



NOTICE OF MEETING OF THE URBANA FREE LIBRARY BOARD

A meeting of the Board of Trustees of The Urbana Free Library will be held at 7:00 p.m. on September 13, 2022, in the Lewis Auditorium of The Urbana Free Library, 210 West Green Street, Urbana, IL.

AGENDA

- 1.0 Call to Order**
 - 2.0 Oath of Office -Trustees:** Board Trustee's Oath of Office to Daniel Urban.
 - 3.0 Roll Call/Attendance**
 - 4.0 Additions, Corrections, Modifications of the Agenda**
 - 5.0 Approve the Agenda**
 - 6.0 Public Comment**
 - 7.0 Presentations**
 - 7.1 FY22 Per Capita Grant Requirements. Presentations and discussions from *Serving Our Public 4.0 Standards for Illinois Public Libraries*.
 - a. Chapter 12 - Technology: Leon Wilson
 - b. Chapter 2 – Governance & Administration: Celeste Choate
 - c. Chapter 6 – Access: Celeste Choate
 - 7.2 Update on FY22 Strategic Plan initiatives: Celeste Choate
 - 7.3 Building Program updates: Celeste Choate
 - 8.0 Action Items (Consent Agenda)**

Board Meeting Minutes of August 9, 2022
Payroll for August 12, 2022; total \$112,308.53
Payroll for August 26, 2022; total \$113,419.79
Payroll for September 9, 2022; total \$111,089.62
Bills for August 11, 2022; total \$67,640.12
Bills for August 19, 2022; total \$16,485.27
Bills for August 25, 2022; total \$55,846.21
Bills for September 1, 2022; total \$10,963.99
Bills for September 9, 2022; total \$21,067.15
 - 9.0 Action Items (Individual)**
 - 9.1 Resolution 2022-13 to Accept Contributions
 - 9.2 FY23 Budget revisions
 - 9.3 Ameren invoice, \$21,632.34
 - 10.0 Discussion Items**
 - 11.0 Reports of the Liaison Officer**
 - 11.1 Friends of The Urbana Free Library
 - 11.2 The Urbana Free Library Foundation
 - 11.3 Illinois Heartland Library System
 - 12.0 Administrative Report**
 - 13.0 Board, and Committee Reports**
 - 14.0 Board President Report**
 - 15.0 Unfinished Business**
 - 16.0 New Business**
 - 17.0 Closed session** for the discussion of the purchase or lease of property, pursuant to 5 ILCS 120/2 (c) (5).
- Adjournment**

The next regularly scheduled meeting of the Board of Trustees of The Urbana Free Library will be October 11, 2022, at 7:00 PM.

Persons with disabilities needing special services or accommodations for this meeting should contact the Library Administration at 217-367-4058 or administration@urbanafree.org.

Date: September 8, 2022

To: The Urbana Free Library Board of Trustees

From: Celeste Choate, Executive Director

Re: Director's Report for Board Meeting of September 13, 2022

	<h3>VISION</h3> <p>Nurturing growth by sparking curiosity and fostering a sense of belonging.</p>	<h3>MISSION</h3> <p>We encourage learning and enrich lives by providing access to diverse resources and programs.</p>
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	<p>We cultivate equity, mutual respect, and belonging by learning about and responding to our community.</p> <p><i>WE WELCOME ALL.</i></p>
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Goal 1: We provide a welcoming and inviting space for dialogue and personal connections.

- Local filmmakers returned to the Library to film a few more scenes for the web series "Writer's Block". The series first filmed at the Library earlier this year, and staff are looking forward to the series being fully released.



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

- Library staff were invited to multiple outreach events in August. Staff visited back to school nights at Dr. Williams and Dr. King Elementary Schools, Orchard Downs' Welcome Cookout, and others. Altogether, we shared information on library services and resources with over 400 community members.



	<p>We connect people with tools and resources for learning and leading fruitful lives.</p> <p><i>WE SPARK CURIOSITY.</i></p>
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Goal 1: We connect people to resources and technology for personal growth leading to greater fulfillment.

- The Library now offers patrons access to a new database called Data Axle Reference Solutions. Data Axle Reference Solutions offers instant access to comprehensive business and consumer listings. Unlike many free Internet directories, Reference Solutions data are continually being collected and verified. A detailed business listing contains a list of executives, financial information, public filings and even news articles. Information sources used by Reference Solutions include Yellow Pages, White Pages, annual reports, 10ks and other Securities and Exchange Commission information, government data, business magazines, the US Postal Service, and the US Census Bureau.
- Amber Glen Alzheimer's Special Care Center invited the Library to hold a program focused on music and storytelling on August 25. After hearing a story about a summer visit to a family farm, residents were encouraged to share where they were from. Throughout the program, the 15 community members enjoyed piano music from the 1950s

era like, "How Much is That Doggie in the Window;" and also had the opportunity to make music together with the Library's resonator bells.

- Brookdale Senior Living and the Library started a new partnership in August. The Library is hosting a monthly program called Senior Treats and Topics, where a member of Brookdale staff leads discussions on topics of interest to seniors. At the first event in August, myths of aging and dealing with ageism were covered. After the discussion, participants had time to ask questions about different topics and get information on local resources that might be able to help them.

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

- The Force was with 28 community members at the Jedi Training Camp on August 19. Families and young padawans enjoyed training with light sabers, practicing levitation with a ping pong ball and a blow dryer, completing an obstacle course (pictured right), making crafts, and more!



- The Library celebrated the end of Summer Reading with 35 community members at a party in Cherry Alley on August 31. Families enjoyed multiple activities including drawing with sidewalk chalk and playing with the Library's new giant Connect 4 set!



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.

- Local author and artist Vivian Krishnan shared her recently released children's book, *Kula in the Sky*, at an event on August 28. The book is a coming-of-age story that highlights the culture of Fiji. Krishnan is especially committed to inspiring young people of Color to tell their stories, so it was especially moving when a 12-year-old Indian girl in the audience asked about how Krishnan got her book published - because she is already writing her own stories! Stop by to see art from Krishnan's book in the Artist of the Corridor display area.



- Cherry Alley was bursting with vibrant syncopated rhythms on August 27. The Afro Brazilian group Bloco Gavião gave a dynamic performance for over 80 people, and then invited audience members to choose an instrument and join in. Before long, all ages (from toddlers to a patron in her 80s) were playing together, and we were thrilled to learn that the group hopes to return to do free percussion workshops at the Library.



- Library staff members regularly receive positive feedback from community members. This month, the following comments about the Library's reference service and collections were received:
 - "I want to thank you for all the help you've given me-it's extremely important to my life." – a Cunningham Township client
 - "Thank you so, so much! I'm not able to read hard copies of books anymore with a very active preschooler and so now I am always on Libby looking up books and monitoring my holds list for progress. 😊 Very glad to have that outlet back. Take care." – a mother in Urbana

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

- The Solidarity Gardens’ [August newsletter](#) highlighted the Library’s Seed Exchange and a [vegan garden to table cooking video](#) created in partnership by the Library, Urbana Park District, and Red Herring Restaurant. The video used local produce from the farmer’s market to demonstrate how to make Steak Seitan Mushroom Sandwiches, Creamy Asparagus Soup, and Bananas for Berries Ice Cream.
- As a member of the Champaign County Museums Network, the Champaign County Historical Archives works to raise awareness of and forge partnerships with member institutions in Champaign County. Most of this work is done by co-hosting programs, tabling at local events, and directing donors to the appropriate institution. The CCMN 2021 annual report is available in the Board packet for more details about this great partnership.



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 Champaign County Historical Archives gladly received another stipend from the Community Webs program (Resolution 2022-13). It will be used to further professional development.
- We are finalizing a Request for Qualifications for Architectural Services. The two main projects for the successful firm will be the Circulation and A/V area remodeling project, and the Megan’s Room remodeling project. We anticipate the RFQ will be posted in the next week.
- Providing food and drinks for Library patrons and staff by operating the Café was always a bonus service, not a core service or mission of the Library, and consistently lost money pre-pandemic. Library staff strongly believe that we will best serve our community and best utilize our budget by focusing on our core services and mission instead of reopening the Café. We can always revisit this topic in the future, but for now, we have reached this conclusion due to the reasons included in the memo in the Board packet.

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

- We received approval from the Civil Service Commission to change the minimum education requirements for the Circulation Clerk/Information Assistant position to a high school diploma or equivalent. This change is similar to requirements in place at peer libraries for similar positions, and, alongside increasing the size and diversity of the applicant pool, this change will ensure individuals with exceptional customer service experience who would have been previously excluded have an opportunity to apply.



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

Resolution 2022-13: Staff recommend approving Resolution 2022-13 to accept contributions, which are restricted to digital archives training and processing the Stephen Storch Photography collection. Please see below for more information:

FY23 Budget revisions:

Staff recommend a budget amendment to use the Community Webs stipend in Resolution 2022-13 on digital archives training for archives librarians Sara Bennett, Sherrie Bowser, and Shalini Smith.

- Increase revenue in 802 46300 Donations/Contributions/Gifts by \$1,100
- Increase expenses in 80280803 52320 Archives Travel, Education, and Training by \$1,100

Staff recommend a budget amendment to use the Illinois State Historical Records Advisory Board grant in Resolution 2022-13 to purchase supplies for rehousing the Stephen Storch Photography Collection.

- Increase revenue in 802 46300 Donations/Contributions/Gifts by \$2,599
- Increase expenses in 80280806 51900 Library Acquisitions Other Supplies by \$2,599

The Urbana Arts & Culture Program is paying the Library \$1,000 to fund the Young Artist’s Studio and Artist of the Corridor programs for this fiscal year. Staff request the following budget amendment.

- Add \$1,000 to Donations/Contributions/Gifts revenue line 802 46300
- Add \$500 to Library Program Supplies expense line 80280809 51812
- Add \$500 to Library Program Supplies expense line 80280809 51812 80103

In response to usage trends and patron requests, the following changes to collections will be made:

- Move \$1,000 from DVDs (80280802 51806) to Periodicals (80280802 51803).

Library eNewsletters:	
September News & Events: https://conta.cc/3RrzrIE	September Youth & Teen: https://conta.cc/3cF0Dyh
September Archives Newsletter: https://conta.cc/3caVePt	Margaret Frampton Urbana Library Fund: https://conta.cc/3QPg1XH

Other Library News:

- Get some birding tips from birder and photographer Rob Kanter at the Urbana Free Library: <https://www.smilepolitely.com/splog/get-some-birding-tips-from-birder-and-photographer-rob-kanter-at-the-urbana/>
- The Weekender: August 26-28: <https://www.smilepolitely.com/culture/weekender-august-26-28/>
- Champaign-Urbana Weekend Planner - Time for Kickoff: <https://www.chambanamoms.com/2022/08/24/champaign-urbana-weekend-planner-time-for-kickoff/>
- CI Living The Urbana Free Library Jedi Training Camp: https://www.youtube.com/watch?v=MQcmYl_nDXM
- In Urbana, no fees, no problems for library; Marlin: ‘Makes sense’ to collaborate on Champaign shelter: <https://www.news-gazette.com/news/in-urbana-no-fees-no-problems-for-library-marlin-makes-sense-to-collaborate-on-champaign/article-ccd4565d-c7cf-58e7-b338-0c24da14ae47.html>

Budget and current financial information is here: <http://urbanafreelibrary.org/your-right-know#fin>, with FY23 financial reports here: <https://urbanafreelibrary.org/financial-reports>.

Bank reconciliations for the last day of the month: July 2022 - June 2023						
	July	August	September	October	November	December
Illinois Funds account	\$ 208,227.74					
Busey Bank Cash accounts	\$ 2,992,977.35					
Busey Bank Web account	\$ 35,932.46					
Total	\$ 3,237,137.55	\$ -				

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: I081122 08/11/2022
 DUE DATE: 08/11/2022

CASH ACCOUNT: 802		10100		CASH								
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK			
3158	ALICIA RODRIGUEZ	0000		INV	08/08/2022	46646						
	ACCOUNT DETAIL					LINE AMOUNT						
	1 80280809 51812			LIBR COMM LIBR SUPP			150.00					
										150.00		
										CHECK TOTAL		150.00
3125	ALLIANCE ENTERTAINMEN	0000		INV	08/08/2022	PLS66470667						
	ACCOUNT DETAIL					LINE AMOUNT						
	1 80280802 51805			A&Y PROG CD			159.79					
										159.79		
										CHECK TOTAL		159.79
217	BAKER & TAYLOR LLC	0000		INV	08/08/2022	2036925953						
	ACCOUNT DETAIL					LINE AMOUNT						
	1 80280802 51801 80103			A&Y PROG LIBR BOOKS			310.49					
										310.49		
217	BAKER & TAYLOR LLC	0000		INV	08/08/2022	5017894072						
	ACCOUNT DETAIL					LINE AMOUNT						
	1 80280802 51801 80103			A&Y PROG LIBR BOOKS			33.83					
										33.83		
217	BAKER & TAYLOR LLC	0000		INV	08/08/2022	2036919080						
	ACCOUNT DETAIL					LINE AMOUNT						
	1 80280802 51801 80103			A&Y PROG LIBR BOOKS			512.76					
										512.76		
217	BAKER & TAYLOR LLC	0000		INV	08/08/2022	2036922497						
	ACCOUNT DETAIL					LINE AMOUNT						
	1 80280802 51801			A&Y PROG LIBR BOOKS			2,048.49					
										2,048.49		
217	BAKER & TAYLOR LLC	0000		INV	08/08/2022	2036926080						
	ACCOUNT DETAIL					LINE AMOUNT						
	1 80280802 51801			A&Y PROG LIBR BOOKS			889.02					
										889.02		
										CHECK TOTAL		3,794.59
218	ELAINE BEARDEN	0000		INV	08/08/2022	46670						
	ACCOUNT DETAIL					LINE AMOUNT						
	1 80280809 51812 80103			LIBR COMM LIBR SUPP			1.31					
										1.31		

