING
OF THE BOARD OF TRUSTEES**

April 17, 2023

I. Call to Order

The meeting was held at the Winnetka Library, 768 Oak Street, Winnetka, Illinois. President Mitchell called the meeting to order at 7:01 p.m. A quorum was present.

II. Roll Call

Present: Trustees Thomas Sundell, Matt Kinnich, Travis Gosselin, Ranjini Shankar, Deborah Vandergrift and Board President Melissa Mitchell; and Library Director Monica Dombrowski.

Absent: Trustee Sarah Munoz

Present were library employees Nicola White (Business Services Coordinator) and Mark Swenson (IT Manager). Present was Steve Giczewski from the Winnetka Caucus. Present was Winnetka resident Marc Hecht.

III. Public Comments

No public comments.

IV. Approval of Minutes

- Approve Minutes of the March 21, 2023 Regular Meeting

President Mitchell announced the approval of the March 21, 2023 Regular Meeting Minutes.

V. Financial Report

Trustee Vandergrift and Director Dombrowski presented the March 2023 Financial Statements.

VI. Library Report

LIBRARY DIRECTOR'S REPORT:

Director Dombrowski presented the March 2023 Director's Report, which is included in the April 2023 Board Packet.

BOARD PRESIDENT'S COMMENTS:

President Mitchell met with the presidents of other taxing bodies for their quarterly connect and had a tour of the new addition being built at New Trier and discussed:

- The storm water management project
- The construction at Greely and Hubbard Woods starting this summer
- The first day of school will be after Labor Day
- The Park District's open houses about the lake front

VII. Liaisons to Other Organizations-Reports

- *Winnetka Village*- President Mitchell reported that there has been a lot of discussion about development of the lake front and the comprehensive plan.
- *Northfield Village*- Trustee Munoz was absent, Trustee Shankar confirmed that the librarians will be having a booth at the Family Fun Fair.

VIII. Unfinished Business

- *Library Park Sign Update*
Director Dombrowski asked the trustees about sign placement; they agreed to place it closer to the road than the previous sign.
- *Board Officer Interest*
The trustees discussed their interest in officer positions and will vote at the May 15, 2023 Regular Meeting.

IX. New Business

- *Strategic Planning Quarterly Update*
Director Dombrowski presented the strategic plan updates from the third quarter of the 2022/2023 fiscal year.
- *Kenilworth Service Contract Renewal and Vote*
The Board discussed the Kenilworth Service Contract Renewal and decided to discuss further at the May 1, 2023 Special Meeting following the Kenilworth Library Board Meeting on April 27, 2023.

X. Communications

- *A special meeting will be held to discuss the Decennial Committee, draft FY23-24 budget, and Kenilworth contract on Monday, May 1 at 7 p.m. at the Winnetka Library.*
- *The next regular meeting will be held on Monday, April 17th at 7 p.m. at the Winnetka Library.*

XI. Public Comments

Winnetka resident Marc Hecht commented on the facility development plans.

XII. Adjourn to Closed Session

• **Closed Session**

5 ILCS 120/2(c)(5): To consider the purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired.

A MOTION to adjourn to closed session was made by Trustee Kinnich.

The MOTION passed on a voice vote and President Mitchell adjourned to closed session at 8:40 p.m.

XIII. Return to Open Session

XIV. Vote to Approve Moving Forward with Engberg Anderson Contract for Architectural Design

A MOTION to Approve Moving Forward with Engberg Anderson Contract for Architectural Design was made by Trustee Gosselin.

ROLL CALL VOTE:

AYES: Trustees Vandergrift, Kinnich, Shankar, Sundell, Gosselin

ABSENT/ABSTAINING: Trustee Munoz

NAYS: 0

MOTION CARRIED

XV. Adjournment

There being no further business to come before the Board, a MOTION to adjourn was made by Trustee Gosselin.

The MOTION passed on a voice vote and President Mitchell adjourned the meeting at 9:34 p.m.

Respectfully submitted,

Nicola White
Recording Secretary

_____ Melissa Mitchell, President

_____ Thomas Sundell, Secretary

**WINNETKA-NORTHFIELD PUBLIC LIBRARY DISTRICT
MINUTES OF A SPECIAL MEETING OF THE BOARD OF TRUSTEES**

May 1, 2023

I. Call to Order

The meeting was held at the Winnetka Library, 768 Oak Street, Winnetka, Illinois. President Mitchell called the meeting to order at 7:03 p.m. A quorum was present.

II. Roll Call

Present: Trustees Travis Gosselin, Ranjini Shankar, Thomas Sundell, Deborah Vandergrift, Sarah Munoz, Matt Kinnich and President Melissa Mitchell; and Library Director Monica Dombrowski.

Absent:

Present were library employees Nicola White (Business Services Coordinator) and Mark Swenson (Information Technology Manager). Present was Winnetka resident Katherine Casale MacNally. Present was Northfield resident Samantha Tideman.

III. Public Comments

No public comments.

IV. Decennial Committee Meeting

- Committee Members
 - Northfield resident Samantha Tideman, Winnetka resident Katherine Casale MacNally, Director Dombrowski, and the Board of Trustees formed the Decennial Committee; Trustee Gosselin was named the Chairman.
- Review Report Template Options & Categories
 - The committee reviewed the report template options and decided to use the proposed template supplied to RAILS from their attorney, AnceL Glink.
- Next Steps
 - The committee divided up initial tasks within the report template and will meet again during the June 19, 2023 Regular Board Meeting to review progress.

V. Discussion and Vote on Kenilworth Service Contract Renewal

A MOTION was made by Trustee Sundell to Approve the Kenilworth Service Contract Renewal.

ROLL CALL VOTE

AYES: Trustees Gosselin, Shankar, Sundell, Vandergrift, Munoz, and Kinnich

NAYS: 0

ABSENT: 0

MOTION CARRIED

VI. Discussion on Draft FY23/24 Library Budget

Director Dombrowski presented the draft FY23/24 library budget; the Board will vote to approve it at the May 15, 2023 Regular Board Meeting.

VII. Public Comments

No public comments.

VIII. Adjournment

There being no further business to come before the Board, a MOTION to adjourn was made by Trustee Gosselin.

The MOTION passed on voice vote and President Mitchell adjourned the meeting at 8:37 p.m.

Respectfully submitted,

Nicola White
Recording Secretary

_____ Melissa Mitchell, President

_____ Thomas Sundell, Secretary

Winnetka-Northfield Public Library District

All Funds Summary

For the 10 Months Ended April 30, 2023

Prorated Budget Percentage Spent: 83.33%

	<u>Annual Budget</u>	<u>Prorated Budget</u>	<u>Current Year-to-Date</u>	<u>% of Budget</u>	<u>Variance vs. Prorated Budget</u>
Revenues					
Library Fund	4,288,700.00	3,573,916.67	4,442,932.22	103.60 %	869,015.55
IMRF Fund	69,805.00	58,170.83	110,143.52	157.79 %	51,972.69
FICA Fund	75,623.00	63,019.17	136,703.58	180.77 %	73,684.41
Building Fund	218,143.00	181,785.83	386,679.11	177.26 %	204,893.28
Unemployment Fund	6.00	5.00	1,435.50	23,925.00 %	1,430.50
Total Revenues	<u>4,652,277.00</u>	<u>3,876,897.50</u>	<u>5,077,893.93</u>	<u>109.15 %</u>	<u>1,200,996.43</u>
Expenses					
Library Fund	4,033,378.00	3,361,148.33	3,284,830.57	81.44 %	(76,317.76)
IMRF Fund	20,100.00	16,750.00	56,188.76	279.55 %	39,438.76
FICA Fund	118,308.00	98,590.00	107,495.60	90.86 %	8,905.60
Building Fund	0.00	0.00	210,248.06	0.00 %	210,248.06
Unemployment Fund	1.00	0.83	0.00	0.00 %	(0.83)
Special Reserve Fund	0.00	0.00	316,000.00	0.00 %	316,000.00
Total Expenses	<u>4,171,787.00</u>	<u>3,476,489.17</u>	<u>3,974,762.99</u>	<u>95.28 %</u>	<u>498,273.82</u>
Total Revenues	4,652,277.00	3,876,897.50	5,077,893.93	109.15 %	1,200,996.43
Total Expenses	<u>4,171,787.00</u>	<u>3,476,489.17</u>	<u>3,974,762.99</u>	<u>95.28 %</u>	<u>(498,273.82)</u>
Excess Revenues less Expenses	<u>480,490.00</u>	<u>400,408.33</u>	<u>1,103,130.94</u>	<u>229.58 %</u>	<u>702,722.61</u>

Winnetka-Northfield Public Library District

Library Fund Summary

For the 10 Months Ended April 30, 2023

Prorated Budget Percentage Spent: 83.33%

	<u>Annual Budget</u>	<u>Prorated Budget</u>	<u>Year-to-Date Actual</u>	<u>% of Budget</u>	<u>Variance vs. Prorated Budget</u>
Operating Revenue					
Property Tax	3,937,220.00	3,281,016.67	3,806,936.84	96.69 %	525,920.17
Replacement Tax	33,000.00	27,500.00	93,321.27	282.79 %	65,821.27
Collections	175,480.00	146,233.33	103,480.65	58.97 %	(42,752.68)
Materials	7,500.00	6,250.00	5,057.08	67.43 %	(1,192.92)
Other Income	135,500.00	112,916.67	434,136.38	320.40 %	321,219.71
Total Operating Revenue	<u>4,288,700.00</u>	<u>3,573,916.67</u>	<u>4,442,932.22</u>	<u>103.60 %</u>	<u>869,015.55</u>
Operating Expenses					
Personnel	2,131,350.00	1,776,125.00	1,659,278.70	77.85 %	(116,846.30)
Administration	261,528.00	217,940.00	213,887.66	81.78 %	(4,052.34)
Utilities	94,000.00	78,333.33	77,014.91	81.93 %	(1,318.42)
IT Services	253,969.40	211,641.17	377,223.98	148.53 %	165,582.81
Public Relations	47,000.00	39,166.67	22,251.61	47.34 %	(16,915.06)
Library Materials - Adult	509,000.00	424,166.67	408,537.17	80.26 %	(15,629.50)
Library Materials - Youth	83,000.00	69,166.67	56,677.67	68.29 %	(12,489.00)
Programs	87,250.00	72,708.33	65,287.06	74.83 %	(7,421.27)
Capital	566,280.60	471,900.50	404,671.81	71.46 %	(67,228.69)
Total Operating Expenses	<u>4,033,378.00</u>	<u>3,361,148.33</u>	<u>3,284,830.57</u>	<u>81.44 %</u>	<u>(76,317.76)</u>
Total Revenues	4,288,700.00	3,573,916.67	4,442,932.22	103.60 %	869,015.55
Total Expenses	4,033,378.00	3,361,148.33	3,284,830.57	81.44 %	(76,317.76)
Excess Revenues less Expenses	<u>255,322.00</u>	<u>212,768.34</u>	<u>1,158,101.65</u>	<u>453.58 %</u>	<u>945,333.31</u>

Winnetka-Northfield Public Library District

Statement of Revenues and Expenditures - Modified Cash Basis

For the 10 Months Ended April 30, 2023

Prorated Budget Percentage Spent: 83.33%

	Annual Budget	Prorated Budget	Year to Date Actual	% of Budget	Variance vs. Prorated Budget
LIBRARY FUND					
Revenues					
Taxes					
Property Taxes Collections	3,916,860.00	3,264,050.00	3,772,999.99	96.33 %	508,949.99
Property Taxes Collections-Liability	13,379.00	11,149.17	22,116.25	165.31	10,967.08
Property Taxes Collections-Audit	6,981.00	5,817.50	11,820.60	169.33	6,003.10
Replacement Tax	33,000.00	27,500.00	93,321.27	282.79 %	65,821.27
Total Taxes	3,970,220.00	3,308,516.67	3,900,258.11	98.24 %	591,741.44
Collections					
Per Capita Grant	27,280.00	22,733.33	27,250.13	99.89 %	4,516.80
Kenilworth Services	145,000.00	120,833.33	72,554.50	50.04	(48,278.83)
Studio Fees	1,000.00	833.33	984.21	98.42	150.88
Lost/Damaged Mat.	2,200.00	1,833.33	2,691.81	122.36	858.48
Total Collections	175,480.00	146,233.33	103,480.65	58.97 %	(42,752.68)
Materials					
Copy/Printing	7,000.00	5,833.33	4,299.10	61.42 %	(1,534.23)
Book Sales	500.00	416.67	757.98	151.60	341.31
Total Materials	7,500.00	6,250.00	5,057.08	67.43 %	(1,192.92)
Other Income					
Checking Interest Income	5,500.00	4,583.33	4,381.27	79.66 %	(202.06)
Byline Bank IMA Interest	90,000.00	75,000.00	108,857.53	120.95	33,857.53
Money Market-Interest	19,500.00	16,250.00	2,169.94	11.13	(14,080.06)
Misc. Revenue	0.00	0.00	177.64	0.00	177.64
Gift Fund (over \$100)	500.00	416.67	2,500.00	500.00	2,083.33
Friends Donations	20,000.00	16,666.67	50.00	0.25	(16,616.67)
Transfer from Other Fund	0.00	0.00	316,000.00	0.00	316,000.00
Total Other Income	135,500.00	112,916.67	434,136.38	320.40 %	321,219.71
Total Revenue	4,288,700.00	3,573,916.67	4,442,932.22	103.60 %	869,015.55

