

**Date:** June 9, 2022

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

**From:** Celeste Choate, Executive Director

**Re:** Director's Report for Board Meeting of June 14, 2022



## VISION

Nurturing growth by sparking curiosity and fostering a sense of belonging.

## MISSION

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



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

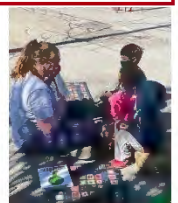
***WE WELCOME ALL.***

### **Goal 1: We provide a welcoming and inviting space for dialogue and personal connections.**

- Over 40 newly-arrived Afghan refugees visited the Library this month in a special collaboration with the Refugee Center. A team of translators helped us introduce people to the Library's many resources and even to the idea of a public library (which is unfamiliar and can be intimidating). We issued library cards, introduced staff, looked at ESL materials, did art activities with the children, and shared tea and snacks. We have already seen some of the people from the tour returning to use the library!
- A group of international librarians taking part in the iSchool's 2022 Mortenson Associates Program toured the Library and Teen Open Lab in early June. The program's theme this year was "Smart and Smarter: Leadership and Innovation in Libraries" with a focus on working within existing resources and being innovative and open to change. They toured the Library and Teen Open Lab to see examples of the theme and how the Library has created changes. Visitors were particularly interested in the Library of Things, the Seed Exchange, the organization of Teen Open Lab, and how our services and programs have benefited from community partnerships.

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

- Library staff returned to the Farmer's Market in May after not being able to participate for two years. In addition to sharing information about Library services and events and handing out nearly all of the flyers brought to the market, staff also read stories to several families.
- Patron Aimee Rickman, PhD, wrote to "express my appreciation of the Urbana Free Library and its talented and devoted professional staff of librarians." She writes of the "generosity of care, respect, clarity and expertise" extended to patrons, especially Carol Inskeep and Joel Spencer. Her letter is included at the end of the Director's Report.



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

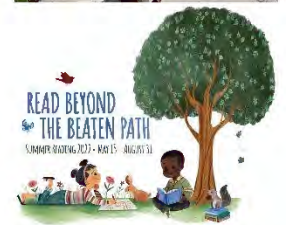
***WE SPARK CURIOSITY.***

### **Goal 1: We connect people to resources and technology for personal growth leading to greater fulfillment.**

- The Community Engagement team and other staff throughout the Library have been working since January with Proof Studios on the development of a new website. Staff will have the opportunity to preview the site later in June, and we are expecting to launch the new site in late June or early July. It is a significant upgrade in our look and the ease of navigation. It also offers a new “news” section to feature the many exciting things happening at the Library.
- Teen Open Lab reopened at the beginning of May. Participants have been a mix of familiar and unfamiliar faces, and staff are looking forward to visiting classes in the middle school this fall to promote the program. So far, 3D printing and sewing have been popular activities, but recently a few teens began playing musical instruments, including the lab’s new electronic drum kit.

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

- May saw the return of several live programs, including the Fairy Tale Ball. Though rain forced the program inside, 300 community members came dressed up in their fairy tale finery. The ball featured a tea party, shadow puppet theater, beanstalk bean bag toss, knights’ dueling grounds, and a dragon craft with fire made of ribbon. Several families thanked staff for holding the program. *The Fourteenth Annual Fairy Tale Ball was generously sponsored by Fred Schlipf and Diane Hillard.*
- Free Comic Book Day was the first weekend in May. Eighty community members enjoyed choosing comics, creating superhero armbands, building and destroying a city made of boxes, and testing themselves with trivia.
- Summer Reading started on May 15 and will run through August 31. This year’s theme is Read Beyond the Beaten Path, and community members can win up to four prizes by recording their reading. As part of the program’s promotion, every USD#116 elementary school student received a Summer Reading flyer at school, and the middle school library also made information available. By the time Summer Reading began, over 100 community members of all ages had pre-registered. *The Summer Reading Program is generously supported by the Friends of The Urbana Free Library.*



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

**WE CONTRIBUTE TO A STRONG SOCIAL FABRIC.**

**Goal 1: We make the community better for all by promoting diversity, equity and inclusion through our collections and programs.**

- Illinois Libraries Presents brought together two authors in May. Jessamine Chan, the author of the novel *The School for Good Mothers*, & Emily Maloney, the author of the nonfiction book *Cost of Living*, talked about systems of power in their books and their lives. They discussed issues in American health care, whether they read online comments about their books, and how systems have affected them.
- May’s Latin American Story Time featured Angela Burke Kunkel’s story *Digging for Words* read in English and Spanish to 17 community members. Families also enjoyed listening to live guitar, playing maracas, and making a bird craft. *Co-sponsored by The Urbana Free Library and the Center for Latin American and Caribbean Studies at the University of Illinois.*



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

- Hosted in Cunningham Township’s garden, the School’s Out Garden Party invited families to celebrate the end of the school year with live music, free food, and information about rent, income, and food assistance. In addition, the Urbana Park District brought activities for kids in their Urbana, and the event also offered free plants and seeds to help start gardens. Overall, 225 community members came to the event. *This event was co-sponsored by **Cunningham Township, Solidarity Gardens CU, and The Urbana Free Library.***
- The musical groups Sunken Cages and Kuroshio performed to an audience of 65 at a live musical event on May 21. Sunken Cages is the moniker for Ravish Momin, an Indian-born drummer and electronic music producer whose work displays a unique electro-acoustic approach to triggering sounds and textures and layering live-loops with manipulations ‘on the fly’. Kuroshio is an ever-evolving ensemble led by improvising artists of Asian descent, who focus on ambient, avant world jazz. *Their performances were cosponsored by the **Urbana Arts and Culture Program** and made possible in part by the generous support of **The Urbana Free Library Foundation.***



**We are mindful of the wide array of resources needed to serve evolving community needs and are transparent with our operations.**

**WE ARE A STRONG ORGANIZATION.**

**Goal 1: We steward our physical and financial resources to allow for growth and sustainability.**

- The Foundation held their first donor event since October 2019 on June 4<sup>th</sup>. About 40 people enjoyed music and food while Foundation Board members expressed their appreciation for past donations. During the program, Foundation Board Vice President Elizabeth Rockman announced the match available through the newly created Margaret Frampton Urbana Library Fund. The flyer included in the Director’s Report explains how donations made in 2022 and 2023 are eligible for a match.

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

- Former Archives Apprentice Savannah Adams presented a poster session at the UIUC graduate student showcase in May. The poster provided an overview of Adams’ work on a digital preservation plan and workstation for CCHA and TUFL, and was a collaborative effort between Adams and Donica Swann.



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

- Board members Shirese Hursey, Elizabeth Scheid, and Gloria Yen were reappointed by the City Council on May 23 for terms July 1, 2022 - June 30, 2025. Information they submitted to be considered for reappointment is available here:  
<https://urbanaininois.us/sites/default/files/attachments/Board%20and%20Commission%20Reappointments%20May%202023%202022.pdf>.

- Staff ask that the Board pass an updated VI-O Respectful Work Environment Policy. The only change is adding “work authorization status” to the list of legally protected groups named in the policy. As of August 2021, Illinois updated the Illinois Human Rights Act to prohibit discrimination based on “work authorization status.” Staff recommend updating the policy to reflect the change to Illinois law.
- Facilities Manager Mike Hannan attended a Zoom meeting with Ameren and the City in early June that provided an update on power supply issues this summer. The City proactively has requested that municipal facilities, including the Library and the Township, be added to the list of critical facilities that would be protected against periodic power outages. Ameren gave a list of six steps that they would follow in the event more electrical supply is needed, which included
  - #1: tapping into the Federal grid
  - #2: reducing Ameren’s own load
  - #3 & #4: reducing power to industrial customers (first volunteers, then mandatory to all industrial customers)
  - #5: rotating commercial/residential/wholesale rolling blackouts,
  - #6: emergency.
 Ameren said the hope is not to have to go below #3 or #4. Critical facilities could be spared if we ever get to #5 or #6, and there is an effort to have the City, Library and Cunningham Township on the critical facilities list.
- FY22 Budget Amendment:  
Staff request the following budget amendment due to an increase in utility prices:
  - Decrease 80280801 51410 Small Tools & Equipment by \$2,900.
  - Increase 80280805 52600 Utilities by \$2,900.
- FY23 Budget Amendment  
Staff request the Board pass Resolution 2022-10 to Accept Gifts and pass the following budget amendment to accept and budget to spend of the gift from the Lois R. Brighton Estate.
  - Increase 810 46300 Donations /Contributions/Gifts by \$30,000.
  - Increase 81080831 51990 Administration Gifts by \$30,000

<b>Library eNewsletters:</b>	
June News & Events: <a href="https://conta.cc/3azflWl">https://conta.cc/3azflWl</a>	June Youth & Teen: <a href="https://conta.cc/3PSK8NW">https://conta.cc/3PSK8NW</a>
June Archives Newsletter: <a href="https://conta.cc/3a40liO">https://conta.cc/3a40liO</a>	Foundation & Friends: <a href="https://conta.cc/3LjYOCc">https://conta.cc/3LjYOCc</a>

**Other Library News:**

Hoopeston Library starts seed library: <https://www.wcia.com/news/local-news/hoopeston-library-starts-seed-library/>

It sounds better on vinyl: A look at C-U’s record stores: [https://www.smilepolitely.com/music/it\\_sounds\\_better\\_on\\_vinyl\\_a\\_look\\_at\\_cus\\_record\\_stores1/](https://www.smilepolitely.com/music/it_sounds_better_on_vinyl_a_look_at_cus_record_stores1/)

Champaign-Urbana Weekend Planner – Bask in the Sunshine: <https://www.chambanamoms.com/2022/05/11/champaign-urbana-weekend-planner-bask-in-the-sunshine/>

Weekender – May 13-15: [https://www.smilepolitely.com/culture/weekender\\_may\\_13\\_151/](https://www.smilepolitely.com/culture/weekender_may_13_151/)

5/16/22 – Stevie Jay and Diane Ducey talk with Celeste Choate about TUF:

[https://steviejaymorningshow\\_podbean.com/e/51622-8am-stevie-jay-and-diane-ducey-talk-job-marketwithtrevor-houstonhenceleste-choatew-urbanafreelibrary-book-saleevents-approachingurbanafreeorg/](https://steviejaymorningshow_podbean.com/e/51622-8am-stevie-jay-and-diane-ducey-talk-job-marketwithtrevor-houstonhenceleste-choatew-urbanafreelibrary-book-saleevents-approachingurbanafreeorg/)

Champaign-Urbana loves summer reading programs: <https://www.chambanamoms.com/2022/05/15/summer-reading-kids-teens-champaign-urbana/>

Champaign-Urbana’s Glass Room Poets build community one word at a time:

[https://www.smilepolitely.com/arts/champaign-urbanas\\_glass\\_room\\_poets\\_build\\_community\\_one\\_word\\_at\\_a\\_time/](https://www.smilepolitely.com/arts/champaign-urbanas_glass_room_poets_build_community_one_word_at_a_time/)

Solidarity Gardens C-U fights food insecurity with locally sources produce: [https://dailyillini.com/life\\_and\\_culture-stories/2022/05/20/solidarity-gardens-cu/](https://dailyillini.com/life_and_culture-stories/2022/05/20/solidarity-gardens-cu/)

CI Living The Urbana Free Library Poetry: <https://www.youtube.com/watch?v=Dq91ytCFZMc>

Poems Across Urbana with Urbana Free Library: <https://www.wcia.com/ciliving-tv/poems-across-urbana-with-urbana-free-library/>

Book Review – Karli Pettifer – Fantastical ‘So This Is Ever After’ a romantic comedy to its core: [https://www.news-gazette.com/arts-entertainment/books/karli-pettifer-fantastical-so-this-is-ever-after-a-romantic-comedy-to-its-core/article\\_241f79a0-4771-544e-b1e6-0b0599bf13d8.html](https://www.news-gazette.com/arts-entertainment/books/karli-pettifer-fantastical-so-this-is-ever-after-a-romantic-comedy-to-its-core/article_241f79a0-4771-544e-b1e6-0b0599bf13d8.html)

Photos: School’s Out Garden Party: <https://www.wcia.com/news/photos-schools-out-garden-party-in-urbana/>

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Budget and current financial information is here: <http://urbanafreelibrary.org/your-right-know#fin>, with FY22 financial reports here: <https://urbanafreelibrary.org/financial-reports>.

**Bank reconciliations for the last day of the month: July 2021 - June 2022**

	July	August	September	October	November	December
Illinois Funds account	\$ 207,424.37	\$ 207,427.85	\$ 207,431.24	\$ 207,435.71	\$ 207,440.46	\$ 207,450.38
Busey Bank Cash accounts	\$ 2,554,612.35	\$ 2,487,141.44	\$ 3,282,091.64	\$ 3,549,391.89	\$ 3,345,850.39	\$ 3,081,613.07
Busey Bank Web account	\$ 27,405.31	\$ 36,424.06	\$ 41,483.42	\$ 44,531.75	\$ 48,636.90	\$ 3,957.78
<b>Total</b>	<b>\$ 2,789,442.03</b>	<b>\$ 2,730,993.35</b>	<b>\$ 3,531,006.30</b>	<b>\$ 3,801,359.35</b>	<b>\$ 3,601,927.75</b>	<b>\$ 3,293,021.23</b>

	January	February	March	April	May	June
Illinois Funds account	\$ 207,463.81	\$ 207,482.32	\$ 207,530.82	\$ 207,612.31		
Busey Bank Cash accounts	\$ 2,902,564.19	\$ 2,616,634.62	\$ 2,408,307.20	\$ 2,139,796.90		
Busey Bank Web account	\$ 10,471.40	\$ 16,005.91	\$ 21,323.88	\$ 25,385.29		
<b>Total</b>	<b>\$ 3,120,499.40</b>	<b>\$ 2,840,122.85</b>	<b>\$ 2,637,161.90</b>	<b>\$ 2,372,794.50</b>	<b>\$ -</b>	<b>\$ -</b>

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# Margaret Frampton

## Urbana Library Fund

Established with The Urbana Free Library Foundation in 2021 by Mary Louise Frampton and George Frampton in memory of their mother.

“At home, her life - and thus ours - was largely a world of books and reading. As a librarian herself, she appreciated the high caliber of the Urbana library and the central place that it played in the life of the community. She served on its board for many years, volunteered for and worked on many specific projects, and was instrumental in planning for its expansion. Helping grow the Urbana Library’s resources and its increased outreach were sources of great pride for her.”

“The library was like a member of our extended family. So it seemed appropriate to us to create a fund that would help the library extend that outreach to new and even hard-to-reach audiences who might not otherwise enjoy its rich and diverse resources.”



### Gift match opportunity!

Donations of up to \$1,000 are eligible for a two-to-one match. • Donations of \$1,001 to \$5,000 are eligible for a one-to-one match. • Total match amount through 2023 is \$25,000.

**Yes! I want to support The Urbana Free Library Foundation and have my gift matched.**

- Ways to give:
- Donate online by going to [urbanafreelibrary.org](http://urbanafreelibrary.org) and click on DONATE at the top.
  - Send a check made payable to TUFL Foundation to 210 West Green Street, Urbana, Illinois 61801. Please be sure to indicate if you want your gift to remain anonymous.
  - Contact us for non-cash gifts of stock or property: [foundation@urbanafree.org](mailto:foundation@urbanafree.org) or 217-367-4058

The Urbana Free Library Foundation is a tax-exempt 501(c)(3) organization. Your gift is tax deductible to the extent permitted by law.

Celeste Choate, Executive Director  
Urbana Free Library  
210 W. Green Street  
Urbana IL, 61801

29 April, 2022

Dear Executive Director Celeste Choate,

I write to express my appreciation of the Urbana Free Library and its talented and devoted professional staff of librarians.

My husband and I moved back to Urbana nearly two years ago. Since then, I have had numerous opportunities to visit UFL. These visits have, admittedly, been rarer than desired. Indeed, in the interest of protecting public and family health amid COVID, we have not frequented the library nearly as often as we would like. However, each of these visits reminded me of what a valuable gift the Urbana Free Library and librarians are to our community, and our world.

My first visit occurred in October of 2020 shortly after arriving to town. My university employer in California had moved all courses online that fall to institutionally advance social isolation needed to support public health in a raging pandemic. While this limited spread in our region, we watched in horror from afar that fall as COVID rates rose throughout Central Illinois, where our beloved friends and family live. Because of this, during the busy fall 2020 semester, my husband and I loaded up the van and spent the weekend driving across the country to relocate temporarily to help our elderly parents amid COVID. After days quarantining in a hotel while waiting for COVID test results, we moved in with my mother in Urbana. We have been here ever since.

I was teaching four courses at the time, and our migration necessitated taking only the basics. Online classes, however, required digital sharing of materials that were typically physically shared in class. I did not have a printer or a scanner, but I remembered that the Urbana Free Library did. After double masking and stepping out into public with trepidation, I visited the library. Joel Spencer and Carol Inskeep were both extremely helpful in orienting me to the library system. They explained everything clearly so I was able to use the system effectively and expediently on my own. They were welcoming, knowledgeable, and the epitome of professionalism, and they helped me successfully complete my task so I could go back to work.

During my visit that day, I watched as Carol and Joel extended this same generosity of care, respect, clarity, and expertise to every other patron as people approached the second floor desk with widely divergent needs, technical abilities, and comfort levels working alone. Among the invaluable services the library provided to the community that day was guidance and technical support to those attempting to complete complex paperwork needed to maintain employment, to continue rent and utility services, and to understand and comply with changing requirements within time-sensitive constraints, and also to submit this paperwork through opaque, confusing,

and sometimes unstable systems. These were services not available elsewhere in town to the public in fall 2020. These services were simply essential to life for all of us, but especially for our most vulnerable community members. And, at Urbana Free Library that day, these services were provided with such grace in spirit, such deft leadership, such warmth, such expertise, such care by Joel and Carol. There was impeccable, impressive skill involved in the services these librarians performed that day. There was also immense emotional labor involved, as these professionals supported community, providing individual feedback, encouragement, and rooted responsiveness in literal pandemic conditions.

Since that fall, I have had the fortune to linger longer at the library during most visits. And I have consistently observed Carol and Joel doing the same patient and excellent work, even when working with extremely challenging patrons. Indeed, the difficult conditions created by the pandemic cause desperate hardship for many. And our librarians, as front line workers, have been situated in ways that result in them bearing the brunt of difficulties people are forced to carry, even as they do what they can to help patrons lighten their loads.

It is my dear hope that these valuable Urbana Free Library professionals and their colleagues institutionally receive the same generous support, uplift, responsiveness, empathy, and respect that they regularly provide to all of us in the Urbana Free Library community, even in the worst of times. To give them any less would be simply a tragedy.

Thank you to the Urbana Free Library, to Carol Inskip and Joel Spencer, and to all Urbana Free Library librarians for being here for the community in such critically meaningful ways. I know I am not alone in telling you that you significantly lightened my load at a particularly dark and challenging time. You are treasures and gifts to all of us, and you continue to inspire me.

We are better because of you. We need more leaders like you. And many of us would not have made it this far if not of you.

Many thanks to you. I am so grateful to be part of your community.

With immense gratitude and respect,

A handwritten signature in black ink, appearing to read 'Aimee Rickman', with a stylized, flowing script.