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VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK	
218	ELAINE BEARDEN	0000		INV	08/08/2022	46673				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 81080833 51801		CHILD GIFT	LIBR BOOKS		12.20				
							12.20			
						CHECK TOTAL	13.51			
426	CDW GOVERNMENT INC	0000		INV	08/08/2022	BQ23610				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280808 51500		LIBR IT	SHARED IT		1,304.85				
							1,304.85			
						CHECK TOTAL	6,431.63			
426	CDW GOVERNMENT INC	0000		INV	08/08/2022	BS50275				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280808 51500		LIBR IT	SHARED IT		5,126.78				
							5,126.78			
						CHECK TOTAL	6,431.63			
1345	CHAMPAIGN COUNTY	0010		INV	08/08/2022	46692				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 82080852 52999		LIBR BLDG	OTHER SVCS		4,231.60				
							4,231.60			
						CHECK TOTAL	4,231.60			
2334	CHAMPAIGN MULTIMEDIA	0001		INV	08/08/2022	303756389				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280809 52199		LIBR COMM	OTHER PROF		50.00				
							50.00			
						CHECK TOTAL	50.00			
139	CINCINNATI INSURANCE	0000		INV	08/08/2022	46668				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280805 52710		LIBR FAC	INS PREM		34,424.00				
							34,424.00			
						CHECK TOTAL	34,424.00			
862	CITY OF URBANA	0000		INV	07/20/2022	1014				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280801 52199		LIBR CTRL	OTHER PROF		12,952.00				
							12,952.00			
						CHECK TOTAL	12,952.00			

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CASH ACCOUNT: 802		10100		CASH					
VENDOR	REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK	
					CHECK TOTAL	12,952.00			
1062	CONSOLIDATED COMMUNIC	0001	INV	08/08/2022	46800				
	ACCOUNT DETAIL				LINE AMOUNT				
1	80280805 52600	LIBR FAC	UTILITIES			412.43			
							412.43		
					CHECK TOTAL		412.43		
328	EVANS FROEHLICH BETH	0000	INV	08/08/2022	46787				
	ACCOUNT DETAIL				LINE AMOUNT				
1	80280801 52199	LIBR CTRL	OTHER PROF			760.00			
							760.00		
					CHECK TOTAL		760.00		
859	GIBBS TECHNOLOGY COMP	0000	INV	08/08/2022	2301885				
	ACCOUNT DETAIL				LINE AMOUNT				
1	80280808 52203	LIBR IT	MAINT AGRM			78.71			
							78.71		
					CHECK TOTAL		78.71		
2260	INGRAM INDUSTRIES INC	0000	INV	08/08/2022	70806302				
	ACCOUNT DETAIL				LINE AMOUNT				
1	80280802 51801	A&Y PROG	LIBR BOOKS			434.69			
							434.69		
2260	INGRAM INDUSTRIES INC	0000	INV	08/08/2022	70806303				
	ACCOUNT DETAIL				LINE AMOUNT				
1	80280802 51801	A&Y PROG	LIBR BOOKS			217.95			
							217.95		
					CHECK TOTAL		652.64		
254	CAROL INSKEEP	0000	INV	08/08/2022	46642				
	ACCOUNT DETAIL				LINE AMOUNT				
1	80280809 51812	LIBR COMM	LIBR SUPP			24.62			
							24.62		
					CHECK TOTAL		24.62		

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CASH ACCOUNT: 802 10100		CASH								
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK	
1990	KANOPY INC.	0000		INV	08/08/2022	307115 – PPU				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280802 51811		A&Y PROG	DOWNLOAD			966.00			
										966.00
										CHECK TOTAL
										966.00
268	MIDWEST TAPE	0000		INV	08/08/2022	502456497				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280802 51806		A&Y PROG	DVD			14.24			
										14.24
268	MIDWEST TAPE	0000		INV	08/08/2022	502456498				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280802 51806		A&Y PROG	DVD			22.48			
										22.48
268	MIDWEST TAPE	0000		INV	08/08/2022	502456500				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280802 51806		A&Y PROG	DVD			149.94			
										149.94
268	MIDWEST TAPE	0000		INV	08/08/2022	502456499				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280802 51806		A&Y PROG	DVD			16.49			
										16.49
268	MIDWEST TAPE	0000		INV	08/08/2022	502456501				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280802 51806		A&Y PROG	DVD			49.47			
										49.47
268	MIDWEST TAPE	0000		INV	08/08/2022	502456504				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280802 51806		A&Y PROG	DVD			22.49			
										22.49
268	MIDWEST TAPE	0000		INV	08/08/2022	502456502				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280802 51804		A&Y PROG	AUDIOBOOKS			239.94			
										239.94
268	MIDWEST TAPE	0000		INV	08/08/2022	502456591				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280802 51807 80103		A&Y PROG	RECORDING			29.99			
										29.99

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CASH ACCOUNT: 802		10100		CASH							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK		
268	MIDWEST TAPE	0000		INV	08/08/2022	502456590					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51806	80103	A&Y PROG	DVD			77.22				
											77.22
268	MIDWEST TAPE	0000		INV	08/08/2022	502455249					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51806	80103	A&Y PROG	DVD			11.24				
											11.24
268	MIDWEST TAPE	0000		INV	08/08/2022	502456496					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51806		A&Y PROG	DVD			14.24				
											14.24
268	MIDWEST TAPE	0000		INV	08/08/2022	502472659					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51806	80103	A&Y PROG	DVD			69.72				
											69.72
											CHECK TOTAL
											717.46
574	MINUTEMAN PRESS	0000		INV	08/08/2022	70243					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280809 51812		LIBR COMM	LIBR SUPP			720.00				
											720.00
											CHECK TOTAL
											720.00
2994	SEAN FITZPATRICK	0000		INV	08/08/2022	0000433					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280809 52199		LIBR COMM	OTHER PROF			700.00				
											700.00
											CHECK TOTAL
											700.00
2777	SECURITAS ELECTRONIC	0001		INV	08/08/2022	2606676					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280805 52999		LIBR FAC	OTHER SVCS			290.00				
											290.00
											CHECK TOTAL
											290.00

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CASH ACCOUNT: 802 10100		CASH								
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK	
301	UNIQUE MANAGEMENT SER	0001		INV	08/08/2022	6103649				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280801 51900		LIBR CTRL	OTHER SUPP			19.70			
										19.70
301	UNIQUE MANAGEMENT SER	0001		INV	08/08/2022	6103650				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280801 52902		LIBR CTRL	POST PRINT			91.44			
										91.44
						CHECK TOTAL	111.14			
39	INVOICES									
						WARRANT TOTAL	67,640.12			67,640.12
						CASH ACCOUNT BALANCE				2,686,390.14

ACCOUNTS PAYABLE CHECK RUN REPORT

Ck Run Id# Summary

CK RUN ID#: I081122 08/11/2022
 DUE DATE: 08/11/2022

FUND	ORG	ACCOUNT	AMOUNT	AVLB BUDGET
802	80280801	LIBRARY CENTRALIZED C 802-60-80-801-000-51900-	OTHER SUPPLIES 19.70	12,845.19
802	80280801	LIBRARY CENTRALIZED C 802-60-80-801-000-52199-	OTHER PROFESSIONAL SE 13,712.00	23,629.60
802	80280801	LIBRARY CENTRALIZED C 802-60-80-801-000-52902-	POSTAGE & PRINTING 91.44	803.03
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51801-	LIBRARY BOOKS 3,590.15	1,129.49
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51801-80103	LIBRARY BOOKS 857.08	-378.26
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51804-	AUDIOBOOKS 239.94	-345.28
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51805-	CD'S 159.79	120.88
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51806-	DVD'S 289.35	3,525.66
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51806-80103	DVD'S 158.18	2,328.40
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51807-80103	RECORDINGS 29.99	45.92
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51811-	DOWNLOADABLES 966.00	11.02
802	80280805	LIBRARY FACILITIES 802-60-80-805-000-52600-	UTILITIES 412.43	-2,456.63
802	80280805	LIBRARY FACILITIES 802-60-80-805-000-52710-	INSURANCE PREMIUM 34,424.00	-1,400.00
802	80280805	LIBRARY FACILITIES 802-60-80-805-000-52999-	OTHER CONTRACTUAL SER 290.00	0.00
802	80280808	LIBRARY IT 802-60-80-808-000-51500-	SHARED IT COSTS 6,431.63	2,681.17
802	80280808	LIBRARY IT 802-60-80-808-000-52203-	MAINTENANCE AGREEMENT 78.71	0.00
802	80280809	LIBRARY COMMUNITY ENG 802-60-80-809-000-51812-	LIBRARY PROGRAM SUPPL 894.62	1,800.52
802	80280809	LIBRARY COMMUNITY ENG 802-60-80-809-000-51812-80103	LIBRARY PROGRAM SUPPL 1.31	1,169.04
802	80280809	LIBRARY COMMUNITY ENG 802-60-80-809-000-52199-	OTHER PROFESSIONAL SE 750.00	3,355.00
			FUND TOTAL	63,396.32
CASH ACCOUNT 802 10100 BALANCE 2,686,390.14				
810	81080833	CHILDREN'S GIFTS 810-60-80-833-000-51801-	LIBRARY BOOKS 12.20	6,284.26
			FUND TOTAL	12.20
CASH ACCOUNT 802 10100 BALANCE 2,686,390.14				
820	82080852	BUILDING COSTS 820-60-80-852-000-52999-	OTHER CONTRACTUAL SER 4,231.60	-1,161.03
			FUND TOTAL	4,231.60
CASH ACCOUNT 802 10100 BALANCE 2,686,390.14				
			WARRANT SUMMARY TOTAL	67,640.12
			GRAND TOTAL	67,640.12

A/P CASH DISBURSEMENTS JOURNAL

CASH ACCOUNT: 802 10100 CASH
 CHECK NO CHK DATE TYPE VENDOR NAME

CHECK NO	CHK DATE	TYPE	VENDOR NAME	INVOICE	INV DATE	PO	CK RUN ID#	NET
Invoice: 502503261				18.74 80280802 51806	2000007494 DVD'S			
Invoice: 502503260		MIDWEST TAPE		502503260	08/16/2022		L081822	22.49
				22.49 80280802 51806	2000007494 DVD'S			
Invoice: 502503262		MIDWEST TAPE		502503262	08/16/2022		L081822	22.49
				22.49 80280802 51806	2000007494 DVD'S			
Invoice: 502503247		MIDWEST TAPE		502503247	08/16/2022		L081822	15.74
				15.74 80280802 51806	2000007494 DVD'S			
Invoice: 502503248		MIDWEST TAPE		502503248	08/16/2022		L081822	15.74
				15.74 80280802 51806	2000007494 DVD'S			
Invoice: 502503246		MIDWEST TAPE		502503246	08/16/2022		L081822	15.74
				15.74 80280802 51806	2000007494 DVD'S			
						CHECK	4846 TOTAL:	496.02
4847 08/19/2022 PRTD Invoice: 46894		9980 PETTY CASH VENDOR		46894	08/16/2022		L081822	32.99
				16.00 80280802 52320	TUFL PETTY CASH 8-12-22			
				16.99 80280801 51900	TRAVEL, EDUCATION AND TRAINING OTHER SUPPLIES			
						CHECK	4847 TOTAL:	32.99
4848 08/19/2022 PRTD Invoice: 26845510		283 QUILL CORPORATION		26845510	08/16/2022		L081822	148.41
				148.41 80280801 51900	ACCT #1417834 OTHER SUPPLIES			
Invoice: 26842371		QUILL CORPORATION		26842371	08/16/2022		L081822	62.43
				62.43	ACCOUNT #1417834			
				E 80CVD-SUPPLIES 80280801 51900	- -			
					OTHER SUPPLIES			
						CHECK	4848 TOTAL:	210.84
4849 08/19/2022 PRTD Invoice: 46896		547 SECRETARY OF STATE INDEX DEPARTME		46896	08/16/2022		L081822	10.00
				10.00 80280802 52320	NOTARY RENEWAL BROADHURST TRAVEL, EDUCATION AND TRAINING			

A/P CASH DISBURSEMENTS JOURNAL

JOURNAL ENTRIES TO BE CREATED

CLERK: 5152rbrown

YEAR	PER	JNL	SRC	ACCOUNT	JNL	DESC	REF 1	REF 2	REF 3	ACCOUNT	DESC	T	OB	DEBIT	CREDIT
					EFF	DATE				LINE	DESC				
2023	2	129													
APP	802-20100				08/19/2022	L081822	L0819			ACCOUNTS PAYABLE				15,511.40	
										AP CASH DISBURSEMENTS JOURNAL					
APP	802-10100				08/19/2022	L081822	L0819			CASH					16,485.27
										AP CASH DISBURSEMENTS JOURNAL					
APP	810-20100				08/19/2022	L081822	L0819			ACCOUNTS PAYABLE				973.87	
										AP CASH DISBURSEMENTS JOURNAL					
										GENERAL LEDGER TOTAL				16,485.27	16,485.27
APP	802-12810				08/19/2022	L081822	L0819			DUE FROM LIBRARY TRUST FUND				973.87	
APP	810-22802				08/19/2022	L081822	L0819			DUE TO LIBRARY GENERAL FUND					973.87
										SYSTEM GENERATED ENTRIES TOTAL				973.87	973.87
										JOURNAL 2023/02/129 TOTAL				17,459.14	17,459.14