Winnetka-Northfield Public Library District

Statement of Revenues and Expenditures - Modified Cash Basis

For the 10 Months Ended April 30, 2023

Prorated Budget Percentage Spent: 83.33%

	Annual Budget	Prorated Budget	Year to Date Actual	% of Budget	Variance vs. Prorated Budget
LIBRARY FUND					
Expenses					
Personnel					
Salaries	1,825,000.00	1,520,833.33	1,441,272.39	78.97 %	(79,560.94)
Health Insurance	280,000.00	233,333.33	201,226.13	71.87	(32,107.20)
Flu Vaccination	100.00	83.33	0.00	0.00	(83.33)
Employee Asst. Program	500.00	416.67	0.00	0.00	(416.67)
Professional Development	25,000.00	20,833.33	16,180.18	64.72	(4,653.15)
Flexible Spending Account	750.00	625.00	600.00	80.00	(25.00)
Total Personnel	2,131,350.00	1,776,125.00	1,659,278.70	77.85 %	(116,846.30)
Administration					
Audit Fees	12,400.00	10,333.33	12,950.00	104.44 %	2,616.67
Library Supplies	28,000.00	23,333.33	20,266.20	72.38	(3,067.13)
Office Supplies	6,000.00	5,000.00	5,286.98	88.12	286.98
Breakroom Supplies	3,200.00	2,666.67	2,616.50	81.77	(50.17)
Postage	3,500.00	2,916.67	2,752.15	78.63	(164.52)
Hospitality	500.00	416.67	126.99	25.40	(289.68)
Accounting and Bookkeeping	26,000.00	21,666.67	18,253.00	70.20	(3,413.67)
Legal Notices	3,500.00	2,916.67	877.00	25.06	(2,039.67)
Delivery Service	7,200.00	6,000.00	4,900.00	68.06	(1,100.00)
Payroll Services	9,000.00	7,500.00	7,752.52	86.14	252.52
Liability Insurance Costs	33,128.00	27,606.67	30,726.00	92.75	3,119.33
Board Expenses	1,000.00	833.33	410.02	41.00	(423.31)
Memberships	5,700.00	4,750.00	4,858.39	85.23	108.39
Staff Recognition/Events/Meetings	6,000.00	5,000.00	4,151.42	69.19	(848.58)
Legal	15,000.00	12,500.00	17,491.69	116.61	4,991.69
Consultants	45,000.00	37,500.00	35,265.02	78.37	(2,234.98)
Investment Fees	30,000.00	25,000.00	23,791.28	79.30	(1,208.72)
HR Consultant	25,900.00	21,583.33	21,362.50	82.48	(220.83)
Miscellaneous	500.00	416.67	50.00	10.00	(366.67)
Total Administration	261,528.00	217,940.00	213,887.66	81.78 %	(4,052.34)
Utilities					
Electricity	42,000.00	35,000.00	29,904.33	71.20 %	(5,095.67)
Water	3,000.00	2,500.00	7,465.87	248.86	4,965.87
Storm Sewer	1,500.00	1,250.00	1,029.77	68.65	(220.23)
Natural Gas	17,000.00	14,166.67	11,202.18	65.90	(2,964.49)
Telephone	16,000.00	13,333.33	15,776.17	98.60	2,442.84
Internet Services	14,500.00	12,083.33	11,636.59	80.25	(446.74)
Total Utilities	94,000.00	78,333.33	77,014.91	81.93 %	(1,318.42)
Information Technology					
CCS Operating	83,250.00	69,375.00	54,612.87	65.60 %	(14,762.13)
Software	89,619.40	74,682.83	245,452.54	273.88	170,769.71
LAN Management	40,000.00	33,333.33	41,697.42	104.24	8,364.09
Hardware	4,100.00	3,416.67	4,083.07	99.59	666.40
Technology - Website	15,000.00	12,500.00	13,689.84	91.27	1,189.84
Photocopier Leases	22,000.00	18,333.33	17,688.24	80.40	(645.09)
Total Information Technology	253,969.40	211,641.17	377,223.98	148.53 %	165,582.81

Winnetka-Northfield Public Library District

Statement of Revenues and Expenditures - Modified Cash Basis

For the 10 Months Ended April 30, 2023

Prorated Budget Percentage Spent: 83.33%

	Annual Budget	Prorated Budget	Year to Date Actual	% of Budget	Variance vs. Prorated Budget
LIBRARY FUND					
Public Relations					
PR Promotional	11,000.00	9,166.67	2,534.79	23.04 %	(6,631.88)
PR Source/Mailers	25,000.00	20,833.33	16,969.26	67.88	(3,864.07)
PR Supplies	4,000.00	3,333.33	1,810.18	45.25	(1,523.15)
PR Marketing/Advertising	7,000.00	5,833.33	937.38	13.39	(4,895.95)
Total Public Relations	47,000.00	39,166.67	22,251.61	47.34 %	(16,915.06)
Library Materials - Adult					
Books-Fiction-Adult	82,000.00	68,333.33	63,635.32	77.60 %	(4,698.01)
Books-Non-Fiction-Adult	70,000.00	58,333.33	50,800.64	72.57	(7,532.69)
Periodicals	18,000.00	15,000.00	10,592.24	58.85	(4,407.76)
DVDs-Adult	27,000.00	22,500.00	19,778.80	73.25	(2,721.20)
Audio Books-Adult	10,000.00	8,333.33	6,284.44	62.84	(2,048.89)
Books-Digital	245,000.00	204,166.67	196,199.93	80.08	(7,966.74)
Online Database	55,000.00	45,833.33	60,097.80	109.27	14,264.47
Adult Videogames	2,000.00	1,666.67	1,148.00	57.40	(518.67)
Total Library Materials - Adult	509,000.00	424,166.67	408,537.17	80.26 %	(15,629.50)
Library Materials - Youth					
Books-Fiction-Juv	45,000.00	37,500.00	30,623.38	68.05 %	(6,876.62)
Books-Non-Fiction-Juv	15,000.00	12,500.00	11,790.27	78.60	(709.73)
DVDs-Juv	3,000.00	2,500.00	1,893.13	63.10	(606.87)
Audio Books-Juv	15,000.00	12,500.00	9,684.26	64.56	(2,815.74)
Video Games-Juv	5,000.00	4,166.67	2,686.63	53.73	(1,480.04)
Total Library Materials - Youth	83,000.00	69,166.67	56,677.67	68.29 %	(12,489.00)
Programs					
Reading Programs	10,000.00	8,333.33	4,527.67	45.28 %	(3,805.66)
Programming - Studio	11,750.00	9,791.67	6,385.28	54.34	(3,406.39)
Programming - Youth	25,000.00	20,833.33	20,939.19	83.76	105.86
Programming - Adult	35,000.00	29,166.67	31,347.48	89.56	2,180.81
Studio Maintenance/Repair	5,500.00	4,583.33	2,087.44	37.95	(2,495.89)
Total Programs	87,250.00	72,708.33	65,287.06	74.83 %	(7,421.27)
Capital					
Capital Outlay	237,900.00	198,250.00	327,601.75	137.71 %	129,351.75
Building	168,380.60	140,317.17	24,974.81	14.83	(115,342.36)
Equipment/Furniture	100,000.00	83,333.33	27,341.14	27.34	(55,992.19)
Computer Equipment	60,000.00	50,000.00	24,754.11	41.26	(25,245.89)
Total Capital	566,280.60	471,900.50	404,671.81	71.46 %	(67,228.69)
Total Expenses	4,033,378.00	3,361,148.33	3,284,830.57	81.44 %	(76,317.76)
Excess Revenues less Expenses	255,322.00	212,768.34	1,158,101.65	453.58 %	945,333.31

Winnetka-Northfield Public Library District

Statement of Revenues and Expenditures - Modified Cash Basis

For the 10 Months Ended April 30, 2023

Prorated Budget Percentage Spent: 83.33%

	<u>Annual Budget</u>	<u>Prorated Budget</u>	<u>Year to Date Actual</u>	<u>% of Budget</u>	<u>Variance vs. Prorated Budget</u>
BUILDING FUND					
Revenues					
Property Taxes Collections-Building	218,143.00	181,785.83	386,679.11	177.26 %	204,893.28
Total Revenue	<u>218,143.00</u>	<u>181,785.83</u>	<u>386,679.11</u>	<u>177.26 %</u>	<u>204,893.28</u>
Expenses					
Northfield Lease	0.00	0.00	56,824.20	0.00 %	56,824.20
Janitorial Supplies	0.00	0.00	7,182.53	0.00	7,182.53
Snow Removal	0.00	0.00	5,199.00	0.00	5,199.00
Building Maintenance Service	0.00	0.00	80,000.00	0.00	80,000.00
Elevators	0.00	0.00	9,411.07	0.00	9,411.07
Landscaping	0.00	0.00	14,702.77	0.00	14,702.77
HVAC	0.00	0.00	11,366.95	0.00	11,366.95
Automatic Doors	0.00	0.00	6,056.75	0.00	6,056.75
Roof	0.00	0.00	349.00	0.00	349.00
Alarms	0.00	0.00	2,991.36	0.00	2,991.36
Equipment	0.00	0.00	12,346.43	0.00	12,346.43
Plumbing	0.00	0.00	280.00	0.00	280.00
Electrical	0.00	0.00	1,170.00	0.00	1,170.00
Misc Services	<u>0.00</u>	<u>0.00</u>	<u>2,083.00</u>	<u>0.00</u>	<u>2,083.00</u>
Total Expenses	<u>0.00</u>	<u>0.00</u>	<u>209,963.06</u>	<u>0.00 %</u>	<u>209,963.06</u>
Excess Revenues less Expenses	<u>\$ 218,143.00</u>	<u>\$ 181,785.83</u>	<u>\$ 176,716.05</u>	<u>81.01 %</u>	<u>(5,069.78)</u>

IMRF FUND					
Revenues					
Property Taxes Collections-IMRF	69,805.00	58,170.83	110,143.52	157.79 %	51,972.69
Total Revenue	<u>69,805.00</u>	<u>58,170.83</u>	<u>110,143.52</u>	<u>157.79 %</u>	<u>51,972.69</u>
Expenses					
IMRF Expenses	20,100.00	16,750.00	56,188.76	279.55 %	39,438.76
Total Expenses	<u>20,100.00</u>	<u>16,750.00</u>	<u>56,188.76</u>	<u>279.55 %</u>	<u>39,438.76</u>
Excess Revenues less Expenses	<u>\$ 49,705.00</u>	<u>\$ 41,420.83</u>	<u>\$ 53,954.76</u>	<u>108.55 %</u>	<u>12,533.93</u>

Winnetka-Northfield Public Library District
Statement of Revenues and Expenditures - Modified Cash Basis
For the 10 Months Ended April 30, 2023