Aimee Rickman, PhD  
1205 S. Race Street  
Urbana, IL 61801



05/12/2022 13:31  
5152dcassady

City of Urbana  
| DETAIL INVOICE LIST

P 1  
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CASH ACCOUNT: 802 10100 CASH CK RUN ID#:L051222 05/12/2022 DUE DATE: 05/12/2022

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
74	ALLIANCE ENTERTAINMENT	00000		INV	05/12/2022	PLS65058864	
	1 80280802 51805			A&Y PROG		11.25	
	2 80280802 51809			A&Y PROG		237.93	
				Invoice Net		249.18	
				CHECK TOTAL			249.18
74	ALLIANCE ENTERTAINMENT	00000		INV	05/12/2022	PLS65040188	
	1 802 46290			LGEM FUND		27.08	
	2 80280802 51805			A&Y PROG		32.98	
	3 80280802 51806			A&Y PROG		47.23	
				Invoice Net		107.29	
74	ALLIANCE ENTERTAINMENT	00000		CRM	05/12/2022	CM-PLS65015229	
	1 80280802 51805			A&Y PROG		-9.49	
				Invoice Net		-9.49	
				CHECK TOTAL			97.80
217	BAKER & TAYLOR LLC	00000		INV	05/12/2022	2036724984	
	1 80280802 51801			A&Y PROG		1,365.35	
				Invoice Net		1,365.35	
217	BAKER & TAYLOR LLC	00000		INV	05/12/2022	2036732216	
	1 80280802 51801			A&Y PROG		1,598.66	
				Invoice Net		1,598.66	
217	BAKER & TAYLOR LLC	00000		INV	05/12/2022	2036723873	
	1 80280802 51801 80103			A&Y PROG		251.43	
				Invoice Net		251.43	
217	BAKER & TAYLOR LLC	00000		INV	05/12/2022	2036732384	
	1 80280802 51801 80103			A&Y PROG		606.67	
				Invoice Net		606.67	
217	BAKER & TAYLOR LLC	00000		INV	05/12/2022	2036728420	
	1 81080833 51801			CHILD GIFT		116.60	
				Invoice Net		116.60	
217	BAKER & TAYLOR LLC	00000		INV	05/12/2022	2036732156	
	1 81080833 51801			CHILD GIFT		23.03	
	2 81080832 51801			ADULT GIFT		972.98	
	3 81080833 52803			CHILD GIFT		12.60	
	4 81080833 51801			CHILD GIFT		10.31	
				Invoice Net		1,018.92	
				CHECK TOTAL			4,957.63
2257	CFS - CUSTOM FACILITY	00000		INV	05/12/2022	1632	
	1 80280805 52201			LIBR FAC		5,833.33	
				Invoice Net		5,833.33	
				CHECK TOTAL			5,833.33
1212	CHEMICAL MAINTENANCE I	00000		INV	05/12/2022	S052230	
	1 80280801 51900			LIBR CTRL		133.88	
				Invoice Net		133.88	

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| City of Urbana  
| DETAIL INVOICE LIST

| P 2  
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CASH ACCOUNT: 802 10100 CASH CK RUN ID#:L051222 05/12/2022 DUE DATE: 05/12/2022

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
						CHECK TOTAL	133.88
<a href="#">1332</a>	<a href="#">COMMERCIAL BUILDERS</a>	00001		INV	05/12/2022	<a href="#">10347</a>	
1	<a href="#">80280805 52201</a>			LIBR FAC	BLDG MAINT	2,410.00	
				Invoice Net		2,410.00	
						CHECK TOTAL	2,410.00
<a href="#">1062</a>	<a href="#">CONSOLIDATED COMMUNICA</a>	00000		INV	05/12/2022	<a href="#">44048</a>	
1	<a href="#">80280805 52600</a>			LIBR FAC	UTILITIES	711.88	
				Invoice Net		711.88	
						CHECK TOTAL	711.88
<a href="#">5</a>	<a href="#">ENVISIONWARE INC</a>	00000		INV	04/07/2022	<a href="#">INV-US-58831</a>	
1	<a href="#">80280806 51900</a>			LIBR ACQ	OTHER SUPP	2,129.00	
				Invoice Net		2,129.00	
<a href="#">5</a>	<a href="#">ENVISIONWARE INC</a>	00000		INV	04/07/2022	<a href="#">INV-US-58648</a>	
1	<a href="#">80280808 51500</a>			LIBR IT	SHARED IT	1,337.30	
2	<a href="#">80280801 52999</a>			LIBR CTRL	OTHER SVCS	1,755.05	
				Invoice Net		3,092.35	
						CHECK TOTAL	5,221.35
<a href="#">4</a>	<a href="#">ID LABEL INC</a>	00000		INV	05/12/2022	<a href="#">2005-00414-00</a>	
1	<a href="#">80280806 51900</a>			LIBR ACQ	OTHER SUPP	298.00	
				Invoice Net		298.00	
						CHECK TOTAL	298.00
<a href="#">2260</a>	<a href="#">INGRAM INDUSTRIES INC.</a>	00000		INV	05/12/2022	<a href="#">59277532</a>	
1	<a href="#">80280802 51801</a>			A&Y PROG	LIBR BOOKS	168.16	
				Invoice Net		168.16	
<a href="#">2260</a>	<a href="#">INGRAM INDUSTRIES INC.</a>	00000		INV	05/12/2022	<a href="#">59277533</a>	
1	<a href="#">80280802 51801 80103</a>			A&Y PROG	LIBR BOOKS	32.25	
				Invoice Net		32.25	
<a href="#">2260</a>	<a href="#">INGRAM INDUSTRIES INC.</a>	00000		INV	05/12/2022	<a href="#">59285429</a>	
1	<a href="#">80280802 51801</a>			A&Y PROG	LIBR BOOKS	189.31	
				Invoice Net		189.31	
<a href="#">2260</a>	<a href="#">INGRAM INDUSTRIES INC.</a>	00000		INV	05/12/2022	<a href="#">59334195</a>	
1	<a href="#">81080832 51801</a>			ADULT GIFT	LIBR BOOKS	993.13	
2	<a href="#">80280802 51801</a>			A&Y PROG	LIBR BOOKS	55.92	
				Invoice Net		1,049.05	
						CHECK TOTAL	1,438.77
<a href="#">1322</a>	<a href="#">JA NELLE PLEASURE</a>	00000		INV	05/12/2022	<a href="#">44036</a>	
1	<a href="#">80280809 51812</a>			LIBR COMM	LIBR SUPP	100.00	
				Invoice Net		100.00	
						CHECK TOTAL	100.00
<a href="#">2147</a>	<a href="#">JASON FINKELMAN</a>	00000		INV	05/12/2022	<a href="#">44026</a>	

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City of Urbana  
DETAIL INVOICE LIST

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CASH ACCOUNT: 802 10100 CASH CK RUN ID#:L051222 05/12/2022 DUE DATE: 05/12/2022

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
	1 <a href="#">80280809</a> <a href="#">51812</a>			LIBR COMM	LIBR SUPP	200.00	
				Invoice Net		200.00	
						CHECK TOTAL	200.00
<a href="#">261</a>	<a href="#">LAKESHORE LEARNING MAT</a>	00000		INV	04/14/2022	<a href="#">780062040422</a>	
	1 <a href="#">80280802</a> <a href="#">51802</a> <a href="#">80103</a>			A&Y PROG	NEW COLL	30.98	
				Invoice Net		30.98	
						CHECK TOTAL	30.98
<a href="#">268</a>	<a href="#">MIDWEST TAPE</a>	00000		INV	05/12/2022	<a href="#">502056424</a>	
	1 <a href="#">80280802</a> <a href="#">51804</a>			A&Y PROG	AUDIOBOOKS	39.99	
				Invoice Net		39.99	
<a href="#">268</a>	<a href="#">MIDWEST TAPE</a>	00000		INV	05/12/2022	<a href="#">502056426</a>	
	1 <a href="#">80280802</a> <a href="#">51806</a>			A&Y PROG	DVD	48.73	
				Invoice Net		48.73	
<a href="#">268</a>	<a href="#">MIDWEST TAPE</a>	00000		INV	05/12/2022	<a href="#">502056427</a>	
	1 <a href="#">80280802</a> <a href="#">51806</a>			A&Y PROG	DVD	14.99	
				Invoice Net		14.99	
<a href="#">268</a>	<a href="#">MIDWEST TAPE</a>	00000		INV	05/12/2022	<a href="#">502056428</a>	
	1 <a href="#">80280802</a> <a href="#">51806</a>			A&Y PROG	DVD	12.74	
				Invoice Net		12.74	
<a href="#">268</a>	<a href="#">MIDWEST TAPE</a>	00000		INV	05/12/2022	<a href="#">502056429</a>	
	1 <a href="#">80280802</a> <a href="#">51806</a>			A&Y PROG	DVD	161.17	
				Invoice Net		161.17	
<a href="#">268</a>	<a href="#">MIDWEST TAPE</a>	00000		INV	05/12/2022	<a href="#">502056430</a>	
	1 <a href="#">80280802</a> <a href="#">51804</a>			A&Y PROG	AUDIOBOOKS	170.96	
				Invoice Net		170.96	
<a href="#">268</a>	<a href="#">MIDWEST TAPE</a>	00000		INV	05/12/2022	<a href="#">502056431</a>	
	1 <a href="#">80280802</a> <a href="#">51806</a>			A&Y PROG	DVD	14.99	
				Invoice Net		14.99	
<a href="#">268</a>	<a href="#">MIDWEST TAPE</a>	00000		INV	05/12/2022	<a href="#">502056432</a>	
	1 <a href="#">80280802</a> <a href="#">51806</a>			A&Y PROG	DVD	89.97	
				Invoice Net		89.97	
<a href="#">268</a>	<a href="#">MIDWEST TAPE</a>	00000		INV	05/12/2022	<a href="#">502056433</a>	
	1 <a href="#">80280802</a> <a href="#">51804</a>			A&Y PROG	AUDIOBOOKS	39.99	
				Invoice Net		39.99	
<a href="#">268</a>	<a href="#">MIDWEST TAPE</a>	00000		INV	05/12/2022	<a href="#">502056434</a>	
	1 <a href="#">80280802</a> <a href="#">51806</a>			A&Y PROG	DVD	69.72	
				Invoice Net		69.72	
<a href="#">268</a>	<a href="#">MIDWEST TAPE</a>	00000		INV	05/12/2022	<a href="#">502056435</a>	
	1 <a href="#">80280802</a> <a href="#">51806</a>			A&Y PROG	DVD	11.24	
				Invoice Net		11.24	
<a href="#">268</a>	<a href="#">MIDWEST TAPE</a>	00000		INV	05/12/2022	<a href="#">502055623</a>	
	1 <a href="#">80280802</a> <a href="#">51806</a> <a href="#">80103</a>			A&Y PROG	DVD	80.95	
				Invoice Net		80.95	
<a href="#">268</a>	<a href="#">MIDWEST TAPE</a>	00000		INV	05/12/2022	<a href="#">502055624</a>	
	1 <a href="#">80280802</a> <a href="#">51807</a> <a href="#">80103</a>			A&Y PROG	RECORDING	34.99	
				Invoice Net		34.99	

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| City of Urbana  
| DETAIL INVOICE LIST

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CASH ACCOUNT: 802 10100 CASH CK RUN ID#:L051222 05/12/2022 DUE DATE: 05/12/2022

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
						CHECK TOTAL	790.43
<a href="#">9999 Credible Translations</a>		00000		INV	05/12/2022	<a href="#">1008</a>	
1 <a href="#">80280809 51812 80103</a>				LIBR COMM	LIBR SUPP	85.28	
				Invoice Net		85.28	
						CHECK TOTAL	85.28
<a href="#">54 OVERDRIVE INC</a>		00000		INV	05/12/2022	<a href="#">01018CO22147948</a>	
1 <a href="#">80280802 51811</a>				A&Y PROG	DOWNLOAD	3,764.74	
				Invoice Net		3,764.74	
						CHECK TOTAL	3,764.74
<a href="#">9980 PETTY CASH VENDOR</a>		00000		INV	05/12/2022	<a href="#">44032</a>	
1 <a href="#">80280801 51900</a>				LIBR CTRL	OTHER SUPP	2.95	
				Invoice Net		2.95	
						CHECK TOTAL	2.95
<a href="#">2994 SEAN FITZPATRICK</a>		00000		INV	05/12/2022	<a href="#">0000426</a>	
1 <a href="#">80280809 52199</a>				LIBR COMM	OTHER PROF	5,050.00	
				Invoice Net		5,050.00	
						CHECK TOTAL	5,050.00
<a href="#">283 QUILL CORPORATION</a>		00000		INV	05/12/2022	<a href="#">24799775</a>	
1 <a href="#">80280801 51900</a>				LIBR CTRL	OTHER SUPP	76.24	
				Invoice Net		76.24	
<a href="#">283 QUILL CORPORATION</a>		00000		INV	05/12/2022	<a href="#">24706631</a>	
1 <a href="#">80280801 51900</a>				LIBR CTRL	OTHER SUPP	102.71	
				Invoice Net		102.71	
<a href="#">283 QUILL CORPORATION</a>		00000		INV	05/12/2022	<a href="#">24692115</a>	
1 <a href="#">80280801 51900</a>				LIBR CTRL	OTHER SUPP	15.86	
				Invoice Net		15.86	
<a href="#">283 QUILL CORPORATION</a>		00000		INV	05/12/2022	<a href="#">24701353</a>	
1 <a href="#">80280801 51900</a>				LIBR CTRL	OTHER SUPP	232.97	
				Invoice Net		232.97	
						CHECK TOTAL	427.78
<a href="#">547 SECRETARY OF STATE IND</a>		00000		INV	05/12/2022	<a href="#">44065</a>	
1 <a href="#">80280802 52320</a>				A&Y PROG	TRAVEL	10.00	
				Invoice Net		10.00	
<a href="#">547 SECRETARY OF STATE IND</a>		00000		INV	05/12/2022	<a href="#">44111</a>	
1 <a href="#">80280803 52320</a>				ARCHIVES	TRAVEL	10.00	
				Invoice Net		10.00	
						CHECK TOTAL	20.00
<a href="#">536 OFFICE OF THE STATE FI</a>		00000		INV	05/12/2022	<a href="#">5125126770</a>	
1 <a href="#">80280805 52201</a>				LIBR FAC	BLDG MAINT	150.00	
				Invoice Net		150.00	

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| DETAIL INVOICE LIST

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CASH ACCOUNT: 802      10100      CASH      CK RUN ID#:L051222    05/12/2022    DUE DATE: 05/12/2022

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
						CHECK TOTAL	150.00
<a href="#">639 STUARD &amp; ASSOCIATES IN</a>		00000		INV	05/12/2022	<a href="#">32255</a>	
1 <a href="#">80280805 52201</a>				LIBR FAC	BLDG MAINT	560.00	
				Invoice Net		560.00	
						CHECK TOTAL	560.00
<a href="#">1618 TODAY'S BUSINESS SOLUT</a>		00000		INV	05/12/2022	<a href="#">050222-70</a>	
1 <a href="#">80280808 51500</a>				LIBR IT	SHARED IT	91.36	
				Invoice Net		91.36	
						CHECK TOTAL	91.36
<a href="#">301 UNIQUE MANAGEMENT SERV</a>		00001		INV	05/12/2022	<a href="#">6100770</a>	
1 <a href="#">80280801 51900</a>				LIBR CTRL	OTHER SUPP	88.65	
				Invoice Net		88.65	
<a href="#">301 UNIQUE MANAGEMENT SERV</a>		00001		INV	05/12/2022	<a href="#">6100771</a>	
1 <a href="#">80280801 52902</a>				LIBR CTRL	POST PRINT	88.17	
				Invoice Net		88.17	
						CHECK TOTAL	176.82
=====							
51 INVOICES				CK RUN ID# TOTAL		32,802.16	
				CASH ACCOUNT BALANCE		1,356,368.36	
=====							

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| City of Urbana  
| CK RUN ID# SUMMARY

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CK RUN ID#:L051222 05/12/2022

DUE DATE: 05/12/2022

FUND	ORG	ACCOUNT	AMOUNT	AVLB	BUDGET
802	802	LIBRARY GENERAL FU 802-00-00-000-000-46290-	OTHER REIMBURSEMENTS	27.08	.00
802	80280801	LIBRARY CENTRALIZE 802-60-80-801-000-51900-	OTHER SUPPLIES	653.26	21,485.01
802	80280801	LIBRARY CENTRALIZE 802-60-80-801-000-52902-	POSTAGE & PRINTING	88.17	1,253.41
802	80280801	LIBRARY CENTRALIZE 802-60-80-801-000-52999-	OTHER CONTRACTUAL SERV	1,755.05	3,466.87
802	80280802	ADULT & YOUTH SERV 802-60-80-802-000-51801-	LIBRARY BOOKS	3,377.40	25,094.21
802	80280802	ADULT & YOUTH SERV 802-60-80-802-000-51801-80103	LIBRARY BOOKS	890.35	7,043.23
802	80280802	ADULT & YOUTH SERV 802-60-80-802-000-51802-80103	NEW COLLECTIONS	30.98	8,041.10
802	80280802	ADULT & YOUTH SERV 802-60-80-802-000-51804-	AUDIOBOOKS	250.94	1,065.37
802	80280802	ADULT & YOUTH SERV 802-60-80-802-000-51805-	CD'S	34.74	1,195.32
802	80280802	ADULT & YOUTH SERV 802-60-80-802-000-51806-	DVD'S	470.78	8,346.17
802	80280802	ADULT & YOUTH SERV 802-60-80-802-000-51806-80103	DVD'S	80.95	3,169.33
802	80280802	ADULT & YOUTH SERV 802-60-80-802-000-51807-80103	RECORDINGS	34.99	2,020.54
802	80280802	ADULT & YOUTH SERV 802-60-80-802-000-51809-	GAMES	237.93	1,942.47
802	80280802	ADULT & YOUTH SERV 802-60-80-802-000-51811-	DOWNLOADABLES	3,764.74	21,882.88
802	80280802	ADULT & YOUTH SERV 802-60-80-802-000-52320-	TRAVEL, EDUCATION AND	10.00	3,044.00
802	80280803	ARCHIVES 802-60-80-803-000-52320-	TRAVEL, EDUCATION AND	10.00	1,535.00
802	80280805	LIBRARY FACILITIES 802-60-80-805-000-52201-	BUILDING REPAIR & MAIN	8,953.33	82,237.37
802	80280805	LIBRARY FACILITIES 802-60-80-805-000-52600-	UTILITIES	711.88	11,342.88
802	80280806	LIBRARY ACQUISITIO 802-60-80-806-000-51900-	OTHER SUPPLIES	2,427.00	13,442.03
802	80280808	LIBRARY IT 802-60-80-808-000-51500-	SHARED IT COSTS	1,428.66	57,763.43
802	80280809	LIBRARY COMMUNITY 802-60-80-809-000-51812-	LIBRARY PROGRAM SUPPLI	300.00	2,797.98
802	80280809	LIBRARY COMMUNITY 802-60-80-809-000-51812-80103	LIBRARY PROGRAM SUPPLI	85.28	1,917.17
802	80280809	LIBRARY COMMUNITY 802-60-80-809-000-52199-	OTHER PROFESSIONAL SER	5,050.00	5,955.00
			FUND TOTAL	30,673.51	

CASH ACCOUNT 802 10100 BALANCE 1,356,368.36

810	81080832	ADULT GIFTS 810-60-80-832-000-51801-	LIBRARY BOOKS	1,966.11	12,126.47
810	81080833	CHILDREN'S GIFTS 810-60-80-833-000-51801-	LIBRARY BOOKS	149.94	7,945.44
810	81080833	CHILDREN'S GIFTS 810-60-80-833-000-52803-	LIBRARY CHILDREN PROGR	12.60	898.52
			FUND TOTAL	2,128.65	

CASH ACCOUNT 802 10100 BALANCE 1,356,368.36

				CK RUN ID# SUMMARY TOTAL	32,802.16
				GRAND TOTAL	32,802.16

\*\* END OF REPORT - Generated by Dawn J Cassady \*\*

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City of Urbana  
DETAIL INVOICE LIST

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CASH ACCOUNT: 802 10100 CASH CK RUN ID#:L051922 05/19/2022 DUE DATE: 05/19/2022