A/P CASH DISBURSEMENTS JOURNAL
JOURNAL ENTRIES TO BE CREATED

FUND	ACCOUNT	YEAR	PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
802	LIBRARY GENERAL FUND	2023	2	129	08/19/2022			
	802-10100					CASH		16,485.27
	802-12810					DUE FROM LIBRARY TRUST FUND	973.87	
	802-20100					ACCOUNTS PAYABLE	15,511.40	
						FUND TOTAL	16,485.27	16,485.27
810	LIBRARY TRUST FUND	2023	2	129	08/19/2022			
	810-20100					ACCOUNTS PAYABLE	973.87	
	810-22802					DUE TO LIBRARY GENERAL FUND		973.87
						FUND TOTAL	973.87	973.87

A/P CASH DISBURSEMENTS JOURNAL
JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FR
802	LIBRARY GENERAL FUND	973.87	
810	LIBRARY TRUST FUND		973.87
	TOTAL	973.87	973.87

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

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: L082522 08/25/2022
 DUE DATE: 08/25/2022

CASH ACCOUNT: 802		10100		CASH							
VENDOR	REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK			
217	BAKER & TAYLOR LLC	0000		INV	08/25/2022	2036957292		287.03			
	ACCOUNT DETAIL					LINE AMOUNT					
1	80280802 51801	80103	A&Y PROG	LIBR BOOKS		688.07		688.07			
217	BAKER & TAYLOR LLC	0000		INV	08/25/2022	2036956251		871.66			
	ACCOUNT DETAIL					LINE AMOUNT					
1	80280802 51801		A&Y PROG	LIBR BOOKS		871.66		871.66			
217	BAKER & TAYLOR LLC	0000		INV	08/25/2022	2036949463		1,077.63			
	ACCOUNT DETAIL					LINE AMOUNT					
1	80280802 51801		A&Y PROG	LIBR BOOKS		1,077.63		1,077.63			
						CHECK TOTAL		3,075.13			
1311	CARLE FOUNDATION HOSP	0000		INV	08/25/2022	47189		612.25			
	ACCOUNT DETAIL					LINE AMOUNT					
1	80280801 52199		LIBR CTRL	OTHER PROF		612.25		612.25			
						CHECK TOTAL		612.25			
426	CDW GOVERNMENT INC	0000		INV	08/25/2022	bx86765		46.42			
	ACCOUNT DETAIL					LINE AMOUNT					
1	80280808 51500		LIBR IT	SHARED IT		46.42		46.42			
						CHECK TOTAL		46.42			
862	CITY OF URBANA	0000		INV	08/25/2022	1024		1,650.00			
	ACCOUNT DETAIL					LINE AMOUNT					
1	80280801 52199		LIBR CTRL	OTHER PROF		1,650.00		1,650.00			
						CHECK TOTAL		1,650.00			
234	EBSCO INDUSTRIES INC	0000		INV	08/25/2022	1000189763-1		11,428.00			
	ACCOUNT DETAIL					LINE AMOUNT					
1	80280802 52910		A&Y PROG	DTB CHARGE		11,428.00		11,428.00			

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: L082522 08/25/2022
 DUE DATE: 08/25/2022

CASH ACCOUNT: 802		10100		CASH							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK		
234	EBSCO INDUSTRIES INC	0000		INV	08/25/2022	1000189835-1					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280803 52910		ARCHIVES	DTB CHARGE			1,281.00				
											1,281.00
234	EBSCO INDUSTRIES INC	0000		CRM	08/25/2022	CM2204074					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51803		A&Y PROG	LIBR PER			-29.00				
											-29.00
											CHECK TOTAL
											12,680.00
859	GIBBS TECHNOLOGY COMP	0000		INV	08/25/2022	2317142					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280808 52203		LIBR IT	MAINT AGRM			137.63				
											137.63
											CHECK TOTAL
											137.63
347	GLESCO ELECTRIC INC	0000		INV	08/25/2022	23824					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280805 52201		LIBR FAC	BLDG MAINT			1,253.00				
											1,253.00
											CHECK TOTAL
											1,253.00
2260	INGRAM INDUSTRIES INC	0000		INV	08/25/2022	71064988					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51801 80103		A&Y PROG	LIBR BOOKS			123.19				
											123.19
2260	INGRAM INDUSTRIES INC	0000		INV	08/25/2022	71026753					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51801 80103		A&Y PROG	LIBR BOOKS			64.72				
											64.72
2260	INGRAM INDUSTRIES INC	0000		INV	08/25/2022	71040806					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51801		A&Y PROG	LIBR BOOKS			258.42				
											258.42
											CHECK TOTAL
											446.33

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: L082522 08/25/2022
 DUE DATE: 08/25/2022

CASH ACCOUNT: 802 10100		CASH								
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK	
1610	KAVANAGH, SCULLY, SUD	0000		INV	08/25/2022	187175				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280801 52199		LIBR CTRL	OTHER PROF		60.00				
							60.00			
						CHECK TOTAL	60.00			
318	LAZERS EDGE OFFICE AU	0000		INV	08/25/2022	32206				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280808 51900		LIBR IT	OTHER SUPP		1,899.80				
							1,899.80			
						CHECK TOTAL	1,899.80			
98	CREATIVE EMPIRE LLC	0000		INV	08/25/2022	INV010837				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280802 52910		A&Y PROG	DTB CHARGE		5,119.17				
							5,119.17			
						CHECK TOTAL	5,119.17			
268	MIDWEST TAPE	0000		INV	08/25/2022	502534194				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280802 51804		A&Y PROG	AUDIOBOOKS		59.99				
							59.99			
268	MIDWEST TAPE	0000		INV	08/25/2022	502534198				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280802 51806		A&Y PROG	DVD		35.24				
							35.24			
268	MIDWEST TAPE	0000		INV	08/25/2022	502534195				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280802 51804		A&Y PROG	AUDIOBOOKS		39.99				
							39.99			
268	MIDWEST TAPE	0000		INV	08/25/2022	502534199				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280802 51806		A&Y PROG	DVD		71.22				
							71.22			
268	MIDWEST TAPE	0000		INV	08/25/2022	502536790				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280802 51806		A&Y PROG	DVD		18.74				
							18.74			

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: L082522 08/25/2022
 DUE DATE: 08/25/2022

CASH ACCOUNT: 802 10100		CASH								
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK	
268	MIDWEST TAPE	0000		INV	08/25/2022	502536791				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280802 51806		A&Y PROG	DVD			29.98			29.98
268	MIDWEST TAPE	0000		INV	08/25/2022	502536792				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280802 51806		A&Y PROG	DVD			40.48			40.48
268	MIDWEST TAPE	0000		INV	08/25/2022	502536793				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280802 51806		A&Y PROG	DVD			20.24			20.24
268	MIDWEST TAPE	0000		INV	08/25/2022	502533307				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280802 51806	80103	A&Y PROG	DVD			19.49			19.49
268	MIDWEST TAPE	0000		INV	08/25/2022	502533308				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280802 51807	80103	A&Y PROG	RECORDING			11.99			11.99
268	MIDWEST TAPE	0000		INV	08/25/2022	502534192				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280802 51806		A&Y PROG	DVD			35.98			35.98
268	MIDWEST TAPE	0000		INV	08/25/2022	502534193				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280802 51806		A&Y PROG	DVD			14.24			14.24
268	MIDWEST TAPE	0000		INV	08/25/2022	502534197				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280802 51806		A&Y PROG	DVD			18.74			18.74
						CHECK TOTAL	416.32			
54	OVERDRIVE INC	0000		INV	08/25/2022	01018CO22308684				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280802 51811		A&Y PROG	DOWNLOAD			295.71			295.71

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: L082522 08/25/2022
 DUE DATE: 08/25/2022

CASH ACCOUNT: 802 10100		CASH								
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK	
54	OVERDRIVE INC	0000		INV	08/25/2022	01018CO22308707				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280802 51811		A&Y PROG	DOWNLOAD			325.21			
										325.21
										CHECK TOTAL
										620.92
1622	REPUBLIC SERVICES, IN	0001		INV	08/25/2022	0729-000619128				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280805 52999		LIBR FAC	OTHER SVCS			793.08			
										793.08
										CHECK TOTAL
										793.08
1272	ROGARDS	0000		INV	08/25/2022	039623-01				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280801 51900		LIBR CTRL	OTHER SUPP			60.95			
										60.95
1272	ROGARDS	0000		INV	08/25/2022	039623-00				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280801 51900		LIBR CTRL	OTHER SUPP			123.36			
										123.36
1272	ROGARDS	0000		INV	08/25/2022	039818-00				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280806 51900		LIBR ACQ	OTHER SUPP			125.84			
	2 80280801 51900		LIBR CTRL	OTHER SUPP			43.94			
										169.78
1272	ROGARDS	0000		INV	08/25/2022	039818-01				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280806 51900		LIBR ACQ	OTHER SUPP			47.92			
										47.92
										CHECK TOTAL
										402.01
7	ROWMAN & LITTLEFIELD	0000		INV	08/25/2022	11993551				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280802 51801		A&Y PROG	LIBR BOOKS			104.00			
										104.00
										CHECK TOTAL
										104.00

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: L082522 08/25/2022
 DUE DATE: 08/25/2022

CASH ACCOUNT: 802 10100		CASH							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
3001	SOUTH SUBURBAN GENEAL	0000		INV	08/18/2022	46989			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 80280803 51803		ARCHIVES	LIBR PER		50.00			
							50.00		
						CHECK TOTAL	50.00		
46	INVOICES					WARRANT TOTAL	55,846.21		55,846.21
						CASH ACCOUNT BALANCE			2,686,390.14

ACCOUNTS PAYABLE CHECK RUN REPORT

Ck Run Id# Summary

CK RUN ID#: L082522 08/25/2022
 DUE DATE: 08/25/2022

FUND	ORG	ACCOUNT	AMOUNT	AVLB BUDGET
802	80280801	LIBRARY CENTRALIZED C 802-60-80-801-000-51900-	OTHER SUPPLIES 228.25	12,845.19
802	80280801	LIBRARY CENTRALIZED C 802-60-80-801-000-52199-	OTHER PROFESSIONAL SE 2,322.25	23,629.60
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51801-	LIBRARY BOOKS 2,462.45	1,129.49
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51801-80103	LIBRARY BOOKS 1,163.01	-378.26
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51803-	LIBRARY PERIODICALS -29.00	1,724.01
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51804-	AUDIOBOOKS 99.98	-345.28
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51806-	DVD'S 317.36	3,525.66
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51806-80103	DVD'S 19.49	2,328.40
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51807-80103	RECORDINGS 11.99	45.92
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51809-	GAMES 51.99	416.67
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51811-	DOWNLOADABLES 620.92	11.02
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-52910-	DATABASE CHARGES 16,547.17	5,391.45
802	80280803	ARCHIVES 802-60-80-803-000-51803-	LIBRARY PERIODICALS 50.00	1,575.55
802	80280803	ARCHIVES 802-60-80-803-000-52910-	DATABASE CHARGES 1,281.00	-25.86
802	80280805	LIBRARY FACILITIES 802-60-80-805-000-52201-	BUILDING REPAIR & MAI 1,253.00	18,805.74
802	80280805	LIBRARY FACILITIES 802-60-80-805-000-52600-	UTILITIES 26,070.18	-2,456.63
802	80280805	LIBRARY FACILITIES 802-60-80-805-000-52999-	OTHER CONTRACTUAL SER 1,118.56	0.00
802	80280806	LIBRARY ACQUISITIONS 802-60-80-806-000-51900-	OTHER SUPPLIES 173.76	8,623.37
802	80280808	LIBRARY IT 802-60-80-808-000-51500-	SHARED IT COSTS 46.42	2,681.17
802	80280808	LIBRARY IT 802-60-80-808-000-51900-	OTHER SUPPLIES 1,899.80	0.00
802	80280808	LIBRARY IT 802-60-80-808-000-52203-	MAINTENANCE AGREEMENT 137.63	0.00
			FUND TOTAL	55,846.21
CASH ACCOUNT 802 10100				BALANCE 2,686,390.14
			WARRANT SUMMARY TOTAL	55,846.21
			GRAND TOTAL	55,846.21

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: I090122 09/01/2022
 DUE DATE: 09/01/2022

CASH ACCOUNT: 802 10100		CASH							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
19	AMAZON .COM SERVICES	0000		INV	08/25/2022	47129			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 81080831 51900			ADMIN GIFT OTHER SUPP			102.72		
	2 80280802 51801 80103			A&Y PROG LIBR BOOKS			110.07		
	3 80280802 51802 80103			A&Y PROG NEW COLL			141.36		
	4 80280809 51812 80103			LIBR COMM LIBR SUPP			189.99		
	5 80280808 51500			LIBR IT SHARED IT			112.83		
	6 80280805 51420			LIBR FAC OFF FURN			49.98		
	7 80280801 51900			LIBR CTRL OTHER SUPP			424.16		
	8 80280809 51812 80102			LIBR COMM LIBR SUPP			260.94		
									1,392.05
						CHECK TOTAL			1,392.05
217	BAKER & TAYLOR LLC	0000		INV	08/25/2022	2036955799			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 81080833 51801			CHILD GIFT LIBR BOOKS			89.96		
									89.96
217	BAKER & TAYLOR LLC	0000		INV	09/01/2022	2036966065			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 80280802 51801 80103			A&Y PROG LIBR BOOKS			434.85		
									434.85
217	BAKER & TAYLOR LLC	0000		INV	09/01/2022	2036970358			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 80280802 51801 80103			A&Y PROG LIBR BOOKS			342.43		
									342.43
217	BAKER & TAYLOR LLC	0000		INV	09/01/2022	2036968964			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 80280802 51801			A&Y PROG LIBR BOOKS			591.28		
									591.28
217	BAKER & TAYLOR LLC	0000		INV	09/01/2022	2036962602			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 80280802 51801			A&Y PROG LIBR BOOKS			1,611.23		
									1,611.23
						CHECK TOTAL			3,069.75
1261	FIRST BUSEY CORPORATI	0000		INV	09/01/2022	47240			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 80280803 52912			ARCHIVES FACILTYREN			380.00		