Prorated Budget Percentage Spent: 83.33%

	<u>Annual Budget</u>	<u>Prorated Budget</u>	<u>Year to Date Actual</u>	<u>% of Budget</u>	<u>Variance vs. Prorated Budget</u>
FICA FUND					
Revenues					
Property Taxes Collections-FICA	75,623.00	63,019.17	136,703.58	180.77 %	73,684.41
Total Revenue	<u>75,623.00</u>	<u>63,019.17</u>	<u>136,703.58</u>	<u>180.77 %</u>	<u>73,684.41</u>
Expenses					
FICA	118,308.00	98,590.00	107,495.60	90.86 %	8,905.60
Total Expenses	<u>118,308.00</u>	<u>98,590.00</u>	<u>107,495.60</u>	<u>90.86 %</u>	<u>8,905.60</u>
Excess Revenues less Expenses	<u>\$ (42,685.00)</u>	<u>\$ (35,570.83)</u>	<u>\$ 29,207.98</u>	<u>(68.43)%</u>	<u>64,778.81</u>
UNEMPLOYMENT FUND					
Revenues					
Property Taxes Collections-Unemployment	6.00	5.00	1,435.50	23,925.00 %	1,430.50
Total Revenue	<u>6.00</u>	<u>5.00</u>	<u>1,435.50</u>	<u>23,925.00 %</u>	<u>1,430.50</u>
Expenses					
Unemployment	1.00	0.83	0.00	0.00 %	(0.83)
Total Expenses	<u>1.00</u>	<u>0.83</u>	<u>0.00</u>	<u>0.00 %</u>	<u>(0.83)</u>
Excess Revenues less Expenses	<u>\$ 5.00</u>	<u>\$ 4.17</u>	<u>\$ 1,435.50</u>	<u>28,710.00 %</u>	<u>1,431.33</u>

Winnetka-Northfield Public Library District

Check Register

All Bank Accounts

April 1, 2023 - April 30, 2023

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
Vendor Checks						
Amelia Kmiec 10-0-5907	Programming - Youth	To void check #3911	-21.15	3911	04/30/23	<u>(21.15)</u>
Amber Mechanical Contractors Inc. 70-0-5752	HVAC	INV #C015036	1,999.50	3946	04/13/23	<u>1,999.50</u>
Amber Urich 10-0-5907	Programming - Youth	Reimbursement - Urich 4/6/23	5.89	3947	04/13/23	<u>176.39</u>
10-0-5114	Professional Development	Reimbursement - Urich 4/6/23	170.50			
Amelia Kmiec 10-0-5907	Programming - Youth	Reimbursement - Kmiec - Valentines Cookies	21.15	3948	04/13/23	<u>236.72</u>
10-0-5114	Professional Development	Reimbursement - Kmiec - 4/6/23	215.57			
Background Screening Consultants LLC 10-0-5736	Legal	INV #21786	122.00	3949	04/13/23	<u>122.00</u>
Brian Michalski 10-0-5908	Programming - Adult	Program - Tenacious Tour du Mont Blanc	350.00	3950	04/13/23	<u>350.00</u>
Chicago Tribune 10-1-5342	Periodicals-Winnetka	Account #10046207	231.92	3951	04/13/23	<u>467.34</u>
10-1-5342	Periodicals-Winnetka	Account #40046140	235.42			
GenX Generator 70-0-5782	Equipment	INV #81001040423	120.00	3952	04/13/23	<u>120.00</u>
Morris Taylor 10-0-5907	Programming - Youth	Program - Halloween Magic Show	150.00	3953	04/13/23	<u>150.00</u>
Morris Taylor 10-0-5907	Programming - Youth	To void check #3953	-150.00	3953	04/30/23	<u>(150.00)</u>
Rebecca Ganellen 10-0-5114	Professional Development	Reimbursement - Ganellen 4/12/23	175.71	3954	04/13/23	<u>175.71</u>
Robin's Dog Stars 10-0-5907	Programming - Youth	Program - Robin's Dog Stars - Deposit	150.00	3955	04/13/23	<u>150.00</u>
The Book Stall 10-1-5341	Books-Non-Fiction-Adult-Winnetka	INV #459549	23.99	3956	04/13/23	<u>51.99</u>
10-2-5341	Books-Non-Fiction-Adult-Northfield	INV #459549	28.00			
Ann Cusack 10-0-4150	Lost/Damaged Materials	Ann Cusack	15.81	3957	04/27/23	<u>15.81</u>
AT&T 10-0-5176	Internet Services	INV# S663007007-23100	336.37	3958	04/27/23	<u>336.37</u>
Catapult 10-0-5115	Flexible Spending Account	INV# 00128774	35.00	3959	04/27/23	<u>35.00</u>

Winnetka-Northfield Public Library District

Check Register

All Bank Accounts

April 1, 2023 - April 30, 2023

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
Chicago Sun-Times 10-1-5342	Periodicals-Winnetka	inv# 155307	613.60	3960	04/27/23	<u>613.60</u>
Frances Vail 10-0-5908	Programming - Adult	Program - Paint with Watercolor - Landscape	125.00	3961	04/27/23	<u>125.00</u>
Invengo American Corporation 10-0-5120	Library Supplies	INV #1012168	240.00	3962	04/27/23	<u>240.00</u>
Jessica Ellington 10-0-5908	Programming - Adult	Program - Creme Brulee and Beignets Bake-Along	300.00	3963	04/27/23	<u>300.00</u>
Jim Gibbons 10-0-5908	Programming - Adult	Program - D-Day: The Invasion of Normandy	300.00	3964	04/27/23	<u>300.00</u>
Martina Jae Mathisen 10-0-5908	Programming - Adult	Program - marie Antoinette	300.00	3965	04/27/23	<u>300.00</u>
Morris Taylor 10-0-5907	Programming - Youth	Program - Halloween Magic Show	377.00	3966	04/27/23	<u>377.00</u>
Morris Taylor 10-0-5907	Programming - Youth	To void check #3966	-377.00	3966	04/30/23	<u>(377.00)</u>
Nicola White 10-0-5114	Professional Development	Reimbursement - 4.13.23	22.20	3967	04/27/23	<u>22.20</u>
Peregrine, Stime, Newman, Ritzman & Bruckner, LTD 10-0-5736	Legal	INV# 62367	1,575.00	3968	04/27/23	<u>1,575.00</u>
Tee Jay Service Company, Inc 70-0-5755	Automatic Doors	INV# 197386	375.00	3969	04/27/23	<u>375.00</u>
The Book Stall 10-2-5341	Books-Non-Fiction-Adult-Northfield	INV# 460480	23.99	3970	04/27/23	<u>203.19</u>
10-1-5340	Books-Fiction-Adult-Winnetka	INV# 460635	89.60			
10-2-5340	Books-Fiction-Adult-Northfield	INV# 460635	89.60			
The Digital Archive Group LLC 10-0-5134	Software	INV #93567	132,503.28	3971	04/27/23	<u>132,503.28</u>
DE LAGE LANDEN FINANCIALSVCS. 10-0-5766	Photocopier Leases	INV #79316473	1,868.47	17600	04/07/23	<u>1,868.47</u>
DELTA DENTAL PLAN OF ILLINOIS 10-0-5111	Health Insurance	INV #1664978	682.40	17601	04/07/23	<u>682.40</u>
Robbins Schwartz 10-0-5736	Legal	INV #944121	183.75	17602	04/07/23	<u>183.75</u>
DEMCO 10-0-5120	Library Supplies	INV #7278491	68.96	17603	04/07/23	<u>68.96</u>

Winnetka-Northfield Public Library District

Check Register

All Bank Accounts

April 1, 2023 - April 30, 2023

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	4.49			
10-0-5120	Library Supplies	Midwest Tape	1.99			
10-0-5120	Library Supplies	Midwest Tape	1.99			
10-0-5120	Library Supplies	Midwest Tape	7.96			
10-0-5120	Library Supplies	Midwest Tape	13.93			
10-0-5120	Library Supplies	Midwest Tape	1.99			
10-0-5120	Library Supplies	Midwest Tape	1.99			
10-0-5120	Library Supplies	Midwest Tape	29.49			
10-0-5120	Library Supplies	Midwest Tape	7.96			
10-2-5343	DVDs-Adult-Northfield	Midwest Tape	86.97			
10-2-5343	DVDs-Adult-Northfield	Midwest Tape	82.46			
10-2-5344	Audio Books-Adult-Northfield	Midwest Tape	39.99			
10-1-5444	Audio Books-Juv-Winnetka	Midwest Tape	39.99			
MERCHANTS DELIVERY SERVICE				17626	04/20/23	<u>575.00</u>
10-0-5138	Delivery Service	MERCHANTS DELIVERY SERVICE	575.00			
OVERDRIVE INC.				17627	04/20/23	<u>19,929.55</u>
10-1-5345	Books-Digital-Winnetka	01018CP23104818	11,984.31			
10-1-5345	Books-Digital-Winnetka	01018MA23103614	2,249.38			
10-1-5345	Books-Digital-Winnetka	01018MA23106174	5,695.86			
HOOPLA (MIDWEST TAPE)				17628	04/20/23	<u>1,992.73</u>
10-1-5345	Books-Digital-Winnetka	INV #503583789	1,992.73			
HR Source				17629	04/20/23	<u>2,280.00</u>
10-0-5745	HR Consultant	INV #17817	2,280.00			
Ntiva				17630	04/20/23	<u>7,656.41</u>
10-0-5135	LAN Management	INV #205087	4,715.00			
10-0-5135	LAN Management	INV #204800	2,941.41			
Kanopy				17631	04/20/23	<u>683.00</u>
10-1-5345	Books-Digital-Winnetka	INV #344062	683.00			
Warehouse Direct				17632	04/20/23	<u>93.53</u>
70-0-5725	Janitorial Supplies	INV #5465146-0	60.21			
70-0-5725	Janitorial Supplies	INV #5465139-1	33.32			
BIBLIOTHECA, LLC				17633	04/20/23	<u>767.45</u>
10-1-5345	Books-Digital-Winnetka	INV-US64053	767.45			
Lauterbach & Amen, LLP				17634	04/20/23	<u>1,725.00</u>
10-0-5131	Accounting and Bookkeeping	INV #77355	1,725.00			
QUILL CORPORATION				17635	04/20/23	<u>75.90</u>
10-0-5121	Office Supplies	INV #31812282	27.00			
10-0-5122	Breakroom Supplies	INV #31813154	48.90			
VILLAGE OF WINNETKA				17636	04/20/23	<u>24,889.57</u>
10-0-5111	Health Insurance	INV #2023-00000005	24,889.57			
VILLAGE OF NORTHFIELD				17637	04/20/23	<u>5,682.42</u>
70-2-5159	Northfield Lease	INV #1122LIB	5,682.42			

Winnetka-Northfield Public Library District

Check Register

All Bank Accounts

April 1, 2023 - April 30, 2023

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
ROTARY CLUB OF WINNETKA-NORTHFIELD				17638	04/20/23	<u>125.00</u>
10-0-5731	Memberships	Rotary Dues April - June	125.00			
SENSOURCE				17639	04/20/23	<u>1,340.00</u>
10-0-5134	Software	INV #55922	1,340.00			
DD Facility Services				17640	04/20/23	<u>8,175.00</u>
70-0-5748	Building Maintenance Service	INV #0718-0017	8,000.00			
70-0-5799	Misc Services	INV #0718-0017	175.00			
CDW-G				17641	04/20/23	<u>322.18</u>
10-0-5885	Computer Equipment	INV #HT18462	322.18			
Parvin-Clauss Sign Company				17642	04/20/23	<u>3,237.84</u>
10-0-5882	Building	Estimate #11604 Deposit	3,237.84			
Baker & Taylor				17643	04/20/23	<u>15,126.63</u>
10-1-5341	Books-Non-Fiction-Adult-Winnetka	Baker & Taylor	722.38			
10-1-5341	Books-Non-Fiction-Adult-Winnetka	Baker & Taylor	734.57			
10-1-5341	Books-Non-Fiction-Adult-Winnetka	Baker & Taylor	695.96			
10-1-5341	Books-Non-Fiction-Adult-Winnetka	Baker & Taylor	262.93			
10-1-5341	Books-Non-Fiction-Adult-Winnetka	Baker & Taylor	554.48			
10-1-5341	Books-Non-Fiction-Adult-Winnetka	Baker & Taylor	498.62			
10-1-5341	Books-Non-Fiction-Adult-Winnetka	Baker & Taylor	571.49			
10-2-5341	Books-Non-Fiction-Adult-Northfield	Baker & Taylor	118.49			
10-2-5341	Books-Non-Fiction-Adult-Northfield	Baker & Taylor	118.23			
10-2-5341	Books-Non-Fiction-Adult-Northfield	Baker & Taylor	189.37			
10-2-5341	Books-Non-Fiction-Adult-Northfield	Baker & Taylor	244.93			
10-2-5341	Books-Non-Fiction-Adult-Northfield	Baker & Taylor	245.64			
10-2-5341	Books-Non-Fiction-Adult-Northfield	Baker & Taylor	275.17			
10-2-5341	Books-Non-Fiction-Adult-Northfield	Baker & Taylor	567.30			
10-0-5120	Library Supplies	Baker & Taylor	51.65			
10-0-5120	Library Supplies	Baker & Taylor	30.00			
10-0-5120	Library Supplies	Baker & Taylor	26.49			
10-0-5120	Library Supplies	Baker & Taylor	2.10			
10-0-5120	Library Supplies	Baker & Taylor	96.24			
10-0-5120	Library Supplies	Baker & Taylor	22.65			
10-0-5120	Library Supplies	Baker & Taylor	27.17			
10-0-5120	Library Supplies	Baker & Taylor	43.09			
10-0-5120	Library Supplies	Baker & Taylor	13.80			
10-0-5120	Library Supplies	Baker & Taylor	7.86			
10-0-5120	Library Supplies	Baker & Taylor	18.41			
10-0-5120	Library Supplies	Baker & Taylor	77.06			
10-0-5120	Library Supplies	Baker & Taylor	20.55			

