

**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.WNPLD.ORG**

AGENDA

Monday, July 17, 2023

- I. Call to Order**
- II. Roll Call**
- III. Public Comments**
- IV. Vote to Approve Minutes**
 - Approve Minutes of the June 19, 2023 Regular Meeting* (1 min)
- V. Financial Report**
 - June 2023 Financial Statements* (5 mins)
- VI. Library Reports**
 - Director's Report* (5 mins)
 - Board President's Comments (5 mins)
- VII. Liaisons to Other Organizations – Reports**
 - Winnetka Village (5 mins)
 - Northfield Village (5 mins)
- VIII. Unfinished Business**
 - Discussion & Vote on Program Policy* (10 mins)
- IX. New Business**
 - FY23-24 November Meeting Date Change (2 mins)
 - Approval of Minutes of Meetings Lawfully Closed Under the Open Meetings Act (2 mins)
 - Approval of Resolution Determining Release of Closed Session Minutes* (2 mins)
 - Approval of Resolution Approving Destruction of Closed Session Recordings* (2 mins)
 - Approval of Building & Maintenance Tax (.02% special tax) Ordinance* (5 mins)
 - FY22-23 Investment Update (5 mins)
 - Q4 Strategic Plan Updates (10 mins)

*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.WNPLD.ORG**

X. Communications

- The next regular meeting will be held on Monday, August 21st at 7 p.m. at the Winnetka Library.

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**

June 19, 2023

I. Call to Order

The meeting was held at the Northfield Library, 1785 Orchard Lane, Northfield, Illinois. President Mitchell called the meeting to order at 7:02 p.m. A quorum was present.

II. Roll Call

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

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

III. Public Comments

No Public Comments.

IV. Decennial Committee Meeting

- Roll Call
 - Present: Trustees Thomas Sundell, Sarah Munoz, Ranjini Shankar, Melissa Mitchell, Library Director Monica Dombrowski, Northfield resident Samantha Tideman, and Winnetka resident Katherine Casale MacNally
 - Absent: Trustees Travis Gosselin and Deborah Vandergrift
- Approval of Minutes from May 1, 2023 Meeting
 - President Mitchell announced the approval of the May 1, 2023 Meeting Minutes.
- Report on Committee Work
 - The committee reported on their work since the last meeting and began reviewing the draft report.
- Next Steps
 - Monica will send a group communication to determine when they should have the next meeting.

V. Approval of Minutes

- Approve Minutes of the May 15, 2023 Regular Meeting

President Mitchell announced the approval of the May 15, 2023 Regular Meeting Minutes.

VI. Financial Report

Trustee Munoz and Director Dombrowski presented the May 2023 Financial Statements.

VII. Library Report

LIBRARY DIRECTOR'S REPORT:

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

VIII. Liaisons to Other Organizations-Reports

- *Winnetka Village*- Trustee Gosselin is absent; nothing to report.
- *Northfield Village*- Trustee Munoz reported that the Village of Northfield signed a new lease with the Post Office. She also reported that they are working on a plat survey of the Northfield Library campus. Trustee Munoz reported that the sidewalk committee identified segments needing attention and will also be looking into adding a light to the crosswalk at Lagoon and Winnetka. Trustee Shankar reported that a new cafe, Clarkson Brew, has opened up at Clarkson Park.

IX. Unfinished Business

X. New Business

- *Approval of District Closure Dates for FY23-24*

A MOTION to Approve the Closure Dates for FY23-24 with the Addition of Two Additional Closure Dates/Paid Holidays (Juneteenth and the Friday after Thanksgiving) was made by Trustee Kinnich.

The MOTION passed on a voice vote.

- *Assignment of Two Trustees to Review Closed Session Recordings & Summaries*

Trustees Sundell and Munoz were assigned to review the closed session recordings and summaries.

- *Assignment of Two Trustees to Review Secretary's Records for FY22-23*
Trustee Munoz and President Mitchell were assigned to review the secretary's records for FY 22-23.

- *Discussion & Vote on Board Meeting Ordinance for FY23-24*
A MOTION to Approve the Board Meeting Ordinance for FY23-24 with the Amendment to the November and January Meetings Dates was made by Trustee Mitchell.

The MOTION passed on a voice vote.

- *Approval of Annual Ordinance Authorizing Non-Resident Cards*
A MOTION to Approve the Annual Ordinance Authorizing Non-Resident Cards was made by Trustee Sundell.

The MOTION passed on a voice vote.

- *Discussion on IGA with Local Schools*
The Board agreed that Director Dombrowski should pursue IGAs with local schools to provide library cards to unserved children.
- *Discussion and Vote on Program Policy*
The Board made amendments to the draft policy; Director Dombrowski will revise and bring the draft back for approval at the July meeting.

XI. Communications

- *The Library will be closed on Saturday, June 24th and Sunday, June 25th so staff can attend the ALA Annual conference.*
- *The Library will be closed on Tuesday, July 4th in observance of Independence Day.*
- *The next regular meeting will be held on Monday, July 17th at 7 p.m. at the Winnetka Library.*

XII. Public Comments

No public comments.

XIII. 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 Sundell.

The MOTION passed on a voice vote and President Mitchell adjourned to closed session at 8:58 p.m.

XIV. Return to Open Session

XV. Adjourn to Closed Session

- **Closed Session**

5 ILCS 120/2(c)(1): To consider the appointment, employment, compensation, discipline, performance, or dismissal of a specific employee of the library district.

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

The MOTION passed on a voice vote and President Mitchell adjourned to closed session at 9:51 p.m.

XVI. Return to Open Session

XVII. Adjournment

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

The MOTION passed on a voice vote and President Mitchell adjourned the meeting at 10:37 p.m.

Respectfully submitted,

Nicola White
Recording Secretary

_____ Melissa Mitchell, President

_____ Thomas Sundell, Secretary

Winnetka-Northfield Public Library District

All Funds Summary

For the 12 Months Ended June 30, 2023

Prorated Budget Percentage Spent: 100.00%

	<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	4,288,700.00	4,615,998.02	107.63 %	327,298.02
IMRF Fund	69,805.00	69,805.00	110,224.80	157.90 %	40,419.80
FICA Fund	75,623.00	75,623.00	137,181.98	181.40 %	61,558.98
Building Fund	218,143.00	218,143.00	386,679.11	177.26 %	168,536.11
Unemployment Fund	6.00	6.00	1,435.50	23,925.00 %	1,429.50
Total Revenues	<u>4,652,277.00</u>	<u>4,652,277.00</u>	<u>5,251,519.41</u>	<u>112.88 %</u>	<u>599,242.41</u>
Expenses					
Library Fund	4,033,378.00	4,033,378.00	3,858,279.04	95.66 %	(175,098.96)
IMRF Fund	20,100.00	20,100.00	63,002.67	313.45 %	42,902.67
FICA Fund	118,308.00	118,308.00	127,463.17	107.74 %	9,155.17
Building Fund	0.00	0.00	249,399.01	0.00 %	249,399.01
Unemployment Fund	1.00	1.00	0.00	0.00 %	(1.00)
Special Reserve Fund	0.00	0.00	316,000.00	0.00 %	316,000.00
Total Expenses	<u>4,171,787.00</u>	<u>4,171,787.00</u>	<u>4,614,143.89</u>	<u>110.60 %</u>	<u>442,356.89</u>
Total Revenues	4,652,277.00	4,652,277.00	5,251,519.41	112.88 %	599,242.41
Total Expenses	<u>4,171,787.00</u>	<u>4,171,787.00</u>	<u>4,614,143.89</u>	<u>110.60 %</u>	<u>(442,356.89)</u>
Excess Revenues less Expenses	<u>480,490.00</u>	<u>480,490.00</u>	<u>637,375.52</u>	<u>132.65 %</u>	<u>156,885.52</u>

Winnetka-Northfield Public Library District

Library Fund Summary

For the 12 Months Ended June 30, 2023

Prorated Budget Percentage Spent: 100.00%

	<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	3,937,220.00	3,825,134.76	97.15 %	(112,085.24)
Replacement Tax	33,000.00	33,000.00	115,953.63	351.37 %	82,953.63
Collections	175,480.00	175,480.00	175,056.65	99.76 %	(423.35)
Materials	7,500.00	7,500.00	6,566.39	87.55 %	(933.61)
Other Income	135,500.00	135,500.00	493,286.59	364.05 %	357,786.59
Total Operating Revenue	<u>4,288,700.00</u>	<u>4,288,700.00</u>	<u>4,615,998.02</u>	<u>107.63 %</u>	<u>327,298.02</u>
Operating Expenses					
Personnel	2,131,350.00	2,131,350.00	1,982,578.58	93.02 %	(148,771.42)
Administration	261,528.00	261,528.00	242,625.41	92.77 %	(18,902.59)
Utilities	94,000.00	94,000.00	88,874.68	94.55 %	(5,125.32)
IT Services	254,969.40	254,969.40	410,696.26	161.08 %	155,726.86
Public Relations	47,000.00	47,000.00	36,311.12	77.26 %	(10,688.88)
Library Materials - Adult	517,800.00	517,800.00	500,889.10	96.73 %	(16,910.90)
Library Materials - Youth	83,000.00	83,000.00	75,303.34	90.73 %	(7,696.66)
Programs	84,295.77	84,295.77	82,859.50	98.30 %	(1,436.27)
Capital	559,434.83	559,434.83	438,141.05	78.32 %	(121,293.78)
Total Operating Expenses	<u>4,033,378.00</u>	<u>4,033,378.00</u>	<u>3,858,279.04</u>	<u>95.66 %</u>	<u>(175,098.96)</u>
Total Revenues	4,288,700.00	4,288,700.00	4,615,998.02	107.63 %	327,298.02
Total Expenses	4,033,378.00	4,033,378.00	3,858,279.04	95.66 %	(175,098.96)
Excess Revenues less Expenses	<u>255,322.00</u>	<u>255,322.00</u>	<u>757,718.98</u>	<u>296.77 %</u>	<u>502,396.98</u>

Winnetka-Northfield Public Library District

Statement of Revenues and Expenditures - Modified Cash Basis

For the 12 Months Ended June 30, 2023

Prorated Budget Percentage Spent: 100.00%

	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	3,916,860.00	3,791,013.81	96.79 %	(125,846.19)
Property Taxes Collections-Liability	13,379.00	13,379.00	22,250.21	166.31	8,871.21
Property Taxes Collections-Audit	6,981.00	6,981.00	11,870.74	170.04	4,889.74
Replacement Tax	33,000.00	33,000.00	115,953.63	351.37 %	82,953.63
Total Taxes	3,970,220.00	3,970,220.00	3,941,088.39	99.27 %	(29,131.61)
Collections					
Per Capita Grant	27,280.00	27,280.00	27,250.13	99.89 %	(29.87)
Kenilworth Services	145,000.00	145,000.00	143,335.00	98.85	(1,665.00)
Studio Fees	1,000.00	1,000.00	1,077.41	107.74	77.41
Lost/Damaged Mat.	2,200.00	2,200.00	3,394.11	154.28	1,194.11
Total Collections	175,480.00	175,480.00	175,056.65	99.76 %	(423.35)
Materials					
Copy/Printing	7,000.00	7,000.00	5,391.78	77.03 %	(1,608.22)
ILL Materials - Winnetka	0.00	0.00	43.89	0.00	43.89
Book Sales	500.00	500.00	1,130.72	226.14	630.72
Total Materials	7,500.00	7,500.00	6,566.39	87.55 %	(933.61)
Other Income					
Checking Interest Income	5,500.00	5,500.00	6,635.81	120.65 %	1,135.81
Byline Bank IMA Interest	90,000.00	90,000.00	145,788.89	161.99	55,788.89
Money Market-Interest	19,500.00	19,500.00	2,540.35	13.03	(16,959.65)
Misc. Revenue	0.00	0.00	271.54	0.00	271.54
Gift Fund (over \$100)	500.00	500.00	2,500.00	500.00	2,000.00
Friends Donations	20,000.00	20,000.00	19,550.00	97.75	(450.00)
Transfer from Other Fund	0.00	0.00	316,000.00	0.00	316,000.00
Total Other Income	135,500.00	135,500.00	493,286.59	364.05 %	357,786.59
Total Revenue	4,288,700.00	4,288,700.00	4,615,998.02	107.63 %	327,298.02