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: 1090122 09/01/2022
 DUE DATE: 09/01/2022

CASH ACCOUNT: 802		10100		CASH					
VENDOR	REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK	
						380.00			
					CHECK TOTAL	380.00			
2257	CFS - CUSTOM FACILITY	0000	INV	09/01/2022	1705				
	ACCOUNT DETAIL				LINE AMOUNT				
	1 80280805 52201	LIBR FAC	BLDG MAINT			594.00			
							594.00		
					CHECK TOTAL		594.00		
859	GIBBS TECHNOLOGY COMP	0000	INV	09/01/2022	2320097				
	ACCOUNT DETAIL				LINE AMOUNT				
	1 80280808 52203	LIBR IT	MAINT AGRM			40.25			
							40.25		
					CHECK TOTAL		40.25		
1264	ILLINOIS AMERICAN WAT	0001	INV	09/01/2022	47309				
	ACCOUNT DETAIL				LINE AMOUNT				
	1 80280805 52600	LIBR FAC	UTILITIES			65.63			
							65.63		
					CHECK TOTAL		65.63		
1264	ILLINOIS AMERICAN WAT	0001	INV	09/01/2022	47311				
	ACCOUNT DETAIL				LINE AMOUNT				
	1 80280805 52600	LIBR FAC	UTILITIES			210.59			
							210.59		
					CHECK TOTAL		210.59		
1264	ILLINOIS AMERICAN WAT	0001	INV	09/01/2022	47312				
	ACCOUNT DETAIL				LINE AMOUNT				
	1 80280805 52600	LIBR FAC	UTILITIES			30.15			
							30.15		
					CHECK TOTAL		30.15		
2260	INGRAM INDUSTRIES INC	0000	INV	09/01/2022	71111094				
	ACCOUNT DETAIL				LINE AMOUNT				
	1 80280802 51801	A&Y PROG	LIBR BOOKS			61.64			
							61.64		

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: I090122 09/01/2022
 DUE DATE: 09/01/2022

CASH ACCOUNT: 802		10100		CASH							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK		
2260	INGRAM INDUSTRIES INC	0000		INV	09/01/2022	71111095					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51801	80103	A&Y PROG	LIBR BOOKS			291.35				
										291.35	
										CHECK TOTAL	352.99
254	CAROL INSKEEP	0000		INV	09/01/2022	47305					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280809 51812		LIBR COMM	LIBR SUPP			42.63				
										42.63	
										CHECK TOTAL	42.63
2763	LIBRARY IDEAS, LLC	0000		INV	09/01/2022	92156					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51807	80103	A&Y PROG	RECORDING			766.15				
										766.15	
										CHECK TOTAL	766.15
268	MIDWEST TAPE	0000		INV	09/01/2022	502516814					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51806		A&Y PROG	DVD			18.74				
										18.74	
268	MIDWEST TAPE	0000		INV	09/01/2022	502516815					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51806		A&Y PROG	DVD			22.49				
										22.49	
268	MIDWEST TAPE	0000		INV	09/01/2022	502516816					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51806		A&Y PROG	DVD			26.24				
										26.24	
268	MIDWEST TAPE	0000		INV	09/01/2022	502516817					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51806		A&Y PROG	DVD			18.74				
										18.74	
268	MIDWEST TAPE	0000		INV	09/01/2022	502516818					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51806		A&Y PROG	DVD			214.41				
										214.41	

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: 1090122 09/01/2022
 DUE DATE: 09/01/2022

CASH ACCOUNT: 802 10100		CASH								
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK	
268	MIDWEST TAPE	0000		INV	09/01/2022	502516819				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280802 51806		A&Y PROG	DVD			69.71			
										69.71
268	MIDWEST TAPE	0000		INV	09/01/2022	502558371				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280802 51806		A&Y PROG	DVD			56.96			
										56.96
268	MIDWEST TAPE	0000		INV	09/01/2022	502564764				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280802 51806 80103		A&Y PROG	DVD			7.49			
										7.49
268	MIDWEST TAPE	0000		INV	09/01/2022	502564766				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280802 51806 80103		A&Y PROG	DVD			95.95			
										95.95
										CHECK TOTAL
										530.73
54	OVERDRIVE INC	0000		INV	09/01/2022	01018CO22317743				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280802 51811		A&Y PROG	DOWNLOAD			1,979.98			
										1,979.98
										CHECK TOTAL
										1,979.98
42	PRESTO X LLC	0000		INV	09/01/2022	25839829				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280805 52999		LIBR FAC	OTHER SVCS			70.06			
										70.06
42	PRESTO X LLC	0000		INV	09/01/2022	25839830				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280805 52999		LIBR FAC	OTHER SVCS			70.06			
										70.06
										CHECK TOTAL
										140.12
283	QUILL CORPORATION	0000		INV	09/01/2022	27060692				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280801 51900		LIBR CTRL	OTHER SUPP			197.25			
										197.25

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: 1090122 09/01/2022
 DUE DATE: 09/01/2022

CASH ACCOUNT: 802		10100		CASH							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK		
283	QUILL CORPORATION	0000		INV	09/01/2022	27078249					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280801 51900		LIBR CTRL	OTHER SUPP		162.68					
							162.68				
						CHECK TOTAL	359.93				
2952	PAVLOV MEDIA INC	0000		INV	09/01/2022	INV25585					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280808 52999		LIBR IT	OTHER SVCS		800.00					
							800.00				
						CHECK TOTAL	800.00				
3030	THRYV INC	0000		INV	09/01/2022	610054552461					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280801 51900		LIBR CTRL	OTHER SUPP		190.25					
							190.25				
						CHECK TOTAL	190.25				
6	RACHEL VELLENGA	0000		INV	09/01/2022	47306					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280809 51812 80103		LIBR COMM	LIBR SUPP		18.79					
							18.79				
						CHECK TOTAL	18.79				
33	INVOICES						10,963.99				
						WARRANT TOTAL	10,963.99				
						CASH ACCOUNT BALANCE	2,686,390.14				

ACCOUNTS PAYABLE CHECK RUN REPORT

Ck Run Id# Summary

CK RUN ID#: 1090122 09/01/2022
 DUE DATE: 09/01/2022

FUND	ORG	ACCOUNT	AMOUNT	AVLB BUDGET
802	80280801	LIBRARY CENTRALIZED C	802-60-80-801-000-51900-	OTHER SUPPLIES 974.34 12,845.19
802	80280802	ADULT & YOUTH SERVICE	802-60-80-802-000-51801-	LIBRARY BOOKS 2,264.15 1,129.49
802	80280802	ADULT & YOUTH SERVICE	802-60-80-802-000-51801-80103	LIBRARY BOOKS 1,178.70 -378.26
802	80280802	ADULT & YOUTH SERVICE	802-60-80-802-000-51802-80103	NEW COLLECTIONS 141.36 2,617.84
802	80280802	ADULT & YOUTH SERVICE	802-60-80-802-000-51806-	DVD'S 427.29 3,525.66
802	80280802	ADULT & YOUTH SERVICE	802-60-80-802-000-51806-80103	DVD'S 103.44 2,328.40
802	80280802	ADULT & YOUTH SERVICE	802-60-80-802-000-51807-80103	RECORDINGS 766.15 45.92
802	80280802	ADULT & YOUTH SERVICE	802-60-80-802-000-51811-	DOWNLOADABLES 1,979.98 11.02
802	80280803	ARCHIVES	802-60-80-803-000-52912-	FACILITY RENTAL 380.00 0.00
802	80280805	LIBRARY FACILITIES	802-60-80-805-000-51420-	OFFICE FURNITURE 49.98 30,050.02
802	80280805	LIBRARY FACILITIES	802-60-80-805-000-52201-	BUILDING REPAIR & MAI 594.00 18,805.74
802	80280805	LIBRARY FACILITIES	802-60-80-805-000-52600-	UTILITIES 306.37 -2,456.63
802	80280805	LIBRARY FACILITIES	802-60-80-805-000-52999-	OTHER CONTRACTUAL SER 140.12 0.00
802	80280808	LIBRARY IT	802-60-80-808-000-51500-	SHARED IT COSTS 112.83 2,681.17
802	80280808	LIBRARY IT	802-60-80-808-000-52203-	MAINTENANCE AGREEMENT 40.25 0.00
802	80280808	LIBRARY IT	802-60-80-808-000-52999-	OTHER CONTRACTUAL SER 800.00 4,469.00
802	80280809	LIBRARY COMMUNITY ENG	802-60-80-809-000-51812-	LIBRARY PROGRAM SUPPL 42.63 1,800.52
802	80280809	LIBRARY COMMUNITY ENG	802-60-80-809-000-51812-80102	LIBRARY PROGRAM SUPPL 260.94 159.76
802	80280809	LIBRARY COMMUNITY ENG	802-60-80-809-000-51812-80103	LIBRARY PROGRAM SUPPL 208.78 1,169.04
			FUND TOTAL	10,771.31
CASH ACCOUNT 802 10100		BALANCE 2,686,390.14		
810	81080831	ADMIN GIFTS	810-60-80-831-000-51900-	OTHER SUPPLIES 102.72 777.19
810	81080833	CHILDREN'S GIFTS	810-60-80-833-000-51801-	LIBRARY BOOKS 89.96 6,284.26
			FUND TOTAL	192.68
CASH ACCOUNT 802 10100		BALANCE 2,686,390.14		
			WARRANT SUMMARY TOTAL	10,963.99
			GRAND TOTAL	10,963.99

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: L090822 09/09/2022
 DUE DATE: 09/09/2022

CASH ACCOUNT: 802		10100		CASH								
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK			
217	BAKER & TAYLOR LLC	0000		INV	09/08/2022	2036979375						
	ACCOUNT DETAIL					LINE AMOUNT						
	1 80280802 51801		A&Y PROG	LIBR BOOKS		1,551.01						
							1,551.01					
217	BAKER & TAYLOR LLC	0000		INV	09/08/2022	2036978651						
	ACCOUNT DETAIL					LINE AMOUNT						
	1 81080833 51801		CHILD GIFT	LIBR BOOKS		75.52						
							75.52					
217	BAKER & TAYLOR LLC	0000		INV	09/08/2022	2036977506						
	ACCOUNT DETAIL					LINE AMOUNT						
	1 80280802 51801 80103		A&Y PROG	LIBR BOOKS		391.83						
							391.83					
217	BAKER & TAYLOR LLC	0000		INV	09/08/2022	2036981843						
	ACCOUNT DETAIL					LINE AMOUNT						
	1 80280802 51801		A&Y PROG	LIBR BOOKS		11.22						
							11.22					
						CHECK TOTAL	2,029.58					
220	BRODART CO	0000		INV	09/08/2022	609360						
	ACCOUNT DETAIL					LINE AMOUNT						
	1 80280806 51900		LIBR ACQ	OTHER SUPP		101.62						
							101.62					
						CHECK TOTAL	101.62					
1261	FIRST BUSEY CORPORATI	0000		INV	09/08/2022	47533						
	ACCOUNT DETAIL					LINE AMOUNT						
	1 80280803 52912		ARCHIVES	FACILTYREN		380.00						
							380.00					
						CHECK TOTAL	380.00					
426	CDW GOVERNMENT INC	0000		INV	09/08/2022	CF72577						
	ACCOUNT DETAIL					LINE AMOUNT						
	1 80280808 51900		LIBR IT	OTHER SUPP		46.30						
							46.30					
						CHECK TOTAL	46.30					

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: L090822 09/09/2022
 DUE DATE: 09/09/2022

CASH ACCOUNT: 802 10100		CASH								
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK	
2257	CFS - CUSTOM FACILITY	0000		INV	09/08/2022	1720				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280805 52999		LIBR FAC	OTHER SVCS		5,833.33				
							5,833.33			
							5,833.33			
2257	CFS - CUSTOM FACILITY	0000		INV	09/08/2022	1721				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280805 52201		LIBR FAC	BLDG MAINT		459.00				
							459.00			
							459.00			
1212	CHEMICAL MAINTENANCE	0000		INV	09/08/2022	S055370				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280805 51900		LIBR FAC	OTHER SUPP		589.08				
							589.08			
							589.08			
232	DEMCO INC	0002		INV	09/08/2022	7178019				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280806 51900		LIBR ACQ	OTHER SUPP		152.80				
							152.80			
							152.80			
859	GIBBS TECHNOLOGY COMP	0000		INV	09/08/2022	2327460				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280808 52203		LIBR IT	MAINT AGRM		78.71				
							78.71			
							78.71			
2260	INGRAM INDUSTRIES INC	0000		INV	09/08/2022	71294331				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280802 51801		A&Y PROG	LIBR BOOKS		386.33				
							386.33			
							386.33			