Winnetka-Northfield Public Library District

Check Register

All Bank Accounts

April 1, 2023 - April 30, 2023

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-0-5120	Library Supplies	Baker & Taylor	6.00			
10-0-5120	Library Supplies	Baker & Taylor	5.07			
10-0-5120	Library Supplies	Baker & Taylor	37.50			
10-0-5120	Library Supplies	Baker & Taylor	2.94			
10-0-5120	Library Supplies	Baker & Taylor	2.17			
10-0-5120	Library Supplies	Baker & Taylor	4.82			
10-0-5120	Library Supplies	Baker & Taylor	23.84			
10-0-5120	Library Supplies	Baker & Taylor	17.25			
10-0-5120	Library Supplies	Baker & Taylor	7.49			
10-0-5120	Library Supplies	Baker & Taylor	28.72			
10-0-5120	Library Supplies	Baker & Taylor	13.42			
10-0-5120	Library Supplies	Baker & Taylor	18.22			
10-0-5120	Library Supplies	Baker & Taylor	46.76			
10-0-5120	Library Supplies	Baker & Taylor	18.83			
10-0-5120	Library Supplies	Baker & Taylor	23.91			
10-0-5120	Library Supplies	Baker & Taylor	21.08			
10-0-5120	Library Supplies	Baker & Taylor	17.25			
10-0-5120	Library Supplies	Baker & Taylor	23.84			
10-0-5120	Library Supplies	Baker & Taylor	49.70			
10-0-5120	Library Supplies	Baker & Taylor	4.83			
10-0-5120	Library Supplies	Baker & Taylor	18.97			
10-0-5120	Library Supplies	Baker & Taylor	15.27			
10-0-5120	Library Supplies	Baker & Taylor	29.09			
10-0-5120	Library Supplies	Baker & Taylor	36.67			
10-0-5120	Library Supplies	Baker & Taylor	36.28			
10-0-5120	Library Supplies	Baker & Taylor	56.26			
10-0-5120	Library Supplies	Baker & Taylor	5.12			
10-0-5120	Library Supplies	Baker & Taylor	2.91			
10-0-5120	Library Supplies	Baker & Taylor	1.47			
10-0-5120	Library Supplies	Baker & Taylor	1.47			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	18.95			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	187.36			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	173.16			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	603.12			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	85.72			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	170.75			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	44.61			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	31.23			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	28.48			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	119.58			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	5.94			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	75.63			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	13.49			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	22.58			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	439.08			

Winnetka-Northfield Public Library District

Check Register

All Bank Accounts

April 1, 2023 - April 30, 2023

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	13.49			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	14.24			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	21.46			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	24.49			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	5.24			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	126.16			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	119.34			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	22.59			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	5.94			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	22.17			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	52.70			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	20.49			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	74.26			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	253.93			
10-1-5340	Books-Fiction-Adult-Winnetka	Baker & Taylor	278.87			
10-1-5340	Books-Fiction-Adult-Winnetka	Baker & Taylor	99.14			
10-1-5340	Books-Fiction-Adult-Winnetka	Baker & Taylor	218.61			
10-1-5340	Books-Fiction-Adult-Winnetka	Baker & Taylor	34.19			
10-1-5340	Books-Fiction-Adult-Winnetka	Baker & Taylor	187.86			
10-1-5340	Books-Fiction-Adult-Winnetka	Baker & Taylor	190.51			
10-1-5340	Books-Fiction-Adult-Winnetka	Baker & Taylor	225.05			
10-1-5340	Books-Fiction-Adult-Winnetka	Baker & Taylor	216.61			
10-1-5340	Books-Fiction-Adult-Winnetka	Baker & Taylor	198.01			
10-1-5340	Books-Fiction-Adult-Winnetka	Baker & Taylor	225.15			
10-1-5340	Books-Fiction-Adult-Winnetka	Baker & Taylor	328.72			
10-1-5340	Books-Fiction-Adult-Winnetka	Baker & Taylor	190.51			
10-1-5340	Books-Fiction-Adult-Winnetka	Baker & Taylor	225.05			
10-1-5340	Books-Fiction-Adult-Winnetka	Baker & Taylor	173.40			
10-1-5340	Books-Fiction-Adult-Winnetka	Baker & Taylor	293.46			
10-1-5340	Books-Fiction-Adult-Winnetka	Baker & Taylor	458.40			
10-2-5340	Books-Fiction-Adult-Northfield	Baker & Taylor	155.29			
10-2-5340	Books-Fiction-Adult-Northfield	Baker & Taylor	141.42			

Winnetka-Northfield Public Library District

Check Register

All Bank Accounts

April 1, 2023 - April 30, 2023

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-2-5340	Books-Fiction-Adult-Northfield	Baker & Taylor	105.95			
10-2-5340	Books-Fiction-Adult-Northfield	Baker & Taylor	140.64			
10-2-5340	Books-Fiction-Adult-Northfield	Baker & Taylor	15.25			
10-2-5340	Books-Fiction-Adult-Northfield	Baker & Taylor	95.47			
10-2-5340	Books-Fiction-Adult-Northfield	Baker & Taylor	83.45			
10-2-5340	Books-Fiction-Adult-Northfield	Baker & Taylor	25.92			
10-2-5340	Books-Fiction-Adult-Northfield	Baker & Taylor	138.94			
10-2-5340	Books-Fiction-Adult-Northfield	Baker & Taylor	105.95			
10-2-5340	Books-Fiction-Adult-Northfield	Baker & Taylor	56.14			
10-2-5340	Books-Fiction-Adult-Northfield	Baker & Taylor	117.86			
10-2-5340	Books-Fiction-Adult-Northfield	Baker & Taylor	95.47			
10-2-5340	Books-Fiction-Adult-Northfield	Baker & Taylor	131.64			
10-2-5340	Books-Fiction-Adult-Northfield	Baker & Taylor	138.48			
10-2-5340	Books-Fiction-Adult-Northfield	Baker & Taylor	111.87			
10-1-5441	Books-Non-Fiction-Juv-Winnetka	Baker & Taylor	94.47			
10-2-5441	Books-Non-Fiction-Juv-Northfield	Baker & Taylor	215.95			
10-2-5441	Books-Non-Fiction-Juv-Northfield	Baker & Taylor	2.97			
Midwest Tape				17644	04/20/23	<u>1,806.47</u>
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	36.73			
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	14.99			
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	23.23			
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	125.19			
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	29.99			
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	53.23			
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	52.48			
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	44.97			
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	47.18			
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	83.96			
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	59.98			
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	26.24			
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	33.59			
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	144.68			
10-0-5120	Library Supplies	Midwest Tape	7.96			
10-0-5120	Library Supplies	Midwest Tape	3.98			
10-0-5120	Library Supplies	Midwest Tape	3.98			
10-0-5120	Library Supplies	Midwest Tape	1.99			
10-0-5120	Library Supplies	Midwest Tape	5.97			
10-0-5120	Library Supplies	Midwest Tape	1.99			
10-0-5120	Library Supplies	Midwest Tape	19.54			
10-0-5120	Library Supplies	Midwest Tape	1.99			
10-0-5120	Library Supplies	Midwest Tape	1.99			
10-0-5120	Library Supplies	Midwest Tape	5.97			
10-0-5120	Library Supplies	Midwest Tape	3.98			

Winnetka-Northfield Public Library District

Check Register

All Bank Accounts

April 1, 2023 - April 30, 2023

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-0-5120	Library Supplies	Midwest Tape	7.78			
10-0-5120	Library Supplies	Midwest Tape	5.97			
10-0-5120	Library Supplies	Midwest Tape	5.97			
10-0-5120	Library Supplies	Midwest Tape	7.78			
10-0-5120	Library Supplies	Midwest Tape	1.99			
10-0-5120	Library Supplies	Midwest Tape	1.99			
10-0-5120	Library Supplies	Midwest Tape	3.98			
10-0-5120	Library Supplies	Midwest Tape	3.98			
10-0-5120	Library Supplies	Midwest Tape	1.99			
10-0-5120	Library Supplies	Midwest Tape	3.98			
10-0-5120	Library Supplies	Midwest Tape	17.73			
10-0-5120	Library Supplies	Midwest Tape	1.99			
10-0-5120	Library Supplies	Midwest Tape	3.98			
10-0-5120	Library Supplies	Midwest Tape	3.98			
10-0-5120	Library Supplies	Midwest Tape	3.98			
10-0-5120	Library Supplies	Midwest Tape	1.99			
10-0-5120	Library Supplies	Midwest Tape	1.99			
10-0-5120	Library Supplies	Midwest Tape	3.98			
10-0-5120	Library Supplies	Midwest Tape	3.98			
10-0-5120	Library Supplies	Midwest Tape	7.96			
10-2-5343	DVDs-Adult-Northfield	Midwest Tape	14.99			
10-2-5343	DVDs-Adult-Northfield	Midwest Tape	14.99			
10-2-5343	DVDs-Adult-Northfield	Midwest Tape	46.48			
10-2-5343	DVDs-Adult-Northfield	Midwest Tape	59.98			
10-2-5343	DVDs-Adult-Northfield	Midwest Tape	38.23			
10-2-5343	DVDs-Adult-Northfield	Midwest Tape	53.23			
10-2-5343	DVDs-Adult-Northfield	Midwest Tape	80.96			
10-1-5344	Audio Books-Adult-Winnetka	Midwest Tape	39.99			
10-1-5344	Audio Books-Adult-Winnetka	Midwest Tape	124.97			
10-1-5344	Audio Books-Adult-Winnetka	Midwest Tape	79.98			
10-1-5344	Audio Books-Adult-Winnetka	Midwest Tape	39.99			
10-2-5443	DVDs-Juv-Northfield	Midwest Tape	19.99			
10-2-5344	Audio Books-Adult-Northfield	Midwest Tape	79.98			
10-2-5344	Audio Books-Adult-Northfield	Midwest Tape	39.99			
10-2-5344	Audio Books-Adult-Northfield	Midwest Tape	39.99			
10-2-5344	Audio Books-Adult-Northfield	Midwest Tape	39.99			
10-1-5444	Audio Books-Juv-Winnetka	Midwest Tape	59.99			
COMED				17656	04/30/23	<u>644.37</u>
10-2-5171	Electricity - Northfield	COMED	644.37			
COMCAST				17657	04/30/23	<u>71.95</u>
10-0-5176	Internet Services	COMCAST	71.95			
COMCAST				17658	04/30/23	<u>339.95</u>
10-0-5176	Internet Services	COMCAST	339.95			
NORTH SHORE GAS				17659	04/30/23	<u>847.49</u>
10-1-5174	Natural Gas - Winnetka	NORTH SHORE GAS	847.49			