Winnetka-Northfield Public Library District

Statement of Revenues and Expenditures - Modified Cash Basis

For the 12 Months Ended June 30, 2023

Prorated Budget Percentage Spent: 100.00%

	Annual Budget	Prorated Budget	Year to Date Actual	% of Budget	Variance vs. Prorated Budget
LIBRARY FUND					
Expenses					
Personnel					
Salaries	1,825,000.00	1,825,000.00	1,721,035.69	94.30 %	(103,964.31)
Health Insurance	280,000.00	280,000.00	244,584.87	87.35	(35,415.13)
Flu Vaccination	100.00	100.00	0.00	0.00	(100.00)
Employee Asst. Program	500.00	500.00	0.00	0.00	(500.00)
Professional Development	25,000.00	25,000.00	16,323.02	65.29	(8,676.98)
Flexible Spending Account	750.00	750.00	635.00	84.67	(115.00)
Total Personnel	2,131,350.00	2,131,350.00	1,982,578.58	93.02 %	(148,771.42)
Administration					
Audit Fees	12,400.00	12,400.00	12,950.00	104.44 %	550.00
Library Supplies	28,000.00	28,000.00	28,745.91	102.66	745.91
Office Supplies	6,000.00	6,000.00	6,296.26	104.94	296.26
Breakroom Supplies	3,200.00	3,200.00	2,988.38	93.39	(211.62)
Postage	3,500.00	3,500.00	3,351.16	95.75	(148.84)
Hospitality	500.00	500.00	126.99	25.40	(373.01)
Accounting and Bookkeeping	26,000.00	26,000.00	21,664.00	83.32	(4,336.00)
Legal Notices	3,500.00	3,500.00	877.00	25.06	(2,623.00)
Delivery Service	7,200.00	7,200.00	5,989.80	83.19	(1,210.20)
Payroll Services	9,000.00	9,000.00	9,221.78	102.46	221.78
Liability Insurance Costs	33,128.00	33,128.00	30,726.00	92.75	(2,402.00)
Board Expenses	1,000.00	1,000.00	463.34	46.33	(536.66)
Memberships	5,700.00	5,700.00	5,825.39	102.20	125.39
Staff Recognition/Events/Meetings	6,000.00	6,000.00	5,634.36	93.91	(365.64)
Legal	15,000.00	15,000.00	17,614.19	117.43	2,614.19
Consultants	45,000.00	45,000.00	35,982.52	79.96	(9,017.48)
Investment Fees	30,000.00	30,000.00	28,045.83	93.49	(1,954.17)
HR Consultant	25,900.00	25,900.00	26,072.50	100.67	172.50
Miscellaneous	500.00	500.00	50.00	10.00	(450.00)
Total Administration	261,528.00	261,528.00	242,625.41	92.77 %	(18,902.59)
Utilities					
Electricity	42,000.00	42,000.00	37,353.18	88.94 %	(4,646.82)
Water	3,000.00	3,000.00	8,027.55	267.59	5,027.55
Storm Sewer	1,500.00	1,500.00	1,296.09	86.41	(203.91)
Natural Gas	17,000.00	17,000.00	12,643.15	74.37	(4,356.85)
Telephone	16,000.00	16,000.00	15,857.95	99.11	(142.05)
Internet Services	14,500.00	14,500.00	13,696.76	94.46	(803.24)
Total Utilities	94,000.00	94,000.00	88,874.68	94.55 %	(5,125.32)
Information Technology					
CCS Operating	83,250.00	83,250.00	72,950.41	87.63 %	(10,299.59)
Software	89,619.40	89,619.40	247,146.33	275.77	157,526.93
LAN Management	40,000.00	40,000.00	47,580.24	118.95	7,580.24
Hardware	5,100.00	5,100.00	5,070.77	99.43	(29.23)
Technology - Website	15,000.00	15,000.00	14,693.33	97.96	(306.67)
Photocopier Leases	22,000.00	22,000.00	23,255.18	105.71	1,255.18
Total Information Technology	254,969.40	254,969.40	410,696.26	161.08 %	155,726.86

Winnetka-Northfield Public Library District
Statement of Revenues and Expenditures - Modified Cash Basis
For the 12 Months Ended June 30, 2023

Prorated Budget Percentage Spent: 100.00%

	<u>Annual Budget</u>	<u>Prorated Budget</u>	<u>Year to Date Actual</u>	<u>% of Budget</u>	<u>Variance vs. Prorated Budget</u>
LIBRARY FUND					
Public Relations					
PR Promotional	11,000.00	11,000.00	3,104.79	28.23 %	(7,895.21)
PR Source/Mailers	25,000.00	25,000.00	22,942.34	91.77	(2,057.66)
PR Supplies	4,000.00	4,000.00	3,871.22	96.78	(128.78)
PR Marketing/Advertising	<u>7,000.00</u>	<u>7,000.00</u>	<u>6,392.77</u>	<u>91.33</u>	<u>(607.23)</u>
Total Public Relations	<u>47,000.00</u>	<u>47,000.00</u>	<u>36,311.12</u>	<u>77.26 %</u>	<u>(10,688.88)</u>
Library Materials - Adult					
Books-Fiction-Adult	82,000.00	82,000.00	77,216.24	94.17 %	(4,783.76)
Books-Non-Fiction-Adult	70,000.00	70,000.00	65,719.00	93.88	(4,281.00)
Periodicals	18,000.00	18,000.00	11,959.35	66.44	(6,040.65)
DVDs-Adult	27,000.00	27,000.00	24,243.51	89.79	(2,756.49)
Audio Books-Adult	10,000.00	10,000.00	8,862.80	88.63	(1,137.20)
Books-Digital	253,800.00	253,800.00	238,536.36	93.99	(15,263.64)
Online Database	55,000.00	55,000.00	72,446.34	131.72	17,446.34
Adult Videogames	<u>2,000.00</u>	<u>2,000.00</u>	<u>1,905.50</u>	<u>95.28</u>	<u>(94.50)</u>
Total Library Materials - Adult	<u>517,800.00</u>	<u>517,800.00</u>	<u>500,889.10</u>	<u>96.73 %</u>	<u>(16,910.90)</u>
Library Materials - Youth					
Books-Fiction-Juv	45,000.00	45,000.00	40,644.49	90.32 %	(4,355.51)
Books-Non-Fiction-Juv	15,000.00	15,000.00	16,020.47	106.80	1,020.47
DVDs-Juv	3,000.00	3,000.00	2,166.67	72.22	(833.33)
Audio Books-Juv	15,000.00	15,000.00	12,936.01	86.24	(2,063.99)
Video Games-Juv	<u>5,000.00</u>	<u>5,000.00</u>	<u>3,535.70</u>	<u>70.71</u>	<u>(1,464.30)</u>
Total Library Materials - Youth	<u>83,000.00</u>	<u>83,000.00</u>	<u>75,303.34</u>	<u>90.73 %</u>	<u>(7,696.66)</u>
Programs					
Reading Programs	10,000.00	10,000.00	9,732.95	97.33 %	(267.05)
Programming - Studio	11,750.00	11,750.00	10,573.73	89.99	(1,176.27)
Programming - Youth	25,000.00	25,000.00	25,442.79	101.77	442.79
Programming - Adult	35,000.00	35,000.00	35,022.59	100.06	22.59
Studio Maintenance/Repair	<u>2,545.77</u>	<u>2,545.77</u>	<u>2,087.44</u>	<u>82.00</u>	<u>(458.33)</u>
Total Programs	<u>84,295.77</u>	<u>84,295.77</u>	<u>82,859.50</u>	<u>98.30 %</u>	<u>(1,436.27)</u>
Capital					
Capital Outlay	237,900.00	237,900.00	327,601.75	137.71 %	89,701.75
Building	168,380.60	168,380.60	52,336.86	31.08	(116,043.74)
Equipment/Furniture	99,000.00	99,000.00	30,373.84	30.68	(68,626.16)
Computer Equipment	<u>54,154.23</u>	<u>54,154.23</u>	<u>27,828.60</u>	<u>51.39</u>	<u>(26,325.63)</u>
Total Capital	<u>559,434.83</u>	<u>559,434.83</u>	<u>438,141.05</u>	<u>78.32 %</u>	<u>(121,293.78)</u>
Total Expenses	<u>4,033,378.00</u>	<u>4,033,378.00</u>	<u>3,858,279.04</u>	<u>95.66 %</u>	<u>(175,098.96)</u>
Excess Revenues less Expenses	<u>255,322.00</u>	<u>255,322.00</u>	<u>757,718.98</u>	<u>296.77 %</u>	<u>502,396.98</u>

Winnetka-Northfield Public Library District

Statement of Revenues and Expenditures - Modified Cash Basis

For the 12 Months Ended June 30, 2023

Prorated Budget Percentage Spent: 100.00%

	Annual Budget	Prorated Budget	Year to Date Actual	% of Budget	Variance vs. Prorated Budget
BUILDING FUND					
Revenues					
Property Taxes Collections-Building	218,143.00	218,143.00	386,679.11	177.26 %	168,536.11
Total Revenue	218,143.00	218,143.00	386,679.11	177.26 %	168,536.11
Expenses					
Northfield Lease	0.00	0.00	68,189.04	0.00 %	68,189.04
Janitorial Supplies	0.00	0.00	9,819.30	0.00	9,819.30
Snow Removal	0.00	0.00	5,199.00	0.00	5,199.00
Building Maintenance Service	0.00	0.00	88,000.00	0.00	88,000.00
Elevators	0.00	0.00	10,311.09	0.00	10,311.09
Landscaping	0.00	0.00	18,793.43	0.00	18,793.43
HVAC	0.00	0.00	18,050.54	0.00	18,050.54
Automatic Doors	0.00	0.00	6,056.75	0.00	6,056.75
Roof	0.00	0.00	715.00	0.00	715.00
Alarms	0.00	0.00	4,545.43	0.00	4,545.43
Equipment	0.00	0.00	12,431.43	0.00	12,431.43
Plumbing	0.00	0.00	1,830.00	0.00	1,830.00
Electrical	0.00	0.00	3,090.00	0.00	3,090.00
Misc Services	0.00	0.00	2,083.00	0.00	2,083.00
Total Expenses	0.00	0.00	249,114.01	0.00 %	249,114.01
Excess Revenues less Expenses	\$ 218,143.00	\$ 218,143.00	\$ 137,565.10	63.06 %	(80,577.90)
IMRF FUND					
Revenues					
Property Taxes Collections-IMRF	69,805.00	69,805.00	110,224.80	157.90 %	40,419.80
Total Revenue	69,805.00	69,805.00	110,224.80	157.90 %	40,419.80
Expenses					
IMRF Expenses	20,100.00	20,100.00	63,002.67	313.45 %	42,902.67
Total Expenses	20,100.00	20,100.00	63,002.67	313.45 %	42,902.67
Excess Revenues less Expenses	\$ 49,705.00	\$ 49,705.00	\$ 47,222.13	95.00 %	(2,482.87)
FICA FUND					
Revenues					
Property Taxes Collections-FICA	75,623.00	75,623.00	137,181.98	181.40 %	61,558.98
Total Revenue	75,623.00	75,623.00	137,181.98	181.40 %	61,558.98
Expenses					

Winnetka-Northfield Public Library District
Statement of Revenues and Expenditures - Modified Cash Basis
For the 12 Months Ended June 30, 2023

Prorated Budget Percentage Spent: 100.00%

	<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					
FICA	118,308.00	118,308.00	127,463.17	107.74 %	9,155.17
Total Expenses	<u>118,308.00</u>	<u>118,308.00</u>	<u>127,463.17</u>	<u>107.74 %</u>	<u>9,155.17</u>
Excess Revenues less Expenses	<u>\$ (42,685.00)</u>	<u>\$ (42,685.00)</u>	<u>\$ 9,718.81</u>	<u>(22.77)%</u>	<u>52,403.81</u>
UNEMPLOYMENT FUND					
Revenues					
Property Taxes Collections-Unemployment	6.00	6.00	1,435.50	23,925.00 %	1,429.50
Total Revenue	<u>6.00</u>	<u>6.00</u>	<u>1,435.50</u>	<u>23,925.00 %</u>	<u>1,429.50</u>
Expenses					
Unemployment	1.00	1.00	0.00	0.00 %	(1.00)
Total Expenses	<u>1.00</u>	<u>1.00</u>	<u>0.00</u>	<u>0.00 %</u>	<u>(1.00)</u>
Excess Revenues less Expenses	<u>\$ 5.00</u>	<u>\$ 5.00</u>	<u>\$ 1,435.50</u>	<u>28,710.00 %</u>	<u>1,430.50</u>

Winnetka-Northfield Public Library District

Check Register

All Bank Accounts

June 1, 2023 - June 30, 2023

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
Vendor Checks						
Investor's Business Daily				3979	06/22/23	<u>(349.00)</u>
10-1-5342	Periodicals-Winnetka	To VOID Check 3979	-349.00			
Annie Chu				4010	06/08/23	<u>237.47</u>
10-0-5906	Programming - Studio	Art Supplies	40.95			
10-0-5906	Programming - Studio	Art Supplies	196.52			
B.H. Suhr & Company, Inc.				4011	06/08/23	<u>4,445.00</u>
10-0-5882	Building	INV # 2022	2,197.50			
10-0-5882	Building	INV # 2021	2,247.50			
Book Stall				4012	06/08/23	<u>113.58</u>
10-1-5341	Books-Non-Fiction-Adult-Winnetka	INV # 4687	22.39			
10-1-5341	Books-Non-Fiction-Adult-Winnetka	INV # 468054	33.59			
10-1-5341	Books-Non-Fiction-Adult-Winnetka	INV # 468186	25.60			
10-2-5341	Books-Non-Fiction-Adult-Northfield	INV # 468186	32.00			
Chicago Tribune				4013	06/08/23	<u>649.86</u>
10-1-5342	Periodicals-Winnetka	Chicago Tribune May	324.00			
10-1-5342	Periodicals-Winnetka	Chicago Tribune May	325.86			
Clarence Goodman				4014	06/08/23	<u>225.00</u>
10-0-5908	Programming - Adult	Chicago Sports History	225.00			
Clear Loss Prevention, Inc				4015	06/08/23	<u>7,949.08</u>
10-0-5882	Building	INV # 71108	7,949.08			
Cory Dewald Photography				4016	06/08/23	<u>1,150.00</u>
10-0-5724	PR Marketing/Advertising	INV # 269	1,150.00			
Debra Emry				4017	06/08/23	<u>12.99</u>
10-0-4150	Lost/Damaged Materials	Reimbursement	12.99			
Engberg Anderson, Inc.				4018	06/08/23	<u>717.50</u>
10-0-5743	Consultants	INV # 23358401-1	717.50			
Gary Wenstrup				4019	06/08/23	<u>250.00</u>
10-0-5908	Programming - Adult	History of Fleetwood Mac	250.00			
Great Oaks Landscaping, Inc.				4020	06/08/23	<u>260.00</u>
70-0-5750	Landscaping	INV # 17132	260.00			
GUY SCOPELLITI LANDSCAPE				4021	06/08/23	<u>1,974.00</u>
70-0-5750	Landscaping	INV #42092	1,974.00			
Invengo American Corporation				4022	06/08/23	<u>2,968.00</u>
10-0-5120	Library Supplies	INV # 1012410	2,968.00			
New York Times				4023	06/08/23	<u>2,104.12</u>
10-1-5342	Periodicals-Winnetka	INV # 17DA556D2320	3.32			
10-0-5177	Technology - Website	INV # 35BD9F262320	2,100.80			