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
<a href="#">217 BAKER &amp; TAYLOR LLC</a>		00000		INV	05/19/2022	<a href="#">2036745204</a>	
1	<a href="#">80280802 51801</a>			A&Y PROG	LIBR BOOKS	1,508.60	
				Invoice Net		1,508.60	
				CHECK TOTAL			1,508.60
<a href="#">217 BAKER &amp; TAYLOR LLC</a>		00000		INV	05/19/2022	<a href="#">2036748978</a>	
1	<a href="#">80280802 51801</a>			A&Y PROG	LIBR BOOKS	1,686.67	
				Invoice Net		1,686.67	
<a href="#">217 BAKER &amp; TAYLOR LLC</a>		00000		INV	05/19/2022	<a href="#">2036739347</a>	
1	<a href="#">80280802 51801</a>	<a href="#">80103</a>		A&Y PROG	LIBR BOOKS	246.92	
				Invoice Net		246.92	
<a href="#">217 BAKER &amp; TAYLOR LLC</a>		00000		INV	05/19/2022	<a href="#">5017733303</a>	
1	<a href="#">80280802 51801</a>	<a href="#">80103</a>		A&Y PROG	LIBR BOOKS	9.79	
				Invoice Net		9.79	
<a href="#">217 BAKER &amp; TAYLOR LLC</a>		00000		INV	05/19/2022	<a href="#">2036749588</a>	
1	<a href="#">80280802 51801</a>	<a href="#">80103</a>		A&Y PROG	LIBR BOOKS	667.99	
				Invoice Net		667.99	
<a href="#">217 BAKER &amp; TAYLOR LLC</a>		00000		INV	05/19/2022	<a href="#">5017744467</a>	
1	<a href="#">80280802 51801</a>	<a href="#">80103</a>		A&Y PROG	LIBR BOOKS	55.70	
				Invoice Net		55.70	
<a href="#">217 BAKER &amp; TAYLOR LLC</a>		00000		INV	05/19/2022	<a href="#">2036745214</a>	
1	<a href="#">81080832 51801</a>			ADULT GIFT	LIBR BOOKS	45.09	
2	<a href="#">81080833 52803</a>			CHILD GIFT	CHILD PROG	10.31	
3	<a href="#">81080833 51801</a>			CHILD GIFT	LIBR BOOKS	31.48	
				Invoice Net		86.88	
<a href="#">217 BAKER &amp; TAYLOR LLC</a>		00000		INV	05/19/2022	<a href="#">2036749042</a>	
1	<a href="#">81080833 51801</a>			CHILD GIFT	LIBR BOOKS	1,185.17	
2	<a href="#">81080832 51801</a>			ADULT GIFT	LIBR BOOKS	21.76	
				Invoice Net		1,206.93	
<a href="#">217 BAKER &amp; TAYLOR LLC</a>		00000		INV	05/19/2022	<a href="#">2036741494</a>	
1	<a href="#">80280802 51801</a>			A&Y PROG	LIBR BOOKS	12.43	
				Invoice Net		12.43	
<a href="#">217 BAKER &amp; TAYLOR LLC</a>		00000		INV	05/19/2022	<a href="#">5017738960</a>	
1	<a href="#">80280802 51801</a>			A&Y PROG	LIBR BOOKS	150.74	
				Invoice Net		150.74	
				CHECK TOTAL			4,124.05
<a href="#">218 ELAINE BEARDEN</a>		00000		INV	05/12/2022	<a href="#">44109</a>	
1	<a href="#">80280809 51812</a>	<a href="#">80103</a>		LIBR COMM	LIBR SUPP	11.76	
				Invoice Net		11.76	
				CHECK TOTAL			11.76
<a href="#">1992 BRANDON T. WASHINGTON</a>		00000		INV	05/19/2022	<a href="#">44195</a>	
1	<a href="#">80280809 51812</a>			LIBR COMM	LIBR SUPP	150.00	
				Invoice Net		150.00	
				CHECK TOTAL			150.00

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CASH ACCOUNT: 802 10100 CASH CK RUN ID#:L051922 05/19/2022 DUE DATE: 05/19/2022

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
<u>230</u>	<u>DP SUPPLY, INC</u>	00000		INV	05/19/2022	<u>801169</u>	
	1 <u>80280801 51900</u>			LIBR CTRL	OTHER SUPP	127.76	
				Invoice Net		127.76	
				CHECK TOTAL			127.76
<u>1222</u>	<u>DAVE &amp; HARRY LOCKSMITH</u>	00000		INV	05/19/2022	<u>39656</u>	
	1 <u>80280805 52201</u>			LIBR FAC	BLDG MAINT	28.10	
				Invoice Net		28.10	
				CHECK TOTAL			28.10
<u>549</u>	<u>FIRST NATIONAL BANK OM</u>	00000		INV	05/12/2022	<u>44078</u>	
	1 <u>81080831 52801</u>			ADMIN GIFT	AD PROG	56.85	
	2 <u>81080831 51990</u>			ADMIN GIFT	OTH LIBMAT	158.73	
	3 <u>81080834 51801</u>			ARCH GIFT	LIBR BOOKS	350.00	
	4 <u>80280806 52320</u>			LIBR ACQ	TRAVEL	100.00	
	5 <u>80280800 52320</u>			LIBR ADMIN	TRAVEL	200.00	
	6 <u>80280807 52320</u>			LIBR CIRC	TRAVEL	100.00	
	7 <u>80280805 52201</u>			LIBR FAC	BLDG MAINT	658.56	
	8 <u>80280801 52907</u>			LIBR CTRL	CRECRD FEE	123.70	
	9 <u>80280802 51802</u>	<u>80103</u>		A&Y PROG	NEW COLL	930.00	
	10 <u>80280809 52909</u>			LIBR COMM	AD/MRK/PE	32.71	
	11 <u>80280808 51500</u>			LIBR IT	SHARED IT	271.30	
	12 <u>80280805 51420</u>			LIBR FAC	OFF FURN	729.99	
	13 <u>80280801 52902</u>			LIBR CTRL	POST PRINT	538.44	
				Invoice Net		4,250.28	
				CHECK TOTAL			4,250.28
<u>2237</u>	<u>GAYLORD BROS INC</u>	00001		INV	05/19/2022	<u>2766512</u>	
	1 <u>81080834 51801</u>			ARCH GIFT	LIBR BOOKS	1,150.58	
				Invoice Net		1,150.58	
				CHECK TOTAL			1,150.58
<u>244</u>	<u>HOLLINGER METAL EDGE I</u>	00000		INV	05/19/2022	<u>H118598</u>	
	1 <u>80280806 51900</u>			LIBR ACQ	OTHER SUPP	2,011.55	
				Invoice Net		2,011.55	
				CHECK TOTAL			2,011.55
<u>247</u>	<u>ILLINOIS LIBRARY ASSOC</u>	00001		INV	05/19/2022	<u>210724</u>	
	1 <u>80280809 51812</u>	<u>80103</u>		LIBR COMM	LIBR SUPP	197.34	
				Invoice Net		197.34	
				CHECK TOTAL			197.34
<u>2260</u>	<u>INGRAM INDUSTRIES INC.</u>	00000		INV	05/19/2022	<u>59493035</u>	
	1 <u>80280802 51801</u>	<u>80103</u>		A&Y PROG	LIBR BOOKS	562.78	
				Invoice Net		562.78	
<u>2260</u>	<u>INGRAM INDUSTRIES INC.</u>	00000		INV	05/19/2022	<u>59446585</u>	
	1 <u>81080832 51801</u>			ADULT GIFT	LIBR BOOKS	10.79	



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| DETAIL INVOICE LIST

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CASH ACCOUNT: 802      10100      CASH      CK RUN ID#:L051922    05/19/2022    DUE DATE: 05/19/2022

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
	2 <a href="#">80280802</a> <a href="#">51801</a>			A&Y PROG Invoice Net	LIBR BOOKS	149.36 160.15	
						CHECK TOTAL	722.93
<a href="#">254</a>	<a href="#">CAROL INSKEEP</a>			00000	INV 05/19/2022	<a href="#">44188</a>	
	1 <a href="#">80280802</a> <a href="#">51802</a> <a href="#">80103</a>			A&Y PROG Invoice Net	NEW COLL	68.91 68.91	
<a href="#">254</a>	<a href="#">CAROL INSKEEP</a>			00000	INV 05/19/2022	<a href="#">44226</a>	
	1 <a href="#">80280809</a> <a href="#">51812</a>			LIBR COMM Invoice Net	LIBR SUPP	72.50 72.50	
						CHECK TOTAL	141.41
<a href="#">447</a>	<a href="#">KONE INC</a>			00000	INV 05/19/2022	<a href="#">1158335186</a>	
	1 <a href="#">80280805</a> <a href="#">52201</a>			LIBR FAC Invoice Net	BLDG MAINT	740.00 740.00	
						CHECK TOTAL	740.00
<a href="#">261</a>	<a href="#">LAKESHORE LEARNING MAT</a>			00000	INV 05/19/2022	<a href="#">871011050522</a>	
	1 <a href="#">80280802</a> <a href="#">51802</a> <a href="#">80103</a>			A&Y PROG Invoice Net	NEW COLL	38.98 38.98	
						CHECK TOTAL	38.98
<a href="#">268</a>	<a href="#">MIDWEST TAPE</a>			00000	INV 05/19/2022	<a href="#">502088751</a>	
	1 <a href="#">80280802</a> <a href="#">51806</a>			A&Y PROG Invoice Net	DVD	121.43 121.43	
<a href="#">268</a>	<a href="#">MIDWEST TAPE</a>			00000	INV 05/19/2022	<a href="#">502088752</a>	
	1 <a href="#">80280802</a> <a href="#">51804</a>			A&Y PROG Invoice Net	AUDIOBOOKS	109.97 109.97	
<a href="#">268</a>	<a href="#">MIDWEST TAPE</a>			00000	INV 05/19/2022	<a href="#">502088754</a>	
	1 <a href="#">80280802</a> <a href="#">51806</a>			A&Y PROG Invoice Net	DVD	42.73 42.73	
<a href="#">268</a>	<a href="#">MIDWEST TAPE</a>			00000	INV 05/19/2022	<a href="#">502088755</a>	
	1 <a href="#">80280802</a> <a href="#">51806</a>			A&Y PROG Invoice Net	DVD	28.48 28.48	
<a href="#">268</a>	<a href="#">MIDWEST TAPE</a>			00000	INV 05/19/2022	<a href="#">502088756</a>	
	1 <a href="#">80280802</a> <a href="#">51806</a>			A&Y PROG Invoice Net	DVD	50.97 50.97	
<a href="#">268</a>	<a href="#">MIDWEST TAPE</a>			00000	INV 05/19/2022	<a href="#">502088757</a>	
	1 <a href="#">80280802</a> <a href="#">51806</a>			A&Y PROG Invoice Net	DVD	147.68 147.68	
<a href="#">268</a>	<a href="#">MIDWEST TAPE</a>			00000	INV 05/19/2022	<a href="#">502088758</a>	
	1 <a href="#">80280802</a> <a href="#">51806</a>			A&Y PROG Invoice Net	DVD	60.73 60.73	
<a href="#">268</a>	<a href="#">MIDWEST TAPE</a>			00000	INV 05/19/2022	<a href="#">502088759</a>	
	1 <a href="#">80280802</a> <a href="#">51806</a>			A&Y PROG Invoice Net	DVD	32.23 32.23	
<a href="#">268</a>	<a href="#">MIDWEST TAPE</a>			00000	INV 05/19/2022	<a href="#">502089130</a>	

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CASH ACCOUNT: 802      10100      CASH      CK RUN ID#:L051922    05/19/2022    DUE DATE: 05/19/2022

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
	1 80280802 51806			A&Y PROG DVD		22.49	
				Invoice Net		22.49	
268	MIDWEST TAPE			00000 INV	05/19/2022	502089131	
	1 80280802 51806			A&Y PROG DVD		44.97	
				Invoice Net		44.97	
268	MIDWEST TAPE			00000 INV	05/19/2022	502089132	
	1 80280802 51804			A&Y PROG AUDIOBOOKS		79.98	
				Invoice Net		79.98	
268	MIDWEST TAPE			00000 INV	05/19/2022	502089133	
	1 80280802 51806			A&Y PROG DVD		37.48	
				Invoice Net		37.48	
268	MIDWEST TAPE			00000 INV	05/19/2022	502088840	
	1 80280802 51806	80103		A&Y PROG DVD		45.71	
				Invoice Net		45.71	
268	MIDWEST TAPE			00000 INV	05/19/2022	502088842	
	1 80280802 51806	80103		A&Y PROG DVD		28.48	
				Invoice Net		28.48	
				CHECK TOTAL		853.33	_____
574	MINUTEMAN PRESS			00000 INV	05/19/2022	69142	
	1 80280809 52909			LIBR COMM AD/MRK/PE		502.84	
				Invoice Net		502.84	
				CHECK TOTAL		502.84	_____
871	NATIONAL PEN HOLDINGS			00000 INV	05/19/2022	5586152062	
	1 80280809 52909			LIBR COMM AD/MRK/PE		1,436.38	
				Invoice Net		1,436.38	
				CHECK TOTAL		1,436.38	_____
871	NATIONAL PEN HOLDINGS			00000 INV	05/19/2022	5586315645	
	1 80280809 52909			LIBR COMM AD/MRK/PE		560.95	
				Invoice Net		560.95	
				CHECK TOTAL		560.95	_____
871	NATIONAL PEN HOLDINGS			00000 INV	05/19/2022	112635814	
	1 80280809 52909			LIBR COMM AD/MRK/PE		239.19	
				Invoice Net		239.19	
				CHECK TOTAL		239.19	_____
871	NATIONAL PEN HOLDINGS			00000 INV	05/19/2022	112635803	
	1 80280809 52909			LIBR COMM AD/MRK/PE		239.19	
				Invoice Net		239.19	
				CHECK TOTAL		239.19	_____
871	NATIONAL PEN HOLDINGS			00000 INV	05/19/2022	112634465	
	1 80280809 52909			LIBR COMM AD/MRK/PE		285.33	
				Invoice Net		285.33	

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| City of Urbana  
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CASH ACCOUNT: 802 10100 CASH CK RUN ID#:L051922 05/19/2022 DUE DATE: 05/19/2022

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
						CHECK TOTAL	285.33
<u>871 NATIONAL PEN HOLDINGS</u>		00000		INV	05/19/2022	<u>112634875</u>	
1 <u>80280809 52909</u>				LIBR COMM	AD/MRK/PE	239.19	
				Invoice Net		239.19	
						CHECK TOTAL	239.19
<u>9999 University of Chicago</u>		00000		INV	05/19/2022	<u>19278</u>	
1 <u>80280801 51900</u>				LIBR CTRL	OTHER SUPP	20.00	
				Invoice Net		20.00	
						CHECK TOTAL	20.00
<u>7 ROWMAN &amp; LITTLEFIELD P</u>		00000		INV	05/19/2022	<u>12016788</u>	
1 <u>80280802 51801</u>				A&Y PROG	LIBR BOOKS	76.54	
				Invoice Net		76.54	
						CHECK TOTAL	76.54
<u>2482 T-MOBILE USA INC.</u>		00001		INV	05/19/2022	<u>44215</u>	
1 <u>80280802 51802</u> <u>80103</u>				A&Y PROG	NEW COLL	253.10	
				Invoice Net		253.10	
						CHECK TOTAL	253.10
<u>298 TEE JAY CENTRAL INC</u>		00000		INV	05/19/2022	<u>76983</u>	
1 <u>80280805 52201</u>				LIBR FAC	BLDG MAINT	1,286.00	
				Invoice Net		1,286.00	
						CHECK TOTAL	1,286.00
<u>1839 THE NEW YORK TIMES</u>		00001		INV	05/19/2022	<u>44255</u>	
1 <u>80280802 51803</u>				A&Y PROG	LIBR PER	585.00	
				Invoice Net		585.00	
						CHECK TOTAL	585.00
<u>397 TRAVELERS</u>		00000		INV	05/19/2022	<u>44252</u>	
1 <u>80280802 52320</u>				A&Y PROG	TRAVEL	30.00	
				Invoice Net		30.00	
<u>397 TRAVELERS</u>		00000		INV	05/19/2022	<u>44259</u>	
1 <u>80280803 52320</u>				ARCHIVES	TRAVEL	30.00	
				Invoice Net		30.00	
						CHECK TOTAL	60.00
<u>73 TUMBLEWEED PRESS INC</u>		00000		INV	05/19/2022	<u>109527</u>	
1 <u>80280802 52910</u>				A&Y PROG	DTB CHARGE	599.00	
				Invoice Net		599.00	
						CHECK TOTAL	599.00
<u>1290 UPCLOSE GRAPHICS INC</u>		00000		INV	05/19/2022	<u>142380</u>	
1 <u>80280801 51900</u>				LIBR CTRL	OTHER SUPP	142.13	
				Invoice Net		142.13	

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CASH ACCOUNT: 802      10100      CASH      CK RUN ID#:L051922    05/19/2022    DUE DATE: 05/19/2022

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
CHECK TOTAL						142.13	_____
=====							
54 INVOICES					CK RUN ID# TOTAL	22,581.51	
					CASH ACCOUNT BALANCE	1,244,150.80	
=====							

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CK RUN ID#:L051922 05/19/2022

DUE DATE: 05/19/2022

FUND	ORG	ACCOUNT	AMOUNT	AVLB	BUDGET	
802	80280800	LIBRARY ADMINISTRA	802-60-80-800-000-52320-	TRAVEL, EDUCATION AND	200.00	6,790.05
802	80280801	LIBRARY CENTRALIZE	802-60-80-801-000-51900-	OTHER SUPPLIES	289.89	21,195.12
802	80280801	LIBRARY CENTRALIZE	802-60-80-801-000-52902-	POSTAGE & PRINTING	538.44	1,253.41
802	80280801	LIBRARY CENTRALIZE	802-60-80-801-000-52907-	CREDIT CARD & BANK FEE	123.70	823.14
802	80280802	ADULT & YOUTH SERV	802-60-80-802-000-51801-	LIBRARY BOOKS	3,584.34	21,509.87
802	80280802	ADULT & YOUTH SERV	802-60-80-802-000-51801-80103	LIBRARY BOOKS	1,543.18	5,500.05
802	80280802	ADULT & YOUTH SERV	802-60-80-802-000-51802-80103	NEW COLLECTIONS	1,290.99	3,780.11
802	80280802	ADULT & YOUTH SERV	802-60-80-802-000-51803-	LIBRARY PERIODICALS	585.00	1,724.01
802	80280802	ADULT & YOUTH SERV	802-60-80-802-000-51804-	AUDIOBOOKS	189.95	875.42
802	80280802	ADULT & YOUTH SERV	802-60-80-802-000-51806-	DVD'S	589.19	7,756.98
802	80280802	ADULT & YOUTH SERV	802-60-80-802-000-51806-80103	DVD'S	74.19	3,095.14
802	80280802	ADULT & YOUTH SERV	802-60-80-802-000-52320-	TRAVEL, EDUCATION AND	30.00	3,014.00
802	80280802	ADULT & YOUTH SERV	802-60-80-802-000-52910-	DATABASE CHARGES	599.00	9,062.35
802	80280803	ARCHIVES	802-60-80-803-000-52320-	TRAVEL, EDUCATION AND	30.00	1,505.00
802	80280805	LIBRARY FACILITIES	802-60-80-805-000-51420-	OFFICE FURNITURE	729.99	30,110.01
802	80280805	LIBRARY FACILITIES	802-60-80-805-000-52201-	BUILDING REPAIR & MAIN	2,712.66	80,473.27
802	80280806	LIBRARY ACQUISITIO	802-60-80-806-000-51900-	OTHER SUPPLIES	2,011.55	11,430.48
802	80280806	LIBRARY ACQUISITIO	802-60-80-806-000-52320-	TRAVEL, EDUCATION AND	100.00	554.90
802	80280807	LIBRARY CIRCULATIO	802-60-80-807-000-52320-	TRAVEL, EDUCATION AND	100.00	400.00
802	80280808	LIBRARY IT	802-60-80-808-000-51500-	SHARED IT COSTS	271.30	40,869.95
802	80280809	LIBRARY COMMUNITY	802-60-80-809-000-51812-	LIBRARY PROGRAM SUPPLI	222.50	2,575.48
802	80280809	LIBRARY COMMUNITY	802-60-80-809-000-51812-80103	LIBRARY PROGRAM SUPPLI	209.10	1,719.83
802	80280809	LIBRARY COMMUNITY	802-60-80-809-000-52909-	ADV/MKTING/PUBLIC EDUC	3,535.78	7,327.38
				FUND TOTAL	19,560.75	
CASH ACCOUNT	802 10100	BALANCE	1,244,150.80			
810	81080831	ADMIN GIFTS	810-60-80-831-000-51990-	OTHER LIBRARY MATERIAL	158.73	351.76
810	81080831	ADMIN GIFTS	810-60-80-831-000-52801-	LIBRARY PROGRAMS	56.85	1,453.91
810	81080832	ADULT GIFTS	810-60-80-832-000-51801-	LIBRARY BOOKS	77.64	12,048.83
810	81080833	CHILDREN'S GIFTS	810-60-80-833-000-51801-	LIBRARY BOOKS	1,216.65	6,728.79
810	81080833	CHILDREN'S GIFTS	810-60-80-833-000-52803-	LIBRARY CHILDREN PROGR	10.31	888.21
810	81080834	ARCHIVES GIFTS	810-60-80-834-000-51801-	LIBRARY BOOKS	1,500.58	413.65
				FUND TOTAL	3,020.76	
CASH ACCOUNT	802 10100	BALANCE	1,244,150.80			
CK RUN ID# SUMMARY TOTAL					22,581.51	
GRAND TOTAL					22,581.51	

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CASH ACCOUNT: 802 10100 CASH CK RUN ID#:L052622 05/26/2022 DUE DATE: 05/27/2022