Winnetka-Northfield Public Library District

Check Register

All Bank Accounts

April 1, 2023 - April 30, 2023

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
NICOR				17660	04/30/23	<u>468.03</u>
10-2-5174	Natural Gas - Northfield	NICOR	468.03			
NATIONWIDE RETIREMENT SOLUTIONS				17661	04/30/23	<u>1,375.00</u>
10-0-2040	457 withholding	NATIONWIDE RETIREMENT SOLUTIONS	1,375.00			
NATIONWIDE RETIREMENT SOLUTIONS				17662	04/30/23	<u>1,375.00</u>
10-0-2040	457 withholding	NATIONWIDE RETIREMENT SOLUTIONS	1,375.00			
PITNEY BOWES				17663	04/30/23	<u>100.00</u>
10-0-5123	Postage	PITNEY BOWES	100.00			
First Bankcard				17664	04/30/23	<u>13,420.21</u>
10-2-5445	Video Games- Juv-Northfield	Karwowska - youth videogames	59.88			
10-2-5445	Video Games- Juv-Northfield	Karwowska - youth videogames	39.99			
10-1-5341	Books-Non-Fiction-Adult-Winnetka	Mall - Materials	19.95			
10-1-5341	Books-Non-Fiction-Adult-Winnetka	Mall - Materials	12.99			
10-1-5341	Books-Non-Fiction-Adult-Winnetka	Mall - Materials	49.97			
10-1-5341	Books-Non-Fiction-Adult-Winnetka	Mall - Materials	25.32			
10-1-5341	Books-Non-Fiction-Adult-Winnetka	Mall - Materials	55.19			
10-1-5341	Books-Non-Fiction-Adult-Winnetka	Mall - Materials	25.32			
10-1-5342	Periodicals-Winnetka	Mall - Materials	78.25			
10-0-5121	Office Supplies	Kline - Wall calendar for Conference Room	21.99			
10-0-5121	Office Supplies	Kline - Wall mounted file folder holder	49.99			
10-0-5121	Office Supplies	Volny - Workroom Supplies	24.98			
10-0-5121	Office Supplies	Volny - Workroom Supplies	141.80			
10-0-5907	Programming - Youth	Mall - Youth Services supplies	17.98			
10-0-5907	Programming - Youth	Morgan - supplies for family science	12.79			
10-0-5907	Programming - Youth	Morgan - supplies for family science and kidzcrafts	132.91			
10-0-5907	Programming - Youth	Karwowska - youth programming supplies - new sensory bins	32.50			
10-0-5907	Programming - Youth	Karwowska - refund	-7.99			
10-0-5907	Programming - Youth	Karwowska - refund	-23.97			
10-0-5907	Programming - Youth	Karwowska - youth programming supplies - folders	25.59			
10-0-5907	Programming - Youth	Karwowska - youth programming supplies - bubble machine WNK	77.34			
10-0-5907	Programming - Youth	Karwowska - youth programming supplies - bubble machine NF	26.97			
10-0-5907	Programming - Youth	Karwowska - refund	-1.10			
10-0-5907	Programming - Youth	Karwowska - youth programming supplies - new cars	36.98			
10-0-5907	Programming - Youth	Karwowska - youth programming supplies - new passive toys	53.25			
10-0-5907	Programming - Youth	Karwowska - youth programming NF bears	40.47			
10-0-5907	Programming - Youth	Karwowska - youth programming supplies - felt	14.99			

Winnetka-Northfield Public Library District

Check Register

All Bank Accounts

April 1, 2023 - April 30, 2023

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-0-5907	Programming - Youth	Karwowska - youth programming supplies - march programs	517.05			
10-1-5343	DVDs-Adult-Winnetka	Mall - Materials	29.99			
10-0-5122	Breakroom Supplies	Dombrowski - Breakroom Supplies	71.66			
10-0-5123	Postage	Swenson - Amazon Prime Subscription	139.00			
10-0-5123	Postage	Dombrowski - Ink for Postage Machine	91.29			
10-0-5124	Hospitality	Dombrowski - Director's Meeting Treats	36.72			
10-0-5131	Accounting and Bookkeeping	Dombrowski - Overdraft Fee	39.00			
10-0-5120	Library Supplies	Dombrowski - Laundry Detergent for Washer/Dryer	21.49			
10-0-5120	Library Supplies	Volny - Workroom Supplies	11.98			
10-0-5134	Software	Dombrowski - WhenIWork Scheduling Software	90.00			
10-0-5134	Software	Swenson - Creative Cloud Subscriptions	295.90			
10-0-5134	Software	Mall - Virtual event hosting	124.97			
10-0-5134	Software	Swenson - Sales tax charged (request for reversal submitted)	6.19			
10-0-5134	Software	Swenson - Apple Developer Subscription	99.00			
10-1-5440	Books-Fiction-Juv-Winnetka	Karwowska - Early Lit Kit replacement	5.95			
10-1-5440	Books-Fiction-Juv-Winnetka	Karwowska - Early Lit Kit replacement	12.99			
10-0-5114	Professional Development	Kline - "NicheCon" Content Creation Tutorial	47.00			
10-0-5114	Professional Development	Dombrowski - ALA Registrations	195.00			
10-0-5114	Professional Development	Dombrowski - ALA Registrations	1,345.00			
10-0-5114	Professional Development	Dombrowski - ALA Registrations	1,895.00			
10-0-5114	Professional Development	Dombrowski - ALA Registrations	1,925.00			
10-0-5114	Professional Development	Morgan - meal for Amber Urich, Amelia Kmieciak & Rebecca Ganellen at IYSI conference	100.42			
10-0-5114	Professional Development	Morgan - meal for Amber Urich & Amelia Kmieciak at IYSI conference	37.66			
10-0-5114	Professional Development	Morgan - meal for Amber Urich, Amelia Kmieciak & Rebecca Ganellen at IYSI conference	70.60			
10-0-5114	Professional Development	Morgan - hotel for IYSI conference for Amelia Kmieciak	311.36			
10-0-5114	Professional Development	Morgan - hotel for IYSI conference for Rebecca Ganellen	311.36			
10-0-5114	Professional Development	Morgan - hotel for IYSI conference for Amber Urich	311.36			
10-0-5114	Professional Development	Quish - Continuing Education	35.00			
10-0-5176	Internet Services	Volny - Credit Card Reader Test	0.10			
10-0-5176	Internet Services	Swenson - Credit card reader test	0.50			
10-0-5176	Internet Services	Swenson - Mobile Hotspot Subscription Renewal	600.00			
10-0-5177	Technology - Website	Swenson - Website Hosting and Backup	25.00			
10-0-5177	Technology - Website	Swenson - Kenilworth Domain Names	29.34			
10-0-5719	Board Expenses	Dombrowski - Laconi Trustee Banquet	65.00			
10-0-5719	Board Expenses	Dombrowski - Laconi Trustee Banquet	65.00			
10-0-5910	Studio Maintenance/Repair	Kline - Embroidery machine repairs	590.88			

Winnetka-Northfield Public Library District

Check Register

All Bank Accounts

April 1, 2023 - April 30, 2023

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-1-5441	Books-Non-Fiction-Juv-Winnetka	Karwowska - steam kit storage boxes	44.76			
10-1-5441	Books-Non-Fiction-Juv-Winnetka	Karwowska - Steam kits	47.97			
10-1-5441	Books-Non-Fiction-Juv-Winnetka	Dombrowski - Youth Services STEAM Kits	452.10			
10-0-5731	Memberships	Kline - ALA Membership	118.00			
10-0-5731	Memberships	Morgan - membership for Paul McDonald	159.00			
10-0-5732	Staff Recognition/Events/Meetings	Volny - Meeting Supplies	33.82			
10-0-5732	Staff Recognition/Events/Meetings	Morgan - staff recognition - Paul McDonald's first day	29.98			
10-0-5732	Staff Recognition/Events/Meetings	Kline - Snacks for Welcome Party	38.72			
10-0-5732	Staff Recognition/Events/Meetings	Karwowska - Staff recognition - Jane farewell	46.75			
10-0-5732	Staff Recognition/Events/Meetings	Dombrowski - Staff Birthday Giftcards	20.00			
10-0-5732	Staff Recognition/Events/Meetings	Dombrowski - Staff Get Well Flowers	63.74			
10-0-5732	Staff Recognition/Events/Meetings	Dombrowski - Staff Treats	27.54			
10-0-5732	Staff Recognition/Events/Meetings	Dombrowski - Staff Treats	62.22			
10-1-5445	Video Games-Juv-Winnetka	Karwowska - youth videogames	108.11			
10-1-5445	Video Games-Juv-Winnetka	Karwowska - youth videogames	37.95			
10-1-5445	Video Games-Juv-Winnetka	Karwowska - youth videogames	39.99			
10-1-5445	Video Games-Juv-Winnetka	Karwowska - youth videogames	59.88			
10-1-5445	Video Games-Juv-Winnetka	Karwowska - youth videogames	167.65			
10-1-5445	Video Games-Juv-Winnetka	Karwowska - youth videogames	59.88			
10-0-5884	Equipment/Furniture	Karwowska - youth furniture for NF	287.44			
10-0-5884	Equipment/Furniture	Karwowska - Wall Clocks	44.98			
10-0-5884	Equipment/Furniture	Karwowska - Double charge on previous order - will contact Kaplan	287.44			
10-0-5884	Equipment/Furniture	Volny - Workroom Supplies	219.99			
10-0-5885	Computer Equipment	Mall - Materials	29.20			
10-0-5885	Computer Equipment	Mall - Phone chargers for patron use	38.97			
10-0-5906	Programming - Studio	Kline - Binders to hold tutorials and materials	49.70			
10-0-5906	Programming - Studio	Kline - Umbrellas for prog	8.55			
10-0-5906	Programming - Studio	Kline - Hot choc prog supplies	6.90			
10-0-5906	Programming - Studio	Kline - Aprons and albums for prog	101.93			
10-0-5906	Programming - Studio	Kline - Heat transfer vinyl	27.53			
10-0-5906	Programming - Studio	Kline - Thread and bobbins	15.47			
10-0-5906	Programming - Studio	Kline - Fire extinguisher to live by laser	26.99			
10-0-5906	Programming - Studio	Kline - Oven cleaner for laser tray	8.98			
10-1-5347	Adult Videogames	Mall - Materials	49.99			

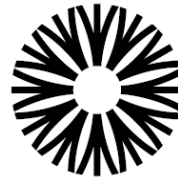
Winnetka-Northfield Public Library District

Check Register

All Bank Accounts

April 1, 2023 - April 30, 2023

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
Peerless Network 10-1-5175	Telephone - Winnetka	Inv 19729	41.08	17665	04/30/23	<u>41.08</u>
VILLAGE OF WINNETKA 10-1-5172	Water - Winnetka	Inv M027701-001	2,400.41	17666	04/30/23	<u>2,400.41</u>
VILLAGE OF NORTHFIELD 10-2-5172	Water - Northfield	Inv 190100013000	40.42	17667	04/30/23	<u>40.42</u>
Check List Total						<u><u>269,335.20</u></u>



APRIL 2023 DIRECTOR’S REPORT

STAFF UPDATES

Anniversaries: Kathy Skiba, Graphic Designer at Winnetka, 4/2 (5 years); Sarah Quish, PR & Marketing Manager at Winnetka (6 years); Pattie Phelan, Patron Services Assistant at Winnetka (6 years).

Comings: Mikayla Contreras joined us as our new Studio Specialist on 4/10. Mikayla comes to us with years of library makerspace experience from both Colorado and Chicago.

STAFF SHOUT OUTS

Director Monica’s program proposal for the 2023 Illinois Library Association Conference was accepted. She will be presenting with colleagues Monica Boyer (Aurora PL), Trixie Dantis (Arlington Heights PL), and Tamara Jenkins (ILA) on the topic of mentoring at the annual conference in Springfield this October.

FINANCES (Target = 83.33% based on 10 months into our fiscal year)

- We are at 103.6% of our expected operating revenues (over budget).
- We are at 81.44% of our budgeted operating expenses (under budget).

PROGRAMMING

Youth

Category	23APR	22APR	Mo. % +/-	FY22-23 YTD	FY21-22 YTD	FY % +/-
Programs	54	50	8.00%	534	347	53.89%
Live Attendees	1,320	1,268	4.10%	11,229	5,921	89.65%
Recording Attendees	0	21	-100.00%	0	53	-100.00%
Passive Programming	2,500	1,645	51.98%	22,926	4,467	413.23%

Highlights

Be Our Guest: Read with a Princess	65 patrons flooded Northfield to enjoy Belle reading stories and taking photos with the kids.
Tutu Workshop	30 patrons joined us to make sparkly, twirly tutus out of tulle and ribbon.
Easter Egg Hunt	32 patrons joined us to look for 6 different colored eggs and redeem them for a candy prize.