Winnetka-Northfield Public Library District

Check Register

All Bank Accounts

June 1, 2023 - June 30, 2023

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
Stephanie Girardi 70-0-5750	Landscaping	Stephanie Employee Reimbursement 5-31	908.86	4024	06/08/23	<u>908.86</u>
Amber Mechanical Contractors Inc. 70-0-5752	HVAC	INV # W32688	6,683.59	4025	06/08/23	<u>6,683.59</u>
Evan Haller 10-0-5907	Programming - Youth	Mr. Evan Music	400.00	4026	06/08/23	<u>400.00</u>
Andy Richardson 10-0-5906	Programming - Studio	Greeting Card Progarm Reimbursement	6.47	4027	06/22/23	<u>6.47</u>
Annie Chu 10-0-5906	Programming - Studio	Floral Program Reimbursement	44.08	4028	06/22/23	<u>44.08</u>
Dow Jones & Company Inc. 10-1-5346	Online Database - Winnetka	Inv 97022283; 05.10.2023	2,268.00	4029	06/22/23	<u>2,268.00</u>
Esscoe L.L.C. 10-0-5882	Building	Inv 59253; 06.19.2023	5,629.60	4030	06/22/23	<u>5,629.60</u>
Fox Valley Fire & Safety 70-0-5758	Alarms	Inv IN00604666; 06.05.2023	183.00	4031	06/22/23	<u>183.00</u>
Jeff Mishur 10-0-5908	Programming - Adult	Jeff Mishur	360.00	4032	06/22/23	<u>360.00</u>
Melissa Morgan 10-0-5732	Staff Recognition/Events/Meeti ngs	Melissa Morgan	47.45	4033	06/22/23	<u>189.77</u>
10-0-5732	Staff Recognition/Events/Meeti ngs	Melissa Morgan	75.00			
10-0-5732	Staff Recognition/Events/Meeti ngs	Melissa Morgan	21.99			
10-0-5121	Office Supplies	Melissa Morgan	10.00			
10-0-5121	Office Supplies	Melissa Morgan	6.29			
10-0-5120	Library Supplies	Melissa Morgan	12.50			
10-0-5120	Library Supplies	Melissa Morgan	16.54			
Monica Dombrowski 10-0-5719	Board Expenses	Travel Exp. Reimbursement	23.68	4034	06/22/23	<u>23.68</u>
MORNINGSTAR 10-1-5346	Online Database - Winnetka	Research Center/Newsletter Renewal	5,805.00	4035	06/22/23	<u>5,805.00</u>
Nostalgia Entertainment 10-0-5908	Programming - Adult	Nostalgia Entertainment	375.00	4036	06/22/23	<u>375.00</u>
Peter Van Nuis 10-0-5908	Programming - Adult	Peter Van Nuis	300.00	4037	06/22/23	<u>300.00</u>
Presidio Networked Solutions Group, LLC				4038	06/22/23	<u>3,054.25</u>

Winnetka-Northfield Public Library District

Check Register

All Bank Accounts

June 1, 2023 - June 30, 2023

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-0-5885	Computer Equipment	Inv 6013523005915; 06.05.2023	3,054.25			
Sydney Clark				4039	06/22/23	<u>39.80</u>
10-0-5138	Delivery Service	Mileage Reimbursement	39.80			
The Book Stall				4040	06/22/23	<u>40.76</u>
10-1-5341	Books-Non-Fiction-Adult-Winnetka	Inv 468710; 06.09.2023	19.96			
10-1-5341	Books-Non-Fiction-Adult-Winnetka	Inv 469205; 06.12.2023	20.80			
THOMSON REUTERS				4041	06/22/23	<u>312.60</u>
10-1-5341	Books-Non-Fiction-Adult-Winnetka	Inv 848475034; 06.04.2023	312.60			
Investor's Business Daily				4042	06/22/23	<u>349.00</u>
10-1-5342	Periodicals-Winnetka	To reissue check #3979	349.00			
Warehouse Direct				17697	06/16/23	<u>445.60</u>
70-0-5725	Janitorial Supplies	INV #5503399-0	445.60			
MERCHANTS DELIVERY SERVICE				17698	06/16/23	<u>550.00</u>
10-0-5138	Delivery Service	Merchants Delivery Service May	550.00			
NIR ROOF CARE, INC.				17699	06/16/23	<u>366.00</u>
70-0-5756	Roof	INV # 161518	366.00			
Ntiva				17700	06/16/23	<u>2,941.41</u>
10-0-5135	LAN Management	INV #209259	2,941.41			
HOOPLA (MIDWEST TAPE)				17701	06/16/23	<u>1,963.03</u>
10-1-5345	Books-Digital-Winnetka	INV # 503870176	1,963.03			
OVERDRIVE INC.				17702	06/16/23	<u>18,428.71</u>
10-1-5345	Books-Digital-Winnetka	INV # 01018CP23173305	11,969.35			
10-1-5345	Books-Digital-Winnetka	INV # 01018MA23174166	2,465.96			
10-1-5345	Books-Digital-Winnetka	INV # 01018MA23175802	3,993.40			
HR Source				17703	06/16/23	<u>2,280.00</u>
10-0-5745	HR Consultant	INV # 18193	2,280.00			
RAILS				17704	06/16/23	<u>6,310.42</u>
10-0-5177	Technology - Website	INV # 10734	6,310.42			
LAUTERBACH & AMEN, LLP				17705	06/16/23	<u>1,725.00</u>
10-0-5131	Accounting and Bookkeeping	INV # 79103	1,725.00			
VILLAGE OF WINNETKA				17706	06/16/23	<u>24,887.50</u>
10-0-5111	Health Insurance	INV # 2023-00000007	24,887.50			
VILLAGE OF NORTHFIELD				17707	06/16/23	<u>5,682.42</u>
70-0-5159	Lease Payment	INV # 1122LIB	5,682.42			
Baker & Taylor				17708	06/16/23	<u>9,530.61</u>
10-1-5341	Books-Non-Fiction-Adult-Winnetka	Baker & Taylor	330.45			

Winnetka-Northfield Public Library District

Check Register

All Bank Accounts

June 1, 2023 - June 30, 2023

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-1-5341	Books-Non-Fiction-Adult-Winnetka	Baker & Taylor	577.01			
10-1-5341	Books-Non-Fiction-Adult-Winnetka	Baker & Taylor	863.57			
10-1-5341	Books-Non-Fiction-Adult-Winnetka	Baker & Taylor	790.04			
10-2-5341	Books-Non-Fiction-Adult-Northfield	Baker & Taylor	192.39			
10-2-5341	Books-Non-Fiction-Adult-Northfield	Baker & Taylor	131.15			
10-2-5341	Books-Non-Fiction-Adult-Northfield	Baker & Taylor	83.81			
10-2-5341	Books-Non-Fiction-Adult-Northfield	Baker & Taylor	19.04			
10-2-5341	Books-Non-Fiction-Adult-Northfield	Baker & Taylor	197.17			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	296.60			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	7.49			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	142.29			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	13.49			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	101.38			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	207.59			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	301.66			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	141.78			
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	9.74			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	39.21			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	64.18			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	10.73			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	210.39			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	110.42			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	100.67			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	39.58			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	125.39			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	21.03			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	86.51			
10-0-5120	Library Supplies	Baker & Taylor	54.03			
10-0-5120	Library Supplies	Baker & Taylor	1.47			
10-0-5120	Library Supplies	Baker & Taylor	18.87			
10-0-5120	Library Supplies	Baker & Taylor	17.22			
10-0-5120	Library Supplies	Baker & Taylor	0.65			
10-0-5120	Library Supplies	Baker & Taylor	31.28			

Winnetka-Northfield Public Library District

Check Register

All Bank Accounts

June 1, 2023 - June 30, 2023

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-0-5120	Library Supplies	Baker & Taylor	27.89			
10-0-5120	Library Supplies	Baker & Taylor	14.54			
10-0-5120	Library Supplies	Baker & Taylor	24.95			
10-0-5120	Library Supplies	Baker & Taylor	59.65			
10-0-5120	Library Supplies	Baker & Taylor	30.25			
10-0-5120	Library Supplies	Baker & Taylor	17.36			
10-0-5120	Library Supplies	Baker & Taylor	23.57			
10-0-5120	Library Supplies	Baker & Taylor	1.45			
10-0-5120	Library Supplies	Baker & Taylor	7.32			
10-0-5120	Library Supplies	Baker & Taylor	30.69			
10-0-5120	Library Supplies	Baker & Taylor	4.40			
10-0-5120	Library Supplies	Baker & Taylor	0.66			
10-0-5120	Library Supplies	Baker & Taylor	1.47			
10-0-5120	Library Supplies	Baker & Taylor	1.47			
10-0-5120	Library Supplies	Baker & Taylor	22.14			
10-0-5120	Library Supplies	Baker & Taylor	43.61			
10-0-5120	Library Supplies	Baker & Taylor	21.56			
10-0-5120	Library Supplies	Baker & Taylor	53.72			
10-0-5120	Library Supplies	Baker & Taylor	14.76			
10-0-5120	Library Supplies	Baker & Taylor	15.51			
10-0-5120	Library Supplies	Baker & Taylor	28.76			
10-0-5120	Library Supplies	Baker & Taylor	29.47			
10-0-5120	Library Supplies	Baker & Taylor	46.40			
10-1-5340	Books-Fiction-Adult-Winnetka	Baker & Taylor	171.01			
10-1-5340	Books-Fiction-Adult-Winnetka	Baker & Taylor	316.86			
10-1-5340	Books-Fiction-Adult-Winnetka	Baker & Taylor	181.88			
10-1-5340	Books-Fiction-Adult-Winnetka	Baker & Taylor	206.39			
10-1-5340	Books-Fiction-Adult-Winnetka	Baker & Taylor	187.49			
10-1-5340	Books-Fiction-Adult-Winnetka	Baker & Taylor	233.64			
10-1-5340	Books-Fiction-Adult-Winnetka	Baker & Taylor	231.58			
10-1-5340	Books-Fiction-Adult-Winnetka	Baker & Taylor	265.06			
10-1-5340	Books-Fiction-Adult-Winnetka	Baker & Taylor	373.47			
10-2-5340	Books-Fiction-Adult-Northfield	Baker & Taylor	48.59			
10-2-5340	Books-Fiction-Adult-Northfield	Baker & Taylor	80.24			
10-2-5340	Books-Fiction-Adult-Northfield	Baker & Taylor	192.65			
10-2-5340	Books-Fiction-Adult-Northfield	Baker & Taylor	144.54			
10-2-5340	Books-Fiction-Adult-Northfield	Baker & Taylor	122.53			
10-2-5340	Books-Fiction-Adult-Northfield	Baker & Taylor	149.72			
10-2-5340	Books-Fiction-Adult-Northfield	Baker & Taylor	199.90			
10-2-5340	Books-Fiction-Adult-Northfield	Baker & Taylor	82.50			
10-2-5340	Books-Fiction-Adult-Northfield	Baker & Taylor	83.02			
10-1-5441	Books-Non-Fiction-Juv-Winnetka	Baker & Taylor	343.05			

Winnetka-Northfield Public Library District

Check Register

All Bank Accounts

June 1, 2023 - June 30, 2023

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-2-5441	Books-Non-Fiction-Juv-Northfield	Baker & Taylor	28.88			
Midwest Tape				17709	06/16/23	<u>2,455.05</u>
10-2-5344	Audio Books-Adult-Northfield	Midwest Tape	39.99			
10-2-5344	Audio Books-Adult-Northfield	Midwest Tape	164.96			
10-2-5344	Audio Books-Adult-Northfield	Midwest Tape	157.96			
10-2-5344	Audio Books-Adult-Northfield	Midwest Tape	84.98			
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	89.98			
10-1-5443	DVDs-Juv-Winnetka	Midwest Tape	53.97			
10-1-5443	DVDs-Juv-Winnetka	Midwest Tape	53.20			
10-2-5443	DVDs-Juv-Northfield	Midwest Tape	10.48			
10-2-5443	DVDs-Juv-Northfield	Midwest Tape	5.24			
10-1-5444	Audio Books-Juv-Winnetka	Midwest Tape	295.95			
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	38.23			
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	26.99			
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	63.98			
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	142.43			
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	110.96			
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	19.99			
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	75.71			
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	9.95			
10-0-5120	Library Supplies	Midwest Tape	7.96			
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	5.97			
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	7.96			
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	1.99			
10-0-5120	Library Supplies	Midwest Tape	1.99			
10-0-5120	Library Supplies	Midwest Tape	9.95			
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	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	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	9.95			
10-0-5120	Library Supplies	Midwest Tape	1.99			
10-0-5120	Library Supplies	Midwest Tape	9.77			
10-0-5120	Library Supplies	Midwest Tape	1.99			

Winnetka-Northfield Public Library District

Check Register

All Bank Accounts

June 1, 2023 - June 30, 2023

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-2-5343	DVDs-Adult-Northfield	Midwest Tape	55.48			
10-2-5343	DVDs-Adult-Northfield	Midwest Tape	93.71			
10-2-5343	DVDs-Adult-Northfield	Midwest Tape	26.99			
10-2-5343	DVDs-Adult-Northfield	Midwest Tape	41.98			
10-1-5344	Audio Books-Adult-Winnetka	Midwest Tape	138.97			
10-1-5344	Audio Books-Adult-Winnetka	Midwest Tape	97.98			
10-1-5344	Audio Books-Adult-Winnetka	Midwest Tape	209.95			
10-1-5344	Audio Books-Adult-Winnetka	Midwest Tape	39.99			
10-1-5344	Audio Books-Adult-Winnetka	Midwest Tape	79.98			
PITNEY BOWES				17710	06/16/23	<u>299.01</u>
10-0-5123	Postage	INV #3106105573	299.01			
Kanopy				17711	06/16/23	<u>576.00</u>
10-1-5345	Books-Digital-Winnetka	INV #352179	576.00			
First Bankcard				17722	06/30/23	<u>18,821.76</u>
10-0-5723	PR Supplies	Quish - Food for staff	183.24			
10-0-5723	PR Supplies	Quish - Paper plates	14.00			
10-0-5723	PR Supplies	Quish - Bags and napkins	44.95			
10-0-5723	PR Supplies	Quish - Annual charge for service	1,680.00			
10-0-5724	PR Marketing/Advertising	Quish - Business cards for staff	48.86			
10-0-5724	PR Marketing/Advertising	Quish - Notecards & envelopes	232.80			
10-0-5724	PR Marketing/Advertising	Quish - Business Envelopes	108.35			
10-0-5724	PR Marketing/Advertising	Quish - Name badges for staff	288.00			
10-0-5724	PR Marketing/Advertising	Quish - Staff & board clothing with brand	3,009.01			
10-0-5724	PR Marketing/Advertising	Quish - Business cards for staff	131.75			
10-0-5724	PR Marketing/Advertising	Quish - Business cards for staff	208.23			
10-0-5724	PR Marketing/Advertising	Quish - Business cards for staff	278.39			
10-0-5731	Memberships	Dombrowski - MD ILA Membership Renewal	150.00			
10-0-5731	Memberships	Dombrowski - MD ALA Membership Renewal	236.00			
10-0-5732	Staff Recognition/Events/Meetings	White - Sympathy Card	5.40			
10-0-5732	Staff Recognition/Events/Meetings	White - Bereavement Flowers	113.38			
10-0-5732	Staff Recognition/Events/Meetings	Dombrowski - Staff Wedding Shower Treats	98.37			
10-0-5732	Staff Recognition/Events/Meetings	Karowska - staff lunch / library appreciation week	464.00			
10-0-5732	Staff Recognition/Events/Meetings	Morgan - library supplies-backdrop for pictures at Molly's shower	17.99			
70-0-5750	Landscaping	Mall - Hose components for library plantings	21.99			
70-0-5750	Landscaping	Mall - Bird food	11.98			
70-0-5750	Landscaping	Mall - Bird food	12.98			
70-0-5782	Equipment	Dombrowski - Vacuum for Northfield Library	85.00			