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
<a href="#">74 ALLIANCE ENTERTAINMENT</a>		00000		INV	05/26/2022	<a href="#">PLS65257737</a>	
1	<a href="#">80280802 51805</a>			A&Y PROG	CD	40.23	
2	<a href="#">80280802 51806</a>			A&Y PROG	DVD	12.24	
3	<a href="#">80280802 51809</a>			A&Y PROG	GAMES	33.60	
				Invoice Net		86.07	
				CHECK TOTAL			86.07
<a href="#">74 ALLIANCE ENTERTAINMENT</a>		00000		INV	05/26/2022	<a href="#">PLS65277791</a>	
1	<a href="#">80280802 51805</a>			A&Y PROG	CD	13.64	
2	<a href="#">80280802 51806</a>			A&Y PROG	DVD	52.77	
				Invoice Net		66.41	
				CHECK TOTAL			66.41
<a href="#">19 AMAZON .COM SERVICES I</a>		00000		INV	05/26/2022	<a href="#">44492</a>	
1	<a href="#">81080831 52801</a>			ADMIN GIFT	AD PROG	46.90	
2	<a href="#">80280802 51801</a>	<a href="#">80103</a>		A&Y PROG	LIBR BOOKS	465.50	
3	<a href="#">80280802 51802</a>	<a href="#">80103</a>		A&Y PROG	NEW COLL	112.35	
4	<a href="#">80280809 51812</a>	<a href="#">80103</a>		LIBR COMM	LIBR SUPP	59.96	
5	<a href="#">80280805 51420</a>			LIBR FAC	OFF FURN	59.99	
6	<a href="#">80280802 51809</a>			A&Y PROG	GAMES	517.20	
7	<a href="#">80280808 51500</a>			LIBR IT	SHARED IT	847.93	
8	<a href="#">80280806 51900</a>			LIBR ACQ	OTHER SUPP	305.09	
9	<a href="#">80280801 51900</a>			LIBR CTRL	OTHER SUPP	64.16	
				Invoice Net		2,479.08	
				CHECK TOTAL			2,479.08
<a href="#">96 AMEREN ILLINOIS COMPAN</a>		00000		INV	05/26/2022	<a href="#">44357</a>	
1	<a href="#">80280805 52600</a>			LIBR FAC	UTILITIES	9,921.16	
				Invoice Net		9,921.16	
				CHECK TOTAL			9,921.16
<a href="#">96 AMEREN ILLINOIS COMPAN</a>		00000		INV	05/26/2022	<a href="#">44358</a>	
1	<a href="#">80280805 52600</a>			LIBR FAC	UTILITIES	343.81	
				Invoice Net		343.81	
				CHECK TOTAL			343.81
<a href="#">96 AMEREN ILLINOIS COMPAN</a>		00000		INV	05/26/2022	<a href="#">44524</a>	
1	<a href="#">80280805 52600</a>			LIBR FAC	UTILITIES	2,996.43	
				Invoice Net		2,996.43	
				CHECK TOTAL			2,996.43
<a href="#">1325 ARAMARK UNIFORM SERVIC</a>		00000		INV	05/26/2022	<a href="#">6130008561</a>	
1	<a href="#">80280805 52201</a>			LIBR FAC	BLDG MAINT	325.48	
				Invoice Net		325.48	
				CHECK TOTAL			325.48
<a href="#">217 BAKER &amp; TAYLOR LLC</a>		00000		INV	05/26/2022	<a href="#">2036758918</a>	

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CASH ACCOUNT: 802

10100

CASH

CK RUN ID#:L052622 05/26/2022

DUE DATE: 05/27/2022

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
	1 80280802 51801			A&Y PROG	LIBR BOOKS	1,227.36	
				Invoice Net		1,227.36	
217	BAKER & TAYLOR LLC			00000	INV 05/26/2022	2036765193	
	1 80280802 51801			A&Y PROG	LIBR BOOKS	911.24	
				Invoice Net		911.24	
217	BAKER & TAYLOR LLC			00000	INV 05/26/2022	5017748006	
	1 80280802 51801	80103		A&Y PROG	LIBR BOOKS	13.25	
				Invoice Net		13.25	
217	BAKER & TAYLOR LLC			00000	INV 05/26/2022	2036757644	
	1 80280802 51801	80103		A&Y PROG	LIBR BOOKS	203.78	
				Invoice Net		203.78	
217	BAKER & TAYLOR LLC			00000	INV 05/26/2022	2036766000	
	1 80280802 51801	80103		A&Y PROG	LIBR BOOKS	682.76	
				Invoice Net		682.76	
217	BAKER & TAYLOR LLC			00000	INV 05/26/2022	5017758328	
	1 80280802 51801	80103		A&Y PROG	LIBR BOOKS	63.16	
				Invoice Net		63.16	
217	BAKER & TAYLOR LLC			00000	INV 05/26/2022	2036758923	
	1 81080832 51801			ADULT GIFT	LIBR BOOKS	21.76	
	2 81080833 51801			CHILD GIFT	LIBR BOOKS	10.88	
	3 81080833 51801			CHILD GIFT	LIBR BOOKS	141.09	
				Invoice Net		173.73	
				CHECK TOTAL			3,275.28
2257	CFS - CUSTOM FACILITY			00000	INV 05/26/2022	1638	
	1 80280805 52201			LIBR FAC	BLDG MAINT	540.00	
				Invoice Net		540.00	
				CHECK TOTAL			540.00
1345	CHAMPAIGN COUNTY			00001	INV 05/26/2022	113	
	1 80280808 52600			LIBR IT	UTILITIES	200.00	
				Invoice Net		200.00	
				CHECK TOTAL			200.00
231	DELL MARKETING LP			00000	INV 05/19/2022	10583620855	
	1 80280808 51500			LIBR IT	SHARED IT	4,760.38	
				Invoice Net		4,760.38	
231	DELL MARKETING LP			00000	INV 05/19/2022	10583710909	
	1 80280808 51500			LIBR IT	SHARED IT	10,435.10	
				Invoice Net		10,435.10	
				CHECK TOTAL			15,195.48
859	GIBBS TECHNOLOGY COMPA			00000	INV 05/26/2022	2245516	
	1 80280801 52203			LIBR CTRL	MAINT AGRM	193.95	
				Invoice Net		193.95	
				CHECK TOTAL			193.95

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DETAIL INVOICE LIST

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CASH ACCOUNT: 802 10100 CASH CK RUN ID#:L052622 05/26/2022 DUE DATE: 05/27/2022

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
<a href="#">1703</a>	<a href="#">RICHARD LUSTFELDT</a>	00000		INV	05/26/2022	<a href="#">20083</a>	
	1 <a href="#">80280805 52201</a>			LIBR FAC	BLDG MAINT	125.00	
				Invoice Net		125.00	
				CHECK TOTAL			125.00
<a href="#">247</a>	<a href="#">ILLINOIS LIBRARY ASSOC</a>	00001		INV	05/26/2022	<a href="#">212779</a>	
	1 <a href="#">80280800 52320</a>			LIBR ADMIN	TRAVEL	250.00	
				Invoice Net		250.00	
				CHECK TOTAL			250.00
<a href="#">2260</a>	<a href="#">INGRAM INDUSTRIES INC.</a>	00000		CRM	05/26/2022	<a href="#">CM59520361</a>	
	1 <a href="#">80280802 51801 80103</a>			A&Y PROG	LIBR BOOKS	-2.99	
				Invoice Net		-2.99	
<a href="#">2260</a>	<a href="#">INGRAM INDUSTRIES INC.</a>	00000		INV	05/26/2022	<a href="#">59580715</a>	
	1 <a href="#">80280802 51801 80103</a>			A&Y PROG	LIBR BOOKS	11.29	
	2 <a href="#">80280802 51801</a>			A&Y PROG	LIBR BOOKS	230.69	
				Invoice Net		241.98	
				CHECK TOTAL			238.99
<a href="#">3097</a>	<a href="#">MELISSA MUCKENHIRN</a>	00000		INV	05/26/2022	<a href="#">44365</a>	
	1 <a href="#">80280801 51410</a>			LIBR CTRL	SMALL EQ	87.19	
				Invoice Net		87.19	
				CHECK TOTAL			87.19
<a href="#">2945</a>	<a href="#">MICHAEL HANNAN</a>	00000		INV	05/26/2022	<a href="#">44509</a>	
	1 <a href="#">80280805 52201</a>			LIBR FAC	BLDG MAINT	19.54	
				Invoice Net		19.54	
				CHECK TOTAL			19.54
<a href="#">268</a>	<a href="#">MIDWEST TAPE</a>	00000		INV	05/26/2022	<a href="#">502106398</a>	
	1 <a href="#">80280802 51806</a>			A&Y PROG	DVD	64.47	
				Invoice Net		64.47	
<a href="#">268</a>	<a href="#">MIDWEST TAPE</a>	00000		INV	05/26/2022	<a href="#">502106399</a>	
	1 <a href="#">80280802 51806</a>			A&Y PROG	DVD	162.68	
				Invoice Net		162.68	
<a href="#">268</a>	<a href="#">MIDWEST TAPE</a>	00000		INV	05/26/2022	<a href="#">502116702</a>	
	1 <a href="#">80280802 51806</a>			A&Y PROG	DVD	125.93	
				Invoice Net		125.93	
<a href="#">268</a>	<a href="#">MIDWEST TAPE</a>	00000		INV	05/26/2022	<a href="#">502116703</a>	
	1 <a href="#">80280802 51806</a>			A&Y PROG	DVD	192.66	
				Invoice Net		192.66	
<a href="#">268</a>	<a href="#">MIDWEST TAPE</a>	00000		INV	05/26/2022	<a href="#">502116704</a>	
	1 <a href="#">80280802 51804</a>			A&Y PROG	AUDIOBOOKS	29.99	
				Invoice Net		29.99	
<a href="#">268</a>	<a href="#">MIDWEST TAPE</a>	00000		INV	05/26/2022	<a href="#">502116700</a>	
	1 <a href="#">80280802 51806</a>			A&Y PROG	DVD	29.98	
				Invoice Net		29.98	



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| City of Urbana  
| DETAIL INVOICE LIST

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CASH ACCOUNT: 802 10100 CASH CK RUN ID#:L052622 05/26/2022 DUE DATE: 05/27/2022

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
<a href="#">268</a>	<a href="#">MIDWEST TAPE</a>						
	1 <a href="#">80280802</a> <a href="#">51806</a>	00000		INV	05/26/2022	<a href="#">502116701</a>	
		A&Y PROG		DVD		59.21	
		Invoice Net				59.21	
<a href="#">268</a>	<a href="#">MIDWEST TAPE</a>						
	1 <a href="#">80280802</a> <a href="#">51806</a> <a href="#">80103</a>	00000		INV	05/26/2022	<a href="#">502117250</a>	
		A&Y PROG		DVD		14.99	
		Invoice Net				14.99	
<a href="#">268</a>	<a href="#">MIDWEST TAPE</a>						
	1 <a href="#">80280802</a> <a href="#">51806</a> <a href="#">80103</a>	00000		INV	05/26/2022	<a href="#">502117251</a>	
		A&Y PROG		DVD		45.72	
		Invoice Net				45.72	
<a href="#">268</a>	<a href="#">MIDWEST TAPE</a>						
	1 <a href="#">80280802</a> <a href="#">51806</a> <a href="#">80103</a>	00000		INV	05/26/2022	<a href="#">502117253</a>	
		A&Y PROG		DVD		112.45	
		Invoice Net				112.45	
<a href="#">268</a>	<a href="#">MIDWEST TAPE</a>						
	1 <a href="#">80280802</a> <a href="#">51806</a> <a href="#">80103</a>	00000		INV	05/26/2022	<a href="#">502117254</a>	
		A&Y PROG		DVD		11.24	
		Invoice Net				11.24	
<a href="#">268</a>	<a href="#">MIDWEST TAPE</a>						
	1 <a href="#">80280802</a> <a href="#">51806</a>	00000		INV	05/26/2022	<a href="#">502116706</a>	
		A&Y PROG		DVD		13.49	
		Invoice Net				13.49	
<a href="#">268</a>	<a href="#">MIDWEST TAPE</a>						
	1 <a href="#">80280802</a> <a href="#">51806</a>	00000		INV	05/26/2022	<a href="#">502116708</a>	
		A&Y PROG		DVD		29.98	
		Invoice Net				29.98	
<a href="#">268</a>	<a href="#">MIDWEST TAPE</a>						
	1 <a href="#">80280802</a> <a href="#">51806</a>	00000		INV	05/26/2022	<a href="#">502116707</a>	
		A&Y PROG		DVD		12.74	
		Invoice Net				12.74	
				CHECK TOTAL			905.53
<a href="#">1392</a>	<a href="#">PARAGON MICRO INC</a>						
	1 <a href="#">80280808</a> <a href="#">51500</a>	00000		INV	05/19/2022	<a href="#">S3374690</a>	
		LIBR IT		SHARED IT		1,698.00	
		Invoice Net				1,698.00	
				CHECK TOTAL			1,698.00
<a href="#">42</a>	<a href="#">PRESTO X LLC</a>						
	1 <a href="#">80280805</a> <a href="#">52201</a>	00000		INV	05/26/2022	<a href="#">22771730</a>	
		LIBR FAC		BLDG MAINT		70.06	
		Invoice Net				70.06	
				CHECK TOTAL			70.06
<a href="#">1622</a>	<a href="#">REPUBLIC SERVICES, INC</a>						
	1 <a href="#">80280805</a> <a href="#">52201</a>	00000		INV	05/26/2022	<a href="#">0729-000607086</a>	
		LIBR FAC		BLDG MAINT		692.17	
		Invoice Net				692.17	
				CHECK TOTAL			692.17
<a href="#">1272</a>	<a href="#">ROGARDS</a>						
	1 <a href="#">80280806</a> <a href="#">51900</a>	00000		INV	05/26/2022	<a href="#">038090-00</a>	
		LIBR ACQ		OTHER SUPP		107.76	
	2 <a href="#">80280801</a> <a href="#">51900</a>	LIBR CTRL		OTHER SUPP		133.09	
		Invoice Net				240.85	
				CHECK TOTAL			240.85

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| City of Urbana  
| DETAIL INVOICE LIST

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CASH ACCOUNT: 802      10100      CASH      CK RUN ID#:L052622    05/26/2022    DUE DATE: 05/27/2022

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
<u>2952 PAVLOV MEDIA INC</u>		00000		INV	05/26/2022	<u>INV23856</u>	
1 <u>80280808 52999</u>		LIBR IT		OTHER SVCS		800.00	
		Invoice Net				800.00	
				CHECK TOTAL			800.00
<u>79 JOEL SPENCER</u>		00000		INV	05/26/2022	<u>44508</u>	
1 <u>80280809 51812</u>	<u>80102</u>	LIBR COMM		LIBR SUPP		50.16	
		Invoice Net				50.16	
				CHECK TOTAL			50.16
<u>131 SWEETWATER SOUND INC</u>		00000		INV	05/26/2022	<u>32106491</u>	
1 <u>81080832 51801</u>		ADULT GIFT		LIBR BOOKS		939.93	
		Invoice Net				939.93	
				CHECK TOTAL			939.93
=====							
46 INVOICES				CK RUN ID# TOTAL		41,740.57	
				CASH ACCOUNT BALANCE		1,271,008.98	
=====							

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| City of Urbana  
| CK RUN ID# SUMMARY

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CK RUN ID#:L052622 05/26/2022

DUE DATE: 05/27/2022

FUND	ORG	ACCOUNT	AMOUNT	AVLB	BUDGET	
802	80280800	LIBRARY ADMINISTRA	802-60-80-800-000-52320-	TRAVEL, EDUCATION AND	250.00	6,540.05
802	80280801	LIBRARY CENTRALIZE	802-60-80-801-000-51410-	SMALL TOOLS & EQUIPMEN	87.19	5,369.30
802	80280801	LIBRARY CENTRALIZE	802-60-80-801-000-51900-	OTHER SUPPLIES	197.25	20,997.87
802	80280801	LIBRARY CENTRALIZE	802-60-80-801-000-52203-	MAINTENANCE AGREEMENTS	193.95	2,447.95
802	80280802	ADULT & YOUTH SERV	802-60-80-802-000-51801-	LIBRARY BOOKS	2,369.29	19,140.58
802	80280802	ADULT & YOUTH SERV	802-60-80-802-000-51801-80103	LIBRARY BOOKS	1,436.75	4,063.30
802	80280802	ADULT & YOUTH SERV	802-60-80-802-000-51802-80103	NEW COLLECTIONS	112.35	3,667.76
802	80280802	ADULT & YOUTH SERV	802-60-80-802-000-51804-	AUDIOBOOKS	29.99	845.43
802	80280802	ADULT & YOUTH SERV	802-60-80-802-000-51805-	CD'S	53.87	1,141.45
802	80280802	ADULT & YOUTH SERV	802-60-80-802-000-51806-	DVD'S	756.15	7,000.83
802	80280802	ADULT & YOUTH SERV	802-60-80-802-000-51806-80103	DVD'S	184.40	2,910.74
802	80280802	ADULT & YOUTH SERV	802-60-80-802-000-51809-	GAMES	550.80	1,391.67
802	80280805	LIBRARY FACILITIES	802-60-80-805-000-51420-	OFFICE FURNITURE	59.99	30,050.02
802	80280805	LIBRARY FACILITIES	802-60-80-805-000-52201-	BUILDING REPAIR & MAIN	1,772.25	78,701.02
802	80280805	LIBRARY FACILITIES	802-60-80-805-000-52600-	UTILITIES	13,261.40	-1,918.52
802	80280806	LIBRARY ACQUISITIO	802-60-80-806-000-51900-	OTHER SUPPLIES	412.85	11,017.63
802	80280808	LIBRARY IT	802-60-80-808-000-51500-	SHARED IT COSTS	17,741.41	40,022.02
802	80280808	LIBRARY IT	802-60-80-808-000-52600-	UTILITIES	200.00	22.92
802	80280808	LIBRARY IT	802-60-80-808-000-52999-	OTHER CONTRACTUAL SERV	800.00	4,469.00
802	80280809	LIBRARY COMMUNITY	802-60-80-809-000-51812-80102	LIBRARY PROGRAM SUPPLI	50.16	1,308.96
802	80280809	LIBRARY COMMUNITY	802-60-80-809-000-51812-80103	LIBRARY PROGRAM SUPPLI	59.96	1,659.87
			FUND TOTAL		40,580.01	
CASH ACCOUNT	802 10100	BALANCE	1,271,008.98			
810	81080831	ADMIN GIFTS	810-60-80-831-000-52801-	LIBRARY PROGRAMS	46.90	1,407.01
810	81080832	ADULT GIFTS	810-60-80-832-000-51801-	LIBRARY BOOKS	961.69	11,087.14
810	81080833	CHILDREN'S GIFTS	810-60-80-833-000-51801-	LIBRARY BOOKS	151.97	6,576.82
			FUND TOTAL		1,160.56	
CASH ACCOUNT	802 10100	BALANCE	1,271,008.98			
=====					CK RUN ID# SUMMARY TOTAL	41,740.57
=====					GRAND TOTAL	41,740.57
=====						

\*\* END OF REPORT - Generated by Celeste Choate \*\*

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| City of Urbana  
| DETAIL INVOICE LIST

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CASH ACCOUNT: 802 10100 CASH CK RUN ID#:1060222 06/02/2022 DUE DATE: 06/02/2022

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
<a href="#">74</a>	<a href="#">ALLIANCE ENTERTAINMENT</a>	00000		INV	06/02/2022	<a href="#">PLS65359891</a>	
	1 <a href="#">80280802 51806</a>			A&Y PROG	DVD	128.49	
	2 <a href="#">80280802 51809</a>			A&Y PROG	GAMES	385.24	
				Invoice Net		513.73	
				CHECK TOTAL			513.73
<a href="#">217</a>	<a href="#">BAKER &amp; TAYLOR LLC</a>	00000		INV	06/02/2022	<a href="#">NS22050213</a>	
	1 <a href="#">80280801 51900</a>			LIBR CTRL	OTHER SUPP	4,136.00	
				Invoice Net		4,136.00	
<a href="#">217</a>	<a href="#">BAKER &amp; TAYLOR LLC</a>	00000		INV	06/02/2022	<a href="#">2036778654</a>	
	1 <a href="#">80280802 51801</a>			A&Y PROG	LIBR BOOKS	2,227.66	
				Invoice Net		2,227.66	
<a href="#">217</a>	<a href="#">BAKER &amp; TAYLOR LLC</a>	00000		INV	06/02/2022	<a href="#">2036782286</a>	
	1 <a href="#">80280802 51801</a>			A&Y PROG	LIBR BOOKS	1,463.63	
				Invoice Net		1,463.63	
<a href="#">217</a>	<a href="#">BAKER &amp; TAYLOR LLC</a>	00000		INV	06/02/2022	<a href="#">2036774406</a>	
	1 <a href="#">80280802 51801</a>	<a href="#">80103</a>		A&Y PROG	LIBR BOOKS	200.39	
				Invoice Net		200.39	
<a href="#">217</a>	<a href="#">BAKER &amp; TAYLOR LLC</a>	00000		INV	06/02/2022	<a href="#">2036782641</a>	
	1 <a href="#">80280802 51801</a>	<a href="#">80103</a>		A&Y PROG	LIBR BOOKS	541.57	
				Invoice Net		541.57	
<a href="#">217</a>	<a href="#">BAKER &amp; TAYLOR LLC</a>	00000		INV	06/02/2022	<a href="#">2036775354</a>	
	1 <a href="#">81080832 51801</a>			ADULT GIFT	LIBR BOOKS	21.19	
	2 <a href="#">81080833 51801</a>			CHILD GIFT	LIBR BOOKS	81.31	
				Invoice Net		102.50	
<a href="#">217</a>	<a href="#">BAKER &amp; TAYLOR LLC</a>	00000		INV	06/02/2022	<a href="#">2036781958</a>	
	1 <a href="#">80280802 51801</a>			A&Y PROG	LIBR BOOKS	67.26	
				Invoice Net		67.26	
				CHECK TOTAL			8,739.01
<a href="#">1261</a>	<a href="#">FIRST BUSEY CORPORATIO</a>	00000		INV	06/02/2022	<a href="#">44704</a>	
	1 <a href="#">80280803 52912</a>			ARCHIVES	FACILTYREN	70.00	
				Invoice Net		70.00	
<a href="#">1261</a>	<a href="#">FIRST BUSEY CORPORATIO</a>	00000		INV	06/02/2022	<a href="#">44705</a>	
	1 <a href="#">80280803 52912</a>			ARCHIVES	FACILTYREN	70.00	
				Invoice Net		70.00	
				CHECK TOTAL			140.00
<a href="#">2334</a>	<a href="#">CHAMPAIGN MULTIMEDIA G</a>	00001		INV	06/02/2022	<a href="#">44783</a>	
	1 <a href="#">80280809 52199</a>			LIBR COMM	OTHER PROF	50.00	
	2 <a href="#">80280805 52201</a>			LIBR FAC	BLDG MAINT	64.40	
				Invoice Net		114.40	
				CHECK TOTAL			114.40
<a href="#">1725</a>	<a href="#">CHRISTION BROWN</a>	00000		INV	06/02/2022	<a href="#">44595</a>	
	1 <a href="#">80280809 51812</a>			LIBR COMM	LIBR SUPP	75.00	
				Invoice Net		75.00	