Adults

Category	23APR	22APR	Mo. % +/-	FY22-23 YTD	FY21-22 YTD	FY % +/-
Programs	16	26	-38.46%	189	193	-2.07%
Live Attendees	425	395	7.59%	4,607	3,061	50.51%
Recording Attendees	381	10	3,710.00%	3,322	213	1,459.62%

Highlights

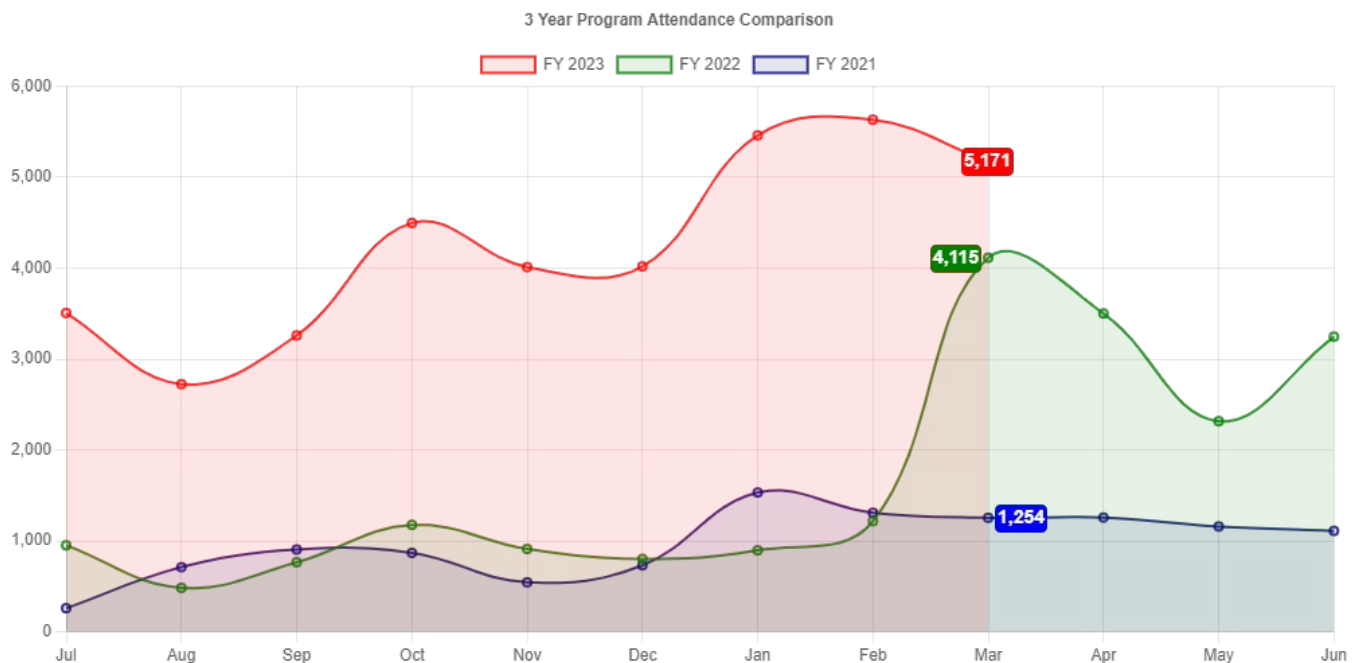
Unsinkable Molly Brown: Heroine of the Titanic	32 participants came to Northfield to hear the true story of Molly Brown and her life experiences before, during, and after the sinking of the Titanic.
Piano Performance by Kaleen Dolan: All Requests	Kaleen Dolan, Musical Director of the Redhead Piano Bar and dueling piano player, performed a lively all-request show for 32 district residents.
Stories & Structures: Winnetka's Architectural Treasures	Meagan McChesney, Curator of Winnetka Historical Society, took 17 attendees on a virtual tour of Winnetka's most unique structures.

Studio (Digital Services)

Category	23APR	22APR	Mo. % +/-	FY22-23 YTD	FY21-22 YTD	FY % +/-
1:1s	95	28	239.29%	923	590	56.44%
Programs	19	13	46.15%	136	109	24.77%
Attendees	113	162	-30.25%	939	1,101	-14.71%

Highlights

Pollinator Seed Bombs	6 Patrons learned how to make throwable seed-bombs that they can toss onto a patch of land to grow environmentally beneficial wildflowers.
Engraved Leather Catch-All Trays	6 Patrons learned the ins and outs of leather engraving but monogramming catch-all trays for their nightstands.



Community Engagement (Outreach)

Category	23APR	22APR	Mo. % +/-	FY22-23 YTD	FY21-22 YTD	FY % +/-
Youth Events	2	2	0.00%	23	18	27.78%
Adult Events	2	2	0.00%	19	13	46.15%
Family Events	n/a	2	-100.00%	16	19	-15.79%
TOTAL	4	6	-33.33%	58	50	16.00%
Youth Attendance	19	16	18.75%	791	823	-3.89%
Adult Attendance	16	12	33.33%	213	69	208.70%

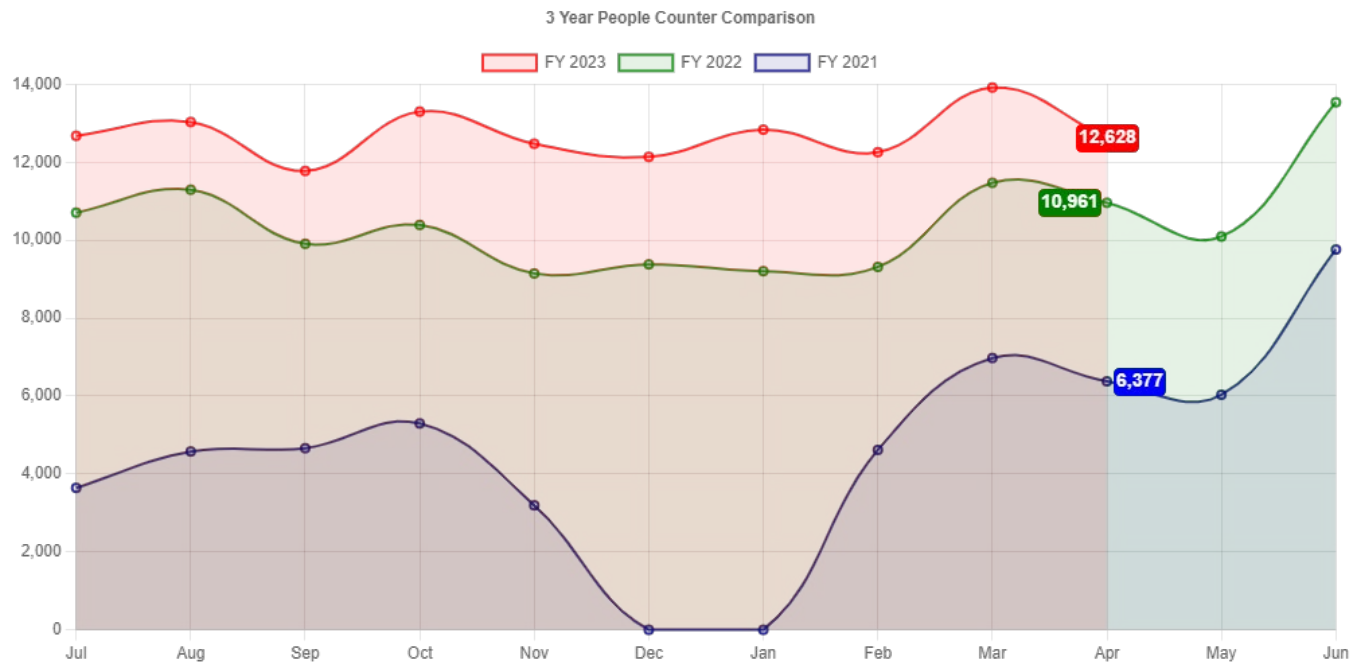
Family Attendance	n/a	290	-100.00%	1,580	1,301	21.45%
TOTAL	35	318	-88.99%	2,584	2,193	17.83%

SERVICES

Visitors

Location	23APR	22APR	Mo. % +/-	FY22-23 YTD	FY21-22 YTD	FY % +/-
Winnetka In-Person	8,788	7,661	14.71%	89,501	71,283	25.56%
Northfield In-Person	3,528	2,990	17.99%	34,015	27,715	22.73%
TOTAL IN-PERSON	12,316	10,651	15.63%	123,516	98,998	24.77%
Virtual Visitors	312	310	0.65%	3,533	2,783	26.95%
TOTAL VISITORS	12,628	10,961	15.21%	127,049	101,781	24.83%

Note: Closed Easter Sunday.



Patron Interactions

Category	23APR	22APR	Mo. % +/-	FY22-23 YTD	FY21-22 YTD	FY % +/-
Adult	1,9702	2,147	-8.24%	20,772	24,165	-14.04%
Youth	491	467	5.14%	6,186	4,947	25.05%
Digital Services	177	149	18.79%	1,500	1,482	1.21%
TOTAL	2,638	2,763	-4.52%	28,458	30,594	-6.98%

Cardholder Penetration

Activity	23APR	22APR	Mo. % +/-	FY22-23 YTD	FY21-22 YTD	FY % +/-
New Cards	83	80	3.75%	1,014	821	23.51%
Community	23APR	22APR	Mo. % +/-	23APR %POP	22APR %POP	% Change
Winnetka	6,244	6,120	2.03%	49.00%	48.02%	0.97%
Northfield	2,326	2,072	12.26%	40.45%	36.03%	4.42%
TOTAL DISTRICT	8,570	8,192	4.61%	46.34%	44.29%	2.04%

Kenilworth	388	328	18.29%	15.43%	13.05%	2.39%
------------	-----	-----	--------	--------	--------	-------

Technology

Public Computer Usage

Location	23APR	22APR	Mo. % +/-	FY22-23 YTD	FY21-22 YTD	FY % +/-
Winnetka	390	455	-14.29%	4,295	4,150	3.49%
Northfield	238	180	32.22%	2,227	1,841	20.97%
TOTAL	628	635	-1.10%	6,522	5,991	8.86%

Hotspot Usage

Location	23APR	22APR	Mo. % +/-	FY22-23 YTD	FY21-22 YTD	FY % +/-
Winnetka Sessions	20,854	21,633	-3.60%	214,630	207,864	3.26%
Northfield Sessions	3,803	5,227	-27.24%	42,774	48,115	-11.10%
TOTAL	24,657	26,860	-8.20%	257,404	255,979	0.56%
Winnetka Bandwidth	638GB	306GB	108.43%	5,350GB	3,187GB	67.86%
Northfield Bandwidth	66GB	50GB	31.74%	761GB	751GB	1.32%
TOTAL	704GB	356GB	97.60%	6,111GB	3,938GB	55.17%

Website Reach/App Usage

Activity	23APR	22APR	Mo. % +/-	FY22-23 YTD	FY21-22 YTD	FY % +/-
Website Visits	7,870	7,482	5.19%	85,916	80,883	6.22%
Unique Visitors	5,040	4,938	2.07%	55,871	50,543	10.54%

Email Reach

23APR Subscribers	% of Cardholders	22APR Subscribers	Open Rate	Click Rate
10,693	119.37%	10,224	55%	1%

*Industry averages for not-for-profits = 40% Open Rate, 2% Click Rate

COLLECTIONS

Physical Adult (By Location)

Location	23APR	22APR	Mo. % +/-	FY22-23 YTD	FY21-22 YTD	FY % +/-
Winnetka	9,666	9,485	1.91%	96,434	96,323	0.12%
Northfield	3,349	4,060	-17.51%	38,805	39,889	-2.72%

Physical Youth (By Location)

Location	23APR	22APR	Mo. % +/-	FY22-23 YTD	FY21-22 YTD	FY % +/-
Winnetka	13,019	13,859	-6.06%	138,775	123,134	12.70%
Northfield	2,786	3,959	-29.63%	36,720	35,073	4.70%

Physical Miscellaneous

Lending Type	23APR	22APR	Mo. & +/-	FY22-23 YTD	FY21-22 YTD	FY % +/-
Kenilworth Patrons	1,234	1,154	6.93%	11,100	14,457	-23.22%
Borrowed from Other Libraries	1,480	1,741	-14.99%	17,134	18,451	-7.14%

Physical Adult (By Type)