Winnetka-Northfield Public Library District

Check Register

All Bank Accounts

June 1, 2023 - June 30, 2023

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-1-5445	Video Games-Juv-Winnetka	Karowska - youth videogames	69.00			
10-1-5445	Video Games-Juv-Winnetka	Karowska - youth videogames	64.49			
10-1-5445	Video Games-Juv-Winnetka	Karowska - youth videogames	163.58			
10-1-5445	Video Games-Juv-Winnetka	Karowska - youth videogames	49.99			
10-2-5445	Video Games- Juv-Northfield	Karowska - youth videogames	49.99			
10-2-5445	Video Games- Juv-Northfield	Karowska - youth videogames	163.57			
10-2-5445	Video Games- Juv-Northfield	Karowska - youth videogames	64.49			
10-2-5445	Video Games- Juv-Northfield	Karowska - youth videogames	69.00			
10-0-5884	Equipment/Furniture	Kline - Radon Detector for LoT	149.99			
10-0-5884	Equipment/Furniture	Kline - Cricut Heat Press	134.90			
10-0-5884	Equipment/Furniture	Kline - Hoop for new Embroidery Machine	52.99			
10-0-5884	Equipment/Furniture	Karowska - refund - youth furniture	-287.44			
10-0-5898	Miscellaneous	Volney - Accidental Charge-Already reimbursed library	10.47			
10-0-5906	Programming - Studio	Kline - Embroidery Template	5.38			
10-0-5906	Programming - Studio	Kline - Etching Cream	11.45			
10-0-5906	Programming - Studio	Kline - Acrylic Restock	314.42			
10-0-5906	Programming - Studio	Kline - LoT Totes	35.96			
10-0-5906	Programming - Studio	Kline - LoT Totes	35.99			
10-0-5906	Programming - Studio	Kline - LoT Totes	55.92			
10-0-5906	Programming - Studio	Kline - Materials for Sandy Spring Programs	376.94			
10-0-5906	Programming - Studio	Kline - Apple Adapter	9.00			
10-0-5906	Programming - Studio	Kline - Phone holder Tripod replacement	25.99			
10-0-5906	Programming - Studio	Kline - Resin mold	5.49			
10-0-5906	Programming - Studio	Kline - Vinyl and pressedd flower prog	6.99			
10-0-5906	Programming - Studio	Kline - Vinyl and pressedd flower prog	10.99			
10-0-5906	Programming - Studio	Kline - Weeding tools	19.99			
10-0-5906	Programming - Studio	Kline - Vinyl	28.29			
10-0-5906	Programming - Studio	Kline - F Clamps	29.97			
10-0-5906	Programming - Studio	Kline - Program supplcs Grommet Maker Vinyl Apron Prog	114.39			
10-0-5906	Programming - Studio	Kline - 3d printer filament	233.18			
10-0-5906	Programming - Studio	Kline - Program mats and notions	80.19			
10-0-5906	Programming - Studio	Kline - Embroidery supplies reup	304.31			
10-0-5906	Programming - Studio	Kline - Vinyl - Perm an dheat press	92.72			
10-0-5906	Programming - Studio	Kline - Hats and iron	140.66			
10-0-5906	Programming - Studio	Kline - Adhesives for Prog	32.49			
10-0-5906	Programming - Studio	Kline - Wood Blanks reup	191.88			
10-0-5906	Programming - Studio	Kline - Engraveable Glass reup	142.68			
10-0-5906	Programming - Studio	Kline - Plates for SP program	22.00			
10-0-5906	Programming - Studio	Kline - HDMI to lightning port	15.99			
10-0-5906	Programming - Studio	Kline - iPad remote shutter for photobooth	18.99			
10-0-5906	Programming - Studio	Kline - Laptop hubs	46.70			
10-0-5906	Programming - Studio	Kline - Hubs and Heat Press Matt	94.74			
10-0-5906	Programming - Studio	Kline - Leather Trays for Engraving prog	80.50			
10-0-5906	Programming - Studio	Kline - Embroidery Templates	9.88			

Winnetka-Northfield Public Library District

Check Register

All Bank Accounts

June 1, 2023 - June 30, 2023

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-0-5120	Library Supplies	Volney - Lobby Desk Supplies for Teens	93.23			
10-0-5120	Library Supplies	Morgan - library supplies-sandwich boards for programs	128.98			
10-0-5120	Library Supplies	Morgan - library supplies-printing tape for label maker	17.99			
10-0-5120	Library Supplies	Morgan - library supplies-chalkboards for displays, Diaper Genie and refill liners	80.95			
10-0-5120	Library Supplies	Morgan - library supplies-chalk markers for displays, hanging storage baskets for staff desks	40.07			
10-0-5120	Library Supplies	Morgan - library supplies-digital scale for weighing STEAM kits	23.99			
10-0-5121	Office Supplies	Volney - ILL Supplies	17.67			
10-1-5440	Books-Fiction-Juv-Winnetka	Karowska - early lit kit replacement item	4.94			
10-2-5440	Books-Fiction-Juv-Northfield	Karowska - Early lit kits for NF	31.46			
10-2-5440	Books-Fiction-Juv-Northfield	Karowska - Early lit kits for NF	230.45			
10-2-5440	Books-Fiction-Juv-Northfield	Karowska - Early lit kits for NF	42.99			
10-2-5440	Books-Fiction-Juv-Northfield	Karowska - Early lit kits for NF	212.33			
10-2-5440	Books-Fiction-Juv-Northfield	Karowska - Early lit kits for NF	638.15			
10-2-5440	Books-Fiction-Juv-Northfield	Karowska - Early lit kits for NF	10.65			
10-2-5440	Books-Fiction-Juv-Northfield	Karowska - Early lit kits for NF	8.99			
10-2-5440	Books-Fiction-Juv-Northfield	Karowska - Early lit kits for NF	14.88			
10-0-5122	Breakroom Supplies	White - Ziplock Bags for Breakroom	23.08			
10-0-5114	Professional Development	Dombrowski - ALA Reimbursement	-165.00			
10-0-5114	Professional Development	Dombrowski - HR Training Session	150.00			
10-0-5114	Professional Development	Dombrowski - MD Leadership Tool	29.00			
10-0-5134	Software	Dombrowski - WhenIWork Scheduling Software	90.00			
10-0-5134	Software	Swenson - New fonts for branding	512.64			
10-0-5134	Software	Swenson - Teams subscriptions	30.00			
10-0-5134	Software	Swenson - Creative Cloud Subscription	295.90			
10-0-5134	Software	Mall - Virtual event hosting	127.97			
10-0-5136	Hardware	Swenson - Phone cables	25.00			
10-0-5136	Hardware	Swenson - Replacement Laptop Screen	51.48			
10-0-5907	Programming - Youth	Morgan - youth programming supplies - Family Science	8.28			
10-0-5907	Programming - Youth	Morgan - refund for returned item for youth program	5.59			
10-0-5907	Programming - Youth	Morgan - youth programming supplies - rubber ducks for scavenger hunt	16.99			
10-0-5907	Programming - Youth	Karowska - youth programming supplies (WNK)	71.99			
10-0-5907	Programming - Youth	Karowska - youth programming supplies (WNK)	10.99			
10-0-5907	Programming - Youth	Karowska - youth programming supplies (WNK)	54.46			
10-0-5907	Programming - Youth	Karowska - youth programming supplies (WNK)	31.88			
10-0-5907	Programming - Youth	Karowska - youth programming supplies (WNK)	21.98			

Winnetka-Northfield Public Library District

Check Register

All Bank Accounts

June 1, 2023 - June 30, 2023

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-0-5907	Programming - Youth	Karwowska - youth programming supplies (WNK)	24.14			
10-0-5907	Programming - Youth	Karwowska - youth programming supplies (WNK)	17.22			
10-0-5907	Programming - Youth	Karwowska - youth programming supplies (NF)	37.35			
10-0-5907	Programming - Youth	Karwowska - youth programming supplies (WNK)	78.97			
10-0-5907	Programming - Youth	Karwowska - youth programming supplies (WNK)	49.90			
10-0-5907	Programming - Youth	Karwowska - youth programming supplies (WNK)	192.59			
10-0-5907	Programming - Youth	Karwowska - youth programming supplies (WNK)	8.99			
10-0-5907	Programming - Youth	Karwowska - youth programming supplies (WNK)	17.68			
10-0-5908	Programming - Adult	Mall - Programming supplies (prize for Family and Friends Trivia Night, 5/31)	19.95			
10-0-5177	Technology - Website	Swenson - Renewal of primary domain names	131.36			
10-0-5177	Technology - Website	Swenson - Website hosting and backup	29.00			
10-0-5177	Technology - Website	Dombrowski - Annual Surveytool Fee	468.00			
10-1-5441	Books-Non-Fiction-Juv-Winnetka	Karwowska - STEAM Kit replacement item	39.99			
10-0-5308	Reading Programs	Mall - Summer Reading prizes	1,250.00			
10-0-5308	Reading Programs	Karwowska - summer reading - craft for end of summer celebration	249.70			
10-0-5308	Reading Programs	Karwowska - summer reading - youth finishing prizes	1,503.75			
10-0-5308	Reading Programs	Karwowska - summer reading - teen raffle prizes	120.00			
10-0-5308	Reading Programs	Karwowska - summer reading - teen raffle prizes	163.33			
10-0-5719	Board Expenses	Dombrowski - Treats for Board Meetings	12.14			
10-0-5719	Board Expenses	Dombrowski - Parking for Trustee Banquet	4.00			
10-0-5721	PR Promotional	Quish - Annual charge for service	150.00			
10-0-5721	PR Promotional	Quish - Annual charge for service	420.00			
70-0-5725	Janitorial Supplies	Mall - Trash bags for library use	49.99			
ALARM DETECTION SYSTEMS, INC.				17726	06/29/23	<u>638.07</u>
70-0-5758	Alarms	Inv 57525-1105; 06.11.2023	638.07			
Warehouse Direct				17727	06/29/23	<u>907.30</u>
70-0-5725	Janitorial Supplies	Inv 5513847-0; 06.14.2023	168.00			
70-0-5725	Janitorial Supplies	Inv 5512120-0; 06.12.2023	620.95			
70-0-5725	Janitorial Supplies	Inv 5512120-1; 06.13.2023	118.35			
DE LAGE LANDEN FINANCIALSVCS.				17728	06/29/23	<u>1,830.00</u>
10-0-5766	Photocopier Leases	Inv 80134554; 06.12.2023	1,830.00			
DEMCO				17729	06/29/23	<u>516.62</u>
10-0-5884	Equipment/Furniture	Inv 7321355; 06.09.2023	208.28			
10-0-5120	Library Supplies	Inv 7323027; 06.14.2023	308.34			
DELTA DENTAL PLAN OF ILLINOIS				17730	06/29/23	<u>1,341.89</u>
10-0-5111	Health Insurance	Inv 1694847	1,341.89			

Winnetka-Northfield Public Library District

Check Register

All Bank Accounts

June 1, 2023 - June 30, 2023

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
COMCAST 10-0-5176	Internet Services	COMCAST	71.95	17731	06/30/23	<u>71.95</u>
QUILL CORPORATION 10-0-5121	Office Supplies	Inv 32891907; 06.07.2023	374.90	17732	06/29/23	<u>374.90</u>
BIBLIOTHECA, LLC 10-1-5345	Books-Digital-Winnetka	Inv US65805; 06.08.2023	415.32	17733	06/29/23	<u>415.32</u>
MANGO LANGUAGES 10-1-5346	Online Database - Winnetka	Inv 012209; 06.08.2023	4,275.54	17734	06/29/23	<u>4,275.54</u>
PITNEY BOWES 10-0-5123	Postage	PITNEY BOWES	100.00	17735	06/29/23	<u>100.00</u>
Baker & Taylor 10-1-5341	Books-Non-Fiction-Adult-Winnetka	2037564579	789.97	17736	06/29/23	<u>8,317.11</u>
10-1-5341	Books-Non-Fiction-Adult-Winnetka	2037550276	1,096.37			
10-2-5341	Books-Non-Fiction-Adult-Northfield	2037550276	366.11			
10-2-5341	Books-Non-Fiction-Adult-Northfield	2037564579	239.62			
10-1-5440	Books-Fiction-Juv-Winnetka	2037566102	12.96			
10-1-5440	Books-Fiction-Juv-Winnetka	2037549564	12.74			
10-1-5440	Books-Fiction-Juv-Winnetka	2037561663	60.77			
10-1-5440	Books-Fiction-Juv-Winnetka	2037549567	14.99			
10-1-5440	Books-Fiction-Juv-Winnetka	2037549568	10.14			
10-1-5440	Books-Fiction-Juv-Winnetka	2037537104	12.74			
10-1-5440	Books-Fiction-Juv-Winnetka	2037558709	155.70			
10-1-5440	Books-Fiction-Juv-Winnetka	2037537099	13.49			
10-1-5440	Books-Fiction-Juv-Winnetka	2037537102	26.23			
10-1-5440	Books-Fiction-Juv-Winnetka	2037537103	36.72			
10-1-5440	Books-Fiction-Juv-Winnetka	2037547425	141.75			
10-1-5440	Books-Fiction-Juv-Winnetka	2037527291	23.71			
10-1-5440	Books-Fiction-Juv-Winnetka	2037549566	29.98			
10-1-5440	Books-Fiction-Juv-Winnetka	2037540224	40.44			
10-2-5440	Books-Fiction-Juv-Northfield	2037540224	31.50			
10-2-5440	Books-Fiction-Juv-Northfield	2037527291	111.22			
10-2-5440	Books-Fiction-Juv-Northfield	2037547425	148.23			
10-2-5440	Books-Fiction-Juv-Northfield	2037537100	41.97			
10-2-5440	Books-Fiction-Juv-Northfield	2037537101	4.49			