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| DETAIL INVOICE LIST

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CASH ACCOUNT: 802 10100 CASH CK RUN ID#:1060222 06/02/2022 DUE DATE: 06/02/2022

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
						CHECK TOTAL	75.00
<a href="#">862</a>	<a href="#">CITY OF URBANA</a>	00000		INV	06/02/2022	<a href="#">976</a>	
1	<a href="#">80280801 50240</a>			LIBR CTRL	RHS CONTRB	187.50	
				Invoice Net		187.50	
						CHECK TOTAL	187.50
<a href="#">859</a>	<a href="#">GIBBS TECHNOLOGY COMPA</a>	00000		INV	06/02/2022	<a href="#">2247778</a>	
1	<a href="#">80280801 52203</a>			LIBR CTRL	MAINT AGRM	30.36	
				Invoice Net		30.36	
						CHECK TOTAL	30.36
<a href="#">1264</a>	<a href="#">ILLINOIS AMERICAN WATE</a>	00000		INV	06/02/2022	<a href="#">44619</a>	
1	<a href="#">80280805 52600</a>			LIBR FAC	UTILITIES	31.20	
				Invoice Net		31.20	
						CHECK TOTAL	31.20
<a href="#">1264</a>	<a href="#">ILLINOIS AMERICAN WATE</a>	00000		INV	06/02/2022	<a href="#">44620</a>	
1	<a href="#">80280805 52600</a>			LIBR FAC	UTILITIES	65.62	
				Invoice Net		65.62	
						CHECK TOTAL	65.62
<a href="#">2260</a>	<a href="#">INGRAM INDUSTRIES INC.</a>	00000		INV	06/02/2022	<a href="#">59645542</a>	
1	<a href="#">80280802 51801 80103</a>			A&Y PROG	LIBR BOOKS	102.56	
				Invoice Net		102.56	
<a href="#">2260</a>	<a href="#">INGRAM INDUSTRIES INC.</a>	00000		INV	06/02/2022	<a href="#">59685933</a>	
1	<a href="#">80280802 51801</a>			A&Y PROG	LIBR BOOKS	220.47	
				Invoice Net		220.47	
						CHECK TOTAL	323.03
<a href="#">1822</a>	<a href="#">JESSICA SCHLIPF</a>	00000		INV	06/02/2022	<a href="#">44597</a>	
1	<a href="#">80280809 51812</a>			LIBR COMM	LIBR SUPP	75.00	
				Invoice Net		75.00	
						CHECK TOTAL	75.00
<a href="#">1990</a>	<a href="#">KANOPY INC.</a>	00000		INV	06/02/2022	<a href="#">300198 - PPU</a>	
1	<a href="#">80280802 51811</a>			A&Y PROG	DOWNLOAD	873.00	
				Invoice Net		873.00	
						CHECK TOTAL	873.00
<a href="#">318</a>	<a href="#">LAZERS EDGE OFFICE AUT</a>	00000		INV	06/02/2022	<a href="#">31543</a>	
1	<a href="#">80280801 51900</a>			LIBR CTRL	OTHER SUPP	484.95	
				Invoice Net		484.95	
						CHECK TOTAL	484.95
<a href="#">57</a>	<a href="#">DOROTHY MARTIRANO</a>	00000		INV	06/02/2022	<a href="#">44601</a>	
1	<a href="#">80280809 51812</a>			LIBR COMM	LIBR SUPP	200.00	
				Invoice Net		200.00	

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| DETAIL INVOICE LIST

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CASH ACCOUNT: 802

10100

CASH

CK RUN ID#:1060222 06/02/2022

DUE DATE: 06/02/2022

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
						CHECK TOTAL	200.00
<a href="#">268</a>	<a href="#">MIDWEST TAPE</a>						
	1 <a href="#">80280802</a> <a href="#">51806</a>	00000		INV	06/02/2022	<a href="#">502151888</a>	
		A&Y PROG		DVD		29.23	
		Invoice Net				29.23	
<a href="#">268</a>	<a href="#">MIDWEST TAPE</a>						
	1 <a href="#">80280802</a> <a href="#">51807</a>	00000	<a href="#">80103</a>	INV	06/02/2022	<a href="#">502147988</a>	
		A&Y PROG		RECORDING		29.99	
		Invoice Net				29.99	
<a href="#">268</a>	<a href="#">MIDWEST TAPE</a>						
	1 <a href="#">80280802</a> <a href="#">51807</a>	00000	<a href="#">80103</a>	INV	06/02/2022	<a href="#">502147989</a>	
		A&Y PROG		RECORDING		31.99	
		Invoice Net				31.99	
<a href="#">268</a>	<a href="#">MIDWEST TAPE</a>						
	1 <a href="#">80280802</a> <a href="#">51806</a>	00000	<a href="#">80103</a>	INV	06/02/2022	<a href="#">502149001</a>	
		A&Y PROG		DVD		7.49	
		Invoice Net				7.49	
<a href="#">268</a>	<a href="#">MIDWEST TAPE</a>						
	1 <a href="#">80280802</a> <a href="#">51806</a>	00000		INV	06/02/2022	<a href="#">502148176</a>	
		A&Y PROG		DVD		52.48	
		Invoice Net				52.48	
<a href="#">268</a>	<a href="#">MIDWEST TAPE</a>						
	1 <a href="#">80280802</a> <a href="#">51806</a>	00000		INV	06/02/2022	<a href="#">502148174</a>	
		A&Y PROG		DVD		53.23	
		Invoice Net				53.23	
<a href="#">268</a>	<a href="#">MIDWEST TAPE</a>						
	1 <a href="#">80280802</a> <a href="#">51806</a>	00000		INV	06/02/2022	<a href="#">502148175</a>	
		A&Y PROG		DVD		71.21	
		Invoice Net				71.21	
<a href="#">268</a>	<a href="#">MIDWEST TAPE</a>						
	1 <a href="#">80280802</a> <a href="#">51804</a>	00000		INV	06/02/2022	<a href="#">502148178</a>	
		A&Y PROG		AUDIOBOOKS		129.97	
		Invoice Net				129.97	
<a href="#">268</a>	<a href="#">MIDWEST TAPE</a>						
	1 <a href="#">80280802</a> <a href="#">51806</a>	00000		INV	06/02/2022	<a href="#">502148177</a>	
		A&Y PROG		DVD		43.48	
		Invoice Net				43.48	
<a href="#">268</a>	<a href="#">MIDWEST TAPE</a>						
	1 <a href="#">80280802</a> <a href="#">51804</a>	00000		INV	06/02/2022	<a href="#">502151883</a>	
		A&Y PROG		AUDIOBOOKS		59.98	
		Invoice Net				59.98	
<a href="#">268</a>	<a href="#">MIDWEST TAPE</a>						
	1 <a href="#">80280802</a> <a href="#">51804</a>	00000		INV	06/02/2022	<a href="#">502151886</a>	
		A&Y PROG		AUDIOBOOKS		115.98	
		Invoice Net				115.98	
<a href="#">268</a>	<a href="#">MIDWEST TAPE</a>						
	1 <a href="#">80280802</a> <a href="#">51806</a>	00000		INV	06/02/2022	<a href="#">502151885</a>	
		A&Y PROG		DVD		18.74	
		Invoice Net				18.74	
<a href="#">268</a>	<a href="#">MIDWEST TAPE</a>						
	1 <a href="#">80280802</a> <a href="#">51806</a>	00000		INV	06/02/2022	<a href="#">502151884</a>	
		A&Y PROG		DVD		59.97	
		Invoice Net				59.97	
<a href="#">268</a>	<a href="#">MIDWEST TAPE</a>						
	1 <a href="#">80280802</a> <a href="#">51806</a>	00000		INV	06/02/2022	<a href="#">502151887</a>	
		A&Y PROG		DVD		37.48	
		Invoice Net				37.48	
<a href="#">268</a>	<a href="#">MIDWEST TAPE</a>						
	1 <a href="#">80280802</a> <a href="#">51806</a>	00000		INV	06/02/2022	<a href="#">502151881</a>	
		A&Y PROG		DVD		34.48	
		Invoice Net				34.48	

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| DETAIL INVOICE LIST

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CASH ACCOUNT: 802 10100 CASH CK RUN ID#:1060222 06/02/2022 DUE DATE: 06/02/2022

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
<a href="#">268</a>	<a href="#">MIDWEST TAPE</a>	00000		INV	06/02/2022	<a href="#">502151880</a>	
	1 <a href="#">80280802</a> <a href="#">51806</a>			A&Y PROG	DVD	72.72	
				Invoice Net		72.72	
<a href="#">268</a>	<a href="#">MIDWEST TAPE</a>	00000		INV	06/02/2022	<a href="#">502151882</a>	
	1 <a href="#">80280802</a> <a href="#">51806</a>			A&Y PROG	DVD	16.49	
				Invoice Net		16.49	
				CHECK TOTAL			864.91
<a href="#">54</a>	<a href="#">OVERDRIVE INC</a>	00000		INV	06/02/2022	<a href="#">01018CO22170232</a>	
	1 <a href="#">80280802</a> <a href="#">51811</a>			A&Y PROG	DOWNLOAD	971.41	
				Invoice Net		971.41	
<a href="#">54</a>	<a href="#">OVERDRIVE INC</a>	00000		INV	06/02/2022	<a href="#">01018CO22170051</a>	
	1 <a href="#">80280802</a> <a href="#">51811</a>			A&Y PROG	DOWNLOAD	403.93	
				Invoice Net		403.93	
				CHECK TOTAL			1,375.34
<a href="#">42</a>	<a href="#">PRESTO X LLC</a>	00000		INV	06/02/2022	<a href="#">22771731</a>	
	1 <a href="#">80280805</a> <a href="#">52201</a>			LIBR FAC	BLDG MAINT	70.06	
				Invoice Net		70.06	
				CHECK TOTAL			70.06
<a href="#">283</a>	<a href="#">QUILL CORPORATION</a>	00000		INV	06/02/2022	<a href="#">25258744</a>	
	1 <a href="#">80280801</a> <a href="#">51900</a>			LIBR CTRL	OTHER SUPP	110.39	
	2 <a href="#">80280809</a> <a href="#">51812</a>	<a href="#">80103</a>		LIBR COMM	LIBR SUPP	158.36	
				Invoice Net		268.75	
				CHECK TOTAL			268.75
<a href="#">2354</a>	<a href="#">SHADE SOLUTIONS INC</a>	00000		INV	06/02/2022	<a href="#">221130</a>	
	1 <a href="#">80280805</a> <a href="#">52201</a>			LIBR FAC	BLDG MAINT	428.35	
				Invoice Net		428.35	
				CHECK TOTAL			428.35
<a href="#">541</a>	<a href="#">SPRINGFIELD ELECTRIC</a>	00000		INV	06/02/2022	<a href="#">S7244154.001</a>	
	1 <a href="#">80280805</a> <a href="#">52201</a>			LIBR FAC	BLDG MAINT	99.60	
				Invoice Net		99.60	
				CHECK TOTAL			99.60
<a href="#">131</a>	<a href="#">SWEETWATER SOUND INC</a>	00000		INV	06/02/2022	<a href="#">32185496</a>	
	1 <a href="#">80280806</a> <a href="#">51900</a>			LIBR ACQ	OTHER SUPP	599.90	
				Invoice Net		599.90	
<a href="#">131</a>	<a href="#">SWEETWATER SOUND INC</a>	00000		INV	06/02/2022	<a href="#">32238505</a>	
	1 <a href="#">80280809</a> <a href="#">51812</a>	<a href="#">80102</a>		LIBR COMM	LIBR SUPP	868.96	
				Invoice Net		868.96	
				CHECK TOTAL			1,468.86
<a href="#">3030</a>	<a href="#">THRYV INC</a>	00000		INV	06/02/2022	<a href="#">610053603036</a>	
	1 <a href="#">80280801</a> <a href="#">51900</a>			LIBR CTRL	OTHER SUPP	190.25	
				Invoice Net		190.25	

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| City of Urbana  
| DETAIL INVOICE LIST

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CASH ACCOUNT: 802      10100      CASH      CK RUN ID#:1060222    06/02/2022    DUE DATE: 06/02/2022

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
						CHECK TOTAL	190.25
<a href="#">310 WESTON WOODS STUDIOS</a>		00001		INV	06/02/2022	<a href="#">39212566</a>	
1 <a href="#">80280802 51807 80103</a>		A&Y PROG		RECORDING		59.90	
		Invoice Net				59.90	
						CHECK TOTAL	59.90
<a href="#">312 WORLD BOOK INC</a>		00000		INV	06/02/2022	<a href="#">0001638321</a>	
1 <a href="#">80280802 52910</a>		A&Y PROG		DTB CHARGE		2,146.00	
		Invoice Net				2,146.00	
						CHECK TOTAL	2,146.00
=====							
50 INVOICES				CK RUN ID# TOTAL		18,824.82	
				CASH ACCOUNT BALANCE		1,149,385.13	
=====							



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| City of Urbana  
| CK RUN ID# SUMMARY

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CK RUN ID#:1060222 06/02/2022

DUE DATE: 06/02/2022

FUND	ORG	ACCOUNT	AMOUNT	AVLB	BUDGET
802	80280801	LIBRARY CENTRALIZE 802-60-80-801-000-50240-	RHS CONTRIBUTION	187.50	16,058.67
802	80280801	LIBRARY CENTRALIZE 802-60-80-801-000-51900-	OTHER SUPPLIES	4,921.59	16,076.28
802	80280801	LIBRARY CENTRALIZE 802-60-80-801-000-52203-	MAINTENANCE AGREEMENTS	30.36	2,417.59
802	80280802	ADULT & YOUTH SERV 802-60-80-802-000-51801-	LIBRARY BOOKS	3,979.02	15,161.56
802	80280802	ADULT & YOUTH SERV 802-60-80-802-000-51801-80103	LIBRARY BOOKS	844.52	3,218.78
802	80280802	ADULT & YOUTH SERV 802-60-80-802-000-51804-	AUDIOBOOKS	305.93	539.50
802	80280802	ADULT & YOUTH SERV 802-60-80-802-000-51806-	DVD'S	618.00	6,382.83
802	80280802	ADULT & YOUTH SERV 802-60-80-802-000-51806-80103	DVD'S	7.49	2,903.25
802	80280802	ADULT & YOUTH SERV 802-60-80-802-000-51807-80103	RECORDINGS	121.88	1,898.66
802	80280802	ADULT & YOUTH SERV 802-60-80-802-000-51809-	GAMES	385.24	1,006.43
802	80280802	ADULT & YOUTH SERV 802-60-80-802-000-51811-	DOWNLOADABLES	2,248.34	19,634.54
802	80280802	ADULT & YOUTH SERV 802-60-80-802-000-52910-	DATABASE CHARGES	2,146.00	10,916.35
802	80280803	ARCHIVES 802-60-80-803-000-52912-	FACILITY RENTAL	140.00	70.00
802	80280805	LIBRARY FACILITIES 802-60-80-805-000-52201-	BUILDING REPAIR & MAIN	662.41	77,722.43
802	80280805	LIBRARY FACILITIES 802-60-80-805-000-52600-	UTILITIES	96.82	-2,231.58
802	80280806	LIBRARY ACQUISITIO 802-60-80-806-000-51900-	OTHER SUPPLIES	599.90	10,417.73
802	80280809	LIBRARY COMMUNITY 802-60-80-809-000-51812-	LIBRARY PROGRAM SUPPLI	350.00	2,225.48
802	80280809	LIBRARY COMMUNITY 802-60-80-809-000-51812-80102	LIBRARY PROGRAM SUPPLI	868.96	440.00
802	80280809	LIBRARY COMMUNITY 802-60-80-809-000-51812-80103	LIBRARY PROGRAM SUPPLI	158.36	1,501.51
802	80280809	LIBRARY COMMUNITY 802-60-80-809-000-52199-	OTHER PROFESSIONAL SER	50.00	5,905.00
			FUND TOTAL	18,722.32	
CASH ACCOUNT	802 10100	BALANCE	1,149,385.13		
810	81080832	ADULT GIFTS 810-60-80-832-000-51801-	LIBRARY BOOKS	21.19	11,065.95
810	81080833	CHILDREN'S GIFTS 810-60-80-833-000-51801-	LIBRARY BOOKS	81.31	6,495.51
			FUND TOTAL	102.50	
CASH ACCOUNT	802 10100	BALANCE	1,149,385.13		
			CK RUN ID# SUMMARY TOTAL	18,824.82	
			GRAND TOTAL	18,824.82	

\*\* END OF REPORT - Generated by Celeste Choate \*\*

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City of Urbana  
| DETAIL INVOICE LIST

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CASH ACCOUNT: 802 10100 CASH CK RUN ID#:1060922 06/09/2022 DUE DATE: 06/09/2022

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
<a href="#">74 ALLIANCE ENTERTAINMENT</a>		00000		INV	06/09/2022	<a href="#">PLS65395586</a>	
1	<a href="#">80280802 51805</a>	A&Y PROG		CD		218.24	
		Invoice Net				218.24	
				CHECK TOTAL			218.24
<a href="#">74 ALLIANCE ENTERTAINMENT</a>		00000		INV	06/09/2022	<a href="#">PLS65397090</a>	
1	<a href="#">80280802 51805</a>	A&Y PROG		CD		129.23	
2	<a href="#">80280802 51809</a>	A&Y PROG		GAMES		41.49	
		Invoice Net				170.72	
				CHECK TOTAL			
<a href="#">74 ALLIANCE ENTERTAINMENT</a>		00000		INV	06/09/2022	<a href="#">PLS65510012</a>	
1	<a href="#">80280802 51805</a>	A&Y PROG		CD		41.74	
2	<a href="#">80280802 51806</a>	A&Y PROG		DVD		355.64	
		Invoice Net				397.38	
				CHECK TOTAL			568.10
<a href="#">418 AWARDS LIMITED</a>		00000		INV	06/09/2022	<a href="#">72740</a>	
1	<a href="#">80280801 51900</a>	LIBR CTRL		OTHER SUPP		17.55	
		Invoice Net				17.55	
				CHECK TOTAL			17.55
<a href="#">217 BAKER &amp; TAYLOR LLC</a>		00000		INV	06/09/2022	<a href="#">2036792042</a>	
1	<a href="#">80280802 51801</a>	A&Y PROG		LIBR BOOKS		1,165.21	
		Invoice Net				1,165.21	
<a href="#">217 BAKER &amp; TAYLOR LLC</a>		00000		INV	06/09/2022	<a href="#">2036796759</a>	
1	<a href="#">80280802 51801</a>	A&Y PROG		LIBR BOOKS		1,001.42	
		Invoice Net				1,001.42	
<a href="#">217 BAKER &amp; TAYLOR LLC</a>		00000		INV	06/09/2022	<a href="#">5017772655</a>	
1	<a href="#">80280802 51801</a>	A&Y PROG	<a href="#">80103</a>	LIBR BOOKS		47.78	
		Invoice Net				47.78	
<a href="#">217 BAKER &amp; TAYLOR LLC</a>		00000		INV	06/09/2022	<a href="#">2036791014</a>	
1	<a href="#">80280802 51801</a>	A&Y PROG	<a href="#">80103</a>	LIBR BOOKS		235.92	
		Invoice Net				235.92	
<a href="#">217 BAKER &amp; TAYLOR LLC</a>		00000		INV	06/09/2022	<a href="#">2036796732</a>	
1	<a href="#">80280802 51801</a>	A&Y PROG	<a href="#">80103</a>	LIBR BOOKS		340.95	
		Invoice Net				340.95	
<a href="#">217 BAKER &amp; TAYLOR LLC</a>		00000		INV	06/09/2022	<a href="#">2036801104</a>	
1	<a href="#">81080832 51801</a>	ADULT GIFT		LIBR BOOKS		43.52	
2	<a href="#">81080833 51801</a>	CHILD GIFT		LIBR BOOKS		88.40	
		Invoice Net				131.92	
				CHECK TOTAL			2,923.20
<a href="#">2257 CFS - CUSTOM FACILITY</a>		00000		INV	06/09/2022	<a href="#">1654</a>	
1	<a href="#">80280805 52201</a>	LIBR FAC		BLDG MAINT		5,833.33	
		Invoice Net				5,833.33	
				CHECK TOTAL			5,833.33
<a href="#">1062 CONSOLIDATED COMMUNICA</a>		00000		INV	06/09/2022	<a href="#">44992</a>	