Material Type	23APR	22APR	Mo. % +/-	FY22-23 YTD	FY21-22 YTD	FY % +/-
Books	8,236	8,588	-4.10%	85,046	84,765	0.33%
Book - Fiction	4,559	4,655	-2.06%	47,176	46,774	0.86%
Book - Nonfiction	3,677	3,933	-6.51%	37,870	37,991	-0.32%
Audiobook - CD	210	276	-23.91%	2,701	3,045	-11.30%
Music CD	95	214	-55.61%	1,204	1,477	-18.48%
Playaway	13	51	-74.51%	439	577	-23.92%
DVD/Blu-Ray	2,332	2,802	-16.77%	27,080	30,078	-9.97%
Magazine	182	179	1.68%	2,120	1,962	8.05%
Videogame	14	22	-36.36%	274	271	1.11%
Computing Device	7	8	-12.50%	45	109	-58.72%
Library of Things	14	0	n/a	187	0	n/a
Other	0	1	-100.00%	65	22	195.45%
Non-CCS ILL	39	27	44.44%	381	366	4.10%
Sent Out	1,873	1,377	36.02%	15,697	13,540	15.93%
TOTAL	13,015	13,545	-3.91	135,239	136,212	-0.71%

Physical Youth (By Type)

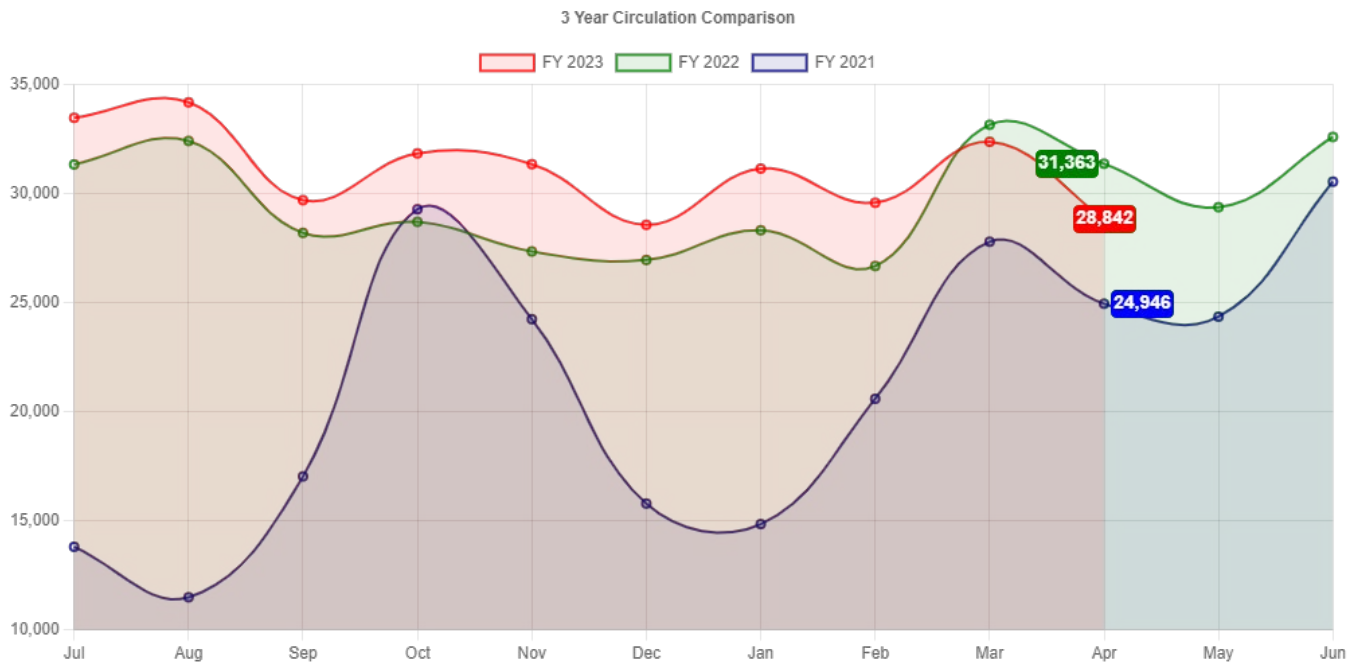
Material Type	23APR	22APR	Mo. % +/-	FY22-23 YTD	FY21-22 YTD	FY % +/-
Books	12,327	13,234	-6.85%	132,955	134,622	-1.24%
Book - Fiction	10,245	11,302	-9.35%	112,626	115,526	-2.51%
Book - Nonfiction	2,082	1,932	7.76%	20,329	19,096	6.46%
Audiobook - CD	25	31	-19.35%	225	469	-52.03%
Music CD	0	32	-100.00%	100	332	-69.88%
Playaway	243	150	62.00%	2,245	1,847	21.55%
DVD/Blu-Ray	654	832	-21.39%	9,617	9,706	-0.92%
Magazine	0	7	-100.00%	2,372	1,749	35.62%
Videogame	213	186	14.52%	2,372	1,749	35.62%
Computing Device	0	0	n/a	0	6	-100.00%
Vox Reader	272	191	42.41%	2,927	2,028	44.33%
STEAM Kits	28	22	27.27%	79	296	-73.31%
Early Literacy Kits	22	0	n/a	260	0	n/a
Other	35	50	-30.00%	828	1,108	-25.27%
In-House Circulation	1,986	3,083	-35.58%	23,776	6,030	294.30%
TOTAL	15,805	17,818	-11.30%	175,495	158,207	10.93%

MTD Total Physical Circulation

23APR Physical Circulation	22APR Physical Circulation	Net Change
28,820	31,363	-8.11%

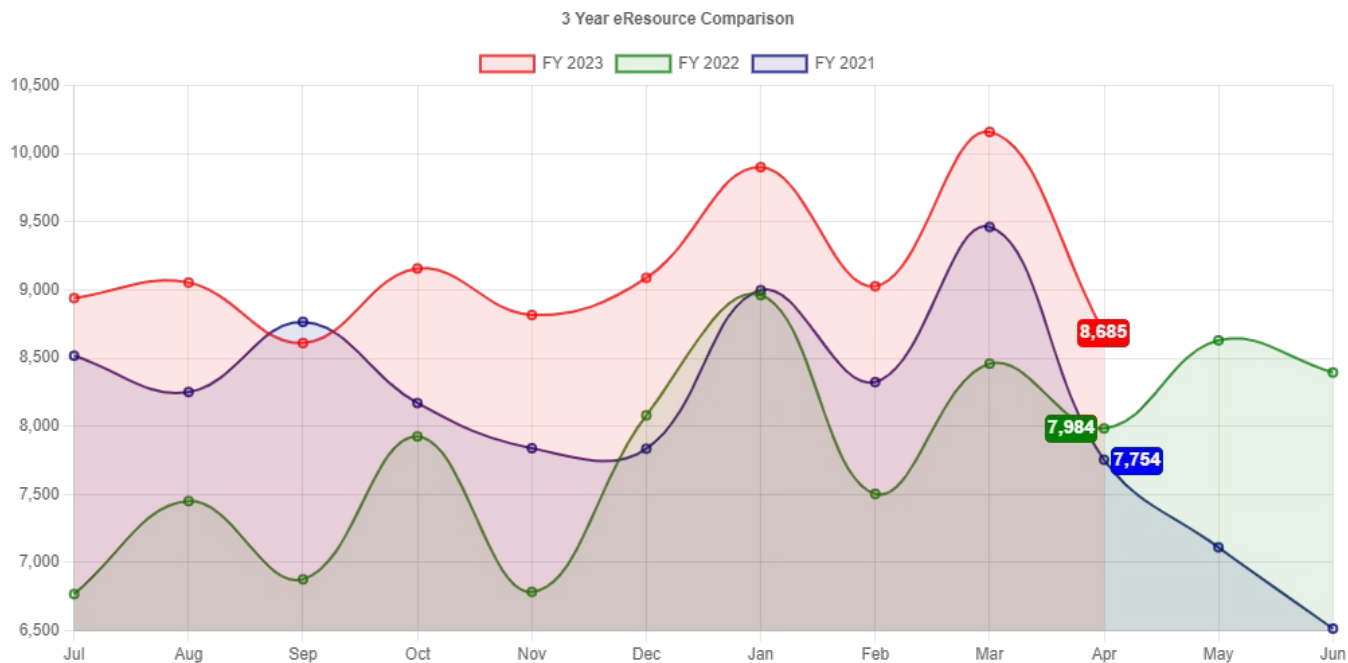
YTD Total Physical Circulation

FY22-23 YTD Physical Circulation	FY21-22 YTD Physical Circulation	Net Change
310,734	294,419	5.54%



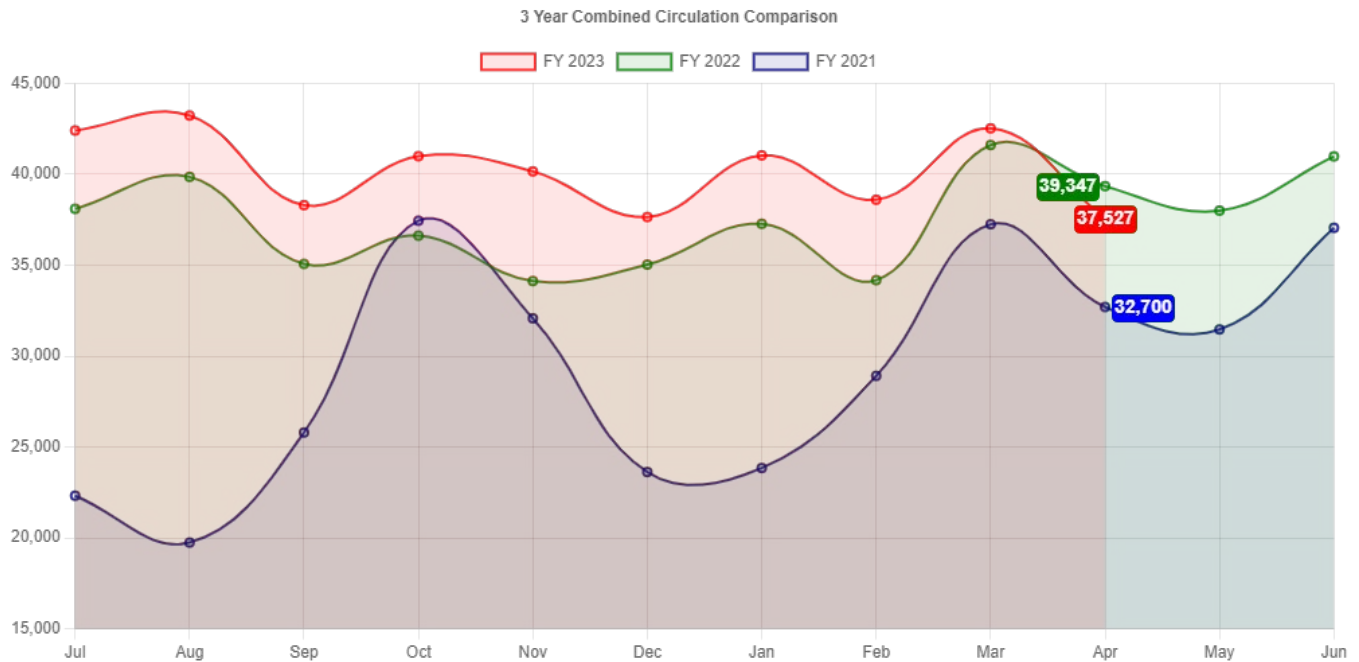
Digital Circulation

Material Type	23APR	22APR	Mo. % +/-	FY22-23 YTD	FY21-22 YTD	FY % +/-
eBooks	4,184	3,834	9.13%	41,500	36,360	14.14%
eAudiobooks	3,444	2,593	32.82%	31,766	24,662	28.81%
eMagazines	625	1,021	-38.79%	13,598	10,650	27.68%
eVideos	391	509	-23.18%	4,113	4,803	-14.37%
eMusic	41	27	51.85%	458	321	42.68%
TOTAL	8,685	7,984	8.78%	91,435	76,796	19.06%