Winnetka-Northfield Public Library District

Check Register

All Bank Accounts

June 1, 2023 - June 30, 2023

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-2-5440	Books-Fiction-Juv-Northfield	2037558709	67.43			
10-2-5440	Books-Fiction-Juv-Northfield	2037537099	27.73			
10-2-5440	Books-Fiction-Juv-Northfield	2037537098	11.24			
10-2-5440	Books-Fiction-Juv-Northfield	2037549564	42.72			
10-2-5440	Books-Fiction-Juv-Northfield	2037561663	346.24			
10-2-5440	Books-Fiction-Juv-Northfield	2037549565	267.96			
10-2-5440	Books-Fiction-Juv-Northfield	2037566102	11.05			
10-0-5120	Library Supplies	2037548846	18.06			
10-0-5120	Library Supplies	2037558705	9.33			
10-0-5120	Library Supplies	2037552979	16.34			
10-0-5120	Library Supplies	2037550276	60.35			
10-0-5120	Library Supplies	2037547425	30.83			
10-0-5120	Library Supplies	2037548406	12.41			
10-0-5120	Library Supplies	2037559561	19.78			
10-0-5120	Library Supplies	2037540224	9.76			
10-0-5120	Library Supplies	2037527291	14.47			
10-0-5120	Library Supplies	2037549566	2.95			
10-0-5120	Library Supplies	2037570780	28.22			
10-0-5120	Library Supplies	2037537098	0.67			
10-0-5120	Library Supplies	2037558709	40.18			
10-0-5120	Library Supplies	2037537099	4.41			
10-0-5120	Library Supplies	2037537101	2.22			
10-0-5120	Library Supplies	2037537100	4.41			
10-0-5120	Library Supplies	2037537103	2.30			
10-0-5120	Library Supplies	2037537102	2.93			
10-0-5120	Library Supplies	2037537104	1.46			
10-0-5120	Library Supplies	2037544756	30.86			
10-0-5120	Library Supplies	2037555859	43.61			
10-0-5120	Library Supplies	2037565258	31.31			
10-0-5120	Library Supplies	2037561671	17.67			
10-0-5120	Library Supplies	2037561663	48.11			
10-0-5120	Library Supplies	2037549565	29.34			
10-0-5120	Library Supplies	2037549567	1.47			
10-0-5120	Library Supplies	2037549568	0.66			
10-0-5120	Library Supplies	2037566102	6.48			
10-0-5120	Library Supplies	2037549564	5.88			
10-0-5120	Library Supplies	2037564579	58.21			
10-1-5340	Books-Fiction-Adult-Winnetka	2037565258	281.03			
10-1-5340	Books-Fiction-Adult-Winnetka	2037570780	339.42			
10-1-5340	Books-Fiction-Adult-Winnetka	2037559561	135.49			
10-1-5340	Books-Fiction-Adult-Winnetka	2037548846	222.38			
10-1-5340	Books-Fiction-Adult-Winnetka	2037552979	182.33			
10-1-5340	Books-Fiction-Adult-Winnetka	2037558705	122.17			
10-1-5340	Books-Fiction-Adult-Winnetka	2037544756	352.21			
10-1-5340	Books-Fiction-Adult-Winnetka	2037555859	435.77			

Winnetka-Northfield Public Library District

Check Register

All Bank Accounts

June 1, 2023 - June 30, 2023

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-2-5340	Books-Fiction-Adult-Northfield	2037544756	120.19			
10-2-5340	Books-Fiction-Adult-Northfield	2037555859	209.34			
10-2-5340	Books-Fiction-Adult-Northfield	2037548846	63.28			
10-2-5340	Books-Fiction-Adult-Northfield	2037552979	80.22			
10-2-5340	Books-Fiction-Adult-Northfield	2037559561	180.00			
10-2-5340	Books-Fiction-Adult-Northfield	2037570780	80.22			
10-2-5340	Books-Fiction-Adult-Northfield	2037565258	114.47			
10-1-5441	Books-Non-Fiction-Juv-Winnetka	2037561671	225.40			
10-1-5441	Books-Non-Fiction-Juv-Winnetka	2037548406	161.45			
10-2-5441	Books-Non-Fiction-Juv-Northfield	2037558709	21.95			
10-2-5441	Books-Non-Fiction-Juv-Northfield	2037548406	102.49			
10-2-5441	Books-Non-Fiction-Juv-Northfield	2037561671	136.41			
Midwest Tape				17737	06/29/23	<u>1,478.22</u>
10-2-5344	Audio Books-Adult-Northfield	503902694	39.99			
10-2-5344	Audio Books-Adult-Northfield	503934972	44.99			
10-2-5344	Audio Books-Adult-Northfield	503902690	67.98			
10-1-5443	DVDs-Juv-Winnetka	503902702	11.24			
10-1-5443	DVDs-Juv-Winnetka	503897379	14.99			
10-2-5443	DVDs-Juv-Northfield	503897378	14.99			
10-1-5444	Audio Books-Juv-Winnetka	503902695	34.99			
10-1-5343	DVDs-Adult-Winnetka	503902703	39.48			
10-1-5343	DVDs-Adult-Winnetka	503902704	8.99			
10-1-5343	DVDs-Adult-Winnetka	503934973	29.98			
10-1-5343	DVDs-Adult-Winnetka	503902692	56.22			
10-1-5343	DVDs-Adult-Winnetka	503902693	131.94			
10-1-5343	DVDs-Adult-Winnetka	503902697	29.99			
10-1-5343	DVDs-Adult-Winnetka	503902699	82.47			
10-1-5343	DVDs-Adult-Winnetka	503932167	155.18			
10-1-5343	DVDs-Adult-Winnetka	503932168	143.95			
10-0-5120	Library Supplies	503902702	1.99			
10-0-5120	Library Supplies	503902701	3.98			
10-0-5120	Library Supplies	503902704	1.99			
10-0-5120	Library Supplies	503902703	5.97			
10-0-5120	Library Supplies	503902695	1.99			
10-0-5120	Library Supplies	503902696	1.99			
10-0-5120	Library Supplies	503902694	1.99			
10-0-5120	Library Supplies	503902693	19.54			
10-0-5120	Library Supplies	503902698	1.99			
10-0-5120	Library Supplies	503902697	3.98			
10-0-5120	Library Supplies	503902700	5.97			
10-0-5120	Library Supplies	503902699	7.96			
10-0-5120	Library Supplies	503897378	1.99			
10-0-5120	Library Supplies	503897379	1.99			
10-0-5120	Library Supplies	503902690	3.98			

Winnetka-Northfield Public Library District

Check Register

All Bank Accounts

June 1, 2023 - June 30, 2023

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-0-5120	Library Supplies	503902692	5.97			
10-0-5120	Library Supplies	503934972	1.99			
10-0-5120	Library Supplies	503934973	3.98			
10-0-5120	Library Supplies	503934971	1.99			
10-0-5120	Library Supplies	503934970	7.96			
10-0-5120	Library Supplies	503932165	3.98			
10-0-5120	Library Supplies	503932167	13.93			
10-0-5120	Library Supplies	503932169	5.97			
10-0-5120	Library Supplies	503932168	13.93			
10-2-5343	DVDs-Adult-Northfield	503932169	67.47			
10-2-5343	DVDs-Adult-Northfield	503902700	56.23			
10-2-5343	DVDs-Adult-Northfield	503902698	18.74			
10-2-5343	DVDs-Adult-Northfield	503934970	86.97			
10-2-5343	DVDs-Adult-Northfield	503902701	49.48			
10-1-5344	Audio Books-Adult-Winnetka	503934971	44.99			
10-1-5344	Audio Books-Adult-Winnetka	503902696	39.99			
10-1-5344	Audio Books-Adult-Winnetka	503932165	79.98			
NATIONWIDE RETIREMENT SOLUTIONS				17757	06/30/23	<u>1,475.00</u>
10-0-2040	457 withholding	NATIONWIDE RETIREMENT SOLUTIONS	1,475.00			
NATIONWIDE RETIREMENT SOLUTIONS				17758	06/30/23	<u>1,475.00</u>
10-0-2040	457 withholding	NATIONWIDE RETIREMENT SOLUTIONS	1,475.00			
NORTH SHORE GAS				17759	06/30/23	<u>359.44</u>
10-1-5174	Natural Gas - Winnetka	NORTH SHORE GAS	359.44			
COMCAST				17760	06/30/23	<u>339.95</u>
10-0-5176	Internet Services	06.20 - 07.19.2023	339.95			
NICOR				17761	06/30/23	<u>227.26</u>
10-2-5174	Natural Gas - Northfield	NICOR	227.26			
VILLAGE OF WINNETKA				17762	06/30/23	<u>2,876.23</u>
10-1-5171	Electricity - Winnetka	VILLAGE OF WINNETKA	2,512.09			
10-1-5172	Water - Winnetka	VILLAGE OF WINNETKA	230.98			
10-1-5173	Storm Sewer - Winnetka	VILLAGE OF WINNETKA	133.16			
VILLAGE OF NORTHFIELD				17763	06/30/23	<u>45.20</u>
10-2-5172	Water - Northfield	VILLAGE OF NORTHFIELD	45.20			
COMED				17764	06/30/23	<u>778.37</u>
10-2-5171	Electricity - Northfield	COMED	778.37			
Peerless Network				17765	06/30/23	<u>40.89</u>
10-1-5175	Telephone - Winnetka	Inv 24685	40.89			
PITNEY BOWES				17766	06/30/23	<u>100.00</u>
10-0-5123	Postage	PITNEY BOWES	100.00			
Check List Total						<u><u>174,927.84</u></u>



JUNE 2023 DIRECTOR'S REPORT

STAFF UPDATES

Anniversaries: Amelia Kmiec, Branch Services Youth Librarian, 6/17 (4 years).

Coming: Lisa Martin, FT Branch Services Adult Librarian at Northfield (7/10).

STAFF SHOUT OUTS

- We had two staff members present sessions at the 2023 American Library Association (ALA) Annual Conference held in Chicago; both of them for the first time!

- Branch Services Manager Melissa was part of a panel on Approaches to Collaborative Programming in conjunction with Illinois Libraries Present and Maryland Libraries Together.



- Youth Services Librarian Tom was part of a panel on Navigating Challenging Topics with Graphic Novels & Manga and included panelists from Hinsdale & Deerfield Public Libraries.



- IT Manager Mark was appointed Chair of CCS's IT Technical Group for the 23-24 fiscal year.
- Director Monica was elected to the CCS Executive Board as a member-at-large. Her term takes effect in July.

FINANCES (Target = 100% based on 12 months into our fiscal year)

- We are at 107.63% of our expected operating revenues (over budget).
- We are at 95.66% of our budgeted operating expenses (under budget).

PROGRAMMING**Youth**

Category	23JUN	22JUN	Mo. % +/-	FY22-23 YTD	FY21-22 YTD	FY % +/-
Programs	64	59	8.47%	628	430	46.05%
Live Attendees	1,585	1,001	58.34%	13,488	7,296	84.87%
Passive Programming	3,282	1,608	104.10%	28,136	7,433	278.53%

Highlights

Dragonboat Festival Celebration	24 patrons came to celebrate the Dragonboat Festival in China where they listened to stories, made paper boats, & learned calligraphy, among other things.
Surf's Up! Edible Beach Scenes	40 patrons created fish, water, and beachgoers out of chocolate, candy, and treats for their own edible celebrations of summer!
Pride Month Crafternoon	48 patrons came to paint rocks and make bracelets in celebration of Pride month.

Adults

Category	23JUN	22JUN	Mo. % +/-	FY22-23 YTD	FY21-22 YTD	FY % +/-
Programs	14	25	-44.40%	220	237	-7.17%
Live Attendees	407	398	2.26%	5,313	3,771	40.89%
Recording Attendees	149	120	24.17%	3,583	461	677.22%

Highlights

Pompeii: From Ashes to Archaeology	131 people listened as art historian Jeff Mishur discussed the ancient architecture and artifacts of Pompeii, buried by the eruption of Mt. Vesuvius in 79 AD.
The Chanel Sisters with Barbara Rinella	32 people were regaled by book reviewer Barbara Rinella as she dramatized the Chanel Sisters by Judithe Little.
Lake Michigan & the Chicago River: A History of Human Intervention	Professional engineer and Chicago Architecture Center docent Kevin Griebenow shared info with 16 patrons on how Chicago's local waterways were altered through government projects.