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: L090822 09/09/2022
 DUE DATE: 09/09/2022

CASH ACCOUNT: 802		10100		CASH							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK		
254	CAROL INSKEEP	0000		INV	09/08/2022	47531					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51801	80103	A&Y PROG	LIBR BOOKS			32.10				
										32.10	
										CHECK TOTAL	32.10
1990	KANOPY INC.	0000		INV	09/08/2022	311898 – PPU					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51811		A&Y PROG	DOWNLOAD			1,018.00				
										1,018.00	
										CHECK TOTAL	1,018.00
447	KONE INC	0000		INV	09/08/2022	962307581					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280805 52999		LIBR FAC	OTHER SVCS			1,928.25				
										1,928.25	
										CHECK TOTAL	1,928.25
261	LAKESHORE LEARNING MA	0000		INV	09/08/2022	421410082422					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51802	80103	A&Y PROG	NEW COLL			46.98				
										46.98	
										CHECK TOTAL	46.98
2945	MICHAEL HANNAN	0000		INV	09/08/2022	47545					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280805 52201		LIBR FAC	BLDG MAINT			70.33				
										70.33	
										CHECK TOTAL	70.33
268	MIDWEST TAPE	0000		INV	09/08/2022	502615361					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51811		A&Y PROG	DOWNLOAD			4,138.05				
										4,138.05	
268	MIDWEST TAPE	0000		INV	09/08/2022	502589563					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 80280802 51807	80103	A&Y PROG	RECORDING			12.74				
										12.74	

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: L090822 09/09/2022
 DUE DATE: 09/09/2022

CASH ACCOUNT: 802 10100		CASH								
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK	
268	MIDWEST TAPE	0000		INV	09/08/2022	502589612				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280802 51806		A&Y PROG DVD			22.49				22.49
268	MIDWEST TAPE	0000		INV	09/08/2022	502589613				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280802 51806		A&Y PROG DVD			71.22				71.22
268	MIDWEST TAPE	0000		INV	09/08/2022	502589614				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280802 51806		A&Y PROG DVD			20.99				20.99
268	MIDWEST TAPE	0000		INV	09/08/2022	502589615				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280802 51806		A&Y PROG DVD			47.23				47.23
268	MIDWEST TAPE	0000		INV	09/08/2022	502589616				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280802 51806		A&Y PROG DVD			32.99				32.99
268	MIDWEST TAPE	0000		INV	09/08/2022	502589561				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280802 51807 80103		A&Y PROG RECORDING			14.99				14.99
268	MIDWEST TAPE	0000		INV	09/08/2022	502589549				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280802 51806		A&Y PROG DVD			22.49				22.49
268	MIDWEST TAPE	0000		INV	09/08/2022	502589548				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280802 51806		A&Y PROG DVD			22.49				22.49
268	MIDWEST TAPE	0000		INV	09/08/2022	502589562				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280802 51807 80103		A&Y PROG RECORDING			66.97				66.97

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: L090822 09/09/2022
 DUE DATE: 09/09/2022

CASH ACCOUNT: 802 10100		CASH								
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK	
268	MIDWEST TAPE	0000		INV	09/08/2022	502589610				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280802 51804		A&Y PROG	AUDIOBOOKS		256.95				256.95
						CHECK TOTAL	4,729.60			
2516	THE NEW LINCOLN SQUAR	0000		INV	09/08/2022	47544				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280803 52912		ARCHIVES	FACILTYREN		725.00				725.00
						CHECK TOTAL	725.00			
9980	PETTY CASH VENDOR	0000		INV	09/08/2022	47550				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280801 51900		LIBR CTRL	OTHER SUPP		8.72				8.72
						CHECK TOTAL	8.72			
2994	SEAN FITZPATRICK	0000		INV	09/08/2022	0000435				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280809 52199		LIBR COMM	OTHER PROF		473.00				473.00
						CHECK TOTAL	473.00			
33	PROQUEST LLC	0000		INV	09/08/2022	70752203				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280803 52910		ARCHIVES	DTB CHARGE		1,645.45				1,645.45
						CHECK TOTAL	1,645.45			
313	URBANA & CHAMPAIGN SA	0000		INV	09/08/2022	6103367				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280805 52600		LIBR FAC	UTILITIES		309.93				309.93
						CHECK TOTAL	15.44			
313	URBANA & CHAMPAIGN SA	0000		INV	09/08/2022	6104642				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280805 52600		LIBR FAC	UTILITIES		15.44				15.44

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: L090822 09/09/2022
 DUE DATE: 09/09/2022

CASH ACCOUNT: 802 10100		CASH							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
313	URBANA & CHAMPAIGN SA	0000		INV	09/08/2022	6104321			
ACCOUNT DETAIL						LINE AMOUNT			
1	80280805 52600		LIBR FAC	UTILITIES			7.60		
						CHECK TOTAL	332.97		
37 INVOICES		WARRANT TOTAL				21,067.15	21,067.15		
		CASH ACCOUNT BALANCE					2,686,390.14		

ACCOUNTS PAYABLE CHECK RUN REPORT

Ck Run Id# Summary

CK RUN ID#: L090822 09/09/2022
 DUE DATE: 09/09/2022

FUND	ORG	ACCOUNT	AMOUNT	AVLB BUDGET
802	80280801	LIBRARY CENTRALIZED C	802-60-80-801-000-51900-	OTHER SUPPLIES 8.72 12,845.19
802	80280802	ADULT & YOUTH SERVICE	802-60-80-802-000-51801-	LIBRARY BOOKS 1,948.56 1,129.49
802	80280802	ADULT & YOUTH SERVICE	802-60-80-802-000-51801-80103	LIBRARY BOOKS 423.93 -378.26
802	80280802	ADULT & YOUTH SERVICE	802-60-80-802-000-51802-80103	NEW COLLECTIONS 46.98 2,617.84
802	80280802	ADULT & YOUTH SERVICE	802-60-80-802-000-51804-	AUDIOBOOKS 256.95 -345.28
802	80280802	ADULT & YOUTH SERVICE	802-60-80-802-000-51806-	DVD'S 239.90 3,525.66
802	80280802	ADULT & YOUTH SERVICE	802-60-80-802-000-51807-80103	RECORDINGS 94.70 45.92
802	80280802	ADULT & YOUTH SERVICE	802-60-80-802-000-51811-	DOWNLOADABLES 5,156.05 11.02
802	80280803	ARCHIVES	802-60-80-803-000-52910-	DATABASE CHARGES 1,645.45 -25.86
802	80280803	ARCHIVES	802-60-80-803-000-52912-	FACILITY RENTAL 1,105.00 0.00
802	80280805	LIBRARY FACILITIES	802-60-80-805-000-51900-	OTHER SUPPLIES 589.08 0.00
802	80280805	LIBRARY FACILITIES	802-60-80-805-000-52201-	BUILDING REPAIR & MAI 529.33 18,805.74
802	80280805	LIBRARY FACILITIES	802-60-80-805-000-52600-	UTILITIES 332.97 -2,456.63
802	80280805	LIBRARY FACILITIES	802-60-80-805-000-52999-	OTHER CONTRACTUAL SER 7,761.58 0.00
802	80280806	LIBRARY ACQUISITIONS	802-60-80-806-000-51900-	OTHER SUPPLIES 254.42 8,623.37
802	80280808	LIBRARY IT	802-60-80-808-000-51900-	OTHER SUPPLIES 46.30 0.00
802	80280808	LIBRARY IT	802-60-80-808-000-52203-	MAINTENANCE AGREEMENT 78.71 0.00
802	80280809	LIBRARY COMMUNITY ENG	802-60-80-809-000-52199-	OTHER PROFESSIONAL SE 473.00 3,355.00
			FUND TOTAL	20,991.63
CASH ACCOUNT 802 10100		BALANCE 2,686,390.14		
810	81080833	CHILDREN'S GIFTS	810-60-80-833-000-51801-	LIBRARY BOOKS 75.52 6,284.26
			FUND TOTAL	75.52
CASH ACCOUNT 802 10100		BALANCE 2,686,390.14		
			WARRANT SUMMARY TOTAL	21,067.15
			GRAND TOTAL	21,067.15

GENERAL LEDGER DISTRIBUTION JOURNAL: LIBRARY BI-W

WARRANT L0812

PAY PERIOD 07/24/2022 to 08/06/2022

CHECK DATE 08/12/2022

YEAR 2023 PERIOD 2
 EXPENDITURE ENTRIES
 SHORT DESC PAY081222

GL EFF DATE 08/12/2022
 REFERENCE L0812
 REFERENCE2 8L0812

ORG	OBJECT	PROJECT	ORGANIZATION TITLE	ACCOUNT DESCRIPTION	EXPENDITURE
YEAR 2023	PERIOD 2			GL EFF DATE 08/12/2022	
80280800	50110		LIBRARY ADMINISTRATION	SALARY - REGULAR EMPLOYEE	12,824.26
80280801	50210		LIBRARY CENTRALIZED COSTS	INSURANCE	10,555.87
80280801	50220		LIBRARY CENTRALIZED COSTS	FICA AND MEDICARE	6,525.88
80280801	50251		LIBRARY CENTRALIZED COSTS	IMRF & SURS	6,579.98
80280802	50110		ADULT & YOUTH SERVICES	SALARY - REGULAR EMPLOYEE	29,421.80
80280803	50110		ARCHIVES	SALARY - REGULAR EMPLOYEE	10,239.73
80280805	50110		LIBRARY FACILITIES	SALARY - REGULAR EMPLOYEE	1,854.84
80280806	50110		LIBRARY ACQUISITIONS	SALARY - REGULAR EMPLOYEE	8,698.43
80280807	50110		LIBRARY CIRCULATION	SALARY - REGULAR EMPLOYEE	14,400.65
80280808	50110		LIBRARY IT	SALARY - REGULAR EMPLOYEE	4,909.25
80280809	50110		LIBRARY COMMUNITY ENGAGEMENT	SALARY - REGULAR EMPLOYEE	6,297.84
FUND TOTALS					112,308.53
GRAND TOTALS					112,308.53

GENERAL LEDGER DISTRIBUTION JOURNAL: LIBRARY BI-W

WARRANT L0826

PAY PERIOD 08/07/2022 to 08/20/2022

CHECK DATE 08/26/2022

YEAR 2023 PERIOD 2
 EXPENDITURE ENTRIES
 SHORT DESC PAY082622

GL EFF DATE 08/26/2022
 REFERENCE L0826
 REFERENCE2 8L0826

ORG	OBJECT	PROJECT	ORGANIZATION TITLE	ACCOUNT DESCRIPTION	EXPENDITURE
YEAR 2023	PERIOD 2			GL EFF DATE 08/26/2022	
80280800	50110		LIBRARY ADMINISTRATION	SALARY - REGULAR EMPLOYEE	12,891.49
80280801	50210		LIBRARY CENTRALIZED COSTS	INSURANCE	10,582.19
80280801	50220		LIBRARY CENTRALIZED COSTS	FICA AND MEDICARE	6,609.20
80280801	50251		LIBRARY CENTRALIZED COSTS	IMRF & SURS	6,520.68
80280802	50110		ADULT & YOUTH SERVICES	SALARY - REGULAR EMPLOYEE	29,296.76
80280803	50110		ARCHIVES	SALARY - REGULAR EMPLOYEE	10,364.50
80280805	50110		LIBRARY FACILITIES	SALARY - REGULAR EMPLOYEE	828.93
80280806	50110		LIBRARY ACQUISITIONS	SALARY - REGULAR EMPLOYEE	8,304.74
80280807	50110		LIBRARY CIRCULATION	SALARY - REGULAR EMPLOYEE	14,049.35
80280808	50110		LIBRARY IT	SALARY - REGULAR EMPLOYEE	4,946.14
80280809	50110		LIBRARY COMMUNITY ENGAGEMENT	SALARY - REGULAR EMPLOYEE	9,025.81
FUND TOTALS					113,419.79
GRAND TOTALS					113,419.79

GENERAL LEDGER DISTRIBUTION JOURNAL: LIBRARY BI-W

WARRANT L0909

PAY PERIOD 08/21/2022 to 09/03/2022

CHECK DATE 09/09/2022

YEAR 2023 PERIOD 3
 EXPENDITURE ENTRIES
 SHORT DESC PAY090922

GL EFF DATE 09/09/2022
 REFERENCE L0909
 REFERENCE2 8L0909

ORG	OBJECT	PROJECT	ORGANIZATION TITLE	ACCOUNT DESCRIPTION	EXPENDITURE
YEAR 2023	PERIOD 3			GL EFF DATE 09/09/2022	
80280800	50110		LIBRARY ADMINISTRATION	SALARY - REGULAR EMPLOYEE	12,854.14
80280801	50210		LIBRARY CENTRALIZED COSTS	INSURANCE	10,569.15
80280801	50220		LIBRARY CENTRALIZED COSTS	FICA AND MEDICARE	6,447.19
80280801	50251		LIBRARY CENTRALIZED COSTS	IMRF & SURS	6,469.49
80280802	50110		ADULT & YOUTH SERVICES	SALARY - REGULAR EMPLOYEE	28,697.12
80280803	50110		ARCHIVES	SALARY - REGULAR EMPLOYEE	10,326.84
80280805	50110		LIBRARY FACILITIES	SALARY - REGULAR EMPLOYEE	1,584.00
80280806	50110		LIBRARY ACQUISITIONS	SALARY - REGULAR EMPLOYEE	8,572.38
80280807	50110		LIBRARY CIRCULATION	SALARY - REGULAR EMPLOYEE	14,668.03
80280808	50110		LIBRARY IT	SALARY - REGULAR EMPLOYEE	4,955.37
80280809	50110		LIBRARY COMMUNITY ENGAGEMENT	SALARY - REGULAR EMPLOYEE	5,945.91
FUND TOTALS					111,089.62
GRAND TOTALS					111,089.62



AmerenIllinois.com
Customer Service 1.800.232.2477

80280805-52600

Statement Issued 08/23/2022
Amount Due **\$21,632.34**
Due Date Oct 24, 2022
Last Payment \$18,205.95
Payment received. Thank you.