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City of Urbana  
| DETAIL INVOICE LIST

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CASH ACCOUNT: 802 10100 CASH CK RUN ID#:1060922 06/09/2022 DUE DATE: 06/09/2022

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
	1 <a href="#">80280805</a> <a href="#">52600</a>			LIBR FAC UTILITIES		225.05	
				Invoice Net		225.05	
						CHECK TOTAL	225.05
<a href="#">3114</a>	<a href="#">CYDNEE LEE</a>					<a href="#">44974</a>	
	1 <a href="#">80280809</a> <a href="#">51812</a> <a href="#">80103</a>			00000 INV 06/09/2022		50.00	
				LIBR COMM LIBR SUPP		50.00	
				Invoice Net			
						CHECK TOTAL	50.00
<a href="#">20</a>	<a href="#">DAVIS HOUK MECHANICAL</a>					<a href="#">S22DH202</a>	
	1 <a href="#">80280805</a> <a href="#">52201</a>			00000 INV 06/09/2022		379.47	
				LIBR FAC BLDG MAINT		379.47	
				Invoice Net			
<a href="#">20</a>	<a href="#">DAVIS HOUK MECHANICAL</a>					<a href="#">S22DH201</a>	
	1 <a href="#">80280805</a> <a href="#">52201</a>			00000 INV 06/09/2022		820.97	
				LIBR FAC BLDG MAINT		820.97	
				Invoice Net			
<a href="#">20</a>	<a href="#">DAVIS HOUK MECHANICAL</a>					<a href="#">S22DH196</a>	
	1 <a href="#">80280805</a> <a href="#">52201</a>			00000 INV 06/09/2022		1,439.95	
				LIBR FAC BLDG MAINT		1,439.95	
				Invoice Net			
<a href="#">20</a>	<a href="#">DAVIS HOUK MECHANICAL</a>					<a href="#">S22DH186</a>	
	1 <a href="#">80280805</a> <a href="#">52201</a>			00000 INV 06/09/2022		4,650.00	
				LIBR FAC BLDG MAINT		4,650.00	
				Invoice Net			
<a href="#">20</a>	<a href="#">DAVIS HOUK MECHANICAL</a>					<a href="#">S22DH206</a>	
	1 <a href="#">80280805</a> <a href="#">52201</a>			00000 INV 06/09/2022		374.25	
				LIBR FAC BLDG MAINT		374.25	
				Invoice Net			
<a href="#">20</a>	<a href="#">DAVIS HOUK MECHANICAL</a>					<a href="#">S22DH205</a>	
	1 <a href="#">80280805</a> <a href="#">52201</a>			00000 INV 06/09/2022		569.19	
				LIBR FAC BLDG MAINT		569.19	
				Invoice Net			
<a href="#">20</a>	<a href="#">DAVIS HOUK MECHANICAL</a>					<a href="#">S22DH204</a>	
	1 <a href="#">80280805</a> <a href="#">52201</a>			00000 INV 06/09/2022		314.75	
				LIBR FAC BLDG MAINT		314.75	
				Invoice Net			
						CHECK TOTAL	8,548.58
<a href="#">232</a>	<a href="#">DEMCO INC</a>					<a href="#">7138515</a>	
	1 <a href="#">80280806</a> <a href="#">51900</a>			00002 INV 06/09/2022		781.17	
				LIBR ACQ OTHER SUPP		781.17	
				Invoice Net			
						CHECK TOTAL	781.17
<a href="#">859</a>	<a href="#">GIBBS TECHNOLOGY COMPA</a>					<a href="#">2252134</a>	
	1 <a href="#">80280801</a> <a href="#">52203</a>			00000 INV 06/09/2022		78.71	
				LIBR CTRL MAINT AGRM		78.71	
				Invoice Net			
						CHECK TOTAL	78.71
<a href="#">1264</a>	<a href="#">ILLINOIS AMERICAN WATE</a>					<a href="#">44623</a>	
	1 <a href="#">80280805</a> <a href="#">52600</a>			00001 INV 06/02/2022		216.24	
				LIBR FAC UTILITIES		216.24	
				Invoice Net			
						CHECK TOTAL	216.24

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| DETAIL INVOICE LIST

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CASH ACCOUNT: 802 10100 CASH CK RUN ID#:1060922 06/09/2022 DUE DATE: 06/09/2022

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
<u>72</u>	<u>INFOUSA MARKETING INC</u>	00002		INV	06/09/2022	<u>10003987569</u>	
	1 <u>80280802 52910</u>	A&Y PROG		DTB CHARGE		4,000.00	
		Invoice Net				4,000.00	
				CHECK TOTAL			4,000.00
<u>2260</u>	<u>INGRAM INDUSTRIES INC.</u>	00000		INV	06/09/2022	<u>59794471</u>	
	1 <u>81080832 51801</u>	ADULT GIFT		LIBR BOOKS		380.76	
	2 <u>80280802 51801</u>	A&Y PROG		LIBR BOOKS		357.12	
		Invoice Net				737.88	
				CHECK TOTAL			737.88
<u>1322</u>	<u>JA NELLE PLEASURE</u>	00000		INV	06/09/2022	<u>44927</u>	
	1 <u>80280809 51812</u>	LIBR COMM		LIBR SUPP		100.00	
		Invoice Net				100.00	
				CHECK TOTAL			100.00
<u>447</u>	<u>KONE INC</u>	00000		INV	06/09/2022	<u>962228726</u>	
	1 <u>80280805 52201</u>	LIBR FAC		BLDG MAINT		1,928.25	
		Invoice Net				1,928.25	
				CHECK TOTAL			1,928.25
<u>1928</u>	<u>LUCINDA STREHLOW</u>	00000		INV	06/09/2022	<u>44977</u>	
	1 <u>80280809 51812</u>	LIBR COMM		LIBR SUPP		75.00	
		Invoice Net				75.00	
				CHECK TOTAL			75.00
<u>268</u>	<u>MIDWEST TAPE</u>	00000		INV	06/09/2022	<u>502192429</u>	
	1 <u>80280802 51811</u>	A&Y PROG		DOWNLOAD		3,923.96	
		Invoice Net				3,923.96	
<u>268</u>	<u>MIDWEST TAPE</u>	00000		INV	06/09/2022	<u>502188219</u>	
	1 <u>80280802 51806</u>	A&Y PROG		DVD		67.47	
		Invoice Net				67.47	
<u>268</u>	<u>MIDWEST TAPE</u>	00000		INV	06/09/2022	<u>502188730</u>	
	1 <u>80280802 51804</u>	A&Y PROG		AUDIOBOOKS		215.95	
		Invoice Net				215.95	
<u>268</u>	<u>MIDWEST TAPE</u>	00000		INV	06/09/2022	<u>502188732</u>	
	1 <u>80280802 51804</u>	A&Y PROG		AUDIOBOOKS		74.98	
		Invoice Net				74.98	
<u>268</u>	<u>MIDWEST TAPE</u>	00000		INV	06/09/2022	<u>502188733</u>	
	1 <u>80280802 51806</u>	A&Y PROG		DVD		18.74	
		Invoice Net				18.74	
<u>268</u>	<u>MIDWEST TAPE</u>	00000		INV	06/09/2022	<u>502188734</u>	
	1 <u>80280802 51804</u>	A&Y PROG		AUDIOBOOKS		84.98	
		Invoice Net				84.98	
<u>268</u>	<u>MIDWEST TAPE</u>	00000		INV	06/09/2022	<u>502188735</u>	
	1 <u>80280802 51806</u>	A&Y PROG		DVD		18.74	
		Invoice Net				18.74	

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| City of Urbana  
| DETAIL INVOICE LIST

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CASH ACCOUNT: 802      10100      CASH      CK RUN ID#:1060922    06/09/2022    DUE DATE: 06/09/2022

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
<a href="#">268</a>	<a href="#">MIDWEST TAPE</a>						
	1 <a href="#">80280802</a> <a href="#">51806</a>	00000		INV	06/09/2022	<a href="#">502188736</a>	
		A&Y PROG		DVD		61.48	
		Invoice Net				61.48	
<a href="#">268</a>	<a href="#">MIDWEST TAPE</a>						
	1 <a href="#">80280802</a> <a href="#">51806</a>	00000		INV	06/09/2022	<a href="#">502188737</a>	
		A&Y PROG		DVD		159.68	
		Invoice Net				159.68	
<a href="#">268</a>	<a href="#">MIDWEST TAPE</a>						
	1 <a href="#">80280802</a> <a href="#">51806</a>	00000		INV	06/09/2022	<a href="#">502188738</a>	
		A&Y PROG		DVD		71.21	
		Invoice Net				71.21	
<a href="#">268</a>	<a href="#">MIDWEST TAPE</a>						
	1 <a href="#">80280802</a> <a href="#">51806</a>	00000		INV	06/09/2022	<a href="#">502188739</a>	
		A&Y PROG		DVD		22.49	
		Invoice Net				22.49	
<a href="#">268</a>	<a href="#">MIDWEST TAPE</a>						
	1 <a href="#">80280802</a> <a href="#">51806</a>	00000		INV	06/09/2022	<a href="#">502188740</a>	
		A&Y PROG		DVD		33.73	
		Invoice Net				33.73	
<a href="#">268</a>	<a href="#">MIDWEST TAPE</a>						
	1 <a href="#">80280802</a> <a href="#">51807</a>	00000		INV	06/09/2022	<a href="#">502188665</a>	
		A&Y PROG		RECORDING		351.89	
		Invoice Net				351.89	
<a href="#">268</a>	<a href="#">MIDWEST TAPE</a>						
	1 <a href="#">80280802</a> <a href="#">51806</a>	00000		INV	06/09/2022	<a href="#">502188667</a>	
		A&Y PROG		DVD		55.46	
		Invoice Net				55.46	
						CHECK TOTAL	5,160.76
<a href="#">3113</a>	<a href="#">TIMOTHY N PINNICK</a>						
	1 <a href="#">81080834</a> <a href="#">51990</a>	00000		INV	06/09/2022	<a href="#">44936</a>	
		ARCH GIFT		OTH LIBMAT		250.00	
		Invoice Net				250.00	
						CHECK TOTAL	250.00
<a href="#">283</a>	<a href="#">QUILL CORPORATION</a>						
	1 <a href="#">80280801</a> <a href="#">51900</a>	00000		INV	06/09/2022	<a href="#">25412074</a>	
		LIBR CTRL		OTHER SUPP		18.53	
		Invoice Net				18.53	
<a href="#">283</a>	<a href="#">QUILL CORPORATION</a>						
	1 <a href="#">80280801</a> <a href="#">51900</a>	00000		INV	06/09/2022	<a href="#">25400380</a>	
		LIBR CTRL		OTHER SUPP		256.36	
		Invoice Net				256.36	
<a href="#">283</a>	<a href="#">QUILL CORPORATION</a>						
	1 <a href="#">80280801</a> <a href="#">51900</a>	00000		INV	06/09/2022	<a href="#">25413298</a>	
		LIBR CTRL		OTHER SUPP		19.65	
		Invoice Net				19.65	
						CHECK TOTAL	294.54
<a href="#">123</a>	<a href="#">RAILS</a>						
	1 <a href="#">80280802</a> <a href="#">51811</a>	00000		INV	06/09/2022	<a href="#">9291</a>	
		A&Y PROG		DOWNLOAD		9,174.92	
		Invoice Net				9,174.92	
						CHECK TOTAL	9,174.92
<a href="#">1272</a>	<a href="#">ROGARDS</a>						
	1 <a href="#">80280801</a> <a href="#">51900</a>	00000		INV	06/09/2022	<a href="#">038404-00</a>	
		LIBR CTRL		OTHER SUPP		84.95	
		Invoice Net				84.95	

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| City of Urbana  
| DETAIL INVOICE LIST

| P 5  
| apwarrnt

CASH ACCOUNT: 802 10100 CASH

CK RUN ID#:1060922 06/09/2022 DUE DATE: 06/09/2022

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
						CHECK TOTAL	84.95
<a href="#">301</a>	<a href="#">UNIQUE MANAGEMENT SERV</a>	00001		INV	06/09/2022	<a href="#">6101725</a>	
1	<a href="#">80280801 52902</a>			LIBR CTRL	POST PRINT	83.62	
					Invoice Net	83.62	
<a href="#">301</a>	<a href="#">UNIQUE MANAGEMENT SERV</a>	00001		INV	06/09/2022	<a href="#">6101724</a>	
1	<a href="#">80280801 51900</a>			LIBR CTRL	OTHER SUPP	19.70	
					Invoice Net	19.70	
						CHECK TOTAL	103.32
<a href="#">2214</a>	<a href="#">WILLIAM REGER</a>	00000		INV	06/09/2022	<a href="#">44938</a>	
1	<a href="#">80280809 51812</a>			LIBR COMM	LIBR SUPP	100.00	
					Invoice Net	100.00	
						CHECK TOTAL	100.00
=====							
51	INVOICES			CK RUN ID#	TOTAL		41,469.79
				CASH ACCOUNT	BALANCE		1,161,122.63
=====							

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| City of Urbana  
| CK RUN ID# SUMMARY

| P 6  
| apwarrnt

CK RUN ID#:1060922 06/09/2022

DUE DATE: 06/09/2022

FUND ORG	ACCOUNT	AMOUNT	AVLB BUDGET
802 80280801	LIBRARY CENTRALIZE 802-60-80-801-000-51900-	OTHER SUPPLIES	416.74 15,659.54
802 80280801	LIBRARY CENTRALIZE 802-60-80-801-000-52203-	MAINTENANCE AGREEMENTS	78.71 2,338.88
802 80280801	LIBRARY CENTRALIZE 802-60-80-801-000-52902-	POSTAGE & PRINTING	83.62 1,169.79
802 80280802	ADULT & YOUTH SERV 802-60-80-802-000-51801-	LIBRARY BOOKS	2,523.75 12,637.81
802 80280802	ADULT & YOUTH SERV 802-60-80-802-000-51801-80103	LIBRARY BOOKS	624.65 2,594.13
802 80280802	ADULT & YOUTH SERV 802-60-80-802-000-51804-	AUDIOBOOKS	375.91 163.59
802 80280802	ADULT & YOUTH SERV 802-60-80-802-000-51805-	CD'S	389.21 752.24
802 80280802	ADULT & YOUTH SERV 802-60-80-802-000-51806-	DVD'S	809.18 5,573.65
802 80280802	ADULT & YOUTH SERV 802-60-80-802-000-51806-80103	DVD'S	55.46 2,847.79
802 80280802	ADULT & YOUTH SERV 802-60-80-802-000-51807-80103	RECORDINGS	351.89 1,546.77
802 80280802	ADULT & YOUTH SERV 802-60-80-802-000-51809-	GAMES	41.49 964.94
802 80280802	ADULT & YOUTH SERV 802-60-80-802-000-51811-	DOWNLOADABLES	13,098.88 6,535.66
802 80280802	ADULT & YOUTH SERV 802-60-80-802-000-52910-	DATABASE CHARGES	4,000.00 6,916.35
802 80280805	LIBRARY FACILITIES 802-60-80-805-000-52201-	BUILDING REPAIR & MAIN	16,310.16 61,412.27
802 80280805	LIBRARY FACILITIES 802-60-80-805-000-52600-	UTILITIES	441.29 -2,456.63
802 80280806	LIBRARY ACQUISITIO 802-60-80-806-000-51900-	OTHER SUPPLIES	781.17 9,636.56
802 80280809	LIBRARY COMMUNITY 802-60-80-809-000-51812-	LIBRARY PROGRAM SUPPLI	275.00 1,950.48
802 80280809	LIBRARY COMMUNITY 802-60-80-809-000-51812-80103	LIBRARY PROGRAM SUPPLI	50.00 1,451.51
		FUND TOTAL	40,707.11
CASH ACCOUNT 802 10100	BALANCE 1,161,122.63		
810 81080832	ADULT GIFTS 810-60-80-832-000-51801-	LIBRARY BOOKS	424.28 10,641.67
810 81080833	CHILDREN'S GIFTS 810-60-80-833-000-51801-	LIBRARY BOOKS	88.40 6,407.11
810 81080834	ARCHIVES GIFTS 810-60-80-834-000-51990-	OTHER LIBRARY MATERIAL	250.00 1,150.00
		FUND TOTAL	762.68
CASH ACCOUNT 802 10100	BALANCE 1,161,122.63		
		CK RUN ID# SUMMARY TOTAL	41,469.79
		GRAND TOTAL	41,469.79

\*\* END OF REPORT - Generated by Celeste Choate \*\*

07/13/2021-06/14/2022

## RESPECTFUL WORK ENVIRONMENT

**Scope:** All Library Employees, Agents, Officials, Patrons, Contractors, Visitors, and Volunteers

**Purpose:** The purpose of this policy is to promote a respectful, productive, professional, and diverse work environment that is free of all forms of unlawful discrimination and harassment, by adhering to all applicable federal, state, and local laws.

**Policy:** All persons have a right to work in a respectful and productive environment free of discrimination and harassment. The Urbana Free Library will not tolerate any form of conduct by employees, agents, officials, patrons, contractors, visitors, or volunteers that harasses, disrupts, or interferes with another's work performance or creates an intimidating, offensive, or hostile work environment. The Urbana Free Library prohibits discrimination or harassment of any person by any other person regardless of any employment relationship or lack thereof.

**Comment:** Employees, agents, officials, patrons, contractors, visitors, or volunteers are expected to maintain a respectful and productive work environment that is free of harassing or disruptive conduct. No form of discrimination or harassment will be tolerated, including discrimination or harassment based on the following reasons: race, color, creed, class, national origin, religion, sex, age, marital status, physical or mental disability, personal appearance, sexual orientation, gender identity, work authorization status, family responsibilities, matriculation, political affiliation, genetic information, or any other legally protected group status.

Special attention should be paid to the prohibition of sexual harassment. The Illinois Human Rights Act currently defines sexual harassment as:

Any unwelcome sexual advances or requests for sexual favors or any conduct of a sexual nature when:

- (1) Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment,
- (2) Submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual, or
- (3) Such conduct has the purpose or effect of substantially interfering with an individual's work performance or creating an intimidating, hostile, or offensive working environment.



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## RESPECTFUL WORK ENVIRONMENT

Please note: The policy recognizes the above definition as a minimum legal standard. As the Library is committed to ensuring a diverse, productive, and professional work environment, this policy's expectations and standards are considerably higher.

**Definitions:** Discrimination or harassment under this policy includes unwanted or unwelcomed conduct of either a sexual nature or related to an individual's actual or perceived protected class status. Examples of such conduct include, but are not limited to:

- **Physical Conduct:** Unwanted physical contact or conduct of any kind, including sexual flirtations, touching, advances, or propositions about, to, or in the presence of another individual;
- **Verbal Conduct:** Demeaning, insulting, intimidating, or sexually suggestive comments about, to, or in the presence of an individual; suggestive comments, insults, humor, lewd comments, and/or jokes about sex, anatomy, or gender-specific traits; sexual propositions or requests for sexual acts; or repeated requests for dates.
- **Written Conduct:** Demeaning, insulting, intimidating, or sexually suggestive written, recorded, or electronic communications in any form (including but not limited to email, instant messages, text messages, mobile phone images, tweets, podcasts, and Internet materials).
- **Non-verbal Conduct:** Suggestive or insulting sounds (e.g., whistling), leering, obscene gestures, sexually suggestive bodily gestures, "catcalls," "smacking," or "kissing" noises.
- **Visual Conduct:** Display in the workplace of demeaning, insulting, intimidating, or sexually suggestive objects, pictures, or photographs, posters, signs, pin-ups, or slogans of a sexual nature, viewing pornographic material or websites.
- Other sexually harassing or offensive conduct in the workplace, whether committed by supervisors, managers, non-supervisory employees, or non-employees, also is prohibited.