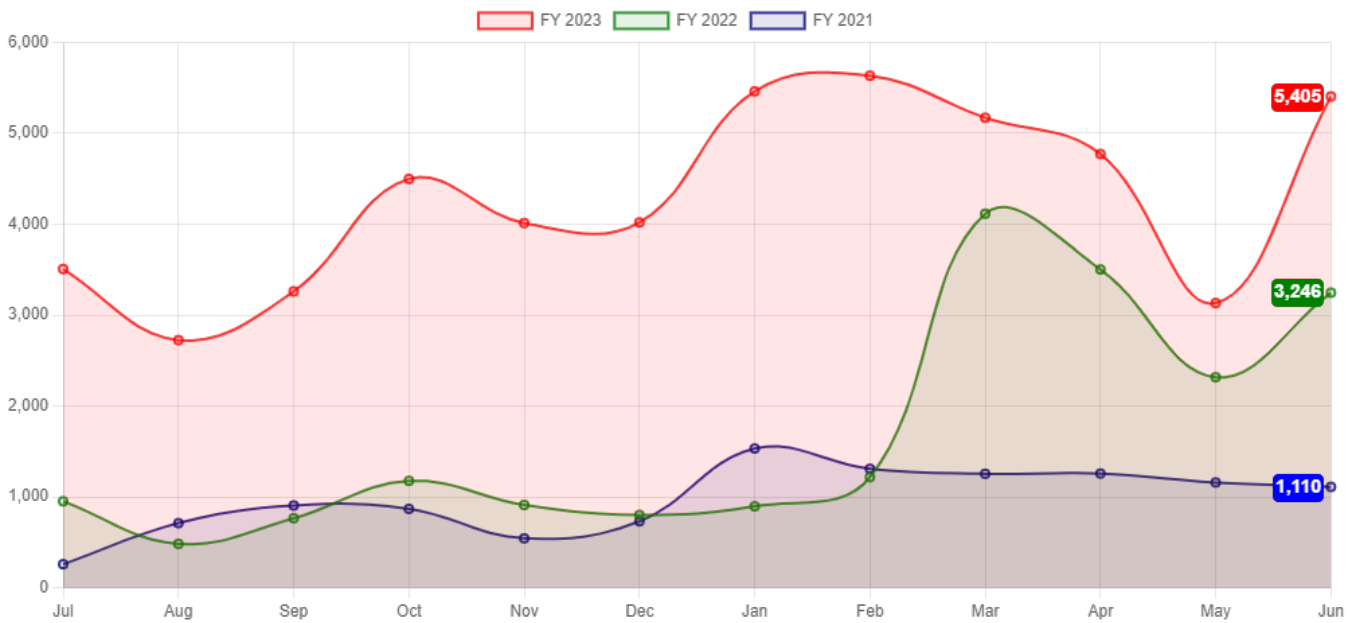
Studio (Digital Services)

Category	23JUN	22JUN	Mo. % +/-	FY22-23 YTD	FY21-22 YTD	FY % +/-
1:1s	312	23	1,256.52%	1,438	636	126.10%
Programs	17	16	6.25%	169	137	23.26%
Attendees	129	119	8.40%	1,219	1,363	-10.56%

Highlights

Morse Code Bar Bracelets	4 patrons wrote their names or secret messages in Morse Code and then laser engraved the words onto bracelets that they could take or give as gifts.
Engraved Planter Boxes	11 patrons across two sessions engraved their family names or addresses on distressed planter boxes that they could take and place in their home gardens.

3 Year Program Attendance Comparison



Community Engagement

Category	23JUN	22JUN	Mo. % +/-	FY22-23 YTD	FY21-22 YTD	FY % +/-
Youth Events	8	3	166.67%	34	43	-20.93%
Adult Events	3	3	0.00%	24	17	41.18%
Family Events	5	3	66.67%	21	27	-22.22%
TOTAL	16	9	77.78%	79	87	-9.20%
Youth Attendance	694	265	161.89%	1,680	1,564	7.42%
Adult Attendance	32	24	33.33%	260	105	147.62%
Family Attendance	936	870	7.59%	2,516	2,171	15.89%
TOTAL	1,662	1,159	43.40%	4,456	3,840	16.04%

Highlights

D29 Family Fun Fair	75 children visited our booth to make buttons and hear about summer reading.
Winnetka Children’s Fair	650 people visited our booth on Friday to spin our prize wheel. The majority said they were signed up for and participating in our Summer Reading program!

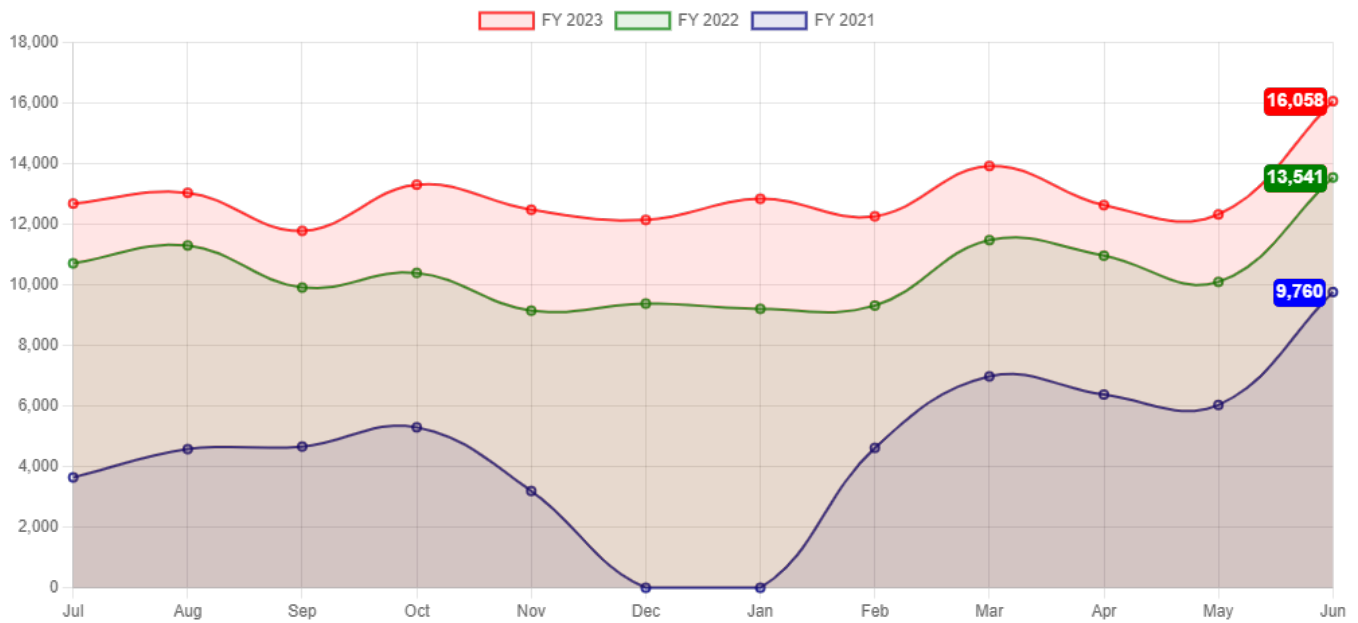
SERVICES

Visitors

Location	23JUN	22JUN	Mo. % +/-	FY22-23 YTD	FY21-22 YTD	FY % +/-
Winnetka In-Person	11,546	9,533	21.12%	109,892	87,922	24.99%
Northfield In-Person	4,191	3,579	17.10%	41,479	33,995	22.02%
TOTAL IN-PERSON	15,737	13,112	20.02%	151,371	121,917	24.16%
Virtual Visitors	321	429	-25.17%	4,057	3,499	15.95%
TOTAL VISITORS	16,058	13,541	18.59%	155,428	125,416	23.93%

Note: Closed June 24th and 25th for ALA Conference.

3 Year People Counter Comparison



Patron Interactions

Category	23JUN	22JUN	Mo. % +/-	FY22-23 YTD	FY21-22 YTD	FY % +/-
Adult	2,705	2,390	13.18%	26,224	28,509	-8.02%
Youth	735	814	-9.71%	7,425	6,196	19.84%
Digital Services	43	209	-79.43%	1,592	1,831	-13.05%
TOTAL	3,483	3,413	2.05%	35,241	36,536	-3.54%

Cardholder Penetration

Activity	23JUN	22JUN	Mo. % +/-	FY22-23 YTD	FY21-22 YTD	FY % +/-
New Cards	120	133	-9.77%	1,206	1,023	17.89%
Community	23JUN	22JUN	Mo. % +/-	23JUN %POP	22JUN %POP	% Change
Winnetka	6,278	6,223	0.88%	49.26%	48.83%	0.43%
Northfield	2,362	2,105	12.21%	41.07%	36.60%	4.47%
TOTAL DISTRICT	8,640	8,328	3.75%	46.72%	45.03%	1.69%
Kenilworth	392	326	20.25%	15.59%	12.97%	2.63%

Technology

Public Computer Usage

Location	23JUN	22JUN	Mo. % +/-	FY22-23 YTD	FY21-22 YTD	FY % +/-
Winnetka	544	477	14.05%	5,294	5,015	5.56%
Northfield	265	217	22.12%	2,706	2,227	21.51%
TOTAL	809	694	16.57%	8,000	7,242	10.47%

Hotspot Usage

Location	23JUN	22JUN	Mo. % +/-	FY22-23 YTD	FY21-22 YTD	FY % +/-
Winnetka Sessions	27,036	38,702	-30.14%	269,898	276,989	-2.56%
Northfield Sessions	5,277	6,013	-12.24%	52,572	59,569	-11.75%

TOTAL	32,313	44,715	-27.74%	322,470	336,558	-4.19%
Winnetka Bandwidth	696GB	604GB	15.30%	6,693GB	4,221GB	26.42%
Northfield Bandwidth	106GB	65GB	63.41%	940GB	887GB	6.02%
TOTAL	802GB	669GB	19.98%	7,633GB	5,108GB	49.44%

Website Reach/App Usage

Activity	23JUN	22JUN	Mo. % +/-	FY22-23 YTD	FY21-22 YTD	FY % +/-
Website Visits	9,612	9,205	4.42%	104,052	98,781	5.34%
Unique Visitors	6,035	6,110	-1.23%	67,291	62,317	7.98%

Email Reach

23JUN Subscribers	% of Cardholders	22JUN Subscribers	Open Rate	Click Rate
10,761	119.14%	10,267	52.00%	1.00%

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

COLLECTIONS

Physical Adult (By Location)

Location	23JUN	22JUN	Mo. % +/-	FY22-23 YTD	FY21-22 YTD	FY % +/-
Winnetka	10,208	9,087	12.34%	116,252	114,585	1.45%
Northfield	3,892	3,997	-2.63%	46,459	47,854	-2.92%

Physical Youth (By Location)

Location	23JUN	22JUN	Mo. % +/-	FY22-23 YTD	FY21-22 YTD	FY % +/-
Winnetka	15,511	14,767	5.04%	166,655	150,177	10.97%
Northfield	3,317	4,739	-30.01%	43,149	43,763	-1.40%

Physical Miscellaneous

Lending Type	23JUN	22JUN	Mo. % +/-	FY22-23 YTD	FY21-22 YTD	FY % +/-
Kenilworth Patrons	950	934	1.71%	13,077	16,325	-19.90%
Borrowed from Other Libraries	2,021	1,458	38.61%	20,825	21,367	-2.54%

Physical Adult (By Type)

Material Type	23JUN	22JUN	Mo. % +/-	FY22-23 YTD	FY21-22 YTD	FY % +/-
Books	8,687	8,643	0.51%	102,323	101,803	0.51%
Book - Fiction	5,005	5,023	-0.36%	56,983	56,481	0.89%
Book - Nonfiction	3,682	3,620	1.71%	45,340	45,322	0.04%
Audiobook - CD	219	302	-27.48%	3,155	3,644	-13.42%
Music CD	106	83	27.71%	1,366	1,650	-17.21%
Playaway	30	56	-46.43%	479	687	-30.28%
DVD/Blu-Ray	2,253	2,522	-10.67%	31,425	35,500	-11.48%
Magazine	270	248	8.87%	2,647	2,397	10.43%
Videogame	25	22	13.64%	323	310	4.19%
Computing Device	7	4	75.00%	57	122	-53.28%
Library of Things	24	0	n/a	231	0	n/a
Other	0	21	-100.00%	65	62	4.84%

Non-CCS ILL	45	36	25.00%	454	430	5.58%
Sent Out	2,434	1,147	112.21%	20,186	15,834	27.49%
TOTAL	14,100	13,084	7.77%	162,711	162,439	0.17%

Physical Youth (By Type)

Material Type	23JUN	22JUN	Mo. % +/-	FY22-23 YTD	FY21-22 YTD	FY % +/-
Books	14,387	15,630	-7.95%	159,323	162,920	-2.21%
Book - Fiction	12,120	13,433	-9.77%	134,831	139,799	-3.55%
Book - Nonfiction	2,267	2,197	3.19%	24,492	23,121	5.93%
Audiobook - CD	10	36	-72.22%	245	535	-54.21%
Music CD	4	17	-76.47%	110	377	-70.82%
Playaway	386	263	46.77%	2,893	2,258	28.12%
DVD/Blu-Ray	689	1,042	-33.88%	10,928	11,439	-4.47%
Magazine	2	12	-83.33%	120	31	287.10%
Videogame	263	296	-11.15%	2,903	2,239	29.66%
Vox Reader	293	328	-10.67%	3,461	2,551	35.67%
STEAM Kits	32	24	33.33%	139	344	-59.59%
Early Literacy Kits	29	0	n/a	309	0	n/a
Other	28	42	-33.33%	887	1,188	-25.34%
In-House Circulation	2,705	1,816	48.95%	28,486	10,052	183.39%
TOTAL	18,828	19,506	-3.48%	209,804	193,940	8.18%