Account Number **5158373000**
Customer Name URBANA FREE LIBRARY
Service Address 210 W GREEN ST UNIT ELE
URBANA, IL 61801

Current Charge Summary for Statement 08/23/2022

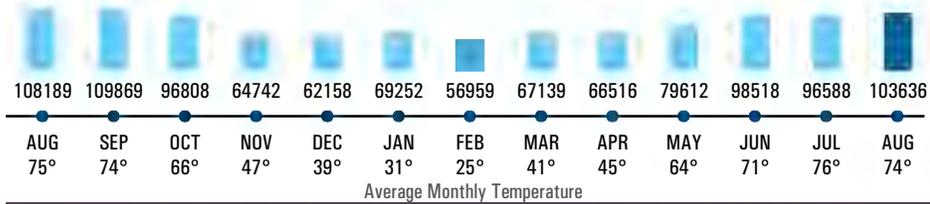
Total Electric Charge \$21,632.34
Total Amount Due \$21,632.34



Important Account Messages

The current billed amount of \$21,632.34 is due on Oct 24, 2022.

Electric Usage History in Kilowatt Hours (kWh)



Average Daily Electric Use (kWh)

TIME PERIOD	AVG. DAILY USE
CURRENT MONTH	3573.66 kWh
LAST MONTH	3219.60 kWh
LAST YEAR	3730.66 kWh

13073
04564 2115173 00214 018427 00010002
INTERNAL USE ONLY



See page 2 for account messages and tips from Ameren Illinois.

Keep this portion for your records.

Page 1 of 4

Please detach stub and return this portion with your payment.



See reverse side if your address has changed and for details on other ways to pay your bill.

Account Number 5158373000
Amount Due **\$21,632.34**
Due Date 10/24/2022
Amount Enclosed _____

>004564 2115173 0014 092139 10Z

URBANA FREE LIBRARY
210 W GREEN ST
URBANA, IL 61801-3953

AMEREN ILLINOIS
PO BOX 88034
CHICAGO IL 60680-1034

90700000 0051583730000 000021632340 000021632340



Safety Messages from Ameren Illinois

It's never too early to teach your kids how to stay safe around electricity and natural gas. Go to KidsActOnEnergy.com for fun lessons on energy safety - lessons that can last a lifetime!

 **Questions?** Contact Ameren Illinois at **1.800.232.2477** or visit **Ameren.com/Illinois/contact-us** to connect with customer service online.

* Please contact your utility provider for assistance before calling the Illinois Commerce Commission (ICC) at 1.800.524.0795.

Page 2 of 4

Address Update

ADDRESS _____
CITY, STATE, ZIP _____
PHONE NUMBER _____

Ways to Pay



ONLINE
E-CHECK



PHONE
888.777.3108



IN PERSON
FIND A PAY STATION AT
AMERENILLINOIS.COM/PAYSTATION



ONLINE
CREDIT CARD



MAIL
STUB & CHECK



Statement Issued 08/23/2022
Amount Due \$21,632.34
Due Date Oct 24, 2022

Account Number 5158373000
Customer Name URBANA FREE LIBRARY
Service Address 210 W GREEN ST UNIT ELE
URBANA, IL 61801

Payment Details

Payment Received DATE: August 15, 2022 AMOUNT: \$18,205.95

Electric Service Non Residential Billing Detail - Rate Zone III 07/21/2022 - 08/19/2022 (29 days)

Electric Meter Read for 07/21/2022 - 08/19/2022 (29 days)

READ TYPE	METER NUMBER	CURRENT METER READ	PREVIOUS METER READ	READ DIFFERENCE	MULTIPLIER	USAGE
Total kWh	25900955	103636.0000 Actual	0.0000 Actual	103636.0000	1.0000	103636.0000
On Peak kWh	25900955	46987.0000 Actual	0.0000 Actual	46987.0000	1.0000	46987.0000
Off Peak kWh	25900955	56649.0000 Actual	0.0000 Actual	56649.0000	1.0000	56649.0000
Peak kW	25900955	214.7200 Actual	0.0000 Actual	214.7200	1.0000	214.7200
On Peak kW	25900955	213.4400 Actual	0.0000 Actual	213.4400	1.0000	213.4400
Off Peak kW	25900955	214.7200 Actual	0.0000 Actual	214.7200	1.0000	214.7200

Usage Summary

Total kWh	103636.0000	On-Peak kWh	46987.0000
Off-Peak kWh	56649.0000	Peak kW	214.7000
On-Peak kW	213.4000	Off-Peak kW	214.7000
12 Month Max Demand	253.8000		

Smart Meter

	CHARGE DESCRIPTION	USAGE	UNIT	RATE	CHARGE
Electric Delivery Ameren Illinois DS-3 General Delivery Service < 400 kW	Customer Charge				\$44.58
	Meter Charge				\$11.19
	Distribution Delivery kW Charge	213.40	kW	@ \$ 7.62400000	\$1,626.96
	Transformation Charge	253.80	kW	@ \$ 0.59000000	\$149.74
				Electric Delivery	\$1,832.47

Electric Supply Energy Harbor Fixed Rate 17.29 cents per kWh	Total Energy Charge (\$/kWh)	103,636.00	kWh	@ \$ 0.17290000	\$17,918.66
				Electric Supply	\$17,918.66

04564 2115173 008215 018429 0002/0002



	CHARGE DESCRIPTION	USAGE	UNIT	RATE	CHARGE
State and Local Taxes and Other Mandated Charges	Customer Generation Charge				\$34.14
	Clean Energy Assistance Charge	103,636.00	kWh	@ \$ 0.00177000	\$183.44
	Renewable Energy Adjustment*	103,636.00	kWh	@ \$ 0.00458000	\$474.65
	EDT Cost Recovery	103,636.00	kWh	@ \$ 0.00124840	\$129.38
	Electric Environmental Adjustment	103,636.00	kWh	@ \$ 0.00098700	\$102.29
	Energy Efficiency Programs Charge	103,636.00	kWh	@ \$ 0.00176000	\$182.40
	Energy Transition Assistance Charge*	103,636.00	kWh	@ \$ 0.00072000	\$74.62
	Urbana Municipal Tax				\$378.27
	Illinois State Electricity Excise Tax				\$322.02
	Total Taxes and Other Charges				\$1,881.21

*Includes mandated charges and programs, and other changes resulting from the 2021 state energy law.

Total Electric Charges \$21,632.34

 **Details From Your Electric Supplier**

Energy Harbor
www.energyharbor.com
888.254.6359

If you have any questions regarding your Energy Supply charges, please contact the Electric Supplier listed above.

**BOARD OF TRUSTEES OF
THE URBANA FREE LIBRARY
RESOLUTION NO. 2022-13**

RESOLUTION TO ACCEPT CONTRIBUTIONS

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 contributions whether or not such gifts and contributions are deemed restricted as provided by the donor or decedent; and

WHEREAS, the following persons and entities have given to the Library the following sums:

<u>Name of Donor</u>	<u>Amount</u>	<u>Restricted Use of Contribution or Grant</u>
Community Webs	\$1,100	Local history archiving and/or digital archiving activities
State of Illinois	\$2,599	Storch photography rehousing project

WHEREAS, the Board of Library Trustees desires to accept the aforesaid contributions on the terms and conditions provided by the donors and decedents, 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 contributions and shall be bound by the conditions and restrictions, if any, pursuant to which such contributions 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 contributions.

ADOPTED by the Board of Trustees at a regular meeting thereof, held this 13th day of September, 2022.

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

RESOLUTION DECLARED ADOPTED.

Lupe Mejia, President

Barb Bennett, Secretary Treasurer

Date: September 9, 2022

To: The Urbana Free Library Board of Trustees

From: Celeste Choate, Executive Director

Re: Update on FY22 Strategic Plan initiatives

	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.

- Overall, active cardholders are up 18% from the end of FY21 to the end of FY22. This is up from a 3.6% decrease in between FY20 and FY21.
- Door count was down 55% between FY20 and FY21 but is trending upwards as we compare FY22 to FY21. There was a significant gain this summer as numbers rose from 14,633 in June 2022 to 16,675 in July 2022. We are actively doing outreach that we anticipate will help the door count continue to rebound.

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

- In FY21 we began to collect data on program satisfaction and what types of programs community members would like to see using a post-program survey. Below are the survey results regarding satisfaction. Although the sample size is small, the responses were universally positive with most community members saying they were very likely to recommend a similar program to family or friends.

	Disagree	Agree	N/A
I enjoyed the program	0%	100% (12)	0%
The presenter was knowledgeable	0%	100% (11)	0%
I learned something at the program	0%	100% (11)	0%

- In FY22, our social media engagement continued to grow:

	June 2021	June 2022
Facebook		
Page likes	5,582	5,561
Instagram		
Followers	1,647	1,906
Twitter		
Followers	3,436	3,480

- Post engagement and clicks remains steady compared to last June on Facebook and Instagram:

	<u>June 2021</u>	<u>June 2022</u>
Facebook		
Clicks	548	577
Post engagements	1,034	1,060
Instagram		
Engagements	690	869
Twitter		
Engagements	119	46
Clicks	393	199

- Starting in September 2020, we started producing a monthly newsletter for the Urbana schools (one for an elementary school audience and one for a high school audience). These newsletters are emailed to students and parents and available in English, Spanish, and French. In FY22, the school started to post the newsletters on their Facebook page, which extends the list beyond just parents. We plan to ask for feedback about the newsletters in FY23.
- We continue to use Constant Contact for our eNewsletter (monthly) and eBlast (irregularly) distribution. Below is more information about our email lists and open rates:

	<u>June 2021</u>	<u>June 2022</u>
General list subscribers (as of June 30)	14,131	13,966
General list average open rate	38%	47%
Youth & Teen subscribers (as of June 30)	499	594
Youth & Teen average open rate	33%	42%
Local History & Genealogy subscribers (as of June 30)	929	1,030
Local History & Genealogy average open rate	40%	40%
Foundation & Friends subscribers (as of June 30)	658	676
Foundation & Friends average open rate	35%	45%

- During FY22, the Library Board voted to make the Library overdue fine free. The goal is that this will help increase the number of active library users and ensure that those who need to access the Library’s collections will be able to do so.
- This fiscal year, the Library finished testing different patron communication services and selected Patron Point. Patron Point will allow the Library to send automatic welcome messages to new card holders, brand our current notices so they are more visually appealing, automatically highlight areas of our collection in notices, and verify addresses online to make signing up for a library card easier for patrons. The contract is set to begin in fiscal year FY23, and staff are working on the implementation process.



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.

- During FY22, the Library debuted two new collections for checkout: memory kits and phonics kits. The increased collection allows community members to access a collection of wider breadth and depth, as the memory and phonics kits allow for patrons to experience information and learning in new mediums.
- Use of digital resources such as Libby, Kanopy, and Hoopla grew in FY22, which followed a year of growth in FY21. Use of digital resources is expected to remain solid, and so resources for the FY23 budget were allocated accordingly.

	FY20	FY21	FY22
Circulation of Downloadables	70,066	93,669	102,139
Percentage of Overall Circulation	12%	15%	16%

- In addition to digital materials offered through Libby, Kanopy, and Hoopla, the Library also offers a variety of databases for patron use. During FY22, the most popular databases were Ancestry.com, LinkedIn Learning, and Newspapers.com. During the course of the year, patrons accessed Ancestry.com for 11,880 sessions, watched 7,565 LinkedIn Learning videos, and read 7,644 Newspapers.com articles.
- Access to computers and the Internet continues to be an important resource to community members. During FY22, 16,941 computer sessions (13,395 hours) were utilized by patrons, compared with 13,452 sessions (7,641 hours) in FY21. In fact, due to problems with the Library’s former computer reservation software and subsequent upgrade, the FY22 numbers contain undercounted figures for the months of March through June. In FY23, computers and the Internet are expected to remain an important resource for community members.
- Circulation was up a total of 7% over FY21, and there were significant differences from collection to collection. For example, Equipment (including WiFi hotspots) was up 59% and Video Games were up 55%. Adult print (including young adult print) increased 16.6%, while Children’s print increased 9.7%. These gains were partially offset by decreases in DVD circulations (Adult down 5%, Children’s up 3%), Audio (Adult down 4%, though the smaller Children’s collection up 39% with heavy use of VOX books), and Magazines (down 21%). Naturally, the ubiquity of downloading and streaming services continues to impact use of the Library’s audiovisual collections.
- The Curbside Pickup service has become a permanent service that will continue to accommodate both patrons cautious about COVID and those with busy schedules. Although FY22 use (1,346) is much less than FY20 (May 15-June 30 = 2,967) and FY21 (10,056), it continues to remain a popular option for patrons who use it.
- More patrons visited the Champaign County Historical Archives in FY22 than in FY20 and FY21.