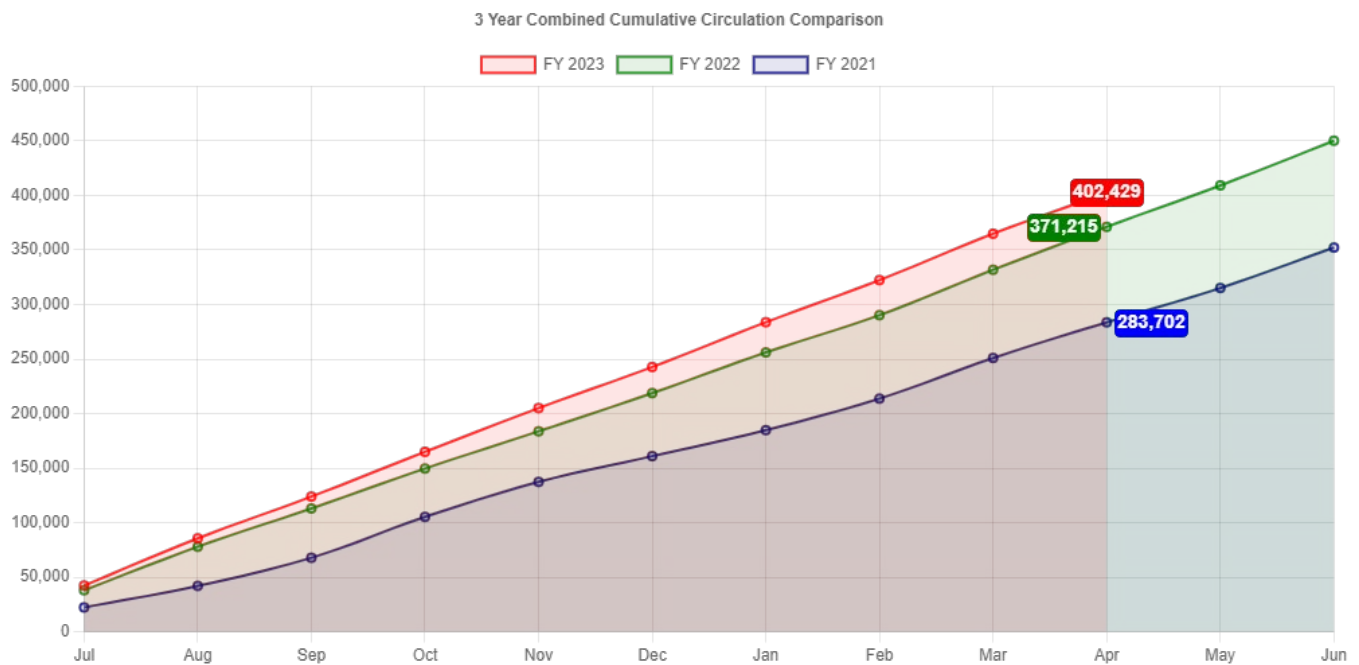
MTD Total District Circulation

23APR District Circulation	22APR District Circulation	Net Change
37,505	39,347	-4.68%



YTD Total District Circulation

FY22-23 YTD District Circulation	FY21-22 YTD District Circulation	Net Change
402,169	371,215	8.34%



IMPACT STORIES

- **Branch Services-** Feedback on Unsinkable Molly Brown, Heroine of the Titanic: *“This was a great program, and the presenter was so believable! Some fellow attendees and I were talking afterward about... how much we appreciate the library offering these types of programs. It was a great way to spend an hour on a Saturday! The only complaint was that the room was small for the amount of people that came... I really hope Northfield gets renovated soon so we can accommodate more people in a larger event space!”*
- **Youth Services**
 - Feedback on Storytime: *“We’re new to this library and you have such a great vibe for storytime! We can’t wait to come back next week!”*
 - A young patron told Librarian Amber that she was really into “girl disaster” books right now and asked Amber for suggestions. She suggested Fever 1793 and Mom came back in on Monday to tell us that her daughter was flying through it! Mom then went on to tell us how much she always appreciates our awesome suggestions for her kids.
- **Adult Services**
 - Feedback on Stories & Structures- Winnetka’s Architectural Treasures: *“Having lived in the Village for fifty years, it was a trip down memory land which I thoroughly enjoyed. Thank you for a job well done!”*
 - Feedback on Exploring the Universe, The James Webb Telescope: *“FABULOUS! I learned so much. Over half the class stayed another half hour. Who knew that we see rainbow colors but the Webb telescope sees infrared colors which emit an energy? Fascinating.”*
 - Feedback for Piano Performance by Kaleen Dolan: *“Very good event and more musical events would be appreciated, both for folk and pop music.”*
 - Feedback for Julia Child: A Living History Portrayal: *“We very much appreciate WNPLD & all of the resources available to us. You have a warm, wonderful & extremely competent staff, and we are so lucky to have such a world-class library system. Thank you!”* AND *“The programs are wonderful. We love them. We do appreciate the print newsletter. So interesting to read and see in print. Please keep it in print. Thank you so much for all you do. We are so grateful.”*
 - Feedback for Vincent Van Gogh, His Life and Works: *“The Winnetka and Northfield libraries are a wonderful and meaningful asset of our community. Reserving books online, programs like Vincent, the studio, the website, and print newsletter are much appreciated. Curbside has enabled my regular access since I use a walker. The Vincent speaker was engaging, her passion about Vincent was palpable. I’m a nonfiction fan so more nonfiction book club opportunities would be great. Thank you for all you create and offer.”* AND *“I learned about the event from the large, electronic screen in your checkout area. The speaker seemed both knowledgeable and passionate about the subject.”*
- **Digital Services**
 - A patron who is starting a business from home used the Studio’s software to design their logo, then used the laser—with the help of staff—to print it onto scrap metals prototypes to figure out the correct sizing.
 - A patron used the laser engraver to cut out colored cardstock and other materials to create props for her children’s school play.
- **Patron Services-** From a patron email to Scott, our resident movie expert: *“Hi, Scott! I’ve got so many other choices thanks to you. Will be stopping in Monday for more suggestions. Started watching Rebecca (love it) and enjoyed the Man Who Knew Too Much, which I had seen many years ago. Thanks again!”*

	FY23-24	FY22-23	% of
	DRAFT	% Increase	Budget
	7/1/23-6/30/24		
INCOME			
TAX REVENUE			
Replacement Tax	\$ 90,000.00	172.7%	2.0%
Property Tax Collections	\$ 4,106,860.00	4.9%	90.3%
TOTAL	\$ 4,196,860.00	6.3%	92.3%
COLLECTIONS			
Per Capita Grant	\$ 27,250.00	-0.1%	0.6%
Kenilworth Services	\$ 126,400.00	-12.8%	2.8%
Studio Fees	\$ 1,000.00	0.0%	0.0%
Lost/Damaged Materials	\$ 2,500.00	13.6%	0.1%
TOTAL	\$ 157,150.00	-10.4%	3.5%
MATERIALS			
Copying/Printing	\$ 4,000.00	-42.9%	0.1%
Book Sales	\$ 1,000.00	100.0%	0.0%
TOTAL	\$ 5,000.00	-33.3%	0.1%
ACCT EARNINGS			
Interest- Checking	\$ 3,500.00	-36.4%	0.1%
Interest- Byline Bank IMA	\$ 164,000.00	82.2%	3.6%
Interest- Money Market	\$ 2,000.00	-89.7%	0.0%
TOTAL	\$ 169,500.00	47.4%	3.7%
OTHER REVENUE			
Gift Fund	\$ 500.00	0.0%	0.0%
Friends Donations	\$ 20,000.00	0.0%	0.4%
Transfer In	\$ 5,000,000.00	#DIV/0!	109.9%
TOTAL	\$ 20,500.00	0.0%	0.5%
TOTAL REVENUE	\$ 4,549,010.00	6.6%	100.0%
EXPENSES			
PERSONNEL			
Salaries	\$ 1,960,000.00	7.4%	43.4%
Health Insurance	\$ 290,000.00	3.6%	6.4%
FICA	\$ 110,000.00	#DIV/0!	2.4%
Employee Assistance Program	\$ 500.00	0.0%	0.0%
Professional Development	\$ 30,000.00	20.0%	0.7%
Staff Recognition/Events/Mtgs	\$ 6,000.00	0.0%	0.1%
Flexible Spending Account	\$ 750.00	0.0%	0.0%
TOTAL	\$ 2,397,250.00	12.2%	53.1%
ADMINISTRATION			
Audit Fees	\$ 12,950.00	4.4%	0.3%
Library Supplies	\$ 25,000.00	-16.7%	0.6%
Office Supplies	\$ 6,500.00	8.3%	0.1%

Breakroom Supplies	\$ 4,000.00	25.0%	0.1%
Postage	\$ 2,500.00	-28.6%	0.1%
Hospitality	\$ 500.00	0.0%	0.0%
Accounting & Bookkeeping	\$ 24,000.00	-7.7%	0.5%
Delivery Services	\$ 6,000.00	-16.7%	0.1%
Payroll Services	\$ 9,500.00	5.6%	0.2%
Liability Insurance	\$ 33,000.00	-0.4%	0.7%
Board Expenses	\$ 1,500.00	50.0%	0.0%
Memberships	\$ 7,000.00	22.8%	0.2%
Legal	\$ 30,000.00	200.0%	0.7%
Consultants	\$ 5,000.00	-88.9%	0.1%
Investment Fees	\$ 16,800.00	-44.0%	0.4%
Miscellaneous	\$ 500.00	0.0%	0.0%
TOTAL	\$ 184,750.00	-28.3%	4.1%
UTILITIES			
Electricity	\$ 42,000.00	0.0%	0.9%
Water	\$ 7,500.00	150.0%	0.2%
Storm Sewer	\$ 1,500.00	0.0%	0.0%
Natural Gas	\$ 15,000.00	-11.8%	0.3%
Telephone	\$ 16,000.00	0.0%	0.4%
Internet Services	\$ 22,500.00	55.2%	0.5%
TOTAL	\$ 104,500.00	11.2%	2.3%
INFORMATION TECHNOLOGY			
CCS Operating	\$ 79,000.00	-5.1%	1.8%
Software	\$ 90,000.00	0.4%	2.0%
LAN Management	\$ 40,000.00	0.0%	0.9%
Hardware	\$ 3,000.00	50.0%	0.1%
Computer Equipment	\$ 40,000.00	#DIV/0!	0.9%
Website/Platform Fees	\$ 100,000.00	566.7%	2.2%
Photocopier Leases	\$ 23,000.00	4.5%	0.5%
TOTAL	\$ 375,000.00	48.9%	8.3%
PUBLIC RELATIONS			
Marketing/Advertising	\$ 7,000.00	0.0%	0.2%
Promotional	\$ 11,000.00	0.0%	0.2%
Newsletter/Mailers	\$ 25,000.00	0.0%	0.6%
Supplies	\$ 4,000.00	0.0%	0.1%
TOTAL	\$ 47,000.00	0.0%	1.0%
COLLECTIONS- ADULT			
Books-Fiction	\$ 85,000.00	3.7%	2.0%
Books-Non-Fiction	\$ 75,000.00	7.1%	1.8%
Periodicals	\$ 19,000.00	5.6%	0.5%
DVDs	\$ 25,000.00	-7.4%	1.0%

Video Games	\$	2,000.00	0.0%	1.0%
Audiobooks	\$	8,000.00	-20.0%	0.4%
eBooks (eResources)	\$	255,000.00	4.1%	5.2%
Online Databases	\$	65,000.00	18.2%	2.5%
TOTAL	\$	534,000.00	4.9%	11.8%
COLLECTIONS- YOUTH				
Books-Fiction	\$	45,000.00	0.0%	1.0%
Books-Non-Fiction	\$	13,000.00	-13.3%	0.4%
DVDs	\$	1,500.00	-50.0%	0.2%
Audiobooks/Talking Books	\$	15,000.00	0.0%	0.3%
Kits	\$	5,000.00	#DIV/0!	
Video Games	\$	3,500.00	-30.0%	0.1%
TOTAL	\$	83,000.00	0.0%	1.8%
PROGRAMS				
Reading Programs	\$	10,000.00	0.0%	0.2%
Programming- Studio	\$	11,750.00	0.0%	0.2%
Programming-Youth	\$	30,000.00	20.0%	0.4%
Programming-Adult	\$	37,500.00	7.1%	0.5%
Studio Maintenance/Repair	\$	3,000.00	-45.5%	0.1%
TOTAL	\$	92,250.00	5.7%	2.0%
CAPITAL				
Capital Outlay	\$	500,000.00	108.3%	10.4%
Building	\$	155,000.00	-7.9%	6.5%
Equipment/Furniture	\$	40,000.00	-60.0%	2.6%
Transfer Out	\$	5,000,000.00		
TOTAL	\$	695,000.00	22.3%	15.4%
TOTAL EXPENSES	\$	4,512,750.00	11.8%	100.0%