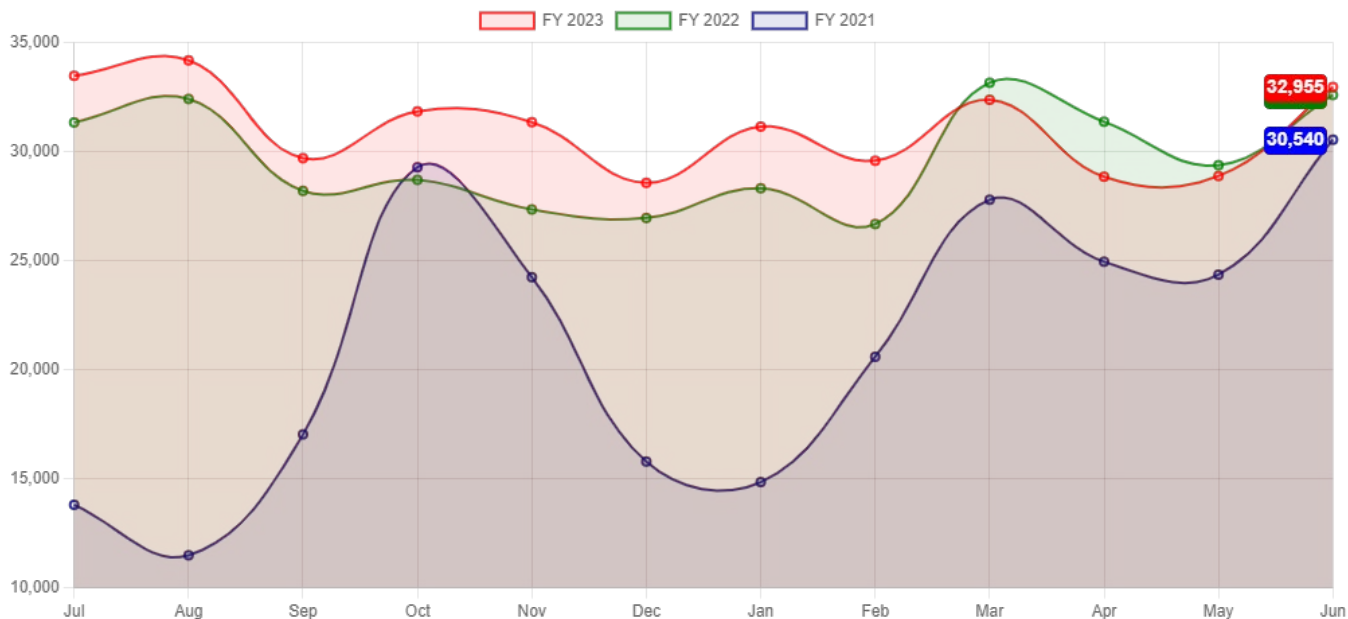
MTD Total Physical Circulation

23JUN Physical Circulation	22JUN Physical Circulation	Net Change
32,928	32,590	1.04%

YTD Total Physical Circulation

FY22-23 YTD Physical Circulation	FY21-22 YTD Physical Circulation	Net Change
372,515	356,379	4.53%

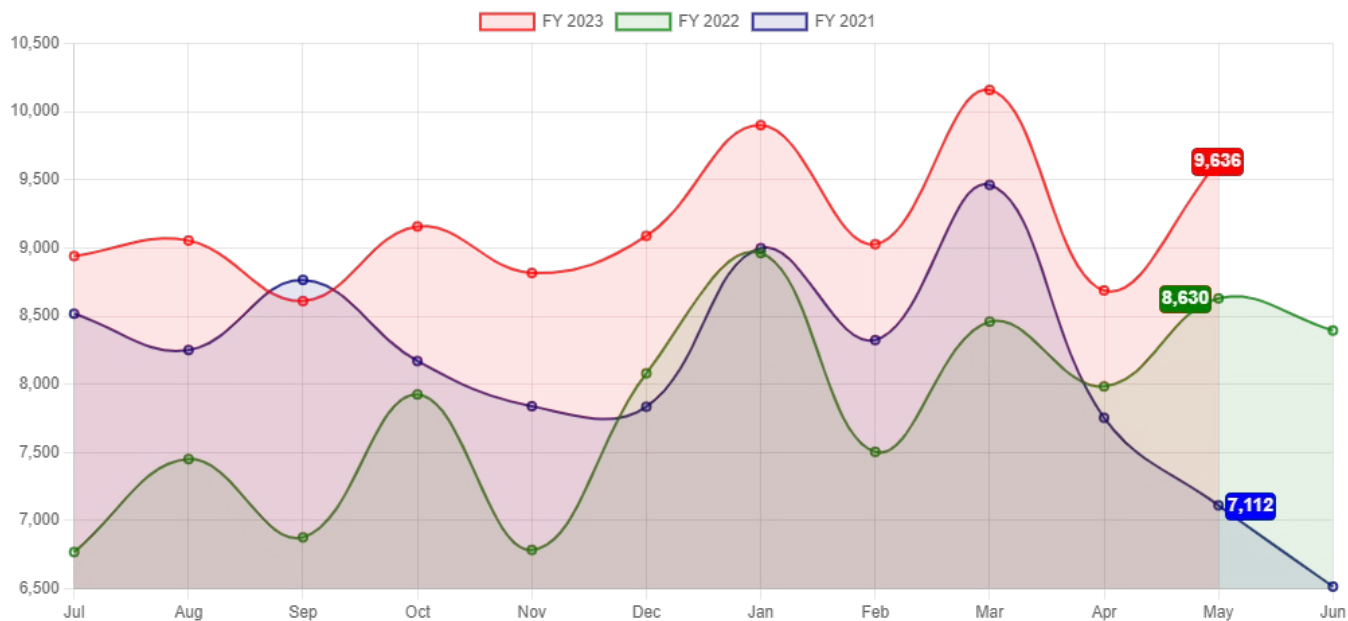
3 Year Circulation Comparison



Digital Circulation

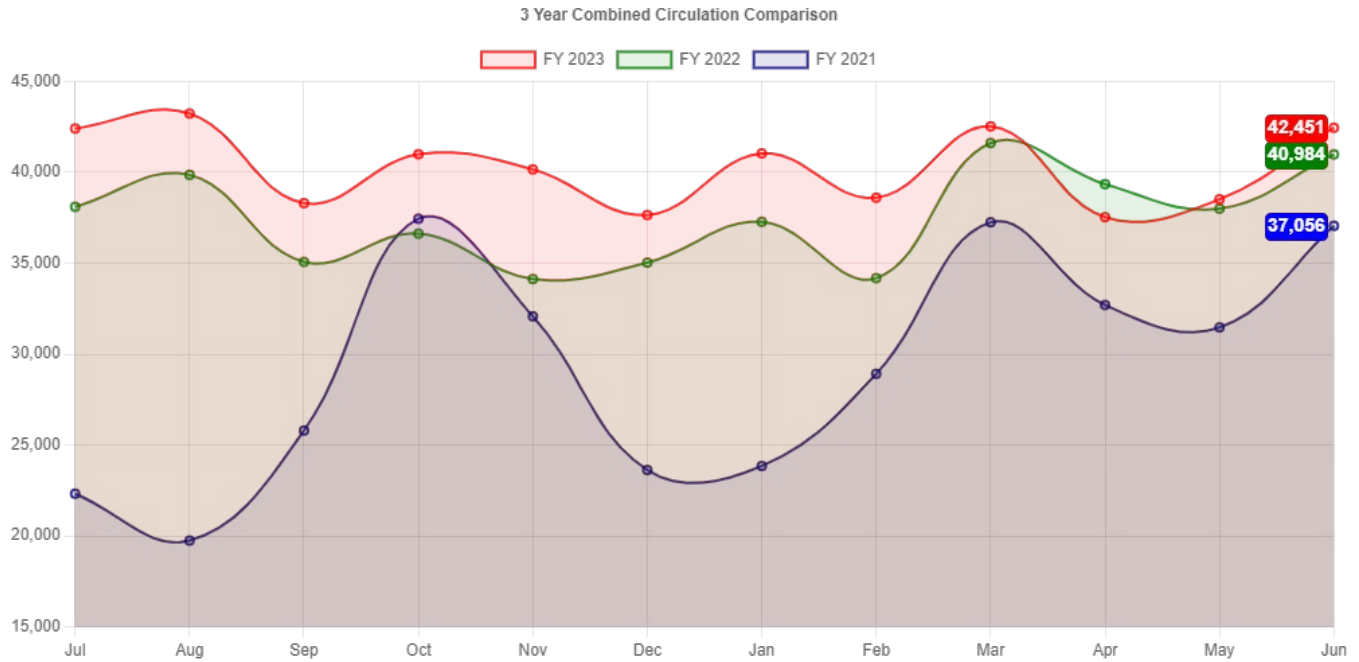
Material Type	23JUN	22JUN	Mo. % +/-	FY22-23 YTD	FY21-22 YTD	FY % +/-
eBooks	4,068	3,716	9.47%	49,746	43,980	13.11%
eAudiobooks	3,657	2,811	30.10%	38,981	30,269	28.78%
eMagazines	1,201	1,368	+12.21%	16,242	13,413	21.09%
eVideos	490	458	6.99%	5,004	5,763	-13.17%
eMusic	80	41	95.12%	598	395	51.39%
TOTAL	9,496	8,394	13.13%	110,571	93,820	17.85%

3 Year eResource Comparison



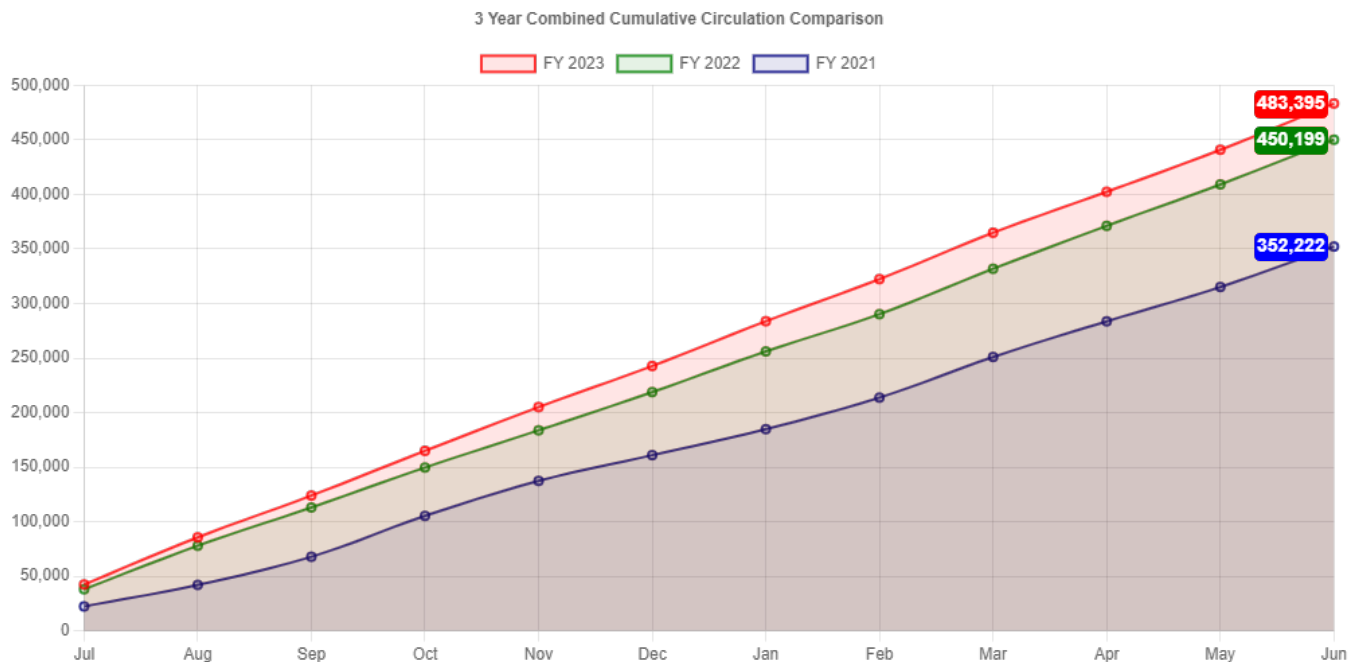
MTD Total District Circulation

23JUN District Circulation	22JUN District Circulation	Net Change
42,424	40,984	3.51%



YTD Total District Circulation

FY22-23 YTD District Circulation	FY21-22 YTD District Circulation	Net Change
483,086	450,199	7.30%




IMPACT STORIES

• Branch Services/Community Engagement

- Feedback on Amelia, Branch Services Youth Librarian: *“She is super helpful, endearing, and very thoughtful with recommendations. My kids loved seeing her at the schools when she came to talk about summer reading,”* and (from Market & Music), *“Amelia has really changed the game at Northfield for us. We are there every week and love all the different crafts and scavenger hunts she comes up with. She makes going to the library so fun for us!”*
- Feedback from the Suggestion Box: *“I really like the new display, New Books By Favorite Authors. Makes it so easy to find something I’ll like.”*
- Feedback from Books on the Beach: *“Once again a great gathering of book lovers sharing titles to read. There are quite a few I am going to tag on Libby. I might even try an audiobook from all the recommendations!”* and, *“Sydney & Betsy do a wonderful job of putting together and discussing fun and interesting reads. I added a couple of books I normally wouldn’t have picked out on my own, which I love. My summer reading list has already grown! 😊 I’m looking forward to the July & August meetings; thanks for hosting these events!”*

• Youth Services

- Feedback on Pride Month Crafternoon: *“Amber is running an AWESOME crafternoon as I type, and one of the officers from WPD showed up to paint rocks, make bracelets, and hang out. LOVE IT!”* We also received multiple positive comments about our scavenger hunt and displays of pride-themed materials.
- A Greeley School parent called to see if they could move the playdate scheduled for their rising Kindergarteners to the library after the air quality made their scheduled outdoor meet up too risky. Librarians Amber & Tom worked together to pull toys, activities, and print extra coloring pages and told them to, *“...come on over!”*
- The Winnetka Weeders, who care for a portion of our garden area, partnered to present a Weeders and Readers program, where they read garden-themed stories then provided a craft where participants got to plant their own seeds. 
- A caregiver let us know that she’s seen her little one grow and learn so much as a result of baby storytime. The toddler can sing most of the words to the songs and is even singing the hello song to her baby brother! She said she had tried Deerfield Library’s storytime but came back to us because our baby storytime is so calm and soothing.
- Some general patron comments:
 - *“We love how different the youth collections are from one another (Northfield vs. Winnetka). It’s not just a copy and paste so the kids are able to find different things at each location and we really love that!”*
 - *“I really love watching the department evolve over the years to grow and meet the needs of the community. It’s really cool to see how things change.”*
 - *“I just have to tell you; the library is so wonderful. You have the best programs, everyone who works here is so nice and friendly; the library is one of the best parts of moving here!”*



- **Adult Services**

- Feedback on The Chanel Sisters with Barbara Rinsella: *“Fabulous evening- wonderful presentation by Barbara! Looking forward to another one. Thank you!”*
- Feedback on Teens & Money: A Parent’s Guide: *“Great info! Provided lots of good basics for good money habits.”*
- Feedback on Pan Am Stewardess Betty with Leslie Goddard: *“Interesting info, well-presented, engaging. I heard history I normally would not be exposed to. Thank you for the diversity & quality of programming you offer!”*
- Feedback on Pompeii: From Ashes to Archaeology with Jeff Mishur: *“I’m going to Italy in the fall and visiting these sites. This presentation provided me with the history and a better understanding of the area.”*
- Feedback on Lake Michigan & the Chicago River: A History of Human Intervention: *“Wonderful, interesting talk with great visuals! I, too, love the old maps. Kevin obviously is very knowledgeable and passionate about his subject. Would love to see him back at the library for more events. Thank you!”*
- Feedback from patrons on our Pride Month Display: *“Fabulous!”* and, *“Thank you for having this display! It is so important to have things like this, especially now!”*

- **Digital Services**

- Three pre-teen girls came back with two more friends for a second round of sewing in the Studio. The first three, who learned how to sew keepsake pockets from Annie last month, proceeded to show their new sewing skills to their two other friends, who then proceeded to make their own keepsake pockets.
- A patron who came in to explore the Studio used the embroidery machine to make sweatshirts for his family reunion. He enjoyed the experience so much that he booked another appointment so he can try out a different project.
- Two members of the Kenilworth Garden Club came in to make a gift for a retiring coworker. They had so much fun and have since been back multiple times to make other gifts for the people in their lives.
- A patron came in to laser engrave her young son’s art on a cutting board that she plans to hide away and give to him as a gift when he is grown.