	FY20	FY21	FY22
Archives Patrons Served	1,864	1,909	2,332

- Overall materials usage in Archives increased by 38% between FY21 and FY22. Use of special collections materials remained much higher than in FY20, as well. Since one special collection typically includes hundreds or thousands of individual items, this number represents a significant increase in the use of archival materials over the past two years.

<u>Records Requested</u>	<u>FY20</u>	<u>FY21</u>	<u>FY22</u>
Books	1,988	1,659	2,494
Photographs	397	478	509
Microfilm	1,895	1,424	2,683
Vertical Files	260	160	228
Maps	82	113	103
Special Collections	47	585	237
County Records	280	361	383
Total Records Requested	4,949	4,780	6,637

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

- Due to desk staffing requirements, we temporarily decreased the number of programs the Library offered during the first half of FY22, leading to fewer programs being held than in FY21. In the spring, the Library began transferring back to mostly in-person programs, and we anticipate that with this change we will begin to see more community members attending programs.

	<u>FY21</u>	<u>FY22</u>
Number of programs	575	457
Number of attendees	11,008	9,323

- During FY22, the Library joined the pilot season for Illinois Libraries Presents, which creates online events featuring well-known speakers and authors. There were seven events held in the pilot season attended by 229 local community members. Authors featured during the pilot included Jenny Lawson, Nick Offerman, and Michelle Zauner.



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.

- After offering meeting rooms again in late FY21, the Library saw increased use in community meeting room usage during FY22. The Satterthwaite Conference Room and Lewis Auditorium were used by the community a total of 131 times, an increase of nearly seven times the previous year’s use. Additionally, study rooms were utilized 1,194 times in FY22.
- The Champaign County Historical Archives engaged with patrons through a variety of physical and virtual exhibits. From July 2021-June 2022, Archives staff curated five physical in-house exhibits, six virtual exhibits and digital photograph albums, and 42 local history and genealogy blog posts.
- Library staff moved our Equity, Diversity, and Inclusion work ahead in meaningful ways this year, including a re-evaluation of the Library’s Rules of Behavior using an EDI lens. Staff anticipate bringing updated Rules of Behavior to the Board during FY23. Staff also attended a one-hour online training presented by the Uniting Pride Center on LGBTQ+ cultural competency. We have a recording of the well-received program posted to the staff Intranet, and it is now included as part of every new staff member’s onboarding process.

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

- Even though the Library held fewer programs this fiscal year, the number of co-sponsored programs increased. New partnerships included East Asian Story Time with the Center for East Asian and Pacific Studies at the U of I, an MLK Walk for Peace organized by HVNT, The Urbana Rotary Club, and other groups that the Library has previously worked with, and a presentation by the Carle Faith Community Health Department on Advanced Care Planning.

	FY21	FY22
Number of co-sponsored programs	100	124
Number of partnerships	51	50

- Even though outreach was placed on hold due to desk staffing requirements a few times this year, the number of opportunities for the Library to hold outreach events almost tripled. We were able to resume visiting the Market at the Square, making quarterly visits to senior living facilities, and we started receiving invitations to other events.

	FY21	FY22
Outreach events	13	36
Number of people spoken to	493	986



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 Library regularly hosts practicum students from UIUC’s iSchool and other programs around the country. In FY21, Adult & Youth Services and the Archives hosted a total of 6 practicum students.
- The Library made significant progress on the Building Program. Focus groups are the next step, and a final version of the program is anticipated during FY23.
- The Library continues to be a popular place for community members to volunteer. The chart below shows the number of volunteers and hours volunteered over the past two fiscal years:

	FY21	FY22
Number of volunteers	99	98
Total hours volunteered	1,871	2,785

- The Friends of the Urbana Free Library held sales in August and May of FY22. There were Pop-up sales in July, August, and November. Books were also sold on Amazon, Etsy, and carts around the Library. Total sales in FY22 were \$43,219.88.
- The Foundation continued to build capacity and reach new donors in FY22. Its overall donations were up significantly partly in part due to a new fund started by the family of the late Margaret Frampton, a former librarian, Library Board member, and Library Foundation member. This gift of \$25,000 also includes matching opportunities for 2022 and 2023.

	<u>FY21</u>	<u>FY22</u>	<u>Difference</u>
Total raised:	\$63,668.91	\$104,657.90	\$40,988.99
Number of gifts:	321	317	-4
Average gift:	\$198.35	\$330.15	\$131.80
Annual campaign response rate:	29.6%	21.8%	-7.8%
Annual campaign letters mailed:	1,085	913	-172

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

- In FY22, staff members completed a total of 544 professional development hours, which is up from FY21 when staff completed 266 hours.
- The Library continued to conduct regular staff pulse surveys to monitor how staff felt about various changes happening in the building as our service model evolved due to COVID-19. This chart shows the weighted average (out of 5) for the quantitative questions posed in the survey.

	<u>July 2020</u>	<u>Sept. 2020</u>	<u>Dec. 2020</u>	<u>Feb. 2021</u>	<u>July 2021</u>	<u>Oct. 2021</u>	<u>April 2022</u>
Your personal safety while in the building	3.46	3.3	3.76	3.6	4	3.56	3.94
Patron safety while in the building	3.45	3.43	3.66	3.58	3.84	3.59	3.85
Ability to get your work done in the Grab and Go model	3.5	3.65	3.68*	3.9	4.19**	3.61	3.85
Comfort level with patron interactions	3.02	2.79	3.21	3.17	3.69	3.53	3.64
Overall feeling with how things are going	3.41	3.23	3.62	3.51	3.84	3.19	3.67
Your overall well-being		3.26	3.41	3.35	3.73	3.13	3.49

*Ability to get your work done in the Tech By Appointment Only plus Curbside Pickup model

**Ability to get your work done in the current service model

- The Library and Board updated 16 different policies during FY22 (including the Circulation & Interlibrary Loan Policy twice), and also approved one new policy: the Whistleblower Policy (January 2022). Staff will continue to bring policies to the Board on a regular basis for reaffirmation or updates to ensure all policies stay relevant and align with current practices and laws.
- The Library continued to offer COVID-19 Rapid Antigen tests to staff in FY22. There is significant value in testing after a suspected exposure to help reduce the spread of COVID-19, and also to add an extra layer of safety for staff members.



The Urbana Free Library

210 West Green Street, Urbana, Illinois 61801 • 217-367-4057 • fax: 217-367-4061 • urbanafreelibrary.org

DATE: September 14, 2022
TO: TUFL Board of Trustees
FROM: Celeste Choate and Dawn Cassady
RE: Closing the Library Café

Moving forward, we see three potential scenarios for the Café:

1. Do not reopen.
2. Open with minimal hours when the most sales had been made in the past.
3. Open with full hours.

Providing food and drinks for Library patrons and staff by operating the Café was always a bonus service, not a core service or mission of the Library, and consistently lost money pre-pandemic. Library staff strongly believe that we will best serve our community and best utilize our budget by focusing on our core services and mission instead of reopening the Café. We can always revisit this topic in the future, but for now, we have reached this conclusion due to the following reasons.

During March 2020, we closed the Library Café along with the rest of the Library due to COVID. As we have reported to the Board in the past, the Café did not make a profit even before the pandemic, as shown in the table:

Fiscal Year	Café Revenues	Café Expenses (wages + supplies)	Loss	<i>Estimated offset*</i>
2019	(\$62,414.89)	\$80,763.77	\$18,348.88	\$14,000
2018	(\$60,711.61)	\$74,320.15	\$13,608.54	\$10,800
2017	(\$56,337.74)	\$72,963.51	\$16,625.77	\$10,800

**We had Baristas perform other Library tasks in between Café customers to offset some of the loss.*

As we prepared the budget for FY22 in early 2021, former Circulation, Café, and Volunteer Manager Eleanore Brown did an extensive analysis of staff and materials costs versus revenues for the Café. We have included some of her conclusions below, along with newer considerations:

- With the increases in minimum wage and cost-of-living increases during FY22, the Café was projected to lose nearly \$2,000, even with foot traffic estimated at 90% and increasing Café prices to reflect cost increases. In FY23, our foot traffic is still well below 90% of pre-COVID numbers (July 2019 = 29,228 visitors vs. July 2022 = 16,675 visitors).
- With increases to the minimum wage continuing annually through 2025, Eleanore projected that Café sales would need to nearly double our highest year of pre-pandemic sales in order to offset the wage increases. And, such a sales increase is highly unlikely. This scenario also did not factor in the large increase to the cost of goods that has occurred since Eleanore did her projections. The level to which we'd have to raise Café prices to avoid losing money would likely put Café prices out of reach for many patrons.
- Though accounted for in the budget, the amount of money the Library would need to restart the Café with an initial inventory of product (coffee, tea, milk, syrups, mixes, snacks, etc.) likely would be higher than budgeted due to inflation.

- The Café equipment (espresso machine, blenders, grinders, refrigerators, freezers, etc.) has now been dormant for over two years and would require funds up-front to service the equipment. Our freezer and espresso machine also are nearing end-of-life projections, and in early 2021 Eleanore predicted each would cost \$1,600-\$2,000 to replace. Replacement costs for both machines are likely to be much higher now due to inflation.
- The Health Department certifications held by all Café staff (around 15 people) have lapsed or soon will lapse. All Café staff would need training and recertification, another cost that would be incurred by the Library. Café supervisors would need additional, more expensive courses required by the Health Department. Although the Library has a training budget, we did not account for food safety training this year, so spending on this training would reduce the funds available to staff for library-related training topics.
- Most of the Library's shelvers have been hired since March 2020, meaning they would need to be trained as new baristas to make all of the drinks on the Café menu, and staff who did previously work in the Café would need retraining. All of this training time would be a significant cost to the Library and would take staff time away from essential tasks. We did not account for this type of retraining in the FY23 budget, either.
- In addition, we would need to hire additional staff in this tight hiring market.
- We believed for years that having a staff presence on the east side of the building (a role filled by Café staff) was critical for preventing theft. We have not had any issues with theft since reopening the Race Street door without the presence of Café staff, which removes security as a main justification for keeping the Café open. We also now have a Safety & Volunteer Coordinator on staff, and the Management Team walk around the building regularly to help public service staff address any safety concerns.
- We are moving ahead with plans for the Circulation and A/V area remodeling project, and have identified the Café counter and back room as valuable space where Circulation staff and operations could be moved during the construction phase of the project. We would identify Café equipment that could be sold to recoup some of the funds expended to purchase them, and would make room for Circulation's operations in the process. While such an undertaking would take time, it would be time well spent and would solve a problem (where to put Circ temporarily) that has no good alternatives in our current space.



CHAMPAIGN COUNTY
MUSEUMS NETWORK
EXCITE • ENGAGE • EMPOWER

2021 Annual Report

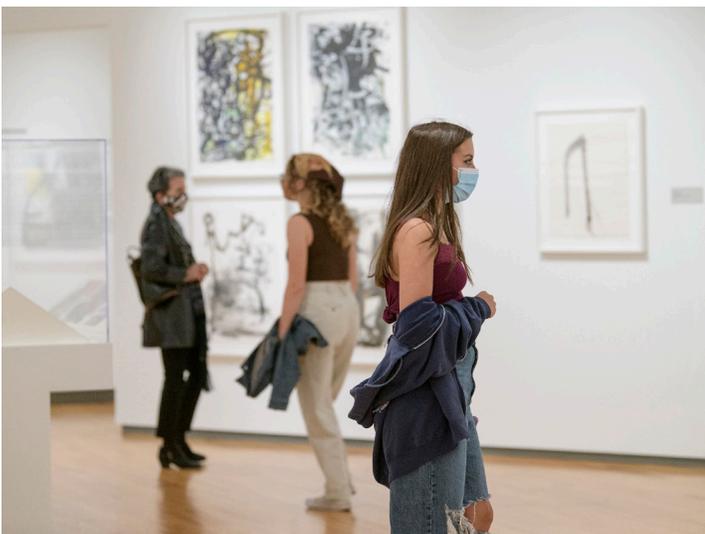


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What is the Champaign County Museums Network?

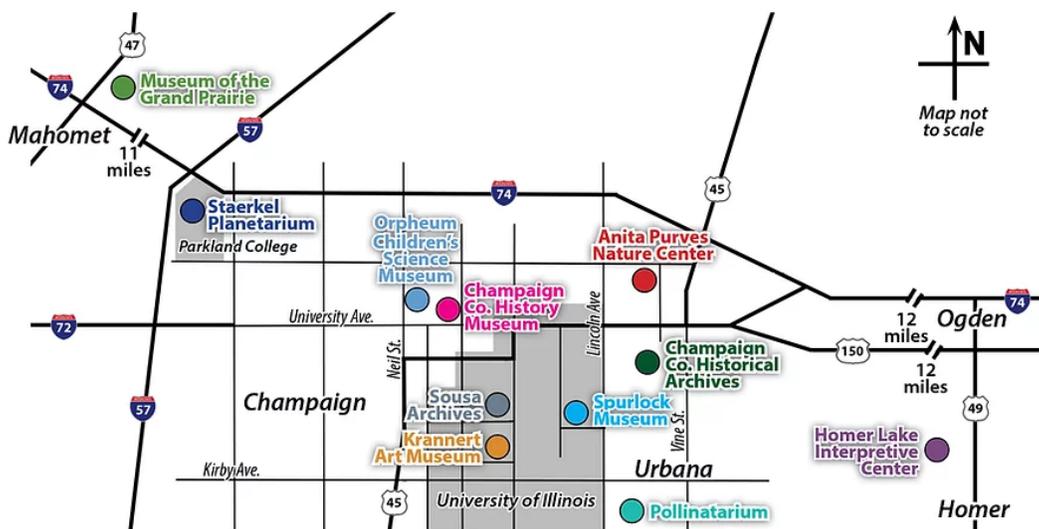
The Champaign County Museums Network is an organization of 11 museums, archives, and nature centers working together for the benefit of all.