**Management Staff:** For purposes of this policy, "manager" or "management staff" shall be defined as any person who is engaged in or responsible for directing or overseeing the work of The Urbana Free Library's employees, including, but not limited to, all supervisors, department heads, and administrators.

- All management staff, agents, and officials have an affirmative responsibility to keep the workplace free of any form of harassment, particularly sexual harassment.

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## RESPECTFUL WORK ENVIRONMENT

- No manager, agent, or official is to threaten, promise, or insinuate, either explicitly or implicitly, that an employee's refusal or willingness to submit to sexual advances will affect the employee's terms or conditions of employment. This prohibition shall apply to off-duty conduct to the extent that such conduct (1) arises out of the work relationship between the complainant and alleged harasser and (2) has a demonstrable effect on the workplace.
- Each manager, agent, and official has an affirmative responsibility to promptly report any conduct or situation that may constitute sexual harassment or discriminatory behavior directly to the administrator responsible for Human Resources and the appropriate department head, whether that behavior is directly observed or knowledge of the behavior is gained by indirect means.
- If a manager, agent, or official is uncertain whether suspect behavior constitutes harassment or discrimination, the supervisor, manager, agent, or official shall promptly contact the administrator responsible for Human Resources to determine whether further investigation is warranted.

**Reporting Procedure:** Any employee who believes that conduct by an employee, agent, official, patron, contractor, visitor, or volunteer could constitute a violation of this policy has a responsibility to report the situation as soon as possible. It is not necessary for the person making the report to be the subject of the harassment or discrimination. The report should be made to either the employee's department head or the administrator responsible for Human Resources. Should the employee have concerns about privacy, confidentiality, potential retaliation, or for any other reasons the employee deems it necessary or appropriate, in all situations the employee may make a confidential report to the administrator responsible for Human Resources.

All reports of harassment and/or discrimination, including anonymous reports made via written, telephonic, or some other non-direct means of communication, will be investigated promptly and in as impartial and confidential a manner as possible. The investigation will be conducted by the administrator responsible for Human Resources or their designee and/or a representative from the City of Urbana's Human Resources Division. Employees are required to cooperate in any investigation. A timely resolution of each report should be reached and communicated to the parties involved.

**Retaliation and Interference Prohibited:** The Library is committed to maintaining a culture that promotes the prevention, detection, and elimination of any and all forms of harassment. No individual making a report in good faith under this policy shall be subject to any negative employment consequences based upon that report, even if that report is not able to be substantiated. In addition, any witness will be protected from retaliation in accordance with the State Officials and Employees Ethics Act (5 ILCS

07/13/2021-06/14/2022

## RESPECTFUL WORK ENVIRONMENT

430/15-10), the Whistleblower Act (740 ILCS 174/15), and the Illinois Human Rights Act (775 ILCS 5/6-101).

For the purposes of this policy, retaliatory action means the reprimand, discharge, suspension, demotion, denial of promotion or transfer, or adverse change in the terms or conditions of employment of any Library employee that is taken in response to a Library employee's involvement in protected activity pursuant to this policy.

**Discipline:** Any employee, agent, official, or manager who is found to have violated the Respectful Work Environment Policy will be subject to appropriate disciplinary action, up to and including termination.

Any manager who fails to promptly report conduct that may constitute a violation of this policy will be subject to disciplinary action, up to and including termination.

Any employee, agent, official, or manager who (1) retaliates against an employee who reports a possible violation of this policy, or (2) interferes with a harassment investigation in any way will be subject to appropriate disciplinary action, up to and including termination.

Any employee, agent, official, or manager who is found to have knowingly made an intentional misrepresentation during the course of an investigation, or who interferes with an investigation brought pursuant to this policy, will be subject to appropriate disciplinary action, up to and including termination.

Any person who knowingly and intentionally makes a false report of harassment or discrimination will be subject to appropriate disciplinary action, up to and including termination. If a report of harassment or discrimination is made in good faith, but is unable to be substantiated, it shall not be deemed a false report.

**Training and Implementation:** All employees, supervisors, managers, persons who have been agents for three (3) months, officials, and volunteers will be trained on this policy within six (6) months of the implementation of this policy or the commencement of employment or service, whichever date is earlier. At the completion of training, all employees and volunteers will be required to sign a document confirming their knowledge and understanding of the policy. Training for employees shall reoccur on at least an annual basis.

**External Reporting:** The purpose of this policy is to establish prompt, thorough, and effective procedures for responding to every report and incident so that problems can be identified and remedied by the Library. However, all Library employees have the right to contact the Illinois Department of Human Rights (IDHR) or the Equal Employment

~~07/13/2021~~06/14/2022

## RESPECTFUL WORK ENVIRONMENT

Opportunity Commission (EEOC) for information regarding filing a formal complaint with those entities. An IDHR complaint must be filed within 300 days of the alleged incident(s) unless it is a continuing offense. A complaint with the EEOC must be filed within 300 days.

Adopted March 8, 2016

Revised January 9, 2018; July 13, 2021; June 14, 2022

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City of Urbana  
GENERAL LEDGER DISTRIBUTION JOURNAL: LIBRARY BI-W

P 1  
prjourn1

WARRANT L0520

PAY PERIOD 05/01/2022 to 05/14/2022

CHECK DATE 05/20/2022

YEAR 2022 PERIOD 11  
EXPENDITURE ENTRIES  
SHORT DESC PAYL052022

GL EFF DATE 05/20/2022  
REFERENCE L0520  
REFERENCE2 8L0520

ORG	OBJECT	PROJECT	ORGANIZATION TITLE	ACCOUNT DESCRIPTION	EXPENDITURE
YEAR 2022	PERIOD 11				GL EFF DATE 05/20/2022
80280800	50110		LIBRARY ADMINISTRATION	SALARY - REGULAR EMPLOYEE	12,368.70
80280801	50210		LIBRARY CENTRALIZED COSTS	INSURANCE	10,701.26
80280801	50220		LIBRARY CENTRALIZED COSTS	FICA AND MEDICARE	6,256.64
80280801	50251		LIBRARY CENTRALIZED COSTS	IMRF & SURS	6,441.30
80280802	50110		ADULT & YOUTH SERVICES	SALARY - REGULAR EMPLOYEE	26,575.75
80280803	50110		ARCHIVES	SALARY - REGULAR EMPLOYEE	10,221.01
80280805	50110		LIBRARY FACILITIES	SALARY - REGULAR EMPLOYEE	1,208.61
80280806	50110		LIBRARY ACQUISITIONS	SALARY - REGULAR EMPLOYEE	8,177.87
80280807	50110		LIBRARY CIRCULATION	SALARY - REGULAR EMPLOYEE	13,804.52
80280808	50110		LIBRARY IT	SALARY - REGULAR EMPLOYEE	4,403.54
80280809	50110		LIBRARY COMMUNITY ENGAGEMENT	SALARY - REGULAR EMPLOYEE	7,921.86
FUND TOTALS					108,081.06
GRAND TOTALS					108,081.06



06/01/2022 15:31  
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City of Urbana  
GENERAL LEDGER DISTRIBUTION JOURNAL: LIBRARY BI-W

P 1  
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WARRANT L0603

PAY PERIOD 05/15/2022 to 05/28/2022

CHECK DATE 06/03/2022

YEAR 2022 PERIOD 12  
EXPENDITURE ENTRIES  
SHORT DESC PAY060322

GL EFF DATE 06/03/2022  
REFERENCE L0603  
REFERENCE2 8L0603

ORG	OBJECT	PROJECT	ORGANIZATION TITLE	ACCOUNT DESCRIPTION	EXPENDITURE
YEAR 2022	PERIOD 12			GL EFF DATE 06/03/2022	
80280800	50110		LIBRARY ADMINISTRATION	SALARY - REGULAR EMPLOYEE	12,361.47
80280801	50210		LIBRARY CENTRALIZED COSTS	INSURANCE	10,577.60
80280801	50220		LIBRARY CENTRALIZED COSTS	FICA AND MEDICARE	6,269.29
80280801	50251		LIBRARY CENTRALIZED COSTS	IMRF & SURS	6,448.45
80280802	50110		ADULT & YOUTH SERVICES	SALARY - REGULAR EMPLOYEE	27,215.92
80280803	50110		ARCHIVES	SALARY - REGULAR EMPLOYEE	9,974.41
80280805	50110		LIBRARY FACILITIES	SALARY - REGULAR EMPLOYEE	1,200.96
80280806	50110		LIBRARY ACQUISITIONS	SALARY - REGULAR EMPLOYEE	8,118.15
80280807	50110		LIBRARY CIRCULATION	SALARY - REGULAR EMPLOYEE	13,893.31
80280808	50110		LIBRARY IT	SALARY - REGULAR EMPLOYEE	4,403.55
80280809	50110		LIBRARY COMMUNITY ENGAGEMENT	SALARY - REGULAR EMPLOYEE	8,102.14
FUND TOTALS					108,565.25
GRAND TOTALS					108,565.25

**BOARD OF TRUSTEES OF THE URBANA FREE LIBRARY  
RESOLUTION NO. 2022-11  
TO THANK RUTH WYMAN FOR HER SERVICE**

**WHEREAS**, Ruth Wyman has been a Trustee of The Urbana Free Library Foundation Board since July 2016 and has been President of the Foundation Board since 2017;

**WHEREAS**, during her tenure on The Urbana Free Library Foundation Board, the Foundation increased support of the Library by

- ❖ funding the reconstruction of the original, historic porch designed by Joseph Royer, which received a PACA Heritage Award;
- ❖ replacing the failing chiller;
- ❖ providing a match for an Urbana Arts Grant for the Magic of Reading murals;
- ❖ funding the WiFi hotspot collection to increase access to technology in our community; and

**WHEREAS**, under her leadership, The Urbana Free Library Foundation increased capacity building efforts and has

- ❖ hosted new donor appreciation and annual campaign kickoff events;
- ❖ increased the annual campaign's response rate;
- ❖ developed stronger relationships with local businesses which provide fundraising opportunities;
- ❖ added special donor funds, including the Nick Rudd Music Fund and the brand-new Margaret Frampton Urbana Library Fund;

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

**Section 1. RECOGNITION AND THANKS**

The Urbana Free Library Board of Trustees hereby recognizes and sincerely thanks Ruth Wyman for her years of service to The Urbana Free Library and its residents as President of The Urbana Free Library Foundation Board of Trustees.

**Section 2. NOTIFICATION OF RESOLUTION**

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

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

**ADOPTED** by the Board of Trustees at a regular meeting thereof, held this 14<sup>th</sup> day of June, 2022.

Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_ Abstains: \_\_\_\_\_ Absents: \_\_\_\_\_

**RESOLUTION DECLARED ADOPTED.**

\_\_\_\_\_  
John Thies, President

\_\_\_\_\_  
Barb Bennett, Secretary

**BOARD OF TRUSTEES OF THE URBANA FREE LIBRARY**  
**RESOLUTION NO. 2022-09**  
**TO THANK JOHN THIES FOR HIS SERVICE AS LIBRARY BOARD PRESIDENT**

**WHEREAS**, John Thies has been a Trustee of the Library Board of The Urbana Free Library since June 2018 and has been President of the Board since November 2020;

**WHEREAS**, during his tenure, The Urbana Free Library

- ❖ celebrated the anniversary of 145 years of service to the Urbana community
- ❖ adopted a Strategic Planning Process which guides the work of the Library to Embrace, Enrich, Empower, and Enhance the Urbana community;
- ❖ began a building program process; and

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

- ❖ providing new services, like curbside pickup, the Seed Lending Library, and e-library cards;
- ❖ going fine free to provide greater access to the Library to all community members;
- ❖ increasing staff benefits, including paid COVID-19 leave, paid sick leave for hourly employees, and paid parental leave for benefitted staff; and

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

- ❖ amending the IGA with the Urbana School District #116 to include to students residing outside the Library's taxing district boundaries and USD#116 certified staff and licensed support staff who serve students;
- ❖ partnering with the Cunningham Township Supervisor's Office to provide greater access to printing, copying, faxing, and notarizing services for their clients, as well as offering library cards to people Township has vetted as being without a home while residing in Urbana;
- ❖ partnering with Care 4 U and the School of Information Sciences at Illinois to expand student professional opportunities; and

**WHEREAS**, the Champaign County Historical Archives expanded by

- ❖ accepting the News-Gazette collection;
- ❖ launching Local History & Genealogy Digital Exhibits online;
- ❖ prioritizing processing collections of underrepresented communities in Urbana; and

**WHEREAS**, while John was a member of The Urbana Free Library Foundation Board, the Foundation increased support by

- ❖ funding the reconstruction of the original, historic porch designed by Joseph Royer, which received a PACA Heritage Award;
- ❖ doubling the number of donors, and increasing number of special donor funds; and

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

**Section 1. RECOGNITION AND THANKS**

The Board of Trustees hereby recognizes and sincerely thanks John Thies for his years of service to The Urbana Free Library and its residents as President of the Board of Trustees.

**Section 2. NOTIFICATION OF RESOLUTION**

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

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

**ADOPTED** by the Board of Trustees at a regular meeting thereof, held this 14<sup>th</sup> day of June, 2022.

Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_ Abstains: \_\_\_\_\_ Absents: \_\_\_\_\_

**RESOLUTION DECLARED ADOPTED.**

\_\_\_\_\_  
Beth Scheid, Vice-President

\_\_\_\_\_  
Barb Bennett, Secretary



**BOARD OF TRUSTEES OF  
THE URBANA FREE LIBRARY  
RESOLUTION NO. 2022-10**

**RESOLUTION TO ACCEPT GIFTS**

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

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

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

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

<u>Name of Donor</u>	<u>Amount</u>	<u>Restricted Use of Contribution or Grant</u>
The Estate of Lois R. Brighton	\$30,000	unrestricted

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

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

**Section 1.**

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

**Section 2.**

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

**ADOPTED** by the Board of Trustees at a regular meeting thereof, held this 14<sup>th</sup> day of June, 2022.

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

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

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

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

RESOLUTION DECLARED ADOPTED.

---

John Thies, President

---

Barb Bennett, Secretary Treasurer

## RESPECTFUL WORK ENVIRONMENT

**Scope:** All Library Employees, Agents, Officials, Patrons, Contractors, Visitors, and Volunteers

**Purpose:** The purpose of this policy is to promote a respectful, productive, professional, and diverse work environment that is free of all forms of unlawful discrimination and harassment, by adhering to all applicable federal, state, and local laws.

**Policy:** All persons have a right to work in a respectful and productive environment free of discrimination and harassment. The Urbana Free Library will not tolerate any form of conduct by employees, agents, officials, patrons, contractors, visitors, or volunteers that harasses, disrupts, or interferes with another's work performance or creates an intimidating, offensive, or hostile work environment. The Urbana Free Library prohibits discrimination or harassment of any person by any other person regardless of any employment relationship or lack thereof.

**Comment:** Employees, agents, officials, patrons, contractors, visitors, or volunteers are expected to maintain a respectful and productive work environment that is free of harassing or disruptive conduct. No form of discrimination or harassment will be tolerated, including discrimination or harassment based on the following reasons: race, color, creed, class, national origin, religion, sex, age, marital status, physical or mental disability, personal appearance, sexual orientation, gender identity, work authorization status, family responsibilities, matriculation, political affiliation, genetic information, or any other legally protected group status.

Special attention should be paid to the prohibition of sexual harassment. The Illinois Human Rights Act currently defines sexual harassment as:

Any unwelcome sexual advances or requests for sexual favors or any conduct of a sexual nature when:

- (1) Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment,
- (2) Submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual, or
- (3) Such conduct has the purpose or effect of substantially interfering with an individual's work performance or creating an intimidating, hostile, or offensive working environment.

Please note: The policy recognizes the above definition as a minimum legal standard. As the Library is committed to ensuring a diverse, productive, and professional work environment, this policy's expectations and standards are considerably higher.

## RESPECTFUL WORK ENVIRONMENT

**Definitions:** Discrimination or harassment under this policy includes unwanted or unwelcomed conduct of either a sexual nature or related to an individual's actual or perceived protected class status. Examples of such conduct include, but are not limited to:

- **Physical Conduct:** Unwanted physical contact or conduct of any kind, including sexual flirtations, touching, advances, or propositions about, to, or in the presence of another individual;
- **Verbal Conduct:** Demeaning, insulting, intimidating, or sexually suggestive comments about, to, or in the presence of an individual; suggestive comments, insults, humor, lewd comments, and/or jokes about sex, anatomy, or gender-specific traits; sexual propositions or requests for sexual acts; or repeated requests for dates.
- **Written Conduct:** Demeaning, insulting, intimidating, or sexually suggestive written, recorded, or electronic communications in any form (including but not limited to email, instant messages, text messages, mobile phone images, tweets, podcasts, and Internet materials).
- **Non-verbal Conduct:** Suggestive or insulting sounds (e.g., whistling), leering, obscene gestures, sexually suggestive bodily gestures, "catcalls," "smacking," or "kissing" noises.
- **Visual Conduct:** Display in the workplace of demeaning, insulting, intimidating, or sexually suggestive objects, pictures, or photographs, posters, signs, pin-ups, or slogans of a sexual nature, viewing pornographic material or websites.
- **Other sexually harassing or offensive conduct in the workplace, whether committed by supervisors, managers, non-supervisory employees, or non-employees, also is prohibited.**

**Management Staff:** For purposes of this policy, "manager" or "management staff" shall be defined as any person who is engaged in or responsible for directing or overseeing the work of The Urbana Free Library's employees, including, but not limited to, all supervisors, department heads, and administrators.

- All management staff, agents, and officials have an affirmative responsibility to keep the workplace free of any form of harassment, particularly sexual harassment.
- No manager, agent, or official is to threaten, promise, or insinuate, either explicitly or implicitly, that an employee's refusal or willingness to submit to sexual advances will affect the employee's terms or conditions of employment. This prohibition shall apply to off-duty conduct to the extent that such conduct

## RESPECTFUL WORK ENVIRONMENT

- (1) arises out of the work relationship between the complainant and alleged harasser and (2) has a demonstrable effect on the workplace.
- Each manager, agent, and official has an affirmative responsibility to promptly report any conduct or situation that may constitute sexual harassment or discriminatory behavior directly to the administrator responsible for Human Resources and the appropriate department head, whether that behavior is directly observed or knowledge of the behavior is gained by indirect means.
  - If a manager, agent, or official is uncertain whether suspect behavior constitutes harassment or discrimination, the supervisor, manager, agent, or official shall promptly contact the administrator responsible for Human Resources to determine whether further investigation is warranted.

**Reporting Procedure:** Any employee who believes that conduct by an employee, agent, official, patron, contractor, visitor, or volunteer could constitute a violation of this policy has a responsibility to report the situation as soon as possible. It is not necessary for the person making the report to be the subject of the harassment or discrimination. The report should be made to either the employee's department head or the administrator responsible for Human Resources. Should the employee have concerns about privacy, confidentiality, potential retaliation, or for any other reasons the employee deems it necessary or appropriate, in all situations the employee may make a confidential report to the administrator responsible for Human Resources.

All reports of harassment and/or discrimination, including anonymous reports made via written, telephonic, or some other non-direct means of communication, will be investigated promptly and in as impartial and confidential a manner as possible. The investigation will be conducted by the administrator responsible for Human Resources or their designee and/or a representative from the City of Urbana's Human Resources Division. Employees are required to cooperate in any investigation. A timely resolution of each report should be reached and communicated to the parties involved.

**Retaliation and Interference Prohibited:** The Library is committed to maintaining a culture that promotes the prevention, detection, and elimination of any and all forms of harassment. No individual making a report in good faith under this policy shall be subject to any negative employment consequences based upon that report, even if that report is not able to be substantiated. In addition, any witness will be protected from retaliation in accordance with the State Officials and Employees Ethics Act (5 ILCS 430/15-10), the Whistleblower Act (740 ILCS 174/15), and the Illinois Human Rights Act (775 ILCS 5/6-101).

For the purposes of this policy, retaliatory action means the reprimand, discharge, suspension, demotion, denial of promotion or transfer, or adverse change in the terms or

## RESPECTFUL WORK ENVIRONMENT

conditions of employment of any Library employee that is taken in response to a Library employee's involvement in protected activity pursuant to this policy.