- **Patron Services**

- A patron came into the library looking to use a study room, but all were currently in use. They then advised that this was their first time in the library and that they weren’t clear on what we offered in terms of study spaces. Patron Services Manager Courtney gave them a tour, signed them up for a library card, then got them settled in the quiet room, where they were able to work. The patron was very thankful and looking forward to coming in again to study!
- An area teacher came in to get a card and had a huge list of books with her. While Patron Services Assistant Jeanine processed her teacher card, Youth Services Manager Anna took her list and personally found all the books for her, then brought them to the desk so she could use her new card to check them out. The patron was SO thankful for the personalized help both with her card and the books!

- **Marketing & PR**

- We did a post to promote our youth Pride displays and received the following patron response: *“As a gay Winnetkan who just had twins with his husband, I am so happy to see this. I can’t wait to start bringing our family to the library!”*



Program Policy

This Program Policy establishes principles intended to guide the Winnetka-Northfield Public Library District (the “District”) in providing programs, classes, lectures, storytimes, discussion groups, and workshops which are consistent with the District’s mission, which is to serve the intellectual, cultural, and recreational needs of the community.

Philosophy and Scope of Programs

In accordance with the American Library Association’s [Library Bill of Rights](#), the District provides resources for the interest, information, and enlightenment of all people within the community the District serves. This includes programs on a variety of topics that appeal to the wide array of interests in the community. ~~Presenters and topics will not be excluded because some might find the content or speaker to be objectionable or controversial.~~

The District recognizes that the choice to attend programs is an individual decision and acknowledges that while one person may reject a program for themselves, they cannot determine suitability for or restrict access to events by others. Event attendance by minor children is the responsibility of parents or caregivers, who guide and oversee their child’s development. District staff will not act as censors for any age group or subject matter.

District staff who create and present programs do so as part of their regular duties and are not hired as outside contractors for the programs they create and conduct. In addition to staff, the District actively partners with external organizations and community partners to develop and co-sponsor programs, which may include hiring external presenters that reflect specialized or unique expertise. Such presenters are chosen from local, regional, and national talent. The District does not endorse the content, or the views expressed by presenters or program participants.

Program offerings must support the District’s mission. Programs that are inconsistent with the mission—such as commercial or partisan programs—will not be planned. All product sales in conjunction with a program must be approved, in writing, by District staff in advance.

Program Suggestions

We welcome suggestions from District residents for future programs. Suggestions, and requests to present, including author readings and signings, should be submitted via our [Propose a Program form](#). Suggestions and requests will be considered and evaluated based on the program criteria outlined below.



Program Criteria

District staff use a variety of criteria when making decisions about programming topics, speakers, and accompanying resources, including the following:

- Patron demand and/or anticipated demand
- Cost
- Availability of suitable space
- Presenter background and qualifications in content area
- Suitability of subject and style for the intended audience
- Support of local and national school curricula
- Connection to the District community
- Importance of the subject matter
- Attendance statistics and patron feedback for similar events
- Factual content
- Timeliness and relevance to contemporary culture
- Representation of diverse interests and viewpoints
- Relationship to District collections, resources, exhibits and events

Access

All programs are open to the public, but some may be designed with specific audiences in mind, such as those intended for children and teens that are geared to their interests and needs. Adults who wish to attend an event specifically designed for children must be accompanied by a child. Tween and teen events are limited to tweens and teens only, except when they require an adult assistant or companion.

Fees

Nearly all of the District's programs are offered at no additional charge. However, some programs may require a small fee to recoup the cost of supplies. In these instances, a note will be placed in the event calendar to notify patrons when registering.

Attendance & Cancellations

The District may deem it necessary to limit attendance due to space constraints or the nature of the event. Patrons should check the online event calendar for the most current information on



Winnetka-Northfield PUBLIC LIBRARY DISTRICT

available spots. Once registered, the District asks patrons to be courteous of others who might be on a wait list by calling or going online to cancel in the event they are unable to attend.

There are factors beyond the District's control that may require cancellation of a scheduled program such as severe weather, building emergencies, personal issues on the part of the presenter, low registration, or other unforeseen factors. In these instances, District staff will make every effort to contact individuals who have registered. Canceled programs are not automatically rescheduled and the District reserves the right to cancel any program at any time.

Request for Reconsideration

The District welcomes expressions of opinion from residents concerning our program offerings. Residents should first address their concern with a staff member. If the concern remains unresolved, the following procedures have been developed to ensure that complaints from residents residing within the physical boundaries of the District (hereinafter, each a "Complainant") are handled in a timely and consistent manner.

- 1) The Complainant will be referred to the Manager of the Department that organized the program or, in the event they are unavailable, to the Librarian in charge, who will discuss the program with the Complainant in relation to the Library's Program Policy and the [American Library Association's Library Bill of Rights](#).
- 2) If the complaint is not resolved to the Complainant's satisfaction, the Complainant will be asked to complete the Request for Reconsideration of Programs Form and submit it to the Library Director (the "Director"). The Director will then form a committee comprised of the Director, the Manager of the Department that organized the program, and the President of the Library Board of Trustees (the "Board"). The committee will review the program and provide a written response to the Complainant once a decision has been reached. The program will remain scheduled as planned while the committee is conducting their review.
- 3) If the complaint is not resolved to the Complainant's satisfaction, the Complainant may appeal the decision to the full Board, who will consider the matter at their next regularly scheduled Board meeting and provide a written response to the patron once a decision has been reached. The program will remain scheduled as planned while the Board is considering the matter. **If sufficient time does not exist to enact the escalation process prior to the event, the matter will be considered for future similar events.** The Board's decision is final, and no further appeals may be made.



Request for Reconsideration of Program

First Name _____ Last Name _____

Email Address _____

Street Address _____

City _____ State and Zip Code _____

Are you a resident of Winnetka-Northfield Public Library District? Yes No

Have you read the District’s Program Policy [linked]? Yes No

What is the program you are commenting on?

Title _____ Program Date _____

In your view, the topic or theme of the program is:

Your objection to the program is: (Please be specific.)

The program came to your attention via: _____

What specific action(s) are you requesting the District consider and why?:

THE WINNETKA-NORTHFIELD PUBLIC LIBRARY DISTRICT
RESOLUTION NO. 2023-2024/1

RESOLUTION DETERMINING RELEASE OF CLOSED SESSION MINUTES

WHEREAS, the Board of Library Trustees met from time to time in closed session for purposes authorized by the Illinois Open Meetings Act; and

WHEREAS, the Board has determined that the minutes of the closed session meetings listed on the attached Schedule A no longer require confidential treatment and should be made available for public inspection; and

WHEREAS, the Board has determined that a need for confidentiality exists as to the minutes from the closed session meetings listed on the attached Schedule B.

NOW, THEREFORE, BE IT RESOLVED as follows:

Section 1: The minutes from the closed session meetings listed on the attached Schedule A are hereby released/available for public inspection.

Section 2: This Resolution is in full force and effect from and after its passage.

Passed by the Board the Board of Library Trustees this 17th day of July, 2023.

Ayes: _____
Nays: _____
Absent: _____
Abstaining: _____

Melissa Mitchell, President Board of Trustees
Winnetka-Northfield Public Library District

ATTEST:

Thomas Sundell, Secretary Board of Trustees
Winnetka-Northfield Public Library District

SCHEDULE A

Closed Session Minutes Recommended for Release

Date:

None.

SCHEDULE B

Closed Session Minutes Not Eligible for Release due to a Need for Confidentiality

Date:

August 16, 2021

November 1, 2021

November 22, 2021

THE WINNETKA-NORTHFIELD PUBLIC LIBRARY DISTRICT
RESOLUTION NO. 2023-2024/2

RESOLUTION APPROVING DESTRUCTION OF CLOSED SESSION RECORDINGS

WHEREAS, the Board of Library Trustees met from time to time in closed session for purposes authorized by the Illinois Open Meetings Act; and

WHEREAS, closed session meetings were recorded in accordance with the Open Meetings Act.; and

WHEREAS, the Board may destroy closed session recordings not less than eighteen (18) months after the closed session provided the Board:

1. Approved written minutes of the closed session; and
2. Approves destruction of the recording.

NOW, THEREFORE, BE IT RESOLVED as follows:

Section 1: The recordings of the closed session meetings listed on the attached Schedule A shall be destroyed promptly by the Library Director.

Section 2: This Resolution is in full force and effect from and after its passage.

Passed by the Board the Board of Library Trustees this 17th day of July 2023.

Ayes: _____
Nays: _____
Absent: _____
Abstaining: _____

Melissa Mitchell, President Board of Trustees
Winnetka-Northfield Public Library District

ATTEST:

Thomas Sundell, Secretary Board of Trustees
Winnetka-Northfield Public Library District

SCHEDULE A

Closed Session Recordings to be Destroyed

Date:

August 16, 2021

November 1, 2021

November 22, 2021

**THE BOARD OF TRUSTEES OF THE WINNETKA-NORTHFIELD
PUBLIC LIBRARY DISTRICT, COOK COUNTY, ILLINOIS**

ORDINANCE NO. 2023-2024/1:

AN ORDINANCE DETERMINING TO LEVY AN ADDITIONAL
TAX OF .02% FOR THE 2023-2024 FISCAL YEAR

WHEREAS, the Public Library District Act of 1991 (75 ILCS 16/35-5) authorizes the Board of Trustees to levy a special tax in addition to the annual public library district tax for the purchase of sites and buildings, the construction and equipment of buildings, the rental of buildings required for library purposes, and maintenance, repairs and alterations of library buildings and equipment; and

WHEREAS, the amount of said special tax is .02% of the value of all the taxable property in the District as equalized or assessed by the Department of Revenue; and

WHEREAS, the Board of Trustees deems it advisable and necessary to levy said special tax for the 2023-2024 fiscal year for the purposes herein before set forth.

NOW, THEREFORE, BE IT ORDAINED AND DETERMINED by the Board of Trustees of the Winnetka-Northfield Public Library District that for the purchase of sites and buildings, the construction and equipment of buildings, the rental of buildings required for library purposes, and maintenance, repairs and alterations of library buildings and equipment, a special tax of .02% of the value of all taxable property in the District, as equalized or assessed, shall be levied for the fiscal year 2023-2024.

FURTHER, a copy of this Ordinance shall be published in a newspaper of general circulation within the District within fifteen (15) days after the date of adoption of the Ordinance in the form provided by law.

FURTHER, this Ordinance shall be in full force and effect from and after its adoption as provided by law.

ADOPTED this 17th day of July 2023, pursuant to a roll call vote as follows:

AYES:

NAYS:

ABSENT OR NOT VOTING:

APPROVED:

Melissa Mitchell, President, Board of Trustees
Winnetka-Northfield Public Library District
Cook County, Illinois

ATTEST:

Thomas Sundell, Secretary, Board of Trustees
Winnetka-Northfield Public Library District
Cook County, Illinois

STATE OF ILLINOIS)
) SS
COUNTY OF COOK)

CERTIFICATION OF AUTHENTICITY

I, Thomas Sundell, hereby certify that I am the duly qualified and acting Secretary of the Board of Trustees of the Winnetka-Northfield Public Library District, Cook County, Illinois and as such I am the custodian and keeper of the records and files of said Library District.

I do further certify that the attached is a true and correct copy of an Ordinance adopted on the 17th day of July 2023, at a meeting of the Board of Trustees of the Winnetka-Northfield Public Library District. I further certify that the Ordinance will be published in a newspaper of general circulation within the District by the 31st day of July 2023.

IN WITNESS WHEREOF, I have hereunto affixed my official signature and corporate seal of the Winnetka-Northfield Public Library District, Cook County, Illinois, on this 17th day of July 2023.

Thomas Sundell, Secretary
Board of Trustees
Winnetka-Northfield Public Library District
Cook County, IL

(SEAL)

PUBLIC NOTICE

PUBLIC NOTICE is hereby given that, by Ordinance adopted on the 17th day of July, 2023, the Board of Trustees of the Winnetka-Northfield Public Library District determined to levy an additional tax of .02% of the value of all the taxable property in the District, as equalized or assessed by the Department of Revenue, for the purchase of sites and buildings, the construction and equipment of buildings, the rental of buildings required for library purposes, and maintenance, repairs and alterations of library buildings and equipment, said tax levy to be effective for the 2023-2024 fiscal year. The text of said Ordinance is set forth below.

The question of levying a .02% tax shall be submitted to the electors of the District if a petition is filed with the Board signed by 1,439 registered voters in the District asking that the question of levying said .02% tax be submitted to the electors of the District. Said petition must be filed within thirty (30) days after publication of this Public Notice. The date of the prospective referendum is March 19, 2024.

Thomas Sundell, Secretary
Board of Trustees
Winnetka-Northfield Public Library District
Cook County, IL

(SEAL)