Network Mission

The Network raises awareness of its members and related institutions and their contributions to Champaign County.

Network Vision

The Champaign County Museums Network empowers members by forging connections that encourage best practices among museums and museum professionals and promotes each institution as relevant, engaging, and integral members of our community.



Member Institutions

- Anita Purves Nature Center
- Champaign County Historical Archives
- Champaign County History Museum
- Homer Lake Interpretive Center
- Krannert Art Museum
- Museum of the Grand Prairie
- U of I Pollinatarium
- Sousa Archives & Center for American Music
- Spurlock Museum of World Cultures
- William M. Staerkel Planetarium

Affiliate Member

- Illinois Distributed Museum

2022 Officers

- President:
 - Julia Nucci Kelly
 - Krannert Art Museum
- Vice-president:
 - Kim Sheahan Sanford
 - Spurlock Museum of World Cultures
- Secretary:
 - Kristen Allen Wilson
 - Illinois Distributed Museum
- Treasurer:
 - Perry Morris
 - Champaign County History Museum
- Board Member at-large:
 - Pat Cain
 - Museum of the Grand Prairie

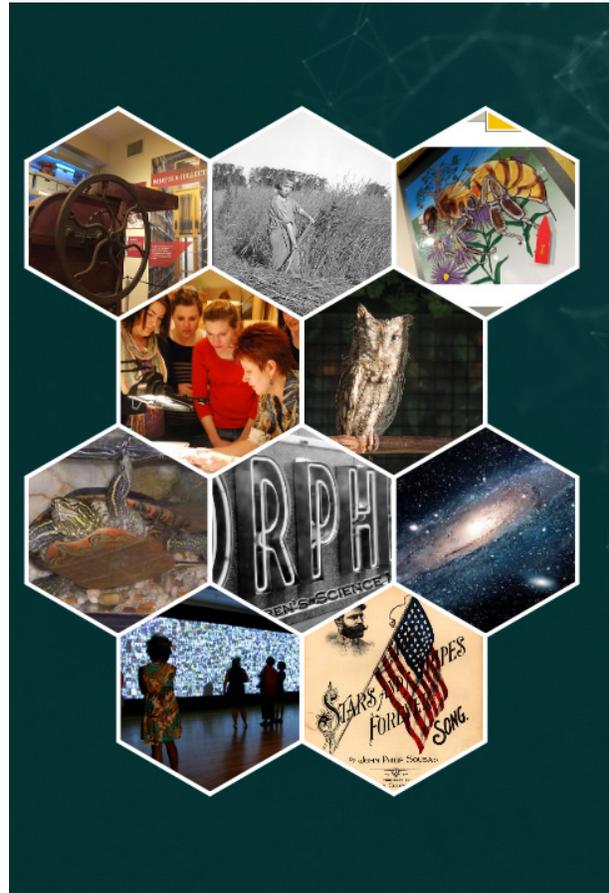
History of the Network

In 1995, the Illinois Board of Education offered “Museums in the Classroom” grants to “develop online, interactive, curriculum projects that utilize the unique resources and capabilities of museums.” (Something that, thanks to the COVID pandemic, we are continuing to prioritize.)

Two area museum directors, Carolyn Baxley and Cheryl Kennedy, gathered a group of local museums to apply for the grant. A total of seven museums became the “Museums at the Crossroads Consortium” or MAC, named for the unique confluence of neighboring interstate highways.

The Consortium was awarded the grant, along with 32 schools, partnering in the installation of videoconferencing equipment and the development of interactive web pages and artifact-based lessons. When the grant was completed, the members continued to meet monthly to plan creative projects:

- Passport programs to encourage families to visit all member museums in the county
- Collaborations with Elderhostel, the Osher Lifelong Learning Institute, and senior living facilities to provide adult programs and professional development for educators
- A collaboration with local businesses on “The Family Fun Field Guide: Things to Do with Kids in Champaign County”
- Helping teachers to do “one stop” field trip shopping through an Educator Resource Guide and Educator Open Houses
- Public programs, such as a Museum Expo at Market Place Mall and activities at the Urbana Sweet Corn Festival



In May 2016, the group changed its name to **Champaign County Museums Network** (CCMN) to better reflect its regional nature and collaborative focus.

In 2021, the Network became an Illinois nonprofit corporation and has received 501c3 tax-exempt status.

Members meet monthly, continuing the long tradition of working with area schools and the community as a whole to shine a spotlight on these important cultural and scientific resources of Champaign County.

Contact and Connect with Us

champaigncountymuseums.org
facebook.com/ChampCoMuseums
twitter.com/ChampCoMuseums
instagram.com/champcomuseums

Visitation

In 2021, COVID -19 continued to affect visitation numbers, although for much of the year, museums, nature centers, and science centers were permitted to be open to the public.

Travel was down within the state, and school districts prohibited most, if not all, in-house field trips and in-person outreach programs.

Our catchphrase for the last two years has been that events are “subject to change.” Museum staff have shown resilience in the face of challenges, learning to connect to audiences online through Zoom and Google Classroom.

Presenting programs online produced certain benefits. Audience members who may not have been able to attend, whether due to health, scheduling conflicts, or distance, found it easier to take part. Speakers it would have been costly to bring to Champaign County were willing to give programs over the Internet.

The impact was demonstrable. As a whole, CCMN institutions gave 274 programs for K-12 school groups, and 1,492 kits were delivered to second graders at 25 schools across Champaign County. Total visitation for all Network member institutions for 2021 was 72,880.

Visitor Activities

We asked our museum representatives “What kinds of things can people do when visiting your museum?”

In addition to more traditional responses, like “explore our galleries” or “take a tour,” we also heard these:

- Use our research library
- Visit our gift shop
- Touch artifacts designed to be handled
- Attend a lecture
- Identify birds and plants
- Move to a music or dance performance
- Go on a scavenger hunt
- Listen to an historical musical recording
- Make music on the Harmonic Tone Generator and the Sal-Mar Construction
- Observe and meet live animals
- Play the Scat Game
- Relax in the sculpture garden
- Dress in monarch’s wings
- Go on story walks
- Learn about your family history
- Travel through the galaxy
- Look through a telescope
- Follow self-guided trails
- Do a Snowflake Search
- Be a citizen scientist
- Climb on the Natural Playscape
- Check out seasonal art exhibits
- Pretend to be a curator
- Watch a movie with friends
- Take part in an ancient Greek trial
- See inside an ancient Egyptian mummy



Women in Science Lecture Series

Hosted by the University Archives, this series highlights the innovations and contributions from women in science here at Illinois

When are these lectures?
Every second Tuesday of the month
From 12pm-1pm

For more information please visit our website:
<https://tinyurl.com/WomeninScienceLecture>



Virtual lectures were one way member institutions reached out to audiences to continue their teaching mission, whether they were open or closed to the public. The Women in Science Lecture Series was hosted by the Illinois Distributed Museum in partnership with the University of Illinois Archives.

Sponsorships, Grants, and Awards

CCMN member institutions were well supported by sponsorships, grants, and awards from federal, state, and local agencies and foundations, as well as private donors.

Funds supported a wide range of projects, including:

- Development of digital archives
- Research into Ancient Andean collections with museums and universities in Chicago and overseas
- Binoculars for use by visitors for viewing wildlife
- Online performances, talks, and videos by international performance artists
- Educational videos on American Indian drumming and ice fishing
- A collaboration with local students of color in the creation of an award-winning museum mural
- “Women in Science” Lecture Series
- Museum response plans to the challenges of COVID

Granting Organizations

Illinois Arts Council Agency

Illinois Association of Museums

Illinois Clean Energy Community
Foundation

Illinois Department of Natural Resources

Illinois State Historical Records Advisory
Board

National Endowment for the Humanities

National Endowment for the Arts

Institute for Museum and Library Services

Looking for Lincoln, National Park Service

Getty Foundation Grant through its Paper
Project: Print Curatorship in the 21st
Century

Helen Frankenthaler Foundation

Sustainability Initiative

Henry Luce Foundation American Art
Program

Samuel H. Kress Foundation

Robert Frederick Smith Fund, Smithsonian

National Museum of African American
History and Culture

Gladys Kriebel Delmas Foundation

Champaign Rotary Club

Archive-It

Volunteer Stewardship Network

Champaign County Audubon Society



Highlighted artifacts from “Bodies in Crisis” at Spurlock Museum of World Cultures

Forest Preserve Friends Foundation

Community Foundation of East-Central
Illinois

University of Illinois System, Presidential
Initiative for the Arts & Humanities

University of Illinois

Humanities Research Institute

Campus Research Board

Title VI Centers

Staffing During the Pandemic

Nationwide, cultural institutions' staffing levels dropped significantly, with the highest attrition in front of house and education/public programs staff.

We are fortunate that Champaign County museums, nature centers, and science centers did not experience a similar drop. This is due in part to the fact that most member institutions are part of a larger organization that lent stability during widespread closures (Champaign Forest Preserve District, Urbana Parks District, Parkland College, University of Illinois). This stable environment enabled CCMN members to retain focus on serving the public well.

Smallest institution:
1 part time staff member

Largest institution: 20 full time staff

Museum closures during COVID: 1
(Orpheum Children's Science Museum)

Volunteer hours at member institutions:
5200

Community Partnerships and Collaborative Programs

CCMN members collaborated often on programming during 2021, especially with these community partners:

40 North / 88 West
Chambanamoms
Chambana Seniors
Champaign County Audubon Society
Champaign County Climate Coalition
Champaign County Community Coalition
Champaign Park District
Champaign Public Library
Champaign Unit 4 Schools
CU Able
Dewitt County Area Blacksmiths
ECI Master Naturalists
Illinois State Archaeological Survey
Illinois State University
Independent Media Center
International Dark Sky Association
Mahomet Public Library
Market at the Square
New American Welcome Center
The News-Gazette
NAMI Champaign: National Alliance on Mental Illness
Rantoul School District 137
Rose Bowl Tavern
Tolono Community Unit 7 Schools
Tolono Public Library
Urbana Business Association
Urbana Free Library
Urbana Folk & Roots Festival
Urbana Park District
Urbana Public Arts & Culture Initiative
Urbana Public Television
Urbana School District 116
University of Illinois Urbana-Champaign
University of Illinois Extension
University YMCA
Visit Champaign County



Pandemics as a Portal to Change: A Community Exhibition was a collaboration between CCMN member museums and community partners. It included art by more than 50 individuals including visual art, creative writing, dance, animation, and original music. The resulting exhibition video was screened on UPTV and displayed at Krannert Art Museum and Museum of the Grand Prairie.

Exhibitions and Programs

Special exhibits create new opportunities for Network members to entice visitors into their gallery spaces. Special events, tours, and programs are often offered in conjunction with these exhibits.

Anita Purves Nature Center: “Connecting You with Nature” Virtual and In-person Hikes; Virtual Summer Camp; Don’t call it dirt! Soil Science Workshops; Forest School Afternoons; Play Date with Nature

Champaign County Historical Archives: Host institution for Champaign County Genealogical Society research

Champaign County History Museum: Snapshots: Champaign County Photography and Photographers, 1851-1913; Zuppke en la Playa: Sketches of a Gridiron Great; The Great Harris Mansion Heist; Abel Harwood and the Solon House

Homer Lake Interpretive Center: Earth Day for Everyone; Spring Beauties: Vernal Wildflowers of Central Illinois; Meet the Critters; Getting Started with Water Gardens; Walk with a Naturalist; Nature at Night: Bats

Krannert Art Museum: Bea Nettles: Harvest of Memory; Homemade, with Love: More Living Room; Hive; A Question of Emphasis: Louise Fishman Drawing; Hal Fischer Photographs; Modernist Strategies: Highlights from the WPA; Crip*; Pandemics as a Portal to Change

Museum of the Grand Prairie: How Long Must Women Wait?; Pandemics as a Portal to Change; Night Lights in the Garden; Knowing Him by Heart: African Americans on Abraham Lincoln; Part of the Community: East Frisian Oral History in Champaign County; Prairie Stories; Prairie Walk for Homeschoolers

U of I Pollinarium: Pollinators in Pop Culture; Bumble Bee Biology; Prairie walking paths and pollinator gardens; 4H Summer pollinator school

Sousa Archives & Center for American Music: Singing the Temperance Blues; One Community Together Celebration

Spurlock Museum of World Cultures: Sewn in Memory: AIDS Quilt Panels from Central Illinois; Debates, Decisions, Demands: Objects of Campaigns and Activism

William M. Staerkel Planetarium: Prairie Skies series (virtual and in-person); James B. Kaler Science Lectures; Noche de estrellas en Champaign; One World, One Sky: Big Bird’s Adventure; Birth of Planet Earth; Did an Asteroid Really Kill the Dinosaurs?; Santa’s Secret Star; Phantom of the Universe

Anniversaries, Awards, and Celebrations

Krannert Art Museum: 60th anniversary
Champaign County Historical Archives: 65th anniversary

Champaign County History Museum earned multiple awards given by the Illinois Association of Museums.

- Small Museum of the Year
- Excellence in Exhibits
- Excellence in Conservation
- Excellence in Community Partnership
- Anniversary Gold Award: 50 Years



“Abel Harwood and the Solon House,” an exhibit by the Champaign County History Museum