**Discipline:** Any employee, agent, official, or manager who is found to have violated the Respectful Work Environment Policy will be subject to appropriate disciplinary action, up to and including termination.

Any manager who fails to promptly report conduct that may constitute a violation of this policy will be subject to disciplinary action, up to and including termination.

Any employee, agent, official, or manager who (1) retaliates against an employee who reports a possible violation of this policy, or (2) interferes with a harassment investigation in any way will be subject to appropriate disciplinary action, up to and including termination.

Any employee, agent, official, or manager who is found to have knowingly made an intentional misrepresentation during the course of an investigation, or who interferes with an investigation brought pursuant to this policy, will be subject to appropriate disciplinary action, up to and including termination.

Any person who knowingly and intentionally makes a false report of harassment or discrimination will be subject to appropriate disciplinary action, up to and including termination. If a report of harassment or discrimination is made in good faith, but is unable to be substantiated, it shall not be deemed a false report.

**Training and Implementation:** All employees, supervisors, managers, persons who have been agents for three (3) months, officials, and volunteers will be trained on this policy within six (6) months of the implementation of this policy or the commencement of employment or service, whichever date is earlier. At the completion of training, all employees and volunteers will be required to sign a document confirming their knowledge and understanding of the policy. Training for employees shall reoccur on at least an annual basis.

**External Reporting:** The purpose of this policy is to establish prompt, thorough, and effective procedures for responding to every report and incident so that problems can be identified and remedied by the Library. However, all Library employees have the right to contact the Illinois Department of Human Rights (IDHR) or the Equal Employment Opportunity Commission (EEOC) for information regarding filing a formal complaint with those entities. An IDHR complaint must be filed within 300 days of the alleged incident(s) unless it is a continuing offense. A complaint with the EEOC must be filed within 300 days.

RESPECTFUL WORK ENVIRONMENT

Adopted March 8, 2016

Revised January 9, 2018; July 13, 2021; June 14, 2022



## OFFICE OF THE SECRETARY OF STATE

JESSE WHITE • Secretary of State and State Librarian

ILLINOIS STATE LIBRARY  
Gwendolyn Brooks Building  
300 South Second Street  
Springfield, Illinois 62701-1796

May 6, 2022

Ms. Celeste Choate, Executive Director  
Urbana Free Library  
210 West Green Street  
Urbana, Illinois 61801-3283

OCLC Symbol: MRO

Dear Ms. Choate:

The FY2023 ILLINET/OCLC Group Services Program Renewal Agreement for Urbana Free Library is included with this letter. To avoid OCLC Service interruption, please obtain the appropriate signature(s) and return the signed agreement by June 30, 2022.

This letter is **not** an invoice. Illinois Heartland Library System, the Illinois State Library's fiscal agent for ILLINET/OCLC Group Services will be sending an invoice to Urbana Free Library in early July. **Do not send payment to the Illinois State Library.** Online account access will be available at <http://illinet.oclc.info/> or you may contact Shirley Paden at [spaden@illinoishearland.org](mailto:spaden@illinoishearland.org) for account information and payment options.

**FY2023 ILLINET/OCLC Group Services Fee: \$15,878.20**  
**Urbana Free Library**

For additional information regarding services and fees, the following documents are included with this letter.

- [Schedule 2](#) – WorldShare Metadata/OCLC Cataloging;
- [Schedule 12](#) – Group Catalog
- [Schedule 14](#) – WorldShare Interlibrary Loan Services

To confirm and renew membership in FY2023 ILLINET/OCLC Group Services, it is essential for Urbana Free Library to return the signed agreement. If the library will **not** be renewing in FY2023, please send written notice to Rodney Davis at [rdavis@ilsos.gov](mailto:rdavis@ilsos.gov) or at the mailing address listed below.

**Return the signed agreement by June 30, 2022 to [oclc1@ilsos.gov](mailto:oclc1@ilsos.gov) (email); or 217-782-6062 (FAX); or mail it to Illinois State Library, Gwendolyn Brooks Building, 300 South Second Street, Springfield, Illinois 62701-1796.** A fully executed agreement will be returned to you for your files.

Thank you in advance for your timely response. If you have any questions, please contact our office at 217-785-1537.

Sincerely,

Greg McCormick, Director  
Illinois State Library

Enclosures  
GM:jlh

**ILLINET/OCLC SERVICES PROGRAM  
RENEWAL AGREEMENT  
FISCAL YEAR 2023**

THIS RENEWAL AGREEMENT, made this first day of July, 2022, by and between JESSE WHITE, not individually, but as Secretary of State Librarian of the State of Illinois, and, **URBANA FREE LIBRARY** hereinafter referred to as the SECOND PARTY, witnesseth:

WHEREAS, the SECOND PARTY and the ILLINOIS STATE LIBRARY previously entered into an agreement for the procurement of services from the OCLC ONLINE COMPUTER LIBRARY CENTER, INC., hereinafter referred to as OCLC, and,

WHEREAS, such previous agreement authorized annual renewals by agreement of the parties in Article 2, and,

WHEREAS, the parties hereto wish to renew the said agreement for a period of one (1) year.

NOW THEREFORE, for and in consideration of the covenants of the parties as set forth in such previous agreement and herein, the parties hereto do agree as follows:

1. The SECOND PARTY and the ILLINOIS STATE LIBRARY do hereby agree to renew the above said agreement and all terms and conditions thereof for a period of one (1) year extending from July 1, 2022 through June 30, 2023.
2. It is acknowledged by the SECOND PARTY that OCLC's Schedule 2 - WorldShare Metadata/OCLC Cataloging, Schedule 12 - Group Catalog, and Schedule 14 - WorldShare Interlibrary Loan Services (ILL) may be downloaded from the following web address: [www.cyberdriveillinois.com/departments/library/libraries/OCLC/home.html](http://www.cyberdriveillinois.com/departments/library/libraries/OCLC/home.html) and are fully incorporated herein.

All other terms and conditions not inconsistent with those enumerated above remain in full force and effect.

IN WITNESS WHEREOF, the respective parties hereto have caused this Renewal Agreement to be executed on the day and year written above.

**URBANA FREE LIBRARY**

**ILLINOIS STATE LIBRARY**

\_\_\_\_\_  
Authorized signature (Date)

\_\_\_\_\_  
Greg McCormick, Director (Date)

\_\_\_\_\_  
(Date)

*(Second line is provided for institutions that require two signatures)*

Urbana Free Library  
210 West Green Street  
Urbana, Illinois 61801-3283



**SCHEDULE 2****WorldShare Metadata/ OCLC Cataloging****DESCRIPTION**

OCLC's cataloging and metadata services give Institution the tools needed to effectively manage the metadata for Institution's collection.

**DEFINITIONS**

- A. "Guidelines" means the "Guidelines for Contributions to WorldCat" as modified from time to time. A current copy of the Guidelines is available at:  
<https://www.oclc.org/content/dam/oclc/worldcat/documents/guidelines-for-contributions-to-worldcat.pdf>
- B. "Policy" means the "WorldCat Rights and Responsibilities for the OCLC Cooperative" as modified from time to time as a result of the policy review process described therein. A current copy of the Policy is available at: <https://www.oclc.org/en/worldcat/cooperative-quality/policy.html>
- C. "Principles" means the WorldCat Principles of Cooperation as modified from time to time. A current copy of the Principles is available at:  
<https://www.oclc.org/content/dam/oclc/worldcat/documents/principles-of-cooperation.pdf>
- D. "WorldCat Data" is defined as set forth in the Policy.
- E. All capitalized terms not defined herein shall have the same meaning ascribed to them in the Master Services Agreement.

**ADDITIONAL TERMS AND CONDITIONS**

- 1) **Responsibilities of Institution**
  - A. Institution shall create bibliographic records and related data for entering information into WorldCat consistent with the Guidelines maintained by OCLC and its advisory groups.
  - B. Institution using the Systems for cataloging agrees to abide by the Principles and the Guidelines.
  - C. Institution agrees that the use and transfer by the Institution of WorldCat Data is subject to the Policy.
  - D. If, during the term hereof, an Institution informs OCLC that bibliographic records it furnishes to OCLC for addition to WorldCat will be subject to usage or transfer restrictions beyond or in addition to those applicable under this Schedule, and if OCLC nevertheless elects to accept such records for addition to WorldCat, OCLC will so notify Institution, after which Institution's rights to access, use and transfer such records will be subject to said usage and transfer restrictions.

SCHEDULE 12**GROUP CATALOG**DESCRIPTION

**Group Catalog** is a subset of WorldCat that provides access to bibliographic, holdings and other information for the collections of the libraries and/or information agencies specified by the Group as such information is set in WorldCat.

DEFINITIONS

- A. “**Authorized User**” means End-Users of a Group Member library accessing WorldCat Discovery while in the library or by remote access, provided that access for certain WorldCat Discovery functionality requires the Authorized User to be authenticated using a current, authorized library card or other library-controlled or third party-controlled authorization before accessing such WorldCat Discovery functionality.
- B. “**Discovery Terms**” means the WorldCat Discovery Services Schedule and the OCLC Master Services Agreement (“MSA”).
- C. “**End-User**” means: (i) an employee of Group Member; and (ii) an end-user to whom Group Member makes its library services available, including on the open Web.
- D. “**Group**” means the consortium of libraries and/or information agencies (i.e., historical societies, archives, museums or similar organizations) who are identified on the Order Form and who have agreed to the MSA.
- E. “**Group Catalog**” means a subset of WorldCat that provides access to bibliographic, holdings and other information for the collections of the libraries and/or information agencies specified by the Group as such information is set in WorldCat.
- F. “**Group Member**” means any library listed on the Order Form and bound by this Schedule, the MSA and Discovery Terms.
- G. “**Guest User**” means any member of the public.
- H. “**WorldCat Discovery**” means the OCLC WorldCat Discovery service as made available by OCLC.
- I. “**WorldCat.org**” means the service through which records of library-owned materials in WorldCat are made available by OCLC through one or more designated websites (currently located at [www.worldcat.org](http://www.worldcat.org)).
- J. “**WorldCat.org Terms**” means the then-current OCLC WorldCat.org Services Terms and Conditions made available via a link on the WorldCat.org interface.

All capitalized terms not defined herein shall have the same meaning ascribed to them in the Master Service Agreement.

ADDITIONAL TERMS AND CONDITIONS

- 1) In order to receive the Group Catalog, each Group Member must be a subscriber to WorldCat for unlimited access through WorldCat Discovery subject to the Discovery Terms. Except to the extent otherwise indicated in this Section 1, access to and use of the Group Catalog shall be governed by: (i) this Schedule and the Discovery Terms; and (ii) the WorldCat.org Terms when the Group Catalog is accessed through WorldCat.org.
- 2) Upon acceptance of the Group’s order for the Group Catalog and receipt by OCLC of all information reasonably requested from the Group, OCLC will create the Group Catalog by a mutually agreed upon completion date.
- 3) Access to other WorldCat Discovery databases (besides the Group Catalog) is permitted only by Authorized Users.
- 4) In connection with the creation of the Group Catalog, OCLC will use commercially reasonable efforts to work with the Group to configure the Group Catalog in such a manner as to maximize the Group Catalog’s interoperability with the local systems of Group Members and any other digital content services licensed by Group Members. These configuration services may include: (i) creating profile groups used for searching the Group; (ii) branding of the interface to the Group Catalog; and/or (iii) setting up custom groups in WorldCat Discovery and the OCLC Interlibrary Loan service. The Group recognizes that due to variances between the various local systems of the Group Members and the other digital content services licensed by Group Members, the configuration services described herein may not result in the highest level of

interoperability desired by the Group. As stated above, OCLC's obligation with respect to configuration services is to exert its commercially reasonable efforts to achieve the results desired by the Group.

- 5) To facilitate the above-referenced configuration services, the Group Members agree to cooperate with OCLC to a reasonable degree, including, but not limited to, providing relevant system documentation and other information as reasonably requested by OCLC. OCLC agrees to use commercially reasonable efforts, and the Group Members agree to take necessary precautionary steps, to ensure the integrity of the Group Members' systems.
- 6) OCLC will provide Group Administrator with a schedule setting forth dates on which the Group Catalog may be updated to reflect changes in Group membership and Group level settings (i.e., interface branding and custom groups). OCLC will work with Group Administrator to determine the dates from such schedule on which such updates will be made.
- 7) Information to be included in the Group Catalog which is not contained in WorldCat at the time of the Group's order may be submitted by Group Members for inclusion in WorldCat via batchloading. (Group Members who have not used OCLC for cataloging previously must be profiled by OCLC prior to batchloading.) The following terms shall apply to the batchloading described in this Section:
  - a. OCLC shall load and process source data in conformance with specifications and other directions agreed upon in writing by both parties. Data files submitted for batchload shall be technically acceptable input products, with the stored records in a format acceptable to OCLC, and shall otherwise conform with any policies promulgated by OCLC from time to time for general application to OCLC users. All data submitted to OCLC for batchloading must conform to the specifications agreed to by OCLC and the Group. If such specifications are not met, OCLC may choose not to accept the data for processing. Local information in source data will be accepted by OCLC as provided. There will not be any validation at the local level before or during processing. Source files sent to OCLC for processing will not be returned. Data will be processed according to OCLC-defined schedules. Once applicable specifications have been met, OCLC will not retain or return source files.
  - b. Group Member hereby grants to OCLC, other OCLC participants, non-participant users and OCLC designees an irrevocable, nonexclusive, royalty-free, sublicenseable, worldwide right to copy, display, publish, prepare derivative works from, distribute and use all bibliographic, holdings and other information supplied to OCLC by such Group Member or other entity acting on its behalf.
  - c. Group Member warrants that it possesses all rights necessary to submit such information for inclusion in WorldCat via batchloading and to grant the license above with respect thereto, and that doing so will not infringe the copyright or other proprietary rights of any third party.
  - d. OCLC may share with the Group reports and access to Measurement Services obtained by OCLC from Adobe® SiteCatalyst pursuant to the following guidelines. All Adobe® SiteCatalyst reports, data, and services provided to the Group from OCLC shall be considered confidential ("Confidential Information"). Confidential Information also includes all copies, summaries and extracts of any Confidential Information.
- 8) Confidential Information, as defined in this Schedule, shall not include information that (i) is or becomes a part of the public domain through no act or omission of the Group; (ii) was rightfully in the Group's possession prior to the disclosure and had not been obtained by the Group either directly or indirectly from OCLC; (iii) is rightfully disclosed to the Group by a third party without restriction on disclosure; or (iv) is independently developed by Group without use of or reference to the Confidential Information.
  - a. Group agrees to use all reasonable care to prevent the disclosure of the Confidential Information to any third party. This Section will not be construed to prohibit disclosure of Confidential Information to the extent that such disclosure is required by law or valid order of a court or other governmental authority; provided, however, that should Group be subpoenaed or otherwise compelled by a valid law or court order to disclose Confidential Information it shall first have given sufficient and prompt written notice to OCLC of the receipt of any subpoena or other request for such disclosure; and shall have made a reasonable effort to obtain a protective order requiring that the Confidential Information so disclosed be used only for the purposes for which the order was issued. Notwithstanding the foregoing obligation of the Group, nothing in this Section shall limit or restrict the ability of the Group to act on its own behalf and at its own expense to prevent or limit the required disclosure of Confidential Information.
  - b. OCLC reserves the right to cease providing Confidential Information to Group at any time, and for any reason in OCLC's sole discretion.

**SCHEDULE 14****WorldShare Interlibrary Loan Services (ILL)****DESCRIPTION**

WorldShare Interlibrary Loan is a resource sharing network to lend and borrow resources which allows users to quickly obtain global library content located in Institution's collections and the collections of other ILL libraries around the world. WorldShare Interlibrary Loan simplifies tasks such as sharing of e-resources, automating request and entry processes, managing ILL fees, analyzing borrowing and lending patterns, and delivering documents easily and securely through Article Exchange.

**ADDITIONAL TERMS AND CONDITIONS**

All capitalized terms not defined herein shall have the same meaning ascribed to them in the Master Services Agreement.

Subject to this Schedule and the MSA, OCLC will provide Institution with the Products and Services as specified in the ILL agreed upon pricing document.

**Date:** June 10, 2022

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

**From:** The Nominating Committee

**Re:** FY23 Slate of Officers

Michael Weissman and Barb Bennett met at 11:15am on June 10, 2022.

Their recommendation for the FY23 slate of officers is as follows:

President: Guadalupe Mejia

Vice-President: Elizabeth Scheid

Secretary/Treasurer: Barbara Bennett

Secretary *pro tempore*: Gloria Yen

## Cash Flow with ytd

The Weiner Companies, Ltd.

Properties: 201 Green - 201 W. Green St. Urbana, IL 61801

Owned By: Urbana Free Library

Date Range: 04/01/2022 to 04/30/2022

Include Zero Balance GL Accounts: No

Account Name	Selected Period	Fiscal Year To Date
<b>Operating Income &amp; Expense</b>		
<b>Income</b>		
Rent	-1,110.00	2,220.00
<b>Total Operating Income</b>	<b>-1,110.00</b>	<b>2,220.00</b>
<b>Expense</b>		
Repair	75.00	75.00
Management Fees	0.00	266.40
Electricity & Gas	433.81	1,250.48
Water & Sewer	108.28	303.42
Dues & Subscriptions	0.00	77.60
<b>Total Operating Expense</b>	<b>617.09</b>	<b>1,972.90</b>
<b>NOI - Net Operating Income</b>	<b>-1,727.09</b>	<b>247.10</b>
Total Income	-1,110.00	2,220.00
Total Expense	617.09	1,972.90
<b>Net Income</b>	<b>-1,727.09</b>	<b>247.10</b>
<b>Other Items</b>		
Tenant Deposits	-750.00	-750.00
Interest on Tenant Deposits	-0.08	-0.08
<b>Net Other Items</b>	<b>-750.08</b>	<b>-750.08</b>
<b>Cash Flow</b>	<b>-2,477.17</b>	<b>-502.98</b>
<b>Beginning Cash</b>	<b>21,364.16</b>	<b>19,389.97</b>
<b>Beginning Cash + Cash Flow</b>	<b>18,886.99</b>	<b>18,886.99</b>
<b>Actual Ending Cash</b>	<b>19,636.99</b>	<b>19,636.99</b>

**Cash flow detail wcl**

**Properties:** 201 Green - 201 W. Green St. Urbana, IL 61801

**Owned By:** Urbana Free Library

**Date Range:** 04/01/2022 to 04/30/2022

**Exclude Suppressed Fees:** No

Account Name	Amount	Description
<b>Operating Income &amp; Expense</b>		
<b>Income</b>		
Rent		
	-360.00	Transfer of Rent at Move Out: rent credit from library for March rent due to building demp
	-750.00	Transfer of Rent at Move Out: rent credit from library for March rent due to building demo
<b>Total Rent</b>	<u>-1,110.00</u>	
<b>Total Operating Income</b>	<u>-1,110.00</u>	
<b>Expense</b>		
Repair		
	50.00	Water company disconnect service
	25.00	Ameren prep for disconnection and meter removal
<b>Total Repair</b>	<u>75.00</u>	
Electricity & Gas		
	114.10	
	138.40	
	32.23	
	11.78	
	28.11	
	27.28	
	17.89	
	5.39	
	58.63	
<b>Total Electricity &amp; Gas</b>	<u>433.81</u>	
Water & Sewer		
	33.01	
	63.07	
	12.20	
<b>Total Water &amp; Sewer</b>	<u>108.28</u>	
<b>Total Operating Expense</b>	<u>617.09</u>	

**Cash flow detail wcl**

Account Name	Amount	Description
NOI - Net Operating Income	-1,727.09	
Total Income	-1,110.00	
Total Expense	617.09	
<b>Net Income</b>	<b>-1,727.09</b>	
<b>Other Items</b>		
Tenant Deposits		
	-750.00	Transfer of Tenant Deposits at Move Out
<b>Total Tenant Deposits</b>	<b>-750.00</b>	
Interest on Tenant Deposits		
	-0.08	Transfer of Interest on Tenant Deposits at Move Out: interest paid on held security deposit
<b>Total Interest on Tenant Deposits</b>	<b>-0.08</b>	
Clearing-Tenant Deposits		
	360.00	Transfer of Tenant Credits at Move Out
	750.08	Transfer of Tenant Credits at Move Out
	750.00	Transfer of Tenant Deposits at Move Out
	-360.00	
	-1,500.08	
<b>Total Clearing-Tenant Deposits</b>	<b>0.00</b>	
<b>Net Other Items</b>	<b>-750.08</b>	
<b>Cash Flow</b>	<b>-2,477.17</b>	